

ORDINANCE NO. 2025 - 084

AN ORDINANCE AUTHORIZING THE FINANCE DIRECTOR, UPON THE ISSUANCE OF A CERTIFICATE OF AVAILABILITY OF FUNDS, TO PAY CERTAIN PURCHASE ORDERS MADE THAT EXCEED \$3000.00; AND DECLARING AN EMERGENCY.

WHEREAS, the Finance Director is required by ORC 5705.41(D) to certify the availability of funds to pay for goods or services upon all contracts and purchase orders; and,

WHEREAS, if the Certification of the Finance Director is not attached to the contract or purchase order over Three Thousand Dollars and No Cents (\$3,000.00) Council must pass an ordinance allowing for a warrant for payment to be issued upon the Finance Director's certification that at the time of making the contract or order and at the time of the certification there was sufficient funds necessary for the payment of such contract and orders; and,

WHEREAS, the Finance Director has indicated that such a certification described above can be executed.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Kent, Portage County, Ohio:

SECTION 1. That the Finance Director is authorized to make such warrants as are necessary to pay the due and owing amounts detailed in Exhibit "A", attached hereto and made an integral part hereof.

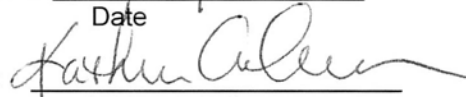
SECTION 2. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formation action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 3. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of the residents of this City, for which reason and other reason manifest to this Council this Ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediately after passage.

PASSED: 9/17/25
Date

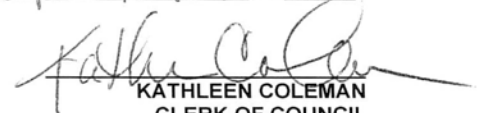

Jerry T. Fiala
Mayor and President of Council

EFFECTIVE: 9/17/25
Date

ATTEST: 
Kathleen Coleman
Clerk of Council

I, KATHLEEN COLEMAN, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF **ORDINANCE No. 2025-084**, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON September 17, 2025.

(SEAL)


KATHLEEN COLEMAN
CLERK OF COUNCIL

Purchase Order Report

G/L Date Range 08/14/25 - 09/10/25

Sort by Department - Purchase Order Number

Detail Listing

Department: 02.202 Board of Health, Sanitation & Inspections
Purchase Order: 2025-00002019

Description: HD- Narcan Carry Case Kits (Overdose Awareness Day Stipend)

Department: 02.202 Board of Health, Sanitation & Inspections

Vendor: 5556 - Nove LLC

Type: Then/Now

Status: Complete

G/L Date	08/20/2025	Amount	3,725.00
Deliver by Date	08/20/2025	Voided	.00
Printed Date	08/21/2025	Discounted	.00
Completed Date	08/21/2025	Expensed	3,725.00
Expiration Date		Remaining	.00
		Encumbered	.00

Item 1	Description	Operating Materials - Nasal Spray Carry Case Kits + Shipping	Status	Complete	Amount
Quantity	1.0000		Vendor Part Number	SC-BLK-CPK - Voided	.00
U/M	Each		Contract Number	Discounted	.00
Price per Unit	3,725.00		Discount	Expensed	3,725.00
				Remaining	.00
				Encumbered	.00

G/L Account

110-02-520-207.7420 (Health Department-Health Department-Public Health & Welfare-Other Health Grants-Operating Materials)

Project

Amount
3,725.00

Department: 02.202 Board of Health, Sanitation & Inspections Totals: 1

Amount	\$3,725.00
Voided	\$0.00
Discounted	\$0.00
Expensed	\$3,725.00
Remaining	\$0.00
Encumbered	\$0.00

Department: 03.530 Park & Recreation Board, Park Services
Purchase Order: 2025-00002003

Description: Mower Part

Department: 03.530 Park & Recreation Board, Park Services

Vendor: 1887 - Baker Vehicle Systems Inc.

G/L Date	08/19/2025	Amount	3,019.29
Deliver by Date		Voided	.00
Printed Date	08/20/2025	Discounted	.00
Completed Date	08/21/2025	Expensed	3,019.29

Purchase Order Report

G/L Date Range 08/14/25 - 09/10/25

Sort by Department - Purchase Order Number
Detail Listing001-09-570-406.7340 (General Government-City Manager-General
Government-Urban Renewal-Professional Services)

53,420.00

Purchase Order 2025-00002072

Description CD8G RLF - 423 Lake Street - HOMETOWN CHECK

Department 04-402 Community Development Department Zoning & Building Inspection

Vendor 4387 - Ellsworth/Catastrophe Response Team LLC, Tim

Type Then/Now

Status Open

G/L Date	08/28/2025	Amount	4,550.00
Deliver by Date		Voided	.00
Printed Date	09/10/2025	Discounted	.00
Completed Date		Expensed	4,550.00
Expiration Date		Remaining	.00
		Encumbered	.00

Item 1 Description Program Income Expense - CD8G RLF - 423 Lake Street -

Quantity 1.0000

U/M Each

Price per Unit 4,550.00

Status	Open	Amount	4,550.00
Vendor Part Number		Voided	.00
Contract Number		Discounted	.00
Discount	0%	Expensed	4,550.00
		Remaining	.00
		Encumbered	.00

G/L Account

126-04-540-401.7992 (CD8G Grant Fund-Community Development-
Community Development-Community Development-Program Income
Expend)

Project

Amount
4,550.00

Purchase Order 2025-00002073

Description CD8G RLF - 985 W Main Street - HOMETOWN CHECK

Department 04-402 Community Development Department Zoning & Building Inspection

Vendor 4387 - Ellsworth/Catastrophe Response Team LLC, Tim

Type Then/Now

Status Open

G/L Date	08/28/2025	Amount	4,550.00
Deliver by Date		Voided	.00
Printed Date	09/10/2025	Discounted	.00
Completed Date		Expensed	4,550.00
Expiration Date		Remaining	.00
		Encumbered	.00

Purchase Order Report

G/L Date Range 08/14/25 - 09/10/25

Sort by Department - Purchase Order Number

Detail Listing

Item 1	Description	Program Income Expense - CD8G RLF - 981 W Main Street - HOMETOWN CHECK	Status	Open	Amount
Quantity		1.0000	Vendor Part Number		4,550.00
U/M		Each	Contract Number		.00
Price per Unit		4,550.00	Discount	0%	.00
			Expensed		4,550.00
			Remaining		.00
			Encumbered		.00

G/L Account
 126-04-540-401.7992 (CD8G Grant Fund-Community Development-
 Community Development-Community Development-Program Income
 Expend) Amount
 4,550.00

Purchase Order	2025-00002074	G/L Date	08/28/2025	Amount	5,400.00
Description	CD8G RLF - 981 W Main Street - HOMETOWN CHECK	Deliver by Date		Voided	.00
Department	01-402 Community Development Department-Zoning & Building Inspection	Printed Date	09/03/2025	Discounted	.00
Vendor	4387 - Ellsworth/Catastrophe Response Team LLC, Tim	Completed Date		Expensed	5,400.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Open			Encumbered	.00

Item 1	Description	Program Income Expense - CD8G RLF - 981 W Main Street - HOMETOWN CHECK	Status	Open	Amount
Quantity		1.0000	Vendor Part Number		5,400.00
U/M		Each	Contract Number		.00
Price per Unit		5,400.00	Discount	0%	.00
			Expensed		5,400.00
			Remaining		.00
			Encumbered		.00

G/L Account
 126-04-540-401.7992 (CD8G Grant Fund-Community Development-
 Community Development-Community Development-Program Income
 Expend) Amount
 5,400.00

Purchase Order Report

G/L Date Range 08/14/25 - 09/10/25

Sort by Department - Purchase Order Number

Detail Listing

Purchase Order	2025-00002076	G/L Date	08/28/2025	Amount	6,300.00
Description	CDBG RLF - Project Soft Costs - HOMETOWN CHECK	Deliver by Date		Voided	.00
Department	04-402 Community Development Department/Zoning & Building Inspection	Printed Date	09/03/2025	Discounted	.00
Vendor	4115 - Neighborhood Dev. Services, Inc.	Completed Date		Expensed	6,300.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Open			Encumbered	.00

Item 1	Description	Program Income Expense - CDDBG RLF - Project Soft Costs - HOMETOWN CHECK	Status	Amount
Quantity	1.0000		Open	6,300.00
U/M	Each			
Price per Unit	6,300.00			
		Vendor Part Number		Voided
		Contract Number		Discounted
		Discount	0%	Expensed
				6,300.00
				Remaining
				.00
				Encumbered
				.00

G/L Account
 126-04-540-401.7992 (CDDBG Grant Fund-Community Development-Community Development-Community Development-Program Income Expend)

Project
 Amount
 6,300.00

Purchase Order	2025-00002139	G/L Date	09/09/2025	Amount	4,808.81
Description	WRF - Repair of WR104	Deliver by Date		Voided	.00
Department	05-503 Public Services Department/Water Reclamation Plant	Printed Date	09/09/2025	Discounted	.00
Vendor	2112 - Rush Trk Qtrs of Ohio Inc./Rush Truck Ctr, Akron	Completed Date		Expensed	.00
Type	Then/Now	Expiration Date		Remaining	4,808.81
Status	Open			Encumbered	4,808.81

Item 1	Description	Maint of Equip & Facilities	Status	Amount
			Open	4,808.81

Purchase Order Report

G/L Date Range 08/14/25 - 09/10/25

Sort by Department - Purchase Order Number
Detail Listing

Quantity	1.0000	Vendor Part Number		Voided	.00
U/M	Each	Contract Number		Discounted	.00
Price per Unit	4,808.81	Discount	0%	Expensed	.00
				Remaining	4,808.81
				Encumbered	4,808.81

G/L Account
202-05-550-503.7350 (Sewer Service Department-Basic Utility Services-
Water Reclamation Plant,Maint of Equip & Facilities)

Project
Amount
4,808.81

Purchase Order	2025-00002099	G/L Date	09/03/2025	Amount	5,835.70
Description	CM Citywide Mowing	Deliver by Date		Voided	.00
Department	05.560 Public Services Department,Central Maintenance Division	Printed Date	09/03/2025	Discounted	.00
Vendor	3362 - Bower's Lawn Care	Completed Date	09/09/2025	Expensed	5,835.70
Type	TherNow	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00

Item 1	Description	Misc Contractual	Status	Complete	Amount	5,835.70
	Quantity	1.0000	Vendor Part Number		Voided	.00
	U/M	Each	Contract Number		Discounted	.00
	Price per Unit	5,835.70	Discount	0%	Expensed	5,835.70
				Remaining	.00	
				Encumbered	.00	

G/L Account
102-05-560-601.7390 (SOMR Service Department-Central Maintenance-
Transportation - Central Maint..Misc Contractual)

Project
Amount
5,835.70