

RESOLUTION No. 14-0204-WTR

A RESOLUTION AMENDING, AND DEFINING COLLECTION REGULATIONS FOR THE UINTAH CITY WATER DEPARTMENT

RECITALS

BE IT HEREBY RESOLVED, by the City Council of Uintah City, State of Utah, as follows:

WHEREAS, various departments of the municipal government of Uintah City charge fees to offset the expense of providing certain municipal services; and

WHEREAS, the City has determined it is in the City's best interest to collect unpaid fees, and

WHEREAS, the City desires to more fully define the process for the collection of unpaid fees, and

WHEREAS, the City desires to update their resolution regarding fees, rules, and conditions as it relates to the administration of the Uintah City Water Department and use of culinary water.

NOW THEREFORE, be it hereby ordained and enacted by the City Council of the City of Uintah:

SECTION 1. The adoption of this Resolution supersedes all previous Resolutions pertaining to settings the fees and regulations for the Uintah City Water Department.

SECTION 2: FIRE HYDRANTS

Anyone wanting to use a fire hydrant for any purpose must fill out an application from the City Office prior to any use and pay the necessary fees. A penalty fee will be applied for anyone using a fire hydrant without first making application for use of a fire hydrant. Those using the fire hydrants in a legal capacity are exempt for the application form.

Upon payment of the deposit, the City will install a fire hydrant meter to determine the amount of usage. Fees for usage will be charged according to the usage shown on the meter. Fire hydrants will not be used without a meter first being installed. The meter will be checked at the end of each day to determine the usage.

An inspection will follow any use of a fire hydrant to make sure no damage has incurred. If damage has incurred, the applicant of the permit will be responsible to pay for the repair or replacement of the fire hydrant meter, fire hydrant, or any other damage. The deposit paid at time of application will be applied towards the damage or replacement and the applicant will be billed for any additional costs.

A new permit must be obtained for use that is not on a daily consecutive basis.

Fees for the use of fire hydrants shall be set as follows:

1. A penalty fee of \$200.00 will be charged to anyone using a fire hydrant without an approved application, except for authorized city personnel and firefighters in the line of duty.
2. A \$300.00 refundable deposit will be paid at time of application. If there is no damage to the fire hydrant upon inspection after use, the deposit will be refunded or applied to their water usage balance.
3. Meter Usage Fees
 - a. \$50.00 per day for water usage of 1 through 1,000 gallons.
 - b. \$50.00 per day plus \$10.00 per thousand/gallon for water usage of 1,001 gallons and up.

SECTION 3: IMPACT FEES

The fees are based from the analysis of Jones & Associates Engineers based upon the 2007 Water Impact Fee Update and Memo dated July 2010 addressing water connections for larger water service requests.

The manufactured home /trailer information is based on Fixture Units for the ERU calculations.

The following table summarizes flows from various size meters **plus** impact fee calculations:

Water Meter Size	Water Flow (gpm)	Water Demand Factor	Cost Per Meter Size
Manufactured Home/Trailer (¾ (Standard))	Up to 21	1.00	\$6,633.30
5/8 (Standard)	Up to 21	1.00	\$6,633.30
1 Inch	37	1.76	\$11,687.24
1½ Inches	83	3.95	\$26,217.33
2 Inches	147	7.00	\$46,433.10
3 Inches	330	15.71	\$104,237.57
4 Inches	587	27.95	\$185,416.53
6 Inches	1,322	62.95	\$417,582.03
8 inches	2,350	111.90	\$742,297.86

SECTION 4: RADIO READ AND METER FEES

METER TAMPERING PENALTY FEE

Customers that adjust or tamper with meters without permission from the City will be charged a Tampering Penalty Fee. Any damage that results from adjusting or tampering with the meter will result in charges being charged to the customer. Failure to pay the penalty fee as charged will result in discontinuation of water usage until the fees have been paid.

BLOCKED METER PENALTY FEE

Customers who fail to maintain an unobstructed access to water meters by keeping the meter and the area immediately surrounding it clear of all debris, shrubbery, grass, rocks, and other obstructions, including parking or storing cars, trucks, trailers or other objects over, around or on the meter will be charged a Blocked Meter Penalty Fee.

Customers will receive one letter requesting that they comply with maintaining access to their meter with a 30-day period in order to comply before the Blocked Meter Penalty Fee will be applied.

At the end of the 30-day period, if a customer fails to comply, the Blocked Meter Penalty Fee will be applied, and a second letter will be sent explaining that they are being charged the Blocked Meter Penalty Fee. The City will clear access to the meter and charge the customer any costs incurred by the City plus an Administrative and Labor Fee for personnel to do the work.

If the customer notifies the City that they do not have clear access to their meter, the Water Supervisor will work with the customer to get access restored. If the

customer complies, the City can credit the customers account up to half of the Blocked Meter Penalty Fee.

Failure to pay the penalty fee as charged will result in discontinuation of water usage until the fees have been paid.

RADIO READ METERS

All damages to Radio Read Meters or parts caused by any act or negligence of the customer, his/her family members, his/her visitors or invitees shall be repaired at the customer's expense.

Radio Read and Meter fee shall be set as follows:

1. A Tampering Penalty Fee of \$200.00 will be charged to anyone adjusting or tampering with the meter without permission from the City.
2. A \$50.00 Blocked Meter Penalty Fee will be charged to Customers who fail to maintain an unobstructed access to water meters and the area immediately surrounding the meters.
3. A \$100.00 Administrative and Labor Fee will be charged if City personnel are required to clear access to the meter.
4. Radio Read Meters:
 - a. \$300.00 for replacement of the Pit Antenna.
 - b. \$350.00 for replacement of Radio with Pit Antenna.
 - c. \$400 for replace of R900I Integrated Data Register Only
 - d. \$575.00 for replacement of ¾" T-10 Meter only.
 - e. \$450.00 for replacement of 1" T-10 Meter only.
 - f. \$300.00 for replacement of 2" T-10 Register only.

SECTION 5: WATER CONNECTION FEES:

Water connection fees for culinary water shall be set as follows:

Water Meter Size	Water Meter Type	Water Meter Cost See No. 1 Below	Administrative Cost	Labor	Total
¾ Inch	R900I– T 10 Meter Intergrated Data	\$400.00	\$50	\$135	\$585.00

1 Inch	R900I- T 10 Meter Intergrated Data	\$500.00	\$50	\$135	\$685.00
¾ Inch	Neptune T-10 Radio Read	\$365.00	\$50	\$135	\$550.00
1 Inch	Neptune T-10 Radio Read	\$465.00	\$50	\$135	\$650.00
No. 1 - Uintah City does not provide or set the meter if it exceeds 1 inch in size.					

SECTION 6: WATER USAGE FEES

The fees for water usage for the Uintah City Water Department shall be set as follows:

Monthly Fees For All Residents	Base Charge for general maintenance of the water system	\$13.00
	Payment of the bond for the water tank and water improvements	\$10.00
	0 to 10,000 Gallons	\$1.00 per 1,000 Gallons
	10,000 Gallons up to 30,000 Gallons	\$1.10 per 1,000 Gallons
	30,000 Gallons up to 50,000 Gallons	\$1.30 per 1,000 Gallons
	50,000 Gallons up to 60,000 Gallons	\$1.50 per 1,000 Gallons
	60,000 Gallons up to 70,000 Gallons	\$1.70 per 1,000 Gallons
	70,000 Gallons up to 80,000 Gallons	\$2.00 per 1,000 Gallons
	80,000 Gallons up to 90,000 Gallons	\$2.30 per 1,000 Gallons
	90,000 Gallons up to 100,000 Gallons	\$2.60 per 1,000 Gallons
	100,000 Gallons up to 110,000 Gallons	\$2.90 per 1,000 Gallons
110,000 Gallons up to Unlimited	\$3.00 per 1,000 Gallons	
Monthly Fees For All Businesses Located In Commercial Zones	Base Charge for general maintenance of the water system	\$15.00
	Payment of the bond for the water tank and water improvements	\$10.00
	0 to 10,000 Gallons	\$1.30 per 1,000 Gallons
	10,000 Gallons up to 30,000 Gallons	\$1.60 per 1,000 Gallons
	30,000 Gallons up to 50,000 Gallons	\$1.90 per 1,000 Gallons
	50,000 Gallons up to 60,000 Gallons	\$2.20 per 1,000 Gallons
	60,000 Gallons up to 70,000 Gallons	\$2.50 per 1,000 Gallons
	70,000 Gallons up to 80,000 Gallons	\$2.80 per 1,000 Gallons
	80,000 Gallons up to 90,000 Gallons	\$3.10 per 1,000 Gallons
	90,000 Gallons up to 100,000 Gallons	\$3.40 per 1,000 Gallons
	100,000 Gallons up to 110,000 Gallons	\$3.70 per 1,000 Gallons
110,000 Gallons up to Unlimited	\$4.00 per 1,000 Gallons	

SECTION 7: RULES AND CONDITIONS FOR CULINARY WATER USAGE:

The following rules and conditions for culinary water usage shall be set as follows:

<p>Automatic Payments (ACH)</p>	<p>A customer can request to have their account paid electronically through an automatic monthly debit to a designated customer banking account.</p> <p>The customer will need to fill out an application and provide the City with their banking information.</p> <p>An electronic payment fee will be applied as directed by the resolution currently in effect.</p>
<p>Billing Cycle</p>	<p>A Billing Cycle is from the 15th of one month to the 15th on the next month.</p>
<p>Billing Cut Off Date</p>	<p>The cut off date for billing of services is the 15th day of each month. If the 15th falls on a holiday or weekend, the date will be moved to the next working day.</p>
<p>Collection Of Unpaid Fees</p>	<p>Water customers with past due accounts shall pay in full or make arrangements to resolve outstanding debt or water will be shut off.</p> <p>All payment arrangements must include payment for current month's bill plus an amount equal to 10% of the outstanding amount, or a minimum of \$20 (whichever is greater) until account is paid in full.</p> <p>Delinquent customer accounts that are not paid by the close of business on the 15th of each month and per agreed upon arrangements will have water service shut off until their account is paid in full.</p> <p>Should collection become necessary, the responsible party agrees to pay a collection fee of up to 40% and all legal fees of collection, with or without suit, including attorney fees and court costs. UCA 12-1-11</p>
<p>Connection Or Reconnection To System</p>	<p>A fee of \$50 will be charged for each new owner, customer, or property rental connection to the System. If an owner or renter is moving out of a home, and the <u>water is not shut-off</u>, then the \$50 charge <u>will not</u> be applied.</p> <p>The connection fee is not a deposit; it is a connection fee and is not refundable.</p> <p>If services to the System are discontinued because of failure to pay, a connection fee will be assessed which is to be paid before the water is turned back on.</p>

Credit Card Payments	If a customer is paying with a credit card, an electronic payment fee will be added to the amount as authorized by the current resolution in affect at the time of payment.
Delinquent List	<p>A monthly list that is generated each month prior to billing that indicates customers that have not paid their account within the Billing Cycle.</p> <p>The Delinquent List will be used to determine which customers could have their water turned off or need to make arrangements to pay their account.</p>
Discontinuation Of Services	<p>If services to the System are discontinued because of failure to pay, a reconnection fee of \$50.00 will be assessed which is to be paid along with all other fees before the water is turned back on.</p> <p>Water will not be turned back on until all charges are paid in full, include monthly fees, late fees, shut-off fees, and reconnection fee.</p>
Due Date	<p>Payment of Bill/Notices is due on the 15th of the following month.</p> <p>If the 15th falls on a holiday or weekend, the date will be moved to the next working day.</p>
Equal Payment Plan	<p>A customer can request to have their account paid using the Equal Payment Plan. This plan offers a budget monthly payment based on the previous 12 months.</p> <p>The customer will need to fill out an application. A fee is not charged for this service.</p> <p>If a customer does not pay their bill on time, they are removed from Equal Payment Plan.</p> <p>Equal payment plans will be monitored by the Billing Clerk. If a customer misses 2 consecutive payments, the customer will be removed from the program.</p> <p>Once removed because of failure to pay, approval from the water supervisor must be obtained before the customer is added to the system again.</p>
Late Fee	A penalty fee of \$12 will be assessed for payments received after the Due Date.

Late Payment	If payment is not received by 5:00 p.m. on the Due Date, payment for the account is officially late.
Meter Reading Date	<p>Reading of water meters will take place at the end of a Billing Cycle or during a Billing Cycle if accommodations are necessary.</p> <p>Uintah City Water Department will always strive to read meters on the 15th of each month.</p> <p>Accommodations for events such as weather, work conditions, holidays, etc., will be made as necessary that could affect the meter reading date.</p>
Monthly Bill/Notice	A monthly Bill/Notice will be sent for the monthly fees for all utilities or fees authorized by resolution as soon as possible after the 15 th day of each month.
No Payments Within One Month Billing Cycle	<p>If no payments have been made on an account within a one-month billing cycle and the Bill/Notice <u>is returned</u> to the City and the customer has not contacted the City Office or the Water Supervisor regarding the account to make payment arrangements; the water will be turned off and the meter will be locked until the account is paid in full or arrangements have been made within these rules and conditions for culinary water usage.</p> <p>If no payments have been made on an account within a one-month billing cycle and the Bill/Notice <u>has not been returned</u>, the account is delinquent.</p>
Insufficient Funds (NSF)	<p>A penalty of \$35.00 will be charged to the customer along with a \$12.00 late fee when notice is received from a payment institution on an account of NSF.</p> <p>A letter will be sent to the customer stating the amount due along with the assessments and a two-week date will be given that will be identified as the Shut Off Date on which the fees shall be paid in full or the water will be shut off and the meter locked.</p> <p>If fees are not paid by 5:00 pm on the Shut Off Date the water will be shut off and a shut-off fee of \$50.00 will be assessed.</p> <p>If a customer's account has <u>2 or more NSF notices</u>, future payments on the account can only be made by a credit card, money order, cashiers check, or cash.</p>
Seasonal Shut Off	A customer can call and request that their water be shut off for an identified period of time due to seasonal travel.

	<p>Uintah City Water Department will shut off the water and turn the water back as requested by the customer.</p> <p>The fee of \$23 per month will be charged for the general maintenance of the water system and the bond payment if the customer requests to be shut-off for seasonal travel.</p>
<p>Separate Connections</p>	<p>Each separate structure on a lot shall have a separate water connection, except for a detached garage or permitted accessory building.</p> <p>If more than one structure is supplied from a single water connection, the City may shut off water service until a separate water connection is provided for the separate structure.</p> <p>Two or more structure cannot be supplied from the same service pipe, connection, or water meter <u>unless special permission for such combination usage has been granted by the City Council and is documented and filed in a customers file.</u></p> <p>Separate structures receiving water service through a single connection at the time this ordinance is adopted are exempt, under the following conditions:</p> <ul style="list-style-type: none"> ○ The property owner shall pay the minimum monthly rate for each separate structure. ○ No additional structures may be supplied. ○ If the property owner changes the use of the property or any structures supplied a separate connections for each structure will be provided. ○ If the property owner abandons the use of one or more of the structures for a period longer than one (1) year, the use may not be continued until the property owner has provided a separate connection.

<p>Shut Off List</p>	<p>A monthly list that is generated each month prior to billing that indicates customers that have not paid their previously account nor made arrangement to pay their account within the Billing Cycle.</p> <p>Accounts that have a balance due after two billing cycles are automatically on the shut off list.</p>
<p>Shut Off Date</p>	<p>Shut off date is 5 days after the Due Date.</p>
<p>Shut Off Fee</p>	<p>A \$50.00 fee will be assessed if a customer's water is shut off for failure to pay their account.</p> <p>If a customer's water is shut off for failure to pay their account, the customer will be assessed a fee of \$50.00 to have their water turned back on.</p> <p>If a person's name is on the Shut-Off List, and the water can't be shut off because of winter or other reason approved by the water supervisor, the fee will be charged automatically even if for some reason the water is not actually turned off.</p> <p>The Shut or Turn Off Fee will be assessed at 5:00 pm on the Shut Off Date, regardless of whether the water is actually shut off.</p>
<p>Turning On Water After Being Turned Off Prohibited</p>	<p>It is illegal and punishable for any person, after the water has been turned off from the premises for nonpayment of water charges or other violation of the ordinances, rules, regulations, or resolutions pertaining to the water supply, to turn on or allow the water to be turned on or used without authority from the Water superintendent.</p> <p>The charge for turning on water after the water has been turned off is a Class B Misdemeanor.</p>
<p>Turn On Fee</p>	<p>If a customer's water is turned or shut off for failure to pay their account, the customer will be assessed a fee of \$50.00 to have their water turned back on.</p>

<p>Vacant Homes Or Rentals</p>	<p>If a customer moves from a home or rental without notice to the City Office, the water will be turned off and the meter will be locked.</p> <p>If a customer of a vacant home, a home that will become vacant, or a rental desires to keep the water on, a \$200.00 dollar deposit will need to be paid at the City Office. If the customer chooses to pay the \$200.00 deposit, they will be required to sign a Deposit Agreement in which they will provide an address and phone number where they can be contacted. The Deposit Agreement will state that if, for some reason, we are not able to contact them with the address or phone number they left, any remaining deposit will be applied to the new customers account.</p> <p>During the period of vacancy, if no payment has been made on the account <u>within a one month billing cycle</u>, the water will be turned off and the meter will be locked until the account is paid in full or the owner has contacted the City Offices to make arrangements for the account.</p> <p>The deposit will be used to pay any fees that are outstanding when the premises are occupancy again.</p>
<p>Visitors With Recreational Vehicles</p>	<p>Customers with visiting individuals staying in a recreational vehicle (not including mobile homes) may receive water for a period not to last longer than 2 weeks.</p> <p>The billing customer will pay the bill for the water used by the visitor.</p>
<p>Water Services Outside City Limit</p>	<p>No new water connection will not be furnished to any person residing outside the City's corporate limits without city council approval.</p>

SECTION 8: This resolution shall take effect immediately after its passage and any posting which is required by law.