



**CITY OF WAUKESHA**

**Administration**

201 Delafield Street, Waukesha, WI 53188  
Tel: 262.524.3701 fax: 262.524.3899  
www.waukesha-wi.gov

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| <b>Committee:</b><br>Board of Public Works  | <b>Date:</b><br>12/6/2018   |
| <b>Common Council Item Number:</b><br>ID#18-1789  | <b>Date:</b>  |
| <b>Submitted By:</b><br>Fred Abadi, Director of Public Works  | <b>City Administrator Approval:</b><br>Kevin Lahner, City Administrator |
| <b>Finance Department Review:</b><br>Rich Abbott, Finance Director  | <b>City Attorney's Office Review:</b><br>Brian Running, City Attorney   |
| <b>Subject:</b><br>Review and act on the request from 1241 Swallow Rd., Joe and Kim Kitelinger, for a one-time water and wastewater credit. |   |

**Details:**  
The City of Waukesha Municipal Code Chapter 29 requires sewer billing to be based upon the measured volume of water consumed and allows for a one-time unmetered credit. According to Chapter 29.6(d) titled One-Time Unmetered Credit, residential users may request an adjustment of sewer service charges for special circumstances such as installation of a new swimming pool or establishing a new lawn.

The property owner, Joe and Kim Kitelinger, in their letter dated June 20, 2018, has requested to receive a credit for sewer service charges for the quarter ending June 20, 2018. As stated in the letter, a pool was filled on June 15 and 16, 2018. The water was used and not drained into the sanitary sewer system.

For comparison and calculation, the average water usage over the past two years was calculated to be 16,133 per quarter. To calculate the refund the difference from the high usage period to the average usage was determined.

- Estimated Additional Usage:  $14,467 = 30,600 - 16,133$
- Calculated Refund:  $14,467 \text{ gallons} \times \$6.62/1000 \text{ gallons} = \$95.77$

The Department of Public Works recommends approval of a one-time sewer credit totaling \$95.77.

**Options & Alternatives:**  
To not approve the one-time sewer credit or approve another dollar amount

**Financial Remarks:**

**Executive Recommendation:**  
Recommend approval of a one-time sewer credit totaling \$95.77.



