

HRSD Rate Schedule

Fiscal Year 2019 (July 1, 2018 - June 30, 2019)



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**HRSD Rate Schedule
Fiscal Year-2019
(July 1, 2018 – June 30, 2019)**

1. WASTEWATER TREATMENT CHARGES (All customers except those in the Small Communities)

Accounts are billed either according to a water meter reading or, in the absence of a water meter, at a flat rate per 30-day period. A minimum charge of \$0.30 per day applies to all accounts.

Customers without a utility-owned water meter (typically well water customers) shall be billed according to their own water meter, which must be installed and maintained in accordance with the requirements of this Rate Schedule (except flat rate accounts).

- a. **Consumption-Based Accounts** **\$5.37 per 100 cubic feet**
 These are accounts with water meters (wastewater charges are generally based on water meter readings) **of water or a minimum of \$0.30 per day (whichever is greater)**

- b. **Flat Rate Accounts (Typically limited to Single Family Residential with 1-inch meters and smaller)** **\$34.91 per 30-day period**
 These are primary residence accounts without water meters or that use a significant amount of water that is not discharged to the sanitary sewer (irrigation, swimming pools, etc.)

2. WASTEWATER TREATMENT AND COLLECTION CHARGES – Small Communities

<u>Community</u>	<u>Total Wastewater Rate per 1,000 gallons</u>	<u>Minimum Bill (6,000 gallons bi-monthly water usage)</u>	<u>Flat Rate per 30-day period</u>
King William	\$13.25	\$79.50	\$53.00
Surry	12.71	76.26	50.84
Urbanna	14.84	89.04	59.36
West Point	14.95	89.70	59.80

<u>Community</u>	<u>Unit Cost per 1,000 gallons</u>	<u>ERU Usage Rate (12,000 gallons per quarter)</u>	<u>Flat Rate per 30-day period</u>
Mathews	\$12.71	\$152.52	\$50.84

The amount charged to Mathews residential customers is a flat rate based on an Equivalent Residential water Usage (ERU) of 12,000 gallons per quarter. All others, including commercial, government and professional customers, are charged based on a schedule of fractions or multiples of the ERU as appropriate for each customer category. This schedule is derived from information supplied by the Mathews Courthouse Sanitary District and may be subject to verification or revision.

All other charges in this Rate Schedule apply to Small Communities accounts when applicable.

3. DELINQUENT FEE

- a. Each customer shall be charged a delinquent fee of \$15.00 when a shut off notice is generated and the service is scheduled for disconnection.
- b. Each customer shall be charged a delinquent fee of \$15.00 when a service trip by HRSD to the customer's meter location is required because of non-payment of wastewater treatment or other delinquent fees. When the service trip to the customer's meter location is performed by the water supplier on behalf of HRSD, an additional fee to defray the fee imposed by the water supplier will be applied.

4. METER REMOVAL FEE

When water service has been disconnected for non-payment and it becomes necessary to remove the meter, an additional fee to defray the charge imposed by the water supplier will be applied.

5. DAMAGED LOCK FEE

When it becomes necessary to lock a meter, and the customer deliberately damages the lock in an attempt to resume water service, HRSD will remove the meter. The customer will be charged a fee of \$100.00.

6. INACCESSIBLE METER FEE

When it becomes necessary to access a meter, and the customer deliberately blocks access to the meter, the customer will be charged a fee of \$50.00.

7. AFTER HOURS RESTORATION FEE

Customers who have made a sufficient payment following disconnection of water service and request to have service restored outside of standard restoration hours will be charged a fee of \$100.00.

8. RETURNED PAYMENT FEE

A fee of \$25.00 will be charged each time a financial institution returns a customer's payment. This fee will be refunded upon receipt of satisfactory evidence that the payment was returned solely due to the financial institution's error.

9. ADVANCE SERVICE FEE

In cases of repeated delinquency, the customer will be required to pay an advance service fee. The amount will be based on the customer's previous 12-month billing history. Advance service fees will be refunded or automatically applied upon final billing. A customer whose account has not been delinquent for two years may apply in writing for a refund of an advance service fee.

10. ADMINISTRATIVE FEE

A fee of \$10.00 per account, per 12-month period, will be charged each time a customer requests account documentation.

11. LATE PAYMENT FEE

All bills are due and payable when presented. When full payment is not posted to an account by the due date, a late payment fee of 1.5% of the past due amount will be charged per month.

12. ACCESS CARD REPLACEMENT FEE

When it becomes necessary to replace an electronic access card for automated entry into a HRSD treatment plant or plants, the customer will be required to pay a fee of \$25.00 per card.

13. METER READING FEE

In the event HRSD must directly obtain a meter reading due to customer's failure to submit required meter readings, the customer will be required to pay a fee of \$75.00.

14. METER FEE

A service fee of \$2.00 will be assessed per deduction meter per month.

15. PAYMENT PLAN

A courtesy payment plan may be available for customers temporarily having difficulty managing their bill. All approved payment plans must maintain eligibility requirements. Payment plan eligibility includes maintaining a current account and making pay plan scheduled payments without a history of late or returned payments.

16. SERVICES RECEIVED WITHOUT BILLING

Wastewater treatment charges may be assessed for services received but not billed (for any reason) for a period of up to three prior years. The rate in effect in the year wastewater treatment services were provided will be applied. If necessary, at HRSD's sole discretion, payment plans may be established for payment of delayed billing or unbilled previous service.

17. HIGH STRENGTH OR UNUSUAL WASTE

a. Surcharges

<u>Type</u>	<u>In Excess of</u>	<u>Per mg/L per 100 CF</u>	<u>Per 100 pounds</u>
Biochemical Oxygen Demand (BOD)	282 mg/L	\$0.000104	\$ 1.67
Total Suspended Solids (TSS)	261 mg/L	0.000592	9.49
Total Phosphorus (TP)	6 mg/L	0.009535	152.74
Total Kjeldahl Nitrogen (TKN)	47 mg/L	0.003595	57.59

Unusual wastes not covered by this Rate Schedule will be considered separately and may be assigned a special rate.

b. Survey

HRSD may make an initial wastewater monitoring survey of the discharge to determine the applicability of the surcharge. Based on survey results, HRSD may institute the surcharge and/or require the customer to provide such tests and equipment needed to provide adequate basis for the surcharge. When the wastewater discharge is subject to surcharge, the surcharge may be based on the normal characteristics of waste. These will be determined from industrial, chemical, engineering, other appropriate reference or wastewater surveys of discharges from similar operations.

c. Pretreatment

Wastewater discharge limitations may be imposed by HRSD to protect transmission and treatment structures or processes and to ensure compliance with federal and state effluent limitation guidelines. Pretreatment before discharge or elimination of the discharge may be required to meet the above or other guidelines. It also may be necessary to remove any type of waste or alter any manner of discharge determined by HRSD to be detrimental to either transmission and treatment structures or processes.

d. Damage to Facilities

In the event that either transmission or treatment structures or processes are damaged, or the flow through said structures or processes is hampered by a customer's wastewater discharge, HRSD may make or require to be made, at the customer's expense, such repairs as are necessary to restore transmission or treatment structures or processes to normal system operation.

18. HAULED WASTEWATER (INDIRECT DISCHARGE WASTE)

Tank Truck Waste (per gallon) \$0.1697

19. CUSTOMER-OWNED METERS

a. Service Meters

- i. Meters must be purchased, permanently installed and maintained at the customer's expense.
- ii. The customer is required to provide HRSD a meter reading by the 10th day of each month. Charges will be based on this Rate Schedule. If a meter reading is not received by the 10th day of the month, HRSD will bill estimated wastewater treatment charges (and applicable surcharges) based upon consumption determined by HRSD. If the customer fails to provide a meter reading for a third consecutive month, HRSD will read the meter and calculate wastewater treatment charges (and applicable surcharges) based on consumption since the last actual meter reading, less consumption on the estimated billings. A meter reading fee will be assessed.
- iii. All meters installed are subject to periodic inspection and reading by HRSD personnel to ensure the accuracy of billings. Meters may be required, at the customer's expense, to be certified as accurate to manufacturer's specifications. A copy of the certification, if required, must be provided to HRSD. Meters installed after July 1, 1992, must be installed in such a manner as to provide one person access as defined in HRSD's Confined Space Entry Program.
- iv. Defective meters must be repaired or replaced at the customer's expense. Billing in the interim will be based on an estimate by HRSD. If necessary, an adjustment will be made based on six months of metered consumption using repaired or replaced meters.

b. Deduction Meters (sub-meters)

Single family residential customers using a significant amount of water that is not discharged into the sanitary sewer system (typically irrigation systems or swimming pools) can establish a non-metered account with HRSD. The General Manager or Director of Finance may approve a flat rate account for water meters greater than 1-inch if the requester provides sufficient evidence that there is a significant portion of water that is not discharged into the sanitary sewer system relative to average residential water consumption. Alternatively, these customers may have a separate water service installed by their local water provider solely for the uses that do not discharge to the sanitary sewer. This separate service will not be billed wastewater treatment charges by HRSD. Other local water charges may apply. Customers should check with their local water provider for details. Failure to submit at least one deduction meter reading in a 12-month period will result in permanent termination of deduction meter credits for any single family residential account, with the exception of accounts served by JCSA.

Commercial, industrial, multi-family residential, and customers served by James City Service Authority (JCSA) (as well as other customers with their own deduction meter installed and registered with HRSD prior to July 1, 2009) can meter their own water use that does not discharge to the sanitary sewer system. That meter information must be reported to HRSD for a reduction of billed consumption (wastewater treatment charges only). Failure to submit at least one deduction meter reading in a 12-month period will result in termination of deduction meter credits.

Customer-owned deduction meters shall be installed, maintained, read and reported to HRSD as follows:

- i. To receive a reduction in wastewater treatment charges, the customer must provide the deduction meter reading to HRSD each billing period. Customers should submit their readings to HRSD five to seven days prior to their scheduled meter-read date to ensure the maximum deduction. The meter-read date can be found on the customer's bill and generally falls on or about the same day of the month for each billing cycle. Deduction meter readings submitted after the stated meter-read date will not be reflected for that billing cycle. If multiple deduction meter readings are submitted within the same bill period, the latest read will be used to calculate the credit.
 - ii. After receiving the deduction meter reading HRSD will make the appropriate reduction in billed consumption, which will be reflected on the next bill. **Billed wastewater treatment charges will not be reduced below the minimum charges per this Rate Schedule.**
 - iii. All installed meters are subject to HRSD's inspection and verification of submitted readings. HRSD may require that meters be calibrated and their accuracy certified at the customer's expense. A copy of any required certification must be provided to HRSD. Meters installed after July 1, 1992, must be installed in a manner that provides one person access as defined in HRSD's Confined Space Entry Program.
 - iv. Defective meters must be repaired or replaced at the customer's expense. Otherwise, no deduction will be allowed.
 - v. Installation of a meter must have complied with the local water jurisdiction's cross-connection control program (backflow prevention).
 - vi. Customers served by JCSA shall report all deduction meter readings directly to JCSA in accordance with applicable local policies and procedures. JCSA-approved reductions in metered consumption will be applied to HRSD charges accordingly.
- c. Non-Residential Account – Special Meter

For special situations, HRSD may require the installation of sub-meters and/or effluent meters if this is the most practical means of determining the Wastewater Treatment Charge. Installation and charges will be based on the requirements of this Rate Schedule.

20. WASTEWATER FACILITY CHARGE

Wastewater facility charges cover the cost of treatment and conveyance capacity consumed by new development or redevelopment that results in increased wastewater volume or higher strength waste. Facility charges are applied to any sewer or sewer system discharging into HRSD facilities and any increase to existing service. For development occurring at a property previously connected to an existing sanitary sewer tap, the applicable facility charge will be waived for equivalent flow capacity. If a property previously served by a septic tank is connected to the sewer system, the applicable facility charge will be waived for equivalent flow capacity.

- a. **Volume-Based Facility Charges:** These charges apply to all connections and are due and payable prior to the issuance of a building permit/sewer permit by the local jurisdiction. The facility charge shall also be due and payable prior to the renewal and/or reissuance of a building permit except in cases where the applicable facility charge was paid when the building permit was originally issued.

<u>Water Meter Size</u>	<u>Facility Charge</u>
5/8-Inch	\$ 1,895
3/4-Inch	4,830
1-Inch	8,170
1 ½-Inch	17,260
2-Inch	30,510
3-Inch	70,800
4-Inch	128,660
6-Inch	298,610
8-Inch	542,680
10-Inch	862,550
12-Inch	1,259,520
14-Inch	1,734,700
16-Inch	2,289,010

- b. **Special Exceptions**

Where an expansion of existing facilities is planned, a facility charge will be paid for the difference in meter size.

In the case of a property use change (redevelopment), where the number and/or size of meters change, the facility charge will be computed on the basis of the difference between the facility charge (at present rates) for the existing facility and the facility charge for the new facilities. In the case of redevelopment where the number and/or size of meters does not change, there will be no facility charge. No refund will be made for decreases in capacity.

Where service by a single master meter is changed to multiple individual meters, no facility charge will be required if aggregate usage remains unchanged.

When oversized water meters are used for fire service, to decrease pressure loss, to provide residential sprinkler systems or other unusual situations, the facility charge will be based on the meter normally sized for the service involved without these special considerations. The sizing required for service will be based on American Water Works Association (AWWA) flow requirements, certified by a Registered Professional Engineer or Architect and approved by HRSD.

For customer-owned deduction meters, when a significant quantity of metered water is not returned to the sewer, the facility charge will be based on one of the following:

- i. The size of the meter supplying water that is returned to the sewer.
- ii. The size of the meter supplying water minus the size of the deduction meter, rounded up to the next available meter size.
- iii. The appropriate water meter size (as determined by HRSD) if effluent metering is the only alternative.

If the usage pattern changes from that originally intended and more flow enters the sewer system, the facility charge will be increased accordingly.

c. Refunds

Because of HRSD's certification and allocation of flow policies, payment of a facility charge will not assure connection to the system at the same cost after one year from date of issuance. The holder of a HRSD facility charge receipt, upon written request, will be eligible for refund when:

- i. Prior to construction, a change is made in the property which would result in a reduced facility charge.
- ii. Building permits are denied or canceled.
- iii. Construction has not or will not begin within one year from date of issuance.
- iv. Collection was made in error.

No refunds will be issued if HRSD has added treatment or conveyance capacity to the Regional Sanitary Sewer System as a result of the proposed construction prior to the request for a refund.

d. Unusual Situations

For unusual connections or where otherwise indicated, HRSD may make or require to be made, at the customer's expense, such investigations as will provide adequate basis for determination of the facility charge.