

# AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: November 7, 2024

Utility Commission

**Submitted By:**

Staff

**Agenda Item:**

Meter Costs

**Description:**

In November 2021, the City Council approved the Water Meter Upgrade Policy. This policy was aimed at getting all meters in the city replaced with electronic meters so that the manual process of reading meters monthly could be eliminated. Now that the Electronic Meter Project has been completed, much of this policy no longer applies.

The new meters are under a very comprehensive warranty, so replacement of broken/malfunctioning meters should not be an issue. The only significant cost staff can foresee in the near future related to these meters is the cost of requests to upsize meters.

Regarding financial responsibility, the previously adopted Water Meter Upgrade Policy stipulated that:

- For replacement of meters for new construction or requests to upsize meters, the cost of the meter was to be borne by the builder/owner
- For any other replacement of a meter, the city would be responsible for the cost of up to a 5/8" meter, with the cost differential of any larger meter to be borne by the customer (to include the cost of the meter plus a 10% administrative fee).

**Future Replacement of Electronic Meters**

Staff requested a quote from the meter distributor for the replacement cost of the electronic meters. The table below is the summary of that quote based on meter size. In blue, the 3/4" meters are the most common residential size. In green, 1" and 1 1/2" are the most common commercial meter sizes. All meters, regardless of size, require an endpoint to also be purchased. This table does not take into account freight charges or employee time/tools used for the installation of a meter.

Meter Size	Meter Quote	Endpoint Quote	Total Cost
3/4"	\$240	\$155	\$395
1"	\$295	\$155	\$450
1 1/2"	\$670	\$155	\$825
2"	\$900	\$155	\$1,055
3" x 12"	\$2,445	\$155	\$2,600
3" x 17"	\$2,485	\$155	\$2,640

### Connection Fees

Below is the table of costs in the city's Code of Ordinances for connecting water meters to the city water distribution system. Currently, these costs are only incurred when a meter is upgraded from one size to another, usually during construction of a new home. This connection fee is not charged if a meter malfunctions and needs to be replaced with a meter of the same size.

Meter Size	Connection Fee
3/4-inch meter	\$400.00
1-inch meter	\$550.00
1 1/2-inch meter	\$790.00
2-inch meter	\$1,125.00
3-inch meter	\$2,100.00
4-inch meter	\$2,900.00
6-inch meter	\$5,500.00

### Action Requested:

- To consider making a recommendation to City Council to repeal the Water Meter Upgrade Policy approved in November 2021
- To consider possible new policies regarding payment responsibility for electronic meters

### Fiscal Impacts:

No significant fiscal impacts anticipated at this time.

### Attachments:

- Water Meter Upgrade Policy, Approved November 2021