

SOUTHWEST SUBURBAN SEWER DISTRICT  
KING COUNTY, WASHINGTON

RESOLUTION NO. 2010-08

A RESOLUTION OF THE SOUTHWEST SUBURBAN  
SEWER DISTRICT, KING COUNTY, WASHINGTON,  
ESTABLISHING A POLICY RELATING TO  
ADJUSTMENTS FOR UNDER AND OVER BILLING OF  
SEWER SERVICE CHARGES.

WHEREAS, Southwest Suburban Sewer District ("District"), is a special purpose municipal corporation organized pursuant to Title 57 RCW which provides sewer service to customers within its boundaries; and

WHEREAS, pursuant to RCW 57.08.005(3) and (11), the District has full authority to regulate the use and operation of the District's facilities, to fix rates and charges for the sewer services provided, and to establish policies relating to the billing and collection of such rates and charges; and

WHEREAS, the District desires to adopt a formal policy relating to under billing and over billing for sewer service charges; now therefore,

BE IT RESOLVED by the Board of Commissioners of Southwest Suburban Sewer District, King County, Washington, as follows:

Section 1. The Policy for Adjustments for Under and Over Billing attached hereto as Exhibit A and incorporated herein in full by this reference is hereby approved and adopted effective the date set forth below.

ADOPTED by the Board of Commissioners of Southwest Suburban Sewer District, King County, Washington, at the regular meeting thereof held this 22nd day of June, 2010.


SOUTHWEST SUBURBAN SEWER  
DISTRICT  
KING COUNTY, WASHINGTON

Individual Commissioner's  
Vote on Resolution

In Favor Of: \_\_\_  
Opposed: \_\_\_  
Abstained: \_\_\_

\_\_\_\_\_  
William A. Tracy  
President and Commissioner

In Favor Of: \_\_\_  
Opposed: \_\_\_  
Abstained: \_\_\_


  
\_\_\_\_\_  
Tony Genzale  
Vice President and Commissioner

In Favor Of: \_\_\_  
Opposed: \_\_\_  
Abstained: \_\_\_

  
\_\_\_\_\_  
Scott Hilsen  
Secretary and Commissioner

## CERTIFICATE

I, Scott Hilsen, Secretary of the Board of Commissioners of Southwest Suburban Sewer District, King County, Washington, do hereby certify that the foregoing resolution is a true and correct copy of Resolution No. 2010-08 of such Board, duly adopted at a regular meeting thereof held on the 22nd day of June, 2010, signed by the members of such Board in attendance at such meeting and attested by myself in authentication of such adoption.



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Scott Hilsen, Secretary  
Board of Commissioners  
Southwest Suburban Sewer District  
King County, Washington.

## “Exhibit A”

### Policy for Adjustments for Under and Over Billing

#### A. Policy.

It is the policy of the District to collect amounts identifiable as due and owing for sewer services. This policy recognizes that any losses from not collecting sewer charges must be made up by moneys collected from all ratepayers.

#### B. Under and Over Billing.

1. Any account for sewer service found to have been under billed or over billed shall be corrected immediately.

2. Accounts found to have been under billed through no fault of the customer will be back billed for the correct amount for the period of the under billing, but not to exceed a period of three (3) years. Under billing because of customer error or where it appears a customer knew or should have known of the error should be paid in full.

3. Accounts found to have been over billed will be credited for all amounts that were over billed, but not to exceed a period of three (3) years.

#### C. Payment of Back Billing.

Any back billing that exceeds the customer's ability to pay may be set up on a payment plan approved by the District Manager, which payment plan will include the payment of interest at the then current prime lending rate. Although a payment plan may be established, all amounts due will remain on the customer's sewer bill. Failure to make any payment as agreed may result in the filing of lien and/or such other remedies as are authorized under applicable law.

#### D. Authority to Make Adjustments.

The District Manager is authorized to make billing error adjustments, provided that any credits or refunds in excess of \$2,500 shall be approved by the Board of Commissioners. Late fees may be waived, at the discretion of the District Manager, so long as all payments are made as agreed by the District and the customer.

#### E. Unauthorized Connections.

This policy relating to under and over billings shall not apply to unauthorized or illegal connections to the District's sewer system. Any customer or person who connects to the District's sewer system without the District's approval shall be subject to the fines, charges and other remedies set forth in District's unauthorized connection policy.