

PORTLAND WATER DISTRICT

PORTLAND WATER DISTRICT

SCHEDULE OF RATES

Proposed

Proposed effective date: May 1, 2016

Effective date: _____

Treasurer

RATES FOR WATER TO METERED CUSTOMERS

Member Rate - Applies to Cape Elizabeth, Cumberland, Falmouth, Gorham, Portland, Raymond, Scarborough, South Portland, Westbrook and Windham

MONTHLY RATES:

For the first	100 cubic feet	included in minimum charge	
For the next	2,900 cubic feet	2.26 per 100 cubic feet	I
For the next	7,000 cubic feet	1.90 per 100 cubic feet	I
For the next	40,000 cubic feet	1.68 per 100 cubic feet	I
In excess of	50,000 cubic feet	0.94 per 100 cubic feet	I

SEASONAL RATES:

See meter size for the allowance included in the minimum charge

Excess up to	90,000 cubic feet	2.26 per 100 cubic feet	I
In excess of	90,000 cubic feet	1.64 per 100 cubic feet	I

MINIMUM CHARGES:

<u>MONTHLY RATES</u>			<u>SEASONAL RATES</u>			
<u>Meter Size</u>	<u>Minimum Charge</u>	<u>Allowance Cubic Feet</u>	<u>Surface Mains Min. Charge</u>	<u>Deep Mains Min. Charge</u>	<u>Allowance Cubic Feet</u>	
5/8	\$ 9.03	100	\$ 268.28	\$ 227.88	3,600	I
3/4	10.64	100	330.75	290.35	6,300	I
1	13.80	100	393.21	352.81	9,000	I
1 1/2	23.29	100	601.41	561.01	18,000	I
2	33.54	100	851.24	810.84	28,800	I
3	60.85	100	1,517.49	1,477.09	57,600	I
4	91.59	100	2,267.03	2,226.63	90,000	I
6	176.97	100	4,349.05	4,308.65	180,000	I
8	279.41	100	6,847.50	6,807.10	288,000	I
10	404.56	100	13,510.10	13,469.61	576,000	I
12	535.54	100	21,045.70	21,005.30	900,000	I
Low Income	2.26	100				I

Monthly Rates minimums are prorated to exact day in first and last month of service.
 Monthly rate customer on temporary water lines may not be billed for up to first 15 HCF.

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 Treasurer

RATES FOR WATER TO METERED CUSTOMERS

Nonmember Rate - Applies to Standish and Yarmouth

MONTHLY RATES:

For the first	100 cubic feet	included in minimum charge	
For the next	2,900 cubic feet	2.61 per 100 cubic feet	I
For the next	7,000 cubic feet	2.18 per 100 cubic feet	I
For the next	40,000 cubic feet	1.93 per 100 cubic feet	I
In excess of	50,000 cubic feet	1.10 per 100 cubic feet	I

SEASONAL RATES:

See meter size for the allowance included in the minimum charge

Excess up	90,000 cubic feet	2.61 per 100 cubic feet	I
In excess of	90,000 cubic feet	1.89 per 100 cubic feet	I

MINIMUM CHARGES:

<u>MONTHLY RATES</u>			<u>SEASONAL RATES</u>			
<u>Meter Size</u>	<u>Minimum Charge</u>	<u>Allowance Cubic Feet</u>	<u>Surface Mains Min. Charge</u>	<u>Deep Mains Min. Charge</u>	<u>Allowance Cubic Feet</u>	
5/8	\$ 10.38	100	\$ 308.54	\$ 262.07	3,600	I
3/4	12.22	100	380.36	333.89	6,300	I
1	15.90	100	452.21	405.74	9,000	I
1 1/2	26.77	100	691.63	645.16	18,000	I
2	38.55	100	978.94	932.47	28,800	I
3	69.96	100	1,745.14	1,698.67	57,600	I
4	105.33	100	2,607.10	2,560.63	90,000	I
6	203.50	100	5,001.43	4,954.96	180,000	I
8	321.33	100	7,874.64	7,828.17	288,000	I
10	465.25	100	15,536.50	15,490.03	576,000	I
12	615.86	100	24,202.58	24,156.11	900,000	I
Low Income	2.61	100				I

Monthly Rates minimums are prorated to exact day in first and last month of service.
 Monthly rate customer on temporary water lines may not be billed for up to first 15 HCF.

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MUNICIPAL FIRE SERVICE

There shall be paid monthly to the District by the municipalities an annual fire protection charge as follows:

<u>MUNICIPALITY</u>	<u>ANNUAL CHARGE</u>	<u>MONTHLY CHARGE</u>	
Portland	\$ 379,656	<u>\$31,638</u>	I
South Portland	166,080	13,840	I
Westbrook	134,916	11,243	I
Cape Elizabeth	91,668	7,639	I
Falmouth	116,772	9,731	I
Cumberland	61,248	5,104	I
Raymond	6,240	520	I
Scarborough	159,444	13,287	I
Gorham	73,728	6,144	I
Windham	100,104	8,342	I
Standish	46,776	3,898	I
	<u>Total:</u>	<u>\$1,336,632</u>	

Rates for hydrants installed on or after the effective date shall be determined in accordance with Public Utilities Commission Rules and Regulations Chapter 690 as amended in Docket Number: 87-203.

There shall be no reduction in fire protection charges for fire hydrants removed.

Proposed effective date: May 1, 2016

Effective date: _____

Treasurer

PRIVATE FIRE SERVICE

For each private fire service connected to the District system there shall be paid to the District an annual fire protection charge as follows:

MONTHLY CHARGES

<u>SIZE OF CONNECTION</u>	<u>MEMBERS</u>	<u>NONMEMBERS</u>	
2"	\$ 3.57	\$ 4.10	I
3"	7.99	9.18	I
4"	14.26	16.40	I
6"	34.08	39.18	I
8"	57.06	65.59	I
10"	89.13	102.56	I
12"	128.35	147.61	I
16"	228.17	262.40	I

In cases where fire protection systems are supplied with water through metered connections, the quantity of water used for emergency extinguishment of fires will be estimated upon notification and deducted from the quantity registered by the meter before billing.

Monthly Charges are prorated to exact day in first and last month of service.

Proposed effective date: May 1, 2016

Effective date: _____

 Treasurer

**Portland Water District
Proposed Rate Filing Exhibits**

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Portland Water District
Operating Statement - 3 Prior, Test and Proforma Years

Attachment 2.1

OPERATING STATEMENT-WATER									
Line Number	ACCT. NO.	ACCOUNT NAME	REF. PAGE	Proforma	Proforma Adjust	2015 Actual	2014 Actual	2013 Actual	2012 Actual
(a)	(b)	(c)							
1		UTILITY OPERATING INCOME							
2	400	Operating Revenues (should equal W-3 line 28)	W-3	21,667,448	-121,410	21,788,858	20,738,958	20,301,647	20,345,782
3	401	Operating Expenses	W-2	15,187,760	77,156	15,110,604	14,271,416	14,053,685	13,905,011
4	403	Depreciation Expense	W-4	3,344,896	0	3,344,896	3,283,687	3,002,194	2,913,703
5	406	Amortization of Utility Plant Acquisition Adjustment		17,000	0	17,000	17,000	17,000	17,000
6	407	Amortization Expense							
7	408.1	Taxes Other Than Income	F-18	202,669	0	202,669	214,998	221,701	186,720
8	409.1	Income Taxes	F-18						
9	410.1	Deferred Federal Income Taxes	F-18						
10	411.1	Provision for Deferred Income Taxes-Credit	F-18						
11	412.1	Investment Tax Credits Deferred to Future Periods	F-18						
12	412.11	Investment Tax Credits Restored to Op Inc Utility Op Exp	F-18						
13		Total Utility Operating Expenses		18,752,325	77,156	18,675,169	17,787,101	17,294,580	17,022,436
14		Utility Operating Income		2,915,123	-198,566	3,113,689	2,951,857	3,007,067	3,323,346
15	413	Income From Utility Plant Leased to Others		428,750	0	428,750	428,750	428,750	485,893
16	414	Gains (Losses) From Disposition of Utility Property							
17		Total Utility Operating Income		3,343,873	-198,566	3,542,439	3,380,607	3,435,817	3,809,239
18		OTHER INCOME AND DEDUCTIONS							
19	415	Revenues From Merchandising, Jobbing and Contract Work		422,210	0	422,210	440,261	407,412	429,718
20	416	Costs and Expenses of Merchandising, Jobbing and Contract Work		149,829	0	149,829	162,180	148,955	163,535
21									
22	419	Interest and Dividend Income		55,926	0	55,926	39,869	29,265	36,423
23	420	Allowance for Funds Used During Construction			0				
24	421	Nonutility Income		62,434	0	62,434	2,686	13,266	6,476
25	426	Miscellaneous Nonutility Expenses							
26		Total Other Income and Deductions		390,741	0	390,741	320,636	300,988	309,082
27		TAXES APPLICABLE TO OTHER INCOME							
28	408.2	Taxes Other Than Income	F-18						
29	409.2	Income Taxes	F-18						
30	410.2	Provision for Deferred Income Taxes	F-18						
31	411.2	Provision for Deferred Income Taxes - Credit	F-18						
32	412.2	Investment Tax Credits - Net	F-18						
33	412.3	Investment Tax Credits Restored to Nonoperating Income	F-18						
34		Total Taxes Applicable To Other Income		0	0	0	0	0	0
35		INTEREST EXPENSE							
36	427	Interest Expense	F-19	1,064,297	36,257	1,028,040	900,984	657,114	658,252
37	428	Amortization of Debt Discount & Expense	F-14	94,510	0	94,510	77,334	108,837	39,913
38	429	Amortization of Premium on Debt	F-14						
39		Total Interest Expense		1,158,807	36,257	1,122,550	978,318	765,951	698,165
40		EXTRAORDINARY ITEMS							
41	433	Extraordinary Income		0	0	0	0	0	-1,374
42	434	Extraordinary Deductions							
43	409.3	Income Taxes, Extraordinary Items	F-18						
44		Total Extraordinary Items		0	0	0	0	0	-1,374
45									
46		NET INCOME		2,575,807	-234,823	2,810,630	2,722,925	2,970,854	3,421,530

**Portland Water District
Balance Sheet - 3 Prior and Unaudited 2015**

Attachment 2.2.1

COMPARATIVE BALANCE SHEET - ASSETS AND OTHER DEBITS							
Line Number	ACCT. NO. (a)	ACCOUNT NAME (b)	REF. PAGE (c)	2015 Actual	2014 Actual	2013 Actual	2012 Actual
1		UTILITY PLANT					
2							
3	101-105	Utility Plant	F-6	292,455,955	283,446,483	278,715,455	262,836,789
4	108-110	Less: Accumulated Depreciation and Amortization	F-7	94,330,630	88,811,357	91,838,985	87,271,431
5							
6		Net Plant		198,125,325	194,635,126	186,876,470	175,565,358
7	114-115	Utility Plant Acquisition Adjustments (Net)	F-6	172,189	189,189	206,189	223,189
8		Other Plant Adj. (Specify)					
9							
10							
11		Total Net Utility Plant		198,297,513	194,824,315	187,082,659	175,788,547
12							
13		OTHER PROPERTY AND INVESTMENTS					
14							
15	121	Nonutility Property	F-8	103,935	103,935	103,935	103,935
16	122	Less: Accumulated Depreciation and Amortization					
17							
18		Net Nonutility Property		103,935	103,935	103,935	103,935
19							
20	123	Investment In Associated Companies	F-9	0	0	0	0
21	124	Utility Investments	F-9	0	0	0	0
22	125	Other Investments	F-9	0	0	0	0
23	127	Other Special Funds	F-9a	0	0	0	16,625
24							
25		Total Other Property & Investments		103,935	103,935	103,935	120,560
26							
27		CURRENT AND ACCRUED ASSETS					
28							
29	131	Cash		18,314,188	14,066,438	13,946,635	10,529,521
30	132	Special Deposits	F-8	0	0	0	0
31	134	Working Funds		1,300	1,300	1,300	1,300
32	135	Temporary Cash Investments					
33	141-144	Accounts and Notes Receivable, Less Accumulated Provision for Uncollectible Accounts	F-10	1,340,365	2,038,836	2,624,809	2,077,584
34							
35	145	Accounts Receivable from Associated Companies	F-11	0	0	0	0
36	146	Notes Receivable from Associated Companies	F-11	0	0	0	0
37	151	Material and Supplies	F-12	1,500,688	1,387,495	1,379,227	1,203,900
38	162	Prepayments	F-13	453,447	273,504	476,890	226,270
39	171	Accrued Interest and Dividends Receivable		35,205	10,661	14,567	11,649
40	174	Misc. Current and Accrued Assets	F-12	1,099,919	1,060,821	1,100,340	1,218,856
41							
42		Total Current and Accrued Assets		22,745,112	18,839,055	19,543,768	15,269,080
43							
44	181-190	DEFERRED DEBITS	F-13	20,287	22,036	1,278,128	1,365,600
45			& F-14				
46		TOTAL ASSETS AND OTHER DEBITS		221,166,848	213,789,341	208,008,490	192,543,787

**Portland Water District
Balance Sheet - 3 Prior and Unaudited 2015**

Attachment 2.2

COMPARATIVE BALANCE SHEET - EQUITY CAPITAL AND LIABILITIES							
Line Number	ACCT. NO. (a)	ACCOUNT NAME (b)	REF. PAGE (c)	2015 Actual	2014 Actual	2013 Actual	2012 Actual
1		EQUITY CAPITAL					
2	201	Common Stock Issued	F-16				
3	204	Preferred Stock Issued	F-16				
4	211	Other Paid-In Capital					
5	212	Discount on Capital Stock					
6	213	Capital Stock Expense					
7	214	Appropriated Retained Earnings		112,622,557	110,591,011	105,008,198	101,855,245
8	215	Unappropriated Retained Earnings		4,738,958	3,931,874	2,834,170	2,565,593
9	216	Reacquired Capital Stock					
10	218	Proprietary Capital (Proprietorship and Partnership Only)					
11		Total Equity Capital		117,361,515	114,522,885	107,842,368	104,420,838
12		LONG-TERM DEBT					
13	221	Bonds	F-17	43,551,288	39,645,215	37,838,515	26,942,816
14	223	Advances from Associated Companies	F-17				
15	224	Other Long-Term Debt	F-17				
16		Total Long-Term Debt		43,551,288	39,645,215	37,838,515	26,942,816
17		CURRENT AND ACCRUED LIABILITIES					
18	231	Accounts Payable		666,211	973,834	614,508	614,662
19	232	Notes Payable	F-15				
20	233	Accounts Payable to Associated Companies	F-15				
21	234	Notes Payable to Associated Companies	F-15				
22	235	Customer Deposits		150,003	155,187	115,514	127,515
23	236	Accrued Taxes	F-18				
24	237	Accrued Interest	F-19	215,642	197,448	190,124	146,870
25	238	Accrued Dividends					
26	239	Matured Long-Term Debt					
27	240	Matured Interest					
28	241	Miscellaneous Current and Accrued Liabilities	F-20	844,904	1,531,380	2,725,416	1,473,614
29		Total Current and Accrued Liabilities		1,876,760	2,857,849	3,645,562	2,362,661
30		DEFERRED CREDITS					
31	251	Unamortized Premium on Debt	F-14				
32	252	Advances for Construction	F-20	571,179	486,348	459,447	406,273
33	253	Other Deferred Credits		335,411	273,570	152,524	69,507
34	255	Accumulated Deferred Investment Tax Credits					
35		Total Deferred Credits		906,589	759,918	611,971	475,780
36	261-265	OPERATING RESERVES	F-21	1,444,857	1,425,015	1,422,358	1,411,075
37		CONTRIBUTIONS IN AID OF CONSTRUCTION					
38	271	Contributions In Aid Of Construction	F-21	56,025,838	54,578,460	53,787,209	53,509,087
39	272	Accumulated Amortization of Contrib. In Aid of Construction.	F-21				
40		Total Net C.I.A.C	F-21	56,025,838	54,578,460	53,787,209	53,509,087
41		ACCUMULATED DEFERRED INCOME TAXES					
42	281	Accumulated Deferred Income Taxes-Accelerated Depreciation					
43	282	Accumulated Deferred Income Taxes-Liberalized Depreciation					
44	283	Accumulated Deferred Income Taxes-Other					
45		Total Accumulated Deferred Income Taxes		0	0	0	0
46							
47		TOTAL EQUITY CAPITAL AND LIABILITIES		221,166,848	213,789,342	205,147,983	189,122,257

Portland Water District
Operating Statement - Test Year with Proforma Adjustments

Attachment 2.3

OPERATING STATEMENT-WATER						
Line Number	ACCT. NO.	ACCOUNT NAME	REF. PAGE	2015 Test Year	Proforma Adjust	Proforma
1		UTILITY OPERATING INCOME				
2	400	Operating Revenues(should equal W-3 line 28)	W-3	21,788,858	-121,410	21,667,448
3	401	Operating Expenses	W-2	15,110,604	77,156	15,187,760
4	403	Depreciation Expense	W-4	3,344,896	0	3,344,896
5	406	Amortization of Utility Plant Acquisition Adjustment		17,000	0	17,000
6	407	Amortization Expense		0		
7	408.1	Taxes Other Than Income	F-18	202,669	0	202,669
8	409.1	Income Taxes	F-18			
9	410.1	Deferred Federal Income Taxes	F-18			
10	411.1	Provision for Deferred Income Taxes-Credit	F-18			
11	412.1	Investment Tax Credits Deferred to Future Periods	F-18			
12	412.11	Investment Tax Credits Restored to Operating Income Utility Operating Expense	F-18			
13		Total Utility Operating Expenses		18,675,169	77,156	18,752,325
14		Utility Operating Income		3,113,689	-198,566	2,915,123
15	413	Income From Utility Plant Leased to Others		428,750	0	428,750
16	414	Gains (Losses) From Disposition of Utility Property				
17		Total Utility Operating Income		3,542,439	-198,566	3,343,873
18		OTHER INCOME AND DEDUCTIONS				
19	415	Revenues From Merchandising, Jobbing and Contract Work		422,210	0	422,210
20	416	Costs and Expenses of Merchandising, Jobbing and Contract Work		149,829	0	149,829
21				0		
22	419	Interest and Dividend Income		55,926	0	55,926
23	420	Allowance for Funds Used During Construction		0		
24	421	Nonutility Income		62,434	0	62,434
25	426	Miscellaneous Nonutility Expenses				
26		Total Other Income and Deductions		390,741	0	390,741
27		TAXES APPLICABLE TO OTHER INCOME				
28	408.2	Taxes Other Than Income	F-18			
29	409.2	Income Taxes	F-18			
30	410.2	Provision for Deferred Income Taxes	F-18			
31	411.2	Provision for Deferred Income Taxes - Credit	F-18			
32	412.2	Investment Tax Credits - Net	F-18			
33	412.3	Investment Tax Credits Restored to Nonoperating Income	F-18			
34		Total Taxes Applicable To Other Income		0	0	0
35		INTEREST EXPENSE				
36	427	Interest Expense	F-19	1,028,040	36,257	1,064,297
37	428	Amortization of Debt Discount & Expense	F-14	94,510	0	94,510
38	429	Amortization of Premium on Debt	F-14			
39		Total Interest Expense		1,122,550	36,257	1,158,807
40		EXTRAORDINARY ITEMS				
41	433	Extraordinary Income		0	0	0
42	434	Extraordinary Deductions				
43	409.3	Income Taxes, Extraordinary Items	F-18			
44		Total Extraordinary Items		0	0	0
45						
46		NET INCOME		2,810,630	-234,823	2,575,807
		Principal Payments		-2,530,301	-905,158	-3,435,459
		Depreciation not included in rates		653,112	-200,000	453,112
		Net Income after Principal Payments reduced by Depreciation not included		933,441	-1,339,981	-406,540
		Contingency		0	0	-411,834
		Water Rate Adjustment				601,700
		Water Rate Adjustment - Capital Reserve 1% of revenue				216,674
		Net Income after Adjustment		933,441	(1,339,981)	(0)

<u>% of Rev Requirement</u>	<u>Rev Requirement</u>
1.9% \$	22,073,988

Portland Water District
Operating Expenses Proforma Adjustment Summary

Attachment 2.4

Line Number	ACCT. NO. (a)	ACCOUNT NAME (b)	Proforma	Test Year Adjustments	Test Year	2014	2013
					2015 Actual Unaudited	Actual	Actual
1	601	Salaries and Wages - Employees	4,224,889	82,841	4,142,048	4,036,415	3,900,096
2	603	Salaries and Wages - Officers, Directors and Majority Stockholders	0	0	0		
3			0	0	0	0	0
4	604	Employee Pensions and Benefits	2,002,959	77,037	1,925,922	1,859,502	1,792,507
5	610	Purchased Water	31,077	0	31,077	26,443	20,753
6	615	Purchased Power	415,610	-21,874	437,484	377,325	453,575
7	616	Fuel for Power Purchased	129,208	-14,356	143,564	151,401	147,204
8	618	Chemicals	362,005	0	362,005	382,585	346,470
9	620	Materials and Supplies	625,224	0	625,224	649,604	613,189
10	631	Contractual Services - Engineering	417,614	0	417,614	388,996	536,793
11	632	Contractual Services - Accounting	472,350	0	472,350	499,287	524,982
12	633	Contractual Services - Legal	980	0	980	1,748	0
13		Contractual Services - Management Fees	751,974	0	751,974	727,746	708,817
14	635	Contractual Services - Other	3,833,392	0	3,833,392	3,464,040	3,281,734
15	641	Rental of Building/Real Property	30,800	0	30,800	30,800	30,800
16	642	Rental of Equipment	11,428	0	11,428	4,970	4,770
17	650	Transportation Expenses	728,372	-46,492	774,864	740,687	771,865
18	656	Insurance - Vehicle	0	0	0	0	0
19	657	Insurance - General Liability	0	0	0	0	0
20	658	Insurance - Workman's Compensation	0	0	0	0	0
21	659	Insurance - Other	33,955	0	33,955	28,072	22,423
22	660	Advertising Expense	6,017	0	6,017	8,633	13,144
23	666	Regulatory Commission Expenses -	0	0	0		
24		Normalization of Rate Case Expense	0	0	0		
25	667	Regulatory Commission Expenses - Other	0	0	0	0	0
26	670	Bad Debt Expense	40,800	0	40,800	40,800	42,800
27	675	Miscellaneous Expenses	1,069,105	0	1,069,105	852,372	841,763
28							
29		Total Water Utility Expenses	15,187,760	77,156	15,110,604	14,271,426	14,053,685

**Portland Water District
Proforma Adjustment Details**

Attachment 2.5

Account	Description	Amount	Note:
427	Interest Expense		
	Test Year	\$ 1,028,040	
	Adjustment to Projected Actual	\$ 36,257	New Main Renewal debt service
	Proforma	<u>\$ 1,064,297</u>	
	Principal Payments		
	Test Year	\$ 2,530,301	
	Adjustment to Projected Actual	\$ 905,158	New Main Renewal debt service
	Proforma	<u>\$ 3,435,459</u>	
401		\$ 15,110,604	
	Total Operating Expense Change (see 601 -642 below)	\$ 77,156	
	Proforma	<u>\$ 15,187,760</u>	
601	Salaries		
	Test year	\$ 4,142,048	
	2.0% Adjustment	\$ 82,841	
	Proforma	<u>\$ 4,224,889</u>	
604	Employee Benefits	\$ 1,860,039	
	FICA on 2.0% Pay Adjustment	\$ 6,317	
	Pension Benefits Increase by 2.0%	\$ 70,720	
	Proforma	<u>\$ 1,937,076</u>	
615	Purchased Power	\$ 437,484	
	Adjusted to actual price and expected volum	\$ (21,874)	
		415610	
616	Fuel	\$ 143,564	
	Adjusted to actual price and expected volum	\$ (14,356)	
		129208	
642	Fuel	\$ 774,864	
	Adjusted to actual price and expected volum	\$ (46,492)	
		728372	

Debt Service Schedule

ID Number	Issue Date	Issue Date / Purpose Water Bonds	Maturities Through	Rate of Interest	Balance 12/31/2015	Principal Due 2016	Balance 12/31/2016	Interest 2016
Water General Debt:								
WTR05-02	10/27/2005	General Assets	2025	3.00% to 5.00%	450,000	45,000	405,000	16,971
WTR08-01	10/26/2006	General Assets	2026	3.00% to 6.00%	825,000	75,000	750,000	28,982
WTR07-03	09/01/2007	General Assets	2027	4.25%	3,840,000	301,250	3,538,750	157,468
WTR08-01	10/30/2008	General Assets	2028	2.075% to 5.575%	975,000	75,000	900,000	47,128
WTR09-01	04/01/2009	General Assets (407 Zone)	2029	1.050%	1,039,025	79,925	959,100	10,770
WTR09-04	08/28/2009	General Assets (ARRA)	2029	0%	2,093,746	149,553	1,944,193	-
WTR09-05	08/28/2009	General Assets (ARRA)	2029	0%	114,767	8,198	106,569	-
WTR10-02	05/27/2010	General Assets (RZEDB)	2030	2.060% to 5.746%	375,000	25,000	350,000	10,522
WTR10-03	11/01/2010	General Assets (DWSRF)	2030	1.00%	676,875	45,125	631,750	6,694
WTR11-01	10/27/2011	General Assets	2031	0.5% to 5.5%	1,840,000	115,000	1,725,000	56,547
WTR12-03	05/01/2012	Ozone UV Design & Forest Ave (DWSRF)	2032	1.00%	960,500	56,500	904,000	9,228
WTR12-01	10/25/2012	General Assets	2032	1.480% to 3.706%	1,700,000	100,000	1,600,000	46,581
WTR13-01	05/01/2013	Ozone-UV Construction Phase 1 (DWSRF)	2033	1.00%	2,550,000	150,000	2,400,000	25,250
WTR13-04	05/23/2013	General Assets	2033	.600% to 3.700%	1,285,200	71,400	1,213,800	33,356
WTR13-06	11/04/2013	Ozone-UV Construction Phase 2	2033	2.00% to 4.25%	7,600,000	400,000	7,200,000	268,467
WTR13-05	11/15/2013	General Assets (DWSRF)	2033	1.07%	984,800	53,600	911,200	10,228
WTR14-01	06/30/2014	General Assets	2034	3.00% to 3.50%	2,410,000	130,000	2,280,000	64,136
WTR 15-01	05/14/2015	General Assets (DWSRF) Scott Dyer Road	2034	0.15%	436,375	22,658	413,717	843
WTR 15-04	06/25/2015	General Assets- Water Main Renewal	2035	3.00% to 3.25%	3,230,000	165,000	3,065,000	98,075
WTR 15-05	06/25/2015	General Assets - Ozone Destruct	3035	3.00% to 3.25%	500,000	25,000	475,000	15,188
WTR 14-02	06/30/2014	General Assets - Capital Reserve	2024	3.00%	1,800,000	200,000	1,600,000	45,920
WTR 15-03	06/25/2015	General Assets - Capital Reserve	2025	3.00%	2,000,000	200,000	1,800,000	59,000
WTR 15-06	12/04/2015	General Assets (DWSRF) Gray Road	2035	0.15%	270,000	13,500	256,500	8,033
	11/1/2016	General Assets - Capital Reserve	2015	4.00% to 5.00%		200,000	200,000	15,319
	11/1/2016	General Assets (DWSRF)	2025	1.00%		150,000	150,000	5,056
Meters Allocated:	11/1/2016	General Assets- Water Main Renewal	2025	4.00% to 5.25%		150,000	150,000	24,735
WTR07-01	09/01/2007	Meters	2027	4.25%	2,100,000	175,000	1,925,000	
WTR07-02	09/01/2007	Sub-meters	2027	4.25%	225,000	18,750	206,250	
WTR09-02	05/28/2009	Meters	2029	2.080% to 5.580%	3,163,860	225,990	2,937,870	
WTR09-03	05/28/2009	Sub-Meters	2029	2.080% to 5.580%	126,140	9,010	117,130	
					43,551,288	3,435,459	40,615,829	1,064,297

**Portland Water District
Water Revenue Summary**

Attachment 2.7

	2015	Proforma Adjustment	Proforma	Adjustment	Requested Revenue	Percent Change
Residential	\$13,106,426	\$ (118,147)	\$ 12,988,279	\$ 447,259	\$ 13,435,538	3.44%
Commercial	\$ 3,824,946	\$ (117,626)	\$ 3,707,320	\$ 158,179	\$ 3,865,499	4.27%
Industrial	\$ 1,630,601	\$ 86,549	\$ 1,717,150	\$ 77,353	\$ 1,794,503	4.50%
Public	\$ 945,841	\$ (2,630)	\$ 943,211	\$ 42,103	\$ 985,314	4.46%
Public Fire Protection	\$ 1,270,959	\$ 17,613	\$ 1,288,572	\$ 48,060	\$ 1,336,632	3.73%
Private Fire Protection	\$ 915,864	\$ 12,831	\$ 928,715	\$ 34,635	\$ 963,350	3.73%
Subtotal	\$21,694,657	\$ (121,410)	\$ 21,573,247	\$ 807,589	\$ 22,380,836	3.74%
Other	\$ 94,201	\$ -	\$ 94,201	\$ 10,785	\$ 104,986	11.45%
	<u>\$21,788,858</u>	<u>\$ (121,410)</u>	<u>\$ 21,667,448</u>	<u>\$ 818,374</u>	<u>\$ 22,485,822</u>	<u>3.78%</u>

Proforma adjustments include impact of May 1, 2016 increase for the full year, changes in number of customers and billing adjustments.

Adjustment consists of:

Capital Reserve Contribution	\$	216,674
Additional Rate and Fee Adjustments	\$	601,700
Total	\$	<u>818,374</u>

**Portland Water District
Capital Reserve**

Attachment 2.8

As part of the rate filing, the District is requesting 1% to fund a capital reserve

Revenue Requirement		Revenue Requested	
Proforma Expenses	\$ 18,599,881	Proforma Revenue	\$ 21,667,448
Principal Payments	\$ 2,935,459		
Contingency:		Requested Revenue:	
Capital Reserve	\$ 216,674	Capital Reserve (1%)	\$ 216,674
Contingency	\$ 734,430	Additional Revenue (2.7%)	\$ 602,322
	<u>\$ 22,486,444</u>		<u>\$ 22,486,444</u>

Asset Test

Gross Utility Plant Assets	\$ 292,455,955
Maximum	1%
Maximum Capital Reserve Contribution	<u>\$ 2,924,560</u>
Requested Contribution	
Prior Years	\$ 433,444
Current Year	\$ 216,722
	<u>\$ 650,166</u>

Revenue Test

Revenue Requirement	\$ 22,073,988
Maximum	10%
Maximum Capital Reserve Contribution	<u>\$ 2,207,399</u>
Requested Contribution	
Prior Years	\$ 433,444
Current Year	\$ 216,722
	<u>\$ 650,166</u>



Water Rate Increase

The Portland Water District is proposing a 3.7 percent increase in revenue, effective May 1, 2016, which is estimated to add an additional 71 cents to the typical monthly water bill (residential). **This increase does not affect wastewater fees which are determined by city and town government.**

Breakdown by Customer Type

Customer Classification	Percent Increase	Revenue Increase
Residential	3.4%	\$447,259
Commercial	4.3%	\$158,179
Industrial	4.5%	\$77,353
Government	4.5%	\$42,103
Public Fire	3.7%	\$48,060
Private Fire	3.7%	\$34,635
TOTAL	3.7%	\$807,589

More Information

Customers will have an opportunity to learn more and ask questions at a public hearing to be held on March 14, 2016, at 6:30 p.m. in the Jeff P. Nixon Development Center located at 225 Douglass Street in Portland. Customers have the right to request additional information relating to rates. Materials supporting the rate increase are available for review at the Portland Water District's corporate offices.

Investing in our Infrastructure

The Portland Water District continues to invest in water infrastructure to meet the demands associated with providing reliable water service. In 2016, water main replacement investments will increase to \$7 million and projects to improve area water pressure and fire protection capabilities continue. For a list of scheduled projects, visit our web site at www.pwd.org.



Portland Water District

761.8310 | www.pwd.org | customerservice@pwd.org

FEBRUARY 26, 2016

PORTLAND WATER DISTRICT

SHEET 1.1
TERMS AND CONDITIONS

TERMS AND CONDITIONS

Filed at the Office of the Public Utilities Commission
As Amended May 1, 201~~6~~4

PORTLAND WATER DISTRICT

225 Douglass Street, Portland, Maine

Proposed Effective Date: May 1, 201~~6~~4
Effective Date:
Docket Number:

By: David Kane, Treasurer

PORTLAND WATER DISTRICT

TERMS AND CONDITIONS

These Terms and Conditions produced by the Portland Water District, and accepted by the Maine Public Utilities Commission will govern and guide the District in the operation of its business.

All District provision of service and credit and collection procedures in these Terms and Conditions will conform and be based upon rules of the Maine Public Utilities Commission except as hereinafter noted.

Except as explicitly provided herein, these Terms and Conditions are not intended to modify any rights or duties of the District or any customer or any authority of the Public Utilities Commission under any provision of Maine law, including Title 35-a of the Maine Revised Statutes Annotated or the rules and regulations of the Maine Public Utilities Commission.

1) Billing and Payment Procedures

The due date of a bill must be at least 25 days after the bill is mailed or otherwise delivered to the customer. A bill is considered "mailed" on the date the bill is postmarked. If there is no postmark (as with an electronic bill) the District will send the electronic notification to the customer no more than 1 day after the bill date.

Bills may be rendered monthly, bimonthly, quarterly, or by the season at the option of the District. Metered minimum charges and private fire service charges, except for seasonal main charges, may be prorated for the exact number of days of service when service is open or closed.

The customer will be responsible for providing a correct billing address or email address if bill notification is received electronically. Failure to receive a bill does not relieve the customer of the obligation of its payment, nor from the consequence of nonpayment.

Applicants or customers may notify the District in writing if they wish to designate a Third Party to receive copies of customer bills and disconnection notices.

When a billing error is discovered the District will have up to 90 days to correct the error.

Proposed Effective Date: January 1, 2012
Effective Date:
Docket Number:

By: David Kane, Treasurer

2) Collection Charge for Past Due Bills

If District personnel visit the customer's premises to disconnect service for nonpayment and in lieu of actual disconnection, the customer pays or makes a payment arrangement for the entire balance due the District will charge a collection fee \$21.00.

If District personnel visit the premises to post notice of disconnection as required by Chapter 660 of PUC rule, District shall charge \$21.00 for each visit to the premises made to post such notice.

2.1) Unauthorized use/Theft of service Charge

If District personnel expend time investigating and documenting a diversion of water by a customer, the customer shall be responsible for all documented costs of investigation and adjustment incurred by the District, unless fees are otherwise recovered pursuant to 35-A M.R.S. § 2705. For purposes of this section, Diversion shall mean the diversion of flow around the meter to evade charges as well as the unauthorized reconnection of service by a customer or his/her representative after water has been shut off due to nonpayment.

3) Restoration of Service

The District will charge a customer a connection fee to restore service at the customer's premises if service was disconnected for nonpayment of bills, violation of the Terms and Conditions, fraudulent use of water, dangerous conditions on the customer's premises, violation of Commission rules, or at the customer's request, including requests to have the curb stop operated to enable work to be done on private property

When the District is notified during *Normal Business Hours to restore service or is requested to restore service during Normal Business Hours, a reconnection fee of \$56.00 will be charged.

When the District is notified during *Other Hours to restore service or is requested to restore service during Other Hours, the charge is \$38.00 per hour with a minimum charge of \$100.00.

The District will make a reasonable effort to reconnect service during *Normal Business Hours on the same day the request to reconnect is received. At the latest, reconnection must be made by 5:00 p.m. the following business day after the request.

* Refer to Terms and Condition 40 for definition of Office Hours, Normal Business Hours and Other Hours

PORTLAND WATER DISTRICT
TERMS AND CONDITIONS

4) Late Payment Charges

Late payment charges are assessed for overdue water bills that are not paid within 25 days from the postmarked date, or 25 days from the e-bill notification date. The interest rate charged will be ~~at the maximum allowed under MPUC Chapter 870, Section 1-~~the interest rate established for delinquent taxes by the State Treasurer.

5) Multi-unit Properties

Lien Charges for Multi-Unit Properties

The District may enforce its lien rights in accordance with 35-A M.R.S.A, Section 6111-A to collect a past due water bill. A \$58 charge covering lien notification, preparation, filing, and processing will be added to the past due amount, and included as part of the lien filing.

Disconnection of Multi-Unit Properties

Before disconnection of a single meter, multi-unit property, for non-payment of basic service, the District will:

- Mail a disconnection notice to the customer in accordance with Chapter 660 guidelines.
- Post a disconnection notice at or near the front and rear entrances of the affected building(s), to inform tenants how service can be continued. The disconnection notice will be posted at least 10 days prior to disconnection of the water service.
- In lieu of filing a water lien, the District will notify the appropriate participating sewer municipality, if applicable, of the pending disconnection to provide it an opportunity to solicit payment from the owner. If the bill remains delinquent and the municipality does not relocate the tenants and seeks to have water restored, the District will restore the water either per a court order, or if the municipality pays the District for the delinquent water balance and accepts a transfer of the delinquent sewer balance.

The District may authorize separate metering of each dwelling unit at the landlord's expense, if the dwelling is disconnected for nonpayment of an overdue amount.

6) Deposits

The interest rate paid on all deposits will be in accordance with Chapter 870 of the Commission's Rules and Regulations.

The amount of the deposit will be based on the amount of the basic service in accordance with Chapter 660 guidelines.

7) Charge for Payments Returned

A charge will be made to the account of any customer whose check is returned by the bank for reason of insufficient funds or incorrect bank information. The charge shall be the greater of \$5.00 or an amount equal to the actual bank charges ~~up to but not exceeding \$15.00~~. The utility will furnish the customer with proof of any bank charges in excess of \$5.00.

8) Charge for Testing Cross Connection Backflow Device

A cross connection device must be operated to the standards outlined in the District's cross connection control program as approved by the State of Maine's Department of Health and Human Services. An annual test of the device must verify compliance with the program. The customer must inform the District of the test results.

If the customer requests the District to perform the test, the charge to test one cross connection backflow device at a customer's premise is \$8~~64~~.00. Each additional device tested concurrently in the same building shall be charged at the rate of \$4~~32~~.00 each.

Proposed Effective Date: May 1, 201~~64~~
Effective Date:
Docket Number:

By: David Kane, Treasurer

PORTLAND WATER DISTRICT

TERMS AND CONDITIONS

9) Charge to Flow Test Hydrants

For a hydrant flow test to generate the static pressure, residual pressure and the water flow for a single hydrant, the charge is ~~\$200~~195.00. For each additional hydrant flow test concurrently administered at the same site, an additional ~~\$3~~28.00 will be charged.

Effective Date: May 1, 201~~6~~4
Effective Date:
Docket Number:

By: David Kane, Treasurer

PORTLAND WATER DISTRICT

TERMS AND CONDITIONS

10) Charges for Replacement of Damaged Water Meters

The charges to customers for costs incurred for the replacement of meter(s) one inch or less damaged due to improper care by customers are as follows:

Meter Size	Charges to Replace During **Normal Business Hours	**Other Hours*
Meters up to 1 inch	63.00 + cost of meter	143.00 + cost of meter

*Reflects minimum three-hour call out and overtime rate.

** Refer to T & C 40 for definition of Normal Business Hours and Other Hours

Meters larger than one inch will be billed the actual cost of replacement.

11) Rebate Policy

The District may rebate a portion of a customer's bill for leakage. The rebate will only be available one time during a five-year period on each account. Proof may be required to substantiate the leakage and repair. The rebate will be based upon deducting one-half of the billing in excess of normal usage. In no event will the rebate apply to leakage that occurred more than one year prior to the time the customer notifies the District of the leakage.

PORTLAND WATER DISTRICT

TERMS AND CONDITIONS

12) Faulty Remote Meter Adjustment Policy

If the District finds that a remote reading meter has under reported actual usage, it will abate one-half of the difference between the actual usage and the remote reading. However, the amount rebated cannot exceed the previous year's usage.

13) Liability

13-A Liability

The District will only be liable for any damages arising from any claim by a customer to the extent liability is expressly provided in the Maine Tort Claims Act as set forth in Title 14, Chapter 741 of the Maine Revised Statutes Annotated. The District makes no representations or warranties about the suitability of any water provided by the District for any particular purpose.

13-B Interruption of Service

The District will provide notice of any shut off to affected customers in accordance with Chapter 620(2)(H) and will make a prorate reduction in the customer's bill as provided in that subsection.

14) Water Service - General

The applicant for a new water service shall provide upon request from the District, the name of the installing contractor, an approximate date of installation, a lot location or site plan, and the estimated maximum gallon per minute demand for this service. The service pipe on private property shall be adequately sized according to District standards, and rated at withstanding 160 pounds per square inch of working pressure.

PORTLAND WATER DISTRICT

TERMS AND CONDITIONS

14.1) **CONDITIONS FOR WATER SERVICE**

- (a) Multiple buildings on a single lot all owned by a single entity may be served by a single water service with a single meter installed in accordance with other provisions herein. However, if at any time after initial service is rendered, the lot is subdivided or one or more buildings or any portion thereof, is transferred to one or more different owners, then a separate water service and meter must be installed to each lot or building or portion thereof under separate ownership, from a water main having direct frontage to the lot or building. If water service to a new building cannot be obtained without crossing the property of the original or multiple owners then one or more permanent easements for water facilities, having terms acceptable to the District, must be created and recorded in the Cumberland County Registry of Deeds, for the benefit of the District and all new owners.
- (b) In the event of the occurrence of one or more of the following conditions, the District may require, in its discretion, that customers bring their service into conformance with then current District standards:
 - 1. Significant water usage changes that may necessitate service line or meter size changes.
 - 2. The addition of an irrigation system or residential sprinkler system to an existing domestic-only service.
 - 3. The installation or upgrade of a fire sprinkler system or an addition of a private hydrant to an existing service line

Customers shall be required to notify the District of the occurrence of any of the above noted conditions. The District reserves the right to suspend water service to a customer until the service line setup meets then current District standards.

(c) Customers shall comply with the District's Water Service Standards Policy enacted by the District's Board of Trustees.

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PORTLAND WATER DISTRICT

TERMS AND CONDITIONS

15) Isolation Valve

Every service must be equipped with operable isolation valves, with one valve above and one valve below the meter. The valves shall be located inside the building, near the service entrance and be easily accessible. The valves and meter shall be protected from freezing. All piping shall be so arranged as to prevent back siphonage and to permit drainage whenever necessary. The isolation valve shall be owned and maintained by the customer.

15.2) By-Pass Valve

Effective February 1, 2008 customers desiring a by-pass valve must file an application for such valve with the District. Services shall be equipped with a by-pass valve only if the meter is 1.5" or larger, and if the applicant can document a need for business continuity to the satisfaction of the District. A by-pass valve shall be owned and maintained by a customer; it shall only be installed after the approval by the District, and shall be sealed shut. It can only be operated with the consent or approval of the District. In the event that the by-pass valve is unsealed or operated without the consent or approval of the District, the District, in its discretion, may require removal of the by-pass valve at the customer's expense.

16) Cross-Connections

No cross connection between the public water supply and any other supply will be allowed unless properly protected and supervised in accordance with the Department of Human Services rules, the District's formal cross connection control program, and the Public Utilities Commission's Chapter 62 Service Standards.

17) Maintenance of Plumbing

To prevent leaks and damages, all customers shall maintain at their own expense the plumbing and fixtures within their own premises in good repair and protect them from freezing. In the event of a frozen service, the District will inspect and determine where the service line is frozen. All costs associated with inspecting and thawing a frozen service line on private property shall be borne by the customer.

18) Fluctuation of Pressures by Customer's Apparatus

No customer shall install or use a water consumption apparatus that will affect the District's pressure or operating conditions so as to interfere with the service of another customer. If a customer has, or proposes to install an apparatus which requires water in sudden and/or material quantities, the District reserves the right to require the customer to install devices or apparatuses, which will confine such fluctuations of demand or reduction of pressure within reasonable limits as determined by the District.

PORTLAND WATER DISTRICT

TERMS AND CONDITIONS

If the customer, after receiving written notice from the District, fails to present an acceptable remedial plan within a time limit set by the District, service will be discontinued pursuant to provisions of the Public Utilities Commission's Chapter 660.

19) Safeguarding Direct Pressure Water Devices and Systems Supplied by Automatic Feed Valves

All customers having direct pressure water devices, including but not limited to booster pumps, hot water tanks or secondary systems supplied by automatic feed valves shall install and maintain at the customer's expense appropriate vacuum, temperature, pressure relief valves, and lower water cutouts in their water system to prevent damage, should it become necessary to shut off the water main or service, or should a pressure failure occur for any other reason. Water service supplied to any customer not providing such protective devices will be strictly at the risk of the customer, and the District will not be held liable for damage resulting from lack of or failure of such protective devices.

20) Access to Premises

Employees of the District by providing proper identification to either the customer or owner, shall have free access at all reasonable hours to all premises served by the District. The District's employees, with authority from the customer or the owner, will be permitted to inspect all plumbing and fixtures, to set, remove, or read meters, to ascertain the amount of water used and the manner of use, and to enforce these terms and conditions.

21) Unauthorized Use of Water

No customer shall supply water to another, nor shall water be used for any other purpose except normal domestic usage and fire protection without District approval. No unauthorized person shall obtain water from a hydrant or other District fixture without prior District consent.

PORTLAND WATER DISTRICT

TERMS AND CONDITIONS

22) Seasonal Customer

A seasonal customer regularly takes service for only a portion of the year from either a surface or deep main. A seasonal customer will be subject to seasonal rules and rates. An initial bill will be generated and no additional charges will be assessed unless the consumption, upon closing the account, exceeds the usage allowed in the seasonal rate. When the account is closed the meter must be removed and the water service must be disconnected. Seasonal customers served by a surface main shall be provided water service between May 1 and October 15.

If a customer on a deep main vacates the premise for 3 months or less, and elects to remain on monthly rates, the District must be notified of that intent in writing, and the account will be closed. The customer's meter must be removed and the water service disconnected. Upon request to establish the service again, a reconnection fee pursuant to Section 3 of these Terms and Conditions will be charged. A deep main is generally 5 ½ feet below grade. A surface main runs on top of grade or is buried less than 5 ½ feet below grade

23) Water Meters and Meter Reading Device

The District will provide only one meter per each service. Meters must be installed in a safe, clean, dry, warm area at a point that is close to where the service pipe enters the customer's premises and is readily and safely accessible to District representatives. Additional meters may be purchased by the customer. Maintenance of all District meters is provided at the District's cost. If additional auxiliary or submeters are required by the customer for calculating subdivision of supply, they shall be purchased, installed, and maintained by the customer.

The District shall install meter reading devices for meters owned by the District. The most beneficial location of this device, for efficient and safe meter reading purposes, will be determined by the District.

Effective Date: May 1, 2016

Effective Date:

By: David Kane, Treasurer

Docket Number: _____

24) Meter Maintenance and Accuracy

The District has a program that removes, repairs, and tests, all meter sizes from 5/8" through 2" upon a twenty year service period. Meters 3" and larger are tested in conformance with Public Utilities Commission Chapter 62 standards. Customer requests to test a water meter for accuracy are accommodated by the District without charge once every 18 months. More frequent tests of meters larger than one inch are at the customer's expense based on the District's actual costs. More frequent tests of meters one inch or smaller are subject to a \$ 109.00 charge. It is recommended that the customer witness the meter test.

SHEET 7.1

Original

PORTLAND WATER DISTRICT

TERMS AND CONDITIONS

24) Meter Maintenance and Accuracy

The District has a program that removes, repairs, and tests, all meter sizes on the following service periods:

<u>5/8" through 2"</u>	<u>20 Years</u>
<u>3 "</u>	<u>4 Years (field)</u>
<u>4"</u>	<u>2 Years(field)</u>
<u>6" and larger</u>	<u>1 Year (field)</u>

Meters are tested in conformance with Section 3 G. of the District's Water Service Standards Policy enacted by the Board of Trustees. Customer requests to test a water meter for accuracy are accommodated by the District without charge once every 18 months. More frequent tests of meters larger than one inch are at the customer's expense based on the District's actual costs. More frequent tests of meters one inch or smaller are subject to a \$ 113.00 charge. It is recommended that the customer witness the meter test. If a meter is determined to be malfunctioning, the customer bill shall be adjusted according to the average historical usage.

Effective Date: May 1, 2016
Effective Date: _____ By: David Kane, Treasurer
Docket Number: _____

Effective Date: May 1, 2016
Effective Date: _____ By: David Kane, Treasurer
Docket Number: _____

PORTLAND WATER DISTRICT

TERMS AND CONDITIONS

25) Close Metered Accounts

To close an account, the District may require the meter to be removed and the service shut at the curb stop.

Upon closing the account, the customer requesting the account be closed shall pay for the cost of ~~the~~ removing the meter if no one else is taking responsibility for billing and if the District is not provided access to retrieve the meter or the meter can not be located on the customer premises. The fee charged shall be the fees noted in section 10. The fee shall not be charged only if the customer does not have the ability to provide access to the meter. The fee shall be refunded to the customer if another customer takes responsibility for the account or the meter is retrieved subsequently.

When the customer requests the District to close the account, and there is no new customer taking service, the outgoing customer is responsible to make arrangements for removal of the meter. Failure to obtain the meter will result in billing the outgoing customer the fees noted in Section 10 of these Terms and Conditions. The fee will be refunded if the meter is subsequently obtained and is not damaged

Effective Date: ~~May 1, 2016~~ January 1, 2012
Effective Date:
Docket Number:

By: David Kane, Treasurer

PORTLAND WATER DISTRICT

TERMS AND CONDITIONS

26) Meter Pit Policy

The District may require the customer of a property to supply and install and maintain a meter pit(s) to the District's specifications at the customer's expense as a condition of service when:

- a. The actual laying length of the service pipe measures over 300' from the street line.
- b. The service location makes discovery of a possible leak unlikely.
- c. The use of service pipe deemed by the District to be inferior makes the possibility of a leak likely. (Copper pipe must be type K; plastic pipe must be rated 160 PSI.)
- d. A single service supplies two or more units with no suitable common area (accessible independently of any individual tenant/owner) in which to install the meter.
- e. A property of two or more units is supplied through multiple services, any one of which is located in front of, or enters a unit other than, the one it serves.
- f. The customer does not provide a clean, warm, dry, and safely accessible location for the meter and its appurtenances.
- g. The customer does not furnish an otherwise suitable location for a meter inside the customer's building.
- h. The customer shall provide the District with the meter pit diagram describing the proposed meter pit specification for the District's review and approval prior to the construction of the meter pit.

All meter pits shall be installed on the customer's property and installed as follows:

- a. In such manner to keep the pit clean and dry at all times.
- b. In such manner to allow District representatives to have access to the pit during Office hours.
- c. In such a manner that all confined space entry equipment can be safely utilized in accordance with OSHA standards for confined space entry.
- d. On the customer's property.

The customer shall be responsible for maintaining the meter pit at its cost such that it can accommodate the District's meter.

PORTLAND WATER DISTRICT

TERMS AND CONDITIONS

27) Size of Water Distribution Mains

The District provides water for domestic purposes and fire protection. The District requires all distribution water mains be adequately sized in accordance with ~~the Service Line and Water Main Extension Standards Policy enacted by the Board of Trustees Chapter 65 of Maine Public Utilities Rules and Regulations.~~

28) Winter Construction

No new water mains or services will be installed during winter conditions unless the customer assumes all extra expenses over the ordinary construction expense.

29) Fire Hydrants

Fire hydrants may not be used for any purpose other than the extinguishments of fires, training purposes, or for such other purposes as may be agreed upon by the District and the municipality or owner of a private hydrant. In no case shall fire hydrants be operated by a person other than an agent of the District, except when used for fire protection or training purposes.

If the District approves a customer's request for a hydrant meter, unless otherwise authorized, the District will install and will assess a fee of \$100 if installed and removed during Normal Business hours and \$165 if installed during Other hours.

30) Private Fire Protection

Customers requiring private fire protection should contact the District to ascertain the availability of fire service at their location. Fire service, if available, will be installed at the customer's expense within the bounds of the public way or right-of-way. The fire service line, after installation, will be owned and maintained in the public way or right-of-way by the District. The District does not guarantee any quantity of water or pressure available through a fire protection service. The owner of such service shall determine, from time to time, the adequacy of supply through the fire service by conducting tests of the private system. Timely notice must be given the District so a representative of the District can be present to observe the test.

Effective Date: ~~May 1, 2016~~ January 1, 2012
Effective Date:
Docket Number:

By: David Kane, Treasurer

PORTLAND WATER DISTRICT

TERMS AND CONDITIONS

31) No Tampering With District Property

There shall be no tampering with District property. No valve, shut-off, hydrant, or standpipe, which is the property of the District, will be opened or closed or otherwise operated, by any person other than District authorized persons.

32) Commission Appeal

~~In the case of any disagreement or dispute regarding the application of any provision of these terms and conditions or in circumstances where the application of these terms and conditions appears unjust, either party may refer the matter to the Public Utilities Commission for resolution.~~

~~The Public Utilities Commission may grant exceptions to the provisions of these terms and conditions for good cause shown.~~

Disagreements or disputes regarding the application of Terms and Conditions relating to water service standards or water line and water main extension standards shall be decided by the District's Board of Trustees.

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Disagreements or disputes regarding the application of Terms and Conditions and relating to Chapter 660 of the Rules of the Public Utilities Commission shall be decided by the Public Utilities Commission.

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Effective Date: May 1, 2016

Effective Date:

By: David Kane, Treasurer

Docket Number: _____

PORTLAND WATER DISTRICT

TERMS AND CONDITIONS

33) LOW-INCOME CUSTOMER ASSISTANCE PROGRAM

33-A) General Program Description

1. The District is supporting, in conjunction with The Opportunity Alliance (OA) a program to provide financial assistance to low-income residential customers for the purpose of taking positive steps towards reducing water consumption to make water more affordable.
2. The District has authorized OA to administer a program to repair, replace or install plumbing fixtures and water saving devices with regard to the following:

- leaking or broken water pipes
- toilets
- hot water tank
- kitchen faucets
- bathtub faucets
- showerheads
- outside faucets
- toilet dams
- low-flow devices

3. This program will be offered to all qualified residential customers of the District.

33-B) Program Participation Requirements

1. A qualified residential customer must:
 - a. Own and occupy a year-round residence within the District service area.
 - b. Be low-income qualified, by showing evidence of having an annual household income that is 80% of area median income (AMI) as defined by US HUD.

PORTLAND WATER DISTRICT

TERMS AND CONDITIONS

2. Must demonstrate through a home audit provided by OA, a need for the program's services.

33-C) General Provisions

1. The dwelling unit owner must agree to leave in place at the premises any water saving measures installed under this program.
2. OA will determine customer eligibility, complete a home audit, develop a remediation plan, subcontract work to be completed, and inspect completed work.
3. Qualified applicants will be assisted on a first come, first served basis up to the allocated amount provided to the program by the District. Exceptions will be made at the discretion of OA for emergency situations that jeopardize health or safety.
4. The District will fund this program on an annual basis and reserves the right to discontinue program support at any time.

33-D) Miscellaneous

1. The District along with municipalities, OA Central Intake and Outreach staff, Human Service organizations, and the public at large, will refer homeowners to OA for qualification.
2. All specific services provided by this program will be delivered to qualified participants at no cost to the participant.

PORTLAND WATER DISTRICT

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34) DISCONNECTION PROCESS FOR OVERDUE COMBINED WATER AND MUNICIPAL SEWER BALANCES

34-A) Policy: The District, as sewer billing agent for participating municipalities, will issue a disconnection notice to delinquent customers that may result in the disconnection of water service pursuant to Section 34-D of these Terms and Conditions

34-B) Definitions: Service Classification - "Service classification" includes water and sewer services billed as residential, commercial, industrial, and governmental accounts.

Total Amount Due - "Total Amount Due" means the total water and sewer amount owed by a customer that has been properly billed.

Total Amount Overdue – For the purpose of issuing a disconnection notice, "Total Amount Overdue" means the total water and sewer amount billed to a customer that is greater than \$200.00 and more than 50 days old. For the purpose of assessing a late fee, "Total Amount Overdue" means the water and sewer balance that has not been paid within 25 days of the bill postmark date, or 25 days from the electronic notification date of the e-bill

34-C) Billing: Bills shall be issued in accordance with applicable sections of Public Utilities Commission Chapters, i.e. Chapters 660 and 870, and the Portland City Code, Section 24.

34-D) Disconnection and Reconnection: A 14-day disconnection notice shall be issued to a delinquent customer when the Total Amount Overdue is greater than \$200.00 and more than 50 days old, the account is not on an active payment arrangement, and the account is not on dispute. A 3 business day disconnection notice shall be issued for the Total Amount Due when a customer does not comply with the terms of the established payment arrangement and the account is not on dispute

When a customer has received a 14 day disconnection notice and makes a partial payment that reduces the Total Amount Overdue to \$200.00 or less, the customer will be subject to disconnection until the Total Amount Overdue is paid in full, or the customer makes a payment arrangement. When a customer has received a 3 business day disconnection notice due to a broken payment arrangement, and makes a partial payment on the installment amount, the customer is subject to disconnection until the installment amount is paid in full

34-E) Payment Allocation: In the event that a payment is received by the District which does not clearly indicate whether the payment is for water or sewer, the payment shall be applied to the oldest outstanding basic service bills.

PORTLAND WATER DISTRICT

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34-F) Payment Arrangement: The District shall offer a Regular Payment Arrangement to customers who cannot pay the Total Account Balance in accordance with Chapter 660 and these Terms and Conditions.

34-G) Dispute Resolution: ~~The District shall resolve disputes in accordance with Public Utilities Commission Regulations.~~

The District shall accept and respond to inquiries and complaints related to the amount or composition of charges. The appropriate municipality shall accept and respond to inquiries and complaints relating to the sewer collector system or the Municipality's Sewer Ordinance.

PORTLAND WATER DISTRICT

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35 Chapter 670 Credit for Water to Metered Customers and Municipal Fire Service Customers

In order to implement a credit for all customers pursuant to Chapter 670 of the PUC Rules, the District shall provide a one-time credit on all active customer bills mailed on or after July 3, 2000 until each customer receiving a bill during the month of July, 2000 has received the one-time credit. The amount of the credit shall be equal to 6.78% of the customer's 1999 annual water net billings. If this one-time credit exceeds the total amount due on the July bill, the unused credit shall be applied to the customer's future bills.

Effective Date: May 1, 2007
Effective Date:
Docket Number:

By: David Kane, Treasurer

PORTLAND WATER DISTRICT

TERMS AND CONDITIONS

36. New Customer Activation Fee

The customer shall pay a \$~~164~~.00 fee when the customer requests a change to an existing account causing an additional customer account record to be created.

37. New Main Extension Fee

An applicant requesting a main extension shall pay a \$~~201492~~.00 fee when the applicant submits the request for the main extension.

38. New Meter or Service Fee

An applicant requesting a new service shall pay a \$~~6258~~ fee when the applicant submits the request for the new service.

New customers shall pay the following fees when requesting a single service connection that is 2 inches or smaller:

Size	Service Inspection	Water Sample (Applied to 2" services only)	Water Meter Installation (Applies to 2" or smaller meters that are not installed in meter pits)
2 inch or smaller	\$ 1861 .00	\$ 1661 .00	\$63.00 + cost of meter

For applicants requesting multiple service connections, larger sized services or meters, meter installations in meter pits, or other special circumstances, the District shall charge the applicant the District's actual cost of the work performed. The cost of the water meter is defined as the meter cost, ERT (remote reader) cost, typical plumbing fitting costs, and a \$25.00 inventory overhead fee. For larger size services and meters and special circumstances, the District shall charge the customer the actual cost of installation.

39. Time Period for "Make-Up" Bills for Previously Unbilled Service Due to Unauthorized Use or Fraud

For residential and commercial accounts, the District may issue a "make-up" bill for service that was previously unbilled because of unauthorized use or fraud by the customer for service that occurred up to six (6) years before the issuance of the "make-up" bill".

Effective Date: May 1, 201~~6~~4
Effective Date:
Docket Number:

By: David Kane, Treasurer

PORTLAND WATER DISTRICT
TERMS AND CONDITIONS

40) Office Hours, Normal Business Hours, Other Hours and Emergency Hours

Office Hours are 8:00 a.m. to 4:30 p.m. Monday through Friday, excluding holidays. Office hours may change due to training, staffing, weather conditions, etc.

Normal Business Hours, for the purpose of charging reconnection and damaged meter fees, are 7:30 a.m. to 7:00 p.m., Monday through Friday, excluding holidays.

Other Hours, for the purpose of charging reconnection and damaged meter fees, are 7:00 p.m. to 7:30 a.m. Monday through Friday, holidays, Saturday and Sunday.

Emergency Hours are 24 hours a day, seven days a week.

Proposed Effective Date: May 1, 2014
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