

The Town of  
**Leesburg,  
Virginia**

PRESENTED: January 22, 2019

ORDINANCE NO. 2019-O-003

ADOPTED: January 22, 2019

AN ORDINANCE: TO AMEND AND REORDAIN:

CHAPTER 34 (UTILITIES), ARTICLE II (WATER SYSTEM),  
DIVISION 1 (GENERALLY), DIVISION 2 (USER AND SERVICE  
CHARGES)

CHAPTER 34 (UTILITIES), ARTICLE III (SEWERS AND SEWAGE  
DISPOSAL), DIVISION 1 (GENERALLY), DIVISION 2 (SEWER USE  
CHARGES), DIVISION 3 (FATS, OILS AND GREASE (FOG)  
PROGRAM);

APPENDIX B – FEE SCHEDULE

WHEREAS, the Leesburg Town Council authorized Public Resources Management Group, Inc. (PRMG) to conduct a water and wastewater cost of service analysis for the period of Fiscal years 2020-2024; and

WHEREAS, PRMG concluded that the current user rates for water and wastewater do not produce sufficient revenue to cover revenue requirements for FY 2020 and several following years; and

WHEREAS, the Town of Leesburg is committed to fair and equitable user rates for water and services; and

WHEREAS, a continual annual increase in the fees and charges for certain activities performed by the Town's Department of Utilities ("Utilities") is necessary to offset the costs associated with the services provided by Utilities; and

WHEREAS, the increase in those fees and charges is comparable, and, in some cases, lower than the fees and charges for similar services in neighboring jurisdictions with similar population sizes; and

AN ORDINANCE: TO AMEND AND REORDAIN:

CHAPTER 34 (UTILITIES), ARTICLE II (WATER SYSTEM),  
DIVISION 1 (GENERALLY), DIVISION 2 (USER AND SERVICE  
CHARGES)

CHAPTER 34 (UTILITIES), ARTICLE III (SEWERS AND SEWAGE  
DISPOSAL), DIVISION 1 (GENERALLY), DIVISION 2 (SEWER USE  
CHARGES), DIVISION 3 (FATS, OILS AND GREASE (FOG)  
PROGRAM);

APPENDIX B – FEE SCHEDULE

WHEREAS, during the course of implementing water and sewer fees and charges by  
Utilities, Utilities has identified the need for Town Code amendments to clarify and further define  
various sections of Chapter 34, Articles II and III, and Appendix B – Fee Schedule; and

WHEREAS, the Leesburg Town Council conducted an advertised public hearing on  
January 22, 2019, and recommended approval of the proposed amendments.

THEREFORE, ORDAINED by the Council of the Town of Leesburg in Virginia as  
follows:

**SECTION I.** Chapter 34 (Utilities), Article II (Water System), Division 1 (Generally)  
and Division 2 (User and Service Charges) are hereby amended as follows:

Sec. 34-23. - Water supply, prohibited use, etc.

- (c) Water supply through the town's water mains may be shut off without notice to consumers due to breaks in mains, pumping equipment breakdown, **source water contamination, source water low flow condition**, reservoir failure, construction, reconstruction, repair, replacement, cleaning, extending or tapping of mains requires, and no claims for damages of any nature whatsoever arising from such action will be paid.
- (d) The drought assessment and **emergency** water supply response plan, as may be amended from time to time, is hereby incorporated herein by reference and made a part hereof as if fully set out in this article. **A fee in the amount established by the town council shall be charged for failure to comply with this program.**

Sec. 34-28. - Connection fee.

Before any person connects with or withdraws water from the town system, a fee for the connection permit issued under sections **34-25, 34-26, and 34-27 and 34-29** shall be paid in amounts established by the town council. Connection permit fees shall be paid prior to the issuance of a zoning permit.

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CHAPTER 34 (UTILITIES), ARTICLE II (WATER SYSTEM),  
DIVISION 1 (GENERALLY), DIVISION 2 (USER AND SERVICE  
CHARGES)

CHAPTER 34 (UTILITIES), ARTICLE III (SEWERS AND SEWAGE  
DISPOSAL), DIVISION 1 (GENERALLY), DIVISION 2 (SEWER USE  
CHARGES), DIVISION 3 (FATS, OILS AND GREASE (FOG)  
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APPENDIX B – FEE SCHEDULE

Sec. 34-35. - Ownership, inspection, etc., of meters.

Water meters **including crock, lid and appurtenances** are the property of the town and at all times subject to its control and inspection. Where any meter is located on any private property, building or premises, the agents of the town may enter into or upon such private property, building or premises, at all reasonable hours, for the purpose of inspection, repairing, replacing or removing such meter or of taking meter reading.

Sec. 34-36. - Renewal or repair of meter at expense of property owner or occupant.

Any water meter **including crock, lid and appurtenances** damaged from any cause directly or indirectly attributable to the owner or occupant of the premises shall be renewed or repaired by the town at the expense of the owner or occupant in question.

Sec. 34-61. - Fixed and account charge per quarter.

- (b) The sum of the fixed water charge and the account charge shall represent the minimum **quarterly charge for water service** bill.
- (c) **Fixed and account charges per quarter shall be prorated based on the number of days the account is active during the billing cycle.**

Sec. 34-63. - Lower charge for certain elderly or totally and permanently disabled homeowners **and Housing Choice Voucher Program.**

- (a) The charge for use of the water system to elderly or totally and permanently disabled residents at their principal dwelling who annually qualify for full exemption of county and town real estate taxes under section 20-23 (Tax Relief for the Elderly and Totally and Permanently Disabled) shall be 75 percent of the established **water use rates** for premises inside and outside the town.
- (b) **Housing choice voucher program participants under HUD Exchange shall be charged 75 percent of the established rate for premises inside and outside of town.**
- (c) **Residents who qualify for both programs shall be charged 75 percent of the established rate for premises inside and outside the town.**
- (d) **The utility account shall be in the name of the qualifying resident for either program.**

**SECTION II.** Chapter 34 (Utilities), Article III (Sewers and Sewage Disposal), Divisions 1 (Generally), Division 2 (Sewer Use Charges) and Division 3 (Fats, Oils and Grease (FOG) Program) are hereby amended as follows:

AN ORDINANCE: TO AMEND AND REORDAIN:

CHAPTER 34 (UTILITIES), ARTICLE II (WATER SYSTEM),  
DIVISION 1 (GENERALLY), DIVISION 2 (USER AND SERVICE  
CHARGES)

CHAPTER 34 (UTILITIES), ARTICLE III (SEWERS AND SEWAGE  
DISPOSAL), DIVISION 1 (GENERALLY), DIVISION 2 (SEWER USE  
CHARGES), DIVISION 3 (FATS, OILS AND GREASE (FOG)  
PROGRAM);

APPENDIX B – FEE SCHEDULE

Sec. 34-126. - Fee for sewer connection.

- (a) Before any person connects with or discharges sewage into the town sewer system, a fee for the connection permit issued under sections ~~34-122, 34-123, 34-124, and 34-125~~, **34-127 and 34-129** and in amounts established by the town council shall be paid. Connection permit fees shall be paid prior to the issuance of a zoning permit.

Sec. 34-135. - Prohibition against discharge into sewer.

- (c) **Any person violating this provision shall be subject to the fullest extent of the law, to include the cost to eliminate the connection and repair any structure or appurtenance including materials, equipment and labor. Sewer service shall be interrupted until corrective action is completed.**

Sec. 34-136. - Sewer use regulations.

The sewer use regulations, as may be amended from time to time, are hereby incorporated herein by reference and made a part hereof as if fully set out in this article. **A fee in the amount established by the town council shall be charged for failure to comply with this program.**

Sec. 34-156. - Fixed charge per quarter.

- (b) The fixed sewer charge shall represent the minimum quarterly **charge for sewer service bill.**
- (c) **Fixed charges per quarter shall be prorated based on the number of days account is active during the billing cycle.**

Sec. 34-157. - Charge where **residential or approved rainwater** connection made to sewer system only – Generally.

- ~~(1)~~(a) Where a residential connection has been made to the town sewer system only, the flat charge for use of the sewer system shall be as established by the town council. **The flat charge per quarter shall be prorated based on the number of days the account is active during the billing cycle.**
- ~~(2)~~(b) Whenever any user considers that significant quantities of rainwater enters the town public sewage works due to outdoor drains, such user may request a sewer system only connection. If approved by the town manager, the flat charge for use of the sewer system shall be as established by the town council. The town manager shall promulgate rules and regulations to implement the requirements of this section.

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APPENDIX B – FEE SCHEDULE

- ~~(3)~~(c) A fixed sewer charge per quarter for use of the sewer system only shall be established by town council. An account charge shall be included with the fixed sewer charge per quarter as established by town council. **The fixed sewer and account charges per quarter shall be prorated based on the number of days the account is active during the billing cycle.**

Sec. 34-158. - Lower charge for certain elderly or totally and permanently disabled homeowners **and Housing Choice Voucher Program.**

- (a) The charge for use of the sewer system to elderly or totally and permanently disabled residents at their principal dwelling who annually qualify for full exemption of county or town real estate taxes under section 20-23 (Tax Relief for the Elderly and Totally and Permanently Disabled) shall be 75 percent of the established sewer use rate for premises inside and outside the town.
- (b) **Housing choice voucher program participants under HUD Exchange shall be charged 75 percent of the established rate for premises inside and outside of town.**
- (c) **Residents who qualify for both programs shall be charged 75 percent of the established rate for premises inside and outside the town.**
- (d) **The utility account shall be in the name of the qualifying resident for either program.**

Sec. 34-159. - When commercial user has connection only to sewer system with metered private water supply.

Where a ~~residential or~~ commercial user within or outside the corporate limits of the town connects to the public sewage works only and where such user has a private water supply, a meter compatible with the town's metering system shall be purchased, installed, repaired and maintained by the user to measure water use from the private water supply and be read as if it were a public meter. ~~The charge for the use of such public sewage works shall be an amount equal to the amount normally charged for the water metered, as if the connection were to the town water supply.~~

- (1) **A charge for use of the sewer system shall be based on a quarterly water meter reading to the nearest 1,000 gallons of the private water supply and charged for all bills rendered on or after the effective date as established by the town council.**
- (2) **A fixed sewer charge per quarter for use of the sewer system only shall be charged for all bills rendered on or after the date as established by town council. A fixed sewer charge shall be based upon the size of the water meter**

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APPENDIX B – FEE SCHEDULE

on the private water supply. An account charge shall be included with the fixed sewer charge per quarter as established by town council. Fixed sewer and account charges per quarter shall be prorated based on the number of days the account is active during a billing cycle.

- (3) For commercial users within or outside the corporate limits who fail or have failed to install a meter on a private water supply, the sewer usage for a quarter may be estimated. Estimate methods include using the average of other readings from a past period, similar connection usage data, sewer flow monitoring records or determination by the town manager based on acceptable industry standards for sewer usage.
- (4) This section, 34-159, shall apply retroactively and prospectively.

SECTION III. That APPENDIX B – FEE SCHEDULE is hereby amended to read as follows:

**Sec. 34-23. Water supply, prohibited use, etc.**

- (1) Any person who uses water, or allows or causes the use of water, in violation of Drought Level 4 (Emergency) or Emergency Water Supply Level 3 of this Plan shall be subject to the following penalties:
- a. For the first offense, violators shall receive a written warning delivered in person or posted on the premises by a representative of the Town of Leesburg Department of Utilities.
  - b. For the second offense, violators shall be assessed a fee not to exceed \$100.00, consistent with the severity of the infraction. The fee shall be imposed on the violator's quarterly water bill.
  - c. For the third and each subsequent offense, violators shall be assessed a fee not to exceed \$250.00 for each offense, imposed on the violator's quarterly water bill.
  - d. Each violation by a person shall be counted as a separate violation by that person, irrespective of the location at which the violation occurs.
  - e. Each day of noncompliance will constitute a separate violation. The fee shall be imposed on the violator's quarterly water bill.
  - f. The penalty for foregoing compliance shall be denial or discontinuation of water service.

**Sec. 34-60. Water use rates:**

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CHARGES), DIVISION 3 (FATS, OILS AND GREASE (FOG)  
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APPENDIX B – FEE SCHEDULE

<b>Water Use Rates: Class Residential Individually Metered (Single Family)</b>					
	Effective 01-01-2015 07-01-2019	Effective 07-01-2015 07-01-2020	Effective 07-01-2016 07-01-2021	Effective 07-01-2017 07-01-2022	Effective 07-01-2018 07-01-2023
<b>Inside Town - Consumption Charge per 1,000 gallons</b>					
Tier 1: 0—6,000 Gallons	\$3.86 <u>\$4.92</u>	\$4.14 <u>\$5.14</u>	\$4.37 <u>\$5.37</u>	\$4.54 <u>\$5.61</u>	\$4.71 <u>\$5.86</u>
Tier 2: 6,001—15,000 Gallons	\$4.82 <u>\$6.16</u>	\$5.17 <u>\$6.44</u>	\$5.46 <u>\$6.73</u>	\$5.67 <u>\$7.03</u>	\$5.89 <u>\$7.35</u>
Tier 3: 15,001—30,000 Gallons	\$5.78 <u>\$7.39</u>	\$6.20 <u>\$7.72</u>	\$6.55 <u>\$8.07</u>	\$6.80 <u>\$8.43</u>	\$7.07 <u>\$8.81</u>
Tier 4: > 30,001 Gallons	\$7.92 <u>\$9.62</u>	\$8.34 <u>\$10.05</u>	\$8.69 <u>\$10.50</u>	\$8.94 <u>\$10.97</u>	\$9.21 <u>\$11.46</u>
<b>Outside Town - Consumption Charge per 1,000 gallons</b>					
Tier 1: 0—6,000 Gallons	\$5.44 <u>\$6.95</u>	\$5.83 <u>\$7.26</u>	\$6.16 <u>\$7.58</u>	\$6.40 <u>\$7.92</u>	\$6.65 <u>\$8.27</u>
Tier 2: 6,001—15,000 Gallons	\$6.80 <u>\$8.69</u>	\$7.29 <u>\$9.09</u>	\$7.70 <u>\$9.50</u>	\$8.00 <u>\$9.92</u>	\$8.31 <u>\$10.37</u>
Tier 3: 15,001—30,000 Gallons	\$8.16 <u>\$10.42</u>	\$8.75 <u>\$10.89</u>	\$9.24 <u>\$11.38</u>	\$9.60 <u>\$11.89</u>	\$9.97 <u>\$12.42</u>
Tier 4: > 30,001 Gallons	\$11.17 <u>\$13.57</u>	\$11.76 <u>\$14.17</u>	\$12.25 <u>\$14.81</u>	\$12.61 <u>\$15.47</u>	\$12.99 <u>\$16.16</u>

<b>Water Use Rates: Class Residential Master Metered (Apartments) and Nonresidential</b>					
	Effective 01-01-2015 07-01-2019	Effective 07-01-2015 07-01-2020	Effective 07-01-2016 07-01-2021	Effective 07-01-2017 07-01-2022	Effective 07-01-2018 07-01-2023
<b>Inside Town - Consumption Charge per 1,000 gallons</b>					
Tier 1: All Use	\$5.21	\$5.58	\$5.89	\$6.12	\$6.35

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APPENDIX B – FEE SCHEDULE

	\$6.64	\$6.94	\$7.25	\$7.58	\$7.92
<b>Outside Town - Consumption Charge per 1,000 gallons</b>					
Tier 1: All Use	\$7.36	\$7.87	\$8.31	\$8.62	\$8.95
	\$9.36	\$9.78	\$10.22	\$10.68	\$11.16

<b>Water Use Rates: Class Irrigation and Cooling Tower Customers</b>					
	Effective 01-01-2015 07-01-2019	Effective 07-01-2015 07-01-2020	Effective 07-01-2016 07-01-2021	Effective 07-01-2017 07-01-2022	Effective 07-01-2018 07-01-2023

<b>Inside Town - Consumption Charge per 1,000 gallons</b>					
Tier 1: 0—240,000 Gallons	\$5.78	\$6.20	\$6.55	\$6.80	\$7.07
	\$7.39	\$7.72	\$8.07	\$8.43	\$8.81
Tier 2: > 240,001 Gallons	\$7.92	\$8.34	\$8.69	\$8.94	\$9.21
	\$9.62	\$10.05	\$10.50	\$10.97	\$11.46

<b>Outside Town - Consumption Charge per 1,000 gallons</b>					
Tier 1: 0—240,000 Gallons	\$8.16	\$8.75	\$9.24	\$9.60	\$9.97
	\$10.42	\$10.89	\$11.38	\$11.89	\$12.42
Tier 2: > 240,001 Gallons	\$11.17	\$11.76	\$12.25	\$12.61	\$12.99
	\$13.57	\$14.17	\$14.81	\$15.47	\$16.16

**Sec. 34-61.** Fixed water and account charge per quarter:

<b>Fixed and Account Charge per Quarter for Water Use: Class Residential Individually Metered (Single Family)</b>					
	Effective 01-01-2015 07-01-2019	Effective 07-01-2015 07-01-2020	Effective 07-01-2016 07-01-2021	Effective 07-01-2017 07-01-2022	Effective 07-01-2018 07-01-2023
Account Charge (Per Bill)	\$5.41	\$6.92	\$7.47	\$7.91	\$8.09
	\$8.45	\$8.83	\$9.23	\$9.65	\$10.08
Water Meter Size					



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APPENDIX B – FEE SCHEDULE

(Per Meter)					
5/8 " to 3/4"	\$7.28	\$9.99	\$15.44	\$19.75	\$24.73
	<u>\$25.84</u>	<u>\$27.00</u>	<u>\$28.22</u>	<u>\$29.49</u>	<u>\$30.82</u>
Full 3/4"	\$7.41	\$10.12	\$15.57	\$19.87	\$24.85
	<u>\$25.97</u>	<u>\$27.14</u>	<u>\$28.36</u>	<u>\$29.49</u>	<u>\$30.97</u>
1"	\$9.47	\$12.17	\$17.61	\$21.91	\$26.87
	<u>\$28.08</u>	<u>\$29.34</u>	<u>\$30.66</u>	<u>\$32.04</u>	<u>\$33.48</u>
1 1/2"	\$21.34	\$23.98	\$29.35	\$33.58	\$38.48
	<u>\$40.21</u>	<u>\$42.02</u>	<u>\$43.91</u>	<u>\$43.89</u>	<u>\$47.96</u>
2"	\$22.90	\$25.53	\$30.89	\$35.11	\$40.01
	<u>\$41.81</u>	<u>\$43.69</u>	<u>\$45.66</u>	<u>\$47.71</u>	<u>\$49.86</u>

<b>Fixed and Account Charge per Quarter for Water Use: Class Residential Master Metered (Apartments) and Nonresidential</b>					
	Effective 01-01-2015 <u>07-01-2019</u>	Effective 07-01-2015 <u>07-01-2020</u>	Effective 07-01-2016 <u>07-01-2021</u>	Effective 07-01-2017 <u>07-01-2022</u>	Effective 07-01-2018 <u>07-01-2023</u>
Account Charge (Per Bill)	\$5.41 <u>\$8.45</u>	\$6.92 <u>\$8.83</u>	\$7.47 <u>\$9.23</u>	\$7.91 <u>\$9.65</u>	\$8.09 <u>\$10.08</u>
Water Meter Size (Per Meter)					
5/8 " to 3/4"	\$7.28	\$9.99	\$15.44	\$19.75	\$24.73
	<u>\$25.84</u>	<u>\$27.00</u>	<u>\$28.22</u>	<u>\$29.49</u>	<u>\$30.82</u>
Full 3/4"	\$9.15	\$13.23	\$21.41	\$27.88	\$35.36
	<u>\$36.95</u>	<u>\$38.61</u>	<u>\$40.35</u>	<u>\$42.17</u>	<u>\$44.07</u>
1"	\$14.69	\$21.49	\$35.13	\$45.93	\$58.39
	<u>\$61.02</u>	<u>\$63.77</u>	<u>\$66.64</u>	<u>\$69.64</u>	<u>\$72.77</u>
1 1/2"	\$35.26	\$48.82	\$76.07	\$97.62	\$122.52
	<u>\$128.03</u>	<u>\$133.79</u>	<u>\$139.81</u>	<u>\$146.10</u>	<u>\$152.67</u>

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APPENDIX B – FEE SCHEDULE

2"	\$47.26 <u>\$195.50</u>	\$69.00 <u>\$204.30</u>	\$112.65 <u>\$213.49</u>	\$147.18 <u>\$223.10</u>	\$187.08 <u>\$233.14</u>
3"	\$76.85 <u>\$372.93</u>	\$120.42 <u>\$389.71</u>	\$207.83 <u>\$407.25</u>	\$276.99 <u>\$425.58</u>	\$356.87 <u>\$444.73</u>
4"	\$110.98 <u>\$573.40</u>	\$179.11 <u>\$599.20</u>	\$315.73 <u>\$626.16</u>	\$423.85 <u>\$654.34</u>	\$548.71 <u>\$683.79</u>
6"	\$200.05 <u>\$1,124.41</u>	\$336.42 <u>\$1,175.01</u>	\$609.78 <u>\$1,227.89</u>	\$826.13 <u>\$1,283.15</u>	\$1,075.99 <u>\$1,340.89</u>
8"	\$340.08 <u>\$1,819.50</u>	\$558.17 <u>\$1,901.38</u>	\$995.44 <u>\$1,986.94</u>	\$1,341.49 <u>\$2,076.35</u>	\$1,741.15 <u>\$2,169.79</u>

**Fixed and Account Charge per Quarter for Water Use:  
Class Irrigation and Cooling Tower**

	Effective 01-01-2015 <u>07-01-2019</u>	Effective 07-01-2015 <u>07-01-2020</u>	Effective 07-01-2016 <u>07-01-2021</u>	Effective 07-01-2017 <u>07-01-2022</u>	Effective 07-01-2018 <u>07-01-2023</u>
Account Charge (Per Bill)	\$5.41 <u>\$8.45</u>	\$6.92 <u>\$8.83</u>	\$7.47 <u>\$9.23</u>	\$7.91 <u>\$9.65</u>	\$8.09 <u>\$10.08</u>
Water Meter Size (Per Meter)					
5/8 " to 3/4"	\$7.28 <u>\$25.84</u>	\$9.99 <u>\$27.00</u>	\$15.44 <u>\$28.22</u>	\$19.75 <u>\$29.49</u>	\$24.73 <u>\$30.82</u>
Full 3/4"	\$9.15 <u>\$36.95</u>	\$13.23 <u>\$38.61</u>	\$21.41 <u>\$40.35</u>	\$27.88 <u>\$42.17</u>	\$35.36 <u>\$44.07</u>
1"	\$14.69 <u>\$61.02</u>	\$21.49 <u>\$63.77</u>	\$35.13 <u>\$66.64</u>	\$45.93 <u>\$69.64</u>	\$58.39 <u>\$72.77</u>
1½"	\$35.26 <u>\$128.03</u>	\$48.82 <u>\$133.79</u>	\$76.07 <u>\$139.81</u>	\$97.62 <u>\$146.10</u>	\$122.52 <u>\$152.67</u>
2"	\$47.26 <u>\$187.08</u>	\$69.00 <u>\$233.14</u>	\$112.65 <u>\$213.49</u>	\$147.18 <u>\$223.10</u>	\$187.08 <u>\$233.14</u>

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APPENDIX B – FEE SCHEDULE

	<u>\$195.50</u>	<u>\$204.30</u>	<u>\$213.49</u>	<u>\$223.10</u>	<u>\$233.14</u>
3"	<u>\$76.85</u> <u>\$372.93</u>	<u>\$120.42</u> <u>\$389.71</u>	<u>\$207.83</u> <u>\$407.25</u>	<u>\$276.99</u> <u>\$425.58</u>	<u>\$356.87</u> <u>\$444.73</u>
4"	<u>\$110.98</u> <u>\$573.40</u>	<u>\$179.11</u> <u>\$599.20</u>	<u>\$315.73</u> <u>\$626.16</u>	<u>\$423.85</u> <u>\$654.34</u>	<u>\$548.71</u> <u>\$683.79</u>
6"	<u>\$200.05</u> <u>\$1,124.41</u>	<u>\$336.42</u> <u>\$1,175.01</u>	<u>\$609.78</u> <u>\$1,227.89</u>	<u>\$826.13</u> <u>\$1,283.15</u>	<u>\$1,075.99</u> <u>\$1,340.89</u>
8"	<u>\$340.08</u> <u>\$1,819.50</u>	<u>\$558.17</u> <u>\$1,901.38</u>	<u>\$995.44</u> <u>\$1,986.94</u>	<u>\$1,341.49</u> <u>\$2,076.35</u>	<u>\$1,741.15</u> <u>\$2,169.79</u>

**Sec. 34-71. Miscellaneous fees and charges:**

- (1) Trip fee (subsequent trips or missed appointments):  
During normal town working hours: \$30.00  
After normal town working hours: \$50.00
- (2) Tampering fee (customer activates or reactivates meter after discontinuance of water and/or sewer service): \$50.00
- (3) Customer-requested meter test found to be accurate: \$75.00 for up to 2" meters; \$250.00 for meters larger than 2".
- (4) Customer-requested leak check:  
During normal town working hours: \$30.00  
After normal town working hours: \$50.00
- (5) Services performed after normal town working hours: \$70.00 per hour with two-hour minimum.
- (6) ~~Private Pumpers (septic per 1,000 gallons): \$50.00~~
- (7) ~~Private Pump and Haul Contractors (per 1,000 gallons): \$10.00~~
- (8) ~~Imported Waste Activated Sludge (per 1,000 gallons): \$50.00~~
- (9) ~~Tanker Truck with Operator (per hour): \$100.00~~
- (10) ~~Tuscarora Landscapers' Choice (TLC) (25 pound bag): \$4.00 plus \$10.00 for delivery \*~~
- (11) ~~TLC (50 pound bag): \$6.00 plus \$10.00 for delivery\*~~
- (12) ~~TLC (bulk by the ton): \$70.00 plus \$20.00 for delivery\*~~

\*TLC price and delivery charges apply to commercial users. TLC product is free to Leesburg utility customers.

AN ORDINANCE: TO AMEND AND REORDAIN:

CHAPTER 34 (UTILITIES), ARTICLE II (WATER SYSTEM),  
DIVISION 1 (GENERALLY), DIVISION 2 (USER AND SERVICE  
CHARGES)

CHAPTER 34 (UTILITIES), ARTICLE III (SEWERS AND SEWAGE  
DISPOSAL), DIVISION 1 (GENERALLY), DIVISION 2 (SEWER USE  
CHARGES), DIVISION 3 (FATS, OILS AND GREASE (FOG)  
PROGRAM);

APPENDIX B – FEE SCHEDULE

- ~~(13)~~(6) Water or sanitary sewer hydraulic model: \$250.00 each
- ~~(14)~~(7) Construction water for flushing and testing: \$50.00 service charge in addition to outside town nonresidential rate per 1,000 gallons of all water drawn-
- ~~(15)~~(8) Bacteriological test: \$25.00 per test
- ~~(16)~~(9) Replacement materials to be used in town water or sewer system: cost of the replacement material and administrative overhead of 15 percent-
- ~~(17)~~(10) Hydrant flow test fee: \$300.00
- ~~(18)~~(11) Reinspection trip fee: \$50.00
- ~~(19)~~(12) Reinspection fee for television sewer connection inspection: \$100.00 per commercial reinspection; \$50 per residential reinspection-
- ~~(20)~~(13) Processing fee per billing: \$15.00-
- ~~(21)~~(14) General utility billing late payment penalty and second billing to delinquent accounts; discontinuance of service to delinquent accounts. General billing invoices are due and payable within ~~30~~20 days from the date of billing. Any billing that remains unpaid after 30 days is subject to a ten percent late payment plus an allowance for interest as determined by state code which amounts will be added to the total amount due and payable. A notice shall be mailed in the form of a second billing, which will include the late payment penalty and interest at the end of the 30 days from the date of billing, and all services will be discontinued if not paid in full within ten days from the date of such notice.
- ~~(22)~~(15) Customer-~~R~~requested ~~U~~tility ~~S~~ervice ~~L~~ocation: \$30.00-
- ~~(23)~~(16) Customer-~~R~~requested ~~S~~anitary ~~S~~ewer ~~P~~roperty ~~L~~ine ~~C~~leanout: Direct cost of labor, equipment, materials, and administrative overhead of 15 percent of such direct costs-
- ~~(24)~~(17) Construction purity sampling: \$45.00 per sample-

**Sec. 34-126. Sewer connection fee:**

- (3) The fee for a closed circuit television (CCTV) inspection of the sewer connection: \$100.00 per inspection for a commercial connection **lateral** and \$50.00 per inspection for a residential connection **lateral**. Re-inspection fee for CCTV: \$100.00 per inspection for a commercial connection **lateral** and \$50.00 per inspection for a residential connection **lateral**.
- (4) The fee for a closed circuit television (CCTV) inspection of new sanitary sewer mains: \$1.25 per linear foot (\$500 minimum per ~~project~~trip). **Re-inspection fee for CCTV of mains shall be \$1.25 per linear foot (\$500 minimum per trip).**

AN ORDINANCE: TO AMEND AND REORDAIN:

CHAPTER 34 (UTILITIES), ARTICLE II (WATER SYSTEM),  
DIVISION 1 (GENERALLY), DIVISION 2 (USER AND SERVICE  
CHARGES)

CHAPTER 34 (UTILITIES), ARTICLE III (SEWERS AND SEWAGE  
DISPOSAL), DIVISION 1 (GENERALLY), DIVISION 2 (SEWER USE  
CHARGES), DIVISION 3 (FATS, OILS AND GREASE (FOG)  
PROGRAM);

APPENDIX B – FEE SCHEDULE

**Sec. 34-135. Prohibition against discharge into sewer system.**

- (1) The cost to eliminate illegal connections shall be \$50.00 plus the direct cost of labor, materials, equipment and administrative overhead calculated at 15 percent of such direct costs.**
- (2) Any violation of illegal connection shall subject the violator to a civil penalty of not more than \$100.00 for the initial summons, not more than \$150.00 for each additional summons, and not more than a total amount of \$3,000.00 for a series of specified violations arising from the same operative set of facts.**

**Sec. 34-136. Sewer Use Regulations.**

- (4) Any violation shall subject the violator to a civil penalty of not more than \$100.00 for the initial summons, not more than \$150.00 for each additional summons, and not more than a total amount of \$3,000.00 for a series of specified violations arising from the same operative set of facts.**

**Sec. 34-155. Sewer use charge where connection made to both water and sewer system:**

<b>Sewer Use Rates: Class Residential Individually Metered (Single Family)</b>					
	Effective 01-01-2015 07-01-2019	Effective 07-01-2015 07-01-2020	Effective 07-01-2016 07-01-2021	Effective 07-01-2017 07-01-2022	Effective 07-01-2018 07-01-2023
<b>Inside Town - Consumption Charge per 1,000 gallons</b>					
0—36,000 Gallons	\$5.78 \$6.57	\$5.82 \$6.87	\$5.84 \$7.18	\$6.06 \$7.50	\$6.29 \$7.84
> 36,001 Gallons	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Outside Town - Consumption Charge per 1,000 gallons</b>					
0—36,000 Gallons	\$8.78 \$9.99	\$8.84 \$10.44	\$8.87 \$10.91	\$9.21 \$11.40	\$9.56 \$11.92
> 36,001 Gallons	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**Sewer Use Rates:**

AN ORDINANCE: TO AMEND AND REORDAIN:

CHAPTER 34 (UTILITIES), ARTICLE II (WATER SYSTEM), DIVISION 1 (GENERALLY), DIVISION 2 (USER AND SERVICE CHARGES)

CHAPTER 34 (UTILITIES), ARTICLE III (SEWERS AND SEWAGE DISPOSAL), DIVISION 1 (GENERALLY), DIVISION 2 (SEWER USE CHARGES), DIVISION 3 (FATS, OILS AND GREASE (FOG) PROGRAM);

APPENDIX B – FEE SCHEDULE

<b>Class Residential Master Metered (Apartments) and Nonresidential</b>					
	Effective 01-01-2015 07-01-2019	Effective 07-01-2015 07-01-2020	Effective 07-01-2016 07-01-2021	Effective 07-01-2017 07-01-2022	Effective 07-01-2018 07-01-2023
<b>Inside Town - Consumption Charge per 1,000 gallons</b>					
Inside Town	\$5.78 <u>\$6.57</u>	\$5.82 <u>\$6.87</u>	\$5.84 <u>\$7.18</u>	\$6.06 <u>\$7.50</u>	\$6.29 <u>\$7.84</u>
<b>Outside Town - Consumption Charge per 1,000 gallons</b>					
Outside Town	\$8.78 <u>\$9.99</u>	\$8.84 <u>\$10.44</u>	\$8.87 <u>\$10.91</u>	\$9.21 <u>\$11.40</u>	\$9.56 <u>\$11.92</u>

Sec. 34-156. Fixed sewer charge per quarter where connection made to both water and sewer system:

<b>Fixed Charge per Quarter for Sewer Use: Class Residential Individually Metered (Single Family)</b>					
Water Meter Size (Per Meter)	Effective 01-01-2015 07-01-2019	Effective 07-01-2015 07-01-2020	Effective 07-01-2016 07-01-2021	Effective 07-01-2017 07-01-2022	Effective 07-01-2018 07-01-2023
5/8 " to 3/4"	\$5.50 <u>\$25.69</u>	\$10.23 <u>\$26.85</u>	\$15.30 <u>\$28.06</u>	\$19.64 <u>\$29.32</u>	\$24.58 <u>\$30.64</u>
Full 3/4"	\$5.50 <u>\$25.69</u>	\$10.23 <u>\$26.85</u>	\$15.30 <u>\$28.06</u>	\$19.64 <u>\$29.32</u>	\$24.58 <u>\$30.64</u>
1"	\$5.50 <u>\$25.69</u>	\$10.23 <u>\$26.85</u>	\$15.30 <u>\$28.06</u>	\$19.64 <u>\$29.32</u>	\$24.58 <u>\$30.64</u>
1½"	\$5.50 <u>\$25.69</u>	\$10.23 <u>\$26.85</u>	\$15.30 <u>\$28.06</u>	\$19.64 <u>\$29.32</u>	\$24.58 <u>\$30.64</u>
2"	\$5.50 <u>\$25.69</u>	\$10.23 <u>\$26.85</u>	\$15.30 <u>\$28.06</u>	\$19.64 <u>\$29.32</u>	\$24.58 <u>\$30.64</u>

<b>Fixed Charge per Quarter for Sewer Use:</b>
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AN ORDINANCE: TO AMEND AND REORDAIN:

CHAPTER 34 (UTILITIES), ARTICLE II (WATER SYSTEM), DIVISION 1 (GENERALLY), DIVISION 2 (USER AND SERVICE CHARGES)

CHAPTER 34 (UTILITIES), ARTICLE III (SEWERS AND SEWAGE DISPOSAL), DIVISION 1 (GENERALLY), DIVISION 2 (SEWER USE CHARGES), DIVISION 3 (FATS, OILS AND GREASE (FOG) PROGRAM);

APPENDIX B – FEE SCHEDULE

<b>Class Residential Master Metered (Apartments), Nonresidential and Cooling Tower</b>					
<b>Water Meter Size (Per Meter)</b>	Effective <del>01-01-2015</del> 07-01-2019	Effective <del>07-01-2015</del> 07-01-2020	Effective <del>07-01-2016</del> 07-01-2021	Effective <del>07-01-2017</del> 07-01-2022	Effective <del>07-01-2018</del> 07-01-2023
5/8 " to 3/4"	\$5.50 <u>\$25.69</u>	\$10.23 <u>\$26.85</u>	\$15.30 <u>\$28.06</u>	\$19.64 <u>\$29.32</u>	\$24.58 <u>\$30.64</u>
Full 3/4"	\$8.25 <u>\$38.54</u>	\$15.35 <u>\$40.28</u>	\$22.95 <u>\$42.09</u>	\$29.46 <u>\$43.98</u>	\$36.87 <u>\$45.96</u>
1"	\$13.75 <u>\$64.23</u>	\$25.58 <u>\$67.13</u>	\$38.25 <u>\$70.15</u>	\$49.10 <u>\$73.30</u>	\$61.45 <u>\$76.60</u>
1½"	\$27.50 <u>\$128.45</u>	\$51.15 <u>\$134.25</u>	\$76.50 <u>\$140.30</u>	\$98.20 <u>\$146.60</u>	\$122.90 <u>\$153.20</u>
2"	\$44.00 <u>\$205.52</u>	\$81.84 <u>\$214.80</u>	\$122.40 <u>\$224.48</u>	\$157.12 <u>\$234.56</u>	\$196.64 <u>\$245.12</u>
3"	\$88.00 <u>\$411.04</u>	\$163.68 <u>\$429.60</u>	\$244.80 <u>\$448.96</u>	\$314.24 <u>\$469.12</u>	\$393.28 <u>\$490.24</u>
4"	\$137.50 <u>\$642.25</u>	\$255.75 <u>\$671.25</u>	\$382.50 <u>\$701.50</u>	\$491.00 <u>\$733.00</u>	\$614.50 <u>\$766.00</u>
6"	\$275.00 <u>\$1,284.50</u>	\$511.50 <u>\$1,342.50</u>	\$765.00 <u>\$1,403.00</u>	\$982.00 <u>\$1,466.00</u>	\$1,229.00 <u>\$1,532.00</u>
8"	\$440.00 <u>\$2,055.20</u>	\$818.40 <u>\$2,148.00</u>	\$1,224.00 <u>\$2,244.80</u>	\$1,571.20 <u>\$2,345.60</u>	\$1,966.40 <u>\$2,451.20</u>

**Sec. 34-157.** Flat sewer charge, account charge and fixed sewer charge per quarter where **residential or approved rainwater** connection made to sewer system only:

	Effective <del>01-01-2015</del> 07-01-2019	Effective <del>07-01-2015</del> 07-01-2020	Effective <del>07-01-2016</del> 07-01-2021	Effective <del>07-01-2017</del> 07-01-2022	Effective <del>07-01-2018</del> 07-01-2023
Inside Town - Sewer Only Flat Charge	\$86.70	\$87.30	\$87.60	\$90.90	\$94.35

AN ORDINANCE: TO AMEND AND REORDAIN:

CHAPTER 34 (UTILITIES), ARTICLE II (WATER SYSTEM), DIVISION 1 (GENERALLY), DIVISION 2 (USER AND SERVICE CHARGES)

CHAPTER 34 (UTILITIES), ARTICLE III (SEWERS AND SEWAGE DISPOSAL), DIVISION 1 (GENERALLY), DIVISION 2 (SEWER USE CHARGES), DIVISION 3 (FATS, OILS AND GREASE (FOG) PROGRAM);

APPENDIX B – FEE SCHEDULE

per quarter	<u>\$98.60</u>	<u>\$103.03</u>	<u>\$107.67</u>	<u>\$112.51</u>	<u>\$117.58</u>
Inside Town - Sewer Only Fixed Charge and Account Charge per quarter	<u>\$10.91</u> <u>\$ 34.14</u>	<u>\$17.15</u> <u>\$35.68</u>	<u>\$22.77</u> <u>\$37.28</u>	<u>\$27.55</u> <u>\$38.96</u>	<u>\$32.67</u> <u>\$40.71</u>
Outside Town - Sewer Only Flat Charge per quarter	<u>\$131.70</u> <u>\$149.85</u>	<u>\$132.60</u> <u>\$156.60</u>	<u>\$133.05</u> <u>\$163.64</u>	<u>\$138.15</u> <u>\$171.01</u>	<u>\$143.40</u> <u>\$178.70</u>
Outside Town - Sewer Only Fixed Charge and Account Charge per quarter	<u>\$10.91</u> <u>\$34.14</u>	<u>\$17.15</u> <u>\$35.68</u>	<u>\$22.77</u> <u>\$37.28</u>	<u>\$27.55</u> <u>\$38.96</u>	<u>\$32.67</u> <u>\$40.71</u>

**Sec. 34-159. Commercial fixed and account charges and sewer use charge per quarter where connection only to sewer system with metered private water supply:**

<b><u>Sewer Use Rates for Commercial sewer only with private water supply</u></b>					
	<u>Effective</u> <u>07-01-2019</u>	<u>Effective</u> <u>07-01-2020</u>	<u>Effective</u> <u>07-01-2021</u>	<u>Effective</u> <u>07-01-2022</u>	<u>Effective</u> <u>07-01-2023</u>
<b><u>Inside Town - Consumption Charge per 1,000 gallons</u></b>					
<u>Inside Town</u>	<u>\$6.57</u>	<u>\$6.87</u>	<u>\$7.18</u>	<u>\$7.50</u>	<u>\$7.84</u>
<b><u>Outside Town - Consumption Charge per 1,000 gallons</u></b>					
<u>Outside Town</u>	<u>\$9.99</u>	<u>\$10.44</u>	<u>\$10.91</u>	<u>\$11.40</u>	<u>\$11.92</u>

<b><u>Fixed and Account Charge per Quarter for Sewer Only Use When Metered Private Water Supply:</u></b>					
	<u>Effective</u> <u>07-01-2019</u>	<u>Effective</u> <u>07-01-2020</u>	<u>Effective</u> <u>07-01-2021</u>	<u>Effective</u> <u>07-01-2022</u>	<u>Effective</u> <u>07-01-2023</u>
<u>Account Charge (Per Bill)</u>	<u>\$8.45</u>	<u>\$8.83</u>	<u>\$9.23</u>	<u>\$9.65</u>	<u>\$10.08</u>
<b><u>Private Water Supply Water Meter</u></b>	<u>Effective</u> <u>07-01-2019</u>	<u>Effective</u> <u>07-01-2020</u>	<u>Effective</u> <u>07-01-2021</u>	<u>Effective</u> <u>07-01-2022</u>	<u>Effective</u> <u>07-01-2023</u>



AN ORDINANCE: TO AMEND AND REORDAIN:

CHAPTER 34 (UTILITIES), ARTICLE II (WATER SYSTEM), DIVISION 1 (GENERALLY), DIVISION 2 (USER AND SERVICE CHARGES)

CHAPTER 34 (UTILITIES), ARTICLE III (SEWERS AND SEWAGE DISPOSAL), DIVISION 1 (GENERALLY), DIVISION 2 (SEWER USE CHARGES), DIVISION 3 (FATS, OILS AND GREASE (FOG) PROGRAM);

APPENDIX B – FEE SCHEDULE

<u>Size (Per Meter)</u>					
<u>5/8 " to 3/4"</u>	<u>\$25.69</u>	<u>\$26.85</u>	<u>\$28.06</u>	<u>\$29.32</u>	<u>\$30.64</u>
<u>Full 3/4"</u>	<u>\$38.54</u>	<u>\$40.28</u>	<u>\$42.09</u>	<u>\$43.98</u>	<u>\$45.96</u>
<u>1"</u>	<u>\$64.23</u>	<u>\$67.13</u>	<u>\$70.15</u>	<u>\$73.30</u>	<u>\$76.60</u>
<u>1½"</u>	<u>\$128.45</u>	<u>\$134.25</u>	<u>\$140.30</u>	<u>\$146.60</u>	<u>\$153.20</u>
<u>2"</u>	<u>\$205.52</u>	<u>\$214.80</u>	<u>\$224.48</u>	<u>\$234.56</u>	<u>\$245.12</u>
<u>3"</u>	<u>\$411.04</u>	<u>\$429.60</u>	<u>\$448.96</u>	<u>\$469.12</u>	<u>\$490.24</u>
<u>4"</u>	<u>\$642.25</u>	<u>\$671.25</u>	<u>\$701.50</u>	<u>\$733.00</u>	<u>\$766.00</u>
<u>6"</u>	<u>\$1,284.50</u>	<u>\$1,342.50</u>	<u>\$1,403.00</u>	<u>\$1,466.00</u>	<u>\$1,532.00</u>
<u>8"</u>	<u>\$2,055.20</u>	<u>\$2,148.00</u>	<u>\$2,244.80</u>	<u>\$2,345.60</u>	<u>\$2,451.20</u>

**SECTION IV.** The Town of Leesburg Drought Assessment and Emergency Water

Supply Response Plan is hereby amended, as attached.

**SECTION V.** The Town of Leesburg Sewer Use Regulations are hereby amended, as attached.

**SECTION VI.** If any provision of this ordinance is declared invalid, the decision shall not affect the validity of the ordinance as a whole or any remaining provisions of this ordinance and the Leesburg Town Code.

AN ORDINANCE: TO AMEND AND REORDAIN:


CHAPTER 34 (UTILITIES), ARTICLE II (WATER SYSTEM),  
DIVISION 1 (GENERALLY), DIVISION 2 (USER AND SERVICE  
CHARGES)

CHAPTER 34 (UTILITIES), ARTICLE III (SEWERS AND SEWAGE  
DISPOSAL), DIVISION 1 (GENERALLY), DIVISION 2 (SEWER USE  
CHARGES), DIVISION 3 (FATS, OILS AND GREASE (FOG)  
PROGRAM);

APPENDIX B – FEE SCHEDULE

**SECTION VII.** This Ordinance shall be effective upon its adoption.

PASSED this 22<sup>nd</sup> day of January, 2019.

  
\_\_\_\_\_  
Kelly Burk, Mayor  
Town of Leesburg

ATTEST:

  
\_\_\_\_\_  
Clerk of Council

P:\Ordinances\2019\0122 Town Code Amendments to Chapter 34 (Utilities), Articles II and III and Appendix B – Fee Schedule