

REQUESTED COMMISSION ACTION:

Consent	<input checked="" type="checkbox"/>	Ordinance	Resolution	Consideration/ Discussion	Presentation
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SHORT TITLE An Ordinance of the City Commission of the City of Pompano Beach, Florida,
approving and authorizing the proper City officials to execute a second amendment
to the agreement for utility bill printing and mailing services between the City of
Pompano Beach and Municipal Code Corporation; Providing for severability;
Providing an effective date.

(Fiscal impact: Approx. \$30,000 annually)

Summary of Purpose and Why:

City staff is recommending a Second Amendment to Ordinance 2013-77 to extend the utility bill printing and mailing services agreement between the City and Municipal Code Corporation. Through City Ordinance 2013-77 in October 2013, the City implemented a utility bill printing and mailing service. In 2014, the City was able to implement the switch from a postcard utility billing format to outsourcing and mailing of statement bills with no added costs over processing in-house, due to savings on in-house costs, as well as other utility process changes implemented simultaneously. Staff has been happy with the services provided to date and recommend extension of the current agreement. By switching to the statement billing format, the City has been able to enhance customer service by providing a myriad of information on the utility bill. Please refer to Finance Department Memo #16-124 for additional information.



1.6.3 Implement envelope billing to increase outreach and information

(1) Origin of request for this action:	<u>Finance Department</u>	
(2) Primary staff contact:	<u>Suzette Sibble, Finance Director</u>	<u>Ext. 4680</u>
(3) Expiration of contract, if applicable:	<u>8/2/17</u>	
(4) Fiscal impact and source of funding:	<u>Approximately \$30,000 annually as budgeted in 412-3310-533-4650</u> <u>(Utility Fund)</u>	

DEPARTMENTAL
COORDINATION

Finance
City Attorney
Budget

DATE

7/1/16
7/6/16
7/15/16

DEPARTMENTAL
RECOMMENDATION

Approval
CAC #2016-985

DEPARTMENTAL HEAD SIGNATURE

S. Sibble

☒ City Manager

ACTION TAKEN BY COMMISSION:

Ordinance

Workshop

1st Reading2nd Reading

Resolution

1st Reading

Consideration

Results:

Results: