



**City Council
Special Meeting**

Agenda

**May 27, 2025
7:30 PM**

COMMITTEE MEETINGS

Mount Vernon City Council
Committee Meeting Schedule
May 27, 2025

7:10-7:15 p.m.	ODNR Nature Works Grant	Parks & Recreation Hager
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- 05-27-25 Committee Meeting Schedule

MEETING WILL RECESS UNTIL 7:30 P.M.

CALL TO ORDER

INVOCATION

The Rev. Ross Slaughter, Mount Vernon First Presbyterian Church

PLEDGE OF ALLEGIANCE

ACCEPTANCE OF MINUTES

Minutes of May 12, 2025 7:30 PM

RECEIVE PETITIONS AND COMMUNICATIONS

None.

RECEIVE COMMITTEE REPORTS

None.

LIQUOR CONTROL LICENSE

None.

PROCLAMATION

None.

PERSONS SPEAKING ON MATTERS OF CITY CONCERN

None.

RESOLUTIONS FOR THIRD READING

None.

RESOLUTIONS FOR SECOND READING**RESOLUTION NO. 2025-57**

A RESOLUTION TO ADJUST APPROPRIATIONS FOR CURRENT EXPENSES FOR THE CITY OF MOUNT VERNON, STATE OF OHIO, DURING FISCAL YEAR ENDING, DECEMBER 31, 2025.

Finance and Budget: Seavolt, Woods

RESOLUTIONS FOR FIRST READING**RESOLUTION NO. 2025-58**

A RESOLUTION AUTHORIZING THE SAFETY-SERVICE DIRECTOR OF THE CITY OF MOUNT VERNON TO ACCEPT THE DONATION OF PROPERTY FROM THE KNOX COUNTY LAND REUTILIZATION CORPORATION; AND DECLARING AN EMERGENCY.

Land Use and Development: Keener, Mahan

RESOLUTION NO. 2025-59

A RESOLUTION AUTHORIZING AND DIRECTING THE SAFETY-SERVICE DIRECTOR TO PREPARE AND SUBMIT AN APPLICATION TO OHIO DEPARTMENT OF NATURAL RESOURCES' NATURE WORKS GRANT PROGRAM FOR CONSTRUCTION OF A RESTROOM AT ARCH PARK; AND DECLARING AN EMERGENCY.

Parks and Recreation: Hager, Severns

RESOLUTION NO. 2025-60

A RESOLUTION TO ADJUST APPROPRIATIONS FOR CURRENT EXPENSES FOR THE CITY OF MOUNT VERNON, STATE OF OHIO, DURING FISCAL YEAR ENDING, DECEMBER 31, 2025.

Finance and Budget: Seavolt, Woods

RESOLUTION NO. 2025-61

A RESOLUTION AUTHORIZING AND DIRECTING THE AUDITOR OF THE CITY OF MOUNT VERNON TO CREATE A NEW FUND TO BE NAMED "230 FUND - CCA GRANT" PURSUANT TO O.R.C. 5705.09(F); AND DECLARING AN EMERGENCY.

Finance and Budget: Seavolt, Woods

RESOLUTION NO. 2025-62

A RESOLUTION AUTHORIZING AND DIRECTING THE AUDITOR OF THE CITY OF MOUNT VERNON TO PAY BILLS PURSUANT TO SECTION 5705.41 (D), THEN AND NOW CERTIFICATION.

Finance and Budget: Seavolt, Woods

RESOLUTION NO. 2025-63

A RESOLUTION AUTHORIZING THE SAFETY-SERVICE DIRECTOR TO DISPOSE OF VEHICLES IN THE POLICE DEPARTMENT NOT NEEDED FOR PUBLIC USE BY THE CITY OF MOUNT VERNON; AND DECLARING AN EMERGENCY.

Finance and Budget: Seavolt, Woods

RESOLUTION NO. 2025-64

A RESOLUTION CONFIRMING THE MAYOR'S RE-APPOINTMENT OF SARAH WAGNER TO THE SHADE TREE AND BEAUTIFICATION COMMISSION FOR A THREE (3) YEAR TERM; AND DECLARING AN EMERGENCY.

Employee and Community Rel.: Woods, Keener

ORDINANCES FOR THIRD READINGORDINANCE NO. 2025-11

AN ORDINANCE TO APPROVE, ADOPT AND ENACT THE JANUARY 2025 REPLACEMENT PAGES TO THE CODIFIED ORDINANCES; TO REPEAL ORDINANCES IN CONFLICT THEREWITH; TO PUBLISH THE ENACTMENT OF NEW MATTER; AND DECLARING AN EMERGENCY.

Land Use and Development: Keener, Mahan

ORDINANCES FOR SECOND READINGORDINANCE NO. 2025-14

ORDINANCE DECLARING THE IMPROVEMENT OF CERTAIN REAL PROPERTY LOCATED IN THE CITY OF MOUNT VERNON, OHIO TO BE A PUBLIC PURPOSE; CREATING THE LIBERTY CROSSING INCENTIVE DISTRICT; DECLARING THE IMPROVEMENTS TO REAL PROPERTY WITHIN THE INCENTIVE DISTRICT TO BE A PUBLIC PURPOSE; DECLARING SUCH PROPERTY WITHIN THE INCENTIVE DISTRICT TO BE EXEMPT FROM REAL PROPERTY TAXATION; DESCRIBING THE PUBLIC INFRASTRUCTURE IMPROVEMENTS MADE OR TO BE MADE TO DIRECTLY BENEFIT OR SERVE THE PARCELS FOR WHICH IMPROVEMENTS ARE DECLARED TO BE A PUBLIC PURPOSE; REQUIRING ANNUAL SERVICE PAYMENTS IN LIEU OF TAXES DURING THE PERIODS OF EXEMPTION; ESTABLISHING A MUNICIPAL PUBLIC

IMPROVEMENT TAX INCREMENT EQUIVALENT FUND FOR THE DEPOSIT OF SUCH SERVICE PAYMENTS; AUTHORIZING THE EXECUTION OF A TAX INCREMENT FINANCING AGREEMENT; AND APPROVING RELATED MATTERS.

Land Use and Development: Keener, Mahan

ORDINANCE NO. 2025-15

AN ORDINANCE DECLARING THE IMPROVEMENT OF CERTAIN REAL PROPERTY LOCATED IN THE CITY OF MOUNT VERNON, OHIO TO BE A PUBLIC PURPOSE; DECLARING SUCH PROPERTY TO BE EXEMPT FROM REAL PROPERTY TAXATION; DESIGNATING PUBLIC IMPROVEMENTS TO BE MADE THAT WILL BENEFIT SUCH PROPERTY; REQUIRING ANNUAL SERVICE PAYMENTS IN LIEU OF TAXES; AND ESTABLISHING A MUNICIPAL PUBLIC IMPROVEMENT TAX INCREMENT EQUIVALENT FUND; AND AUTHORIZING THE EXECUTION OF A TAX INCREMENT FINANCING AGREEMENT.

Land Use and Development: Keener, Mahan

ORDINANCES FOR FIRST READING

ORDINANCE NO. 2025-16

AN ORDINANCE TO REVISE THE CITY OF MOUNT VERNON CREDIT CARD USE POLICY; AND DECLARING AN EMERGENCY.

Finance and Budget: Seavolt, Woods

REMARKS FROM THE ADMINISTRATION

REMARKS FROM COUNCIL

ADJOURN AT THE CALL OF THE PRESIDENT



PRESS RELEASE

City Hall
40 Public Square
Mount Vernon, OH 43050

FOR MORE INFORMATION, CONTACT:
Todd Hill, Clerk of Council
740-393-9517 Fax: 740-397-6595

FOR IMMEDIATE RELEASE
May 21, 2025

Mount Vernon City Council Committee Meeting Schedule May 27, 2025

7:10-7:15 p.m.	ODNR Nature Works Grant	Parks & Recreation Hager
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The above listed meeting will be held to discuss the above items; but will not be limited to those listed.
Mount Vernon News - WMVO - WNZR – City Hall Bulletin Board



City Council
City of Mount Vernon
Mount Vernon, OH 43050

SCHEDULED

RESOLUTION 2025-57

Meeting: 05/27/25 7:30 PM
Dept: Finance and Budget
Seavolt, Woods
 Category: Finance and Budget
 Prepared By: Rob Broeren
 Initiator: Todd Hill
DOC ID: 4238

**A RESOLUTION TO ADJUST APPROPRIATIONS FOR CURRENT EXPENSES FOR THE
 CITY OF MOUNT VERNON, STATE OF OHIO, DURING FISCAL YEAR ENDING,
 DECEMBER 31, 2025.**

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Mount Vernon,
 State of Ohio:

SECTION 1: That the Auditor of the City of Mount Vernon be, and he herewith is,
 authorized and directed to make appropriations for current expenses of the City of Mount
 Vernon, during the fiscal year ending December 31, 2025, as listed on Exhibit A. These
 appropriations adjust the appropriations adopted by Council on December 23, 2024 in Resolution
 No. 2024-130.

SECTION 2: This Resolution provides for appropriations for the current expenses of
 the City, and therefore, pursuant to Revised Code Section 731.30, it shall become effective upon
 the passage and approved by the Mayor.

HISTORY:

05/12/25 City Council **FIRST READING**
 Resolution No. 2025-57 was given a first reading.

GENERAL FUND APPROPRIATIONS:

- Decrease appropriations to 101.1786.51111 (Probation Officer) by \$50,679.97 (New Total: \$32,378.75)
- Decrease appropriations to 101.1786.52121 (PERS) by \$7,366.05 (New Total: \$3,747.24)
- Decrease appropriations to 101.1786.52123 (Workers Comp) by \$2,629.64 (New Total: \$370.36)
- Decrease appropriations to 101.1786.52125 (Employee Insurance) by \$34,129.55 (New Total: \$626.35)
- Decrease appropriations to 101.1786.52126 (Medicare & SS) by \$1,672.47 (New Total: \$391.66)
- Increase appropriations to 101.1786.53111 (Dues/Supplies) by \$2,000.00 (New Total: \$6,000.00)
- Increase appropriations to 101.1786.53112 (Conference Registration) by \$2,000.00 (New Total: \$6,000.00)
- Increase appropriations to 101.1786.53113 (Memberships) by \$349.00 (New Total: \$1,849.00)
- Increase appropriations to 101.1786.54112 (Drug Testing) by \$6,427.76 (New Total: \$23,027.76)
- Increase appropriations to 101.1786.54113 (Testing Supplies) by \$4,000.00 (New Total: \$4,010.75)
- Increase appropriations to 101.1786.54115 (GPS Services) by \$1,500.00 (New Total: \$6,000.00)
- Increase appropriations to 101.1786.54116 (Electronic Monitoring) by \$3,000.00 (New Total: \$3,000.00)
- Increase appropriations to 101.1786.54118 (Mental Health Services) by \$5,000.00 (New Total: \$22,000.00)
- Increase appropriations to 101.1786.54119 (Anger Management) by \$1,500.00 (New Total: \$2,300.00)
- Increase appropriations to 101.1786.54120 (Additional Treatment Services) by \$10,000.00 (New Total: \$17,047.50)
- Increase appropriations to 101.1786.54121 (Class Materials) by \$2,000.00 (New Total: \$2,400.00)
- Increase appropriations to 101.1786.54122 (Hands Down Costs) by \$6,500.00 (New Total: \$6,500.00)
- Increase appropriations to 101.1786.54123 (Incentives) by \$5,000.00 (New Total: \$10,000.00)
- Increase appropriations to 101.1786.54124 (Transportation) by \$6,000.00 (New Total: \$8,000.00)
- Increase appropriations to 101.1786.54311 (Training/Travel-In State) by \$6,000.00 (New Total: \$9,940.00)
- Increase appropriations to 101.1786.55511 (Equipment) by \$30,000.00 (New Total: \$30,000.00)
- Increase appropriations to 101.1787.51111 (Probation Officer) by \$50,166.00 (New Total: \$50,166.00)
- Increase appropriations to 101.1787.52121 (PERS) by \$7,023.24 (New Total: \$7,023.24)

- Increase appropriations to 101.1787.52123 (Workers Comp) by \$376.25 (New Total: \$376.25)
- Increase appropriations to 101.1787.52125 (Employee Insurance) by \$1,266.46 (New Total: \$1,266.46)
- Increase appropriations to 101.1787.52126 (Medicare & SS) by \$727.41 (New Total: \$727.41)
- Increase appropriations to 101.1950.54111 (Impound Lot Towing) by \$24,000,000 (New Total: \$24,631.00)



City Council
City of Mount Vernon
Mount Vernon, OH 43050

SCHEDULED

RESOLUTION 2025-58

Meeting: 05/27/25 7:30 PM
Dept: Land Use and Development
Keener, Mahan
Category: Land/Property Acquisition
Prepared By: Rob Broeren
Initiator: Todd Hill
DOC ID: 4241

A RESOLUTION AUTHORIZING THE SAFETY-SERVICE DIRECTOR OF THE CITY OF MOUNT VERNON TO ACCEPT THE DONATION OF PROPERTY FROM THE KNOX COUNTY LAND REUTILIZATION CORPORATION; AND DECLARING AN EMERGENCY.

WHEREAS, the Knox County Land Reutilization Corporation surveyed a portion of Heartland Commerce Park where the fence line did not line up with the property line and is donating the real property outside of the fence to the adjacent landowners, including the City of Mount Vernon.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Mount Vernon, State of Ohio:

SECTION 1: That the Safety-Service Director for the City of Mount Vernon be and herewith is authorized and directed to accept the donation of property from the Knox County Land Reutilization Corporation as shown on Attachment A.

SECTION 2: This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety, and for further reason to confirm the acceptance of this gift and allow the confirmation of borders of real property with the City, and said Resolution shall, therefore, become effective upon its date of passage and approval by the Mayor, provided that it receives the affirmative vote of two-thirds (2/3) of the members elected to the Council of the City of Mount Vernon; otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

QUIT-CLAIM DEED

Knox County Land Reutilization Corporation, an Ohio non-profit corporation (the “Grantor”), for valuable consideration paid, grants to **The City of Mount Vernon**, whose tax mailing address is 40 Public SQ. Mount Vernon, Ohio 43050 (the “Grantee”), all right, title and interest in and to the real property described on EXHIBIT A (the “Real Property”):

NOTE: THE PARTIES ACKNOWLEDGE THAT PURSUANT TO THEIR REQUEST THIS DEED WAS PREPARED WITHOUT ANY TITLE SEARCH BEING PERFORMED TO ASCERTAIN ANY APPLICABLE LIENS, LEASES, EASEMENTS, OR OTHER MATTERS OF PUBLIC RECORD ENCUMBERING THE REAL PROPERTY DESCRIBED HEREIN.

Prior Instrument Reference: Knox County Official Records Volume 1909, Page 275
Part of Parcel Number: 66-01283.000

Executed this _____ day of _____, 2025.

**Knox County Land Reutilization Corporation,
An Ohio non-profit corporation**

By: Sam Filkins, President

State of Ohio)
County of Knox)

The foregoing instrument was acknowledged before me this _____ day of _____, 2025, by Sam Filkins, President of the **Knox County Land Reutilization Corporation, an Ohio non-profit corporation, on behalf of the corporation.**

Notary Public

(SEAL)

This Instrument Prepared by:
Zachary DiMarco, Attorney at Law
Critchfield, Critchfield & Johnston, Ltd.
10 S. Gay St., P.O. Box 469
Mount Vernon, Ohio 43050

**SHAFFER, JOHNSTON, LICHTENWALTER
& ASSOCIATES, INC.
ENGINEERS & SURVEYORS**



BOUNDARY DESCRIPTION OF 0.015 ACRE PARCEL

SW-5956B

Situated in the City of Mount Vernon, T-6N ; R-13W, United States Military Lands, County of Knox, and State of Ohio:

Known as being a part of Lot 21 in Heartland Commerce Park in Book C; Page 174 – 181 of Knox County Plat Records (PPN: 66-01283.000) and further bounded and described as follows;

Commencing at a 5/8" rebar with I.D. cap marked "SJL, INC" found at the northwest corner of Lot 21;

Thence S 03° 36' 10" W, 96.37 feet along the west line of said Lot 21 to a 5/8" rebar with I.D. cap marked "SJL, INC" set at the northeast corner of Lot 108 in C & G Cooper Company Park Addition as recorded in Book A; Page 54 of Knox County Plat Records and being the principal place of beginning of the parcel herein described:

THENCE WITH THE FOLLOWING FOUR (4) COURSES:

1. **S 86° 36' 55" E, 13.15** feet along a new division line, being the extension of the north line of said Lot 108, to a 5/8" rebar with I.D. cap marked "SJL, INC" set;
2. **S 03° 13' 34" W, 50.00** feet along a new division line to a 5/8" rebar with I.D. cap marked "SJL, INC" set;
3. **N 86° 36' 53" W, 13.48** feet along a new division, being the extension of the south line of said Lot 108, line to a 5/8" rebar with I.D. cap marked "SJL, INC" set at the southeast corner of said Lot 108;
4. **N 03° 36' 10" E, 50.00** feet along the east line of said Lot 108 to the place of beginning and containing within said bounds **0.015** acres of land, more or less, and subject to all legal highways and easements of record.

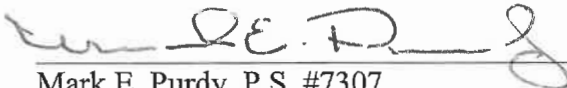
Continued on Page 2

3477 Commerce Parkway, Suite C □ Wooster, Ohio 44691
Ph. (330) 345-6377 □ Fax (330) 345-6725 □ Email: sjl@sjl-inc.com

Page 2 (Description 0.015 ac.)

This description was prepared from a survey made by Mark E. Purdy, P.S. #7307 of Shaffer, Johnston, Lichtenwalter & Associates, Inc. in January of 2024.

Basis of bearing: The bearings as shown hereon are relative to GRID NORTH of the OHIO STATE PLANE COORDINATE SYSTEM, NAD 83 DATUM.


Mark E. Purdy, P.S. #7307



MOUNT VERNON PLANNING COMMISSION

APPROVED BY 
MOUNT VERNON PLANNING COMMISSION

DESCRIPTION
APPROVED
CAMERON KEATON
KNOX COUNTY ENGINEER



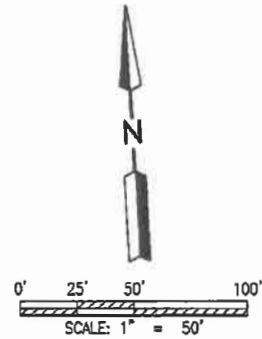
3477 Commerce Parkway, Suite C □ Wooster, Ohio 44691
Ph. (330) 345-6377 □ Fax (330) 345-6725 □ Email: sjl@sjl-inc.com

Attachment: Ex A - Property Donation from Land Bank (2025-58 : Accept Property from Land Bank)

W723

MAP OF SURVEY
CITY OF MOUNT VERNON
T-6N ; R13W
UNITED STATES MILITARY LANDS
COUNTY OF KNOX
STATE OF OHIO

- CENTERLINE
- C/L TRACKS
- DEDICATED R/W LINE
- EX. PROPERTY LINE
- EX. PARCEL SPLIT
- PROP. PROPERTY LINE



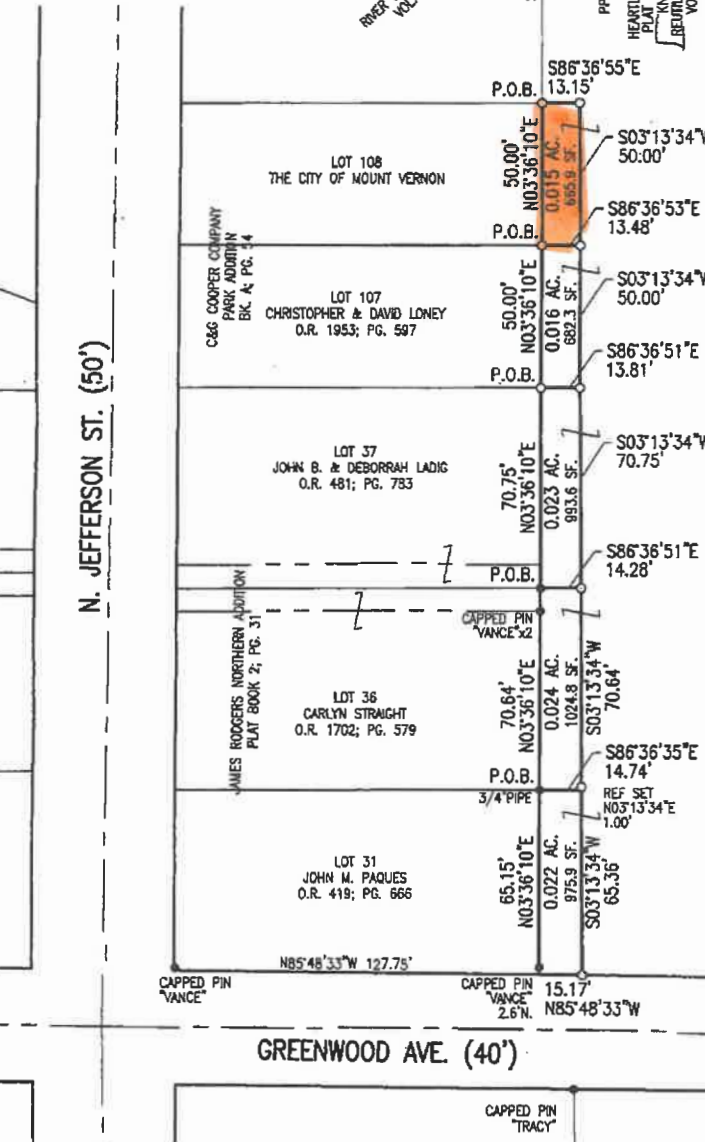
- × SPIKE FD.
- I.P. OR PIPE FD. (AS NOTED)
- ⊙ CAPPED PIN FOUND "SJL, INC"
- 5/8" REBAR SET WITH I.D. CAP MARKED SJL INC

REFERENCE SURVEY:
'C'-418; 'H'-003; 'H'-363; 'H'-448;
'I'-131; 'I'-161; 'I'-798; 'N'-186; 'N'-573;
'O'-445; 'O'-743; 'O'-187; 'O'-218;
'R'-773; 'T'-150; 'T'-690; 'U'-449;
'U'-845

BASIS OF BEARING:
The bearings as shown hereon are
relative to GRID NORTH of
the OHIO STATE PLANE COORDINATE
SYSTEM, NAD 83 DATUM

THESE PARCELS CREATED HEREIN
ARE FOR TRANSFER TO ADJOINERS
AND ARE NOT INTENDED AS
INDEPENDENT BUILDING SITES.

SURVEY
APPROVED
KNOX COUNTY
ENGINEER



Distances shown hereon are expressed in feet and decimal parts thereof, bearings are used to express angles only, iron pins or monuments were found or set as indicated hereon. All of which I believe to be correct to the best of my knowledge.

By: *Mark E. Purdy* 1-31-24 Date
Mark E. Purdy, P.S. #7307



SHAFFER, JOHNSTON, LICHTENWALTER & ASSOCIATES, INC.
Consulting Engineers & Surveyors
3477 Commerce Parkway, Suite C
Wooster, Ohio 44691
TEL (330) 345-6377 FAX (330) 345-6725 EMAIL sjl@sjl-inc.com

DRAWN C. Fab	CHECKED	1" SCALE = 40'	DATE 01/24/2024
DWG NO: SW-5956B-BASE		JOB NO: SW-5956B	
		SHEET 1 OF 1	

Attachment: Ex A - Property Donation from Land Bank (2025-58 : Accept Property from Land Bank)



City Council
City of Mount Vernon
Mount Vernon, OH 43050

SCHEDULED

RESOLUTION 2025-59

Meeting: 05/27/25 7:30 PM
Dept: Parks and Recreation
Hager, Severns
Category: Grant
Prepared By: Todd Hill
Initiator: Todd Hill
DOC ID: 4242

A RESOLUTION AUTHORIZING AND DIRECTING THE SAFETY-SERVICE DIRECTOR TO PREPARE AND SUBMIT AN APPLICATION TO OHIO DEPARTMENT OF NATURAL RESOURCES' NATURE WORKS GRANT PROGRAM FOR CONSTRUCTION OF A RESTROOM AT ARCH PARK; AND DECLARING AN EMERGENCY.

BE IT RESOLVED by the Council of the City of Mount Vernon, State of Ohio:

SECTION 1: That the Safety-Service Director for the City of Mount Vernon is authorized and directed to apply to the Ohio Department of Natural Resources' Nature Works Grant Program for construction of a restroom at Arch Park.

SECTION 2: The Safety-Service Director is further authorized and directed to enter into any agreements as may be necessary for obtaining financial assistance.

SECTION 3: This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety, and for the further reason that applications for funds must be submitted by June 2, 2025, and said Resolution shall therefore, become effective upon its date of passage and approval by the Mayor, provided that it receives the affirmative vote of two-thirds (2/3) of the members elected to the Council of the City of Mount Vernon; otherwise, it shall take effect and be in force from and after the earliest period allowed by law.



City Council
City of Mount Vernon
Mount Vernon, OH 43050

SCHEDULED

RESOLUTION 2025-60

Meeting: 05/27/25 7:30 PM
Dept: Finance and Budget
Seavolt, Woods
Category: Finance and Budget
Prepared By: Rob Broeren
Initiator: Todd Hill
DOC ID: 4243

**A RESOLUTION TO ADJUST APPROPRIATIONS FOR CURRENT EXPENSES FOR THE
CITY OF MOUNT VERNON, STATE OF OHIO, DURING FISCAL YEAR ENDING,
DECEMBER 31, 2025.**

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Mount Vernon,
State of Ohio:

SECTION 1: That the Auditor of the City of Mount Vernon be, and he herewith is,
authorized and directed to make appropriations for current expenses of the City of Mount
Vernon, during the fiscal year ending December 31, 2025, as listed on Exhibit A. These
appropriations adjust the appropriations adopted by Council on December 23, 2024 in Resolution
No. 2024-130.

SECTION 2: This Resolution provides for appropriations for the current expenses of
the City, and therefore, pursuant to Revised Code Section 731.30, it shall become effective upon
the passage and approved by the Mayor.

GENERAL FUND APPROPRIATIONS:Probation Department:

- Decrease appropriations to 101.1786.51111 (Probation Officer) by \$28,132.69 (New Total: \$51,106.03)
- Increase appropriations to 101.1786.52121 (PERS) by \$1,714.27 (New Total: \$12,292.76)
- Decrease appropriations to 101.1786.52123 (Workers Comp) by \$2,925.72 (New Total: \$37.14)
- Decrease appropriations to 101.1786.52125 (Employee Insurance) by \$9,852.53 (New Total: \$18,894.50)
- Decrease appropriations to 101.1786.52126 (Medicare & SS) by \$802.47 (New Total: \$1,150.16)
- Increase appropriations to 101.1786.53111 (Dues/Supplies) by \$2,000.00 (New Total: \$6,000.00)
- Increase appropriations to 101.1786.53112 (Conference Registration) by \$2,000.00 (New Total: \$6,000.00)
- Increase appropriations to 101.1786.53113 (Memberships) by \$349.00 (New Total: \$1,849.00)
- Increase appropriations to 101.1786.54112 (Drug Testing) by \$33,327.06 (New Total: \$40,492.89)
- Increase appropriations to 101.1786.54113 (Testing Supplies) by \$2,010.75 (New Total: \$4,010.75)
- Increase appropriations to 101.1786.54115 (GPS Services) by \$1,000.00 (New Total: \$6,000.00)
- Increase appropriations to 101.1786.54116 (Electronic Monitoring) by \$9,269.50 (New Total: \$10,000.00)
- Increase appropriations to 101.1786.54118 (Mental Health Services) by \$5,000.00 (New Total: \$22,000.00)
- Increase appropriations to 101.1786.54119 (Anger Management) by \$200.00 (New Total: \$6,000.00)
- Decrease appropriations to 101.1786.54120 (Additional Treatment Services) by \$552.50 (New Total: \$17,047.50)
- Increase appropriations to 101.1786.54121 (Class Materials) by \$2,000.00 (New Total: \$2,400.00)
- Increase appropriations to 101.1786.54122 (Hands Down Costs) by \$6,500.00 (New Total: \$6,500.00)
- Increase appropriations to 101.1786.54123 (Incentives) by \$5,000.00 (New Total: \$10,000.00)
- Increase appropriations to 101.1786.54124 (Transportation) by \$6,000.00 (New Total: \$8,000.00)
- Increase appropriations to 101.1786.54311 (Training/Travel-In State) by \$6,000.00 (New Total: \$9,940.00)
- Increase appropriations to 101.1786.55511 (Equipment) by \$30,000.00 (New Total: \$30,000.00)
 - From the Original Appropriated amount for this year this is a \$16,414.63 increase to finish up the money received from their Grant payment.

Police Department:

- Increase appropriations to 101.1950.54111 (Impound Lot Towing) by \$30,000.00 (New Total: \$24,631.00)

Non-General Fund Appropriations:Cemetery:

- Increase appropriations to 801.3100.56611 (Perpetual Care) by \$113,146.55 (New Total: \$113,146.55)



City Council
City of Mount Vernon
Mount Vernon, OH 43050

SCHEDULED

RESOLUTION 2025-61

Meeting: 05/27/25 7:30 PM
Dept: Finance and Budget
Seavolt, Woods
Category: Finance and Budget
Prepared By: Rob Broeren
Initiator: Todd Hill
DOC ID: 4244

A RESOLUTION AUTHORIZING AND DIRECTING THE AUDITOR OF THE CITY OF MOUNT VERNON TO CREATE A NEW FUND TO BE NAMED "230 FUND - CCA GRANT" PURSUANT TO O.R.C. 5705.09(F); AND DECLARING AN EMERGENCY.

WHEREAS Ohio Revised Code § 5705.09(F) requires each subdivision to establish a special fund for each class of revenues derived from a source other than the general property tax, which the law requires to be used for a particular purpose; and

WHEREAS, it is necessary to establish this fund in order to better track the next grant cycle for the Mount Vernon Municipal Court's Probation Department.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Mount Vernon, State of Ohio:

SECTION 1: That the Auditor for the City of Mount Vernon be, and he herewith is, authorized and directed to create a new fund to be called "230 Fund - CCA Grant" pursuant to O.R.C. 5705.09(F), with the following lines:

230.1700.51111	Probation Officer
230.1700.52121	PERS
230.1700.52123	Workers Comp
230.1700.52125	Employee Insurance
230.1700.52126	Medicare & SS
230.1700.53111	Dues/Supplies
230.1700.53112	Conference Registration
230.1700.53113	Memberships
230.1700.54112	Drug Testing
230.1700.54113	Testing Supplies
230.1700.54114	Confirmation Testing
230.1700.54115	GPS Services
230.1700.54116	Electronic Monitoring
230.1700.54117	Substance Abuse
230.1700.54118	Mental Health Services
230.1700.54119	Anger Management
230.1700.54120	Additional Treatment Services
230.1700.54121	Class Materials
230.1700.54122	Hands Down Costs
230.1700.54123	Incentives
230.1700.54124	Transportation
230.1700.54311	Training/Travel-In State
230.1700.55511	Equipment

SECTION 2: This Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety, for the further reason to allow the better tracking of grants issued to the Municipal Court's Probation Department because the grants are awarded on a different schedule than the City's appropriation cycle, and said Resolution shall therefore, become effective upon its date of passage and approval by the Mayor, provided that it receives the affirmative vote of two-thirds (2/3) of the members elected to the Council of the City of Mount Vernon; otherwise, it shall take effect and be in force from and after the earliest period allowed by law.



City Council
City of Mount Vernon
Mount Vernon, OH 43050

SCHEDULED

RESOLUTION 2025-62

Meeting: 05/27/25 7:30 PM
Dept: Finance and Budget
Seavolt, Woods
Category: Finance
Prepared By: Rob Broeren
Initiator: Todd Hill
DOC ID: 4245

A RESOLUTION AUTHORIZING AND DIRECTING THE AUDITOR OF THE CITY OF MOUNT VERNON TO PAY BILLS PURSUANT TO SECTION 5705.41 (D), THEN AND NOW CERTIFICATION.

WHEREAS, the Safety-Service Director for the City of Mount Vernon did make the necessary inquiries that these billed amounts as indicated are legitimate and proper and did approve payment in the amounts shown; and

WHEREAS, at the time of the making of such contract or order and at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract or order was in the treasury or in the process of collection to the credit of an appropriate fund free from any previous encumbrances.

NOW, THEREFORE, BE IT RESOLVED by the City of Mount Vernon, State of Ohio:

SECTION 1: That the Auditor for the City of Mount Vernon be, and he herewith is, authorized and directed to pay bills as follows:

1. To Aaron Oakley DBA: Custom Wired in the amount of \$7,669.94, from line number 720.2820.54111, Services Received.
2. To Mid-Ohio Regional Planning Commissions-Greenways in the amount of \$7,500.00, from line number 101.2320.54111, Services Received.
3. To JP Morgan Chase Bank in the amount of \$10,374.75, from line number 302.1300.56622, Sewer Systems Bond Interest.

SECTION 2: This Resolution provides for appropriations for the current expenses of the City, and therefore, pursuant to Revised Code Section 731.30, it shall become effective upon its date of passage and approval by the Mayor.



City Council
City of Mount Vernon
Mount Vernon, OH 43050

SCHEDULED

RESOLUTION 2025-63

Meeting: 05/27/25 7:30 PM
Dept: Finance and Budget
Seavolt, Woods
Category: Finance
Prepared By: Rob Broeren
Initiator: Todd Hill
DOC ID: 4246

A RESOLUTION AUTHORIZING THE SAFETY-SERVICE DIRECTOR TO DISPOSE OF VEHICLES IN THE POLICE DEPARTMENT NOT NEEDED FOR PUBLIC USE BY THE CITY OF MOUNT VERNON; AND DECLARING AN EMERGENCY.

WHEREAS, Ohio Revised Code Sections 721.01 and 721.15 authorize municipalities to dispose of personal property and vehicles no longer needed for municipal use.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Mount Vernon, State of Ohio:

SECTION 1: That the Council finds that the City of Mount Vernon Police Department owns the following vehicles that are no longer needed for public use. Council also finds that the value of the vehicle is in excess of \$1,000.00.

- 1) 2008-Silver-Chevrolet-Impala VIN 2G1WB58K289289352
- 2) 2003-Silver-Ford-Escape VIN 1FMYU93113KD49818
- 3) 2017-Black-Nissan-Rogue VIN 5N1AT2MVXHC868039
- 4) 1999-Black-Jeep-Cherokee VIN 1J4FF68S2XL500438

SECTION 2: That the Safety-Service Director for the City of Mount Vernon be authorized and directed to sell or dispose of the vehicles pursuant to any method authorized by Revised Code Section 721.15.

SECTION 3: This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety, and for the further reason of expediting the sale or trade of these items to return the proceeds to constructive use by the City, and said Resolution shall, therefore, become effective upon its date of passage and approval by the Mayor, provided that it receives the affirmative vote of two-thirds (2/3) of the members elected to the Council of the City of Mount Vernon; otherwise, it shall take effect and be in force from and after the earliest period allowed by law.



City Council
City of Mount Vernon
Mount Vernon, OH 43050

SCHEDULED

RESOLUTION 2025-64

Meeting: 05/27/25 7:30 PM
Dept: Employee and Community Rel.
Woods, Keener
Category: Reappointment
Prepared By: Todd Hill
Initiator: Todd Hill
DOC ID: 4247

A RESOLUTION CONFIRMING THE MAYOR'S RE-APPOINTMENT OF SARAH WAGNER TO THE SHADE TREE AND BEAUTIFICATION COMMISSION FOR A THREE (3) YEAR TERM; AND DECLARING AN EMERGENCY.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Mount Vernon, State of Ohio:

SECTION 1: That the Council for the City of Mount Vernon confirms the Mayor's re-appointment of Sarah Wagner, 604 E. High St., Mount Vernon, Ohio to the Shade Tree and Beautification Commission, for a three (3) year term, commencing immediately, and ending May 27, 2028.

SECTION 2: This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety, and for the further reason that an emergency exists in the usual daily operation of the various departments of the municipal government and said Resolution shall, therefore, become effective upon its date of passage and approval by the Mayor, provided that it receives the affirmative vote of two-thirds (2/3) of the members elected to the Council of the City of Mount Vernon; otherwise it shall take effect and be in force from and after the earliest period allowed by law.



City Council
City of Mount Vernon
Mount Vernon, OH 43050

SCHEDULED

ORDINANCE 2025-11

Meeting: 05/27/25 7:30 PM
Dept: Land Use and Development
Keener, Mahan
Category: Planning and Zoning
Prepared By: Todd Hill
Initiator: Todd Hill
DOC ID: 4226

AN ORDINANCE TO APPROVE, ADOPT AND ENACT THE JANUARY 2025 REPLACEMENT PAGES TO THE CODIFIED ORDINANCES; TO REPEAL ORDINANCES IN CONFLICT THEREWITH; TO PUBLISH THE ENACTMENT OF NEW MATTER; AND DECLARING AN EMERGENCY.

WHEREAS, certain provisions within the Codified Ordinances should be amended to conform with current State law as required by the Ohio Constitution; and

WHEREAS, various ordinances of a general and permanent nature have been passed by Council which should be included in the Codified Ordinances; and

WHEREAS, Council has heretofore entered into a contract with the Walter H. Drane Company to prepare and publish an annual revision; and

WHEREAS, the codification of such ordinances, together with the new matter to be adopted, the matters to be amended and those to be repealed are before the Council.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Mount Vernon, State of Ohio:

SECTION 1: That the editing, arrangement and numbering or renumbering of the following ordinances and parts of ordinances are hereby approved as parts of the various component codes of the Codified Ordinances of Mount Vernon, Ohio, so as to conform to the classification and numbering system of the Codified Ordinances, to-wit:

<u>Ord. No.</u>	<u>Date</u>	<u>C.O. Section</u>
2024-35	8-25-24	125.09
2024-25	12-9-24	August 2024 Replacement Pages
2024-46	11-25-24	931.02, 931.05
<u>Res. No.</u>	<u>Date</u>	<u>C.O. Section</u>
2024-119	11-25-24	931.045

SECTION 2: That, the following sections and chapters are hereby added, amended or repealed as respectively indicated in order to comply with current State law.

Traffic Code

303.01 Compliance with Lawful Order of Police Officer; Fleeing. (Amended)

333.07 Street Racing, Stunt Driving and Street Takeovers Prohibited. (Amended)

General Offenses Code

513.01 Drug Abuse Control Definitions. (Amended)

513.02 Gift of Marihuana. (Amended)

533.03 Unlawful Sexual Conduct with a Minor. (Amended)

533.04 Sexual Imposition. (Amended)

537.02 Vehicular Homicide and Manslaughter. (Amended)

537.021 Vehicular Assault in a Construction Zone. (Amended)

549.12 Concealed Handgun Licenses; Possession of Revoked or Suspended License;
Additional Restrictions; Posting Signs Prohibiting Possession. (Added)

SECTION 3: That the complete text of the sections listed above are set forth in full in the current replacement pages to the Codified Ordinances which are hereby attached to this Ordinance as Exhibit A. The listing above of each new section by reference to its title shall constitute sufficient publication of new matter contained therein.

SECTION 4: This Ordinance is hereby declared to be an emergency measure and necessary for the immediate preservation of the public peace, health and safety, and for the further reason that an emergency exists in the usual daily operation of the various departments of the municipal government, and said Ordinance shall, therefore, become effective upon its date of passage and approval by the Mayor, provided that it receives the affirmative vote of two-thirds (2/3) of the members elected to the Council of the City of Mount Vernon; otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

HISTORY:

04/28/25 City Council FIRST READING

Ordinance No. 2025-11 was given a first reading.

05/12/25 City Council SECOND READING

Ordinance No. 2025-11 was given a second reading.



City Council
City of Mount Vernon
Mount Vernon, OH 43050

SCHEDULED

ORDINANCE 2025-14

Meeting: 05/27/25 7:30 PM
Dept: Land Use and Development
Keener, Mahan
Category: Planning and Zoning
Prepared By: Rob Broeren
Initiator: Todd Hill
DOC ID: 4233

ORDINANCE DECLARING THE IMPROVEMENT OF CERTAIN REAL PROPERTY LOCATED IN THE CITY OF MOUNT VERNON, OHIO TO BE A PUBLIC PURPOSE; CREATING THE LIBERTY CROSSING INCENTIVE DISTRICT; DECLARING THE IMPROVEMENTS TO REAL PROPERTY WITHIN THE INCENTIVE DISTRICT TO BE A PUBLIC PURPOSE; DECLARING SUCH PROPERTY WITHIN THE INCENTIVE DISTRICT TO BE EXEMPT FROM REAL PROPERTY TAXATION; DESCRIBING THE PUBLIC INFRASTRUCTURE IMPROVEMENTS MADE OR TO BE MADE TO DIRECTLY BENEFIT OR SERVE THE PARCELS FOR WHICH IMPROVEMENTS ARE DECLARED TO BE A PUBLIC PURPOSE; REQUIRING ANNUAL SERVICE PAYMENTS IN LIEU OF TAXES DURING THE PERIODS OF EXEMPTION; ESTABLISHING A MUNICIPAL PUBLIC IMPROVEMENT TAX INCREMENT EQUIVALENT FUND FOR THE DEPOSIT OF SUCH SERVICE PAYMENTS; AUTHORIZING THE EXECUTION OF A TAX INCREMENT FINANCING AGREEMENT; AND APPROVING RELATED MATTERS.

WHEREAS, Section 5709.40(C) of the Ohio Revised Code (“R.C.”) authorizes the legislative authority of a municipal corporation, by ordinance, to create an incentive district and to declare the increase in the assessed value of any real property within the incentive district that would first appear on the tax list and duplicate of real and public utility property after the effective date of an ordinance adopted under R.C. Section 5709.40 were it not for the exemption granted by that ordinance (with such increase in assessed value being referred to in this Ordinance, as in R.C. Section 5709.40(A)(4), as the “Incentive District Improvements,” and together with the Public Infrastructure Improvements as defined below, as the “Improvements”) to real property located within the incentive district and the municipal corporation to be a public purpose and exempt from taxation; and

WHEREAS, the City intends to create an incentive district constituting the real property located in the State of Ohio (the “State”), County of Knox (the “County”), and the City as described more particularly on Exhibit A attached to and incorporated into this Ordinance (the “Liberty Crossing Incentive District”), with each parcel within the Liberty Crossing Incentive District referred to herein as a “Parcel,” whether as presently appearing on County tax duplicates or as subdivided or combined and appearing on future tax duplicates; and

WHEREAS, RJM Land Development LTD. (the “Developer”), along with the current and future owners of the Liberty Crossing Incentive District (each an “Owner” and collectively the “Owners”), wish to develop the Liberty Crossing Incentive District by constructing an estimated 93 single-family homes, 42 patio homes, and 112 townhomes and related improvements thereon and otherwise improving the Liberty Crossing Incentive District (such improvements being the “Public Infrastructure Improvements”), provided that the appropriate development incentives are available to support this development; and

WHEREAS, the City intends to (i) declare the increase in assessed value to the Liberty Crossing Incentive District as a result of the Public Infrastructure Improvements as a public purpose, (ii) exempt one hundred percent (100%) of the increase in the assessed value of the real property located within the TIF Districts for a period of 30 years, and (iii) identify the public infrastructure improvements to be made on or in support of the Liberty Crossing Incentive District by the Developer (the “TIF Public Infrastructure Improvements”), which TIF Public Infrastructure Improvements are set forth in Exhibit B hereto and incorporated herein by reference; and

WHEREAS, as required by R.C. Section 5709.40(A)(5)(f), the City Engineer has certified to this Council that (i) the Liberty Crossing Incentive District is less than 300 acres in size, (ii) the Liberty Crossing Incentive District is enclosed by continuous boundaries, and (iii) the public infrastructure serving the Liberty Crossing Incentive District is inadequate to meet the development needs of the Liberty Crossing Incentive District; and

WHEREAS, notice of the proposed adoption of the exemption authorized under R.C. Section 5709.40(C) by this Ordinance has been delivered by first-class mail to every real property owner whose property is located within the boundaries of the proposed Incentive District not later than 30 days prior to June 23, 2025, and on June 23, 2025, this Council conducted a public hearing on this Ordinance; and

WHEREAS, the overlay (within the meaning of R.C. Section 5709.40(A)(6)) for the Incentive District provided in the notice delivered to the owners of real property to be included in the Incentive District included all of the real property included in the Incentive District, and therefore no owners of real property were entitled to submit written responses under R.C. 5709.40(C) and this Council has not received any written responses; and

WHEREAS, this Council has determined to provide for the execution and delivery of an agreement between the City and the Developer (the “TIF Agreement”) by which the Developer shall construct or cause to be constructed certain public infrastructure improvements within the Liberty Crossing Incentive District; and

WHEREAS, pursuant to R.C. Section 5709.42, the City intends to require the Owner or Owners of each Parcel of real property within the Liberty Crossing Incentive District to make annual service payments in lieu of taxes to the Treasurer of Knox County, Ohio (“County Treasurer”) on or before the final dates for payment of real property taxes, and the annual service payments in lieu of taxes are to be charged and collected in the same manner and in the same amount as the real property taxes that would have been charged and payable against the Improvements with respect to each Parcel if it were not exempt from taxation; and

WHEREAS, pursuant to R.C. Section 5709.43(A), this Council intends to establish a municipal public improvement tax increment equivalent fund for the exemption authorized by this Ordinance into which service payments in lieu of taxes distributed to the City shall be deposited, and which, from the date of this Ordinance, shall be used as provided in this Ordinance; and

WHEREAS, the City has caused notice of the proposed passage of this Ordinance, including a copy of this Ordinance, to be delivered to both the Board of Education of the Mount Vernon City School District (the “School District”) and the Board of Education of the Knox County Career Center (the “JVSD”) in accordance with R.C. Sections 5709.40 and 5709.83, or such notice has been waived;

NOW, THEREFORE, Be It Ordained by the Council of the City of Mount Vernon, Ohio that:

SECTION 1: In accordance with R.C. Section 5709.40(C), the City hereby designates and establishes the Liberty Crossing Incentive District identified on Exhibit A, attached to and incorporated into this Ordinance, as exempt from taxation under the terms set forth below and further declares that the Improvements to the Parcels within the Liberty Crossing Incentive District subsequent to the effective date of this Ordinance are a public purpose. This Council hereby finds and determines, in accordance with R.C. Section 5709.40(C)(3)(b), that the Improvements attributable to the Liberty Crossing Incentive District are expected to result from the construction of an estimated 93 single-family homes, 42 patio homes, and 112 townhomes, which development this Council hereby finds and determines will place additional demand on the Public Infrastructure Improvements designated in Section VI of this Ordinance.

SECTION 2: Pursuant to R.C. Section 5709.40(C), the City hereby recognizes that the TIF Public Infrastructure Improvements are a public purpose and benefit or serve, or will benefit or serve, the parcels within the Liberty Crossing Incentive District, and the City hereby exempts 100% of the increase in the assessed value of each parcel of real property located within the Liberty Crossing Incentive District from taxation for a period of 30 years, commencing on the first day of the first tax year in which there is an Improvement attributable to a structure on the parcels (as they may be subdivided or combined) that appears on the tax list and duplicate of real and public utility property, and ending on the earlier of (a) thirty (30) years after such commencement, or (b) the date on which the City can no longer require service payments in lieu of taxes, all in accordance with the requirements of R.C. Sections 5709.40, 5709.42 and 5709.43 and this Ordinance (the “TIF Exemptions”). The life of the Liberty Crossing Incentive District shall be coextensive with the term of the TIF Exemption.

SECTION 3: Pursuant to R.C. Section 5709.42, during the period when the exemption granted by this Ordinance is in effect the Owner or Owners are hereby required to make, and shall make, service payments in lieu of taxes with respect to the Improvements to the County Treasurer on or before the final dates for payment of real property taxes. Each service payment in lieu of taxes shall be charged and collected in the same manner and in the same amount as the real property taxes that would have been charged and payable against the Improvements on each Parcel as if it were not exempt from taxation pursuant to Section 2 of this Ordinance. Any late payments shall be subject to penalty and bear interest at the then current rate established under Ohio Revised Code Sections 323.121(B)(1) and 5703.47, as the same may be amended from time to time, or any successor provisions thereto, as the same may be amended from time to time (the payment of penalties and interest are collectively referred to herein with the payments in lieu of taxes as the “Service Payments”). The Service Payments, and any other payments in connection with the Improvement which are received by the City Fiscal Officer (the “Fiscal

Officer”) in connection with any reduction required by R.C. Section 319.302, as the same may be amended from time to time, or any successor provisions thereto as the same may be amended from time to time (the “Property Tax Rollback Payments”) shall be allocated and deposited in accordance with Section IV.

SECTION 4: At the same times and in the same manner as real property tax distributions, the County Treasurer shall distribute the Service Payments and the Property Tax Rollback Payments as follows: (i) first, a portion of the Service Payments paid with respect to the TIF Exemption to the School Districts in the amount of the taxes that would have been payable to the School Districts if the Improvements had not been exempted from taxation, (ii) second, a portion of the Service Payments paid with respect to the TIF Exemptions to various taxing agencies for certain protected tax levies in accordance with R.C. Section 5709.40(F), and (iii) third, to the City, all remaining amounts for further deposit into the TIF Fund (as hereinafter defined) for payment of costs of the Public Infrastructure Improvements, as defined in Section VI of this Ordinance. The City shall then distribute the Service Payments and any Property Tax Rollback Payments in the TIF Fund after each semiannual settlement of real property taxes and in the following order of priority: first, to pay or finance the costs associated with the Public Infrastructure constructed by or on behalf of the Developer or by or on behalf of the City (including payment of interest and payment of any bonds, notes, or any other obligations issued to pay such costs), as further described in the TIF Agreement; and second, after the Developer and the City have been fully reimbursed as provided in the TIF Agreement, to the City for any other public infrastructure constructed by or on behalf of the City or for any lawful purpose under R.C. Sections 5709.40, 5709.42, 5709.43, and this Ordinance.

The TIF Fund, as hereinafter defined, shall remain in existence so long as the Service Payments and Property Tax Rollback Payments are collected and used for the above purposes, after which the TIF Fund shall be dissolved in accordance with R.C. Sections 5709.40, 5709.42, and 5709.43. Upon such dissolution, any incidental surplus remaining in the TIF Fund shall be transferred to the general fund of the City.

SECTION 5: This Council, pursuant to and in accordance with the provisions of R.C. Section 5709.43, determines to and hereby does establish the Liberty Crossing Incentive District TIF Fund (the “TIF Fund”) in the custody of the City and shall receive all distributions of Service Payments required to be made to the City pursuant to this Ordinance. The Service Payments and any Property Tax Rollback Payments received by the City shall be deposited into the TIF Fund pursuant to R.C. Section 5709.43 and distributed pursuant to R.C. Section 5709.42 and this Ordinance. The Service Payments and any Property Tax Rollback Payments received by the City shall be used solely for the purposes authorized in R.C. Sections 5709.40, 5709.42, 5709.43, and 5709.82, including, but not limited to, paying the costs of the Public Infrastructure Improvements (as defined in Section 6 of this Ordinance), including payment of interest and payment of any bonds, notes, or any other obligations issued to pay such costs, in a manner which is consistent with this Ordinance. The City shall use all Service Payments and any Property Tax Rollback Payments received and deposited into the TIF Funds as provided in this Ordinance. For all purposes of this Ordinance, “costs” of the Public Infrastructure Improvements payable from the TIF Fund also shall include the items of “costs of permanent improvements” set forth in R.C. Section 133.15(B), and incurred with respect to the Public

Infrastructure Improvements located within the Liberty Crossing Incentive District, as applicable. The TIF Fund shall remain in existence so long as such Service Payments and any Property Tax Rollback Payments are collected and used for the aforesaid purposes, after which time the TIF Fund shall be dissolved and any surplus funds remaining therein distributed as set forth in Section IV of this Ordinance.

SECTION 6: The City hereby designates the Public Infrastructure Improvements set forth in Exhibit B for the Liberty Crossing Incentive District, attached to and incorporated into this ordinance by this reference, as the “public infrastructure improvements,” as that term is defined in R.C. Section 5709.40(A)(8), which are made, are to be made, or are in the process of being made, by or on behalf of the City, that benefit or serve, or, once made, will benefit or serve the Parcels, as set forth in R.C. Section 5709.40(C)(3)(a).

The City further determines that all of the Public Infrastructure Improvements set forth in Exhibit B attached hereto, within the Liberty Crossing Incentive District, are general in nature, and all of the Public Infrastructure Improvements are supportive of and beneficial to the development of the Liberty Crossing Incentive District.

SECTION 7: This Council further authorizes and directs the Mayor, the City Law Director, the City Auditor, or other appropriate officers of the City: (i) to make such arrangements as are necessary and proper for collection of Service Payments from Owners; (ii) to make payment of the Service Payments to the City to be deposited into the TIF Fund; and (iii) to take all other actions as may be appropriate to implement this Ordinance. R.C. Section 5709.911 shall govern the priority status of the exemptions provided under this Ordinance. Under R.C. Sections 5709.40(C) and 5709.911, the City intends to apply for the exemption from real property taxation under this Ordinance. Not later than 30 days prior to June 23, 2025, this Council delivered notice, by first-class mail, of a public hearing regarding this Ordinance (the “Residential Notice”). The Residential Notice included an overlay, within the meaning of R.C. Section 5709.40(A)(6), of the Liberty Crossing Incentive District, which included all of the real property within the Liberty Crossing Incentive District. On June 23, 2025, this Council conducted a public hearing regarding this Ordinance. No written responses to the Residential Notice were received under R.C. Section 5709.40(C).

SECTION 8: This Council hereby approves the TIF Agreement and authorizes the City to execute, deliver, and perform the TIF Agreement, including without limitation, by applying moneys on deposit in the TIF Fund for the purposes identified in the TIF Agreement. The Mayor is hereby authorized and directed, for and on behalf of the City, to execute and deliver the TIF Agreement, substantially in the form now on file with this Council, with such modifications to the form of the TIF Agreement as shall be approved by the Mayor, shall not be materially adverse to the City, and shall be consistent with this Ordinance, all of which shall be conclusively evidenced by the Mayor's signature on the TIF Agreement. The Mayor is further hereby authorized to execute and deliver any additional agreements or instruments as the Mayor shall deem necessary to carry out the purposes of this Ordinance and the TIF Agreement, and the City is hereby authorized to perform its obligations under any of those agreements or instruments

SECTION 9: Pursuant to R.C. Section 5709.40(I), the Clerk of Council is hereby directed to deliver a copy of this Ordinance to the Director of the Ohio Department of Development (“ODOD”) within 15 days after its adoption. On or before March 31st of each year that an exemption set forth in Section 2 of this Ordinance remains in effect, the officer or officers authorized by Section 9 of this Ordinance to take actions necessary to implement this Ordinance shall prepare and submit to the Director of ODOD the status report required under R.C. Section 5709.40(I).

SECTION 10: The City hereby maintains the City of Mount Vernon Tax Incentive Review Council, the membership of which is and shall remain constituted in accordance with R.C. Section 5709.85. In accordance with R.C. Section 5709.85, the City of Mount Vernon Tax Incentive Review Council reviews and shall continue to review annually all exemptions from taxation resulting from the declarations set forth in this Ordinance and any other such matters as may properly come before it, all in accordance with R.C. Section 5709.85.

SECTION 11: This Council finds and determines that all formal actions of this Council and any of its committees concerning and relating to the passage of this Ordinance were taken in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in those formal actions were in meetings open to the public, all in compliance with the law including R.C. Section 121.22.

HISTORY:

05/12/25 City Council FIRST READING

Ordinance No. 2025-14 was given a first reading.

EXHIBIT A
DESCRIPTION OF THE SITE

The Site includes portions of Knox County Auditor parcel identification number 66-00501.000, as subsequently subdivided and combined, and includes approximately 228 multi-family units.

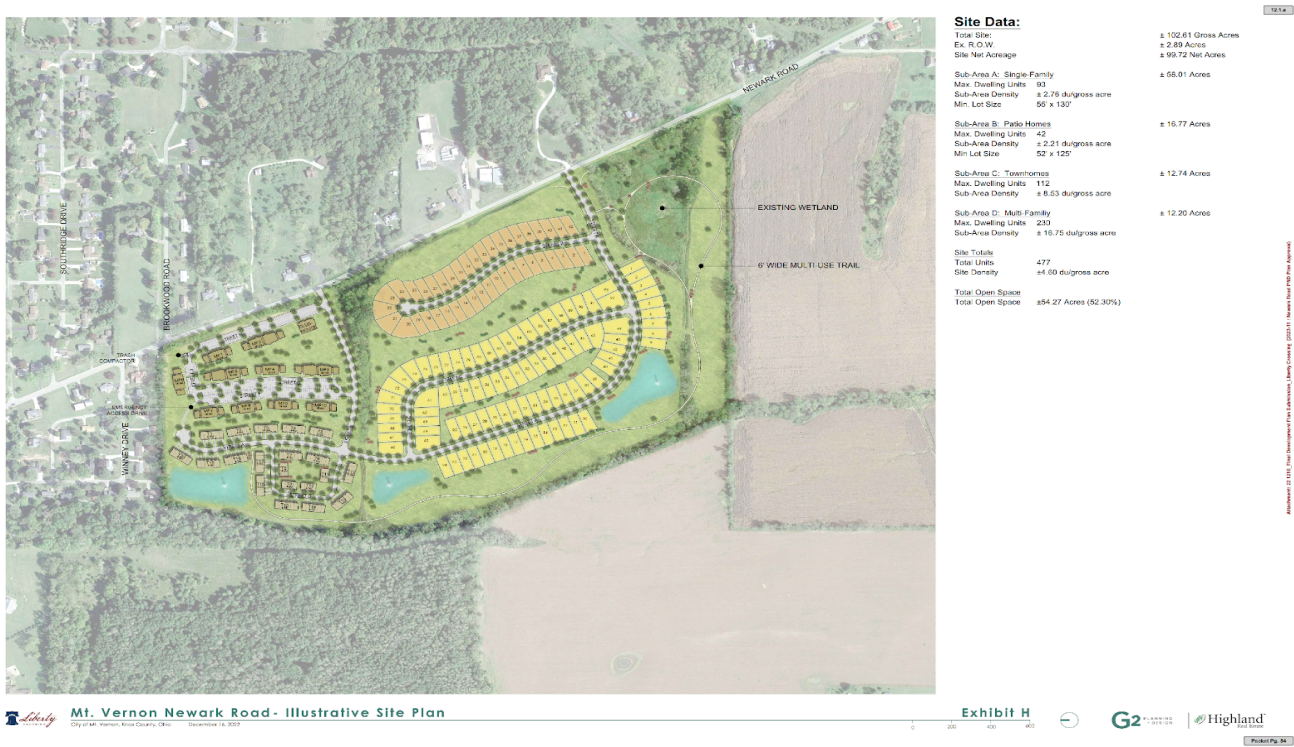


EXHIBIT B

DESCRIPTION OF PUBLIC INFRASTRUCTURE IMPROVEMENTS

The Public Infrastructure Improvements shall include the infrastructure improvements listed below:

- Construction, reconstruction, extension, opening, improving, widening, grading, draining, curbing or changing of the lines and traffic patterns of, highways, streets, intersections, bridges (both roadway and pedestrian), sidewalks, bikeways, medians and viaducts accessible to and serving the public, and providing signage (including traffic signage and informational/promotional signage), lighting systems, signalization, and traffic controls, and all other appurtenances thereto.
- Signage, artwork, sculpture and other related items that enhance, compliment and beautify the Property and the Public Infrastructure Improvements located in the public right-of-way or within public easements.
- Construction, reconstruction, extension, opening, improving, widening, grading, draining or curbing of walking and/or multipurpose paths.
- Construction, reconstruction or installation of public utility improvements (including any underground municipally owned utilities), storm and sanitary sewers (including necessary site grading therefor), water and fire protection systems, including, but not limited to, tap, capacity and connection improvements for accessing the water, storm and sanitary sewers, or fire protection systems, and all appurtenances thereto.
- Construction, reconstruction or installation of gas, electric and communication service facilities (including any underground lines or other facilities), and all appurtenances thereto.
- Construction, reconstruction and installation of stormwater and flood remediation projects and facilities, including such projects and facilities on private property when determined to be necessary for public health, safety and welfare.
- Continued and ongoing maintenance, paving, repaving, striping, grading and related work on roads, highways, streets, water and sewer lines constructed as part of the Public Infrastructure Improvements.
- Construction or installation of streetscape and landscape improvements including trees, tree grates, signage, curbs, sidewalks, scenic fencing, street and sidewalk lighting, trash receptacles, benches, newspaper racks, burial of overhead utility lines and related improvements, together with all appurtenances thereto, including, but not limited to streetscape improvements in conjunction with and along the roadway improvements described above.

- Acquisition of real estate or interests in real estate (including easements) (a) necessary to accomplish any of the foregoing Public Infrastructure Improvements or (b) in aid of industry, commerce, distribution or research, including, but not limited to, any acquisition of land in connection with the City's taking title to any Public Infrastructure Improvements.
- The items of "costs of permanent improvements" set forth in Ohio Revised Code Section 133.15(B), and incurred with respect to the Public Infrastructure Improvements, which "costs" specifically include any reimbursement payments for the reimbursement of the costs of the Public Infrastructure Improvements and the debt service on, and other expenses relating to the issuance of, any bonds, notes, or other obligations issued to finance the Public Infrastructure Improvements.
- Any other public infrastructure improvements constructed or maintained by or on behalf of the City that are determined by the City Council to benefit or serve the Property.



City Council
City of Mount Vernon
Mount Vernon, OH 43050

SCHEDULED

ORDINANCE 2025-15

Meeting: 05/27/25 7:30 PM
Dept: Land Use and Development
Keener, Mahan
Category: Planning and Zoning
Prepared By: Rob Broeren
Initiator: Todd Hill
DOC ID: 4234

AN ORDINANCE DECLARING THE IMPROVEMENT OF CERTAIN REAL PROPERTY LOCATED IN THE CITY OF MOUNT VERNON, OHIO TO BE A PUBLIC PURPOSE; DECLARING SUCH PROPERTY TO BE EXEMPT FROM REAL PROPERTY TAXATION; DESIGNATING PUBLIC IMPROVEMENTS TO BE MADE THAT WILL BENEFIT SUCH PROPERTY; REQUIRING ANNUAL SERVICE PAYMENTS IN LIEU OF TAXES; AND ESTABLISHING A MUNICIPAL PUBLIC IMPROVEMENT TAX INCREMENT EQUIVALENT FUND; AND AUTHORIZING THE EXECUTION OF A TAX INCREMENT FINANCING AGREEMENT.

WHEREAS, MGD, LLC and MTV332, LLC (the “Developer”) have acquired certain real property which is located within the jurisdiction of the City of Mount Vernon (the “City”), consisting of 104.577+/- acres known as parcels 66-00501.000, 66-00501.006 and 66-00501.007 in the records of the Office of the Auditor of Knox County, Ohio (the “Auditor”) (the “Property”), and a depiction and description of the Property is attached hereto and incorporated herein by reference as Exhibit A; and

WHEREAS, Developer plans to develop the Property by constructing an estimated 228 multi-family housing units and related improvements thereon (the “Project”); and

WHEREAS, the development of the Property in the City will benefit the City and its residents by creating jobs, enlarging the property tax base, enhancing income tax revenues and stimulating collateral development in the City; and

WHEREAS, in order to provide for the orderly development of the Property, it is necessary to construct or to cause to be constructed certain public infrastructure improvements as described in Exhibit B attached hereto and incorporated herein by reference, which City and Developer agree will benefit and serve the Property; and

WHEREAS, the City has determined to provide for the execution and delivery of a Tax Increment Financing Agreement or similar cooperative agreement with the Developer (the “TIF Agreement”); and

WHEREAS, pursuant to Ohio Revised Code Sections 5709.40, 5709.42, and 5709.43 (together with related provisions of the Ohio Revised Code, the “TIF Act”), the City may, among other things, (i) declare the increase in assessed value of real property located in the City to be a public purpose, thereby exempting such increase from real property taxation for a period of time; (ii) specify public infrastructure improvements, made, to be made, or in the process of being made, that directly benefit such real property; (iii) provide for the making of service payments in lieu of taxes by the owners of such real property; (iv) establish a public improvement tax increment equivalent fund into which such service payments shall be deposited; (v) provide for

the use of such service payments to pay the costs of such public infrastructure improvements (which costs may include, without limitation, the payment for or reimbursement of costs of the public infrastructure improvements incurred by the City, or any other public or private party in cooperation with the City); and

WHEREAS, the current owners of certain parcels of real property located in the City (the “Owners” including any future owners of said real property, the “Owners”), as further described in Exhibit A attached hereto and made a part hereof (the “Site,” with each parcel comprising the Site, as currently existing on the Knox County Auditor’s tax duplicate or as subsequently subdivided or combined and appearing on a future tax duplicate, referred to herein as a “Parcel”) wish to construct or cause to be constructed certain new commercial improvements (including, but not limited to, multi-family housing); and

WHEREAS, the City has caused notice of the proposed passage of this Ordinance, including a copy of this Ordinance, to be delivered to both the Board of Education of the Mount Vernon City School District (the “School District”) and the Board of Education of the Knox County Career Center (the “JVSD”) in accordance with Ohio Revised Code Sections 5709.40 and 5709.83, or such notice has been waived;

NOW, THEREFORE, Be It Ordained by the Council of the City of Mount Vernon, Ohio that:

SECTION 1: Pursuant to and in accordance with the TIF Act, this City Council (“Council”) hereby finds and determines that one hundred percent (100%) of the increase in the assessed value of each Parcel comprising the Site subsequent to the effective date of this Ordinance (the increase hereinafter referred to as an “Improvement,” as further defined in Section 5709.40 of the Ohio Revised Code) is a public purpose and is exempt from taxation for a period commencing on the first day of the first tax year in which there is an Improvement with respect to the Parcel (as it may be subdivided or combined) attributable to a structure on the Parcel that appears on the tax list and duplicate of real and public utility property, and ending on the earlier of (a) thirty years after the commencement or (b) the date on which the City can no longer require service payments in lieu of taxes, all in accordance with the requirements of the TIF Act and this Ordinance (the “TIF Exemption”).

SECTION 2: Council hereby designates the public infrastructure improvements described in Exhibit B attached hereto (the “Public Infrastructure Improvements”) and any other public infrastructure improvements hereafter designated by ordinance as public infrastructure improvements made, to be made, or in the process of being made that directly benefit, or that once made will directly benefit, the Site.

SECTION 3: As provided in Ohio Revised Code Section 5709.42, but only after the TIF Exemption is effective, the Owner of a parcel comprising the Site shall be required to, and shall make, service payments in lieu of taxes with respect to the Improvement allocable thereto to the Knox County Treasurer (“County Treasurer”) on or before the final due dates for payment of real property taxes. Each service payment in lieu of taxes shall be charged and collected in the same manner and in the same amount as the real property taxes that would have been charged and

payable against such parcel as if it were not exempt from taxation pursuant to Section 1 hereof. Any late payments of service payments in lieu of taxes shall be subject to penalty and bear interest at the then current rate established under Ohio Revised Code Sections 323.121(B)(1) and 5703.47, as the same may be amended from time to time, or any successor provisions thereto (the "Penalties and Interest"). Each Owner shall make any other payments in respect of such parcel which are received by the County Treasurer in connection with any reduction required by Ohio Revised Code Section 319.302, as the same may be amended from time to time, or any successor provisions thereto (the "Property Tax Rollback Payments," together with the service payments in lieu of taxes and the "Penalties and Interest," are collectively referred to herein as the "Service Payments").

SECTION 4: At the same times and in the same manner as real property tax distributions, the County Treasurer shall distribute the Service Payments and the Property Tax Rollback Payments as follows: (i) first, a portion of the Service Payments paid with respect to the TIF Exemption to the School Districts in the amount of the taxes that would have been payable to the School Districts if the Improvements had not been exempted from taxation and (ii) second, to the City, all remaining amounts for further deposit into the Tax Increment Fund (as hereinafter defined) for payment of costs of the Public Infrastructure Improvements, as defined in Section II of this Ordinance. The City shall then distribute the Service Payments and any Property Tax Rollback Payments in the Tax Increment Fund after each semiannual settlement of real property taxes and in the following order of priority: first, to pay or reimburse the City for any administrative expenses in connection with the TIF Exemption; and second, to pay or finance the costs associated with the Public Infrastructure constructed by or on behalf of the Developer or by or on behalf of the City (including payment of interest and payment of any bonds, notes, or any other obligations issued to pay such costs), as further described in the TIF Agreement; and third, after the Developer and the City have been fully paid or reimbursed as provided in the TIF Agreement, to the City for any other public infrastructure constructed by or on behalf of the City or for any lawful purpose under Ohio Revised Code Sections 5709.40, 5709.42, 5709.43, and this Ordinance.

The Tax Increment Fund, as hereinafter defined, shall remain in existence so long as the Service Payments and Property Tax Rollback Payments are collected and used for the above purposes, after which the Tax Increment Fund shall be dissolved in accordance with Ohio Revised Code Sections 5709.40, 5709.42, and 5709.43. Upon such dissolution, any incidental surplus remaining in the Tax Increment Fund shall be transferred to the general fund of the City.

SECTION 5: This Council hereby establishes, pursuant to and in accordance with the provisions of Ohio Revised Code Section 5709.43, within the City Treasury a municipal public improvement tax increment equivalent fund (the "Tax Increment Fund"), which may, at the option of the Finance Director, be established as an account within an existing tax increment equivalent fund of the City, into which shall be deposited the Service Payments distributed to the City by the County Treasurer. Such Fund may be combined with other funds created by ordinances of this Council authorizing other such projects. Money in the Tax Increment Fund shall be used to finance the Public Infrastructure Improvements, and shall, to the extent provided in further ordinances of this Council, be pledged to the payment of debt service on any bonds, notes or other obligations issued to finance such Public Infrastructure Improvements as well as

any reimbursement payments for reimbursement of any costs of the Public Infrastructure Improvements. The Tax Increment Fund shall be maintained in the custody of the City and shall receive all distributions of Service Payments required to be made to the City. Those Service Payments received by the City with respect to the Site, shall be used solely for the purposes authorized in the TIF Act, including, but not limited to, paying any costs of the Public Infrastructure Improvements, in a manner that is consistent with this Ordinance. For purposes of this Ordinance, “costs” of the Public Infrastructure Improvements payable from the Tax Increment Fund shall also include the items of “costs of permanent improvements” set forth in Ohio Revised Code Section 133.15(B), and incurred with respect to the Public Infrastructure Improvements, which “costs” specifically include any reimbursement payments for the reimbursement of the costs of the Public Infrastructure Improvements, and debt service on, and any administrative or other expenses relating to the issuance of, any bonds, notes, or other obligations issued to finance the Public Infrastructure Improvements. The Tax Increment Fund shall remain in existence so long as such Service Payments are collected and used for the aforesaid purposes, after which time the Tax Increment Fund shall be dissolved and any surplus funds remaining therein shall be transferred to the City’s General Fund, all in accordance with Ohio Revised Code Section 5709.43.

SECTION 6: This Council hereby approves the TIF Agreement and authorizes the City to execute, deliver, and perform the TIF Agreement. The Mayor is hereby authorized and directed, for and on behalf of the City, to execute and deliver the TIF Agreement, substantially in the form now on file with this Council, with such modifications to the form of the TIF Agreement as shall be approved by the Mayor, shall not be materially adverse to the City, and shall be consistent with this Ordinance, all of which shall be conclusively evidenced by the Mayor's signature on the TIF Agreement. The Mayor is further hereby authorized to execute and deliver any additional agreements or instruments as the Mayor shall deem necessary to carry out the purposes of this Ordinance and the TIF Agreement, and the City is hereby authorized to perform its obligations under any of those agreements or instruments.

SECTION 7: The City hereby finds and determines that notice of this proposed Ordinance has been delivered to the School District and JVSD in accordance with Ohio Revised Code Sections 5709.40 and 5709.83, and hereby ratifies the giving of that notice.

SECTION 8: The Clerk of this Council is hereby directed to deliver, not later than fifteen (15) days after the effective date of this Ordinance, a copy thereof to the Director of the Ohio Department of Development and to further deliver to such Director, not later than March 31st of each year during which the TIF Exemption remains in effect, a status report outlining the progress of the project herein described.

SECTION 9: It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were passed in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted 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.

Ordinance 2025-15

Meeting of May 27, 2025

HISTORY:

05/12/25

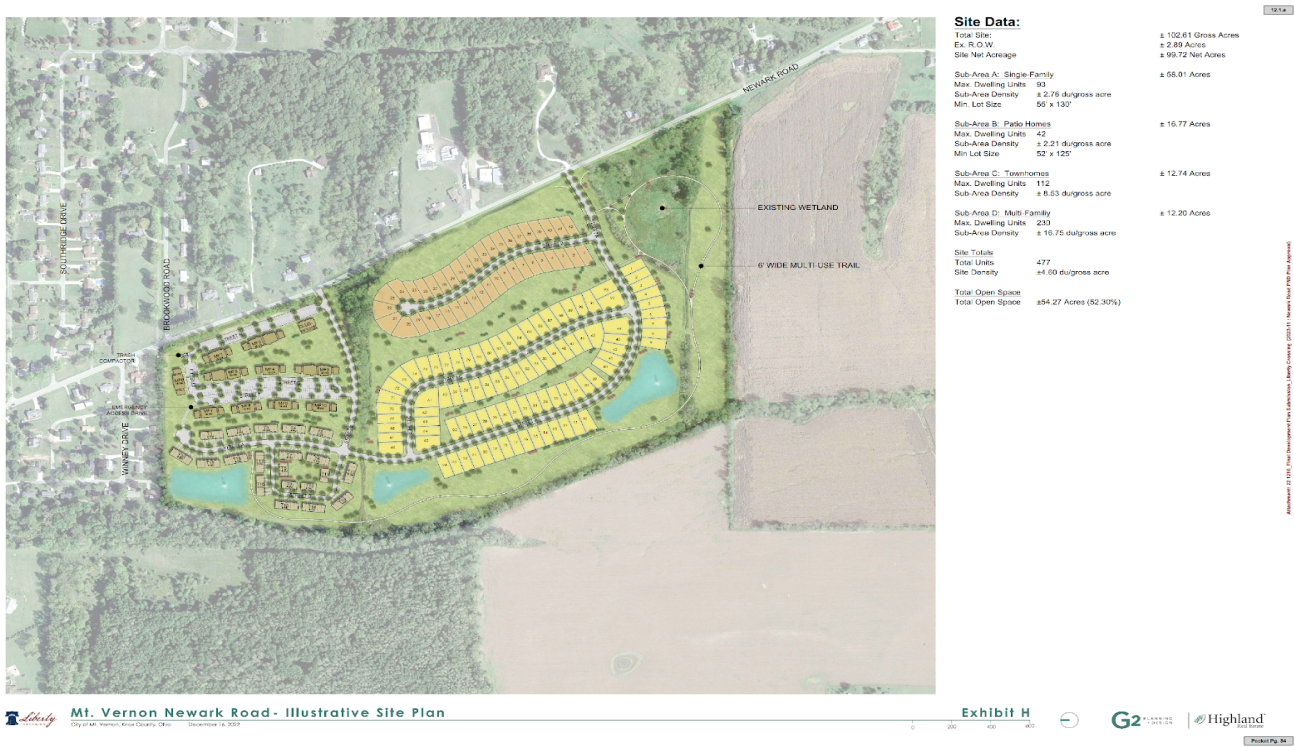
City Council

FIRST READING

Ordinance No. 2025-15 was given a first reading.

EXHIBIT A
DESCRIPTION OF THE SITE

The Site includes portions of Knox County Auditor parcel identification number 66-00501.000, as subsequently subdivided and combined, and includes approximately 228 multi-family units.



Attachment: Ex A - Highland Site Plan (2025-15 : Highland Commercial TIF)

EXHIBIT B

DESCRIPTION OF PUBLIC INFRASTRUCTURE IMPROVEMENTS

The Public Infrastructure Improvements shall include the infrastructure improvements listed below:

- Construction, reconstruction, extension, opening, improving, widening, grading, draining, curbing or changing of the lines and traffic patterns of, highways, streets, intersections, bridges (both roadway and pedestrian), sidewalks, bikeways, medians and viaducts accessible to and serving the public, and providing signage (including traffic signage and informational/promotional signage), lighting systems, signalization, and traffic controls, and all other appurtenances thereto.
- Signage, artwork, sculpture and other related items that enhance, compliment and beautify the Property and the Public Infrastructure Improvements located in the public right-of-way or within public easements.
- Construction, reconstruction, extension, opening, improving, widening, grading, draining or curbing of walking and/or multipurpose paths.
- Construction, reconstruction or installation of public utility improvements (including any underground municipally owned utilities), storm and sanitary sewers (including necessary site grading therefor), water and fire protection systems, including, but not limited to, tap, capacity and connection improvements for accessing the water, storm and sanitary sewers, or fire protection systems, and all appurtenances thereto.
- Construction, reconstruction or installation of gas, electric and communication service facilities (including any underground lines or other facilities), and all appurtenances thereto.
- Construction, reconstruction and installation of stormwater and flood remediation projects and facilities, including such projects and facilities on private property when determined to be necessary for public health, safety and welfare.
- Continued and ongoing maintenance, paving, repaving, striping, grading and related work on roads, highways, streets, water and sewer lines constructed as part of the Public Infrastructure Improvements.
- Construction or installation of streetscape and landscape improvements including trees, tree grates, signage, curbs, sidewalks, scenic fencing, street and sidewalk lighting, trash receptacles, benches, newspaper racks, burial of overhead utility lines and related improvements, together with all appurtenances thereto, including, but not limited to streetscape improvements in conjunction with and along the roadway improvements described above.

- Acquisition of real estate or interests in real estate (including easements) (a) necessary to accomplish any of the foregoing Public Infrastructure Improvements or (b) in aid of industry, commerce, distribution or research, including, but not limited to, any acquisition of land in connection with the City's taking title to any Public Infrastructure Improvements.
- The items of "costs of permanent improvements" set forth in Ohio Revised Code Section 133.15(B), and incurred with respect to the Public Infrastructure Improvements, which "costs" specifically include any reimbursement payments for the reimbursement of the costs of the Public Infrastructure Improvements and the debt service on, and other expenses relating to the issuance of, any bonds, notes, or other obligations issued to finance the Public Infrastructure Improvements.
- Any other public infrastructure improvements constructed or maintained by or on behalf of the City that are determined by the City Council to benefit or serve the Property.



City Council
City of Mount Vernon
Mount Vernon, OH 43050

SCHEDULED

ORDINANCE 2025-16

Meeting: 05/27/25 7:30 PM
Dept: Finance and Budget
Seavolt, Woods
Category: Finance
Prepared By: Rob Broeren
Initiator: Todd Hill
DOC ID: 4240

AN ORDINANCE TO REVISE THE CITY OF MOUNT VERNON CREDIT CARD USE POLICY; AND DECLARING AN EMERGENCY.

WHEREAS, the City of Mount Vernon recognizes that the use of a credit card is for the efficient acquisition of goods or services solely for the benefit of the operation of the City. The City also recognizes the additional risk inherent with credit card usage. The absence of an appropriate credit card policy and of thorough monitoring of credit card activity increases the risk of unauthorized and/or otherwise improper expenditures that do not further the public purpose of the entity and are likely to result in audit findings or other sanctions; and

WHEREAS, House Bill (H.B.) 312 of the 132nd General Assembly, sets forth regulations and requirements for local government entities and political subdivisions to adopt a written policy for the use of credit card accounts prior to the acquisition of any such cards; and

WHEREAS, H.B. 312 establishes new safeguards for credit card use and seeks to reduce credit card abuse for all local government entities and citizens across Ohio; and

WHEREAS, specifically, H.B. 312 requires the City to adopt a written policy for the use of credit card accounts addressing all of the following: (1) the officer or positions authorized to use a credit card account; (2) the types of expenses for which a credit card account may be used; (3) the procedure for acquisition, use, and management of a credit card account; (4) the procedure for submitting itemized receipts; (5) the procedure for credit card issuance, re-issuance, cancellation, and the procedure for reporting lost or stolen credit cards; (6) each credit card account's maximum credit limit; and (7) the actions or omissions by an officer or employee that qualify as misuse of a credit card account; and

WHEREAS, the City wishes to revise the policy after implementation of the initial policy.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Mount Vernon, State of Ohio:

SECTION 1: Council adopts the "City of Mount Vernon, Ohio Credit Card Policy" as revised in May 2025, attached as Exhibit A.

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety, and for further reason that the policy must be adopted prior to the City acquiring a credit card pursuant to H.B. 312, and said Ordinance shall, therefore, become effective upon its date of passage and approval by the Mayor, provided that it receives the affirmative vote of two-thirds (2/3) of the members elected

to the Council of the City of Mount Vernon; otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

THE CITY OF MOUNT VERNON CREDIT CARD POLICY

The City of Mount Vernon hereby authorizes the issuance and use of a credit card(s) for official municipal business purposes.

As used in this policy "credit card account" means any bank-issued credit card account, store-issued credit card account, financial institution-issued credit card account, financial depository-issued credit card account, affinity credit card account, or any other card account allowing the holder to purchase goods or services on credit or to transact with the account, and any debit or gift card account related to the receipt of grant moneys. "Credit card account" does not include a procurement card account, gasoline or telephone credit card account, or any other card account where merchant category codes are in place as a system of control for use of the card account.

Section 1: Authorized users

The following persons are authorized to use the City's credit card account:

1. The Mayor
2. The Safety-Service Director
3. The Auditor
4. The Law Director
5. Any member of the Safety or Service Departments authorized by the Safety-Service Director
6. Any member of the Office of the Auditor authorized by the Auditor
7. Any member of the Office of the Law Director authorized by the Law Director

Before receiving authorization to use the City credit card, authorized officers or employees must complete a written acknowledgement of this policy.

Section 2: Authorized expenses

All City credit cards shall be utilized exclusively for the procurement of necessary goods and services directly related to the operation and functions of the City, including but not limited to:

1. Purchasing equipment and supplies.
2. Payment for training programs, seminars, and conferences.
3. Payment for necessary administrative expenses such as office supplies and communication.

Section 3: Procedure for acquisition, use, and management of a credit card account

The Mayor, Safety Service Director, Auditor and Law Director shall ensure that any credit card issued to its Office is used responsibly and solely for official municipal business purposes. Personal expenditures or unauthorized transactions are strictly prohibited.

Rev. 5-8-2025

All credit cards shall be paid in full by the due date - to avoid interest charges.

Section 4: Procedure for submitting itemized receipts

The City recognizes that the credit card provides convenience to employees in acquiring goods and services for the City. The City also recognizes the additional risk inherent with credit card usage.

For individual expenditures, the expense must fall within pre-approved budgets. Itemized receipts must be turned in to the Auditor within two (2) business days along with a purchase order designating the account(s) from which the funds are to be drawn. If an officer or employee is out of town during the expenditure, signed receipts should be turned in within two (2) business days of returning to work along with a purchase order designating the account(s) from which the funds are to be drawn.

Section 5: Procedure for credit card issuance, reissuance, cancellation, and the procedure for reporting lost or stolen credit cards

In order to open a new credit card account a written request must be made to the Auditor. The name of the City shall appear on the Credit Card Account(s).

The Auditor is responsible for administration of City credit cards, including, but not limited to, selection of card provider, payment of credit card bills, and managing issuance of cards.

Officers and employees must surrender all City credit cards upon their separation of employment or service from the City or when requested by the Mayor, Safety-Service Director, Auditor or Law Director.

In the event the card is lost or stolen, the cardholder must notify the Auditor as soon as reasonably possible. The employee is to assist the Auditor in identifying and resolving any charges made to the account.

An open credit card Account maybe cancelled by the Auditor with the concurrence of the Mayor, Law Director or Safety Service Director.

Section 6: Credit card's maximum credit limit

Each credit card shall have a minimum limit of \$5,000.00 and a maximum limit of \$10,000.00.

Section 7: Actions or omissions by an officer or employee that qualify as misuse of a credit card account

The use of a City credit card account for expenses beyond those authorized by this Policy, or any failure to comply with this Policy, constitutes misuse of a credit card account.

1. Criminal Penalty

An officer or employee of the political subdivision or a public servant as defined under section 2921.01 of the Revised Code who knowingly misuses a credit card account held by the City violates section 2913.21 of the Revised Code, as well as any other applicable criminal penalty.

2. Disciplinary Action

Misuse of a credit card account may also subject an officer or employee of the City to disciplinary action.

3. Liability

The officer or employee is liable in person and upon any official bond the officer or employee has given to the political subdivision to reimburse the treasury the amount for which the officer or employee does not provide itemized receipts in accordance with this policy and/or for any other unauthorized use of a “credit card” as established by this policy.

Section 8: Compliance

The Mayor shall appoint a compliance officer. The compliance officer cannot be the Auditor or any person who uses or can authorize another person to use the City's credit card account.

At least quarterly, the compliance officer and Council shall review the number of cards and accounts issued, the number of active cards and accounts issued, the cards' and accounts' expiration dates, and the cards' and accounts' credit limits.

Section 9: Credit Card Rewards

Annually, the Auditor shall file a report with Council detailing all rewards received based on the use of the City's credit card account.