

FILE

18

December 31, 2012


Columbia Park Water and Sewer System
7100 Columbia Road
Olmsted Township, Ohio 44138

Reference: Case No. 11-5500-WS-AIR

TRF 89-7049-WS-TRF

Attached are four (4) copies of final tariffs per the Order in the referenced case.

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COLUMBIA PARK WATER AND SEWER SYSTEM

**Schedule of Rates and Regulations
Governing Water and Sewer Service
In portions of
Olmsted Township, Cuyahoga County, Ohio**

89-7049-WS-TRF

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Issued on: December 26, 2012

Effective on: January 3, 2013

**Issued by
Columbia Park Water & Sewer System**

**In Accordance with the Public Utilities Commission of Ohio
Order Dated October 3, 2012
In Case No. 11-5500-WS-AIR**

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I. GENERAL STATEMENT OF PURPOSE

Columbia Park Water and Sewer System was established to provide adequate, healthy and efficient water and wastewater service to a mobile home park including 1138 units, a farm house, shopping center, a medical building in Olmsted Township, Cuyahoga County, Ohio. Nothing in the tariff shall take precedent over the rules set forth in Chapter 4901:1-15 of the Ohio Administrative Code.

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II. DEFINITIONS

COMPANY – Columbia Park Water and Sewer System, an Ohio Limited Liability Company

COMPANY SERVICE LINE means that portion of the service line between the distribution or collection main up to and including the curb stop, water outlet connection or sewer inlet connection at or near the property line, right-of-way, or easement line, maintained at the cost of the Company.

CUSTOMER means any person who enters an agreement with the Company to receive waterworks and/or sewage disposal service.

CUSTOMER COMPLAINT means a customer/consumer contact when such contact necessitates follow-up by or with utility to resolve point of contention.

CUSTOMER SERVICE LINE means that portion of the service line from the Company's service line to the structure or premises which is supplied, installed, and maintained at the cost of the customer.

DISTRIBUTION MAIN means a pipe that transports or distributes water from the supply system to the service lines of a water customer.

OUTAGE means any interruption of a company system, other than a customer service line, which causes the cessation of water service.

SERVICE CONNECTION means the connection of the Company's service line with the customer's service line at or near the property line, which connection enables the customer to receive service.

TAP-IN means the connecting of a Company service line to the distribution or collection main.

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III. RATE SCHEDULE

The quantity of water passing through and recorded by the customer's water meter shall be the basis for computing the quarterly charges for the sewer service.

A. QUARTERLY RATES

Customer Charge \$2.51

Water	\$41.67 purchase water	Sewer	\$36.14/mcf* (based on
	<u>\$9.04</u> base rate		water consumption)
	\$50.71/mcf*		

*Thousand Cubic Feet

B. RECONNECTION CHARGE

A reconnection charge of \$20.00 will be made on the customer's first billing cycle following the reconnection date.

C. LATE PAYMENT CHARGE

Each bill which is not paid within twenty days of the date shown on the bill will be assessed a late payment service charge of 5% on the unpaid balance. Such late payment charge will not be compounded on future delinquencies and will be assessed to current charges only.

D. DISHONORED PAYMENT CHARGE

When payment is received as payment for water and/or sewer services and is returned by a financial institution as unpaid, the customer will be assessed a \$25.00 charge (per returned payment).

E. FREEZE PLATES

Should it be necessary to replace the freeze plate on any meter due to freezing caused by customer negligence, a charge of \$13.00 will be made on the customer's first billing cycle following replacement date.

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IV. GENERAL RULES AND REGULATIONS

A. CONTRACTS FOR SERVICE

All special arrangements and contracts entered into by the Company will not be valid unless approved by the Public Utilities Commission of Ohio.

B. BILLS AND PAYMENT FOR SERVICES

1. Each customer is liable for the payment of all water and sewer services provided to his/her premises and all charges of any kind due under this tariff.
2. All water and sewer bills shall be sent out on a quarterly basis and shall be for services in arrears. Both water and sewer charges will be charged on one bill. All bills shall be mailed no later than the billing date.
3. Each bill is payable within twenty days from the date as shown on the bill. If not paid within that time, a late payment service charge of five percent (5%) will also be due, based on current charges only and not compounded for future delinquencies. All bills and charges due to the Company shall be paid to the Company's office. Checks shall be made payable to *Columbia Park Water and Sewer System*.
4. Bills will be mailed or delivered to the customer at the address of the premises serviced unless the customer shall request in writing that they are sent to some other specified address.
5. The quantity of water passing through and recorded by the customer's water meter shall be the basis for computing quarterly water and sewer bills. However, in cases where the meter is found to be registering inaccurately or has ceased to register, the basis for such computation may be determined by the average representative registration of the meter in a corresponding past period when the meter was in order or by the average registration of a new or repaired meter, whichever method is representative of the conditions existing during the period in question.
6. In cases where the meter is found to be inaccurate or an estimated bill is issued, the bill shall be based on average historical consumption during corresponding periods for that specific customer. If consumption history for the customer does not exist, the same system class average consumption shall be used. The amount will be billed on the next billing quarter.

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P.U.C.O. No. 1

7. The Company shall allow a customer up to the same period of time for which the customer was previously undercharged to pay any additional charges found proper due to inaccurate meters or incorrect bill calculation, unless the inaccuracy is caused by the customer.
8. When the customer desires water service to be disconnected temporarily, he shall so notify the Company. The meter shall then be read and the bill computed to that date. Such bill and all other charges against the customer's account must be paid in full to the office of the Company before service shall be reconnected in accordance with such request.
9. Bills rendered upon termination of tenancy must be paid within twenty days from the date rendered. When not so paid, all bills shall be increased by the late charge.
10. When a payment has been received as payment for water and service services and is returned by the financial institution unpaid, a charge pursuant to Section III of this tariff will be assessed to cover the cost of processing this transaction, providing a customer's payment is properly processed by the Company. The customer will be assessed one dishonored payment charge for each returned payment.

C. MISCELLANEOUS PROVISIONS GOVERNING SERVICE

1. **Customer Application.** The Company takes oral applications. A person desiring service would call the Ohio office and verbally request service and give information as to when they were approved for residency in the service area, and when they want service initiated. Similarly, a request can be made in writing with the required information as stated above. The Company does not require deposits.
2. **Temporary Interruption of Service.** The Company will make every effort to avoid interruptions of service. The Company will give at least three days' notice to all affected customers in advance of service interruptions of over one hour duration which may occur as a result of planned outages or planned main flushings. The notice shall state the date and estimated duration of the outage or flushing for affected area, and have a local or toll-free number that customers may call with questions.

The Company undertakes to use reasonable care and diligence to provide constant service but reserves the right after due notice, to shut the mains or service lines for the purpose of making repairs or extensions, or for any other purpose. However, in an emergency situation where notice is impracticable, the Company may proceed without notice.

The Company shall not be liable for a deficiency or failure regardless of cause in the service or for any damage caused thereby or by the bursting or breaking of any main

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lines, or other facilities used by the Company, unless caused by willful misconduct on the part of the Company.

In the event of frozen water lines, the customer is required to provide the Company with written notification within seventy-two (72) hours for the Company to complete an inspection of the water meter.

3. Discontinuance of Service. Water and sewer service shall generally not be disconnected unless on customer request, in the case of emergency, or for non-payment. Upon customer request, the disconnection shall be made within five business days of the date of receipt of such request. In the case of non-payment, the customer shall be notified at least fifteen days in advance in writing of disconnection for non-payment. Payment in full of the past due amount shall be deemed cancellation of such notice.

The Company may discontinue all or any part of its service to any customer as stated below. In the instance where a customer's service could be disconnected under more than one of the following conditions, the minimum notice provision, which may include no notice, will be provided.

- a. No notice is required in any of the following instances:
 - (1) For tampering with any main, service line, meter, curb stop, curb box, seal or other appliance under the control of, or belonging to, the Company;
 - (2) For connecting the service line, or any other pipe directly or indirectly connected to it with any other source of supply, clean water connection, non-sewage or unacceptable sewage sources, or with any apparatus which may, in the opinion of the Company, contaminate the Company's water supply or threaten the integrity of the system; or
 - (3) For any other violation or failure to comply with the regulations of the Company which may, in the opinion of the Company or any public authority, create an emergency situation.
- b. The customer must be given not less than twenty-four (24) hours written notice before service is disconnected when any of the following conditions exist:
 - (1) For the use of water for any purpose not stated in the application or for the discharge of sewage not stated in the application, or for the use of either service upon any premises not stated in the application; or
 - (2) To prevent waste or reasonably avoidable loss of water.

The notice shall be personally delivered to the customer's premises or if personal notice cannot be made, then the notice shall be securely attached to the premises in a conspicuous location.

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c. The customer must be given not less than fifteen days' written notice before service is disconnected when any of the following conditions exist:

- (1) For non-payment of any tariffed charges when due or within any additional period for payment permitted by the Company. Disconnection of service for non-payment may not occur prior to twenty days after the due date.
- (2) For any violation of, or failure to comply with, the regulations of the Company other than stated in paragraph (a) of this provision;
- (3) For misrepresentation in the application as to any material fact;
- (4) For denial to the Company of reasonable access to the premises for the purpose of inspection; or
- (5) For violation of federal, state or local laws or ordinances where such violation affects the provision of utility service by the Company.

d. Disconnection of service for nonpayment is prohibited if the disconnection of service would be especially dangerous to health as certified pursuant to the certification provisions following:

- (1) The customer must have a form provided by the Company signed by a licensed physician, physician assistant, clinical nurse specialist, certified nurse practitioner, certified midwife or a local board of health physician stating that a special danger exists to the health of the customer or permanent resident of the household.
- (2) In the event that service has been disconnected within fourteen days prior to certification of special danger to health, service shall be restored to that resident if proper certification is made, in accordance with the foregoing provisions.
- (3) Certification shall prohibit disconnection for thirty days. Certification may be renewed two additional times (thirty days each) by a licensed physician or local board of health physician by providing an additional certificate to the Company. The total certification period is not to exceed ninety days in any twelve-month period.

4. Reconnection of Service. If service is discontinued and the customer wishes to guarantee the reinstatement of service the same day on which payment is rendered, both of the following conditions apply:

- (1) If reinstatement of service is requested the same day, the customer must notify the Company no later than twelve thirty p.m., and the customer must make payment in the Company's business office or provide proof of payment.
- (2) The Company may require that the customer sign an agreement to pay the Company's incurred costs for reinstatement of service if it occurs after normal Company business hours. This fee shall be collected at the time reinstatement of service arrangements are made or rendered with the customer's next billing at the Company's discretion.

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The Company shall reconnect previously disconnected service, unless prevented by circumstances beyond the Company's control, or unless a customer requests otherwise, by the close of the following regular Company business day after any of the following:

- a. Receipt by the Company of the full amount of arrears for which service was disconnected.
- b. The elimination of conditions that warranted disconnection of service or;
- c. Agreement by the Company and the customer on a deferred payment plan and a payment, if required under the plan.

5. Complaints. Complaints may be made to the Company through contacting the on-site administrative office. The Company shall investigate each complaint in a fair and complete manner and report the results to the customer within ten business days after the receipt of the complaint. If the complainant is not satisfied with the Company's report, the customer may contact the Public Utilities Commission of Ohio. The Company shall at all times have available to the customer the current address and local or toll-free number of the Commission's Public Interest Center.

6. Company Service Lines and Customer Service Lines. Company shall keep in good repair and condition all Company service lines within its service area. Maintenance shall be performed in a workmanlike manner immediately if it involves a possible service interruption and within 48 hours if the maintenance problem will not involve a service disruption. Preventive maintenance shall be performed in a workmanlike manner on a regular schedule as determined by the maintenance supervisor.

Company ownership and maintenance responsibility end at the meter outlet and/or sewer riser. The customer is responsible for the service lines leading into their home from these locations. The customer is also responsible for freeze protection of those lines and the water meter from the point they exit the ground underneath their home.

The maintenance department will notify any customer if they note any problem associated with those lines which are the customer's responsibility.

7. Access to Customer's Premises. Generally, the Company will not need access to customers' premises to maintain or inspect its plant in service in the service area. This is due to the fact that the customer service lines terminate in risers underneath the customers' homes. These areas are accessible through the skirting under the mobile home, and within the control of the Company or its parent company. However, if an employee of the Company seeks access to a customer's premises, the employee must immediately identify himself/herself as an employee of the Company and produce proper Company photo identification and state the reason for the visit. The employee or agent shall in all cases direct himself or herself to a person holding him or herself as being

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responsible for the dwelling or structure. Entrance will not be sought or gained by subterfuge or force.

8. Curb Stops, Main Extensions and Meter Installation and Testing.

a. Curb Stops. Curb stops shall be maintained by the Company at each service location in the service area.

b. Main Extensions. The Company shall follow 4901:1-15-30 & 31, Ohio Administrative Code, in the extension of mains.

c. Meter Installation. Company will provide for the installation and routine maintenance of the meters for no fee. Freeze protection will be the responsibility of the customer.

d. Meter Test. Company shall perform a meter test once every three years, without charge, if requested by the customer. Customer has the right to be notified of the scheduled test date and, at the customer's request, the customer or customer's representative may be present when the meter test is performed. The meter test shall be performed within thirty days from the request. The Company may request a reasonable justification for a meter test. Results of an on-site meter test shall be provided to the customer at the time of the test. The on-site meter testing will be done in accordance with the accuracy standards of the Ohio Administrative Code. If the meter fails to meet the accuracy standards, the Company shall, within thirty days, perform any necessary billing adjustments. Additional customer requested meter tests within a three-year period shall be at the expense of the customer if the meter is found to be accurate.

D. CUSTOMER RESPONSIBILITY

Should it be necessary to replace a meter due to customer negligence, the Company has the authority to bill the customer for the cost of the replacement meter.

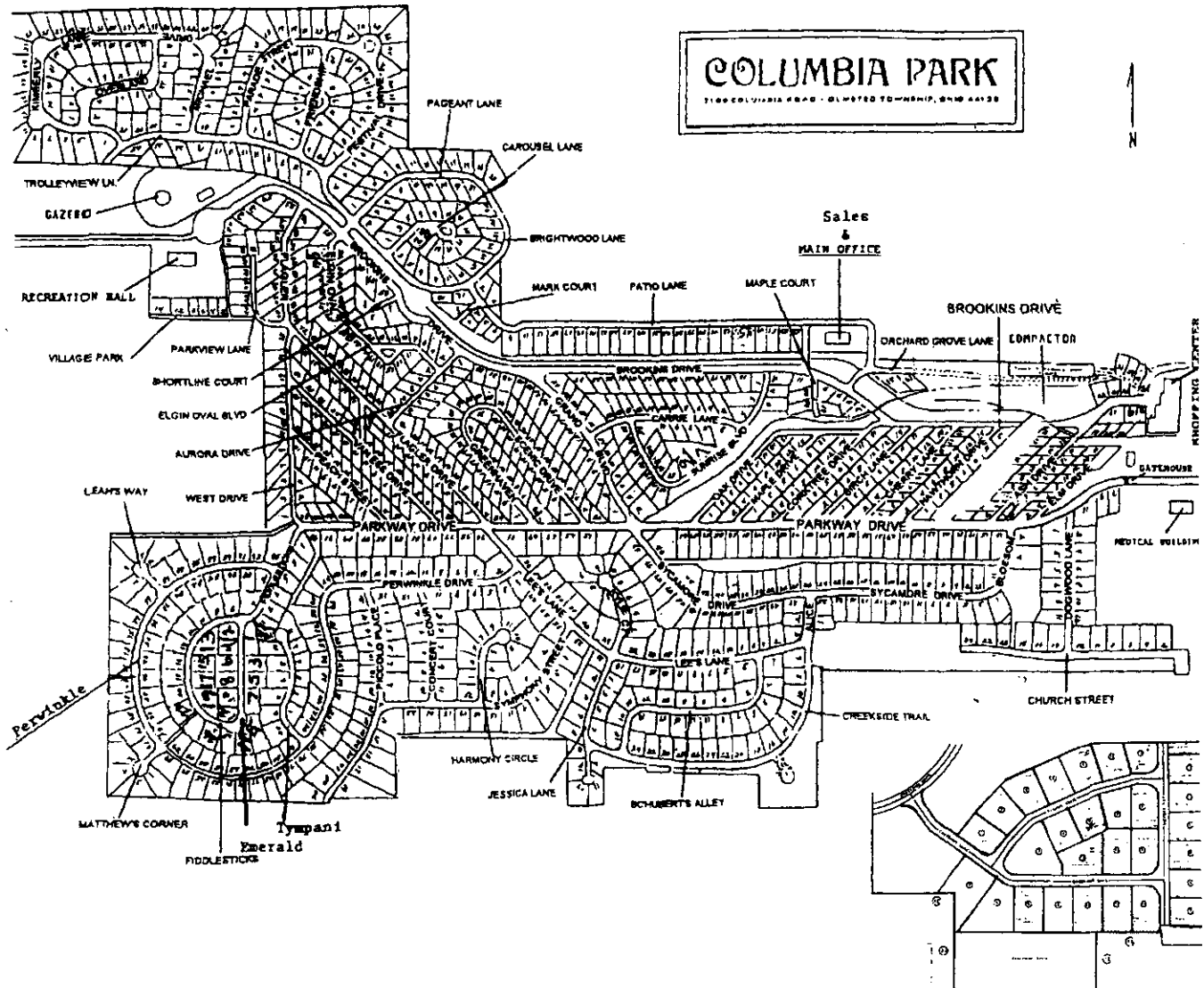
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V. MAP OF SERVICE TERRITORY



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EXHIBIT A

COPY OF CUSTOMER BILL FORMAT

COLUMBIA PARK WATER & SEWER SYSTEM

7100 COLUMBIA RD.

OLMSTED TWP., OH 44138

TO		PAST DUE AMOUNT	
DATE	READING		
TO		WATER USED	TYPE
DATE	READING	PER CU. FT.	READING

USED
AT

EXPLANATION	AMOUNT
-------------	--------

Misc. Charges

Pay By:

Pay After Due Date:

DO NOT MARK ON THIS STUB

KEEP THIS PORTION FOR YOUR RECORDS

RETURN THIS STUB WITH YOUR PAYMENT

BILL INQUIRY PROCEDURE

YOU MAY INQUIRE ABOUT THIS BILL
OR OTHER CUSTOMER SERVICES BY
CONTACTING OUR OFFICE.

Columbia Park Water & Sewer System
7100 Columbia Road
Olmsted Twp., Ohio 44138
440-235-5300

Normal Business Hours are 8:00 A.M. to
4:00 P.M. Weekdays.

For after hours emergencies call 440-235-
5300, XT 140.

Your bill is based on the PUCO approved
rates found in the company's tariff. A copy
of the rate schedule will be furnished
upon request.

MAKE CHECKS PAYABLE TO:

Columbia Park Water & Sewer System

Mail or drop off payment at:
7100 Columbia Road
Olmsted Twp., Ohio 44138

AMOUNT DUE AFTER DUE DATE INCLUDES
5% LATE CHARGE.

For unresolved inquiries, or for general utility
information, customers may contact the Public
Utilities Commission of Ohio (PUCO) for assistance
at 1-800-686-7826 (toll free) from 8 a.m. to 5 p.m.
weekdays, or at <http://www.puco.ohio.gov>. Hearing
or speech impaired customers may contact the
PUCO via 7-1-1 (Ohio relay service).

The Ohio Consumers' Counsel (OCC) represents
residential customers before the PUCO and can be
contacted at 1-877-742-5622 (toll free) or at
<http://www.pickocc.org>.

EXHIBIT B

NOTIFICATION OF CUSTOMER RIGHTS

The following notice is a summary of the customers' rights and obligations under the rules of the Public Utilities Commission of Ohio.

COMPLAINT PROCEDURES: Complaints may be made to the Company through contacting the on-site administrative office at 7100 Columbia Road, Olmsted Township, Ohio 44138, telephone number 440-235-5300. Normal business hours are 8:00 a. to 4:00 pm weekdays. In case of emergency, dial 440-235-5300, ext 140. The company shall investigate in a fair and complete manner and report the results to the customer within ten business days after the receipt of the complaint. If your complaint is not resolved after you have called the Company, or for general utility information, residential and business customers, may contact the Public Utilities Commission of Ohio for assistance at 1-800-686-7826 (toll free) from 8:00 am – 5:00 pm weekdays, or at <http://www.puco.ohio.gov>. Hearing or speech impaired customers may contact the PUCO via 7-1-1 (Ohio relay service). The Ohio consumers' counsel (OCC) represents residential utility customers in matters before the PUCO. The OCC can be contacted at 1-877-742-5622 (toll free) from 8 a.m. to 5 p.m. weekdays, or at <http://www.pickocc.org>.

- A. COMPANY SERVICE LINES and CUSTOMER SERVICE LINES:** Company shall keep in good repair and condition all company service lines within its service area. Maintenance shall be performed in a workmanlike manner immediately if it involves a possible service interruption and within forty-eight hours if the maintenance problem will not involve a service interruption. Preventive maintenance shall be performed in a workmanlike manner on a regular schedule as determined by the maintenance supervisor.

Company ownership and maintenance responsibility end at the meter outlet and/or sewer riser. The customer is responsible for the service lines leading into their homes from these locations. The customer is also responsible for freeze protection of those lines and the water meter from the point they exit the ground underneath their home.

The company maintenance department will notify any customer of they note any problem associated with those lines which are the customer's responsibility.

In the event of frozen water lines, the customer is required to provide Company written notification within 72 hours for the Company to complete an inspection of the water meter.

- B. INSTALLATION OF SERVICE:** The Company shall provide water and sewer service to those customers within its service area upon verbal or written request of customer. Within customer's written request for service, the name, address and phone number of the responsible for payment and an emergency contact person should be provided. No charge shall be made for a first time connection.
- C. PAYMENT OF BILLS:** Bills should be paid on or before the due date noticed on such bill, which date shall be at least twenty days after the issuance of the bill. Water and sewer service will be billed on one bill. The charge for sewer service will be based on the meter reading for water consumption. Bills should be paid by dropping off or sending payment, made payable to Columbia Park Water and Sewer System, to the on-site management office located at 7100 Columbia Road, Olmsted Township, Ohio 44138.
- D. LATE FEES:** Pursuant to the terms and conditions contained within the Company's tariff, each bill which is not paid within the twenty days of the date shown on the bill will be assessed a late payment service charge of 5% on the unpaid balance. Such late payment

charge will not be compounded for future delinquencies and will be assessed to current charges only.

- E. MISCELLANEOUS FEES:** The following charges will be assessed to a Customer's account, as applicable, for reconnection charge (\$20.00), dishonored payment charge (\$25.00) and freeze plate replacement (\$13.00).
- F. DISCONNECTION OF SERVICE:** Water and sewer service shall generally not be disconnected unless on customer request, in the case of emergency, or for non-payment. Upon customer request, the disconnection shall be made within five business days of the date of receipt of such request. In the case of non-payment, the customer shall be notified at least fourteen days in advance in writing of disconnection for non-payment. Payment in full of the past due amount shall be deemed cancellation of such notice. No notice of disconnection for non-payment is required in any of the following instances:
1. For tampering with any main, service line, meter, curb stop, curb box, seal or other appliance under the control of, or belonging to, the Company.
 2. For connecting the service line, or any other pipe directly or indirectly connected to it with any other source of supply, clean water connection, non-sewage or unacceptable sewage sources, or with any apparatus which may, in the opinion of the Company, contaminate the Company's water supply, or threaten the integrity of the system; or
 3. For any other violation or failure to comply with the regulations of the Company which may, in the opinion of the Company or any public authority, create an emergency situation.
- G. MEDICAL CERTIFICATE:** Ohio Administrative Code prohibits the disconnection of services for non-payment if the disconnection of service would be especially dangerous to the health of a permanent resident as certified by a licensed physician, physician assistant, clinical nurse specialist, certified nurse practitioner, certified nurse mid-wife, or local board of health physician on the medical certificate form. This form is available from the Company.
- H. RECONNECTION OF SERVICE:** Upon request, the Company shall reconnect previously disconnected service, unless prevented by circumstances beyond the Company's control, or unless a customer requests otherwise, by the close of the following regular business day after any of the following:
1. Receipt by the Company of the full amount of arrears for which service was disconnected.
 2. The elimination of conditions that warranted disconnection of service; or
 3. Agreement by the Company and the customer on a deferred payment plan and a payment, if required under the plan.
- A reconnection charge of \$20.00 will be made on the customer's first billing cycle following the reconnection date.
- I. METER FREEZING:** The customer shall be responsible for freeze protection for the water meter servicing their home or place of business. Should it be necessary to replace the freeze plate on any meter due to freezing caused by customer negligence, a charge of \$13.00 will be made on the customer's first billing cycle following the reconnection date.
- J. METER INSTALLATION:** Company will provide for the installation and routine maintenance of the meters for no fee. Freeze protection will be the responsibility of the customer.
- K. METER TEST:** Company shall perform a meter test once every three years, without charge, if requested by the customer. The meter test shall be performed within thirty days from the request. The Company may request a reasonable justification for a meter test. Results of an

on-site meter test shall be provided to the customer at the time of the test. The on-site meter testing will be done in accordance with the accuracy standards of the Ohio Administrative Code. If the meter fails to meet accuracy standards, the Company shall, within thirty days, perform any necessary billing adjustments. Additional customer requested meter tests within a three-year period shall be at the expense of the customer if the meter is found to be accurate.

- L. METER REPLACEMENT:** Should it be necessary to replace a meter due to customer negligence, the Company has the authority to bill the customer for the cost of the replacement meter.
- M. APPLICATION FOR SERVICE/SECURITY DEPOSITS:** There is no application for water and sewer service. A person desiring service would call the on-site administrative office and verbally request service. Similarly, a request can be made in writing as well. There are no customer deposits required.
- N. COMPANY PHOTO IDENTIFICATION:** The customer has the right to see proper company photo identification. Should a Company employee seek access to the customer's premises, he/she must identify himself/herself as a Company employee by immediately producing a Company photo identification.
- O. STANDARDS FOR WATER AND SEWER COMPANIES:** Public Utilities Commission of Ohio (PUCO) has a comprehensive set of minimum standards for water and sewer companies as set forth in 4901:1-15, Ohio Administrative Code. These standards are available at the office of the Company or from the PUCO for review upon request.
- P. COMPANY TARIFF:** A copy of the Company's rates, rules and regulations are available for review upon request at the on-site administrative office at 7100 Columbia Road, Olmsted Township, Ohio 44138.