

## SCHEDULED CITY MEETINGS

**City Council** meets the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of each month at 6 pm in Council Chambers. December will have one meeting only.

Council workshops are held the 1<sup>st</sup> Tuesday of each month at 4 pm in Council Chambers.

**Parks/Recreation Board** meets the 3<sup>rd</sup> Thursday of each month at 6 pm at the Parks Office in Don Morse Park (619 W Manson Hwy).

**Planning Commission** meets the 3<sup>rd</sup> Wednesday of each month at 6 pm in Council Chambers.

**Hearing Examiner** Public hearings are scheduled on an individual project basis and typically held Tuesdays at 10 am. Please contact Community Development at 682-8017 with questions.

## FREQUENTLY REQUESTED NUMBERS (509)

Sheriff's Office	682-2588
Chelan Fire Station #7	682-4476
City Public Works	682-8030
Chelan Co. Transfer Station	682-5631
Library	682-5131
Chelan Auto Licensing	682-5813
Chamber of Commerce	682-3503
Chelan Co. Assessor	667-6365
Chelan Co. Clerk	667-6380
Chelan Co. PUD	682-2581

Visit [www.cityofchelan.us](http://www.cityofchelan.us) for more information

# CITY OF CHELAN

A Brief Guide  
To Our  
Utility Services



**135 E Johnson  
PO Box 1669  
Chelan, WA 98816  
509 682-4037  
[utilitybilling@cityofchelan.us](mailto:utilitybilling@cityofchelan.us)**

## Residential Utility Rates for 2023 Effective January 1, 2023

Water base rate (inc. first 7,000 gal)	\$61.63
7,001 – 40,000 gal (per thousand)	\$1.84
Over 40,000 gal (per thousand)	\$3.68
Sewer base rate	\$54.59
Sanitation base rate (1-64 gal. can)	\$26.87
Sanitation base rate (1-96 gal. can)	\$31.85
Extra garbage pick-up 64 gal	\$11.77
Extra garbage pick-up 96 gal	\$16.97
Water Disconnection Fee (Turn off)	\$25.00
Water Re-Connection Fee (Turn on)	\$15.00
After Regular Bus Hrs. (9 am-5 pm)	\$50.00
Billing Transfer Fee	\$12.00
NSF Check Return	\$25.00

### Billing Transfer Fee

A \$12.00 fee is billed on the first month's bill for any transfer of property ownership.

### Billing & Payment Procedures

Since the City provides year-round service for water, sewer and sanitation, all users shall be billed for these services on a continuing basis. Utility accounts shall remain in the property owner's name and bills sent to the owner even if it is rented or leased to another party. Online payments (fees apply) can be made through our city website [www.cityofchelan.us](http://www.cityofchelan.us). We also have two drop boxes, one in front of City Hall and one in the alley behind our building.

### Customer Billing Dates

**Service Date:** 1<sup>st</sup> - last day of the service month.

We bill for the prior month on or around the 5<sup>th</sup> of the month following service.

**Due Date:** By the 25<sup>th</sup> of each month. Becomes delinquent the 26<sup>th</sup> of the month following service.

**Delinquency notices:** Generated on the 26<sup>th</sup> of the month (or next business day).

**Disconnect:** After the 26<sup>th</sup> of each month.

### Disconnection for Non-Payment

If an account for utility service remains delinquent for more than 30 days, the City will place a door hanger at the property. If payment is not received by the specified date, service will be subject to disconnection.

### Reconnection Fees and Charges

If utility service has been disconnected due to delinquency, a fee of \$40.00 (during normal business hours) in addition to payment in full is required before service will be restored. Reconnections made outside of our regular business hours (9 am-5 pm) will have an additional charge.

### Sanitation & Recycling Service

The City of Chelan provides mandatory sanitation service Monday through Friday. The City shall provide a minimum of one 64-gallon tote but customers may request up to two 64 or 96 gallon totes or combination of each for an additional monthly charge.

All totes must have lids in the closed position with opening facing the street and at least 3 ft of unobstructed space around it. Garbage outside of tote will not be picked up. If the lid is not most of the way in the closed position, the garbage truck may not be able to empty the can.

**All totes must be out on the street by 6 am on your designated pickup day to ensure pickup.**

Holiday & Recycling schedules are mailed out with the November bill at the beginning of December. Should you need a copy of this document feel free to contact us at City Hall.

**Item Restrictions:** The following items are not accepted by the Chelan County Transfer Station and therefore **will not be picked up:** Asbestos, waste containing chemicals (batteries, oil, or oil filters, paint cans, etc.), cement, brick, rock, dirt, Bio-medical waste, or televisions and electronics.

### Recycling

The City of Chelan provides curbside recycling every other week on the same day as your garbage pick-up. We accept cardboard, pressboard, newspaper, magazines, aluminum cans, tin cans, plastic (#1 and #2 only) & small scrap metal. **NO GLASS OR OFFICE PAPER.**

### Water Meters

Water meters are read from March or April through October (dependent on weather). No readings occur during the winter months. **It shall be the responsibility of the customer to protect their meter from damage by freezing.** The first billing shall reflect an allowance of seven thousand gallons (included in the base rate) per month since the prior meter reading plus any overage. **Please keep your meter clear of parked cars or obstructions to allow meter reader access.**

### Sewer Service Requirement

Chelan Municipal Code 13.06.030

The owner of all houses, buildings or properties used for human occupancy, employment, recreation or other purposes, situated within the city and abutting on any street or private road in which there is now located or may in the future be located a public, sanitary or combined sewer of the city, is required at his expense to install suitable toilet facilities therein, and to connect such facilities directly with the proper public, sanitary or combined sewer in accordance with the provisions of this chapter, within ninety days after date of official notice to do so; provided, that said public sewer is: 1. Within two hundred feet of any part of the property and upon failure of an existing private on-site sewage system; or 2. When it is deemed necessary to protect public health as is certified by the local health officer pursuant to WAC 246-272-07001 as the same now exists or may be hereafter amended.