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132nd General Assembly
Regular Session
2017-2018

Sub. H. B. No. 312

A BILL

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

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

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

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



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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) How frequently the political subdivision has credit 29
cards or a credit card account reissued; 30

(5) The political subdivision's credit card account's 31
maximum credit limit or limits; 32

(6) The actions or omissions by an officer or employee 33
that qualify as misuse of a credit card account. 34

(B) The name of the political subdivision shall appear on 35
each presentation instrument related to the account including 36
cards and checks. 37

(C) If the political subdivision's fiscal officer does not 38
retain general possession and control of the credit card account 39
and presentation instruments related to the account including 40
cards and checks, the legislative authority shall appoint a 41
compliance officer to oversee officers' and employees' use of 42
credit card accounts under the policy. The compliance officer 43
may not use a credit card account and may not authorize an 44
officer or employee to use a credit card account. The fiscal 45
officer is not eligible for appointment as compliance officer. 46

(D) The compliance officer, if applicable, and the 47

legislative authority at least quarterly shall review the number 48
of cards and accounts issued, the number of active cards and 49
accounts issued, the cards' and accounts' expiration dates, and 50
the cards' and accounts' credit limits. 51

(E) If the fiscal officer retains general possession and 52
control of the credit card account and presentation instruments 53
related to the account including cards and checks, and the 54
legislative authority authorizes an officer or employee to use a 55
credit card account, including through a system the fiscal 56
officer utilizes to sign out credit cards to the authorized 57
users, the officer or employee shall provide the fiscal officer 58
or the fiscal officer's designee an itemized receipt for each 59
charge upon returning the credit card to the fiscal officer. The 60
officer or employee is liable in person and upon any official 61
bond the officer or employee has given to the political 62
subdivision to reimburse the treasury the amount for which the 63
officer or employee does not provide itemized receipts. Failure 64
by the officer or employee to reimburse the amount for which the 65
officer or employee is liable within a reasonable period of time 66
is a violation of section 2913.21 of the Revised Code. 67

(F) The use of a credit card account for expenses beyond 68
those authorized by the legislative authority constitutes misuse 69
of a credit card account. An officer or employee of the 70
political subdivision or a public servant as defined under 71
section 2921.01 of the Revised Code who knowingly misuses a 72
credit card account held by the legislative authority violates 73
section 2913.21 of the Revised Code. 74

(G) As used in this section: 75

"Credit card account" means any bank-issued credit card 76
account, store-issued credit card account, financial 77

institution-issued credit card account, financial depository- 78
issued credit card account, affinity credit card account, or any 79
other card account allowing the holder to purchase goods or 80
services on credit or to transact with the account, and any 81
debit or gift card account related to the receipt of grant 82
moneys. "Credit card account" does not include a procurement 83
card account, gasoline or telephone credit card account, or any 84
other card account where merchant category codes are in place as 85
a system of control for use of the card account. 86

"Political subdivision" means any body corporate and 87
politic that is responsible for government activities in a 88
geographic area smaller than that of the state. "Political 89
subdivision" does not include a county. 90

Sec. 9.22. As used in this section, "political 91
subdivision" means a county, township, municipal corporation, or 92
any other body corporate and politic that is responsible for 93
government activities in a geographic area smaller than that of 94
the state. 95

No political subdivision may hold or utilize a debit card 96
account, except for law enforcement purposes. Possession or use 97
of a debit card account by a political subdivision except for 98
law enforcement purposes is a violation of section 2913.21 of 99
the Revised Code. 100

This section does not apply to debit card accounts related 101
to the receipt of grant moneys. 102

Sec. 117.102. The auditor of state shall adopt a procedure 103
by which a political subdivision shall report to the auditor of 104
state any amount of money or rewards the political subdivision 105
derives from the use of a credit card account rewards program. 106

As used in this section, "political subdivision" means a county, township, municipal corporation, or any other body corporate and politic that is responsible for government activities in a geographic area smaller than that of the state. 107
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Sec. 505.64. (A) The board of township trustees of any township may authorize an officer, employee, or appointee of the township to use a credit card account held by the board of township trustees ~~to pay for work related expenses. The debt incurred as a result of the use of a credit card pursuant to this section shall be paid from moneys appropriated by the board of township trustees for such expenses~~ in accordance with this section. 111
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~~(B) The officer, employee, or appointee shall be liable in person and upon any official bond the officer, employee, or appointee has given to the township for the unauthorized use of a credit card held by the board of township trustees. The prosecuting attorney of the county shall recover the amount of any unauthorized expenses incurred by the officer, employee, or appointee by civil action in any court of appropriate jurisdiction. This section does not limit any other liability of an officer, employee, or appointee for unauthorized use of a credit card held by the board of township trustees.~~ 119
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~~(C) An officer, employee, or appointee who is authorized to use a credit card held by the board of township trustees and who suspects the loss, theft, or possibility of unauthorized use of the credit card shall notify the board of township trustees of the suspected loss, theft, or possible unauthorized use immediately in writing. The officer, employee, or appointee may be held liable in person and upon any official bond the officer, employee, or appointee has given to the township for up to fifty~~ 129
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~~dollars in unauthorized debt incurred before the board receives such notification.~~ 137
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~~(D) Misuse of a credit card held by the board of township trustees by an~~ 139
Not later than three months after the effective 140
date of this amendment, the board of township trustees of any 141
township that holds a credit card account on the effective date 142
of this amendment shall adopt a written policy for the use of 143
credit card accounts. Otherwise, a board shall adopt a written 144
policy before first holding a credit card account. 145

The policy shall include provisions addressing all of the 146
following: 147

(1) The officers, positions, or appointees authorized to 148
use a credit card account; 149

(2) The types of expenses of which a credit card account 150
may be used; 151

(3) The procedure for acquisition, use, and management of 152
a credit card account and presentation instruments related to 153
the account including cards and checks; 154

(4) How frequently the township has credit cards or a 155
credit card account reissued; 156

(5) The township's credit card account's maximum credit 157
limit or limits; 158

(6) The actions or omissions by an officer, employee, or 159
appointee that qualify as misuse of a credit card account. 160

(B) The name of the township shall appear on each 161
presentation instrument related to the account including cards 162
and checks. 163

(C) If the township fiscal officer 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: 164
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(1) In a township that has adopted a limited home rule government under Chapter 504. of the Revised Code, the board shall appoint a compliance officer to oversee officers', employees', and appointees' use of credit card accounts under the policy. The compliance officer may not use a credit card account and may not authorize an officer, employee, or appointee to use a credit card account, except that a board of township trustees serving in the role of compliance officer may use a credit card account if so authorized under the policy and may authorize an officer, employee, or appointee to use a credit card account as provided in division (A) of this section. The fiscal officer is not eligible for appointment as compliance officer. 168
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(2) In a township that has not adopted a limited home rule government under Chapter 504. of the Revised Code, the fiscal officer monthly shall present to the board credit card account transaction detail from the previous month. The board shall review the credit card account transaction detail and the chairperson of the board shall sign an attestation stating the board reviewed the credit card account transaction detail. 181
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(D) The compliance officer, if applicable, and the board at least once every six months 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. 188
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(E) If the fiscal officer retains general possession and 193

control of the credit card account and presentation instruments 194
related to the account including cards and checks, and the board 195
authorizes an officer, employee, or appointee to use a credit 196
card, including through a system the fiscal officer utilizes to 197
sign out credit cards to the authorized users, the officer, 198
employee, or appointee shall provide the fiscal officer or the 199
fiscal officer's designee an itemized receipt for each charge 200
upon returning the credit card to the fiscal officer. The 201
officer, employee, or appointee is liable in person and upon any 202
official bond the officer, employee, or appointee has given to 203
the township to reimburse the township treasury the amount for 204
which the officer, employee, or appointee does not provide 205
itemized receipts. Failure by the officer, employee, or 206
appointee to reimburse the amount for which the officer, 207
employee, or appointee is liable within a reasonable period of 208
time is a violation of section 2913.21 of the Revised Code. 209

(F) The use of a credit card account for expenses beyond 210
those authorized by the board constitutes misuse of a credit 211
card account. An officer, employee, or appointee of a township 212
is a violation of or a public servant as defined under section 213
2921.01 of the Revised Code who knowingly misuses a credit card 214
account held by the board violates section 2913.21 of the 215
Revised Code. 216

(G) As used in this section, "credit card account" means 217
any bank-issued credit card account, store-issued credit card 218
account, financial institution-issued credit card account, 219
financial depository-issued credit card account, affinity credit 220
card account, or any other card account allowing the holder to 221
purchase goods or services on credit or to transact with the 222
account, and any debit or gift card account related to the 223
receipt of grant moneys. "Credit card account" does not include 224

a procurement card account, gasoline or telephone credit card 225
account, or any other card account where merchant category codes 226
are in place as a system of control for use of the card account. 227

Sec. 511.234. (A) ~~The~~ Not later than three months after 228
the effective date of this amendment, the board of park 229
commissioners of a township park district ~~may authorize an~~ 230
~~officer, employee, or appointee of the board to use that holds a~~ 231
credit card held by the board to pay for expenses related to 232
park district business. The debt incurred as a result of the use 233
of a credit card under this section shall be paid from park 234
district funds. 235

~~(B) No officer, employee, or appointee of a board of park~~ 236
~~commissioners who is authorized to use a credit card held by the~~ 237
board shall use it to incur any unauthorized debt against the 238
park district's credit. 239

~~(C) Whoever violates division (B) of this section is~~ 240
guilty of one of the following: 241

~~(1) A misdemeanor of the first degree if the amount of the~~ 242
unauthorized debt is no more than one hundred fifty dollars; 243

~~(2) A felony of the fourth degree if the amount of the~~ 244
unauthorized debt exceeds one hundred fifty dollars. 245

~~(D) An officer, employee, or appointee, in a civil action,~~ 246
may be found personally liable to the park district for the 247
officer's, employee's, or appointee's unauthorized use of the 248
park district credit card. 249

~~(E) Whenever any officer, employee, or appointee~~ 250
authorized to use a credit card held by the board of park 251
commissioners suspects the loss, theft, or possibility of 252
another person's unauthorized use of the credit card that the 253

~~officer, employee, or appointee is authorized to use, the~~ 254
~~officer, employee, or appointee shall so notify the board~~ 255
~~immediately in writing. The officer, employee, or appointee may~~ 256
~~be held personally liable for unauthorized debt resulting from~~ 257
~~the loss, theft, or unauthorized use, in the amount of fifty~~ 258
~~dollars or the amount charged to the credit card as a result of~~ 259
~~the loss, theft, or unauthorized use, whichever is less.~~ 260
account
on the effective date of this amendment shall adopt a written 261
policy for the use of credit card accounts. Otherwise, a board 262
shall adopt a written policy before first holding a credit card 263
account. 264

The policy shall include provisions addressing all of the 265
following: 266

(1) The officers, positions, or appointees authorized to 267
use a credit card account; 268

(2) The types of expenses for which a credit card account 269
may be used; 270

(3) The procedure for acquisition, use, and management of 271
a credit card account and presentation instruments related to 272
the account including cards and checks; 273

(4) How frequently the district has credit cards or a 274
credit card account reissued; 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
oversee officers', employees', and appointees' use of credit 287
card accounts under the policy. The compliance officer may not 288
use a credit card account and may not authorize an officer, 289
employee, or appointee to use a credit card account, except that 290
a board of park commissioners serving in the role of compliance 291
officer may use a credit card account if so authorized under the 292
policy and may authorize an officer, employee, or appointee to 293
use a credit card account as provided in division (A) of this 294
section. The clerk is not eligible for appointment as compliance 295
officer. 296

(D) The compliance officer, if applicable, and the board 297
at least quarterly shall review the number of cards and accounts 298
issued, the number of active cards and accounts issued, the 299
cards' and accounts' expiration dates, and the cards' and 300
accounts' credit limits. 301

(E) If the clerk retains general possession and control of 302
the credit card account and presentation instruments related to 303
the account including cards and checks, and the board authorizes 304
an officer, employee, or appointee to use a credit card, 305
including through a system the clerk utilizes to sign out credit 306
cards to the authorized users, the officer, employee, or 307
appointee shall provide the clerk or the clerk's designee an 308
itemized receipt for each charge upon returning the credit card 309
to the clerk. The officer, employee, or appointee is liable in 310
person and upon any official bond the officer, employee, or 311

appointee has given to the township park district to reimburse 312
the district treasury the amount for which the officer, 313
employee, or appointee does not provide itemized receipts. 314
Failure by the officer, employee, or appointee to reimburse the 315
amount for which the officer, employee, or appointee is liable 316
within a reasonable period of time is a violation of section 317
2913.21 of the Revised Code. 318

(F) The use of a credit card account for expenses beyond 319
those authorized by the board constitutes misuse of a credit 320
card account. An officer, employee, or appointee of a township 321
park district or a public servant as defined under section 322
2921.01 of the Revised Code who knowingly misuses a credit card 323
account held by the board violates section 2913.21 of the 324
Revised Code. 325

(G) As used in this section, "credit card account" means 326
any bank-issued credit card account, store-issued credit card 327
account, financial institution-issued credit card account, 328
financial depository-issued credit card account, affinity credit 329
card account, or any other card account allowing the holder to 330
purchase goods or services on credit or to transact with the 331
account, and any debit or gift card account related to the 332
receipt of grant moneys. "Credit card account" does not include 333
a procurement card account, gasoline or telephone credit card 334
account, or any other card account where merchant category codes 335
are in place as a system of control for use of the card account. 336

Sec. 717.31. (A) Not later than three months after the 337
effective date of this section, a legislative authority of a 338
municipal corporation that holds a credit card account on the 339
effective date of this section shall adopt a written policy for 340
the use of credit card accounts. Otherwise, a legislative 341

authority shall adopt a written policy before first holding a 342
credit card account. 343

The policy shall include provisions addressing all of the 344
following: 345

(1) The officers or positions authorized to use a credit 346
card account; 347

(2) The types of expenses for which a credit card account 348
may be used; 349

(3) The procedure for acquisition, use, and management of 350
a credit card account and presentation instruments related to 351
the account including cards and checks; 352

(4) How frequently the municipal corporation has credit 353
cards or a credit card account reissued; 354

(5) The municipal corporation's credit card account's 355
maximum credit limit or limits; 356

(6) The actions or omissions by an officer or employee 357
that qualify as misuse of a credit card account. 358

(B) The name of the municipal corporation shall appear on 359
each presentation instrument related to the account including 360
cards and checks. 361

(C) If the village clerk or city auditor, as applicable, 362
does not retain general possession and control of the credit 363
card account and presentation instruments related to the account 364
including cards and checks, the following applies: 365

(1) In a municipal corporation that has the authority to 366
operate a mayor's court pursuant to Chapter 1905. of the Revised 367
Code, the chief executive officer of the municipal corporation 368

shall appoint a compliance officer to oversee officers' and 369
employees' use of credit card accounts under the policy. The 370
compliance officer may use a credit card account only upon 371
authority from the village clerk or city auditor. If the 372
compliance officer has authority to use a credit card account, 373
the finance committee of the legislative authority monthly shall 374
review the credit card account transaction detail and shall sign 375
an attestation stating the committee reviewed the credit card 376
account transaction detail. The compliance officer may not 377
authorize an officer or employee to use a credit card account. 378
The village clerk or city auditor is not eligible for 379
appointment as compliance officer. 380

(2) In a municipal corporation that does not have the 381
authority to operate a mayor's court pursuant to Chapter 1905. 382
of the Revised Code, the village clerk or city auditor monthly 383
shall present to the legislative authority credit card account 384
transaction detail from the previous month. The legislative 385
authority shall review the credit card account transaction 386
detail and the presiding officer of the legislative authority 387
shall sign an attestation stating the legislative authority 388
reviewed the credit card account transaction detail. 389

(D) The compliance officer, if applicable, and the 390
legislative authority at least quarterly shall review the number 391
of cards and accounts issued, the number of active cards and 392
accounts issued, the cards' and accounts' expiration dates, and 393
the cards' and accounts' credit limits. 394

(E) If the village clerk or city auditor retains general 395
possession and control of the credit card account and 396
presentation instruments related to the account including cards 397
and checks, and the legislative authority authorizes an officer 398

or employee to use a credit card, including through a system the 399
village clerk or city auditor utilizes to sign out credit cards 400
to the authorized users, the officer or employee shall provide 401
the village clerk or city auditor or the clerk's or auditor's 402
designee an itemized receipt for each charge upon returning the 403
credit card to the village clerk or city auditor. The officer or 404
employee is liable in person and upon any official bond the 405
officer or employee has given to the municipal corporation to 406
reimburse the treasury the amount for which the officer or 407
employee does not provide itemized receipts. Failure by the 408
officer or employee to reimburse the amount for which the 409
officer or employee is liable within a reasonable period of time 410
is a violation of section 2913.21 of the Revised Code. 411

(F) The use of a credit card account for expenses beyond 412
those authorized by the legislative authority constitutes misuse 413
of a credit card account. An officer or employee of the 414
municipal corporation or a public servant as defined under 415
section 2921.01 of the Revised Code who knowingly misuses a 416
credit card account held by the municipal corporation violates 417
section 2913.21 of the Revised Code. 418

(G) As used in this section, "credit card account" means 419
any bank-issued credit card account, store-issued credit card 420
account, financial institution-issued credit card account, 421
financial depository-issued credit card account, affinity credit 422
card account, or any other card account allowing the holder to 423
purchase goods or services on credit or to transact with the 424
account, and any debit or gift card account related to the 425
receipt of grant moneys. "Credit card account" does not include 426
a procurement card account, gasoline or telephone credit card 427
account, or any other card account where merchant category codes 428
are in place as a system of control for use of the card account. 429

Sec. 940.11. ~~The (A) Not later than three months after the~~ 430
~~effective date of this amendment, the supervisors of a soil and~~ 431
~~water conservation district may hold one or more that hold a~~ 432
~~credit cards on behalf of the district and may authorize any~~ 433
~~supervisor or employee of the district to use such a credit card~~ 434
~~to pay for expenses related to the purposes of the district. The~~ 435
~~supervisors shall pay the debt incurred as a result of the use~~ 436
~~of such a credit card from money accepted by the supervisors as~~ 437
~~authorized under division (E) of section 940.06 of the Revised~~ 438
~~Code or from the special fund established for the district under~~ 439
~~section 940.12 of the Revised Code. The misuse of card account~~ 440
~~on the effective date of this amendment shall adopt a written~~ 441
~~policy for the use of credit card accounts. Otherwise, the~~ 442
~~supervisors shall adopt a written policy before first holding a~~ 443
~~credit card account.~~ 444

The policy shall include provisions addressing all of the 445
following: 446

(1) The supervisors or positions authorized to use a 447
credit card account; 448

(2) The types of expenses for which a credit card account 449
may be used; 450

(3) The procedure for acquisition, use, and management of 451
a credit card account and presentation instruments related to 452
the account including cards and checks; 453

(4) How frequently the district has credit cards or a 454
credit card account reissued; 455

(5) The district's credit card account's maximum credit 456
limit or limits; 457

(6) The actions or omissions by an officer or employee 458

that qualify as misuse of a credit card account. 459

(B) The name of the soil and water conservation district shall appear on each presentation instrument related to the account including cards and checks. 460
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(C) If the fiscal agent 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 supervisors shall appoint a compliance officer to oversee supervisors' and employees' use of credit card accounts under the policy. The compliance officer may not use a credit card account and may not authorize a supervisor or employee to use a credit card account. The fiscal agent is not eligible for appointment as compliance officer. 463
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(D) The compliance officer, if applicable, and the supervisors 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. 472
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(E) If the fiscal agent retains general possession and control of the credit card account and presentation instruments related to the account including cards and checks, and the supervisors authorize a supervisor or employee to use a credit card, including through a system the fiscal agent utilizes to sign out credit cards to the authorized users, the supervisor or employee shall provide the fiscal agent or the fiscal agent's designee an itemized receipt for each charge upon returning the credit card to the fiscal agent. The supervisor or employee is liable in person and upon any official bond the supervisor or employee has given to the district to reimburse the district treasury the amount for which the supervisor or employee does 477
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not provide itemized receipts. Failure by the supervisor or 489
employee to reimburse the amount for which the supervisor or 490
employee is liable within a reasonable period of time is a 491
violation of section 2913.21 of the Revised Code. 492

(F) The use of a credit card account for expenses beyond 493
those authorized by the supervisors constitutes misuse of a 494
credit card account. A supervisor or employee of a soil and 495
water conservation district or a public servant as defined under 496
section 2921.01 of the Revised Code who knowingly misuses a 497
credit card account held on behalf of a soil and water 498
conservation district is a violation of violates section 2913.21 499
of the Revised Code. In addition, a supervisor or employee of a 500
district who makes unauthorized use of such a credit card may be 501
held personally liable to the district for the unauthorized use. 502
This section does not limit any other liability of a supervisor 503
or employee of a district for the unauthorized use of such a 504
credit card. 505

~~A supervisor or employee of a soil and water conservation~~ 506
~~district who is authorized to use a credit card that is held on~~ 507
~~behalf of the district and who suspects the loss, theft, or~~ 508
~~possibility of another person's unauthorized use of the credit~~ 509
~~card immediately shall notify the supervisors in writing of the~~ 510
~~suspected loss, theft, or possible unauthorized use.~~ 511

(G) As used in this section, "credit card account" means 512
any bank-issued credit card account, store-issued credit card 513
account, financial institution-issued credit card account, 514
financial depository-issued credit card account, affinity credit 515
card account, or any other card account allowing the holder to 516
purchase goods or services on credit or to transact with the 517
account, and any debit or gift card account related to the 518

receipt of grant moneys. "Credit card account" does not include 519
a procurement card account, gasoline or telephone credit card 520
account, or any other card account where merchant category codes 521
are in place as a system of control for use of the card account. 522

Sec. 940.12. The board of county commissioners of each 523
county in which there is a soil and water conservation district 524
may levy a tax within the ten-mill limitation and may 525
appropriate money from the proceeds of the levy or from the 526
general fund of the county. The money shall be held in a special 527
fund for the credit of the district, to be expended for the 528
purposes prescribed in ~~sections~~ section 940.08 and 940.11 of the 529
Revised Code or under the policy adopted under section 940.11 of 530
the Revised Code, for construction and maintenance of 531
improvements by the district, and for other expenses incurred in 532
carrying out the program of the district upon the written order 533
of the fiscal agent for the district after authorization by a 534
majority of the supervisors of the district. 535

Sec. 1545.072. (A) ~~The~~ Not later than three months after 536
the effective date of this amendment, a board of park 537
commissioners ~~may authorize an officer, employee, or appointee~~ 538
~~of the board to use of a park district that holds a credit card~~ 539
~~held by the park district to pay for expenses related to park~~ 540
~~district business. The debt incurred as a result of the use of a~~ 541
~~credit card under this section shall be paid from park district~~ 542
~~funds~~ account on the effective date of this amendment shall 543
adopt a written policy for the use of credit card accounts. 544
Otherwise, a board shall adopt a written policy before first 545
holding a credit card account. 546

The policy shall include provisions addressing all of the 547
following: 548

<u>(1) The officers, positions, or appointees authorized to</u>	549
<u>use park district credit card accounts;</u>	550
<u>(2) The types of expenses for which a credit card account</u>	551
<u>may be used;</u>	552
<u>(3) The procedure for acquisition, use, and management of</u>	553
<u>a credit card account and presentation instruments related to</u>	554
<u>the account including cards and checks;</u>	555
<u>(4) How frequently the district has credit cards or a</u>	556
<u>credit card account reissued;</u>	557
<u>(5) The district's credit card account's maximum credit</u>	558
<u>limit or limits;</u>	559
<u>(6) The actions or omissions by an officer, employee, or</u>	560
<u>appointee that qualify as misuse of a credit card account.</u>	561
<u>(B) Misuse of a credit card held by the board by an The</u>	562
<u>name of the park district shall appear on each presentation</u>	563
<u>instrument related to the account including cards and checks.</u>	564
<u>(C) If the treasurer of the park district does not retain</u>	565
<u>general possession and control of the credit card account and</u>	566
<u>presentation instruments related to the account including cards</u>	567
<u>and checks, the board shall appoint a compliance officer to</u>	568
<u>oversee officers', employees', and appointees' use of credit</u>	569
<u>card accounts under the policy. The compliance officer may not</u>	570
<u>use a credit card account and may not authorize an officer,</u>	571
<u>employee, or appointee to use a credit card account. The</u>	572
<u>treasurer is not eligible for appointment as compliance officer.</u>	573
<u>(D) The compliance officer, if applicable, and the board</u>	574
<u>at least quarterly shall review the number of cards and accounts</u>	575
<u>issued, the number of active cards and accounts issued, the</u>	576

cards' and accounts' expiration dates, and the cards' and 577
accounts' credit limits. 578

(E) If the treasurer retains general possession and 579
control of the credit card account and presentation instruments 580
related to the account including cards and checks, and the board 581
authorizes an officer, employee, or appointee to use a credit 582
card, including through a system the treasurer utilizes to sign 583
out credit cards to the authorized users, the officer, employee, 584
or appointee shall provide the treasurer or the treasurer's 585
designee an itemized receipt for each charge upon returning the 586
credit card to the treasurer. The officer, employee, or 587
appointee is liable in person and upon any official bond the 588
officer, employee, or appointee has given to the park district 589
to reimburse the district treasury the amount for which the 590
officer, employee, or appointee does not provide itemized 591
receipts. Failure by the officer, employee, or appointee to 592
reimburse the amount for which the officer, employee, or 593
appointee is liable within a reasonable period of time is a 594
violation of section 2913.21 of the Revised Code. 595

(F) The use of a credit card account for expenses beyond 596
those authorized by the board constitutes misuse of a credit 597
card account. An officer, employee, or appointee of a board of 598
park commissioners is a violation of or a public servant as 599
defined under section 2921.01 of the Revised Code who knowingly 600
misuses a credit card account held by the board violates section 601
2913.21 of the Revised Code. 602

~~(C) An officer, employee, or appointee, in a civil action,~~ 603
~~may be found personally liable to the park district for the~~ 604
~~officer's, employee's, or appointee's unauthorized use of the~~ 605
~~park district credit card.~~ 606

~~(D) Any officer, employee, or appointee who is authorized to use a credit card held by the board of park commissioners and who suspects the loss, theft, or possibility of another person's unauthorized use of the credit card shall notify the board of park commissioners of the suspected loss, theft, or possible unauthorized use immediately in writing.~~ 607
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~~The officer, employee, or appointee may be held personally liable for unauthorized debt resulting from such loss, theft, or unauthorized use, in the amount of fifty dollars or the amount charged to the credit card as a result of the loss, theft, or unauthorized use, whichever is less.~~ 613
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(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 receipt of grant moneys. "Credit card account" does not include a procurement card account, gasoline or telephone credit card account, or any other card account where merchant category codes are in place as a system of control for use of the card account. 618
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Sec. 1711.131. ~~(A) The~~ Not later than three months after the effective date of this amendment, the board of directors of a county agricultural society or an independent agricultural society may authorize by resolution an officer or employee of the agricultural society to use that holds a credit card held by the board to pay for expenses related to the purposes of the agricultural society. If a board elects to authorize the use of a credit card held by the board as described in this section, 629
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~~the board first shall adopt a policy specifying the purposes for
which the credit card may be used.~~ 637
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~~(B) An officer or employee of an agricultural society who
makes unauthorized use of a credit card held by the society's
board of directors is personally liable for the unauthorized
use. The prosecuting attorney of the appropriate county shall
recover the amount of any unauthorized expenses incurred by the
officer or employee through the misuse of the credit card in a
civil action in any court of competent jurisdiction. This
section does not limit any other liability of the officer or
employee for the unauthorized use of a credit card held by the
board of directors.~~ 639
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~~(C) An officer or employee who is authorized to use a
credit card held by the board of directors of an agricultural
society and who suspects the loss, theft, or possibility of
unauthorized use of the credit card immediately shall notify the
board in writing of the suspected loss, theft, or possible
unauthorized use. The officer or employee may be held personally
liable for not more than fifty dollars in unauthorized debt
incurred before the board receives the notification.~~ 649
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~~(D) The misuse by an 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.~~ 657
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~~The policy shall include provisions addressing all of the
following:~~ 661
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~~(1) The officers or positions authorized to use credit
card accounts;~~ 663
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~~(2) The types of expenses for which a credit card account~~ 665

may be used; 666

(3) The procedure for acquisition, use, and management of a credit card account and presentation instruments related to the account including cards and checks; 667
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(4) How frequently the society has credit cards or a credit card account reissued; 670
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(5) The society's credit card account's maximum credit limit or limits; 672
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(6) The actions or omissions by an officer or employee that qualify as misuse of a credit card account. 674
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(B) The name of the county agricultural society or independent agricultural society shall appear on each presentation instrument related to the account including cards and checks. 676
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(C) If the treasurer of the agricultural society 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 oversee officers' and employees' use of credit card accounts under the policy. 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 treasurer is not eligible for appointment as compliance officer. 680
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(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. 689
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(E) If the treasurer retains general possession and 694
control of the credit card account and presentation instruments 695
related to the account including cards and checks, and the board 696
authorizes an officer or employee to use a credit card, 697
including through a system the treasurer utilizes to sign out 698
credit cards to the authorized users, the officer or employee 699
shall provide the treasurer or treasurer's designee an itemized 700
receipt for each charge upon returning the credit card to the 701
treasurer. The officer or employee is liable in person and upon 702
any official bond the officer or employee has given to the 703
agricultural society to reimburse the society treasury the 704
amount for which the officer or employee does not provide 705
itemized receipts. Failure by the officer or employee to 706
reimburse the amount for which the officer or employee is liable 707
within a reasonable period of time is a violation of section 708
2913.21 of the Revised Code. 709

(F) The use of a credit card account for expenses beyond 710
those authorized by the board constitutes misuse of a credit 711
card account. An officer or employee of an agricultural society 712
or a public servant as defined under section 2921.01 of the 713
Revised Code who knowingly misuses a credit card account held by 714
the society's board of directors is a violation of violates 715
section 2913.21 of the Revised Code. 716

(G) As used in this section, "credit card account" means 717
any bank-issued credit card account, store-issued credit card 718
account, financial institution-issued credit card account, 719
financial depository-issued credit card account, affinity credit 720
card account, or any other card account allowing the holder to 721
purchase goods or services on credit or to transact with the 722
account, and any debit or gift card account related to the 723
receipt of grant moneys. "Credit card account" does not include 724

a procurement card account, gasoline or telephone credit card 725
account, or any other card account where merchant category codes 726
are in place as a system of control for use of the card account. 727

Sec. 2913.21. (A) No person shall do any of the following: 728

(1) Practice deception for the purpose of procuring the 729
issuance of a credit card, when a credit card is issued in 730
actual reliance thereon; 731

(2) Knowingly buy or sell a credit card from or to a 732
person other than the issuer; 733

(3) As an officer, employee, or appointee of a political 734
subdivision or as a public servant as defined under section 735
2921.01 of the Revised Code, knowingly misuse a credit card 736
account held by a political subdivision. 737

(B) No person, with purpose to defraud, shall do any of 738
the following: 739

(1) Obtain control over a credit card as security for a 740
debt; 741

(2) Obtain property or services by the use of a credit 742
card, in one or more transactions, knowing or having reasonable 743
cause to believe that the card has expired or been revoked, or 744
was obtained, is retained, or is being used in violation of law; 745

(3) Furnish property or services upon presentation of a 746
credit card, knowing that the card is being used in violation of 747
law; 748

(4) Represent or cause to be represented to the issuer of 749
a credit card that property or services have been furnished, 750
knowing that the representation is false. 751

(C) No person, with purpose to violate this section, shall receive, possess, control, or dispose of a credit card.

(D) (1) Whoever violates this section is guilty of misuse of credit cards.

(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.

(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 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 seven thousand five hundred dollars or more and is less than one hundred fifty thousand dollars, misuse of credit cards in violation of any of those divisions is a felony of the fourth 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 hundred 782
fifty thousand dollars or more, misuse of credit cards in 783
violation of any of those divisions is a felony of the third 784
degree. 785

(4) If the victim of the offense is an elderly person or 786
disabled adult, and if the offense involves a violation of 787
division (B)(1) or (2) of this section, division (D)(4) of this 788
section applies. Except as otherwise provided in division (D)(4) 789
of this section, a violation of division (B)(1) or (2) of this 790
section is a felony of the fifth degree. If the debt for which 791
the card is held as security or the cumulative retail value of 792
the property or services involved in the violation is one 793
thousand dollars or more and is less than seven thousand five 794
hundred dollars, a violation of either of those divisions is a 795
felony of the fourth degree. If the debt for which the card is 796
held as security or the cumulative retail value of the property 797
or services involved in the violation is seven thousand five 798
hundred dollars or more and is less than thirty-seven thousand 799
five hundred dollars, a violation of either of those divisions 800
is a felony of the third degree. If the debt for which the card 801
is held as security or the cumulative retail value of the 802
property or services involved in the violation is thirty-seven 803
thousand five hundred dollars or more, a violation of either of 804
those divisions is a felony of the second degree. 805

Sec. 3313.291. The board of education of a school district 806
may adopt a resolution establishing a petty cash account from 807
which a designated district official may draw moneys by check 808
signed by that official ~~or by debit card~~ for purchases made 809
within the district. The resolution establishing the account 810
shall specify the maximum amount of money that may be placed in 811
the account; designate the district officials who may draw 812

moneys from the account, or require the treasurer of such board 813
to designate such officials; and specify the requirements and 814
procedures for replenishing the account. 815

Sec. 3313.311. (A) Not later than three months after the 816
effective date of this section, a board of education of any 817
school district, a governing board of an educational service 818
center, or a governing authority of an information technology 819
center that holds a credit card account on the effective date of 820
this section shall adopt a written policy for the use of credit 821
card accounts. Otherwise, a board or authority shall adopt a 822
written policy before first holding a credit card account. 823

The policy shall include provisions addressing all of the 824
following: 825

(1) The officers or positions authorized to use credit 826
card accounts; 827

(2) The types of expenses for which a credit card account 828
may be used; 829

(3) The procedure for acquisition, use, and management of 830
a credit card account and presentation instruments related to 831
the account including cards and checks; 832

(4) How frequently the entity has credit cards or a credit 833
card account reissued; 834

(5) The entity's credit card account's maximum credit 835
limit or limits; 836

(6) The actions or omissions by an officer or employee 837
that qualify as misuse of a credit card account. 838

(B) The name of the school district, educational service 839
center, or information technology center shall appear on each 840

presentation instrument related to the account including cards 841
and checks. 842

(C) If the treasurer of the board of education, treasurer 843
of the educational service center, or chief fiscal officer of 844
the information technology center does not retain general 845
possession and control of the credit card account and 846
presentation instruments related to the account including cards 847
and checks, the board, governing board, or governing authority 848
shall appoint a compliance officer to oversee officers' and 849
employees' use of credit card accounts under the policy. The 850
compliance officer may not use a credit card account and may not 851
authorize an officer or employee to use a credit card account. 852
The treasurer of the board of education, treasurer of the 853
educational service center, and chief fiscal officer of the 854
information technology center are not eligible for appointment 855
as compliance officer. 856

(D) The compliance officer, if applicable, at least 857
quarterly shall review the number of cards and accounts issued, 858
the number of active cards and accounts issued, the cards' and 859
accounts' expiration dates, and the cards' and accounts' credit 860
limits. 861

(E) If the treasurer of the board of education, treasurer 862
of the educational service center, or chief fiscal officer of 863
the information technology center retains general possession and 864
control of the credit card account and presentation instruments 865
related to the account including cards and checks, and the board 866
or authority authorizes an officer or employee to use a credit 867
card, including through a system the treasurer or chief fiscal 868
officer utilizes to sign out credit cards to the authorized 869
users, the officer or employee shall provide the treasurer or 870

chief fiscal officer or the treasurer's or chief fiscal 871
officer's designee an itemized receipt for each charge upon 872
returning the credit card to the treasurer or chief fiscal 873
officer. The officer or employee is liable in person and upon 874
any official bond the officer or employee has given to the 875
school district, educational service center, or information 876
technology center to reimburse the treasury the amount for which 877
the officer or employee does not provide itemized receipts. 878
Failure by the officer or employee to reimburse the amount for 879
which the officer or employee is liable within a reasonable 880
period of time is a violation of section 2913.21 of the Revised 881
Code. 882

(F) The use of a credit card account for expenses beyond 883
those authorized by the board or authority constitutes misuse of 884
a credit card account. An officer or employee of a school 885
district, educational service center, or information technology 886
center or a public servant as defined under section 2921.01 of 887
the Revised Code who knowingly misuses a credit card account 888
held by a board or authority violates section 2913.21 of the 889
Revised Code. 890

(G) As used in this section, "credit card account" means 891
any bank-issued credit card account, store-issued credit card 892
account, financial institution-issued credit card account, 893
financial depository-issued credit card account, affinity credit 894
card account, or any other card account allowing the holder to 895
purchase goods or services on credit or to transact with the 896
account, and any debit or gift card account related to the 897
receipt of grant moneys. "Credit card account" does not include 898
a procurement card account, gasoline or telephone credit card 899
account, or any other card account where merchant category codes 900
are in place as a system of control for use of the card account. 901

Sec. 3314.52. (A) Not later than three months after the 902
effective date of this section, the governing authority of a 903
community school that holds a credit card account on the 904
effective date of this section shall adopt a written policy for 905
the use of credit card accounts. Otherwise, a governing 906
authority shall adopt a written policy before first holding a 907
credit card account. 908

The policy shall include provisions addressing all of the 909
following: 910

(1) The officers or positions authorized to use credit 911
card accounts; 912

(2) The types of expenses for which a credit card account 913
may be used; 914

(3) The procedure for acquisition, use, and management of 915
a credit card account and presentation instruments related to 916
the account including cards and checks; 917

(4) How frequently the community school has credit cards 918
or a credit card account reissued; 919

(5) The community school's credit card account's maximum 920
credit limit or limits; 921

(6) The actions or omissions by an officer or employee 922
that qualify as misuse of a credit card account. 923

(B) The name of the community school shall appear on each 924
presentation instrument related to the account including cards 925
and checks. 926

(C) If the designated fiscal officer of the community 927
school does not retain general possession and control of the 928
credit card account and presentation instruments related to the 929

account including cards and checks, the governing authority 930
shall appoint a compliance officer to oversee officers' and 931
employees' use of credit card accounts under the policy. The 932
compliance officer may not use a credit card account and may not 933
authorize an officer or employee to use a credit card account. 934
The designated fiscal officer is not eligible for appointment as 935
compliance officer. 936

(D) The compliance officer, if applicable, and the 937
governing authority at least quarterly shall review the number 938
of cards and accounts issued, the number of active cards and 939
accounts issued, the cards' and accounts' expiration dates, and 940
the cards' and accounts' credit limits. 941

(E) If the designated fiscal officer retains general 942
possession and control of the credit card account and 943
presentation instruments related to the account including cards 944
and checks, and the governing authority authorizes an officer or 945
employee to use a credit card, including through a system the 946
fiscal officer utilizes to sign out credit cards to the 947
authorized users, the officer or employee shall provide the 948
designated fiscal officer or the designated fiscal officer's 949
designee an itemized receipt for each charge upon returning the 950
credit card to the designated fiscal officer. The officer or 951
employee is liable in person and upon any official bond the 952
officer or employee has given to the community school to 953
reimburse the school treasury the amount for which the officer 954
or employee does not provide itemized receipts. Failure by the 955
officer or employee to reimburse the amount for which the 956
officer or employee is liable within a reasonable period of time 957
is a violation of section 2913.21 of the Revised Code. 958

(F) The use of a credit card account for expenses beyond 959

those authorized by the governing authority constitutes misuse 960
of a credit card account. An officer or employee of a community 961
school or a public servant as defined under section 2921.01 of 962
the Revised Code who knowingly misuses a credit card account 963
held by the governing authority violates section 2913.21 of the 964
Revised Code. 965

(G) As used in this section, "credit card account" means 966
any bank-issued credit card account, store-issued credit card 967
account, financial institution-issued credit card account, 968
financial depository-issued credit card account, affinity credit 969
card account, or any other card account allowing the holder to 970
purchase goods or services on credit or to transact with the 971
account, and any debit or gift card account related to the 972
receipt of grant moneys. "Credit card account" does not include 973
a procurement card account, gasoline or telephone credit card 974
account, or any other card account where merchant category codes 975
are in place as a system of control for use of the card account. 976

Sec. 3326.52. (A) Not later than three months after the 977
effective date of this section, the governing body of a STEM 978
school that holds a credit card account on the effective date of 979
this section shall adopt a written policy for the use of credit 980
card accounts. Otherwise, a governing body shall adopt a written 981
policy before first holding a credit card account. 982

The policy shall include provisions addressing all of the 983
following: 984

(1) The officers or positions authorized to use credit 985
card accounts; 986

(2) The types of expenses for which a credit card account 987
may be used; 988

<u>(3) The procedure for acquisition, use, and management of</u>	989
<u>a credit card account and presentation instruments related to</u>	990
<u>the account including cards and checks;</u>	991
<u>(4) How frequently the STEM school has credit cards or a</u>	992
<u>credit card account reissued;</u>	993
<u>(5) The STEM school's credit card account's maximum credit</u>	994
<u>limit or limits;</u>	995
<u>(6) The actions or omissions by an officer or employee</u>	996
<u>that qualify as misuse of a credit card account.</u>	997
<u>(B) The name of the STEM school shall appear on each</u>	998
<u>presentation instrument related to the account including cards</u>	999
<u>and checks.</u>	1000
<u>(C) If the treasurer of the STEM school does not retain</u>	1001
<u>general possession and control of the credit card account and</u>	1002
<u>presentation instruments related to the account including cards</u>	1003
<u>and checks, the governing body shall appoint a compliance</u>	1004
<u>officer to oversee officers' and employees' use of credit card</u>	1005
<u>accounts under the policy. The compliance officer may not use a</u>	1006
<u>credit card account and may not authorize an officer or employee</u>	1007
<u>to use a credit card account. The treasurer is not eligible for</u>	1008
<u>appointment as compliance officer.</u>	1009
<u>(D) The compliance officer, if applicable, and the</u>	1010
<u>governing body at least quarterly shall review the number of</u>	1011
<u>cards and accounts issued, the number of active cards and</u>	1012
<u>accounts issued, the cards' and accounts' expiration dates, and</u>	1013
<u>the cards' and accounts' credit limits.</u>	1014
<u>(E) If the treasurer retains general possession and</u>	1015
<u>control of the credit card account and presentation instruments</u>	1016
<u>related to the account including cards and checks, and the</u>	1017

governing body authorizes an officer or employee to use a credit 1018
card, including through a system the treasurer utilizes to sign 1019
out credit cards to the authorized users, the officer or 1020
employee shall provide the treasurer or the treasurer's designee 1021
an itemized receipt for each charge upon returning the credit 1022
card to the treasurer. The officer or employee is liable in 1023
person and upon any official bond the officer or employee has 1024
given to the school to reimburse the school treasury the amount 1025
for which the officer or employee does not provide itemized 1026
receipts. Failure by the officer or employee to reimburse the 1027
amount for which the officer or employee is liable within a 1028
reasonable period of time is a violation of section 2913.21 of 1029
the Revised Code. 1030

(F) The use of a credit card account for expenses beyond 1031
those authorized by the governing body constitutes misuse of a 1032
credit card account. An officer or employee of a STEM school or 1033
a public servant as defined under section 2921.01 of the Revised 1034
Code who knowingly misuses a credit card account held by the 1035
governing body violates section 2913.21 of the Revised Code. 1036

(G) As used in this section, "credit card account" means 1037
any bank-issued credit card account, store-issued credit card 1038
account, financial institution-issued credit card account, 1039
financial depository-issued credit card account, affinity credit 1040
card account, or any other card account allowing the holder to 1041
purchase goods or services on credit or to transact with the 1042
account, and any debit or gift card account related to the 1043
receipt of grant moneys. "Credit card account" does not include 1044
a procurement card account, gasoline or telephone credit card 1045
account, or any other card account where merchant category codes 1046
are in place as a system of control for use of the card account. 1047

Sec. 3328.52. (A) Not later than three months after the 1048
effective date of this section, the board of trustees of a 1049
college-preparatory boarding school that holds a credit card 1050
account on the effective date of this section shall adopt a 1051
written policy for the use of credit card accounts. Otherwise, a 1052
board shall adopt a written policy before first holding a credit 1053
card account. 1054

The policy shall include provisions addressing all of the 1055
following: 1056

(1) The officers or positions authorized to use credit 1057
card accounts; 1058

(2) The types of expenses for which a credit card account 1059
may be used; 1060

(3) The procedure for acquisition, use, and management of 1061
a credit card account and presentation instruments related to 1062
the account including cards and checks; 1063

(4) How frequently the school has credit cards or a credit 1064
card account reissued; 1065

(5) The school's credit card account's maximum credit 1066
limit or limits; 1067

(6) The actions or omissions by an officer or employee 1068
that qualify as misuse of a credit card account. 1069

(B) The name of the college-preparatory boarding school 1070
shall appear on each presentation instrument related to the 1071
account including cards and checks. 1072

(C) If the fiscal officer of the college-preparatory 1073
boarding school does not retain general possession and control 1074
of the credit card account and presentation instruments related 1075

to the account including cards and checks, the board shall 1076
appoint a compliance officer to oversee officers' and employees' 1077
use of credit card accounts under the policy. The compliance 1078
officer may not use a credit card account and may not authorize 1079
an officer or employee to use a credit card account. The fiscal 1080
officer is not eligible for appointment as compliance officer. 1081

(D) The compliance officer, if applicable, and the board 1082
at least quarterly shall review the number of cards and accounts 1083
issued, the number of active cards and accounts issued, the 1084
cards' and accounts' expiration dates, and the cards' and 1085
accounts' credit limits. 1086

(E) If the fiscal officer retains general possession and 1087
control of the credit card account and presentation instruments 1088
related to the account including cards and checks, and the board 1089
authorizes an officer or employee to use a credit card, 1090
including through a system the fiscal officer utilizes to sign 1091
out credit cards to the authorized users, the officer or 1092
employee shall provide the fiscal officer or the fiscal 1093
officer's designee an itemized receipt for each charge upon 1094
returning the credit card to the fiscal officer. The officer or 1095
employee is liable in person and upon any official bond the 1096
officer or employee has given to the school to reimburse the 1097
school treasury the amount for which the officer or employee 1098
does not provide itemized receipts. Failure by the officer or 1099
employee to reimburse the amount for which the officer or 1100
employee is liable within a reasonable period of time is a 1101
violation of section 2913.21 of the Revised Code. 1102

(F) The use of a credit card account for expenses beyond 1103
those authorized by the board constitutes misuse of a credit 1104
card account. An officer or employee of a college-preparatory 1105

boarding school or a public servant as defined under section 1106
2921.01 of the Revised Code who knowingly misuses a credit card 1107
account held by the board violates section 2913.21 of the 1108
Revised Code. 1109

(G) As used in this section, "credit card account" means 1110
any bank-issued credit card account, store-issued credit card 1111
account, financial institution-issued credit card account, 1112
financial depository-issued credit card account, affinity credit 1113
card account, or any other card account allowing the holder to 1114
purchase goods or services on credit or to transact with the 1115
account, and any debit or gift card account related to the 1116
receipt of grant moneys. "Credit card account" does not include 1117
a procurement card account, gasoline or telephone credit card 1118
account, or any other card account where merchant category codes 1119
are in place as a system of control for use of the card account. 1120

Sec. 3375.392. (A) ~~A~~ Not later than three months after the 1121
effective date of this amendment, a board of library trustees 1122
appointed pursuant to section 3375.06, 3375.10, 3375.12, 1123
3375.15, 3375.22, or 3375.30 of the Revised Code may authorize 1124
an officer, employee, or appointee of the a free public library 1125
under its jurisdiction to use a credit card that the library 1126
holds to pay for expenses related to library business. The debt 1127
incurred as a result of the use of the credit card shall be paid 1128
from library funds. 1129

~~(B) Misuse of a credit card of a free public library by an~~ 1130
or library district that holds a credit card account on the 1131
effective date of this amendment shall adopt a written policy 1132
for the use of credit card accounts. Otherwise, a board shall 1133
adopt a written policy before first holding a credit card 1134
account. 1135

The policy shall include provisions addressing all of the 1136
following: 1137

(1) The officers, positions, or appointees authorized to 1138
use credit card accounts; 1139

(2) The types of expenses for which a credit card account 1140
may be used; 1141

(3) The procedure for acquisition, use, and management of 1142
a credit card account and presentation instruments related to 1143
the account including cards and checks; 1144

(4) How frequently the free public library or library 1145
district has credit cards or a credit card account reissued; 1146

(5) The library's or district's credit card account's 1147
maximum credit limit or limits; 1148

(6) The actions or omissions by an officer, employee, or 1149
appointee that qualify as misuse of a credit card account. 1150

(B) The name of the free public library or library 1151
district shall appear on each presentation instrument related to 1152
the account including cards and checks. 1153

(C) If the fiscal officer of a free public library or 1154
library district does not retain general possession and control 1155
of the credit card account and presentation instruments related 1156
to the account including cards and checks, the board shall 1157
appoint a compliance officer to oversee officers', employees', 1158
and appointees' use of credit card accounts under this section. 1159
The compliance officer may use a credit card account only upon 1160
authority from the fiscal officer of the free public library or 1161
library district, except the director of a free public library 1162
or library district serving in the role of compliance officer 1163

may use a credit card if so authorized under the policy. If the 1164
compliance officer has authority to use a credit card account, 1165
except in the case of a director serving in the role of 1166
compliance officer, the board monthly shall review the credit 1167
card account transaction detail and shall sign an attestation 1168
stating the board reviewed the credit card account transaction 1169
detail. The compliance officer may not authorize an officer, 1170
employee, or appointee to use a credit card account, except a 1171
director serving in the role of compliance officer may 1172
participate as a member of the board of library trustees in 1173
authorizing an officer, employee, or appointee to use a credit 1174
card account as provided in division (A) of this section. The 1175
fiscal officer of the free public library or library district is 1176
not eligible for appointment as compliance officer. The director 1177
is eligible for appointment as compliance officer. 1178

(D) The compliance officer, if applicable, and the board 1179
at least once every six months shall review the number of cards 1180
and accounts issued, the number of active cards and accounts 1181
issued, the cards' and accounts' expiration dates, and the 1182
cards' and accounts' credit limits. 1183

(E) If the fiscal officer retains general possession and 1184
control of the credit card account and presentation instruments 1185
related to the account including cards and checks, and the board 1186
authorizes an officer, employee, or appointee to use a credit 1187
card, including through a system the fiscal officer utilizes to 1188
sign out credit cards to the authorized users, the officer, 1189
employee, or appointee shall provide the fiscal officer or the 1190
fiscal officer's designee an itemized receipt for each charge 1191
upon returning the credit card to the fiscal officer. The 1192
officer, employee, or appointee is liable in person and upon any 1193
official bond the officer, employee, or appointee has given to 1194

the library or district to reimburse the library or district 1195
treasury the amount for which the officer, employee, or 1196
appointee does not provide itemized receipts. Failure by the 1197
officer, employee, or appointee to reimburse the amount for 1198
which the officer, employee, or appointee is liable within a 1199
reasonable period of time is a violation of section 2913.21 of 1200
the Revised Code. 1201

(F) The use of a credit card account for expenses beyond 1202
those authorized by the board constitutes misuse of a credit 1203
card account. An officer, employee, or appointee of the library 1204
is subject to or district or a public servant as defined under 1205
section 2921.01 of the Revised Code who knowingly misuses a 1206
credit card account held by the board violates section 2913.21 1207
of the Revised Code. The officer, employee, or appointee also 1208
may be found personally liable to the library in a civil action 1209
for the officer's, employee's, or appointee's misuse of the 1210
library's credit card. 1211

(C) Any officer, employee, or appointee of a free public 1212
library who is authorized to use a credit card that the library 1213
holds and who suspects the loss, the theft, or another person's 1214
possible unauthorized use of the credit card shall notify the 1215
board of library trustees immediately in writing of the 1216
suspected loss, theft, or possible unauthorized use. The 1217
officer, employee, or appointee may be held personally liable to 1218
the library for any unauthorized debt resulting from the credit 1219
card's loss, theft, or unauthorized use in the amount of fifty 1220
dollars or the amount charged to the credit card as a result of 1221
the loss, theft, or unauthorized use, whichever is less. 1222

(G) As used in this section, "credit card account" means 1223
any bank-issued credit card account, store-issued credit card 1224

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

Sec. 6119.60. (A) Not later than three months after the 1234
effective date of this section, a board of trustees of a 1235
regional water and sewer district that holds a credit card 1236
account on the effective date of this section shall adopt a 1237
written policy for the use of credit card accounts. Otherwise, a 1238
board shall adopt a written policy before first holding a credit 1239
card account. 1240

The policy shall include provisions addressing all of the 1241
following: 1242

(1) The officers or positions authorized to use credit 1243
card accounts; 1244

(2) The types of expenses for which a credit card account 1245
may be used; 1246

(3) The procedure for acquisition, use, and management of 1247
a credit card account and presentation instruments related to 1248
the account including cards and checks; 1249

(4) How frequently the district has credit cards or a 1250
credit card account reissued; 1251

(5) The district's credit card account's maximum credit 1252
limit or limits; 1253

(6) The actions or omissions by an officer or employee 1254
that qualify as misuse of a credit card account. 1255

(B) The name of the regional water and sewer district 1256
shall appear on each presentation instrument related to the 1257
account including cards and checks. 1258

(C) If the fiscal officer of the district does not retain 1259
general possession and control of the credit card account and 1260
presentation instruments related to the account including cards 1261
and checks, the board shall appoint a compliance officer to 1262
oversee officers' and employees' use of credit card accounts 1263
under the policy. The compliance officer may not use a credit 1264
card account and may not authorize an officer or employee to use 1265
a credit card account. The fiscal officer is not eligible for 1266
appointment as compliance officer. 1267

(D) The compliance officer, if applicable, and the board 1268
at least quarterly shall review the number of cards and accounts 1269
issued, the number of active cards and accounts issued, the 1270
cards' and accounts' expiration dates, and the cards' and 1271
accounts' credit limits. 1272

(E) If the fiscal officer retains general possession and 1273
control of the credit card account and presentation instruments 1274
related to the account including cards and checks, and the board 1275
authorizes an officer or employee to use a credit card, 1276
including through a system the fiscal officer utilizes to sign 1277
out credit cards to the authorized users, the officer or 1278
employee shall provide the fiscal officer or the fiscal 1279
officer's designee an itemized receipt for each charge upon 1280
returning the credit card to the fiscal officer. The officer or 1281
employee is liable in person and upon any official bond the 1282
officer or employee has given to the district to reimburse the 1283

district treasury the amount for which the officer or employee 1284
does not provide itemized receipts. Failure by the officer or 1285
employee to reimburse the amount for which the officer or 1286
employee is liable within a reasonable period of time is a 1287
violation of section 2913.21 of the Revised Code. 1288

(F) The use of a credit card account for expenses beyond 1289
those authorized by the board constitutes misuse of a credit 1290
card account. An officer or employee of a regional water and 1291
sewer district or a public servant as defined under section 1292
2921.01 of the Revised Code who knowingly misuses a credit card 1293
account held by the board violates section 2913.21 of the 1294
Revised Code. 1295

(G) As used in this section, "credit card account" means 1296
any bank-issued credit card account, store-issued credit card 1297
account, financial institution-issued credit card account, 1298
financial depository-issued credit card account, affinity credit 1299
card account, or any other card account allowing the holder to 1300
purchase goods or services on credit or to transact with the 1301
account, and any debit or gift card account related to the 1302
receipt of grant moneys. "Credit card account" does not include 1303
a procurement card account, gasoline or telephone credit card 1304
account, or any other card account where merchant category codes 1305
are in place as a system of control for use of the card account. 1306

Section 2. That existing sections 505.64, 511.234, 940.11, 1307
940.12, 1545.072, 1711.131, 2913.21, 3313.291, and 3375.392 of 1308
the Revised Code are hereby repealed. 1309