

## **Chapter 3**

### **Sewer Rates**

#### **3.01 General Provisions**

##### **3.01.01 Purpose**

The purpose of this Chapter is to prescribe charges for the use of District Sewerage facilities.

#### **3.02 Sewer Use Charges**

##### **3.02.01 General**

All users of District Sewerage facilities must pay Sewer Use Charges to the District, in accordance with the "Schedule of Rates" in this Section.

##### **3.02.02 Billing For District Sewer Use Charges**

Each Contributing Agency must establish and maintain a billing system for the collection of District Sewer Use Charges, which conforms to the classification and categorization of User rates established and adopted by the District. Except as provided in Section 3.02.18 of this Chapter, the billing period established by the Contributing Agency will be no less frequent than bi-monthly. Not later than sixty (60) days following the date of each regular periodic billing by a Contributing Agency, that Contributing Agency will pay to the District a sum that equals the total of all District charges that were included, or should have been included in the billing.

##### **3.02.03 Billing Period**

Residential and Commercial Users will be billed no less frequent than bi-monthly. Bills issued on a bi-monthly billing cycle are due and payable upon presentation and become delinquent forty-five (45) days after the date of billing. Bills issued on a monthly billing cycle are due and payable upon presentation and become delinquent twenty-one (21) days after the date of billing.

Industrial Users will be billed monthly (one month in arrears) based upon charges computed by the District Engineer for the previous month. Bills are due and payable upon presentation and become delinquent thirty (30) days after the date of billing.

##### **3.02.04 Billing Basis**

Billing will be based on the Wastewater characteristics of the User as determined by the District Engineer.

##### **3.02.05 Initial Bill**

Billing will begin on the date the Premises are suitable for occupancy, which is normally considered to be 90 days after the Premises are connected to the Public Sewer system. However, the District Engineer is empowered to vary the date that the Premises are considered suitable for occupancy, based on a reasonable interpretation of information obtained from public records or field inspections. The District Engineer may also initiate billing based upon a request for other utility services to the Premises or notification from owners or occupants that the structure is completed. In all cases, initial bills will be to the property owner of record as of the date the property is considered suitable for occupancy.

### **3.02.06 Adjustments**

Charges may be adjusted at each billing, when appropriate. Any amount paid in excess of the actual computed charge will be credited against the charge for the next billing period. Any deficiency in the amount paid and the actual computed charge will be added to the charge for the following billing period. No deficiencies or credits will be made for a period more than three (3) years prior to the date the District Engineer determines that a billing discrepancy exists, except as authorized in Section 3.02.04.

Adjustments of Sewer Use Charges requested and documented will be made to the Contributing Agency as appropriate. Any amounts paid by the Contributing Agency in excess of actual computed charges will be credited against the amount to be paid to the District by the Contributing Agency for the ensuing billing period. Any deficiency between the amount paid by the Contributing Agency and the actual computed charges will be added to the amount to be paid to District for the next billing period. No deficiencies or credits will be made for a period exceeding three (3) years prior to the date the District Engineer determines that a billing discrepancy exists, except as authorized in Section 3.02.04.

Adjustments to Industrial Users billed directly by the District will be made in the same manner as for Residential and Commercial Users, except that credits will be granted, or deficiencies charged, directly to the billed customer.

### **3.02.07 Reasons for Adjustments**

The District Engineer may adjust billing or grant refunds for the following reasons:

1. Upon change of use or User,
2. When there is a dispute to a charge, or
3. When a structure is no longer suitable for occupancy.

Users requesting a billing adjustment must state the justification in writing to the District Engineer.

### **3.02.08 Vacancy Credits**

Apartments, Mobilehome Parks and others may be eligible to receive vacancy credits under certain circumstances specified below.

### **3.02.09 Apartments**

Apartments will only be eligible to receive vacancy credits during construction and the first two-years of occupancy, or until the apartments reach full occupancy, whichever occurs first. The first year of occupancy is considered to begin when the last dwelling unit has been completed and is considered suitable for occupancy. Vacancy credits for apartments will be issued as follows:

1. During the construction phase and/or first year of occupancy, apartments suitable for occupancy will receive a fifty percent (50%) vacancy credit. However, if occupancy becomes greater than 50% during this period, then the vacancy credit will be reduced by an equal percentage.
2. During the second year of occupancy, apartments will receive a twenty-five percent (25%) vacancy credit. However, if occupancy becomes greater than 75% during this period, then the vacancy credit will be reduced by an equal percentage.

If vacancy varies extensively from that indicated above, the District Engineer in accordance with Section 3.02.06 may make an adjustment reflecting a billing credit or deficiency. Under no circumstances will vacancy credits be greater than the amount granted during the previous billing period.

### **3.02.10 Mobilehome Parks**

1. New Construction - Mobilehome Parks may be eligible to receive vacancy credits each Fiscal Year until occupancy reaches eighty-five percent (85%) or more. The eligible amount of vacancy credits will be based on the percentage of occupied Mobilehome spaces/lots at the start of each Fiscal Year and will be determined as shown in Table 2.1. In order for a Mobilehome space/lot to be considered occupied, the space must contain a Mobilehome structure that is suitable for occupancy. In addition, under no circumstances will vacancy credits be greater than the amount granted during the previous billing period.

<b><u>Table 2.1 – Mobilehome Parks</u></b>	
<b><u>Occupancy at Start of Fiscal Year</u></b>	<b>Credit</b>
0-9 %	90 %
10-24 %	75 %
25-39 %	60 %
40-54 %	45 %
55-69 %	30 %
70-84 %	15 %
85-100 %	0 %

2. Existing – Existing Mobilehome Parks may be eligible to receive a vacancy credit for each space/lot that is not occupied by a structure suitable for occupancy.

### **3.02.11 Structures Unsuitable for Occupancy**

The District Engineer may grant vacancy credit for periods in which a building previously determined suitable for occupancy loses that status due to fire, damage or other causes. In addition, the structure must be unoccupied as a result of this change in status.

### **3.02.12 Unit of Billing**

Each parcel of real property will be issued one bill for Sewage disposal services provided by the District. In no case will a parcel of real property be divided into smaller units for purposes of such billing, unless a separately metered industrial use is present, or upon the approval of the District Engineer.

### **3.02.13 Billing to Owner**

All Sewer Use Charges will be billed to the property owner of record as of the date the Premises are deemed suitable for occupancy, to the successor in interest to such Person, or to such Person's single designee. All requests to bill a party other than the property owner of record must be made in writing to the District Engineer by the party to be billed. The District Engineer will notify the property owner of record when the billing is changed to comply with such a request. However, no such billing change or request will remove the responsibility from the property owner of record.

### **3.02.14 Delinquency Penalty**

Any Sewer Use Charge that becomes delinquent as designated in Section 3.02.03 of this Chapter, may have added to that Sewer Use Charge, a delinquency penalty charge established by the collecting agency

(contributing agencies) to recover additional expense incurred as a result of the delinquent account. Collected funds will be retained by the collecting agency to the degree that it absorbs billing and collecting costs. Any such delinquency penalty will not exceed any delinquency penalty assessed by the contributing agencies with respect to the Sewer use billing of the contributing agencies.

### **3.02.15 Disconnection for Failure to Pay**

Failure to pay the Sewer Use Charge within thirty (30) days after it becomes delinquent will make the Premises subject to disconnection from the Public Sewer. However, any disconnection will not be made less than ten (10) days after mailing a written notice by registered mail to the property owner and Contributing Agency within whose Territorial Jurisdiction the User is located. In the event a disconnection is made, the property owner will pay the actual costs for reconnection specified by the Contributing Agency.

### **3.02.16 Lien**

The District may place a lien against any property served, which fails to pay any Sewer Use Charges or penalties levied in accordance with this Chapter. Any proceedings authorized by law to enforce payment of such lien may be taken by the District to enforce the payment of such charge. Authorization is hereby granted to each Contributing Agency collecting Sewer Use Charges for the District to adopt and to take any proceedings authorized by law to enforce payment of the District's Sewer Use Charges. However, such proceedings will not relieve the Contributing Agency from making the full payments to the District specified in Section 3.02.02.

### **3.02.17 Schedule of Rates**

- a. Single-Family Dwelling -- The monthly Sewer Use Charge is \$20.00 for each Single-Family Dwelling.
- b. Multiple-Family Dwelling -- The monthly Sewer Use Charge is \$15.00 for each Multi-Family Dwelling unit.

The District Engineer may define Multiple-Family Dwellings as Single-Family Dwellings, when the dwelling units contain Single-Family Dwelling characteristics.

(3.02.17 amended by the Sacramento Regional County Sanitation District Board of Directors on August 14, 2010 by Ordinance Number SRSD – 01110)

### **3.02.18 Billing Procedures Adopted by Contributing Agencies**

A Contributing Agency may adopt and maintain a billing procedure that varies from the minimum billing frequency specified in Section 3.02.02, provided that the full payments specified therein are made to the District and the alternative billing frequency provides for the separate stating of all District Sewer Use Charges.

### **3.03 Enforcement**

#### **3.03.01 Enforcement**

The District Engineer is hereby charged with enforcement of the provisions of this Chapter and with coordination among all officials and departments of the Contributing Agencies, the County of Sacramento and the District in order to achieve its purpose.

If the District Engineer determines that a customer has failed to notify the District or the Contributing Agency that bills the District's Sewer Use Charges that a building is receiving Sewer service, or that a period of vacancy credit has been authorized based upon statements from the owner found subsequently to be misleading, or if the owner fails to notify the District or the appropriate Contributing Agency when such condition has terminated, then the District may directly back-charge the property at its fully authorized rate for the entire period during which the vacancy credit was authorized.

Any Sewer Use Charges and penalties deemed to be owed pursuant to this Section is hereby made a lien upon the property served and any such proceedings specified in Section 3.02.16 may be taken by the District to enforce payment of such charges.

### **3.04 Sewer Lifeline Rate Assistance Program**

Upon approval of application, a Qualifying Customer may receive a one-time rebate or periodic adjustment of charges paid. Application procedures and rebate will be as determined by the District Engineer, as amended from time to time.

### **3.05 Commercial Users**

The monthly Sewer Use Charge for Commercial Users will be the total of charges prescribed for a Single-Family Dwelling in section 3.02.17(a) multiplied by the corresponding factor shown in Table 2.2.

**Table 2.2 – Commercial Users**

<b><u>Enterprise/Use Categories</u></b>	<b><u>ESD Equivalent Factors</u></b>
Auto Dealerships	0.2 ESD/1000 sq. ft. of gross floor area
Bakeries	1.9 ESD/1000 sq. ft. of gross floor area
Banks and Financial Institutions	0.3 ESD/1000 sq. ft. of gross floor area
Barber and Beauty Shops	0.1 ESD/barber or beautician chair
Bars	0.7 ESD/1000 sq. ft. of gross floor area
Bowling Alleys	0.4 ESD/bowling lane
Car Washes – Full-Serve	1.0 ESD/9300 gallons of water used each month
Car Washes – Self-Serve	0.7 ESD/washing stall
Car Washes – Self-Serve – Automatic	1.4 ESD/washing stall
Dry Cleaners	1.7 ESD/1000 sq. ft. of gross floor area
Fire Stations	1.0 ESD/station
Garages	0.1 ESD/1000 sq. ft. of gross floor area
Gyms, Health Clubs, Tanning Salons	0.3 ESD/1000 sq. ft. of gross floor area
Halls, Lodges, Auditoriums	0.3 ESD/1000 sq. ft. of gross floor area
Hospitals	1.0 ESD/9300 gallons of water used each month (1.1 ESD/bed*)
Hotels and Motels	0.4 ESD/sleeping room
Laundries – Self-Serve	0.5 ESD/laundry machine
Laundries – Commercial	2.4 ESD/9300 gallons of water used each month
Markets – High Impact	1.7 ESD/1000 sq. ft. of gross floor area

**Table 2.2 – Commercial Users (Continued)**

<b><u>Enterprise/Use Categories</u></b>	<b><u>ESD Equivalent Factors</u></b>
Markets – Low Impact	0.2 ESD/1000 sq. ft. of gross floor area
Medical, Dental, Massage Therapy Offices	0.4 ESD/1000 sq. ft. of gross floor area
Mini-Storage Facilities – One single-Family Residence w/ Public Restrooms	1.0 ESD/single-family residence, plus 0.04 ESD/Fixture Unit in public restrooms
Mortuaries	1.8 ESD/slumber room
Office Buildings – Less than 200,000 sq. ft. (public & private)	0.2 ESD/1000 sq. ft. of gross floor area
Office Buildings – 200,000 sq. ft. and above (public & private)	1.0 ESD/9300 gallons of water used each month (0.3 ESD/1000 sq. ft. gross floor area*)
Parks – public, private & community	0.04 ESD/Fixture Unit
Places of Worship	0.2 ESD/1000 sq. ft. of gross floor area
Rest Homes, Convalescent Homes, Boarding Houses, Fraternities, Sororities, Convents, Dormitories, etc.	0.4 ESD/bed
Restaurants – Dine-In	5.1 ESD/1000 sq. ft. of gross floor area
Restaurants – Outside Service Area	2.6 ESD/1000 sq. ft. of gross floor area
Restaurants – Take-Out	4.2 ESD/1000 sq. ft. of gross floor area
Restaurants – Dine-In & Take-Out w/ Seating	4.7 ESD/1000 sq. ft. of gross floor area
Retail Stores – Less than 100,000 sq.ft.	0.1 ESD/1000 sq. ft. of gross floor area
Retail Stores – 100,000 sq. ft. and above	1.0 ESD/9300 gallons of water used each month (0.2 ESD/1000 sq. ft. of gross floor area*)
Schools – Elementary schools, Day Cares, Preschools and Nursery Schools	1.0 ESD/100 average daily attendance (ADA)
Schools – Middle Schools, Junior Highs and High Schools	2.5 ESD/100 average daily attendance (ADA)

**Table 2.2 – Commercial Users (Continued)**

<b><u>Enterprise/Use Categories</u></b>	<b><u>ESD Equivalent Factors</u></b>
Schools – Colleges & Universities	1.0 ESD/9300 gallons of water used each month (2.2 ESD/100 full time equivalent students*)

Service Stations	0.1 ESD/gas pump
Theaters	0.3 ESD/100 seats
Used Car Lots	0.2 ESD/10 Fixture Units
Warehouses – Less than 50,000 sq.ft.	0.1 ESD/1000 sq. ft. of gross floor area
Warehouses – 50,000 sq.ft. and above	1.0 ESD/9300 gallons of water used each month (5.0 ESD/parcel*)
Non-defined Commercial	1.0 ESD/9300 gallons of water used each month

Note: *Factors delineated by the asterisk (\*) will only be used when the Sewer User is unable to supply the water usage data upon which the monthly charge should be based.*

- A.01 Application of Categories - The District Engineer will determine which Enterprise/Use Category will be applied to a Commercial User not adequately identified in Table 2.2.
- A.02 Rates Related to Water Use - Will be based on accurate metered water usage data supplied by the Sewer User. Adjustments may be made for consumptive water use when deemed appropriate by the District Engineer. Where a water meter exists and the Sewer User fails to submit the water usage data as required, the District may read the meter and add a minimum of a \$25.00 special service charge to the Sewer Use Charge.
- A.03 Enterprise/Use Categories with multiple functions will pay according to the factors shown for each applicable category, with the following exceptions:
  - A.03.01 Bowling alleys will not be charged separately for eating areas and bar areas that only serve bowlers. Eating areas and bar areas within bowling alleys will be considered to only “serve bowlers”, if those areas are located within the bowling alley and do not contain separate public entrances from the facility’s exterior.
  - A.03.02 Fire stations, medical offices, dental offices, massage therapy offices, office buildings, schools and public agencies will not be charged separately for eating facilities that are only for employee/student use. However, any restaurants at these facilities that are open to the public will be separated out and charged accordingly.

A.03.03 Warehouses will not be charged separately for minor office space on the Premises.

A.04 At a minimum, Commercial Users (vacant or not) will be billed a monthly Sewer Use Charge equal to one (1) Single-Family Dwelling.

**3.06 Special Provision – City of West Sacramento Metered Commercial Users**

a) The monthly Sewer Use Charge for commercial users that have metered water usage in the City of West Sacramento will be calculated as follows:

(Line A) x (Line B) x (Line C) = West Sacramento Commercial SRCSD Monthly Rate

Where:

Line A = The charge prescribed for a Single-Family Dwelling in 3.02.17.

Line B = The User’s most recent average of January and February water usage (or other flow data as deemed appropriate by the District Engineer), divided by 12.43 Ccf\*

Line C = The corresponding loading factor shown in Table 2.2b

\* Where 12.43 Ccf, equals one ESD and one Ccf means “one hundred cubic feet.”

<b><u>Table 2.2b – Special Provision – City of West Sacramento Commercial Users</u></b>	
<b><u>Customer Class</u></b>	<b><u>Loading Factor</u></b>
<b>General Service, Office, Commercial Buildings</b>	.79
<b>Service Stations</b>	1.14
<b>Restaurants</b>	2.72
<b>Hotels/Motels/Campgrounds</b>	2.03
<b>Rest Homes</b>	.99
<b>Grocery Stores/Supermarkets</b>	2.72
<b>Laundromats</b>	.86

b) Application of Categories - The District Engineer will determine which Customer Class Category will be applied to a Commercial User not adequately identified in Table 2.2b.

### 3.07 Industrial Users

The monthly Sewer Use Charge for Industrial Users will be the sum of the loadings (i.e., Volume, BOD, SS), monitoring, and industrial pretreatment charges prescribed in Table 2.3.

<b><u>Table 2.3 –Industrial Users</u></b>	
<b><u>Category</u></b>	<b><u>Unit Charges</u></b>
Volume/1,000,000 gallons (MG)	\$318.46
Biochemical Oxygen Demand(BOD)/1,000 pounds	\$191.89
Suspended Solids(SS)/1,000 pounds	\$110.87
Monitoring	*
Industrial Pretreatment	*

(\*) = Actual cost(s) in accordance with a schedule of monitoring and industrial pretreatment costs established by the District Engineer.

Initial bills for Industrial Users will be based on estimated flow and expected Waste characteristics, past experience with the type of Waste involved, information supplied on the Wastewater Discharge Permit Application, as well as additional information that may be available to the District Engineer.

### 3.08 Users Outside the District

Sewer Use Charges for users located outside the District boundaries will be determined in accordance with Sections 3.02.17 and 3.05 - .07 multiplied by a factor equal to one (1) plus the ratio of the total budgeted annual revenues from ad valorem taxes divided by the total budgeted annual revenue from User charges, or in accordance with charges established by separate agreement. The District Engineer will review adequacy of the factor annually, and revise as appropriate.