

Schedule - Water Rates & SDC Study

PS 19-004 – Consultant: FCS Group / Last Updated: 10/2/19

Date	Group	Task(s) and Comments
April 1, 2019	City Staff Consultant FCS Group	Water Rate & SDC Study - Kickoff Meeting
April 2019	City Staff	City submit items to FCS Group for data request
April/May 2019	Consultant FCS Group Consultant Murraysmith City Staff	FCS Group collaborate with Murraysmith about CIP projects related to the proportional share between existing and future capacity; FCS Group prepare analysis for rates and SDCs, including O&M analysis; FCS Group meet with City to review analysis; City staff submit data request to FCS Group that resulted from meeting on 5/17/2019
June 2019	Consultant FCS Group	FCS Group prepare updated analysis from City data deliverables, Meet with City staff to review updated analysis and discuss recommendations for final report; FCS Group prepare draft Water Rate & SDC Report; FCS Group meet with City to review recommendations for draft Water Rate & SDC Report;
July 2019	Consultant FCS Group Consultant Murraysmith City Staff	Preparation for first City Commission Work Session
July 2019	City Commission WORK SESSION #1 Consultant FCS Group Consultant Murraysmith City Staff	Murraysmith present Water CIP Update; FCS Group present final draft report recommendations for Water Rate & SDCs; City staff present Charter Amendment proposal for a proposed ballot measure to be voted on in May 2020
October 8, 2019 (Schedule Joint Work Session if possible with Planning Commission)	City Commission WORK SESSION #2 City Staff Consultant FCS Group Consultant Murraysmith	FCS Group: Present final recommendations for Water Rates and SDCs that will be presented at October City Commission Public Hearing(s) for adoption by Resolution; Murraysmith: Present final Water CIP Update at City Commission Work Session as required for Legislative Adoption process of new Water CIP; City staff: Present City Charter Amendment proposal and ballot measure proposal.
October 2019	City Staff	City sends out 90-day Notice as required by law of the intent to possibly adopt new Water SDCs. Notice should be sent out at the same time the City Commission Work Session agenda is being posted.
October 2019	City Staff	Implement Public Outreach Plan for “Value of Water” to tell the story of why there is a need to invest in the water distribution system, CIP, maintenance and operation programs. <ul style="list-style-type: none"> • Trail News • Social Media • Utility Billing Inserts • City Website • Other
January 2020	Planning Commission PUBLIC HEARING City Staff – <i>Planning does staff report</i> Consultant Murraysmith	Present final Water CIP Update that will be presented to City Commission at October Public Hearings as required for Legislative Adoption process of new Water CIP;
February 2020	City Commission PUBLIC Hearing #1 City Staff – <i>Planning assists with staff report</i> Consultant FCS Group	Present final recommendations for Water Rates and SDCs for adoption by Resolution; <ul style="list-style-type: none"> • Adopt SDC Resolution

	Consultant Murraysmith	<ul style="list-style-type: none"> Water Rates cannot be adopted until the vote of the people on the ballot measure for a change in the City's Water Rates <p>Present final Water CIP Update for Legislative Adoption process for adoption by <u>Ordinance</u>;</p> <ul style="list-style-type: none"> Adopt Water CIP Update Ordinance <p>Present City Charter Amendment for new water rates and ballot measure for adoption by Resolution.</p>
March 2020	City Commission PUBLIC Hearing #2 City Staff Consultant FCS Group (if needed) Consultant Murraysmith (if needed)	<ul style="list-style-type: none"> 2nd Reading of Adopted Water CIP Update Ordinance Adopt Resolution for City Charter Amendment that includes ballot measure for changing water rates City Commission packet – Adopt resolution calling for May 2020, Local Election, to approve ballot measure and explanatory statement language.
April 2020	City Commission PUBLIC HEARING #3 (if needed)	