



AGENDA ITEM #3.6

REPORT TO CITY COUNCIL

Report Prepared by: Jennifer Peterson

Date: July 2, 2019

Subject: Quarterly Utility Billing Adjustment Report

Report: See attached list of utility billing adjustments that have been made during the months of April through June of 2019. 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					
04/03/2019					
BOUCHARD, CHARLES	1-00536-00	CREDIT FOR SEWER PORTION ABOVE MINIMUM	658 08 -	M	SWRUS - 40
05/07/2019					
OLANDER, BONNIE	1-00541-00	ONE TIME PENALTY REMOVAL	5 00 -	M	Multiple
05/13/2019					
PEQUOT LAKES SCHOOL GAR	2-00456-03	SUPPOSED TO BE ON FREEZE RUN	269 56 -	M	Multiple
05/31/2019					
NELSON, JACK & WHITTENTON	1-00191-02	DIDN'T CLOSE UNTIL 6/6/19	2 70 -	M	MMF58 - 70
06/11/2019					
PETERSON, BRUCE	1-00546-00	METERS READ 4-22-19 BUT FREEZE RUN OCCURED UNTIL 5-3	158 38 -	M	Multiple
WOOLLISCROFT, RILEY & KYLA	1-01961-04	METERS READ 4-22-19 BUT FREEZE RUN OCCURED UNTIL 5-3	182 10 -	M	Multiple