

**THIS IS A DRAFT AND WILL BE REPLACED BY THE FINAL, SIGNED  
ORDINANCE OR RESOLUTION ADOPTED BY CITY COUNCIL.**

**AN ORDINANCE**

**AUTHORIZING AN AMENDMENT TO CPS ENERGY'S POLICY  
FOR MISCELLANEOUS CUSTOMER CHARGES TARIFF THAT  
WILL CHANGE THE PROCESS TO ISSUE FINAL DISCONNECTION  
NOTICES FROM A DOOR HANGER TO A MAILED NOTICE  
EFFECTIVE FEBRUARY 1, 2016.**

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**WHEREAS**, CPS Energy is requesting a change to its Policy for Miscellaneous Customer Charges Tariff (the "Tariff"); and

**WHEREAS**, this proposed change would add the ability to mail the final disconnection notice as the primary source of notification; and

**WHEREAS**, the customer currently receives a Field Notification Charge when a CPS Energy representative makes an on-site visit to the customer's premises in order to deliver a final disconnection notice door hanger; and

**WHEREAS**, the Field Notification Charge in Section III.I. of the Tariff is \$12 and helps cover the costs associated with the delivery of the notice and includes employee time and vehicle travel costs associated with delivery of the disconnection notice; and

**WHEREAS**, the proposed change to Section III.I of the Tariff will allow CPS Energy to mail final disconnection notices and reduce the associated Field Notification Charge to \$4, which will cover the cost of mail and production of the final disconnection notice; and

**WHEREAS**, the proposed disconnection notice process will reduce overall cost to the consumer, reduce the risk of injury or hazard to CPS Energy employees, eliminate drive time and vehicle emissions, and add privacy to the communication process between the customer and the utility; and

**WHEREAS**, the current \$12 Field Notification Charge and delivery of a final disconnection notice will still remain as part of the Tariff and will be an option only when mail notification is not appropriate, as determined by CPS Energy; and

**WHEREAS**, affected CPS Energy customers will continue to pay the higher Field Delivery Charge and the risk of injury to CPS Energy employees as well as related drive time and vehicle emissions will continue if no action is taken; **NOW THEREFORE**,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:**

**SECTION 1.** CPS Energy's request to reduce the Field Notification Charge in Section III.I. of the Policy for Miscellaneous Customer Charges Tariff to \$4 is approved effective February 1, 2016; the reduced charge will cover the cost of mail and production of the final disconnection notice.

**SECTION 2.** CPS Energy's request that the current \$12 Field Notification Charge remains in place as part of the Policy for Miscellaneous Customer Charges Tariff, and will be an option only when mail notification is not appropriate, as determined by CPS Energy, is approved.

**SECTION 3.** This Ordinance shall be effective immediately upon passage by eight or more affirmative votes; otherwise, it shall be effective on the tenth day after passage.

**PASSED AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

M A Y O R  
Ivy R. Taylor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Leticia M. Vacek, City Clerk  
Attorney

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Martha G. Sepeda, Acting City