



CITY OF BEVERLY HILLS
PUBLIC WORKS SERVICES DEPARTMENT
MEMORANDUM

TO: PUBLIC WORKS COMMISSION
FROM: Michelle Tse, Senior Management Analyst *MST*
DATE: November 13, 2014
SUBJECT: Utility Bill Format Update
ATTACHMENT: None

At the October 13, 2013, Public Works Commission meeting, the Public Works Commission expressed interest in providing input on the utility bill design. A Utility Bill Design Subcommittee was established to work on this issue. The City, at the time, was in the midst of transitioning into the new financial and utility billing system called Munis. The plan was to use the generic billing template during the first few months of the initial launch to ensure no glitches in the billing system before incorporating a new utility design.

Representatives from the City's Administrative Services Department will be in attendance at the November Public Works Commission meeting to provide an update.