



AGENDA MEMO Request to Add to June 17, 2020 Agenda

Needs Legal Review: Yes
Council Meeting Date: June 17, 2020
Agenda Item: Leak Adjustment Request – Innovative Composites Engineering
Presented By: Jan Brending, clerk Treasurer

Action Required

Authorize Clerk Treasurer to adjust utility billing for leak.

Proposed Motion

Motion to authorize the Clerk Treasurer to make an adjustment to Innovative Composites Engineering's utility account in the amount of \$2,901.36 (\$1,551.36 for water usage and \$1,350.00 for sewer overage).

Explanation of Issue

See attached "Leak Adjustment Request" and supporting documentation.

Staff Recommendation

Staff recommends the city council authorize the Clerk Treasurer to make an adjustment to Innovative Composites Engineering's utility account in the amount of \$2,901.36 (\$1,551.36 for water usage and \$1,350.00 for sewer overage).