

ORDINANCE NO. 4969

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELLENSBURG, WASHINGTON, RELATING TO CHAPTER 2.12 COLLECTION OF ACCOUNTS – UTILITIES AND AMENDING SECTION 2.12.020 OF THE ELLENSBURG CITY CODE.

WHEREAS, prior to utility disconnection for nonpayment, a tag for disconnect is delivered to the service address of the utility customer giving at least seven (7) calendar days' notice of pending disconnection; and

WHEREAS, currently two (2) part-time meter readers are responsible for hanging door tag notifications for utility customers; and

WHEREAS, the number of disconnects incurred by City utility customers has significantly increased; and

WHEREAS, the part-time meter readers are unable maintain their workloads with hanging increased number of door tag notifications while trying to keep meter reads on schedule; and

WHEREAS, the finance department would like to be more efficient in notifying utility customers prior to disconnect by using telephone notifications in place of door tags;

NOW, THEREFORE, the City Council of the City of Ellensburg, Washington do hereby ordain as follows:

Section 1. Section 2.12.020 of the Ellensburg City Code, as last amended by Section 1 of Ordinance 4956, is hereby amended to read as follows:

2.12.020 When due—Monthly utility accounts.

Monthly utility accounts are due and payable within twenty-two calendar (22) calendar days following the date of mailing of the utility bill or electronic notification that the utility bill is available has been sent to the customer. If not paid by the due date, the entire account shall be deemed delinquent. The finance director/treasurer may temporarily pause deem accounts as delinquent to facilitate changes to city utility billing and payment technology or processes. The finance director/treasurer may allow a customer to pick a fixed monthly due date, which may not extend their due date beyond thirty-six (36) calendar days following the date of the mailing of the utility bill or electronic notification that the utility bill is available has been sent to the customer. When a monthly utility account becomes delinquent:

A. A final notice shall be sent by regular mail within seven (7) calendar days after the billing due date, and the delinquent charges must be paid and received by the city within fourteen (14) calendar days of the date of the final notice.

B. If there is no response received to the mailed final notice of account delinquency within seven (7) calendar days after the final notice due date, a tag for disconnect shall be delivered or a notice of disconnect telephone call will be placed to the primary telephone number on file within the next seven (7) business calendar days to the service address of the utility consumer/customer giving at least seven (7) calendar days' notice of pending disconnection for said service address. If the notice of disconnect telephone call cannot be confirmed (which means the telephone call was answered by a person or staff was able to leave a voicemail), a tag for disconnect shall be delivered to the service address.

C. If the delinquent charges and penalties are still unpaid after seven (7) calendar days following a confirmed disconnect telephone call or the property being tagged for disconnection as provided in subsection (B) of this section, utility service shall be disconnected for said service address.

(Ord. No. 4956, § 1, 2025 Ord. No. 4933, § 1, 12-4-2023; Ord. 4649 § 2, 2013; Ord. 3434 § 2, 1984; Ord. 3411 § 1, 1983)

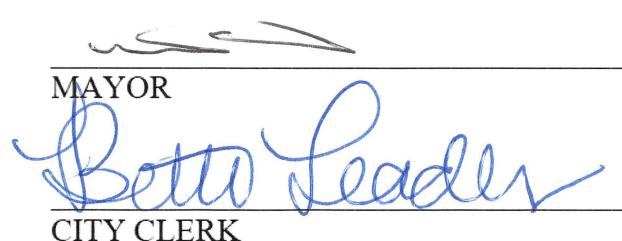
Section 2. Severability. If any portion of this ordinance is declared invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect the validity of the remaining portion(s) of this ordinance.

Section 3. Corrections. Upon the approval of the City Attorney, the City Clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 4. Effective Date. This ordinance shall take effect and be in force five (5) days after its passage, approval and publication.

The foregoing ordinance was passed and adopted at a regular meeting of the City Council on the 2nd day of September, 2025.

ATTEST:



MAYOR

Betty Leader

CITY CLERK

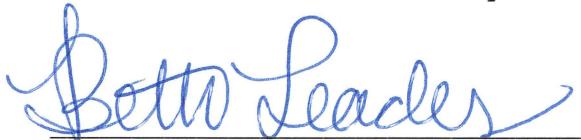
Approved as to form:



CITY ATTORNEY

Published: 9-6-25

I, Beth Leader, City Clerk of said City, do hereby certify that Ordinance No. 4969 is a true and correct copy of said Ordinance of like number as the same was passed by said Council, and that Ordinance No. 4969 was published as required by law.



BETH LEADER