

## RESOLUTION NO

### RESOLUTION OF THE BOARD OF PUBLIC UTILITIES ADOPTING UPDATED WATER BILLING POLICY UB-2 BILLING ADJUSTMENTS IN PLACE OF UTILITY BILLING POLICY UB-1

WHEREAS, the Board of Public Utilities adopted Resolution No.1012 on November 3, 2011 establishing Policy UB-1 Billing Adjustments (UB-1) for property-side leak adjustments and sewer cap re-evaluations; and

WHEREAS, UB-1 provides direction on procedures for leak adjustment calculation based on a four-tier Single Family Residential (SFR) water rate structure; and

WHEREAS, in 2015 the Santa Rosa City Council adopted a new water rate structure consisting of a two-tier SFR rate structure; and

WHEREAS, UB-1 provides that leak adjustments can be determined at the discretion of the Water Director; and

WHEREAS on December 31, 2015 the Water Director issued a memo providing a variance to determine SFR leak adjustments based on the new two-tier SFR rate structure (Leak Adjustment Memo) until such time as UB-1 is updated by the Board of Public Utilities; and

WHEREAS, Water Billing has been providing the SFR adjustments based on the Leak Adjustment Memo; and

WHEREAS, UB-1 requires an update to provide procedures for adjustments for sewer rate category re-assignments and specialty meter billings, as well as reflect the leak adjustment calculation based on the current water structure; and

WHEREAS, Water Billing Policy UB-2 – Billing Adjustments (UB-2) will supersede UB-1 and shall document leak adjustment calculations based on the two-tier SFR water rate structure and include additional adjustments not in the current policy to provide clarity to customers and staff.

NOW, THEREFORE, BE IT RESOLVED that the Board of Public Utilities hereby adopts the Water Billing Policy – UB-2 Billing Adjustments in the form attached hereto effective this date to replace in full Utility Billing Policy – UB-1.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board of Public Utilities directs the Water Director to add language to the Variance Section of the UB-2 Billing Adjustments Policy to address natural disasters.

DULY AND REGULARLY ADOPTED by the City of Santa Rosa Board of Public Utilities  
this 20th day of August 2020.

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED: \_\_\_\_\_  
Daniel J. Galvin III, Chair

ATTEST: \_\_\_\_\_  
Gina Perez  
Recording Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

Attachment: Water Billing Policy UB-2 – Billing Adjustments