

RESOLUTION NO. 1513

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDMONDS, WASHINGTON, ADOPTING THE LEAK ADJUSTMENT POLICY AS ATTACHED HERETO.

WHEREAS, the City of Edmonds is committed to the highest standards of responsible financial management; and

WHEREAS, the City Council Finance Committee reviewed the Leak Adjustment Policy at the February 8, 2022, May 10, 2022, and January 31, 2023 Finance Committee meetings; and

WHEREAS, best practice shows that finance related policies should be formally adopted by Resolution; now therefore,

THE CITY COUNCIL OF THE CITY OF EDMONDS, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. ADOPT THE CITY OF EDMONDS LEAK ADJUSTMENT POLICY. The city council hereby adopts the following attached document:

City of Edmonds Leak Adjustment Policy to read as set forth in **Attachment A** hereto, which is attached hereto and incorporated herein by this reference as if set forth in full.

1. RESOLVED this 21st day of February 2023.

CITY OF EDMONDS



MAYOR, MIKE NELSON

ATTEST:



CITY CLERK, SCOTT PASSEY

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
RESOLUTION NO.

February 17, 2023
February 21, 2023
1513

Attachment A

LEAK ADJUSTMENT POLICY (Revised 01/2023)

Leak adjustments are NOT available for leaks occurring within a residential or commercial structure where the amount of the adjustment would have otherwise been less than \$50 per billing. Also, adjustments are only available in instances where water consumption is more than 20% greater than the same period in the previous three years.

1. To qualify for a leak adjustment the:
 - a) Customer must satisfactorily demonstrate the leak was caused by unusual circumstances beyond the customer's control; and
 - b) Must take action to repair the leak within thirty 30 days of when the customer discovers or is notified of the leak; and
 - c) Complete a City application form, accompanied by a copy of the finalized water service line permit if required, and submit it to the City of Edmonds Water Billing Department within 90 days of the repair. If the repair is exempt from permit, a signature is required from the City of Edmonds Development Services Department or the Administrative Services Department indicating a permit was not required.
2. Only one leak adjustment per customer will be granted in any three-year period.
3. Adjustments exceeding \$500 require approval by the Finance Director, Public Works Director, or their designee.
4. If the final bill is more than \$1,000 the customer has the option to repay that billing in equal installments of up to 12 months at 0% interest.
5. A leak adjustment credit shall be calculated as follows:
 - a. The average consumption for the same period during the previous three years to be charged at the City's retail rate, plus the excess consumption to be charged at the City's wholesale rate.

- b. If the adjustment is for a commercial account that is billed for sewer service based on water consumption, the City will also adjust the sewer portion based on the same calculations.