

1990 Sewer Policy

Of

The City of Cottonwood

Cottonwood, Arizona

Revised April 22, 2010



CITY OF COTTONWOOD
1990 SEWER POLICY - - AS AMENDED MARCH 01, 2010
CHRONOLOGY

REVISION BY ORDINANCE	DESCRIPTION	SECTION AMENDED
1. Ordinance No. 246 May 21, 1990	Adopting 1990 Sewer Policy	-----
2. Ordinance No. 267 February 19, 1991	Authority of the City Council expanded, Initial Service	13.12.020 13.12.040
3. Ordinance No. 280 November 19, 1991	Sewer Hook-up Fees, Permits Required Sewer Charges Due Date Initial Service	13.12.030 13.12.031 13.12.040
4. Ordinance No. 285 February 04, 1992	Sewer Charges Due Date, Scavenger-Septage Dumping Fees Sanitary Sewers, Design, etc.	13.12.031 13.12.064 13.12.068
5. Ordinance No. 289 May 05, 1992	Reduce "Outside of City" rates	13.12.044 13.12.048 13.12.052
6. Ordinance No. 300 September 15, 1992	Authority of the City Council - Sewer Hook Up Fee Reduction Chart	13.12.020
7. Ordinance No. 327 September 01, 1995	Amending requirements for mandatory hook-up to sewer, and definitions	13.12.010 13.12.040
8. Ordinance No. 340 October 01, 1996	Sewer Hook Up Fees - Permits Required, Phase I, II, III	13.12.030
9. Ordinance No. 353 February 17, 1998	Definitions, Sewer Charges Due Date and Other Collection Costs and Termination of Services	13.12.010 13.12.031
10. Ordinance No. 357 April 07, 1998	Sewer Hook-Up Fees, Permits Required - (Sections B.2, and B.3)	13.12.030
11. Ordinance No. 415 September 17, 2002	Sewer Charges Due Date - (Section A)	13.12.031
12. Ordinance No. 429 July 01, 2003	Definition for "Reclaimed Water"	13.12.010

- | | | | |
|-----|---------------------------------------|---|-----------|
| 13. | Ordinance No. 471
October 16, 2005 | Sewer Charges Due Date and Other
Collection Costs and Termination of Service | 13.12.031 |
| 14. | Ordinance No. 558
March 01, 2010 | Definition for "User Charge" | 13.12.010 |

CITY OF COTTONWOOD
1990 SEWER POLICY - - AS AMENDED MARCH 01, 2010
CHRONOLOGY (CONTINUED)

RESOLUTIONS	DESCRIPTION
1. Resolution No. 1242 April 02, 1991	Revise chart of average daily sewage flow
2. Resolution No. 1267 June 18, 1991	Set annual sewer user fees (1991-1992)
3. Resolution No. 1288 October 15, 1991	Collection Policy for overdue bills
4. Resolution No. 1328 June 16, 1992	Set annual sewer user fees (1992-1993)
5. Resolution No. 1330 July 07, 1992	Extension of time for payment of certain sewer connection fees.
6. Resolution No. 1468 July 19, 1994	Set annual sewer user fees (1994-1995)
7. Resolution No. 1530 August 15, 1995	Set annual sewer user fees (1995-1996)
8. Resolution No. 1582 August 27, 1996	Set annual sewer user fees (1996-1997)
9. Resolution No. 1637 August 5, 1997	Set annual sewer user fees (1997-1998)
11. Resolution No. 1682 July 07, 1998	Set annual sewer user fees (1998-1999)
12. Resolution No. 1745 July 06, 1999	Set annual sewer user fees (1999-2000)
13. Resolution No. 1806 August 15, 2000	Set annual sewer user fees (2000-2001)
14. Resolution No. 1875 August 21, 2001	Set annual sewer user fees (2001-2002) and changing billing frequency from quarterly to monthly

RESOLUTIONS**DESCRIPTION**

- | | | |
|-----|---|---|
| 15. | Resolution No. 1878
September 04, 2001 | Amending Resolution No. 1875
Set annual sewer user fees (2001-2002) and changing billing frequency from quarterly to monthly |
| 16. | Resolution No. 1945
September 17, 2002 | Set annual sewer user fees (2002-03) |
| 17. | Resolution No. 1956
December 03, 2002 | Revise chart of average daily sewage flow |
| 18. | Resolution No. 1974
March 18, 2003 | Revise chart of average daily |
| 19. | Resolution No. 2006
September 16, 2003 | Set annual sewer user fees (2003-04) |
| 20. | Resolution No. 2087
September 21, 2004 | Set annual sewer user fees (2004-05) |
| 21. | Resolution No. 2163
October 16, 2005 | Set annual sewer user fees (2005-06) |
| 22. | Resolution No. 2238
August 15, 2006 | Set annual sewer user fees (2006-07) |
| 23. | Resolution No. 2323
September 18, 2007 | Set annual sewer user fees (2007-08) |
| 24. | Resolution No. 2389
September 16, 2008 | Set annual sewer user fees (2008-09) |
| 25. | Resolution No. 2412
January 06, 2009 | Set Reclaimed Water Rates - Section 13.12.028 H |

TITLE 13.12 - SEWER ADMINISTRATION POLICIES

SECTION	TITLE	PAGE
13.12.010	DEFINITIONS	1
13.12.020	AUTHORITY OF THE CITY COUNCIL.....	6
13.12.024	SEWER CHARGES	6
13.12.028	BILLING FOR WASTEWATER CUSTOMERS	9
13.12.030	SEWER HOOK-UP FEES, PERMITS REQUIRED - APPLICATION FOR CONSTRUCTION INSPECTION	11
13.12.031	SEWER CHARGES DUE DATE AND OTHER COLLECTION COSTS AND TERMINATION OF SERVICE	16
13.12.032	PERMITS, FEES, PROCEDURES	17
13.12.036	PENALTIES AND REMEDIES	20
13.12.040	INITIAL SERVICE.....	21
13.12.044	RESIDENTIAL RATES	22
13.12.048	COMMERCIAL /INSTITUTIONAL/INDUSTRIAL RATES	22
13.12.052	CHURCHES AND NON-PROFIT ORGANIZATIONS	22
13.12.056	MUNICIPAL PROPERTIES	23
13.12.060	OUTSIDE CITY SERVICES	23
13.12.064	SCAVENGER - SEPTAGE DUMPING FEE - PERMITS.....	23
13.12.068	SANITARY SEWERS, DESIGN, CONSTRUCTION, AND INSPECTION	25
13.12.070	COST OF NEW CONSTRUCTION - OWNERSHIP OF SYSTEM.....	26
13.12.071	RECAPTURE AGREEMENT.....	27
13.12.072	AUTHORITY OF THE CITY TO ESTABLISH PERMISSIBLE LIMITS, APPROVE WASTE DISCHARGES, IMPOSE CHARGES	27
13.12.076	PROHIBITED SUBSTANCES	28
13.12.080	LIMITATION ON USE OF GREASE TRAP	29
13.12.084	INDUSTRIAL WASTEWATER DISCHARGE PERMIT	29
13.12.088	FINANCIAL MANAGEMENT SYSTEM.....	30

13.12.010 DEFINITIONS

For the purpose of this chapter, the following words and terms shall have the following meanings, unless the context indicates otherwise:

- A. "ADEQ" means the Arizona Department of Environmental Quality
- B. "BOD" (biochemical oxygen demand) means the quantity of oxygen utilized in the bio-chemical oxidation of organic matter under standard laboratory conditions for five (5) days at a temperature of twenty (20) degrees centigrade, reported in milligrams per liter.
- C. "BUILDING CONNECTION OR SEWER TAP" means the connection to the public sewer and the extension there from, of the sewer to the property line in an alley or a street, to the easement line in an easement, whichever is applicable, depending on the location of the public sewer.
- D. "BUILDING SEWER" means the extension from the building drain to the building connection. (Generally on private property).
- E. "CITY" means the City of Cottonwood.
- F. "COMBINED SEWER" means a sewer receiving both surface run-off and sewage.
- G. "COMMERCIAL USER" means a user of the sanitary sewer system that discharges solely domestic type sewage from premises which are engaged primarily in commercial purposes; including but not limited to shopping centers, stores, offices and office buildings, churches, institutions, hotels and motels. The property owner is financially responsible to the city for the sewer user fees.
- H. "DEVELOPER" means any person engaged in the organizing and financing of a sewer collecting system within an area contributing to a branch, main or a trunk sewer of the City sewer system. Such may be either a subdivider or a legally constituted improvement district, or an individual.
- I. "DISCHARGE" means the disposal of sewage, water, or any liquid from any sewer user into the sewerage system.
- J. "DOMESTIC WASTE" means a typical, residential-type waste which requires no pre-treatment under the provisions of this chapter before discharging into the sanitary sewer system, excluding all commercial, manufacturing, and industrial wastes.
- K. "EPA" means the United States Environmental Protection Agency.
- L. "GARBAGE" means solid wastes from the preparation, cooking and dispensing of food from the handling, storage, and sale of produce.

M. "INDUSTRIAL USER" means any non-governmental user of publicly owned treatment works identified in the Standard Industrial Classification Manual, 1972, Office of Management and Budget, as amended and supplemented, under the following divisions:

- 1) Division A - Agriculture, Forestry, and Fishing
- 2) Division B - Mining
- 3) Division D - Manufacturing
- 4) Division E - Transportation, Communications, Electric, Gas, and Sanitary Services
- 5) Division I - Services

A user in the Divisions listed, may be excluded if it is determined that it will produce primarily domestic wastes or wastes from sanitary conveniences. The property owner is financially responsible for the sewer user fees.

N. "INDUSTRIAL WASTES" means the liquid, gaseous, or solid wastes produced as a result of any commercial or industrial operation, and which are not exclusively sanitary wastes.

O. "INFLOW" means water other than wastewater that enters a sewerage system (including sewer service connections) from sources such as roof leaders, cellar drains, drains from springs and swampy areas, manhole covers, cross connections between storm sewer and sanitary sewers, catch basins, cooling towers, storm waters, surface runoff, street wash waters, or drainage.

P. "INSIDE CITY CUSTOMERS" means those residential, industrial, commercial or non-profit customers, which lie within the corporate limits of the City of Cottonwood.

Q. "INSTITUTIONAL USER" means an organization or corporation established as a public character. An example of such an organization or corporation would include but not be limited to: hospitals, churches, schools, government services, nursing homes, etc. The property owner is financially responsible to the city for the sewer user fees.

R. "LATERAL SEWER" means a sewer which discharges into a branch or other sewer and has no common sewer tributary to it.

S. "MAIN SEWER" means a sewer, which receives sewage from one or more branch sewers as tributaries.

T. "MAINTENANCE" means keeping the treatment works in a state of repair, including expenditures necessary to maintain the capacity (capability) for which said works were designed and constructed.

U. "NATURAL OUTLET" means any outlet into a watercourse, ditch, or any body of surface or ground water.

- V. "NORMAL SEWAGE" means sewage or waste water that (a) has a five day biochemical oxygen demand less than 300 parts per million by weight; (b) contains less than 350 parts per million by weight of suspended solids; and (c) does not contain a non-permissible quantity of the type waters described in Section 13.12.072 and 13.12.076.
- W. "O&M" means Operation and Maintenance costs including replacement costs. Operation and maintenance costs are those costs associated with the routine and normal functions of conducting the affairs of the sewerage system, excluding debt service and major capital expenditures for adding capacity. Expenditures for obtaining and installing equipment, accessories, or appurtenances, which are necessary during the service life of the treatment works, to maintain the capacity and performance for which such works were designed and constructed.
- X. "OUTSIDE CITY CUSTOMERS" means those residential or industrial or commercial or non-profit customers which lie outside of the corporate limits of the City of Cottonwood.
- Y. "pH" means the logarithm of the reciprocal of the weight of hydrogen ions in grams per liter of solution.
- Z. "PRIVATE WATER COMPANY" means any investor-owned water utility that serves water for domestic purposes to customers that are within the Cottonwood Sanitary sewer service area.
- AA. "PROPERLY SHREDDED GARBAGE" means garbage that has been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than one-fourth of an inch in any dimension.
- BB. "PUBLIC SEWER" means a lateral, branch, main or trunk sewer controlled and maintained by the City of Cottonwood.
- CC. "REASONABLE DISTANCE" means the costs of extending to connect to the public sewer system is less than four (4) times the cost of installing an on-site disposal system.
- DD. "RECLAIMED WATER" means water that has been treated or processed by a wastewater treatment plant or an on-site wastewater treatment facility.
- EE. "REPLACEMENT COSTS" means expenditures for obtaining and installing equipment, accessories, or appurtenances, which are necessary during the service life of the treatment works to maintain the capacity and performance for which such works were designed and constructed. The term "operation and maintenance" includes replacement cost.
- FF. "RESIDENTIAL USER" means a user of the sanitary sewer system that discharges solely domestic type sewage from a dwelling unit or units, and includes, but is not limited to, persons residing in single-family dwellings, duplexes, triplexes, apartments, condominiums, town houses and mobile homes. The property owner is financially responsible to the city for the sewer user fees.
- GG. "SANITARY SEWER" means a sewer, which carries sewage, and to which storm, surface, and groundwaters are not intentionally admitted.

- HH. "SCAVENGER WASTE" means waste which includes but is not limited to waste collected, stored, or transported from or in a septic tank, privy, chemical toilet, cesspool or holding tanks which is not permitted to be discharged directly into the public sewer.
- II. "SEWAGE" means a combination of water-carried wastes from residences, business buildings, institutions and industrial establishments, together with such ground, surface and storm waters as may be present.
- JJ. "SEWAGE TREATMENT PLANT" means any arrangement of devices and structures used for treating sewage.
- KK. "SEWAGE WORKS" means all facilities for collecting pumping, treating and disposing of sewage.
- LL. "SEWER" means a pipe or conduit for carrying sewage.
- MM. "SEWER TAP": see "Building Connection"
- NN. "STANDARD INDUSTRIAL CLASSIFICATION" means a coded classification of industries based upon economic activity developed by the U. S. Department of Commerce as published in the Standard Industrial Classification Manual, 1972, Office of Management and Budget.
- OO. "STORM SEWER OR STORM DRAIN" means a sewer that carries storm surface waters and drainage, but excludes sewage and polluted industrial wastes.
- PP. "SURCHARGE" means a charge over and above normal User's Charges, which are imposed in order to recover extra costs incurred by the City resulting from the intermittent, occasional discharge of unauthorized or prohibited substances to the sanitary sewer system through negligent act, accident or any other occurrence.
- QQ. "SUSPENDED SOLIDS" (SS) means solids measured in milligrams per liter that either float on the surface of or are in suspension in water, waste water, or other liquids and which are largely removable by a laboratory filtration device, as defined in the "Standard Methods" as defined herein.
- RR. "TRUNK SEWER" means a sewer, which receives sewage from many tributary main sewers as an outlet for a large territory.
- SS. "UNDUE HARDSHIP" means the adverse consequences to the applicant are so oppressive that they cannot be deemed to have been contemplated by the City Council in enacting the connection ordinance and/or that the resulting injury to the applicant from complying with the requirements of the ordinance will be far greater than the benefits to the city or population in general.
- TT. "USER" means any person, lot, parcel of land, building, premises, municipal corporation, or other political subdivision that discharges, causes, or permits the discharge of waste water into the City sewerage system.
- UU. "USER CHARGE" means a charge levied on users of treatment works for the cost of operation, maintenance, capital construction, major repairs, replacement, and enhancements to existing

facilities and needs of such works. User charges will not be utilized for improvements identified under section 13.20.020 of the Municipal Code unless authorized by the Cottonwood City Council.

13.12.020 AUTHORITY OF THE CITY COUNCIL

Charges levied, pursuant to this chapter shall be collected by the City. The City Council shall make and enforce such rules and regulations as may be deemed necessary for the safe, economical, and efficient management and protection of the City's sewage system; for the construction and use of the sewers and connections to the sewage system; and for the regulation, collection, rebating, and refunding of such sewer charges. The City Council shall have the authority to reduce hook-up fees if deemed in the best interest of the City. The City Council may as a guide use the sewer hook up fee reduction chart as indicated below. Further, the City shall have the authority to deny or condition new sources of sewage. The City shall also have the authority to inspect the premises of any user of the sewage system at any reasonable hour for the purpose of determining the quantity of quality of discharges by that user to the sewage system.

13.12.024 SEWER CHARGES

A. Necessity for Charges.

It is hereby determined necessary for the protection of public health, safety and welfare to conform with Federal, State, and Local laws, and regulations that a system of charges for sewerage service be established which allocates the cost of providing sewerage service to each user in such a manner that the allocated costs are proportionate to the cost of providing sewerage service to that user insofar as those costs can reasonably be determined.

B. Charges Established and Rate Establishment Procedure.

There is hereby established a sewer use charge. Rates for each fiscal year for the sewer users charge shall be established annually by resolution of the City Council on or before the last day of the previous fiscal year. Rates shall be designed to recover the cost of rendering sewerage services for the year during which the rates shall be in effect. Rates shall be established so as to maintain adequate fund reserves to provide for reasonably expected variations in the cost of providing services as well as variations in the demand for service.

The Finance Director shall submit to the City Council not later than sixty (60) days prior to the end of the fiscal year an annual sewer report, including a recommended rate schedule for the sewer use charge established herein for the following fiscal year. The report shall contain data utilized in determining said schedule. The rate schedules adopted by the Council shall be based upon the following factors:

1. The total applicable cost of salaries and benefits of employees engaged in providing sewerage service.
2. Applicable operating expenses, including parts, materials, and services incurred in providing sewerage service.
3. Applicable equipment replacement costs necessitated by the provision of sewerage services.

4. Appropriate indirect costs of the Sewer Department and other City departments in rendering sewage-related services such as purchasing, accounting, billing, and administration.
5. Applicable depreciation of equipment.
6. Other pertinent factors as determined by the City Council.

The rates shall be adjusted on October 1, 2008, and remain in effect through the 2008-9 fiscal year. The sewer user charges for residential service shall be \$16.75 per month which will be billed monthly, multi-unit residential customers will also be billed monthly, the commercial administrative rate will be \$3.75 per month, and commercial usage will be \$2.60 per thousand gallons of water used each month. A \$16.75 commercial minimum charge will be required for those using less than 5,000 gallons per month. **(Resolution Number 2389)**

- C. Sewer use charge - user classifications. For the purpose of determining the sewer use charge, users shall be designated by the City Council as either a residential, commercial, institutional, or industrial classification. The City Council may establish such sub-classifications, as it deems appropriate.
- D. Sewer use charge-rate schedule. A rate schedule for the sewer use charge shall be established annually by the City Council as required by this section. The rate schedule shall establish separate rates for users in the residential, institutional, industrial, and commercial classifications. The annual review of charges shall be conducted so as to accomplish the following:
 1. Maintain the proportionate distribution of operation and maintenance costs among users and users classes.
 2. Generate sufficient revenue to pay the total costs necessary for the proper operation and maintenance of the sewerage system.
 3. Apply excess revenues collected from a class of users to the costs of operation and maintenance attributable to that class for the next year and adjust the rate accordingly.

Rate schedules shall be based upon volume of wastewater discharged and BOD and SS of the wastewater discharged.

- E. Sewer use charge - determination of payments and charges. A proportionate charge shall be made to all users that discharge wastewater, either directly or indirectly, into the city sewage system. Such charges shall be based on the rate schedules issued pursuant to paragraph D above and the cost factors listed in B 1-6 of this Chapter.
- F. Residential. A residential single-family unit will be charged for a flat monthly charge based on the estimated volume of their classification.

G. Determination Of Wastewater Quantity

1. Any user whose water consumption is utilized to calculate sewer users charges, shall have a water meter or shall cause to be installed a water meter on their source of water supply. Any user, who fails to install a water meter to the source of water supply, within 30 days after written notice by the City to do so, shall be charged for sewer service on a water usage estimate made by the City. (This includes private wells)
2. Recognizing that certain portions of the metered water consumption do not contribute to the wastewater flow, industrial, commercial, and institutional users will be charged on the basis of 90% of the actual water usage. All users shall have the right to request that their rate and estimated contribution be reviewed. If a commercial, institutional, or industrial user has a consumptive use of water, or, in some manner uses water which is not discharged into the wastewater collection system, the user charge for that contributor may be based on readings of a wastewater meter(s) installed and maintained at the user's expense. The City may require calibration of these wastewater meters on an annual basis or as necessary as may be determined by the City Engineer. The cost of this calibration shall be the responsibility of the property owner. In lieu of installing wastewater meters, the owner or manager of the commercial, institutional, or industrial concern may, with the approval of the City, install water meters at his expense on the waterlines serving processes or functions which do not contribute to the sewage or wastewater flow. The waste flow upon which the user charges are to be based shall then be considered as the difference between the quantities indicated on the meter measuring all of the water consumed by the premises and the sum of the readings of the meters supplying water to processes not contributing to the wastewater flow.
3. Where the sewer user is provided water service by a private water company, the records of the private water company shall be used as a basis of calculation and billing. If the records of the water company are not available the customer shall provide a copy of the water billing information to the City.
4. Where a sewer user has a private well for water supply, or where a private well augments a public supply, or where such water consumption records are not available the City shall determine the applicable criteria with which calculations and billing is to be performed. Users shall provide the City with monthly records of well discharge information.

H. Sewer systems operations, maintenance, and replacement fund. A sewer systems operation, maintenance, and replacement fund shall be established, or a separate account established and maintained into which all sewer use charge collections shall be deposited. The use of that fund or account shall be restricted to expenses associated with the costs of operation, maintenance and replacement of the sewerage system.

I. Commercial rates. Each month that a commercial establishment is connected to the sewer system a billing shall be made. The wastewater discharged by commercial establishments shall be

calculated as ninety (90) percent of the metered water consumption or alternative method as determined by the Finance Director.

- J. Institutional rates. Each month that an institutional establishment is connected to the sewer system, a billing shall be made. The wastewater discharged by institutional establishments shall be calculated as ninety (90) percent of the metered water consumption or alternative method as determined by the Finance Director
- K. Industrial Rates. Each month that an industrial establishment is connected to the sewer system, a billing shall be made. The wastewater discharged by industrial establishments shall be calculated as ninety (90) percent of the metered water consumption or alternative method as determined by the Finance Director.
- L. The rate formula is based upon users discharging sewage of normal domestic strength.

13.12.028 BILLING FOR WASTEWATER CUSTOMERS

Wastewater customers shall be billed in accordance with the following user charge rate formula.

Users Charge Formula Based Upon Total Operating Costs

- A. The charge for providing service for transport, treatment, and disposal of wastewater shall be determined as follows, for normal strength wastewater.

Rate = Cost per 1000 gallons of wastewater

$$\frac{\text{Rate} = \text{Total Annual Cost of Operations}}{\text{Total Annual Gallons Treated in 1,000's (in 1000's)}} = \frac{\$ \text{ per year}}{\text{gals per yr}}$$

Residential Class Of Users - Users charge per month

The formula for calculating the charge for the residential class of users shall use the aggregate average water consumption of all residential sewer customers for January, February, and March of each year, and 90% of this water consumption shall be considered the average wastewater flow for each single family dwelling unit (SFDU) for the ensuing year. The resultant User Charge calculated on this basis shall apply to all users in the residential class. The calculation of this flat rate shall be made annually.

3 months water use

$$\text{Monthly WW Flow} = \frac{\text{all residential Cust.} \times 90\% \times 30 \text{ days/month}}{90 \text{ DAYS}}$$

$$\text{Charge} = \text{Monthly wastewater flow} \times \text{rate}$$

Commercial/Industrial/Institutional - User's charges per month

Charge = The fixed unit administrative cost

Plus Either of:

- a. 90% of measured/metered water consumption in 1,000's of gallons per month x rate, OR
 - b. 100% of the measured wastewater discharge per month in 1,000's of gallons x rate
- B. Surcharge. When BOD, suspended solids, or other pollutant concentration from a user exceed the range of concentration of these pollutants in normal domestic sewage, a surcharge will be added to the base charge to recover actual cost of treating such pollutants. The surcharge shall be computed using the actual costs incurred for the operation of the wastewater system, plus direct administrative costs.
- C. For those users whose wastewater has a greater strength than normal domestic sewage, a surcharge in addition to the normal user charge, will be collected. The surcharge for operation and maintenance including replacement shall be determined annually for, BOD, SS, and other pollutants deemed appropriate by the City.

The formula for calculating the surcharge shall be as follows:

$$\text{Surcharge} = \frac{\text{Total Cost of any Pollutant (e.g. \$/lb)}}{\text{Total of any Pollutant (e.g. lbs)}} = \frac{\text{\$/pound}}{\text{pounds}}$$

- D. Notification. Each user will be notified, at least annually, in conjunction with the regular bill of the rate and that portion of the user charges, which are attributable to wastewater treatment services.
- E. No inconsistent agreements. This user charge system shall take precedence over any terms and conditions of agreements or contracts between the City of Cottonwood, Arizona and users, actual or potential, including industrial users, special districts, other municipalities, or Federal Installations or agencies which are inconsistent with the requirements of Section 204 B(1) (A) of the Clean Water Act. Any preexisting agreements, which would levy charges less or more than that, which would be collected by an approved user charge system, will not be acceptable.
- F. Engineer's statement. The engineer shall sign a statement on a yearly basis stating that he has reviewed the above average water consumption rates for various types of dwellings and establishments in the City of Cottonwood, Arizona, as prepared by the Cottonwood City Finance Department. The usage has been computed on the basis of tabulating the total gallonage used in each category and then using ninety (90) percent of the metered water as being discharged as wastewater. The consumption rates arrived at appears to be reasonable for a community with the characteristics of Cottonwood, Arizona.

- G. Wastewater Treatment By-Products. All revenue from the sale of treatment-related by-products shall be used to offset the cost of operation and maintenance. User charges shall be proportionally reduced for all users. Total annual revenue received from the sale of a by-product shall be credited to the treatment works O&M cost no later than the fiscal year immediately following their receipt.
- H. Reclaimed Water. The rate charged for reclaimed water shall be \$12.50 monthly base charge which includes the first 1,000 gallons and \$0.92 per each additional 1,000 gallons used for those customers who are connected to the reclaimed water distribution system, and who are metered and billed monthly. The rate charged for reclaimed water using the prepaid swipe card system at the reclaimed water stand pipe shall be \$0.92 per 1,000 gallons purchased with no base charge.

13.12.030 SEWER HOOK-UP FEES, PERMITS REQUIRED - APPLICATION FOR CONSTRUCTION INSPECTION

The following fees included in paragraph (A) & (B) below include application-processing charge. No part of the permit fee is refundable. Fees will be deposited with the City Building Department before any permit is issued.

City Forces shall inspect the following items of construction work. All work shall be subject to an application and the current fee for such work. The payment of fee shall accompany each application.

A. Existing Residential, Commercial, Institutional And Industrial Hook-up Fees.

- 1. The hook-up fee for existing residential units shall be \$ 150.00.
- 2. The hook-up fee for existing commercial, institutional and industrial buildings shall be as follows:

<u>Water Meter Size</u>	<u>Fee</u>
5/8 "	\$ 150.00
3/4 "	\$ 225.00
1 "	\$ 375.00
1 1/2"	\$ 750.00
2 "	\$ 1,200.00

B. New Residential, Commercial, Institutional And Industrial Hook-up Fees

- 1. New residential are those dwellings units, served in Phase I and II of the city waste water collection system, which secure a building permit after July 1, 1990; or those dwelling units, served in Phase III of the city waste water collection system, which secure a building permit after October 1, 1996.

2. The rate is established by the base dwelling unit hook-up cost for existing residential plus the new dwelling units proportional cost in necessary plant expansion, by use of the following formula:

Plant Cost

Plant Capacity = Cost per gallon

Cost per gallon x average gallon per person = cost per person

Cost per person x average persons per dwelling unit = cost per dwelling unit

$$\frac{\$5,085,767}{680,000} = \$ 7.48/\text{Cost per Gallon}$$

3. New Commercial

New commercial units are those dwelling units, served in Phase I and II of the city waste water collection system, which secure a building permit after July 1, 1990; or those commercial units, served in Phase III of the city waste water collection system, which secure a building permit after October 1, 1996.

The rate is established by the base dwelling unit equivalent hook-up cost plus the proposed uses proportional cost in necessary plant expansion. The proportional share to be determined based on the chart set forth below, and amended from time to time by resolution, setting forth the gallons per day for various uses as recommended by the City Engineer.

(See Table Below):

The formula would be as follows:

Cost per gallon x gallons per day = Proportional Share

Example

New 10 unit hotel (using table below)

$$\$ 7.48 \times 125 \times 10 = \$ 9,350.00$$

$$\$ 9,350.00 + \$ 150.00 = \$ 9,500.00 \text{ Total Hook-up Fees + actual cost of sewer tap and Street Repairs.}$$

**TABLE
AVERAGE DAILY SEWAGE FLOW**

TYPE OF ESTABLISHMENT (Unit Basis)	AVERAGE SEWAGE FLOW (Gallons Per Unit Per Day)	COSTS PER UNIT
Airport Terminal		See transportation Terminals
Apartments, multiple family		
1 Bedroom or less - per unit	105	785.40
2 Bedroom or more - per unit	140	1047.20
Bar		See Restaurants
Barber & Beauty Shops		
per sink or shampoo station	75	561.00
Bus Station		See Transportation Terminals
Campground		
No Designated Spaces but with restrooms.....		See Public Restrooms
With designated spaces, with flush toilets- per space	25	187.00
With flush toilets & showers- per space	50	374.00
Carwashes - per bay	1500	11,220.00

**TABLE
AVERAGE DAILY SEWAGE FLOW (cont.)**

TYPE OF ESTABLISHMENT (Unit Basis)	AVERAGE SEWAGE FLOW (Gallons Per Unit Per Day)	COSTS PER UNIT
Churches and Similar Assemblies (occasional use) per sq ft	0.1	0.75
Clubs and Similar Uses (occasional use) per sq ft	0.1	0.75
With bar & restaurant facilities		See Restaurants
Health clubs per sq ft	1.25	9.35
Cottages - Seasonal		See Apartments, 1 Bedroom
Dental Office, per chair with suction device.....	150	1,122.00
Dog Kennel, per cage	15	112.20
Dwellings - per dwelling		1,350.88
Garages / Auto Servicing per bay	80	598.40
Hospital - per state authorized bed calculate maximum beds allowed.....	320	2,393.60
Hostel, Hotel		See Motel
Laundries, self serve machines- per washing machine	195	1,458.60
Laundries, self serve machines, less than 20 Gallon/Cycle - per washing machine	107	800.36
Manufacturing:		Present acceptable documentation of water use + 30 GPD per person.
Mobile Homes		See Dwelling
Motel without kitchen, per room	125	935.00
with kitchen, per room	150	1,122.00
Office - per square foot	0.2	1.49
Parks.....		See Public Restroom
Public Restrooms per flush toilet	200	1,496.00
Recreational Vehicle Park with water & sewer per space	80	598.40
Restaurant - per square foot	0.45	3.37

**TABLE
AVERAGE DAILY SEWAGE FLOW (cont.)**

TYPE OF ESTABLISHMENT (Unit Basis)	AVERAGE SEWAGE FLOW (Gallons Per Unit Per Day)	COSTS PER UNIT
Schools / Boarding per sq ft classroom area.....	5	37.40
Schools / College, per sq ft	0.12	0.90
Schools, Day School per sq ft.....	0.75	5.61
with cafeteria per sq ft	1	7.48
with cafeteria, gyms & showers per sq ft	1.25	9.35
Service Stations per pump stations	80	598.40
(Note: Pump station will service 1 vehicle)		
Shopping Center per square foot	0.1	0.75
(Do not include food, laundry or health clubs facilities - see laundry, restaurants and health club for these amounts)		
Stores - Not in shopping center		
Under 5000 sq ft	500	3,740.00
Over 5000 sq ft-per sq ft	0.1	0.75
Swimming Pool		See Public Restroom
Theaters, Concert Halls and Similar Uses		
per sq ft of viewing assembly area	0.7	5.24
Transportation Terminals - per sq ft	0.6.....	4.48
Warehouses with small attached office & restroom		1,000.00

Minimum Hookup Fee (Ordinance Number 357)

- A. Fee for Changeover of customer account/billing \$ 25
- B. The City Council may adopt by resolution other procedures such as Deed of Trust and Assignment of Rents methods to allow for the payment of connection fees over a period of time.
- C. All sewer hook-up fees (connection charges) collected by the City under paragraph (B) above shall be deposited into a City of Cottonwood interest bearing account until such time in the future it is necessary to add to the capacity of the existing Wastewater Treatment Plant and associated equipment.

Connection fees in excess of \$5,000 may be paid over an extended period in accordance with the following schedule:

<u>Amount of Connection Fee</u>	<u>Number of Years to Pay</u>	<u>Interest Rate</u>
5,000 to 10,000	3	Prime + 4
10,000 to 15,000	5	Prime + 5
15,000 or greater	7	Prime + 6

Connection fees less than \$5,000 are payable as provided in the Sewer Policy of 1990, as amended, and are not subject to the provisions of this Resolution.

Any sewer connection fees which are allowed to be paid over an extended period of time in accordance with this Resolution shall be evidenced by a Promissory Note secured by a Deed of Trust and Assignment of Rents, which said Note shall provide for payments in monthly installments and acceleration provision making the whole amount of said Note immediately due and payable in the event of default.

The Note and Deed of Trust will be in a form acceptable to and approved by the City. **(Resolution Number 1330).**

13.12.031 SEWER CHARGES DUE DATE AND OTHER COLLECTION COSTS AND TERMINATION OF SERVICE.

A. Collection Policy and Procedure

All properties in the City that are connected to, or are capable of connection to, the City's wastewater collection / treatment system are subject to the sewer user fees established by the City Council. It is the subject property owner's responsibility for payment of such fees to the City. The City shall issue invoices for sewer user fees by or before the 5th of each month, and such fees shall be due by or before the 15th of that same month. Except as provided below, the City shall assess and the property owner shall owe interest at a rate of 10% per annum or 0.833 per month on the total sewer user fee account balance in arrears. Costs and expenses incurred by the City in association with collection of any account balance in arrears, including reasonable attorneys fees, shall be added to the total amount due.

B. Property Lien for Non-Payment of City Sewer User Fees

1. All sewer user fee accounts more than one hundred and eighty (180) days in arrears are subject to the provisions of A.R.S. '9-511.02 (as may be amended from time to time) or any successor statute concerning property liens for non-payment of sewer user fees, and the City shall file liens on property pursuant thereto. Unless otherwise permitted by law, this property lien procedure does not apply to residential property occupied by a lessee who is responsible in writing for payment of the sewer user fees.

2. Prior to filing the lien, the City shall provide written notice to the owner of the property. The notice shall be given at least thirty days (30) before filing the lien and shall include an opportunity for hearing with the Administrative Hearing Officer who also serves as the City' Traffic Hearing Officer.
3. The notice shall be either personally served or mailed to the property owner, at the last known address, by certified mail, or to the address to which the tax bill for the property was last mailed. If the owner does not reside on the property, the notice shall be sent to the last known address.
4. The hearing will be conducted at the City' Municipal Court, and the property owner may present the reason for the non-payment of the sewer user fees. If the sewer service is available to the property, the sewer user fees shall remain in force and the delinquent user fees shall be a lien on the subject property.

C. Non-Payment/Discontinued Service

1. Either in addition to the above lien procedure or in the alternative, the City has the right to discontinue sewer service for non-payment of sanitary sewer fees and collection costs.
2. Prior to termination of service for non-payment of amounts due, the City will give written notice to the property owner and any tenant and provide an opportunity for a hearing by the City Manager or his designee. Upon discontinuance of sewer service for non-payment of amounts due, before a re-connection may be made to the system, the property owner shall pay a guarantee deposit equal to an estimated six (6) months worth of service. Said deposit shall be held for a one (1) year period and refunded with interest at the end of the one-year period, provided the account has regularly been paid in a timely fashion during that period. In the event the account balance has not been regularly paid in a timely fashion, the City may hold said deposit for successive one (1) year periods, only refunding the deposit amount, with interest, at the end of any one (1) year period in which regular and timely payments have been made.
3. Before sewer service may be restored after discontinuance for non-payment, a charge of \$100.00 in addition to the amount owing from bills in arrears, plus the cost of any excavation and paving restoration shall be paid to the city in order for the re-connection to be made and sewer service to be provided.

13.12.032 PERMITS, FEE, PROCEDURES

A. New Connections To Public Sewers And Charges

Permits Required - No person shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenance thereof without first obtaining a written permit from the City of Cottonwood.

B. Application For Sewer Taps (Building Connection)

Each person making application for a sewer tap shall present a valid plumbing permit issued by the City Building Official, or his authorized representative, to the Wastewater Department as a pre-requisite for the approval of the requested sewer tap. All applications for sewer taps to be constructed by the Wastewater Department shall include the current fee for such work. The City shall not accept applications for sewer taps unless the public sewer has been completed and accepted for service.

C. Installation Of New Sewer Taps (Building Connection)

The installation of all sewer taps will be the responsibility of the Wastewater Department. The contractor/developer will be responsible for the excavation to and the uncovering of the City's Sanitary Sewer Main. Only licensed, bonded and fully insured Contractors and Developers shall perform such work. All excavation and trenching shall be in accordance with the latest regulation of the Occupational Safety and Health Administration, and applicable City Codes. The contractor shall notify the Wastewater Department at least 48 hours in advance for the required sewer taps. Department employees will be prohibited from entering any excavation or trench not meeting the safety requirement of any applicable City, State or Federal regulations.

The sewer tapping operation performed by City forces shall consist of cutting a prescribed opening in the existing sewer pipe and installing a saddle. Upon completion of this sewer tap by City forces, the contractor/developer will be responsible for completing the installation of the building connection to the property line and for backfilling the trench and restoring the ground surface to its original condition or as shown on the approved plans. Street repairs shall be made in accordance with adopted City Standards.

Each and every property owner shall construct the building sewer required to the property line. In some cases, the building connection has been built by the City and in some cases not. In the event they were not previously constructed, the property owner shall construct such a line.

The City shall inspect the construction of building connections and building sewers. Applications for inspection services shall be made and must be accompanied by the current fee for such work.

D. City To Approve Design, Quantity, Location, Size And Construction Of Sewer Service.

1. The design, location, quantity, method of connection and size of all sewer taps shall be subject to the approval of the City Engineer. The Wastewater Department will install all sewer taps less than eight (8") in diameter. All sewer taps with eight inches (8") in diameter or larger shall be installed by a private contractor at the property owner's expense. Sewer taps shall be connected to public sewers only.
2. Where property borders public right-of-way of public easements containing a serviceable City of Cottonwood wastewater main, such property when developed shall be connected to the City of Cottonwood wastewater system. Sewer taps shall extend at right angles from the main to the property line and shall be installed in accordance with the most

recent specifications and details for public works construction and City of Cottonwood standards.

E. Special Provisions For Installing Sewer Taps In New Subdivisions And Developments

In new subdivisions or developments where public sewer extensions are authorized by the City and constructed at the developer's expense, the City may authorize the developer or his agent, if he so desires, to install sewer taps with wyes or tees and connect lateral sewers to the building connection under the following provisions:

1. The construction of the public sewer, sewer taps, and connections of the lateral sewer to the sewer tap shall be under the supervision of a registered Civil Engineer holding registration in the State, who shall submit "as built plans", bearing the registered civil engineer's registration seal and number, to the Wastewater Department. It shall be the duty of the developer to require that all sewer taps serving lots in the development upon which no buildings are constructed, be effectively sealed until such time as buildings will be constructed on the lots left vacant. Such sealed connections shall be inspected and approved by the City Engineer before being backfilled and shall be designated and located on the "as built" plans. The effective seal shall consist of a vitrified clay or PVC stopper inserted in the bell of the sewer pipe extending to the property from the public sewer; such stopper shall be jointed according to City Engineer's standard Detail Specification for such work. The stopper shall be permanently flagged by attaching one end of a length of copper wire to the stopper and the other end to a broken piece of clay pipe, which shall be under the soil surface directly over the end of the pipe.
2. Before any building sewer construction is commenced, plumbing permits must be obtained by the developer or his agent from the Building Official.
3. When the "as built plans" are submitted to the Wastewater Department and the City Engineer, the City will make a record of the sewer taps. The City will notify the Building Department of the connections to ascertain that all the requirements of the City Plumbing Code have been fulfilled.

F. Records To Be Kept By The Wastewater Department

The Wastewater Department shall keep a record of all sewer taps made, the purpose for which they are to be used, together with the name of the property owner, his agent or representative.

G. Extensions To The Sewer System By Others

Anyone desiring a building permit for a parcel of land or development/subdivision, not abutting a existing sewer line, a connection to the City sewer system shall be mandatory unless the cost of such sewers exceeds four (4) times the cost of installing septic systems for the development (or other means of on-site disposal) in which case the developer has the option. In any event however, if septic tanks are used and constructed, the estimated daily flow of wastewater from all

septic tanks in that development shall not exceed 2,000 gallons per acre per day. Developments having an estimated daily wastewater flow in excess of 2,000 gallons per acre per day shall connect to the City sewer system.

All undeveloped property, not abutting a existing sewer line, shall be required to construct on-site sewers and off-site extensions (sewers) as required as part of their initial development, at no cost to the City.

All developed properties not abutting on sewers already in place may initiate and obtain sewer service at their own expense.

Exceptions to these requirements may be granted by the City Manager if the distance and cost are disproportionate and unreasonable.

13.12.036 PENALTIES AND REMEDIES

- A. There shall be a penalty imposed for violation of any of the following requirements, conditions, limitations, or restrictions established by this Ordinance:
 - 1. Exceeding quantity discharge limitations as set fourth herein or as made part of any industrial wastewater permit.
 - 2. Permitting the discharge of excessive concentrations of substances limited by this chapter or any industrial wastewater permit issued pursuant to this chapter.
 - 3. Permitting the discharge of any substance prohibited by this chapter or by a permit issued pursuant to this chapter.
 - 4. Failing to pay any applicable sewer charge established by this chapter.
 - 5. Knowingly misrepresent or omit any pertinent information from application permits or reports required by this chapter.
- B. Any violation of this Ordinance shall constitute a misdemeanor, and any such violation shall constitute a separate offense on each successive day continued.
- C. The City of Cottonwood may discontinue sewer service to any user who fails to comply with the provisions of this Ordinance after so notifying the user and allowing thirty (30) days for the user to comply.

13.12.040 INITIAL SERVICE

- A. A monthly User's Fee for sanitary sewer service shall be imposed on all developed properties and shall commence:
 - 1. On the date that the Sewer Connection is completed by the property owner, or
 - 2. One year after the municipal sewer collection system has been completed, accepted and placed into service for said property, subject to the provisions of paragraph (D) herein.

- B. The amount of the monthly sanitary sewer user's fee which shall be imposed on those failing to connect to the municipal sewer system within one year time period shall be equivalent to the then current fee for a single family dwelling unit if the property is in the residential class or a fee based upon 90% of the metered water consumption or alternative method determined by the Finance Director if the property is other than the residential class.

- C. It shall be mandatory to hook up to the sanitary sewer system under the following conditions:
 - 1. If the sewer is available within a reasonable distance and the property's current septic and leach system fails in any manner.
 - 2. If a building permit is submitted in which the value of the construction activity exceeds five thousand dollars (\$5,000), or as a condition of a permit allowing replacement of a mobile home, and the sanitary sewer system is within a reasonable distance.
 - 3. If improvements made to the property require the private disposal system to be expanded in any way and the sanitary sewer system is within a reasonable distance.
 - 4. If the property is sold and the sanitary sewer system are within a reasonable distance.
 - 5. If the use of the property requires a conditional use permit, zoning amendment, or variance and the sanitary sewer system is within a reasonable distance.
 - 6. If a property owner believes that the requirement for connection under any of the above conditions creates an undue hardship, the applicable provisions of paragraph (C) may be appealed to the City Council. Upon a finding by the City Council that undue hardship does exist, the Council may waive or modify the applicable condition.

- D. Those properties which cannot be served by gravity flow into the sanitary sewer system available at the property line shall not be charged the sanitary sewer user fee or required to connect to the sanitary sewer system until the requirements mentioned above in paragraph C, 1, 2 and 4 become applicable. The City Engineer shall make this determination.

- E. It shall be the responsibility of the City Engineer to determine any properties, which cannot be served by the City's sanitary sewer system regarding sewer user fees.

THAT, at least three (3) copies of the 1990 Sewer Policy of the City of Cottonwood, Arizona, made public record by Resolution Number 1173, and as hereby amended, be maintained on file in the office of the City Clerk of the City of Cottonwood, Arizona.

13.12.044 RESIDENTIAL RATES

A sewer use charge shall be collected for sewer service rendered to the following consumers located within the sewer service area of the city. The sewer use rate, as established annually by resolution (Section 13.12.024 B), shall be payable quarterly. The sewer use charge to customers outside of the City, but within the sewer service area shall be the same rate as established for city customers.

- A. Each separate family living quarters or private residence.
- B. Each unit of a residential duplex structure containing two, one family units.
- C. Each unit of a residential apartment.

13.12.048 COMMERCIAL/INSTITUTIONAL/INDUSTRIAL RATES

A billing charge (fixed unit administration cost) as established annually by resolution (Section 13.12.024 B) shall be made to all commercial, institutional, and industrial users within the sewer service area of the city.

The sewer use charge to customers outside of the City, but within the sewer service area shall be the same rate as established for city customers. The sewer rate as established annually by resolution shall be charged monthly and shall reflect the total of monthly billing charge (fixed unit administration cost), monthly rate per 1,000 gallons of water and a minimum billing charge per month.

13.12.052 CHURCHES AND NON-PROFIT ORGANIZATIONS

A billing charge (fixed unit administration cost) as established annually by resolution (Section 13.12.024 B) shall be made of all churches and non-profit organizations within the sewer service area of the city. The sewer use charge to customers outside of the City, but within the sewer service area shall be the same rate as established for city customers. The sewer rate as established annually by resolution, shall reflect the total monthly billing charge (fixed unit administration cost), monthly rate per 1,000 gallons of water and a minimum billing charge per month.

13.12.056 MUNICIPAL PROPERTIES

Subject to same rates as set forth in Section 13.12.048

13.12.060 OUTSIDE CITY SERVICES

All users outside the City limits, which discharge to the City's sewer system, shall comply with the provisions of this Title.

13.12.064 SCAVENGER - SEPTAGE DUMPING FEE - PERMITS

Septic Tank and Scavenger Waste Haulers

A. Permit to Discharge:

All persons or companies wishing to discharge scavenger wastes into the Wastewater system must first obtain a scavenger waste discharge permit from the City Engineer. Permit applications shall include information on company ownership, identification and license number of all trucks to be used for delivery of waste to City wastewater facilities. It shall also include truck capacity and other information pertinent to discharge to the wastewater system. A responsible owner or manager of the company applying for permission to discharge shall sign permits applications. All waste hauling equipment operated by companies with permits shall be registered with the City of Cottonwood, and shall be identifiable by display of an assigned registration number and the truck capacity in gallons.

1. The permit provided for in this Section shall be issued by the City Engineer to all applicants who comply with the terms and conditions set forth in this Section and who pay the permit fee, set annually by Council resolution, which fee reasonably corresponds to the expenses incurred in processing the application, and which fee is proportionally greater for each additional vehicle utilized for the transportation of the scavenger wastes for discharge into the City's wastewater system.
2. The permit issues as provided for in this Section shall expire one year after the date of issuance.
3. Noncompliance with any part of this Section or subsequent regulations shall subject the permit holder to revocation of permit to utilize the services of the City wastewater system for disposal of scavenger wastes. Reissuance of permit to discharge after revocation shall be at the discretion of the City Engineer, and may be made subject to such conditions, as he deems appropriate.

2. Regulations:

The City Engineer may establish such regulations as are deemed necessary to control the discharge of scavenger wastes to the Municipal wastewater treatment works.

3. Provision of Services:

Normal wastes from septic tanks, sewage treatment plants, etc. may be discharged routinely. Permission to discharge other wastes that are not readily biodegradable or are not known to be compatible to the operation of wastewater treatment plants shall be refused. Special request must be made to the City Engineer prior to discharge of any materials of questionable acceptability. Some specific reasons for refusal of service shall include:

1. Material deleterious to treatment plant operation or operators, such as oils, greases, gasoline, toxins, volatile solvents, sand, metallic particles or paints.
2. Materials, which would cause unusual expense in handling and treatment, unless prior arrangements have been made for the payment of additional costs of service.
3. Materials, which would inhibit the performance of the treatment, plant, such as acids, plating wastes or toxic materials.

The discharge of scavenger wastes shall be permitted only at the designated location at the City's wastewater treatment plant during such hours as shall be established by the City Engineer. The discharge of scavenger wastes to the wastewater system at any other location is forbidden.

D. Fees and charges:

Fees and charges for treatment of normal scavenger wastes shall be based on the costs of providing such services, and on the expected overall average characteristics of such discharges, which shall be designated at 300 mg/L BOD and 350 mg/L SS. Charges may be billed at monthly intervals, or, at the discretion of the City Engineer and shall be considered delinquent if not paid within thirty (30) days of billing date. Delinquency in payment shall be the basis of revocation of permit.

The fees shall be set as necessary and shall be based upon:

1. The actual measured discharge volume or truck capacity, as appropriate;
2. The amount of BOD contained in the discharge;
3. The amount of suspended solids contained in the discharge;
4. A service and testing fee for each load discharged; and
5. Such other factors as are determined by the Council as pertinent.

The City shall sample every truckload delivered to the treatment facility and conduct specific tests on the tank contents as appropriate. All tests will be performed in accordance with the latest edition of Standards Methods of Water and Wastewater Examination.

The current fee for volume, testing,
BOD & SS shall be \$ 0.06 per gallon
Annual one-time permit per truck \$ 10.00

The above rates for testing and permits may be amended as necessary by a Resolution of the City Council.

13.12.068 SANITARY SEWERS, DESIGN, CONSTRUCTION, AND INSPECTION

- A. The City shall have the authority to approve the design; issue permits, and conducts inspections for sewer facilities that are to be connected to the City's sanitary sewer system.
- B. The design and construction of all sanitary sewers under the jurisdiction to the City of Cottonwood must conform to the standard sewer design and construction specifications as adopted by the City from time to time and the Arizona State Health Services Bulletin #11.
- C. Further, all sewers to be attached directly or indirectly to a City sewer, shall be inspected by personnel of the City during construction of a City sewer, no physical alteration of the City's facilities shall commence until an inspector is present. No wastewater shall be discharged into any sewage facility prior to obtaining inspections and approval of sewage construction by the City.
- D. Following satisfactory completion of construction, the City will issue a construction inspection certificate upon request.
- E. All subdivisions and developments, including single and multiple family dwellings approved after July 1, 1990 shall provide extensions and connections to the Cottonwood sanitary sewer system at their expense, provided that the subdivision/development/single family/ multiple family unit is located within a reasonable distance to the existing collection system as set forth in Section 13.12.032 F.
- F. All new subdivisions and developments which are not within a reasonable distance from the existing collection system, shall construct a sanitary sewer collection system for their properties and their development, ready to be utilized when the central collection system comes within close proximity to effect connection.
- G. The maximum infiltration-inflow rate shall be .021 gallons per inch diameter, per mile, per day.

13.12.070 COST OF NEW CONSTRUCTION - OWNERSHIP OF SYSTEM

SEWER MAIN EXTENSION POLICY

A. Sewer Mains Within Or Bounding A Development.

In new subdivisions and developments where public sewers are required by the City, such public sewers shall be constructed at the developer's expense. Detailed plans and specifications for public sewer extensions must be approved by the City Engineer prior to construction. The engineering costs for the preparation of plans and specifications, the staking of the location of the new public sewers, the cost of inspecting the construction, the preparation of as-built plans shall be assumed by the developer. The City will perform the inspection during construction. Upon completion, and acceptance by the City Engineer, the aforesaid public sewers shall become and be property of the City.

It shall be a requirement for every developer/subdivider/landowner who is extending a sewer lateral or main in what will be a dedicated public right of way or sewer easement to post performance bonds, assurances or such other security as may be appropriate and necessary to assure the installation of the required sewer which meets the minimum standards of design and construction. The amount of the performance bond, assurances or other security shall be determined by the City Engineer based upon his estimate of the construction work to be completed.

B. Ownership Of Public Sewer Lines, Etc.

The ownership of all public sewer lines, pumping stations, treatment facilities, and equipment and other appurtenances to the sewer system maintained, or accepted for maintenance, by the Wastewater Department shall be vested in such Department, and in no case shall the owner of any premises have the right to claim any ownership interest thereon.

C. Approval By City Engineer Required.

No public sewer extensions shall be made until the plans and specifications are approved by the City Engineer.

D. Public Sewer Lines Within Or Bounding A Development

1. The Developer will furnish all materials, supervision, labor and everything necessary to install, and will construct and will install complete in place and ready for service at his own expense, the sewer lines, manholes, clean-outs and appurtenant works in locations as shown on and specified in the project agreement.

The sewer lines and appurtenances shall be installed in accordance with the approved plans and City standards and specifications for sewer line construction.

2. The Developer may install the building connections if he complies with the City Code, or amendments thereto. The City assumes no responsibility for the locations or flow line of building connections installed by the Developer.
3. The Developer will notify the new property owners of the City's sewer service charges, and the Developer will inform the City immediately as each lot is occupied so that the City may establish a properly addressed account for sewer service.

13.12.071 RECAPTURE AGREEMENT

If a property owner or developer extends a sewer main across undeveloped property to reach his development or property, and wishes to be reimbursed for the cost of installing said extension by future customers along the length of the lines, he may request a recapture agreement be drawn up by the City. The request for a recapture agreement must be in writing to the Community Development Director for presentation to the City Council, who will grant or deny the request.

If the City Council grants the request, then, after the actual construction costs for the extension are submitted to the City Engineer, the City Engineer draws up the terms of recapture. Engineering design costs and interest cost are not to be included in recapture costs.

Generally, other customers desiring to tap into such extension after installation shall pay the City their proportionate share of the cost as determined by the recapture agreement. The funds so collected shall then be paid to the developer.

The maximum period of time of the recapture agreement shall be fifteen years.

13.12.072 AUTHORITY OF THE CITY TO ESTABLISH PERMISSIBLE LIMITS, APPROVE WASTE DISCHARGES, IMPOSE CHARGES

- A. The City shall have the authority to regulate the volume and flow rate of discharge to the sewage works, and to establish permissible limits of concentration for various specific substances, materials, waters, or wastes that can be accepted into the sewage works, and to specify those substances, materials, waters, or wastes that are prohibited from entering the sewage works.
2. The admission into the public sewers of any waters or wastes having:
 1. A five (5) day biochemical oxygen demand greater than 300 milligrams per liter by weight; or
 2. Containing more than 350 milligrams per liter of weight of suspended solids; or
 3. Having any average daily flow of greater than 35,000 gallons, shall be subject to the review and approval of the City.

- C. The City shall impose charges on any user of the City's sewage works who discharges wastes having a strength greater than normal sewage or containing non-permissible quantities or prohibited substances into the public sewer system. The charges so imposed shall be based on the extra costs incurred by the City in surveillance, sampling, and testing of the discharges for additional operating and maintenance expenses, or for any other action required to identify, handle, process, or supplement normal activities due to the unauthorized discharge of excessive strength or unusual character waste, plus overhead charges. Failure by a user to pay the charges and to provide such corrective measures as may be required to prevent further unauthorized discharges, after due notice by the City and being given a reasonable time to comply, shall be sufficient cause to discontinue sewer service to the premises.

13.12.076 PROHIBITED SUBSTANCES

- A. No person shall discharge or cause to be discharged, any new sources of inflow including, but not limited to, storm water, surface water, ground water, roof runoff, subsurface drainage, cooling water, or unpolluted industrial process waters into any sanitary sewer.
- B. Except as provided in this Chapter, no person shall discharge, or cause to be discharged, any of the following described waters or wastes into any public sewer:
 - 1. Any liquid or vapor having a temperature higher than one hundred four (104) degrees Fahrenheit;
 - 2. Any water or waste which may contain more than one hundred (100) parts per million by weight of fat, oil, or grease;
 - 3. Any gasoline, benzene, naphtha, fuel, or other flammable or explosive liquid, solid, or gas;
 - 4. Any garbage that has not been properly shredded;
 - 5. Any ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, paunch manure, abrasives, such as brick, cement onyx, carbide, or any other solid or viscous substance capable of causing obstruction to the flow in sewers or other interference with the proper operation of sewage works;
 - 6. Any waters or wastes having a ph lower than five (5) or higher than nine and one-half (9 1/2) or having any other corrosive property capable of causing damage or hazard to structures, equipment, and personnel of the sewage works;
 - 7. Any waters or wastes containing a toxic, radioactive, or poisonous substance in sufficient quantity to; injure or interfere with any sewage treatment process, constitute a hazard to humans, or create any hazard in the receiving waters of the sewage treatment plant;

8. Any waters or wastes containing dissolved or suspended solids of such character and quantity that unusual attention or expense is required to handle such materials at the sewage treatment plant;
9. Any noxious or malodorous gas or substance capable of creating a public nuisance;
10. Any pollutant, including oxygen-demanding pollutants (BOD etc.), released in a discharge of such volume or strength as to cause interference in the sewage works;
11. Any water or wastes with greater than the following parameters (in milligrams per liter):

Total grease, oil, etc.	100.0	Copper	10.0
dissolved sulfides	0.5	Lead	0.5
Cyanide	0.1	Manganese	0.5
Arsenic	0.1	Mercury	0.05
Barium	10.0	Selenium	0.1
Boron	10.0	Silver	0.5
Cadmium	0.1	Zinc	50.0
Chromium IV	0.5		

13.12.080 LIMITATION ON USE OF GREASE TRAP

Grease, oil, and sand interceptors shall be provided when, in the opinion of the City, they are necessary for the proper handling of liquid wastes containing grease in excessive amounts or any flammable wastes, sand, or other harmful ingredients; except that such interceptors shall not be required for a building used for residential purposes. All interceptors shall be of a type and capacity approved by the City, and shall be so located as to be readily and easily accessible for cleaning and inspection. All grease, oil, and sand interceptors shall be maintained by the owner at his expense, in continuously efficient operation at all times.

13.12.084 INDUSTRIAL WASTEWATER DISCHARGE PERMIT

Any permit granted by the City of Cottonwood to an industrial user granting the right to discharge to the sewage works shall be subject to the terms and conditions set forth in the permit.

In connection with the calculation of surcharges that will be invoked on those users that discharge higher than normal strength wastewater the typical strengths of BOD and suspended solids are shown in Table A. These values can be used to calculate the surcharges of various contributors, in lieu of laboratory analyses.

TABLE A

STANDARD CLASSIFICATIONS	CHARACTERISTIC STRENGTH	
	<u>BOD (ppm)</u>	<u>SS (ppm)</u>
Average Residential (varies depending on average water usage per capita)	175 & UP	175 & UP
Auto Steam Cleaning	1,150	1,250
Bakery, Wholesale	1,000	600
Bars Without Dining Facilities	200	200
Car Wash	20	150
Department & Retail Stores	150	150
Hospital & Convalescent	250	100
Hotel With Dining Facilities	500	600
Hotel Without Dining Facilities	310	120
Industrial Laundry	670	680
Laundromat	150	110
Commercial Laundry	450	240
Markets With Garbage Disposals	800	800
Mortuaries	800	800
Professional Office	130	80
Repair Shop & Service Stations	180	280
Restaurant	1,000-1,200	600
School and College	130	100
Soft Water Service	3	55
Septage	5,400	12,000

13.12.088 FINANCIAL MANAGEMENT SYSTEM

The User's Charges system must include an adequate financial management system that will accurately account for O&M revenues and expenditures associated with the treatment works. The accounting system must segregate O&M revenue and expenditure from other wastewater revenue and expenditures to assure adequate revenue to properly operate and maintain the treatment works. All revenues collected for operation and maintenance (including replacement) shall be deposited in a separate fund. This fund shall have two accounts, one for O&M, and one for replacement.