

PROCEDURE for ESTIMATED BILLING

Upon vote of the WATCO B.O.D. that an estimated bill is required for a given property pursuant to Article XIV, Section E of the WATCO Bylaws, the following procedure shall be used.

METHOD 1

If historical water consumption data exists for the property that the B.O.D. considers to be accurate and reflects the current occupancy conditions of the property, the following estimate calculation will be utilized.

1. The treasurer will calculate an average daily water use from the property's historical data of a minimum of the previous year and preferably of the previous two years from data of the same billing season.
2. The average daily water use is multiplied by the number of days in the current billing period to calculate total estimated usage.
3. The total estimated usage is multiplied by the current water rate to determine the estimated bill.

METHOD 2

If historical water consumption data for the property does not reflect the current occupancy of the property or if the historical data is considered to be invalid for any reason, the following estimate calculation will be utilized.

1. The treasurer will estimate or contact the property owner to determine the following Basis numbers:
 - a) The number of residents normally on the property.
 - b) The number of Grazing Animals on the property using the Domestic Water System.
2. The following Factors will be used for the estimate:
 - a) The number of residents will be multiplied by 35 gallons per day.
 - b) The number of Grazing Animals will be multiplied by 10 gallons per day.
3. By multiplying the appropriate Basis by the appropriate Factor and summing the results, an estimated gallons per day usage is calculated.
4. The estimated gallons per day are multiplied by the number of days in the current billing period to calculate total estimated usage for known full time residents. For part time residents, the treasurer will estimate or contact the property owner to determine the number of days of occupancy. The estimated gallons per day are multiplied by days of occupancy to calculate total estimated usage.
5. The total estimated usage is multiplied by the current water rate to determine the estimated bill.

The calculation used for the estimate will be provided to the property owner with the bill.

The property owner will have 30 days from the date of the estimated bill to challenge the estimated calculation. Method 2 Factors cannot be challenged. If no challenge is received within this time period, the bill will be considered final and due. The B.O.D. will review all challenges and make a final determination of the estimated bill at the next regularly scheduled B.O.D. meeting. A final estimated bill will be sent to the property owner. The final bill cannot be challenged.