

Subject: Landlord Policy
Policy No.: 800-0003
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Codified: 8/27/2007

Landlord Policy

Property owner/landlord must complete application for water/sewer service and pay a deposit as set forth in the Fee Schedule adopted by the Mayor and Council. This deposit will remain with the account until written request by the property owner to cancel service and apply deposit to the landlord's account. Tenants shall also be required to pay a deposit upon their commencement of service and complete the application for water/sewer service. If the tenant cancels the service, service to the property will continue under the landlord's account until the landlord cancels the service. This will enable the landlord to have the water/sewer service transferred back in the landlord's name when property is no longer rented but wants service to continue. Landlord will be responsible for charges once the City is notified by either the Landlord or tenant for the transfer of service. The Landlord will be sent a letter containing the date and the reading their service would begin. If the tenant does not apply for service the landlord will be responsible for usage on account until the city has been notified in writing to disconnect service.