CITY OF
SARATOGA SPRINGS

OFFICE OF THE COMMISSIONER OF FINANCE

OVERVIEW

October 2015

2016 COMPREHENSIVE BUDGET
Water Fund

City of Saratoga Springs

2016 - WATER FUND NARRATIVE

Office of Finance

Fund F – Water Fund

The main water sources for the City of Saratoga Springs are Loughberry Lake and Geyser Crest Wells. The City currently has three water treatment plants – Excelsior Ave (Loughberry Lake), Hathorn Blvd. (Geyser Crest) and the newest on is Interlaken. Water Plant operators run plants and are licensed by New York State. The Public Works Department maintains the entire system.

The Water Fund F is used to report operations of the City's water treatment and supplies facilities that provide drinking water to all City residents, as well as to certain local communities outside the City's corporate boundaries. The Water Fund is self-supporting and independent of the other funds – it has its own set of revenues and its own set of expenses. This budget may be found in the MUNIS budget document under "WATER FUND". (See upper left hand corner, "Accounts for:"). The letter "F" precedes line item numbers associated with this budget.

The total 2016 Comprehensive Water Fund Budget is **$3,745,255.** This is an increase over 2015 of about 7.4%. It is largely due to increases in personnel costs, general fund loan repayment, and debt service for much needed capital improvements.

Revenue. The Water Fund has about 22 revenue sources at this time. The four main sources, which account for 92.2% of the 2016 Comprehensive Water Fund Budget revenues, are:

- Metered Sales (fees for water used; (fees for water used; see attached "**CITY OF SARATOGA SPRINGS WATER RATES & RESOLUTION**"),
- Water Capital Improvement Fee (An additional charge to cover costs of capital improvements to the City's water system, per annual Water Rates & Resolution #20 as adopted in 2012).
- Use Of Restricted Fund Balance (money pulled into the budget from a Water Reserve for fees for new water lines as per City Ordinance Chapter 231, Article II, Section 48, and the more newly created Water System Reserve Fund, which is funded by fees for capital improvements).
- User Fee Loan Repayment to GF (money collected to repay a loan from the General Fund, per annual Water Rates & Resolution #TBD, and in accordance with recommendations from the City's auditor).

This list includes a newer resource – a Capital Reserve Fund to Finance Improvements to the City Water System. Created be Council resolution on June 5, 2012, this reflects a new fee in the 2012 Water resolution levied to "cover costs of capital improvements to the City's water system." (2012 City of Saratoga Springs Water Rates & Resolution, #20). All fees collected are placed in the reserve; upon Council approval, reserve funds are made available to the Water Fund, as reflected in "Use of Restricted Fund Balance. The list also includes a second new resource – User Fee Loan Repayment to GF. This is to cover the repayment of a sizable loan from the General Fund to the Water fund, and is at the recommendation of the City's auditors. The 2015 Water Resolution includes a new item for its collection. (2015 City of Saratoga Springs Water Rates & Resolution, #22)

There are several other smaller sources, and each can be linked to a section of the Water Rates & Resolution that is passed annually (see attached). The resolution has historically been passed each year in March covering usage from January 1 to December 31st. It has been suggested that it would be

better to bring the resolution to the table at budget time, so that users are aware of the rates before they use the water, and so revenues and expenditures are set with the rates in mind. While this may be considered, it would require the utilities department to set the rates in September/October, with only 6 months worth of data.

Expenses. Water Fund operations are supported by 27 personnel: 12 are shared among multiple funds; 15 are specific to the Water Fund.

Water Fund expenditures are described under 18 different sub-departments. The largest of these is the cost of running the Water Treatment Plants - $1,446,966 (2016 Comprehensive Budget). Costs for these the Water Treatment Plant operations, like all sub departments, are broken down into personnel, equipment and contracted services.

- Personnel costs total $720,916, covering 23 employees: 12 Admin (includes 3 meter readers and 1 meter reader supervisor), 1 Chief, 1 Assistant Chief, 6 Operators, 1 Supervisor, 1 trainee, 1 Laborer.
- Equipment, costs total $90,000,
- Contracted services total $636,050, and include chemicals, repairs and maintenance, and, the most costly item, $400,000 for the utility bill.

Another large sub-department expense is the Water Maintenance - $399,431 (2016 Comprehensive Budget). Expenditures charged to this sub-department are for Labor, Supplies, Repairs/Maintenance, and other costs of water lines. Costs for these operations, like all sub departments, are broken down into personnel, equipment and contracted services.

- Personnel costs total $260,831
- Equipment, costs total $35,000,
- Contracted services total $103,600, including rubble, repairs and maintenance to vehicles and equipment, supplies, and gas and oil.

Like the General Fund, the Water Fund has expenditure lines for Retirement and Hospitalization. The steep increases in these items affect these funds just as they affect the General Fund. It also has an expenditure line for contingencies. Unforeseen circumstances, emergencies, or contracts that will be re-negotiated during a budget year may be budgeted for here.

Debt Service. The Water Fund now includes a growing expense is for Debt Service - $624,926 (2016 Comprehensive Budget). Expenditures charged to this sub-department are for Principal and Interest paid on bonds for capital projects funded through the Water Fund. A newly sizeable sub-department this has increased 384 % since 2007:

YR	Total Debt Service	YR-YR Incrs (%)	2007-2016 Incrs (%)
2007	$129,115		
2008	$134,523	4.2%	
2009	$151,111	12.3%	

YR	Total Debt Service	YR-YR Incrs (%)	2007-2016 Incrs (%)
continued			
2010	$227,279	50.4%	
2011	$271,041	19.3%	
2012	$315,138	16.3%	
2013	$408,975	29.8%	
2014	$521,367	27.5%	
2015	$574,482	10.2%	
2016	$624,926	8.8%	384.0%

The City's Water system has commenced some sizable capital projects and infrastructure improvements that are likely to continue for several years as our aging system is upgraded. These include: Interlaken Water System Improvements, Water Disinfection Improvements, the South Broadway Water Line, the Water Treatment Plant, the Gilbert Road Water System, the Geyser Crest Water System, and most recently, a Water Plant Filter Upgrade, Infrastructure Improvements (replacing older 4" lines), a state mandated generator, and security measures for our Water Treatment Plant.

The Governmental Accounting Standards Board (GASB) issued GASB Statement Number 54, Fund Balance Reporting and Governmental Fund Type Definitions (effective June 30, 2011). Statement 54 abandons the reserved and unreserved classifications of fund balance and replaces them with five new classifications for Governmental Funds: non-spendable, restricted, committed, assigned and unassigned. Unreserved, unappropriated fund balance is now classified as unrestricted, unassigned. However, in funds *other than the general fund*, the unassigned classification is only be used to report a *deficit balance*.[1]

The Water Fund had a deficit balance through 2011; this has improved since 2012. The following summarizes its **fund balance history**:

Unreserved Unappropriated – Yrs 2005-10 Assigned/(Unassigned) – Yr 2011	
YR	**Water Fund**
2005	**$(1,309,562)**
2006	**$ (39,895)**
2007	**$ (175,700)**
2008	**$ (197,424)**
2009	**$ (207,761)**
2010	**$ (51,609)**
2011	**$ (129,005)**
2012	**$ 208,555**
2013	**$ 359,916**
2014	**$ 636,001**

[1] This is because appropriations in the other funds such as Water or Sewer are, by definition, assigned – to the Water or Sewer budgets.

On July 15, 2014, the City Council passed a new Fund Balance Policy for both the Water and Sewer Funds. Similar to the Fund balance policy for the General Fund (passed in July 2011 and most recently updated on June 18, 2013), it calls for a maximum and minimum amount of fund balance, and requires the Commissioner of Finance to come to the Council with recommendations if amounts fail to meet these parameters. The assigned fund balance residual amounts range for the Water and Sewer Funds "shall be not less than 10.0% and not more than 25% of the total adopted budgeted expenditures of the Water and Sewer Funds, respectively." Also similar to the General Fund policy, any excess shall be appropriated to fund one time expenditures or expenses which do not result in recurring operating costs, or other one-time costs include the establishment or increase in legitimate restrictions (reserves) of fund balance.

2016 COMPREHENSIVE BUDGET - WATER FUND REVENUE

* minus signs preceding numbers are a function of the MUNIS system, which prints Revenues in the credit format

		ACCOUNTS FOR:	DESCRIPTION	2015 ADOPTED BUDGET	2016 COMP BUDGET	Percent of Total
		TOTAL WATER FUND		**-$3,486,836.09**	**-$3,745,254.53**	100.0%

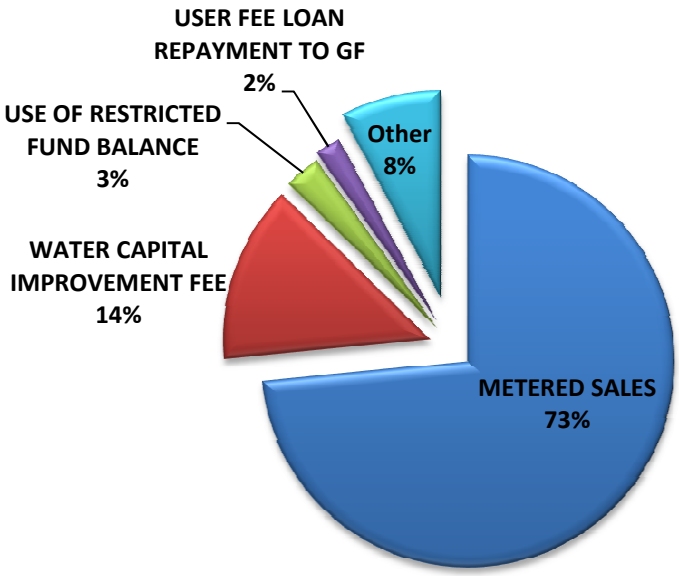
F013	40511	USE OF RESTRICTED FUND BALANCE	Amounts from Reserves appropriated for use in budget. Includes funds from Water Line Extension Account (created by local law), to fund expenditures in the Water Line Extension sub-department, as well as debt for Water Disinfection, Water Treatment Plant and South Broadway. Also includes funds from the Water System Reserve (created by resolution) to fund capital improvements to the City's water system.	-$574,483.00	-$106,440.08	2.8%
F013	40599	USE UNASSIGNED FUND BALANCE	Amounts from Unreserved Fund Balance (aka Water Fund "surplus") appropriated to balance budget.	$0.00	$0.00	0.0%
F013	40962	BUDGETARY PROVISIONS FOR OTHER	Money collected when new water accounts are created per annual Water Rates & Resolution #12, or when City runs a new water line extension as requested by a development project. In prior budgets, this revenue line was "Water Connection Fees" (See F043 42151 below).	$0.00	$0.00	0.0%
F013	41004	GILBERT MEADOWBROOK TAX	Special assessment for costs of waterline installment for Gilbert Meadowbrook neighborhood.	-$3,015.00	-$3,015.00	0.1%
F043	42140	METERED SALES	Fees collected for general water useage, see, e.g., annual Water Rates & Resolution #1.	-$2,541,512.35	-$2,752,207.93	73.5%
F043	42141	HYDRANT CHARGES	Fee collected for private hydrants on private property per annual Water Rates & Resolution # 5, 16.	-$20,000.00	-$20,000.00	0.5%
F043	42142	MISCELLANEOUS & SPECIAL CHARGE	Fee collected for buildings where water main is available but not used and they have City Sewer. (1SPE15)	-$400.00	-$400.00	0.0%
F043	42143	LOT CHARGES	Fee collected for vacant lots per annual Water Rates & Resolution # 3.	-$30,000.00	-$30,000.00	0.8%
F043	42144	BUILDING CHARGES (01)	Fee collected for building where water main is available but not used per annual Water Rates & Resolution # 2, 4. (1BLDG)	-$9,000.00	-$9,000.00	0.2%
F043	42145	NO METER (02)	Fee collected where there is connected service, but no meter (due to, e.g. old pipes) per annual Water Rates & Resolution #6.	-$7,500.00	-$7,500.00	0.2%
F043	42147	DEAD SERVICE (06)	Fee collected where there is connected service, but meter is dead and cannot be reactivated (due to , e.g. old pipes) per annual Water Rates & Resolution # 6.	$0.00	$0.00	0.0%
F043	42148	INTEREST & PENALTIES ON RENTS	Amounts collected for interest and penalties on metered sales.	-$35,000.00	-$35,000.00	0.9%
F043	42149	METER STORAGE, REPAIR,REPLACEM	Fees collected for meter repair/replacement; also, for storage as requested by customers who temporaily vacate per annual Water Rateas & Resolution # 10, 11.	-$3,500.00	-$3,500.00	0.1%
F043	42150	METER INSTALLATION	Fees collected for meter installation per annual Water Rates & Resolution #15, #17.	-$25,000.00	-$25,000.00	0.7%
F043	42151	WATER CONNECTION FEES	See "Budgetary Provisions for Other" (See F013 40962 above)	$0.00	$0.00	0.0%

2016 COMPREHENSIVE BUDGET - WATER FUND REVENUE

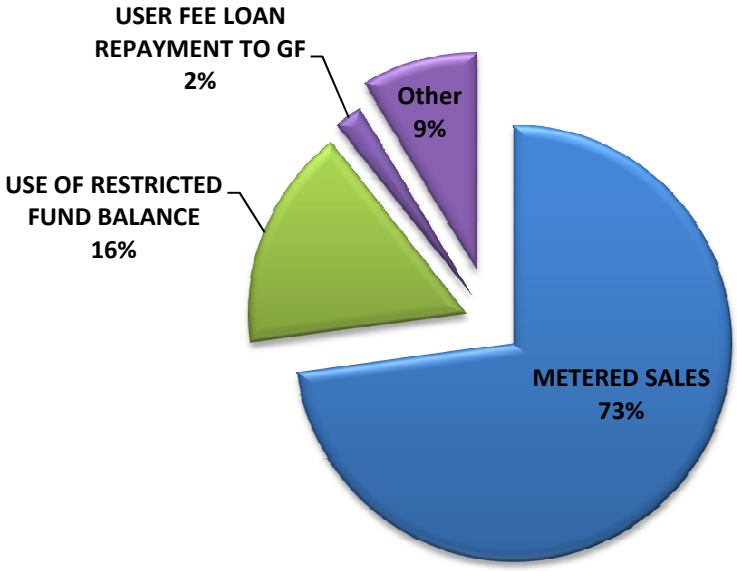
* minus signs preceding numbers are a function of the MUNIS system, which prints Revenues in the credit format

		ACCOUNTS FOR:	DESCRIPTION	2015 ADOPTED BUDGET	2016 COMP BUDGET	Percent of Total
F043	42152	FINAL METER READING FEE	Fee assesed for final meter request, e.g.for real estate transactions.	-$19,000.00	-$17,000.00	0.5%
F043	42153	WATER CHARGE INTERLAKEN	Special assessment for extra costs for Interlaken neighborhood; discontinued when Interlaken facility repaired.	-$39,500.00	-$39,500.00	1.1%
F043	42154	MAINTENANCE FEE INTERLAKEN	Special assessment for extra costs for Interlaken neighborhood; discontinued when Interlaken facility repaired.	-$14,000.00	-$14,000.00	0.4%
F043	42155	EMERGENCY WATER SERVICE	Fee collected for emergency repairs, from the main in the street to the curb box (fromerly pd by customer) per annual Water Rates & Resolution #1C.	-$35,000.00	-$35,000.00	0.9%
F043	42157	ESTIMATED BILL FEE	Fee collected where estimated bills have been issued to an account for three consecutive quarters per annual Water Rates & Resolution #19	-$18,000.00	-$18,000.00	0.5%
F043	42159	WATER CAPITAL IMPROVEMENT FEE	An additional charge to cover costs of capital improvements to the City's water system, per annual Water Rates & Resolution #20 as adopted in 2012.	$0.00	-$518,485.71	13.8%
F043	42189	USER FEE LOAN REPAYMENT TO GF	Collection to repay loan from general Fund accrued in prior yrs.	-$72,296.00	-$75,328.00	2.0%
F043	42770	MISCELLANEOUS REVENUE	Amounts collected for the sale of scrap.	-$4,000.00	-$3,000.00	0.1%
F073	42590	PERMITS	Fee collected for Water Tapping Permit (needed when a replacement services line is required, whereby the water line must be 'tapped') per annual Water Rates & Resolution #12	-$1,500.00	-$1,500.00	0.0%
F093	42680	INSURANCE RECOVERY	Reimbursement by insurance company for property damage.	$0.00	$0.00	0.0%
F093	42681	HOSPITALIZATION REIMBURSEMENT	Reimbursments, self-pays.	$0.00	$0.00	0.0%
F093	42682	EMPLOYEE HOSPITALIZATION CONT	Employee contributions towards healthcare.	-$32,959.74	-$30,231.10	0.8%
F093	42690	WORKMAN'S COMPENSATION REIMBUR	Reimbursement from Cnty on workman's comp claims.	$0.00	$0.00	0.0%
F093	42692	DISABILITY CONTRIBUTION EMPLOY	Reimbursement for disability payment	-$470.00	-$446.71	0.0%
F103	42389	MISC REVENUE OTHER GOVERNMENTS	For example, County grant.	$0.00	$0.00	0.0%
F103	42401	INTEREST ON INVESTMENTS	Estimated interest to be made on investments.	-$700.00	-$700.00	0.0%
F103	42701	REFUND CURRENT YEAR EXPENSE	Refunds, where the expense was in the current year.	$0.00	$0.00	0.0%
F103	42702	REFUND PRIOR YEAR EXPENSE	Refunds, where the expense was a prior year.	$0.00	$0.00	0.0%
F113	43991	NYSERDA CAPITAL PROJECT AID	Grant for Gyser Crest Well Field	$0.00	$0.00	0.0%
F143	45033	INTERFUND TRANSFER		$0.00	$0.00	0.0%
			TOTAL WATER FUND	**-$3,486,836.09**	**-$3,745,254.53**	100.0%

2016 Comprehensive WATER FUND Revenue Budget ($3,745,255)



2015 Adopted WATER FUND Revenue Budget ($3,486,836)

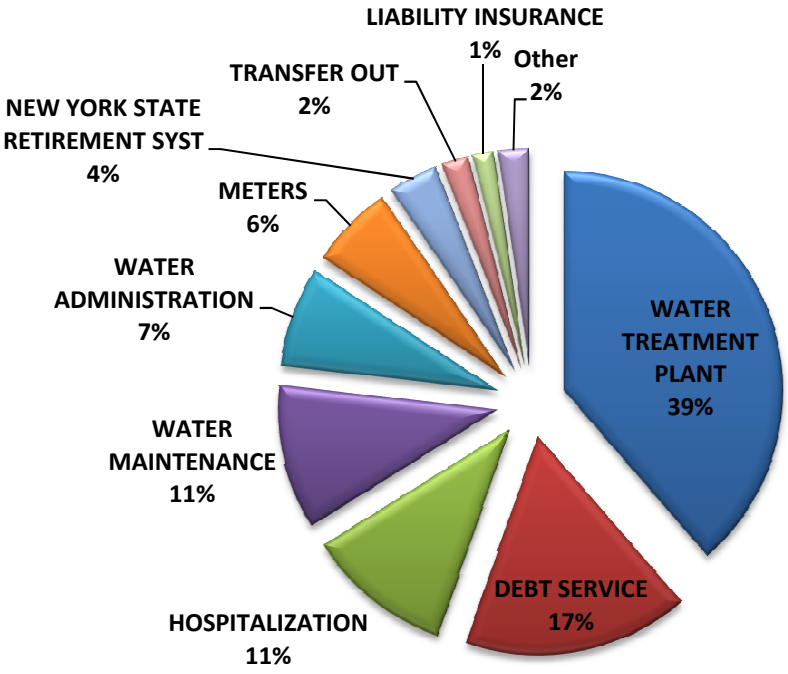


2016 COMPREHENSIVE BUDGET - WATER FUND EXPENSES by Sub-Department

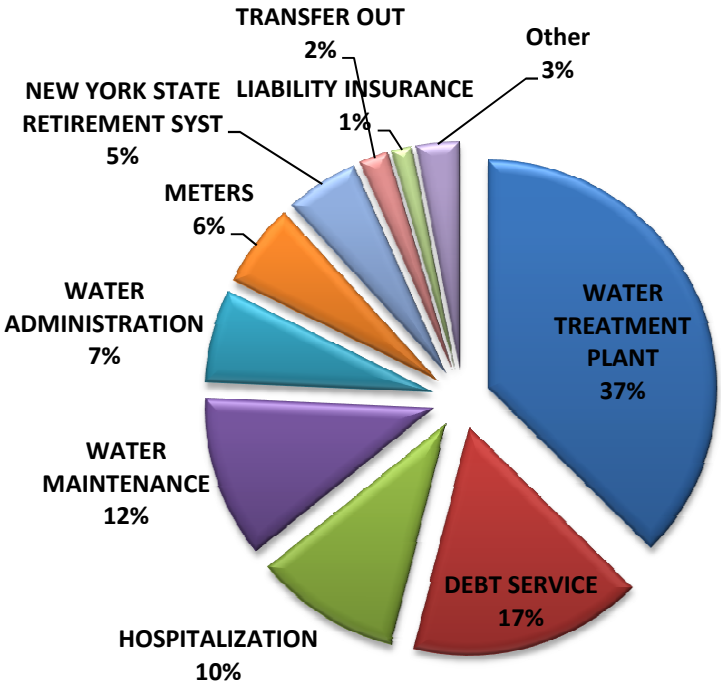
	by SUB-DEPARTMENT:	DESCRIPTION	2015 ADOPTED BUDGET	2016 COMP BUDGET	Percent of Total
	TOTAL WATER FUND		**$3,486,836.09**	**$3,745,254.53**	100.0%

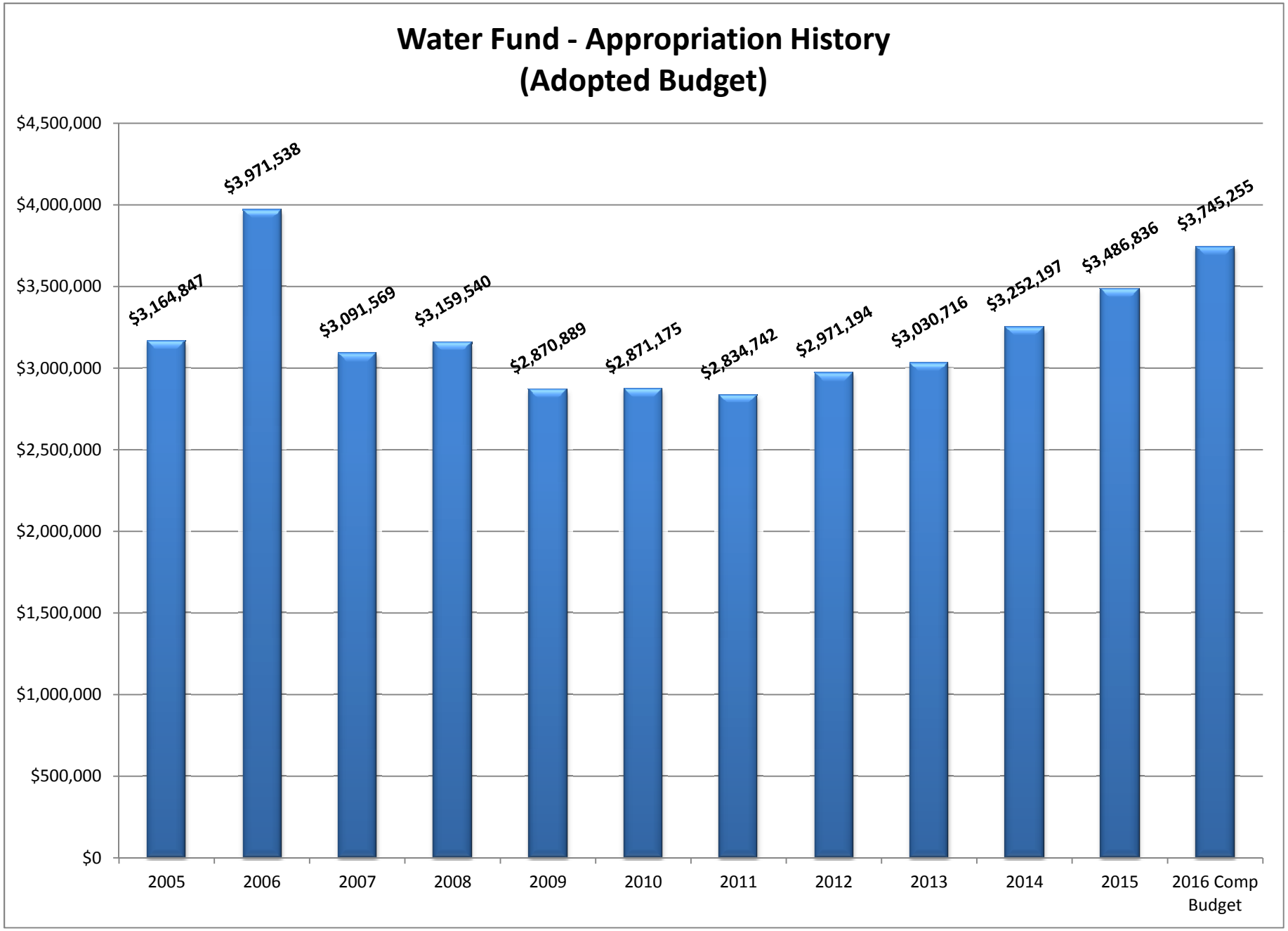
1910	LIABILITY INSURANCE	City insurances allocation (gen, auto, fxd assts, publc offcls, etc.)	$51,172.00	$58,848.00	1.6%
1930	MEDICAL AND CASUALTY INSURANCE	Self insurance for insurance deductibles, open litigation, and medical liability	$5,000.00	$5,000.00	0.1%
8310	WATER ADMINISTRATION	General adminstration costs of Utilities Dept, incldg 1/3 Dir of Public Works, Utilities Staff, Office supplies, etc.	$230,904.55	$277,655.70	7.4%
8320	LAKE & RESERVOIR	Labor, Supplies, Property taxes on City-owned property (School, Cnty taxes) for Lake and Resevoir work.	$30,100.00	$35,200.00	0.9%
8330	WATER TREATMENT PLANT	Operators (10), Supervisor, Labor, Equipment, supplies for operating City Water Treatment Plant.	$1,304,167.00	$1,446,966.17	38.6%
8340	METERS	Meter Readers, Repair Staff, Meters, Supplies	$208,597.00	$233,902.91	6.2%
8341	WATER MAINTENANCE	Labor, Supplies, Repairs/Maint costs of water lines.	$399,948.00	$399,430.96	10.7%
8342	WATER LINE EXTENSION	Labor, Supplies, Equipment, Professional Services associated with new water lines, including Saratoga Lake option. Funded by Water Line Extension Reserve (see Revenue-Appropriated Reserves)	$0.00	$0.00	0.0%
8343	EMERGENCY WATER REPAIRS	Budget for emergency repairs from the water main to the curb shut off (from the shut off to the house is the responsibility of the homeowner). Balanced by revenue collected per annual water Rates & Resolution # 1C.	$19,000.00	$21,418.00	0.6%
9010	NEW YORK STATE RETIREMENT SYST	Retirement contribution allocation	$180,967.92	$138,242.38	3.7%
9045	LIFE INSURANCE	Life insurance allocation	$1,168.22	$1,049.15	0.0%
9050	UNEMPLOYMENT	Unemployment insurance allocation	$0.00	$0.00	0.0%
9055	DISABILITY INSURANCE	Disability insurance allocation	$739.87	$914.40	0.0%
9060	HOSPITALIZATION	Health/Vision Insurance, "Opt-Out"/SS, Reimbrstmnt	$359,496.53	$405,069.06	10.8%
9089	SICK LEAVE	Set aside for unused sick leave amounts owed retirees	$5,384.00	$11,304.00	0.3%
9710	DEBT SERVICE	Principal and Interest paid on bonds for capital projects funded through the Water Fund	$574,482.00	$624,925.80	16.7%
9980	TRANSFER OUT		$72,296.00	$75,328.00	2.0%
9990	CONTINGENCY	Amounts set aside for renegotiated contracts, emergencies, other	$43,413.00	$10,000.00	0.3%
		TOTAL WATER FUND	**$3,486,836.09**	**$3,745,254.53**	100.0%

2016 Comprehensive WATER FUND Expense Budget by Sub-Department ($3,745,255)



2015 Adopted WATER FUND Expense Budget by Sub-Department ($3,486,836)




Water Fund - Appropriation History
(Adopted Budget)
$4,500,000
$4,000,000
$3,500,000
$3,000,000
$2,500,000
$2,000,000
$1,500,000
$1,000,000
$500,000
$0
$3,164,847
$3,971,538
$3,091,569
$3,159,540
$2,870,889
$2,871,175
$2,834,742
$2,971,194
$3,030,716
$3,252,197
$3,486,836
$3,745,255
2005
2006
2007
2008
2009
2010
2011
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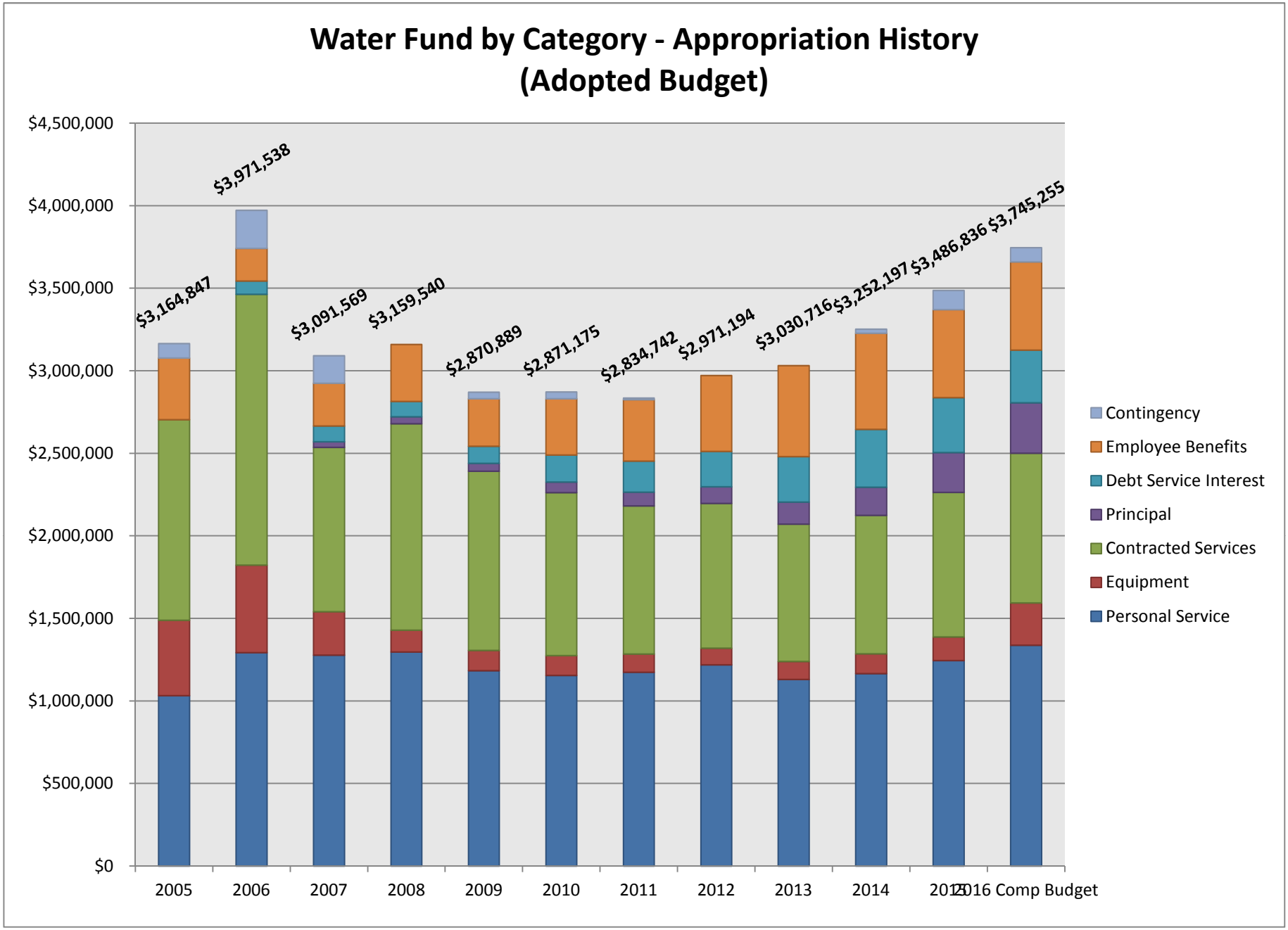
2013
2014
2015
2016 Comp Budget


Water Fund by Category - Appropriation History
(Adopted Budget)
$4,500,000
$4,000,000
$3,500,000
$3,000,000
$2,500,000
$2,000,000
$1,500,000
$1,000,000
$500,000
$0
$3,164,847
$3,971,538
$3,091,569
$3,159,540
$2,870,889
$2,871,175
$2,834,742
$2,971,194
$3,030,716
$3,252,197
$3,486,836
$3,745,255
2005
2006
2007
2008
2009
2010
2011
2012
2013
2014
2015
2016 Comp Budget
Contingency
Employee Benefits
Debt Service Interest
Principal
Contracted Services
Equipment
Personal Service

2016 WATER FUND Expense Budget: Debt Service History

SUB-DEPT: 9710 Debt Service -

Principal and Interest paid on bonds for Capital Projects funded through the Water Fund

YR	TOTAL Principal + Interest	YR-YR Incrs (%)	2007-2016 Incrs (%)
2007	$129,115		
2008	$134,523	4.2%	
2009	$151,111	12.3%	
2010	$227,279	50.4%	
2011	$271,041	19.3%	
2012	$315,138	16.3%	
2013	$408,975	29.8%	
2014	$521,367	27.5%	
2015	$574,482	10.2%	
2016	$624,927	8.8%	384.0%

2016 WATER and SEWER FUNDS: Fund Balance History

YR	Water Fund	Sewer Fund
2005	($1,309,562)	($170,824)
2006	($39,895)	$227,022
2007	($175,700)	$265,954
2008	($197,425)	$140,163
2009	($207,761)	($20,059)
2010	($51,609)	$198,370
2011 *	($129,005)	$252,021
2012*	$208,555	$508,138
2013*	$359,916	$817,462
2014*	$636,001	$868,518

2005-2010: "Unappropriated, Unreserved Fund Balance"
2011-forward: NEW Category Descriptions, per GASB 54

"Assigned, unrestricted FUND BALANCE"
"Unassigned, unrestricted FUND BALANCE"

City of Saratoga Springs
Department of Public Works
5 Lake Avenue - City Hall
Saratoga Springs, NY 12866
Phone: 587- 3550 (Ext. 2574)
Fax: 587 - 2417

CITY OF SARATOGA SPRINGS WATER RATES & RESOLUTION

RESOLVED that the City Council of Saratoga Springs this 17th day of March 2015, adopt and confirm the following water rates for the 2015 Utilities Billings having due dates of (***05/15/15, 08/17/15, 11/16/15 and 2/15/16***). The rates as shown will be applied to a quarterly billing procedure. Bills shall be computed under a step rate system on exact consumption. This resolution shall be made pursuant to Water–Sewer Chapter 231 section 48 of the City code by adding the amendment adopted by the City Council on March 17, 2015.

1. Rate structure shall be as follows:

A. There shall be a basic service charge of $10.00 (ten dollars) for all accounts, which have been active and/or metered during the previous three (3) month period or any part of the said three (3) month period, with the exception of sprinkler accounts.

Cubic Ft. Units				Rate per Thousand 2015
FIRST	0	-	2000	$12.90
FROM	2001	-	8000	$15.55
FROM	8001	-	25,000	$16.30
FROM	25,001	-	75,000	$16.60
FROM	75,001	-	100,000	$16.90
FROM	100,001	-	125,000	$16.60
FROM	125,001	-	150,000	$16.20
FROM	150,001	-	175,000	$16.10
FROM	175,001	-	225,000	$13.50
FROM	225,001	-	750,000	$12.80
FROM	750,001	-	1,000,000	$12.70
FROM	1,000,001	-	2,000,000	$11.20
FROM	2,000,001	&	OVER	$ 5.80

B. Any metered account dedicated to outside usage only shall be billed at a rate of one and one half (1 ½) the current rate. Additionally, any metered outside usage only account that has no usage for an entire three (3) month period shall have no bill for that period. All metered usage of these accounts will be billed for water consumption only. There will also be a charge for new meter installation.

C. There shall be an additional charge of one-dollar ($1.00) per quarter for every water service connection, whether metered or non-metered, to cover costs of emergency repairs to private water service pipes located in City streets. Residents of Interlaken will be excluded from the one-dollar ($1.00) per quarter emergency repair charge.

D. Commencing with the July 2006 water utility bill, residents of Interlaken will be charged a maintenance fee of $26.50 per quarter and metered water rates as follows:

Steps	Cubic Ft. Units		Rate per Thousand
1	FROM	0 – 2,000	$ 73.50 (minimum)
2	FROM	2,001 – 99,999,999	3.80

In situations where there is no meter, residents of Interlaken will be charged a maintenance fee of $26.50 and a flat charge of $73.50 for water.

2. Buildings having water main service shall have a charge of $10.00 (ten dollars) per quarter.

3. Vacant lots having water main service shall have a charge of $10.00 (ten dollars) per quarter, billed once a year at a total of $40.00 (forty dollars) on the first billing of each year. For billing purposes, each 100 feet of frontage (or part thereof) shall constitute a lot charge.

4. Buildings, which have services that have not been used (metered) throughout the three-month billing period, shall have a charge of $15.00 (fifteen dollars).

5. Fire hydrants and other unmetered fire protection appurtenances, located outside of building(s) but within private property, shall be charged $50.00 (fifty dollars) per hydrant or appurtenance per quarter.

6. Buildings or properties which are not metered or that have dead readers shall have a charge of $100.00 (one hundred dollars) per quarter.

7. Accounts outside the City of Saratoga Springs shall be charged triple the rate and a $10.00 (ten dollars) basic service charge, except those accounts, which presently exist in the Milton portion of Geyser Crest.

8. All billings shall be charged to the last date of consumer readings.

9. All accounts must be individually metered and all usage must first pass through such meter before

supplying any part or parcel of the property serviced.

10. There will be a charge of $75.00 (seventy-five dollars) for storage of any meter, per occurrence.

11. In the event that a meter is lost, stolen, damaged or destroyed, the property owner shall be responsible for replacement or repair costs. The minimum charge per occurrence shall be based on meter size, as follows:

Meter Size	Repair/Replacement Charge 2015
5/8”	$265.00
3/4”	$300.00
1”	$350.00

12. Tapping fees shall be $200.00 (two hundred dollars) for ¾ inch and 1 inch taps that are presently serving existing water accounts within the City’s water distribution system (cost for replacement tap only).

[RESERVED]

13. No adjustment or refunds shall be granted except in cases where an account is in error and such adjustment shall be made on the next billing date.

14. The Commissioner of Public Works shall have the authority to establish rules and determine rates in special circumstances, not to exceed $500.00 (five hundred dollars).

15. There shall be a non-recurring charge for the installation of a water meter on all new accounts. Charge shall be based on size as follows:

Meter Size	Installation Charge 2015
5/8”	$265.00
3/4”	$300.00
1”	$350.00

Where multiple dwellings are to be constructed, a lump sum payment of this fee, for all planned units, shall be required prior to connection to any water main.

16. Pursuant to Water-Sewer Chapter 231 Section 54 of the City Code:

There shall be a minimum hydrant charge of $175.00 (one hundred seventy five dollars) for hydrants connected to the City’s water system. There will be an additional metered water charge based on current water rates for usage. Use of hydrants, for demolition, etc., shall be at the sole discretion of the Commissioner of Public Works.

17. Temporary meters:

There shall be a minimum charge of $125.00 (one hundred twenty five dollars) for a temporary water meter used. Additionally, there will be a metered water charge based on current water rates for usage.

18. Non-Payment of Bills for Residents Outside of the City Limits:

The Commissioner of Public Works is authorized to direct that the water service to a user be shut off 10 (ten) days after a delinquent notice is mailed if payment is not received by that time. When shut off, water shall not be turned back on except upon payment of the arrears amount of the utility bill plus an additional reactivation fee of $80.00 (eighty dollars).

19. A separate charge of $60.00 (sixty dollars) shall be assessed in all instances where estimated bills have been issued to an account for three consecutive quarters.

20. Commencing with the July 2012 water utility bill, there shall be an additional charge on all accounts which have been active and/or metered during the previous three (3) month period or any part of said three (3) month period with the exception of sprinkler accounts and Interlaken residents. This additional charge shall cover costs of capital improvements to the City's water system

21. 2015 Rates:

$ 15.00 $ per quarter for meter size one (1) inch or less;
$ 50.00 $ per quarter for meter size greater than one (1) inch but less than six (6) inches;
$250.00 per quarter for meter size six (6) inches or greater

22. Commencing with the April 2015 water utility bill, there shall be an additional charge on all accounts which have been active and/or metered during the previous three (3) month period or any part of said three (3) month period with the exception of sprinkler accounts and Interlaken residents as follows:

$2.00 per quarter for meter size one (1) inch or less;
$4.00 per quarter for meter size greater than one (1) inch but less than six (6) inches;
$6.00 per quarter for meter size six (6) inches or greater

This additional charge is imposed for the purpose of reimbursing the City's general fund for transfers made from the general fund to the water fund for a number of years. It is intended that the additional charge shall remain in effect only until the general fund has been reimbursed for such transfers.