



**Cedar Springs City Hall  
66 S. Main St. PO Box 310  
Cedar Springs, MI 49319**

**8-27-2020**

**RE: Pool filling sewer  
bill reduction policy**

As a benefit to homeowners in our community, the City offers a discount on a home's sewer bill one time per year for the purpose of filling a swimming pool.

However, since the City's water and sewer system must be properly maintained and be paid for through user fees, this policy shall be narrowly construed and it shall be incumbent upon the citizen seeking a bill reduction to submit the appropriate information to the Utility Billing Clerk in an accurate and timely manner.

The pool filling sewer bill reduction policy of the City shall be that a citizen's water bill shall be reduced by elimination of the sewer portion only, for the number of gallons of water purported to be used for the purpose of filling the pool. All water used for filling the pool will still be paid for and all of the sewer used by other household uses will also be paid for. This policy shall only apply to permanent non-portable pools with a depth of 24 inches or more that contain a minimum of two-thousand (2000) gallons of water.

To determine how many units of sewer use shall be deducted from a citizen's water bill, the utility billing clerk:

1. Shall only reduce the sewer bill by whole units of 1000 gallons but shall not credit any partial units of less than 1000 gallons.
2. Shall calculate the average number of sewer gallons used by the household for the monthly billing cycle before and the monthly billing cycle after the pool was filled and shall reduce the sewer bill by the lesser of the number of estimated units information provided by the citizen or the difference between the pool fill billing number and the average billing for the month before and the month after.
3. Shall only provide a credit on a monthly utility bill and shall never issue a cash refund.
4. This bill reduction shall only be available once per calendar year per pool/property and only available to a person who is a named person on the utility account.
5. The Utility Billing Clerk shall properly review each request for a bill reduction to maintain the integrity of the City's water and sewer systems.

To qualify for a pool filling bill reduction the citizen must submit the information requested below and be willing to allow a City employee to measure the pool in any dispute about its size or capacity:

**Name:** \_\_\_\_\_ **Telephone Number:** \_\_\_\_\_

**Property Address:** \_\_\_\_\_

**Date of Pool Fill:** \_\_\_\_\_ **Estimated Gallons:** \_\_\_\_\_

**Dimensions of Pool**

**Square/Rectangle Pool: Length** \_\_\_\_\_ **Width** \_\_\_\_\_ **Depth #1** \_\_\_\_\_ **Depth #2** \_\_\_\_\_

**Circular Pool: Diameter** \_\_\_\_\_ **Depth** \_\_\_\_\_