



ORDINANCE NO. 2025-013

AN ORDINANCE ESTABLISHING UTILITY RATES, FEES, AND CHARGES FOR WATER AND SEWER SERVICES WITHIN THE TOWN OF ALPINE, WYOMING; PROVIDING DEFINITIONS; ADOPTING A UTILITY RATE SCHEDULE; AND REPEALING ALL PRIOR RATE ORDINANCES IN CONFLICT HEREWITH.

BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF ALPINE, WYOMING:

Section I. Title

This ordinance shall be known and may be cited as the **“Town of Alpine Utility Rate Ordinance.”**

Section II. Ordinances Repealed

Ordinance No. 2022-14 (Utility Billing), along with any other ordinances or resolutions establishing water or sewer rates, fees, or charges that are inconsistent with this ordinance, is hereby repealed.

Section III. Effective Date

This ordinance shall be effective on the date of passage. All billing for rates specified herein shall begin on the first billing period after passage and approval of this Ordinance.

Section IV. Definitions

For purposes of this ordinance, the following definitions apply:

- (a) **“Base Rate”** – Means the fixed monthly fee charged to each active water or sewer account to cover system infrastructure, administration, and availability of service, regardless of actual usage.
- (b) **“Per Gallon Charge”** – Means the volumetric fee billed to each water/sewer customer, based on actual metered consumption in gallons.
- (c) **“Readiness-to-Serve Fee”** – Means a monthly fee charged to properties or vacant lots that are connected to, or have service availability from, the Town system but are not actively consuming.
- (d) **“Connection Fee”** – Means a one-time fee assessed for the labor, inspection, and materials required to establish a new service connection.
- (e) **“Capacity Fee”** – Means a one-time fee to recover proportional costs of system capacity required to serve a new or expanded connection.

- (f) **“Equivalent Residential Unit” or “ERU”** means a standardized unit of measurement used to determine the water demand or wastewater flow attributable to a property by comparing it to the average daily use of a typical single-family residence. One ERU represents the average daily water use and/or wastewater flow generated by one standard household. Properties with higher or lower demand—such as commercial buildings, multifamily dwellings, restaurants, or facilities with additional plumbing fixtures—shall be assigned multiple or fractional ERUs based on their estimated demand relative to a standard household.
- (g) For purposes of sewer capacity fees and billing, **1 ERU equals 25 fixture units.** For purposes of water capacity fees and billing, **1 ERU equals the capacity of a 3/4-inch water meter or service line**, and fees for larger meter or service sizes shall be calculated by applying a ratio of the capacity of the larger meter or line to that of a 3/4-inch meter or line.
- (h) **“Water Capacity Ratios”** Means capacity fees for water lines greater than 3/4” shall be based on the ratio of the safe maximum flow, in gallons per minute, of a meter corresponding to the selected water line size to that of a standard 3/4” meter. See table below:
- (i) **Water Capacity Ratio Fee.** The monetary amount charged for the capacity of water lines greater than 3/4”. Capacity shall be calculated on the ratio of the safe maximum flow, in gallons per minute, of a meter corresponding to the selected water line size to that of a standard 3/4” meter. See table below:

Meter Size	AWWA Safe Max Flow (gpm)*	Capacity Ratios
3/4"	30	1.00
1"	50	1.67
1.5"	100	3.33
2"	160	5.33
3"	320	10.67
4"	500	16.67
6"	1,000	33.33
8"	1,600	53.33
Source: American Water Works Association, Principles of Water Rates, Fees, and Charges (Manual of Water Supply Practices M1), 7th Ed. (2017), Table VII.2-5: (p. 338).		

- (j) **“Fixture Unit”** – Means a standardized measure of water demand assigned to specific plumbing fixtures or groups of fixtures as set forth in the most recent International Building Code (see attachment A Fixture to ERU Calculator).
- (k) **“Bulk Water Rate”** – Means the charge for water dispensed directly through fire hydrants or approved bulk fill stations by permit.
- (l) **“Renter Fee”** – Means a monthly charge assessed when billing responsibility is transferred from the property owner to a renter.
- (m) **“Outside Municipal Limits Rate”** – Means any customer receiving service outside the Town boundaries shall be billed at a percentage above the in-Town rate as provided in the Utility Rate Schedule. Water rates shall be assessed at one hundred twenty-five percent (125%) of the standard rate, and sewer rates shall be assessed at one hundred fifty percent (150%) of the standard rate, as outlined below.

Section V. Water Rates and Fees

Water-related charges, including but not limited to **base rates, usage charges, readiness-to-serve fees, connection fees, meter replacement fees, and out-of-town multipliers** shall be as set forth below:

WATER RATES AND FEES:

MONTHLY WATER METER BASE RATE

Meter Size	Residential	Commercial	Industrial	Out of Town Res.	Out of Town Com.	Out of Town Ind.
3/4"	\$31.00	\$31.00	\$31.00	\$38.75	\$38.75	\$38.75
1"	\$51.67	\$51.67	\$51.67	\$64.58	\$64.58	\$64.58
1.5"	\$103.33	\$103.33	\$103.33	\$129.17	\$129.17	\$129.17
2"	\$165.33	\$165.33	\$165.33	\$206.67	\$206.67	\$206.67
3"	\$330.67	\$330.67	\$330.67	\$413.33	\$413.33	\$413.33
4"	\$516.67	\$516.67	\$516.67	\$645.83	\$645.83	\$645.83
6"	\$1,033.33	\$1,033.33	\$1,033.33	\$1,291.67	\$1,291.67	\$1,291.67
8"	\$1,653.33	\$1,653.33	\$1,653.33	\$2,066.67	\$2,066.67	\$2,066.67

MONTHLY READY TO SERVE FEE

In Town	\$31.00
Out of Town	\$38.75

MONTHLY WATER USAGE

\$\$ per 1,000 gallons	Residential	Commercial	Industrial	Out of Town Res.	Out of Town Com.	Out of Town Ind.
	\$2.00	\$2.00	\$2.00	\$2.50	\$2.50	\$2.50

MONTHLY FIRE SUPPRESSION READINESS-TO-SERVE

Size	Residential	Commercial	Industrial	Out of Town Res.	Out of Town Com.	Out of Town Ind.
3/4"	\$31.00	\$31.00	\$31.00	\$38.75	\$38.75	\$38.75
1"	\$51.67	\$51.67	\$51.67	\$64.58	\$64.58	\$64.58
1.5"	\$103.33	\$103.33	\$103.33	\$129.17	\$129.17	\$129.17
2"	\$165.33	\$165.33	\$165.33	\$206.67	\$206.67	\$206.67
3"	\$330.67	\$330.67	\$330.67	\$413.33	\$413.33	\$413.33
4"	\$516.67	\$516.67	\$516.67	\$645.83	\$645.83	\$645.83
6"	\$1,033.33	\$1,033.33	\$1,033.33	\$1,291.67	\$1,291.67	\$1,291.67
8"	\$1,653.33	\$1,653.33	\$1,653.33	\$2,066.67	\$2,066.67	\$2,066.67

WATER CONNECTIONS

Size	Residential	Commercial	Industrial	Out of Town Res.	Out of Town Com.	Out of Town Ind.
3/4"	\$1,500.00	\$1,500.00	\$1,500.00	\$1,875.00	\$1,875.00	\$1,875.00
1"	\$1,500.00	\$1,500.00	\$1,500.00	\$1,875.00	\$1,875.00	\$1,875.00
1.5"	\$1,500.00	\$1,500.00	\$1,500.00	\$1,875.00	\$1,875.00	\$1,875.00
2"	\$1,500.00	\$1,500.00	\$1,500.00	\$1,875.00	\$1,875.00	\$1,875.00

3"	\$1,500.00	\$1,500.00	\$1,500.00	\$1,875.00	\$1,875.00	\$1,875.00
4"	\$1,500.00	\$1,500.00	\$1,500.00	\$1,875.00	\$1,875.00	\$1,875.00
6"	\$1,500.00	\$1,500.00	\$1,500.00	\$1,875.00	\$1,875.00	\$1,875.00
8"	\$1,500.00	\$1,500.00	\$1,500.00	\$1,875.00	\$1,875.00	\$1,875.00

WATER CAPACITY FEES

Meter Size	Residential	Commercial	Industrial
3/4"	\$7,925.00	\$7,925.00	\$7,925.00
1"	\$13,235.00	\$13,235.00	\$13,235.00
1.5"	\$26,390.00	\$26,390.00	\$26,390.00
2"	\$42,240.00	\$42,240.00	\$42,240.00
3"	\$84,560.00	\$84,560.00	\$84,560.00
4"	\$132,110.00	\$132,110.00	\$132,110.00
6"	\$264,140.00	\$264,140.00	\$264,140.00
8"	\$422,640.00	\$422,640.00	\$422,640.00

WATER METER REPLACEMENT FEE

\$2.00 per month

Section VI. Sewer Rates and Fees

Sewer-related charges, including but not limited to **base rates, usage charges, readiness-to-serve fees, connection fees, capacity fees, ERU-based fees, and out-of-town multipliers** shall be as set forth below:

SEWER RATES AND FEES:

MONTHLY SEWER BASE RATE

Residential	Commercial	Industrial	Out of Town Res.	Out of Town Com.	Out of Town Ind.
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PER ERU (Min. 1 ERU)	\$67.50	\$67.50	\$67.50	\$101.25	\$101.25	\$101.25
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MONTHLY SEWER USAGE (FROM WATER USAGE)

	Residential	Commercial	Industrial
\$ per 1,000 gallons	\$0.00	\$0.00	\$0.00

SEWER CONNECTION FEE

	Residential	Commercial	Industrial
PER ERU (Min. 1 ERU)	\$1,000.00	\$1,000.00	\$1,000.00

SEWER CAPACITY FEE

	Residential	Commercial	Industrial
PER ERU (Min. 1 ERU)	\$9,080.00	\$9,080.00	\$9,080.00

Section VII. Miscellaneous Utility Fees

Other charges, including but not limited to **bulk water rates, renter fees, returned check fees, voluntary shutoff/reconnection fees, meter tampering fees, and other administrative charges** shall be as set forth below:

MISC. FEES SCHEDULE:

Fee Type	Unit	Rate
Renter Fee	per occurrence	\$50.00
Returned Check Fee	per occurrence	\$50.00
Connection License Extension Fee	per occurrence	\$100.00
Shut Off/Reconnect Fee	per occurrence	\$60.00
Termination Fee	per occurrence	\$120.00

Late Fees	per occurrence	10% of bill
Unauthorized Connection Fee	per occurrence	\$750.000
Transfer of Service	per occurrence	\$300.00
Civil Penalty	per day	\$750.00
Prohibited Discharge Fee	per occurrence	\$750.00
Water Meter Testing Fee	per occurrence	\$65.00
Bulk Water Permit Fee	per occurrence	\$100 Permit Fee and \$4 per Galloon
Irrigation Well Permit Fee (Annual)	per occurrence	\$100.00 for first year
Irrigation Well Permit Fee (Renewal)	per occurrence	\$50.00 years following
Meter Tampering Fee	per occurrence	\$750.00

Section VIII. Reimbursement

Whenever the Town of Alpine incurs costs for work performed or parts supplied in connection with water or sewer facilities located on private property, or in any situation where such work is not the Town's responsibility, the property owner or applicant shall be liable to the Town for reimbursement in an amount equal to the actual costs incurred plus an additional thirty percent (30%).

Section IX. Authority to Amend

The Town Council may update or amend by ordinance.

The Council may also adopt administrative resolutions to adjust specific rates (e.g., bulk water, renter fees, readiness-to-serve) so long as the adjustments are consistent with the framework of this ordinance.

Section X. Civil Penalties

- a) A civil penalty is hereby established for violations of utility procedures, requirements, or regulations as referenced in the most recently adopted Utility Procedure Ordinance or any other applicable Town ordinance.

- b) Unless otherwise specified by ordinance, the civil penalty authorized under this ordinance shall be seven hundred fifty dollars (\$750.00) per day for each day the violation continues.
- c) Each day a violation continues shall constitute a separate and distinct violation for purposes of assessing civil penalties under this ordinance.
- d) Civil penalties established under this ordinance are in addition to any applicable misdemeanor penalties, repair costs, service termination, or other enforcement actions authorized by the Town of Alpine.

Section XI. Collection, Liens, and Enforcement

- (a) All bills are due by the **25th of each month.**
- (b) Late payment, lien, and enforcement provisions remain as previously established in Town of Alpine Billing Procedure Ordinance and shall apply to all rates adopted under this Ordinance.
- (c) Accounts delinquent 60 days or more may be shut off and are subject to lien on the property served.
- (d) The Town may recover attorney's fees and costs for collection actions.

Section XII. Severability

If any portion of this ordinance is held invalid, the remaining provisions shall remain in full force and effect.

Section XIII. Adoption

This ordinance passed and approved on the following dates:

Passed First Reading on the 4th day of November 2025.

VOTE: 3 YES, 1 NO, 0 ABSTAIN, 1 ABSENT
(Councilmember Scaffide voted no; Councilmember Burchard was absent)

Passed Second Reading on the 18th day of November 2025.

VOTE: 4 YES, 1 NO, 0 ABSTAIN, 0 ABSENT
(Councilmember Scaffide voted no)

Passed on Third and Final Reading 16th day of December 2025.

VOTE: YES, NO, ABSTAIN, ABSENT

TOWN OF ALPINE

Eric Green, Mayor of Alpine

ATTEST:

Monica L. Chenault, Clerk / Treasurer

ATTESTATION OF THE TOWN CLERK

STATE OF WYOMING)
COUNTY OF LINCOLN)
TOWN OF ALPINE)

I hereby certify that the forgoing Ordinance No. 2025-013 shall be duly posted for ten (10) days in the Town Office.

I further certify that the foregoing Ordinance will be posted on the Town website in final form, upon its passing and approved by the Town Council as soon as is practicable.

I further certify that the forgoing Ordinance will be duly recorded in the BOOK OF ORDINANCES, TOWN OF ALPINE, LINCOLN COUNTY, WYOMING.

ATTEST:

Monica L. Chenault, Clerk / Treasurer