

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](http://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The convenience of Automatic Bill Pay (ACH) is available—your payment is withdrawn automatically from your bank account.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](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 \$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 (888) 522-1130 or (360) 373-1403
- POST OFFICE:** 19240 Jensen Way NE (800) 275-8777
- TELEVISION, TELEPHONE & INTERNET**  
Xfinity      CenturyLink  
(800) 934-6489      (800) 786-6272
- 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](http://www.kitsapgov.com)

QUESTIONS:

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

(Lunch Break from 12:15 pm-1:15 pm daily)

**PUBLIC WORKS**      (360) 779-4078  
Hours: 8:00 am to 4:30 pm

- Garbage pickup
- Recycling service (non-commercial)
- Dumpster service
- Can size changes

**FINANCE DEPARTMENT**      (360) 394-9881  
Hours: 8:00 am to 4:30 pm

- Billing & Payments
- New account set-up
- Address changes
- Vacation suspension
- Utility Billing Authorization Application

**CLERKS DEPARTMENT**      (360) 779-3901  
Hours: 8:00 am to 4:30 pm

Notary Services (by appointment)

**POULSBO MUNICIPAL COURT** (360) 779-9846  
Hours: 8:00 am to 4:30 pm

Passport Services (by appointment)



200 NE Moe Street  
Poulsbo, Washington 98370

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

Updated December 2022

Commercial and Multi-Family Utilities in the City of Poulsbo 2023

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 held the first three Wednesdays of the month. For meeting times and more information, please visit the City website at:

[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	19.13
1-inch	42.95
1½ -inch	82.27
2-inch	130.33
3-inch	266.22
4-inch	410.09
6-inch	807.56
8-inch	1,283.90

Plus:

Consumption rate of:  
*Winter rate:* **November to May**  
\$2.11 per 100 cubic feet

*Summer rate:* **June to October**  
\$3.20 per 100 cubic feet

MULTI-FAMILY WATER RATES:

Meter Size	Monthly Charge
¾-inch	18.45
1-inch	41.27
1½ -inch	78.86
2-inch	124.92
3-inch	255.50
4-inch	393.24
6-inch	773.92
8-inch	1,230.10

Plus:

Consumption rate of:  
*Winter rate:* **November to May**  
\$2.11 per 100 cubic feet

*Summer rate :* **June to October**  
\$3.20 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
52.55	30.87	26.86

- Each additional can requested by the customer will be charged at the single can rate shown above.
- Garbage is picked up on your assigned day 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	193.78	417.05	639.48	96.89
4.0 Yard	332.62	665.27	997.90	N/A
6.0 Yard	396.39	792.78	1189.16	N/A
8.0 Yard	460.15	920.30	1380.47	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 \$20.88 per each impervious surface unit. 3,000 square feet of an impervious area shall be equal to one impervious surface unit.



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	66.55
1-inch	101.20
1½ -inch	157.94
2-inch	228.23
3-inch	434.26
4-inch	644.13
6-inch	1,222.25
8-inch	1,914.60

Plus:

Consumption rate of:  
\$ 9.16 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 \$54.74. Fee may be waived if septic meets State Health requirements.

BULK TRANSPORT:

The bulk transport rate is established as \$313.24 per 1,000 gallons. Call Public Works for details at (360) 779-4078.