



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** October 3, 2022  
**PREPARED BY:** Lydia Collins, Director of Finance  
**DEPARTMENT:** Finance

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### AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on additional modification to the Scope of Work for the City of Manor fiscal year 2023 Water and Wastewater Rate Study Engagement Letter with Raftelis.

### BACKGROUND/SUMMARY:

In April 2022, the City Council approved staff's recommendation to initiate a rate study on the water and wastewater schedule of fees. The last water and wastewater rate study was completed in 2008 and 2010 respectfully. A budget increase is being requested due to the additional work relating to the Capital Plan and Impact Fees. These two schedules of fees were not in the original letter agreement of services for \$27,345. The request is an increase of \$12,000.00.

**LEGAL REVIEW:** No  
**FISCAL IMPACT:** Yes  
**PRESENTATION:** No  
**ATTACHMENTS:** Yes

- Letter Agreement Modifications

### STAFF RECOMMENDATION:

It is City staff's recommendation that the City Council approve the additional modification to the Scope of Work of \$12,000 to the City of Manor fiscal year 2023 Water and Wastewater Rate Study Engagement Letter with Raftelis.

**PLANNING & ZONING COMMISSION:**      **Recommend Approval**      **Disapproval**      **None**

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