CLEAR CREEK COMMUNITY SERVICES DISTRICT

ORDINANCE 2026-01

August 19, 2026

AN ORDINANCE BY THE CLEAR CREEK COMMUNITY SERVICES DISTRICT FOR THE REVISION OF SERVICE FEE RATES WITHIN THE DISTRICT. SERVICE FEES ARE THE NON-PROP 218, NON-PROPERTY SPECIFIC FEES FOR SERVICE.

WHEREAS, the Board of Directors has determined that a service fee rate update is necessary due to increases in the cost of doing business and the need to better recover actual staff time, materials, and administrative costs; and,

WHEREAS, the Board of Directors in 2020 adopted Ordinance 2020-14 that set water and service fee rates, and in 2025 adopted Ordinance 2025-01 that most recently updated the non-Prop 218 service fees; and,

WHEREAS, the Board of Directors used a 2021 Rate Study and completed the Prop 218 process for the property-related water rates and fees (Base Rate, Usage Rate, and related fees) approved by Ordinance 2021-09 that separated the water rates from the Service Fees of Ordinance 2020-14; and,

WHEREAS, the Board of Directors has not comprehensively updated the non-Prop 218, non-property specific service fees since January 2025; and,

WHEREAS, the Planning and Steering Committee and Finance Committee have reviewed the current Schedule of Rates and Fees and recommended multiple updates to better reflect actual costs of service, including but not limited to hourly staff rates, after-hours service language, late charges, door hanger fees, lock-cutting penalties, will-serve and clearance letter fees, job estimate fees, and related administrative charges; and,

WHEREAS, the Board of Directors adopted the "CCCSD Rules and Regulations for Water Service Revision XII" in June of 2016 that calls for an Exhibit B that includes the Service Fees; and,

WHEREAS, due to the factors outlined above, the Board of Directors deems it is in the best interest of the District that the revision is necessary to continue to maintain service to the customers of the District and to provide financial stability; and,

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors that attached Exhibit A become a part of this ordinance and the revised rates and fees stated on the chart and contained herein become effective August 19, 2026 and will be included as Exhibit B in the Rules and Regulations for Water Service.

BE IT FURTHER ORDAINED that this ordinance supersedes any and all prior ordinances regarding service fee rates for the Clear Creek Community Services District to the extent they conflict with the fees adopted herein.

PASSED AND ADOPTED by the Board of Directors of the Clear Creek Community Services District this 19th day of August, 2026 by the following vote:

Motion: P. Beaver Second: L. Johnston

Ayes: 5 Noes: – Abstained: – Absent: –

Beverly Fickes, Chair of the Board

Dale Mancino, General Manager and Secretary to the Board of Directors of the Clear Creek Community Services District

Summary of Proposed Changes

Fee Adjustments and Corrections

- Credit card convenience fee reduced from 3% to **2%**.
- Late charges increased from **1.5%** to **10%** of the outstanding balance.
- "State Loan Repayment Reserve Fee" renamed **"Grant Fund Reserve Fee"** and directed to a separate Grant Fund Reserve account.

New or Clarified Fees

- **Door Hanger Fee** of $50 added and placed under the Late Charges section.
- Disconnection and reconnection fees clarified as **separate $50 charges**.
- Three-strike penalty system for cutting or tampering with District locks:
    - 1st offense: $100
    - 2nd offense: $250
    - 3rd offense: $500 + meter removal
- New pass-through provision for the full cost of county-mandated fire hydrant installations, billed directly to the property owner.
- Meter and installation costs to be billed **separately** from capacity charges.

Service and Administrative Changes

- Flow testing eliminated as a District service (current fee schedule removed).
- Job estimates: free estimates and revisions eliminated; all estimates billed at $108 per hour (valid for 30 days).
- County Water/Sewer Clearance Forms changed from a flat $38 fee to an hourly rate of $108.
- Permit and Will-Serve Letters set at $108 per hour with a **0.5-hour minimum ($54)**.
- After-hours service language clarified: "reconnection fee" terminology replaced with "turn on/turn off"; requirement that the full account balance be paid prior to emergency after-hours restoration removed. Supporting policy language will define a two-hour after-hours response window (starting at call-out, including drive time).

- Cross-connection control language updated to reference current California state law (replacing older District Rules & Regulations references).

Deferred Item

- Existing hydrant installation fee language deferred pending clarification of funding responsibility with the County and Fire Marshal.

Comparison Overview

Category	Current	Proposed
Credit Card Fee	3%	2%
Late Charge	1.5%	10%
Door Hanger	None	$50 (under Late Charges)
Disconnection / Reconnection	Mixed language	Separate $50 charges each
Lock Tampering	$55 cut lock + $40 meter pull	3-strike: $100 / $250 / $500 + meter removal
Flow Testing	Offered ($30–$60)	Not offered
County Clearance Forms	Flat $38	$108/hour
Will-Serve / Permit Letters	$108/hour	$108/hour with 0.5-hr minimum ($54)
Job Estimates	1 free + 1 free revision	$108/hour from the start
Fire Hydrant (County-mandated)	Limited language	Full cost pass-through to property owner
Meter/Installation vs Capacity	Not explicitly separated	Billed separately
Grant-related Fee Name	State Loan Repayment Reserve Fee	Grant Fund Reserve Fee (separate account)