

RESOLUTION NO. 660

A RESOLUTION PROVIDING RULES, REGULATIONS, USER CHARGES, CONNECTION FEES AND CONTROL OF CITY WATER SERVICE, ESTABLISHING A DEPOSIT SYSTEM FOR WATER AND SEWER SERVICE AND REPEALING RESOLUTION #203

ARTICLE I: CONNECTION FEES

SECTION 1. Cost of water service connection include, though not exclusively, the following: cost of meter, meter box, backflow prevention device (when required and excluding irrigation meters), vault, pipe for extending service line to the meter box at the property line, pipe fittings and labor necessary for making such installations, including the labor of any ditch digging and backfilling done or hired by the City, and any incidental administrative cost involved during installation. All meters two (2) inches and larger will be compound meters.

SECTION 2. Connection fees shall be catagorized as being either: Type A, tap not provided at property line prior to request for service or Type B, tap provided at property line prior to request for service. Owner(s) shall be responsible for all charges for service connection including cost indicated under Type A Service Connection.

TABLE I - TYPE A
 Water Service Connection Fee
 (No Tap provided at property line)

METER SIZE	CONNECTION CHARGE
5/8" - 3/4"	Cost for Meter & Installation Plus 85%
1"	Cost for Meter & Installation Plus 85%
1 1/2"	Cost for Meter & Installation Plus 85%
2"	Cost for Meter & Installation Plus 85%
*3"	Cost for Meter & Installation Plus 85%
*4"	Cost for Meter & Installation Plus 85%
*6"	Cost for Meter & Installation Plus 60%
*8"	Cost for Meter & Installation Plus 60%
*10"	Cost for Meter & Installation Plus 60%

*3" METER AND LARGER REQUIRE A VAULT; VAULT COSTS ARE TO BE INCLUDED WITH THE CONNECTION CHARGE AND ARE A PART OF THE APPLICATION FEE

TABLE II - TYPE B
 Water Service Connection Fee
 (Tap provided at property line)

METER SIZE	CONNECTION CHARGE
5/8" - 3/4"	\$430.00
1"	\$490.00
1 1/2"	\$900.00
2"	\$1,050.00
*3"	Cost for Meter & Installation plus 85%
*4"	Cost for Meter & Installation plus 85%
*6"	Cost for Meter & Installation plus 60%
*8"	Cost for Meter & Installation plus 60%
*10"	Cost for Meter & Installation plus 60%

*3" METER AND LARGER REQUIRE A VAULT, VAULT COSTS ARE TO BE INCLUDED WITH THE CONNECTION CHARGE AND ARE A PART OF THE APPLICATION FEE.

SECTION 3. Any applications for water service which have been disapproved shall be returned to applicant with the specific justifications for disapproval of said water service. All fees which have been collected pertaining to said water service shall be returned at this time less fifteen percent (15%) Administrative cost.

SECTION 4. The connection fees to be paid as provided for in Table I & II shall be paid in full to the City of Wilsonville Finance Director or designated staff person prior to the scheduling for installation of the service connection. For Service connections larger than one and one half (1 1/2) inches, the cost is based on the following:

- A. Cost of materials and equipment
 - 1. Meter
 - 2. Fittings - pipe
 - 3. Vault Box - Where appropriate
 - 4. Meter Box - Where appropriate
 - 5. Equipment used on the job
- B. Cost of labor for installation
- C. Cost for overhead, administration and replacement.

ARTICLE II. DEPOSIT

SECTION 1. Deposit Application

Application for city sanitary sewer and water services, other than connection and meter installation service, shall be by written application on forms provided at the Finance Director's

Office. Each application will designate the property to be served and the owner thereof and must be accompanied by a deposit in the sum of not less than \$40.00 or an amount equal to an estimated 3 months bill as determined by the City. However, any resident of Wilsonville (a person who has established credit with the City of Wilsonville by having water and/or sewer service in his/her own name) will be allowed to move from one location within the City limits without having to pay a deposit if that resident has lived in Wilsonville for at least three (3) years, has had City of Wilsonville water and/or sewer service in his/her name and has not been delinquent in paying for water and/or sewer service within the past three years.

SECTION 2. Deposit Refund

(A) A refund of the water and sewer service deposit will occur when a customer shows a satisfactory credit performance for three years. If it becomes necessary to make one or more visits to enforce collection and/or shut-off for non-payment during the three year period, the City shall retain the deposit. The deposit will be held for an additional three years from the date of the last visit to the customer's premise for collection for non-payment of a bill. (Definition of visit - hand delivery of shut-off notice to the customer's premise. Definition of satisfactory credit - no water shut-off notices hand delivered

and/or temporary shut-off of service for non-payment during a three year period)

(B) A refund of the deposit will occur upon the applicant's requesting discontinuance of service provided that all outstanding bills are paid in full. The deposit may be applied to the final bill.

(C) If an account is shut-off for non-payment, the deposit shall be held as security until the outstanding balance is paid. The deposit will only be applied to the outstanding balance when the account is closed and no further water or sewer service is required by the customer. The remaining balance of the deposit not used to pay outstanding bill will be refunded to the customer.

(D) Upon refund of the cash deposit to the applicant for satisfactory credit performance or upon termination of service, the deposit shall be refunded together with interest thereon at the rate of one-half percent (1/2%) below the average annual interest rate received by the City. However, no interest shall be allowed or paid by the City of Wilsonville on deposits which have been deposited with the City for less than 30 days. All cash deposits so paid to the City of Wilsonville by water users shall be credited by the Finance Department into a special account to be known as "Water Deposit Trust Account".

ARTICLE III. USER FEES

SECTION 1. All water consumption, whether it be for residential, commercial or industrial, shall be charged at the rate as indicated in Table III .

TABLE III
Water User Fees

Size of Service	Minimum Charge	Residential S/F & M/F	Commercial Industrial	Fire Service With Detection Meter
5/8" - 3/4"	\$ 3.75	\$.0070 cubic foot	\$.0070 cubic foot	\$3.15/inch diameter pipe
1"	\$ 9.00	\$.0070 cubic foot	\$.0070 cubic foot	\$3.15/inch diameter pipe
1 1/2"	\$13.50	\$.0070 cubic foot	\$.0070 cubic foot	\$3.15/inch diameter pipe
2"	\$18.00	\$.0070 cubic foot	\$.0070 cubic foot	\$3.15/inch diameter pipe
3"	\$27.00	\$.0070/ cubic foot	\$.0070/ cubic foot	\$3.15/inch diameter pipe
4"	\$36.00	\$.0070/ cubic foot	\$.0070/ cubic foot	\$3.15/inch diameter pipe
6"	\$54.00	\$.0070/ cubic foot	\$.0070/ cubic foot	\$3.15/inch diameter pipe
8"	\$72.25	\$.0070/ cubic foot	\$.0070/ cubic foot	\$3.15/inch diameter pipe
10"	\$90.00	\$.0070/ cubic foot	\$.0070/ cubic foot	\$3.15/inch diameter pipe

SECTION 2. Monthly services outside the City limits shall be billed at double the normal rate as indicated in Table III.

SECTION 3. Billing shall be every two (2) months and shall be due ten (10) days after billing is sent, and shall be considered past due after the tenth (10th) day. User fees may be billed to an occupant; however, the owner(s) shall be ultimately responsible for all water user fees to the property or building(s).

SECTION 4. All services two (2) inches and larger shall be covered by specific written agreement with the City, but in no case shall the rate and charges be less than set forth above.

SECTION 5. Standpipe services for fire protection shall be charged monthly at the rate of \$2.50 per inch of pipe in diameter, and all services for fire protection shall have a detection meter with valves and vault to comply with City and/or Fire District requirements.

ARTICLE IV: BULK WATER RATE

SECTION 1. All bulk water sold after the effective date of this resolution shall be at the rate of \$.0095 per cubic feet and full payment for all water purchased shall be made on a monthly basis or until portable meter(s) are returned, and said payment will be due within seventy-two (72) hours of receipt of bill. Deposit checks will not be returned until bill is paid.

ARTICLE V: HYDRANT CONNECTION FEE

SECTION 1. A fee shall be paid which includes a permit sticker which shall be located on the water hauling equipment, or period for which a permit will be issued in ninety (90) days, and the permit must be renewed at the completion of the permit period, with inspection of all portable meter(s), fire hydrant valve(s), and hydrant wrench prior to approval of permit renewal. Permit fees are listed in Table IV.

TABLE IV

90 Day Permit	\$45.00
60 Day Permit	\$35.00
30 Day Permit	\$25.00

ARTICLE VI: EQUIPMENT USE DEPOSIT

SECTION 1. Table V identifies the deposits required for the use of portable water meter(s), fire hydrant wrenches and fire hydrant valve(s), by the applicant. The only item which is mandatory for completion of the application is the portable water meter(s).

TABLE V

Fire Hydrant Wrench	\$ 20.00
Fire Hydrant Valve	\$200.00
Portable Water Meter	\$500.00
Temporary Meter Connection	Shall be dependent on the size of meter requested.

SECTION 2.

If the above items mentioned in Table V are returned in good condition, a portion or all of the deposit shall be returned to the applicant. The City Manager or designated staff person shall make the determination as to the amount of the deposit to be returned. If the applicant wishes to renew the deposit for another ninety (90) day period, the applicant may do so by using a portion or all of the previous deposit as designated by the City Manager or designated staff person to be used as part of or all of the new deposit.

ARTICLE VII. DISCONNECTION PROCEDURE

SECTION 1.

All charges for sanitary sewer and water service furnished or rendered by the City of Wilsonville shall be chargeable to the premises or owner of the property where sanitary sewer and water service is supplied and, in addition, all persons signing an application for the use of sanitary sewer and water service shall be personally liable for all charges accrued against the property designated within the application. The City reserves the right to cut off and disconnect sanitary sewer and water service to the premises without further notice when charges for sanitary sewer and water service have not been paid within 30 days after the due date, and the expense thereof shall be borne by the property to which such service has been supplied. The City shall provide a minimum of 3 days notice by a door hanger or by mail prior to water service disconnection.

SECTION 2. After the City water services have been disconnected for non-payment, it shall not be restored unless the bill has been paid in full. The charges for turn-on for non-payment of water bill shall be \$25.00 during 8:00 am to 4:00 pm and \$40.00 during 4:00 pm and 8:00 am on a regular workday. On any holiday, Saturday, or Sunday, a similar charge of \$40.00 will be made for the turn-on service.

SECTION 3. The charges for turn-off and/or turn-on for reasons other than non-payment of water bill shall be \$25.00. No charge shall be made for water turn-on service for a new customer with a deposit or an established three year credit, and for the turn-on and/or turn-off services necessitated by an emergency such as waterline or equipment breakage.

SECTION 4. A renter or owner shall not be allowed to have City utility services at a new location unless the current billings have been satisfied. The non-delinquent bills after deposit deduction remains with the property.

SECTION 5. The disconnect notice shall be sent to the renter as well as the property owner at the time of termination of service for non-payment of bill. It is the property owner's responsibility to inform the City of its ownership. If the City fails to provide notice to the property owner, who has informed the City of its ownership and is on the City's current records, then the property owner will not be liable for the City's utility

SECTION 8. Permit - No person supplied with sanitary sewer and water service shall be permitted to supply or furnish such services in any way to other persons or premises without a permit from the City Council.

SECTION 9. Repairs - The City reserves the right to shut off water from the mains, without notice, for repairs or other necessary purposes. For normal, routine repairs, the City shall take reasonable precaution to notify occupants of affected premises of the intention to shut off the water supply. In no event shall the City, its officers, employees or agents be responsible for any damages resulting from shutting off the City water supply. Water for steam boilers for power purposes shall not be furnished by direct pressure from the City water main. Owners of steam boilers shall maintain tanks for holding an ample reserve of water.

SECTION 10. Alterations - No person, other than an employee or agent of the City, shall tap the City sanitary sewer or water mains, or make alterations to any conduit, pipe, or other fixture connected therewith, between the main and the property line.

SECTION 11. Access - The City shall have free access to all parts of the building or premises which are served by City sanitary sewer and water service for the purpose of inspecting the pipes and fixtures.

charges exceeding 15 working days beyond delinquency. Also, this provision will apply if the City fails to turn-off the water to the premises. Any charges exceeding 15 working days beyond delinquency must be collected from the renter or user of utility services, and failing to do so, the revenues shall be considered uncollectable and deleted from the City resources. The City may charge 1% interest per month on delinquent accounts.

SECTION 6. Lien Procedure. Any and all sanitary sewer and water service bills not paid within 45 days after the due date shall be recorded by the City Recorder in the docket of City liens. When so docketed, said sum shall be a lien or charge against the estate and interest of the respective owners and the parties interested in such land which shall have been supplied with sanitary sewer and water service. Said persons shall make payment within 10 days from the time of entering the same in the docket of City liens and, if not so paid, the same shall be deemed delinquent and thereupon shall be collected in the manner provided for the collection of delinquent assessments. In addition to the City's property lien process, the City may use State statutes to collect the sewer bills.

SECTION 7. NOTICE - Notice to the City of the desire of any person to have the water turned off or on at any premises shall be given to the Finance Director at least 24 hours before the water is to be so turned on or off. In no event shall any person, other than the duly authorized employees of the City, turn on the supply of City water after the same has been shut off by the City due to discontinuance of service for any reason

ARTICLE VIII - DISBURSEMENT OF FUNDS

SECTION 1. All payments received by the City under the provisions of this resolution shall be deposited in, and or credited to, the Water Fund of the City of Wilsonville, as follows:

- A. Water System Capital Improvement Fund from which funds have been collected in the form of Water Connection Fees.
- B. The account(s) for the payment of principal and interest on maturing bonds, from which funds have been collected in the form of Water Connection Fees, and as directed by the City Council.
- C. The account(s) established for the operation and maintenance of the Water System from which funds have been collected in the form of Water User Fees. Operations and maintenance costs may include system replacement and Capital Outlay. Capital Outlay includes those items which are not Capital Improvements to the water system.
- D. The "Water Deposit Trust Account" established for the maintaining a deposit fund to ensure payment for services.

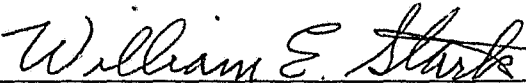
ARTICLE IX. REPEAL OF PRIOR RESOLUTION

Upon adoption of this resolution by the City Council, Resolution No. 203 enacted by the City Council on December 21, 1981, is hereby repealed.

ARTICLE X. VALIDITY

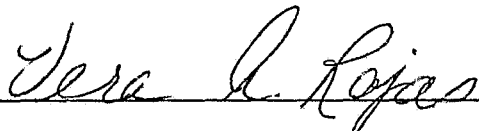
SECTION 1. The invalidity of any section clause, sentence or provision of this resolution shall not effect the validity of any other part or section of this resolution which can be given effect without such invalid part(s).

ADOPTED By the Wilsonville City Council at a regular meeting thereof this 18th day of April, 1988 and filed with the Wilsonville City Recorder this same date.



WILLIAM E. STARK, Mayor

ATTEST:



VERA A. ROJAS, City Recorder

SUMMARY of Votes:

Mayor Stark	Aye
Councilor Edwards	Aye
Councilor Braymen	No
Councilor Clarke	Aye
Councilor Jameson	Aye

CITY
OF

Wilsonville

30000 S.W. Town Center Loop E. • P.O. Box 220 • 503-682-1011

Wilsonville, Oregon 97070

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: PETE WALL, CITY MANAGER
SUBJECT: RESOLUTION RE: WATER CB-R-328-88
DATE: APRIL 14, 1988

This resolution is a total rewrite of our water resolution. This resolution deals with rates, rules, etc., of the operative of the water system.

The primary reason for this resolution is to increase our water rates in response to our recent successful election for a water bond sale. Staff have met with our financial consultant and his recommendation to us is to increase water rates now. The rate increase is 25%. We are presently working on the bond sale and have set a tentative schedule to have the sale occur around July 1st. There is a considerable amount of work involved to get to that point, so I emphasize that the date is tentative at this time.

The financial consultant has run some calculations and the 25% increase is what is anticipated to fund the bonds at present. Future increases, if necessary, will depend on the factors discussed in previous discussions on this matter. The factors include customer growth, operating expenses, the actual interest rate we receive on the bonds, repayment schedules, etc.

Another change proposed is to establish a deposit system for new accounts. We have not previously had a deposit system and currently have a good collection rate which runs in the upper 90% range. As the city grows, our population will become more transient. This can and does cause collection problems. The deposit amount is proposed as \$40, or an amount equal to an estimated three months billing. A resident of the city who has three years billing would be allowed to move within the city without a deposit. This change should improve our collections. In addition, people who own rental properties are liable for water and sewer billings for their renters. When a renter "disappears", this can cause a problem. A deposit system would help alleviate this problem.

Other changes include an increase in the charge for new meters for 1 1/2" and 2" meters to reflect their actual costs to the city. Other changes are housekeeping and a system for setting up the deposit process.

RECOMMENDATION: Adopt resolution

pw:vr