

**AN ORDINANCE AUTHORIZING THE FINANCE DIRECTOR TO PURCHASE UTILITY BILLING SOFTWARE AND SUPPORT SERVICES FROM MUNILINK**

**WHEREAS**, the City’s Finance Director has determined the need to upgrade the City’s utility billing service for its water and sewer customers; and,

**WHEREAS**, the City’s Finance Director has researched various products and services and determined that Munilink provides the City the best overall billing and support package; and,

**WHEREAS**, Munilink Billing is a comprehensive internet cloud based software billing program that incorporates customer information, utility billing and collections management in one integrated environment.

**NOW, THEREFORE:**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CORTLAND, OHIO:**

**Section 1.** That the Council of the City of Cortland recognizes the need to upgrade the City’s utility billing and collection systems.

**Section 2.** That the Council of the City of Cortland does hereby authorize the Mayor to sign the Software License Agreement and the Finance Director to purchase and implement the Munilink Billing Software package which shall include the payment of \$5,000 plus only the expenses outlined in the contract for implementation, training and data conversion plus the payment of a monthly software licensing fee of \$1,080.00 for one year subject to automatic annual renewals.

**Section 3.** The cost of the implementation fee of \$5,000 and related expenses plus the monthly license fee of \$1,080 will be paid from the following funds:

- 5101-539-399 Water – Other - Other Contractual Services
- 5202-549-390 Sewer - Contractual Services

**Section 4.** This Ordinance shall take effect and be in full force as early as allowed by law.

**PASSED IN COUNCIL THIS 4<sup>TH</sup> DAY OF JUNE, 2018.**

**ATTEST:** \_\_\_\_\_  
**CLERK OF COUNCIL**

\_\_\_\_\_  
**PRESIDENT OF COUNCIL**

**FILED W/ MAYOR** \_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**MAYOR**

**DATE APPROVED** \_\_\_\_\_

**ROLL CALL**  
**FIRST READING**  
 Edwards, aye  
 Fleischer, aye  
 Keller, aye  
 Moore, aye  
 Petrosky, absent  
 Piros, aye  
 Rowley, aye

**SECOND READING**  
 Edwards, aye  
 Fleischer, aye  
 Keller, aye  
 Moore, aye  
 Petrosky, aye  
 Piros, aye  
 Rowley, aye

**THIRD READING**  
 Edwards, aye  
 Fleischer, aye  
 Keller, aye  
 Moore, aye  
 Petrosky, aye  
 Piros, aye  
 Rowley, aye

**OFFICIAL SEAL**