

**ORDINANCE NO. 117-21**

**AN ORDINANCE AMENDING ORDINANCE NO. 112-21, PASSED JUNE 28, 2021 RELATIVE TO THE AMENDMENT TO THE CHARTER OF THE CITY OF MEDINA, OHIO, INVOLVING ARTICLE V, SECTIONS 1 AND 3, AND ARTICLE III, SECTION 12, RELATIVE TO THE POSITION OF THE DIRECTOR OF FINANCE, AND DECLARING AN EMERGENCY.**

**WHEREAS:** Ordinance No. 112-21, passed June 28, 2021, authorized providing for submission to the electors of the City of Medina, Ohio, at a general election to be held November 2, 2021, an Amendment to the Charter of the City of Medina, Ohio, involving Article V, Sections 1 and 3, and Article III, Section 12, relative to the position of the Director of Finance; and

**WHEREAS:** Ordinance No. 112-21, passed June 28, 2021, relative to an Amendment to the Charter of the City of Medina, Ohio pertaining to the position of the Director of Finance, presently reads as follows:

**SEC. 1:** That the question of the amendment to Article V, Sections 1 and 3, and the amendment of Article III, Section 12, of the Charter of the City of Medina, Ohio, shall be submitted to a vote of the qualified electors of the City of Medina at the general election to be held on November 2, 2021, at the regular places of voting in the City of Medina.

**SEC. 2:** That the question of the amendment of Article V, Section 1, of the City of Medina, Ohio, Charter, as amended, would, if approved by said voters, read as follows:

**ARTICLE V**

**ADMINISTRATIVE DEPARTMENTS AND COMMISSIONS**

Section 1. General Provisions. Initially, the City shall have a Law Department, a Finance Department, a Service Department, and a Safety Department; and the Council shall provide by ordinance for the organization and duties thereof. The City shall also have a City Planning Commission and a Board of Appeals. The Council may by ordinance establish additional departments and commissions, or divisions thereof, and provide for such boards, officers, and employees as it may deem necessary. With the exception of those herein set forth, the Council may combine or abolish any department, division, board, commission, non-elective office, or job classification; and may authorize one person to serve in any capacity in two or more departments, divisions, boards, or commissions. The heads of all

departments shall be appointed by the Mayor, subject to confirmation of Council.

**SEC. 3:** That the question of the amendment of Article V, Section 3, of the City of Medina Charter, as amended, would, if approved by said voters, read as follows:

ARTICLE V  
ADMINISTRATIVE DEPARTMENTS AND COMMISSIONS

Section 3. Director of Finance.

(a) Term. Effective January 1, 2026, the Director of Finance shall be appointed by the Mayor subject to the confirmation of the Medina City Council. The Director of Finance shall be subject to removal by an affirmative vote of two-thirds of the members of the Medina City Council. Effective January 21, 2026, the Director of Finance shall serve for a term that will be concurrent with the term of the Mayor of the City of Medina.

(b) Qualifications. The Director of Finance shall, on the date of his appointment and during his term of office, ~~be and continue to be a resident of the City of Medina and qualified elector thereof. He shall~~ be 1) a licensed certified public accountant or 2) have a four-year degree or higher in accounting or finance with a minimum of two years of experience in government-related accounting and/or auditing. He shall not hold any other public office or public employment except as otherwise provided in this Charter or by ordinance and that of Notary Public or of membership in the State Militia or Reserve Corps of the United States.

(c) Duties. The Director of Finance shall be the head of the Finance Department and the fiscal officer of the City. The Director of Finance shall monitor financial performance, prepare reports, assemble budgeting documents, and provide other related analysis and reports as requested by the Mayor and Council. The Director of Finance shall examine all payrolls, bills, and other claims against the City and shall issue no warrant unless he shall find that the claim is in proper form, correctly computed, and duly approved, and that it is due and payable, and that an appropriation has been made therefor, and he shall perform such other duties consistent with his office as the Mayor and the Council may request. Council may cause the records of the Director of Finance to be audited independent in any given year.

**SEC. 4:** That the question of amendment to Article III, Section 12, of the Charter of the City of Medina, Ohio, shall be submitted to a vote of the qualified electors of the City of Medina at the general election to be held on November 2, 2021, at the regular places of voting in the

City. The Charter, as amended, would, if approved by said voters, read as follows:

ARTICLE III  
THE COUNCIL

Section 12. Salaries and Bonds. The Council shall fix the salary or compensation of each officer, employee and member of any board or commission of the City. Any such person may be required by the Council, from time to time, to furnish a bond or bonds for the faithful performance of his duties; and the Council may provide that the premium for any such bond shall be paid by the City. The compensation of the Mayor and of each member of the Council shall not be changed except it be fixed at least thirty days before the time for filing nominating petitions for the terms beginning on the next succeeding first day of January, and shall not thereafter be changed in respect of any such terms or any part thereof. The compensation of each officer, employee and member of a board or commission of the City shall be fixed by the Council, and subject to the power of the Council to provide otherwise by ordinance or resolution, may be changed at any time in its discretion.

**SEC. 5:** That the ballot for said election shall, at the top thereof, be entitled, "City Charter Amendment Ballot," and the question to be submitted on said ballot shall be in words as follows:

"Shall Article V, Sections 1 and 3, and Article III, Section 12, of the Charter of the City of Medina, Ohio, be amended so as to eliminate the elected office of the Director of Finance and provide for the appointment of the Director of Finance by the Mayor, subject to the confirmation of the Medina City Council, and to provide for the qualifications, powers, duties, and functions of the appointed Director of Finance?"

**SEC. 6:** That the Board of Elections shall publish the full text of the proposed Charter amendments as set forth hereinabove, once a week, for not less than two consecutive weeks in the *Medina Gazette*, with the first publication being at least fifteen days prior to the election hereinbefore provided, all in accordance with Section 9 of Article XVIII of the Ohio Constitution and R.C. 731.211.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MEDINA, OHIO:**

**SEC. 1:** That Ordinance No. 112-21, passed June 28, 2021, is hereby amended to read as follows:

**SEC. 1:** That the question of the amendment to Article V, Sections 1 and 3, and the amendment of Article III, Section 12, of the Charter of the City of Medina, Ohio, shall be submitted to a vote of the qualified electors of the City of Medina at the general election to be held on November 2, 2021, at the regular places of voting in the City of Medina.

**SEC. 2:** That the question of the amendment of Article V, Section 1, of the City of Medina, Ohio, Charter, as amended, would, if approved by said voters, read as follows:

ARTICLE V  
ADMINISTRATIVE DEPARTMENTS AND COMMISSIONS

Section 1. General Provisions. Initially, the City shall have a Law Department, a Finance Department, a Service Department, and a Safety Department; and the Council shall provide by ordinance for the organization and duties thereof. The City shall also have a City Planning Commission and a Board of Appeals. The Council may by ordinance establish additional departments and commissions, or divisions thereof, and provide for such boards, officers, and employees as it may deem necessary. With the exception of those herein set forth, the Council may combine or abolish any department, division, board, commission, non-elective office, or job classification; and may authorize one person to serve in any capacity in two or more departments, divisions, boards, or commissions. The heads of all departments shall be appointed by the Mayor, subject to confirmation of Council.

**SEC. 3:** That the question of the amendment of Article V, Section 3, of the City of Medina Charter, as amended, would, if approved by said voters, read as follows:

ARTICLE V  
ADMINISTRATIVE DEPARTMENTS AND COMMISSIONS

Section 3. Director of Finance.

(a) Term. Effective January 1, 2026, the Director of Finance shall be appointed by the Mayor subject to the confirmation of the Medina City Council. The Director of Finance shall be subject to removal by an affirmative vote of two-thirds of the members of the Medina City Council. Effective January 21, 2026, the Director of Finance shall serve for a term that will be concurrent with the term of the Mayor of the City of Medina.

(b) Qualifications. The Director of Finance shall, on the date of his appointment and during his term of office be 1) a licensed certified public accountant or 2) have a four-year degree or higher in

accounting or finance with a minimum of two years of experience in government-related accounting and/or auditing. He shall not hold any other public office or public employment except as otherwise provided in this Charter or by ordinance and that of Notary Public or of membership in the State Militia or Reserve Corps of the United States.

(c) Duties. The Director of Finance shall be the head of the Finance Department and the fiscal officer of the City. The Director of Finance shall monitor financial performance, prepare reports, assemble budgeting documents, and provide other related analysis and reports as requested by the Mayor and Council. The Director of Finance shall examine all payrolls, bills, and other claims against the City and shall issue no warrant unless he shall find that the claim is in proper form, correctly computed, and duly approved, and that it is due and payable, and that an appropriation has been made therefor, and he shall perform such other duties consistent with his office as the Mayor and the Council may request. Council may cause the records of the Director of Finance to be audited independent in any given year.

**SEC. 4:** That the question of amendment to Article III, Section 12, of the Charter of the City of Medina, Ohio, shall be submitted to a vote of the qualified electors of the City of Medina at the general election to be held on November 2, 2021, at the regular places of voting in the City. The Charter, as amended, would, if approved by said voters, read as follows:

ARTICLE III  
THE COUNCIL

Section 12. Salaries and Bonds. The Council shall fix the salary or compensation of each officer, employee and member of any board or commission of the City. Any such person may be required by the Council, from time to time, to furnish a bond or bonds for the faithful performance of his duties; and the Council may provide that the premium for any such bond shall be paid by the City. The compensation of the Mayor and of each member of the Council shall not be changed except it be fixed at least thirty days before the time for filing nominating petitions for the terms beginning on the next succeeding first day of January, and shall not thereafter be changed in respect of any such terms or any part thereof. The compensation of each officer, employee and member of a board or commission of the City shall be fixed by the Council, and subject to the power of the Council to provide otherwise by ordinance or resolution, may be changed at any time in its discretion.

**SEC. 5:** That the ballot for said election shall, at the top thereof, be entitled, "City Charter Amendment Ballot," and the question to be submitted on said ballot shall be in words as follows:

