

RESOLUTION NO. 1-93
CITY OF CENTERVILLE, OHIO

SPONSORED BY COUNCILMEMBER Gelly Beels ON THE
18th DAY OF January 1993.

A RESOLUTION AUTHORIZING AND DIRECTING
THE CITY MANAGER TO SIGN A STATEMENT OF
AGREEMENT WITH CLARK, SCHAEFER, HACKETT AND
COMPANY FOR ANNUAL GAAP CONVERSION SERVICES
FOR A PERIOD OF THREE YEARS.

WHEREAS, the Ohio State Auditor's Office requires
Municipalities to prepare its annual financial statements
according to generally accepted accounting principles (GAAP), and

WHEREAS, Clark, Schaefer, Hackett and Company,
Certified Public Accountants, has submitted a proposal for annual
GAAP conversion services to the City of Centerville for a period
of three years, and

WHEREAS, the City of Centerville has determined that it
is in the best interest of the City to contract with a financial
institution to provide this service.


NOW THEREFORE, THE MUNICIPALITY OF CENTERVILLE HEREBY
RESOLVES:

SECTION 1. The City Manager is hereby authorized and
directed to sign a Statement of Agreement with Clark, Schaefer,
Hackett and Company for annual GAAP conversions services for the
City of Centerville for a period of three years, said agreement
attached hereto, marked as Exhibit "A" and incorporated herein.

SECTION 2. The Director of Finance is hereby
authorized and directed to do any and all necessary things in
order to carry out the terms of said Agreement.

SECTION 3. This Resolution shall become effective at
the earliest date allowed by law.

PASSED this 18th day of January, 1993.


Mayor of the City of Centerville,
Ohio

ATTEST:


Clerk of the Council of the
City of Centerville, Ohio

CERTIFICATE

The undersigned, Clerk of the Council of the City of Centerville, Ohio, hereby certifies the foregoing to be a true and correct copy of Resolution Number 1-93, passed by the Council of the City of Centerville, Ohio, on the 18th day of January, 1993.


Clerk of Council

Approved as to form, consistency
with existing ordinances, the
charter and constitutional provisions.

Department of Law
Robert N. Farquhar
Municipal Attorney



EXHIBIT "A"

Clark, Schaefer, Hackett & Co.
CERTIFIED PUBLIC ACCOUNTANTS

RECEIVED

JAN 08 1993

**CENTERVILLE
FINANCE DEPT.**

Mark S. Weatherman, CPA

January 6, 1993

Mr. William L. Bettcher, Finance Director
City of Centerville, Ohio
100 West Spring Valley Road
Centerville, OH 45459

Dear Bill:

Dave Sanders and I enjoyed the opportunity of meeting with you on Tuesday, January 5, to discuss the performance of your annual GAAP conversion. We hope that we were able to provide you with information which would provide comfort to you in choosing Clark, Schaefer, Hackett & Co. as your consultant for the conversion.

As we discussed, we have significant experience in performing government conversion work. In addition to Dale Miller, we would be happy to provide you with references of our service, if you so desire.

In accordance with your request, below are our proposals for a one, three and five year contract. We have included an engagement letter for your signature, as you suggested.

PROPOSAL

ENGAGEMENT DEFINITION: We will prepare and assist your staff in the preparation of schedules and prepare adjusting entries and post trial balances to convert your cash basis statement to accrual. We will also prepare the General Purpose Financial Statement under a compilation report. We will not audit the numbers provided by your staff. We will interface with the state auditors, as needed, to describe our methods and answer any questions.

TIMING: The General Purpose Financial Statement will be completed for filing on the June 30 due date. Our expectation is to complete the fieldwork for delivery of the draft on or before June 10.

PRODUCTS TO CITY: 12/31/92 General Purpose Financial Statement
Copies of Conversion Workpapers

PROPOSAL 1 (One year contract)

Fee for December 31, 1992 Conversion \$12,000

Mark S. Weatherman

Clark, Schaefer, Hackett & Co.
CERTIFIED PUBLIC ACCOUNTANTS

PROPOSAL 2 (Three year contract)

Fee for December 31, 1992 Conversion	\$10,000
Fee for December 31, 1993 Conversion	10,000
Fee for December 31, 1994 Conversion	10,000

PROPOSAL 3 (Five year contract)

Fee for December 31, 1992 Conversion	\$10,000
Fee for December 31, 1993 Conversion	10,000
Fee for December 31, 1994 Conversion	10,000
Fee for December 31, 1995 Conversion	11,500
Fee for December 31, 1996 Conversion	11,500

We appreciate the need of the City to maintain consulting services for the GAAP conversion and are most interested in developing a relationship with the City of Centerville. We appreciate the time and effort expended by you in meeting with us.

If there is any additional information that you would like us to provide to assist you in this decision process, please contact me at (513) 324-4800. Thank you for the opportunity to provide the City of Centerville this proposal I look forward to hearing from you in the next few days.

Very truly yours,
CLARK, SCHAEFER, HACKETT & CO.


Mark S. Weatherman



Clark, Schaefer, Hackett & Co.
CERTIFIED PUBLIC ACCOUNTANTS

January 6, 1993

Mr. William L. Bettcher
Finance Director
City of Centerville
100 W. Spring Valley Road
Cincinnati, OH 45459

Dear Mr. Bettcher:

This letter is to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services we will provide.

We will provide the following services as described in our proposal dated January 6, 1993.

1. We will assist in the GAAP conversion, from information you provide, and prepare the general purpose financial statement as of the year end noted below in accordance with standards established by the American Institute of Certified Public Accountants. We will not audit our review such financial statements.
2. We will be pleased to meet with you at various times throughout the year to discuss accounting matters affecting the City. You should feel free to call us at any time in this regard.

Our engagement cannot be relied upon to disclose errors, irregularities, or illegal acts, including fraud or defalcations, that may exist. However, we will inform you of any such matters that come to our attention.

Our charges to the City for our services will be made at our regular rates plus out-of-pocket expenses. Bills will be rendered as the work progresses, with payment to be made upon presentation.

Our services will be billed at a not to exceed amount in accordance with (please check).

- _____ Proposal 1 (one year contract)
_____ Proposal 2 (three year contract)
_____ Proposal 3 (five year contract)

Clark, Schaefer, Hackett & Co.
CERTIFIED PUBLIC ACCOUNTANTS

This letter comprises the complete and exclusive statement of agreement between the parties, superseding all proposals oral or written and all other communications between the parties. If any provision of this letter is determined to be unenforceable, all other provisions shall remain in force.

We believe the foregoing correctly sets forth our understanding, but if you have any questions, please let us know. If you find the arrangements acceptable, please acknowledge your agreement to the understanding by signing and returning to us the copy enclosed.

It is a pleasure for us to be of service to you. We look forward to many years of pleasant association with you and the City of Centerville.

Very truly yours,

Clark, Schaefer, Hackett & Co.
Clark, Schaefer, Hackett & Co.

Accepted:

By: _____

Date: _____