

**PROPOSED STIPULATION BETWEEN  
THE CITY OF PHILADELPHIA BY AND THROUGH  
THE WATER DEPARTMENT and the WATER REVENUE  
BUREAU AND THE PUBLIC ADVOCATE REGARDING  
SEQUESTRATION ISSUES**

1. Occupant Customers and Sequestration:

- The City of Philadelphia (City) acknowledges that due to pending upgrades to the Water Revenue Bureau's (WRB) billing system, the process of transferring balances from owner accounts to occupant accounts when the occupant accounts are created remains a manual process.
- The City and the Public Advocate agree that efforts are underway to ensure such transfers occur in a timely fashion.
- Regarding an active Sequestration proceeding, the City and the Public Advocate agree that upon the City learning that a property is occupied by a resident who has ownership interest and does not pay rent, the proceeding will be promptly discontinued. If the resident is approved for an occupant account, the City will make all efforts to timely effectuate any balance transfers applicable from the owner account to the occupant account. In the event the occupant customer is approved for TAP, earned arrearage forgiveness will be effectuated as applicable.

2. Tenant Customers and TAP:

- City acknowledges that due to pending upgrades to WRB's billing system, the process of transferring balances accumulated during a tenant's leasehold into pre-TAP arrears

upon a tenant's entrance into the TAP program remains a manual process.

- The City and the Public Advocate agree that efforts are underway to ensure such transfers occur in a timely fashion.
- Regarding an active Sequestration proceeding, the City and the Public Advocate agree that upon the City learning that a property owner has been approved for TAP, the proceeding will be promptly discontinued and the City will make all efforts to timely effectuate any balance transfers applicable into the tenant's account and effectuate earned arrearage forgiveness as applicable.