

**TRAILS END WATER DISTRICT NO 2  
MASON COUNTY, WASHINGTON**

**RESOLUTION NO. 2023-3**

**A RESOLUTION of the Board of Commissioners of Trails End Water District, Mason County, Washington, to establish the owners of property as the account holders for any water service accounts with the District, and Addendum A to include a fee for the Duplicate Billing System.**

WHEREAS, the Commissioners of Trails End Water District 2 have established rates and charges regarding all aspects of the provision of water and street lighting to its customers, and WHEREAS, it is the purpose of the Board of said District to amend such rates and charges, and to re-define and/or expand upon the prior pronouncements in these areas, and WHEREAS, the District has adjusted its schedule for rates and charges for 2023 with the ability to alter or change those rates at any time, and WHEREAS, the District has determined it will no longer create new accounts for tenants but will list the owner of the property as the responsible party on the water account and will list the owner's address as the billing address, and WHEREAS the District will, for an additional fee, allow any Owner to enroll in a Duplicate billing System wherein the monthly billing would be mailed to both the owner and tenant, it is now therefore,

RESOLVED that Addendum A Rates and Charges, is hereby AMENDED with regards to the following:

All water accounts shall be held in the name of the owner of the property. A Duplicate Billing System shall be an additional service offered by the District. Such service is available to Owner/Landlords who wish their tenants to also receive a copy of the water bill for the leased/rented property. To enroll, an Owner must contact the District offices to be put into the System and provide contact information regarding tenant. Addendum A shall be amended to reflect a \$7.65 per month charge for any Owner/Landlord who chooses to enroll in the Duplicate Billing System.

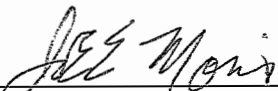
It is also RESOLVED,

That Addendum A be amended to reflect the Duplicate Billing System charge of \$7.65 per month for any owner thus enrolled.

All other provisions of Resolution 2016-2 shall remain in full force and effect.

ADOPTED by the Board of Commissioners of the Trails End Water District at the regularly scheduled meeting on this 12 day of September, 2023.

  
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CHAIRMAN- COMMISSIONER

  
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COMMISSIONER

  
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COMMISSIONER

ADDENDUM A  
Ninth Amendment  
September 12, 2023

**I. BASIC RATES:**

**A. Basic Rate:** For each dwelling unit the basic charge is \$50.19 per billing cycle.

**Inclusive in the basic rate is \$10.79 which is earmarked for the Reserve Maintenance Fund.**

**Consumption Charge:** In addition to the basic rate, there shall be a tiered system for charges per cubic feet used as follows:

- 1. \$0.0096 is charged per cubic foot (cf) for usage between 500 to 1000 cf.**
- 2. \$0.0186 is charged per cubic foot (cf) for usage between 1000 to 1500 cf.**
- 3. \$0.0485 is charged per cubic foot (cf) for usage 1500 cf and above.**

**B. Basic Rate for Commercial Unit:** There are no commercial unit currently within the boundaries of Trail's End Water District. In the event commercial units come into existence, a rate based on a basic rate, consumption charge, and a meter size charge shall be established.

**C. Excise Tax:** \$0.05029 is charged by the State of Washington on water charges

**D. Trailer Parks and Mobile Homes:**

There are currently no trailer or mobile home parks within the boundaries of Trail's End Water District. In the event either type of facility comes into existence, Trailer parks and mobile home parks may be master-metered, and a rate based on a basic rate, and a consumption charge shall be established for each dwelling unit.

**E. Multiple dwelling units:** Structures containing two (2) or more dwelling units shall be deemed multiple dwelling units. Each building shall be separately metered except by the specific agreement of the District if other methods of metering be established. The rates shall be:

the basic rate of **\$50.19** per unit plus the applicable consumption charge as follows:

1. \$0.0096 is charged per cubic foot (cf) for usage between 500 to 1000 cf.
2. \$0.0186 is charged per cubic foot (cf) for usage between 1000 to 1500 cf.
3. \$0.0485 is charged per cubic foot (cf) for usage 1500 cf and above.

Inventory of occupied units shall be required and vacancy shall not affect the number of units for which charges are computed. This section shall not apply to Accessory Dwelling Units or Accessory Living Quarters.

F. Recreational Property: At this time, there is no separate billing category for recreational property.

G. Mini Minimum Charge: This charge may apply to real property regardless of a dwelling unit. If a customer can show at least three consecutive months of usage at or below 100 cubic feet per billing period, such customer may apply for the "Mini Minimum" rate, which shall be a flat basic rate of **\$40.48** per billing period. If consumption for a billing period is in excess of this amount, the customer thereupon shall be disqualified for this flat rate until such time as consumption per billing period shall have again been at or below 100 cubic feet per billing period consumption for two consecutive billing periods.

H. Accessory Dwelling Units (ADU): An ADU shall be defined as per the current Mason County definitions, but in any event is a secondary dwelling unit located on the same parcel as a primary residence. Each ADU shall be charged as a dwelling unit for a basic monthly rate and water usage charges at the same rate as set forth in Section 1A above.

## II. DEVELOPER FEES, RATES, AND CHARGES

At this time, the District boundaries have been built out and thus there is no need to develop a fee schedule for developer's extension of the system. If in the future the District annexes area or is otherwise open to development, a system of fees, rates, and charges will be developed to include hydrant deposits, connection charges based on meter size, and development fees for applications and manuals/

## III. CONNECTION CHARGES

**Connection Charges:** At the time of first requesting connection of a property or ADU to the District's mains, there shall be paid the following connection charges by the property owners seeking to connect to the district's water supply system:

### A. . Meter Installation charges based upon meter size--

<u>Meter Size</u>	<u>Amount</u>
5/8" x 3/4"	\$ 1,285.00

1” \$ 1,285.00

Any meter size larger than 1 inch shall be charged time and materials and shall be determined at the time of application. The estimate for labor is based on current wages of assigned employees, and a written estimate will be provided prior to work starting.

Meter Installation: The charges shall apply to each lot or parcel and to each Accessory Dwelling Unit being serviced by Trails End Water District. There shall be a separate meter installed for each lot or parcel, or Accessory Dwelling Unit.

Irrigation Meter: An irrigation meter is separate and requires a separate meter installation charge and separate capital improvements charge. Installation of an irrigation meter shall not require payment of a Distribution Improvement Charge.

**B. Production and Storage Improvements Charge:** This is often referred to as the “capital improvements” charge. There shall be paid a capital improvements charge to provide for an equitable contribution towards the cost of water production and storage facilities. This charge shall be the amount of:

Per dwelling unit..... \$2,915.00

Per Recreational Property.....\$2,915.00

Multiple Units or Trailer Parks, per unit: ..... None set by the Board

Commercial property per square foot..... None set by the Board

Multi-Use Structures: The production and storage improvements charge for multi-use structures shall be determined on a case by case basis, considering the conditions and circumstances then existing, the charges to be as nearly as may be uniform for circumstances and uses which are similar in nature, provided, however, that any multiple use structure containing dwelling units shall be charged in accordance with commercial charges when such charges are set.

**C. Distribution Improvements (D.I.) Charge:** This is often referred to as the “front footage” or “backlot” charge. The boundaries of the District are currently built out. If such backlot charges become applicable in the future, the Board shall set these charges and their calculation.....None set by the Board

**D. Accessory Dwelling Units (ADU):** The connection charge for an ADU where the primary residence is already appropriately connected to the water system shall be the Meter Installation Fee only, as per the schedule above in III (A). If there is no valid existing connection of the main residence to the District’s mains, then the full connection fee would be due.

#### **IV. OUT OF DISTRICT CHARGES FOR SERVICE**

Out of District charges to customers whose service is outside the incorporated boundaries of the District as legally described is subject to setting at time of application, in lieu of charges reflected in this resolution, on a case by case basis, at the discretion of the commissioners

#### **V. LEAK ADJUSTMENT**

Customers may receive one adjustment every three (3) years up to 50% of the billing amount being contested due to a leak.

**VI. WATER AVAILABILITY LETTERS**

Water Availability Letters:.....\$500.00  
Letters are valid for two (2) years from time of issuance, and will run with the property.

**VII. STREET LIGHTING**

Street Lighting shall be charged at a flat rate per residential unit per billing cycle.....\$2.00

**VIII. OTHER FEES AND CHARGES**

*meter*  
A. Tampering Charges ..... \$200.00

B. Cross Connection charge:  
Re Test of Cross Connection: .....\$40.00  
Reconnection Fee:.....\$40.00

C. Account Change Fee:.....\$20.00  
At the time of connection or at the time of a subsequent change of account responsibility, there shall be paid to the District an account change fee. This sum is not refundable.

D. Transfer of Title Fee:.....\$35.00  
At the time there is a change of account responsibility due to a transfer of title, there shall be paid to the District a title transfer fee.

E. After Hours Fee:.....\$50.00  
When the connection or provision of water, or the collection of charges or fees, or any other activity relating to service to any customer involves District employees after usual business hours, an after hours fee may be assessed.

F. Shut off Notices or Door Tags .....\$ 20.00  
On the 16th day of the third month following the period billed, if payment has not been received, the District will cut off service. To remind the customer of this provision, the District may give a shut-off notice by delivery or conspicuous posting. An additional \$20.00 fee shall be due and payable as of the day of the posting or delivery.

G. Service Turned Off or On: .....\$25.00  
Per customer request, if the meter is turned off for more than three (3) months.

H. Reconnection Fee:.....\$40.00  
After shut-off water service will not be restored until full payment on the account, including all fees and charges, plus an additional \$40.00 to restore service.

- I. Delinquency: The minimum amount due on any account in order for Trails End Water District to issue a delinquency notice is:.....\$30.00
  
- J. Failure to Allow Reading of Meter.....\$5.00 Per day  
If any property owner, tenant, licensee, or other occupant fail to permit District personnel upon the property for the purpose of reading a water meter, then in addition to the base rate, a fee of \$5.00 per day shall be assessed each month.
  
- J. Abandonment of Service: .....\$100.  
The District shall charge for each meter pulled pursuant to a request for abandonment.
  
- K. Reactivation of Abandoned Service:.....\$300  
Each customer request for reactivation shall be charged a re-drop fee. If the reactivation request is made within three (3) years of the original request to abandon service, then the account when reactivated will be back billed for the basic rate, retroactive to the date of inactivation.
  
- K. Returned Check Fee:.....\$40.00  
If any check is returned for insufficient funds, the customer shall be charged the maximum allowable fee.
  
- L. Penalty charged on Delinquent Notices (as of August 2016 billing cycle)
  - a. Active Account: .....10% of delinquency for the billing period in which the delinquency occurs.
  - b. Inactive Account.....1% monthly charge on the entire balance, to be charged on the entire balance for each successive billing period that the account remains in arrears.
  
- M. Lien Fees: Charges paid by the District to file, record, or otherwise cause a lien to be placed on a customer due to overdue accounts shall be reimbursed to the District prior to the lien being released.
  
- N. Duplicate Billing System for Landlords: all billing to be sent to property owners, those enrolled in Duplicate Billing System will have a duplicate bill sent to the tenant.....\$7.65 per billing cycle

Approved by the Trails End Water District Board of Commissioners on this 12<sup>th</sup> day of September 2023.

  
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 DEB WATSON, Commissioner

  
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 JOE MORRIS, Commissioner

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 SARAH CARLSON, Commissioner