

**CITY OF XENIA, OHIO
ORDINANCE 2020 – 07**

AMENDING ORDINANCE 2020-04 TO PROVIDE APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES FOR THE CITY OF XENIA, OHIO, FOR THE FISCAL YEAR ENDING DECEMBER 31, 2020, AND DECLARING AN EMERGENCY

WHEREAS, this Council finds it necessary, upon the recommendation of the City Manager and the Finance Director, to make certain amendments to the appropriations made by Ordinance 2020-04, passed by this Council on February 27, 2020, which provides appropriations for the fiscal year ending December 31, 2020, in order to meet current expenses and to authorize certain other expenditures; and

WHEREAS, Sections 5.04 and 9.07 of the City’s Charter provides for such emergency appropriations, when such appropriations are made pursuant to an emergency ordinance,

NOW, THEREFORE, THE CITY OF XENIA HEREBY ORDAINS, at least five (5) members of the City Council concurring, that:

Section 1. This Ordinance is an emergency measure necessary for the immediate preservation of the public health, safety and welfare of the City of Xenia, Ohio. The reason for such necessity arises from the need to provide appropriations for current expenses and other expenditures, for the fiscal year ending December 31, 2020, to ensure the continued, usual, daily operation of the City Government.

Section 2. To provide for current expenses and other expenditures of the City of Xenia, Ohio, for the fiscal year ending December 31, 2020, the following sums in Exhibit A are hereby appropriated, with the following sums to show the following amendments:

<u>611 – Water Fund</u>	
Debt Service	Increase by \$2,375.00
<u>612- Sewer Fund</u>	
Debt Service	Increase by \$2,375.00
	Total Increase \$4,750.00

Section 3. Existing Ordinance 2020-04 is hereby repealed.

Section 4. The Finance Director is hereby authorized to make payments from any of the appropriations herein made, upon receiving proper claims, certificates and or vouchers approved by the officials, department heads, or their respective designees, authorized by law, City Charter or this Ordinance to approve the same, or upon an ordinance or resolution of Council to make expenditures; provided, however, that no payments for salaries or wages shall be made except to persons employed in accordance with the ordinances of the City of Xenia and/or laws of the State of Ohio.

Section 5. In accordance with the City’s Charter, no warrant for payment of any claim shall be issued by the Finance Director until such claim has first been approved by the City Manager and funds therefore appropriated by Council. No warrant for payment of any contract for goods or services shall be issued by the Finance Director unless the contract has been executed by the City Manager and endorsed by the Law Director. No warrant for payment for legal services of outside

counsel shall be issued by the Finance Director unless such special counsel has been employed by the Law Director, who is hereby authorized to employ special counsel to handle particular legal matters for the City within the limits of the appropriation for such services made by this Council.

Section 6. The Finance Director is hereby authorized, in accordance with the Charter and Ordinances of the City, to adjust appropriations within any Fund or Department, so long as the adjustments made do not exceed the total appropriations authorized within any Fund. In addition, the Finance Director is hereby authorized to establish additional accounts within any Fund as may from time to time be required to ensure proper accounting or by the State of Ohio.


Section 7. It is found that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council that resulted in this formal action were in meetings open to the public in compliance with all legal requirements, including Chapter 121 of the Ohio Revised Code.

Section 8. This Ordinance shall take effect upon its adoption, in accordance with Sections 5.04 and 9.07 of the City's Charter.

Adopted: March 26, 2020

Attest:


Michelle D. Johnson
City Clerk


Wesley E. Smith
President, Xenia City Council

**EXHIBIT A
Ord 2020-07**

CODE/FUND DEPARTMENT PURPOSE	AMOUNTS	DEPARTMENT TOTAL	FUND TOTAL	ENCUMBRANCE TYPE GRAND TOTAL
1. 101 - GENERAL FUND				
1001 - GEN GOVT/LEG AFF PERSONNEL	\$37,382.00			
OPERATING	\$288,136.58	\$325,518.58		
1002 - MUNICIPAL COURT PERSONNEL	\$1,087,779.00			
OPERATING	\$360,837.02	\$1,448,616.02		
1003 - LAW DIRECTOR PERSONNEL	\$213,597.00			
OPERATING	\$96,712.15	\$310,309.15		
1004 - CITY MANAGER PERSONNEL	\$165,195.00			
OPERATING	\$30,940.46	\$196,135.46		
1005 - HUMAN RESOURCES PERSONNEL	\$29,597.00			
OPERATING	\$33,398.82	\$62,995.82		
1006 - FINANCE OFFICE PERSONNEL	\$142,590.00			
OPERATING	\$64,350.18	\$206,940.18		
1007 - INCOME TAX PERSONNEL	\$307,687.00			
OPERATING	\$133,560.02	\$441,247.02		
1009 - MUNICIPAL BLDG & GENERAL SERVICES OPERATING	\$191,680.14	\$191,680.14		
1010 - MANAGEMENT INFORMATION SERVICES PERSONNEL SERVICES	\$174,893.00			
OPERATING	\$20.00	\$174,913.00		
1011 - CITY CLERK PERSONNEL	\$45,969.00			
OPERATING	\$52,506.81	\$98,475.81		
1013 - PUBLIC AFFAIRS AND CATV ADMIN PERSONNEL	\$0.00			
OPERATING	\$81,574.57	\$81,574.57		

CODE/FUND DEPARTMENT PURPOSE	AMOUNTS	DEPARTMENT TOTAL	FUND TOTAL	ENCUMBRANCE TYPE GRAND TOTAL
1018 - MUNICIPAL ADMINISTRATIVE BUILDING PERSONNEL OPERATING	\$18,566.00 \$98,862.70	\$117,428.70		
1020 - OTHER FACILITIES/PROPERTIES OPERATING	\$56,230.65	\$56,230.65		
1050 - CEMETERY OPERATING	\$23,035.00	\$23,035.00		
1227 - BLDG INSPECTION OPERATING	\$21,094.00	\$21,094.00		
1228 - STREET LTS OPERATING	\$266,556.34	\$266,556.34		
1229 - HOMELAND SECURITY/RISK MGT. OPERATING	\$30,110.90	\$30,110.90		
1442 - GEN PARK MAINT PERSONNEL OPERATING	\$143,429.00 \$164,230.19	\$307,659.19		
1550 - ECONOMIC DEVELOPMENT PERSONNEL OPERATING	\$104,704.00 \$33,990.42	\$138,694.42		
1551 - NEIGHBORHOOD SERVICES PERSONNEL OPERATING	\$66,475.00 \$40,518.19	\$106,993.19		
1552 - PLANNING PERSONNEL OPERATING	\$121,859.00 \$86,572.15	\$208,431.15		
1553 - PROPERTY MAINT. PERSONNEL OPERATING	\$47,254.00 \$91,540.23	\$138,794.23		
1555 - ENGINEERING PERSONNEL OPERATING	\$42,392.00 \$63,359.38	\$105,751.38		
1556 - CONSTRUCTION INSPECTION PERSONNEL OPERATING	\$30,525.00 \$10,738.63	\$41,263.63		
1557 - XENIA STATION OPERATING	\$34,539.13	\$34,539.13		
7001 - INTERFUND LOANS INTERFUND LOANS	\$1,000,000.00	\$1,000,000.00		
9001 - TRANSFERS	\$6,313,403.00	\$6,313,403.00		
TOTAL GENERAL FUND			\$12,448,390.66	
Less Encumbrances - 12/31/19				(\$349,705.66)
2020 APPROPRIATION				<u>\$12,098,685.00</u>

CODE/FUND DEPARTMENT PURPOSE	AMOUNTS	DEPARTMENT TOTAL	FUND TOTAL	ENCUMBRANCE TYPE GRAND TOTAL
II. SPECIAL REVENUE FUNDS				
203 - RECREATION SPECIAL				
OPERATING	\$38,839.51			
TOTAL RECREATION SPECIAL			\$38,839.51	
Less Encumbrances - 12/31/19				(\$3,439.51)
2020 APPROPRIATION				<u>\$35,400.00</u>
212 - INDIGENT DRIVER ALCOHOL TREATMENT				
OPERATING	\$147,632.00			
TOTAL INDIGENT DRIVER ALCOHOL TREATMENT			\$147,632.00	
Less Encumbrances - 12/31/19				(\$61,132.00)
2020 APPROPRIATION				<u>\$86,500.00</u>
213 - LAW ENFORCEMENT AND EDUCATION				
OPERATING	\$3,100.00			
TOTAL LAW ENFORCEMENT AND EDUCATION			\$3,100.00	
Less Encumbrances - 12/31/19				\$0.00
2020 APPROPRIATION				<u>\$3,100.00</u>
214 - PROBATION SERVICES FUND				
PERSONNEL	\$440,079.00			
OPERATING	\$80,666.68			
CAPITAL	\$500.00			
TOTAL PROBATION SERVICES FUND			\$521,245.68	
Less Encumbrances - 12/31/19				(\$35,661.68)
2020 APPROPRIATION				<u>\$485,584.00</u>
221 - STATE GASOLINE LICENSE VEHICLE FUND				
PERSONNEL	\$1,032,650.00			
OPERATING	\$590,917.33			
CAPITAL	\$120,000.00			
REFUND	\$2,000.00			
TOTAL STATE GASOLINE LICENSE VEHICLE FUND			\$1,745,567.33	
Less Encumbrances - 12/31/19				(\$137,022.33)
2020 APPROPRIATION				<u>\$1,608,545.00</u>
222 - STATE ROUTE REPAIR FUND				
PERSONNEL	\$32,926.00			
OPERATING	\$103,452.17			
TOTAL STATE ROUTE REPAIR FUND			\$136,378.17	
Less Encumbrances - 12/31/19				(\$17,016.17)
2020 APPROPRIATION				<u>\$119,362.00</u>
228 - MUNICIPAL MOTOR VEHICLE LICENSE FEE FUND				
CAPITAL	\$326,147.97			
DEBT SERVICE	\$33,004.00			
TOTAL MUN MOTOR VEHICLE LICENSE FEE FUND			\$359,151.97	
Less Encumbrances - 12/31/19				(\$151,147.97)
2020 APPROPRIATION				<u>\$208,004.00</u>
229 - COUNTY AUTO TAX FUND				
CAPITAL	\$0.00			
INTERFUND LOAN	\$0.00			
TOTAL COUNTY AUTO TAX FUND			\$0.00	
Less Encumbrances - 12/31/19				\$0.00
2020 APPROPRIATION				<u>\$0.00</u>

CODE/FUND DEPARTMENT PURPOSE	AMOUNTS	DEPARTMENT TOTAL	FUND TOTAL	ENCUMBRANCE TYPE GRAND TOTAL
233 - SPECIAL MISCELLANEOUS IMPROVEMENT FUND				
PERSONNEL	\$17,353.00			
OPERATING	\$230,105.10			
CAPITAL	\$50,000.00			
TOTAL SPECIAL MISC IMPROVEMENT FUND			\$297,458.10	
Less Encumbrances - 12/31/19				(\$51,068.10)
2020 APPROPRIATION				<u>\$246,390.00</u>
234 - TAX INCREMENT EQUIVALENT FUND				
OPERATING	\$35,559.64			
TOTAL TAX INCREMENT EQUIVALENT FUND			\$35,559.64	
Less Encumbrances - 12/31/19				(\$500.00)
2020 APPROPRIATION				<u>\$35,059.64</u>
250 - 911 FEE FUND				
PERSONNEL	\$111,279.00			
OPERATING	\$59,683.00			
CAPITAL	\$350,000.00			
DEBT SERVICE	\$51,104.00			
TOTAL 911 FEE FUND			\$572,066.00	
Less Encumbrances - 12/31/19				(\$8,340.00)
2020 APPROPRIATION				<u>\$563,726.00</u>
251 - LAW ENFORCEMENT FUND				
OPERATING	\$53,753.00			
CAPITAL	\$22,370.11			
TOTAL LAW ENFORCEMENT FUND			\$76,123.11	
Less Encumbrances - 12/31/19				(\$12,423.11)
2020 APPROPRIATION				<u>\$63,700.00</u>
252 - DRUG LAW ENFORCEMENT FUND				
OPERATING	\$15,000.00			
TOTAL DRUG LAW ENFORCEMENT FUND			\$15,000.00	
Less Encumbrances - 12/31/19				\$0.00
2020 APPROPRIATION				<u>\$15,000.00</u>
253 - MUNIC.CT VICTIM FD.				
PERSONNEL	\$280,077.00			
OPERATING	\$36,241.37			
TOTAL MUNICIPAL COURT VICTIM FUND			\$316,318.37	
Less Encumbrances - 12/31/19				(\$5,189.37)
2020 APPROPRIATION				<u>\$311,129.00</u>
270 - POLICE & FIRE FUND				
PERSONNEL	\$14,230,807.00			
OPERATING	\$2,403,782.22			
TOTAL POLICE & FIRE FUND			\$16,634,589.22	
Less Encumbrances - 12/31/19				(\$332,803.72)
2020 APPROPRIATION				<u>\$16,301,785.50</u>
GRAND TOTAL SPECIAL REVENUE FUNDS			\$20,899,029.10	
Less Encumbrances - 12/31/19				(\$815,743.96)
2020 APPROPRIATION				<u>\$20,083,285.14</u>

CODE/FUND DEPARTMENT PURPOSE	AMOUNTS	DEPARTMENT TOTAL	FUND TOTAL	ENCUMBRANCE TYPE GRAND TOTAL
III. CAPITAL PROJECTS FUNDS				
361 - GENERAL CAPITAL IMPROVEMENT FUND				
OPERATING	\$338,757.11			
CAPITAL	\$3,223,407.86			
DEBT SERVICE	\$337,109.00			
INTERFUND LOAN	\$329,982.00			
TOTAL GENERAL CAPITAL IMPROVEMENT FUND			\$4,229,255.97	
Less Encumbrances - 12/31/19				(\$1,246,371.97)
2020 APPROPRIATION				<u>\$2,982,884.00</u>
362 - ISSUE 2 CAPITAL IMPROVEMENT FUND				
CAPITAL	\$0.00			
TOTAL ISSUE 2 CAPITAL IMPROVEMENT FUND			\$0.00	
Less Encumbrances - 12/31/19				\$0.00
2020 APPROPRIATION				<u>\$0.00</u>
363 - MUN CT CAPITAL IMPROVEM				
PERSONNEL	\$18,893.00			
OPERATING	\$53,826.00			
CAPITAL	\$14,000.00			
TOTAL MUN COURT CAPITAL IMPROVEMENT FUND			\$86,719.00	
Less Encumbrances - 12/31/19				\$0.00
2020 APPROPRIATION				<u>\$86,719.00</u>
364 - POLICE/FIRE CAPITAL FUND				
OPERATING	\$98,615.00			
CAPITAL	\$482,083.05			
DEBT SERVICE	\$365,191.00			
TOTAL POLICE/FIRE CAPITAL FUND			\$945,889.05	
Less Encumbrances - 12/31/19				(\$2,583.05)
2020 APPROPRIATION				<u>\$943,306.00</u>
365 - BOND CONSTRUCTION FUNDC				
OPERATING	\$34,101.68			
CAPITAL	\$0.00			
TOTAL BOND CONSTRUCTION FUND			\$34,101.68	
TOTAL INDIGENT DRIVER ALCOHC				(\$18,101.68)
Less Encumbrances - 12/31/19				\$16,000.00
2020 APPROPRIATION				<u>\$16,000.00</u>
GRAND TOTAL CAPITAL PROJECTS FUNDS				
			\$5,295,965.70	
Less Encumbrances - 12/31/19				(\$1,267,056.70)
2020 APPROPRIATION				<u>\$4,028,909.00</u>
IV. DEBT SERVICE FUNDS				
471 - GENERAL OBLIGATION BOND PYMT. FD.				
OPERATING	\$1,000.00			
DEBT SERVICE	\$68,547.00			
TOTAL GEN. OB. BOND PAYMENT FUND			\$69,547.00	
Less Encumbrances - 12/31/19				\$0.00
2020 APPROPRIATION				<u>\$69,547.00</u>
472 - 2015 GENERAL OBLIGATION BOND RETIREMENT FUND				
DEBT SERVICE	\$511,600.00			
TOTAL 2015 GENERAL OBLIGATION BOND RETIREMENT FUND			\$511,600.00	
Less Encumbrances - 12/31/19				\$0.00
2020 APPROPRIATION				<u>\$511,600.00</u>
GRAND TOTAL DEBT SERVICE FUNDS				
			\$581,147.00	
Less Encumbrances - 12/31/19				\$0.00
2020 APPROPRIATION				<u>\$581,147.00</u>

CODE/FUND DEPARTMENT PURPOSE	AMOUNTS	DEPARTMENT TOTAL	FUND TOTAL	ENCUMBRANCE TYPE GRAND TOTAL
V. ENTERPRISE FUNDS				
601 - COMMUNITY DEVELOPMENT BLOCK GRANT/REVOLVING LOAN FUND				
CAPITAL	\$83,610.00			
TOTAL COM DEV BLOCK GRANT/REV LOAN FUND			\$83,610.00	
Less Encumbrances - 12/31/19				(\$28,623.00)
2020 APPROPRIATION				<u>\$54,987.00</u>
602 - LOAN TRUST FUND				
OPERATING	\$115,970.00			
TOTAL LOAN TRUST FUND			\$115,970.00	
Less Encumbrances - 12/31/19				(\$115,358.00)
2020 APPROPRIATION				<u>\$612.00</u>
603 - HOUSING REHABILITATION GRANT FUND				
PERSONNEL	\$5,533.00			
OPERATING	\$599,762.00			
CAPITAL	\$574,157.88			
TOTAL HOUSING REHABILITATION FUND			\$1,179,452.88	
Less Encumbrances - 12/31/19				(\$478,784.88)
2020 APPROPRIATION				<u>\$700,668.00</u>
611 - WATER REVENUE FUND				
PERSONNEL	\$2,431,141.00			
OPERATING	\$1,162,717.19			
DEBT SERVICE	\$333,617.48	331,242.48		
TRANSFERS	\$2,354,912.00			
TOTAL WATER REVENUE FUND		6,280,012.67	\$6,282,387.67	
Less Encumbrances - 12/31/19				(\$185,204.67)
2020 APPROPRIATION			6,094,808.00	<u>\$6,097,183.00</u>
612 - SEWER REVENUE FUND				
PERSONNEL	\$2,514,243.00			
OPERATING	\$1,612,914.85			
DEBT SERVICE	\$790,331.96	787,956.96		
TRANSFERS	\$4,601,280.00			
TOTAL SEWER REVENUE FUND		9,516,394.81	\$9,518,769.81	
Less Encumbrances - 12/31/19				(\$629,356.81)
2020 APPROPRIATION			8,887,038.00	<u>\$8,889,413.00</u>
613 - SANITATION REVENUE FUND				
PERSONNEL	\$512,328.00			
OPERATING	\$2,175,266.32			
DEBT SERVICE	\$629.00			
TRANSFERS	\$25,427.00			
TOTAL SANITATION REVENUE FUND			\$2,713,650.32	
Less Encumbrances - 12/31/19				(\$326,868.32)
2020 APPROPRIATION				<u>\$2,386,782.00</u>

CODE/FUND DEPARTMENT PURPOSE	AMOUNTS	DEPARTMENT TOTAL	FUND TOTAL	ENCUMBRANCE TYPE GRAND TOTAL
614 - STORM WATER FEES				
PERSONNEL	\$217,998.00			
OPERATING	\$115,397.53			
DEBT SERVICE	\$629.00			
TRANSFERS	\$100,000.00			
TOTAL STORM WATER FEES			\$434,024.53	
Less Encumbrances - 12/31/19				(\$23,988.53)
2020 APPROPRIATION				<u>\$410,036.00</u>
615 - PARKING REVENUE FUND				
PERSONNEL	\$53,134.00			
OPERATING	\$68,457.00			
TOTAL PARKING REVENUE FUND			\$121,591.00	
Less Encumbrances - 12/31/19				(\$859.00)
2020 APPROPRIATION				<u>\$120,732.00</u>
664 - WATER REPLACEMENT AND IMPROVEMENT FUND				
OPERATING	\$1,331,753.00			
CAPITAL	\$2,997,237.46			
TOTAL WTR REPL AND IMPROVEM			\$4,328,990.46	
Less Encumbrances - 12/31/19				(\$1,053,237.46)
2020 APPROPRIATION				<u>\$3,275,753.00</u>
665 - SEWER PLANT AND TRUNK FUND				
OPERATING	\$3,094,229.00			
CAPITAL	\$2,920,481.25			
TOTAL SEWER PLANT AND TRUNK			\$6,014,710.25	
Less Encumbrances - 12/31/19				(\$752,481.25)
2020 APPROPRIATION				<u>\$5,262,229.00</u>
666 - SANITATION CAPITAL IMPROVEMENT FUND				
OPERATING	\$131,139.00			
CAPITAL	\$720,809.26			
TOTAL SANITATION CAPITAL IMPROVMT FUND			\$851,948.26	
Less Encumbrances - 12/31/19				(\$535,809.26)
2020 APPROPRIATION				<u>\$316,139.00</u>
667 - STORM WATER CAPITAL IMPROVEMENT FUND				
OPERATING	\$209,458.00			
CAPITAL	\$16,878.00			
TOTAL SANITATION CAPITAL IMPROVMT FUND			\$226,336.00	
Less Encumbrances - 12/31/19				(\$6,878.00)
2020 APPROPRIATION				<u>\$219,458.00</u>
GRAND TOTAL ENTERPRISE FUNDS				
Less Encumbrances - 12/31/19				(\$4,137,449.18)
2020 APPROPRIATION				<u>\$27,733,992.00</u>
		\$31,866,691.18	\$31,871,441.18	
			\$27,729,242	

CODE/FUND DEPARTMENT PURPOSE	AMOUNTS	DEPARTMENT TOTAL	FUND TOTAL	ENCUMBRANCE TYPE GRAND TOTAL
VI. INTERNAL SERVICE FUNDS				
708 - UTILITY BILLING FUND				
OPERATING	\$246,217.93			
TOTAL UTILITY BILLING FUND			\$246,217.93	
Less Encumbrances - 12/31/19				(\$27,915.93)
2020 APPROPRIATION				<u>\$218,302.00</u>
709 - CITY GARAGE FUND				
PERSONNEL	\$208,387.00			
OPERATING	\$920,195.00			
CAPITAL	\$3,359.00			
TOTAL CITY GARAGE FUND			\$1,131,941.00	
Less Encumbrances - 12/31/19				(\$152,791.00)
2020 APPROPRIATION				<u>\$979,150.00</u>
710 - INFORMATION TECHNOLOGY FUND				
OPERATING	\$1,513,527.76			
CAPITAL	\$823,700.00			
DEBT SERVICE	\$23,297.00			
TOTAL INFORMATION TECHNOLOGY FUND			\$2,360,524.76	
Less Encumbrances - 12/31/19				(\$336,100.76)
2020 APPROPRIATION				<u>\$2,024,424.00</u>
711 - SELF INSURANCE FUND				
PERSONNEL	\$0.00			
OPERATING	\$3,426,028.98			
CAPITAL	\$0.00			
REFUNDS	\$0.00			
TOTAL SELF INSURANCE FUND			\$3,426,028.98	
Less Encumbrances - 12/31/19				(\$3,401.98)
2020 APPROPRIATION				<u>\$3,422,627.00</u>
GRAND TOTAL INTERNAL SERVICE FUNDS			\$7,164,712.67	
Less Encumbrances - 12/31/19				(\$520,209.67)
2020 APPROPRIATION				<u>\$6,644,503.00</u>
VII. TRUST FUNDS				
901 - INSURANCE DEPOSIT				
OPERATING	\$40,000.00			
REFUNDS	\$40,000.00			
TOTAL INSURANCE DEPOSIT FUND			\$80,000.00	
Less Encumbrances - 12/31/19				\$0.00
2020 APPROPRIATION				<u>\$80,000.00</u>
902 - UNCLAIMED FUNDS				
OPERATING	\$0.00			
REFUNDS	\$40,000.00			
TOTAL INSURANCE DEPOSIT FUND			\$40,000.00	
203 - RECREATION SPECIAL PERSONNEL				\$0.00
				<u>\$40,000.00</u>
GRAND TOTAL TRUST FUNDS			\$120,000.00	
Less Encumbrances - 12/31/19				\$0.00
2020 APPROPRIATION				<u>\$120,000.00</u>
GRAND TOTAL ALL FUNDS			\$78,380,686.31	
Less Encumbrances - 12/31/19				(\$7,090,165.17)
2020 APPROPRIATION				<u>\$71,290,521.14</u>
		\$78,375,936.31	\$78,380,686.31	
			\$71,285,771.14	