



Legislation Text

File #: 1269-2022, **Version:** 1

BACKGROUND: The duties and responsibilities of the new Department of the Inspector General, as defined in Chapter 235.05 of Columbus City Codes, make it advisable to locate the Department in suitable leased commercial office space to support its operational needs. Commercial office space has been identified at 50 W. Town Street that will meet the operational needs of the Department. This ordinance authorizes the Department of Finance and Management Director to execute those documents necessary, by and between the City and Columbus Downtown Development Corporation (CDDC), for the lease of temporary and permanent office space to house the operations of Department of the Inspector General and to make certain modifications to the space to meet operational needs. This ordinance also authorizes the appropriation and expenditure of \$550,650.00 within Fund 4430, Special Income Tax Fund, the transfer, appropriation and expenditure of \$200,000.00 in Fund 7748, General Permanent Improvement Fund, for payment of rent, furnishings, and tenant improvements. This legislation is presented as emergency measure in order for the Department of the Inspector General's occupancy of office space to begin at the earliest possible date.

Fiscal Impact: This ordinance authorizes the appropriation and expenditure of \$550,650.00 and the within the Special Income Tax Fund, the transfer, appropriation and expenditure of \$200,000.00 in the General Permanent Improvement Fund for payment of rent, furnishings, and tenant improvements associated with the initial term of the lease for office space and the license agreement for temporary office space.

Emergency Action: Emergency action is requested to allow for occupancy of leased office space by Department of the Inspector General's at the earliest possible date.

To authorize the Finance and Management Director, on behalf of the Real Estate Management Office, to execute those documents necessary to lease temporary and permanent office space from Columbus Downtown Development Corporation for the 2022-2023 term; to authorize the appropriation and expenditure of \$550,650.00 from the Special Income Tax Fund; to amend the 2021 Capital Improvement Budget; to authorize the transfer, appropriation and expenditure of \$200,000.00 in the General Permanent Improvement Fund; and to declare an emergency. (\$750,650.00)

WHEREAS, due to the duties and responsibilities of the Department, it is advisable for the City to lease suitable commercial office space to support its daily operations; and

WHEREAS, the Finance and Management Department, Real Estate Management Office, is responsible for leasing commercial space for use in City operations; and

WHEREAS, a commercial office space has been identified at 50 W. Town Street to meet the operational needs of the Department; and

WHEREAS, it is now necessary to enter into lease agreements with Columbus Downtown Development Corporation (CDDC) for the lease of both temporary and permanent office space located at 50 W. Town Street; and

WHEREAS, funding for the payment of the rent and tenant improvements associated with these lease agreements is provided for within the 2022 Special Income Tax Fund; and

WHEREAS, it is necessary to amend the 2021 Capital Improvement Budget; and

WHEREAS, it is necessary to appropriate and expend \$550,650.00 within the Special Income Tax Fund for payment of costs associated with the lease agreements; and

WHEREAS, a transfer of \$200,000.00 between projects in the General Permanent Improvement Fund is necessary to fund this project; and

WHEREAS, it is necessary to appropriate and expend \$200,000.00 within the General Permanent Improvement Fund for payment of costs associate with the lease agreements including furnishings; and

WHEREAS, an emergency exists in the usual daily operations of the Finance and Management Department in that it is immediately necessary to authorize the Director of the Department of Finance and Management to execute, on behalf of the City, those documents necessary to enter into lease agreements for temporary and permanent office space for the Department of the Inspector General, to authorize the transfer, appropriation and expenditure of funds for the payment of rent for the 2022-2023 term to ensure that City operations continue uninterrupted, thereby preserving the public health, peace, property, safety, and welfare; now, therefore,

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS

SECTION 1. That the Finance and Management Director, on behalf of the Real Estate Management Office, is hereby authorized to execute those documents, as prepared and approved by the Department of Law, Division of Real Estate, by and between the City of Columbus and Columbus Downtown Development Corporation, necessary for the lease of temporary and permanent office space located at 50 W. Town Street.

SECTION 2. That from the unappropriated monies and from all monies estimated to come into said fund from any and all sources and unappropriated for any other purpose during the fiscal year ended December 31, 2022, the sum of \$550,650.00 is appropriated in Fund 4430 Special Income Tax Fund in Object Class 03, Lease and Rental of Property or Building, per the account codes in the attachment to this ordinance.

SECTION 3. That the expenditure of \$550,650.00, or so much thereof as may be needed, is hereby authorized in Fund 4430 (Special Income Tax Fund) in Object Class 03, Lease and Rental of Property or Building, per the accounting codes in the attachment to this ordinance.

SECTION 4. That the 2021 Capital Improvement Budget is hereby amended as follows:

Project No. | Project Name | Revised Authority | Remaining Authority | Change

P748999-100000 | Unallocated Balance Fd. 7748 | \$932,346 | (\$200,000) | \$732,346

P570115-100000 | Furniture Replacement - Various | \$0 | \$200,000 | \$200,000

SECTION 5. That the transfer of \$200,000.00 between projects in Fund 7748 (General Permanent Improvement Fund) or so much thereof as may be needed, is hereby authorized in Fund 7748 per the account codes in the attachment to this ordinance.

SECTION 6. That from the unappropriated monies and from all monies estimated to come into said fund from any and all sources and unappropriated for any other purpose during the fiscal year ended December 31, 2022, the sum of \$200,000.00 is appropriated in Fund 7748 (General Permanent Improvement Fund) in Object Class 06, Lease and Rental of Property or Building, per the account codes in the attachment to this ordinance.

SECTION 7. That the expenditure of \$200,000.00, or so much thereof as may be needed, is hereby authorized in Fund 7748 (General Permanent Improvement Fund) in Object Class 06, per the accounting codes in the attachment to this

ordinance.

SECTION 8. Funds are hereby deemed appropriated and expenditures and transfer authorized to carry out the purposes of this ordinance and the City Auditor shall establish such accounting codes as necessary.

SECTION 9. That the City Auditor is authorized to make any accounting changes necessary to ensure that this contract is properly accounted for and recorded accurately on the City's financial record and to make any changes to revise the funding source for any contract or contract modification associated with this ordinance.

SECTION 10. That the City Auditor is hereby authorized to transfer the unencumbered balance in a project account to the unallocated balance account within the same fund upon receipt of certification by the Director of the Department administering said project that the project has been completed and the monies are no longer required for said project.

SECTION 11. That for the 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 from and after its approval by the Mayor, or ten days after passage if the Mayor neither approves nor vetoes the same.