

**RESOLUTION 08-13**

**RESOLUTION OF THE BOARD OF DIRECTORS OF RUNNING SPRINGS  
WATER DISTRICT ESTABLISHING WATER AND WASTEWATER RATES,  
FEES AND CHARGES FOR DISTRICT SERVICES AND ADOPTING THE  
FISCAL YEAR 2013/2014 DISTRICT BUDGET**

**WHEREAS**, Ordinance No. 8 of the Running Springs Water District provides that fees and charges for water service will be established by resolution of the District's Board of Directors; and

**WHEREAS**, it is in the best interest of this District and the public for whom services are provided to have these and other fees and charges set forth in written resolution; and

**WHEREAS**, consistent with the requirements of Proposition 218 the District has held a June 19, 2013 public hearing to consider an increase in certain water and wastewater rates, fees and charges; and

**WHEREAS**, following the June 19, 2013 public hearing on proposed increases to the District's water and wastewater rates, fees and charges, the Board has determined that the written protests filed in opposition to the proposed increases were far below the level that would prevent the Board from taking action on the proposed increases; and

**WHEREAS**, consistent with Government code Section 66016 the District also conducted a public hearing on June 19, 2013 to consider an increase in water and wastewater connection fees and capacity charges; and

**WHEREAS**, following the public hearing on proposed increases in water and wastewater connection fees and capacity charges, the Board has determined that those proposed increases should also take effect; and

**WHEREAS**, the proposed water and wastewater rates, fees and charges have been incorporated into the District's fiscal year 2013/2014 budget, a copy of which is attached and incorporated herein by reference;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Running Springs Water District as follows:

1. Rates for Water Service Within District
  - (a) Minimum water service charge for connected meters within the District shall vary according to the size of the meter, and shall be billed monthly hereinafter indicated, as follows:

Water Meter Size (inches)	Fixed Monthly Water Service Charge*	Recommended Flow Rate Gallons Per Minute (GPM)
5/8 x 3/4	\$23.50	20
1	\$52.93	50
1.5	\$101.93	100
2	\$160.76	160
3	\$347.01	350
4	\$984.26	1,000

\*The calculation for the fixed monthly water service charge per meter size is based on multiples of the manufacturer's recommended normal flow rate in GPM per meter using a 5/8" x 3/4" meter as the base.

- (b) All water consumption recorded by each water meter will result in an additional charge for such water at the rate of \$0.0352 per cubic foot, which shall be added to the minimum service charge for the size of meter indicated above.

Said monthly minimum service charge shall commence when the meter is installed and shall continue even though a meter may be locked. The monthly minimum service charge stops only when the meter has been disconnected.

2. Meter Installation and Reconnection Fee

- (a) The District's fee for water meter installation shall be as follows:

<u>Size of Meter</u>	<u>Installation Fee</u>
5/8" x 3/4"	\$1,047
1	\$1,258
1½" or larger	Cost of meter and installation, plus 10%, plus \$695

\* There is an additional charge of \$4,271 per EDU for the Water Facilities Capacity Charge. Refer to Part 3.

- (b) Fees shall be paid to the District prior to installation. If the amount of the fee is based upon the cost of the meter and installation plus 10 percent, the General Manager will estimate the fee in advance of installation, and the amount thereof will be deposited with the District. Following installation, the customer shall pay such additional amounts, or the District shall refund such amounts, as may be necessary to reflect the actual fee.

- (c) When a request is made to upgrade the size of a meter, the charge shall be the difference between the current installation fees of the meters, provided that the new installation does not require the cutting of the street. If street cutting is required, then the customer will be charged for that cost in addition to the difference in installation fees.
- (d) Connection to the District's water system must occur within one year after payment of the water meter installation fee. If connection to the District's water system does not occur within one year after payment of the water meter installation fee, the customer may pay the increase in the fee which will renew the installation fee for an additional year, or the fee shall be returned to the customer, less a \$50.00 administration fee which the District shall retain. If the fee is returned, the customer may reapply for water service upon payment of the meter installation fee in effect at the time of reapplication.
- (e) The fee for reconnecting a water meter shall be the sum of \$150 plus \$3.00 per month for the Water Pollution Control Plant (WPCP) Loan repayment for each month that the meter has been disconnected, since the charge went into effect July 1, 1983.

3. Water Facilities Capacity Charge

The Water Facilities Capacity Charge for connecting to the District's water distribution system shall be \$4,271 for each Equivalent Dwelling Unit (EDU) or portion thereof, based on Equivalent Fixture Unit calculation from Water Supply Fixture Unit table in the Uniform Plumbing Code in effect at the time of connection. Each 20 Fixture Units shall equal one (1) EDU, except however, that each single-family residence shall be calculated as one (1) EDU. Except for single-family residences, fractional increments over 20 Fixture Units shall be charged on a pro-rated basis. The charge shall apply both inside and outside the District boundary.

Payment of the Water Facilities Capacity Charge is required for the customer to receive the Water Service Application issued by the District. The application will automatically expire one (1) year after the date of issuance.

If the connection to the District's water system does not occur within one (1) year after issuance of the Water Service Application, the Water Facilities Capacity Charge shall be returned to the permittee, less a \$50.00 administration fee which the District shall retain. Thereafter, the customer

may reapply for a Water Service Application upon payment of the Water Facilities Capacity Charge in effect at the time of reapplication.

4. Rates for Fire Service Meter Within District

(a) Minimum fire service meter charge for connected meters within the District shall vary according to the size of the meter, and shall be billed monthly as follows:

Fire Service Meter Size (inches)	Fixed Monthly Fire Meter Service Charge
5/8 x3/4	\$19.60
1	\$32.59
1.5	\$45.58
2	\$58.57
3	\$71.54
4	\$84.53
6	\$97.52
8	\$110.51

5. Rates for Residential Landscape Irrigation Meter Within the District

(a) Minimum residential landscape irrigation meter charge for connected meters within the District shall vary according to the size of the meter, and shall be billed monthly as follows:

Deposit Rates (May be non-refundable):

Landscape Irrigation Meter Size (inches)	Deposit Amount
5/8 x3/4	\$300
1	\$400
1.5	\$600
2	\$800

Monthly Service Charge:

Landscape Irrigation Meter Size (inches)	Fixed Monthly Landscape Irrigation Meter Service Charge
5/8 x3/4	\$9.81
1	\$24.51
1.5	\$49.02
2	\$78.44

Water Consumption Charge: \$0.0352 per cubic foot. One (1) cubic foot

equals 7.48 gallons.

6. Safe Drinking Water Loan Repayment

This 1.5 million dollar loan was originally obtained through the State Department of Water Resources (DWR) for water main replacement. This loan was to be paid off by the fiscal year ending 2014. The District paid the loan off in December 2010 and will continue collecting the \$3.90 per month DWR loan fee until approximately June 30, 2013 when the General Fund has been reimbursed. Beginning July 1, 2013 there will no longer be a \$3.90 per month DWR loan fee charged to customers. The \$3.90 per month will be added to the fixed monthly water service fee to help fund water operations, maintenance and capital replacement projects.

7. Treatment Plant Filtration Project Repayment

Upon connection to the sewer system, a \$3.00 per month charge, per Equivalent Dwelling Unit (EDU), will be added to the monthly water bill. This charge will be collected to repay the loan made in 2001/02 for sewer treatment improvements.

8. Rate for Construction Water

The rate to be charged and collected by the District for construction water shall be two times the District's domestic rate including any drought or overage charges. The rate to be charged, absent any drought or overage charges, is \$0.0703 per cubic foot.

9. Water Service Outside the District

Customers receiving water service outside the District boundaries will be charged for such service in accordance with the District's Policy for Sewer Service and Water Service outside the District, as established by resolution of this Board of Directors. The rate to be charged is \$0.0412 per cubic foot.

10. Meter Unlocking Charges

The fee to be charged and collected by the District when unlocking a meter, during the hours of 7:00 A.M. to 5:00 P.M. shall be \$35.00. Any customer who requests that a meter be unlocked after hours, from 5:00 P.M. to 7:00 P.M., or on weekends and holidays, will be charged \$70.00. Meters will not be unlocked after 7:00 P.M. or before 7:00 A.M.

11. Customer Service Fee

A \$17.50 customer service fee will be charged each time a water distribution operator is sent to a residence to lock the meter and payment is collected or an extension of time for payment is granted per the request of the customer.

12. Meter Turn-off/on Fees

District customers who have signed the service application card shall be charged a service fee when the water meter is turned off/on by District employees.

Except as provided below, this fee shall apply when the meter is turned off either as a result of a leak regardless of who reports the leak, or when requested by the customer to prevent a leak.

The fee shall be \$35.00 if the meter is turned off/on during regular working hours or \$70.00 if the meter is turned off/on after regular working hours or on weekends and holidays. The combination of turning the meter off and then back on shall be considered one service call, and will be charged one fee.

The fee may be apportioned by 50% according to the time the service call is made, i.e., if the meter is turned off during working hours but turned back on after hours. The fee will be \$52.20 (\$17.50 for regular hours + \$35.00 for after hours).

If the District's Board of Directors has declared a water shortage emergency, an additional charge may be added pursuant to the District's Water Conservation Ordinance.

No charge will be made where the District employees turn the meter off as a result of a water leak that occurs in the plumbing between the District's meter and the control valve (including the valve itself) or where the consumer is replacing, repairing or installing a control valve.

In the event that the nature of the leak or water loss is unclear, and the charge is disputed by the property owner, the General Manager or Administration Supervisor may waive these charges on a one-time basis for the property owner.

13. Delinquent Fee

Any past due account for water and sewer services will be charged a delinquent fee in the amount of \$6.00 or 3% of the unpaid balance,

whichever is higher. The delinquent fee will be added to the customer's account balance. (effective 02/01/04)

14. Rates for Sewer Service Within the District

The rates to be charged and collected by this District for sewer service within the boundaries of the District shall be as follows:

(a) Single-Family Residential: \$30.85 per month for each dwelling unit plus 15% of the water usage charge for water supplied in Paragraph 1(b) of this Resolution. The monthly service charge(s) will commence with the installation of a water meter to the premises and will continue until said meter is disconnected.

(b) Multiple-Family Residential: \$30.85 per month for each living unit plus 15% of the water usage charge for water supplied in Paragraph 1(b) of this Resolution. The monthly service charge(s) will commence with the installation of the water meter(s) to the premises and will continue until said water meter is disconnected.

(c) Hotel/Motels: \$30.85 per month for each three (3) sleeping units or portion thereof plus 15% of the water usage charge for water supplied in Paragraph 1(b) of this Resolution. The monthly service charge(s) will commence with the installation of the water meter(s) to the premises and will continue until said water meter is disconnected.

(d) Schools: \$30.85 per month per each 30 students/staff or portion thereof based on Average Daily Attendance (ADA) figures from the previous year plus 15% of the water usage charge for water supplied in Paragraph 1(b) of this Resolution. The monthly service charge(s) will commence when the water meter to the premises is installed and will continue until said meter is disconnected.

(e) Professional Office Buildings: \$30.85 per month for each Equivalent Dwelling Unit (EDU) based on "Public Use" calculation of Equivalent Fixture Units from the Uniform Plumbing Code, plus 33 1/3% of the water usage charge for water supplied in Paragraph 1(b) of this Resolution Each 20 Fixture Units, or portion thereof shall equal one (1) EDU. The monthly service charge(s) shall commence with the water meter installation to the premises and will continue until said meter is disconnected.

(f) Commercial Service: \$30.85 per month for each Equivalent Dwelling Unit (EDU) based on "Public Use" calculation of Equivalent Fixture Units from the Uniform Plumbing Code, plus 33 1/3% of the water usage charge for water supplied in Paragraph 1 (b) of this Resolution.

Each 20 Fixture Units, or portion thereof, shall equal one (1) EDU. The monthly service charge(s) shall commence with the water meter installation and shall continue until said meter is disconnected.

15. Sewer Facilities Capacity Charge

The base fee for connecting to the District's sewer system shall be \$5,579 for each Equivalent Dwelling Unit (EDU) or portion thereof, based on Equivalent Fixture Unit calculation from the Drainage Fixture Unit table in the current Uniform Plumbing Code in effect at the time of connection. Each 20 Fixture Units shall equal one (1) EDU, except however, that each single-family residential lot shall be calculated as one (1) EDU. Except for single-family residences, fractional increments over 20 Fixture Units shall be charged on a pro-rated basis. The Sewer Facilities Capacity Charge shall apply both inside and outside the District boundary.

Payment of the fee will entitle the customer to a sewer connection permit issued by the District. The permit will automatically expire one year after the date of issuance.

If the connection to the District's sewer system does not occur within one year after issuance of the sewer connection permit, the permittee may pay the increase in the Sewer Facilities Capacity Charge which will renew the permit for an additional year, or the Sewer Facilities Capacity Charge shall be returned to the permittee, less a \$50.00 administration fee which the District shall retain. If the fee is returned, the customer may reapply for a sewer connection permit upon payment of the Sewer Facilities Capacity Charge in effect at the time of reapplication.

16. Customer Sewer Service

(a) Hot Taps

The fee for hot tapping shall be the actual cost of time and material, which consists of the regular wage schedule for straight time plus material or overtime plus material (not time chargeable to others).

(b) Plugged Laterals Dye Testing

The user/customer may be responsible for reimbursing the District for time and material if it is determined to be the customer's responsibility for blockage of the building sewer/lateral/sewer line (See Ordinance #23).



17. Sewer Service Outside the District

Customers receiving sewer service outside the District boundaries will be charged for such service in accordance with this District's Policy for Sewer Service and Water Service outside the District as established by resolution of this Board of Directors.

18. Discharge of Pumped Septage (Septic Tanks)

The fee shall be \$50.00 for each load of 1,500 gallons or less.

19. Service Charge for Pre-Treated Groundwater Discharge into the District's Sewage Collection System

Commercial and industrial users within the Running Springs Water District will be permitted to discharge pre-treated groundwater or construction water into the District's sewage collection system upon successfully completing a water "profile" test of the water to be discharged into the sewer system. The District will provide for the testing or, at its discretion, may allow the user to provide for testing acceptable to the District.

The tests shall demonstrate to the Running Springs Water District that, (a) the discharge water will not disrupt the treatment process at the wastewater treatment plant, (b) the chemical analysis of the discharge water shows all hydrocarbons and other constituents to be within the threshold limits established by the District and any regulatory agencies, (c) the discharge water is free of the gasoline additive MTBE, and (d) the pre-treated water does not violate the District's Wastewater Discharge Requirements. In the event the water quality samples do not meet the objectives stated above, the District reserves the right to cease accepting groundwater discharge immediately. Provisions shall be provided for the Running Springs Water District to set a meter to measure flows into the sewerage collection system and collect samples from time to time as the District deems necessary. All water sample tests shall be at the applicant's expense.

Applicant shall pay a monthly service charge to the Running Springs Water District based upon the following formula:

$$\begin{aligned} 80 \text{ gpcd} \times 2.6 \text{ (people per dwelling)} &= 208 \text{ gals per day } (^1) \\ 208 \times 30.4 \text{ days} &= 6,323 \text{ gals per month} \\ \text{current monthly sewer charge } \$30.85 \div 6,323 &= \$0.0049 \text{ per gallon} \end{aligned}$$

However, since the discharge groundwater will be pre-treated to meet the above requirements, the Biological Oxygen Demand (BOD) and Suspended Solids (SS) at the treatment plant will be nil. Based upon

loadings of one-third (1/3) for flow, one-third (1/3) for BOD, and one-third (1/3) for SS <sup>(2)</sup> it can be determined that only the loading for flow will apply or one-third (1/3) the cost of the currently monthly sewer service charge, therefore,

\$0.0049 per gallon (from above) ÷ 3 = \$0.00163 per gallon

or

Service Charge \$0.00163 x 7.48 = \$0.012 per cubic foot

(1) As set forth in the District's design criteria

(2) Formula accepted by E..P.A. and State of California for an Equivalent Service Unit (ESU)

20. Conceptual Development Fee

(a) An "erosion control plan" at a minimum would be required for "concept" situations.

(b) An hourly rate of \$30.00 per hour (District expense) should be charged for the research required.

(c) The General Manager, in consultation with engineering personnel, may deem that the complexity of the conceptual development requires a feasibility study under Article 13.2 of Ordinance No. 8.

21. Plan Checks

(a) Plan review for issuance of water and sewer letters - \$50

(b) Plan review with fire flow and construction requirements - \$75.00

(c) Sprinkler, alarm, standpipe, extinguishing, or special system review - \$75.00 plus consultant fee if required

(d) Additional commercial inspections after the initial inspection and one follow up - \$65.00

(e) Technical consultation - \$40.00 per hour for Department time or actual consultant fee for outside assistance

22. Photocopying Service

(a) The charge for personal document photocopying for both standard size and legal size copies is .15 cents per sheet.

(b) The charge for photocopying District documents on the premises by District staff is .15 cents per sheet, plus personnel and overhead costs as determined by the General Manager.

(c) With the General Manager's approval the District will allow up to 100 copies at no charge for an outside governmental agency in the event of necessity.

(d) Charges for maps or other large documents that cannot be photocopied on the District's duplicating machine and must be professionally copied will be for direct cost plus District overhead costs.

(e) The District carries extra copies of more frequently requested material. The charge for these copies is as follows:

<u>Description</u>	<u>Charge</u>
District Boundary Map	As determined by Engineering Consultant
District Sphere of Influence Map	\$2.00 each
District Standards/Specifications	\$34.50 each

23. Equipment Fees Chargeable to Others

Air Compressor . . . \$20 / Hour	Backhoe..... \$45 / Hour
Gas Driven Pump . \$10 / Hour	Leak Locator... \$5 / Hour
Demolition Saw . . . \$ 7.50 / Hour	Pipeline Locator. \$5 / Hour
Sewer Jetter..... \$25 / Hour	Plate Compactor...\$7.50 / Hour
10kw Generator/Welder \$12 / Hour	Road Plate..... \$15 / Daily

24. Returned Checks

The administrative fee for processing checks returned for insufficient funds or for other reasons shall be the sum of \$20.00

25. Filing of Lien

Upon discontinuance of water service for failure to pay delinquent rates, charges or fees, the District may immediately record a statement of lien with the county recorder of any county in which the customer responsible for paying the delinquency is known or suspected to own real property. The fee for filing of a lien shall be \$30.

26. Delinquent Water/Sewer Bills Collection Fee

When an account has been determined to be delinquent it may be sent to a collection agency and a one-time collection fee of \$30.00 added to the account.

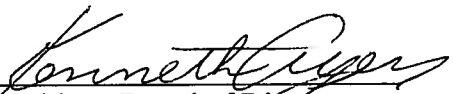
27. Repeal

This Resolution supersedes and replaces Resolution No. 13-12, which is hereby rescinded. All other resolutions or motions inconsistent herewith, are repealed.

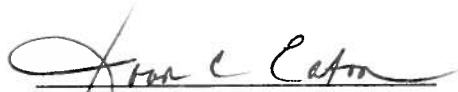
28. Recovery of Costs for Small Claims Court

All costs associated, as approved in statute, with the recovery of small claims court costs for customer delinquent fees.

**ADOPTED** this 19<sup>th</sup> day of June 2013

  
President, Board of Directors  
Running Springs Water District

ATTEST:

  
Secretary, Board of Directors  
Running Springs Water District