



North Shore Sanitary District

INFORMATION INTENDED FOR LANDLORDS

The North Shore Sanitary District (District) is a municipal corporation that was organized in 1914 under the North Shore Sanitary District Act of 1911. Under this Act, the District has been charged with the responsibility of providing sewage treatment and disposal.

The District is a separate and distinct public corporation, not part of any other governmental agency or municipality. Pursuant to *The North Shore Sanitary District Ordinance Establishing a User Charge System*, all user charges shall become a lien upon the lands. Therefore, user charge invoices that go unpaid by a tenant become a lien upon the property.

Recommended Practices for Landlords

1. Property owners may set up District accounts in their own name even if the water bill is established under the tenant's name. If you find this to be a preferable alternative, please contact the District's billing department each time there is a new tenant.
2. Property owners may contact the District as a lease expires or terminates to obtain the tenant's current account balance.
3. Property owners may contact the District periodically during the lease term to obtain the tenant's current account balance.

Questions and Answers

Q1. Why am I responsible for paying the unpaid bills of my former tenants?

A1. The *North Shore Sanitary District Ordinance Establishing a User Charge System* establishes that unpaid user charge invoices become a lien upon the land. To learn more about this Ordinance, visit the following link. www.northshoresanitary.org.

Q2. Why don't you go after the tenants for the unpaid bills?

A2. The District does invoice the tenants; however the North Shore Sanitary District's ultimate legal relationship is with the property owner.

Q3. Why did it take you so long to notify me about my tenant's unpaid bills?

A3. The District serves over 300,000 people and has over 60,000 accounts. After a tenant moves out, the District mails invoices to the tenant using forwarding addresses supplied by the water providers and the United States Postal Service. If the tenant does not make payment, District staff makes many attempts to notify the property owner prior to actually filing a lien, which typically results in additional expense for the property owner. The District prioritizes its collection efforts based on the dollar amount owed and the age of the bills.

Q4. Why didn't you tell me that I would be responsible for the tenant's bills?

A4. The District relies on account information from the water purveyor. The water purveyor rarely distinguishes if the name on the account is the owner or the tenant. If the water account is set up under the tenant, the District will establish the wastewater treatment bill under the tenant; unless the property owner has made alternative arrangements as described in "Recommended Practices" under No. 1, above.

For more information, feel free to contact the District.

North Shore Sanitary District Billing Dept.
847-623-6060 phone
847-623-6091 fax
www.northshoresanitary.org