BEACHWOOD CITY COUNCIL FINANCE AND INSURANCE COMMITTEE MEETING
HELD AT BEACHWOOD CITY HALL, CONFERENCE ROOM A, 25325 FAIRMOUNT
BOULEVARD, ON MONDAY, FEBRUARY 10, 2020 AT 6:00 P.M.

The meeting was called to order at 6:04 P.M. by Chairman Eric Synenberg.

ROLL CALL: Present E. Synenberg, B. B. Janovitz
Absent: J. Taylor
Also Present: Mayor Martin S. Horwitz, J. Berns, M. Burkons,
A. Isaacson, J. Pasch, C. Arrietta, D.A. Calta,
L. Heiser, T. Turick, Joe Ciuni, Kevin Westbrooks

1. Mayor’s Reports.

Mayor Horwitz spoke to Council about the ODOT project for safety improvements on
Chagrin Boulevard.

Mayor Horwitz stated that new funding has developed as well as a possible federal grant for
funding.

J. Taylor entered the meeting at approximately 6:07 P.M.

Mayor Horwitz also stated that Beachwood has moved up on the list for those proposed
improvements.

An updated funding outline was provided to the Committee and is attached hereto for the
official record.

Mayor Horwitz would like to schedule a Committee Meeting to discuss this item further.

2. Discussion regarding Enterprise Fleet Management

Mr. Synenberg introduced this item and asked Mr. Heiser to introduce the presenters from
Enterprise.

Carl Cultrona and Matthew Byres introduced themselves and gave some background
information.

The Enterprise Fleet Management program was overviewed and a brief synopsis was
presented which is attached hereto for the official record.

After the presentation, the Committee stated they would like to move forward with the
implementation of this program.
3. **Discussion regarding an Ordinance adopting a new BCO Chapter 136 titled “Payments by Financial Transaction Device”**

Mr. Synenberg also introduced this item for discussion.

Mr. Heiser provided the Committee with a fee breakdown specifically for the Recreation Department. This fee breakdown is attached hereto for the official record.

This item was placed on First Reading and was referred to further Committee discussions.

After discussing this item, it was decided to table this indefinitely and not move forward with the adoption and implementation of BCO Chapter 136.

Mr. Synenberg asked if there were any further questions or comments. There were none.

4. **Any other matters coming before the Finance and Insurance Committee**

None.

**Adjournment**

Moved by E. Synenberg, seconded by J. Taylor, at 7:28 P.M. to adjourn the Finance and Insurance Committee to the next regularly scheduled Council Meeting.

<table>
<thead>
<tr>
<th>Yes:</th>
<th>E. Synenberg, B. B. Janovitz, J. Taylor</th>
</tr>
</thead>
<tbody>
<tr>
<td>No:</td>
<td>None.</td>
</tr>
<tr>
<td>Abstain:</td>
<td>None.</td>
</tr>
<tr>
<td>Not Voting:</td>
<td>None.</td>
</tr>
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</table>

**MOTION ADOPTED**

Approved:

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**Pursuant to Ordinance Number 2017-107 Council has determined that the official Minutes of its Body, its Committees, and those of the Planning and Zoning Commission shall consist of the Audio Recording of the meetings together with a written synopsis of all agenda items and votes.**
INFRA Grants
- due February 25
- infrastructure projects across US
- $900,000,000
- 10% set aside for "small" projects
- $5,000,000 minimum request for small projects
- pays for up to 60% of construction costs

ODOT Safety
- program still funded
- offering 100% funding rather than 90%/10%
- ODOT indicated that rankings for Chagrin locations are higher than before

<table>
<thead>
<tr>
<th>Previous Funding Plan</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Previous Safety</td>
<td>$532,000</td>
<td>3.4%</td>
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<tr>
<td>New Safety</td>
<td>$9,468,000</td>
<td>59.8%</td>
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<tr>
<td>Local</td>
<td>$4,134,470</td>
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<td>NOACA Resurfacing</td>
<td>$1,705,799</td>
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<tr>
<td>Total</td>
<td>$15,840,269</td>
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# 2019 Credit Card Transaction Summary: By Month

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<th>Month</th>
<th>Deposits</th>
<th>Refunds</th>
<th>Total</th>
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</thead>
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<tr>
<td>January</td>
<td>253</td>
<td>31</td>
<td>284</td>
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<tr>
<td>February</td>
<td>235</td>
<td>23</td>
<td>258</td>
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<tr>
<td>March</td>
<td>644</td>
<td>10</td>
<td>654</td>
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<tr>
<td>April</td>
<td>290</td>
<td>25</td>
<td>315</td>
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<tr>
<td>May</td>
<td>576</td>
<td>35</td>
<td>611</td>
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<tr>
<td>June</td>
<td>1123</td>
<td>52</td>
<td>1175</td>
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<tr>
<td>July</td>
<td>1451</td>
<td>34</td>
<td>1485</td>
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<tr>
<td>August</td>
<td>725</td>
<td>29</td>
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<tr>
<td>September</td>
<td>306</td>
<td>9</td>
<td>315</td>
</tr>
<tr>
<td>October</td>
<td>303</td>
<td>38</td>
<td>341</td>
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<tr>
<td>November</td>
<td>151</td>
<td>47</td>
<td>198</td>
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<tr>
<td>December</td>
<td>191</td>
<td>18</td>
<td>209</td>
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</table>

<table>
<thead>
<tr>
<th>Charges $25 or below</th>
<th>Charges above $1000</th>
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<tbody>
<tr>
<td>51</td>
<td>11 $ 16,016</td>
</tr>
<tr>
<td>57</td>
<td>7 $ 11,650</td>
</tr>
<tr>
<td>63</td>
<td>93 $ 151,225</td>
</tr>
<tr>
<td>64</td>
<td>3 $ 3,510</td>
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<tr>
<td>93</td>
<td>1 $ 1,980</td>
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<tr>
<td>369</td>
<td>1 $ 1,700</td>
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<tr>
<td>710</td>
<td>5 $ 9,585</td>
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<tr>
<td>337</td>
<td>18 $ 37,655</td>
</tr>
</tbody>
</table>

$ 248,702

Gross Revenue

2019 YTD $ 1,141,130.66

Prepared 02 10 20 LAH
FLEET SYNOPSIS | CITY OF BEACHWOOD

City of Beachwood
25325 Fairmount Blvd
Beachwood, OH 44122
FLEET SYNOPSIS | CITY OF BEACHWOOD

Impact of Partnership

BACKGROUND

Location: Beachwood, OH
Industry: City/Government
Total Vehicles: 53

THE SITUATION

The City of Beachwood is looking for a solution to better manage its aging fleet.

- 57% of the current light and medium duty fleet is over 10 years old.
- Older vehicles have higher fuel costs, maintenance costs, and tend to be unreliable.
- It would take 13 years to cycle out the entire fleet at current acquisition rates.

THE OBJECTIVES

Enterprise Fleet Management’s proposal is to save city resources and budget dollars through a managed vehicle program.

- Replace aged vehicles with newer models to increase fuel efficiency and reduce maintenance expense. Maintenance and repairs will be tracked internally and the integration of more fuel efficient vehicles will reduce carbon footprint.
- Establish a proactive replacement plan that maximizes potential equity at time of resale, reduces operational expenses, and increases safety.
- Your dedicated account team will meet with you regularly to review fleet data and current market conditions to help make recommendations on which vehicles should be replaced or held on to

THE RESULTS

By partnering with Enterprise Fleet Management, it is estimated that the City of Beachwood will reduce maintenance costs by 71%. By replacing an aged fleet with newer more fuel efficient vehicles, the City of Beachwood will also reduce fuel costs by 38% Furthermore, the City will leverage Enterprises Fleet Management’s ability to sell vehicles at an average of 112.5% above Black Book values.

Carl Cultrona | 440.973.8131 | Carl.J.Cultrona@efleets.com
# SUPPORTING EVIDENCE | CITY OF BEACHWOOD

## Form G

**FLEET MANAGEMENT SERVICES**

<table>
<thead>
<tr>
<th>Possible Points</th>
<th>Acme Auto Leasing</th>
<th>AutoFlex AVP, Inc. DBA Clear Cities Leasing</th>
<th>Automotive Rentals, Inc. (ARR)</th>
<th>Commercial Vehicle Leasing, LP DGA O&amp;M Leasing</th>
<th>Enterprise Fleet Management</th>
<th>Merchants Fleet Management</th>
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<tbody>
<tr>
<td>Conformance to Terms Conditions to Include Documentation</td>
<td>60</td>
<td>74</td>
<td>70</td>
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<td>Pricing</td>
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<td>25</td>
<td>15</td>
<td>59</td>
<td>59</td>
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<td>59</td>
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<tr>
<td>Bidder's Ability to Sell</td>
<td>100</td>
<td>71</td>
<td>71</td>
<td>71</td>
<td>71</td>
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<tr>
<td>Service Contract History</td>
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<td>Bidder's Marketing Plan</td>
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<td>Adverse Actions Against Bidder</td>
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<td>Warranty, Covenants and Information</td>
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<td>40</td>
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<td><strong>624</strong></td>
<td><strong>624</strong></td>
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</table>

### MAIN ORDER

- **7/25/2018 | 3:14 PM CDT**
- **7/26/2018 | 8:03 AM CDT**

### SUPPORTING EVIDENCE | CITY OF BEACHWOOD

#### City of Beachwood - Fleet Profile

<table>
<thead>
<tr>
<th>Vehicle Type</th>
<th># of Type</th>
<th>Average Age (Years)</th>
<th>Average Annual Mileage</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>2023</th>
<th>Under-</th>
<th>Under-</th>
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<tr>
<td>Mid-size Sedan</td>
<td>2</td>
<td>8.8</td>
<td>7,200</td>
<td>1</td>
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<td>1</td>
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<tr>
<td>Full-size Sedan</td>
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<td>6.5</td>
<td>6,400</td>
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<td>SUV - SUV</td>
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<td>7,000</td>
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<td>0</td>
<td>6</td>
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<tr>
<td>Minivan</td>
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<tr>
<td>Full-size Van-Passenger</td>
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<td>Full-size Van-Cargo</td>
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<tr>
<td>Mid Size SUV 4x4</td>
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<td>6.3</td>
<td>7,000</td>
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<tr>
<td>Full Size SUV 4x4</td>
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<td>8,700</td>
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<tr>
<td>Compact Pickup 2-4x4</td>
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<td>10.9</td>
<td>6,800</td>
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<td>4</td>
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<tr>
<td>Full Size Pickup 4x4</td>
<td>7</td>
<td>8.6</td>
<td>6,300</td>
<td>0</td>
<td>5</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>2</td>
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<tr>
<td>Mid Size Pickup Ext 4x4</td>
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<td>11.4</td>
<td>4,800</td>
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<td>1</td>
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<td>0</td>
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<tr>
<td>Full Size Pickup Ext 4x4</td>
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<td>9.3</td>
<td>9,400</td>
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<td>1</td>
<td>1</td>
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<tr>
<td>Full Size Pickup Reg 4x2</td>
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<td>4,400</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<td>1</td>
<td>0</td>
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<tr>
<td><strong>Total/Averages</strong></td>
<td><strong>53</strong></td>
<td><strong>9.3</strong></td>
<td><strong>7,200</strong></td>
<td><strong>17</strong></td>
<td><strong>17</strong></td>
<td><strong>7</strong></td>
<td><strong>4</strong></td>
<td><strong>6</strong></td>
<td><strong>2</strong></td>
<td><strong>2</strong></td>
</tr>
</tbody>
</table>

### Model Year Analysis

- **36 Vehicles over 10 Years**

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According to the American Business Awards, Enterprise Fleet Management is the MOST INNOVATIVE COMPANY OF THE YEAR!

You didn’t get into your business to track vehicles and manage fleets, but we did! In conjunction with our local account managers, Enterprise Fleet Management offers state-of-the-art fleet technology so you can find the information you need, when you need it.

Data Warehouse

The foundation of it all
The data warehouse pulls from millions of data records to give our clients access to important vehicle information. This information is organized and consolidated to provide you with custom reporting, alerts and the analytic tools you need to effectively manage your fleet.

Client Website

The visibility of data
• Review detailed information about recent maintenance activities
• View status of vehicle’s license renewals
• Access to all risk management claims
• Analyze fuel breakdown with WEX data integration

Customized, self service reporting
• Develop custom reports: display, sort and filter information that is most beneficial to you and your company
• Simplify complex processes with powerful vehicle descriptors by allocating internal costs, tracking costs by project codes, understanding costs by region and vehicle type
• Perform online searches across all data fields
• Sort data by “Driver” or by “Vehicle” to view the history and assignment of all assets
• Ability to export all information in multiple formats
• Self-service features including driver changes, vehicle descriptors, mileage information and more
• Assign unlimited unique identifiers to each vehicle to simplify routine tasks and vehicle categorization
• Utilize your internal accounting and business terms to fully describe each vehicle so reporting can easily blend into your existing structures
• Develop customized alerts: maintenance, billing, registrations, lease renewals, manufacturer recalls, etc.
Annual Client Review

*If you don’t measure it, you can’t improve it*

- Web based solution for the EFM team to evaluate the prior year’s fleet performance
- Analyze all fleet costs including maintenance, fuel, insurance, depreciation, etc.
- Document future goals to develop the best possible fleet cycling plan for the future of the fleet

Fleet Planning Toolkit

*Purchase the right vehicle at the right cost*

- Vehicle selector allowing Enterprise to compare up to 6 vehicles side-by-side
- Integrate all costs for a total cost analysis: monthly vehicle costs, replacement schedules, maintenance, taxes, fuel, etc.
- Determine the best time to replace your vehicles

Auto Integrate

*Minimize downtime*

- Integration with most national account partners for faster approvals
- Web-based repair and maintenance authorization platform to reduce downtime
- Partnered with 30,000+ auto maintenance and repair shops to eliminate billing issues
- Real-time maintenance updates
- Access to over 100 ASE certified technicians to ensure you are getting the right work at the right price

Mobile App

*Making it easy for the driver*

- View maintenance cards
- Edit incorrect mileage entries
- Fuel station locator
- Maintenance shop locator
- Click to call roadside assistance
- Accident reporting (report an accident and take photos)
- Receive alerts
- Enter and track mileage
- View order status of purchased vehicle

1-877-23-FLEET | efleets.com
Kenosha School District Saves over $110K Annually in Maintenance Costs with New Fleet.

BACKGROUND
Location: Kenosha, WI
Industry: Government, Public School District
Total Vehicles: 41 vehicles

THE CHALLENGE
The Kenosha Unified School District (KUSD) owns over 40 vehicles that service 36 school buildings across Kenosha. Vehicles are used for a variety of tasks including winter snow removal. KUSD used to purchase vehicles and keep them until they were inoperable, which lead to an aging fleet. The older vehicles were unreliable and were incurring expensive maintenance costs. As with many school districts, KUSD faced budget constraints which made it difficult to invest in new vehicles.

THE SOLUTION
Enterprise Fleet Management presented KUSD with a plan that would allow the district to stay under budget while replacing all of its vehicles in a 5-year period. The proactive fleet plan helped the district acquire new, reliable vehicles while reducing maintenance costs and fuel efficiency.

“Once Enterprise started selling the first batch of leased vehicles, the entire plan came full circle. With the high resale results we are seeing, and the minimal amount of vehicle depreciation, it is allowing the district to continue to get newer, more efficient vehicles, all while maintaining my overall budget. I highly recommend the Enterprise partnership.”

— Keith Christensen, Maintenance, Environmental and Safety Manager

THE RESULTS
In less than 5 years, the Kenosha Unified School District has updated its entire fleet with new, safer, more reliable vehicles. The district has been able to drive down the average age of the fleet from 12 years to 3 years. Because of the newer fleet, the district has reduced its maintenance expenditure from $209 per unit per month to only $36 per unit per month, an 87% drop in per unit maintenance expenses.

To learn more, visit e fleets.com or call 877-23-FLEET.

Key Results
$110,324
ANNUAL MAINTENANCE SAVINGS

INCREASED FUEL EFFICIENCY
PER VEHICLE
2–3MPG

VEHICLES RECOUPED
76%
OF THE ORIGINAL PURCHASE PRICE
REFERENCES | CITY OF BEACHWOOD

CURRENT PARTNERS

- City of Bowling Green
- Summit County
- Portage County
- City of North Ridgeville
- Bowling Green State University
- Clermont County
- City of Monroe
- City of Toledo
- City of Defiance

REFERENCES

Below is a list of at least four (4) client/customer references including company name, contact person, and telephone number.

Company Name: City of Bowling Green
   Business Phone #: 419-354-6208
   Contact Person: Brian Bushong, Finance Director

Company Name: Summit County
   Business Phone #: 330-926-2407
   Contact Person: Mike Weant, Director

Company Name: Portage County
   Business Phone #: 330-298-3034
   Contact Person: Todd Bragg, Director of Finance

Company Name: City of Defiance
   Business Phone #: 419-782-3193
   Contact Person: John Lehner, Director of Finance
AN ORDINANCE ADOPTING NEW BCO CHAPTER 136 TITLED “PAYMENTS BY FINANCIAL TRANSACTION DEVICE

WHEREAS, it is necessary for the City to establish uniform provisions governing the use of financial transaction devices by City entities for the payment of City expenses.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Beachwood, County of Cuyahoga, and State of Ohio, that:

Section 1: New BCO Chapter 136, titled “Payments by Financial Transaction Device”, is hereby enacted to read and provide, in its entirety, as indicated in Exhibit “A” which is attached hereto and incorporated herein by reference.

Section 2: Any other Ordinances or parts thereof in conflict herewith be, and the same hereby are, repealed to the extent of the conflict and all Ordinances not amended by this Ordinance shall remain in full force and effect.

Section 3: It is found and determined that all formal actions and deliberations of Council and its committees, relating to the passage of this legislation that resulted in formal action were in meetings open to the public where required by Chapter 105, Codified Ordinances of the City.

WHEREFORE, this Ordinance shall take effect and be in force from and after the earliest date permitted by law.

Attest: I hereby certify this legislation was duly adopted on the 3rd day of February, 2020, and presented to the Mayor for approval or rejection in accordance with Article III, Section 8 of the Charter on the 4th day of February, 2020.

Clerk

Approval: I have approved this legislation this 4th day of February, 2020, and filed it with the Clerk.

Mayor
136.01 DEFINITIONS
As used in this section:

(A) “City Entity” or “City entity” includes the City and any officers, officials, departments, agencies, courts, boards, commissions, committees, organizations, corporations, or any other City Entity established by or pursuant to the Charter of the City of Beachwood, Ohio or Ohio law.

(B) “City Expense” or “City expense” shall be interpreted broadly, and it shall include, without limitation, any and all fees, costs, taxes, assessments, fines, penalties, payments, or any other expense owed to or collected by any City Entity.

(C) “Financial Transaction Device” or “Financial transaction device” or “financial transaction device” includes credit card, debit card, charge card, prepaid or stored value cards, automated clearinghouse network card, debit, or e-check entry that includes, but is not limited to, accounts receivable and internet-initiated point of purchase, and telephone-initiated applications or any other device or method for making an electronic payment or transfer of funds.

(D) “Financial Transaction Provider” or “Financial transaction provider” or “financial transaction provider” includes a financial institution, issuer of financial transaction devices, or processor of financial transaction devices to accept, take, and/or process a financial transaction device.

(E) “Associated Fee” or “associated fee” includes, without limitation, any nonrefundable surcharge, nonrefundable convenience fee or other fee, or any other refundable or nonrefundable fee that is assessed by a City entity or a financial transaction provider in connection with the processing of a City fee by financial transaction device.

136.02 PAYMENT OF EXPENSES BY FINANCIAL TRANSACTION DEVICES

(A) City entities are authorized to accept and require payment for City expenses by financial transaction devices and may impose associated fees to be paid either directly to the City entity or the financial transaction provider. City entities shall, as practicable, obtain approval from and coordinate their use of financial transaction devices with the Finance Director to ensure all protocol is followed and to avoid the duplication of services.

(B) A non-refundable associated fee of Four Dollars and No/Cents ($4.00) or Four Percent (4%), whichever is more, will be imposed on all financial transaction devices.

(C) City entities shall notify all customers that the associated fee is being imposed and allow an “opt out” for the transaction if they choose not to pay the fee.

(D) Every City entity accepting or otherwise mandating payments by a financial transaction device shall clearly post a schedule of its fees, including any associated fees, in the City entity’s office and on its website. If the fee is non-refundable, the posting shall include a notice that the associated fees are non-refundable.

136.03 DISHONORED OR RETURNED PAYMENTS

(A) In the event that a payment is made by a financial transaction device and the payment is returned or dishonored for any reason, the payer shall be liable to the City entity for banking charges, legal fees, or other expenses incurred by the City entity in collecting the returned or dishonored payment.

(B) No person making any payment by financial transaction device to a City entity shall be relieved from liability for the underlying obligation except to the extent that the City entity realizes final payment of the underlying obligation in cash or its equivalent. If final payment is not made by the
financial transaction device issuer or other guarantor of payment in the transaction, the underlying obligation shall survive and the City entity shall retain all remedies for enforcement that would have applied if the transaction had not occurred.

(C) The remedies and procedures provided in this section are in addition to any other available civil or criminal remedies provided by law.

**136.04 CONTRACT WITH FINANCIAL TRANSACTION PROVIDERS**

All contracts or agreements with financial transaction providers pursuant to this Chapter shall be reviewed and approved by the appropriate approval authority depending on the monetary threshold of each contract or agreement in accordance with Beachwood Codified Ordinances. This section may not be interpreted to require additional approval of any existing contracts or agreements for the payment of City expenses by financial transaction devices, including any associated fees thereunder, which are hereby retroactively ratified.

**136.05 IMMUNITY OF CITY OFFICIALS AND EMPLOYEES**

A City official or employee who accepts a financial transaction device payment in accordance with this Chapter, court order, or Ohio law shall be immune from persona liability for the final collection of such payments.