

## **RULE 60 - FEES AND CHARGES**

### **A. PURPOSE**

MPWMD shall set administrative fees and charges to meet ongoing operating expenses, including but not limited to, employee wage rates and fringe benefits, and costs of supplies, equipment, materials and services. These fees and charges shall bear a positive correlation to the cost of providing each service, or activity by District staff and/or its agents. Fees and charges not time-based shall remain unchanged unless amended by future action of the Board.

### **B. FEE AND CHARGES CATEGORIES**

MPWMD shall set administrative fees and charges for each of the following services or activities: Action on Any Appeal/Variance, Action on Any Permit, Document Preparation, Processing, Review or Retrieval, Water Conservation and Rationing Plan, Publication Fees, Rationing Liens, Rebate Processing, River Work Permits, Inspection Activities, Water Use Permit Fees, Water Use Credits and on-site Credit Activity, Water Credit Transfer Activity, Water Waste Fees, and Well Monitoring Activity.

### **C. TABLE OF FEES AND CHARGES**

MPWMD shall maintain a Fees and Charges Table providing for all current administrative fees and charges for each Fee and Charge Category set by Paragraph B of this Rule. The Fees and Charges Table, referenced in this Rule and incorporated into this paragraph as if set forth in full, shall be amended from time to time by a Resolution duly adopted by the MPWMD Board of Directors. When hours of effort are referenced on the Fees and Charges Table, the General Manager shall cause each member of staff, and each consultant, to maintain a log of all effort expended for that matter. Effort shall be charged in increments of one-half hour.

### **D. CAPACITY FEES**

This Rule shall not amend or modify the Capacity Fee or the Water Supply Cost Component set by Rule 24.

### **E. IMPLEMENTATION GUIDELINES**

To apply this Rule in an orderly and consistent manner, the General Manager shall develop and promulgate Implementation Guidelines to guide the fair administration and collection of MPWMD Fees and Charges. These Implementation Guidelines may be modified from time to time, with notice to the Board.

### **F. ADMINISTRATION OF FEES AND CHARGES**

Each fee or charge collected by MPWMD pursuant to the Fees and Charges Table created by this Rule shall be non-refundable, unless the Implementation Guidelines clearly state that a specific fee is refundable. Where the fee set for any matter calls for an hourly rate, or where the fee is set to reimburse the District for costs and expenses it shall incur, the General Manager shall provide to the Applicant an estimate of the full fee to be incurred, and the Applicant shall deposit that sum with the District, in advance. This estimate may be corrected from time to time, and the deposit shall be replenished as necessary to fully fund the anticipated fee and costs to be incurred by the District. As for fees or charges that are deemed refundable by the Implementation Guidelines, the fee or charge shall be considered a deposit against which time, effort and materials relate to that activity shall be charged, and the amount subject to refund shall be limited to the unexpended and/or unencumbered increment of the deposit. As to that portion only, the remaining fee deposit shall be refunded to the Applicant, upon written request.

**G. NOTIFICATION OF UNPAID FEES AND CHARGES**

The General Manager shall provide written notification to the Applicant and/or landowner that required fees and/or deposits have not been paid to the District. Notice shall have been given when the written notification has been deposited in the U.S. mail, postpaid, addressed to the Responsible Party, or when personally delivered. The Applicant and/or landowner shall deposit the fee, in full, within sixty (60) days of notification, and during such time, the District shall suspend all actions relating to that Applicant or property, including efforts to process any application for permit, appeal and/or variance.

**H. COLLECTION OF UNPAID FEES AND CHARGES**

Failure to tender the final fee or charge within the sixty (60) day period set forth above shall result in the automatic revocation of the related permit, or denial of the request for appeal or variance. The District shall also remove any Water Meter installed in relation to the unpaid fee or charge upon revocation of the permit. As to the unpaid fee or charge, the General Manager shall record a Notice of Non-Compliance against the affected property, which Notice shall be removed upon payment.

**I. ENFORCEMENT**

If the Water Meter has not been removed, or if the fee or charge remains unpaid after the Notice of Non-Compliance has been recorded for a period of ninety (90) days, the General Manager is authorized to file suit in Monterey County Superior Court to compel compliance with any and all permit requirements, including and not limited to removal of the Water Meter serving the property. The General Manager is also authorized record a lien against the property for unpaid fees and charges. Any lien authorized by this section shall not require Board approval in accord with the procedure required for other liens pursuant to District Rule 113.

**J. FEES RELATING TO CHALLENGES TO PERMITS**

1. An Administrative Fee based on MPWMD staff time shall be imposed and collected at the rate shown in the Fees and Charges Table for all activity associated with any challenge to the issuance, validity or denial of any permit under the District Rules and Regulations, including, but not be limited to, efforts expended by District staff pursuant to any indemnification agreement.
2. A Legal Defense Fee shall be imposed and collected for any legal work performed by MPWMD Counsel associated with responding to any challenge to the issuance, validity or denial of any permit under the District Rules and Regulations, to the imposition or validity of any condition imposed on such a permit, or to any defect in process relating to the review and action on the permit or permit conditions. This fee shall be charged at actual cost, based on the hourly rate of retained MPWMD legal counsel at the time services are rendered. This fee shall include, but not be limited to, efforts expended by District Counsel pursuant to any indemnification agreement.

**K. FEES RELATING TO PERMIT MODIFICATION OR ENFORCEMENT**

1. An Administrative Fee based on MPWMD staff time shall be imposed and collected at the rate shown in the Fees and Charges Table for any permit violation, condition compliance, Water Distribution System or Expansion Capacity Limit modification, or other enforcement activity.
2. A Legal Enforcement Fee shall be imposed and collected for any legal work performed by MPWMD Counsel associated with any permit violation, condition compliance, Water Distribution System or Expansion Capacity Limit modification, or other enforcement activity. This fee shall be charged at actual cost, based on the hourly rate of retained MPWMD legal counsel at the time services are rendered. This fee shall include, but not be limited to, efforts expended by District Counsel pursuant to any indemnification agreement.

**L. UNPAID FEES AND CHARGES**

The General Manager shall collect all fees required by this Rule 60. For any permit that has been issued, but for which outstanding fees have not been paid, the General Manager shall record a lien against that property affected by the permit if the unpaid fee or charge is not paid in full within ninety (90) days of invoice mailed to the owner, provided the property upon which a lien is to be filed has received a copy of that invoice. Any lien authorized by this section shall not require prior Board approval as may be required for other liens pursuant to District Rule 113.

## **M. REFUNDS OF FEES AND CHARGES**

Fees and charges pursuant to Regulation VI are paid to or due the District in consideration of, and as reimbursement for, District incurred costs and expenses relating to the administration and processing of applications, permits, variances, appeals, notices, investigations, and District enforcement activities. These include, but are not limited to, costs and expenses incurred by the District in planning for, acquiring, reserving, protecting, and maintaining Capacity in present or future water distribution facilities, water resources, and conservation activities. At the conclusion of any activity (e.g. issuance or cancellation of a permit, conclusion of an enforcement action, or any other final action on a matter), the General Manager may refund remaining fees or charges paid by the Applicant to the extent the remainder exceeds costs or expenses incurred by the District for that matter. Requests for refunds shall be in writing, include a clear reference to the Water Permit number or otherwise identify the matter, and state clearly the reason a refund has been requested. This provision authorizes the General Manager to calculate and issue a refund to the extent that the remainder exceeds costs or expenses incurred by the District for that matter, but shall not confer a right upon any Applicant to receive a refund. Any refund shall be determined as a delegated exercise of the General Manager's discretion. Any refund shall be made solely to the party who initially paid the fee or charge when that party's current address is known, or the refund shall be made to the current title holder of the Site.

*Rule added by Ordinance No. 1 (2/11/80); amended by Ordinance No. 3 (7/11/80); Ordinance No. 4 (2/11/81); Ordinance No. 5 (4/13/81); Ordinance No. 6 (5/11/81); Ordinance No. 8 (1/14/81); Ordinance No. 26 (9/8/86); Ordinance No. 63 (6/15/92); Ordinance No. 71 (12/20/93); Ordinance No. 80 (11/20/95); Ordinance No. 96 (3/19/2001); Ordinance No. 105 (12/16/2002); Ordinance No. 115 (05/17/2004); Ordinance No. 118 (12/13/04); Ordinance No. 120 (3/21/2005); Ordinance No. 125 (9/18/2006); Ordinance No. 128 (6/18/2007); Ordinance No. 175 (11/14/2016); Ordinance No. 176 (1/25/2017); Ordinance No. 177 (9/18/2017)*

## Fees and Charges Table (Effective July 1, 2023)

Action		Fee
<i>Action on any Appeal/Variance</i>		
1	Appeal or Variance	\$900 plus \$90 per hour for more than 10 hours
2	Request for Water from District Reserve Allocation	\$225 per application plus \$90 per staff hour for more than 2.5 hours
<i>Action on any Permit</i>		
3	Administrative fee to monitor, review and enforce applications and/or permits for Special Circumstances (Rule 24)	\$1800 plus \$90 per staff hour for more than 20 hours
4	Amendment to a Non-Residential Water Permit (Rule 23)	\$180 per amendment plus \$90 per staff hour for more than 2 hours
5	Amendment to a Residential Water Permit (Rule 23)	\$135 per amendment plus \$90 per staff hour for more than 1.5 hours
6	Amendment to a Water Use Permit (Water Entitlement Process) (also may require Capacity Fees pursuant to Rule 24)	\$90 per amendment plus \$90 per staff hour for more than 1 hour; also see Rule 24
7	Application for Non-Residential Water Permit (Rule 23)	\$450 per structure plus \$90 per staff hour for more than 5 hours
8	Application for Residential Water Permit (Rule 23)	\$225 per Dwelling Unit plus \$90 per staff hour for more than 2.5 hours
9	Application for Water Use Permit (Water Entitlement Process) (also may require Connection Charges pursuant to Rule 24)	\$270 per Site plus \$90 per staff hour for more than 3 hours; also see Rule 24
10	Application for Landscape Water Permit	\$225 per application plus \$90 per staff hour for more than 2.5 hours
11	Application for Conditional Water Permit (Rule 23)	\$450 per structure plus \$90 per staff hour for more than 5 hours
12	Application Fee for Confirmation of Exemption (Rule 21)	\$600 per application. If needed, additional staff hours are charged at a rate of \$90 per hour; recovery for other MPWMD actual direct costs will be additional if not covered by the initial \$600 fee
13	Water Quality Sampling for Confirmation of Exemption	Actual cost incurred by District
14	Application Fee Deposit to Create/Establish or Amend a WDS, Level 1 or Level 2 Permit (Rules 21 and 22)	\$1,200 per application. If needed, additional staff hours are charged at a rate of \$90 per hour; recovery for other MPWMD actual direct costs will be additional if not covered by the initial \$1,200 fee; unused funds will be refunded
15	Application Fee Deposit to Create/Establish or Amend a WDS, Level 3 Permit (Rules 21 and 22)	\$3,000 per application. If needed, additional staff hours are charged at a rate of \$90 per hour; recovery of other MPWMD actual direct costs will be additional if not covered by the initial \$3,000 fee; unused funds will be refunded

## Fees and Charges Table (Effective July 1, 2023)

Action	Fee	
<i>Action on any Appeal/Variance</i>		
16	Application to Create/Establish a Water Distribution System or Amend a Water Distribution System Creation Permit – Deposit for Unusually Complex Projects: “Unusually complex projects” are defined as projects requiring MPWMD staff time substantially more than the hours stated in the Application Fee to Create a Water Distribution System. In these situations, staff will review the cumulative total of hours and expenses accrued each quarter (January, April, July and October). The Applicant will be billed if the quarterly unpaid total is more than \$500 over the initial fee. The Applicant must pay the overage within 30 days of the invoice for staff to continue processing the application. The Confirmation of Exemption or WDS Permit is not signed and recorded until all fees are paid (Rules 21 and 22)	\$3,000 plus any additional staff or legal review as determined on a case-by-case basis by the General Manager
17	Application to Create/Establish a Water Distribution System or Amend a Water Distribution System Creation Permit – Legal Fees: Any legal work performed by MPWMD Counsel associated with the Application is charged to the Applicant at actual cost, based on the hourly rate of retained MPWMD legal counsel at the time services are rendered (Rule 22)	Actual cost, based on the hourly rate of retained MPWMD legal counsel at the time services are rendered
18	Application to Create/Establish a Water Distribution System or Amend a Water Distribution System Creation Permit – Unused Funds (Rule 22)	Unused deposits or Application fee will result in a refund of unused funds to the Applicant
19	Pre-Application for Consultation Relating to WDS Permits (First hour free) (Rule 22)	There shall be no charge for the first hour of consultation with MPWMD staff regarding the WDS Permit process. An Application Form and associated fee must be submitted after the first hour unless otherwise determined by the General Manager due to unusual circumstances
20	Pre-Application Consulting Relating to Water Permits (First 30 minutes free) (Rule 20)	\$225 plus \$90 per staff hour for more than 2.5 hours
21	Application to Reinstall Water Meter (Former use documented under Rule 25.5)	No Fee
22	Application to Split an Existing Meter	No Fee
23	Application for Temporary Water Permit (Rule 23)	\$450 per structure plus \$90 per staff hour for more than 5 hours
24	Plan Check for Non-Residential Waivers (Includes Site Inspection)	\$225 per structure
25	Plan Check for Non-Residential Waivers (No Site Inspection)	\$90 per structure
26	Plan Check for Residential Waivers (Includes Site Inspection)	\$225 per Dwelling Unit
27	Plan Check for Residential Waivers (No Site Inspection)	\$90 per Dwelling Unit
28	Capacity Fees (Moderate Income Housing) (Rule 24.5)	50% of Capacity Fees set pursuant to Rule 24
29	Capacity Fees -- (Low-Income Housing) (Rule 24.5)	Exempt from Capacity Fees set pursuant to Rule 24

## Fees and Charges Table (Effective July 1, 2023)

Action		Fee
30	Capacity Fees - Residential and Non-Residential Water Permits	See Rule 24
31	Direct Costs - Publication Expenses, Filing Fees, Etc. (Rule 60)	Actual cost incurred by District - Applies to Water Distribution System Permits only
32	Permit Fee Payment Plans (Limited to California Non-Profit Public Benefit Corporations and requires Board approval and finding of substantial financial hardship) (Rule 24)	Deferred interest rate set by the Board
33	Refund of Capacity Fees (Rule 24)	\$90 processing fee plus \$90 per staff hour for more than 1 hour
<i>Document Preparation, Processing, Review or Retrieval (Rule 60)</i>		
34	Scan Construction Plans for Water Permit	\$45 per application. Time to process beyond 30 minutes shall be charged at a rate of \$90/hour.
35	Deed Preparation and Review by Staff	\$110 per deed restriction
36	Legal Review of Deed Restrictions for an LLC, Company, HOA, Corporations, Partnerships, etc.	Actual cost incurred by District
37	Direct Costs -- Publication Expenses, Etc.	Actual cost incurred by District
38	Direct Costs for Deed Restrictions -- Courier Charge, Federal Express, E-record	Actual cost incurred by District
39	Document Recordation (if separate from review or preparation)	Actual cost incurred by District (document lengths vary)
40	Legal Review performed by MPMWD Counsel on Deed Restrictions Related to Appeals, Permits, Variances, Water Use Credits, or other Activities	Charged at the hourly rate of retained MPWMD legal counsel at the time services are rendered
<i>Duplication and Records Costs</i>		
41	MPWMD Rules & Regulations (Rule 60)	\$46 per copy
42	Black and White Copies	\$0.10 cents per page
43	Color Copies	\$0.50 cents per page
44	Two-Sided Copies	\$0.10 cents per page
45	Mailing	Actual cost incurred by District
46	Thumb Drive	\$5.00
47	CD-ROM or DVD	\$5.00
48	Oversized or Irregularly Shaped Documents	Actual cost incurred by District
49	Preparation of a New Record that Requires Data Compilation, Extraction or Programming	Charged based on labor and time to produce the record
<i>Rebate Processing</i>		
50	Application for Rebate	No charge
<i>River Work Permits (Rules 126 and 127)</i>		
51	Minor River Work	\$25 per application
52	River Work Permit	\$50 per application
53	Emergency River Work	\$50 per application
54	Unusually Complex Applications	Actual cost incurred by District for staff time in excess of one hour per application plus direct costs

## Fees and Charges Table (Effective July 1, 2023)

Action		Fee
<i>Inspection Activities (Rule 110)</i>		
55	Cancellation of Inspection (less than 24 hours notice)	\$75 per inspection
56	No-Show; Failure to Provide Access for Scheduled Inspection	\$75 per inspection
57	Conservation Verification Inspection Pursuant to Rule 143 and 144 (Retrofit of Existing Commercial Uses and Change of Ownership or Use)	No Charge
58	Site Inspection (pre-application, or not associated with a planned application, or inspection to document Non-Residential retrofit pursuant to Rule 25.5)	\$110 per inspection
59	Repeat Inspection (overlooked fixtures or failure to show all fixtures)	\$110 per inspection
<i>Water Use Credits and On-Site Credit Activity (Rule 25.5)</i>		
60	3rd Party Consulting or Ancillary Costs Incurred to Verify Water Savings	Actual cost incurred by District
<i>Water Credit Transfer Activity (Rule 28)</i>		
61	Application to Transfer a Water Use Credit (originating Site)	\$2,700 plus \$90 per staff hour for more than 30 hours
62	Application for a Water Permit Utilizing a Water Credit Transfer (receiving Site)	\$900 plus \$90 per staff hour for more than 10 hours
63	Complex Transfer (fee for projects proposing to save water by means of new water saving technology)	\$3,600 plus \$90 per staff hour for more than 40 hours
64	3rd Party Consulting or Ancillary Costs Incurred to Re-view Water Use Credit Transfer	Actual cost incurred by District
<i>Water Waste Fees (Rule 162)</i>		
<i>Fee amounts are tripled for customers using over 500,000 gallons/year</i>		
65	First Offense	No fee: Written notice and opportunity to correct the situation
66	Fee for First Flagrant Violation	\$100. Fee amounts are tripled for customers using over 500,000 gallons/year
67	Fee for Second Flagrant Violation Within Two (2) Months	\$250. Fee amounts are tripled for customers using over 500,000 gallons/year
68	Fee for Third and Subsequent Flagrant Violations Within Twelve (12) Months	\$500. Fee amounts are tripled for customers using over 500,000 gallons/year
69	Fee for Administrative Compliance Order or Cease & Desist Order	Up to \$2,500 per day for each ongoing violation, except that the total administrative penalty shall not exceed one hundred thousand dollars (\$100,000.00) exclusive of administrative costs, interest and restitution for compliance re-inspections, for any related series of violations
70	Late Payment Charges	Half of one percent of the amount owed per month
<i>Well Monitoring Activity (Rule 52)</i>		
71	Well Registration	\$50 per Well



*Table added by Ordinance No. 120 (3/21/2005); amended by Resolution 2005-06 (8/12/2005); Resolution 2007-02 (4/16/2007); Resolution 2007-06 (5/21/2007); Resolution 2010-09 (7/19/2010); Ordinance No. 157 (12/9/2013); Resolution 2014-05 (4/21/2014); Resolution 2014-14 (07/21/2014); Resolution 2016-20 (11/14/2016); Resolution 2017-12 (6/19/2017); Ordinance 177 (9/18/2017); Resolution 2020-04 (5/18/2020); Resolution 2020-08 (6/15/2020); Resolution 2020-14 (10/19/2020); Resolution 2021-11 (8/16/2021); Resolution 2021-17 (10/18/2021); Resolution 2023-10 (6/20/2023).*