

# CITY OF EL CENTRO

## POLICY STATEMENT

Policy Statement No: 502  
Category: Public Works  
Subject: Cut and Plug Private Water Lines

Adopted: February 7, 2001  
Revised:  
Distribution: All Departments

### I. Purpose

The purpose of this policy statement is to establish policy and guidelines to “cut and plug” private water lines. The City of El Centro provides water services to its residents through a state approved and regulated potable water system. In addition to the City water service some residents have private connections to the Imperial Irrigation District raw water canal system. The ‘cut and plug’ policy pertains to these private connections to the raw water canal system.

### II. Department Responsible

All customer concerns and questions should be directed to the Public Works Department. The Public Works Department will determine the need to implement the “cut and plug” policy and or reconnection of water service.

### III. “Cut and Plug” Policy

The City will “cut and plug” private water lines that are connected to the Imperial Irrigation District raw water canal system as follows:

- A. The City is made aware of a significant amount of leakage present on public right-of-way, public property, or private property.
- B. The City will inspect the water pipes to determine the source of leakage, which is undermining, impeding and otherwise causing a hazard in the public right of way, public property, or private property.
- C. If the City finds that the water leak is from a raw water connection, the nearest property owner will be contacted and notified in writing that they have one week to make the necessary repairs.
- D. If after that time, the water line has not been repaired, the City will “cut and plug” the water line at the source of service. All “cut and plug” service to the water connections will be made by the City on public right-of-way.
- E. After the water line has been cut and plugged the City will notify the Imperial Irrigation District that service to the resident address has been disconnected.

IV. Multiple Users from the same water line.

When the City is unable to identify the number of residents that are drawing water from through the broken water line, the City will attempt to notify in writing every residence that might be affected by the implementation of the “cut and plug” policy.

V. Reconnection of private water lines.

No person can make repairs or gain access to waterlines on public right-of-way. The City shall, upon written request, reconnect the waterline that the City has previously cut and plugged only when the following criteria are met.

- A. If after the private waterline has been cut and plugged by the City, a resident requests that the waterline be reconnected the City will facilitate this service when:
  - 1. The residence is not currently connected to the City potable water services and after the implementation of the “cut and plug” policy will not have access to water service.
  - 2. The residence is unable to obtain water service other than the raw water service line that has been “cut and plugged” within two days.
  - 3. The residence does not have a City water line within the frontage width of the property.
- B. The City will reconnect the water line that has been previously cut and plugged if the above criteria have been met and the resident adheres to the following:
  - 1. The resident allows the City to inspect the water line that was causing the leakage.
  - 2. The City finds the water line in good repair and after testing it, determines that the line is watertight.
- C. The City will make the requested reconnection of water service from the Imperial Irrigation District canal by replacing, repairing or otherwise causing to unplug the previously disconnected water pipe.
- D. The City will prepare a statement of charges for reconnecting water lines that had been cut and plugged. The City will charge the resident that made the written request to reconnect water service the actual labor and material costs incurred for the reconnection service.

VI. Definitions

- A. Private water line-Those water lines that are connected directly to the Irrigation District water canals and are located across public right-of-way and service private residences.
- B. Cut and plug-Locating the offending water line cutting through the pipe and placing a plug on the end of the line that received the water flow.
- C. Significant amount of leakage-Where water has escaped from a pipe and is present in an amount that is inappropriate for the location and surface area. Where water is causing property damage, pooling, flooding, or otherwise causing a safety, health or other hazard.
- D. Reconnect water service-The replacement, repair or reconnection of water lines to provide water from the Imperial Irrigation District raw water canal to the resident that have been previously cut and plugged by the City.