

Section 4 Amador Water Agency Miscellaneous Fees

The following fee schedules shall be applicable to all Amador Water Agency water and wastewater customers and applicants.

UN-1 WATER CONNECTION FEES

The following fees shall be applicable to all Applicants requesting a new water service connection and must be paid prior to any work being done by the Agency:

(a) Install Meter on Existing Service Connection

<u>Meter Size</u>	<u>Fee</u>
5/8 Inch	\$745
3/4 Inch	\$824
1 Inch	\$900
1-1/2 Inch	\$1,354
2 Inch	\$1,518

Larger than 2” - Actual cost of installation, as determined by the Agency.

(b) Install Meter and Service Connection

Applicants who request a water service connection that requires a mainline tap, installation of a meter box, meter and related appurtenances as determined by the Agency, will pay the actual costs of such installation based on an actual time and materials basis. The Applicant shall pay a deposit prior to any work being done by the Agency. Any amounts remaining after the work has been completed will be refunded to the Applicant. Any amount exceeding the amount of the deposit shall be paid by Applicant prior to water service being initiated.

Time and Materials Deposit \$7,500 minimum
(or more, depending on the complexity of the connection)

(c) Special Conditions

1. The service connection, meter boxes, valves and meters shall remain the property of the Agency.
2. A meter must be installed at the same time the service connection is installed, except in the case of accepted subdivisions.

3. In the event that the Applicant does not request the service connection and meter to be installed within one year after applying for and paying the appropriate charges, then the meter installation fee, less 10% for administrative costs, will be returned without interest and the application canceled.

UN-2 CREDIT DEPOSITS

For all residential and commercial services

Water Service Deposit	\$200 per service
Wastewater Service Deposit	\$300 per service
Commercial/Industrial Service Deposit, an amount equal to twice the estimated monthly bill but not less than	\$200 per service, minimum

UN-3 CHARGES FOR OTHER SERVICES

(a) Start/ Stop Service

A water or wastewater service account with AWA may be opened either by calling the Customer Service Department at (209) 223-3018, completing the online application, or by coming in to the Administration Office at 12800 Ridge Rd, Sutter Creek, CA. 95685 during business hours (8 a.m. to 4:30 p.m., Monday through Friday, excluding holidays). The administrative fee below is charged to open new accounts. This fee is charged each time customer’s change addresses within the Agency’s service area. When customers call, apply online or come in to open a new account, the account must be put in that person’s name. A spouse/significant other/trustee may be added to the account if both applicants sign the application. Customers may not establish accounts for another person.

Administrative Fee	\$25
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(b) Late Payment Penalties and Interest

Payments are due and payable upon presentation and become delinquent if not paid within 30 days after the billing date. Any charges remaining unpaid shall accrue late payment penalties and interest as follows:

Late Charge	\$10
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- (c) Fire Flow Testing - Charges for fire flow testing will be based on the actual time and materials required to inspect and monitor testing. Requester will be required to pay an \$1,200 deposit,

prior to any testing or work being performed by the Agency. Any deposit remaining after the work has been completed will be refunded to the requester, and any charges exceeding the amount of the deposit shall be paid to the Agency , per UN-6.

- (d) Meter Testing - The following fee will be added to the customer’s account should the customer request their meter be tested for accuracy. Should the meter be found, upon test, to register more than 5% fast under conditions of normal operation, the fee will be returned to the customer. Hydrant meters must be tested no more than three (3) weeks prior to use.

Meter Testing Fee - 5/8", 3/4", or 1"	\$68
Meter Testing Fee - Larger than 1"	Time and Material Costs
Hydrant Meter Testing Fee	\$117

- (e) Service Calls - The following fees are applicable to calls for service or verification to determine compliance with Agency rules and regulations for service, verification, special service requests, grease traps, septic tanks, and/or other miscellaneous customer inquiries:

Service Call Fees

Monday-Friday 8:00 a.m. – 4:30 p.m. \$181

On-Call hours; Monday-Friday before 8:00 a.m. or after 4:30 pm,
 Saturday, Sunday or Holidays \$208

- (f) Site Inspections - The following fee is applicable for calls to inspect, locate, measure or verify pipelines, meter boxes, service lines, curb/meter stops or other devices or sites during regular business hours:

Site Inspection Fee \$230

- (g) Service Reconnections – The following fees are applicable if Agency personnel turn service off or on at the customer’s request, or restore service discontinued for cause:

Service Reconnection Fees

Monday-Friday 8:00 a.m. – 4:30 p.m. \$89

On-Call hours Monday-Friday after 4:30 p.m.
 and/or Saturday, Sunday or Holiday \$214

Special Conditions

1. The Agency reserves the right to refuse to turn water service off/on between 10:00 pm and 8:00 am unless a bona fide emergency is established.
2. No water service will be turned off/on at the meter by anyone other than Agency Personnel.
3. The service call fee shall be charged to the customer's account, or, at the discretion of the Agency, be required to be paid by the customer prior to service being rendered.

(h) Notification of Intent to Disconnect Service - The following charge shall be added to the customer's account each time the Agency is required to place a door tag at the customer's service location for notification of Agency's intent to turn off water service for nonpayment of charges:

Notification Fee \$19

(i) Lock Replacement - A lock replacement fee will be added to an account if a service lock is damaged or removed:

Lock Replacement Fee \$73

(j) Returned Checks - The following charge shall be added to the customer's account for each check tendered as payment that is returned unpaid to the Agency by its financial institution:

Returned Check Fee \$26

(k) Special Conditions - The Agency reserves the right to report any person whose check is returned unpaid to the Amador County District Attorney for disposition. In the event of reoccurrence of returned checks, the Agency reserves the right to refuse checks as the form of payment.

(l) Obstructed Meter - Subsequent to the Agency's initial notification to a customer to remove any object(s) obstructing the Agency's water meter, the following charge shall be added to the customer's account each time Agency personnel thereafter are dispatched to verify such removal:

Obstructed Meter Fee \$41

(m) Meter Resetting - When service is disconnected for any reason, the following charge shall be added to the customer's account for resetting a meter that was removed after discontinuance of service for cause:

Meter Resetting Fee (M-F 8:00 a.m. – 4:30 p.m.) \$269

(n)Temporary Service through a Fire Hydrant - Revocable temporary Hydrant Meter or construction water service permits may be available through an AWA hydrant meter and backflow device at times and locations to be determined by the Agency. Such temporary use permits are entirely subject to the discretion and conditions of the Agency, and may be revoked at any time. In addition to paying the hydrant meter monthly Service Charge and for water used and billed under the appropriate rate schedule below, a hydrant meter deposit is required in advance to cover the cost of any damage to or replacement of the meter and other devices. A portion of the deposit is non-refundable. Spanner Wrenches are also available and require a deposit (refer to Water Code Section 2.49(e) for use of Spanner Wrench). Devices are inspected by Agency staff upon checkout and return for proper working order. When devices are returned damaged or otherwise not in proper working order the deposit will be charged any time and materials required to repair or replace the device. Deposits are forfeit if the devices are not timely returned, lost, stolen, missing, damaged, unrepairable or otherwise not useable. Customer shall be liable for additional charges resulting from any damages that may occur or resulting from use, non-use or improper use of the hydrant meter, backflow device or accessories, as determined by the Agency.

Meter reads are to be reported to the Agency by the 20th of each month. If the meter reads are not provided by the specified time frame, a penalty will be assessed to the account and the temporary use permit may be revoked. Hydrant meter use permits are temporary and may be revoked by the Agency at any time for any reason, upon which the devices shall be immediately returned to the Agency.

Hydrant Meter Deposits, Rates and Fees

- Hydrant Meter Deposit, Neptune with check valve \$2,500
- Hydrant Meter Deposit, Zenner with backflow \$3,000
- Hydrant Meter Deposit, non-refundable portion \$79
- Spanner Wrench Deposit \$91
- Monthly Service Charge* (use 5/8” Service Charge) . . . see current rate schedule
- Commodity Charge, treated or untreated see current rate schedule
- Non-Reporting Fees *
 - First offense \$25
 - Second offense \$54
 - Third offense \$115
 - Per month following the third offense \$115

*The monthly Service Charge and late fees for non-reporting will continue to be charged every month, or portion thereof, until such time as the hydrant meter and spanner wrench are returned.

(o) Annexation/Detachment Requests - Property Owners wishing to annex or detach from a Water Agency Improvement District shall be financially responsible for costs incurred in processing such a request. The following fee is not refundable:

Annexation/Detachment Fee \$668

(p) Backflow Prevention Device Testing - The following fee shall be charged if the Agency tests or inspects a privately owned backflow prevention device or assembly:

Backflow Prevention Device Test Fee \$324

(q) Public Records Request Fee Schedule - The following fee shall be charged for copies of an identifiable public record or certified copy of such record:

Copy Fees

Black and White 8 ½ x 11 \$0.10/page
 Black and White 11 x 14 \$0.14/page
 Black and White 11 x 17 \$0.20/page
 Color 8 ½ x 11 \$0.45/page
 Color 11 x 14 \$0.70/page
 Color 11 x 17 \$1.00/page
 C, D & E size, black and white only \$10.00/page

Any print larger than listed above or in color will be charged at \$3.00/sqft. Any printing completed by an outside service will be charged actual costs incurred.

Digital Media Fees

Digital copy of documents to CD, DVD, USB drive, or other media storage device. In order to protect the Agency’s network, personal devices will not be used to transfer data requested by a member of the public.

..... current retail cost

Board Meeting Agenda Packets and Minutes

E-mailed only: no charge

(printed copy may be provided at General Manager discretion)

(r) Equipment, Materials & Labor – For all installations, projects or developments, the Agency shall endeavor to recover costs incurred. Equipment shall be billed on a time and material basis for all usage and costs incurred at the then prevailing rate per the most current version of the Caltrans approved rate schedule. Materials shall be billed at the then prevailing rate or actual costs incurred, including tax, shipping and handling. Labor shall be fully burdened, including benefits and overhead.

(s) Liens – When a lien against a property is served or recorded, the following charge shall be added to the customer’s account for placing and, when payment is made, releasing the lien. The charge shall be included with the lien and paid in full prior to releasing the lien.

Lien Fee \$147

(t) Water Restriction Device - Subsequent to the Agency's written warning to a customer of violations of the Conservation Plan, a water restriction device may be placed on the customer’s Meter for the duration described in Article 3 – Water Conservation. The following charges shall be added to the customer's account each time Agency personnel install or remove a Water Restriction Device:

Water Restriction Device Installation Fee \$351
 Water Restriction Device Removal Fee \$208

UN-4 CAPACITY FEE EQUIVALENTS

(a) Capacity Fee Ratios

The following ratios will apply, unless otherwise specified, purchased or required, as determined by the Agency:

<u>Meter Size</u>	<u>Max. Instantaneous</u>	<u>Avg. Daily Flow</u>	<u>EDUs</u>	<u>Charge Ratio</u>
5/8 Inch	20 gpm	400 gpd	1 EDU	= 1
3/4 Inch	30 gpm	600 gpd	1.5 EDUs	= 1.5
1 Inch	50 gpm	1,000 gpd	2.5 EDUs	= 2.5
1&1/2 Inch	100 gpm	2,000 gpd	5 EDUs	= 5
2 Inch	160 gpm	3,200 gpd	8 EDUs	= 8
3 Inch	300 gpm	6,400 gpd	16 EDUs	= 16
4 Inch	500 gpm	10,000 gpd	25 EDUs	= 25
6 Inch	1,000 gpm	20,000 gpd	50 EDUs	= 50

8 Inch	1,800 gpm	36,000 gpd	90 EDUs = 90
10 Inch	2,900 gpm	58,000 gpd	145 EDUs = 145
12 Inch	4,300 gpm	86,000 gpd	215 EDUs = 215

Standard residential connections, when increased in size to account solely for sprinkler fire flow accommodations, shall be billed at the 5/8 inch rate, or higher as appropriate.

(b) Multiple Dwelling Units

The Capacity Fee for a condominium, townhouse, apartment or similar type multiple dwelling unit shall be a percentage of the appropriate Capacity Fee applicable to a customer using a single EDU, depending on the number of bedrooms per unit. The percentages are:

<u>Bedrooms Per Unit</u>	<u>Percentage</u>
3 or More	100%
2	90%
1	80%

(c) Manufactured Home Parks

The Capacity Fee for manufactured homes in a manufactured home park shall be a percentage of the appropriate Capacity Fee applicable to a customer using a 5/8 inch meter, depending on the number of manufactured homes per acre. The percentages are:

<u>Dwelling Units per Acre</u>	<u>Percentage</u>
1 - 4	100%
5 - 6	90%
7 - 8	80%
9 or more	70%

(d) Accessory Dwelling Units (ADUs)

The Capacity Fee for an ADU shall be a percentage of the appropriate Capacity Fee applicable to a customer, multiplied by the square footage of the ADU divided by 2,200 square feet, being the average size of a new single family residential unit. The ADU Capacity Fee shall be in addition to other required capacity fees and other fees.

UN-5 WASTEWATER APPLICATION FEE

The following fee shall be charged when an Applicant applies for a new, modified or replaced wastewater (sewer) service, tank or permit. The Applicant shall pay to the Agency an application fee for each unit, connection, tenant space or parcel, each of which require a separate application. The Agency will not accept an application until it receives the application fee. The fee is intended to cover the cost of initial application review, up to two plan reviews, and up to two field inspections for the proposed project. Additional administrative review, plan reviews or inspections will be charged on a time and materials basis per UN-6. AWA may request a deposit to cover additional or expected costs per UN-6.

Wastewater Application Fee: Residential (conventional)	\$478
Wastewater Application Fee: Residential (STEP or STEF ¹)	\$955
Wastewater Application Fee: Commercial/Industrial	\$955

UN-6 ENGINEERING SERVICES AND FEES

(a) Determination of Water or Wastewater Availability

The following fee shall be charged for each application for a Determination of Water or Wastewater Availability. The Agency will not accept an application until it receives the application fee. The fee is intended to cover the cost of initial application review and one response letter for the proposed project. Additional administrative review, plan reviews or inspections will be charged on a time and materials basis per UN-6. AWA may request a deposit to cover additional or expected costs per UN-6.

Determination of Water or Wastewater Availability Fee	\$672
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(b) Project Deposits

The following deposits may be required when an Applicant (or Developer, in this section) seeks water, wastewater or other services for a residential, industrial, commercial, business, development or other project. The Applicant shall pay to the Agency a deposit for six months of anticipated work, as determined by the Agency, relating to the project which may include plan review, engineering support, construction, project management testing and inspection, among other services. The Applicant will be billed all actual costs incurred by the Agency for work on the Project. Five days from invoice mailing the applicant shall be deemed in receipt of the invoice. Invoices shall be paid by the Applicant within twenty-five days of receipt of invoice. The deposit shall be held in reserve and not used against actual costs incurred by the Agency, unless invoices are delinquent. If invoices

¹ Septic Tank Effluent Pump (STEP) and Septic Tank Effluent Filter (STEF)

are not paid within twenty-five days of receipt of invoice (thirty days from mailing), the invoices are delinquent, interest shall accrue at the then prevailing legal rate and the deposit shall be used to pay all invoices. If any portion of the deposit is used to pay any invoices, all work shall cease on the Project and work shall not resume until all project invoices have been paid in full and the required deposit is replenished in full. Unused deposited funds will be refunded to the Applicant when no further Agency work on the Project is anticipated by the Agency.

Commercial/Industrial/Multi-Unit Deposit	\$1,500 minimum
(single connection & parcel)		
Developer Deposit	\$5,000 minimum