



AGENDA ITEM #3.8

REPORT TO CITY COUNCIL

Report Prepared by: Jenny Peterson

Date: October 2, 2023

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 2023. The City policy requires that Council review these reports quarterly.

Council Action Requested: Council motion approving the billing adjustments.

Dates: 07/01/2023 - 09/30/2023

Sep 25, 2023 3:14PM

Report Criteria:

Selected types: Billing Adjustment, Payment Adjustment, Reallocation, Transfer, Write Off

Name	Customer Number	Description	Amount	Msg	Service
Billing Adjustment					
07/12/2023					
PEQUOT LAKES SCHOOL	2-00398-01	PLSD DOESN'T PAY LATE FEES	-5.00	M	Multiple
PEQUOT LAKES SCHOOL	2-00411-00	PLSD DOESN'T PAY LATE FEES	-5.00	M	Multiple
PEQUOT LAKES SCHOOL	2-01401-00	PLSD DOESN'T PAY LATE FEES	-5.00	M	Multiple
PEQUOT LAKES SCHOOL GARA	2-00456-03	PLSD DOESN'T PAY LATE FEES	-5.00	M	Multiple
Total 07/12/2023:	<u>8-02664-04</u>		<u>-20.00</u>		
07/18/2023					
LITTLE BEAR COMMERCIAL LLC	2-00151-00	DEDUCT METER QUIT WORKING	-121.83	M	SWRUS - 40
Total 07/18/2023:	<u>2-00151-00</u>		<u>-121.83</u>		
08/09/2023					
SIBLEY MFG LLC	2-00061-03	Deduct meter didn't calculate correctly	-10.27	M	SWRUS - 40
Total 08/09/2023:	<u>2-00061-03</u>		<u>-10.27</u>		
08/11/2023					
LITTLE BEAR COMMERCIAL LLC	2-00151-00	DEDUCT METER WASN'T WORKING	-179.61	M	SWRUS - 40
MOREHOUSE, KEITH	1-01091-00	SOLD PROPERTY	-12.70	M	Multiple
Total 08/11/2023:	<u>3-01242-00</u>		<u>-192.31</u>		
09/06/2023					
BILEY, MARK	1-00971-00	DISCONNECT NON PAYMENT	50.00	M	DS/RE - 84
SULLIVAN, JAMES	1-00761-01	DISCONNECT NON PAYMENT	50.00	M	DS/RE - 84
TULENCHIK, BILL	1-00536-01	DISCONNECT NON PAYMENT	50.00	M	DS/RE - 84
Total 09/06/2023:	<u>3-02268-02</u>		<u>150.00</u>		
09/08/2023					
CRARY, VINCENT & BECKY	1-00888-00	METERS NOT INSTALLED YET	-11.68	M	Multiple
Total 09/08/2023:	<u>1-00888-00</u>		<u>-11.68</u>		
Total Billing Adjustment:	<u>19-07274-09</u>		<u>-206.09</u>		