



AGENDA ITEM #3.7

REPORT TO CITY COUNCIL

Report Prepared by: Jenny Peterson

Date: October 4, 2016

Subject: Quarterly Utility Billing Adjustment Report

Report: See attached list of utility billing adjustments that have been made during the months of July through September of 2016. The City policy requires that Council review these reports quarterly.

Council Action Requested: Council motion approving the billing adjustments.

Report Criteria:

Types Selected: Assistance Applieds, Balance Transfers, Billing Adjustments, Payment Adjustments, Reallocations, Balance Write-offs

Name	Customer Number	Description	Amount	Msg	Service
Billing Adjustment					
07/13/2016					
CREATIVE IMAGE CONCRETE	2-00641-01	REMOVED DISCONNECT/RECONNECT FEE DUE TO ERROR	50.00 -	M	DS/RE - 84
07/29/2016					
MUSSELMAN, JACK & CAROL	1-00506-00	CREDIT THE PENALTY FEE DUE TO BILLING ERROR	5.00 -	M	Multiple
08/17/2016					
LINDQUIST, DALE	2-00669-00		5.00 -	M	Multiple
09/26/2016					
RILEY, TERRY & BEV	1-01956-05	SPRINKLER SYSTEM MALFUNCTIONED CREDIT	24.33 -	M	SWRUS - 40