

**As Reported by the House Government Accountability and Oversight
Committee**

132nd General Assembly

**Regular Session
2017-2018**

Sub. H. B. No. 312

Representatives Schuring, Greenspan

Cosponsors: Representatives Blessing, Faber, Ginter

A BILL

To amend sections 505.64, 511.234, 940.11, 940.12, 1
1545.072, 1711.131, 2913.21, 3313.291, and 2
3375.392 and to enact sections 9.21, 9.22, 3
117.102, 717.31, 3313.311, 3314.52, 3326.52, 4
3328.52, and 6119.60 of the Revised Code 5
regarding use of credit cards and debit cards by 6
political subdivisions. 7

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF OHIO:

Section 1. That sections 505.64, 511.234, 940.11, 940.12, 8
1545.072, 1711.131, 2913.21, 3313.291, and 3375.392 be amended 9
and sections 9.21, 9.22, 117.102, 717.31, 3313.311, 3314.52, 10
3326.52, 3328.52, and 6119.60 of the Revised Code be enacted to 11
read as follows: 12

Sec. 9.21. (A) Not later than three months after the 13
effective date of this section, the legislative authority of a 14
political subdivision that holds a credit card account on the 15
effective date of this section shall adopt a written policy for 16
the use of credit card accounts. Otherwise, a legislative 17
authority shall adopt a written policy before first holding a 18

credit card account. 19

The policy shall include provisions addressing all of the 20
following: 21

(1) The officers or positions authorized to use a credit 22
card account; 23

(2) The types of expenses for which a credit card account 24
may be used; 25

(3) The procedure for acquisition, use, and management of 26
a credit card account and presentation instruments related to 27
the account including cards and checks; 28

(4) The procedure for credit card issuance, credit card 29
reissuance, credit card cancellation, and the process for 30
reporting lost or stolen credit cards; 31

(5) The political subdivision's credit card account's 32
maximum credit limit or limits; 33

(6) The actions or omissions by an officer or employee 34
that qualify as misuse of a credit card account. 35

(B) The name of the political subdivision shall appear on 36
each presentation instrument related to the account including 37
cards and checks. 38

(C) If the political subdivision's fiscal officer does not 39
retain general possession and control of the credit card account 40
and presentation instruments related to the account including 41
cards and checks, the legislative authority shall appoint a 42
compliance officer to perform the duties enumerated under 43
division (D) of this section. The compliance officer may not use 44
a credit card account and may not authorize an officer or 45
employee to use a credit card account. The fiscal officer is not 46

eligible for appointment as compliance officer. 47

(D) The compliance officer, if applicable, and the 48
legislative authority at least quarterly shall review the number 49
of cards and accounts issued, the number of active cards and 50
accounts issued, the cards' and accounts' expiration dates, and 51
the cards' and accounts' credit limits. 52

(E) If the fiscal officer retains general possession and 53
control of the credit card account and presentation instruments 54
related to the account including cards and checks, and the 55
legislative authority authorizes an officer or employee to use a 56
credit card account, including through a system the fiscal 57
officer utilizes to sign out credit cards to the authorized 58
users, the officer or employee shall provide the fiscal officer 59
or the fiscal officer's designee an itemized receipt for each 60
charge upon returning the credit card. The officer or employee 61
is liable in person and upon any official bond the officer or 62
employee has given to the political subdivision to reimburse the 63
treasury the amount for which the officer or employee does not 64
provide itemized receipts. 65

(F) The use of a credit card account for expenses beyond 66
those authorized by the legislative authority constitutes misuse 67
of a credit card account. An officer or employee of the 68
political subdivision or a public servant as defined under 69
section 2921.01 of the Revised Code who knowingly misuses a 70
credit card account held by the legislative authority violates 71
section 2913.21 of the Revised Code. 72

(G) As used in this section: 73

"Credit card account" means any bank-issued credit card 74
account, store-issued credit card account, financial 75

institution-issued credit card account, financial depository- 76
issued credit card account, affinity credit card account, or any 77
other card account allowing the holder to purchase goods or 78
services on credit or to transact with the account, and any 79
debit or gift card account related to the receipt of grant 80
moneys. "Credit card account" does not include a procurement 81
card account, gasoline or telephone credit card account, or any 82
other card account where merchant category codes are in place as 83
a system of control for use of the card account. 84

"Political subdivision" means any body corporate and 85
politic that is responsible for government activities in a 86
geographic area smaller than that of the state. "Political 87
subdivision" does not include a county. 88

Sec. 9.22. As used in this section, "political 89
subdivision" means a county, township, municipal corporation, or 90
any other body corporate and politic that is responsible for 91
government activities in a geographic area smaller than that of 92
the state. 93

No political subdivision may hold or utilize a debit card 94
account, except for law enforcement purposes. Possession or use 95
of a debit card account by a political subdivision except for 96
law enforcement purposes is a violation of section 2913.21 of 97
the Revised Code. 98

This section does not apply to debit card accounts related 99
to the receipt of grant moneys. 100

Sec. 117.102. A political subdivision that holds a credit 101
card account annually shall file a report with the auditor of 102
state detailing all rewards received by the political 103
subdivision based on the use of a credit card account. The 104

auditor of state shall promulgate rules detailing the manner in 105
which a political subdivision shall report to the auditor of 106
state rewards received by the political subdivision for the use 107
of a credit card account. 108

As used in this section, "political subdivision" means a 109
county, township, municipal corporation, or any other body 110
corporate and politic that is responsible for government 111
activities in a geographic area smaller than that of the state. 112

Sec. 505.64. (A) The board of township trustees of any 113
township may authorize an officer, employee, or appointee of the 114
township to use a credit card account held by the board of 115
township trustees ~~to pay for work-related expenses. The debt-~~ 116
~~incurred as a result of the use of a credit card pursuant to-~~ 117
~~this section shall be paid from moneys appropriated by the board-~~ 118
~~of township trustees for such expenses~~ in accordance with this 119
section. 120

~~(B) The officer, employee, or appointee shall be liable in-~~ 121
~~person and upon any official bond the officer, employee, or-~~ 122
~~appointee has given to the township for the unauthorized use of-~~ 123
~~a credit card held by the board of township trustees. The-~~ 124
~~prosecuting attorney of the county shall recover the amount of-~~ 125
~~any unauthorized expenses incurred by the officer, employee, or-~~ 126
~~appointee by civil action in any court of appropriate-~~ 127
~~jurisdiction. This section does not limit any other liability of-~~ 128
~~an officer, employee, or appointee for unauthorized use of a-~~ 129
~~credit card held by the board of township trustees.~~ 130

~~(C) An officer, employee, or appointee who is authorized-~~ 131
~~to use a credit card held by the board of township trustees and-~~ 132
~~who suspects the loss, theft, or possibility of unauthorized use-~~ 133
~~of the credit card shall notify the board of township trustees-~~ 134

~~of the suspected loss, theft, or possible unauthorized use~~ 135
~~immediately in writing. The officer, employee, or appointee may~~ 136
~~be held liable in person and upon any official bond the officer,~~ 137
~~employee, or appointee has given to the township for up to fifty~~ 138
~~dollars in unauthorized debt incurred before the board receives~~ 139
~~such notification.~~ 140

~~(D) Misuse of a credit card held by the board of township~~ 141
~~trustees by an~~ Not later than three months after the effective 142
date of this amendment, the board of township trustees of any 143
township that holds a credit card account on the effective date 144
of this amendment shall adopt a written policy for the use of 145
credit card accounts. Otherwise, a board shall adopt a written 146
policy before first holding a credit card account. 147

The policy shall include provisions addressing all of the 148
following: 149

(1) The officers, positions, or appointees authorized to 150
use a credit card account; 151

(2) The types of expenses of which a credit card account 152
may be used; 153

(3) The procedure for acquisition, use, and management of 154
a credit card account and presentation instruments related to 155
the account including cards and checks; 156

(4) The procedure for credit card issuance, credit card 157
reissuance, credit card cancellation, and the process for 158
reporting lost or stolen credit cards; 159

(5) The township's credit card account's maximum credit 160
limit or limits; 161

(6) The actions or omissions by an officer, employee, or 162

appointee that qualify as misuse of a credit card account. 163

(B) The name of the township shall appear on each 164
presentation instrument related to the account including cards 165
and checks. 166

(C) If the township fiscal officer does not retain general 167
possession and control of the credit card account and 168
presentation instruments related to the account including cards 169
and checks, the following applies: 170

(1) In a township that has adopted a limited home rule 171
government under Chapter 504. of the Revised Code, the board 172
shall appoint a compliance officer to perform the duties 173
enumerated under division (D) of this section. The compliance 174
officer may not use a credit card account and may not authorize 175
an officer, employee, or appointee to use a credit card account, 176
except that a board of township trustees serving in the role of 177
compliance officer may use a credit card account if so 178
authorized under the policy and may authorize an officer, 179
employee, or appointee to use a credit card account as provided 180
in division (A) of this section. The fiscal officer is not 181
eligible for appointment as compliance officer. 182

(2) In a township that has not adopted a limited home rule 183
government under Chapter 504. of the Revised Code, the fiscal 184
officer monthly shall present to the board credit card account 185
transaction detail from the previous month. The board shall 186
review the credit card account transaction detail and the 187
chairperson of the board shall sign an attestation stating the 188
board reviewed the credit card account transaction detail. 189

(D) The compliance officer, if applicable, and the board 190
at least once every six months shall review the number of cards 191

and accounts issued, the number of active cards and accounts 192
issued, the cards' and accounts' expiration dates, and the 193
cards' and accounts' credit limits. 194

(E) If the fiscal officer retains general possession and 195
control of the credit card account and presentation instruments 196
related to the account including cards and checks, and the board 197
authorizes an officer, employee, or appointee to use a credit 198
card, including through a system the fiscal officer utilizes to 199
sign out credit cards to the authorized users, the officer, 200
employee, or appointee shall provide the fiscal officer or the 201
fiscal officer's designee an itemized receipt for each charge 202
upon returning the credit card. The officer, employee, or 203
appointee is liable in person and upon any official bond the 204
officer, employee, or appointee has given to the township to 205
reimburse the township treasury the amount for which the 206
officer, employee, or appointee does not provide itemized 207
receipts. 208

(F) The use of a credit card account for expenses beyond 209
those authorized by the board constitutes misuse of a credit 210
card account. An officer, employee, or appointee of a township 211
is a violation of or a public servant as defined under section 212
2921.01 of the Revised Code who knowingly misuses a credit card 213
account held by the board violates section 2913.21 of the 214
Revised Code. 215

(G) As used in this section, "credit card account" means 216
any bank-issued credit card account, store-issued credit card 217
account, financial institution-issued credit card account, 218
financial depository-issued credit card account, affinity credit 219
card account, or any other card account allowing the holder to 220
purchase goods or services on credit or to transact with the 221

account, and any debit or gift card account related to the 222
receipt of grant moneys. "Credit card account" does not include 223
a procurement card account, gasoline or telephone credit card 224
account, or any other card account where merchant category codes 225
are in place as a system of control for use of the card account. 226

Sec. 511.234. (A) ~~The~~ Not later than three months after 227
the effective date of this amendment, the board of park 228
commissioners of a township park district ~~may authorize an~~ 229
~~officer, employee, or appointee of the board to use~~ that holds a 230
~~credit card held by the board to pay for expenses related to~~ 231
~~park district business. The debt incurred as a result of the use~~ 232
~~of a credit card under this section shall be paid from park~~ 233
~~district funds.~~ 234

~~(B) No officer, employee, or appointee of a board of park~~ 235
~~commissioners who is authorized to use a credit card held by the~~ 236
~~board shall use it to incur any unauthorized debt against the~~ 237
~~park district's credit.~~ 238

~~(C) Whoever violates division (B) of this section is~~ 239
~~guilty of one of the following:~~ 240

~~(1) A misdemeanor of the first degree if the amount of the~~ 241
~~unauthorized debt is no more than one hundred fifty dollars;~~ 242

~~(2) A felony of the fourth degree if the amount of the~~ 243
~~unauthorized debt exceeds one hundred fifty dollars.~~ 244

~~(D) An officer, employee, or appointee, in a civil action,~~ 245
~~may be found personally liable to the park district for the~~ 246
~~officer's, employee's, or appointee's unauthorized use of the~~ 247
~~park district credit card.~~ 248

~~(E) Whenever any officer, employee, or appointee~~ 249
~~authorized to use a credit card held by the board of park~~ 250

~~commissioners suspects the loss, theft, or possibility of~~ 251
~~another person's unauthorized use of the credit card that the~~ 252
~~officer, employee, or appointee is authorized to use, the~~ 253
~~officer, employee, or appointee shall so notify the board~~ 254
~~immediately in writing. The officer, employee, or appointee may~~ 255
~~be held personally liable for unauthorized debt resulting from~~ 256
~~the loss, theft, or unauthorized use, in the amount of fifty~~ 257
~~dollars or the amount charged to the credit card as a result of~~ 258
~~the loss, theft, or unauthorized use, whichever is less.~~ 259
account 260
on the effective date of this amendment shall adopt a written 260
policy for the use of credit card accounts. Otherwise, a board 261
shall adopt a written policy before first holding a credit card 262
account. 263

The policy shall include provisions addressing all of the 264
following: 265

(1) The officers, positions, or appointees authorized to 266
use a credit card account; 267

(2) The types of expenses for which a credit card account 268
may be used; 269

(3) The procedure for acquisition, use, and management of 270
a credit card account and presentation instruments related to 271
the account including cards and checks; 272

(4) The procedure for credit card issuance, credit card 273
reissuance, credit card cancellation, and the process for 274
reporting lost or stolen credit cards; 275

(5) The district's credit card account's maximum credit 276
limit or limits; 277

(6) The actions or omissions by an officer, employee, or 278
appointee that qualify as misuse of a credit card account. 279

(B) The name of the township park district shall appear on 280
each presentation instrument related to the account including 281
cards and checks. 282

(C) If the clerk of the district does not retain general 283
possession and control of the credit card account and 284
presentation instruments related to the account including cards 285
and checks, the board shall appoint a compliance officer to 286
perform the duties enumerated under division (D) of this 287
section. The compliance officer may not use a credit card 288
account and may not authorize an officer, employee, or appointee 289
to use a credit card account, except that a board of park 290
commissioners serving in the role of compliance officer may use 291
a credit card account if so authorized under the policy and may 292
authorize an officer, employee, or appointee to use a credit 293
card account as provided in division (A) of this section. The 294
clerk is not eligible for appointment as compliance officer. 295

(D) The compliance officer, if applicable, and the board 296
at least quarterly shall review the number of cards and accounts 297
issued, the number of active cards and accounts issued, the 298
cards' and accounts' expiration dates, and the cards' and 299
accounts' credit limits. 300

(E) If the clerk retains general possession and control of 301
the credit card account and presentation instruments related to 302
the account including cards and checks, and the board authorizes 303
an officer, employee, or appointee to use a credit card, 304
including through a system the clerk utilizes to sign out credit 305
cards to the authorized users, the officer, employee, or 306
appointee shall provide the clerk or the clerk's designee an 307
itemized receipt for each charge upon returning the credit card. 308
The officer, employee, or appointee is liable in person and upon 309

any official bond the officer, employee, or appointee has given 310
to the township park district to reimburse the district treasury 311
the amount for which the officer, employee, or appointee does 312
not provide itemized receipts. 313

(F) The use of a credit card account for expenses beyond 314
those authorized by the board constitutes misuse of a credit 315
card account. An officer, employee, or appointee of a township 316
park district or a public servant as defined under section 317
2921.01 of the Revised Code who knowingly misuses a credit card 318
account held by the board violates section 2913.21 of the 319
Revised Code. 320

(G) As used in this section, "credit card account" means 321
any bank-issued credit card account, store-issued credit card 322
account, financial institution-issued credit card account, 323
financial depository-issued credit card account, affinity credit 324
card account, or any other card account allowing the holder to 325
purchase goods or services on credit or to transact with the 326
account, and any debit or gift card account related to the 327
receipt of grant moneys. "Credit card account" does not include 328
a procurement card account, gasoline or telephone credit card 329
account, or any other card account where merchant category codes 330
are in place as a system of control for use of the card account. 331

Sec. 717.31. (A) Not later than three months after the 332
effective date of this section, a legislative authority of a 333
municipal corporation that holds a credit card account on the 334
effective date of this section shall adopt a written policy for 335
the use of credit card accounts. Otherwise, a legislative 336
authority shall adopt a written policy before first holding a 337
credit card account. 338

The policy shall include provisions addressing all of the 339

<u>following:</u>	340
<u>(1) The officers or positions authorized to use a credit card account;</u>	341
	342
<u>(2) The types of expenses for which a credit card account may be used;</u>	343
	344
<u>(3) The procedure for acquisition, use, and management of a credit card account and presentation instruments related to the account including cards and checks;</u>	345
	346
	347
<u>(4) The procedure for credit card issuance, credit card reissuance, credit card cancellation, and the process for reporting lost or stolen credit cards;</u>	348
	349
	350
<u>(5) The municipal corporation's credit card account's maximum credit limit or limits;</u>	351
	352
<u>(6) The actions or omissions by an officer or employee that qualify as misuse of a credit card account.</u>	353
	354
<u>(B) The name of the municipal corporation shall appear on each presentation instrument related to the account including cards and checks.</u>	355
	356
	357
<u>(C) If the village clerk or city auditor, as applicable, does not retain general possession and control of the credit card account and presentation instruments related to the account including cards and checks, the following applies:</u>	358
	359
	360
	361
<u>(1) In a municipal corporation that has the authority to operate a mayor's court pursuant to Chapter 1905. of the Revised Code, the chief executive officer of the municipal corporation shall appoint a compliance officer to perform the duties enumerated under division (D) of this section. The compliance officer may not use a credit card account and may not authorize</u>	362
	363
	364
	365
	366
	367

an officer or employee to use a credit card account. The village clerk or city auditor is not eligible for appointment as compliance officer. 368
369
370

(2) In a municipal corporation that does not have the authority to operate a mayor's court pursuant to Chapter 1905. of the Revised Code, the village clerk or city auditor monthly shall present to the legislative authority credit card account transaction detail from the previous month. The legislative authority shall review the credit card account transaction detail and the presiding officer of the legislative authority shall sign an attestation stating the legislative authority reviewed the credit card account transaction detail. 371
372
373
374
375
376
377
378
379

(D) The compliance officer, if applicable, and the legislative authority at least quarterly shall review the number of cards and accounts issued, the number of active cards and accounts issued, the cards' and accounts' expiration dates, and the cards' and accounts' credit limits. 380
381
382
383
384

(E) If the village clerk or city auditor retains general possession and control of the credit card account and presentation instruments related to the account including cards and checks, and the legislative authority authorizes an officer or employee to use a credit card, including through a system the village clerk or city auditor utilizes to sign out credit cards to the authorized users, the officer or employee shall provide the village clerk or city auditor or the clerk's or auditor's designee an itemized receipt for each charge upon returning the credit card. The officer or employee is liable in person and upon any official bond the officer or employee has given to the municipal corporation to reimburse the treasury the amount for which the officer or employee does not provide itemized 385
386
387
388
389
390
391
392
393
394
395
396
397

receipts. 398

(F) The use of a credit card account for expenses beyond 399
those authorized by the legislative authority constitutes misuse 400
of a credit card account. An officer or employee of the 401
municipal corporation or a public servant as defined under 402
section 2921.01 of the Revised Code who knowingly misuses a 403
credit card account held by the municipal corporation violates 404
section 2913.21 of the Revised Code. 405

(G) As used in this section, "credit card account" means 406
any bank-issued credit card account, store-issued credit card 407
account, financial institution-issued credit card account, 408
financial depository-issued credit card account, affinity credit 409
card account, or any other card account allowing the holder to 410
purchase goods or services on credit or to transact with the 411
account, and any debit or gift card account related to the 412
receipt of grant moneys. "Credit card account" does not include 413
a procurement card account, gasoline or telephone credit card 414
account, or any other card account where merchant category codes 415
are in place as a system of control for use of the card account. 416

Sec. 940.11. ~~The~~ (A) Not later than three months after the 417
effective date of this amendment, the supervisors of a soil and 418
water conservation district may hold one or more that hold a 419
credit cards on behalf of the district and may authorize any 420
supervisor or employee of the district to use such a credit card 421
to pay for expenses related to the purposes of the district. The 422
supervisors shall pay the debt incurred as a result of the use 423
of such a credit card from money accepted by the supervisors as 424
authorized under division (E) of section 940.06 of the Revised 425
Code or from the special fund established for the district under 426
section 940.12 of the Revised Code. The misuse of card account 427

on the effective date of this amendment shall adopt a written 428
policy for the use of credit card accounts. Otherwise, the 429
supervisors shall adopt a written policy before first holding a 430
credit card account. 431

The policy shall include provisions addressing all of the 432
following: 433

(1) The supervisors or positions authorized to use a 434
credit card account; 435

(2) The types of expenses for which a credit card account 436
may be used; 437

(3) The procedure for acquisition, use, and management of 438
a credit card account and presentation instruments related to 439
the account including cards and checks; 440

(4) The procedure for credit card issuance, credit card 441
reissuance, credit card cancellation, and the process for 442
reporting lost or stolen credit cards; 443

(5) The district's credit card account's maximum credit 444
limit or limits; 445

(6) The actions or omissions by an officer or employee 446
that qualify as misuse of a credit card account. 447

(B) The name of the soil and water conservation district 448
shall appear on each presentation instrument related to the 449
account including cards and checks. 450

(C) If the fiscal agent of the district does not retain 451
general possession and control of the credit card account and 452
presentation instruments related to the account including cards 453
and checks, the supervisors shall appoint a compliance officer 454
to perform the duties enumerated under division (D) of this 455

section. The compliance officer may not use a credit card 456
account and may not authorize a supervisor or employee to use a 457
credit card account. The fiscal agent is not eligible for 458
appointment as compliance officer. 459

(D) The compliance officer, if applicable, and the 460
supervisors at least quarterly shall review the number of cards 461
and accounts issued, the number of active cards and accounts 462
issued, the cards' and accounts' expiration dates, and the 463
cards' and accounts' credit limits. 464

(E) If the fiscal agent retains general possession and 465
control of the credit card account and presentation instruments 466
related to the account including cards and checks, and the 467
supervisors authorize a supervisor or employee to use a credit 468
card, including through a system the fiscal agent utilizes to 469
sign out credit cards to the authorized users, the supervisor or 470
employee shall provide the fiscal agent or the fiscal agent's 471
designee an itemized receipt for each charge upon returning the 472
credit card. The supervisor or employee is liable in person and 473
upon any official bond the supervisor or employee has given to 474
the district to reimburse the district treasury the amount for 475
which the supervisor or employee does not provide itemized 476
receipts. 477

(F) The use of a credit card account for expenses beyond 478
those authorized by the supervisors constitutes misuse of a 479
credit card account. A supervisor or employee of a soil and 480
water conservation district or a public servant as defined under 481
section 2921.01 of the Revised Code who knowingly misuses a 482
credit card account held on behalf of a soil and water 483
conservation district ~~is a violation of~~ violates section 2913.21 484
of the Revised Code. ~~In addition, a supervisor or employee of a~~ 485

~~district who makes unauthorized use of such a credit card may be~~ 486
~~held personally liable to the district for the unauthorized use.~~ 487
~~This section does not limit any other liability of a supervisor~~ 488
~~or employee of a district for the unauthorized use of such a~~ 489
~~credit card.~~ 490

~~A supervisor or employee of a soil and water conservation~~ 491
~~district who is authorized to use a credit card that is held on~~ 492
~~behalf of the district and who suspects the loss, theft, or~~ 493
~~possibility of another person's unauthorized use of the credit~~ 494
~~card immediately shall notify the supervisors in writing of the~~ 495
~~suspected loss, theft, or possible unauthorized use.~~ 496

(G) As used in this section, "credit card account" means 497
any bank-issued credit card account, store-issued credit card 498
account, financial institution-issued credit card account, 499
financial depository-issued credit card account, affinity credit 500
card account, or any other card account allowing the holder to 501
purchase goods or services on credit or to transact with the 502
account, and any debit or gift card account related to the 503
receipt of grant moneys. "Credit card account" does not include 504
a procurement card account, gasoline or telephone credit card 505
account, or any other card account where merchant category codes 506
are in place as a system of control for use of the card account. 507

Sec. 940.12. The board of county commissioners of each 508
county in which there is a soil and water conservation district 509
may levy a tax within the ten-mill limitation and may 510
appropriate money from the proceeds of the levy or from the 511
general fund of the county. The money shall be held in a special 512
fund for the credit of the district, to be expended for the 513
purposes prescribed in ~~sections~~ section 940.08 and 940.11 of the 514
Revised Code or under the policy adopted under section 940.11 of 515

the Revised Code, for construction and maintenance of 516
improvements by the district, and for other expenses incurred in 517
carrying out the program of the district upon the written order 518
of the fiscal agent for the district after authorization by a 519
majority of the supervisors of the district. 520

Sec. 1545.072. (A) The Not later than three months after 521
the effective date of this amendment, a board of park 522
commissioners may authorize an officer, employee, or appointee 523
of the board to use of a park district that holds a credit card 524
held by the park district to pay for expenses related to park 525
district business. The debt incurred as a result of the use of a 526
credit card under this section shall be paid from park district 527
funds account on the effective date of this amendment shall 528
adopt a written policy for the use of credit card accounts. 529
Otherwise, a board shall adopt a written policy before first 530
holding a credit card account. 531

The policy shall include provisions addressing all of the 532
following: 533

(1) The officers, positions, or appointees authorized to 534
use park district credit card accounts; 535

(2) The types of expenses for which a credit card account 536
may be used; 537

(3) The procedure for acquisition, use, and management of 538
a credit card account and presentation instruments related to 539
the account including cards and checks; 540

(4) The procedure for credit card issuance, credit card 541
reissuance, credit card cancellation, and the process for 542
reporting lost or stolen credit cards; 543

(5) The district's credit card account's maximum credit 544

limit or limits; 545

(6) The actions or omissions by an officer, employee, or 546
appointee that qualify as misuse of a credit card account. 547

(B) ~~Misuse of a credit card held by the board by an~~ The 548
name of the park district shall appear on each presentation 549
instrument related to the account including cards and checks. 550

(C) If the treasurer of the park district does not retain 551
general possession and control of the credit card account and 552
presentation instruments related to the account including cards 553
and checks, the board shall appoint a compliance officer to 554
perform the duties enumerated under division (D) of this 555
section. The compliance officer may not use a credit card 556
account and may not authorize an officer, employee, or appointee 557
to use a credit card account. The treasurer is not eligible for 558
appointment as compliance officer. 559

(D) The compliance officer, if applicable, and the board 560
at least quarterly shall review the number of cards and accounts 561
issued, the number of active cards and accounts issued, the 562
cards' and accounts' expiration dates, and the cards' and 563
accounts' credit limits. 564

(E) If the treasurer retains general possession and 565
control of the credit card account and presentation instruments 566
related to the account including cards and checks, and the board 567
authorizes an officer, employee, or appointee to use a credit 568
card, including through a system the treasurer utilizes to sign 569
out credit cards to the authorized users, the officer, employee, 570
or appointee shall provide the treasurer or the treasurer's 571
designee an itemized receipt for each charge upon returning the 572
credit card. The officer, employee, or appointee is liable in 573

person and upon any official bond the officer, employee, or 574
appointee has given to the park district to reimburse the 575
district treasury the amount for which the officer, employee, or 576
appointee does not provide itemized receipts. 577

(F) The use of a credit card account for expenses beyond 578
those authorized by the board constitutes misuse of a credit 579
card account. An officer, employee, or appointee of a board of 580
park commissioners is a violation of or a public servant as 581
defined under section 2921.01 of the Revised Code who knowingly 582
misuses a credit card account held by the board violates section 583
2913.21 of the Revised Code. 584

~~(C) An officer, employee, or appointee, in a civil action,~~ 585
~~may be found personally liable to the park district for the~~ 586
~~officer's, employee's, or appointee's unauthorized use of the~~ 587
~~park district credit card.~~ 588

~~(D) Any officer, employee, or appointee who is authorized~~ 589
~~to use a credit card held by the board of park commissioners and~~ 590
~~who suspects the loss, theft, or possibility of another person's~~ 591
~~unauthorized use of the credit card shall notify the board of~~ 592
~~park commissioners of the suspected loss, theft, or possible~~ 593
~~unauthorized use immediately in writing.~~ 594

~~The officer, employee, or appointee may be held personally~~ 595
~~liable for unauthorized debt resulting from such loss, theft, or~~ 596
~~unauthorized use, in the amount of fifty dollars or the amount~~ 597
~~charged to the credit card as a result of the loss, theft, or~~ 598
~~unauthorized use, whichever is less.~~ 599

(G) As used in this section, "credit card account" means 600
any bank-issued credit card account, store-issued credit card 601
account, financial institution-issued credit card account, 602

financial depository-issued credit card account, affinity credit 603
card account, or any other card account allowing the holder to 604
purchase goods or services on credit or to transact with the 605
account, and any debit or gift card account related to the 606
receipt of grant moneys. "Credit card account" does not include 607
a procurement card account, gasoline or telephone credit card 608
account, or any other card account where merchant category codes 609
are in place as a system of control for use of the card account. 610

Sec. 1711.131. (A) ~~The~~ Not later than three months after 611
the effective date of this amendment, the board of directors of 612
a county agricultural society or an independent agricultural 613
society may authorize by resolution an officer or employee of 614
the agricultural society to use that holds a credit card held by 615
the board to pay for expenses related to the purposes of the 616
agricultural society. If a board elects to authorize the use of 617
a credit card held by the board as described in this section, 618
the board first shall adopt a policy specifying the purposes for 619
which the credit card may be used. 620

~~(B) An officer or employee of an agricultural society who~~ 621
~~makes unauthorized use of a credit card held by the society's~~ 622
~~board of directors is personally liable for the unauthorized~~ 623
~~use. The prosecuting attorney of the appropriate county shall~~ 624
~~recover the amount of any unauthorized expenses incurred by the~~ 625
~~officer or employee through the misuse of the credit card in a~~ 626
~~civil action in any court of competent jurisdiction. This~~ 627
~~section does not limit any other liability of the officer or~~ 628
~~employee for the unauthorized use of a credit card held by the~~ 629
~~board of directors.~~ 630

~~(C) An officer or employee who is authorized to use a~~ 631
~~credit card held by the board of directors of an agricultural~~ 632

~~society and who suspects the loss, theft, or possibility of~~ 633
~~unauthorized use of the credit card immediately shall notify the~~ 634
~~board in writing of the suspected loss, theft, or possible~~ 635
~~unauthorized use. The officer or employee may be held personally~~ 636
~~liable for not more than fifty dollars in unauthorized debt~~ 637
~~incurred before the board receives the notification.~~ 638

(D) The misuse by an account on the effective date of this 639
amendment shall adopt a written policy for the use of credit 640
card accounts. Otherwise, a board shall adopt a written policy 641
before first holding a credit card account. 642

The policy shall include provisions addressing all of the 643
following: 644

(1) The officers or positions authorized to use credit 645
card accounts; 646

(2) The types of expenses for which a credit card account 647
may be used; 648

(3) The procedure for acquisition, use, and management of 649
a credit card account and presentation instruments related to 650
the account including cards and checks; 651

(4) The procedure for credit card issuance, credit card 652
reissuance, credit card cancellation, and the process for 653
reporting lost or stolen credit cards; 654

(5) The society's credit card account's maximum credit 655
limit or limits; 656

(6) The actions or omissions by an officer or employee 657
that qualify as misuse of a credit card account. 658

(B) The name of the county agricultural society or 659
independent agricultural society shall appear on each 660

presentation instrument related to the account including cards 661
and checks. 662

(C) If the treasurer of the agricultural society does not 663
retain general possession and control of the credit card account 664
and presentation instruments related to the account including 665
cards and checks, the board shall appoint a compliance officer 666
to perform the duties enumerated under division (D) of this 667
section. The compliance officer may not use a credit card 668
account and may not authorize an officer or employee to use a 669
credit card account. The treasurer is not eligible for 670
appointment as compliance officer. 671

(D) The compliance officer, if applicable, and the board 672
at least quarterly shall review the number of cards and accounts 673
issued, the number of active cards and accounts issued, the 674
cards' and accounts' expiration dates, and the cards' and 675
accounts' credit limits. 676

(E) If the treasurer retains general possession and 677
control of the credit card account and presentation instruments 678
related to the account including cards and checks, and the board 679
authorizes an officer or employee to use a credit card, 680
including through a system the treasurer utilizes to sign out 681
credit cards to the authorized users, the officer or employee 682
shall provide the treasurer or treasurer's designee an itemized 683
receipt for each charge upon returning the credit card. The 684
officer or employee is liable in person and upon any official 685
bond the officer or employee has given to the agricultural 686
society to reimburse the society treasury the amount for which 687
the officer or employee does not provide itemized receipts. 688

(F) The use of a credit card account for expenses beyond 689
those authorized by the board constitutes misuse of a credit 690

card account. An officer or employee of an agricultural society 691
or a public servant as defined under section 2921.01 of the 692
Revised Code who knowingly misuses a credit card account held by 693
the society's board of directors ~~is a violation of~~ violates 694
section 2913.21 of the Revised Code. 695

(G) As used in this section, "credit card account" means 696
any bank-issued credit card account, store-issued credit card 697
account, financial institution-issued credit card account, 698
financial depository-issued credit card account, affinity credit 699
card account, or any other card account allowing the holder to 700
purchase goods or services on credit or to transact with the 701
account, and any debit or gift card account related to the 702
receipt of grant moneys. "Credit card account" does not include 703
a procurement card account, gasoline or telephone credit card 704
account, or any other card account where merchant category codes 705
are in place as a system of control for use of the card account. 706

Sec. 2913.21. (A) No person shall do any of the following: 707

(1) Practice deception for the purpose of procuring the 708
issuance of a credit card, when a credit card is issued in 709
actual reliance thereon; 710

(2) Knowingly buy or sell a credit card from or to a 711
person other than the issuer; 712

(3) As an officer, employee, or appointee of a political 713
subdivision or as a public servant as defined under section 714
2921.01 of the Revised Code, knowingly misuse a credit card 715
account held by a political subdivision. 716

(B) No person, with purpose to defraud, shall do any of 717
the following: 718

(1) Obtain control over a credit card as security for a 719

debt;	720
(2) Obtain property or services by the use of a credit card, in one or more transactions, knowing or having reasonable cause to believe that the card has expired or been revoked, or was obtained, is retained, or is being used in violation of law;	721 722 723 724
(3) Furnish property or services upon presentation of a credit card, knowing that the card is being used in violation of law;	725 726 727
(4) Represent or cause to be represented to the issuer of a credit card that property or services have been furnished, knowing that the representation is false.	728 729 730
(C) No person, with purpose to violate this section, shall receive, possess, control, or dispose of a credit card.	731 732
(D) (1) Whoever violates this section is guilty of misuse of credit cards.	733 734
(2) Except as otherwise provided in division (D) (4) of this section, a violation of division (A), (B) (1), or (C) of this section is a misdemeanor of the first degree.	735 736 737
(3) Except as otherwise provided in this division or division (D) (4) of this section, a violation of division (B) (2), (3), or (4) of this section is a misdemeanor of the first degree. If the cumulative retail value of the property and services involved in one or more violations of division (B) (2), (3), or (4) of this section, which violations involve one or more credit card accounts and occur within a period of ninety consecutive days commencing on the date of the first violation, is one thousand dollars or more and is less than seven thousand five hundred dollars, misuse of credit cards in violation of any of those divisions is a felony of the fifth degree. If the	738 739 740 741 742 743 744 745 746 747 748

cumulative retail value of the property and services involved in 749
one or more violations of division (B) (2), (3), or (4) of this 750
section, which violations involve one or more credit card 751
accounts and occur within a period of ninety consecutive days 752
commencing on the date of the first violation, is seven thousand 753
five hundred dollars or more and is less than one hundred fifty 754
thousand dollars, misuse of credit cards in violation of any of 755
those divisions is a felony of the fourth degree. If the 756
cumulative retail value of the property and services involved in 757
one or more violations of division (B) (2), (3), or (4) of this 758
section, which violations involve one or more credit card 759
accounts and occur within a period of ninety consecutive days 760
commencing on the date of the first violation, is one hundred 761
fifty thousand dollars or more, misuse of credit cards in 762
violation of any of those divisions is a felony of the third 763
degree. 764

(4) If the victim of the offense is an elderly person or 765
disabled adult, and if the offense involves a violation of 766
division (B) (1) or (2) of this section, division (D) (4) of this 767
section applies. Except as otherwise provided in division (D) (4) 768
of this section, a violation of division (B) (1) or (2) of this 769
section is a felony of the fifth degree. If the debt for which 770
the card is held as security or the cumulative retail value of 771
the property or services involved in the violation is one 772
thousand dollars or more and is less than seven thousand five 773
hundred dollars, a violation of either of those divisions is a 774
felony of the fourth degree. If the debt for which the card is 775
held as security or the cumulative retail value of the property 776
or services involved in the violation is seven thousand five 777
hundred dollars or more and is less than thirty-seven thousand 778
five hundred dollars, a violation of either of those divisions 779

is a felony of the third degree. If the debt for which the card 780
is held as security or the cumulative retail value of the 781
property or services involved in the violation is thirty-seven 782
thousand five hundred dollars or more, a violation of either of 783
those divisions is a felony of the second degree. 784

Sec. 3313.291. The board of education of a school district 785
may adopt a resolution establishing a petty cash account from 786
which a designated district official may draw moneys by check 787
signed by that official ~~or by debit card~~ for purchases made 788
within the district. The resolution establishing the account 789
shall specify the maximum amount of money that may be placed in 790
the account; designate the district officials who may draw 791
moneys from the account, or require the treasurer of such board 792
to designate such officials; and specify the requirements and 793
procedures for replenishing the account. 794

Sec. 3313.311. (A) Not later than three months after the 795
effective date of this section, a board of education of any 796
school district, a governing board of an educational service 797
center, or a governing authority of an information technology 798
center that holds a credit card account on the effective date of 799
this section shall adopt a written policy for the use of credit 800
card accounts. Otherwise, a board or authority shall adopt a 801
written policy before first holding a credit card account. 802

The policy shall include provisions addressing all of the 803
following: 804

(1) The officers or positions authorized to use credit 805
card accounts; 806

(2) The types of expenses for which a credit card account 807
may be used; 808

(3) The procedure for acquisition, use, and management of a credit card account and presentation instruments related to the account including cards and checks; 809
810
811

(4) The procedure for credit card issuance, credit card reissuance, credit card cancellation, and the process for reporting lost or stolen credit cards; 812
813
814

(5) The entity's credit card account's maximum credit limit or limits; 815
816

(6) The actions or omissions by an officer or employee that qualify as misuse of a credit card account. 817
818

(B) The name of the school district, educational service center, or information technology center shall appear on each presentation instrument related to the account including cards and checks. 819
820
821
822

(C) If the treasurer of the board of education, treasurer of the educational service center, or chief fiscal officer of the information technology center does not retain general possession and control of the credit card account and presentation instruments related to the account including cards and checks, the board, governing board, or governing authority shall appoint a compliance officer to perform the duties enumerated under division (D) of this section. Except a superintendent of a school district or chief administrator of an information technology center serving as compliance officer, the compliance officer may not use a credit card account. The compliance officer may not authorize an officer or employee to use a credit card account. If a school district superintendent acting as compliance officer has authority to use a credit card account, the treasurer monthly shall review the credit card 823
824
825
826
827
828
829
830
831
832
833
834
835
836
837

account transaction detail and shall sign an attestation stating 838
the treasurer reviewed the credit card account transaction 839
detail. If the chief administrator of an information technology 840
center acting as compliance officer has authority to use a 841
credit card account, the governing authority monthly shall 842
review the credit card account transaction detail and shall sign 843
an attestation stating the governing authority reviewed the 844
credit card account transaction detail. The treasurer of the 845
board of education, treasurer of the educational service center, 846
and chief fiscal officer of the information technology center 847
are not eligible for appointment as compliance officer. The 848
superintendent of a school district or chief administrator of an 849
information technology center is eligible for appointment as 850
compliance officer. 851

(D) The compliance officer, if applicable, at least 852
quarterly shall review the number of cards and accounts issued, 853
the number of active cards and accounts issued, the cards' and 854
accounts' expiration dates, and the cards' and accounts' credit 855
limits. 856

(E) If the treasurer of the board of education, treasurer 857
of the educational service center, or chief fiscal officer of 858
the information technology center retains general possession and 859
control of the credit card account and presentation instruments 860
related to the account including cards and checks, and the board 861
or authority authorizes an officer or employee to use a credit 862
card, including through a system the treasurer or chief fiscal 863
officer utilizes to sign out credit cards to the authorized 864
users, the officer or employee shall provide the treasurer or 865
chief fiscal officer or the treasurer's or chief fiscal 866
officer's designee an itemized receipt for each charge upon 867
returning the credit card. The officer or employee is liable in 868

person and upon any official bond the officer or employee has 869
given to the school district, educational service center, or 870
information technology center to reimburse the treasury the 871
amount for which the officer or employee does not provide 872
itemized receipts. 873

(F) The use of a credit card account for expenses beyond 874
those authorized by the board or authority constitutes misuse of 875
a credit card account. An officer or employee of a school 876
district, educational service center, or information technology 877
center or a public servant as defined under section 2921.01 of 878
the Revised Code who knowingly misuses a credit card account 879
held by a board or authority violates section 2913.21 of the 880
Revised Code. 881

(G) As used in this section, "credit card account" means 882
any bank-issued credit card account, store-issued credit card 883
account, financial institution-issued credit card account, 884
financial depository-issued credit card account, affinity credit 885
card account, or any other card account allowing the holder to 886
purchase goods or services on credit or to transact with the 887
account, and any debit or gift card account related to the 888
receipt of grant moneys. "Credit card account" does not include 889
a procurement card account, gasoline or telephone credit card 890
account, or any other card account where merchant category codes 891
are in place as a system of control for use of the card account. 892

Sec. 3314.52. (A) Not later than three months after the 893
effective date of this section, the governing authority of a 894
community school that holds a credit card account on the 895
effective date of this section shall adopt a written policy for 896
the use of credit card accounts. Otherwise, a governing 897
authority shall adopt a written policy before first holding a 898

<u>credit card account.</u>	899
<u>The policy shall include provisions addressing all of the</u>	900
<u>following:</u>	901
<u>(1) The officers or positions authorized to use credit</u>	902
<u>card accounts;</u>	903
<u>(2) The types of expenses for which a credit card account</u>	904
<u>may be used;</u>	905
<u>(3) The procedure for acquisition, use, and management of</u>	906
<u>a credit card account and presentation instruments related to</u>	907
<u>the account including cards and checks;</u>	908
<u>(4) The procedure for credit card issuance, credit card</u>	909
<u>reissuance, credit card cancellation, and the process for</u>	910
<u>reporting lost or stolen credit cards;</u>	911
<u>(5) The community school's credit card account's maximum</u>	912
<u>credit limit or limits;</u>	913
<u>(6) The actions or omissions by an officer or employee</u>	914
<u>that qualify as misuse of a credit card account.</u>	915
<u>(B) The name of the community school shall appear on each</u>	916
<u>presentation instrument related to the account including cards</u>	917
<u>and checks.</u>	918
<u>(C) If the designated fiscal officer of the community</u>	919
<u>school does not retain general possession and control of the</u>	920
<u>credit card account and presentation instruments related to the</u>	921
<u>account including cards and checks, the governing authority</u>	922
<u>shall appoint a compliance officer to perform the duties</u>	923
<u>enumerated under division (D) of this section. Except a chief</u>	924
<u>administrator of a community school serving as compliance</u>	925
<u>officer, the compliance officer may not use a credit card</u>	926

account. The compliance officer may not authorize an officer or 927
employee to use a credit card account. If a chief administrator 928
acting as compliance officer has authority to use a credit card 929
account, the governing authority monthly shall review the credit 930
card account transaction detail and shall sign an attestation 931
stating the governing authority reviewed the credit card account 932
transaction detail. The designated fiscal officer is not 933
eligible for appointment as compliance officer. The chief 934
administrator is eligible for appointment as compliance officer. 935

(D) The compliance officer, if applicable, and the 936
governing authority at least quarterly shall review the number 937
of cards and accounts issued, the number of active cards and 938
accounts issued, the cards' and accounts' expiration dates, and 939
the cards' and accounts' credit limits. 940

(E) If the designated fiscal officer retains general 941
possession and control of the credit card account and 942
presentation instruments related to the account including cards 943
and checks, and the governing authority authorizes an officer or 944
employee to use a credit card, including through a system the 945
fiscal officer utilizes to sign out credit cards to the 946
authorized users, the officer or employee shall provide the 947
designated fiscal officer or the designated fiscal officer's 948
designee an itemized receipt for each charge upon returning the 949
credit card. The officer or employee is liable in person and 950
upon any official bond the officer or employee has given to the 951
community school to reimburse the school treasury the amount for 952
which the officer or employee does not provide itemized 953
receipts. 954

(F) The use of a credit card account for expenses beyond 955
those authorized by the governing authority constitutes misuse 956

of a credit card account. An officer or employee of a community 957
school or a public servant as defined under section 2921.01 of 958
the Revised Code who knowingly misuses a credit card account 959
held by the governing authority violates section 2913.21 of the 960
Revised Code. 961

(G) As used in this section, "credit card account" means 962
any bank-issued credit card account, store-issued credit card 963
account, financial institution-issued credit card account, 964
financial depository-issued credit card account, affinity credit 965
card account, or any other card account allowing the holder to 966
purchase goods or services on credit or to transact with the 967
account, and any debit or gift card account related to the 968
receipt of grant moneys. "Credit card account" does not include 969
a procurement card account, gasoline or telephone credit card 970
account, or any other card account where merchant category codes 971
are in place as a system of control for use of the card account. 972

Sec. 3326.52. (A) Not later than three months after the 973
effective date of this section, the governing body of a STEM 974
school that holds a credit card account on the effective date of 975
this section shall adopt a written policy for the use of credit 976
card accounts. Otherwise, a governing body shall adopt a written 977
policy before first holding a credit card account. 978

The policy shall include provisions addressing all of the 979
following: 980

(1) The officers or positions authorized to use credit 981
card accounts; 982

(2) The types of expenses for which a credit card account 983
may be used; 984

(3) The procedure for acquisition, use, and management of 985

<u>a credit card account and presentation instruments related to</u>	986
<u>the account including cards and checks;</u>	987
<u>(4) The procedure for credit card issuance, credit card</u>	988
<u>reissuance, credit card cancellation, and the process for</u>	989
<u>reporting lost or stolen credit cards;</u>	990
<u>(5) The STEM school's credit card account's maximum credit</u>	991
<u>limit or limits;</u>	992
<u>(6) The actions or omissions by an officer or employee</u>	993
<u>that qualify as misuse of a credit card account.</u>	994
<u>(B) The name of the STEM school shall appear on each</u>	995
<u>presentation instrument related to the account including cards</u>	996
<u>and checks.</u>	997
<u>(C) If the treasurer of the STEM school does not retain</u>	998
<u>general possession and control of the credit card account and</u>	999
<u>presentation instruments related to the account including cards</u>	1000
<u>and checks, the governing body shall appoint a compliance</u>	1001
<u>officer to perform the duties enumerated under division (D) of</u>	1002
<u>this section. Except a chief administrator of a STEM school</u>	1003
<u>-serving as compliance officer, the compliance officer may not</u>	1004
<u>use a credit card account. The compliance officer may not</u>	1005
<u>authorize an officer or employee to use a credit card account.</u>	1006
<u>If the chief administrator acting as compliance officer has</u>	1007
<u>authority to use a credit card account, the governing body</u>	1008
<u>monthly shall review the credit card account transaction detail</u>	1009
<u>and shall sign an attestation stating the governing body</u>	1010
<u>reviewed the credit card account transaction detail. The</u>	1011
<u>treasurer is not eligible for appointment as compliance officer.</u>	1012
<u>The chief administrator is eligible for appointment as</u>	1013
<u>compliance officer.</u>	1014

(D) The compliance officer, if applicable, and the governing body at least quarterly shall review the number of cards and accounts issued, the number of active cards and accounts issued, the cards' and accounts' expiration dates, and the cards' and accounts' credit limits. 1015
1016
1017
1018
1019

(E) If the treasurer retains general possession and control of the credit card account and presentation instruments related to the account including cards and checks, and the governing body authorizes an officer or employee to use a credit card, including through a system the treasurer utilizes to sign out credit cards to the authorized users, the officer or employee shall provide the treasurer or the treasurer's designee an itemized receipt for each charge upon returning the credit card. The officer or employee is liable in person and upon any official bond the officer or employee has given to the school to reimburse the school treasury the amount for which the officer or employee does not provide itemized receipts. 1020
1021
1022
1023
1024
1025
1026
1027
1028
1029
1030
1031

(F) The use of a credit card account for expenses beyond those authorized by the governing body constitutes misuse of a credit card account. An officer or employee of a STEM school or a public servant as defined under section 2921.01 of the Revised Code who knowingly misuses a credit card account held by the governing body violates section 2913.21 of the Revised Code. 1032
1033
1034
1035
1036
1037

(G) As used in this section, "credit card account" means any bank-issued credit card account, store-issued credit card account, financial institution-issued credit card account, financial depository-issued credit card account, affinity credit card account, or any other card account allowing the holder to purchase goods or services on credit or to transact with the account, and any debit or gift card account related to the 1038
1039
1040
1041
1042
1043
1044

receipt of grant moneys. "Credit card account" does not include 1045
a procurement card account, gasoline or telephone credit card 1046
account, or any other card account where merchant category codes 1047
are in place as a system of control for use of the card account. 1048

Sec. 3328.52. (A) Not later than three months after the 1049
effective date of this section, the board of trustees of a 1050
college-preparatory boarding school that holds a credit card 1051
account on the effective date of this section shall adopt a 1052
written policy for the use of credit card accounts. Otherwise, a 1053
board shall adopt a written policy before first holding a credit 1054
card account. 1055

The policy shall include provisions addressing all of the 1056
following: 1057

(1) The officers or positions authorized to use credit 1058
card accounts; 1059

(2) The types of expenses for which a credit card account 1060
may be used; 1061

(3) The procedure for acquisition, use, and management of 1062
a credit card account and presentation instruments related to 1063
the account including cards and checks; 1064

(4) The procedure for credit card issuance, credit card 1065
reissuance, credit card cancellation, and the process for 1066
reporting lost or stolen credit cards; 1067

(5) The school's credit card account's maximum credit 1068
limit or limits; 1069

(6) The actions or omissions by an officer or employee 1070
that qualify as misuse of a credit card account. 1071

(B) The name of the college-preparatory boarding school 1072

shall appear on each presentation instrument related to the 1073
account including cards and checks. 1074

(C) If the fiscal officer of the college-preparatory 1075
boarding school does not retain general possession and control 1076
of the credit card account and presentation instruments related 1077
to the account including cards and checks, the board shall 1078
appoint a compliance officer to perform the duties enumerated 1079
under division (D) of this section. Except a chief administrator 1080
of college-preparatory boarding school serving as compliance 1081
officer, the compliance officer may not use a credit card 1082
account. The compliance officer may not authorize an officer or 1083
employee to use a credit card account. If the chief 1084
administrator acting as compliance officer has authority to use 1085
a credit card account, the board monthly shall review the credit 1086
card account transaction detail and shall sign an attestation 1087
stating the board reviewed the credit card account transaction 1088
detail. The fiscal officer is not eligible for appointment as 1089
compliance officer. The chief administrator is eligible for 1090
appointment as compliance officer. 1091

(D) The compliance officer, if applicable, and the board 1092
at least quarterly shall review the number of cards and accounts 1093
issued, the number of active cards and accounts issued, the 1094
cards' and accounts' expiration dates, and the cards' and 1095
accounts' credit limits. 1096

(E) If the fiscal officer retains general possession and 1097
control of the credit card account and presentation instruments 1098
related to the account including cards and checks, and the board 1099
authorizes an officer or employee to use a credit card, 1100
including through a system the fiscal officer utilizes to sign 1101
out credit cards to the authorized users, the officer or 1102

employee shall provide the fiscal officer or the fiscal 1103
officer's designee an itemized receipt for each charge upon 1104
returning the credit card. The officer or employee is liable in 1105
person and upon any official bond the officer or employee has 1106
given to the school to reimburse the school treasury the amount 1107
for which the officer or employee does not provide itemized 1108
receipts. 1109

(F) The use of a credit card account for expenses beyond 1110
those authorized by the board constitutes misuse of a credit 1111
card account. An officer or employee of a college-preparatory 1112
boarding school or a public servant as defined under section 1113
2921.01 of the Revised Code who knowingly misuses a credit card 1114
account held by the board violates section 2913.21 of the 1115
Revised Code. 1116

(G) As used in this section, "credit card account" means 1117
any bank-issued credit card account, store-issued credit card 1118
account, financial institution-issued credit card account, 1119
financial depository-issued credit card account, affinity credit 1120
card account, or any other card account allowing the holder to 1121
purchase goods or services on credit or to transact with the 1122
account, and any debit or gift card account related to the 1123
receipt of grant moneys. "Credit card account" does not include 1124
a procurement card account, gasoline or telephone credit card 1125
account, or any other card account where merchant category codes 1126
are in place as a system of control for use of the card account. 1127

Sec. 3375.392. (A) A—Not later than three months after the 1128
effective date of this amendment, a board of library trustees 1129
appointed pursuant to section 3375.06, 3375.10, 3375.12, 1130
3375.15, 3375.22, or 3375.30 of the Revised Code may authorize 1131
an officer, employee, or appointee of the a free public library 1132

~~under its jurisdiction to use a credit card that the library holds to pay for expenses related to library business. The debt incurred as a result of the use of the credit card shall be paid from library funds.~~ 1133
1134
1135
1136

~~(B) Misuse of a credit card of a free public library by an or library district that holds a credit card account on the effective date of this amendment shall adopt a written policy for the use of credit card accounts. Otherwise, a board shall adopt a written policy before first holding a credit card account.~~ 1137
1138
1139
1140
1141
1142

The policy shall include provisions addressing all of the following: 1143
1144

(1) The officers, positions, or appointees authorized to use credit card accounts; 1145
1146

(2) The types of expenses for which a credit card account may be used; 1147
1148

(3) The procedure for acquisition, use, and management of a credit card account and presentation instruments related to the account including cards and checks; 1149
1150
1151

(4) The procedure for credit card issuance, credit card reissuance, credit card cancellation, and the process for reporting lost or stolen credit cards; 1152
1153
1154

(5) The library's or district's credit card account's maximum credit limit or limits; 1155
1156

(6) The actions or omissions by an officer, employee, or appointee that qualify as misuse of a credit card account. 1157
1158

(B) The name of the free public library or library district shall appear on each presentation instrument related to 1159
1160

the account including cards and checks. 1161

(C) If the fiscal officer of a free public library or 1162
library district does not retain general possession and control 1163
of the credit card account and presentation instruments related 1164
to the account including cards and checks, the board shall 1165
appoint a compliance officer to perform the duties enumerated 1166
under division (D) of this section. The compliance officer may 1167
use a credit card account only upon authority from the fiscal 1168
officer of the free public library or library district, except 1169
the director of a free public library or library district 1170
serving in the role of compliance officer may use a credit card 1171
if so authorized under the policy. If the compliance officer has 1172
authority to use a credit card account, the board monthly shall 1173
review the credit card account transaction detail and shall sign 1174
an attestation stating the board reviewed the credit card 1175
account transaction detail. The compliance officer may not 1176
authorize an officer, employee, or appointee to use a credit 1177
card account, except a director serving in the role of 1178
compliance officer may authorize an officer, employee, or 1179
appointee to use a credit card account. The fiscal officer of 1180
the free public library or library district is not eligible for 1181
appointment as compliance officer. The director is eligible for 1182
appointment as compliance officer. 1183

(D) The compliance officer, if applicable, and the finance 1184
committee of the board at least once every six months shall 1185
review the number of cards and accounts issued, the number of 1186
active cards and accounts issued, the cards' and accounts' 1187
expiration dates, and the cards' and accounts' credit limits. 1188

(E) If the fiscal officer retains general possession and 1189
control of the credit card account and presentation instruments 1190

related to the account including cards and checks, and the board 1191
or director authorizes an officer, employee, or appointee to use 1192
a credit card, including through a system the fiscal officer 1193
utilizes to sign out credit cards to the authorized users, the 1194
officer, employee, or appointee shall provide the fiscal officer 1195
or the fiscal officer's designee an itemized receipt for each 1196
charge upon returning the credit card. The officer, employee, or 1197
appointee is liable in person and upon any official bond the 1198
officer, employee, or appointee has given to the library or 1199
district to reimburse the library or district treasury the 1200
amount for which the officer, employee, or appointee does not 1201
provide itemized receipts. 1202

(F) The use of a credit card account for expenses beyond 1203
those authorized by the board constitutes misuse of a credit 1204
card account. An officer, employee, or appointee of the library 1205
is subject to or district or a public servant as defined under 1206
section 2921.01 of the Revised Code who knowingly misuses a 1207
credit card account held by the board violates section 2913.21 1208
of the Revised Code. The officer, employee, or appointee also 1209
may be found personally liable to the library in a civil action 1210
for the officer's, employee's, or appointee's misuse of the 1211
library's credit card. 1212

(C) Any officer, employee, or appointee of a free public 1213
library who is authorized to use a credit card that the library 1214
holds and who suspects the loss, the theft, or another person's 1215
possible unauthorized use of the credit card shall notify the 1216
board of library trustees immediately in writing of the 1217
suspected loss, theft, or possible unauthorized use. The 1218
officer, employee, or appointee may be held personally liable to 1219
the library for any unauthorized debt resulting from the credit 1220
card's loss, theft, or unauthorized use in the amount of fifty 1221

~~dollars or the amount charged to the credit card as a result of~~ 1222
~~the loss, theft, or unauthorized use, whichever is less.~~ 1223

(G) As used in this section, "credit card account" means 1224
any bank-issued credit card account, store-issued credit card 1225
account, financial institution-issued credit card account, 1226
financial depository-issued credit card account, affinity credit 1227
card account, or any other card account allowing the holder to 1228
purchase goods or services on credit or to transact with the 1229
account, and any debit or gift card account related to the 1230
receipt of grant moneys. "Credit card account" does not include 1231
a procurement card account, gasoline or telephone credit card 1232
account, or any other card account where merchant category codes 1233
are in place as a system of control for use of the card account. 1234

Sec. 6119.60. (A) Not later than three months after the 1235
effective date of this section, a board of trustees of a 1236
regional water and sewer district that holds a credit card 1237
account on the effective date of this section shall adopt a 1238
written policy for the use of credit card accounts. Otherwise, a 1239
board shall adopt a written policy before first holding a credit 1240
card account. 1241

The policy shall include provisions addressing all of the 1242
following: 1243

(1) The officers or positions authorized to use credit 1244
card accounts; 1245

(2) The types of expenses for which a credit card account 1246
may be used; 1247

(3) The procedure for acquisition, use, and management of 1248
a credit card account and presentation instruments related to 1249
the account including cards and checks; 1250

(4) The procedure for credit card issuance, credit card reissuance, credit card cancellation, and the process for reporting lost or stolen credit cards; 1251
1252
1253

(5) The district's credit card account's maximum credit limit or limits; 1254
1255

(6) The actions or omissions by an officer or employee that qualify as misuse of a credit card account. 1256
1257

(B) The name of the regional water and sewer district shall appear on each presentation instrument related to the account including cards and checks. 1258
1259
1260

(C) If the fiscal officer of the district does not retain general possession and control of the credit card account and presentation instruments related to the account including cards and checks, the board shall appoint a compliance officer to perform the duties enumerated under division (D) of this section. The compliance officer may not use a credit card account and may not authorize an officer or employee to use a credit card account. The fiscal officer is not eligible for appointment as compliance officer. 1261
1262
1263
1264
1265
1266
1267
1268
1269

(D) The compliance officer, if applicable, and the board at least quarterly shall review the number of cards and accounts issued, the number of active cards and accounts issued, the cards' and accounts' expiration dates, and the cards' and accounts' credit limits. 1270
1271
1272
1273
1274

(E) If the fiscal officer retains general possession and control of the credit card account and presentation instruments related to the account including cards and checks, and the board authorizes an officer or employee to use a credit card, including through a system the fiscal officer utilizes to sign 1275
1276
1277
1278
1279

out credit cards to the authorized users, the officer or 1280
employee shall provide the fiscal officer or the fiscal 1281
officer's designee an itemized receipt for each charge upon 1282
returning the credit card. The officer or employee is liable in 1283
person and upon any official bond the officer or employee has 1284
given to the district to reimburse the district treasury the 1285
amount for which the officer or employee does not provide 1286
itemized receipts. 1287

(F) The use of a credit card account for expenses beyond 1288
those authorized by the board constitutes misuse of a credit 1289
card account. An officer or employee of a regional water and 1290
sewer district or a public servant as defined under section 1291
2921.01 of the Revised Code who knowingly misuses a credit card 1292
account held by the board violates section 2913.21 of the 1293
Revised Code. 1294

(G) As used in this section, "credit card account" means 1295
any bank-issued credit card account, store-issued credit card 1296
account, financial institution-issued credit card account, 1297
financial depository-issued credit card account, affinity credit 1298
card account, or any other card account allowing the holder to 1299
purchase goods or services on credit or to transact with the 1300
account, and any debit or gift card account related to the 1301
receipt of grant moneys. "Credit card account" does not include 1302
a procurement card account, gasoline or telephone credit card 1303
account, or any other card account where merchant category codes 1304
are in place as a system of control for use of the card account. 1305

Section 2. That existing sections 505.64, 511.234, 940.11, 1306
940.12, 1545.072, 1711.131, 2913.21, 3313.291, and 3375.392 of 1307
the Revised Code are hereby repealed. 1308