



## Legislation Details (With Text)

**File #:** 0766-2024      **Version:** 1

**Type:** Ordinance      **Status:** Passed

**File created:** 3/7/2024      **In control:** Finance & Governance Committee

**On agenda:** 3/18/2024      **Final action:** 3/21/2024

**Title:** To authorize the transfer of financials, fixed assets, and receivables for the License Support/ Enforcement, and Weights and Measures Sections of the Division of Support Services from the Department of Public Safety to the Department of Building and Zoning Services, including establishing an imprest petty cash account for the Licensing and Weights & Measures Program in the Department of Building and Zoning Services; to transfer current fund balances associated with the division as provided in the attachment; and to declare an emergency.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Ord 0766-2024 Attachment

Date	Ver.	Action By	Action	Result
3/21/2024	1	CITY CLERK	Attest	
3/20/2024	1	MAYOR	Signed	
3/18/2024	1	COUNCIL PRESIDENT	Signed	
3/18/2024	1	Columbus City Council	Approved	Pass

This ordinance authorizes the transfer of financials, fixed assets, and receivables for the License Support/ Enforcement, and Weights and Measures Sections of the Division of Support Services from the Department of Public Safety to the Department of Building and Zoning Services.

A recent citywide operational review identified that the activities of the License Support/ Enforcement, and Weights and Measures Sections align with, and are beneficial to, the building and development community. To better position personnel, programming, and future funding, this legislation will formally transfer the financials, fixed assets, and receivables of the License Support/ Enforcement, and Weights and Measures Sections of the Division of Support Services from the Department of Public Safety to the Department of Building and Zoning Services, assigning it the division code 43-01.

This ordinance is contingent upon passage of accompanying ordinance 0768-2024 which amends various sections of the Columbus City Codes in order to effectuate the transfer of the License Support/ Enforcement, and Weights and Measures Sections of the Division of Support Services from the Department of Public Safety to the Department of Building and Zoning Services.

The Sections shall have as their primary duties the licensing and investigation of certain business and other duties as may be authorized by the director or ordinance of council. In addition, ordinance 0716-2024 authorizes the necessary transfers of authorized personnel strength levels of the License Support/ Enforcement, and Weights and Measures Sections of the Division of Support Services from the Department of Public Safety to the Department of Building and Zoning Services.

The anticipated executed date of the re-organization is April 1, 2024.

**Emergency:** This legislation is being submitted as an emergency to allow for proper accounting of this division and to allow for as little interruption in services as possible.

**Fiscal Impact:** The License Support/ Enforcement, and Weights and Measures Sections of the Division of Support Services in the Department of Public Safety are currently funded by the General Fund.

In transferring the Sections, authority for unencumbered budget balances in the General Fund as per the account codes in the attachment to this ordinance, as well as future receipts and expenditures in that fund, are being transferred to the Licensing and Weights & Measures Program within the Department of Building and Zoning Services (division 43-01). However, all current General Fund encumbrances, contracts, obligations, including internal service charges, etc. currently established in division 30-02 for the License Support/ Enforcement, and Weights and Measures Sections within the Department of Public Safety will remain in division 30-02 until exhausted, cancelled, and/or expired. Likewise, all current year General Fund expenses that have already occurred prior to when the re-organization is executed, shall remain in the Department of Public Safety (division 30-02).

In transferring the Sections, authority for unencumbered balances in the Special Purpose, Mobile Food Vendors Right of Way Fund, totaling so much as is available when the re-organization is executed, as well as future receipts and expenditures in that fund, are being transferred to the Department of Building and Zoning Services (division 43-01). However, all current Special Purpose, Mobile Food Right of Way Fund receipts and encumbrances, contracts, obligations, etc. currently established in division 30-02 for the Division of Support Services within the Department of Public Safety will remain in division 30-02 until exhausted, cancelled, and/or expired. Likewise, all current year transactions that have already occurred prior to when the re-organization is executed shall remain in the Department of Public Safety (division 30-02).

In transferring the Sections, authority for unencumbered balances in the Safety Support Services Alarm Fees Fund, totaling so much as is available when the re-organization is executed, as well as future receipts and expenditures in that fund, are being transferred to the Department of Building and Zoning Services (division 43-01). However, all current Safety Support Services Alarm Fees Fund receipts and encumbrances, contracts, obligations, etc. currently established in division 30-02 for the Division of Support Services within the Department of Public Safety will remain in division 30-02 until exhausted, cancelled, and/or expired. Likewise, all current year transactions that have already occurred prior to when the re-organization is executed shall remain in the Department of Public Safety (division 30-02).

In transferring the Sections, authority for unencumbered balances in the BCI Background Checks Fund, Support Services Subfund, totaling so much as is available when the re-organization is executed, as well as future receipts and expenditures in that fund, are being transferred to the Department of Building and Zoning Services (division 43-01). However, all current BCI Background Checks Fund, Support Services Subfund receipts and encumbrances, contracts, obligations, etc. currently established in division 30-02 for the Division of Support Services within the Department of Public Safety will remain in division 30-02 until exhausted, cancelled, and/or expired. Likewise, all current year transactions that have already occurred prior to when the re-organization is executed shall remain in the Department of Public Safety (division 30-02).

In transferring the Sections, authority for unencumbered balances in the Collection Fees Fund, Delinquent Permit & False Alarm Fees Subfund, totaling so much as is available when the re-organization is executed, as well as future receipts and expenditures in that fund, are being transferred to the Department of Building and Zoning Services (division 43-01). However, all current Collection Fees Fund, Delinquent Permit & False Alarm Fees Subfund receipts and encumbrances, contracts, obligations, etc. currently established in division 30-02 for the Division of Support Services within the Department of Public Safety will remain in division 30-02 until exhausted, cancelled, and/or expired. Likewise, all current year transactions that have already occurred prior to when the re-organization is executed shall remain in the Department of Public Safety (division 30-02).

This ordinance also establishes an imprest petty cash operating fund in the amount of \$500.00 for minor expenditures within the Department of Building and Zoning Services, Licensing and Weights & Measures Program (division 43-01).

Fixed assets assigned to the License Support/ Enforcement, and Weights and Measures Sections of the Division of Support Services in the Department of Public Safety will also be transferred to the Department of Building and Zoning Services, Licensing and Weights & Measures Program (division 43-01).

To authorize the transfer of financials, fixed assets, and receivables for the License Support/ Enforcement, and Weights and Measures Sections of the Division of Support Services from the Department of Public Safety to the Department of Building and Zoning Services, including establishing an imprest petty cash account for the Licensing and Weights & Measures Program in the Department of Building and Zoning Services; to transfer current fund balances associated with the division as provided in the attachment; and to declare an emergency.

**WHEREAS**, a recent citywide operational review identified that the activities performed by the License Support/ Enforcement, and Weights and Measures Sections of the Division of Support Services in the Department of Public Safety better align with and are beneficial to the building and development community; and

**WHEREAS**, to better structurally position personnel, programming, and future funding, the License Support/Enforcement, and Weights and Measures Sections of the Division of Support Services will transfer from the Department of Public Safety to the Department of Building and Zoning Services upon passage of accompanying ordinances 0768-2024 and 0716-2024; and

**WHEREAS**, unencumbered budget balances in the General Fund, as well as future receipts and expenditures in that fund, are being transferred to the Licensing and Weights & Measures Program within the Department of Building and Zoning Services (division 43-01) when the re-organization is executed; and

**WHEREAS**, unencumbered balances in the Special Purpose, Mobile Food Vendors Right of Way Fund, as well as future receipts and expenditures in that fund, are being transferred to the Building and Zoning Division within the Department of Building and Zoning Services (division 43-01) when the re-organization is executed; and

**WHEREAS**, unencumbered balances in the Safety Support Services Alarm Fees Fund, as well as future receipts and expenditures in that fund, are being transferred to the Building and Zoning Division within the Department of Building and Zoning Services (division 43-01) when the re-organization is executed; and

**WHEREAS**, unencumbered balances in the BCI Background Checks Fund, Support Services Subfund, as well as future receipts and expenditures in that fund, are being transferred to the Building and Zoning Division within the Department of Building and Zoning Services (division 43-01) when the re-organization is executed; and

**WHEREAS**, unencumbered balances in the Collection Fees Fund, Delinquent Permit & False Alarm Fees Subfund, as well as future receipts and expenditures in that fund, are being transferred to the Building and Zoning Division within the Department of Building and Zoning Services (division 43-01) when the re-organization is executed; and

**WHEREAS**, it has also become necessary to establish an imprest petty cash fund in the amount of \$500.00 for minor expenditures within the Licensing and Weights & Measures Program, under the Department of Building and Zoning Services. The City Auditor shall transfer appropriations from object class 05 from the Department of Public Safety to object class 05 of the Department of Building and Zoning Services, Licensing and Weights & Measures Program, according to the attachment to this ordinance. The imprest petty cash fund, as established by the aforementioned \$500.00 shall be operated by the Director of the Department of Building and Zoning Services, who shall keep accurate accounting of such monies; and

**WHEREAS**, fixed assets assigned to the License Support/ Enforcement, and Weights and Measures Sections of the Division of Support Services in the Department of Public Safety will also be transferred to the Department of Building and Zoning Services, Licensing and Weights & Measures Program (division 43-01); and

**WHEREAS**, an emergency exists in the usual daily operation of the Departments of Public Safety and Building and Zoning Services in that it is immediately necessary to transfer financials, fixed assets, and receivables for the License Support/ Enforcement, and Weights and Measures Sections of the Division of Support Services in the Department of Public Safety to the Department of Building and Zoning Services, to allow this transfer to be effective on April 1, 2024 to ensure as little interruption in services as possible, all for the preservation of the public peace, property, safety, and welfare; **NOW, THEREFORE**,

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS:**

**SECTION 1.** That the City Auditor is authorized to transfer the General Fund appropriation as per the account codes in the attachment to this ordinance.

(See Ord 0766-2024 Attachment)

**SECTION 2.** That the City Auditor is authorized to transfer the Special Purpose, Mobile Food Vendors Right of Way Fund, included in the Public Safety Division of Support Services (division 30-02), to the Department of Building and Zoning Services, Licensing and Weights & Measures Program, totaling so much as is available when the re-organization is executed.

**SECTION 3.** That the City Auditor is authorized to transfer the Safety Support Services Alarm Fees Fund, included in the Public Safety Division of Support Services (division 30-02), to the Department of Building and Zoning Services, Licensing and Weights & Measures Program, totaling so much as is available when the re-organization is executed.

**SECTION 4.** That the City Auditor is authorized to transfer the BCI Background Checks Fund, Support Services Subfund, included in the Public Services Division of Support Services (division 30-02), to the Department of Building and Zoning Services, Licensing and Weights & Measures Program, totaling so much as is available when the re-organization is executed.

**SECTION 5.** That the City Auditor is authorized to transfer the Collection Fees Fund, Delinquent Permit & False Alarm Fees Subfund, included in the Public Services Division of Support Services (division 30-02), to the Department of Building and Zoning Services, Licensing and Weights & Measures Program, totaling so much as is available when the re-organization is executed.

**SECTION 6.** That the City Auditor shall establish an imprest petty cash account in the amount of \$500.00 within the under the Department of Building and Zoning Services, Licensing and Weights & Measures Program (division 43-01). The City Auditor shall transfer appropriations from object class 05 from the Department of Public Safety to object class 05 of the Department of Building and Zoning Services, Licensing and Weights & Measures Program, according to the attachment to this ordinance. The imprest petty cash fund, as established by the \$500.00 shall be operated by the Director of the Department of Building and Zoning Services, who shall keep accurate accounting of such monies.

**SECTION 7.** That fixed assets assigned to the License Support/ Enforcement, and Weights and Measures Sections of the Division of Support Services in the Department of Public Safety shall also be transferred to the Department of Building and Zoning Services, Licensing and Weights & Measures Program (division 43-01).

**SECTION 8.** That the administration and management of all private and government grants awarded to the License Support/ Enforcement, and Weights and Measures Sections of the Division of Support Services in the Department of Public Safety shall remain assigned to division 30-02 for the duration of the grant agreement, to allow for continuity of programming and reporting. All other stipulations related to that funding remain in place. All new grants awards after the re-organization is executed shall be executed under the authority of the Department of Building and Zoning Services.

**SECTION 9.** That the Director of Public Safety is authorized to pay and/or continue to pay any outstanding encumbrances and contract obligations held as it relates to the Department of Public Safety, License Support/ Enforcement, and Weights and Measures sections using the funding in place on those obligations, including prior year(s) encumbrances, until those balances are liquidated or no longer needed.

**SECTION 10.** That all Special Purpose, Mobile Food Vendors Right of Way Fund receipts and expenses that have already occurred prior to when the re-organization is executed shall remain in the Department of Public Safety, Division of Support Services (division 30-02).

**SECTION 11.** That all Safety Support Services Alarm Fees Fund receipts and expenses that have already occurred prior to when the re-organization is executed shall remain in the Department of Public Safety, Division of Support Services (division 30-02).

**SECTION 12.** That all BCI Background Checks Fund, Support Services Subfund receipts and expenses that have already occurred prior to when the re-organization is executed shall remain in the Department of Public Safety, Division of Support Services (division 30-02).

**SECTION 13.** That all Collection Fees Fund, Delinquent Permit & False Alarm Fees Subfund receipts and expenses that have already occurred prior to when the re-organization is executed shall remain in the Department of Public Safety, Division of Support Services (division 30-02).

**SECTION 14.** That all General Fund receivables due to the License Support/ Enforcement, and Weights and Measures sections of the Division of Support Services when the re-organization is executed will also be transferred to the Department of Building and Zoning Service, Licensing and Weights & Measures Program (43-01).

**SECTION 15.** That all General Fund expenses that have already occurred prior to when the re-organization is executed, shall remain with the Department of Public Safety (division 30-02).

**SECTION 16.** That the funds are hereby deemed appropriated and expenditures and transfers authorized to carry out the

purposes of this ordinance and the City Auditor shall establish such accounting codes as necessary.

**SECTION 17.** That the City Auditor is authorized to make any accounting changes to revise the funding source for all transfers associated with this ordinance.

**SECTION 18.** That for reasons stated in the preamble hereto, which is hereby made a part hereof, this ordinance is hereby declared to be an emergency measure and shall take effect and be in force on April 1, 2024.