

## MEMO

**TO: Mayor and Council**

**FROM: Mike Althoff, Public Works Director**

**SUBJECT: R & R Investments Utility Bill Adjustment**

**DATE: August 7, 2019**

### **BACKGROUND**

The Public Works Commission advises the council to approve a credit for a meter that was unused, uninstalled at one of R & R Investment's properties, dating back to their purchase date of January 2017. The meter was disconnected before their purchase and the meter was sitting in the basement of the building. An inspection was never completed after the disconnection, which resulted in a continuation of the monthly billing. The adjustment will be applied to one of their utility accounts.

### **REQUESTED COUNCIL ACTION**

Motion to approve the utility bill adjustment of \$1,436.70 for R & R Investments.