

**CITY OF XENIA, OHIO  
ORDINANCE 2020 – 32**

**PROVIDING TEMPORARY APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER  
EXPENDITURES FOR THE CITY OF XENIA, OHIO, THROUGH MARCH 31, 2021, AND  
DECLARING AN EMERGENCY**

**WHEREAS**, Ohio Revised Code Section 5705.38 grants this Council the authority to postpone passage of the required annual appropriation ordinance until an amended official certificate of estimated resources, based on actual balances, is received from Greene County;

**WHEREAS**, said ORC Section 5705.38 also provides that a temporary appropriation ordinance may be passed in order to meet the ordinary expenses of the City until no later than the first day of April of the fiscal year;

**WHEREAS**, this Council finds it necessary and desirable to postpone the 2021 Annual Appropriation Ordinance of the City until the receipt of the amended official certificate of estimated resources;

**WHEREAS**, this Council further finds it necessary, upon the recommendation of the City Manager and the Finance Director, to make certain temporary appropriations for the first quarter of the 2021 fiscal year in order to meet current expenses and to authorize certain other expenditures, pending receipt of the amended official certificate of estimated resources; and

**WHEREAS**, Section 9.07 of the City's Charter authorizes 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 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 temporary appropriations for current expenses and other expenditures for the first quarter of the 2021 fiscal year, ending March 31, 2021, to ensure the continued, usual, daily operation of the City Government.

**Section 2.** Pending receipt of the Amended Official Certificate of Estimated Resources and in order to provide for current expenses and other expenditures of the City of Xenia, Ohio, for the first quarter of the 2021 fiscal year, ending March 31, 2021, the sums contained within the attached Exhibit A are hereby appropriated. These appropriations shall be chargeable to the appropriations in the 2021 Annual Appropriation Ordinance when passed.

**Section 3.** Upon receipt of the Amended Official Certificate of Estimated Resources, the City Manager and Finance Director shall present to this Council the 2021 Annual Appropriation Ordinance for consideration and passage.

**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 as of January 1, 2021, in accordance with Sections 5.04 and 9.07 of the City's Charter.

Adopted: December 29, 2020

Attest:

  
Michelle D. Johnson  
City Clerk

  
Wesley E. Smith  
President, Xenia City Council

**Ordinance 2020-32**  
**Exhibit A**

CODE/FUND DEPARTMENT PURPOSE	AMOUNTS	DEPARTMENT TOTAL	FUND TOTAL
<b>1. 101 - GENERAL FUND</b>			
1001 - GEN GOVLT/LEG AFF PERSONNEL	\$38,459.00		
OPERATING	\$235,988.00	\$274,447.00	
1002 - MUNICIPAL COURT PERSONNEL	\$1,010,673.00		
OPERATING	\$363,168.00	\$1,373,841.00	
1003 - LAW DIRECTOR PERSONNEL	\$180,651.00		
OPERATING	\$61,595.00	\$242,246.00	
1004 - CITY MANAGER PERSONNEL	\$156,639.00		
OPERATING	\$32,839.00	\$189,478.00	
1005 - HUMAN RESOURCES PERSONNEL	\$29,191.00		
OPERATING	\$25,881.00	\$55,072.00	
1006 - FINANCE OFFICE PERSONNEL	\$152,920.00		
OPERATING	\$61,232.00	\$214,152.00	
1007 - INCOME TAX OFFICE PERSONNEL	\$37,011.00		
OPERATING	\$341,393.00	\$378,404.00	
1009 - MUNICIPAL BLDG & GENERAL SERVICES OPERATING	\$169,913.00	\$169,913.00	
1010 - INFORMATION TECHNOLOGY PERSONNEL SERVICES	\$175,309.00		
OPERATING	\$0.00	\$175,309.00	
1011 - CITY CLERK PERSONNEL	\$45,268.00		
OPERATING	\$28,844.00	\$74,112.00	

<b>CODE/FUND DEPARTMENT PURPOSE</b>	<b>AMOUNTS</b>	<b>DEPARTMENT TOTAL</b>	<b>FUND TOTAL</b>
1013 - PUBLIC AFFAIRS AND CATV ADMIN OPERATING	\$71,700.00	\$71,700.00	
1018 - MUNICIPAL ADMINISTRATIVE BUILD PERSONNEL OPERATING	\$18,828.00 \$81,446.00	\$100,274.00	
1020 - OTHER FACILITIES/PROPERTIES OPERATING	\$29,600.00	\$29,600.00	
1050 - CITY CEMETERY OPERATING	\$18,000.00	\$18,000.00	
1227 - BLDG INSP. - CODE ENFORCEMENT OPERATING	\$0.00	\$0.00	
1228 - STREET LTS OPERATING	\$259,129.00	\$259,129.00	
1229 - HOMELAND SECURITY/RISK MGT. OPERATING	\$25,737.00	\$25,737.00	
1442 - GEN PARK MAINT PERSONNEL OPERATING	\$104,835.00 \$154,808.00	\$259,643.00	
1550 - ECONOMIC DEVELOPMENT PERSONNEL OPERATING	\$97,089.00 \$46,344.00	\$143,433.00	
1551 - NIEHBORHOOD SERVICES PERSONNEL OPERATING	\$67,131.00 \$34,456.00	\$101,587.00	
1552 - PLANNING PERSONNEL OPERATING	\$123,593.00 \$58,203.00	\$181,796.00	
1553 - PROPERTY MAINT. PERSONNEL OPERATING	\$48,841.00 \$107,163.00	\$156,004.00	
1555 - ENGINEERING PERSONNEL OPERATING	\$47,589.00 \$63,182.00	\$110,771.00	

CODE/FUND DEPARTMENT PURPOSE	AMOUNTS	DEPARTMENT TOTAL	FUND TOTAL
1556 - CONSTRUCTION INSPECTION PERSONNEL OPERATING	\$34,542.00 \$8,679.00	\$43,221.00	
1557 - XENIA STATION OPERATING	\$27,956.00	\$27,956.00	
7001 - INTERFUND LOAN OPERATING	\$920,000.00	\$920,000.00	
9001- TRANSFERS TO OTHER FUNDS TRANSFERS	\$6,593,835.00	\$6,593,835.00	
<b>TOTAL GENERAL FUND APPROPRIATION</b>			\$12,189,660.00
<b>II. SPECIAL REVENUE FUNDS</b>			
203 - RECREATION SPECIAL OPERATING	\$31,300.00		
<b>TOTAL RECREATION SPECIAL APPROPRIATION</b>			\$31,300.00
212 - INDIGENT DRIVER ALCOHOL TREATMENT OPERATING	\$89,110.00		
<b>TOTAL INDIGENT DRIVER ALCOHOL TREATMENT APPROPRIATION</b>			\$89,110.00
213 - LAW ENFORCEMENT AND EDUCATION OPERATING	\$6,300.00		
<b>TOTAL LAW ENFORCEMENT AND EDUCATION APPROPRIATION</b>			\$6,300.00
214 - PROBATION SERVICES FUND PERSONNEL OPERATING CAPITAL	\$445,639.00 \$36,111.00 \$500.00		
<b>TOTAL PROBATION SERVICES FUND</b>			\$482,250.00
221 - STATE GASOLINE LICENSE VEHICLE FUND PERSONNEL OPERATING CAPITAL	\$1,002,001.00 \$462,417.00 \$200,000.00		
<b>TOTAL STATE GASOLINE LICENSE VEHICLE FUND APPROPRIATION</b>			\$1,664,418.00

CODE/FUND DEPARTMENT PURPOSE	AMOUNTS	FUND TOTAL
<b>222 - STATE ROUTE REPAIR FUND</b>		
PERSONNEL	\$5,027.00	
OPERATING	\$86,588.00	
<b>TOTAL STATE ROUTE REPAIR FUND APPROPRIATION</b>		<b>\$91,615.00</b>
<b>228 - MUNICIPAL MOTOR VEHICLE LICENSE FEE FUND</b>		
CAPITAL	\$195,000.00	
DEBT SERVICE	\$0.00	
<b>TOTAL MUN MOTOR VEHICLE LICENSE FEE FUND APPROPRIATION</b>		<b>\$195,000.00</b>
<b>229 - COUNTY AUTO TAX FUND</b>		
OPERATING	\$0.00	
CAPITAL	\$0.00	
INTERFUND LOAN	\$0.00	
<b>TOTAL COUNTY AUTO TAX FUND APPROPRIATION</b>		<b>\$0.00</b>
<b>233 - SPECIAL MISCELLANEOUS IMPROVEMENT FUND</b>		
PERSONNEL	\$26,158.00	
OPERATING	\$38,037.00	
CAPITAL	\$70,000.00	
<b>TOTAL SPECIAL MISC IMPROVEMENT FUND APPROPRIATION</b>		<b>\$134,195.00</b>
<b>234 - TAX INCREMENT EQUIVALENT FUND</b>		
OPERATING	\$0.00	
<b>TOTAL TAX INCREMENT EQUIVALENT FUND APPROPRIATION</b>		<b>\$0.00</b>
<b>250 - 911 FUND</b>		
PERSONNEL	\$112,145.00	
OPERATING	\$105,056.00	
CAPITAL	\$100,000.00	
DEBT SERVICE	\$51,103.00	
<b>TOTAL 911 FUND APPROPRIATION</b>		<b>\$368,304.00</b>
<b>251 - LAW ENFORCEMENT FUND</b>		
OPERATING	\$53,700.00	
CAPITAL	\$10,000.00	
<b>TOTAL LAW ENFORCEMENT FUND APPROPRIATION</b>		<b>\$63,700.00</b>
<b>252 - DRUG LAW ENFORCEMENT FUND</b>		
OPERATING	\$18,000.00	
<b>TOTAL DRUG LAW ENFORCEMENT FUND APPROPRIATION</b>		<b>\$18,000.00</b>

CODE/FUND DEPARTMENT PURPOSE	AMOUNTS	FUND TOTAL
<b>253 - MUNIC.CT VICTIM FD.</b>		
PERSONNEL	\$259,940.00	
OPERATING	\$29,858.75	
<b>TOTAL MUNICIPAL COURT VICTIM FUND</b>		\$289,798.75
<b>270 - POLICE &amp; FIRE FUND</b>		
PERSONNEL	\$14,194,711.00	
OPERATING	\$2,173,929.00	
<b>TOTAL POLICE &amp; FIRE FUND APPROPRIATION</b>		\$16,368,640.00
<b>GRAND TOTAL SPECIAL REVENUE FUNDS APPROPRIATION</b>		\$19,802,630.75
<b>III. CAPITAL PROJECTS FUNDS</b>		
<b>361 - GENERAL CAPITAL IMPROVEMENT FUND</b>		
OPERATING	\$316,552.00	
CAPITAL	\$1,463,500.00	
DEBT SERVICE	\$456,099.00	
TRANSFERS	\$332,820.00	
<b>TOTAL GENERAL CAPITAL IMPROVEMENT FUND APPROPRIATION</b>		\$2,568,971.00
<b>362 - ISSUE 2 CAPITAL IMPROVEMENT FUND</b>		
CAPITAL	\$291,096.00	
<b>TOTAL ISSUE 2 CAPITAL IMPROVEMENT FUND APPROPRIATION</b>		\$291,096.00
<b>363 - MUN CT CAPITAL IMPROVEMENT FUND</b>		
PERSONNEL	\$18,914.00	
OPERATING	\$106,766.00	
CAPITAL	\$4,500.00	
<b>TOTAL MUN COURT CAPITAL IMPROVEMENT FUND APPROPRIATION</b>		\$130,180.00
<b>364 - POLICE &amp; FIRE CAPITAL FUND</b>		
OPERATING	\$145,652.01	
CAPITAL	\$5,327,000.00	
DEBT SERVICE	\$114,304.00	
<b>TOTAL POLICE &amp; FIRE CAPITAL FUND FUND APPROPRIATION</b>		\$5,586,956.01
<b>GRAND TOTAL CAPITAL PROJECTS FUNDS</b>		\$8,577,203.01
<b>IV. DEBT SERVICE FUNDS</b>		
<b>471 - GENERAL OBLIGATION BOND PYMT. FD.</b>		
OPERATING	\$0.00	
DEBT SERVICE	\$0.00	
<b>TOTAL GEN. OB. BOND PYMT. FD APPROP.</b>		\$0.00
<b>472 - 2015 GO BONDS RETIREMENT FUND</b>		
DEBT SERVICE	\$516,000.00	
<b>TOTAL 2015 GO BONDS RETIREMENT FUND FD APPROP.</b>		\$516,000.00
<b>GRAND TOTAL DEBT SERVICE FUNDS</b>		\$516,000.00

CODE/FUND DEPARTMENT PURPOSE	AMOUNTS	FUND TOTAL
<b>V. ENTERPRISE FUNDS</b>		
<b>601 - COMMUNITY DEVELOPMENT BLOCK GRANT/REVOLVING LOAN FUND</b>		
OPERATING	\$3,000.00	
CAPITAL	\$160,000.00	
<b>TOTAL COM DEV BLOCK GRANT/REV LOAN FUND APPROPRIATION</b>		\$163,000.00
<b>602 - LOAN TRUST FUND</b>		
OPERATING	\$150,531.00	
<b>TOTAL LOAN TRUST FUND APPROPRIATION</b>		\$150,531.00
<b>603 - HOUSING REHABILITATION GRANT FUND</b>		
PERSONNEL	\$5,531.00	
OPERATING	\$840,012.00	
CAPITAL	\$0.00	
<b>TOTAL HOUSING REHABILITATION FUND APPROPRIATION</b>		\$845,543.00
<b>611 - WATER REVENUE FUND</b>		
PERSONNEL	\$2,372,624.00	
OPERATING	\$949,551.00	
DEBT SERVICE	\$555,035.00	
TRANSFERS	\$830,599.00	
<b>TOTAL WATER REVENUE FUND APPROPRIATION</b>		\$4,707,809.00
<b>612 - SEWER REVENUE FUND</b>		
PERSONNEL	\$2,525,225.00	
OPERATING	\$1,061,885.00	
DEBT SERVICE	\$742,757.00	
TRANSFERS	\$2,526,936.00	
<b>TOTAL SEWER REVENUE FUND APPROPRIATION</b>		\$6,856,803.00
<b>613 - SANITATION REVENUE FUND</b>		
PERSONNEL	\$464,928.00	
OPERATING	\$1,918,056.00	
DEBT SERVICE	\$628.00	
TRANSFERS	\$625,645.00	
<b>TOTAL SANITATION REVENUE FUND APPROPRIATION</b>		\$3,009,257.00
<b>614 - STORMWATER REVENUE FUND</b>		
PERSONNEL	\$219,584.00	
OPERATING	\$91,276.00	
DEBT SERVICE	\$628.00	
TRANSFERS	\$0.00	
<b>TOTAL PARKING REVENUE FUND APPROPRIATION</b>		\$311,488.00
<b>615 - PARKING REVENUE FUND</b>		
PERSONNEL	\$52,968.00	
OPERATING	\$109,483.00	
CAPITAL	\$0.00	
<b>TOTAL PARKING REVENUE FUND APPROPRIATION</b>		\$162,451.00



CODE/FUND DEPARTMENT PURPOSE	AMOUNTS	FUND TOTAL
<b>664 - WATER REPLACEMENT AND IMPROVEMENT FUND</b>		
OPERATING	\$721,971.97	
CAPITAL	\$914,000.00	
DEBT SERVICE	\$0.00	
<b>TOTAL WTR REPL AND IMPROVEMENT FUND APPROPRIATION</b>		<b>\$1,635,971.97</b>
<b>665 - SEWER PLANT AND TRUNK FUND</b>		
OPERATING	\$2,733,688.23	
CAPITAL	\$719,500.00	
DEBT SERVICE	\$0.00	
<b>TOTAL SEWER PLANT AND TRUNK FUND APPROPRIATION</b>		<b>\$3,453,188.23</b>
<b>666 - SANITATION CAPITAL IMPROVEMENT FUND</b>		
OPERATING	\$133,187.69	
CAPITAL	\$270,000.00	
DEBT SERVICE	\$0.00	
<b>TOTAL SANITATION CAPITAL IMPROVMT FUND APPROPRIATION</b>		<b>\$403,187.69</b>
<b>667 - STORMWATER REPL/IMP FUND</b>		
OPERATING	\$195,930.08	
CAPITAL	\$0.00	
<b>TOTAL STORMWATER REPL/IMP FUND APPROPRIATION</b>		<b>\$195,930.08</b>
<b>GRAND TOTAL ENTERPRISE FUNDS APROPRIATION</b>		<b>\$21,895,159.97</b>
<b>VI. INTERNAL SERVICE FUNDS</b>		
<b>708 - UTILITY BILLING FUND</b>		
OPERATING	\$177,591.39	
<b>TOTAL UTILITY BILLING FUND APPROPRIATION</b>		<b>\$177,591.39</b>
<b>709 - CITY GARAGE FUND</b>		
PERSONNEL	\$198,559.00	
OPERATING	\$747,681.00	
CAPITAL	\$5,387.00	
<b>TOTAL CITY GARAGE FUND APPROPRIATION</b>		<b>\$951,627.00</b>
<b>710 - INFORMATION TECHNOLOGY FUND</b>		
OPERATING	\$1,222,523.28	
CAPITAL	\$680,900.00	
DEBT SERVICE	\$23,297.00	
REFUNDS	\$0.00	
<b>TOTAL INFORMATION TECHNOLOGY FUND APPROPRIATION</b>		<b>\$1,926,720.28</b>
<b>711 -SELF INSURANCE FUND</b>		
OPERATING	\$3,509,932.00	
<b>TOTAL SELF INSURANCE FUND APPROPRIATION</b>		<b>\$3,509,932.00</b>
<b>GRAND TOTAL INTERNAL SERVICE FUNDS APPROPRIATION</b>		<b>\$6,565,870.67</b>

<b>CODE/FUND DEPARTMENT PURPOSE</b>	<b>AMOUNTS</b>	<b>FUND TOTAL</b>
<b>VII. TRUST FUNDS</b>		
<b>901 - INSURANCE DEPOSIT</b>		
OPERATING	\$40,000.00	
REFUNDS	\$40,000.00	
<b>TOTAL INSURANCE DEPOSIT FUND APPROPRIATION</b>		\$80,000.00
<b>902 - UNCLAIMED FUNDS</b>		
REFUNDS	\$40,000.00	
<b>TOTAL UNCLAIMED FUNDS FUND APPROPRIATION</b>		\$40,000.00
<b>GRAND TOTAL TRUST FUNDS APPROPRIATION</b>		\$120,000.00
<b>GRAND TOTAL ALL FUNDS APPROPRIATION</b>		\$69,666,524.40