

129.13 INFORMATION SECURITY POLICY.

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OH

Sheffield Lake

Codified Ordinances of Sheffield Lake, OH

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CHAPTER 129 Department of Finance

129.08 MILEAGE ALLOWANCE.

(a) The Finance Director shall, upon presentation of an appropriate voucher signed by the individual employee to whom mileage benefits are to be paid, and signed by the supervisor of such individual employee, pay to the individual employee a mileage reimbursement in an amount per mile equal to the mileage reimbursement rate as set by the Ohio Office of Management and Budget at the time of the presentation for the miles which the individual employee utilized his privately owned motor vehicle for City purposes provided, however, no mileage shall be paid to any employee of the City, unless all of the following occur:

(1) The individual employee was specifically authorized and instructed by his supervisor to use his private motor vehicle for Municipal purposes; and

(2) The individual employee utilized a private motor vehicle for the authorized Municipal purpose; and

(3) The private motor vehicle was utilized over the most direct route for carrying out the Municipal purpose; and

(4) The individual employee did not utilize the private motor vehicle for any purpose for which payment or compensation has been previously agreed upon and paid to such individual employee by the City.

(b) All vouchers referred to in subsection (a) hereof, shall include thereon the name of the individual employee whose private motor vehicle was utilized for Municipal purposes, the name of the supervisor who authorized same, and a statement of the places transportation to which was provided by the private motor vehicle, and a statement of the mileage driven by the private motor vehicle.

(c) The rate of mileage payment to be paid by the City to an employee of the City to whom mileage may be paid pursuant to this section shall be an amount per mile equal to the mileage reimbursement rate as set by the Ohio Office of Management and Budget at the time of the presentation.

(d) Nothing in this section shall be interpreted to mean and this section shall not provide for the payment of mileage to more than one person for any one mile traveled by any private motor

vehicle for which mileage may be paid pursuant to this section.

(e) Notwithstanding the foregoing, the Mayor shall be entitled to mileage reimbursement from the City for any miles traveled by him for which he utilizes a private motor vehicle for Municipal purposes provided, however, the Mayor shall submit to the Finance Director a statement providing the information set forth in subsection (a) hereof with the exception no supervisor's name shall be given.

(Ord. 26-17. Passed 5-23-17.)

129.09 VARIANCE CERTIFIED MAILING FEE.

(a) Any person, corporation, individual or entity of any type making an application for a variance pursuant to the ordinances of the City, shall cause to be paid upon filing of the application for the variance in addition to the fee for the application a sum of money equal to the cost of the requisite number of certified mailings that must be made to property owners as a result of the filing of the application for variance.

(b) The funds paid for such certified mailings shall be deposited with the Finance Director by the representative of the City receiving such funds and the funds shall be used to defray and pay the costs of the requisite certified mailings.

(Ord. 53-88. Passed 7-12-88.)

129.10 PICK-UP OF PERS; POLICE AND FIRE PENSIONS.

(a) Subject to the approval and order of each or any elected official of the City, following approval by the Internal Revenue Service, the full amount of the statutorily required contribution to the Public Employees Retirement System of Ohio and Police and Fire Pensions shall be withheld from the gross pay of each such City official, or other appointing authority and of each person who is an employee of such official or other appointing authority, and shall be "picked-up" (assumed and paid to the Public Employees Retirement System of Ohio and Police and Fire Pensions) by the City. This "pick-up" by the City is and shall be designated as Public Employee Contributions and shall be in lieu of contributions to the Public Employees Retirement System of Ohio and Police and Fire Pensions by each such person or employee. No person subject to this "pick-up" shall have the option of choosing to receive the statutorily required contribution to the Public Employees Retirement System of Ohio and Police and Fire Pensions instead of having it "picked-up" by the City or of being excluded from the "pick-up".

(b) Council approves and orders for each bargaining unit employee that the full amount of the statutorily required contribution to the Public Employees Retirement System of Ohio and Police and Fire Pensions shall be withheld from the gross pay of each person who is an employee of Council shall be "picked-up" (assumed and paid to the Public Employees Retirement System of Ohio) by the City. This "pick-up" is and shall be designated as Public Employees Contributions and shall be in lieu of contributions of the Public Employees Retirement System of Ohio and Police and Fire Pensions by each such employee. No person subject to this "pick-up" shall have the option of choosing to receive the statutorily required contribution to the Public Employees Retirement System of Ohio instead of having it "picked-up" by the City or of being excluded from the "pick-up".

(c) The City and the Finance Director thereof, shall, in reporting and making remittance to the Public Employees Retirement System of Ohio and Police and Fire Pensions, report that the Public Employees contribution for each person subject to their "pick-up" has been made by the City in lieu of contributions to the Public Employees Retirement System of Ohio and Police and Fire Pensions by each such person and that such contributions are designated as Public Employee Contributions.

(Ord. 86-89. Passed 11-28-89.)

129.11 MINIMUM PRICE FOR SALE OF CITY REAL ESTATE.

Any real estate that is sold by the City, at any time in the future, shall be sold by public bid, for a price not less than sixty percent (60%) of the tax market value of the real estate being sold as determined and established by the Auditor's Office of Lorain County, Ohio, for such real estate. Nothing in this section shall preclude or prevent the City from determining a minimum sale price in excess of the amount established herein. However, in no event shall any real estate owned by the City be sold for a price less than the minimum sale price established herein, or the sum of one thousand dollars (\$1,000) whichever is greater.

(Ord. 63-18. Passed 10-23-18.)

129.12 IDENTITY THEFT PREVENTION POLICY.

The Council of the City of Sheffield Lake approves the Identity Theft Protection Policy attached to Ordinance 34-10 as required by the FTC, the federal bank regulatory agencies, and the (NCUA).

(Ord. 34-10. Passed 7-27-10.)

129.13 INFORMATION SECURITY POLICY.

The Council of the City of Sheffield Lake hereby adopts and approves the Information Security Policy (attached to Ordinance 25-19) for the handling and protection of sensitive cardholder data and information.

(Ord. 25-19. Passed 5-28-19.)

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