

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 or property manager by completing a *Utility Billing Authorization Application*. Applications are available from the Finance Department or may be downloaded from the City of Poulsbo website www.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The convenience of Automatic Bill Pay (ACH) is available—your payment is withdrawn automatically from your bank account.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.

You can view your account balance and make payments by credit card or e-check online at 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 \$5 penalty per delinquent service.



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
- COMMERCIAL RECYCLING AND/OR YARD WASTE:**
Bainbridge Disposal (206) 842-4882
- EMERGENCY SERVICES:**
Dial 911 for Police, Fire, & MedicOne emergencies.
- NORTH KITSAP SCHOOL DISTRICT:** (360) 396-3000
- 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
www.kitsapgov.com

QUESTIONS:

Please direct your questions regarding 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 service (non-commercial)
- Dumpster service
- 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
- Vacation suspension
- Utility Billing Authorization Application

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

- City Hall Room Rentals
- Notary Services (until 4:00 pm)

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

Updated December 2019

Commercial and Multi-Family Utilities in the City of Poulsbo 2020

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 it's 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



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	16.96
1-inch	38.07
1½ -inch	72.90
2-inch	115.50
3-inch	235.94
4-inch	363.44
6-inch	715.69
8-inch	1,137.85

Plus:

Consumption rate of:
Winter rate: **November to May**
\$1.87 per 100 cubic feet

Summer rate: **June to October**
\$2.83 per 100 cubic feet

MULTI-FAMILY WATER RATES:

Meter Size	Monthly Charge
¾-inch	16.35
1-inch	36.57
1½ -inch	69.89
2-inch	110.71
3-inch	226.43
4-inch	348.50
6-inch	685.88
8-inch	1,090.16

Plus:

Consumption rate of:
Winter rate: **November to May**
\$1.87 per 100 cubic feet

Summer rate : **June to October**
\$2.83 per 100 cubic feet

100 cubic feet is equal to 748.5 gallons



SOLID WASTE:
(inside city limits only)

The City operates its own garbage service. Customers may choose to have the **City supply a 64, 32 or 20 gallon can.**

- Can must be curbside by 7:00 am
- Maximum weight 65 pounds
- Garbage tied off inside can



Monthly Rates Based on Can Size

64 Gallon	32 Gallon	20 Gallon
44.84	26.34	22.92

- Each additional can requested by the customer will be charged at the single can rate shown above.
- Garbage is picked up every week regardless of holidays

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	165.33	355.84	545.63	82.67
4.0 Yard	283.81	567.63	851.45	N/A
6.0 Yard	338.22	676.42	1,014.63	N/A
8.0 Yard	392.62	785.23	1,177.86	N/A

COMMERCIAL RECYCLING:

Bainbridge Disposal provides a recycling program directly to our commercial customers. Call them direct for questions regarding business needs. (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 \$18.50 per each impervious surface unit. 3,000 square feet of an impervious area shall be equal to one impervious



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 \$40.00 lock off/on fee. Contact the Finance Department at (360) 394-9881 for lock off and turn on request.

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.



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.

Commercial & Multi-Family Wastewater Rates:

Meter Size	Monthly Charge
¾-inch	58.98
1-inch	89.68
1½ -inch	139.97
2-inch	202.27
3-inch	384.86
4-inch	570.85
6-inch	1,083.21
8-inch	1,696.80

Plus:

Consumption rate of:
\$ 8.12 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 \$48.51. Fee may be waived if septic meets State Health requirements.

BULK TRANSPORT:

The bulk transport rate is established as \$277.60 per 1,000 gallons. Call Public Works for details at (360) 779-4078.