



City of Asotin

www.cityofasotin.org

Phone: 509-243-4411 PO Box 517 121 Cleveland Street Asotin WA 99402 Fax: 509-243-1223

CITY OF ASOTIN

APPLICATION FOR UTILITY LEAK ACCOUNT ADJUSTMENT

Owner of Utility First Name: _____ **Last Name:** _____

Physical Address: _____ **City** _____ **State** _____ **Zip Code** _____

Mailing Address: _____ **City** _____ **State** _____ **Zip Code** _____

Work Phone: (____) _____ **Home Phone:** (____) _____ **Cell Phone:** (____) _____

E-Mail Address: _____

Renter First Name: _____ **Last Name:** _____

Physical Address: _____ **City** _____ **State** _____ **Zip Code** _____

Mailing Address: _____ **City** _____ **State** _____ **Zip Code** _____

Work Phone: (____) _____ **Home Phone:** (____) _____ **Cell Phone:** (____) _____

E-Mail Address: _____

Date Discovered: _____ **Date Repaired:** _____

Prof of Repairs: _____

Signature of Owner: _____ **Date:** _____

Please return this completed form to the City Clerk, 121 Cleveland Street, PO Box 517 Asotin WA 99402.
Please call 509-243-4411 with any questions.

Official Use Only

Current Meter Read from Public Works: _____

Adjusted Meter Read from same billing period in previous calendar year: _____

Resolution 2018-617
A RESOLUTION FOR UTILITY BILL ADJUSTMENTS

WHEREAS, occasionally breaks occur in in-ground privately owned water service lines connected to a meter through no fault of the property owner, and

WHEREAS, it is the property owner's responsibility to discover and repair any leak(s) in a timely fashion; and

WHEREAS, it is in the public interest to allow, under certain express conditions, for limited financial relief to utility customers that have experienced a water leak; and

WHEREAS, the City of Asotin Council wishes to provide such financial relief for water leaks on a limited basis, and then only under certain circumstances; and

WHEREAS, the adjustment does not constitute a gift of public funds beyond the powers granted to the City in that the City receives direct benefits and consideration exchanged for such a policy.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Asotin, Asotin County, Washington that financial relief will be provided for charges related to water service leaks under the following provisions:

1. ONE LEAK ADJUSTMENT PER 24-MONTH PERIOD PER ACCOUNT

Each property owner ("account owner") receiving water utility service from the City has a utility account with the City. Each account owner shall be eligible for one leak adjustment per 24-month period per account, as a result of a water leak at the same residence. Once an account owner has received an adjustment for a water leak, the account shall be ineligible for any future adjustments until the 24-month period has lapsed.

2. ADJUSTMENT ELIGIBILITY CRITERIA

- A.** The leak(s) must be behind the water meter on the consumer's side of the service connected to a residence; and
- B.** A leak adjustment shall only be considered if the account owner or occupant gives the City notice of the leak within a one month period of the discovery of the leak.
- C.** Required repairs must be completed within ten (10) days of the date the account owner or occupant was notified by the City, or otherwise knew or should have known of the leak. Failure to timely complete repairs will result in forfeiture of any opportunity for a utility bill adjustment; and
- D.** The leak(s) must not have been a result of intentional use or waste, vandalism, or theft; regardless of whether or not the property owner or occupant was aware of the leak(s).
- E.** The account owner or occupant requesting a leak adjustment must provide evidence of the repair(s), typically a copy of an invoice itemizing the costs, or other documentation, as approved by the Clerk/Treasurer, substantiating that the repair was completed.

3. APPLICATION FOR ADJUSTMENT

A request for an account adjustment must be made in writing and submitted on a City form by the account owner after completion of repair. Forms may be obtained from the City of Asotin.


4. TERMS OF ADJUSTMENT

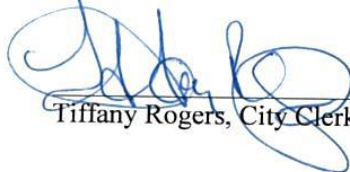
- A. An adjustment will be calculated using water consumption figures from the same billing period in the previous calendar year. The water consumption quantity from the same billing period in the previous calendar year (“estimated non-leak quantity”) will be subtracted from the water consumption quantity used in the billing period for which the adjustment is sought. The difference will be the “estimated quantity attributable to the water leak.” If was consumption is for less than one year, the average water consumption quantity for all previous full billing periods on the account shall be used as the estimated non-leak quantity. If the adjustment is claimed and the first billing period for a water utility account, the monthly basic charge will be used as the estimated non-leak quantity.
- B. For the billing period in which an adjustment is obtained, the Account owner is responsible for the payment of the entire estimated non-leak quantity, but will not be responsible for payment of the estimated quantity attributable to the water leak. Any leak adjustment applies to one billing cycle only.

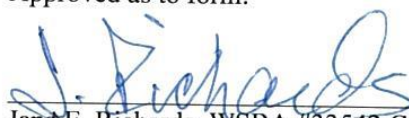
5. LEAK(S) ON UNOCCUPIED PROPERTY

In the event that a leak is discovered on unoccupied property, water service will be disconnected at the meter and will not be reinstated until proof of repairs is shown.

Approved this 23rd day of April, 2018.


Vikki Bonfield, Mayor

Attest:

Tiffany Rogers, City Clerk/Treasurer

Approved as to form:

Jane E. Richards, WSBA #33542, City Attorney