

# **Agenda**

## **Sacramento Suburban Water District Facilities and Operations Committee Meeting**

3701 Marconi Avenue  
Sacramento, CA 95821

Thursday, March 7, 2024  
4:00 p.m.

**This meeting will be conducted both in-person in the Sacramento Suburban Water District's Boardroom at the address above, and by videoconference and teleconference using the information provided below. The public is invited to listen, observe, and provide comments during the meeting by any method provided. The Chairperson will call for public comment on each agenda item at the appropriate time and all votes will be taken by roll call. If a member of the public chooses to participate in this public meeting via videoconference and/or teleconference, please see the instructions below.**

**For members of the public interested in viewing and having the ability to comment at the public meeting via Zoom, an internet enabled computer equipped with a microphone and speaker or a mobile device with a data plan is required. Use of a webcam is optional. You also may call in to the meeting using teleconference without video. Please use the following login information for videoconferencing or teleconferencing:**

**Join the meeting from a computer, tablet or smartphone:**

<https://us02web.zoom.us/j/85162994534?pwd=NXIUnNFQ2Y0Tm1EL1BRZDRzOGwzQT09>

**Meeting ID: 851 6299 4534  
Password: 553601**

**You can also dial in using your phone: 1 (669) 900-6833**

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Zoom uses encryption of data during Zoom meetings. The two Agencies use a secure password to restrict access to scheduled meetings. The meeting host has control of content sharing, recording, and chat.

**Please mute your line.**

Where appropriate or deemed necessary, the Committee may take action on any item listed on the agenda, including items listed as information items. Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Committee less than 72 hours before the meeting are available for public inspection at each Agency's Administrative Offices.

The public may address the Committee concerning an agenda item either before or during the Committee's consideration of that agenda item. Persons who wish to comment on either agenda or non-agenda items should fill out a Comment Card and give it to either one of the General

Managers. The Chairperson will call for comments at the appropriate time. Comments will be subject to reasonable time limits (3 minutes).

In compliance with the Americans with Disabilities Act, if you have a disability, and you need a disability-related modification or accommodation to participate in this meeting, then please contact Sacramento Suburban Water District Human Resources at 916.679.3972. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

**Call to Order**

**Roll Call**

**Public Comment**

This is an opportunity for the public to comment on non-agenda items within the subject matter jurisdiction of the Committee. Comments are limited to 3 minutes.

**Consent Items**

The Committee will be asked to approve all Consent Items at one time without discussion. Consent Items are expected to be routine and non-controversial. If any Committee member, staff, or interested person requests that an item be removed from the Consent Items, it will be considered with the Items for Discussion and/or Action.

**1. Draft Minutes of the October 19, 2023, Facilities and Operations Committee Meeting**

*Recommendation: Approve the Draft Minutes of the October 19, 2023, Facilities and Operations Committee Meeting.*

**Items for Discussion and/or Action**

**2. Amending Regulation No. 3 – Water Service Charges and Rates, of the Regulations Governing Water Service**

*Recommendation: Review and comment on the proposed new Fees and Charges. Recommend to the full Board of Directors Amending Regulation No. 3 – Water Service Charges and Rates, of the Regulations Governing Water Service as presented or directed.*

**Adjournment**

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**Upcoming Meetings:**

Monday, March 18, 2024, at 6:00 p.m., Regular Board Meeting

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Facilities and Operations Committee Meeting Agenda

March 7, 2024

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I certify that the foregoing agenda for the March 7, 2024, meeting of the Sacramento Suburban Water District Facilities and Operations Committee was posted by March 1, 2024, in a publicly-accessible location at the Sacramento Suburban Water District office, 3701 Marconi Avenue, Sacramento, California, and was made available to the public during normal business hours.

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Dan York  
General Manager/Secretary  
Sacramento Suburban Water District



## Facilities and Operations Committee

### Agenda Item: 1

**Date:** March 7, 2024

**Subject:** Draft Minutes of the October 19, 2023, Facilities and Operations Committee Meeting

**Staff Contact:** Dan York, General Manager

**Recommended Committee Action:**

Approve the Draft Minutes of the October 19, 2023, Facilities and Operations Committee Meeting.

**Attachment:**

1 – Draft Minutes of the October 19, 2023, Facilities and Operations Committee Meeting.

Attachment 1

Minutes

Sacramento Suburban Water District  
**Facilities and Operations Committee Meeting**  
October 19, 2023

**Location:**

3701 Marconi Avenue, Sacramento, CA 95821, Audio Conference at 1-669-900-6833, and Video Conference using Zoom at Meeting Id #896 6813 1860

**Call to Order**

Chair Locke called the meeting to order at 3:00 p.m.

**Roll Call**

Directors Present: Craig Locke and Dave Jones.

Directors Absent: None.

Staff Present: General Manager Dan York, Assistant General Manager Matt Underwood, Heather Hernandez-Fort, Dana Dean, Tommy Moulton, Mitchell McCarthy, and Jeff Ott.

Public Present: Jay Boatwright and Kevin Thomas.

**Public Comment**

None.

**Consent Items**

1. **Draft Minutes of the April 27, 2021, Facilities and Operations Committee Meeting**
2. **Draft Minutes of the March 1, 2023, Facilities and Operations Committee Meeting**

Director Jones moved to approve the Consent Items; Chair Locke seconded. The motion passed by unanimous vote.

AYES:	Locke and Jones.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:			

**Items for Discussion and/or Action**

3. **Interest in Purchasing Kirby's Pump & Mechanical, Inc.**  
Assistant General Manager Matt Underwood (AGM Underwood) presented the staff report and answered clarifying questions.

Director Jones expressed concern over potential flaws, and requested staff look further into Kirby's financial status, credit rating, union status, and requested to bring more information back to the Committee.

Chair Locke expressed he was overall supportive of the staff recommendation, noting Kirby's has already done great work for the District. He suggested contracting them out if the District ever got to a point where they didn't have enough projects to keep them busy. He additionally inquired how Kirby's would fit within the organization, who they would report to, what their employment agreement would be, and requested additional details on those topics.

AGM Underwood expressed staff was requesting Board authorization to engage a consultant to conduct a valuation to assist with placing a value on the purchase of Kirby's, and additionally expressed that staff has already been working on several of the questions the Committee had.

The Committee agreed that it was a great concept, but that they would like some additional detailed information. They also expressed they would like to continue to assess Kirby's progress over time.

General Manager Dan York expressed staff would bring additional information back to the Committee and keep the Board apprised of Kirby's progress.

### **Adjournment**

Chair Locke adjourned the meeting at 3:43 p.m.

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Dan York  
General Manager/Secretary  
Sacramento Suburban Water District



## Facilities and Operations Committee

### Agenda Item: 2

**Date:** March 7, 2024

**Subject:** Amending Regulation No. 3 – Water Service Charges and Rates, of the Regulations Governing Water Service

**Staff Contact:** Jeffery S. Ott, Director of Finance and Administration

**Recommended Committee Action:**

Review and comment on the proposed new Fees and Charges. Recommend to the full Board of Directors Amending Regulation No. 3 – Water Service Charges and Rates, of the Regulations Governing Water Service as presented or directed.

**Summary:**

In addition to water service rates and charges that the Board adopts under Proposition 218, the District maintains a variety of fees and charges that it assesses certain customers or future customers for special services provided to them by the District. These fees and charges are set at the discretion of the Board subject to the cost of service principles provided under Proposition 26. To ensure that the District’s miscellaneous fees and charges are legally-compliant, the District conducts periodic studies. The last fees and charges study was adopted by the Board in April 2017. Staff reached out to HDR Engineering, Inc. (HDR), who performed the previous study, to review and update the methodology used in support of the fees and charges assessed by the District. Their report is included as Attachment 1 for the Committee’s review.

**Discussion:**

Staff is requesting a number of changes to Regulation No. 3 of the Regulations Governing Water Service related to the review of current fees and charges performed by staff and HDR. The following is staff’s discussion on the requested updates to the miscellaneous fees and charges provided for in Regulation No. 3. The update to the Regulation has been reviewed by legal counsel.

Name – Staff are recommending to change the name to be consistent with related policies and nature of the regulation. The recommended name is Water Service Rates, Fees and Charges.

Section A – Charges for Water Service – Staff is recommending removing Section A.1 – Flat Rate Customers, because the District no longer has any flat rate customers. The last flat rate to meter conversions were completed in 2022 and the final flat rate billing was calculated in October of 2023. Staff are recommending adding three new items to Section A: 1) Mutual Aid, and Emergency Wholesale Customers, 2) Contract Wholesale Customers, and 3) Wheeling Water Deliveries.

- 1) Section A.2 – Mutual Aid and Emergency Wholesale Customers:  
Usage Charge: This charge is solely based on water usage. The rate is for mutual aid, emergency, or other temporary water deliveries to neighboring agencies and is intended to cover District operations and maintenance variable costs attributable to water supply, including the cost of water and treatment and pumping and conveyance costs. The charge shall be the current Non-Residential usage rate and is based on 100 cubic feet of water (748 gallons.).
- 2) Section A.3 – Contract Wholesale Customers:  
Quantity Charge: This charge is solely based on the quantity of water provided in the contracted unit of measure. The rate is for contracted water deliveries of District source water to other water purveyors. The per unit charge shall be negotiated and shall not be less than the direct cost of producing water, including pumping and treatment costs, Sacramento Groundwater Authority fees, and any other fixed and variable costs attributable to producing the water. The rate shall be based on the cost of each acre-foot of water supplied.
- 3) Section A.4 – Wheeling Water Deliveries:  
The Wheeling Water charge shall be set according to periodic rate studies conducted in accordance with Proposition 26 as required by the San Diego County Water Authority v. Met cases. The charge shall be assessed per acre foot of water.

Staff are recommending the following changes to Section B – Service Fees and Charges:

- 4) Section B.1 – Simplifying the current account establishment fee as one single fee regardless of the service’s connection status, active or inactive. The fee is changing from \$9.00 for a connection already active and \$31.00 for a disconnected connection to a single \$14.00 account establishment fee.
- 5) Section B.2 – Simplifying the dispatching fee as one single fee regardless of purpose. The fee is changing from \$35.00 for delivering a delinquent notice and \$60.00 for terminating water service to a single \$54.00 dispatching fee.
- 6) Section B.4 – Adding the internal processing time-related charge (\$4.00) to the current County processing fee for the total tax roll processing fee.
- 7) Section B.5 – Moved Section W – Manual Meter Reading Fee to section B.5 and updated the application fee from \$13.00 to \$16.00 and the manual reading fee from \$60.00 to \$64.00. Changed the assessment period from monthly to periodic.

Section C – Temporary Turn-on Charges is being removed and replaced with the dispatching fee from Section B.2.

Section F – Security Deposits is being updated to reflect the current fixed charges for residential ¾” and non-residential 1” fixed charges for determining the deposit amount. The District does not currently require customers to provide security deposits on water service accounts. However, the option does exist and staff would like the deposit amount to be updated. The following language is being added to paragraph 5:

“and result in the return of a security deposit. Failure to maintain a clean payment history may result in the District retaining a security deposit for a longer period or, in cases where no security



deposit is held, the District may require a security deposit be paid as a condition of maintaining service.”

Section I – Meter Testing Fee is being updated as follows:

- 1) Large meter test fee is increasing from \$285.00 to \$352.00. Based on staff (2) and equipment time to complete the testing (2 hours).
- 2) Intermediate meter test fee is increasing from \$200.00 to \$352.00. Based on staff (2) and equipment time to complete the testing (2 hours).
- 3) Small meter test fee is increasing from \$60.00 to \$107.00. Based on staff (1) and equipment time to complete the testing (1 hour).

Section J – Bacteriological Testing minimum fee will increase from \$25.00 to \$153.00. However, this fee is charged at actual cost.

Staff are recommending the following changes to Section M – Variance Application Service Fees:

- 1) Changing the District variance fee from \$300.00 to \$333.00.
- 2) Adding a new fee, Division of Drinking Water (DDW) Variance – Plan Review/Waiver Application – establishing a base fee of \$1,213.00 plus an additional fee of \$352.00 for each specific variance requested. This fee is to cover the costs of the District requesting a variance from DDW standards on behalf of the project owner.
- 3) Adding a new fee, DDW Variance – Construction Verification/Waiver Closure – establishing a base fee of \$718.00 plus an additional fee of \$260.00 for each specific variance requested. This fee is to cover the costs of the District managing the verification of the variance from DDW standards.
- 4) Removing the Special Board Meeting fee as variance requests requiring a hearing will be addressed at a regularly scheduled Board meeting.

Staff are recommending the following changes to Section P – Fire Hydrant Water Charge:

- 1) Changing the refundable deposit charge from \$2,300.00 to \$3,000.00.
- 2) Changing the one-time application fee from \$100.00 to \$122.00.
- 3) Changing the \$50.00 service charge to the current 2” meter fixed charge based on the current rate schedule.
- 4) Removing the current \$20.00 equipment rental charge as the equipment costs are now covered in the service charge.
- 5) Updating the illegal fire hydrant use fine from \$500.00 to \$1,000.00 and holding the violator responsible for any replacement or damage costs. Per Government Code section 53069.45(c)(1) a fine may not exceed one thousand dollars (\$1,000) for the first violation.

Section Q – Plan Check fee is being renamed to Development Services and the current Section Q and Section R will become sub-sections to Section Q. Section Q is being updated as follows:

- 1) Section Q.1 – Plan Check Fee: The fee will be charged as follows:
  - a. The base fee will be \$621.00; plus,
  - b. Additional fee of \$232.00 for each service connection; plus,
  - c. Additional fee of \$342.00 for each 50’ of main or fraction thereof.
  - d. The minimum charge of \$900.00 is being removed.

- 2) Section Q.2 – Supervision and Inspection: The fee will be charged as follows:
  - a. The base fee will be \$440.00; plus,
  - b. Additional fee of \$220.00 for each service connection; plus,
  - c. Additional fee of \$440.00 for each 50’ of main or fraction thereof.
  - d. The minimum charge of \$600.00 is being removed.
- 3) Section Q.3 – Single Service Developments: Adding a new fee for single service developments of \$347.00.

Section R – Supervision and Inspection has been added to Section Q as Section Q.2.

Section S – Hydrant Flow Test has been updated to also include a Hydrant Flow Analysis. The current hydrant flow test fee is increasing from \$350.00 to \$519.00 and the new fee for a hydrant flow analysis will be set at \$347.00.

Section W – Manual Meter Reading Fee has been moved to Section B.5.

Both a redlined version (Attachment 2) and a clean version (Attachment 3) of the updated Regulation are attached for reference.

**Fiscal Impact:**

Changes to water service charges will potentially increase District revenue. The total of all water service charges collected in 2021, 2022, and 2023, amounted to \$408,004, \$1,137,823, and \$992,930, respectively.

**Strategic Plan Alignment:**

Goal C: Ensure Fiscal Responsibility and Affordable Rates.

**Attachments:**

- 1) HDR Technical Report on Fee Study
- 2) Regulation No. 3 – Water Service Rates, Fees, and Charges – redline.
- 3) Regulation No. 3 – Water Service Rates, Fees, and Charges – clean.

# Technical Memorandum

**Date:** 12/5/2023  
**Client:** Sacramento Suburban Water District  
**To:** Jeff Ott, CPA, *Director of Finance and Administration*  
**From:** Shawn Koorn, *Associate Vice President*  
Sara Anderson, *Financial Analyst*  
**Subject:** Development of the 2023 Miscellaneous Fees and Charges

## 1. Introduction

HDR Engineering, Inc. (HDR) was retained by the Sacramento Suburban Water District (District) to assist in the development of the technical approach to update the District's miscellaneous fees and charges, which are contained in Regulation 3. The District's miscellaneous fees and charges are designed to recover costs associated with water service that aren't accounted for in the District's Charges for Water Service. This approach provides the District with a method to routinely update the miscellaneous fees and charges that is easily replicable.

## 2. Establishing Miscellaneous Fees and Charges

Similar to the establishment of water rates, the methodology and basis for the District's miscellaneous fees and charges are designed to recover the costs of providing the requested service. In the development of the District's fees and charges, these costs are related to the level of effort by staff providing the service, necessary materials and supplies, vehicle related costs, and other direct costs. The District's miscellaneous fees and charges were calculated by identifying the following costs associated with providing water service.

### 2.1 Staffing

District staff provide the services for customers for each of the fees and charges. In order to identify the staffing cost associated with each fee and charge, the District provided a job classification list, by staffing role, and the corresponding hourly salary rate. The salary rate is based on a "fully loaded rate", which includes the direct labor cost and the overhead costs (i.e., benefits) associated with each staff. Next, the level of effort, or time, to provide the service for each fee or charge was calculated. Given the salary rate, and level of effort, the salary related cost component can be developed for each fee and charge. For example, an Account Establishment Fee requires 15 minutes of a Customer Service Representative II, which has a salary rate of \$56 per hour. As a result, the proposed salary cost for an Account Establishment Fee is \$14.00 ( $\$56 \times 0.25$  hours).

In some cases, multiple staff are engaged in providing the requested service and are included in the development of the fees and charges. One example of this is a Variance Application Service Filing Fee. This requires 60 minutes of an Executive Assistant's time, in addition to 30

minutes of a Field Coordinator, 60 minutes of an Engineer II, 30 minutes of an Engineering Manager and 15 minutes of an Assistant General Manager. Given this level of effort, and the salary rates for each of the applicable staff, the salary component for this service can be developed.

## 2.2 Vehicles

In addition to salaries, vehicles and other equipment may be necessary to provide the requested service. The District has established equipment rates that were used to establish the costs associated with providing the various services. These costs are related to the maintenance, upkeep, and replacement of the vehicles and equipment. For example, for the Meter Testing charge, the truck used to perform the inspection has an hourly rate of \$38.20. Similar to salary related costs, the amount of time the vehicle or equipment is used, and the hourly vehicle costs are used to establish the cost associated with the fees and charges.

## 2.3 Other Costs

Additionally, some of the fees and charges have direct fixed costs associated with providing the service. For example, the After Hours Fee is billed at cost, not to exceed \$150. In this case, the cost to shut off water is billed up to the not to exceed amount but is not related to the job classifications or vehicle and equipment pricing discussed above. Similarly, the Facility Use Fees and Administration Fee - District Program Participation Fee are billed at cost. These costs are assessed based on actual District costs and are dependent on the specifications of the service.

## 3. Summary of the Calculated Miscellaneous Fees and Charges

Each of the fees and charges were evaluated for the above discussed cost components to establish the cost basis. Below in Table 1, the District’s existing and proposed miscellaneous fees are detailed.

**Table 1 – Miscellaneous Fees and Charges**

Miscellaneous Fees Description	Unit	Existing Fee	Proposed Fee
Account Establishment Fee	Per occurrence	\$9.00	\$14.00
Dispatching Personnel to Customer Property	Per occurrence	\$35.00	\$54.00
Locate a Service/Shut Off Water after Reg Hours	Per occurrence	Billed at cost NTE \$150	Billed at cost NTE \$150
Cross Connection Control Program (CCCP) Monthly Charge	Per month	\$2.65	\$2.65
Assembly Testing/adding charges to customer account	Per assembly	\$61.00	\$107.00
Assembly Testing Tag	Per tag	\$1.00	\$1.00
Returned Payment Charge	Per returned payment	Bank Charge + \$10.00	\$32.00
Meter Testing Fee - Large Meter	Per occurrence	\$285.00	\$352.00
Meter Testing Fee - Intermediate Meter	Per occurrence	\$200.00	\$352.00
Meter Testing Fee - Small Meter	Per occurrence	\$60.00	\$107.00

Miscellaneous Fees Description	Unit	Existing Fee	Proposed Fee
Bacteriological Testing	Per occurrence	T&M Costs; Min \$25 charge	\$153.00
Water Conservation Violation - Second Violation	Per occurrence	\$50.00	\$50.00
Water Conservation Violation - Third Violation	Per occurrence	\$100.00	\$100.00
Variance Application Service Filing Fee	Per application	\$300.00	\$333.00
Facility Use Fees	Per event	Billed at cost	Billed at cost
Public Information Request	Per page	\$0.10	\$0.10
Fire Hydrant Meter - Hydrant Meter Refundable Deposit	Per occurrence	\$2,300.00	\$3,000.00
Fire Hydrant Meter - Application Fee	Per occurrence	\$100.00	\$122.00
Fire Hydrant Meter - Usage Charge	Per hundred cubic feet	Non-residential rate	Non-residential rate
Fire Hydrant Meter - Service Charge (use current 2" service charge)	Monthly	\$50.00	Current 2" Service Charge
Fire Hydrant Meter - Backflow Assembly Test Fee	Monthly	\$5.00	\$5.00
Fire Hydrant Service - Other Municipal Use Permit Fee	Annually	\$200.00	\$200.00
Fire Hydrant Service - Other Municipal Usage	Per hundred cubic feet	Non-residential rate	Non-residential rate
Illegal Use of Fire Hydrant Fee	Per occurrence	\$500 + cost of damages	\$1,000.00
Plan Check Fee - Review Construction Plans (base)	Per occurrence	\$90 (min \$900)	\$621.00
Plan Check Fee - Review Construction Plans (per main connection)	Per Service Connection	\$90 (min \$900)	\$232.00
Plan Check Fee - Review Construction Plans (per 50 feet of main)	Per 50 Feet of Main	\$90 (min \$900)	\$342.00
Supervision and Inspection (base)	Per Occurrence	\$87 (min \$600)	\$440.00
Supervision and Inspection (per main connection)	Per Service Connection	\$87 (min \$600)	\$220.00
Supervision and Inspection (per 50 feet of main)	Per 50 Feet of Main	\$87 (min \$600)	\$440.00
Hydrant Flow Test Fee	Per application	\$350.00	\$519.00
Abandonment/Reinstallation of Service	Per occurrence	T&M Costs; Min \$3,000	T&M Costs; Min \$3,000
Administration Fee - District Program Participation	Annually	Billed at cost	Billed at cost
Locking Device Replacement Fee	Per occurrence	\$35.00	\$35.00
Continued Locking Device Costs	Per occurrence	T&M Costs	T&M Costs
Manual Water Reading Fee - Application Fee	Per occurrence	\$13.00	\$16.00
Manual Water Reading Fee	Monthly	\$60.00	\$64.00

Miscellaneous Fees Description	Unit	Existing Fee	Proposed Fee
Tax Roll Assessment (per account)	Annually	\$0.00	\$4.00
DDW Variance - Plan Review / Waiver Application (base)	Per occurrence	\$x0 (min \$x00)	\$1,213.00
DDW Variance - Plan Review / Waiver Application (per Variance)	Per occurrence	\$x0 (min \$x00)	\$352.00
DDW Variance - Construction Verification / Waiver Closure (base)	Per occurrence	\$x0 (min \$x00)	\$718.00
DDW Variance - Construction Verification / Waiver Closure (per Variance)	Per occurrence	\$x0 (min \$x00)	\$260.00
Hydrant Flow Analysis	Per application	\$x0 (min \$x00)	\$260.00
Single-service Development (without engineering plans)	Per application	\$x0 (min \$x00)	\$347.00

#### 4. Consultant Recommendations

The development of the methodology of establishing the cost basis for the miscellaneous fees and charges was developed to be replicable. Given this, HDR recommends that the District review and update the miscellaneous fees and charges discussed above every one to three years to verify that the charges recover the current costs of providing water service. Absent annual updates, it is recommended practice to annually “index” the miscellaneous fees and charges for inflation using an appropriate measure, such as a local Consumer Price Index (CPI).

#### 5. Summary

This concludes the summary of the development of the District’s miscellaneous fees and charges. Through examining the costs the District incurs in order to provide service to its customers, HDR developed the aforementioned updates to the District’s fees and charges and recommends that the District regularly review expenditures to ensure the recovery of costs incurred to provide District water services.

**Regulation No. 3**  
**Water Service Rates, Fees, and Charges ~~and Rates~~**

Adopted: March 15, 2004

~~Approved with Changes on~~ Amended: September 20, 2021, March 20, 2023,  
December 18, 2023

A. Charges for Water Service

The District charges all Customers on a monthly basis. All charges are based on the District's costs of providing District Water Service. Therefore, the basis for charges and rates are categorized on the same basis as District costs. Explanations of each charge and the related District costs are as follows:

~~1. Flat Rate Customers:~~

~~Usage Charge: This charge is based on Parcel square footage. The charge is intended to cover District operations and maintenance variable costs, attributable to Residential Flat Rate Customers.~~

~~Fixed Charge: This charge is based on connection size. The charge is intended to cover District operations and maintenance fixed costs, attributable to serving Residential Flat Rate Customers.~~

<del>Sacramento Suburban Water District Flat Rate Customers</del>					
	<del>01/01/20</del>	<del>01/01/21</del>	<del>01/01/22</del>	<del>01/01/23</del>	<del>01/01/24</del>
<del>Usage Charge (\$/1,000 sq. ft.)</del>	<del>\$ 2.35</del>	<del>\$ 2.44</del>	<del>\$ 2.52</del>	<del>\$ 2.59</del>	<del>\$ 2.67</del>
<del>Fixed Charge</del>					
<del>3/4" connection</del>	<del>\$ 44.40</del>	<del>\$ 46.18</del>	<del>\$ 47.56</del>	<del>\$ 48.99</del>	<del>\$ 50.46</del>
<del>1" connection</del>	<del>\$ 69.19</del>	<del>\$ 71.96</del>	<del>\$ 74.12</del>	<del>\$ 76.34</del>	<del>\$ 78.63</del>
<del>1 1/2" connection</del>	<del>\$ 131.17</del>	<del>\$ 136.42</del>	<del>\$ 140.51</del>	<del>\$ 144.72</del>	<del>\$ 149.07</del>
<del>2" connection</del>	<del>\$ 205.53</del>	<del>\$ 213.75</del>	<del>\$ 220.16</del>	<del>\$ 226.77</del>	<del>\$ 233.57</del>

1. Metered Customers:

Usage Charge: This charge is based on water usage. The charge is intended to cover District operations and maintenance variable costs attributable to Metered Rate Customers, including the cost of water and treatment and pumping and conveyance costs. The Usage Charge is based on 100 cubic feet (ccf) of water (748 gallons.).

Fixed Charge: This charge is based on meter size ~~and property location~~. The charge is intended to cover District fixed operations and maintenance costs attributable to serving Metered Rate Customers. This charge also covers District capital improvement costs and periodic principal and interest payments due on District debt.

Sacramento Suburban Water District Metered Rate Customers					
Meter Usage Charge (\$/CCF) – 1 CCF = 748 gallons	01/01/20	01/01/21	01/01/22	01/01/23	01/01/24
Residential - 1st Tier (0-15 CCF)	\$ 0.88	\$ 0.92	\$ 0.95	\$ 0.98	\$ 1.01
Residential - 2nd Tier (16+ CCF)	\$ 1.15	\$ 1.20	\$ 1.24	\$ 1.28	\$ 1.32
Multi-Family Residential - Uniform	\$ 1.26	\$ 1.31	\$ 1.35	\$ 1.39	\$ 1.43
Non-Residential - Uniform	\$ 1.33	\$ 1.38	\$ 1.42	\$ 1.47	\$ 1.52
<b>Fixed Charge</b>					
5/8" meter	\$ 32.01	\$ 33.29	\$ 34.29	\$ 35.32	\$ 36.38
3/4" meter	\$ 44.40	\$ 46.18	\$ 47.56	\$ 48.99	\$ 50.46
1" meter	\$ 69.19	\$ 71.96	\$ 74.12	\$ 76.34	\$ 78.63
1 1/2" meter	\$ 131.17	\$ 136.42	\$ 140.51	\$ 144.72	\$ 149.07
2" meter	\$ 205.53	\$ 213.75	\$ 220.16	\$ 226.77	\$ 233.57
3" meter	\$ 403.85	\$ 420.00	\$ 432.60	\$ 445.58	\$ 458.95
4" meter	\$ 626.95	\$ 652.03	\$ 671.59	\$ 691.74	\$ 712.49
6" meter	\$ 1,246.68	\$ 1,296.55	\$ 1,335.44	\$ 1,375.51	\$ 1,416.77
8" meter	\$ 2,238.25	\$ 2,327.78	\$ 2,397.61	\$ 2,469.54	\$ 2,543.63
10" meter	\$ 2,981.93	\$ 3,101.21	\$ 3,194.24	\$ 3,290.07	\$ 3,388.77
12" meter	\$ 4,190.40	\$ 4,358.02	\$ 4,488.76	\$ 4,623.42	\$ 4,762.12

2. Mutual Aid and Emergency Wholesale Customers:

Usage Charge: This charge is solely based on water usage. The rate is for mutual aid, emergency, or other temporary water deliveries to neighboring agencies and is intended to cover District operations and maintenance variable costs attributable to water supply, including the cost of water and treatment and pumping and conveyance costs. The charge shall be the current Non-Residential usage rate and is based on 100 cubic feet of water (748 gallons.).

3. Wholesale Contract Customers:

Quantity Charge: This charge is solely based on the quantity of water provided in the contracted unit of measure. The rate is for contracted water deliveries of District source water to other water purveyors. The per unit charge shall be negotiated and shall not be less than the direct cost of producing water, including pumping and treatment costs, Sacramento Groundwater Authority (SGA) fees, and any other fixed and variable costs attributable to producing the water. The rate shall be based on the cost of each acre-foot of water supplied.



4. Wheeling Water Deliveries:

The Wheeling Water charge shall be set according to periodic rate studies conducted in accordance with Proposition 26 as required by the SDCWA v. Met cases. The charge shall be assessed per acre foot of water.

B. Service Fees and Charges

1. Account Establishment Fee: For each new account to be established, a \$14.00 service charge shall be assessed and added to the first or opening water bill ~~for payment in accordance with the following provisions:~~

~~Service charge with water service already on:~~ \$9.00

~~Service charge during regular business hours, which requires restoration of water:~~ \$31.00

2. Dispatching Fee: ~~The following~~A dispatch ~~service charges fee of \$54.00~~ shall be assessed in accordance to Section K.2, Regulation No. 5 and Section C, Regulation No. 6:

~~Dispatching personnel to deliver delinquency notice~~ \$35.00

~~Dispatching personnel to terminate water service~~ \$60.00

3. After Hours Fee: Other than in an emergency, to locate a service or shut-off water service after regular business hours the District ~~will~~shall charge its actual cost of time and material, not to exceed \$150.00.

4. Tax Roll Processing Fee: When transferring delinquent water service charges to the Sacramento County secured property tax roll for collection, the District ~~will~~shall charge a fee of \$4.00 ~~plus add~~ the current amount of the County's processing fees for collection services to the Customer's delinquent water billing charges transferred to the County secured property tax roll for collection.

5. -Manual Meter Reading Fee:

In the event a customer declines to allow the District to install an electronic meter reading device at the customer's service connection, thereby requiring the District to read the meter manually, the customer shall comply with the following requirements as a condition of receiving water service:

- a) Complete an application for manual meter reading and pay a \$16.00 application fee. The customer must complete the application agreeing to the charges.

b) On a periodic basis, pay a \$64.00 manual meter reading fee. The customer shall also be responsible for paying all other water service charges imposed as a condition of receiving District water service.

C. Temporary Turn-On Charges

~~Omitted~~~~Removed~~~~When water service has been terminated for non-payment or put into an inactive status, and temporary (24-hour maximum) service is required for third-party inspection purposes, a non-refundable charge of \$40.00 shall be paid before service is turned on.~~

D. Cross-Connection Control Program

Monthly charges shall be paid to fund the District’s Cross-Connection Control Program (CCCP). This charge shall be billed monthly per Backflow Prevention Assembly (Assembly) to each Account holder with one or more Assemblies. Each Assembly is the property of the Landowner. The services covered by this charge shall include, but are not limited to, administering/monitoring the program, notifying Customers, performing inspections, reviewing and recording test results and reporting to the State Water Resources Control Board Division of Drinking Water (DDW). The charge shall be determined each year based on program expenses and the number of Assemblies within the District. The monthly charge for the CCCP shall be (see table below) per Assembly for all connection sizes.

Monthly CCCP Charge					
	01/01/20	01/01/21	01/01/22	01/01/23	01/01/24
Per Unit Charge	\$ 2.31	\$ 2.41	\$ 2.49	\$ 2.57	\$2.65

If a Customer requests Assembly testing or the District determines it is necessary to test an Assembly, the District ~~will~~shall impose an Assembly test charge of ~~\$64~~107.00 per Assembly. The charge includes the fee for the required District tag. While the District does not routinely perform repairs or replacements, labor and materials ~~will~~shall be charged to the Account holder if the District is required to repair or replace an Assembly.

As part of the Assembly test, a District tag must be attached to the Assembly indicating whether it “passed” or “failed”. These tags are to be purchased by the tester at the District office. The cost of the tag shall be determined each year based on the cost of producing the tag and overseeing the tag distribution. The current cost shall be \$1.00 per tag.

E. Privately-Owned Fire Protection Systems

A monthly charge shall be paid for water service at un-metered connections to the District’s Water System which supplies water to privately-owned and maintained sprinklers used exclusively for firefighting, irrespective of the quantity of water used and based on the size of the fire service assembly as follows:

Private Fire Service					
Size	01/01/20	01/01/21	01/01/22	01/01/23	01/01/24
2-inch	\$ 13.95	\$ 14.51	\$ 14.95	\$ 15.40	\$ 15.87
3-inch	\$ 26.17	\$ 27.22	\$ 28.04	\$ 28.89	\$ 29.76
4-inch	\$ 42.62	\$ 44.33	\$ 45.66	\$ 47.03	\$ 48.45
6-inch	\$ 84.82	\$ 88.22	\$ 90.87	\$ 93.60	\$ 96.41
8-inch	\$ 150.05	\$ 156.06	\$ 160.75	\$ 165.58	\$ 170.55
10-inch	\$ 234.44	\$ 243.82	\$ 251.14	\$ 258.68	\$ 266.45
12-inch	\$ 261.28	\$ 271.74	\$ 279.90	\$ 288.30	\$ 296.95

F. Security Deposits

Whenever an Applicant’s or Customer’s credit rating or payment history is or becomes unacceptable to the District because of poor credit history, non-payment of water bills, or frequent delinquent bill payment, a cash deposit may be required in accordance with the schedule set below:

1. Residential Customers shall be required to pay the sum equal to two (2) months water charge, but not less than \$~~90~~98.00 (cost of ¾” ~~flat base~~fixed charges).
2. ~~Business-Non-residential~~ Customers shall be required to pay the sum equal to three (3) times the estimated water bill, but not less than \$~~180~~230.00 (cost of 1” meter ~~base~~fixed charges).

The District may apply the security deposit to any account of a Customer that is delinquent for more than 30 days and ~~will~~shall notify the Customer of such application. Water service may be terminated if the account is not fully paid and the security deposit replenished, subject to the conditions and procedures described in Regulation No. 6, Section B.

The security deposit ~~will~~shall be returned to the Customer without interest upon termination of the service and payment of all rates and charges owed to the District by the Customer, or at such earlier time as the District may determine that the credit of the Customer is satisfactory. For the purpose of this Regulation No. 3, the District shall determine whether a Customer’s credit is satisfactory. The credit of a Customer who has paid all rates and charges without delinquency for twelve months shall be deemed satisfactory and result in the return of a security deposit. Failure to maintain a clean payment history may result in the District retaining a security deposit for a longer period or, in cases where no security deposit is held, the District may require a security deposit be paid as a condition of maintaining service. Security deposits that remain unclaimed after five (5) years from the date the deposit became refundable ~~will~~shall become property of the District.

G. Application of Payments

Any monies received on an account ~~will~~shall be applied first to the oldest outstanding charges.

#### H. Returned Payments

The District shall levy a charge for each returned payment as defined in Regulation No. 5, Section C. The amount shall be the District's actual Bank Service Charge plus ~~\$10~~20.00.

#### I. Meter Testing Fee

This charge ~~will~~shall be assessed to accounts that request a meter test with results within the range set by AWWA per Regulation No. 4, Section D. The fee ~~will~~shall be ~~\$285~~352.00 per meter test for large meters (3" and above), ~~\$200~~352.00 for intermediate meters (1-1/2" and 2"), and ~~\$60~~107.00 for small meters (1" and below).

#### J. Bacteriological Testing

The District ~~will~~shall assess actual time and material costs but not less than a minimum charge of ~~\$25~~153.00 for each bacteriological test as defined in Regulation No. 7, Section H.8.

#### K. Annexation Fees

The District ~~will~~shall charge annexation fees for each Parcel located outside of the District's legal boundaries that desires to be annexed into the District. The fee ~~will~~shall be charged on a time and materials basis and reflect all District costs to apply for and complete the annexation of a Parcel, including without limitation staff time, attorneys' and consultant fees, LAFCO application fees, and costs of studies and environmental review. Upon application for an annexation into the District, staff ~~will~~shall estimate the costs to process the annexation and the applicant shall deposit the estimated costs with the District. Upon conclusion of the annexation proceedings, if a portion of the deposit remains, it ~~will~~shall be refunded to the applicant. If the District has expended the entire deposit and advanced additional funds to pay costs of the annexation proceedings, the applicant ~~will~~shall repay the entire amount of any funds advanced by the District as a condition of LAFCO's recording of the Certificate of Completion approving the annexation and of the District's approval of the applicant's Application for Water Service.

#### L. Water Conservation Violation

In accordance with Section B of Regulation No. 15, the following charges may be imposed for a Water User's violation of the District's water conservation regulations:

1. A charge of \$50.00 ~~will~~shall be added to the next billing for serving the second water conservation violation as defined in Regulation No. 15, Section C.

2. A charge of \$100.00 ~~will~~shall be added to the next billing for serving the third water conservation violation as defined in Regulation No. 15, Section C.

M. Variance Application Service Fees

1. District Variance: A service fee of ~~\$300~~333.00 ~~will~~shall be charged to any person or entity ~~for a filing a variance application from District standards or regulations~~ as provided in Regulation No. 17, Section B.
2. DDW Variance Request – Plan Review/Waiver Application: A base service fee of \$1,213.00, plus \$352.00 for each requested variance location, shall be charged to any person or entity submitting to District a request that the District prepare and submit a variance application from DDW standards or regulations as provided in Regulation No. 17, Section B.
3. DDW Variance – Construction Verification/Waiver Closure: A base service fee of \$718.00, plus \$260.00 for each DDW-approved variance location, shall be charged to any person or entity granted a variance from DDW standards or regulations as provided in Regulation No. 17, Section B.
- ~~2. If an Applicant desires a hearing at a special Board of Directors meeting, a fee of \$1,200.00 will be charged as provided in Regulation No. 17, Section E.~~

N. Facility Use Fees

District Facilities may be used only upon approval of the General Manager. Interested parties must apply for use of District Facilities by completing the District’s “Facility Use Application.” All charges for use of District Facilities, including insurance requirements, are as noted on the Application and are dependent on facility location, event duration and recovery of all District costs required for the event.

O. Public Information Request

A charge of \$0.10 per page shall be charged for requests for copying of disclosable District records. Additional charges and terms of reproduction and delivery of copies of records are provided in the District's Records Management Policy, PL-Admin 002.

P. Fire Hydrant Water Charge

Water provided by the District for construction, street cleaning or storm/sewer cleaning purposes ~~will~~shall be charged subject to conditions of the service or project and in conformance with Regulation No. 12. The following charges ~~will~~shall apply:

1. For construction water taken through a District Fire Hydrant Meter the contractor or owner who obtains the permit ~~will~~shall be required to pay the following:
  - a) A refundable ~~\$2,300~~3,000.00 deposit for the hydrant meter with backflow prevention assembly.

- b) A one-time ~~\$100~~122.00 Application Fee.
  - c) On a monthly basis the following:
    - i) The current metered nonresidential usage rate per hundred cubic feet of water taken.
    - ii) ~~A \$50.00 service charge~~The current 2” meter fixed charge.
    - ~~iii) A \$20.00 equipment rental charge~~
    - ~~iv)iii) A \$5.00 Backflow Assembly test fee.~~
2. For water taken by other municipal agencies or their subcontractors through a District Fire Hydrant for street cleaning or storm/sewer cleaning, the agency is required to obtain a permit in accordance with Regulation No. 12 and to pay the following fees and charges:
    - a) A \$200.00 annual permit fee.
    - b) The current metered nonresidential usage rate per hundred cubic feet of water taken.
  3. Use of District Fire Hydrants is authorized by a permit issued by the District only, as conditioned in Regulation No. 13, Section D. Illegal use of a Fire Hydrant may be subject to a ~~\$500~~1,000.00 ~~charge~~fine and costs of repair or replacement incurred by District for any damage sustained to the Fire Hydrant.
  4. The permit holder ~~will~~shall be responsible for paying the costs of repair or replacement incurred by the District for any damage sustained to the Fire Hydrant, Fire Hydrant Meter or Backflow Prevention Assembly. The District shall have the right to retain all or a portion of the deposit to pay any such costs incurred.

Q. Development Services

1. Plan Check Fee

~~The District shall assess the following fee for An hourly rate of \$90.00 shall be assessed for~~ review of an Applicant’s construction plans as provided in Regulation No. 7 under Part H.1. The fee shall be calculated as follows:

- a) Base fee of \$621.00
  - b) \$232.00 for each service connection
  - c) \$342.00 for each 50’ of main or fraction thereof
- ~~The minimum plan check fee shall be \$900.00.~~

2. ~~R.~~R.—Supervision and Inspection Fee

~~The District shall assess the following fee An hourly charge of \$87.00 shall be used to calculate the deposit~~ for supervision and inspection of new or upgraded water facilities to be connected to the District system, as provided in Regulation No. 7, Section H.6. The fee shall be calculated as follows:

- a) Base fee of \$440.00

b) \$220.00 for each service connection

c) \$440.00 for each 50' of main or fraction thereof

~~The minimum fee for Supervision and Inspection shall be \$600.00.~~

3. Single Service Development Fee (without engineering plans)

The District shall assess a fee of \$347.00 for a single service development constructed according to District standards.

R. Supervision and Inspection Moved to Section Q.2

S. Hydrant Flow Test and Analysis

1) A completed application for hydrant flow test and ~~\$350~~519.00 fee shall be paid in advance to supervise and perform a fire hydrant flow test and to provide written results of the test to the person or entity requesting it.

~~1)2)~~ The fee for performing a hydrant flow analysis shall be \$260.00.

T. Abandonment of Service and Reinstallation of Abandoned Service

The District charge for abandoning an existing water service from the existing water main as provided in Regulation No.7, Section K shall be calculated on a time and materials basis, with a minimum charge of \$3,000.00. The estimated charge shall be paid to the District prior to scheduling the abandonment. In addition, if requested by a Landowner, the District ~~will~~shall restore an abandoned service connection by charging on a time and materials basis, with a minimum charge of \$3,000.00.

U. Administration Fee

This fee ~~will~~shall be assessed to those accounts that participate in certain District programs, including, without limitation, the Large Irrigation Service, Wholesale Water, Wheeling Water, and Owner/Tenant Billing Agreement. Each fee is based on actual District costs for administering the individual program and is reviewed at least annually.

V. Locking Device Replacement Fee

If the District has installed a locking device on a water meter, curb stop or service valve and such a device is damaged or removed, then a \$35.00 charge shall be imposed on the Landowner.

If installed locking devices on the same service connection continue to be damaged or removed, the District reserves the right to abandon the service. Charges for service abandonment and any subsequent reinstallation of service ~~will~~shall be on time and materials for the abandonment of the service as provided in Section T of this Regulation No. 3. The charges ~~will~~shall be added to the Customer's water bill and must be paid before service is restored.

~~W. Manual Meter Reading Fee~~

~~In the event a customer declines to allow the District to install an electronic meter reading device at the customer's service connection, thereby requiring the District to read the meter manually, the customer will comply with the following requirements as a condition of receiving water service:~~

- ~~a) Complete an application for manual meter reading and pay a \$13.00 application fee. The customer must complete the application agreeing to the charges.~~
- ~~b)c) On a monthly basis, pay a \$60.00 manual meter reading fee. The customer also will be responsible for paying all other water service charges imposed as a condition of receiving District water service.~~



Attachment 3

Regulation No. 3  
Water Service Rates, Fees, and Charges

Adopted: March 15, 2004  
Amended: December 18, 2023

A. Charges for Water Service

The District charges all Customers on a monthly basis. All charges are based on the District’s costs of providing District Water Service. Therefore, the basis for charges and rates are categorized on the same basis as District costs. Explanations of each charge and the related District costs are as follows:

1. Metered Customers:

Usage Charge: This charge is based on water usage. The charge is intended to cover District operations and maintenance variable costs attributable to Metered Rate Customers, including the cost of water and treatment and pumping and conveyance costs. The Usage Charge is based on 100 cubic feet (ccf) of water (748 gallons.).

Fixed Charge: This charge is based on meter size. The charge is intended to cover District fixed operations and maintenance costs attributable to serving Metered Rate Customers. This charge also covers District capital improvement costs and periodic principal and interest payments due on District debt.

<b>Sacramento Suburban Water District Metered Rate Customers</b>					
<b>Meter Usage Charge (\$/CCF) – 1 CCF = 748 gallons</b>	<b>01/01/20</b>	<b>01/01/21</b>	<b>01/01/22</b>	<b>01/01/23</b>	<b>01/01/24</b>
Residential - 1st Tier (0-15 CCF)	\$ 0.88	\$ 0.92	\$ 0.95	\$ 0.98	\$ 1.01
Residential - 2nd Tier (16+ CCF)	\$ 1.15	\$ 1.20	\$ 1.24	\$ 1.28	\$ 1.32
Multi-Family Residential - Uniform	\$ 1.26	\$ 1.31	\$ 1.35	\$ 1.39	\$ 1.43
Non-Residential - Uniform	\$ 1.33	\$ 1.38	\$ 1.42	\$ 1.47	\$ 1.52
<b>Fixed Charge</b>					
5/8" meter	\$ 32.01	\$ 33.29	\$ 34.29	\$ 35.32	\$ 36.38
3/4" meter	\$ 44.40	\$ 46.18	\$ 47.56	\$ 48.99	\$ 50.46
1" meter	\$ 69.19	\$ 71.96	\$ 74.12	\$ 76.34	\$ 78.63
1 1/2" meter	\$ 131.17	\$ 136.42	\$ 140.51	\$ 144.72	\$ 149.07
2" meter	\$ 205.53	\$ 213.75	\$ 220.16	\$ 226.77	\$ 233.57
3" meter	\$ 403.85	\$ 420.00	\$ 432.60	\$ 445.58	\$ 458.95
4" meter	\$ 626.95	\$ 652.03	\$ 671.59	\$ 691.74	\$ 712.49

6" meter	\$ 1,246.68	\$ 1,296.55	\$ 1,335.44	\$ 1,375.51	\$ 1,416.77
8" meter	\$ 2,238.25	\$ 2,327.78	\$ 2,397.61	\$ 2,469.54	\$ 2,543.63
10" meter	\$ 2,981.93	\$ 3,101.21	\$ 3,194.24	\$ 3,290.07	\$ 3,388.77
12" meter	\$ 4,190.40	\$ 4,358.02	\$ 4,488.76	\$ 4,623.42	\$ 4,762.12

2. **Mutual Aid and Emergency Wholesale Customers:**  
Usage Charge: This charge is solely based on water usage. The rate is for mutual aid, emergency, or other temporary water deliveries to neighboring agencies and is intended to cover District operations and maintenance variable costs attributable to water supply, including the cost of water and treatment and pumping and conveyance costs. The charge shall be the current Non-Residential usage rate and is based on 100 cubic feet of water (748 gallons.).
  
3. **Wholesale Contract Customers:**  
Quantity Charge: This charge is solely based on the quantity of water provided in the contracted unit of measure. The rate is for contracted water deliveries of District source water to other water purveyors. The per unit charge shall be negotiated and shall not be less than the direct cost of producing water, including pumping and treatment costs, Sacramento Groundwater Authority (SGA) fees, and any other fixed and variable costs attributable to producing the water. The rate shall be based on the cost of each acre-foot of water supplied.
  
4. **Wheeling Water Deliveries:**  
The Wheeling Water charge shall be set according to periodic rate studies conducted in accordance with Proposition 26 as required by the SDCWA v. Met cases. The charge shall be assessed per acre foot of water.

## B. Service Fees and Charges

1. Account Establishment Fee: For each new account to be established, a \$14.00 service charge shall be assessed and added to the first or opening water bill.
  
2. Dispatching Fee: A dispatch fee of \$54.00 shall be assessed in accordance to Section K.2, Regulation No. 5 and Section C, Regulation No. 6:
  
3. After Hours Fee: Other than in an emergency, to locate a service or shut-off water service after regular business hours the District shall charge its actual cost of time and material, not to exceed \$150.00.
  
4. Tax Roll Processing Fee: When transferring delinquent water service charges to the Sacramento County secured property tax roll for collection, the District shall charge a fee of \$4.00 plus the current amount of the County's processing fees for collection services to the Customer's delinquent water billing charges transferred to the County secured property tax roll for collection.

5. Manual Meter Reading Fee:

In the event a customer declines to allow the District to install an electronic meter reading device at the customer's service connection, thereby requiring the District to read the meter manually, the customer shall comply with the following requirements as a condition of receiving water service:

- a) Complete an application for manual meter reading and pay a \$16.00 application fee. The customer must complete the application agreeing to the charges.
- b) On a periodic basis, pay a \$64.00 manual meter reading fee. The customer shall also be responsible for paying all other water service charges imposed as a condition of receiving District water service.

C. Temporary Turn-On Charges

Omitted

D. Cross-Connection Control Program

Monthly charges shall be paid to fund the District's Cross-Connection Control Program (CCCP). This charge shall be billed monthly per Backflow Prevention Assembly (Assembly) to each Account holder with one or more Assemblies. Each Assembly is the property of the Landowner. The services covered by this charge shall include, but are not limited to, administering/monitoring the program, notifying Customers, performing inspections, reviewing and recording test results and reporting to the State Water Resources Control Board Division of Drinking Water (DDW). The charge shall be determined each year based on program expenses and the number of Assemblies within the District. The monthly charge for the CCCP shall be (see table below) per Assembly for all connection sizes.

<b>Monthly CCCP Charge</b>					
	<b>01/01/20</b>	<b>01/01/21</b>	<b>01/01/22</b>	<b>01/01/23</b>	<b>01/01/24</b>
Per Unit Charge	\$ 2.31	\$ 2.41	\$ 2.49	\$ 2.57	\$2.65

If a Customer requests Assembly testing or the District determines it is necessary to test an Assembly, the District shall impose an Assembly test charge of \$107.00 per Assembly. The charge includes the fee for the required District tag. While the District does not routinely perform repairs or replacements, labor and materials shall be charged to the Account holder if the District is required to repair or replace an Assembly.

As part of the Assembly test, a District tag must be attached to the Assembly indicating whether it "passed" or "failed". These tags are to be purchased by the tester at the District office. The cost of the tag shall be determined each year based on the cost of producing the tag and overseeing the tag distribution. The current cost shall be \$1.00 per tag.

E. Privately-Owned Fire Protection Systems

A monthly charge shall be paid for water service at un-metered connections to the District’s Water System which supplies water to privately-owned and maintained sprinklers used exclusively for firefighting, irrespective of the quantity of water used and based on the size of the fire service assembly as follows:

<b>Private Fire Service</b>					
<b>Size</b>	<b>01/01/20</b>	<b>01/01/21</b>	<b>01/01/22</b>	<b>01/01/23</b>	<b>01/01/24</b>
2-inch	\$ 13.95	\$ 14.51	\$ 14.95	\$ 15.40	\$ 15.87
3-inch	\$ 26.17	\$ 27.22	\$ 28.04	\$ 28.89	\$ 29.76
4-inch	\$ 42.62	\$ 44.33	\$ 45.66	\$ 47.03	\$ 48.45
6-inch	\$ 84.82	\$ 88.22	\$ 90.87	\$ 93.60	\$ 96.41
8-inch	\$ 150.05	\$ 156.06	\$ 160.75	\$ 165.58	\$ 170.55
10-inch	\$ 234.44	\$ 243.82	\$ 251.14	\$ 258.68	\$ 266.45
12-inch	\$ 261.28	\$ 271.74	\$ 279.90	\$ 288.30	\$ 296.95

F. Security Deposits

Whenever an Applicant’s or Customer’s credit rating or payment history is or becomes unacceptable to the District because of poor credit history, non-payment of water bills, or frequent delinquent bill payment, a cash deposit may be required in accordance with the schedule set below:

1. Residential Customers shall be required to pay the sum equal to two (2) months water charge, but not less than \$98.00 (cost of ¾” fixed charges).
2. Non-residential Customers shall be required to pay the sum equal to three (3) times the estimated water bill, but not less than \$230.00 (cost of 1” meter fixed charges).

The District may apply the security deposit to any account of a Customer that is delinquent for more than 30 days and shall notify the Customer of such application. Water service may be terminated if the account is not fully paid and the security deposit replenished, subject to the conditions and procedures described in Regulation No. 6, Section B.

The security deposit shall be returned to the Customer without interest upon termination of the service and payment of all rates and charges owed to the District by the Customer, or at such earlier time as the District may determine that the credit of the Customer is satisfactory. For the purpose of this Regulation No. 3, the District shall determine whether a Customer’s credit is satisfactory. The credit of a Customer who has paid all rates and charges without delinquency for twelve months shall be deemed satisfactory and result in the return of a security deposit. Failure to maintain a clean payment history may result in the District retaining a security deposit for a longer period or, in cases where no security deposit is held, the District may require a security deposit be paid as a condition of maintaining service. Security deposits that remain unclaimed after five (5) years from the date the deposit became refundable shall become property of the District.

G. Application of Payments

Any monies received on an account shall be applied first to the oldest outstanding charges.

H. Returned Payments

The District shall levy a charge for each returned payment as defined in Regulation No. 5, Section C. The amount shall be the District's actual Bank Service Charge plus \$20.00.

I. Meter Testing Fee

This charge shall be assessed to accounts that request a meter test with results within the range set by AWWA per Regulation No. 4, Section D. The fee shall be \$352.00 per meter test for large meters (3" and above), \$352.00 for intermediate meters (1-1/2" and 2"), and \$107.00 for small meters (1" and below).

J. Bacteriological Testing

The District shall assess actual time and material costs but not less than a minimum charge of \$153.00 for each bacteriological test as defined in Regulation No. 7, Section H.8.

K. Annexation Fees

The District shall charge annexation fees for each Parcel located outside of the District's legal boundaries that desires to be annexed into the District. The fee shall be charged on a time and materials basis and reflect all District costs to apply for and complete the annexation of a Parcel, including without limitation staff time, attorneys' and consultant fees, LAFCO application fees, and costs of studies and environmental review. Upon application for an annexation into the District, staff shall estimate the costs to process the annexation and the applicant shall deposit the estimated costs with the District. Upon conclusion of the annexation proceedings, if a portion of the deposit remains, it shall be refunded to the applicant. If the District has expended the entire deposit and advanced additional funds to pay costs of the annexation proceedings, the applicant shall repay the entire amount of any funds advanced by the District as a condition of LAFCO's recording of the Certificate of Completion approving the annexation and of the District's approval of the applicant's Application for Water Service.

L. Water Conservation Violation

In accordance with Section B of Regulation No. 15, the following charges may be imposed for a Water User's violation of the District's water conservation regulations:

1. A charge of \$50.00 shall be added to the next billing for serving the second water conservation violation as defined in Regulation No. 15, Section C.

2. A charge of \$100.00 shall be added to the next billing for serving the third water conservation violation as defined in Regulation No. 15, Section C.

M. Variance Application Service Fees

1. District Variance: A service fee of \$333.00 shall be charged to any person or entity filing a variance application from District standards or regulations as provided in Regulation No. 17, Section B.
2. DDW Variance Request – Plan Review/Waiver Application: A base service fee of \$1,213.00, plus \$352.00 for each requested variance location, shall be charged to any person or entity submitting to District a request that the District prepare and submit a variance application from DDW standards or regulations as provided in Regulation No. 17, Section B.
3. DDW Variance – Construction Verification/Waiver Closure: A base service fee of \$718.00, plus \$260.00 for each DDW-approved variance location, shall be charged to any person or entity granted a variance from DDW standards or regulations as provided in Regulation No. 17, Section B.

N. Facility Use Fees

District Facilities may be used only upon approval of the General Manager. Interested parties must apply for use of District Facilities by completing the District's "Facility Use Application." All charges for use of District Facilities, including insurance requirements, are as noted on the Application and are dependent on facility location, event duration and recovery of all District costs required for the event.

O. Public Information Request

A charge of \$0.10 per page shall be charged for requests for copying of disclosable District records. Additional charges and terms of reproduction and delivery of copies of records are provided in the District's Records Management Policy, PL-Admin 002.

P. Fire Hydrant Water Charge

Water provided by the District for construction, street cleaning or storm/sewer cleaning purposes shall be charged subject to conditions of the service or project and in conformance with Regulation No. 12. The following charges shall apply:

1. For construction water taken through a District Fire Hydrant Meter the contractor or owner who obtains the permit shall be required to pay the following:
  - a) A refundable \$3,000.00 deposit for the hydrant meter with backflow prevention assembly.
  - b) A one-time \$122.00 Application Fee.

- c) On a monthly basis the following:
  - i) The current metered nonresidential usage rate per hundred cubic feet of water taken.
  - ii) The current 2” meter fixed charge.
  - iii) A \$5.00 Backflow Assembly test fee.
- 2. For water taken by other municipal agencies or their subcontractors through a District Fire Hydrant for street cleaning or storm/sewer cleaning, the agency is required to obtain a permit in accordance with Regulation No. 12 and to pay the following fees and charges:
  - a) A \$200.00 annual permit fee.
  - b) The current metered nonresidential usage rate per hundred cubic feet of water taken.
- 3. Use of District Fire Hydrants is authorized by a permit issued by the District only, as conditioned in Regulation No. 13, Section D. Illegal use of a Fire Hydrant may be subject to a \$1,000.00 fine and costs of repair or replacement incurred by District for any damage sustained to the Fire Hydrant.
- 4. The permit holder shall be responsible for paying the costs of repair or replacement incurred by the District for any damage sustained to the Fire Hydrant, Fire Hydrant Meter or Backflow Prevention Assembly. The District shall have the right to retain all or a portion of the deposit to pay any such costs incurred.

## Q. Development Services

- 1. **Plan Check Fee**

The District shall assess the following fee for review of an Applicant’s construction plans as provided in Regulation No. 7 under Part H.1. The fee shall be calculated as follows:

  - a) Base fee of \$621.00
  - b) \$232.00 for each service connection
  - c) \$342.00 for each 50’ of main or fraction thereof
- 2. **Supervision and Inspection Fee**

The District shall assess the following fee for supervision and inspection of new or upgraded water facilities to be connected to the District system, as provided in Regulation No. 7, Section H.6. The fee shall be calculated as follows:

  - a) Base fee of \$440.00
  - b) \$220.00 for each service connection
  - c) \$440.00 for each 50’ of main or fraction thereof
- 3. **Single Service Development Fee (without engineering plans)**

The District shall assess a fee of \$347.00 for a single service development constructed according to District standards.

R. Moved to Section Q.2

S. Hydrant Flow Test and Analysis

- 1) A completed application for hydrant flow test and \$519.00 fee shall be paid in advance to supervise and perform a fire hydrant flow test and to provide written results of the test to the person or entity requesting it.
- 2) The fee for performing a hydrant flow analysis shall be \$260.00.

T. Abandonment of Service and Reinstallation of Abandoned Service

The District charge for abandoning an existing water service from the existing water main as provided in Regulation No.7, Section K shall be calculated on a time and materials basis, with a minimum charge of \$3,000.00. The estimated charge shall be paid to the District prior to scheduling the abandonment. In addition, if requested by a Landowner, the District shall restore an abandoned service connection by charging on a time and materials basis, with a minimum charge of \$3,000.00.

U. Administration Fee

This fee shall be assessed to those accounts that participate in certain District programs, including, without limitation, the Large Irrigation Service, Wholesale Water, Wheeling Water, and Owner/Tenant Billing Agreement. Each fee is based on actual District costs for administering the individual program and is reviewed at least annually.

V. Locking Device Replacement Fee

If the District has installed a locking device on a water meter, curb stop or service valve and such a device is damaged or removed, then a \$35.00 charge shall be imposed on the Landowner.

If installed locking devices on the same service connection continue to be damaged or removed, the District reserves the right to abandon the service. Charges for service abandonment and any subsequent reinstallation of service shall be on time and materials for the abandonment of the service as provided in Section T of this Regulation No. 3. The charges shall be added to the Customer's water bill and must be paid before service is restored.