

POULSBO DISTRIBUTION SCHEDULE

ORDINANCE NO. 2022-16

SUBJECT: Adjusting Utility Rates and Connection Fees

CONFORM AS TO DATES & SIGNATURES

- ☒ Filed with the City Clerk: 11/30/2022
- ☒ Passed by the City Council: 12/07/2022
- ☒ Signature of Mayor
- ☒ Signature of City Clerk
- ☒ Publication: 12/12/2022
- ☒ Effective: 12/17/2022
- ☐ Recorded: _____

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Rhiannon Fernandez

City Clerk

12/07/2022

Date

ORDINANCE NO. 2022-16

AN ORDINANCE OF THE CITY OF POULSBO, WASHINGTON, AMENDING SECTIONS 3.12.090, 3.12.100, 13.70.180, 13.70.520, 13.70.620 AND 13.70.730 OF THE POULSBO MUNICIPAL CODE IN ORDER TO ADJUST UTILITY RATES AND CONNECTION FEES BY CPI-U, AND LIMIT CPI-U TO A MINIMUM INCREASE OF 2% AND A MAXIMUM INCREASE OF 6% PER YEAR FOR MUNICIPAL WATER, SEWER, AND STORMWATER AND AMEND PORTIONS OF THE SECTIONS FOR CLARITY AND CONSISTENCY; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Section 3.12.090 of the Poulsbo Municipal Code establishes a schedule of solid waste rates and miscellaneous public works fees and charges for all utility customers; and

WHEREAS, Chapter 3.12.100 of the Poulsbo Municipal Code establishes a schedule of connection fees and utility rates for water, sewer, and stormwater; and

WHEREAS, Chapter 13.70 of the Poulsbo Municipal Code regulates water, sewer, and stormwater service, including specifying that the fees, rates, and charges imposed by each utility are adjusted automatically with Consumer Price Index for all urban consumers (CPI-U) as of June 30 of the previous year; and

WHEREAS, The CPI-U for 2023 rates is 10.1% based on the June 30, 2022 index; and

WHEREAS, The City desires to mitigate significant rate impacts to customers and avoid extreme fluctuations year to year; and

WHEREAS, The City assessed the impact of a rate increase less than CPI-U on the utility budget and determined it is feasible; and

WHEREAS, A CPI-U adjustment, with a minimum increase of 2% and a maximum increase of 6% per year for water, sewer, and stormwater was determined to be viable while limiting the impact to customers; and

WHEREAS, Council discussed the proposal at the October 12, 2022 workshop and requested staff to bring forward an ordinance limiting CPI-U for water, sewer, and stormwater to a maximum of 6% per year with a minimum of 2% per year; and

WHEREAS, Sections 13.70.180, 13.70.520, 13.70.620, and 13.70.730 are amended with language to make effective the minimum and maximum annual increase; and

WHEREAS, Sections 3.12.090, and 3.12.100 are amended with updated utility rates effective January 1, 2023; and

WHEREAS, A duly noticed public hearing was held on December, 7, 2022 at the City Council meeting and Council approved the proposed amendment; 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.

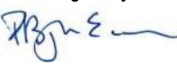
Section 2. Adoption of PMC 3.12.090, PMC 3.12.100, PMC 13.70.180, PMC 13.70.520, PMC 13.70.620 and PMC 13.70.730 Sections 3.12.090, 3.12.100, 13.70.180, 13.70.520, 13.70.620, and 13.70.730 of the Poulsbo Municipal Code are hereby amended to read as shown in Attachment A.

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 five (5) days after publication of the attached summary, which is hereby approved.

APPROVED:

DocuSigned by:

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MAYOR REBECCA ERICKSON

ATTEST/AUTHENTICATED:

DocuSigned by:

D21DA14DCC754A8...

CITY CLERK RHIANNON FERNANDEZ

APPROVED AS TO FORM:

DocuSigned by:

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CITY ATTORNEY JAMES E. HANEY

FILED WITH THE CITY CLERK: 11/30/2022
PASSED BY THE CITY COUNCIL: 12/07/2022
PUBLISHED: 12/12/2022
EFFECTIVE DATE: 12/17/2022
ORDINANCE NO. 2022-16

SUMMARY OF ORDINANCE NO. 2022-16
of the City of Poulsbo, Washington

On December 7, 2022, the City Council of the City of Poulsbo, Washington, approved Ordinance No. 2022-16, the main point of which may be summarized by its title as follows:

AN ORDINANCE OF THE CITY OF POULSBO, WASHINGTON, AMENDING SECTIONS 3.12.090, 3.12.100, 13.70.180, 13.70.520, 13.70.620 AND 13.70.730 OF THE POULSBO MUNICIPAL CODE IN ORDER TO ADJUST UTILITY RATES AND CONNECTION FEES BY CPI-U, AND LIMIT CPI-U TO A MINIMUM INCREASE OF 2% AND A MAXIMUM INCREASE OF 6% PER YEAR FOR MUNICIPAL WATER, SEWER, AND STORMWATER AND AMEND PORTIONS OF THE SECTIONS FOR CLARITY AND CONSISTENCY; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

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

DATED this 7th day of December 2022

DocuSigned by:

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CITY CLERK, R. FERNANDEZ CMC

ATTACHMENT A

The following amendments include updated solid waste rates and water, sewer, and stormwater rates and connection fees going into effect January 1, 2023. Additionally, the amendments include provision to limit water, sewer and stormwater CPI-U adjustment to a minimum increase not less than 2% and a maximum of 6% per year to protect customers and mitigate significant annual increases and rate fluctuations.

Chapter 3.12
FEES, COSTS AND OTHER CHARGES

3.12.090 Public works fees and charges.

- A. Public Works Superintendent—Schedule of Charges. The public works superintendent shall establish a schedule of charges for the provision of public works equipment, materials and labor for the benefit of other city departments or where the cost of such equipment, material or labor is properly chargeable to a private party or other entity other than the city in connection with projects performed within the city. The schedule may be amended from time to time as provided in this chapter and shall be maintained on file with the public works department and the city clerk.
- B. Outside Utility Extension Application—Fee. The application fee for all agreements for the extension of service beyond the city limits shall be two hundred and fifty dollars.
- C. Solid Waste Collection and Disposal—Fees—Schedule. The requirements for solid waste collection and disposal within the city are as set forth in Chapter [8.16](#). For all service for which a bill is generated on or after January 1, 2023, monthly rates for solid waste collection shall be as follows. All rates are subject to annual CPI adjustments as set forth in Section [8.16.070](#).

1. Residential, multifamily and commercial curbside garbage collection in city-provided containers:

	64 Gal	32 Gal	20 Gal	10 Gal
1 Can—1 PU/WK	\$52.55	\$30.87	\$26.86	\$17.25
Low Income/Senior Discount	\$36.78	\$21.61	\$18.79	\$12.07

The city will discontinue providing ten-gallon cans for new accounts effective January 1, 2018.

Each additional can requested by the customer will be charged at the single-can rate shown above.

2. Commercial Containers.

	1 PU/WK	2 PU/WK	3 PU/WK	4 PU/WK	5 PU/WK	1PU/2 WK
2.0 yard	\$193.78	\$417.05	\$639.48	\$861.88	\$1,084.34	\$96.89
4.0 yard	\$332.62	\$665.27	\$997.90	\$1,330.54	\$1,663.14	Not Available
6.0 yard	\$396.39	\$792.78	\$1,189.16	\$1,585.57	\$1,981.97	Not Available
8.0 yard	\$460.15	\$920.30	\$1,380.47	\$1,840.59	\$2,300.74	Not Available

Each additional container requested by the customer will be charged at the single-container rate as shown above.

3. Recycling. The recycling charge for a single recycling container for curbside collection customers is included in the garbage rates as set forth in subsection (C)(1) of this section. For all service for which a bill is generated on or after January 1, 2023 , multi-family units will be charged five dollars and eighty four cents per month per unit for recycling. Commercial businesses shall be assessed those fees as set forth in subsections (C)(1) and (2) of this section and will be responsible to arrange for their own recycling. Recycling rates may be subject to rate adjustments that are independent of garbage collection fees.

Multifamily Recycling Rate	\$5.84 / unit
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4. Miscellaneous. The charge for each extra dumpster occasional pickup shall be:

2 Yard	\$58.95
4 Yard	\$117.91
6 Yard	\$176.85
8 Yard	\$235.81

All tenants or utility accounts (if property owner) that are not current on utility bill collections will have to prepay for dumpsters if they are delivered for service. Extra garbage not placed in the dumpster will be assessed fees as set forth in Section [8.16.040\(B\)\(7\)](#).

D. Fixtures. The cost of additional fixtures shall be as set forth in the Uniform Plumbing Code adopted by the city. (Ord. 2018-08, 2018; Ord. 2017-24, 2017; Ord. 2011-18 § 2, 2011; Ord. 2010-10 § 1 (part), 2010; Ord. 2008-20 § 1, 2008; Ord. 2005-17 § 1 (part), 2005; Ord. 2003-16 § 49 (part), 2003)

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

A. General Facility Connection Cost as of January 1, 2023.

1. Water. The general facility connection cost for water shall be as follows:
- a. Five thousand three hundred sixty nine dollars and fifty three cents (\$5,369.53) per equivalent residential unit.

- 2. Wastewater. The general facility connection cost for wastewater shall be as follows:
 - a. City. Five thousand fourteen dollars and five cents (\$5,014.05) 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 four hundred seventy nine dollars and eight cents (\$1,479.08) 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	\$195
1-inch meter	\$305
1-1/2-inch meter	\$700
2-inch meter	\$980

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 August 15, 2022. 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. Municipal installed services shall be at the discretion of Public Works Superintendent and costs shall be consistent with schedule of charges established in PMC 3.12.100(A).

D. Service Rates—Water.

1. Water Service Rates. Water service rates are established as follows as of January 1, 2023:

WATER

BASE CHARGE								
Customer Class	Meter Size							
	3/4"	1"*	1-1/2"	2"	3"	4"	6"	8"
Single-family residential	\$17.96	\$17.96	N/A	N/A	N/A	N/A	N/A	N/A
Low income senior	\$12.57	\$12.57	N/A	N/A	N/A	N/A	N/A	N/A
Multifamily	\$18.45	\$41.27	\$78.86	\$124.92	\$255.50	\$393.24	\$773.92	\$1,230.10
Commercial	\$19.13	\$42.95	\$82.27	\$130.33	\$266.22	\$410.09	\$807.56	\$1,283.90
Irrigation	\$14.89	\$32.38	\$70.19	\$96.49	\$198.58	\$304.29	\$596.06	\$945.53
Outside city	\$26.93	\$60.01	\$114.52	\$181.33	\$371.12	\$570.95	\$1,123.07	\$1,784.66

* 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 >1,001 cf
Single-family residential	\$2.51/hcf	\$2.51/hcf	\$3.92/hcf
Low income senior	\$2.51/hcf	\$2.51/hcf	\$3.92/hcf
Multifamily	\$2.11/hcf	\$3.20/hcf	\$3.20/hcf
Commercial	\$2.11/hcf	\$3.20/hcf	\$3.20/hcf
Irrigation	\$2.11/hcf	\$3.20/hcf	\$3.20/hcf
Outside city	\$3.20/hcf	\$4.67/hcf	\$4.67/hcf

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 eighty four cents (\$3.84/hcf) 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 1,2023:

WASTEWATER

BASE CHARGE								
Customer Class	Meter Size							
	3/4"	1"	1-1/2"	2"	3"	4"	6"	8"
Single-family residential	\$62.87	\$62.87	N/A	N/A	N/A	N/A	N/A	N/A
Low income senior	\$29.48	\$29.48	N/A	N/A	N/A	N/A	N/A	N/A
Multifamily	\$66.55	\$101.20	\$157.94	\$228.23	\$434.26	\$644.13	\$1,222.25	\$1,914.60
Commercial	\$66.55	\$101.20	\$157.94	\$228.23	\$434.26	\$644.13	\$1,222.25	\$1,914.60
Outside city residential	\$93.79	\$93.79	N/A	N/A	N/A	N/A	N/A	N/A
Outside city commercial	\$99.86	\$151.77	\$236.91	\$342.35	\$651.43	\$966.18	\$1,833.40	\$2,871.88

Base charge shall include four hundred cubic feet of consumption.

COMMODITY CHARGE	
Customer Class	
Single-family residential	\$8.25/hcf
Low income senior	\$8.16/hcf
Multifamily	\$9.16/hcf

COMMODITY CHARGE	
Customer Class	
Commercial	\$9.16/hcf
Outside city residential	\$12.29/hcf
Outside city commercial	\$13.76/hcf

2. Marine Pump-Out Station Rates. The monthly service rate for marine pump-out stations is ninety five dollars and seventy one cents (\$95.71) .

3. Bulk Transport Rate. The bulk transport rate is established asthree hundred thirteen dollars and twenty four cents (\$313.24).

4. Wastewater Service Penalty (Nonconnected Services). The monthly wastewater service penalty for nonconnected services as of January 1, 2023, is as follows:

Within 200 feet of system	\$54.74 per month per unit
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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 as of January 1,2023:

Single-family residential	\$20.88/month
Low income senior	\$12.54/month
All other accounts	\$20.88/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. 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.

3. **Stormwater Plan Check Fees.** Plan check fees for stormwater shall be applied to the building permit as follows: one-tenth of one percent of valuation as computed by the building department.
4. **Stormwater Inspection Fees.** Stormwater inspection fees shall be seventy-five dollars as part of the building permit fees.
5. **Stormwater Building Permit Fee.** A stormwater building permit fee is established in the amount of three cents per square foot of impervious area developed under current building permit.
6. **Service Charges—Field.** The fees for service calls to the served premises are established as follows:

Cross-Connection Control Inspections	\$50.00
Service Fee After Hours	\$75.00
Hydrant Installation	\$3,000.00
Hydrant Service Rate (Private Hydrant)	\$10.00/month
Inspection	\$36.00/inspection/ connection

7. **Utility Extension Agreement Processing Fee.** Any outside utility extension application determined to be necessary by city council shall be submitted with a processing fee of five hundred dollars.
8. **Miscellaneous Fees and Charges.** The fees for controlled dumping allowed under Section [13.06.390](#) shall be one and one-half cents per gallon, with a minimum charge of fifty cents per time of discharge.
9. **Appeal Fee.** The appeal fee for notice and orders of violation of illicit discharges and assessment of abatement costs of illicit discharges shall be two hundred fifty dollars. In addition to the appeal fee, the city may require a consultant deposit pursuant to Section [13.18.150](#).
10. **Appeal Fee.** The appeal fee for notice and orders of a stormwater facility operations and maintenance violation shall be two hundred fifty dollars. In addition to the appeal fee, the city may require a consultant deposit pursuant to Section [13.17.150](#). (Ord. 2019-21 § 2 (Att. A (part)), 2019; Ord. 2018-17 § 1, 2018; Ord. 2018-15 § 2 (Att. A (part)), 2018; Ord. 2018-02 § 1, 2018; Ord. 2017-23 § 1, 2017; Ord. 2016-14 § 1 (part), 2016; Ord. 2015-09 § 1 (part), 2015; Ord. 2015-03 § 2, 2015; Ord. 2015-02 § 1 (part), 2015; Ord. 2013-08(a) § 1, 2013; Ord. 2010-10 § 1 (part), 2010; Ord. 2010-03 § 1, 2010; Ord. 2009-04 § 1, 2009; Ord. 2009-02 § 1, 2009; Ord. 2003-35 § 1 (part), 2003; Ord. 2003-33 § 15, 2003; Ord. 2003-16 § 49 (part), 2003)

Chapter 13.70

ASSESSMENTS, RATES, FEES AND CHARGES

Article I. General Facility Charge—Water, Wastewater, and Stormwater

13.70.180 CPI adjustment.

In addition to such other changes as may be approved by city council, commencing January 1, 2010, and in January of each successive year thereafter, the fees, rates and charges in Section [3.12.100](#)(A) shall automatically be adjusted based upon the Consumer Price Index for All Urban Consumers (CPI-U), Seattle-Tacoma-Bellevue, as published by the Bureau of Labor Statistics for the year ending June 30th of the previous year with a minimum increase not less than two percent (2%) and a maximum increase not to exceed six percent (6%). However, these fees shall not, in any case, decrease. (Ord. 2018-19 § 1 (part), 2018: Ord. 2018-15 § 2 (Att. A (part)), 2018: Ord. 2009-02 § 3 (part), 2009)

Article IV. Service Rates—Water

13.70.520 CPI adjustment.

In addition to such other changes as may be approved by city council, commencing January 1, 2010, and in January of each successive year thereafter, the fees, rates and charges in Section [3.12.100](#)(D) shall automatically be adjusted based upon the Consumer Price Index for All Urban Consumers (CPI-U), Seattle-Tacoma-Bellevue, as published by the Bureau of Labor Statistics for the year ending June 30th of the previous year with a minimum increase not less than two percent (2%) and a maximum increase not to exceed six percent (6%). However, these fees and

charges shall not, in any case, decrease. (Ord. 2018-19 § 1 (part), 2018: Ord. 2009-02 § 3 (part), 2009: Ord. 2003-16 § 32 (part), 2003: Ord. 2002-29 § 2 (part), 2002)

Article V. Service Rates—Wastewater

13.70.620 CPI adjustment.

In addition to such other changes as may be approved by city council, commencing January 1, 2010, and in January of each successive year thereafter, the fees, rates and charges in Section [3.12.100](#)(E) shall automatically be adjusted based upon the Consumer Price Index for All Urban Consumers (CPI-U), Seattle-Tacoma-Bellevue, as published by the Bureau of Labor Statistics for the year ending June 30th of the previous year with a minimum increase not less than two percent (2%) and a maximum increase not to exceed six percent (6%). However, these fees and charges shall not, in any case, decrease. (Ord. 2018-19 § 1 (part), 2018: Ord. 2009-02 § 3 (part), 2009: Ord. 2003-16 § 32 (part), 2003: Ord. 2002-29 § 2 (part), 2002)

Article VI. Service Rates—Stormwater

13.70.730 CPI adjustment.

In addition to such other changes as may be approved by city council, commencing January 1, 2010, and in January of each successive year thereafter, the fees, rates and charges in Section [3.12.100](#)(F) shall automatically be adjusted based upon the Consumer Price Index for All Urban Consumers (CPI-U), Seattle-Tacoma-Bellevue, as published by the Bureau of Labor Statistics for the year ending June 30th of the previous year with a minimum increase not less than two percent (2%) and a maximum increase not to exceed six percent (6%). However, these fees and charges shall not, in any case, decrease. (Ord. 2018-19 § 1 (part), 2018: Ord. 2009-02 § 3 (part), 2009)