



## Legislation Details (With Text)

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**File #:** 13-0023      **Version:** 1      **Name:** Out Sourcing Water & Sewer billing  
**Type:** Resolution      **Status:** Consent Agenda  
**File created:** 3/27/2013      **In control:** City Council  
**On agenda:** 4/9/2013      **Final action:** 4/9/2013  
**Title:** Approval of contract renewal with Municipal Code for Water & Sewer Billing for an additional three years  
**Sponsors:** Finance Department  
**Indexes:** Funds Budgeted  
**Code sections:**  
**Attachments:** 1. Municode

Date	Ver.	Action By	Action	Result
4/9/2013	1	City Council	approved as recommended	

Approval of contract renewal with Municipal Code for Water & Sewer Billing for an additional three years

On April 14, 2013, the City contract with Municipal Code for printing and mailing the utility statements comes up for renewal. Municipal Code has 2 options. The first option is to auto-renew year by year. The second option is for a 3 year renewal. Neither option will incur a price increase.

The water & sewer department utilizes this company to print and mail the utility bills at a reasonable cost to the City. There are three (3) billings per month. With outsourcing, this saves approximately three to five full business days that would normally be spent completing the billing process. This time savings allows our City employees to focus more on customer service. Also, the need for additional equipment is eliminated.

The Customer & Accounting Department would like to recommend that the City accept the 2<sup>nd</sup> option and renew the contract with Municipal Code for an additional 3 years.

**BUDGET ACCOUNT:** 413-52360-290; 413-52360-291; 450-52360-290

**NECESSARY COUNCIL ACTION:** Accept recommendation