

HUMBOLDT COMMUNITY SERVICES DISTRICT
FY 2017/2018 MASTER FEE SCHEDULE

Customer Service Account Fees

Activation, Deposits, and Miscellaneous Charges
 Water – Monthly User Charges
 Sewer – Monthly User Charges
 Water Hauler Program
 Waste-water Hauler Program

	<i>Fee</i>
Activation, Deposits and Miscellaneous Charges	
Credit Card Convenience – telephone payments	-0-
Establish Water & Sewer Accounts (Admin)	
Business Hours	-0-
After Hours	\$35
Initial Residential Deposits:	
Water & Sewer	\$200
Water Only	\$100
Sewer Only	\$100
Increase in Deposit due to non-payment per occurrence:	\$50
Maximum Deposit:	\$300
Multi-Family Units:	
Water & Sewer (1 st unit)	\$50
Each Additional Unit	\$40
Water Only (1 st Unit)	\$35
Each Additional Unit	\$20
Commercial Deposits	2.5 x Mo Base Rate
Deposit requirements may be waived if customer meets the following District guidelines for creditworthiness. A customer must meet one of the following criteria in order to meet the District's guideline for creditworthiness when considering collection of a security deposit:	
(a) Prior service within the District showing timely payments within the previous two (2) years, or	
(b) Produce a letter of credit from PG&E, or other recognized utility showing timely payments for a period of one (1) year, or	
(c) Produce a positive rating report from a recognized credit reporting agency. (Ref. Code §7.06.030)	
(d) Participation in Automatic Payment Program	
Returned Checks	\$25
Reinstatement of Service after discontinuance for nonpayment	1 st time = \$40 \$65 + penalties thereafter
Tow Truck Call Fee	\$25 + actual tow costs
Broken Lock Fee	\$25
Tampering Fee (any unauthorized operation of meters, valves, etc.)	\$260
Meter Test Deposit – refunded if test fails	\$147
After-hours Service Call	\$84

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WATER – MONTHLY SERVICE RATES

Please see Fiscal Year 2016/17 Budget/Master Fee Schedule for fees and charges for the month of July 2017.

Rates below are effective August 1, 2017 through June 30, 2018. The monthly fixed charge shall depend on the meter size. Volumetric rates are for units of 100 cubic-feet (HCF).

<u>Fixed Monthly Service Charges</u>		<u>Volumetric Consumption Charge</u>
5/8 inch meter	\$23.19	\$3.56
3/4 inch meter	\$33.67	\$3.56
1 inch meter	\$54.63	\$3.56
1-1/2 inch meter	\$107.04	\$3.56
2 inch meter	\$169.93	\$3.56
3 inch meter	\$337.62	\$3.56
4 inch meter	\$526.28	\$3.56
6 inch meter	\$1,050.34	\$3.56

Other Miscellaneous Water Fees:

	<u>Fee</u>
Temporary Construction Meter – Installation Monthly Rate	\$40 \$92.95 + \$2.95 per 100 cft.
Backflow Prevention Device – 1 test/year	\$9/month
Private Fire Protection Services	\$3 times diameter (inches) of service line

Water Hauler Program

	<u>Fee</u>
<600 gallons	\$20
>600 gallons	\$0.03/gallon

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SEWER - MONTHLY SERVICE RATES:

The rates and minimum sewer service charges billed monthly to customers within the service area of the District shall be as follows:

Please see Fiscal Year 2016/17 Budget/Master Fee Schedule for fees and charges for the month of July 2017.

Rates effective August 1, 2017 through June 30, 2018:

<i>Monthly Fixed Service Charge per Account</i>	<i>Plus Monthly Fixed Service Charge Per Living Unit (LU)</i>		<i>Plus Winter Average - Volumetric Charge per 100 cft.</i>
\$3.66	Single Family Residential (1-3 LU)	\$16.35	\$5.09
\$3.66	Multi-Family (4 or more LU)	\$13.08	\$5.09
\$3.66	Mobile Homes	\$14.23	\$5.09
\$3.66	Trailer Parks	\$14.23	\$5.09
\$3.66	Commercial – Light Strength (<370 mg/liter)	\$16.35	\$6.09
\$3.66	Commercial – Med. Strength (370-500 mg/liter)	\$16.35	\$8.06
\$3.66	Commercial – Heavy Strength >500 mg/liter)	\$16.35	\$10.19

Sewer – Other Miscellaneous Charges

	<u>Fee</u>
Special Sewer Discharge Permit:	\$250 plus an additional charge for actual gallons discharged to the public sewer system based on strength of discharged wastewater

Waste Water Hauler Program:

Wastewater shall meet the District's Specific Pollutant Limits prior to discharge. No wastewater from a septic tank, portable bathroom, or recreational vehicle is allowed to be discharged to the District's sewage collection system. Discharge shall not exceed 1000 gallons a day.	
<500 gallons	\$20
501-1000 gallons	\$30

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WATER SYSTEM CONNECTION AND CONSTRUCTION FEES

Water Connection Fee (Capital Connection Capacity Charge Buy-in). Connection fees are one-time fees intended to reflect the cost of existing infrastructure and planned improvements available to new services, and place new utility customers on equal basis from a financial perspective with existing customers. Once new customers are added to the system, they then incur the obligation to pay the same service charges or water and wastewater rates that existing customers pay. In its simplest form, connection fees are calculated by dividing the costs allocated to future development by the number of units of new development:

- Costs of planned future facilities and improvements required to serve new development are those that can reasonably be allocated to future development.
 - The number of new units (i.e., growth) is those units projected to occur within the timeframe covered by the connection fee analysis (Analysis adopted April 25, 2017).
- A. **Residential:** The fee shall be charged based on the number of dwelling unit equivalents (DUE) per service connection. Single residential units shall be equal to one DUE without consideration of the number of fixture units. For multiple residential units, one DUE shall equal 30 fixture units. Fixture unit counts are defined by the Uniform Plumbing Code, Current edition. The fees for multiple unit developments shall be calculated on the fixture unit count converted to DUE rounded up to the next whole number. This fee is in addition to the actual cost of installing a service including main line tap, service line, meter, and box.

The water capital connection fee is \$3,045/DUE.

- B. **Commercial:** Water connection fees for a commercial, industrial, or agricultural application vary depending on the size of the water meter needed to serve the customer/parcel. Meter size is generally proportionate to the demands a parcel places on the water utility system, specifically the peaking requirements related to the meter size. The connection fee for a commercial, industrial, or agricultural application shall be charged based on measured flow equivalents of a 5/8" meter (25 gpm) as detailed in Figure 1. A 5/8" meter is equivalent to a DUE. This fee is in addition to the actual cost of installing a service including main line tap, service line, meter, and box.

Capital connection fee charges within and without the limits of the District boundaries, are payable in advance for new services as detailed in Figure 1.

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Figure 1: Water Capital Connection Fees

Meter Size	Equivalency Factor		Max Unit Cost (\$/EDU)	Max. Water Connection Fee Per Meter
	Max. Continuous Flow (gpm) ⁽¹⁾	Equivalency to 5/8-inch Base Meter Size		
5/8 inch	25	1.00	\$3,045	\$3,045
3/4 inch	35	1.40	\$3,045	\$4,263
1 inch	55	2.20	\$3,045	\$6,699
1-1/2 inch	100	4.00	\$3,045	\$12,180
2 inch	160	6.40	\$3,045	\$19,488
3 inch	320	12.80	\$3,045	\$38,976
4 inch	500	20.00	\$3,045	\$60,900
6 inch	1,000	40.00	\$3,045	\$121,800

⁽¹⁾ Source: AWWA M1, Table B-2. Assumes displacement meters for 5/8" through 2", Compound Class I for 3" through 6"

WATER METER PURCHASE AND INSTALLATION: In addition to the capital connection fee, where the District installs a new water meter and service line, the meter charge and installation fee shall be dependent on the size of the meter required. All costs are based upon actual time and materials. Where the Developer has installed the new water service line, the District shall install the meter upon payment of the corresponding meter charge, installation fee and appropriate connection fee. Charges within and without the limits of the District boundaries, are payable in advance for the installation of new services and meters, when work is performed by District forces, shall be as indicated in the table below. Costs do not include permanent pavement or sidewalk replacement.

	<u>Fees</u>
5/8" Meter Charge Installation	\$201.35 \$2,500
3/4" Meter Charge Installation	\$266.04 \$2,575
1" Meter Charge Installation	\$305.82 \$2,831
1 1/2" and larger Meter Charge Installation	Special Quote Special Quote
Split Water Service (New) (Does not include permanent pavement or sidewalk replacement)	2 ea 5/8" \$3,065 3+ Special Quote 2 ea 3/4" \$3,155 3+ Special Quote
Splitting an Existing Water Service	Actual not to exceed charges for a new service
Temporary Construction Meter	\$40

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Additional Fees for freshwater/Mitchell Road assessment area: Charges for connections in the Freshwater/Mitchell Rd. assessment area shall be based on the Assessment District formula of said area as follows:

<u>Assessment Criteria</u>	<u>Fee</u>
Acreage – per acre all zones	\$300
Parcel – per parcel (zone A)	\$1,545
per parcel (zone B&C)	\$2,575
Capacity – Existing SFRE (zone A)	\$9,365
Existing SFRE (zone B)	\$8,526
Existing SFRE (zone C)	\$4,659
Existing 2 nd Unit (zone A)	\$4,683
Existing 2 nd Unit (zone B)	\$4,265
Existing 2 nd Unit (zone C)	\$2,330

SEWER CONNECTION AND CONSTRUCTION FEES

The following connection and construction fees and other conditions are applicable to the Humboldt Community Services District. Charges within and without the limits of the District boundaries, payable in advance, for the installation of new services, when work is performed by District forces. This fee is in addition to the actual cost of installing a service including main line tap, lateral line and cleanout. Does not include permanent pavement or sidewalk replacement.

Sewer Capital Connection Fee (Capacity Charge Buy-In) - The same methodology used to calculate the District’s water connection fees was used for the wastewater connection fees (a combination of the buy-in and incremental cost methods). This approach requires new customers to pay both their fair share of existing system assets as well as their share of the planned future capital improvements needed to provide them with capacity in the District’s wastewater system. As a result, new customers connecting to the District’s wastewater system would enter as equal participants with regard to their financial commitment and obligations to the District.

Commercial or industrial connections shall be a special quote based on the proposed sewer use taking into consideration flow and strength of the sewage.

	<u>Fee</u>
Sewer Installation *if installed with water service, fee \$3,000	< 10 ft deep \$3,700* > 10 ft deep special quote
Sewer Capital Connection Fee - Residential	\$2,958 per DUE
Sewer Capital Connection Fee – Commercial/ Industrial	\$2,958 per DUE
Sewer Lateral Inspection Fee	\$150 refundable

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Water Conservation Fines & Penalties

	<u>Fee</u>
1 st Violation (infracation)	\$25
2 nd Violation (Infracation)	\$50
3 rd Violation & subsequent violations within a 6-month period (misdemeanor)	\$100

Labor & Equipment Rates

	<u>Hourly Fee</u>
General Labor	\$54.00
Foreman	\$69.00
Inspector	\$74.00
Plan Checker	\$74.00
Engineering Technician	\$58.00
Clerk	\$52.00
Backhoe	\$58.40
Bobcat	\$58.40
Compressor	\$31.00
Concrete Saw	\$13.75
Dump Truck <7 yards	\$42.75
Dump Truck 10 yards	\$76.60
Excavator	\$91.70
Generator	\$11.70
Mole	\$25.00
Tapping Machine <2"	\$25.00
Tapping Machine >2"	\$40.00
Trailer	\$20.60
TV Van (sewer)	\$80.00
Utility Truck (small)	\$30.00
Utility Truck (large)	\$35.00
VacCon/Hydro Excavator	\$130.00

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Administrative Fees

Charges for Photocopies and/or Mailing of Printed Material Maps, Documents and Reports

	<u>Fee</u>
Photocopies Black & White per side: 8.5x11 page 11x17 page 24x36 page	\$0.10 \$0.20 \$3.00
Photocopies Color per side: 8.5 x 11 page 11 x 17 page 24 x 36 page	\$0.50 \$1.00 \$15.00
Conversion of document to electronic image	\$2.00 plus \$0.10 per page
Public records request deposit	Same as copies. Admin fees waived for <20 pages
Videos tapes, CDs, DVDs	\$3.00/each + actual cost of duplication
Mailing	\$3.00 each + actual cost for duplication
Agenda Annual Subscription (24 regular meetings)	\$28
Agenda Single – Mailed	\$1.25