

ORDINANCE 2016-13

AN ORDINANCE AUTHORIZING AND DIRECTING THE VILLAGE ADMINISTRATOR AND/OR MAYOR OF THE VILLAGE OF COMMERCIAL POINT TO ENTER INTO A CONTRACT WITH WSOS COMMUNITY ACTION COMMISSION INC. (RCAP) .

WHEREAS, the Village owns and operates utilities for its citizens; and

WHEREAS, the Village needs to update its water utility rate and fee structure; and

WHEREAS, RCAP will study and analyze historical financial data and identify preventative maintenance and future capital needs, and will develop five-year operating projections for the water utility.

NOW THEREFORE BE IT ORDAINED by the Council of the Village of Commercial Point, Ohio that:

SECTION 1: The Council of the Village of Commercial Point does hereby grant approval of the contract attached as Exhibit “A.”

SECTION 2: The Village Mayor/Administrator hereby are directed to execute said service agreement document on behalf of the Village of Commercial Point.

SECTION 3: This Ordinance shall become effective upon the earliest date allowed by the laws of the State of Ohio.

Vote on Suspension of Readings:

Motion by: Brad Laxton 2nd David Sadler

Roll Call:

Yes Mark Geiger

Yes Ben Townsend

No Scott O’Neil

Yes David Sadler

Yes Brad Laxton

Yes Nicole Evans

Vote on Passage of the Ordinance:

Motion by: David Sadler 2nd Brad Laxton

Roll Call:

Yes Mark Geiger
Yes David Sadler

Yes Ben Townsend
Yes Brad Laxton

No Scott O'Neil
Yes Nicole Evans

**PASSED AND ADOPTED BY THE COUNCIL OF THE VILLAGE OF COMMERCIAL
POINT ON THIS 3 DAY OF October, 2016.**

Gary Joiner, Mayor

Wendy Hastings, Fiscal Officer

Approved as to Form:

Michael D. Hess, Law Director

EXHIBIT A

July 5, 2016

Mr. Ross Crego
Village Administrator
Village of Commercial Point
10 West Scioto ST
Commercial Point OH 43116

Re: Rate Study Contract (Single Utility)

Dear Mr. Crego:

This letter, if accepted by the Village of Commercial Point will serve as a contract between WSOS Community Action Commission Inc. (RCAP) and the Village of Commercial Point for professional services rendered by WSOS Community Action Commission Inc. for the Village of Commercial Point’s Rate Study Project.

Scope of Services: See attached Exhibit A for a complete description of scope of services rendered under this contract.

Compensation: The Village of Commercial Point will be billed for services above not to exceed Five Thousand Dollars (\$5,000.00). WSOS Community Action Commission Inc. will bill based upon the completion of each deliverable as stated in Exhibit A.

Termination: Failure, for any reason, of WSOS Community Action Commission Inc. or the Village of Commercial Point to fulfill in a timely and proper manner its obligations under this contract can result in termination of this contract. The time for completion can be extended for a reasonable time if completion is delayed due to unforeseeable causes beyond control and without the fault or negligence of either party.

Please provide a contact (below) that WSOS can correspond with regarding details of the project. If you accept the terms of this contract, please return one original signed copy to WSOS, Attn: Kristin Woodall.

We look forward to working with you.

Sincerely,

Debra Martin
Director, Community Development

ACCEPTED: _____

DATE: _____

Village of Commercial Point

Contact: _____
Name

Phone #

cc: Nathan Davis, Ohio RCAP

Exhibit A

PROPOSED SCOPE OF SERVICES Rate Study Analysis (Single Utility)

1. **Conduct Short Course Training on the Art and Science of Rate Setting. Review Historical Expense and Revenue Statements, Fund Balances and Develop 5 Year Operating Projections.**

RCAP will initiate the study with a short course for the governing board and staff on rate setting. RCAP will then analyze historical financial data from the utility including expenses, revenues, debt obligations, and fund balances. RCAP will also work with staff to identify preventative maintenance and future capital needs. Based on data obtained from utility, RCAP will develop 5 year operating projections for the utility.

Deliverable 1: \$3,200

Estimated Completion Time: 60 days

2. **Develop Utility Rate Recommendations. Evaluate Rate Recommendations in Relation to Measures of State and Federal Funding Affordability Criteria. Complete Draft Rate Study Report.**

RCAP will make rate recommendations to staff based on above projections. RCAP will evaluate rates in relation to thresholds needed to qualify for subsidized financing from state and federal sources. RCAP will provide a draft rate study analysis report.

Deliverable 2: \$1,400

Estimated Completion Time: 30 days

3. **Meet with Governing Board to Present Draft Report. Make Requested Revisions if Needed and Complete Final Rate Study Analysis Report.**

RCAP will present the draft report to the governing board, make any final revisions needed and provide 2 copies to the utility.

Deliverable 3: \$400

Estimated Completion Time: 15 days