



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: December 15, 2025		Subject: Resolution No. 3229 Establishing and Imposing Just and Equitable Sewer User Fees and Repealing Resolution No. 2325 and Resolution No. 1987. Staff Member: Zach Weigel, P.E. City Engineer and Keith Katko, Finance Director Department: Community Development and Finance	
Action Required		Advisory Board/Commission Recommendation	
☒ Motion ☒ Public Hearing Date: December 15, 2025 ☐ Ordinance 1 st Reading Date: ☐ Ordinance 2 nd Reading Date: ☒ Resolution ☐ Information or Direction ☐ Information Only ☐ Council Direction ☐ Consent Agenda		☐ Approval ☐ Denial ☐ None Forwarded ☒ Not Applicable Comments: N/A	
Staff Recommendation: Staff recommends Council adopt Resolution No. 3229.			
Recommended Language for Motion: I move to adopt Resolution No. 3229.			
Project / Issue Relates To:			
☐ Council Goals/Priorities:	☒ Adopted Master Plan(s): 2015 Wastewater Collection System Master Plan, 2023 Wastewater Treatment Plant Master Plan	☐ Not Applicable	

ISSUE BEFORE COUNCIL:

A City of Wilsonville resolution establishing and imposing just and equitable sewer user fees and repealing Resolution No. 2325 and Resolution No. 1987, Capital Improvement Project (CIP) #2066.

EXECUTIVE SUMMARY:

Sewer utility rates were last increased in October 2011 by Resolution No. 2325 in preparation for a major expansion of the Wastewater Treatment Plant. The adopted resolution included consecutive rate increases of 15% in 2012, 12% in 2013, and 10% in 2014. Since that time, the sewer utility rate has not been adjusted and is not indexed for inflation.

On January 18, 2024, City Council adopted the 2023 Wastewater Treatment Plant Master Plan (Ordinance No. 888). The adopted plan included an updated Capital Improvement Project (CIP) list consisting of sewer treatment plant improvements that will be needed over the next 20 years to meet projected growth, operation and maintenance needs, and regulatory requirements.

Also impacting utility rates is the construction inflation that occurred between 2020 and 2023, with an estimated 53.8% increase according to the Federal Highway Administration: National Highway Construction Cost Index. Such an unprecedented increase in a short period of time has had a significant impact on the City's ability to fund needed sewer capital improvement projects. As a result of the updated capital project list, construction inflation, and length of time since the last utility rate increase, review of the current utility rates is necessary to maintain financially sound sewer utility fund.

Beginning in July 2024, the City entered into a Professional Services Agreement with FCS Group to perform a sewer rate fee study, resulting in a recommended sewer utility rate and implementation schedule. On April 21, 2025, City Council received a briefing from the project team regarding the sewer utility fund revenue requirements, identifying a draft schedule of annual rate increases necessary to fund the City's sewer utility. The project team followed up with City Council at a November 3, 2025 work session, presenting three (3) sewer rate implementation alternatives. Based on feedback provided by City Council, the final recommended sewer utility rate and implementation schedule is as follows:

Year	2026	2027	2028	2029
Rate Increase (Residential)	25.44%	25.34%	25.24%	25.14%
Rate Increase (Non-Residential)	32.00%	32.00%	32.00%	32.00%
Rate Increase (High-Strength)	32.00%	32.00%	32.00%	32.00%

The rate increases shown will go into effect on January 1st of each year. After the sewer rate increase implementation schedule is completed, an annual inflationary adjustment will begin on January 1, 2030, and continue each year thereafter.

EXPECTED RESULTS:

The updated sewer utility rate will provide the estimated revenue necessary to fund staffing, materials, and capital improvements necessary to maintain and operate the sewer utility, replace worn out, outdated infrastructure and meet regulatory requirements, helping to maintain a financially sound sewer utility program.

TIMELINE:

If adopted by City Council, the updated sewer fee and implementation schedule will go into effect beginning on January 1, 2026.

CURRENT YEAR BUDGET IMPACTS:

The consultant work is included in the Fiscal Year (FY) 2025-26 Capital Improvement Program (CIP) Budget.

COMMUNITY INVOLVEMENT PROCESS:

The project team has held two (2) work sessions with City Council to discuss the sewer utility rate and implementation schedule on April 21, 2025 and on November 3, 2025. On November 17, 2025, notice of the proposed sewer utility rate increase was mailed to the top ten sewer customers within Wilsonville, inviting questions, comments, and concerns to be shared with the project team.

A public open house was held on December 2, 2025, with an estimated 50 interested sewer utility customers in attendance to learn about the sewer utility rate, proposed fee increase and implementation schedule, and engage in a question-and-answer session with the project team. Advance notice of the open house was sent via postcard to every sewer customer within Wilsonville, published in the Boones Ferry Messenger, and posted through *Let's Talk, Wilsonville!* and social media.

A project webpage with up-to-date sewer utility rate information has been maintained and updated by the project team for the duration of the project. Written public comments regarding the updated sewer utility rates are included as **Attachment 1**.

Public input will also be accepted at the December 15 city council public hearing.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

The updated sewer utility rate and implementation schedule will provide the revenue necessary to maintain a financially sound sewer utility program, helping to make sure sewer is properly treated, isn't backing up into homes and businesses, making for clean streams and rivers and a healthy environment.

ALTERNATIVES:

Council could choose to adopt a sewer utility rate and implementation schedule at a lower rate or slower schedule. However, doing so will likely lead to insufficient revenue to adequately maintain and operate the sewer system and delayed capital investment to replace worn out, outdated infrastructure, ultimately resulting in deferred maintenance and higher future costs for customers.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Written Public Comment Received as of December 4, 2025
2. Resolution No. 3229
 - A. Sewer User Fee Schedule

Sewer and Stormwater Utility Fees Open House – Comment Card

Item 19.



Please PRINT the following information:

Name: Elizabeth Crawford Email: ordirector@comcast.net
Address, City, Zip: _____

We appreciate your comments and feedback:

Would like to see more work on grants to support this project and the increases on our vulnerable citizens. With the hotels and nursery homes in our small city - would like to see them pay fair share.

Remember to watch for project updates on the City of Wilsonville website.

Sewer and Stormwater Utility Fees Open House – Comment Card



Please PRINT the following information:

Name: Steve Gaschler Email: STGPHD@GMAIL.COM
Address, City, Zip: 28511 COFFEE LAKE DR.

We appreciate your comments and feedback:

PLEASE LOWER THE INCREASE AND SPREAD IT OUT OVER A LONGER PERIOD OF TIME MOST OF THE PROJECTS CAN BE MOVED OUT 2-3 YEARS. THANK YOU FOR YOUR CONSIDERATION.

Remember to watch for project updates on the City of Wilsonville website.

Sewer and Stormwater Utility Fees

Open House – Comment Card



the following information:

Email: _____

Zip: _____

your comments and feedback:

unidentified industry jargon or acronyms in presentations
be more clear in providing topic at beginning

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Remember to watch for project updates on the City of Wilsonville website.

Item 19.

From: [Whitney Best](#)
To: [Zach Weigel](#)
Subject: Utility Fee Increase Review Comment
Date: Monday, July 7, 2025 5:52:49 PM



Hello Zach,

I'm writing in response to the proposed utility fee increase, as published in *The Boones Ferry Messenger* July 2025 edition. I am strongly opposed to this egregious rate increase. My husband, myself, and our three boys, moved into Wilsonville in 2017. I was raised in Wilsonville; I attended Wood Middle School many years ago. As a long time member of this community I am saddened by the overburden placed on us, the taxpayers, and as those who are the customers of The City of Wilsonville. The Boeckman bridge, while lovely, is a suspect use of money when needs are so great for infrastructure elsewhere, and this is just one example. I am frustrated with how our money is being spent and in no way support the outrageous proposed 74% increase in our utility base bill. Please log my opposition to this proposed utility fee increase.

Thank you,
Whitney Best

From: liveboy727@yahoo.com
To: [Zach Weigel](#)
Subject: No new fees
Date: Tuesday, December 2, 2025 12:32:29 PM



Dear Zach,

As a resident of Wilsonville, I would like to express my concern regarding the proposed new sewer and storm water utility fee. Unfortunately, I am unable to attend tonight's meeting, but I still wanted to share my thoughts.

My family simply cannot afford any additional fees. The cost of nearly everything in our lives continues to rise, while pay rates do not keep pace. We are already facing enough financial strain from increased expenses and new fees elsewhere. Adding another mandatory charge would only make things more difficult for families like mine.

As a Wilsonville resident for the past 14 years, I respectfully vote **no** on this proposal.

Thank you for listening.

Sincerely,
Concerned Resident

RESOLUTION NO. 3229**A RESOLUTION OF THE CITY OF WILSONVILLE ESTABLISHING AND IMPOSING JUST AND EQUITABLE SEWER USER FEES AND REPEALING RESOLUTION NO. 2325 AND RESOLUTION NO. 1987.**

WHEREAS, the City of Wilsonville provides sewer collection and treatment services; and

WHEREAS, the City of Wilsonville Fiscal Management Policies require sewer charges to be sufficient to finance all operating, capital outlay, debt service expenses, operating contingency and reserve requirements; and

WHEREAS, Wilsonville Code Section 3.111 provides that Council may from time to time establish and change by resolution fees and charges for connection to and use of the sewage disposal system; and

WHEREAS, in 2015 the City of Wilsonville has adopted a Wastewater Collection System Master Plan (Ordinance No. 766), including the list of sewer collection system improvement projects to address the City's need through the 20-year planning horizon; and

WHEREAS, in 2024 the City of Wilsonville has adopted a Wastewater Treatment Plant Master Plan (Ordinance No. 888), including the list of sewer treatment improvement projects totaling an estimated \$122 million to address the City's need through the 20-year planning horizon; and

WHEREAS, the sewer user fee was last updated by City Council on October 3, 2011 (Resolution No. 2325) and has remained unchanged since January 1, 2014; and

WHEREAS, the City of Wilsonville has experienced significant construction cost inflation between 2021 and 2023, an estimated 53.8% increase nationwide as reported by the Federal Highway Administration; and

WHEREAS, a sewer utility rate study was initiated to determine necessary actions to address the effects of inflation on the sewer utility fund since the last study completed in 2011 and evaluate revenue requirements to address the operating and capital needs identified in the 2023 Wastewater Treatment Plant Master Plan; and

WHEREAS, the 2015 Wastewater Collection System Master Plan Capital Improvement Project list was reviewed in detail and costs updated to present day estimates by the Community Development staff in preparation for the sewer rate study; and

WHEREAS, the City of Wilsonville has hired Financial Consulting Solutions Group, Inc. (FCS Group), an expert consultant in the field of utility rate setting, who has completed a fund analysis that provides an equitable system of user charges; and

WHEREAS, work sessions with the City Council regarding sewer user fees were held on April 21, 2025 and November 3, 2025, resulting in a preferred sewer rate structure and implementation schedule; and

WHEREAS, the rate structure reflects a base service charge designed to cover fixed costs, a volume charge computed from water consumed, and for certain industrial customers a high-strength charge for high levels of biochemical oxygen demand (BOD) and total suspended solids (TSS); and

WHEREAS, the City has duly issued a public notice of the proposed rate increase and mailed notices to Wilsonville residents and businesses on November 17, 2025, including several articles pertaining to the pending increase in the Boones Ferry Messenger as recently as December 2025 and held a public open house with interested sewer utility customers on December 2, 2025; and

WHEREAS, Resolution No. 1987 applies to sewer user fees and connection charges as well as sewer system development charges; and

WHEREAS, Resolution No. 2325 amended the applicable provision of Resolution No. 1987 as they apply to the sewer user fees and collection charges; and

WHEREAS, Resolution No. 3209 amended the applicable provision of Resolution No. 1987 as they apply to the sewer system development charges; and

WHEREAS, Resolution No. 3229 establishes new sewer user fees and connection charges and repeals Resolution No. 1987 and Resolution No. 2325, leaving in place Resolution No. 3209.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

- PART I DETERMINATION & FINDINGS
- PART II ESTABLISHED USER FEES FOR SEWER SERVICE
- ARTICLE I DEFINITIONS AND EFFECTIVE DATES
- ARTICLE II SEWER PERMIT AND INDUSTRIAL PRETREATMENT WASTEWATER DISCHARGE PERMIT FEES
- ARTICLE III INDUSTRIAL PRETREATMENT WASTEWATER DISCHARGE PERMIT APPLICATION AND PERMIT TO DISCHARGE
- ARTICLE IV OWNER(S) RESPONSIBILITIES
- ARTICLE V USER FEES FOR SEWER SERVICE
- ARTICLE VI APPEALS, PAYMENT, COLLECTION ENFORCEMENT AND DISBURSEMENT VALIDITY

Part I: DETERMINATION AND FINDINGS

- A. The City Council adopts above recitals as findings and incorporates them by reference in support of this resolution.
- B. The City Council has reviewed the proposed sewer fee for sewer services and finds the proposed fee to be rationally based and financially prudent.

Part II: ESTABLISHES USER FEES FOR SEWER SERVICE

ARTICLE I Definitions and Effective Dates

Section 1. Definitions. For the purposes of this resolution, the following definitions shall apply:

- A. "Base Charge" means the fixed portion of the sewerage charge pertaining to non-treatment costs, such as billing, collection system maintenance, and debt service.
- B. "Unit" means 100 cubic feet and refers to the volume of water measured by the metered service to the customer.

- C. "Volume Charge" means the rate charge per Unit pertaining to the variable costs of the sewage system, such as treatment, asset maintenance, and pre-treatment services.
- D. "Winter Average" means the average measured water consumption for the five-month period of November through March unless otherwise adjusted by the Finance Director for unusual conditions. If a house is vacant or service has been disconnected for one or more of those months or a new account is being established, the Winter Average shall be the system-wide average.

Section 2. Effective Dates. Sewer rates will be phased in over four years as reflected in **Exhibit A**. First increase shall be effective January 1, 2026. Subsequent increases shall be effective January 1, 2027, January 1, 2028, and January 1, 2029. An inflationary increase based on the Consumer Price Index, West Region will be applied to the sewer rate on an annual basis effective January 1, 2030.

ARTICLE II

Sewer Permit and Industrial Pretreatment Wastewater Discharge Permit Fees

Section 1. To provide for the cost of processing a building sewer service connection permit, and a wastewater discharge permit, the following fees will be charged. The permit fees below shall be reviewed annually by the City Council. The Council may, from time to time, including, but not limited to, its annual review, increase fees giving due consideration to the increase in the Consumer Price Index, West Region from the month of the last increase to the month preceding the date of the review. The Council may take action to waive an increase in permit fees any year it deems appropriate to do so.

A. Building Sewer Service Connections

SERVICE CLASS	FEE
(1) Residential	
(a) Single-Family	\$96
(b) Multi-Family	\$312
(2) Commercial	\$691
(3) Industrial	\$691

B. Industrial Pretreatment Wastewater Discharge Permit Fees

- (1) The initial pretreatment wastewater discharge permit fee shall be \$594.
- (2) The annual inspection and report fees for significant industrial users as defined in Wilsonville Code Sections 8.003 and 8.400 *et seq.* shall be \$1,662.
- (3) Annual administrative costs for operating the industrial waste pretreatment program will be included in sewer rates with indirect costs prorated to all customers by meter size. Adjustments to the rates because of industrial waste pretreatment are listed in **Exhibit A**.
- (4) Costs of testing and inspecting specific categorical or significant user discharges will be directly billed to the user.

ARTICLE III

Industrial Pretreatment Wastewater Permit Application and Permit to Discharge

Section 1. General

Each nonresidential user discharging, proposing to discharge or having the potential to discharge contributions of wastewater into the city sewerage system which meets any of the following criteria shall secure an Industrial Pretreatment Wastewater Discharge Permit from the city:

- A. Is subject to national categorical pretreatment standards promulgated by EPA under Section 307(b) of (c) of the Clean Water Act (CWA);
- B. Has in its waste toxic pollutants as defined pursuant to Section 307 and Section 502 of the CWA;

- C. Has a non-domestic flow of 25,000 gallons or more per average work day;
- D. Contributes more than 5 percent of the actual daily average dry weather hydraulic, organic or solids handling load to the city's wastewater treatment plant;
- E. Is determined by the state or city in accordance with Wilsonville Code Section 8.400 *et seq.* to have significant impact or potential for significant impact to adversely affect the city sewerage system by either upset, inhibition, pass through of pollutants, sludge contamination or other means.

Section 2. Application

- A. Existing non-residential users shall apply for a Wastewater Discharge Permit within ninety (90) days prior to connecting to or discharging to the city sewerage system.
- B. Wastewater discharge permits are governed by the provisions of Wilsonville Code Section 8.400 *et seq.*

ARTICLE IV
Owner(s) Responsibilities

Section 1. General

- A. The owner(s) of a property on which a building sewer is then connected to the public sewer shall be responsible for:
 - (1) Repair of all known sewer breaks, leaks, cracks and similar problems in all pipes, manholes, clean-outs and appurtenances to the building sewer which would cause ground or surface water to infiltrate or to flow into the building sewer either directly or indirectly. All costs involved in making repairs shall be borne by the owner(s).
- B. The City shall have the specific right to inspect and test all building sewers to determine compliance with City, State and Federal requirements and the owner shall cooperate and not hinder the City's right to inspect and test.

ARTICLE V
User Fees for Sewer Service

Section 1. Implementation of Fees

A sewer user fee is hereby imposed upon the user(s) of the City's wastewater collection, pumping, disposing and treating system. A high strength user fee is hereby imposed upon the commercial and industrial user(s) of the city's wastewater collection, pumping, disposing, and treating system, that discharge wastes having an average strength in excess of 250 mg/l of BOD or TSS.

Section 2. Pumping Units

Buildings that are served by pumping units shall be subject to the user fees provided by this Resolution.

Section 3. Initial Service

When sewer service is initially provided to any building(s), a sewer user fee shall be charged for each month a building sewer is connected to or discharged into the public sewer.

Section 4. Charge to Users

Sewer user fees are hereby charged to the user(s) of the property connected to the sanitary sewer. Users of the property shall include owners as well as occupants. Such charges are to begin at the time the connection has been accepted by the Community Development Department according to the standards set forth in the Construction Standards for the City of Wilsonville.

Section 5. Billing to Occupant

Sewer user fees shall be billed to an occupant unless otherwise notified in writing by owner of the serviced property. However, in the event of a delinquent account, the sewer service may be disconnected under provisions of Article VI, Section 4, of this Resolution.

Section 6. Annual Increase of Fees

Sewer user fees shall be reviewed annually and increased for inflation based on the Consumer Price Index, West Region according to the schedule provisions of Article I, Section 2, of this Resolution.

Section 7. User Fees Within City

- A. The sewer fees effective January 1, 2026, January 1, 2027, January 1, 2028, and January 1, 2029 is provided in **Exhibit A**.
- B. Rates for service levels not defined. The City Manager or designee shall have the authority to establish and charge fees for service levels not otherwise defined in this Resolution. For any new account requiring a service level, defined by the meter size, not provided in this Resolution, the method for determining the customer's service charge shall be the sectional area of the undefined meter size in ratio to the sectional area of a 5/8" meter.
- C. Water withdrawn without authorized service and wastewater discharged through unauthorized connection shall be charged at double the rates set forth above, from the date of commencement of such unauthorized use. Appropriate measures shall be immediately taken to prevent further unauthorized use. The City Manager or designee shall estimate the fee if metered consumption is not available. Imposition of such charges shall not act as a waiver of the City's right to take other actions as are authorized by law.
- D. Base charge shall constitute the minimum monthly sewer use charge provided water service is provided and metered to the customer. Base charges are determined by the water meter providing domestic water service.
- E. Volume charges shall be determined as follows for each customer type:
 - (1) Single family residential units are based on Average Winter water use. The City Manager or designee may adjust volumes based on a request from the customer and valid information showing that the Average Winter volume as defined does not accurately reflect impact on the sewer system.

- (2) Multi-family, commercial and industrial customers are based on the water volume as metered monthly for all non-irrigation only meters.
 - (3) For sewer customers that are not served by City water, the City Manager or designee will determine sewer volumes that are to be billed.
 - (4) Commercial or industrial sewer users whose domestic water consumption (excluding metered irrigation) is a minimum of three times greater than the measured sanitary sewer discharge rate are based on this flow measured from the discharge point of the building sewer into the public sanitary sewer and shall be based on the average hundred cubic feet discharged. The measurement period shall be one week or seven consecutive days. After six billing periods or six months, a new measurement shall be taken. Each measurement shall set the surcharge fee for the next six-month period.
 - (5) For any non-domestic pollutant discharger who is required to obtain a wastewater discharge permit and is required to measure discharge volumes, the sewer volume and BOD and TSS strengths shall be as established through the monitoring requirements as set forth by each individual discharge permit.
- F. In addition to the volume charges, commercial or industrial sewer users who are required to obtain an industrial pretreatment wastewater permit and whose sewerage exceeds either a BOD strength of 250 milligrams/liter (mg/l) or a TSS strength of 250 mg/l shall pay an additional fee for treatment of high strength sewer wastes. Calculation of the monthly, high-strength, sewage fees shall be as follows:
- (1)
$$\text{BOD Fee} = Q \times \frac{(\text{BOD 5 monitored} - 250)}{1,000,000} \times 62.4 \text{ lbs/cf} \times 100 \times \text{BOD rate}$$
 - (2)
$$\text{TSS Fee} = Q \times \frac{(\text{TSS monitored} - 250)}{1,000,000} \times 62.4 \text{ lbs/cf} \times 100 \times \text{TSS rate}$$
- where,
- (1) Q = Monthly volume in hundred cubic feet (ccf)
 - (2) BOD 5 Monitored = Average BOD 5 strength in milligrams per liter
 - (3) TSS Monitored = Average TSS strength in milligrams per liter

(4) BOD Rate = Rate for treatment of high strength BOD from **Exhibit A** in dollars per pound.

(5) TSS Rate = Rate for treatment of high strength TSS from **Exhibit A** in dollars per pound.

G. For example: An industrial user that used 5,187 ccf of water per monthly period with a BOD 5 of 290 mg/l and a TSS of 500 mg/l would pay:

$$(1) \text{ For BOD} = 5,187 \times \frac{(290 - 250)}{1,000,000} \times 62.4 \times 100 \times \$1.36 = \$1,760.76$$

$$(2) \text{ For TSS} = 5,187 \times \frac{(500 - 250)}{1,000,000} \times 62.4 \times 100 \times \$1.36 = \$11,004.74$$

H. Other sewer user charges may be established through the issuance of an industrial pretreatment discharge permit in order to recover potential or actual costs incurred by the City due to waste that adversely affects the sewer system or the environment.

Section 8. User Fees Outside City

All sewer users whose sewer connection is outside the City shall be billed two (2) times the applicable sewer rate to recover costs that City users pay on full faith and credit obligations and/or general obligation bonds.

Section 9. Franchise Fee

For the right to receive additional services from the general fund, a franchise fee is hereby imposed upon the sewer fund of the City in an amount equal to four percent (4%) of the gross annual revenue from sewer user charges. This fee shall be collected from the sewer users and remitted quarterly to the general fund.

Section 10. Exception for Water Leaks

A. Sewer users will not be required to pay that portion of their sewer bill attributable to water leakage provided that:

- (1) The leak is repaired at the water user's expense within 72 hours of notification by the City that a leak has occurred;
- (2) The City, upon rechecking the water meter, concurs that the leak has been fully repaired;

- (3) The leak discharged water into the sanitary sewer system;
- (4) Exceptions from the 72 hour repair requirement may be granted in writing by the City Manager or designee when extenuating circumstances are recognized.

- B. The sewer user's bill during the period of time when undetected leakage occurred shall be based on the average usage for the same period in the previous two years, adjusted for any approval of subsequent rate increases for the same period of time. When prior year billing information is not available, the City Manager or designee will determine the approximate billing based on bills for comparable properties.
- C. This policy shall not apply to leaks that are reoccurring problems or those that are apparent as opposed to undetected leaks.
- D. Only one credit may be issued to a customer during a twelve-month period.

Section 11. Applications and Deposits

Applications for City sanitary sewer services shall be by such forms and in such manner as provided by the Department of Finance. The applicant shall designate the property to be served and the user thereof. An owner of the premises who permits another to make application and/or use the city's sewer services shall also be deemed a user of city services. If a deposit is deemed prudent and cost effective by the Finance Director, a deposit shall be required in a sum which shall not be greater than an amount equal to an estimated 3 months' bill as determined by the Finance Department. However, any resident of Wilsonville (a person who has established credit with the City of Wilsonville by having water and/or sewer service in his/her own name) will be allowed to move from one location within the city limits without having to pay a deposit if that resident has lived in Wilsonville for at least three (3) years, has City of Wilsonville water and/or sewer service in his/her name and has not been delinquent in paying for water and/or sewer service within the past three years.

Section 12. Refund of Credits

- A. A refund of the user sewer service deposit will occur when a customer shows satisfactory credit performance for three years. If it becomes necessary to make one or more visits to enforce collection and/or shut off for non-payment during the three-year period, the City shall retain the deposit. The deposit will be held for an additional three years from the date of the last visit to the customer's premises for collection for non-payment of a bill. (Definition of visit - hand delivery of shut-off notice to the customer's premises. Definition of satisfactory credit- no water shut-off notices hand delivered and/or temporary shut-off of service for non-payment during a three-year period.)
- B. A refund of the deposit will occur upon the applicant's requesting discontinuance of service provided that all outstanding bills are paid in full. The deposit may be applied to the final bill:
- C. If an account is shut off for non-payment, the deposit shall be held as security until the outstanding balance is paid. The deposit will only be applied to the outstanding balance when the account is closed and no further sewer service is required by the customer. The remaining balance of the deposit not used to pay the outstanding bill will be refunded to the customer.
- D. Upon refund of the cash deposit to the applicant for satisfactory credit performance or upon termination of service, the deposit shall be refunded together with interest thereon at the rate of one-half percent (1/2%) below the average annual interest rate received by the City. However, no interest shall be allowed or paid by the City of Wilsonville on deposits which have been deposited with the City for less than 30 days. All cash deposits so paid to the City of Wilsonville by sewer users shall be credited by the Finance Department into a special account to be known as "Sewer Deposit Trust Account".

Section 13. Liability for Charges and Service Disconnection

All charges for sanitary sewer service furnished or rendered by the City of Wilsonville

shall be chargeable to the current user of the property where sanitary sewer service is supplied and, in addition, all persons signing an application for the use of sanitary sewer service shall be personally liable for all charges accrued against the property designated within the application. Charges for sanitary sewer service are due in full on the last day of the billing month. Accounts are considered delinquent if payment has not been received by the 15th of the following month. The City reserves the right to cut off and disconnect water service to the premises without further notice when charges for sanitary sewer service have not been paid within 25 days after the due date, and the expense thereof shall be borne by the user to which such service has been supplied. The City shall provide a minimum of 3 days' notice by a door hanger, phone call or by mail prior to water service disconnection to the user and mail notice to the owner.

ARTICLE VI

Appeals, Payment, Collection Enforcement and Disbursement Validity

Section 1. Appeals Procedure

- A. Any person aggrieved by a ruling under, interpretation of the provisions of this Resolution, or calculation made under the provision of this resolution may, within 30 days of the date of occurrence, submit a written appeal to the City Council of Wilsonville. The appeal shall set forth the events and circumstances leading to the appeal, the nature of the ruling or interpretation from which relief is sought, and the nature of the impact of the ruling on appellant's property or business together with any other reasons for the appeal.
- B. The City Council will set a date at the next regularly scheduled Council meeting to hear the appeal within thirty (30) days thereafter at a regularly scheduled council meeting and hear testimony, if deemed necessary. The decision of the Council will be final.
- C. Appeal. A final decision of the City Council may be appealed by Writ of Review pursuant to ORS 34.010-34.100.

Section 2. Payment

Every person subject to a charge hereunder shall pay the same, when due, to the Finance Director of the City of Wilsonville.

Section 3. Collection

- A. The Finance Director of the City is hereby directed to collect the sewer user fees as provided for herein.
- B. Sewer user fees, when collected, shall be paid into a fund designated as the "Sewer Fund".
- C. Sewer user fees, as herein before provided, shall be collected monthly and if not paid within the (10) days from billing date, said charges shall then be deemed delinquent.
- D. Delinquent sewer service and service connection accounts shall bear interest from the day of delinquency at a rate of fifteen per cent (15%) per annum.
- E. Payments returned for insufficient funds shall be subject to a processing fee to be determined by the City Manager or designee.

Section 4. Enforcement

- A. The Finance Director of the City may use such means of collection as may be provided by the laws of the state of Oregon or permitted by the Charter and Ordinances of the City of Wilsonville.
- B. If a court suit or action is instituted to enjoin any unauthorized connections to or use of the sewage system, or for the collection of accounts, the City shall be entitled to collect, in addition to costs and disbursements provided by statute, such sum as any court, including any appellate court; may adjudge reasonable as attorney's fees in such suit or action.
- C. The City may, after providing notice as described in Article V Section 13, discontinue sewer service and disconnect buildings from the City's sewerage system if sewer service charges and/or sewer impact fees, or other fees under this resolution, become delinquent; or if the safety, health or welfare of the citizens of Wilsonville may be jeopardized; or, without notice in the case of

emergency affecting safety, health or welfare of its citizens; and the City may continue thereafter to refuse sewer service and sewer connections to such delinquent sewer user until all such delinquencies and interest are fully paid or until such safety, health or welfare problem is abated or cured.

Section 5. Disbursements for Interfund Transfers

The Finance Director may direct disbursements for interfund transfers generally through the annual budget process.

Section 6. Statement of Validity

The invalidity of any section, clause, sentence or provision of this Resolution shall not affect the validity of any part of this Resolution which can be given effect without such invalid part or parts.

Section 7. Repeal of Existing Resolutions

By the adoption of this Resolution, Resolution No. 1987 and Resolution No. 2325 are hereby repealed.

Section 8. Effective Date

This Resolution is effective upon adoption.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 15th day of December, 2025, and filed with the Wilsonville City Recorder this date.

Shawn O'Neil, Mayor

ATTEST:

Kimberly Veliz, MMC, City Recorder

SUMMARY OF VOTES:

Mayor O'Neil

Council President Berry

Councilor Cunningham

Councilor Scull

Councilor Shevlin

EXHIBITS:

A. Sewer User Fee Schedule

EXHIBIT A

Sewer User Fee Schedule

	1/1/2026	1/1/2027	1/1/2028	1/1/2029
Residential Revenue Increase	25.44%	25.34%	25.24%	25.14%
Non-Residential Revenue Increase	32.00%	32.00%	32.00%	32.00%
<u>Base Charge by Class</u>				
Single Family Residential/Multifamily	\$24.89	\$31.19	\$39.07	\$48.89
Non-Residential				
5/8" or 3/4"	\$42.16	\$55.65	\$73.46	\$96.97
1"	\$66.11	\$87.26	\$115.18	\$152.04
1 1/2"	\$106.04	\$139.97	\$184.76	\$243.88
2"	\$153.91	\$203.16	\$268.18	\$353.99
3"	\$265.65	\$350.66	\$462.87	\$610.99
4"	\$425.32	\$561.42	\$741.07	\$978.22
6"	\$824.38	\$1,088.18	\$1,436.40	\$1,896.05
8"	\$1,303.26	\$1,720.31	\$2,270.80	\$2,997.46
10"	\$2,325.01	\$3,069.01	\$4,051.09	\$5,347.44
<u>Volume Charge:</u> <u>per CCF of water (>2 CCF)</u>				
Residential (additional units)	\$11.10	\$13.92	\$17.43	\$21.81
Non-Residential (additional units)	\$11.68	\$15.42	\$20.35	\$26.87

High Strength Rates	1/1/2026	1/1/2027	1/1/2028	1/1/2029
Increase	32.00%	32.00%	32.00%	32.00%
Flow rate per CCF	\$11.68	\$15.42	\$20.35	\$26.87
BOD rate per Pound	\$1.36	\$1.79	\$2.37	\$3.13
TSS rate per Pound	\$1.36	\$1.79	\$2.37	\$3.13

Note: CCF = 100 cubic feet. Each 100 cubic feet equals approximately 748 gallons.