

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 230.03, CONTRACTING AUTHORITY AND PROCEDURES, CHAPTER 230, ADMINISTRATION CODE, TITLE SIX, ADMINISTRATION OF THE CODIFIED ORDINANCES OF THE CITY OF SPRINGBORO, OHIO.

WHEREAS, The elected officials of the City of Springboro, Ohio are responsible for the fiscal well being of the City; and

WHEREAS, the goal of the City Council is to allow for the prudent and efficient delivery of services via City staff for services as well as purchases of equipment and supplies and materials; and

WHEREAS, the Finance Committee of City Council has reviewed an additional section to the current Ordinance to allow for the responsible and efficient expenditure of funds for annual capital improvement program items that are equipment, supplies, and materials;

NOW, THEREFORE, THE CITY OF SPRINGBORO, COUNTY OF WARREN, OHIO
HEREBY ORDAINS:

SECTION I

It is hereby declared to be the intention of this Council to amend section 230.03 – Contracting Authority and Procedures of the Codified Ordinances of the City of Springboro to include new section (h) and Form A.

SECTION II

In accordance with the intent of Council, and with the recommendation of Finance Committee the City Council determines it to be in the best interest of the City of Springboro, Ohio to amend Chapter 230; Section 230.03; Title Six of the Codified Ordinances. New language indicated in **bold**.

230.03 CONTRACTING AUTHORITY AND PROCEDURES

(h) Equipment, supplies and /or materials purchased in an annual budget period that are approved via inclusion in the annual Capital Improvement Program review and approval process by Council; reviewed and approved by City Council in the annual budget approval process and approved by City Council within the annual Appropriation Ordinance approval process are exempt from presentation to City Council for approval via Resolution or Motion within that annual budget period provided all approvals are documented as outlined in this Section , Form A and stated below. This form may be reproduced for ease of inclusion and attachment to each expenditure invoice of the City under the authority of this Ordinance.

**CITY OF SPRINGBORO
CODIFIED ORDINANCES; PART TWO: ADMINISTRATION CODE
TITLE 6 – CHAPTER 230- SECTION 230.03 (h)
CONTRACTING AUTHORITY AND PROCEDURES**

DATE OF CAPITAL IMPROVEMENT PROGRAM APPROVAL INCLUDING ITEM: _____

DATE OF ANNUAL BUDGET APPROVAL INCLUDING ITEM: _____

DATE OF ANNUAL APPROPRIATION ORDINANCE APPROVAL INCLUDING ITEM: _____

DATE OF APPROVAL FOR EXPENDITURE BY FINANCE DIRECTOR OR DESIGNEE: _____

EXPENDITURE FOR CAPITAL ITEM(S) IN ANY GIVEN YEAR MAY ONLY BE GRANTED IF ALL PRIOR APPROVALS HAVE INCLUDED SUCH EXPENDITURE AND VERIFICATION OF FINANCE DIRECTOR OR DESIGNEED OCCURS. THIS FORM MUST BE COMPLETED AND ATTACHED TO INVOICE PRIOR TO PAYMENT.

ORDINANCE 230.03 (h) Form A

SECTION III

All other provisions of Section 230.03, of Chapter 230, Title Six of the Codified Ordinances of the City of Springboro, Ohio are hereby ratified and affirmed.

SECTION IV

It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were conducted in open meetings of the Finance Committee and the City Council, and that deliberations of this Council and of any of its committees resulting in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION V

This Ordinance shall take effect thirty (30) days after its adoption, the earliest date allowed by law.

ADOPTED: _____.

John H. Agenbroad, Mayor

ATTEST:

Lori A. Martin, Clerk of Council

This Ordinance was prepared by Christine A. Thompson, City Manager and approved by Alan B. Schaeffer, Law Director.