



## PERSONNEL / BUDGET COMMITTEE MEETING STAFF REPORT

**Meeting Date:** May 12, 2025

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**Agenda Item:** Water and Sewer Billing

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**Subject | Summary:**

- Consider request to move to billing for actual usage.
- Consider a new rate structure set to promote conservation, and ensure adequate coverage for fixed costs.

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**Agenda Category:** Continued Business

**Submitted By:** Michele Peterson

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**Recommended Motion:** Consider amendment to billing for the Sewer Utility to align with current ordinances, additional consideration for amending the fee schedule for both Water and Sewer Utilities.

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**Community Engagement and Outreach:**

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**FISCAL IMPACT:**

**Amount:**

**Ongoing Cost :**

**One-Time Cost :**

**Included in Current Budget?:**

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**FISCAL DETAILS:**

**Fund Name(s) (Operations | Capital):**

**Account Code:**

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**Background:**

- Current billing procedure takes the actual usage amounts for January through March to determine an average for the remainder of the year. If actual usage is less than the average the customer is billed for actual usage. If actual usage is higher than the average, then the average usage is billed.
    - This practice allows for approximately 6,000,000 gallons a year not billed for.
  - The proposed rate structure would promote and encourage conservation, while ensuring that fixed costs for the utility are covered.
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**Attachments:**