ORDINANCE NO. 12-15

AN ORDINANCE RATIFYING AND APPROVING THE EXPENDITURE OF FUNDS FOR THE DEVELOPMENT AND IMPLEMENTATION OF REGIONAL DISPATCH SERVICES THAT WILL BE PROVIDED BY THE WOOSTER - ASHLAND REGIONAL COUNCIL OF GOVERNMENTS; AND DECLARING AN EMERGENCY

WHEREAS, the Wooster - Ashland Regional Council of Governments is in the process of developing and implementing a regional dispatch service; and

WHEREAS, the City of Ashland believes that it is the City's best interest in protecting and providing services to its citizens to utilize dispatch services; and

WHEREAS, the cost of the development and implementation of such services will exceed the $25,000.00 threshold requiring legislative authorization; and

WHEREAS, this Council desires to authorize said expenditures; and

WHEREAS, in order to provide the necessary authorization for payments for said services, this Ordinance is declared to be an emergency measure immediately necessary for the preservation of the public peace, property, health, safety and welfare of the City of Ashland, Ohio; now therefore,

BE IT ORDAINED by the Council of the City of Ashland, State of Ohio, 5 members thereto concurring:

Section 1. That payments for invoices submitted from the Wooster – Ashland Regional Council of Governments for a total amount not to exceed $300,000.00, be and the same are hereby, approved. (See attached Exhibit A) The money for said payments have been appropriated and will be paid from Account No. 405-4697-58001.

Section 2. That the Mayor be, and is hereby, authorized to approve said invoices and payments as they are submitted from the Wooster – Ashland Regional Council of Governments on behalf of the City of Ashland. Likewise, the Director of Finance is authorized to pay said invoices.

Section 3. For the reason that it is necessary to provide authorization for said payments, this Ordinance is declared to be an emergency measure necessary for the preservation of the public peace, property, health, safety and welfare of the City of Ashland, Ohio.

Section 4. That this Ordinance shall take effect and be in force from and after its passage by Council and approval pursuant to Section 12 of the Charter of the City of Ashland, Ohio.

Passed: April 7, 2015

Stephen L. Stuart President of Council

Attest: Elizabeth A. McClurg
Elizabeth A. McClurg, Interim Clerk of Council

Approved: Glen P. Stewart
Glen P. Stewart, Mayor

Approved as to form and correctness:

Richard P. Wolfe II
Richard P. Wolfe II, Director of Law

Date: April 7, 2015

WOOSTER-ASHLAND REGIONAL COUNCIL OF GOVERNMENTS

CITY OF ASHLAND
206 Claremont Ave.
Ashland, Ohio 44805

&

CITY OF WOOSTER
538 N. Market St.
Wooster, Ohio 44691

MEMO

To: Ashland & Wooster City Council's

CC: Ashland & Wooster Mayor, Law Director, Finance Director, Police Chief, Fire Chief

Date: 1/29/2015

Re: Wooster-Ashland Regional Dispatch Center

Councilpersons,

The Wooster-Ashland Regional Council of Governments has been actively planning and preparing for the implementation of a new regional dispatch center to initially serve the cities of Ashland and Wooster. The new dispatch center will not only provide a state of the art dispatching services for our two cities, but will be compliant with the latest safety communications standards, as well as provide expandability for additional entities in the future.

In order to provide these new services, an initial appropriation of funds is needed to initiate the dispatch center development. The primary items to be funded by these appropriations include the following:

1. Hire a Dispatch Director to finalize planning and operations of the new center
2. Perform renovations to the new dispatch center facilities at Wooster Community Hospital
3. Purchase office items and equipment for the Dispatch Director

The total start-up costs are estimated at $400,000, to be split evenly between Ashland and Wooster. The request to each Council would be to appropriate $200,000 from funds currently budgeted for dispatch services received from Ashland and Wayne Counties, and a small appropriation from Capital Improvement funds. For Wooster, we would request a portion of the Law Enforcement Trust Fund (forfeited funds from illegal activities), the current balance being over $210,000.

The initial cost breakdown is as follows:

1.	Dispatch director salary and benefits	=	$100,000
2.	Final facility design and renovations	=	$250,300
3.	Office equipment and misc. items	=	$ 49,700
	Total	=	$400,000

In addition, attached to this memo are preliminary estimates for the capital equipment budget and ongoing operational costs. Please note that these costs are for the cities of Wooster and Ashland only. As additional entities join the COG or purchase services, the costs for each city will be reduced. Additional funds will be need to purchase actual dispatching equipment and enter contracts for services prior to beginning operations. The attached capital budget details those costs, and it is anticipated that these purchases would be financed over 20 years. A subsequent request to each Council will be brought forward at that time.

The next steps for dispatch center development and target dates for completion are as follows:

Item Description	Target Date
1. Hire a Dispatch Director	March 1, 2015
2. Finalize design & construction plans for facilities	April 1, 2015
3. Begin construction/renovations	June 1. 2015
4. Complete construction	October 1, 2015
5. Begin operations	November 15, 2015
6. Cease dispatch operations with County	December, 2015

We who are board members of the COG, and who have worked so hard to bring this proposal to fruition, are confident that this venture will be a success for our respective cities in terms of both cost and quality of service. More importantly, we believe firmly that *it's the right thing to do* for the safety of our citizens. We are disappointed that our efforts have met with unnecessary political rancor, but we believe that once operational, the benefits of the COG will soon become evident. And if we're right, the proof will be measured in terms of the other entities that, seeing the benefit, will want to become customers of the COG for their dispatching needs.

If you have any questions or need additional information, please do not hesitate to contact me.

Sincerely,

Joel Montgomery, P.E.

Director of Administration
City of Wooster
WARCOG Board Member

Wooster & Ashland						
Wooster Dispatch Center Facility						
Personal Services Budget Calculations						
For the 2015 Budget Year						
1/23/2015				hourly		
Budget Assumptions:				Full-Time	Part-Time	Part-Time
			Director	Dispatchers	Dispatchers	Dispatchers
	Number of Positions		1	10	3	1
	Salary or Hourly Wage Rate		$ 65,000.00	$ 18.00	$ 14.50	$ 14.50
	Hours/week		n/a	40	28	20
	Pension Benefits - OPERS Rate		14.00%	14.00%	14.00%	14.00%
	Pension pick-up					
	Medicare Rate		1.45%	1.45%	1.45%	1.45%
	Workers Comp Rate		2.65%	2.65%	2.65%	2.65%
	Health Insurance - Family (Budget)		15,019.00	15,019.00		
	Health Insurance - Single (Budget)		6,181.00	6,181.00		
	FSA - Family		700.00	700.00		
	FSA - Single		350.00	350.00		
	Uniform allowance		250.00	250.00	250.00	250.00
	Training		1,000.00	500.00	500.00	500.00
	Overtime (1 hr/wk per employee)			936.00		
(Assumes City of Wooster benefit costs)						
SUMMARY:						
	Salary		65,000.00	37,440.00	21,112.00	15,080.00
	Benefits		-	-	-	-
		Pension	9,100.00	5,241.60	2,955.68	2,111.20
		Health Care	15,019.00	15,019.00	-	-
		Dental/Optical	700.00	700.00		
		Other	3,915.00	3,221.04	1,615.59	1,368.28
		Total Benefits	28,734.00	24,181.64	4,571.27	3,479.48
			-	-	-	-
	Overtime			936.00		
	Total Cost:		93,734.00	62,557.64	25,683.27	18,559.48
	Number of Positions:		1	10	3	1
						Total:
	Total Cost for Position(s):		93,734.00	625,576.40	77,049.82	18,559.48	**796,360.22**

Capital Assumptions:	New Dispatch									
1	Member equipment that could be used/shared is not included									
	Communications platform									
		VHF compatible								
		Digitial								
		MARCS compatible								
		P25 Compliance								
2	Center located at Wooster Community Hospital									
		Space donated								
		Utilities donated								
	Start-up Capital for Wooster & Ashland only:									
	Wooster Hospital Facility Renovations									
	Renovations to Dispatch Center Space				1430	SF x	$125	=	$	178,750.00
	Back-up Power	(Generator & Transfer Switch)						=	$	40,550.00
									$	219,300.00
	Contingencies	8%							$	17,500.00
	Subtotal for Renovation/Construction								$	236,800.00
	Design and Bidding								$	13,500.00
	Total Renovation Project Cost								**$**	**250,300.00**
	Office furniture, equipment and misc.								**$**	**49,700.00**
	Total Initial Start-up Capital Costs								**$**	**300,000.00**
	Cost per	2	entities					=	$	150,000.00
	Dispatch Equipment Costs									
	Consoles		4	Each				=	$	186,630.00
	Engineering, Testing, Project Management							=	$	100,000.00
	VHF Consolettes							=	$	62,450.00
	700/800 Consolettes							=	$	12,800.00
	System Spares							=	$	21,350.00
	Recording Equipment							=	$	40,000.00
	Ashland Site:									
	Network Equipment							=	$	29,500.00
	Consolettes							=	$	33,200.00
	Subtotal Dispatch Equipment Costs							=	**$**	**485,930.00**
	Additional Dispatch Furniture/Misc. (first year)								$	10,670.00
	Total Capital Costs								**$**	**496,600.00**
	Annual Equipment Debt Service/Replacement Costs								$	55,521.76
	Cost per	2	entities					=	$	27,760.88
	Cost per	3	entities					=	$	18,507.25
Notes:										
	Add debt service costs to annual capital/contract costs									
	Split total costs as follows:									
	35%	based on calls for serv ice								
	65%	based on population								

Base Annual Operational Costs *			
Contracts for services:			
	LEADS	$ 9,000.00	
	Network Support	$ 800.00	
	Software/Backup Support	$ 12,000.00	
	CAD Support (Emergitech wireline.wireless interface)	$ 28,000.00	
	Weather Monotoring	$ 1,800.00	
	Radio/Console Maintenance	$ 4,000.00	
Subtotal for Contracts			$ 55,600.00
Supplies			$ 3,500.00
Repairs			$ 2,500.00
Misc.			$ 2,400.00
Total Operating Costs			**$ 64,000.00**
Debt Service	(See Capital Budget)		**$ 27,760.88**

Total Cost per Entity	Personnel & Operations	Debt Service	Total Annual Cost
Wooster	$472,084.36	$ 27,760.88	**$499,845.24**
Ashland	$388,275.86	$ 27,760.88	**$416,036.74**

First year Start-Up Capital Cost per entity: $ 150,000.00

Loan Amortization Schedule

	Enter values
Loan amount	$ 485,930.00
Annual interest rate	2.50 %
Loan period in years	10
Number of payments per year	1
Start date of loan	4/1/2015
Optional extra payments	

Lender name:

	Loan summary
Scheduled payment	$ 55,521.76
Scheduled number of payments	10
Actual number of payments	10
Total early payments	$ -
Total interest	$ 69,287.61

Pmt. No.	Payment Date	Beginning Balance	Scheduled Payment	Extra Payment	Total Payment	Principal	Interest	Ending Balance	Cumulative Interest
1	4/1/2016	$ 485,930.00	$ 55,521.76	$ -	$ 55,521.76	$ 43,373.51	$ 12,148.25	$ 442,556.49	$ 12,148.25
2	4/1/2017	$ 442,556.49	$ 55,521.76	$ -	$ 55,521.76	$ 44,457.85	$ 11,063.91	$ 398,098.64	$ 23,212.16
3	4/1/2018	$ 398,098.64	$ 55,521.76	$ -	$ 55,521.76	$ 45,569.29	$ 9,952.47	$ 352,529.35	$ 33,164.63
4	4/1/2019	$ 352,529.35	$ 55,521.76	$ -	$ 55,521.76	$ 46,708.53	$ 8,813.23	$ 305,820.82	$ 41,977.86
5	4/1/2020	$ 305,820.82	$ 55,521.76	$ -	$ 55,521.76	$ 47,876.24	$ 7,645.52	$ 257,944.58	$ 49,623.38
6	4/1/2021	$ 257,944.58	$ 55,521.76	$ -	$ 55,521.76	$ 49,073.15	$ 6,448.61	$ 208,871.43	$ 56,072.00
7	4/1/2022	$ 208,871.43	$ 55,521.76	$ -	$ 55,521.76	$ 50,299.97	$ 5,221.79	$ 158,571.46	$ 61,293.78
8	4/1/2023	$ 158,571.46	$ 55,521.76	$ -	$ 55,521.76	$ 51,557.47	$ 3,964.29	$ 107,013.98	$ 65,258.07
9	4/1/2024	$ 107,013.98	$ 55,521.76	$ -	$ 55,521.76	$ 52,846.41	$ 2,675.35	$ 54,167.57	$ 67,933.42
10	4/1/2025	$ 54,167.57	$ 55,521.76	$ -	$ 54,167.57	$ 52,813.38	$ 1,354.19	$ -	$ 69,287.61

Wooster & Ashland, Additional Entities A, B, & C
1/23/2015
(Budget and Cost Sharing based on CSU Study and Typical Dispatch Service Formulas,
and Contract Costs as quoted by Motorola)

						Basic Fee Structure		$ 860,360.22							
Assumptions:															
				PD based on population					Fire	Based on Calls For Service					
Base Personnel Costs			$ 796,360.22	65% of Costs					35% of Costs						
Base Annual Operational Costs *			$ 64,000.00	$559,234.14					$301,126.08						
Total			$ 860,360.22											Annual O&M Cost per Entity	
															Personnel & Operations
Population															
Ashland	20337	32.42%		Ashland	20,337	$8.90	$180,908.02		Ashland	3,587	$31.79	$114,047.01		Ashland	$294,955.03
Wooster	26384	42.07%		Wooster	26,384	$8.90	$234,699.18		Wooster	3,795	$31.79	$120,660.27		Wooster	$355,359.46
Entity A	10000	15.94%		Entity A	8,432	$8.90	$75,006.96		Entity A	690	$31.79	$21,938.23		Entity A	$96,945.19
Entity B	5000	7.97%		Entity B	6,541	$8.90	$58,185.54		Entity B	1,027	$31.79	$32,652.99		Entity B	$90,838.53
Entity C	1000	1.59%		Entity C	1,173	$8.90	$10,434.44		Entity C	372	$31.79	$11,827.57		Entity C	$22,262.00
	62721	100.00%			62,867		$559,234.14			9,471		$301,126.08			$860,360.22
				Total Cost for Police						Total Cost for Fire					
				65% of total cost divided by total population						35% of total cost divided by total calls					
				Cost per call		$8.90				Cost per call		$31.79			

Base Annual Operational Costs *			
Contracts for services:			
	LEADS	$ 9,000.00	
	Network Support	$ 800.00	
	Software/Backup Support	$ 12,000.00	
	CAD Support (Emergitechm wireline.wireless interface)	$ 28,000.00	
	Weather Monotoring	$ 1,800.00	
	Radio/Console Maintenance	$ 4,000.00	
Subtotal for Contracts			$ 55,600.00
Supplies			$ 3,500.00
Repairs			$ 2,500.00
Misc.			$ 2,400.00
Total Operating Costs			$ 64,000.00
Debt Service	(See Capital Budget)		$ 55,521.76

Total Cost per Entity

	Personnel & Operations	Debt Service	Total Annual Cost
Ashland	$294,955.03	$ 19,034.38	$313,989.41
Wooster	$355,359.46	$ 22,932.47	$378,291.93
Entity A	$96,945.19	$ 6,256.18	$103,201.37
Entity B	$90,838.53	$ 5,862.10	$96,700.63
Entity C	$22,262.00	$ 1,436.64	$23,698.64
	$860,360.22	$ 55,521.76	$915,881.98
First year Start-Up Capital Cost:			$ 300,000.00