

**CITY OF SANDPOINT  
AGENDA REPORT**

**DATE:** November 26, 2019

**TO:** MAYOR AND CITY COUNCIL

**FROM:** Sarah Lynds, Director of Finance/Treasurer

**SUBJECT:** Request for Sewer Charge Reduction for 227 S First Ave

**DESCRIPTION/BACKGROUND:**

The City has received a request for the reduction of the sewer charges at 227 South First Avenue, a commercial customer, as a result of a leak in the water line serving the building. The current billing system in place at the City goes back to September 2006 and no previous sewer waivers have been applied to this property.

The City sent leak notices to the property immediately following meter reads. The water usage records indicate the leak was first present between June, 15 and October 15, 2019, which was reflected in the billings from July thru November 2019. The leak was repaired on October 14, 2019. The water usage for the timeframe when the leak was present totaled approximately 222,523 gallons which is approximately 205,023 gallons over normal usage for the same months last year.

The Senior Meter Technician for the City observed the location of the leak at the property and determined that the excess water usage associated with the leaking water line was not sent to the Wastewater Treatment Plant. The customer provided copies of payments made to contractors to repair the leak.

Current City code and policies do not authorize staff to approve sewer charge reductions for commercial customers.

**STAFF RECOMMENDATION:**

The Finance Department recommends the Council waive the sewer charge that is in excess of their normal usage for the months when the leak was present for a total reduction (credit) of \$1,840.12 (July thru November billings).

**ACTION:**

Render a decision on the request to reduce sewer charges 227 South First Avenue for the billing months of July thru November 2019.

**WILL THERE BE ANY FINANCIAL IMPACT? No HAS THIS ITEM BEEN BUDGETED? N/A**  
Due to the location of the leak, City sewer infrastructure did not collect or treat the excess usage; therefore, there is no financial impact.

**ATTACHMENTS:**

July thru November History  
Repair Bill  
Email with explanation  
Leak Adjustment Spreadsheet

Bonner County Prosecutor  
Leak Adjustment - Sewer -

	Billing Date	Usage
Consumption Used	July 1, 2019	40,269
	August 1, 2019	54,076
	September 1, 2019	64,112
	October 1, 2019	38,568
	November 1, 2019	25,498
		<b>222,523</b>

Sewer Charged	July 1, 2019	385.86
	August 1, 2019	510.95
	September 1, 2019	601.88
	October 1, 2019	370.45
	November 1, 2019	252.03

Total Paid **\$2,121.17**

		Minimum Billed		Actual Usage
Last Yereas Usage	July 1, 2019	56.21	3,500	920
	August 1, 2019	56.21	3,500	959
	September 1, 2019	56.21	3,500	964
	October 1, 2019	56.21	3,500	683
	November 1, 2019	56.21	3,500	857
		<b>281.05</b>	<b>17,500.00</b>	<b>4,383</b>

Usage to Credit	July 1, 2019	329.65	205,023.00
	August 1, 2019	454.74	
	September 1, 2019	545.67	
	October 1, 2019	314.24	
	November 1, 2019	195.82	

Adjustment Requested **\$1,840.12**

# History Register

Tuesday, November 26, 2019

1/2

Account #	Service Address	Customer Name	Balance Due			
Posted	Trx Info	Meter Read	Usage	Amount		
Created	Item Name	Usage	Due Date	Transaction Type		
Billing Item	Rate Name	Billed	Usg	Due Date	Transaction Type	
04-02280.04	227 S FIRST AVE	BONNER COUNTY PROSECUTOR			<b>\$1759.47</b>	
10/31/19	11/01/19 05:13	Bill Calculated	09/15/19-10/15/19	0	0	\$366.14
SWC1	SWC1	25,498.00	11/25/19	Billing		\$252.03
WACI34	WACI34	25,498.00	11/25/19	Billing		\$114.11

# History Register

Tuesday, November 26, 2019

1/2

Account #	Service Address	Customer Name	Balance Due			
Posted	Created	Trx Info	Item Name	Meter Read	Usage	Amount
Billing Item	Rate Name	Billed	Usg Due	Date	Transaction Type	
04-02280.04	227 S FIRST AVE	BONNER COUNTY PROSECUTOR	<b>\$1759.47</b>			
09/30/19	10/03/19 03:19	Bill Calculated	08/15/19-09/15/19	0	0	\$533.31
SWC1	SWC1	38,568.00	10/25/19	Billing		\$370.45
WACI34	WACI34	38,568.00	10/25/19	Billing		\$162.86

Account : 0004-002280.04  
 Name : BONNER COUNTY PROSECUTOR  
 Serv Addr: 227 S FIRST AVE  
 Phone : (208) 263-6714

Date: 11/22/19  
 Time: 12:44:21  
 Page: 1

Active Flag : Account Type : CI  
 Final Flag : Account Class :  
 Service Flag: Account Status:  
 City Code : I Deliq Class :  
 Priority Cd : Payment Type :  
 Tax Flag : Energy Assist :  
 No of Dwell : Turn Off Flag :

Delinq View: [ ] [ 1 ] [ ] [ 1 ]  
 Credit Rate: Bad Debt:  
 Last Bill : 09/01/19  
 Last Pymt : 08/19/19 -731.65  
 Start Date : 07/01/17  
 Dis Date :  
 Restart :  
 Trans Acct :

Balance	Current	Past Due	Pend Bal	Remain Fix	Winter Avg
1,393.33		1,393.33	1,393.33		

Deposits	Deposit Int	Deposit Owed	Req Deposit

MT	Curr Usage	Prior Use	2nd Prior	Curr Year	Last Year	2 Years Ago
OR		38568.00	64112.00	206679.00	12202.00	87129.00

Bill Per	Date	Period Usage	Billing Group Description	Group Amount	Period Total	Payments	Account Balance
UNBL	09/15/19	38568	SEWER	370.45	533.31		1,393.33
		38568	WATER	162.86			
1909	08/31/19	64112	SEWER	601.88	860.02		860.02
		64112	WATER	258.14			
	08/19/19		**Payment**			-731.65	0.00
1908	07/31/19	54076	SEWER	510.95	731.65		731.65
		54076	WATER	220.70			
	07/15/19		**Payment**			-555.06	0.00
1907	06/30/19	40269	SEWER	385.86	555.06		555.06
		40269	WATER	169.20			
	06/13/19		**Payment**			-96.68	0.00
	06/05/19		**Payment**			-79.69	96.68
1906	05/31/19		PENALTY	-15.00	81.68		176.37
		4238	SEWER	61.87			
		4238	WATER	34.81			
	05/29/19		PENALTY	15.00	15.00		94.69
1905	04/30/19	1201	SEWER	56.21	79.69		79.69
		1201	WATER	23.48			
	04/24/19		**Payment**			-81.26	0.00
1904	03/31/19	1621	SEWER	56.21	81.26		81.26
		1621	WATER	25.05			
	03/15/19		**Payment**			-78.43	0.00
1903	02/28/19	864	SEWER	56.21	78.43		78.43
		864	WATER	22.22			
	02/12/19		**Payment**			-79.12	0.00
1902	01/31/19	1047	SEWER	56.21	79.12		79.12
		1047	WATER	22.91			
	01/15/19		**Payment**			-77.76	0.00
1901	12/31/18	683	SEWER	56.21	77.76		77.76
		683	WATER	21.55			
	12/11/18		**Payment**			-78.23	0.00
	12/07/18		**Payment**			-78.41	78.23
1812	11/30/18		PENALTY	-15.00	63.23		156.64

Bill Per	Date	Period Usage	Billing Group Description	Group Amount	Period Total	Payments	Account Balance
		810	SEWER	56.21			
		810	WATER	22.02			
	11/27/18		PENALTY	15.00	15.00		93.41
1811	10/31/18	857	SEWER	56.21	78.41		78.41
		857	WATER	22.20			
	10/16/18		**Payment**			-77.76	0.00
1810	09/30/18	683	SEWER	56.21	77.76		77.76
		683	WATER	21.55			
	09/18/18		**Payment**			-78.81	0.00
1809	08/31/18	964	SEWER	56.21	78.81		78.81
		964	WATER	22.60			
	08/14/18		**Payment**			-78.79	0.00
1808	07/31/18	959	SEWER	56.21	78.79		78.79
		959	WATER	22.58			
	07/12/18		**Payment**			-78.64	0.00
1807	06/30/18	920	SEWER	56.21	78.64		78.64
		920	WATER	22.43			
	06/19/18		**Payment**			-80.28	0.00
1806	05/31/18	1359	SEWER	56.21	80.28		80.28
		1359	WATER	24.07			
	05/17/18		**Payment**			-81.64	0.00
1805	04/30/18	1724	SEWER	56.21	81.64		81.64
		1724	WATER	25.43			
	04/18/18		**Payment**			-79.16	0.00
1804	03/31/18	1060	SEWER	56.21	79.16		79.16
		1060	WATER	22.95			
	03/12/18		**Payment**			-79.58	0.00
1803	02/28/18	1171	SEWER	56.21	79.58		79.58
		1171	WATER	23.37			
	02/15/18		**Payment**			-78.03	0.00
1802	01/31/18	1284	SEWER	56.21	80.00		78.03
		1284	WATER	23.79			
1801	12/31/17	411	SEWER	56.21	76.74		-1.97
		411	WATER	20.53			
	12/26/17		**Payment**			-78.71	-78.71
	12/12/17		**Payment**			-78.71	0.00
1712	11/30/17	938	SEWER	56.21	78.71		78.71
		938	WATER	22.50			
	11/16/17		**Payment**			-327.34	0.00
1711	10/31/17	22464	SEWER	224.55	327.34		327.34
		22464	WATER	102.79			
	10/13/17		**Payment**			-369.91	0.00
1710	09/30/17	24620	SEWER	244.08	354.91		369.91
		24620	WATER	110.83			
	09/28/17		**Payment**			-384.04	15.00
	09/26/17		PENALTY	15.00	15.00		399.04
1709	08/31/17	26897	SEWER	264.71	384.04		384.04
		26897	WATER	119.33			
	08/24/17		**Payment**			-180.40	0.00
1708	07/31/17	12210	SEWER	115.99	170.40		180.40
		12210	WATER	54.41			
	07/28/17		FEES	10.00	10.00		10.00

Per No	Reading Date	Mt Ty	Beginning Reading	Ending Reading	Adjusted Usage	Rd Fg	Bill Code	Meter Number	Dial No	Co Cd	St Fg
CURR		OR	1679799	0	0		WACI34	81045188			1
1909	09/10/19	OR	1641231	1679799	38,568	L	WACI34	81045188			1
1908	08/13/19	OR	1577119	1641231	64,112	L	WACI34	81045188			1
1907	07/11/19	OR	1523043	1577119	54,076	L	WACI34	81045188			1
1906	06/12/19	OR	1482774	1523043	40,269	L	WACI34	81045188			1
1905	05/14/19	OR	1478536	1482774	4,238	L	WACI34	81045188			1
1904	04/11/19	OR	1477335	1478536	1,201		WACI34	81045188			1
1903	03/13/19	OR	1475714	1477335	1,621		WACI34	81045188			1
1902	02/11/19	OR	1474850	1475714	864		WACI34	81045188			1
1901	01/11/19	OR	1473803	1474850	1,047		WACI34	81045188			1
1812	12/11/18	OR	1473120	1473803	683		WACI34	81045188			1
1811	11/13/18	OR	1472310	1473120	810		WACI34	81045188			1
1810	10/11/18	OR	1471453	1472310	857		WACI34	81045188			1
1809	09/11/18	OR	1470770	1471453	683		WACI34	81045188			1
1808	08/14/18	OR	1469806	1470770	964		WACI34	81045188			1
1807	07/09/18	OR	1468847	1469806	959	D	WACI34	81045188			1
1806	06/11/18	OR	1467927	1468847	920	D	WACI34	81045188			1
1805	05/14/18	OR	1466568	1467927	1,359	D	WACI34	81045188			1
1804	04/11/18	OR	1464844	1466568	1,724	D	WACI34	81045188			1
1803	03/12/18	OR	1463784	1464844	1,060	D	WACI34	81045188			1
1802	02/12/18	OR	1462613	1463784	1,171	D	WACI34	81045188			1
1801	01/11/18	OR	1461329	1462613	1,284	D	WACI34	81045188			1
1712	12/13/17	OR	1460918	1461329	411	D	WACI34	81045188			1
1711	11/13/17	OR	1459980	1460918	938	D	WACI34	81045188			1
1710	10/12/17	OR	1437516	1459980	22,464	DL	WACI34	81045188			1
1709	09/12/17	OR	1412896	1437516	24,620	D	WACI34	81045188			1
1708	08/14/17	OR	1385999	1412896	26,897	DL	WACI34	81045188			1
1707	07/15/17	OR	1373789	1385999	12,210		WACI34	81045188			1

\*\*\*\*\* Inquiry Printed \*\*\*\*\*

Date: 11/22/19

Time: 12:44:21

User: mmancuso

Ldev: 33

## Michelle Mancuso

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**From:** Michelle Roof <micheller@cdrmgt.com>  
**Sent:** Tuesday, November 12, 2019 8:13 AM  
**To:** Michelle Mancuso  
**Subject:** FW: 227 S 1st Ave Sandpoint

Hi Michelle,

Here is the letter from the repair company on the work they performed on the white house. In addition to this repair we also had our own staff out there multiple time, household plumbing company and the sprinkler company who did some additional repairs as this all started at the same time we had them turned on for the summer season. We had a hard time finding out what was causing the leaks and once we knew that it wasn't in the sprinklers or house we then contacted a contractor to investigate along with your staff that the issue was outside between the house and the main.

Let me know if you need anything else.

*Michelle Roof*

Cedar Management Company  
Administrative Assistant  
(253) 922-4902

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**From:** Jessica Hogue <jessica67camaro@yahoo.com>  
**Sent:** Friday, November 8, 2019 11:30 PM  
**To:** Michelle Roof <micheller@cdrmgt.com>  
**Subject:** Fwd: 227 S 1st Ave Sandpoint

**Subject: 227 S 1st Ave Sandpoint**

To whom it may concern,

Rock Springs Excavation was informed of a water leak at 227 S 1st Ave Sandpoint. RSE did exploratory work attempting to locate the leak, including dig up known connection area's & yard hydrants. Unfortunately no leaks were easily located at any of these connection area's. RSE proceeded to completely replace the water line from the meter to the building in a new location & abandoned all existing piping which was galvanized & in poor shape. Pipe was replaced with all brass fittings & 1.25" HDPE 250psi with tracer wire. State plumbing permit & inspection was completed & finalized. Pictures included are connection at meter & irrigation stub under pressure. Regards, Clay @ RSE









**P.O. Box 1030  
Athol, ID 83801**

# Invoice

Date	#
10/27/2019	41916

<b>Bill To</b>
Rocky Point Investments White House Attn: Jessica

<b>Project</b>
227 S First Ave

Date	Description	Qty	Rate	Amount
10/8/2019	LIGHT TRANSPORT- 305.5 to site	1.5	95.00	142.50
	305.5 E2 CR EXCAVATOR- exploratory work	7.5	110.00	825.00
	LABOR 2 men- exploratory work	11	45.00	495.00
	LABOR Clay- coordinate with city & plumber	2	65.00	130.00
	Permits State Plumbing Commercial	1	86.50	86.50
10/10/2019	305.5 E2 CR EXCAVATOR- trenching for new water line	4.5	110.00	495.00
	LABOR 2 men- hand work for new water trench, remove landscape	5.5	45.00	247.50
10/11/2019	SERVICE TRUCKS- travel to site, multiple parts pick ups	3	70.00	210.00
	305.5 E2 CR EXCAVATOR- trenching & backfill, grading	6.5	110.00	715.00
	LABOR- hand work, install pipe & fittings, backfill & grade	9.75	45.00	438.75
	LABOR Clay- install pipe & fittings	4	45.00	180.00
	SUB-CONTRACT PLUMBER	1	538.90	538.90
	MATERIALS- pipe & fittings	1	623.80	623.80
10/14/2019	305.5 E2 CR EXCAVATOR- clean up & grading, backfill exploratory locations	5	110.00	550.00
<b>Total</b>				



**P.O. Box 1030  
Athol, ID 83801**

# Invoice

Date	#
10/27/2019	41916

Bill To
Rocky Point Investments White House Attn: Jessica

Project
227 S First Ave

Date	Description	Qty	Rate	Amount
	LABOR 2 men- install pipe to irrigation, hand grade & replace landscape, clean up	8.5	45.00	382.50
	LABOR Clay- install fittings for connection to irrigation	1.25	65.00	81.25
	LIGHT TRANSPORT- 305.5 from site	1.5	95.00	142.50
			<b>Total</b>	<b>\$6,284.20</b>

ID # RCE-39241  
ID PUBLIC WORKS # 006017-C-4  
WA # 602956955