

RESOLUTION NUMBER 2015R-030

A RESOLUTION ESTABLISHING CERTAIN MISCELLANEOUS ADMINISTRATIVE FEES, FINES AND CHARGES FOR SERVICES PROVIDED BY PUBLIC WORKS, AND PROVIDING FOR OTHER PROPERLY RELATED MATTERS

WHEREAS, Douglas County has the authority to own, operate, and maintain water and sewer system facilities pursuant to Nevada Revised Statutes 244.157 and 318.144; and

WHEREAS, the Board of County Commissioners has directed that all Douglas County owned utilities be operated as independent enterprise funds in accordance with NRS 354.517; and

WHEREAS, the Douglas County Board of Commissioners has determined that the County fees and charges for water and sewer service provided by the Utilities Division should be set at a level that at a minimum reasonably reimburses the County for all costs incurred in providing the service; and

WHEREAS, the Board of County Commissioners have caused the customers of the Carson Valley Water Utility, Regional Water Utility, Lake Tahoe Water Utility and Sewer Utility to receive notice of the proposed change and additions to the miscellaneous administrative fees and charges for water and sewer services pursuant to the requirements of NRS 318.199 and all other applicable laws, and

WHEREAS, the Board of County Commissioners finds that it is more efficient to consolidate all of its miscellaneous administrative fees and charges into a single resolution for transparency and clarity; and

WHEREAS, the Board of County Commissioners has amended and added additional administrative fees to more accurately reflect the cost for services provided by the Public Works Department.

NOW, THEREFORE, BE IT RESOLVED by the Douglas County Board of Commissioners as follows:

SECTION 1. Resolutions 99R-075, 2010R-004, 2007R-038, 2004R-042 and 2006R-042 are repealed in their entirety.

SECTION 2. Prior to imposing any fine authorized by this resolution, it is the intent of the Board of County Commissioners to have the Douglas County Public Works Department mail a written notice to any utility customer, at the customer's last known address, that the customer may be subject to a fine and warn the customer that corrective action must immediately be taken or a fine will be imposed. If the Director of Public Works believes that the public health and safety is at risk, such as a customer's tampering with a water meter or other water or sewer

facility, then a warning letter is not required to be mailed before a fine is imposed or other action is taken.

SECTION 3. Miscellaneous administrative fees for water and sewer service are established as follows:

- A. If service is disconnected by the County due to a delinquent account, the customer shall pay a processing charge of one hundred twenty-five dollars (\$125.00) for disconnection, and another one hundred twenty-five dollars (\$125.00) for reconnection, plus the cost of labor, equipment and materials incurred by the County to perform the work.
- B. If a customer requests an account transfer, a service fee of twenty-five dollars (\$25.00) will be charged.
- C. If a customer requests a special meter reading, a service fee of fifty dollars (\$50.00) will be charged. If an error is detected requiring an adjustment in the customer billing as a result of a special meter reading, the dollars (\$50.00) service fee will be waived.
- D. Temporary water shut-offs and turn-ons during normal scheduled working hours at the request of the customer or customer's representative will result in a service charge to the customer of fifty dollars (\$50.00) per visit to the site.
- E. Turn-offs and or/turn-ons provided outside of normal scheduled working hours at the request of the customer or customer's representative will result in an emergency service charge of one hundred fifty dollars (\$150.00) per visit to the site.
- F. An inspection fee of one hundred dollars (\$100.00) will be charged for each individual connection or disconnection (abandonment) to the public water and/or sewer system.
- G. A connection permit application fee of one hundred dollars (\$100.00) will be charged for each individual application to connect to the public water and/or sewer system.
- H. Accounts not paid by the twenty-fifth (25th) day of the month are delinquent and will be charged a late payment penalty of five percent (5%) for the first month's delinquency on the outstanding balance. In addition, a penalty of two percent (2%) for each additional month for nonpayment of the charges will be assessed.
- I. Charges for service lateral connection installations shall be charged based on the cost of labor, equipment and materials incurred by the County to perform the work, including a ten percent (10%) administrative fee.
- J. A connection charge refund service fee of fifty dollars (\$50.00) will be collected for each individual refund request.

SECTION 4. Rates, fees and deposits for bulk water service are established as follows:

Fill Station	
Non-refundable application fee	\$225.00
Refundable key deposit	\$200.00
Monthly base rate	\$125.00
Monthly usage charge per kgal	\$4.00

Fire Hydrant

Non-refundable application fee	\$225.00
Refundable hydrant meter deposit	\$1,250.00
Monthly base rate	\$125.00
Monthly usage charge per kgal	\$4.00

SECTION 5. Water meter installation charges are established as follows:

Service Size	Installation Charge ¹
¾"	\$350.00
1"	\$450.00
1 ½" Compound	\$1,430.00
2" Compound	\$1,640.00
4"	\$3,550.00

SECTION 6. Pretreatment permit application and inspection fees are established as follows:

Hazard Class	Permit Application Fee	Annual Inspection Fee
I	\$100.00	\$0.00
II	\$150.00	\$150.00
III	\$250.00	\$500.00
IV	\$250.00	\$1,000.00
V	\$250.00	\$1,000.00

SECTION 7. Fines and penalties for tampering with county facilities, unauthorized use of water, water waste and leaks are established as follows:

- A. Use of water from a fire hydrant without a permit:
 - First offense: \$500
 - Second and additional offenses: \$1,000

- B. Water metering tampering:²
 - First offense: \$500
 - Second and additional offenses: \$1,000

¹ The water meter installation charge includes the meter and installation in a County approved meter pit assembly.

² Fine plus the cost for labor, equipment and materials incurred by the County to perform the work to correct the tampering.

C. Water waste:

First offense: Written Warning
Second offense: \$250
Third and additional offenses: \$500 (each occurrence)

D. Water Leak on private service lateral:

A fine of \$500.00 per day after the fifth (5th) business day after notice is mailed to the owner of record.

SECTION 8. Copying and document reproduction charges are established as follows:

A. Copying fees:³

Personnel	0 to 30 minutes	30 minutes plus
Clerical and secretarial	No charge	\$30 per hour
Administrative and professional	No charge	\$55 per hour

B. Request for Public Records/Books:⁴

Personnel	0 to 30 minutes	30 minutes plus
Clerical and secretarial	No charge	\$30 per hour
Administrative and professional	No charge	\$55 per hour

SECTION 9. The water rights fee schedule for cash in lieu of the dedication of water rights to Douglas County is established as follows:

Location	Water Right	Fee in lieu of dedication
Carson Valley and Antelope Valley	Primary Groundwater	\$12,000/acre-foot annually
Carson Valley and Antelope Valley	Decreed Surface Water	\$2,000/acre-foot annually
Lake Tahoe	Primary Surface water	\$13,250/acre-foot annually
Eagle Valley	Primary Groundwater	\$10,000/acre-foot annually

For each water right permit dedicated to the County, the applicant must prepare and file the Abstract of Ownership and Report of Conveyance of Title Report and pay all associated fees for the transfer of the right ownership to Douglas County. Additionally, the applicant must prepare, file and pay all associated fees due to the State Engineer for any change applications, as directed by the County.

³ In addition to the labor charges, a copying fee of ten cents (.10¢) per page will be charged.

⁴ In addition to the labor charges, a copying fee of ten cents (.10¢) per page will be charged.

A five hundred dollar (\$500) administrative fee will be collected for each individual water right permit dedicated to the County. The administrative fee is in addition to the cash in lieu of water rights dedication fee established herein.

SECTION 10. This resolution shall become effective upon adoption by the Douglas County Board of Commissioners.


ADOPTED this 2nd day of July, 2015, by the following vote:

AYES: Commissioners: Doug N. Johnson
Nancy McDermid
Greg Lynn
Barry Penzel
Steve Thaler

NAYS: Commissioners: None

ABSENT: Commissioners: None

ABSTAIN: Commissioners: None


Doug N. Johnson, Chairman
Douglas County Board of Commissioners

ATTEST:

BY: Kathy Lewis
Kathy Lewis, Douglas County Clerk-Treasurer

