

**VALLEY WATER DISTRICT  
PIERCE COUNTY, WASHINGTON**

**RESOLUTION NO. 2024-02**

**ORIGINAL**

A RESOLUTION of the Board of Commissioners of Valley Water District, Pierce County, Washington, relating to the District's water rates and charges; repealing Resolution No. 2023-08.

WHEREAS, RCW 57.08.081 authorizes the Board of Commissioners to establish rates or charges for providing water service to all classes of customers of the District so that the District's revenues are sufficient to meet the costs of maintenance and operation of the District's water systems, and bond interest and principal amortization requirements, and all other charges and expenses necessary for efficient and proper operation of the District's water systems; and

WHEREAS, the District previously established rates and charges, and other water service regulations, or amendments thereto, in Resolution No. 2023-08; and

WHEREAS, the District prepared a 2021 rate study regarding the District's rates for water service, which provides recommendations on the necessary and appropriate rates and charges to pay for the cost of providing water services to property and customers within the District, and the District has reviewed information regarding increased costs of capital facility projects and other work and costs of providing services since that time, and also reviewed prior information prepared in 2005, 2009, 2010, 2012 and 2015; and

WHEREAS, the District determined that it is in the District's best interests to establish the water service rates and other charges and regulations stated in this Resolution, to cover the District's costs of providing the services and to establish the District's regulations relating to the provision of those services, and to recover the costs of damage to District property; and

WHEREAS, the District, with the District's consulting engineers, has completed a new GFC and LFC study in 2023, and the District has determined that a monthly service rate surcharge should be imposed on all commercial and industrial customers in the Valley Water System and the View Royal Water System to ensure that Commercial/Industrial customers pay their fair and equitable share of costs associated with current and future CIP projects as directly related to providing required fire flow. This surcharge rate went into effect June 1, 2023; and

WHEREAS, Pierce County Records has increased the document recording fee by \$100 per document which requires the District to increase the document recording fee on Exhibit A, Miscellaneous Fees and Charges.

WHEREAS, the District has reviewed the current billing policies and determined that changes should be made to create more consistency and time for customers to provide payment to the District. These changes shall take effect immediately; now therefore

BE IT RESOLVED by the Board of Commissioners of Valley Water District, Pierce County, Washington as follows:

Section 1. Water Rates.

Section 1.1 Single Family (Single Family rate applies to each Single Family Residence, each detached Accessory Dwelling Unit, and each temporary housing unit). The following classification and schedule of charges for water use is hereby adopted for all billings commencing January 1, 2024. The monthly water service charge includes a fixed base rate based on the size of the water meter and a charge based on water consumption. The fixed base rate includes components for maintenance and operation, system acquisition costs, and capital improvements. Under certain circumstances the Board of Commissioners may waive the requirement for a separate connection and meter for each additional detached accessory dwelling unit and each additional temporary housing unit, but each detached accessory dwelling unit and each temporary housing unit shall be required to pay a separate full additional fixed total monthly charge for each applicable structure.

A. Base Rate.

For single family residential customers in all water systems (excluding customers in the Chinook, Sierra and Buttes Systems) the base rates per residential unit per month are as follows:

**Single Family Residential  
All Systems Except (Buttes, Chinook, Sierra)**

AWWA Factor	Meter Size	Base Rate
1	5/8-3/4"	\$69.32
1.67	1"	\$115.76
3.33	1.5"	\$230.84
5.33	2"	\$369.48
10.66	3"	\$738.95
16.66	4"	\$1154.87
33.33	6"	\$2310.44
	Flat Rate	\$69.32
	RV 1/4	\$17.33

For single family residential customers in the Chinook Estates Water System, the base rates per residential unit per month are as follows:

**Single Family Residential  
Chinook**

AWWA Factor	Meter Size	Base Rate
1	5/8-3/4"	\$81.32
1.67	1"	\$135.80
3.33	1.5"	\$270.80
5.33	2"	\$433.44
10.66	3"	\$866.87
16.66	4"	\$1354.79
33.33	6"	\$2710.40
	Flat Rate	\$81.32
	RV 1/4	\$20.33

For single family residential customers in the Buttes Water System, the base rates per residential unit per month are as follows:

**Single Family Residential  
Buttes**

AWWA Factor	Meter Size	Base Rate
1	5/8-3/4"	\$67.88
1.67	1"	\$113.36
3.33	1.5"	\$226.04
5.33	2"	\$361.80
10.66	3"	\$723.60
16.66	4"	\$1130.88
33.33	6"	\$2262.44
	Flat Rate	\$67.88
	RV 1/4	\$16.97

For single family residential customers in The Sierra Water System, the base rates per residential unit per month are as follows:

**Single Family  
Sierra**

AWWA Factor	Meter Size	Base Rate
1	5/8-3/4"	\$64.45
1.67	1"	\$107.63
3.33	1.5"	\$214.62
5.33	2"	\$343.52
10.66	3"	\$687.04
16.66	4"	\$1073.74
33.33	6"	\$2148.12
	Flat Rate	\$64.45
	RV 1/4	\$16.11

**B. Water Usage.**

For single family residential accounts, in all of the District's water systems (excluding the Sierra Water System and The Buttes) and for customers with property being served by the District that is located outside of the District's territory, the charge for water usage per 100 cubic feet shall be as stated in the chart below.

Billing is conducted on a bi-monthly basis and includes the base rate plus charges for consumption as listed below:

<b>2024</b>	
Excess CF's	Rate per CCF
100 to 800	\$2.64
900 to 1,600	\$2.93
1,700 to 3,200	\$3.50
3,300 to 6,400	\$3.93
Over 6,400	\$4.37
Comm/Irrigation	\$3.93

For single family residential accounts in The Buttes, billing is conducted on a bi-monthly basis. There is no water usage included in the Base Rate for The Buttes. The charge for water usage per 100 cubic feet shall be as stated in the chart below.

<b>2024</b>	
Excess CF's	Rate per CCF
100 to 800	\$3.74
900 to 1,600	\$4.04
1,700 to 3,200	\$4.66
Over 3,200	\$5.01
Comm/Irrigation	\$5.01

For single family residential accounts in the Sierra Water System, billing is conducted on a bi-monthly basis. There is no water usage included in the Base Rate for Sierra. The charge for water usage per 100 cubic feet shall be as stated in the chart below.

<b>2024</b>	
Excess CF's	Rate per CCF
100 to 800	\$2.86
900 to 1,600	\$3.56
1,700 to 3,200	\$4.24
Over 3,200	\$4.50
Comm/Irrigation	\$4.50

Section 1.2.

A. Multi-Family, Mobile Home Parks. Multi-family and mobile home parks served by a single master meter shall be charged by the following formula per month:

Except as otherwise stated in this Section 1.2, all residential master meters in all water systems shall be charged the maximum number of pads, spaces or units available times the total monthly billing rate for that system.

Removed

B. Recreational Vehicle Parks. Recreational vehicle parks that are served by a single master meter shall be charged by the following formula per month:

Except as otherwise stated in this Section 1.2, all recreational vehicle parks in all water systems, shall be charged for the maximum number of recreational vehicle pads or spaces in the park times the total monthly 5/8" meter billing rate for that system (times .25).

C. The charge for water usage is as follows:

In all of the District's water systems (excluding the Sierra Water System and The Buttes) and for customers with property being served by the District that is located outside of the District's territory, the charge for water usage per 100 cubic feet. Billing is conducted on a bi-monthly basis. Except as stated otherwise below, the base rate plus charges for consumption at the below listed rate on the billing statement.

<b>2024</b>	
Excess CF's	Rate per CCF
100 to 800	\$2.64
900 to 1,600	\$2.93
1,700 to 3,200	\$3.50
3,300 to 6,400	\$3.93
Over 6,400	\$4.37
Comm/Irrigation	\$3.93

For accounts located in The Buttes (Orting Valley Water System) there is no water usage included in the Base Rate for The Buttes. The charge for water usage per 100 cubic feet shall be as stated in the chart below.

<b>2024</b>	
Excess CF's	Rate per CCF
100 to 800	\$3.74
900 to 1,600	\$4.04
1,700 to 3,200	\$4.66
Over 3,200	\$5.01
Comm/Irrigation	\$5.01

**Section 1.3 Commercial/Irrigation.** The monthly water service charge includes a fixed base rate based on the size of the water meter and a charge based on water consumption. The fixed base rate includes components for maintenance and operation, system acquisition costs, and capital improvements.

A. **Base Rate.** For Commercial/Irrigation customers in all water systems (excluding the Sierra Water System, the Chinook Water System, and The Buttes) the base rates per Commercial/Irrigation per month are as follows:

**Commercial and Irrigation All Systems  
(Excluding Buttes, Chinook & Sierra)**

Monthly		
AWWA Factor	Meter Size	Base Rate
1	5/8-3/4"	\$79.38
1.67	1"	\$132.56
3.33	1.5"	\$264.34
5.33	2"	\$423.10
10.66	3"	\$846.19
16.66	4"	\$1322.47
33.33	6"	\$2645.74

Commercial and Irrigation meters all usage billed @ \$3.93 ccf



**Commercial and Irrigation  
Chinook**

Monthly		
AWWA Factor	Meter Size	Base Rate
1	5/8-3/4"	\$91.38
1.67	1"	\$152.60
3.33	1.5"	\$304.30
5.33	2"	\$487.06
10.66	3"	\$974.11
16.66	4"	\$1522.39
33.33	6"	\$3045.70

Commercial and Irrigation meters all usage billed @ \$3.93 ccf

**Commercial and Irrigation  
Buttes**

Monthly		
AWWA Factor	Meter Size	Base Rate
1	5/8-3/4"	\$67.88
1.67	1"	\$113.36
3.33	1.5"	\$226.04
5.33	2"	\$361.80
10.66	3"	\$723.60
16.66	4"	\$1130.88
33.33	6"	\$2262.44

Commercial and Irrigation meters all usage billed @ \$5.01 ccf

**Commercial and Irrigation  
Sierra**

Monthly		
AWWA Factor	Meter Size	Base Rate
1	5/8-3/4"	\$64.45
1.67	1"	\$107.63
3.33	1.5"	\$214.62
5.33	2"	\$343.52
10.66	3"	\$687.04
16.66	4"	\$1073.74
33.33	6"	\$2148.12

Commercial and Irrigation meters all usage billed @ \$4.50 ccf

Section 1.4. Fire Flow Water Service Rate. For customers that require fire flow service only, and are not otherwise connected to the District's water system, the rates per month are stated in the Table below. The fire flow water service rate shall be based on the amount of fire flow required by the customer's property. There shall be no consumption component.

**Fire Flow  
Not Otherwise Connected to the District Water System**

Fire Flow	Total
0 - 750 gpm	\$20.12
751 - 1,000 gpm	\$26.82
1,001 - 1,500 gpm	\$40.25
1,501 - 2,000 gpm	\$53.68
2,001+ gpm	\$67.08

Section 1.5. Commercial/Industrial Fire Flow Surcharge (View Royal and Valley Systems). To ensure that commercial and industrial customers in the View Royal and Valley System pay their fair and equitable share of current and future system improvements and replacements as directly related to increased fire flow requirements, in addition to paying the Commercial/Industrial monthly water service charges established in Section 1.3 above, Commercial and Industrial customers in the Valley Water System and the View Royal Water System shall pay a monthly service rate surcharge as follows:

<b>Valley System -</b>	\$1.88 per each 1000 sf of structure per month. (Rounded up to the next 1000 sf increment)
<b>View Royal System -</b>	\$2.40 per each 1000 sf of structure per month. (Rounded up to the next 1000 sf increment)

**\*This rate shall also apply to any service or connection requiring fire flow in excess of the established residential fire flow rate.**

Section 2. Bills for Monthly Service Charges.

Section 2.1. One Account Per Master Meter. There shall be one account and one bill per water master meter, regardless of the number of units served by each meter.

Section 2.2. Bi-Monthly Billing. There shall be one billing every other month.

Section 2.3. Due Date. All bills are due 15 days from the date of billing, and any account not paid in full by the due date shall be delinquent.

Section 2.4. Property Owners Billed. The District shall mail water service charge billings directly to the owner of the property served, at the address of the property receiving service or at the owner's address in cases when the owner's address is different than the address of the property receiving service, except as provided below. A property owner, or the owner's representative may request in writing that a duplicate bill be sent to the tenant occupying the property addressed to "resident". There shall be a charge for a duplicate bill as set forth in Section 7.4 below.

A property owner may designate a representative to receive water service charge billings at an address other than the address of the serviced property or the address of the owner. To designate a representative, the owner must deliver to the District a properly executed Release to Bill Non-Owner form provided by the District.

After receipt of the Release or property management agreement, the District shall mail all bills and notices for the account to the representative designated in the Release or the agent designated in the property management agreement ("representative"). The District shall not be responsible for any charges or damages resulting from representative's failure to pay District charges or to perform any act required by the District. The owner must advise the District in writing of any change of representative or termination of the property management agreement.

Section 3. Delinquent Water Accounts.

Section 3.1 Delinquent Accounts. If charges for water service are not paid in full by the last day of the month in which bills are due, then an amount equal to 10% of the charges shall be added to the account as a penalty on the first business day of the following month. If on the next billing date all or a portion of the delinquent charges and penalty remain unpaid, this amount, plus the new charges for water service, shall be due and owing. Any payments shall be applied first to the delinquent charges and penalty, and second to the new charges. If the last day of the month in which the bills are due falls on a weekend or holiday, customers may have until 7:00 a.m. on the next business day to make payment to avoid a penalty (Min. Balance penalized \$10.00).

Section 3.2 Service Termination Notice. If an account has been delinquent and is not paid in full before the 10<sup>th</sup> day of the next month following the bill due date month, the District shall send to the property owner, or the owner's representative, if any, a Service Termination Notice, which shall specify the charges and penalties which are delinquent. The payment of the delinquent amount or a request for an extension under Section 3.2.1 below must be received at the District office by the 19<sup>th</sup> day of the month following the billing due date month to avoid the service termination and the related service termination charge; provided, that if the account is in a cash only status due to a previous dishonored check charge, the delinquent amount must be paid in cash or by certified check. The Notice shall be personally delivered, or sent by mail. See Sec. 7.1 for NSF related service termination notice. There shall be a charge for each Service Termination Notice as listed in the Miscellaneous Fees and Charges Schedule (Exhibit A of this document). Min. Balance to receive termination notice \$30.00.

The Service Termination Notice shall be the only notification by the District to the property owner, or the owner's representative, if any, prior to Service Termination.

3.2.1 A property owner receiving a Service Termination Notice may request an extension of time in which to pay the delinquent amount by filing a written request (e-mail is acceptable) for such extension with the District prior to termination of service. The District shall only extend the time in which to pay the delinquent amount until the last day of the month in which the request is made, or until the date stated in a written agreement to pay the delinquent amount, which agreement shall be in the form approved by the District. The written agreement form must be requested by the owner of the property served by the District, regardless of whether the property is occupied by a tenant.

Section 3.3 Appeal Hearing. If the property owner disputes the amount due to the District as set forth in the Service Termination Notice, the property owner shall be entitled to a hearing before the Board of Commissioners, prior to termination of water service; provided, that written request for a hearing is received by the District prior to termination of service. The request shall state the property owner's name, the legal description of the property served, and the property owner's contentions regarding the amount of the water service billing and any reasons why water service to the property should not be terminated.

Upon receipt of a written request for a hearing, the District shall set a time and a place for the hearing, and shall advise the property owner in writing of the hearing's time and place, at least

ten days prior to the hearing. At the hearing, the Board of Commissioners shall afford the property owner a reasonable opportunity to present evidence and argument supporting the owner's claims with respect to the water service bill. After considering any evidence and argument presented, the Board of Commissioners shall render a decision in writing as to whether water service to the property shall be terminated, and making adjustment to the bill, if any, that the Board of Commissioners deems fair and equitable. The decision of the Board of Commissioners shall be final and conclusive.

Section 3.4 Failure to Receive a Bill. Failure to receive a bill does not relieve a property owner of the responsibility for payment of charges and penalties, except as provided in Section 3.10 below.

Section 3.5 Service Termination. If (1) payment in full of the delinquent water service charges and penalties is not received by the District by the 19<sup>th</sup> day of the month following the billing due date month, and the District does not receive a request for the hearing under Section 3.3 above, or (2) payment in full of the delinquent water service and penalties is not received by the District in accordance with an approved extension of time for payment under Section 3.2.1, or (3) payment in full of the delinquent water service charges and penalties is not received by the District in accordance with the written decision of the Board of Commissioners under Section 3.3 above, there shall be a service termination charge as listed in Exhibit A and the District shall terminate the water service to the property. (Min. Balance subject to disconnect \$30.00).

The termination charge will apply to all accounts where payment is not received at the District office before 7:00 a.m. on the Service Termination date, the 20<sup>th</sup> of the month following the billing due date month (with consideration that disconnection will not take place on Monday, Friday, Holidays or Weekends)

Section 3.6 Reactivation. Service shall be resumed if the delinquent amount, charges and penalties, service termination notice charges and service termination charge are paid in full (the manager may allow the service termination fee to be carried to the next billing). There shall be no charge for reactivating service Monday through Friday, 7:00 a.m. to 2:30 p.m., (other than the service termination charge described in Paragraph 3.5) but there shall be a charge as listed in Exhibit A for reactivating service after regular business hours.

Section 3.7 Reactivation Without Consent. If service is reactivated without written consent of the District by any party, an unauthorized reactivation charge as listed in Exhibit A shall be assessed against the serviced property, regardless of who is actually responsible for the reactivation.

Section 3.8 Lien and Foreclosure. Whenever the water service charges for an account plus interest and any penalty charge, and any other charges, are delinquent for over 45 days, the District shall send a Notice of Intention to File Lien to the property owner, or the owner's representative, directing the property owner to pay the delinquent amount no later than 15 days from the date of the notice or to make suitable arrangements to bring the account current. If payment is not made within 15 days or suitable arrangements have not been made, the account will be certified as delinquent and charged a lien fee as listed in Exhibit A, and a lien will be filed

against the property with the Auditor of the County. An interest charge of 4% per annum will be assessed against the delinquent amount commencing the date of certification of the lien to the Auditor of the County, to be assessed until the delinquent amount is collected. Each time that a lien is updated, the account shall be charged a fee as listed in Exhibit A.

Action may be taken by the Commissioners to enforce collection of the delinquent amount at any time after the charges have been delinquent for a period of 60 days, pursuant to RCW 57.08.081. The District is authorized to foreclose by civil action in Superior Court of the County, and to request attorneys' fees in such amount as the court may adjudge reasonable. The action shall be *in rem* against the property and in addition may be brought in the name of the District against an individual, or against all of those who are delinquent in one action, and the laws and rules of the court shall control as in other civil actions. Each account that has been submitted to the District's attorneys for foreclosure shall be charged as listed in Exhibit A Costs including but not limited to court costs, title report fees, service of process fees, and legal fees will be added to the total amount due.

Section 3.9 Release of Lien. The lien filed with the Auditor of the County shall not be released until the delinquent amount, plus penalty charges, interest, termination charges and any other charges, are paid in full.

Section 3.10 Waiver of Delinquent Payment Charge and Service Termination Notice Charge. An owner of residential property served with a separate meter may request a waiver or reversal of the ten percent delinquent payment charge imposed under Section 3.1 above. The request shall be in writing (or e-mail) and shall state the property owner's name, account number and address of the property served. The District Manager shall grant the request for a waiver or reversal of the charge if the owner has not had a penalty imposed for failure to pay District charges when due within the previous twenty-four months. Late fee reversal requests must be submitted to the District within six months of the penalty date.

Section 4. Commencement of Monthly Water Service Charges. When new residences, commercial buildings, or other buildings or structures are constructed, if the property is not yet served by water, the effective date of the billing for water charges shall be the effective date of installation of a water meter from the District. Water meters are installed within three weeks of submitted meter application.

Section 5. Connection Fees. No owner of property shall be permitted to connect to the District's water system without the payment of a connection charge as established by the District by Resolution.

Section 6. Miscellaneous Water Service Charges.

Section 6.1 Site Facilities and Meter Installation Charges. Services that are installed by District personnel or District contractors shall be charged the general facilities charge, the local facilities charge, and the site facilities charge set forth below. Services that are installed by the developer through a developer extension agreement with no cost to the District shall be charged the general facilities charge, and the meter drop-in charge set forth below.

<u>Meter Size</u>	<u>Site Dig-In Charge</u>	<u>Meter Drop-In</u>
5/8 or 3/4-Inch (short side)	\$3,975	\$825
5/8 or 3/4-Inch (long side)	\$3,975, plus actual costs	\$825
1-Inch (short side)	\$4,575	Labor and materials
1-Inch (long side)	\$4,575 plus actual costs	Labor and materials
1 1/2-Inch	Labor and materials	Labor and materials

Any full installation that requires a boring by a District Contractor shall be charged for the actual cost of the boring. All additional charges by the district will include 15% overhead.

The District shall charge its actual labor and material cost, plus an additional charge of fifteen percent (15%) for administration and overhead to install a meter larger than 1 1/2" meter; provided, that a cash deposit of \$4,575 is required to install a meter larger than 1", prior to installation, as follows:

<u>Meter Size</u>	<u>Full Installation</u>	<u>Drop-In</u>
1 1/2"-Meter	Labor and materials	Labor and materials
2"-Meter	Labor and materials	Labor and materials
Over 2"-Meter	Labor and materials	Labor and materials

The charge to finish an incomplete meter box shall be \$505.

**Section 6.2 Extended Service Permit.** When application is received by the District for water service to property not presently served by a water main and which has never been assessed, and construction of a water main to serve the property is not reasonable at the time of meter application, extended temporary service may be granted. A Temporary Water Service Agreement shall be signed by the owner prior to approval of the extended service. There shall be a non-refundable charge as listed in Exhibit A for an extended service permit to cover the cost of legal fees to prepare the agreement, recording fee, right-of-way permit and other permits which shall be paid prior to receiving service.

**Section 6.3 Sale of Water from Fire Hydrants.** The District may issue a fire hydrant use permit for temporary connections to fire hydrants for building, construction or related purposes; provided, that any person applying for such a permit must demonstrate a need for the service to the District's satisfaction and must agree to comply with all the District's requirements relating to the fire hydrant use permit. Water from fire hydrants will only be provided through hydrant meters owned by the District, for the purpose of construction.

The rates and fees for permits and deposits for use of District meters as listed in Exhibit A Water use charges are as follows:

2024	
System	Rate per CCF
All (Except below)	\$3.93
Buttes	\$5.01
Sierra	\$4.50

There shall be a fine each time a connection is made to a fire hydrant without the required permit. Fines are listed on Exhibit A

**Section 6.4 Fire Protection of Specific Private Buildings.** There shall be a charge for water availability through fire lines, fire sprinkler alarm systems, and fire hydrants installed on private property for the protection of specific private buildings based upon the detector check size as follows:

5/8" Detector Check	\$50.30/mo
1" Detector Check	\$50.30/mo
4" Detector Check	\$50.30/mo
6" Detector Check	\$50.30/mo

If water is used for purposes other than fire protection, the District will discontinue service to the fire protection system until an approved compound meter is installed in accordance with the District's requirements and at no expense to the District. Established rates for compound meters will then apply.

**Section 6.5 Temporary Turn-Off Charges for Irrigation and Domestic Meters.** Upon written request from a property owner, a water meter may be turned off for a temporary period of time, if the serviced property is vacant; provided, that there shall be no temporary turn-offs for individual mobile home units where the mobile home park is served by a master meter. During such time as said meter is turned off and locked by a District representative, the current monthly water service charge to the property will continue to be charged. The District shall charge its actual labor and material cost to turn off a meter plus an additional charge for administration and overhead as set forth in Section 7.5 below; provided, that the minimum charge shall be as listed in Exhibit A. The charge to turn on the meter shall be calculated upon the same basis as the charge to turn off the meter; provided, that the minimum charge shall be as listed in Exhibit A.

**6.5.1 Grandfather Rate.** Under circumstances where there was an existing service at the time the District acquired the subject water system and the owner of the property has chosen not to receive service from the District, the owner may choose to pay a "Grandfather" monthly service rate and remain eligible to have water service in the future, at the then current applicable monthly service rate but without paying the otherwise applicable connection charges. The Grandfather rate for each applicable system is as follows:

**All Systems (Except Buttes, Chinook & Sierra)**

AWWA Factor	Meter Size	
1	5/8-3/4"	\$20.03
1.67	1"	\$33.45



**Chinook**

AWWA Factor	Meter Size	
1	5/8-3/4"	\$32.03
1.67	1"	\$53.49

6.5.2 Catastrophic Event Rate. In circumstances where a residence or commercial building is destroyed by a catastrophic event, such as a fire or natural disaster, and the residence or commercial building is rendered uninhabitable, the District may grant a request to allow the property owner to be billed at the “GFO” service rate for the water system in which the property is located, subject to the following conditions: (1) the property owner must submit a written request to be billed at the GFO service rate, and the request is subject to approval by the District Manager; (2) if the District Manager grants the request to be billed at the GFO service rate, the Manager shall only allow the GFO service rate for a period of up to two years; (3) upon granting a request for property to be billed at the GFO service rate, the meter serving the destroyed building shall be locked; and (4) when the property owner requests that the water service be turned back on, or at the expiration of the period for which the GFO service rate billing was permitted, the property shall be billed for water service at the monthly service rate approved and in effect at the time for the water system in which the property is located.

Section 6.6 Discontinuance of Water Service and Monthly Water Service Charges. Water service charges to a property which has been receiving water service may be discontinued if the property is receiving no water service (no dwelling on property, vacant land) and the property owner requests the District in writing to remove the water service. The District shall charge its actual labor and material cost to remove the service plus an additional charge for administration and overhead as set forth in Section 7.5 below, and also shall charge for the preparation of a final bill. The minimum charge for this service is as listed in Exhibit A.

The charge to reconnect the service shall be calculated upon the same basis as the District’s current connection (General & Local Facility) and service installation charges. Charges for water service shall be resumed the date a water meter is reinstalled.

Section 6.7 Temporary Use of Water for Construction. The cost of installing a meter for construction shall be the same as set forth in Section 6.1 above.

Section 6.8 Credit for Consumption Caused by Leakage. Water leakage in a private plumbing system from and beyond the water meter is the responsibility of the property owner. The District may grant a partial credit for water consumed in the billing period during which a leak occurred. Upon proof of prompt repair, the District may grant a credit for the volume of water billed, computed as follows: usage as billed, minus average usage, divided by 2. The above credit may be granted no more than once every 24 months.

Section 6.9 Credit for Fire Suppression Consumption. The District may grant a credit for water used for fire suppression purposes, under the following conditions: (1) water obtained through a meter serving private property is used for fire suppression purposes; (2) the property owner must request the credit in writing and the request is subject to approval by the District's General Manager; (3) the property owner must provide proof (or the District must have independent proof) that the local Fire Department acknowledges that the water from the private water service was used for fire suppression purposes, including but not limited to running sprinkler systems for a substantial portion of the fire event; and (4) the subject property must be in the immediate vicinity of the fire, as determined by the District's General Manager. If the request for the credit is granted by the District's General Manager, then the property owner's billing shall be adjusted to an average billing for the property, which shall be calculated as the average bill amount for the same billing period for the prior three years, or such shorter period as is available for the property.

Section 6.10 Replacement of Water Meter Installation Charges. Property owners requesting the replacement of meters with a meter of equivalent size shall pay all costs of meter and parts required for the replacement, or the current meter drop-in fee. Replacement shall be in accordance to District specifications.

Section 6.11 Reduction of Water Meter Size Charges. All costs associated in the reduction of meter size at the request of the customer and not required by the District, shall be borne by the customer. Reduction shall be in accordance to District specifications. Costs shall include meter and all parts required for reduction, and labor, equipment and mileage of District employees and equipment at rates established by Resolution.

Section 6.12 Deposit Required. A deposit of 100% of the estimated cost shall be made to the District prior to scheduling the installation pursuant to section 6.9 and 6.10. The District's Manager shall provide a written detail of estimated cost to the customer. No work shall be scheduled until the deposit has been received by the District.

Section 7. Miscellaneous District Charges. A comprehensive list of all miscellaneous fees and charges is adopted as Exhibit A (Miscellaneous Fees and Charges) to this document. Some fees and charges are specifically defined below.

Section 7.1 Dishonored Check Charge. There shall be a charge as listed in Exhibit A for handling a check which has been dishonored. The account shall be debited for the amount of the dishonored check. The owner shall be notified of the dishonored check charge, the reversal of the payment and status of account. If service has been terminated or the check was paid to restore water service on a locked account the entire balance due including all fees and penalties must be paid by cash, credit card or by certified check. For any dishonored check which was paid to restore water service on a locked account, the account will be relocked immediately without notice. If a customer stops payment on a check due to fraud, theft or other valid reason (as determined by the General Manager) and provides documentation of such, the customer will not be charged a returned check fee or the fee may be reversed.

Section 7.2 Account Set-up Charge. If a property owner requests the District to change the billing name and/or address on an account, or an owner requests service to property not previously served, there shall be no charge for the name change and/or account setup.

Section 7.3 Final Bill Charge/Pro Rata. There shall be a charge for preparation of final bill and final meter reading (when required by District employee) as stated in Exhibit A of this document. Final bills shall be apportioned based on the escrow closing date if notified prior to said closing date, or the day the District receives verification of the transfer of property.

Section 7.4 Duplicate Bills. There shall be a charge as listed in Exhibit A for duplicate bills sent to a tenant or owner at an address other than the primary billing address, upon request in writing from the property owner or owner's representative.

Section 7.5 Service and Material Charges. Services rendered and material provided will be billed at cost plus overhead basis. Labor and Equipment rates are listed in Exhibit A.

Professional services, material and other costs incurred and paid for by the District will be billed at 1.15 times the cost to cover administration and overhead. If applicable, state excise tax shall be charged in addition to the charge to cover costs of administration and overhead.

Section 7.6 Minimum Invoice Charges. There shall be a minimum billing charge as listed in Exhibit A for miscellaneous billing; provided, however, that an individual may pay in cash the District's actual charges rather than the minimum invoice fee at the time the service or material is provided.

Section 7.7 Account History Charge. There shall be no charge for an account history provided to a property owner.

Section 7.8 Charge for Copy of Bill. There shall be no charge for a copy of a bill provided to a property owner.

Section 7.9 Unauthorized Connections to Water System. Should any person or other entity make a connection to the District's water system without first applying therefor and obtaining permission to make the connection and paying all connection fees, or if a connection is made without required District inspections, the connection shall be deemed an illegal connection. The District, as a result thereof, will incur substantial expenses for investigation thereof, ascertaining the facts of the illegal connection, and will incur other administrative costs in connection therewith.

There shall be a charge as listed in Exhibit A for each time an illegal connection is made to the water system. In addition, a consumption fee shall be charged on the discharge rate of the particular service line servicing the connection at the rate of \$5.30 per 100 cubic feet for an 8-hour period of continuous water flow each day until the date of disconnection from the system. Further, the District shall charge a connection charge, as would otherwise be due and payable if the property were legally connected, plus the cost of inspections that would have been conducted had the property been connected legally. The District may disconnect the illegal connection and

charge all costs and expenses incurred in making the disconnection. No further connection will be authorized to the property served by the illegal connection until all costs and charges are paid in full and the District is fully compensated for all costs and expenses including engineering and attorneys' fees incurred directly or indirectly as a result of the illegal connection.

Section 7.10 Delinquent Miscellaneous Charges. Charges for any services rendered by the District, including but not limited to connection charges, water meter installation charges, miscellaneous water service charges, charges for illegal connections and all other miscellaneous District charges, shall be paid within 30 days of the date of the District's invoice. All charges unpaid by the due date shall be delinquent. A penalty charge computed at a rate of 10% of the delinquent amount shall be added to the account balance. All delinquent amounts and penalties shall bear interest at the rate of 4% per annum. Additional penalty charges shall not be computed on prior penalty charges or on a delinquent amount previously charged a penalty charge. All District charges, penalties and interest shall be deemed charges against the real property to which service is provided, which lien shall be enforced, collected and foreclosed pursuant to Section 3 of this Resolution, and RCW 57.08.081.

Section 7.11 Special Meter Access Charge. Property owners shall not restrict access to the District's meter boxes for meter reading and repair. A three-foot radius around and five feet above each water meter shall be kept free of vegetation, debris, and otherwise shall not be made inaccessible. If a meter is inaccessible due to debris, overgrown vegetation, parked vehicle located over the meter box, fence, or any other obstruction, the property owner shall be assessed a special access charge in the amount of the labor costs and material incurred on account of the lack of access to the meter, pursuant to Section 7.5, for each instance that the meter is determined to be inaccessible for meter reading or repair.

Section 7.12 Basic Engineering and Administrative Fee. The District shall charge a non-refundable deposit for basic engineering and administrative fees as listed in Exhibit A for the District's engineers to begin review of an application to construct water facilities pursuant to a developer extension agreement, determine the feasibility of the developer extension, and review plans, specifications and drawings for the developer extension.

Section 7.13. Document Recording Fee. Each time that the District is required to record a document with the County Recorder's Office, the District shall charge a fee as listed in Exhibit A.

Section 7.14. Administrative Fee – Miscellaneous Invoices. For all miscellaneous invoices not covered under another section of this Resolution, the District shall charge an administrative fee in the amount of fifteen percent of the amount of the invoice.

Section 7.15. Standards Book. The District shall charge a fee as listed in Exhibit A for each copy of the District's Standards Book.

Section 7.16. Annexation Application Fee. The District shall charge a fee as listed in Exhibit A for each application for annexation of property to the District.

Section 7.17 Certificate of Water Availability Fee. The District shall charge a fee, as listed in Exhibit A, for the issuance of an update to a current Certificate of Water Availability, or for the issuance of a Certificate of Water Availability update for a current connection.

Section 7.18 Automated Payment and Telephone or Internet Payment Fees. The District shall charge a fee (convenience fee) as agreed upon with payment processing vendor and stated on Exhibit A.

Section 7.19. Damaged District Property. The owner of real property on which District property is located, within a District easement or otherwise, shall be responsible for any damage or unauthorized alterations to such District property, except as provided in Section 7.19.3 below. In the event that the District determines that its property has been damaged or altered by any cause other than the District's own negligent, intentional or other act, the District shall repair or replace the damaged or altered property and charge the current owner of the real property on which the property is located for the costs of the repair or replacement.

7.19.1 If the property owner is a customer of the District, then the charges for damage to the District's property shall be added to the owner's water service bill, and collected in accordance with the procedures for collection of other water service fees and charges under Sections 2 and 3 of this Resolution, including the lien and foreclosure procedures of Section 3 and RCW 57.08.081.

7.19.2 If the property owner is not a customer of the District, then the charges for damage to the District's property shall be billed to the property owner and collected in accordance with any remedy authorized by law or equity.

7.19.3 When damage or unauthorized alteration occurs to District property on a Facility Site (real property on which a reservoir, pump station, treatment plant, or well is located), or is to a Pressure Reducing Vault, Intertie Vault, or a Fire Hydrant located on a District Easement or public Right-of-Way, the person or persons causing the damage or alteration shall be responsible and liable for the cost of repairing or replacing the property. Depending on the amount of damage in relation to the District's insurance deductible (currently \$10,000), the claim may be handled through the District's insurance carrier, at the District's discretion.

7.19.4 If the person liable for any damage or alteration to District property under Section 7.19.3 is a customer of the District, the charges for damage to the District's property shall be added to the customer's water service bill, and collected in accordance with the procedures for collection of other water service fees and charges under Sections 2 and 3 of this Resolution, including the lien and foreclosure procedures of Section 3 and RCW 57.08.081.

7.19.5 If the person liable for any damage or alteration to District Property under Section 7.19.3 is not a customer of the District, then the charges for damage to the District's property shall be billed to the person and collected in accordance with any remedy authorized by law or equity.

Section 8. Authorization to Use Collection Agency. In addition to any other remedy or method of collection authorized by law, pursuant to RCW 19.16.500, the District may use the services of a collection agency to collect any amount owed to the District. If the District retains a collection agency to collect an amount owed to the District, in addition to the outstanding debt, the

debtor shall pay a reasonable fee to the District in an amount equal to the collection agency's fee, as authorized by RCW 19.16.500. The District shall not assign a debt to a collection agency until the District has provided written notice, by regular or certified mail, to the debtor at the debtor's last known address. The notice shall state the amount owed to the District, the amount of any applicable penalties and interest, that the District may use the services of a collection agency to collect the amount owed if the debt is not paid in full within 30 days of the date of the notice, and that if the District uses the services of a collection agency, the District shall charge the debtor an additional fee in the amount of the collection agency's fee to collect the debt.

Section 9. Repealer. Resolution No. 2023-03 is hereby repealed.

Remove

ADOPTED by the Board of Commissioners of Valley Water District of Pierce County, Washington, at a Regular Board Meeting held December 4, 2023.

BOARD OF COMMISSIONERS,  
VALLEY WATER DISTRICT

By   
\_\_\_\_\_  
President, Robert Fulton

By   
\_\_\_\_\_  
Secretary, Ted Hardiman

By   
\_\_\_\_\_  
Commissioner, Christine Johnson

## EXHIBIT A Miscellaneous Fees and Charges

### District Personnel & Equipment

(Includes 15% O/H and 10% Net Return)

Labor Charge (per hour):

	<u>Regular Rate</u>	<u>Overtime Rate</u>
District Manager	\$146.00	N/A
Administrative Employee	\$82.00	\$116.00
Operations Manager	\$118.00	\$166.00
Field Water Technician II	\$92.00	\$128.00

Vehicle & Equipment Charges (per hour):

Service Truck (No minimum)	\$53.00	
Dump Truck (2 hr min.)	\$95.00	
Excavator (2 hr min.)	\$95.00	
Backhoe (2 hr min.)	\$95.00	
Compressor, Hole-Hog & Other Misc. Equip. (2 hr min.)	\$42.00	
VacCon (2 hr min.)	\$200.00	

### Contract Inspector & Other Services

(Cost plus 15% O/H)

### Service Call-Out

Service Call-Out - After Hours (first hour)	\$181.00	
Service Reactivation for Non-Pay (Office hours)	N/C	
Service Reactivation for Non-Pay (After hours)	\$181.00	
Service Reactivation per Owner Request	\$50.00	
Service Shut-Off per Owner Request	\$50.00	
Service Termination (Non-Pay and Backflow non-compliance)	\$50.00	

### Miscellaneous Fees & Charges

Account History Charge/Copy of Billing Statement		N/C
Account Set-Up / Name Change Charge		N/C
Annexation Application Fee		\$780.00
Basic Engineering & Administrative Fee Deposit		\$1590.00
Certificate of Water Availability		\$74.00
Update (for any current WAL or existing conn)		\$48.00
Each subsequent certificate for add'l lot in same land action		\$27.00
Credit Card Processing Fee (Min. \$3.00 Charge)	2.25% of transaction amount	
Copies (Public Disclosure Request)		\$0.15
Cross Connection Control Inspection (Air Gap)		\$54.00
Cross Connection Backflow Assembly Device Inspection		\$28.75
Damage to Correctly Located Line or No Locate Request		\$775.00
Dishonored Check Charge (NSF Fee)		\$42.00
District Standards Book		\$65.00
Document Recording Fee		\$700.00
Document Recording Fee (No Release Needed)		\$350.00
Duplicate Bill to Tenant		\$3.45
Foreclosure	Cost + 15% OH	
Hydrant Permit Fee (Daily)		\$48.00
Hydrant Permit Fee (Monthly)		\$160.00

Hydrant Permit Fee (Annual)	\$370.00
Hydrant Meter (3") Deposit Fee	\$1880.00
Hydrant Meter Cross Connection Control Assembly	\$1880.00
Hydrant Meter Rental Fee (monthly)	\$160.00
Final Bill Charge with Final Read	\$32.00
Final Bill Charge (within 5 days of bill read date)	\$16.00
Illegal Connection to Water System (plus usage)	\$775.00
Illegal Hydrant Connection Fine (per incident)	\$775.00
Illegal Reactivation or Meter Tampering	\$375.00
Lien Fee (Legislative Change June 2018)	\$49.00
Lien Update Fee (Legislative Change June 2018)	\$28.00
Lien Interest Rate	4% per annum
Remove	Remove
Street Lighting District – Warden Estates \$2.01mo) \$4.02 bi-mo	\$4.02
Temporary Service Agreement Fee (Minimum)	\$196.00
Temporary Service Reactivation Authorization	\$117.00
Termination Notice Fee	\$20.00

**Other Charges/Adjustments**

Leak Adjustment Credit (One time in 24 months)	50% leak amount
Fire Event Suppression Credit	Average billing per Rate Res.
Meter Accessibility Charge	Cost + 15%
Discontinuance (Removal of Meter) Minimum \$40	Cost + 15%
Bill to Customer Invoice - Minimum Charge	\$42.00
Bill to Customer Invoice - Overhead Fee	15%
(Excluding Labor & Equipment Charges)	
Bill to Customer Invoice - Late Charge	10%

**Meter Installation Fees**

	<u>Site Dig-In</u>	<u>Meter Drop-In</u>
<u>Meter Size:</u>		
5/8 x 3/4" Meter (where box is existing) Drop-In		\$825.00
Cost to Finish Incomplete Meter Box		\$505.00
5/8" x 3/4" meter (with 1" service line) Dig-In	\$3,975.00	
Additional cost (asphalt & other when required)	Cost + 15%	
Additional cost for boring and materials when Long-Side	\$3,975.00	
<b>Deposit of \$\$3,975</b> (plus additional cost + 15%)	Cost + 15%	
1" Meter	\$4575.00	
Additional cost (asphalt & other when required)	Cost + 15%	
Additional cost for boring and materials when Long-Side	\$4575.00	
<b>Deposit of \$4575</b> (plus additional cost + 15%)	Cost + 15%	
(1-1/2") - (2") - (Over 2") Meters (Labor & Materials)	Cost + 15%	