

Agenda Item: _____



CITY OF VILLA RICA

City Council Packet

SUBJECT: Cycle Billing

CITY COUNCIL AGENDA DATE: 9-5-2017

DATE: 8/28/2017

PREPARED BY: Sarah Hefty

FISCAL IMPACT:

ANNUAL –

CAPITAL –

OTHER – Consistent Cash Flows

FUNDING SOURCE:

PURPOSE: To divide up utility customers into four sections and have separate utility billings for each section.

BACKGROUND:

Currently, the utility billing process is as follows:

Meters read: 15th

Bills sent: 30th

Due date: 15th

Cutoff: 25th of following month

- Time between reading meters and due date is 30 days.
- Time between due date and cutoff is 40 days.

With four billings during the month, we would read the meters for a different group every week, we would bill every week, and cutoff a different group every week.

Benefits:

- Spread out cash flow.
- Spread out work flow.
- Shorten time between reading meters and due dates to 18 days.
- Shorten time between due date and cutoff to 19 days.

STAFF RECOMMENDATION: To increase monthly billings from one to four billings starting in October 2017. This would allow us the month of September to get the staff trained, software setup, and to inform the customers.

IMPACT: See benefits above.