

RESOLUTION 2018-5
AMENDING WATER AND WASTEWATER FEES, FEE STRUCTURE

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

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

WHEREAS, the Board held a public meeting on January 25, 2018 to discuss 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 meeting 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 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, its 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 5.3 of the district's rules and regulations is hereby deleted and replaced in its entirety with:

5.3 WATER AND SEWER SERVICE CHARGES. Water and sewer service charges shall be computed on the following basis:

5.3.1 WATER SERVICE CHARGES

5.3.1.1 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.

5.3.2. WASTEWATER SERVICE CHARGES

5.3.2.1 WASTEWATER SERVICE CHARGES

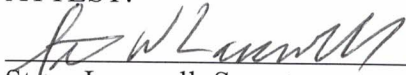
A minimum monthly wastewater fee of \$28.69 per tap shall apply whether the water service is on or off. No gallons are included in the minimum fee. A \$3.40 charge shall be added for each 1,000 gallons of water, as measured by the water meter serving the property. Charges for metered water usage shall 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.

1. The existing Section 5.5 of the district's rules and regulations is hereby deleted and replaced in its entirety with ATTACHMENT A.
2. 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 that do not change the meaning of this resolution, for example: renumbering of paragraphs if necessary.

ADOPTED this 15th Day of February 2018.


Peggy Quint, Chair

ATTEST:


Steve Lasswell, Secretary



Round Mountain Water and Sanitation District

ATTACHMENT A

RESOLUTION 2018-5

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 by the fifth day 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 day of the following month. A delinquency fee of \$5 will be assessed to any unpaid charges and added to the next billing statement.

- 1) When an account has an unpaid balance after a new billing cycle, the past due notice stating that a monthly payment is necessary is mailed to the customer. It includes the date of customer's last payment and notes the past due balance is due within 10 business days from date of past due notice. The letter will also state the current billing amount is delinquent at close of business on the first day of the following month to avoid any additional late charges. In landlord/tenant situations, the property owner also receives a statement and/or letter that indicates the past due balance.
- 2) A second letter is sent two to three days after due date specified in first past due notice. This letter states that RMWSD did not receive a payment or phone call as requested in the first letter; therefore, the total balance of the account is due by the last day of the month. The second letter additionally states that if a payment is not received, RMWSD will initiate steps to disconnect service. Letter also states base water and sewer service charges will continue to accrue. The letter offers an option to contact RMWSD to set up a payment plan if the 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 reassigned to the property owner's name and will no longer be billed to the tenant.
- 3) If no response or payment is received and another billing cycle has ended, the third letter is sent immediately after new billing is processed. This is marked as "FINAL NOTICE" and instructs the minimum payment is due within 10 business days. The "FINAL NOTICE" will state the exact date service will be disconnected for non-payment and will restate that base water and sewer charges will continue to accrue even though service has been disconnected. The letter will state 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 a 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 or the amount past due, including any delinquent charges previously assessed, divided by 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 resume at the point it was paused.