

To: Chairman Board and members of the Public Works Commission
From: Peter Hartz – Water Systems Manager

January 08, 2025

Re: January 14, 2025, Public Works Commission agenda item

Water Systems:

1. Review and take action - Approve 2024 Utility bill write-off of account refunds & credits.

As requested by the Water & Wastewater Enterprise Fund Audit Firm, the Public Works Commission is presented with the information for accounting and bookkeeping records. These unpaid balances (comprised of refunded or credited charges for water, sewer, garbage, and stormwater) are 'written off' from the utility bills – credited back to the owners. 2024 total is \$72,370.22 which is comprised of 411 separate accounts.

Sincerely,

Peter Hartz

Water Systems Manger