

# THE CITY OF SOUTH EUCLID SCHEDULE OF MEETING

April 28, 2014

8:00 PM

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1. PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. OPEN MEETING

4. REPORT OF COMMITTEES

1. RESOLUTION 05-13

A RESOLUTION FORMALLY AUTHORIZING THE COUNCIL FINANCE COMMITTEE **COMMITTEE OF THE WHOLE** TO ACT AND PERFORM THE FUNCTIONS OF AN AUDIT COMMITTEE AND DECLARING AN EMERGENCY. **SECOND READING.**

5. MAYOR'S REPORT

6. LEGISLATION REQUESTED BY THE MAYOR AND ADMINISTRATION

1. RESOLUTION 18-14

AUTHORIZING THE MAYOR AND FINANCE DIRECTOR TO ENTER INTO AN AGREEMENT WITH KEY BANK TO ESTABLISH A PURCHASING CARD PROGRAM. FIRST READING.

7. LAW DIRECTOR'S REPORT

8. LETTERS AND COMMUNICATIONS

9. ADJOURN TO EXECUTIVE SESSION:

For the purpose of discussing personnel matters.

10. ADJOURN TO REGULAR MEETING OF CITY COUNCIL

11. ADJOURN

CITY OF SOUTH EUCLID, OHIO

RESOLUTION NO.: 05-13  
INTRODUCED BY: Miller  
REQUESTED BY: Romeo

January 28, 2013  
**Proposed Amendment by Gelfand**  
**April 28, 2014**

A RESOLUTION

**A RESOLUTION FORMALLY AUTHORIZING THE COUNCIL FINANCE COMMITTEE COMMITTEE OF THE WHOLE TO ACT AND PERFORM THE FUNCTIONS OF AN AUDIT COMMITTEE AND DECLARING AN EMERGENCY.**

WHEREAS, the National Commission on Fraudulent Financial Reporting (known as the Treadway Commission) has stated that audit committees can serve as “informed, vigilant and effective overseers of the financial reporting process and internal process and internal controls”; and

WHEREAS, the Council ~~Finance Committee~~ **Committee of the Whole** currently informally acts and performs the duties of an audit committee; and

**WHEREAS, the Council Committee of the Whole meets monthly prior to the first Council Meeting of each month with the Finance Director to review the City’s financial status at meeting which has been previously scheduled and in which public notice has been posted and the meeting is open to the public; and**

WHEREAS, auditor James Zupka, CPA, Inc. has recommended that this Council pass a resolution formally authorizing the Council ~~Finance Committee~~ **Committee of the Whole** to act and perform the functions of an audit committee.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of South Euclid, Ohio:

Section 1: That the Council ~~Finance Committee~~ **Committee of the Whole** is hereby formally authorized to act and perform the functions of an audit committee. The Council ~~Finance Committee~~ **Committee of the Whole**, in performance of its duties as an audit committee, shall review the annual unaudited financial report submitted to the Auditor of State, periodically review the process used to prepare interim financial information submitted to Council, review audit results, assure that audit recommendations are appropriately addressed, and serve as liaison between management and independent auditors. The Council ~~Finance Committee~~ **Committee of the Whole** shall meet no less than on a quarterly basis to perform its duties as an audit committee.

Section 2: That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees on or after November 25, 1975, 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.

~~Section 3: That this Resolution is deemed to be an emergency measure necessary for the immediate preservation of the peace, health, safety and welfare of the residents and for the further reason that a vital function of government is affected thereby. Wherefore, this Resolution shall take effect and be in force from and after the earliest period allowed by law and upon signature of the Mayor. This Resolution shall take effect and be in force from and after the earliest period permitted by law and upon signature of the Mayor.~~

Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
David B. Miller, President of Council

Attest:

Approved:

\_\_\_\_\_  
Keith A. Benjamin, Clerk of Council

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Georgine Welo, Mayor

Approved as to form:

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Michael P. Lograsso, Director of Law

CITY OF SOUTH EUCLID, OHIO

RESOLUTION NO.: 18-14  
INTRODUCED BY: Miller  
REQUESTED BY: Mayor

April 28, 2014

A RESOLUTION

AUTHORIZING THE MAYOR AND FINANCE DIRECTOR TO ENTER INTO AN AGREEMENT WITH KEY BANK TO ESTABLISH A PURCHASING CARD PROGRAM.

WHEREAS, the Finance Director seeks to establish a purchasing card program to reduce the costs associated with high volume, low dollar transactions and increase the number of vendors immediately accessible to the City; and

WHEREAS, implementing a new purchasing card program will result in stronger internal controls and reduce the number of paper checks produced by the city on a monthly basis.

NOW THEREFORE BE IT RESOLVED, by the Council of the City of South Euclid, Ohio:

Section 1: That the Mayor and Finance Director are hereby authorized and directed to enter into an agreement with Key Bank to establish a purchasing card program.

Section 2: That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees on or after November 25, 1975, 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.

Section 3: Wherefore, this Resolution shall take effect and be in force from and after the earliest period allowed by law and upon signature of the Mayor.

Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
David B. Miller, President of Council

Attest:

Approved:

\_\_\_\_\_  
Keith A. Benjamin, Clerk of Council

\_\_\_\_\_  
Georgine Welo, Mayor

Approved as to form:

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Michael P. Lograsso, Director of Law