

RESOLUTION 2018-12
REPLACING SECTION 5 OF THE DISTRICT'S RULES AND REGULATIONS CONCERNING
WATER AND WASTEWATER FEES AND FEE STRUCTURE

WHEREAS, the Board of Directors has determined that it is necessary to increase revenues to cover budgeted current year expenditures and future expenditures, and

WHEREAS, the Board has also determined that some inequities exist between various user classes, and

WHEREAS, the Board held a public meeting on January 25, 2018 to discuss the various proposed changes to the fees and fee structures, and

WHEREAS, posting of the meeting was made, 30-days in advance in accordance with statutes governing the right of those to be impacted to have input into the discussion, and

WHEREAS, in addition to the minimum requirements, the district also included notice of the meeting on its website and included notice on its monthly billing statement, and

WHEREAS, the Board has met in many additional public meetings, held workshops, met individually and in groups with those individuals wishing to voice their opinions and offer other rate methods for the Boards consideration, and

WHEREAS, the Board has fiduciary responsibilities to manage the district prudently and is authorized by various statutes to change fees and charges for services, as it determines to be in the best interests of the district, it's rate payers, and bond holders.

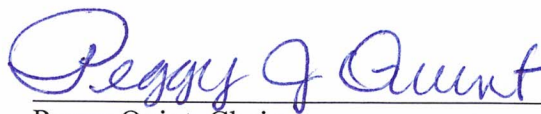
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE ROUND MOUNTAIN WATER AND SANITATION DISTRICT, COLORADO:

The existing Section 5 of the district's rules and regulations is hereby deleted and replaced in its entirety and replaced with Attachment A to this resolution:

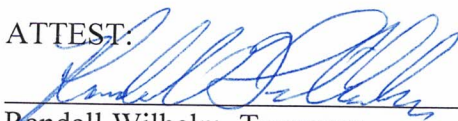
These changes are to take effect immediately and apply to the July billing for usage beginning June 1, 2018.

The District Manager is directed to update the district's current rules and regulations as directed herein. The District Manager has the additional authority to make editorial changes which do not change the meaning of this resolution, for example: renumbering of paragraphs formatting, etc. as necessary.

ADOPTED this 7th Day of June 2018.


Peggy Quint, Chair

ATTEST:


Randall Wilhelm, Treasurer



RESOLUTION 2018-12
ATTACHMENT A
JUNE 7, 2018

SECTION 5

RATES AND CHARGES

5.1 BASIS OF CHARGES. Sewer service charges for all customers (except special billings) and water service charges for customers not subject to metered rates, shall be based on an equivalent residential unit (EQR) basis as shown below. Water service charges for customers subject to metered rates shall be based on gallons consumed subject to a minimum fee.

CLASSIFICATION AND EQUIVALENT UNITS

Classification	EQR
A. Single-family residence, permanent trailer, town home, condominium unit, if billed individually (not to have more than one kitchen):	1.0
B. Multi-family residential units, duplexes, apartments, condominiums, when in one building and billed collectively (subject to a minimum of 1.0 EQR per tap):	
1. Buffet apartment	0.6
2. Up to and including 2 bedrooms and no more than 1 bathroom	0.8
3. Three bedrooms and over; or 2 or more baths	1.0
4. Each coin-operated washing machine	0.25
5. Mobile home (trailer) in court	0.8
C. Transient rental units, hotels, motels, or rental units in residence. Basic fee including manager's quarters:	1.0
1. Each additional rental room without cooking facilities	0.3
2. Each additional rental room with cooking facilities	0.4
3. Each coin-operated washing machine	0.25
D. Recreational vehicle (RV) parks:	
1. Manager's unit	1.0
2. Any space with water and or wastewater hookups	0.5
3. All other spaces	0.25
4. Dump Station	1.0
E. Bars, restaurants:	
1. For business with less than 25 seating capacity	1.0
2. For the second 25 seating capacity or part thereof	0.8
3. For each additional 25 seating capacity (after the first 50)	0.6
F. Service stations without wash rack:	1.0
1. Each additional wash rack	1.0

G. Commercial or public buildings such as stores, offices, warehouses and similar, having no process water or waste loads:

- 1. Minimum for each building or customer up to 4,000 square feet per building area 1.0
- 2. For each additional 1,000 square feet building area or part thereof 0.2
- 3. Additional for each pair of public restrooms 0.4

H. Churches, non-profit organization halls (no residence or regular eating facilities): 1.0

I. Schools, public or private:

- 1. Basic rate, per pupil capacity 0-40 students and less 2.0
- 2. Each additional (40) students or fraction thereof 1.0
- 3. Additional for gymnasium and showers 1.0
- 4. Additional for cafeteria 1.0

J. Outside customers: for customers outside the District limits, multiply all applicable in-District rates by 1.5, not applicable to service lines existing as of 01/01/75.

K. Swimming pools-for each 25,000 gallons or fraction thereof of swimming pool capacity: 1.0

L. Public restrooms, showers, or laundromats not otherwise classified (subject to a minimum of 1.0 EQR per water tap):

- 1. Each public restroom 0.2
- 2. Each shower unit 0.25
- 3. Each washing machine 0.25

If the property use should change at any time, fees will be adjusted to coincide with the change in use.

5.2 WATER AND SEWER TAP FEES AND CONNECTION CHARGES. Tap fees (including plant investment charges), inspection and connection fees for water and sewer shall be computed as below:

WATER

3/4" tap (or smaller)	\$ 6,500.00
1" tap	\$ 10,800.00
1 1/2" tap	\$ 23,000.00
2" tap	\$ 40,000.00
2 1/2" tap	\$ 62,000.00
3" tap	\$ 89,000.00
4" tap	\$157,500.00

Larger than 4" tap to be determined by the Board.

SEWER

If the water tap size is:	The sewer tap fee shall be:
3/4" tap	\$ 4,000.00
1" tap	\$ 6,700.00
1 1/2" tap	\$ 14,500.00
2" tap	\$ 25,500.00
2 1/2" tap	\$ 39,500.00
3" tap	\$ 56,500.00
4" tap	\$100,000.00

Larger than 4" to be determined by the Board.

Future additions on or size increases to an existing water tap shall require payment of the additional appropriate tap fees for both water and sewer whether the sewer tap is increased in size.

Water and/or sewer tap fees may be individually set by the Board in the case of any unusual-type customer.

5. 3 WATER AND SEWER SERVICE CHARGES

5.3.1 WATER SERVICE CHARGES

5.3.1.1 RESIDENTIAL SINGLE-FAMILY WATER SERVICE CHARGES - A minimum monthly water fee of \$22.00 per tap shall apply whether the water is on or off. No gallons are included in the minimum fee. A \$2.60 charge shall be added for each 1,000 gallons of water, as measured by the water meter serving the property.

5.3.1.2 RESIDENTIAL MULTI-FAMILY WATER SERVICE CHARGES – A minimum monthly water fee of \$22.00 per metered account shall apply whether the water is on or off. No gallons are included in the minimum fee. A \$2.60 charge shall be added for each 1,000 gallons of water, as measured by the water meter serving the property.

5.3.1.3 COMMERCIAL WATER SERVICE CHARGES– A minimum monthly water fee of \$22.00 per metered account shall apply whether the water is on or off. No gallons are included in the minimum fee. A \$2.60 charge shall be added for each 1,000 gallons of water, as measured by the water meter serving the property.

5.3.2. WASTEWATER SERVICE CHARGES

5.3.2.1 RESIDENTIAL SINGLE-FAMILY WASTEWATER SERVICE CHARGES (1 EQR User) - A minimum monthly wastewater fee of \$28.69 per tap shall apply whether the water service is on or off. No gallons are included in the minimum fee. A \$3.40 charge shall be added for each 1,000 gallons of water, as measured by the water meter serving the property. Charges for metered water usage shall be

capped at 5,000 gallons of water times the number of EQRs assigned by the district in accordance with Section 5.1 Basis of Charges.

5.3.2.2 RESIDENTIAL MULTI-FAMILY WASTEWATER SERVICE CHARGES – A minimum monthly wastewater fee of \$28.69 per metered account shall apply whether the water service is on or off multiplied by the number of Equivalent Residential Users assigned to the account by the district in accordance with Section 5.1 Basis of Charges of these regulations. No gallons are included in the minimum fee. A \$3.40 charge shall be added for each 1,000 gallons of water, as measured by the water meter serving the property. Charges for metered water usage shall be capped at 5,000 gallons of water times the number of EQRs assigned by the district in accordance with Section 5.1 Basis of Charges.

5.3.2.3 COMMERCIAL WASTEWATER SERVICE CHARGES– A minimum monthly wastewater fee of \$28.69 per metered account shall apply whether the water service is on or off multiplied by the number of Equivalent Residential Users assigned to the account by the district in accordance with Section 5.1 Basis of Charges of these regulations. No gallons are included in the minimum fee. A \$3.40 charge shall be added for each 1,000 gallons of water, as measured by the water meter serving the property.

5.4 SPECIAL BILLINGS. Flat rates or metered rates may be individually set by the Board for any unusual-type customer, for business and industries using process water or producing industrial wastes, and for the prevention of customer wastage.

5.5 BILLING AND PAYMENT.

Statements for all charges shall be prepared monthly in arrears. Printed statements, unless electronic statements by email only is requested and authorized by the property owner, shall be mailed by first class mail the first week of every month. All statements, whether mailed or emailed are due on the date they are sent to the customer and will be considered delinquent at close of business on the first of the following month. A delinquency fee of \$5.00 will be assessed to the unpaid charges and added to the next billing statement.

- 1) When an account has an unpaid balance after a new billing cycle, the first collection letter stating that a monthly payment is necessary is mailed that includes the date of customer's last payment and that the past due balance is due within 10 business days from date of first letter. Letter will also state that current billing amount is delinquent at close of business on the first of the following month, to avoid any additional late charges. In landlord/tenant situations, property owner also receives a statement and/or letter which indicates the past due balance.
- 2) Second letter is sent two to three days after due date specified in first collection letter. This letter states that we did not receive a payment or phone call as requested in the first letter, therefore the total balance of the account is due by last day of month. Letter additionally states that if a payment is not received, RMWSD will initiate steps to disconnect service. Letter also states that base water and sewer services will continue to accrue. Letter gives option to contact RMWSD to set up a payment plan if entire amount cannot be paid. When a landlord/tenant account is not paid by the tenant after the due date specified in the second collection letter, the account will be transferred to the property owner's name.

- 3) If no response or payment is received and a new billing cycle has occurred, the third letter is sent immediately after new billing is processed. This is marked as "FINAL NOTICE" and instructs the minimum payment due within 10 business days. The letter will state the exact date that service will be disconnected for non-payment and reiterates that base water and sewer charges will continue to accrue although service has been disconnected. Letter states that a \$20 reconnect fee will be charged, and service will not be restored until account is paid in full when disconnection of service has occurred.
- 4) "FINAL NOTICE" will state that RMWSD will proceed with certifying the amount due to the County Treasurer's Office in accordance with C.R.S. 32-1-1101. (Statute requires that account balance must exceed \$150.00 and shall be at least six months' delinquent.) Therefore, if no payment is received after "FINAL NOTICE" is mailed, RMWSD must wait to file lien until statute requirements are met.
- 5) At any point during the collection process, the property owner may request a payment plan. Any payment plan request must meet the following criteria:
 - a. Must provide for the payment of all current charges each month
 - b. Must include a minimum monthly payment of \$20.00 or the amount past due including any delinquent charges previously assessed, divided by twelve (12) months, whichever is greater.
 - c. Must be signed by the property owner and the District Manager.

Once a payment plan has been approved, no further delinquent charges (late fees) shall be assessed.

If the property owner fails to make a payment as provided for in the payment plan agreement, the agreement shall be deemed null and void and the collection process shall be resumed at the point it was paused.

5.6 WATER AND WASTEWATER TURN OFF/ON. Water turn on/off service may be requested with prior notice. Wastewater service may not be turned off at any time unless by permit abandonment or disconnection due to payment delinquency. Water service will not be turned on or off by the District at the request of the owner unless he, his agent, or his representative is present.

Water service will be turned on or off without charge at the curb valve or water meter by the District only during normal working hours and only when at least twenty-four (24) hours advance notice has been given to the District. Although not obligated to do so, the on-call technician may turn service on or off outside of normal working hours or without advance notice. A fee of \$50 will be charged; each time the service is performed and included as a special fee on the next monthly billing.

5.7 SWIMMING POOLS. All pools must be registered with the District showing location and size of pool before construction begins. A permanent type sign must be placed prominently at all pool filter installations stating that pools are not to be drained without the District Manager's written permission and that pool draining shall be limited between 11:00 p.m. and 6:00 a.m. Pool backwash wastewater system design and operation are subject to the Technical Plumbing Code of the State of Colorado and to the approval of the District Manager.