



Department Source: Finance

To: City Council

From: City Manager & Staff

Council Meeting Date: December 6, 2021

Re: RubinBrown LLC Utility Billing Audit Scope of Work

Executive Summary

RubinBrown will present the draft planning memo containing the scope of work for the Utility Billing Audit.

Discussion

At the October 4th Pre-Council meeting, Garret Meyer and Rick Feldt from RubinBrown had a preliminary discussion with Council about conducting a Utility Billing Audit. RubinBrown representatives met with the Water and Light Advisory Board, as well as the Finance Advisory and Audit Committee to discuss the potential scope of this project. Staff is now in need of Council input and directions on the next steps of this process, as well as approval of the scope and the planning memo.

Fiscal Impact

Short-Term Impact: N/A

Long-Term Impact: N/A

Strategic & Comprehensive Plan Impact

Strategic Plan Impacts:

Primary Impact: Organizational Excellence, Secondary Impact: Not Applicable, Tertiary Impact: Not Applicable

Comprehensive Plan Impacts:

Primary Impact: Livable & Sustainable Communities, Secondary Impact: Not applicable, Tertiary Impact: Not Applicable

Legislative History

Date	Action
10/04/21	Pre-Council Meeting

Suggested Council Action

Approve the scope and the planning memo for the Utility Billing Audit