



Utility Billing Policy

Property Owners With Tenants

The City Council recently amended the Water Utility Ordinance to require that the property owner (Landlord) is fully responsible for tenants' utility charges.

Utility bills will be sent to the Landlord. A copy of the utility bill may be sent to the tenant, at the request of the Landlord for a \$1.00 fee. It will be the responsibility of the Landlord to ensure that the utility charges are paid.

The Landlord will be responsible for all aspects of the utility account including:

- Setting up the account.
- Requesting changes to the account.
- Requests to have the water turned on or the water turned off.
- If the account is past due to the point that a disconnect notice is warranted, the disconnect notice will be sent to the Landlord.
- Requests for payment arrangements to avoid a disconnection of the utility, must be made by the Landlord.

In the case of delinquent accounts resulting in water disconnection, Minnesota State Law allows the tenant the right to pay the current charges for the most recent billing period to keep the water on. "Current charges" do not include late payment fees incurred by the landlord.

See attached "Water Disconnect Policy."

Adopted by the City Council on 4/7/2009

Amended by the City Council on 7/7/2009