

**ORDINANCE NO. 2026-09**

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.

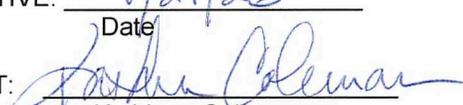
**SECTION 2.** That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formation action, 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: 1/21/26  
Date

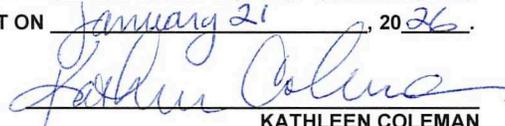
  
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Jack Amrhein  
Mayor and President of Council

EFFECTIVE: 1/21/26  
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. 2026-09, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON January 21, 2026.

(SEAL)

  
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KATHLEEN COLEMAN  
CLERK OF COUNCIL

# Purchase Order Report

G/L Date Range 12/10/25 - 01/12/26  
 Sort by Department - Purchase Order Number  
 Detail Listing

Purchase Order	2026-00000241	G/L Date	01/06/2026	Amount	3,624.00
Description	FD Aladtec Annual Subscription 1.1.26-12.31.26	Deliver by Date		Voided	.00
Department	01.108 Safety Department, Fire Services/Prevention/EMS	Printed Date	01/07/2026	Discounted	.00
Vendor	3605 - Aladtec, LLC	Completed Date		Expensed	.00
Type	Then/Now	Expiration Date		Remaining	3,624.00
Status	Open			Encumbered	3,624.00

Item 1	Description	Misc Contractual - FD Aladtec Annual Subscription 1.1.26-12.31.26	Status	Open	Amount	3,624.00
	Quantity	1.0000	Vendor Part Number		Voided	.00
	U/M	Each	Contract Number		Discounted	.00
	Price per Unit	3,624.00	Discount	0%	Expensed	.00
					Remaining	3,624.00
					Encumbered	3,624.00

G/L Account  
 Project  
 128-01-510-108.7390 (Fire & EMS-Safety Department-Safety Services- Fire Services,Misc Contractual)  
 Amount  
 3,624.00

Purchase Order	2026-00000243	G/L Date	01/06/2026	Amount	11,524.99
Description	FD Annual Advice & Guidance Policy, Procedure Manuals & Bulletin	Deliver by Date		Voided	.00
Department	01.108 Safety Department, Fire Services/Prevention/EMS	Printed Date	01/07/2026	Discounted	.00
Vendor	4391 - Lexipol, LLC	Completed Date		Expensed	.00
Type	Then/Now	Expiration Date		Remaining	11,524.99
Status	Open			Encumbered	11,524.99

Item 1	Description	Professional Services - FD Annual Advice & Guidance Policy, Procedure Manuals & Bulletin	Status	Open	Amount	11,524.99
	Quantity	1.0000	Vendor Part Number		Voided	.00

# Purchase Order Report

G/L Date Range 12/10/25 - 01/12/26

Sort by Department - Purchase Order Number  
Detail Listing

U/M	Each	Contract Number	Discount	Discounted	Expensed	Remaining	Encumbered
	11,524.99		0%			11,524.99	11,524.99

*G/L Account*  
128-01-510-108.7340 (Fire & EMS-Safety Department-Safety Services-Fire Services.Professional Services)

*Project*  
11,524.99

Purchase Order	2026-00000099	G/L Date	01/02/2026	Amount	8,564.00
Description	HD - Security Paper	Deliver by Date		Voided	.00
Department	02.202 Board of Health, Sanitation & Inspections	Printed Date	01/08/2026	Discounted	.00
Vendor	1758 - Treasurer, State of Ohio	Completed Date	01/08/2026	Expensed	8,564.00
Type	Then/Now	Expiration Date		Remaining	.00
Status	Complete			Encumbered	.00

Item 1	Description	Operating Materials - State of Ohio Birth and Death Certificate Paper	Status	Complete	Amount	8,564.00
Quantity	1.0000	Vendor Part Number		Voided	.00	
U/M	Each	Contract Number		Discounted	.00	
Price per Unit	8,564.00	Discount	0%	Expensed	8,564.00	
		Remaining		Encumbered	.00	

*G/L Account*  
110-02-520-201.7420 (Health Department-Health Department-Public Health & Welfare-Health Admin.Operating Materials)

*Project*  
8,564.00

Purchase Order	2025-00002679	G/L Date	12/22/2025	Amount	3,014.77
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# Purchase Order Report

G/L Date Range 12/10/25 - 01/12/26  
 Sort by Department - Purchase Order Number  
 Detail Listing

Description	CM Cold Patch		Deliver by Date		Voided	.00
Department	05.560 Public Services Department,Central Maintenance Division		Printed Date	12/30/2025	Discounted	.00
Vendor	3934 - HEI-WAY LLC		Completed Date	12/30/2025	Expensed	3,014.77
Type	Then/Now		Expiration Date		Remaining	.00
Status	Complete				Encumbered	.00

Item 1  
 Description Operating Materials  
 Quantity 1.0000  
 U/M Each  
 Price per Unit 3,014.77  
 Status Complete  
 Amount 3,014.77  
 Voided .00  
 Discounted .00  
 Expensed 3,014.77  
 Remaining .00  
 Encumbered .00

G/L Account  
 Project  
 202-05-550-605.7420 (Sewer-Service Department-Basic Utility Services-  
 Central Maintenance Distribution.Operating Materials)  
 Amount  
 3,014.77

Purchase Order	2026-00000111		G/L Date	01/05/2026	Amount	6,560.00
Description	CM Haymaker & Franklin Landscape Plans		Deliver by Date		Voided	.00
Department	05.560 Public Services Department,Central Maintenance Division		Printed Date	01/06/2026	Discounted	.00
Vendor	5547 - Frederick/C.M. Frederick, Landscape Architect, LLC, Charles M		Completed Date		Expensed	.00
Type	Then/Now		Expiration Date		Remaining	6,560.00
Status	Open				Encumbered	6,560.00

Item 1  
 Description Professional Services  
 Quantity 1.0000  
 U/M Each  
 Price per Unit 6,560.00  
 Status Open  
 Amount 6,560.00  
 Voided .00  
 Discounted .00  
 Expensed .00  
 Remaining 6,560.00  
 Encumbered 6,560.00

G/L Account  
 Project  
 202-05-550-605.7420 (Sewer-Service Department-Basic Utility Services-  
 Central Maintenance Distribution.Operating Materials)  
 Amount  
 6,560.00

# Purchase Order Report

G/L Date Range 12/10/25 - 01/12/26  
 Sort by Department - Purchase Order Number  
 Detail Listing

G/L Account: 102-05-560-601.7340 (SCMR-Service Department-Central Maintenance-Transportation - Central Maint...Professional Services) Amount: 6,560.00

Project

Purchase Order	2026-00000348	G/L Date	01/08/2026	Amount	4,071.00
Description	CM268 Repairs	Deliver by Date		Voided	.00
Department	05.560 Public Services Department,Central Maintenance Division	Printed Date	01/13/2026	Discounted	.00
Vendor	1037 - Akron Tractor & Equipment, Inc	Completed Date		Expensed	.00
Type	Then/Now	Expiration Date		Remaining	4,071.00
Status	Open			Encumbered	4,071.00

Item 1	Description	Maint of Equip & Facilities	Status	Open	Amount	4,071.00
	Quantity	1.0000	Vendor Part Number		Voided	.00
	U/M	Each	Contract Number		Discounted	.00
	Price per Unit	4,071.00	Discount	0%	Expensed	.00
					Remaining	4,071.00
					Encumbered	4,071.00

G/L Account: 102-05-560-601.7350 (SCMR-Service Department-Central Maintenance-Transportation - Central Maint...Maint of Equip & Facilities) Amount: 4,071.00

Project

Purchase Order	2026-00000223	G/L Date	01/06/2026	Amount	13,595.00
Description	FIN- Parking Tickets December 2025	Deliver by Date	01/06/2026	Voided	.00
Department	07.708 Budget & Finance Department,Financial Admin.	Printed Date	01/06/2026	Discounted	.00
Vendor	1495 - Portage County Municipal Court	Completed Date	01/06/2026	Expensed	13,595.00
Type	Then/Now	Expiration Date		Remaining	.00

# Purchase Order Report

G/L Date Range 12/10/25 - 01/12/26

Sort by Department - Purchase Order Number  
Detail Listing

Status	Complete	Encumbered	.00	
Item 1	Refunds	13,595.00	Amount	13,595.00
	Quantity	1.0000	Voided	.00
	U/M	Each	Discounted	.00
	Price per Unit	13,595.00	Expensed	13,595.00
			Remaining	.00
			Encumbered	.00
			Complete	
			Status	
			Vendor Part Number	
			Contract Number	
			Discount	
			0%	
			Amount	
			13,595.00	
			Project	
			G/L Account	
			804-07-580-914.7710 (T&A Escrow-Budget & Finance-Non Programs-	
			Fines Held For Court-Refunds)	