

CITY OF SPOKANE
PUBLIC RULE
DEPARTMENT POLICY AND PROCEDURE

CITY OF SPOKANE WATER AND HYDROELECTRIC DEPARTMENT PUBLIC RULE AND PROCEDURE	RULE 4100-24-02 RES 2024-0105 LGL 2020-0024
TITLE: WATER AND HYDROELECTRIC DEPARTMENT – UPDATE FEE SCHEDULE	
EFFECTIVE DATE: December 17, 2020 REVISION DATE: June 1, 2022; January 1, 2024; January 1, 2025	

1.0 GENERAL

1.1 The City of Spokane Water and Hydroelectric Department established the following public rule, policy, procedures, and fee schedule.

The Public Rule relates to the charges of fees and costs for various services related to the Water and Hydroelectric Department from the City of Spokane.

The administrative fees and costs schedule can be found onsite at Water and Hydroelectric Department located at: 914 East North Foothills Drive, Spokane, Washington 99207.

1.2 TABLE OF CONTENTS

- 1.0 GENERAL
- 2.0 DEPARTMENTS/DIVISIONS AFFECTED
- 3.0 REFERENCES
- 4.0 DEFINITIONS
- 5.0 POLICY
- 6.0 PROCEDURE
- 7.0 RESPONSIBILITIES
- 8.0 APPENDICES

2.0 DEPARTMENTS/DIVISIONS AFFECTED

This public rule and policy shall apply to the City of Spokane Water and Hydroelectric Department, the City of Spokane Utilities Billing Department, and the City of Spokane Accounting Department.

3.0 REFERENCES

Spokane Municipal Code (SMC) Chapter 13.04
Chapter 246-290 WAC – Group A Public Water Systems
Chapter 246-293 WAC – Water System Coordination Act
Chapter 70A.120 RCW – Public Water Supply System
City of Spokane Public Rule 4100-20-01, Water Hydrant Usage Policy and Fees dated June 25, 2020.

4.0 DEFINITIONS

4.1 See SMC 13.04.0816 & Chapter 13.04 SMC

5.0 POLICY

5.1 It is the policy of the City of Spokane to adopt fees for reimbursement of costs for administering the City's Water and Hydroelectric Department programs in compliance with Department of Health regulations.

5.2 The City anticipates annual review and updates to all fees for reimbursement. However, in the event an annual update is not needed, all fees set out in the latest Appendix A shall remain in full effect until modified or amended via the Public Rule process.

6.0 PROCEDURE

6.1 The Water & Hydroelectric Department fees and costs for various services related to the Water and Hydroelectric programs and services of the City of Spokane.

6.2 These fees and costs are intended to cover the costs of administration of the Water and Hydroelectric Department, including but not limited to, costs associated with permits, tap and meter connections, monitoring, inspections, sampling, analysis, publication, processing, and violation remediation.

6.3 Current Fees and Charges:

6.3.1 Meter Fees and Tap Fees are charged as stated in Appendix A, attached.

6.3.2 Return Inspection Fees and Reschedule Fees are charged based on actual charges for the number of hours spent and level of work performed.

6.3.3 Administrative Appeal: Two hundred fifty dollars (\$250.00).

6.3.4 Publication of significant non-compliance notice: Costs are billed, and payable in advance.

- 6.3.5 Monitoring, inspection, surveillance, sampling fees: Costs are determined and billed by the Director.
- 6.3.6 Processing fee for NSF checks: As set by City Treasurer.
- 6.3.7 Administrative Penalty: Five hundred dollars (\$500.00)
- 6.3.8 Any other review or approval by the Director not otherwise specified above: Hourly basis based on staff time.

7.0 RESPONSIBILITIES

The Water and Hydroelectric Department through the City’s Utilities Billing Department, and Accounting Department shall administer this Public Rule and Policy. Unpaid charges, fines, and penalties shall, after thirty calendar days (30), be assessed an additional penalty of one percent (1.00%) of the unpaid balance per month.

8.0 APPENDICES

8.1 Appendix A – Meter Fees and Tap Fees for 2025

APPROVED BY:

Alex Scott
Alex Scott (Nov 22, 2024 11:18 PST)

 City Administrator

Nov 22, 2024

 Date

Marlene Feist

 Division or Department Director

Nov 22, 2024

 Date

Elizabeth Schoedel
Elizabeth Schoedel (Nov 22, 2024 10:57 PST)

 Assistant City Attorney

Nov 22, 2024

 Date

APPENDIX A

((2024)) 2025 METER FEES & TAP FEES*

METER FEES	FEE DOLLAR AMOUNT
Type: Hydrant Flow Test	((\$1,110.86)) <u>\$1,124.19</u>
Type: After Hours Fee	((\$1,318.80)) <u>\$1,334.63</u>
Type: Meter Test Fee	((\$645.36)) <u>\$653.11</u>
2" Fire Meter W/ DCDVA	((\$3,114.71)) <u>\$3,988.10</u>
Type: Utility Offset (based on 8")	((\$3,148.43)) <u>\$3,186.21</u>
Type: 2" Fire Meter W/0 DCDVA	((\$1,863.28)) <u>\$2,906.34</u>
Type: 3" Meter- Domestic W/ DCVA	((\$8,871.20)) <u>\$8,870.90</u>
Type: 3" Meter - Domestic W/0 DCVA	((\$7,326.83)) <u>\$7,522.59</u>
Type: 4" Meter - Domestic W/ DCVA	((\$10,191.61)) <u>\$10,367.13</u>
Type: 4" Meter - Domestic W/0 DCVA	((\$9,426.65)) <u>\$10,033.06</u>
Type: 6" Meter - Domestic W/ DCVA	((\$14,983.73)) <u>\$15,882.72</u>
Type: 6" Meter- Domestic W/0 DCVA	((\$13,200.79)) <u>\$13,428.63</u>
Type: 3" Meter- Irrigation W/ DCVA	((\$7,672.41)) <u>\$7,803.85</u>
Type: 3" Meter- Irrigation W/0 DCVA	((\$6,128.04)) <u>\$6,455.54</u>
Type: 4" Meter - Irrigation W/ DCVA	((\$8,618.79)) <u>\$8,921.55</u>
Type: 4" Meter - Irrigation W/0 DCVA	((\$7,081.83)) <u>\$7,803.18</u>
Type: 6" Meter- Irrigation W/ DCVA	((\$13,548.03)) <u>\$13,131.79</u>
Type: 6" Meter - Irrigation W/0 DCVA	((\$11,196.05)) <u>\$11,545.96</u>
Type: 4" Meter - Domestic/Fire W/ DCVA	((\$13,700.04)) <u>\$10,027.96</u>
Type: 4" Meter - Domestic/Fire W/0 DCVA	((\$11,614.30)) <u>\$8,371.29</u>
Type: 6" Meter - Domestic/Fire W/ DCVA	((\$18,338.26)) <u>\$12,649.39</u>

Type: 6" Meter - Domestic/Fire W/0 DCVA	((\$15,189.41)) <u>\$10,065.16</u>
Type: 8" Meter - Domestic/Fire W/ DCVA	((\$24,000.38)) <u>\$23,185.35</u>
Type: 8" Meter - Domestic/Fire W/0 DCVA	((\$19,344.21)) <u>\$19,723.58</u>
Type: 10" Meter - Domestic/Fire W/ DCVA	((\$33,347.66)) <u>\$28,749.48</u>
Type: 10" Meter - Domestic/Fire W/0 DCVA	((\$26,970.81)) <u>\$24,864.12</u>
Type: 4" Meter- Fire W/ DCVA	((\$8,958.19)) <u>\$9,608.95</u>
Type: 6" Meter- Fire W/ DCVA	((\$11,782.76)) <u>\$12,440.09</u>
Type: 8" Meter- Fire W/ DCVA	((\$16,064.53)) <u>\$18,939.21</u>
Type: 10" Meter - Fire W/ DCVA	((\$22,028.63)) <u>\$22,494.52</u>
Type: 4" Meter- Fire W/0 DCVA	((\$6,147.18)) <u>\$7,641.79</u>
Type: 6" Meter- Fire W/0 DCVA	((\$7,821.75)) <u>\$9,304.04</u>
Type: 8" Meter-Fire W/0 DCVA	((\$10,554.53)) <u>\$14,819.15</u>
Type: 10" Meter - Fire W/0 DCVA	((\$15,500.75)) <u>\$18,119.71</u>
Type: 5/8" Meter – Domestic or Irrigation In PVC Box	((\$2,436.58)) <u>\$2,465.81</u>
Type: 5/8" Meter – Domestic or Irrigation In Concrete Box	((\$3,001.48)) <u>\$3,037.49</u>
Type: 5/8" Meter – Domestic or Irrigation In Building	((\$1,023.96)) <u>\$1,013.00</u>
Type: 5/8" Meter – Domestic or Irrigation In Vault	((\$1,087.35)) <u>\$1,036.25</u>
Type: 3/4" Meter- Domestic or Irrigation In PVC Box	((\$2,493.69)) <u>\$2,523.61</u>
Type: 3/4" Meter- Domestic or Irrigation In Concrete Box	((\$3,058.59)) <u>\$3,095.29</u>
Type: 3/4" Meter- Domestic or Irrigation In Building	((\$1,081.08)) <u>\$1,070.80</u>
Type: 3/4" Meter – Domestic or Irrigation In Vault	((\$1,144.46)) <u>\$1,094.05</u>
Type: 1" Meter - Domestic or Irrigation In PVC Box	((\$2,531.53)) <u>\$2,561.92</u>
Type: 1" Meter - Domestic or Irrigation In Concrete Box	((\$3,144.16)) <u>\$3,181.89</u>
Type: 1" Meter - Domestic or Irrigation In Building	((\$1,166.65)) <u>\$1,363.49</u>

Type: 1" Meter - Domestic or Irrigation In Vault	(((\$1,598.83)) <u>\$1,498.33</u>
Type: 1 1/2" Meter - Irrigation	(((\$2,841.23)) <u>\$2,960.37</u>
Type: 1 1/2" Meter - Domestic	(((\$2,759.11)) <u>\$2,817.64</u>
Type: 2" Meter- Irrigation	(((\$2,938.55)) <u>\$2,994.52</u>
Type: 2" Meter - Domestic	(((\$2,914.25)) <u>\$2,982.49</u>
Type: Upsize to 3/4" Meter	(((\$526.96)) <u>\$533.29</u>
Type: Upsize to 1" Meter	(((\$814.89)) <u>\$824.67</u>
Type: Valve Replacement	(((\$415.76)) <u>\$420.75</u>
Type: Frozen 5/8" Meter	(((\$394.11)) <u>\$398.84</u>
Type: Frozen 3/4" Meter	(((\$451.23)) <u>\$456.64</u>
Type: Frozen 1" Meter	(((\$525.03)) <u>\$531.33</u>
Type: Frozen 1 1/2" Meter	(((\$1,004.30)) <u>\$1,016.35</u>
Type: Frozen 2" Meter	(((\$1,159.44)) <u>\$1,173.35</u>
Type: Damaged Meter Remote Repair/Replace	(((\$483.68)) <u>\$489.48</u>
Type: Meter Box Install PVC/Concrete	(((\$2,125.68)) <u>\$2,151.18</u>
Type: Hydrant Lock Remove/Reinstall	(((\$716.06)) <u>\$724.66</u>
<u>Type: Blackflow Test</u>	<u>\$245.35</u>
<u>Type: Meter Appointment reschedule fee</u>	<u>\$81.98</u>

Tap Fees	Fee Dollar Amount
Type: 1" Tap	(((\$1,794.44)) <u>\$1,875.17</u>
Type: 2" Tap	(((\$1,856.60)) <u>\$1,934.29</u>
Type: 4" Tap	(((\$5,817.24)) <u>\$5,952.34</u>
Type: 6" Tap	(((\$5,052.84)) <u>\$5,176.32</u>

Type: 8" Tap	((\$7,354.56)) <u>\$7,653.07</u>
Type: 10" Tap	((\$9,241.45)) <u>\$9,400.65</u>
Type: 12" Tap	((\$10,943.26)) <u>\$11,077.66</u>
Type: Tap Inspection Only Fee	\$161.63

Miscellaneous Fees	Fee Dollar Amount
On Property Water Service Repair	((\$161.63)) <u>163.56</u>
Chlorination 3,000' or less	((\$605.35)) <u>\$612.61</u>
Re-Inspection	((\$161.63)) <u>\$163.56</u>
New Hydrant Install	((\$10,773.95)) <u>\$10,956.19</u>
Water Main Tie In	((\$1,129.61)) <u>\$1,143.17</u>
New Install Rescheduling	((\$405.44)) <u>\$410.30</u>
Type: ¾" to 5/8" Meter downsize (ADU)	<u>\$802.52</u>
Type: 1" to ¾" Meter downsize (ADU)	<u>\$860.29</u>

Updated and revised October 2024

* In the event an annual update does not occur, all fees set out in the latest Appendix A shall remain in full effect until modified or amended.












Public Rule 4100-24-02 (Update Fee Schedule)


Final Audit Report

2024-11-22


Created:	2024-11-19
By:	Daniel Rose (drose@spokanecity.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA_xnNp4aw-N0a5ssVEO7c78VQvUddC9gj

"Public Rule 4100-24-02 (Update Fee Schedule)" History

-  Document created by Daniel Rose (drose@spokanecity.org)
2024-11-19 - 7:38:15 PM GMT
-  Document emailed to eschoedel@spokanecity.org for signature
2024-11-19 - 7:39:14 PM GMT
-  Email viewed by eschoedel@spokanecity.org
2024-11-22 - 6:56:35 PM GMT
-  Signer eschoedel@spokanecity.org entered name at signing as Elizabeth Schoedel
2024-11-22 - 6:57:10 PM GMT
-  Document e-signed by Elizabeth Schoedel (eschoedel@spokanecity.org)
Signature Date: 2024-11-22 - 6:57:12 PM GMT - Time Source: server
-  Document emailed to Marlene Feist (mfeist@spokanecity.org) for signature
2024-11-22 - 6:57:13 PM GMT
-  Email viewed by Marlene Feist (mfeist@spokanecity.org)
2024-11-22 - 7:10:28 PM GMT
-  Document e-signed by Marlene Feist (mfeist@spokanecity.org)
Signature Date: 2024-11-22 - 7:10:42 PM GMT - Time Source: server
-  Document emailed to ascott@spokanecity.org for signature
2024-11-22 - 7:10:45 PM GMT
-  Email viewed by ascott@spokanecity.org
2024-11-22 - 7:17:53 PM GMT
-  Signer ascott@spokanecity.org entered name at signing as Alex Scott
2024-11-22 - 7:18:11 PM GMT

 Document e-signed by Alex Scott (ascott@spokanecity.org)

Signature Date: 2024-11-22 - 7:18:13 PM GMT - Time Source: server

 Agreement completed.

2024-11-22 - 7:18:13 PM GMT