

Three Oaks Water Supply Corp
6907 FM 541 West
Floresville Texas 78114

Adopted May 10, 2016

WATER UTILITY TARIFF
FOR

THREE OAKS WATER SUPPLY CORPORATION 8519 FM 1344 Floresville, Texas 78114

The above utility operates a water system in the following counties: Atascosa, Karnes, Wilson and the following cities, unincorporated town and subdivisions: Deweese and Three Oaks.

The above utility lists the following sections of its tariff:

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Appendix

The appendix contains a sample of the standard service agreement, non-standard service agreement, easement and the New Member and Meter Installation Fee Schedule. Rate chart effective June 1, 2015.

Section A
Rate Schedule

1. Standard 5/8" x 3/4"

(See schedule below.)

2. Multiple Residences on Standard Meter.

(See rate chart for Three Oaks Water Supply Corporation.)

3. Commercial Rate (Other Than Standard Meter).

(See rate chart for Three Oaks Water Supply Corporation.)

4. New Service Connection.

\$ 100.00 Membership
\$ 3100.00 New Member and Meter Installation Fee (See Appendix for Details)
\$ 3200.00 TOTAL MINIMUM FEE

Plus costs for road bores, line extensions and all valves and appurtenances.

5. Disconnect/Reconnect Fee.

A disconnect/reconnect fee of \$100.00 shall be assessed all meters for non-payment of water bill after 15th of month unless arrangements have been made with Board or operating personnel. All disconnects reconnects, payment of fees and special arrangements shall be made during regular posted office hours.

6. Return Check Policy.

A fee of \$25.00 will be charged for all payments made by checks returned for Insufficient Funds.

7. Payment Terms.

Accounts are due and payable on the first day of each month for water used in previous month. The member guarantees payment for all rates, fees and charges due on any accounts of the member. Said guarantee shall pledge any and all Membership Fees against any balance due the Corporation. Liquidation of said Membership Fee shall give rise to discontinuance of water utility service under the terms and conditions of this Tariff.

8. Late Payment Fee.

A fee of \$20.00 will be added to all monthly payments made after the tenth day of month for past due accounts.

9. Trip Fee.

A fee of \$30.00 will be charged to a member if the corporation employees are required to make a trip to your location to read your meter due to reporting issues on the members part.

SECTION B

SERVICE RULES AND REGULATIONS

GENERAL NOTE

The Three Oaks Water Supply Corporation has adopted the following policies relative to requests for service. These policies, rates, fees, etc., are subject to change and modification at any time.

1. Each request for service shall be on the "Three Oaks Water Supply Corporation Service Application and Agreement Form". Only one residence per water meter will be accepted except for Trailer Parks and multi-unit dwellings.

- A. Trailer Parks - Areas where spaces are leased on a daily, weekly or monthly basis and the living units are subject to be moved on short notice, may be served by one master meter and billed based on multiple minimums of number of spaces occupied on meter reading day. Trailer Houses that are tied-down and made for permanent residences shall be metered individually with full membership requirements.
- B. Multi-Unit Dwellings (Apartments) shall be considered as single buildings with two or more families residing in the building/ or separate living units. This unit will be served by a single meter with multiple minimum billing for each family.
- C. One Membership will be required for each master meter. Master meters shall be sized as follows:

MULTIPLE

1.	2 to 4	living units	1"	meter 2.5
2.	5 to 20	living units	1 1/2"	meter 5.0
3.	21 to 50	living units	2"	meter 8.0

(Multiple shall apply to the standard rate)

Example \$34.00 Min. x 2.5 = \$85.00 Min. for a one inch meter.

The Owner of membership shall pay the standard membership fee and charges outlined on Page 2 plus the additional cost of installing the larger meter.

D. General Policy

By accepting membership to the Three Oaks Water Supply Corporation the member

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agrees that non-compliance with rules and regulations of the Corporation shall constitute denial and discontinuance of service until such time as the violation is corrected to the satisfaction of the Corporation.

2. Each request for service will be referred to the Corporation's Engineer for study. The cost of the Engineering Study and report will be paid for by the Applicant prior to the study. Engineering fee for Standard service is \$175.00. Non-Standard service request fee is determined based on the scope of the project. Estimate will be provided.
3. The Engineer will evaluate the request to determine, under the existing circumstances, what would be the conditions of service and report this to the Board and Applicant.
4. The Engineer's Report indicating possible service will not constitute an agreement for service by the board. If the board agrees to service a customer, the Corporation will first review the Engineer's Report to insure that the conditions as originally studied have not changed.
5. If the Corporation determines that the hydraulic conditions have changed sufficiently to warrant further study, they will refer the request back to Engineering for restudy at the Applicant's expense.
6. Billing Procedure. Meters placed in service between the first and the fifteenth of a month will be billed the minimum amount. Meters placed in service between the sixteenth and the last day of the month will not be billed for that month.
7. Loss of Water. Any loss of water occurring on the member's side of the meter is the member's responsibility and full payment for all waters metered through the service meter will be charged.
8. Meter Relocation. Any member may have his/her meter relocated to any part of the Three Oaks Water Supply Corporation System subject to availability of water as determined by the Board and Engineer. Actual costs involved in the relocation plus \$100.00 will be assessed the member.
9. Tenant Billing. Where the landlord requests that the billing be made in the tenant's name, the tenant may be required to put up any amount of deposit that the landlord may specify, with the landlord being responsible for payment on any amount due the Water Supply Corporation including disconnect and reconnect fees.
10. Re- Service -- On property where service previously existed, the Corporation shall charge the Membership fee, where the Membership Fee has been liquidated, and costs necessary to restore service. In addition, the Corporation shall charge accumulated Reserved Service Fees that have been entered on the in-active accounts as monthly debits. This is allowing the Corporation to recover the cost of reserving capacity at the location for which re-service has been requested. If restoration of service is not requested this fee will accumulate monthly until the total balance of Reserved Service fees equals the amount of the Equity Buy-In Fee previously paid for service to the property. After this time the service equipment may be removed by the Corporation and future request for service shall be treated as a new application.
11. Cancellation of Membership -- To keep a Membership in good standing, a minimum charge must be paid monthly to the corporation whether or not water is used. Failure to pay this monthly charge, fee

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for water registered on a meter, or other fees listed in the tariff shall jeopardize the Member's standing and give rise to liquidation of the Membership fee. A member may be relieved of this obligation to pay by requesting to discontinue their membership by completing a "Request to Discontinue Service Form". However, a Member is not relieved of any obligations incurred prior to the date of the request to discontinue service.

SECTION C NEW SERVICE POLICY

Other than the minimum fee as stated in Section A (4), no other contribution aid of construction may be required of any applicant except as provided for in the following new service policy, which must be a consistent, nondiscriminatory policy. An applicant is any individual, group of individuals, entity, or developer (i.e. a sub-division of property) requesting new service.

1. An applicant requesting service, must provide an overall preliminary plan show-in his entire intended development together with his proposed distribution system layout.
2. An applicant would be required to construct any approach mains or upgrade existing approach mains to provide adequate service according to State standards and the Corporation's specification and dedicate these to the Corporation.
3. Approval of the preliminary plan by the Corporation will not constitute an agreement for service.
4. The applicant is required to obtain any applicable State or City approvals or permits for line construction or water service necessary for new service.
5. If the property to be served is within the City Limits or E.T.J. of a municipality, the applicant must obtain approvals or variances for his proposed water lines from that jurisdiction prior to requesting service from Three Oaks Water Supply Corporation.
6. If any part of the property is within the E.T.J. of a city as determined by the Board, the water system to be installed on the property will be designed to conform to the Fire Protection Standards of the municipality but not less than the standards of the Corporation. If the supply mains are not sufficient to support fire hydrants, then the mains will be constructed so as to support fire hydrants in the future.
7. Upon request of the applicant, the Corporation may authorize a contract to be executed indicating the conditions for service and payment of fees for each meter.
8. The Corporation may then apply to the Regulating Agency for a Certificate of Convenience and Necessity, if a certificate is not already in force. If denied a

certificate by the Regulating Agency, the agreement will be terminated and all fees, less expenses will be refunded.

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9. The Corporation will consider each request for service on the basis of first come, first serve as determined by payment of the connection charges. Refunds will not be made. The Corporation may require payment of the membership and monthly minimum or forfeiture of the service request if the customer has not connected to the system within the contracted time of his payment of the connection charge. The Applicant shall be entitled to a pro-rata rebate for any additional meter(s) added on the facilities constructed by the applicant for a period of 5 years after acceptance by the Three Oaks Water Supply Corporation.
10. Upon approval of the preliminary plan of development and payment of the connection charges, the applicant may then prepare a subdivision plat which conforms to all State, County, and City regulations and detailed construction plans for the water system for review and approval by the Corporation. No re-subdivisions of the approved plat will be allowed without the specific approval of the Board and Engineer.
11. The construction plans must be submitted by the applicant's engineers to the Corporation's Engineer for approval and may be required to be submitted to the Regulatory Agency for Approval.
12. After the water system construction plans have been approved, the applicant and/or Three Oaks Water Supply Corporation will advertise and accept bids for the construction of the system improvements. The Corporation may perform or have performed the construction under contract with the applicant at a price not greater than the estimate from legitimate private contractors.
13. Upon completion, the line must be tested and disinfected by the applicant's contractor.
14. At such time as the applicant has completed the work and the approved plat has been filed for record, the applicant may petition the corporation for acceptance of the water lines and initiate water service.
15. Accompanying this application will be two drawings of the system to be accepted.
16. The applicant will repay expenses incurred by Corporation for plan reviews, inspections, tests, legal fees, etc. ,monthly, and no acceptance of the water mains will be made until all fees or expenses due the Corporation are paid in full.
17. Approach lines for new service are required to be located on easements on private lands. These are to be secured by the applicant in behalf of the Corporation. When approach lines are insufficient to meet water demands, applicant will provide approach lines to meet state standards for pressure and the # of services from the nearest engineering approved source at the applicants cost. These approach lines may be required to originate at the well head for adequate water supply and pressure.
18. The terms of any agreements between applicants and Three Oaks Water Supply Corporation will be indicated in written agreements signed by both parties. No communications other than this will be recognized. Variance to this policy may be considered by the Board for Good and Sufficient Reasons.

19. When approach lines are required, sufficient mains shall be provided to furnish the required flow at pressures and velocities as herein provided. Mains shall be located to provide service to each lot within a subdivision and to provide a loop whenever possible. All mains shall be installed only in dedicated streets, alleys, utility easements, or on public rights-of-ways in favor of Three Oaks Water Supply Corporation for the use and benefit of the Corporation. All material used in construction shall be approved by Three Oaks Water Supply Corporation prior to installation.
- A. MINIMUM MAIN SIZE. Minimum distribution main diameter shall not be less than two inches. All mains inside a fire rated subdivision shall have a nominal diameter of six inches unless varied by the Corporation and utilize AWWA approved pipe. All other pipe shall be approved by Three Oaks Water Supply Corporation.
 - B. STANDARD MAIN SIZES. Standard sizes of mains used shall have nominal diameters of 2 inches, 3 inches, 4 inches, 6 inches, 8 inches and 10 inches, and 12 inches (min. 200 PSI).
 - C. VELOCITY. Velocities of water for the required flow conditions in the distribution mains shall not exceed 5 feet per second.
 - D. AIR RELEASE VALVES. Design of distribution system mains shall provide for the installation of adequately sized air release valves at appropriately selected locations.
 - E. WATER SERVICES, (Road Crossing) Customer service lines shall be provided to all lots within a subdivision and will have nominal diameter of 1 1/2" PVC. All customer services are to be encased in larger diameter pipe at road crossings.
 - F. MINIMUM MATERIAL AND CONSTRUCTION SPECIFICATIONS.
Water mains shall be rated as follows: All valves, fittings, and fire hydrants shall be AWWA approved and shall have mechanical joints. All valves shall open "left" All pipe, two inch in diameter and above, shall be gasket jointed pipe. All pipe up to and including four inch pipe shall be 200 psi PVC. All larger mains may be a minimum 160 psi PVC for non-fire protected areas and Class C-900 PVC for fire protected areas. All mains will be installed so as to have a minimum cover of 30 inches.

Compacting of street or road crossings shall be to 90% Proctor density of the trench.

Disinfecting, testing and other construction standards shall conform to the Regulatory _____ Agency requirements.
20. All Construction and material shall conform to at least minimum standards established and on file by the Three Oaks Water Supply Corporation.

SECTION D
EMERGENCY RATIONING PROGRAM

The following water rationing program is adopted for emergency use only during periods of acute water shortage.

- A. DECLARATION OF EMERGENCY: When system demands exceeds production or storage capability measured over a 24-hour period, and refilling the storage facilities is rendered impossible to such an extent that normal use patterns will no longer be possible, the utility may declare an emergency to exist, and thereafter ration water in the following manner.
- B. NOTICE REQUIREMENTS: Written notice of the proposed rationing shall be mailed or delivered to each customer 72 hours before the utility actually starts the program, and shall also be placed in a local newspaper. The customer notice shall contain the following information:
1. The date rationing shall begin.
 2. The date rationing shall end.
 3. The stage (level) of rationing to be employed.
 4. A Copy of this rationing authority.
- C. STAGE LEVELS OF RATIONING:

STAGE I (Mild Rationing Conditions): Alternate day usage of water for outdoor purposes such as lawns, gardens, car washing, etc. Customers with even number addresses (north or west side of streets) shall use water outdoors only on even numbered days; odd number addresses (south or east side of streets or roads) shall use water indoors only on odd numbered days.

STAGE II (Moderate Rationing Conditions): All outdoor water usage is prohibited; however usage for livestock is exempt.

STAGE III (Severe Rationing Conditions): All outdoor water usage is prohibited; livestock may be exempted by the utility. All consumption shall be limited to each customer in one of the following ways:

- (1) A fixed percentage of each customers average use in the prior month, the percentage to be uniformly applied on a system wide basis, each customer being notified of this percentage amount, OR
- (2) A maximum number of gallons per meter (customer) per week, with notice to each customer of this number.

All meters shall be read as often as necessary to insure compliance with this program, for the benefit of all the customers.

- D. VIOLATION OF EMERGENCY RATIONING RULES:

1. First violation - The utility may install a flow restrictor in the line to limit the amount of water which will pass through the meter in a 24 hour period. The cost to be charged to the customers account shall be the actual installed cost to the utility, not to exceed \$100.00.
2. Subsequent violations - The utility may terminate service at the meter for a period of seven (7) days, or until the end of the calendar month, whichever is LESS. The normal reconnect fee of the utility shall apply for restoration of service.

E. EXEMPTIONS OR VARIANCES FROM RATIONING RULES:

The utility may grant any customer an exemption or variance from the uniform rationing program, for good cause.

The utility shall treat all customers equally concerning exemptions and variances, and shall not employ discrimination in such grants.

F; RATES:

All existing rate schedules shall remain in effect during the rationing period, and no charges may be levied against a customer which are not contained in the approved tariff of the utility as filed with the commission.

The purpose of this Emergency Rationing Program is to conserve the total amount of water demanded from the utility until supply can be restored to normal levels.