



memorandum

DATE: January 16, 2017

TO: MAYOR AND MEMBERS OF COUNCIL

FROM: STEPHEN COLLINS, DEPUTY CITY MANAGER, PUBLIC WORKS
LAURA MIRABELLA-SIDDALL, CHIEF FINANCIAL OFFICER AND CITY TREASURER
JENNIFER ROSE, DIRECTOR OF ENVIRONMENTAL SERVICES
DEAN FERRARO, DIRECTOR OF FINANCIAL SERVICES/DEPUTY CITY TREASURER

RE: ITEM #1 FINANCE, ADMINISTRATION AND AUDIT COMMITTEE – JANUARY 16, 2017
2017 DRAFT WATER, WASTEWATER AND STORMWATER OPERATING BUDGETS AND
THE 2018 PLAN

ATTACHMENT #3 WATER, WASTEWATER AND STORMWATER SERVICE CHARGES

Recommendation

The Deputy City Manager, Public Works, Chief Financial Officer and City Treasurer, Director of Environmental Services and Director of Financial Services/Deputy City Treasurer recommend:

1. That the sections in this communication replace the sections in 1.39 and 1.41 of #P and M, respectively of Water, Wastewater and Stormwater Service Charges (Attachment 3)

Purpose

This communication is to provide additional information to Attachment 3: Water, Wastewater and Stormwater Service Charges

P and M of Service Charges in Sections 1.39 and 1.41 for Water and Wastewater, respectively (Attachment 3) outline the administration fees.

The sections below replace the sections in Attachment 3.

#P, Section 1.39 Water Service Charges:

P.	General Administration Fee where applicable	15% to a max of \$1,000 per invoice
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#M, Section 1.41 Wastewater and Stormwater Service Charges:

M.	General Administration Fee where applicable	15% to a max of \$1,000 per invoice
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Respectfully submitted,



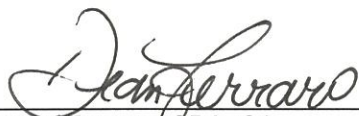
Stephen Collins
Deputy City Manager, Public Works



Laura Mirabella-Siddall, CPA, CA
Chief Financial Officer and City Treasurer



Jennifer Rose
Director of Environmental Services



Dean Ferraro, CPA, CA
Director, Financial Services/Deputy City Treasurer