

POULSBO DISTRIBUTION SCHEDULE

ORDINANCE NO. 2019-21

SUBJECT: Sewer Rate Increases

CONFORM AS TO DATES & SIGNATURES

- ☒ Filed with the City Clerk: 11/21/19
- ☒ Passed by the City Council: 12/04/19
- ☒ Signature of Mayor
- ☒ Signature of City Clerk
- ☒ Publication: 12/13/19
- ☒ Effective: 01/01/20
- ☐ Recorded: _____

DISTRIBUTED COPIES AS FOLLOWS:

- ☒ NK Herald: 12/05/19
- ☒ Code Publishing
- ☐ City Attorney
- ☒ Clerk's Department: Original
- ☐ City Council
- ☐ Finance:
- ☒ Posted to Library Drive and Website
- ☐ _____

Rhiannon Fernandez
City Clerk

12/13/19
Date

ORDINANCE NO. 2019-21

AN ORDINANCE OF THE CITY OF POULSBO, WASHINGTON, AMENDING CHAPTERS 3.12, 8.16, 13.06 AND 13.80 OF THE POULSBO MUNICIPAL CODE IN ORDER TO REVISE DELINQUENT PAYMENT PENALTY FOR EACH UTILITY AND TO ADJUST UTILITY RATES BY CPI AND INCREASE SEWER UTILITY RATES TO BE CONSISTENT WITH CITY COMPREHENSIVE PLANS; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN IMMEDIATE EFFECTIVE DATE.

WHEREAS, Chapter 3.12 of the Poulsbo Municipal Code establishes a schedule of water, wastewater, and stormwater rates and charges for all utility customers; and

WHEREAS, Chapter 8.16 of the Poulsbo Municipal Code regulates garbage collection and disposal; and

WHEREAS, Chapter 13.06 of the Poulsbo Municipal Code regulates water and sewer service within the City; and

WHEREAS, Chapter 13.80 of the Poulsbo Municipal Code regulates utility billing including delinquent payment penalties; and

WHEREAS, The City desires to amend chapters 8.16, 13.06, and 13.80 to change the delinquent payment penalty from 10% of the outstanding bill to a flat \$5 penalty per utility per month; and

WHEREAS, The service rates in Chapter 3.12 must reflect the true cost of the delivery of the service; and

WHEREAS, The existing sewer rates do not reflect the true cost of providing service and the sewer rate must be increased by 2% in accordance with the 2016 Sewer Comprehensive plan and confirmed by the Sewer System Financial Plan in 2019; and

WHEREAS, All utility rates are required to be adjusted by CPI each year and the rates in 3.12.100 have been revised to reflect the correct rates as of January 1, 2020; and

WHEREAS, The City desires to increase the water shut-off and turn-on charge from \$10 each to \$20 each to reflect increased cost of materials; and

WHEREAS, The Public Works Committee reviewed all revisions at the September 25, 2019 Public Works Committee meeting; and

WHEREAS, A duly noticed public hearing was held on the November 20, 2019 at the City Council meeting; **NOW THEREFORE,**

THE CITY COUNCIL OF THE CITY OF POULSBO, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. **Adoption of Findings.** The recitals set forth above are hereby adopted as the Poulsbo City Council's findings justifying the revisions to the chapter of code adopted by this ordinance.

Section 2. **Adoption of PMC 3.12, PMC 8.16, PMC 13.06 and PMC 13.80.** Chapters 3.12, 8.16, 13.06 and 13.80 of the Poulsbo Municipal Code is hereby amended as shown in Attachment A.

Section 3. **Severability.** If any section, subsection, paragraph, sentence, clause or phrase of this ordinance or its application to any person or situation should be held to be invalid or unconstitutional for any reason by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of this ordinance or its application to any other person or situation.

Section 4. Effective Date. This ordinance shall take effect on January 1, 2020 after publication of the attached summary, which is hereby approved.

APPROVED:



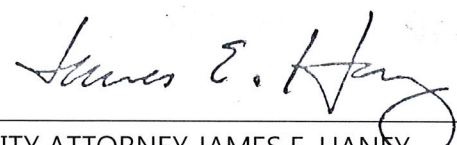
MAYOR REBECCA ERICKSON

ATTEST/AUTHENTICATED:



CITY CLERK RHIANNON FERNANDEZ

APPROVED AS TO FORM:



CITY ATTORNEY JAMES E. HANEY

FILED WITH THE CITY CLERK: 11/21/19
PASSED BY THE CITY COUNCIL: 12/04/19
PUBLISHED: 12/13/19
EFFECTIVE DATE: 01/01/20
ORDINANCE No. 2019-21

SUMMARY OF ORDINANCE NO. 2019-21
of the City of Poulsbo, Washington

On December 4, 2019 the City Council of the City of Poulsbo, Washington, approved Ordinance No. 2019-21, the main point of which may be summarized by its title as follows:

AN ORDINANCE OF THE CITY OF POULSBO, WASHINGTON, AMENDING CHAPTERS 3.12, 8.16, 13.06 AND 13.80 OF THE POULSBO MUNICIPAL CODE IN ORDER TO REVISE DELINQUENT PAYMENT PENALTY FOR EACH UTILITY AND TO ADJUST UTILITY RATES BY CPI AND INCREASE SEWER UTILITY RATES TO BE CONSISTENT WITH CITY COMPREHENSIVE PLANS; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN IMMEDIATE EFFECTIVE DATE.

The full text of this ordinance will be mailed upon request.

DATED this 4th day of December, 2019.


CITY CLERK, RHIANNON FERNANDEZ CMC

ATTACHMENT A

The following revisions to Title 13.80, 13.06, and 8.16 are to revise how utility delinquency penalty is calculated. This consolidates utility delinquency into Title 13.80.050.F and states that penalty for delinquency in utility payment is \$5/utility per month. The other sections (Title 8.16 and Title 13.06) are revised to link to this statement.

Title 3.12 is revised with updated sewer costs incorporating a 2.3% CPI adjustment and a 2% sewer rate increase for a combined total increase of 4.3% per sewer comprehensive plan. Title 3.12 is also revised to update utility general facility connection costs and rates adjusted by 2.3% CPI to the correct amount as of January 1, 2020. The water shut off and turn on charge has been revised from \$10 to \$20 per each action. Ordinance and code changes should be effective January 1, 2020.

Title 8.16 GARBAGE COLLECTION AND DISPOSAL

8.16.060 Fees—Delinquent charges.

All charges for garbage service shall be due and payable on the first day of each calendar month succeeding the month on which service was billed and shall become delinquent on the twentieth of the month. ~~Delinquent bills shall be penalized at the rate of ten percent of the total bill for each month or portion thereof that the bill is delinquent.~~ The penalty for delinquency shall be per PMC 13.80.050.F.

Title 13.06 WATER AND SEWER CODE

13.06.050 Water and sewer usage payment.

All charges for sewer or water service shall be due and payable on the first day of each calendar month succeeding the month on which such service is furnished, and shall become delinquent on the twentieth day of the month. All charges for water and sewer service for each lot or parcel of property shall be paid at the same time. ~~Delinquent bills shall accrue administrative costs equal to ten percent of the total bill for each month or portion thereof that the bill is delinquent.~~ The penalty for delinquency shall be per PMC 13.80.050.F.

Title 13.80 UTILITY BILLING

13.80.050 Billing statement.

- A. Billing. The utility shall bill each utility service account for all fees, rates, and charges for service for the billing period.
- B. Payments. Payments received on each service account shall be applied in the following priority to the outstanding account balances: fees, administrative charges, solid waste charges, wastewater charges, stormwater charges and water charges. Receipts shall be credited to the oldest balances first.
- C. Due Date. All charges for utility service shall be due and payable on the first day of each calendar month succeeding the month on which such service was furnished and shall become delinquent on the twentieth day of the month.
- D. Failure to Receive Bill. Failure to receive a bill does not relieve an owner or user of the responsibility for payment of charges and penalties on the account.
- E. Wastewater. Billing for mandated wastewater service as directed by the Kitsap County department of health or the utility, regardless of connection, shall commence sixty days following written notice by the Kitsap County department of health, the city, or the date of connection whichever shall occur first.
- F. Delinquency. A utility bill, which remains unpaid after the due date, shall be classified as **a delinquent account** and shall be subject to delinquent charges. ~~It shall accrue a penalty cost equal to ten percent of the previous month's total bill or portion thereof that the bill remains delinquent.~~ The administrative cost for delinquent bills shall be \$5.00 per delinquent service per month.

Title 3.12 FEES, COSTS, and OTHER CHARGES

3.12.100 Utilities—Schedule of assessments, rates, fees and charges for certain utility services.

- A. General Facility Connection Cost.
1. Water. The general facility connection cost for water shall be as follows:
 - a. ~~Four thousand five hundred three dollars and nine cents~~ Four thousand seven hundred fifty-eight dollars and sixty-eight cents per equivalent residential unit.
 2. Wastewater. The general facility connection cost for water shall be as follows:
 - a. City. ~~Four thousand two hundred dollars and ninety-eight cents~~ Four thousand four hundred forty-three dollars and sixty-five cents per equivalent residential unit.

- b. Kitsap County—The most current Central Kitsap Newcomer's Assessment as of the date of connection.
- 3. Stormwater. The general facility connection cost for stormwater shall be as follows:
 - a. ~~One thousand one hundred eighty-three dollars~~ One thousand three hundred ten dollars and eighty-two cents per impervious surface unit (ISU).

B. Front Footage Fees.

- 1. Water. The front footage fees for water shall be computed as follows:
 - a. City—Sixteen dollars per foot.
 - b. County—Twenty dollars per foot.
- 2. Wastewater. The front footage fees for wastewater shall be computed as follows:
 - a. City—Sixteen dollars per foot.
 - b. County—Twenty dollars per foot.

C. Meter Fees (Including Sales Tax).

- 1. Property Owner Installed Services (Contractor). The meter fees for property owner installed services are as follows:

3/4-inch meter	\$155
1-inch meter	\$220
1-1/2-inch meter	\$565 <u>570</u>
2-inch meter	\$795 <u>800</u>

The city of Poulsbo will install meters up to two inches.

Meters larger than two inches will be provided by the owner. The fees set forth in this subsection are set at the amount necessary to recover actual purchase costs effective ~~February 1,~~ 2018 January 1, 2020. The fees will be automatically adjusted to recover actual costs as purchase costs increase in the future without the necessity of amending this subsection.

2. Municipal Installed Services. The connection/meter fee for municipal installed services are as follows:

3/4-inch meter	\$1,500.00
1-inch meter	\$1,580.00
1-1/2-inch meter	\$2,190.00
2-inch meter	\$2,425.00

Meters larger than two inches will be provided by the owner.

D. Service Rates—Water.

1. Water Service Rates. Water service rates are established as follows as of January 1, 2020:

WATER

BASE CHARGE								
Customer Class	Meter Size							
	3/4"	1"*	1-1/2"	2"	3"	4"	6"	8"
Single-family residential	\$15.06 <u>\$15.92</u>	\$15.06 <u>\$15.92</u>	N/A	N/A	N/A	N/A	N/A	N/A
Low income senior	\$10.54 <u>\$11.14</u>	\$10.54 <u>\$11.14</u>	N/A	N/A	N/A	N/A	N/A	N/A
Multifamily	\$15.47 <u>\$16.35</u>	\$34.64 <u>\$36.57</u>	\$66.14 <u>\$69.89</u>	\$104.76 <u>\$110.71</u>	\$214.27 <u>\$226.43</u>	\$329.78 <u>\$348.50</u>	\$649.04 <u>\$685.88</u>	\$1,031.64 <u>\$1,090.16</u>
Commercial	\$16.05 <u>\$16.96</u>	\$36.02 <u>\$38.07</u>	\$68.98 <u>\$72.90</u>	\$109.29 <u>\$115.50</u>	\$223.27 <u>\$235.94</u>	\$343.92 <u>\$363.44</u>	\$677.25 <u>\$715.69</u>	\$1,076.74 <u>\$1,137.85</u>
Irrigation	\$12.49 <u>\$13.20</u>	\$27.15 <u>\$28.70</u>	\$58.87 <u>\$62.21</u>	\$80.92 <u>\$85.51</u>	\$166.53 <u>\$175.99</u>	\$255.19 <u>\$269.67</u>	\$499.87 <u>\$528.25</u>	\$792.96 <u>\$837.97</u>
Outside city	\$22.59 <u>\$23.88</u>	\$50.32 <u>\$53.18</u>	\$96.05 <u>\$101.50</u>	\$152.07 <u>\$160.70</u>	\$311.24 <u>\$328.90</u>	\$478.82 <u>\$506.00</u>	\$941.85 <u>\$995.31</u>	\$1,496.69 <u>\$1,581.64</u>

- * One-inch base rate applied only for instances in which the residence is utilizing a flow through fire sprinkler system, as installed in construction built in or after 2014. The fire suppression system requires a one-inch service meter to operate properly. Additional information regarding meter size and operation is found in Section [13.70.130](#).

COMMODITY CHARGE			
Customer Class	Winter	Summer Block 1 0—1,000 cf	Summer Block 2 >1,000 cf
Single-family residential	\$2.11/hcf <u>\$2.23/hcf</u>	\$2.11/hcf <u>\$2.23/hcf</u>	\$3.29/hcf <u>\$3.48/hcf</u>
Low income senior	\$2.11/hcf <u>\$2.23/hcf</u>	\$2.11/hcf <u>\$2.23/hcf</u>	\$3.29/hcf <u>\$3.48/hcf</u>
Multifamily	\$1.77/hcf <u>\$1.87/hcf</u>	\$2.68/hcf <u>\$2.83/hcf</u>	\$2.68/hcf <u>\$2.83/hcf</u>
Commercial	\$1.77/hcf <u>\$1.87/hcf</u>	\$2.68/hcf <u>\$2.83/hcf</u>	\$2.68/hcf <u>\$2.83/hcf</u>
Irrigation	\$1.77/hcf <u>1.87/hcf</u>	\$2.68/hcf <u>\$2.83/hcf</u>	\$2.68/hcf <u>\$2.83/hcf</u>
Outside city	\$2.68/hcf <u>2.83/hcf</u>	\$3.92/hcf <u>\$4.14/hcf</u>	\$3.92/hcf <u>\$4.14/hcf</u>

Summer Block Rate = June to October

hcf = hundred cubic feet

2. *Repealed by Ord. 2003-35.*
3. *Repealed by Ord. 2009-02.*
4. Construction Meter Rates. The rate for a construction-related hydrant connection is hereby established as fifty dollars per month rental fee plus commodity charges of three dollars and ~~nineteen-forty~~ cents per hundred cubic feet of water used. In addition, a refundable deposit of one thousand two hundred dollars will be required, which will be forfeited if the meter is not returned to public works in good condition. The monthly commodity charge is subject to annual increase by CPI-U per Section [13.70.520](#). The monthly rental fee and deposit are not subject to the CPI-U increase defined in Section [13.70.520](#).

5. Hydrant Backflow Preventer Rate. The rate for a construction-related hydrant connection is hereby established as twenty-five dollars per day. In addition, a refundable deposit of one thousand dollars will be required, which will be forfeited if the backflow preventer is not returned to public works in good condition. The daily rental fee and deposit are not subject to the CPI-U increase defined in Section [13.70.520](#).

E. Service Rates—Wastewater.

1. Wastewater Service Rates. The following monthly wastewater service rates are established **as of January 1, 2020**:

WASTEWATER

BASE CHARGE								
Customer Class	Meter Size							
	3/4"	1"	1-1/2"	2"	3"	4"	6"	8"
Single-family residential	\$51.74 <u>55.72</u>	\$51.74 <u>55.72</u>	N/A	N/A	N/A	N/A	N/A	N/A
Low income senior	\$24.24 <u>26.12</u>	\$24.24 <u>26.12</u>	N/A	N/A	N/A	N/A	N/A	N/A
Multifamily	\$54.74 <u>58.98</u>	\$83.23 <u>89.68</u>	\$129.91 <u>139.97</u>	\$187.73 <u>202.27</u>	\$357.20 <u>384.86</u>	\$529.84 <u>570.85</u>	\$1,005.37 <u>1,083.21</u>	\$1,574.88 <u>1,696.80</u>
Commercial	\$54.74 <u>58.98</u>	\$83.23 <u>89.68</u>	\$129.91 <u>139.97</u>	\$187.73 <u>202.27</u>	\$357.20 <u>384.86</u>	\$529.84 <u>570.85</u>	\$1,005.37 <u>1,083.21</u>	\$1,574.88 <u>1,696.80</u>
Outside city residential	\$77.14 <u>83.12</u>	\$77.14 <u>83.12</u>	N/A	N/A	N/A	N/A	N/A	N/A
Outside city commercial	\$82.14 <u>88.50</u>	\$124.84 <u>134.51</u>	\$194.87 <u>209.96</u>	\$281.60 <u>303.40</u>	\$535.84 <u>577.32</u>	\$794.73 <u>856.26</u>	\$1,508.07 <u>1,624.83</u>	\$2,362.28 <u>2,545.17</u>

Base charge shall include four hundred cubic feet of consumption.

COMMODITY CHARGE	
Customer Class	
Single-family residential	\$ 6.78 <u>7.30</u> /hcf
Low income senior	\$ 6.71 <u>7.23</u> /hcf
Multifamily	\$ 7.54 <u>8.12</u> /hcf
Commercial	\$ 7.54 <u>8.12</u> /hcf
Outside city residential	\$ 10.11 <u>10.89</u> /hcf
Outside city commercial	\$ 11.32 <u>12.19</u> /hcf

2. Marine Pump-Out Station Rates. The monthly service rate for marine pump-out stations is ~~seventy-eight dollars and seventy-two cents~~ Eighty-four dollars and eighty-two cents.

3. Bulk Transport Rate. The bulk transport rate is established as ~~two hundred fifty-seven dollars and sixty-six cents~~ two hundred seventy-seven dollars and sixty cents.

4. Wastewater Service Penalty (Nonconnected Services). The monthly wastewater service penalty for nonconnected services as of January 1, 2020 is as follows:

Within 200 feet of system	\$ 45.02 <u>48.51</u> per month per unit
---------------------------	---

The wastewater service penalty will be waived for those properties that provide documentation to the city that they have had their septic systems inspected and evaluated in accordance with state health rules (Chapter [246-272A](#) WAC). State rules currently require that standard gravity systems be inspected at least once every three years, and advanced treatment systems must be inspected at least once per year.

5. Unmetered Sewer Service. The monthly fee for sewer service for residences not connected to city water, but connected to city sewer, will be based on the current sewer charges for the average residential customer, which is established as seven hundred cubic feet per month of water consumption.

F. Service Rates—Stormwater. The following monthly stormwater service rates are established ~~on or after February 1, 2018~~ as of January 1, 2020:

Single-family residential	\$ 17.50 <u>18.50</u> /month
Low income senior	\$ 10.51 <u>11.11</u> /month
All other accounts	\$ 17.50 <u>18.50</u> /billable ISU/month

G. Miscellaneous Fees and Charges.

1. Service Fee—Utility Billing. The service fee for account maintenance performed in the city's utility billing department offices is established as follows:

Account maintenance	\$20.00 per transaction
Recording fees	Actual current charges as established by the county auditor

2. Water and Wastewater System—Shut-Off Charges. The shut-off charge shall be twenty dollars and turn-on charge shall be twenty dollars ~~ten dollars each~~. The total charge for shut-off and turn-on shall be due and payable at the time of shut-off. The door hanging notice charge shall be twenty dollars.