

**ORDINANCE NO. 187**

**AN ORDINANCE OF THE BOARD OF DIRECTORS  
OF THE VALLECITOS WATER DISTRICT  
REPEALING ORDINANCE NO. 169, AND  
ESTABLISHING ENGINEERING FEES/RATES,  
RULES AND REGULATIONS**

BE IT ORDAINED by the Board of Directors of the Vallecitos Water District as follows:

Ordinance No. 169 is hereby repealed, and the following Engineering Fees/Rates, Rules, and Regulations are hereby established.

**ENGINEERING FEES**

**Section 1: Engineering Document Fees:** The following schedule of fees shall be charged per document or item.

<b>1.1 <u>Document/Agreement/Permit:</u></b>	<b><u>Fee</u></b>
Service Availability Letter:	
Boundary Adjustment, Single Lot, Minor Subdivision	\$190
Major Subdivision, Commercial, Multi-Tenant/Family	\$350
Quit Claim Document	\$350
Right-of-Way Document	\$600
Grant Deed	\$600
Temporary Water or Sewer Service Agreement	\$500
Exchange Agreement for Water Service	\$500
Water Service Agreement	\$260
Negative Declaration	\$190
Encroachment Permit	\$300
Joint Use Agreement	\$350

The above fees do not include taxes, transfer, recording, or documentary fees that may be charged by the applicable agency. These fees shall be determined by District staff and collected in addition to the document fees and are payable to the District prior to execution or approval.

The referenced document/agreement fees typically apply to single lot residential, minor commercial or industrial projects not requiring the installation of water or sewer pipelines. Multi-parcel projects, minor and major subdivisions, and similar projects are subject to a formal plan check process and the fees above may be considered deposits applicable to the plan check described in **Section 2.4**.

All other documents that may require action by the District on behalf of private property owners or developers shall require a determination made by the General Manager or designated representative of the reasonable costs associated with the document and are payable to the District prior to execution or approval.

<b>1.2 <u>Miscellaneous Documents/Publications</u></b>		<b><u>Fee</u></b>
As-Built Construction Drawings:	Printed copy	\$ 7.50
Water and Wastewater Master Plan:	Printed Copy	\$ 75.00
	Digital Copy	\$ 25.00
Master Plan CEQA Document:	Printed Copy	\$ 75.00
	Digital Copy	\$ 25.00
Standard Specifications:	Printed Copy	\$ 50.00
	Digital Copy	\$ 25.00
Water or Sewer System Map:	200 Scale	\$ 7.50
	1000 Scale	\$ 20.00
	2000 Scale	\$ 7.50

**Section 2: Engineering Services:** The following services are provided on a time and material or fee for services basis. The time and material costs shall include all actual District labor, administrative and overhead costs, including expenses for engineering, legal services (including, but not limited to, costs of condemnation), management, and outside consulting services provided to support District staff. The deposits are the minimum required for each service provided and the amount may be modified, in the District's sole discretion, based on the project's size, complexity, or impacts to the District.

The District may elect to use a consultant to perform any of the following services for specific projects based on either technical needs or staff availability. Deposits shall be determined, in District's sole discretion, for each project utilizing consultants.

**2.1 Hydraulic Analysis/Modeling:** The District may perform computerized water and sewer hydraulic analysis/modeling for projects to determine required water and sewer facilities, pipeline sizes, and impacts to existing District facilities. The analysis/modeling will be completed on a time and material basis and fee for services basis and are established as follows:

<b><u>Project Scope:</u></b>	<b><u>Fee</u></b>
Fire Flow Availability (One Node Simple Analysis Fee)	\$250
Minor Subdivision, Minor Commercial:	
Sewer Modeling (Deposit)	\$600
Hydraulic Modeling (Deposit)	\$600
Major Subdivision, Commercial, Multi-Tenant/Family:	
Sewer Modeling (Deposit)	\$2,500
Hydraulic Modeling (Deposit)	\$1,250

**2.2 Water Supply Assessments (WSA):** The completion of a WSA is required under specific situations to comply with applicable law. The WSA will be completed on a time and material basis with the minimum deposit amount established as \$2,300

**2.3 Water and Sewer Study for Proposed Density Increase:** Projects with increased land use densities inconsistent with the most current District Water, Sewer, and Reclamation Master Plan will require a water and sewer study for determination of the projects impacts to District facilities and identify additional capacity fees that may be due per District policy. The study will be completed on a time and material basis with the minimum deposit amount established as \$2,300.

**2.4 Plan Check:** The District will review and check all improvement plans and related documents on a time and material basis with the minimum deposit of \$500.00 plus \$150.00 per sheet. The per sheet deposit may include sheets not showing pipelines or appurtenances (such as landscaping, grading, electrical, etc.) which, in District's sole discretion, may impact existing or proposed District facilities.

**2.5 Project Finalization:** The project finalization fee is collected as a fixed fee for completion of all required mapping, project documentation, close out, final inspection or field verification, and administrative duties required for new projects. The fee is hereby established as \$500.00, plus \$50.00 per sheet. The per-sheet fee includes only those sheets that show District facilities, appurtenances and details.

**Section 3: Inspection Services:** The following services are provided on a time and material and fee for services basis. The time and material costs shall include all actual District labor and administrative and overhead costs, including expenses for engineering, legal services (including, but not limited to, costs of condemnation), management, and outside consulting services provided to support District staff. The deposits are the minimum required for each service provided and the amount may be modified, in the District's sole discretion, based on the project's size, complexity, or impacts to the District.

All pipelines, fire hydrants, fire service detector checks, water meters, manholes, sewer laterals, or appurtenances shall be installed by a properly licensed contractor in accordance with the District Standard Specifications, approved Plans and Specifications, and shall be inspected during construction by District personnel or District representative. Inspection may include the use of Closed Circuit Television (CCTV) equipment and specialized project-specific inspection, determined in the sole discretion of the District.

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**3.1 Inspection Deposits for Individual Installations:** The following deposits shall apply for inspection services for facilities that do not require the installation of water or sewer pipelines, and are established as follows:

Fire Hydrant	\$1,500 per fire hydrant
Fire Service Detector Check	\$1,500 per fire service
Water Service	\$1,500 per water service
Sewer Lateral	\$1,500 per sewer lateral
Water Test Station	\$1,500 per test station
Manhole/Cleanout	\$1,350 per manhole/cleanout

The above deposits may include minor plan check services associated with individual installations that are not part of facilities identified in **Section 3.2**, or require plan review in accordance with **Section 2.4**.

**3.2 Inspection Deposit for Pipeline Installations:** The following deposit amounts shall be charged for projects requiring the installation of water and/or sewer pipelines. The inspection will be performed on a time and material basis and are established as follows:

**Water Pipelines:** \$2,400 minimum deposit plus:

\$6.00 per lineal foot between	201 - 1,000 lineal feet
\$3.00 per lineal foot between	1,001 - 2,500 lineal feet
\$2.50 per lineal foot between	2,501 - (unlimited) lineal feet

**Sewer Pipelines:** \$1,400 minimum deposit plus:

\$5.00 per lineal foot between	201 - 1,000 lineal feet
\$2.00 per lineal foot between	1,001 - 2,500 lineal feet
\$1.90 per lineal foot between	2,501 - (unlimited) lineal feet

The deposit for water and sewer pipeline inspections includes all valves, fire hydrants, detector fire checks, water services, sewer laterals, manholes, and related appurtenances. **Section 3.1** deposits do not apply.

**3.3 Miscellaneous Facility Inspection:** Inspection deposits for facilities not referenced in **Section 3.1** or **Section 3.2** shall be based on a project-specific scope of work considering the project's size, complexity, and impacts to the District determined in the District's sole discretion. Examples of eligible projects are:

**Pressure Reducing Stations**  
**Pump Stations**  
**Sewer Lift Stations**  
**Reservoirs**  
**Miscellaneous Building Improvements**

**3.4 Closed Circuit Television (CCTV) Inspection:** District may provide pipeline inspection services for pre-acceptance inspection, or upon request, utilizing the District's CCTV inspection equipment. The inspection will be performed on a time and material or fee basis and are established as follows:

**3.4.1 New/Existing Sewer Inspection:** \$500.00 minimum deposit plus \$1.50 per lineal foot of pipe inspected

**3.4.2 Warranty Inspection:** \$500.00 minimum fee plus \$1.50 per lineal foot of pipe inspected

**Section 4: Review of Fees and Deposits:** The fees and deposits established by this Ordinance may be reviewed annually and changes to the fees or deposit amounts or the addition or deletion of items may be made by modification of this Ordinance by Board action.

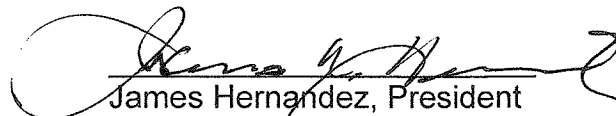
**Section 5: Fee and Deposits:** The fees established by this Ordinance are non-refundable. Deposits established by this Ordinance are refundable only to the extent that the deposit exceeds expenses incurred by the District.

ALL OTHER ORDINANCES, ARTICLES, OR SECTIONS OF ORDINANCES OR AMENDMENTS IN CONFLICT HEREWITH ARE HEREBY REPEALED.


This Ordinance shall become effective immediately upon adoption.

PASSED, APPROVED, AND ADOPTED by the Board of Directors of the Vallecitos Water District at a regular Board meeting held this 23<sup>rd</sup> day of October, 2013, by the following roll call vote:

AYES: EVANS, FERGUSON, MARTIN, POLTL, HERNANDEZ  
NOES:  
ABSTAIN:  
ABSENT:

  
James Hernandez, President  
Board of Directors  
Vallecitos Water District

ATTEST:

  
Dennis O. Lamb, Secretary  
Board of Directors  
Vallecitos Water District