

RESOLUTION 16-06

AMENDMENT TO USER CHARGE ORDINANCE NUMBER 3

WHEREAS, the Alexandria Lake Area Sanitary District's User Charge Ordinance Number 3 establishes the user charges to all customers, and the Board of Directors of the ALASD has determined amendments to this ordinance to be necessary.

NOW THEREFORE, BE IT RESOLVED by the Board of the Alexandria Lake Area Sanitary District that Ordinance Number 3 is amended to read as follows:

Section 1. User Rates

Subdivision 1. The user charge for a single family dwelling shall be **\$27.75** per month, which includes in this **\$27.75** charge a \$.50 per month billing charge. This charge would also apply to single family dwellings that are rented, partially or in whole, provided it discharges normal domestic strength wastewater and is billed as residential for electricity and water by ALP. Structures constructed or modified to serve as multiple family dwellings are not eligible for the single family rate and will be billed as a general municipal user.

Subdivision 2. The flow unit charge for the general municipal users shall be **\$6.13** per 1,000 gallons in addition to a \$.50 per month billing charge.

Subdivision 3. The user charge for BOD, P, SS, which exceeds the parameters of the general municipal flow (BOD5 = 290 mg/l, SS = 270 mg/l, and TP = 10 mg/l) shall be as follows:

BOD - **\$343.93** per 1,000 pounds
P - **\$9.91** per pound
SS - **\$320.23** per 1,000 pounds

Subdivision 4. The minimum monthly charge for the general municipal user, other than the single family dwelling unit, shall be based on the sewer service pipe and shall be as follows:

4" - **\$ 27.75**
6" - **\$ 83.00**
8" - **\$176.00**
10" - **\$285.00**
12" - **\$459.00**

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Subdivision 5. General municipal users not on city water and not having a city metered water supply shall be charged based on the estimated usage. All typical single-family dwelling shall be assigned an M value of 1 and shall pay for the Alexandria Lake Area Sanitary District facility use at the rate of \$27.75 per month.

Subdivision 6. All general municipal users not having a city metered water supply may be required to install and maintain water meters at no charge to the ALASD. All water meters shall comply with ALASD requirements. The ALASD reserves the right to require annual tests to insure accurate flow.

Subdivision 7. The following table is a listing of standards used in assigning the M value for various commercial, public, and institutional facilities:

<u>Facility</u>	<u>EDU or M Value</u>	<u>Parameter</u>
Apartments	0.8	\$2,000 (each unit)
Duplexes	0.8	\$2,000 (each unit)
Single Family Dwelling	1.0	\$2,500 (each unit)
Townhomes	1.0	\$2,500 (each unit)
Condominiums	1.0	\$2,500 (each unit)
Mobile Homes	1.0	\$2,500 (each unit)

Attached Appendix I entitled Facility Parameter M Value is appended and incorporated into this ordinance by reference.

Section II. Billing and Adjustments

Subdivision 1. All billings shall commence the first billing cycle after connection to sanitary sewer. Billing shall continue until the structure generating wastewater is removed from the property or when not occupied and water and electrical service has been removed. The removal of the user charge shall not be retroactive, unless the time all of the above conditions were met can be substantiated to the satisfaction of the Executive Director. In no event shall any rebate, credit, or back charge issued to a customer exceed six years.

Subdivision 2. Metered customers that experience a break in the private water service line may receive a credit for unused water if the Executive Director can substantiate the water line break and resultant repair. The credit shall be based upon the highest

monthly usage in the 12 months preceding the break.

Section III - Resort and Commercial Off-Season Rates

Subdivision 1. Definitions: "Resort" is defined as a commercial seasonal enterprise whose income is solely derived from the rental of housing units and associated goods and equipment including boats motors, supplies and recreational equipment. The units and associated equipment must be available for rent to the general public during the minimum period from May 15 to September 1 of each year at reasonable rates as compared to other enterprises of the same character in Douglas County, Minnesota. In any year that the enterprise has no income, it will not be considered a resort. Any units owned by individuals, corporations, cooperatives, associations or other multiple owner groups that units do not meet the definition of resort in this section shall not be considered resorts and will be billed in accordance with Subdivision 1 & 5 Section 1 of this ordinance.

Subdivision 2. Upon annual written notice and the signing of a contractual agreement user rates will be reduced during the resorts off-season to the minimum charge for a six inch service as shown in Section 1, Subdivision 4. The minimum charge will not apply when the resorts off-season usage exceed the minimum charge.

Subdivision 3. Failure to comply with the written agreement shall result in the resort's disqualification for a period of one year from the rate allowed in Section II, Subdivision 1 of this ordinance.

Section IV - Deduction Meters

Subdivision 1. If a substantial portion of water utilized by a metered general municipal user is not discharged into the sewer system, the volume of such water shall be deducted in computing the sewer use charge, provided a separate meter is installed to measure such volume. The user desiring to install such separate meter shall make application to the ALASD, full payment for the meter, and engage, at their own expense, a plumber to affect the necessary piping changes and install the couplings so the meter can be set. The user may also make direct payment to the

distributor for the necessary meter provided it is approved by ALASD.

Section V. - Private Water Meter Flow Billing

Effective on January 1, 2017 commercial sanitary sewer accounts that do not have access to city water or have not connected to city water and have been charged a reduced rate during the winter are required to install a water meter(s) for the purpose of user charge billing based upon metered flow. The private water meter shall be purchased, owned, maintained and if needed, replaced by the commercial account holder. Once a commercial account is switched from flat rate billing to metered flow billing the commercial account shall not be qualified to revert to previous flat rate billing.

The water meter shall be a Badger conventional meter and base.

Account holder must report meter reading monthly to District Office by no later than the last working day of each month.

Application provided by District must be completed, signed by the customer and approved by the District prior to installation of the meter.

The installer of the water meter and appurtenances shall be a plumber licensed by the State of Minnesota.

Section VI. - Delinquent Accounts

Subdivision 1. Delinquent sewer charges incurred by the tenant are the responsibility of the property owner.

Subdivision 2. Each user charge levied pursuant to this ordinance shall be a lien against the property, and all such charges due on October 30 and April 30 of each year, delinquent more than six times the monthly billing and having been properly mailed to the owner of the premises shall be certified by the Executive Director to the County Auditor, shall specify the amount thereof, the description of the premises, the name of the

owner thereof, and the amount so certified shall be spread upon the tax rolls against such premises in the same manner as other taxes, and collected by the County Treasurer and paid to the Alexandria Lake Area Sanitary District along with other taxes.

Subdivision 3. Delinquent accounts not certifiable to the county auditor shall be forwarded to a collection agency along with ALP's delinquent accounts.

Section VII. - Validity and Effective Date

Subdivision 1. Any person violating any provisions of this ordinance shall become liable to the ALASD for any expense, loss or damage occasioned by the ALASD by reason of such violation.

Subdivision 2. If any portion of this ordinance is ruled invalid by any court of competent jurisdiction, or by reason of any existing or subsequently enacted legislation, the remaining portions or provisions of this ordinance shall continue to have full force and effect.

Subdivision 3. The effective date of this amendment to the ordinance shall be the first ALP billing cycle in year 2017.

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Approved for First Reading this 12th day of October 2016 by the following vote:

Yes: Hanson, Waldorf, Dahlheimer, Hayes, Fenelon, Nelson,
Eldevik, Lerohl, Nolting & Schmidt

No: None

Paul Nelson, Chairman

Don Nolting, Secretary

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Approved Second Reading this 9th day of November 2016 by the following vote:

Yes: Hanson, Waldorf, Dahlheimer, Hayes, Fenelon, Nelson,
Eldevik, Lerohl, Nolting, Thalman & Schmidt

No: Van Amber

Paul Nelson, Chairman

Don Nolting, Secretary

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<u>FACILITY</u>	<u>PARAMETER</u>	<u>EDU</u>
Animal Clinic (humane societies, animal research, boarding, etc.)		
Animal holding areas	17 fixture units	1
Animal runs (kennels)	34 fixture units	1
Archery (6 feet/lane)	6 lanes	1
Arenas (bleachers 18 inches/person)	110 seats	1
Auditoriums(7 square feet/person)	110 seats	1
Automobile Service		
Fast service (less than 4 hours/car)	2 service bays	1
Major service (more than 4 hours/car)	14 employees	1
Car dealership (charges for office, retail, etc. are separate at 2 service bays 1 established rates)		
Fast service (number of service bays x 30%)	2 service bays	1
Major service (Number of service bays x 70% x 1 employee/bay)	14 employees	1
Ballroom (exclude dance floor)		
Facility without liquor service	825 square feet	1
Facility with liquor service	590 square feet	1
Bank (exclude bank vault)	2400 square feet	1
Banquet Room (15 square feet/person)		
Food catered	2,060 square feet	1
Food catered with dishwashing	1,180 square feet	1
Food catered with liquor	1,028 square feet	1
Food catered with dishwashing and liquor	750 square feet	1
Food preparation and dishwashing	825 square feet	1
Food preparation with dishwashing and liquor	590 square feet	1
Barber	4 chairs	1
Batting Cages(6 feet/lane)	6 lanes	1
Beauty Salon	4 cutting stations	1
Bingo Hall (used only for bingo)	110 seats	1
Boarding House (dorm rooms)	5 beds	1
Body Shop (major service more than 4 hours/car, no vehicle washing)	14 employees	1
Bowling Alleys (does not include bar or dining area)	3 alleys	1
Camps (number of gallons x occupant or site)		
Children's camps (central toilet and bath; overnight, primitive cabins; number of occupants x 50 gallons/occupant)	200 gallons	1
Day camps (no meals served; number of occupants x 10 gallons/occupant)	200 gallons	1
Labor/construction camps (number of occupants x 50 gallons/occupant)	200 gallons	1
Resorts (with housekeeping)	Each unit	0.65
Travel trailer parks		
With water and sewer hookup	Each Site	0.5
With central toilet and showers	Each Site	0.35

<u>FACILITY</u>	<u>PARAMETER</u>	<u>EDU</u>
Sanitary dump (sites without hookup; number of sites x 10 gallons/site)	200 gallons	1
Car Wash	Each	30
Car Wash (self-service)	1 stall	3
Catering - Contact ALASD for Determination		
Churches(for sanctuary, nave, chancel; 7 square feet/person seating area; remainder use other criteria; sacristy and ambulatory at no charge)	275 seats	1
Cocktail lounge (no food service)	23 seats	1
Coffee Shop (no food service)	23 seats	1
Correction Facility (prison)	2.5 inmates	1
Court Rooms	1,650 square feet	1
Dorm Rooms		
(on and off campus; charge for classrooms is additional)	5 students	1
Daycare		
Number of children for which facility is licensed	14 children	1
Child/adult play area (not licensed)	490 sq.ft.	1
Dental clinic vacuum device (9 hours x gallons per minute x 200 gallons) 60 minutes)		1
Dry Cleaners (retail)	3,000 sq ft	1
Elder Housing (at 100% of current SAC rate; see formula below to determine the number of residents)		
No washer/dryer in each unit	3 residents	1
Washer/dryer in each unit	2.5 residents	1
Three bedroom unit with washer/dryer (separate from formula below)		
Calculate the number of residents as follows:		
Number of efficiency units x 1.0 residents/unit		
+ Number of one-bedroom units x 1.5 residents/unit)		
+ Number of two-bedroom units x 2.0 residents/unit)		
+ Number of three-bedroom units x 3.0 residents/unit)		
Total number of residents for SAC calculation		
Exercise Area/Gym (juice bars at no charge; sauna and whirlpool included)	700 sq ft	1
No showers	2,060 sq ft	1
Fire Station (charges for office, meeting rooms, etc., are separate, at established rates)		
Washing (hose tower, truck)	200 gallons	1
Full time, overnight people (75 gallons/person)	200 gallons	1
Volunteer (occasional overnight stays)	14 volunteers	1
Funeral Home (charge for viewing areas only: i.e., chapel)	770 sq ft	1
Apartment	1 apartment	.8
Game Room (billiards, video and pinball games)		
With bar	590 sq ft	1
Without bar	2,060 sq ft	1

<u>FACILITY</u>	<u>PARAMETER</u>	<u>EDU</u>
Golf Course (if facility has showers, use Locker Room criteria for those areas)		
18 hole		3
9 hole (par 3)		2
Miniature		3
Country club (private)		
Dining room (used only on evenings and weekends)	15 seats	1
Bar and grill (with bar and grill separate)		
Bar only	23 seats	1
Grill	15 seats	1
Golf Dome or Driving Range	6 driving stations	1
Greenhouse		
Area not open to the public	15,000 sq ft	1
Area open to the public	5,000 sq ft	1
General retail area	3,000 sq ft	1
Group Home		
Secondary treatment (residents leave during the day)	5 beds	1
Primary treatment (residents stay all day)	3 beds	1
Guest Rooms (in an apartment or condominium complex; charge as apartment)		
Washer/dryer		1
No washer/dryer 80% of current rate		.8
No kitchen 50% of current rate		.5
Handball and Racquetball Courts	1 court	2
Hospitals(licensed beds or baby cribs)	1 bed	1
Outpatient clinic	17 fixture units	1
Sterilizers (4 hours x gallons per minute x 60 minutes)	200 gallons	1
X-ray film processors (9 hours continuous operation; 4 hours intermittent operation; operation time (hours) x gallons per minute x 60 minutes)	200 gallons	1
Ice Arena		
Showers (see Locker Rooms)		
Team Rooms (plumbing fixture units)	17 fixture units	1
Bleachers 110 seats		1
Ice resurfacers (if discharge goes to the sanitary sewer)		4
Laundromat	2 machines	3
Library (subtract book storage areas, file areas; charge for common plumbing fixture units in public areas)	17 fixture units	1
Meeting rooms, board rooms, reception, book checkout offices	2,400 sq ft	1
Loading Dock	7,000 sq ft	1
Locker Rooms(if showers 20 gallons/locker)	14 lockers	1
Medical Clinic (see Hospitals, Outpatient Clinic)		
Meeting Rooms (conference rooms)	1,650 sq ft	1

<u>FACILITY</u>	<u>PARAMETER</u>	<u>EDU</u>
Mini-storage (storage area no charge)		
Living area		1
Public restroom	17 fixture units	1
Mobile Home		1
Motels and Hotels (assume 2 persons/room; no charge for pools, saunas, whirlpools, game rooms, or exercise rooms used exclusively by guests)	2 rooms	1
Breakfast only (complimentary)	45 seats	1
Cocktail hour (complimentary)	55 seats	1
Kitchenettes (number of kitchenettes x 10 gallons/day)	200 gallons	1
Museum	2,400 sq ft	1
Nursing Home	3 beds	1
Office		
General office (deduct mechanical rooms, elevator shafts, stairwells, restroom and storage areas)	2,400 sq ft	1
Dental and Doctors offices, see Hospital, Outpatient Clinic		
Police Station (charge as Office)		
Cells (overnight jail)	3 people	1
Cells (holding area with no overnight stays)	14 people	1
Recording/Film Studios	7,000 sq ft	1
Restaurant		
Drive-in	9 parking	1
Fast food (with disposable plates, drink cups, and table utensils)	22 seats	1
Take-out (no seating)	3,000 sq ft	1
Full service (with washable plates, drink cups, and table utensils)	8 seats	1
Restaurant with cocktail lounge	9 seats	1
Restaurant (24 hour service)	12 seats	1
Retail Stores (deduct mechanical rooms, elevator shafts, stairwells, escalators, restrooms and unfinished storage areas)	3,000 sq ft	1
Roller Rink (skating area only)	825 sq. ft.	1
Rooming Houses (no food service)	7 beds	1
Recreational Vehicle		.65
RV Dumping Station (not in association with camp grounds)		1
Schools		
Elementary schools (15 gallons/student; 30 square feet/student)	18 students	1
Colleges/technical/vocational (30 square feet/student)	18 students	1
Lecture halls (15 square feet/student)	18 students	1
Labs (50 square feet/student)	18 students	1
Dorm rooms (on and off campus students)	5 students	1
Nursery schools (number of children for which facility is licensed)	14 students	1
House of worship nurseries (used during worship service only; 30 square feet/child)	55 children	1
Nursery (health clubs, bowling alleys, etc.)	2,400 sq ft	1
Secondary schools (30 square feet/student, at 20 gallons/student)	14 students	1
Labs (50 square feet/student)	14 students	1
Weekly worship schools (i.e., not daily parochial schools; 30 square feet/student)	55 students	1

<u>FACILITY</u>	<u>PARAMETER</u>	<u>EDU</u>
Service Station		
Gas pumping	1 each	1
Convenience center	3000 sq ft	1
Service bays	2 bays	1
Car wash (see Car Wash)		
Shooting Ranges (rifle and handgun ranges, @ 6 feet per lane)	6 lanes	1
Swimming Pools (public, swimming pool area only; no charge for private residential, townhouse, apartments, condominiums, hotels, or motels)	900 sq ft	1
Tanning Rooms	3000 sq ft	1
Tennis Courts (public; shower facilities available)	1 court	2
Theatre	64 seats	1
Drive-in (parking spaces)	55 spaces	1
Vehicle Garage		
Employees stationed in garage	14 employees	1
Vehicle drivers (per day)	28 drivers	1
Vehicle washing (number of vehicles per day x gallons per minute x minutes/vehicle)	200 gallons	1
Warehouses		
Assembly areas	7,000 sq ft	1
Office/warehouse		
Minimum 30% office	2,400 sq ft	1
Maximum 70% warehouse	7,000 sq ft	1
Whirlpools, therapy (at doctors office or clinic; number of gallons to fill tank x 8 fills/day)	200 gallons	1
Yard Storage Buildings (i.e., lumber storage; customer pickup; no permanent employees)	15,000 sq ft	1
Plumbing Waste Fixture Units		
Type of Fixture Fixture Unit Value (f.u.)		
Note: 17 Fixture Units (f.u.) = 1		
Drinking Fountain		1
Floor Drain		
2" waste (only if hose bib included)		2
3" waste (only if hose bib included)		3
4" waste (only if hose bib included)		4
Trench drain: per 6-foot section		2
Sinks		1
Lab in exam room, bathroom		1
Kitchen and others		2
Surgeon		3
Janitor		4
Water closet		