



## Director's Rule

<b>Title</b> Customer Charges		<b>Number</b> FIN-220.1	<b>Rev. no.</b> ( <del>4</del> ) <u>2</u>
<b>Responsibility</b> Finance Division		<b>Supersedes</b> N/A	<b>Pages</b> 4
<b>General Manager/CEO Signature</b>	<b>Approval Date</b>	<b>Effective Date</b>	

### 1. PURPOSE

To set charges for special services provided by Seattle Public Utilities (SPU).

### 2. DEFINITIONS

*time and materials.* The actual cost incurred by SPU for work performed, including labor, equipment, materials, applicable permit fees and taxes, pavement restoration, overhead costs, and any similar costs, which is calculated by SPU after work has been completed.

### 3. RULE

#### A. Meter Charges

##### 1) Meter test

Size (inches)	Meter Test Charge
¾ to 2	\$170
3 to 6	\$375
8	\$480
10	\$600
12	\$720

Note: Charge waived if test results fail to meet American Water Works Association (AWWA) standards.

**2) Meter removal**

Size (inches)	Meter Removal Charge
$\frac{3}{4}$ to 1	\$135
1½ to 2	\$215
3 and larger	time and materials

**3) Meter reset**

Size (inches)	Meter Reset Charge
$\frac{3}{4}$ to 1	\$135
1½ to 2	\$245
3 and larger	time and materials

**4) Special meter read**

- Customer requested meter readings ..... \$60
- For obstructed meter readings ..... \$125
- Adjust buried, obstructed or low meter boxes or valve boxes caused by customer installed landscaping or resurfacing ( $\frac{3}{4}$ -inch to 2-inch meters)..... \$465

**5) Meter shutoff and meter turn-on** (Requests initiated by customer, customer's contractor, agent, tenant, or emergency responders acting to protect customer's premises; and for cross-connection control program. Collection and severance meter shutoff and meter turn-on charges are listed in sections B2 and B3.)

Applies to all water services (domestic, fire, and combinations).

- Meter shutoff..... \$120 per trip
- Meter turn-on ..... \$120 per trip

**6) Top shutoff (TSO) installation** (customer expedited request)

- $\frac{3}{4}$  inch ..... \$155
- 1 inch ..... \$220

**7) Trim customer-installed vegetation obstructing meter boxes or fire hydrants** ..... \$155

**B. Collection and Severance**

- 1) Property visit**..... \$30
- 2) Meter shutoff for nonpayment of utility bill** ..... \$60

**3) Meter turn-on once debt owed to utility is satisfied**

- During normal business hours  
(8 am – 3:30 pm, Monday-Friday,  
excluding City holidays) .....no charge
- After hours (other than normal hours) ..... \$80

**4) Replace customer damaged lock ..... \$160**

**5) Illegal jumpers**

- Removal ..... \$135
- Removal and slurry ..... \$220
- Removal of slurry .....time and materials

**C. Special Field Trips**

- On-property leak investigation and  
City water service line is intact ..... \$120 per trip
- Re-inspection required because  
the requesting customer is not ready for  
inspection by deadline or stated date ..... \$210 per trip

**D. Hydrants, nonfirefighting use of**

- Hydrant use permit ..... \$215
- Hydrant meter assembly rental ..... \$305

Note: All equipment must be returned in the same-as-issued condition. In the event of damaged or lost equipment, SPU will assess charges equal to the cost of damaged or lost equipment, including overhead cost.

- Water consumption

Water consumption rates are based on the current City general service rates at the time of hydrant usage. ((When a hydrant meter is required, the water consumption will be charged at the current City general service water rates. The following minimum monthly consumption charges will apply.))

Season	Effective October 1, 2018	Effective January 1, 2019	Effective January 1, 2020
September 16 to May 15	\$52.00	\$52.70	\$54.40
May 16 to September 15	\$65.90	\$66.90	\$68.60

If SPU determines ((that)) water consumption will be less than 10 CCF per day or the permit is for fewer than 30 consecutive days, per-day charges will be applied for the entire term of the permit.

Per-day charges are equal to 10 CCF at current City general service rates.

Season	Effective October 1, 2018	Effective January 1, 2019	Effective January 1, 2020
September 16 to May 15	\$52.00	\$52.70	\$54.40
May 16 to September 15	\$65.90	\$66.90	\$68.60

~~((At the discretion of SPU, permits assigned a hydrant meter are subject to the above per day charges for the entire term of the permit if (a) there is any evidence of hydrant meter tampering, or (b) there is damage to the hydrant meter that prohibits SPU from accurately determining the amount of water used.))~~

During a declared water emergency, hydrant-permit users allowed to continue their permits will be charged at the established surcharge-general service rate, if any.

#### **E. Cross-Connection Control Program**

- Reminder letters to customers who do not provide acceptable proof of satisfactory performance test of their backflow preventers within 30 days of receiving original notification, or to customers who have not installed backflow preventers as required ..... \$105 each backflow preventer
- Late assembly test shutoff notice ..... \$155

#### **F. Sewer Submeter Setup** (includes plan review, inspections and billing initiation)

- Initial submeter setup ..... \$533
- Each subsequent submeter on same account installed at the same time ..... \$333

#### **G. Late Payment**

- Late payment: Past due balances may be subject to a monthly interest charge based on the legal rate.

#### **H. Returned Payments**

- Process returned payment ..... \$25

Note: This includes all forms of payment that have been returned by a bank or other financial institution.

### **4. AUTHORITY/REFERENCES**

- SMC 21.04.465, Standard, connection, and administrative charges (water)
- SMC 21.28.230, Standard and administrative charges (wastewater)
- SMC 3.02, Administrative code
- SMC 3.32.020, Adoption of rules
- SPU Director's Rule CS-310.1, Customer Billing, Payments and Collections
- SPU Policy CS-310, Customer Billing, Payments and Collections.
- SPU Policy/Procedure CS-105, Cross-Connection Control Program