

RESOLUTION NO. 876

A RESOLUTION amending Resolution 606 by revising the procedures and policies for utility billings.

WHEREAS, the Council has heretofore adopted Resolution 606, which established policies and procedures for utility billings, and

WHEREAS, the Council desires to amend the procedures and policies for utility billings,

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Camas as follows:

Section I

The City Council of the City of Camas hereby adopts the following procedures and policies regarding utility billings:

A. Billing Intervals: Water-sewer-sanitary-recycling billings for most commercial and all residential services shall be billed at the end of each odd month, due and payable on the fifth day of the following month. Industrial and some commercial customers are billed every month.

B. Meter Reading: Water meters shall be read on approximately the 15th day of the month.

C. Rental Properties: The City of Camas defines the legal owner of any real property as the customer of the city's utility services. Water-sewer-sanitary-recycling bills shall be the responsibility of the legal owner of the subject property. The City shall not be responsible for unpaid billings resulting from tenants moving in or out without paying charges due, nor the collection thereof, and said charges shall be a lien on the property until paid. Other than regularly scheduled reading of water meters, the meters shall be read only upon the sale of the property. No meter shall be read between renters or lessees. Pro-ration of billings between renters or lessees shall be the responsibility of the legal owner and will not be billed by the City.

D. Billing Addresses: Except as hereinafter provided, all billings for water-sewer-sanitary-recycling services shall be mailed to the legal owner of the subject property at the legal owner's address. For rental properties, the legal owner may request that the billing be mailed to a property manager at an address other than that of the legal owner. Such request shall be on a form provided by the Finance Department of the City, and completed by the legal owner of the property. Such form shall provide in part that the legal owner agrees that he/she will be

responsible for any pro-rating of bills between tenants, any unpaid bills, and any disconnect charges that may be due to delinquent bills left unpaid by a tenant. Under no circumstances shall a billing be placed in the renter's name. If the legal owner requests billings of non-owner occupied property be mailed to the premise address, he/she must complete, sign and have notarized (or provide positive identification) a form provided by the Finance Department agreeing to the rules and statements provided therein.

E. Delinquency: All residential and most commercial utility billings shall be billed at regular intervals and shall be due and payable on the fifth day of each month following. Such billings shall be delinquent on the twenty-sixth day of each even month. There shall be a penalty fee assessed at the rate of five percent of the outstanding balance with a minimum of eight dollars per delinquent utility account.

F. Pro-ration of Billings: Billings for water-sewer-sanitary-recycling service will be pro-rated only upon sale of the subject real property. All services will be pro-rated to the date of sale. Pro-rations of billings between tenants shall be the full responsibility of the owner.

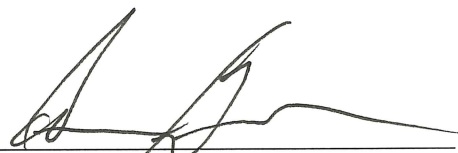
G. Disconnections: At any time water service is disconnected, whether it be for nonpayment or upon request of the legal owner, a disconnection fee based upon current ordinances will be charged before water service is reconnected.

H. Sanitary and Recycling Services: Residential sanitary and recycling services are mandatory and may not be stopped unless water and sewer services are also stopped.

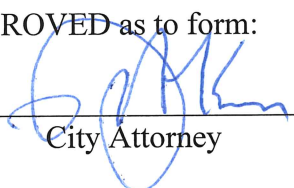
Section II

The Finance Department is directed to make copies of this resolution available to any member of the public requesting a copy of the same.

ADOPTED at a regular meeting of the Council of the City of Camas this 26<sup>th</sup> day of July, 1999.

SIGNED:   
Mayor

ATTEST:   
Clerk

APPROVED as to form:  
  
City Attorney