

**CITY OF COSMOPOLIS**

**RESOLUTION NO. 2023-09**

A **RESOLUTION** adopting a "Heat Related Event Policy" for the City of Cosmopolis.

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF COSMOPOLIS, WASHINGTON, IN REGULAR MEETING DULY ASSEMBLED, AS FOLLOWS:**

**SECTION 1.** The attached "Heat Related Event Policy & Procedures," is hereby adopted by reference in its entirety. This policy shall supplement Section 13.48.010 of the Cosmopolis Municipal Code, shall apply only to residential users, and shall be implemented only during times when the National Weather Service has issued or announced that it intends to issue a heat related alert for the Cosmopolis area.

PASSED AND APPROVED this 16<sup>th</sup> date of August 2023.

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Kyle Pauley -- Mayor

Attest:

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Julie Pope -- Finance Director

# CITY OF COSMOPOLIS

## HEAT RELATED EVENT POLICY & PROCEDURES

### PURPOSE

Engrossed Substitute House Bill 1329, which went into effect July 23, 2023, prohibits water utilities from disconnecting water service due to nonpayment during heat related events issued by the National Weather Service. A qualifying heat related event is any specific day or period of days for which the National Weather Service has issued or has announced that it intends to issue a heat related alert such as an excessive heat warning, a heat advisory, an excessive heat watch, similar alert for our area. This policy applies specifically to residential users.

1. Delinquent Notices and Shut Off Notices delivered to the property when utility service is disconnected shall include the following text:

"If your service is disconnected and an NWS heat related alert has occurred in our area, you may request to have your service restored. A payment plan will be required to restore service.

Contact City Hall at (360) 532-9230 for details."

2. On the regularly scheduled shut off day, Finance staff will review the National Weather Service data to determine if a heat-related alert is in effect. If there is no heat-related alert, shut offs for nonpayment will occur as usual.

If a heat related event is in effect, shut offs will be delayed until the next available day after the event expires.

If the National Weather Service heat related event remains in place for an extended period of time, shut offs for nonpayment will be rescheduled for the subsequent month on the regularly scheduled shut off day.

3. Customers requesting reconnection of service due to a National Weather Service heat related event can avoid immediate shutoff once the alert is lifted by:
  - a. Paying the past due balance in full prior to the alert being lifted.
  - b. Entering into a payment plan by contacting the City prior to the alert being lifted.
    - i. The payment plan will stipulate that the current billing must be paid and remain current;
    - ii. The past-due balance must be paid by the following May 15<sup>th</sup> or as soon as possible after May 15<sup>th</sup> if needed to maintain monthly payments that are no greater than six percent of the customer's monthly income. Customers can choose to pay amounts greater than six percent of their

monthly income to pay the past due amount prior to the following May 15th,

- iii. Failure to maintain the payment plan will result in the shut off of services.

Upon request for reinstatement, the City shall promptly make a reasonable attempt to reconnect service to the customer's dwelling.

If the customer fails to maintain the payment plan, declines to pay the full past due amount, or refuses to fill out a payment plan, the water service will be disconnected on the first business day after the National Weather Service heat related alert is lifted.

Penalties charged in the normal course of business for any past due amounts will still be assessed.

4. The City will maintain required documentation containing the number of customers shut off during a National Weather Service heat related event. This information will be reported to the Department of Commerce upon request as required by ESHB 1329.