

CITY OF GRISWOLD

Utility Billing Policy/Procedure Implementation of Surcharge Fees

ADOPTION DATE: 8-22-2011

RESOLUTION NUMBER: 4-2012

REVIEW PERIOD: This policy is to be reviewed every three years or as needed.

STATEMENT OF POLICY

The surcharge fees for the water and sewer utilities are charged to pay for long term debt on each system as well as save for capital expenditures. The surcharges are flat fees, and shall be charged to each customer monthly.

APPLICABILITY

This policy applies to all utility customers of the City of Griswold.

DEFINITIONS

Surcharge- a flat fee charged to all customers of a utility. This fee is collected to pay for current and future capital expenditures of the utility system.

POLICY AND PROCEDURE

The surcharge for the water utility and the surcharge for the sewer utility shall be set by the City Council through an annual rate review and rate setting process. The surcharge is a flat fee and shall be charged to each customer of the utility for the services received.

The surcharge shall be charged to each utility customer on a monthly basis with the usage charges for each utility. For all new customers starting a utility account after the 15th of the month, the surcharge fees will not be charged with the first bill with usage. Current customers terminating their service before the 15th of the month will not be charged the surcharge fees on the final usage bill.