



## CITY COUNCIL MEMORANDUM

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**TO:** Matthew R. Schmitz, MPA – City Manager

**FROM:** Kevin Sidles – General Manager, ILPT

**DATE OF MEETING:** January 12, 2026

**ITEM TITLE:** ILPT Annual Billing Agreement

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### **BACKGROUND:**

This item was discussed at the January 5<sup>th</sup> Work Session and is typically presented and approved each January. Costs for this item are split between the Water and Sewer Departments, and the attached agreement shows the proposed modifications – in price only.

### **DISCUSSION:**

Funding of this agreement allows ILPT to perform billing services for the City for utility billing operations rather than the City having to employ staff and resources to facilitate this billing activity.

The cost of this item last year was \$74,366.01. This agreement's cost is \$75,109.67, an increase of 1%.

### **RESULTS:**

The City has established priorities during strategic planning sessions. This item supports the Vision from that session of **efficient and effective planning and prioritizing of all available resources** and **promoting and encouraging community involvement and engagement**. This item helps achieve that vision by allowing utility billing to be included on other bills already being sent to many property owners rather than having separate billing activities for Water, Wastewater, and Trash Collection.

### **FINANCIAL CONSIDERATION:**

Funds to pay for this agreement are budgeted within the Water and Sewer Department operating budgets.

### **RECOMMENDATION:**

Staff recommends a motion to approve and authorize the City Manager to sign the ILPT Annual Billing Agreement.