



## Staff Report

Meeting Date: April 23, 2025  
Meeting Type: City Council

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**To:** City Council  
**From:** Administration  
**Item Title:** Motion to authorize the administration to sign an agreement with SMTP for email blast capabilities for monthly utility billing for \$25 per month.

**Background:** This is a recurring monthly fee, but there is no fee to cancel and no obligation. It can be cancelled at any time. This service will allow the city to email up to 50,000 emails per month. Gmail (our current email provider) does not have this capacity and does not allow for mass emails. The goal is to be able to stop using US mail for the customers who would like to select to have their monthly invoices emailed. We have tested this for a few months using our city Gmail account for utilities, but it is failing since it is too many email messages going at one time. The SMTP service will allow for a large number of mass emails to be sent.

**Recommendation:** Approve

**Attachments:**