



Water Utility Submetering Ordinance No. 1085

Second Reading
October 7, 2025

What is submetering?



- A property owner installing submeters and bills to tenants for water usage
- This ordinance applies only to manufactured home communities

Process for Submetering in manufactured home communities



- Property owners cannot legally charge a higher rate for water than the City charges them
- Park owners must inform residents of submetering changes by providing them with a sample bill for 3 consecutive months before they start charging
- MN Statute 327

Submetering at Viking Terrace



- Lakeshore installed submeters in Viking Terrace in May 2025
- Based on City staff's observation of the process Lakeshore followed to implement submetering, it followed statute and accepted standards

Proposed Submeter Ordinance



- Requires compliance with state law (properties cannot make money off submeters)
- Requires use of same units of measurement for water
 - City currently bills in cubic feet
 - Viking terrace currently bills in gallons (7.48 gallons in 1 cu ft)
 - Will be required to bill in cubic feet if ordinance is adopted
- Residents will be able to ensure meters are accurate

Proposed Submeter Ordinance Auditing



- Allows the City the right to bi-annually audit usage for total water billed
- Data must be provided to City within 30 days of the date of the request
- Additionally, if 25% or more of submetered residents request audit to City, audit would take place
- If discrepancy, City can seek compliance

What ordinance does



- City will be able to ensure they are measuring water accurately
- Ensuring they are not exceeding the water rates established by the City in submetered bills for each tenant

Leak Resources for Residents



- Residents can call City Utilities Division (507-645-3051) to request an analysis of their water usage and inspect homes for leaks (free)
- If residents would prefer to check for leaks themselves, City Utilities Division can provide leak tablets to residents to check toilets
- City has worked with Clean River Partners on instructional videos
 - Northfield Public Broadcasting Youtube Channel

Questions

