

# **Columbia Rim Owners Association**

## **Leak Adjustment Policy**

*Adopted by Board of Directors November 3, 2019*

### **Purpose**

Members may qualify for bill adjustments when property-side leaks impact the amount owed as Supplemental Annual Dues.

Each member is eligible to receive one adjustment during a 12-month period for an underground or outdoor leak. Members may request adjustments after leaks have been repaired. The Board will check the water meter to verify that the leak has been fixed.

Members must make reasonable efforts to locate the leak and initiate repairs within ten (10) days of the Association's or member's initial notification of the leak or increased usage. Repairs must be completed within thirty (30) days after the member was notified. Exceptions for extraordinary circumstances may be considered through an appeal process. Water loss due to theft, vandalism, or construction damage is not covered and is the responsibility of the member.

A member shall contact the President to request a leak adjustment, and shall provide the following information:

- Date leak was discovered
- Was water turned off when home was not being occupied
- Date leak was repaired
- Description of leak (faucet, toilet, underground, etc.)
- Explanation of how leak was repaired

Completion of a leak adjustment request does not guarantee an adjustment will be made to a member's Supplemental Annual Dues. All requests are evaluated by the Board, taking into consideration average water consumption for the billing period.