



# CITY OF APPLETON

**Finance Department**  
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## MEMORANDUM

**Date:** August 21, 2024  
**To:** Chairperson Denise Fenton and Members of the Municipal Service Committee  
**From:** Kelli Rindt, Enterprise Fund Accounting Manager  
**Subject:** **Approve an ordinance updating Municipal Code Chapter 15, Article III, Rates and Charges**

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The Finance Department requests approval of an ordinance updating Municipal Code Chapter 15, Article III Rate and Charges. Strike and bold language of the proposed updates are shown on the attached document. The change updates the billing cycle from weekly to quarterly as necessitated by the upcoming implementation of the Utility Billing module within the City's Enterprise Resource Planning (ERP) system.

Currently refuse charges are assessed on a weekly basis. The ERP system requires all services to be billed on a quarterly basis. Refuse charges will be pro-rated when customers change refuse container sizes and move in or move out from the property.

If approved, the ordinance with this update will become effective upon the later of October 1, 2024 or the actual implementation date of the Utility Billing module within the City's Enterprise Resource Planning (ERP) system.

If you have any questions or require additional information regarding this project, please contact me at 920-832-6316.