

CITY OF MADISONVILLE

POLICIES and PROCEDURES

of the

Water Distribution Department

June 16, 2003

Water Distribution Department

550 Mccoy Avenue

Madisonville, KY 42431

Telephone (270) 824-2140

2.1 Use of Public Water Supply

Description and Need of Policy:

A policy to define the beneficial use of potable water from the public water supply of the City.

Policy:

Though water is a renewable resource, it is not an infinite resource. The availability of potable water is even more restrictive.

The City provides water to various customers for various uses. Because of its finite value, the City must establish a priority rating for the each use.

1. Life sustaining uses, such as hospitals, followed closely by private human consumption shall be the first priority of the City's water system.
2. Property fire protection shall be the second priority.
3. Third priority shall be manufacturing, restaurants, laundromats, and agricultural uses for livestock.
4. Agricultural uses for crops shall have fourth priority.
6. Among the last to be given priority for water supplies shall be ornamental irrigation, street sweeping, recreation, and cosmetic or esthetic uses such as car washes.

During time of declared water shortages, the above priority list will be used to curtail water use.

The Engineering Department will draft a Water Conservation Ordinance for consideration by the Council.

Fees or Cost: None.

Additional Comments:

Contact Person: City Engineer

Telephone Number: (270) 824-2187

2.3 Relocating or Adjustment of Water Facilities

Description and Need of Policy

A policy establishing the rights of the City with respect to the position of water facilities.

Policy

Water facilities are generally located within road rights-of-way. In cases where a water facility is located on private property, such facility shall be located in an utility easement. In the case where an easement has not been recorded, an easement shall be considered to exist based on the principal of adverse possession.

Should a customer consider the location water facilities unacceptable, a request for relocation may be made to the City. This will include mains and meters that are within an area of proposed construction. If feasible, the City will relocate the facility as requested. The customer will be billed for the actual cost of the relocation.

All water facilities the City considers to be unsatisfactory may also be moved to a more suitable location on the City's initiative.

Fees or Costs

The customer shall pay actual costs associated with relocation should the customer initiate the relocation either by request, or past or proposed construction. This includes facilities located either in right-of-ways or easements.

If the City initiates the relocation for the City's convenience, the City will pay costs.

Additional Comments

Contact Water Distribution Superintendent

Telephone Number (270) 824-2140

2.4 Application for Water Service

Description and Need of Policy

A policy to establish types of water services and the conditions that those services will be provided.

Policy

Persons desiring water service shall make application to the City, in writing, upon forms provided by the City. The application shall state fully the use to which the water is to be applied and that the customer shall abide by the Rules, Rates, and Charges of the City then in force, or which thereafter are adopted. The application shall be signed by the owner or tenant of the premise and shall state the location of the premise to be served, including street, street number, subdivision, and lot number. In the event the owner of the premise desires to be billed rather than the tenant for metered water used, the owner shall make application in accordance with the provisions of the Rules, Rates and Charges of Madisonville Municipal Utilities.

Within the corporate limits of the City, if the premises to be served is new construction, the applicant shall provide a copy of the building permit.

Fees or Costs

Current costs for a standard service installation, assuming there is a water main of sufficient size abutting the property, are:

3/4-inch Residential,	short-side	\$ 700
	long-side	\$ 700
Any size larger	short-side	\$1,000 per inch diameter
	long-side	\$1,000 per inch diameter plus actual main extension costs
Sprinkler systems 6"	short-side	\$1,500
	long-side	\$1,500 plus actual main extension costs
8"	short-side	\$2,000
	long-side	\$2,000 plus actual main extension costs

A "short-side" service is where the main is on the same side of the road (or no further in the road than the road's shoulder) as the subject property.

A "long-side" service is where the main is on the opposite side of the road (or within the roadway's normal driving area, requiring cutting the roadway) as the subject property.

Additional Comments

"Standard Service" (charged per fee schedule) is defined as:

1. Typical residential subdivision or rural road where the main fronts the lot and the road is a simple 24-foot wide two-lane;
2. Larger size metered or unmetered connections that do not require a line larger than 2-inch diameter to be constructed under a simple 24-foot wide two-lane road.

"Non-Standard Service" (charged as actual cost) is defined as:

1. Any connection larger than 2-inch diameter that requires crossing a roadway;
2. Any connection that requires construction in the roadway;
3. A crossing beyond that of a simple 24-foot wide two-lane road, such as a state highway;
4. Sprinkler connections where the main is on the far side of any road.

The City is constrained by both State rules and its own desire for additional services not to adversely impact existing customers. There is a limit to the number and type of services that can be placed on a given line. This number varies throughout the system, and cannot be defined as "so many on this size line, so many on this larger line."

The KDEP limits the length of 2" water lines, restricts the installation of fire hydrants to lines 6-inch or larger, and requires the system to maintain 30 psi at the meter for all operating conditions that may exist for any given line, including fire flows.

Therefore, service availability may require a hydraulic study to determine if capacity is available. In some cases, a main extension or upgrade will also be required.

Contact Utility Office Manager

Telephone Number (270) 824-2102

2.5 Water Meters

Description and Need of Policy

A policy to establish the number, ownership, use, and maintenance of water meters.

Policy

Each customer will be supplied water through a separate water meter.

Where a building under one ownership has a number of apartments or business, each apartment or business shall be considered an individual customer and shall be served by a separate water meter. Where a building has multiple ownership, each unit shall be considered an individual customer and shall be served by a separate water meter.

For existing customers operating multiple units metered by a single meter, there shall be, in addition to the consumption bill computed in accordance with the rate schedule, a separate charge per unit to account for the City's declining block rate structure.

Developer installed service connection will stop at the curb stop and meter box. All meters and meter settings shall be furnished, owned, operated and maintained by the City. Meters and meter setting must be accessible at all times and not covered with rubbish or material of any kind.

The City will adjust the grade of the meter and meter box at the time of installation. Any additional adjustment required because of grade change will be done either by the owner, or by the City at the expense of the customer. This additional adjustment can be at either the customers request or the City's initiative.

Fees or Costs

Adjustment of meters to grade due to the customer changing the grade after the initial installation will be accomplished by the City and the customer shall pay City's actual costs.

Exceptions to Policy

Existing buildings or customers that have a single master meter will not be required to retrofit. However, changes to the building or site plan that present an opportunity to comply with this policy will be addressed as those situations arise.

Additional Comments

Contact	Water Distribution Superintendent
Telephone Number	(270) 824-2140

2.7 Unmetered or Unauthorized Service

Description and Need for Policy

A policy that establishes the conditions of allowable unmetered water service and penalties for unauthorized water service.

Policy

For standby fire protection services, such as fire hydrants, unmetered connection to the water system is permitted and will be considered the normal system configuration. All other uses of unmetered water, theft of water meters, or unmetered connections, are prohibited.

Fees or Costs

A readiness-to-serve charge per sprinkler head shall be assessed for sprinkler systems, whether metered or not.

In the case of discovered unmetered connections that are used for consumption, and that normally would have metered connection, a charge will be calculated based on industry standards for the time period that the connection was in operation. In addition to payment for estimated consumption, a penalty of 100% of the estimated consumption charge will be added to this calculated bill. The bill will be due in full with no provision for time payments. If the customer can provide reasonable proof that he was unaware of the unmetered connection, time payments may be allowed.

Additional Comments

Contact Utility Office Manager

Telephone Number (270) 824-2102

2.8 Landscape/Irrigation Water Service

Description and Need of Policy

A policy to establish the priority of water connections used for ornamental landscape, and the conditions that such connections are permitted.

Policy

As identified in Policy 2.1., Use of Public Water Supply, above, among the last identified uses to be given priority for water supplies are ornamental irrigation. Due to this, use of potable water for ornamental irrigation (including lawn irrigation) is discouraged.

When requested, an assessment of water capacity in the area for current and future needs will be made, with high consideration given to uses of higher priority. If there is capacity, an additional service established solely for irrigation will be provided.

Inspection of the plumbing systems to insure proper routing of this secondary service will be required. Also, an approved backflow prevention device must be installed and maintained by the customer.

In the event a use of higher priority requires the capacity of the water system, use of this secondary connection will be prohibited until further notification. This will be administered on a "last connected, first disconnected" basis. There will be no refund of the connection fee in this event.

Sanitary sewer charges will not be charged for water that is used for this secondary connection, unless the water use for irrigation is part of a green house that drains to the sanitary sewer.

Fees or Costs

Standard attachment fee.

Additional Comments

Service will be through a unique and separate connection to the main; secondary services connected to an existing city service line will not be permitted.

Contact Water Distribution Superintendent

Telephone Number (270) 824-2140

2.9 Water Meter Testing

Description and Need of Policy

Water meters are mechanical devices. Like any mechanical device, wear, abuse, and corrosion of a water meter can cause errors.

This policy is to establish the parameters that would cause a meter to be tested, the acceptable limits of the water meter, and the what action should be taken after a meter is tested.

It should be noted that in most cases, a water meter will under-register over time due to normal wear.

Policy

Should a customer question the accuracy of a water meter's registration, the customer may request that the meter be tested. The customer may make the request either in writing or orally to the City. The customer may be present when the meter is tested. The charge for testing a meter is indicated in the Schedule of Fees and Other Charges of this document.

If the meter is found to register in excess of any of the accuracy limits of the applicable AWWA standard, which are made a part of this document by reference, the testing fee shall be waived and an adjustment shall be made by the City based whether the meter is measuring under or in excess of the actual volume.

Fees or Costs

If a meter is found to be defective, the bill will be determined by computing the average of six (6) previous monthly billings. Due consideration will be given to any abnormal monthly usages which may have occurred during such six month period. If the customer's meter stops prior to six month usage, or the account is less than six months old, the bill will be estimated by the City. See Policy 27 of this document.

Additional Comments

If any wholesale contract has a different provision for meter testing, the contract will prevail; otherwise this policy will apply.

Contact Water Distribution Superintendent

Telephone Number (270) 824-2140

2.10 Damage to Water Meter

Description and Need for Policy

This policy establishes the responsibility and liability of others towards City property.

Policy

If a City owned water meter is damaged due to an act by a customer, through negligence or abuse, the customer shall be responsible for the repairs and/or replacement.

Fees or Costs

The customer will be billed for the actual cost of repair or replacement, and such bills will be paid within thirty days, otherwise the unpaid bill will be added to the customer's utility bill. An estimate based on the average usage will be made and added to the repair costs.

Additional Comments

Contact Water Distribution Superintendent

Telephone Number (270) 824-2140

2.11 Shut-off Valve

Description and Need for Policy

A policy to ensure both the protection of the City property (meter set) and provide redundancy shut-off capability in an emergency.

Policy

A water shut-off valve must be installed within the plumbing system of each dwelling or business for use in case of an emergency by the customer.

The valve installed as part of the water meter set is **not** for use by the customer, but is owned and operated solely by the City.

The property owner for new construction is required to have a shut-off valve adjacent to the building or inside the building.

When the plumbing of a property is modified through expansion or renovation, the property owner is required to have a shut-off valve adjacent to the building or inside the building.

Fees or Costs

The water shut-off valve is to be installed at the customer's expense.

Additional Comments

Contact Water Distribution Superintendent

Telephone Number (270) 824-2140

2.12 Discontinuance of Service

Description and Need for Policy

A policy to establish a clear understanding of the conditions where water service may be discontinued.

Policy

The City may shut off water service for the following reasons:

1. Non-payment of bills,
2. Unsafe apparatus,
3. Fraud or abuse,
4. Noncompliance with the Rules, Regulations, Rates, and Charges or any other policy of the City.

Fees or Costs

The customer is liable for all costs associated with reconnecting water service. This may include, but not be limited to, collection of revenue that was not realized due to nonpayment or fraud, attorney or collection agency fees associated with collecting money due, and reconnection costs, including additional account deposit.

Additional Comments

Contact Utility Office Manager

Telephone Number (270) 824-2102

2.13 No Guarantee of Pressure and/or Supply

Description and Need for Policy

A policy to communicate to water customers that while every attempt will be made to provide a continuous supply of water, event may occur that are beyond the control of the City. Accidents may also occur that will interrupt the supply of water.

The City limits its liability to the loss of water only, not the results that may mean to the customer. Otherwise, a main break could potentially have the City paying for loss revenues, loss wages, *et cetera*.

Policy

The City does not guarantee any fixed pressure or a continuous supply of water. In the event of breaks in mains, service lines, pumping machinery, reservoirs, or loss of electrical power, the water may be shut off without notice, and the City shall not be liable for any damages, which may arise therefrom.

When a planned water shut-off occurs, City personnel shall attempt to notify the affected customers.

Additional Comments

Contact	City Engineer
Telephone Number	(270) 824-2187

2.14 Responsibility for Property of Customer

Description and Need for Policy

A policy establishing the limits of the City's liability for water damage to a customer's property and highlight action customers may want to take to protect their property.

Policy

The City shall not assume responsibility for damages incurred by water delivered through a water meter, such as broken water lines, flooding, *et cetera*, caused by valves left open at the time a meter was installed. The City will take precautions during installations, such as waiting until a meter stops registering, indicating a tank was filling, before leaving the water meter on. In the event the water meter does not stop registering over a five minute period, the water meter will be turned off until the customer is at home.

In high pressure areas in the City's distribution system, it shall be the customers responsibility to install and maintain pressure regulating (reducing) valve on the customer's service line and pressure and temperature pop-off valves on the water heater. Any damages sustained by such equipment shall not be the City's responsibility.

Customers, especially those in house trailers or double-wide trailers, are encouraged to install check valves at their water heater fill lines to help ensure water will not drain out during loss of pressure in the City's system. In the event of loss of pressure in the City system, which may cause the back drainage of water heaters, the City will not be liable for damages caused by subsequent overheating of water heaters.

Additional Comments

Contact Water Distribution Superintendent

Telephone Number (270) 824-2140

2.15 Responsibility for Damages to Customer's Water Line

Description and Need for Policy

A policy establishing the City's accepted liability and under what conditions claims will be considered.

Policy

The City shall not assume liability for damages incurred by a water customer when damages result from:

1. Damages caused by defective operation or condition of customer's plumbing system,
2. damages caused by a defective condition in the City's water system, unless the City received actual or constructive notice of the defective condition with sufficient time to amend.

All claims resulting from negligent operation, negligent installation, or negligent repairs, and all claims arising out of sudden and unexpected emergency repair work, will be handled on a case by case basis within the scope of City's insurance underwriter's policies, and within the scope of general law, including the Kentucky Department of Insurance policies.

All claims resulting from negligent operation, negligent installation, or negligent repairs, and all claims arising out of sudden and unexpected emergency repair work, will be handled on a case by case basis within the scope of the policies, and within the scope of general law, including the Kentucky

Exceptions to Policy

The City must receive actual or constructive notice of the defective condition with sufficient time to amend.

Additional Comments

Contact Water Distribution Superintendent
Telephone Number (270) 824-2140

2.17 Use of Fire Hydrants

Description and Need for Policy

A policy establishing the use of City owned fire hydrants.

Policy

Fire hydrants are installed for fire protection, not for convenient water supply outlets for other uses. Fire hydrants shall only be operated by fire departments, contractors installing fire hydrants, or City water crews.

When fire hydrants are operated, they shall be opened fully and not throttled via the operating valve; a separate valve on the fire apparatus shall regulate flow. Fire hydrants shall only be operated by an approved fire hydrant wrench/spanner. The use of pipe wrenches or any non-standard wrench is strictly prohibited and costs for repairs will be assessed.

The operation of a fire hydrant shall be reported to the City for preventive maintenance.

Water used for fire fighting purposes shall be estimated based on an agreed formula developed with the Fire Department(s) that utilize water from the Madisonville water system to allow for proper accounting of water used. Water for fire protection is not billed, except for sprinkler systems, as provided for in Madison Municipal Code § 52.11 (C).

Water used to allow for proper accounting of water used. Water for fire protection is not billed.

Additional Comments

Contact Water Distribution Superintendent

Telephone Number (270) 824-2140

2.18 Fire Hydrants Inside Corporate Limits

Description and Need for Policy

A policy to establish ownership of fire hydrants inside corporate limits.

Policy

All fire hydrants inside the corporate limits of the City shall be maintained by the City's Water Department.

It will be the responsibility of the Water Department to maintain a flow schedule as well as routine painting, cap thread and stem lubrication of all fire hydrants. The Water Department shall maintain a monthly log of each fire hydrant flow tested. The Fire Department shall furnish to the Water Department flow data from actual fire events.

Fire hydrants shall be installed within the corporate limits at such locations as jointly approved by the Fire Chief and the Water Distribution Superintendent and as funded within the Fire Department's budget, or as may be established by a system wide capital improvement program by the City.

Fees or Costs

The City shall be charged an annual amount per fire hydrant, as shown on the Schedule of Fees and Other Charges, Policy 27.

Additional Comments

Contact Water Distribution Superintendent

Telephone Number (270) 824-2140

2.19 Fire Hydrants Outside Corporate Limits

Description and Need for Policy

A policy to establish the ownership, maintenance, and operation responsibility and authority of fire hydrants outside the corporate limits of the City's water system and within the service area of the City's water system.

Policy

The City may install fire hydrants outside the corporate limits where lines exist that will provide adequate fire flow. The fire hydrants will be installed at the customers expense and shall become the property of the City. The size and type of fire hydrant shall be determined by the Water Distribution Department.

All fire hydrants outside the corporate limits of the City and within the service area of the City's water system shall be maintained by the City's Water Distribution Department.

Fire hydrants installed outside the corporate limits shall be at locations established by the Water Distribution Superintendent and as funded by developers or as may be established by a system wide capital improvement program by the City and/or County.

Fees or Costs

For fire hydrants outside the corporate limit, Hopkins County shall be charged an annual amount per fire hydrant, as shown on the Schedule of Fees and Other Charges, Policy 27.

Additional Comments

Contact Water Distribution Superintendent

Telephone Number (270) 824-2140

2.20 Fire Hydrants and Fire Lines - Private Ownership

Description and Need of Policy

A policy limiting ownership of fire hydrants.

Policy

Effective the date of these Conditions of Service, installation of privately owned fire hydrants on the City's water system is prohibited. Owners of previously installed fire hydrants may elect to pay an annual inspection charge per hydrant as prescribed in the Schedule of Fees and Other Charges, Policy 27, or transfer ownership of fire hydrants and appurtenances, along with the necessary dedicated easements, to the City.

Fees or Costs

Annual inspection charge per hydrant as prescribed in the Schedule of Fees and Other Charges, Policy 27, for fire hydrants previously installed that the owner wants to retain ownership.

Exceptions to Policy

This section shall not apply to any private fire system:

- That is metered, should any exist on the water system.
- That has fire hydrants on the discharge side of a private fire pump station.

Additional Comments

Contact Water Distribution Superintendent

Telephone Number (270) 824-2140

2.21 Cross Connections Prevention

Description and Need of Policy

To protect the integrity of the potable water supply, certain classes of commercial and industrial water customers, and all fire protection lines, shall be fitted with devices that prevent the reintroduction of water which potentially could contain contaminants back to the public water system.

Policy

All commercial & industrial customers shall install an approved cross connection control device by the mechanical contractor at a level and location to be easily accessible for inspection and maintenance, at a height not less than two feet (2') above the floor and not more than five feet (5') above the floor. The control device shall not be placed in a pit nor outside.

Fees or Costs

Installation, testing and maintenance of backflow preventors.

Additional Comments

Contact Cross Connection Prevention Officer

Telephone Number (270) 824-2191

2.22 Supply of Steam Boilers or Pressure Vessels

Description and Need of Policy

To help protect the integrity of the potable water supply, protective measures with regard to steam boilers is required.

Policy

In no event shall a steam boiler or other pressurized vessel be supplied directly from a water main of the city. There shall be a make-up tank or other receptacle with an air-gap to atmosphere 2 x the diameter of the fill line between the boiler/pressure vessel and the public water system and boilers/pressure vessels shall take their supply from this tank.

Fees or Costs

Cost of make-up tank.

Additional Comments

Contact Cross Connection Prevention Officer

Telephone Number (270) 824-2191

2.23 Swimming Pools

Description and Need of Policy

To establish proper procedures for filling swimming pools.

Policy

All swimming pools shall be filled through a metered connection.

To protect the integrity of the fire hydrants system, fire hydrants are not permitted to be used for filling swimming pools (see 16. Use of Fire Hydrants).

Any swimming pool filled without benefit of a metered connection shall be measured, its volume calculated, and a bill for water use issued to the pool's owner.

During times of water shortages, swimming pools may not be allowed to be filled or topped-off (see Policy 1, Use of Public Water Supply).

Fees or Costs

The cost for an additional meter or the cost of upsizing the existing meter.

Additional Comments

If requested in writing, an one-time adjustment of the monthly sewer charge will be allowed for the initial filling activity.

Additional Comments

Contact Water Distribution Superintendent

Telephone Number (270) 824-2140

2.24 Special Service

Description and Need of Policy

A policy to establish means that a temporary water connection may be provided.

Policy

The City may issue permits for the use of water for building or construction purposes, or other temporary purposes, provided the applicant pays for tapping and installation and conforms to all other requirements of the City.

The temporary connection shall be through a standard metered connection (not through meters attached to fire hydrants), and shall be installed with a standard meter box and/or frost proof hydrant with locking hasp.

If a meter is attached to a fire hydrant, it shall be removed when it is not in use, during freezing weather and the individual to whom the fire hydrant meter is issued shall be responsible for any damage to the meter assembly.

Fees or Costs

Cost of providing service.

Additional Comments

Contact Water Distribution Superintendent

Telephone Number (270) 824-2140

2.25 Service to Annexed Areas

Description and Need of Policy

A policy to establish the City's participation in water main extensions in newly annexed areas.

Policy

In the event that an area has petitioned the City for annexation, the conditions as outlined in Policy 26 below apply, where the developer pays the costs of service.

In the event that the City initiates the annexation and there is agreement by the affected landowners for the annexation, the City will prepare a Plan of Service **for only the developed area within the annexed area**. This Plan of Service will outline how and when water service will be provided. This plan of service will be incorporated into updates of any existing master plans.

The City's obligation will be based on the level of development in the annexed area, and will follow those guidelines in Policy 26, below.

The conditions for service may differ in previously annexed areas that have an existing Plan of Service, where that Plan of Service shall apply.

Fees and Costs

As determined by level of development and who initiates annexation.

Additional Comments

The City needs to weigh the full impact to provide services to annexed areas. While a benefit may be realized by tax supported services, rate supported services may, in fact, be subsidizing the annexation program.

Contact	City Engineer
Telephone Number	(270) 824-2187

2.26 Main Extensions

Description and Need of Policy

A policy to establish policy with regards to water system expansion by a developer.

Policy

Extensions Within Existing Developed Areas of the City

The City will extend water mains within the existing developed areas (built-out, not just platted) along accepted streets and easements within the corporate limits of the City where economically feasible or where there exists a threat to public health and welfare caused by contamination of groundwater supplying private water wells, and where the City can feasibly provide sufficient funds for such extensions.

When determined necessary, water main extensions shall be made a distance no greater than 100 feet at the City's expense. The City will not, however, extend water mains if additional extension and service will result in the existing system's level of service being brought below acceptable standards. All extensions beyond 100 feet shall be made at the expense of the applicant seeking service. However, should the City determine that the design capacity of the line should be increased to allow service to areas other than the applicant, the City will pay the difference between the cost of the lined sized for the applicant versus the cost of the main to serve the expanded area. For such cost sharing agreements, sealed bids per the City's Purchasing Manual are required. The size of such larger main shall be determined solely by the City.

The City may connect a main or service, or extend a main from, any main previously installed in accordance with the above terms without obligation to the applicant who may have borne the expense on such previously installed main.

Any water extension that is part of a Water System Master Plan, duly adopted by the City Council, shall not be affected by the 100-foot limitation.

In no event shall the City make an extension at its expense should the operating budget of the Water Department not have sufficient funds for such extension.

Extensions Within New Subdivisions in the City

All water mains within new subdivisions being developed within the corporate limits of the City shall be installed by and at the expense of the developer.

However, should the City determine that the design capacity of the line should be increased to allow service to areas other than the applicant, the City will pay the difference between the cost of the lined sized for the applicant versus the cost of the main to serve the expanded area. For such cost sharing agreements, sealed bids per the City's Purchasing Manual are required. The size of such larger main shall be determined solely by the City.

If off-site improvements are necessary for a development to proceed, those off-site improvements shall be paid by the developer. This may include, but not be limited to, constructing additional lines, relaying existing lines with larger lines and upsizing pump stations.

The City may connect a main or service, or extend a main from, any main previously installed in accordance with the above terms without obligation to the applicant who may have borne the expense on such previously installed main.

Any water extension that is part of a Water System Master Plan, duly adopted by the City Council, shall be funded by the City.

Extensions Outside the City Limit

All water mains within new subdivisions being developed outside the corporate limits of the City shall be installed by and at the expense of the developer.

However, should the City determine that the design capacity of the line should be increased to allow service to areas other than the applicant, the City will pay the difference between the cost of the lined sized for the applicant versus the cost of the main to serve the expanded area. For such cost sharing agreements, sealed bids per the City's Purchasing Manual are required. The size of such larger main shall be determined solely by the City.

If off-site improvements are necessary for a development to proceed, those off-site improvements shall be paid by the developer. This may include, but not be limited to, constructing additional lines, relaying existing lines with larger lines and upsizing pump stations.

The City may connect a main or service, or extend a main from, any main previously installed in accordance with the above terms without obligation to the applicant who may have borne the expense on such previously installed main.

The City shall fund water extension projects that are part of the Water System Master Plan adopted by the City Council.

Fees or Costs

The cost of main extensions beyond the City participation outlined above.

Additional Comments

Contact City Engineer

Telephone Number (270) 824-2187

2.27 Fees and Other Charges

Description and Need of Policy

A policy to establish user fees for water services beyond those consumption rates.

Policy

Ratepayers should have a monthly bill for collection and treatment services. Additional costs associated with the Department should be as identifiable user fees, and not imbedded within rates.

The government that receives the benefit should fund fire hydrants, which cause revenue losses to a water system due to installation, maintenance, unmetered water use for fire protection, and water theft.

Fees or Costs

1. Design and Construction Standards Manual \$25.00
2. Water Meter Testing
Residential \$15.00 to be paid prior to testing
Commercial To be determined based on size and type of meter
3. Annual Fee per Hydrant
Inside City \$ 0 per year
Outside City \$ 0 per year
4. Construction Inspection after normal business hours According to the City's Standard rates, including overhead cost.
5. Relocation of Facilities for Convenience Actual costs plus overhead
6. Unmetered Connections
Sprinkler Systems (metered or unmetered) A readiness-to-serve charge per sprinkler head shall be assessed for sprinkler systems (to be incorporated into a future rate ordinance).
7. Illegal Connections In the case of discovered unmetered connections that are used for consumption, and that normally would have metered connection, a charge will be calculated based on industry standards for the time period that the connection was in operation. A penalty of 100% will be

- 8. Customer Damaged Water Meter
added to this calculated bill.
The customer will be billed for the actual cost of repair or replacement, and such bills will be paid within thirty days, otherwise the unpaid bill will be added to the customer's utility bill. An estimate based on the average usage will be made and added to the repair costs.
- 9. Damage to Other Water Facilities
Cost of repair and loss water;
punitive damages may be sought in cases of gross negligence.
- 10. Landscape Meter
Standard attachment fee.

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