

Public Service Commission of Wisconsin

City of Waukesha Water Utility

Public Fire Protection Service

Under Wis. Stat. § 196.03(3)(b), the municipality has chosen to have the utility bill the retail general service customers for public fire protection service.

This service shall include the use of hydrants for fire protection service only and such quantities of water as may be demanded for the purpose of extinguishing fires within the service area. This service shall also include water used for testing equipment and training personnel. For all other purposes, the metered or other rates set forth, or as may be filed with the Public Service Commission shall apply.

Public Fire-Protection Service Charges:

	<u>Monthly</u>	<u>Quarterly</u>		<u>Monthly</u>	<u>Quarterly</u>
5/8 - inch meter - \$	5.63	16.90	3 - inch meter	84.46	253.38
3/4 - inch meter - \$	5.63	16.90	4 - inch meter	141.11	423.33
1 - inch meter - \$	14.11	42.33	6 - inch meter	281.19	843.57
1 1/4 - inch meter - \$	20.60	61.80	8 - inch meter	450.11	1350.33
1 1/2 - inch meter - \$	27.81	83.43	10 - inch meter	675.68	2027.04
2 - inch meter - \$	45.32	135.96	12 - inch meter	901.25	2703.75

Customers who are provided service under Schedules Mg-1, Ug-1, or Sg-1 shall also be subject to the charges in this schedule according to the size of their primary meter.

Billing: Same as Schedule Mg-1.

City of Waukesha Water Utility

Private Fire Protection Service - Unmetered

This service shall consist of permanent or continuous unmetered connections to the main for the purpose of supplying water to private fire protection systems such as automatic sprinkler systems, standpipes, and private hydrants. This service shall also include reasonable quantities of water used for testing check valves and other backflow prevention devices.

Private Fire Protection Service Demand Charges:

	<u>Monthly</u>	<u>Quarterly</u>
2 - inch or smaller connection - \$	4.10	12.30
3 - inch connection - \$	7.70	23.10
4 - inch connection - \$	13.00	39.00
6 - inch connection - \$	26.00	78.00
8 - inch connection - \$	41.00	123.00
10 - inch connection - \$	62.00	186.00
12 - inch connection - \$	82.00	246.00
14 - inch connection - \$	103.00	309.00
16 - inch connection - \$	123.00	369.00

Billing: Same as Schedule Mg-1.

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City of Waukesha Water Utility

General Service - Metered

Service Charged (All Customer Classes):

	<u>Monthly</u>	<u>Quarterly</u>		<u>Monthly</u>	<u>Quarterly</u>
5/8 - inch meter - \$	8.03	24.10	3 - inch meter - \$	58.71	176.13
3/4 - inch meter - \$	8.03	24.10	4 - inch meter - \$	80.34	241.02
1 - inch meter - \$	13.80	41.41	6 - inch meter - \$	130.81	392.43
1 1/4 - inch meter - \$	19.57	58.71	8 - inch meter - \$	198.79	596.37
1 1/2 - inch meter - \$	22.66	67.98	10 - inch meter - \$	286.34	859.02
2 - inch meter - \$	35.02	105.06	12 - inch meter - \$	374.92	1,124.76

Plus Volume Charges:

Residential Customers-Single Family:

First	3,333	gallons used monthly or	
		10,000 gallons used quarterly -	\$2.94 per 1,000 gallons
Next	6,667	gallons used monthly or	
		20,000 gallons used quarterly -	\$3.81 per 1,000 gallons
Over	10,000	gallons used monthly or	
		30,000 gallons used quarterly -	\$4.89 per 1,000 gallons

Residential Customers-Duplex:

First	6,667	gallons used monthly or	
		20,000 gallons used quarterly -	\$3.010 per 1,000 gallons
Next	5,000	gallons used monthly or	
		15,000 gallons used quarterly -	\$3.880 per 1,000 gallons
Over	11,667	gallons used monthly or	
		35,000 gallons used quarterly -	\$4.960 per 1,000 gallons

Residential Customers-Triplex:

First	6,667	gallons used monthly or	
		20,000 gallons used quarterly -	\$3.030 per 1,000 gallons
Next	13,333	gallons used monthly or	
		40,000 gallons used quarterly -	\$3.910 per 1,000 gallons
Over	20,000	gallons used monthly or	
		60,000 gallons used quarterly -	\$5.030 per 1,000 gallons

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General Service - Metered

Nonresidential Customers:

First	25,000 gallons used monthly or 75,000 gallons used quarterly - \$3.39 per 1,000 gallons
Next	475,000 gallons used monthly or 1,425,000 gallons used quarterly - \$3.21 per 1,000 gallons
Over	500,000 gallons used monthly or 1,500,000 gallons used quarterly - \$2.88 per 1,000 gallons

Residential Class - Single Family includes customers who have water service provided for residential or domestic purposes, and sales are through a single meter with only one dwelling unit. Sales through a single meter to buildings with four or more dwelling units are classified as commercial.

Residential Class - Duplex includes customers who have water service provided for residential or domestic purposes, and sales are through a single meter for buildings with two dwelling units.

Residential Class - Triplex includes customers who have water service provided for residential or domestic purposes, and sales are through a single meter for buildings with three dwelling units.

Nonresidential Class includes commercial, industrial, and public authority customers. Commercial customers include business entities and institutions, except governmental entities, that provide goods or services. Sales through a single meter to buildings with four or more dwelling units are classified as commercial. Churches and parochial schools are not governmental and are classified as commercial. Industrial customers include customers who are engaged in the manufacture or production of goods. Public Authority customers include any department, agency, or entity of local, state, or federal government, including public schools, colleges, and universities.

Billing: Bills for water service are rendered quarterly and become due and payable upon issuance following the period for which service is rendered. A late payment charge of 1 percent per month will be added to bills not paid within 20 days of issuance. This late payment charge will be applied to the total unpaid balance for utility service, including unpaid late payment charges. The late payment charge is applicable to all customers. The utility customer may be given a written notice that the bill is overdue no sooner than 20 days after the bill is issued. Unless payment or satisfactory arrangement for payment is made within the next 10 days, service may be disconnected pursuant to Wis. Adm. Code ch. PSC 185.

RATE FILE

Sheet No. 3 of 3

Public Service Commission of Wisconsin

Schedule No. Mg-1

City of Waukesha Water Utility

Amendment No. 76

General Service - Metered

Combined Metering: Volumetric meter readings will be combined for billing if the utility for its own convenience places more than one meter on a single water service lateral. Multiple meters placed for the purpose of identifying water not discharged into the sanitary sewer are not considered for utility convenience and shall not be combined for billing. This requirement does not preclude the utility from combining readings when metering configurations support such an approach. Meter readings from individually metered separate service laterals shall not be combined for billing purposes.

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Other Charges

Non-Sufficient Funds Charge: The utility shall assess a \$30.00 charge when a payment rendered for utility service is returned for non-sufficient funds. This charge may not be in addition to, but may be inclusive of, other non-sufficient funds charges when the payment was for multiple services.

Special Meter Reading Charge: The utility shall assess a \$15.00 charge to the requestor whenever an existing customer or the property owner requests a special meter reading by utility personnel on a date other than the regularly scheduled meter reading. This charge may not be assessed if the customer or the property owner provides the meter reading. This charge may not be assessed to a new customer.

Missed Appointment Charge: The utility shall assess a missed appointment charge if a customer schedules an appointment with utility personnel at the customer’s location and, without providing reasonable cancellation notice to the utility, fails to be present. The utility may not charge for the first missed appointment during normal business hours but may apply the charge to subsequent missed appointments. The utility shall apply the charge for the first missed appointment after normal business hours.

During normal business hours:	\$30.00
After normal business hours:	\$50.00

Real Estate Closing Account Charge: The utility shall assess a \$15.00 charge whenever a customer or the customer’s agent requests written documentation from the utility of the customer’s account status in connection with a real estate closing.

Billing: Same as Schedule Mg-1.

RATE FILE

Sheet No. 1 of 1

Schedule No. Mpa-1

Amendment No. 74

Public Service Commission of Wisconsin

City of Waukesha Water Utility

Public Service

Public Service - - - Mpa-1

Metered Service

Water used by the City of Waukesha on an intermittent basis for flushing sewers, street washing, flooding skating rinks, drinking fountains, etc., shall be metered and billed according to the rates set forth in Schedule Mg-1 for nonresidential customers.

Unmetered Service

Where it is impossible to meter the service, the utility shall estimate the volume of water used based on the pressure, size of opening, and the period of time the water is used. The estimated quantity shall be billed at the volumetric rates set forth in Schedule Mg-1 for nonresidential customers, excluding any service charges.

Billing: Same as Schedule Mg-1.

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General Water Service - Unmetered

Service may be supplied temporarily on an unmetered basis where the utility cannot immediately install a water meter, including water used for construction. Unmetered service shall be billed the amount that would be charged to a metered residential customer using 14,000 gallons of water per quarter under Schedule Mg-1, including the service charge for a 5/8-inch meter. If the utility determines that actual usage exceeds 14,000 gallons of water per quarter, an additional charge for the estimated excess usage shall be made according to the rates under Schedule Mg-1.

This schedule applies only to customers with a 1-inch or smaller service connection. For customers with a larger service connection, the utility shall install a temporary meter and charges shall be based on the rates set forth under Schedule Mg-1.

Billing: Same as Schedule Mg-1.

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Seasonal Service

Seasonal customers are general service customers who voluntarily request disconnection of water service and who resume service at the same location within 12 months of the disconnection, unless service has been provided to another customer at that location in the intervening period. The utility shall bill seasonal customers the applicable service charges under Schedule Mg-1 year-round, including the period of temporary disconnection.

Seasonal service shall include customers taking service under Schedule Mg-1 or Schedule Ug-1.

Upon reconnection, the utility shall apply a charge under Schedule R-1 and require payment of any unpaid charges under this schedule.

Billing: Same as Schedule Mg-1, unless the utility and customer agree to an alternative payment schedule for the period of voluntary disconnection.

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Bulk Water

All bulk water supplied from the water system through hydrants or other connections shall be metered or estimated by the utility. Utility personnel or a party approved by the utility shall supervise the delivery of water.

Bulk water sales are:

- A. Water supplied by tank trucks or from hydrants for the purpose of extinguishing fires outside the utility's service area;
- B. Water supplied by tank trucks or from hydrants for purposes other than extinguishing fires, such as water used for irrigation or filling swimming pools; or,
- C. Water supplied from hydrants or other temporary connections for general service type applications, except that Schedule Ug-1 applies for water supplied for construction purposes.

A service charge of \$50.00 and a charge for the volume of water used shall be billed to the party using the water. The volumetric charge shall be calculated using the highest volumetric rate for residential customers under Schedule Mg-1. In addition, for meters that are assigned to bulk water customers for more than 7 days, the applicable service charge in Schedule Mg-1 will apply after the first 7 days.

The water utility may require a reasonable deposit for the temporary use of its equipment under this and other rate schedules. The deposit(s) collected shall be refunded upon return of the utility's equipment. Damaged or lost equipment shall be repaired or replaced at the customer's expense.

Billing: Same as Schedule Mg-1.

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Automatic Meter Reading

- 1. Water Audit with AMR
 - a. Leak Detection No Charge
for residential customers only
(including single family, duplex,
or triplex)
 - b. Additional Readings No Charge
- 2. Special Reading No Charge

Manual Meter Reading Service Charge

- 1. Manual reading because of refusal of AMR service See Schedule OC-1
special meter reading charge

Billing: Same as Schedule Mg-1.

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Reconnection Charges

The utility shall assess a charge to reconnect a customer, which includes reinstalling a meter and turning on the valve at the curb stop, if necessary. A utility may not assess a charge for disconnecting a customer.

During normal business hours:	\$50.00
After normal business hours:	\$80.00

Billing: Same as Schedule Mg-1.

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<p align="center">Lateral Administration Connection Charge</p>

A lateral connection fee shall be payable in advance to the Utility system. It shall consist of the average cost of processing, evaluating, inspecting, approving, creating or storing as built descriptions and all other administrative costs related to the application and connection of new service laterals. Where a stub has been previously installed, the fee shall be applied to the property side of the lateral.

The fee shall be based upon actual costs during the preceding year averaged for the number of laterals installed and updated for changes in current year's costs.

Billing: Same as Schedule Mg-1.

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Lateral Installation Charge

All properties located in the City of Waukesha and those which are added to the water service area as further described in Municipal Code Section 3.02 (13) are eligible to connect to the water system.

With the exception of water main taps, the customer may install any portion of the water lateral piping by using an approved licensed plumbing contractor and shall use materials that conform to Utility specifications, standard specifications for sewer and water construction in Wisconsin, and Wisconsin Administrative Code NR 811.62 and SPS 382 to 387. The Utility or its representative will make all water main taps on Utility owned water mains within the distribution system and inspect all street lateral installations. All costs for the tap will be borne by the applicant/owner and will be billed in accordance with the established rates based on time and materials. Payment for tapping service is required prior to any work being started.

Subdivision developers shall be responsible, where the main extension has been approved by the utility, for the water service lateral installation costs from the water main tap through the curb stop and box.

If a property owner requests that a street service lateral be installed by a City of Waukesha approved contractor, all work shall be done in accordance with the Waukesha Water Utility Standard Specifications for the installation of water main and appurtenances. A Waukesha Water Utility inspector must be present during installation, and the property owner is responsible for paying an inspection fee, and tapping fee at the time of application.

Waukesha Water Utility will make no connections to the property owner's service lateral. Connection will be made by the property owner's plumber.

Extraordinary Cost: Extraordinary costs for lateral replacements of any size shall be the responsibility of the customer. The following are considered extraordinary costs.

1. Rock excavation including removal of rock, footings, or other major obstructions.
2. Special backfill including removal and/or replacement of unstable soils.
3. Dewatering including removal of ground water.
4. Pavement replacement including backfill and restoration.

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Water Lateral Installation Charge
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The Utility shall own, operate and maintain those portions of laterals from the water main up to and including the curb stop and curb box assembly. The Utility shall also furnish, own, operate and maintain the primary water meter. The customer shall own, operate and maintain all other portions of the lateral.

All other rules governing installation of water laterals apply.

Billing: Same as Schedule Mg-1.

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City of Waukesha Water Utility

Hydrant Charges

In cases where no other supply is available, hydrants may be used. The following charges shall apply.

No hydrant shall be used until it is equipped with a meter modified for this purpose. A minimum daily rental of \$8 per day shall be charged for the use of a 3-inch meter, and a daily rental of \$3 per day shall be charged for a 5/8, 3/4, or 1-inch meter. A deposit shall be required for the water used, hydrant, hydrant wrench and meter with fittings according to the size of the meter as follows:

- 5/8-inch meter - \$375.00
- 3/4-inch meter - \$375.00
- 1-inch meter - \$375.00
- 3-inch meter - \$375.00

An additional deposit shall be required for backflow preventers as needed: RPZ Backflow Preventer \$500.00. There is a minimum charge for water usage of \$15.00 per meter taken out. The utility shall record the meter number, size and reading. The contractor or his authorized agent shall state the location where the meter is to be used, the contractor's name and address, and make the proper deposit. He shall sign a form provided at the utility office which will constitute a contract for all water used and embody these rules and regulations as part of the same.

The meter and fittings as a unit shall be removed from the hydrant at the end of each working day and the hydrant properly closed and left until the next morning at beginning of work. If it becomes necessary to use the hydrant for fire any time while the meter is attached thereto, the contractor must close the hydrant and remove the meter and fitting as a unit. The meter shall be protected from damage at all times.

The volume charges for water shall be computed from the volume rates in effect at the time of use on a monthly or quarterly charge basis at the discretion of the utility.

Since the construction often covers a considerable interval of time the utility may place the deposits in a bank with its other funds until such time as it is to be refunded.

Billing: Same as Schedule Mg-1.

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City of Waukesha Water Utility

WATER UTILITY OPERATING RULES

1.0 RULES AND REGULATIONS

1.01 Compliance with Rules

All persons now receiving a water supply from the City of Waukesha Water Utility (Utility) or who may hereafter make application therefore, shall be considered as having agreed to be bound by these rules and regulations as filed and approved by the Wisconsin Public Service Commission.

1.02 Application for Service

A customer desiring service must make application to the Utility before commencing use of the utility's service. The Utility reserves the right to require a signed application for the service to be furnished. Application for and receipt of service shall constitute the receiver a customer of the Utility subject to its rates, rules and regulations. Applications for service shall be made in the legal name of the party to be obligated to pay for the service.

Subject to its rates, rules and regulations, the Utility will continue to supply service until ordered to discontinue, and the customer will be responsible for payment of all service furnished until discontinued.

1.03 Meter Reading Periods

Water meters will be read as regularly as possible for the intervals stated in Schedule Mg-1, using automated reading technology. If a reading cannot be obtained, a meter reading form (self-addressed postal card) will be sent. If it is not returned in time for the billing operation, an estimated bill shall be rendered. However, not more than three consecutive estimated quarterly bills or three consecutive estimated monthly bills shall be rendered. The customer will be notified by letter if attempts to contact the customer fail, and unless arrangements are made to enable the Utility to procure a reading by a specified date, service will be discontinued until such arrangements are made or a reading has been obtained.

1.04 Failure to Read Meter

Where the Utility is unable to read a meter the fact shall be plainly indicated on the bill. The difference between estimated and actual shall be adjusted when the meter is again read, and if necessary, the bill for the succeeding billing period will be computed with the gallons in each block of the rate schedule doubled and credit will be given on that bill for the amount of the bill paid the preceding period. Only in unusual cases or when approval is obtained from the customer, shall more than three consecutive estimated bills be rendered where bills are issued monthly. There shall not be more than two consecutive estimated bills where the billing period is two months or more.

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City of Waukesha Water Utility

WATER UTILITY OPERATING RULES**1.05 Late Payment Charge**

Every reasonable care will be exercised in the mailing of water bills. Failure to receive a water bill will not excuse any person of the responsibility for the payment of a bill within the prescribed period, nor from any late payment charge imposed for delinquency in the payment thereof. If there is reason to believe that the Utility did not properly issue the bill, and if the customer does not have a history of late payment then the Utility may excuse the late charge for the applicable period.

1.06 Seasonal Service

The minimum service period shall be one year unless otherwise specified by special agreement or in the applicable rate schedule. Where the Utility has disconnected service at the customer's request prior to expiration of the minimum service period, a reconnection charge shall be made, payable in advance, when the customer requests reconnection of service (see Schedule R-1 for applicable rate). The minimum service period is renewed with each reconnection.

A reconnection charge shall also be required from consumers whose services are disconnected (shut off at curb stop box) because of nonpayment of bills. This charge does not apply to disconnection for failure to comply with deposit or guarantee rules (see Schedule R-1 for applicable rate).

A customer shall be considered as the same customer provided the reconnection is requested for the same location by any member of the same household, or if a place of business, by any partner of the same business.

1.07 Collection of Past Due Bills

An amount owed by the customer shall be levied as a tax as provided in Section 66.069 Wisconsin Statutes.

1.08 Special Billing Provisions

- a. **Final Bill** - Special readings may be taken when a new customer takes over service from someone else. The person making the request for a special reading shall furnish the Utility with the name and billing address of the customer to whom the special reading bill is to be sent, the owner's name and address, and the date the meter is to be read. A minimum of 24 hours of notice must be given during normal Utility duty hours, and arrangements made to have the meter accessible.

The billing for the entire period will be apportioned between the two parties on the basis of the average daily rate during the current reading period prorated through the date the change took place.

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City of Waukesha Water Utility

WATER UTILITY OPERATING RULES

- b. **Bill Proration** - When a new customer takes over service from someone else and the Utility is not informed of the change, or is unable to obtain a meter reading at the scheduled time, the billing for the entire period will be apportioned between the two parties on the basis of the average daily rate during the current reading period prorated through the date the change took place.
- c. **Informal Agreement Among Customers** - Settlement of water bills by informal agreement between customers will be acceptable. However, if the bill is disputed, the Utility will prorate the bill on the basis of daily consumption determined by dividing the total consumption by the number of days covered in the billing period.
- d. **Meter Failure and Water Run** - The regular service charge shall apply as long as the meter remains in the building.

If the meter is damaged (See Surreptitious Use of Water), fails to operate, or where water is run by Utility consent to prevent freezing of the service lateral, the bill will be based on the average use during the past year.

The Utility will, upon request of the owner or his authorized agent, remove the meter and turn off the water. The service provided prior to the turnoff date will be billed according to the special reading schedule.

- e. **Estimated Bills** - The Utility may estimate bills when meter readings are not obtained based upon criteria outlined in administrative code PSC185.33. Such estimates must be reconciled annually to actual readings. Customers receiving estimated bills shall agree to exempt the Utility from responsibility from losses due to leaks.

City of Waukesha Water Utility

WATER UTILITY OPERATING RULES

- f. **Provisions for Leaks** - Special provisions may be made to reduce the bill to Utility cost for water lost due to leaks if the following conditions are met:
1. The customer acknowledges the presence of a leak;
 2. The Utility has identified and determined that the leaks have been repaired;
 3. The customer agrees to pay the balance due.

1.09 To Discontinue Use of Water

To discontinue the supply of water to a property or unit of service, notice must be given to the water Utility office and arrangements made to have the premises accessible during duty hours for the removal of the meter by Utility personnel. The water will be turned off at the outside stop and the meter removed. If the building is to be razed, the Utility shall be so notified so the meter and meter setting unit may be removed. The owner of the premises shall be responsible for the protection of the meter from damage of any kind. A bill for the water used prior to discontinuance of water supply will be rendered in accordance with the rates and regulations governing Special Readings except that the Special Meter Reading Fee will not be charged.

1.10 Surreptitious Use of Water

The Utility will take appropriate steps to prevent the unauthorized and unpaid use of water from any location in the system and will use all available means to estimate the loss, secure payment and apply legal protection or penalties. (See Wisconsin Statutes 941.36).

Where the Utility has found evidence of fraud or deception, or where there has been indication of negligent interference, the Utility will pursue collection for unbilled service beyond two years, to the beginning of the practice. (See Wisconsin Statutes 196.635).

The Utility reserves the right to estimate and present a bill for un-metered service immediately. Such bill shall be payable immediately, and subject to disconnection of service 24 to 48 hours after bill presentation.

1.11 Installation of Meters

- a. The Utility shall own, install and maintain all meters and remote devices used for billing water utility service.

Utility owned meters shall not to be disconnected or interfered with by the customer.

The meter shall be located so that it will be safe from both heat and cold or other source of damage, preserved from obstructions, or any fixture or fixtures which might retard access for reading, removal, or observation. The location shall be designated by authorized water Utility personnel.

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WATER UTILITY OPERATING RULES

In no case shall a meter be installed where the total clearance space provided is less than four (4) feet. All meter settings shall be as specified on the standard drawings and specifications of the Utility.

b. Multiple Meters

The Utility will consider multiple meters on new and existing laterals where complete separation of billing services is warranted by customer's use, and where Utility requirements for safety, security and access are met.

A customer may apply for a change in the meter location. The utility shall charge the customer for the labor required to move the meter to the new location provided by the customer.

c. Customer Owned Meter

If additional meters are desired by the customer, such meters must be installed, read and maintained by the property owner. The Utility shall not be responsible for any division of a bill resulting from readings of the privately owned meters by the parties involved.

1.12 Protective Devices

The owner or occupant of every premise receiving water supply shall apply and maintain suitable means of protection of the premise supply, and all appliances thereof, against damage arising in any manner from the use of the supply, variation of water pressure, or any interruption of water supply.

1.13 Cross Connections

Every person owning or occupying a property served by the Utility shall keep the utility water supply free from any contamination or cross-connection between Utility and non-utility system, according to City Ordinance 3.025.

1.14 No Claim for Damages

No person shall enter a claim for damage against the City of Waukesha as a Water Utility or any officer thereof, for damage to any pipe, fixture, appurtenance, or to laundry by reason of interrupted water supply, variation of pressure or temperature, discolored water, or for damage of any nature whatsoever caused by water system operation. Water system operation includes turning the water supply off, or on wholly or partially, for the extension, alteration, repair of water main or premises supply, or for the disconnection of the premises water supply for the violation of any rule or regulation of the Utility. No claims will be allowed against the Utility as a result of the interruption of the water supply caused by the breaking of pipes or machinery, by stoppage for repairs, or as a result of fire or any other emergency.

Public Service Commission of Wisconsin**City of Waukesha Water Utility****WATER UTILITY OPERATING RULES****1.15 Inspection of Premises**

Any officer or authorized employee of the Utility shall have the right of access during reasonable hours to the premises supplied with this service, for the purpose of inspection, maintenance, or for the enforcement of the Utility's rules and regulations. All Utility personnel shall have proper identification cards. The Utility shall provide notice to the customer including identification of the utility personnel and their reason for requiring access.

1.16 Penalty for Refusing Entry to Premises

If a customer denies access to an authorized agent of the Utility after providing proper notice, the Utility may disconnect service until access has been granted. (See also Wisconsin Statutes 196.171).

1.17 Inspection of Plumbing

The Utility may make inspections of internal plumbing and fixtures for the purpose of meeting conservation, health and safety concerns.

1.18 Isolation Valves

The customer shall have isolation valves installed in their piping above and below the customer owned copperhorn.

1.19 Meter Repairs

All meters shall be tested at such intervals required by Wisconsin Administrative Code. A record shall be kept of all meters, noting all repairs and inspections made and results of all tests. Water service shall be disconnected by the Utility if the customer refuses entry for inspection, repair, or replacement. The Utility shall bill the customer if the meter is damaged beyond repair for the full cost of replacement plus the accrued depreciation of the old meter.

Any damage to a meter resulting from the carelessness of the owner of the premises, their agent or tenant, or from the negligence of anyone of them to properly secure and protect it, including any damage that may result from allowing a water meter to become frozen or to be damaged the presence of hot water or steam, shall be repaired by the Utility. The cost of the repair shall be paid by the customer or owner.

1.20 Repairs to Laterals

The Utility shall maintain the street portion of the service pipe and fittings up to and including the curb stop. The cost of such repairs caused by ordinary wear and tear will be borne by the Utility. Maintenance and repair of meter pits and vaults will be the responsibility of the customer. Operation and maintenance of facilities and appurtenances beyond the curb stop except the meter are the customer's responsibility.

City of Waukesha Water Utility

WATER UTILITY OPERATING RULES

1.21 Replacement of Water Lateral

A lateral from the main to the curb stop will be replaced at the expense of the Utility when the Utility determines that the existing lateral is defective and/or in need of replacement, or if it is proved that the existing lateral is of inadequate size for the purpose for which it was originally installed. The lateral beyond the curb stop shall be the responsibility of the customer.

Where an old building is torn down and a new one constructed on the same property, if a new service is to be installed, the rules and regulations governing new water service installations shall apply, including the connection charge (see Schedule Cz-1).

If a new or greater water use or installation of multiple meters make the existing lateral to an existing building inadequate, the cost of the new lateral from the main to the curb box shall be paid by the customer (see Schedule Cz-1). The rates shall apply less the accrued depreciation of the old lateral, to be paid by the customer. (See City of Waukesha Water Utility Procedure 401.8).

1.22 Penalty for Infraction of Rules

Failure to comply with Utility Rules and Regulations, or written notification of violation of regulations shall result in disconnection of water service. Violations of rules and regulations that endanger the public health, safety, and welfare will result in immediate disconnection of service.

Water service will be restored only when satisfactory compliance with Utility Rules and Regulations has been made and any necessary charges have been paid.

1.23 Curb Boxes

The property owner shall protect the curb box and shall keep it free from dirt and other obstructions. She/he shall immediately report to the Utility any damage. Curb box damaged by external means shall be repaired by the Utility and the cost of the repair shall be paid by the property owner. The Utility shall not be held liable for its failure to locate or use a curb box and shut off water in case of a failure on the customer's premises.

1.24 Repairs to Mains

The Utility reserves the right to turn off the water in the mains temporarily, to make repairs, alterations or additions to the plant or system. When the circumstances permit, the Utility will give notification of the discontinuance of the supply. No rebate or damages will be allowed to customers for such temporary suspension of supply.

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City of Waukesha Water Utility

WATER UTILITY OPERATING RULES

1.25 Damage to Laterals

Any person making excavations shall ascertain the existence and location of all water pipes. Any damage to water pipes or appurtenances must be reported to the Utility. The Utility will make the necessary repairs to Utility property only and bill the cost to those responsible. If payment is not received the unpaid charges shall become a lien against the property which it serves.

1.26 Right to Open Hydrants

Only persons authorized by the Utility or the Fire Department shall be permitted to open fire hydrants.

1.27 Operation of Valves and Hydrants, and Unauthorized Use of Water - Penalty

Any unauthorized person who operates a valve connected with the street or supply mains, a fire hydrant connected with the distribution system, except for the purpose of extinguishing fire, or who damages or impairs any portion of the system shall be subject to a fine as provided by municipal ordinance or state statute. Permits for the use of hydrants apply only to the hydrants designated for the specific use.

1.28 Relocation of Hydrants

Anyone requesting the relocation of a hydrant shall bear the cost of the moving, including the cost of materials and labor.

1.29 Plumbing and Wisconsin Administrative Codes

The Utility has adopted by reference the WI Plumbing Code and any applicable Wisconsin Administrative Codes, which apply to its operation and activities.

City of Waukesha Water Utility**WATER UTILITY OPERATING RULES****2.00 WATER LATERAL****2.01 Application for Lateral**

The Utility shall require that an application for a lateral be completed on the Utility's approved form by the owner of the property to be serviced or by the owner's authorized agent. The signed application shall constitute a contract which includes all rules and regulations on file with the Wisconsin Public Service Commission. This application shall be approved by the General Manager or designated representative of the Utility as a prior condition to construction, extension or alteration of any connection to the water distribution system. Any application may be rejected and construction or connection be delayed if the forms are not fully and adequately completed in accordance with rules and procedures.

An acceptable application must meet the following criteria:

- a. Contain the recorded legal description of the property, and the official building address.
- b. Be accompanied by a completed Utility fixture count sheet and a plat of survey which contains the first floor elevation.
- c. Copy of State approved, stamped plumbing plans and a completed water calculation worksheet for commercial, industrial or manufacturing buildings.

2.02 Cost to Customer

A lateral administrative connection charge shall be paid for each application submitted at the time of submitting the application. This fee shall cover the costs of processing, evaluating, inspecting, approving, creating or storing as built descriptions, and all other administrative costs related to application and connection of new service laterals. A meter setting fee will be charged for the installation of piping, fittings, and valves necessary for proper installation of the meter. Where a stub has been installed, the application fee shall apply to the application for the property side of the lateral (see Schedule Cz-1).

2.03 Conditions

The following conditions apply to all applicants.

- a. Construction must meet utility standards and provide for documentation of costs.
- b. The property shall have frontage on a dedicated street or public service strip which contains a utility owned water main; or must have an officially recorded easement to the main.
- c. The property shall be located within the City of Waukesha or an officially designated water service area.
- d. The applicant must file with the Utility a statement of the actual installed cost of the lateral or any portion. and as built diagram showing the location and materials used.

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WATER UTILITY OPERATING RULES

2.04 Lateral Installation

The customer shall install all portions of a lateral except the meter by using a licensed plumbing contractor, and shall use materials that are in conformance with Wisconsin Administrative Codes and Utility specification.

2.05 Lateral Ownership

The Utility shall own, operate, and maintain those portions of all laterals from the water main up to and including the curb stop (property line on large laterals). The Utility shall also furnish, own, operate, and maintain the primary water meter. The customer shall own, operate, and maintain all other portions of the lateral.

2.06 Lateral and Meter Size

The Utility will determine the lateral size and meter size based upon the fixture information provided by the owner or authorized representative.

2.07 No Division of Water at the Curb

There shall be no division of water service for the extension and independent metering of the supply to an adjoining lot or parcel of land.

2.08 Meter Setting and Multiple Meters

The Utility will install piping, Valves, and fittings to facilitate the installation, removal and maintenance of the meter. Multiple meter settings shall conform to Utility specifications.

2.09 Service Connection

The water shall be turned on and the meter set by the utility only if all rules and regulations have been met and the main extension contributions, connection and/or installation charges have been paid. Requests for connection must be received during office hours and allow at least 24 duty hours until the time the meter is to be set.

2.10 Lateral Pipe Trench

The lateral shall be installed in accordance with Municipal Code and the Public Works Industry Improvement Program's Standard Specification for Sewer and Water Construction in Wisconsin, Sixth Edition, December 22, 2003, Including Addenda 1 and 2.

2.11a Lateral Installation by Utility

The Utility may install laterals from the main to the meter as outlined in Utility Policy 401.5 and provided for in Schedules Cz-1 and Cz-2.

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WATER UTILITY OPERATING RULES

2.11b Lateral Replacement by Utility

The Utility will replace those parts of the water lateral which are owned by the Utility and are deemed obsolete, according to Utility Policy 401.8, and provided for in Schedules Cz-1 and Cz-2.

2.12 Stub Lateral Installation

Subdividers are required to install stub water laterals at their expense in accordance with the Water Utility's standards and Procedures. All aspects of these rules are applicable including the requirement for lateral application. Stubs shall not be subject to a connection charge except when installed in conjunction with the property portion of the lateral.

2.13 Inspection of Lateral Installations

A Utility authorized representative shall inspect and approve all water laterals as a condition for connection to the system. The Utility shall set a meter only after all requirements have been met in accordance with the applicable rules and regulations as interpreted by the Utility.

2.14 Water Theft. Unauthorized Tapping of Laterals or Mains

When devices or methods are used to avoid the proper metering of the water being delivered, or when an unauthorized connection has been made, the Utility will estimate water use and present a bill for un-metered service. This bill shall be payable immediately, subject to disconnection of service 24-48 hours after notice has been provided to the property.

When the Utility has disconnected the customer the Utility will reconnect the customer only after the following conditions have been satisfied:

- a. The bill for water use has been paid, including a reconnection or re-installation fee and all late charges penalties and costs of collection.
- b. The person has paid the Utility the cost of repairing all damages to utility equipment.
- c. The person has agreed to comply with requirements to protect the Utility from further loss.

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City of Waukesha Water Utility

WATER UTILITY OPERATING RULES

3.00 TEMPORARY WATER SERVICES

3.01 Definition of Temporary Water Service

A water connection shall be considered a temporary service when the facility to be supplied is of a temporary nature and/or the water use will be seasonal or temporary.

3.02 Application for Temporary Water Service

All persons making application for the introduction and use of temporary piping to supply water shall be considered as having agreed to be bound by the rules and regulations as approved by the Wisconsin Public Service Commission.

Application for the installation or the extension or alteration of a temporary water service shall be made in accordance with the rules for application for permanent water laterals (see Section 2.00).

3.03 Installation

The customer may install any portion of the lateral except the primary meter by using a licensed plumbing contractor or the utility and shall use materials that are in conformance with administrative codes and utility specifications. The rules governing installation of permanent water service shall apply.

3.04 Cost to Customer

The entire cost shall be borne by the customer (see Section 2.00 and Schedules Cz-1 and Cz-2).

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City of Waukesha Water Utility

WATER UTILITY OPERATING RULES

4.00 SECOND OR ADDITIONAL LATERAL

4.01 Definition

A water lateral to a lot or parcel of land already having a water lateral shall be considered a second or additional water lateral excepting those cases where it can be proved that the size of the existing lateral is inadequate.

Said lot or parcel of land shall be that aggregation of space or area as identified by the legal description of the property when application for the existing was originally made. Subsequent transfer of title of portions of the property or acquisition of title to adjoining parcels added to or incorporated into the legal description of the property may, at the discretion of the Utility, be considered a revision of the original lot or parcel of land which comprised the original unit of service.

4.02 Application for Second or Additional Lateral

Application for the installation of second or additional water lateral shall be made in accordance with the rules of application for permanent water lateral (see Section 2.00).

4.03 Installation

The customer may install any portion of the lateral except the primary meter by using a licensed plumbing contractor or the utility and shall use materials that are in conformance with administrative codes and utility specifications. The rules governing installation of permanent water service shall apply.

4.04 Cost to Customer

The entire cost of the installation shall be borne by the customer (see Section 2.00 and Schedules Cz-1 and Cz-2).

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WATER UTILITY OPERATING RULES

5.00 EXTENDED OR ALTERED SERVICES

5.01 Definition of Extended or Altered Service

Any modification of a service installation to an existing building for the purpose of meeting a new meter setting location or adding multiple meters to meter individual units shall be considered an extended or altered service.

5.02 Application for Extended or Altered Service

Application for the extension or alteration of a service shall be made in accordance with the rules for application for permanent water service (see Section 2.00).

5.03 Installation

The customer may install any portion of the lateral except the primary meter by using a licensed plumbing contractor or the utility and shall use materials that are in conformance with administrative codes and utility specifications. The rules governing installation of permanent water service shall apply.

5.04 Cost to Customer

The entire cost of the installation shall be borne by the customer (see Section 2.00 and Schedules Cz-1 and Cz-2).

WATER UTILITY OPERATING RULES

6.00 PRIVATE FIRE LINE INSTALLATION

6.01 Definition

This service consists of separate connections for automatic sprinkler systems, standpipes (where same are connected permanently or continuously to the mains), water storage tanks, and private hydrant systems.

6.02 Application

Application must be made in writing at the water Utility office.

6.03 Installation

The customer may install any portion of the fire service line using a licensed plumber of the Utility and shall use materials that are in conformance with administrative codes.

The pipe gallery and all the piping installed for private fire protection service upon the premises of the users shall be open and not concealed. Service shall be supplied on an un-metered basis billed at the established rates.

All connections shall include a customer furnished double detector check valve with a bypass meter. The Utility shall approve all double detector check valve installations. No connections for yard hydrants or post indicator valves will be allowed between the detector check valve and the utility water main.

6.04 Cost to Customer

The cost of the entire installation shall be paid by the customer.

6.05 Application of Rates

Charges for unmetered private fire protection rates shall commence at the time the domestic water meter is set, on a combination fire and domestic lateral, or when requested as a fire line only.

WATER UTILITY OPERATING RULES

7.00 MAIN EXTENSION RULE

7.01 Definitions

Petitioner: The owner or representative of premises for which water is requested.

Customer: The owner or occupant of premises who receives and pays for metered water.

Additional Customer: Anyone who connects a water lateral to a main installed and paid for by others.

Contributor: The owner or representative of property who pays the required contribution.

Unit Cost: The average cost per lineal foot of main and appurtenances.

Approach Main: An off-site main leading to a subdivision or parcel of land which has been requested to be served but which does not have an existing main abutting same.

7.02 Permit for Main Extension

Application for a main extension permit shall be made in writing to the Utility by Petitioner. The permit shall identify the location of the property to be served using the officially recorded Property description.

7.03 Location of Property to be Served

The property to be served shall front on an official street in the city of Waukesha, or areas described in the city ordinance fixing the area in which water service may be furnished. Property may also be served by a main extension in an officially recorded easement granted to the Utility.

7.04 Specifications

All main extensions will be installed in accordance with Specifications for the Installation of Water Main & Appurtenances for City of Waukesha Water Utility of the City of Waukesha.

Main extensions will be installed, in streets, from an existing main to the furthest abutting property line of the property to be served, or in an approved easement, to the termination point of the easement.

7.05 Financing Main Extensions

a. **Transmission Main or Connecting Loop**

Where a main is classified as a transmission main or a connecting loop, the Utility may, at its option, finance said transmission main or connecting loop.

City of Waukesha Water Utility

WATER UTILITY OPERATING RULES

b. Approach Main Contributions

The entire cost of an approach main, with the exception of oversizing, shall be paid by the Contributor.

c. Customer Connection Charges

Before an Additional Customer can be connected to a main installed in accordance with a written agreement, the Additional Customer shall pay a connection charge. The charge is calculated by multiplying the abutting property frontage by one-half the unit cost of the original contribution or the full unit cost where appropriate.

This charge will be refunded, after a meter is set, to the Contributor, unless otherwise specified by written agreement. In no case will the connection charges exceed the amount of the original contribution.

Additional Customers connecting to transmission mains or connecting loops financed by the Utility shall pay a connection charge (as described in the above paragraph) to the Utility.

For any main installed after the date of this rule, the period during which a connection charge is required shall be limited to ten years from the date of acceptance of the main by the Utility.

d. Oversized Main Extensions

Where Contributor installs an oversized main, the Utility will make a refund to the Contributor. Refunds shall be based on the estimated per foot cost of the difference between installing a 12-inch diameter main and the diameter of the oversized main, multiplied by the length of the main. Calculation of the refund shall consider all costs incurred during installation.

Where a conflict or disagreement about costs exists the Utility will determine the amount of refund.

e. Main Inspection Charge

Payment of a main inspection charge will be required from the Petitioner submitting a main extension to the Utility for approval. The Petitioner shall pay the actual cost of inspection services.

f. Main Engineering Review Charge

Payment of a main engineering review charge will be required from the Petitioner submitting a main extension to the Utility for approval. The Petitioner shall pay the actual cost of engineering review.

City of Waukesha Water Utility

WATER UTILITY OPERATING RULES

g. Main Installed by Utility Crews

Where a main is installed by Utility crews, the Contributor will pay the full estimated cost of the main extension to the Utility prior to installation. Actual costs will be calculated after main installation. Contributor will pay the difference between estimated and actual costs. If actual cost is less than estimated; the Utility will refund the difference to the Contributor. The main inspection charge will be waived for Utility installed mains.

7.06 Extensions Ordered by Common Council

The Common Council of the City may, in the public interest, order main installation contrary to the requirements as set forth above and irrespective of approval by the Utility.

7.07 Extension Ordered by Public Service Commission of Wisconsin

Where a main extension has been ordered by the Public Service Commission of Wisconsin pursuant to Section 196.58 (5), Wisconsin Statutes, such installation shall be made even though conditions contrary to those set forth above may exist, and irrespective of approval by the Common Council or the Utility.

WATER UTILITY OPERATING RULES

8.00 AUTOMATIC METER READING

8.01 Automatic Meter Reading

AMR is a system that enables reading of meters using electronic technology.

8.02 Equipment Installation

The Utility will install AMR equipment at the customer's premises.

8.03 Refusal of Installation

Utility customers who refuse the installation of AMR will be charged a service fee for manual reading. The fee will be added to the water bill. The amount will be as specified in Schedule AMR-1.

8.04 Equipment Maintenance

Maintenance of AMR equipment shall include the meter, register, and radio.

Equipment damaged by customer misuse or negligence will be repaired or replaced and charged to the customer at the standard cost of time and materials. Equipment and materials used in routine maintenance will not be charged directly to the customer.

8.05 Charges for Relocating Equipment

When AMR equipment is relocated because of customer request, the standard cost of time and material will be charged. Relocation of equipment that is deemed necessary by the Utility will be done without charge.

8.06 Inspection and Testing of Equipment

Inspection or testing of AMR equipment on customer's premises will be scheduled at reasonable times during the business day to perform such inspections.

8.07 Water Auditing Service

Water usage by a customer will be monitored over a period of time upon written request. Charges will be levied to reflect the cost to Utility in accordance with Schedule A - Fees and Charges for Materials and Services.

8.08 Unauthorized Use of Equipment

Any person, agent, contractor, etc., using any of the AMR equipment without the written approval of the Utility will be subject to disconnection of water service and costs incurred by such use including but not exclusively: damage to Utility equipment, damage to customer's premises. Standard time and materials costs will be charged.

City of Waukesha Water Utility

WATER UTILITY OPERATING RULES

8.09 Special Reading Services

Schedule OC-1 notwithstanding, the AMR system will be used to provide special readings. These services will be provided at no charge to customers. The number, nature and time of meter readings will be at the discretion of the Utility.

8.10 Damage to Equipment

If AMR equipment is found to be damaged during the regular meter reading of a meter or during routine inspection and testing of AMR equipment, it shall be replaced by the Utility. Damages caused by customer negligence will be charged to the customer at the standard cost of time and materials.

Public Service Commission of Wisconsin

City of Waukesha Water Utility

WATER UTILITY OPERATING RULES

9.00 WATER CONSERVATION

9.01 Sprinkling Restrictions

Every person owning or occupying a property served by the Utility not meeting any of the defined exceptions or special permitting allowed by the Waukesha Municipal Code Section 13.11 shall restrict its sprinkling use between the first day of May and first day of October according to the prescribed schedule.

A hand held water can, container, or hose may be used at any time to water gardens, trees, or shrubs, but only if the water device is utilized manually and not left unattended.

Whenever an employee or agent of the City of Waukesha Water Utility determines there has been a violation or that there are reasonable grounds to believe there has been a violation of any provision of this section, said person or other Water Utility designee shall follow the procedure set forth under the Enforcement and Penalty section of Waukesha Municipal Code Section 13.11.

9.02 Emergency Water Restrictions

If an Emergency Water Condition is in effect as defined in the Waukesha Municipal Code Section 13.11, every person owning or occupying a property served by the Utility the following emergency measures shall be in effect:

- a. All outdoor sprinkling or irrigation activity is prohibited.
- b. The washing of sidewalks, driveways, parking areas, tennis courts, patios, or other paved areas by the use of a pressurized source is prohibited.
- c. The washing of motor vehicles, trailers, and other self-propelled devices is prohibited except at facilities equipped with wash water recirculation systems.
- d. Outdoor use of any water-based play apparatus connected to a pressurized water source is prohibited.
- e. The filling of swimming pools, fountains, spas, or other exterior water features is prohibited except on residential properties not equipped with working central air conditioning systems or when necessary to alleviate an immediate threat to a person's health or safety.
- f. Operation of outdoor misting systems used to cool public areas is prohibited unless their use is necessary to alleviate an immediate threat to a person's health or safety.
- g. Water obtained by means of a fire hydrant shall not be used for cleaning equipment of any kind.

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Whenever an employee or agent of the City of Waukesha Water Utility determines there has been a violation or that there are reasonable grounds to believe there has been a violation of any provision of this section, said person or other Water Utility designee shall follow the procedure set forth under the Enforcement and Penalty section of Waukesha Municipal Code Section 13.11. If failure to comply with City of Waukesha Water Utility's water conservation rules interferes with water service to other customers, the City of Waukesha Water Utility reserves the right to disconnect water utility service per Wis. Adm. Code §185.37 (2) (g) if the customer has first been notified and provided with reasonable opportunity to remedy the situation.