

## CUSTOMER BILLING:

Charges for all services are billed to the **property owner** at the end of each month of service. The property owner may request the billing be mailed in care of a tenant by completing a Utility Billing Authorization Application. Applications are available from the Finance Department or may be downloaded from [cityofpoulsbo.com](http://cityofpoulsbo.com).



## PAYMENT OF BILLS:

The convenience of Automatic Bill Pay (ACH) is available—your payment is withdrawn automatically from your bank account. Call 360-394-9726 for more information or download the application from [www.cityofpoulsbo.com](http://www.cityofpoulsbo.com).



You can view your account balance and make payments by credit card or e-check online at [www.cityofpoulsbo.com](http://www.cityofpoulsbo.com)

Payments may be made via phone for a small convenience fee of \$3.00 by calling the City Cashier at 360-394-9726.

A drive-up payment drop box is located on 3rd Ave NE behind City Hall and a walk up box is located in front of City Hall at the top of the steps.

Utility Payments must be received by the 20th day of the following month to avoid a 10% late charge.

## IRRIGATION DURING WINTER MONTHS

When the summer is over, you may want to lock off your irrigation meter and save money during the wet months. There is a \$20.00 lock off/on fee. All irrigation services require a double check backflow valve preventer to protect public health and requires an annual inspection. Call Public Works at 360-779-4078 for more details.

## YOUR ACCOUNT INFORMATION:

Inside City Limits      Yes      No

Your utility account number \_\_\_\_\_



### ADDITIONAL RESOURCES:

**PARKS & RECREATION:** 360-779-9898

**ELECTRICITY:** Puget Sound Energy  
888-225-5773 or 425-452-1234

**NATURAL GAS:** Cascade Natural Gas  
800-660-1403 or 360-373-1403

**POST OFFICE:** 19240 Jensen Way NE  
800-275-8777

**TELEVISION, TELEPHONE & INTERNET**  
COMCAST      Embarq through DISH Network  
877-824-2288      800-877-1125

**EMERGENCY SERVICES:**  
Dial 911 for Police, Fire, & MedicOne emergencies.

**NORTH KITSAP SCHOOL DISTRICT:** 360-396-3000

**RECYCLING CENTER:**  
Located at NE corner State Hwy 305 and Viking Way  
360-779-1044.

**BAINBRIDGE DISPOSAL RECYCLING:**  
For landscape yard waste pick up call:  
206-842-4882

**CURBSIDE RECYCLING INSIDE CITY OF POULSBO:**  
360-779-4078 (Residential)

**HOUSEHOLD HAZARDOUS WASTE COLLECTION FACILITY:** 360-337-5777.  
Located across from Bremerton National Airport off Hwy 3, take a right and follow signs.

**WASTE LANDFILL TRANSFER STATION:**  
Silverdale      8843 Dickey Rd NW      360-692-5900  
Hansville      7791 NE Ecology Rd      360-638-2710

## QUESTIONS:

Please direct your questions regarding your utility services to one of the following departments:

**PUBLIC WORKS**      360-779-4078  
Hours: 8:00 a.m. to 4:30 p.m.

Garbage pickup  
Recycling Bins  
Dumpster Availability  
Can size changes

**FINANCE DEPARTMENT**      360-394-9881  
Hours: 8:00 a.m. to 4:30 p.m.

Billing & Payments      New account set-up  
Address changes      Extra garbage tags  
Vacation Rate/Water/Sewer /Garb  
Utility Billing Authorization forms  
Senior/Disabled reduced rate information

**CLERKS DEPARTMENT**      360-779-3901  
Hours: 8:00 a.m. to 4:30 p.m.

City Hall Room Rentals  
Notary Services

**POULSBO MUNICIPAL COURT**      360-779-9846  
Hours: 8:00 am - 4:30 pm (closed 12:15 -1:15 pm)

Passport Services by  
Appointment only



200 NE Moe Street  
Poulsbo, Washington 98370

Phone: 360-779-3901  
[www.cityofpoulsbo.com](http://www.cityofpoulsbo.com)

Updated December 2015

## Commercial and Multi-Family Utilities in the City of Poulsbo 2016

We are pleased you have selected Poulsbo as a place to do business. The City was founded by Scandinavian immigrants over 100 years ago and continues to maintain its Scandinavian atmosphere through its architecture, celebrations and hospitality today.

The City of Poulsbo operates under a Mayor-Council form of government. The Mayor, elected by the people for a four-year term, is the executive officer of the city, coordinating the day-to-day activities. The council is the policy-making branch and consists of seven members elected at large to staggered four-year terms. Council meetings are the 1st three Wednesdays of the month at 7:00 pm.

[www.cityofpoulsbo.com](http://www.cityofpoulsbo.com)



### Mission Statement

*Our City is committed to managing the public resources to promote community health, safety and welfare and planning for the future to accommodate growth, without burden, while preserving our natural resources and enhancing those qualities that make our community unique and desirable.*



## WATER SERVICES

Our major sources of water are the Big Valley, Lincoln, Westside & Pugh Road wells. Storage capacity is approximately 4.2 million gallons. The water is fluoridated.

### COMMERCIAL WATER RATES:

Meter Size	Monthly Charge
¾-inch	15.30
1-inch	34.35
1½ -inch	65.79
2-inch	104.23
3-inch	212.94
4-inch	328.00
6-inch	645.89
8-inch	1,026.90

**Plus:**

Consumption rate of:

**Winter rate:** *November to May*  
\$1.69 per 100 cubic feet

**Summer rate:** *June to October*  
\$2.55 per 100 cubic feet

\* cu ft = cubic feet; 100 cubic feet is 748.5 gallons

### MULTI-FAMILY WATER RATES:

Meter Size	Monthly Charge
¾-inch	14.75
1-inch	33.01
1½ -inch	63.07
2-inch	99.91
3-inch	204.35
4-inch	314.51
6-inch	619.00
8-inch	983.85

**Plus:**

Consumption rate of:

**Winter rate:** *November to May*  
\$1.69 per 100 cubic feet

**Summer rate :** *June to October*  
\$2.55 per 100 cubic feet



## SOLID WASTE:

(inside city limits only)

The City operates its own garbage service. Customers may choose to have the **City supply a 64 or 32 gallon can, or may provide their own 20 or 10 gallon can** which must have a removable lid (no attached lids).

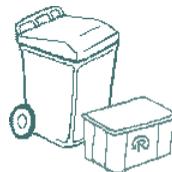
- Can must be curbside by 7:00 am
- Maximum weight 65 pounds
- Garbage tied off inside can
- 64 & 32 gallon cans must be City supplied cans
- Brass tag attached for customer provided 20 gallon cans

If you provide your own 20 gallon can, the Public Works Department will mail you a **brass tag** with an identification number after receipt of your new service application. A 10 gallon can doesn't need a brass tag.



### Cost per month based on number of cans, size and one pick-up per week

# of Cans	64 Gallon Size	32 Gallon Size	20 Gallon Size	10 Gallon Size
1	36.76	18.37	12.25	9.18
2	75.96	39.21	26.94	N/A
3	112.72	57.58	39.21	N/A



## DUMPSTER SERVICE:

You may choose to apply for regular dumpster service for your solid waste.

### Cost per month

	1PU/WK	2PU/WK	3PU/WK	Biweekly P/U
2.0 Yard	128.08	275.65	422.66	58.20
4.0 Yard	219.85	439.70	659.56	109.92
6.0 Yard	262.00	523.98	785.97	131.00
8.0 Yard	304.13	608.27	912.41	152.06

## COMMERCIAL RECYCLING:

Bainbridge Disposal provides a recycling program directly to our commercial customers. Call them direct for questions regarding business needs. 880-531-1918 or 206-842-4882.

## STORMWATER:

(inside city limits only)

The city maintains an extensive storm drain system. The maintenance costs for this system are shared by each City residence and business. The monthly rate is \$16.69 per each impervious surface unit. (ISU's) 3,000 square feet of an impervious area shall be equal to one impervious surface unit.



## COMMERCIAL WASTEWATER: (SEWER)

Poulsbo does not operate a sewage treatment plant. Sewage is pumped under Liberty Bay to the treatment plant at Brownsville, which is operated by Kitsap County.

### Base Rate per unit for Commercial Accounts:

Meter Size	Monthly Charge
¾-inch	51.19
1-inch	77.82
1½ -inch	121.46
2-inch	175.53
3-inch	333.99
4-inch	495.40
6-inch	940.03
8-inch	1,472.52

**Plus:**

Consumption rate of:  
\$ 7.04 per 100 cu ft of water more than 400 cu ft

**Base charge shall include 400 cubic feet of consumption**

### NOTE: SEWER PENALTY

Failure to physically hook up to the city sewer system when service is within two hundred feet of the property line and when service is available to the owner shall result in a monthly charge of \$42.09. Fee may be waived if septic meets State Health requirements.

## BULK TRANSPORT:

The bulk transport rate is established as \$240.91 per 1,000 gallons. Call Public Works for details.