



WHEREAS, the Ohio Water Environment Association (OWEA) is a 501(c)(3) Organization and a Member Association (MA) of the Water Environment Federation (WEF); and

WHEREAS, OWEA relies upon fees and rates to raise revenue to fund necessary activities and functions of the organization,

WHEREAS, due to inflation, increasing costs and/or a desire to increase or improve the value of member services, in a manner that is fair, equitable and to preserve good financial health, and

WHEREAS, to provide full and necessary information to the Board to make prompt informed decisions regarding fees and rates,

THEREFORE, OWEA has adopted the following policy and procedure:

POLICY AND PROCEDURE

1. It shall be understood that the OWEA budget is complex and composed of many integrated parts. Given that it is not possible to fairly evaluate any proposed fee and rate outside of the context of the budget, no proposed increase to any fee or rate shall be presented to the Board without an impact analysis to justify need and amount. This goal is to provide necessary information to the Board to allow them to make a prompt and informed decision. Supporting justification may include comparative market analysis using information gathered from vendors and other member associations.
2. Fees and rates shall be evaluated on an annual basis to determine their adequacy under the authority of the Governance and Finance Committees.
3. Proposed changes in fees and rates shall not be made more than once per year, and in general should not be made more frequently than every two years.
4. It shall be understood that while it is good practice for normal operating expenses to be paid for out of annual revenues, the Board may make strategic decisions to utilize monies held in investment to defer or reduce increases in fees and rates during period of hardship or financial duress. However, it shall be recognized that this practice should not normally be invoked or undertaken to the degree that threatens necessary monies identified as "reserve."