

City of Milford



CITY COUNCIL AGENDA

June 22, 2015 - 7:00 P.M.

Joseph Ronnie Rogers Council Chambers
Milford City Hall
201 South Walnut Street
Milford, Delaware

PUBLIC HEARINGS

City of Milford Zoning Chapter Amendment
Adoption/Ordinance 2015-03

Appendix B-Electric Tariff--Rules and Regulations
Adoption/Ordinance 2015-10

Amending 2008 City of Milford Comprehensive Plan/Masten and Mow Change of Zone
Adoption/Ordinance 2015-11

Change of Zone - POSTPONED
Dr. Edwin M. Mow - Adoption/Ordinance 2015-08

Change of Zone - POSTPONED
Masten Medical LLC - Adoption/Ordinance 2015-09

COUNCIL MEETING

Call to Order - Mayor Bryan Shupe

Invocation

Pledge of Allegiance

Recognition

Proclamation 2015-17/Milford Community Band/25th Anniversary (Previously Presented)

Executive Session-Pursuant to 29 Del. C. §10004(b)(9) Personnel matters in which the names, competency and abilities of individual employees or students are discussed (MPD SRO Agreement & Employee Issue)

Potential Action Resulting from Executive Session

Communications

Unfinished Business

Adoption/Resolution 2015-07/DFIT Membership/Reappointing Representatives*

New Business

- Introduction/Ordinance 2015-06/Amending 2008 Comprehensive Plan/SE Master Plan
- Requests for Multi-Day Park Rentals/Potential P&R Code Amendment
 - 21st Annual Take it to the Street Event
 - Community/Church Open Tent Revival
- City Manager FY 2015-2016 Budget Message
- City of Milford FY 2015-2016 Budget (Proposed)
- Adoption/Resolution 2015-07/City of Milford FY 2015-2016 Budget & Five-Year Capital Budget
- June Supplemental City Manager Report***
- Appointment/Interim City Manager

Adjourn

WORKSHOP

Call to Order - Mayor Bryan Shupe

- City of Milford Code Chapter 55, Personnel Policy, Amendment and Addition of Training Approval**
- Article VIII. Employee Conduct, Disciplinary Action and Grievance Procedure
- Paragraph 875 Travel on Official City Business
- New Paragraph 895 Training Approval

Kent County Training Policy/Review

Adjourn

This agenda shall be subject to change to include additional items including executive sessions or the deletion of items including executive sessions which arise at the time of the public body's meeting.

SUPPORTING DOCUMENTS MUST BE SUBMITTED TO THE CITY CLERK IN ELECTRONIC FORMAT NO LATER THAN ONE WEEK PRIOR TO MEETING; NO PAPER DOCUMENTS WILL BE ACCEPTED OR DISTRIBUTED AFTER PACKET HAS BEEN POSTED ON THE CITY OF MILFORD WEBSITE.

030415 0325155 052915 061115 061515 *061615 Late Addition Requested by HR Manager Lisa Carmean **Late Addition Requested by City Manager
***061915 Late Addition by City Manager

PUBLIC NOTICE
PLANNING COMMISSION & CITY COUNCIL PUBLIC HEARINGS
City of Milford Zoning Chapter Amendment
Ordinance 2015-03

NOTICE IS HEREBY GIVEN the Planning Commission of the City of Milford will hold a Public Hearing on an amendment to the City of Milford Zoning Code on Tuesday, May 12, 2015 at 7:00 p.m. or as soon thereafter as possible.

A FINAL PUBLIC HEARING is scheduled on Monday, June 22, 2015 at 7:00 p.m. before Milford City Council. Following the hearing, Ordinance 2015-03 may be adopted, with or without amendments.

WHEREAS, the City is required as part of its mitigation action plan to establish riparian buffer standards and building setbacks along waterways; and

WHEREAS, the City of Milford deems it necessary to establish and regulate riparian buffers and wetland setbacks within the City in order to protect and preserve the natural open space of the City's water bodies, lakes, ponds, and river for the enjoyment of all residents and visitors alike.

NOW, THEREFORE, THE CITY OF MILFORD HEREBY ORDAINS:

Section 1.

An Ordinance to Amend the Code of the City of Milford by Amending Chapter 230 entitled Zoning.

Section 2.

Article VIII-Miscellaneous Provisions, 230-45.2 Wetland Area is hereby amended by adding the following:

§ 230-45.2 Wetland Areas.

- A. A wetlands investigation shall be performed by a qualified wetlands specialist at the expense of the applicant in preparation for any activity on real property, which requires conditional use, site plan or subdivision plan approval by the Planning Commission and/or City Council as set forth in this chapter and Chapter 200 Subdivision of Land.
- B. The limits of all wetlands determined to be present on the subject property shall be flagged by the wetlands specialist and identified on the subject property by customary survey markers and shall be delineated on the plan. Wetlands areas shall be tabulated on the plan in acres.
- C. No portions of wetlands areas shall be subdivided, filled, developed, or cleared of vegetation unless granted permission to fill and/or eliminate the wetlands area under state and/or federal permit, including nationwide permits authorized by the United States Army Corps of Engineers; they shall remain as essentially undisturbed natural areas.
- D. No buildings, structures, impervious surface, fill, obstructions to drainage, or land disturbance shall be situated nearer than 25 feet to a delineated wetlands area. The placement of fill, regrading, or other obstructions to surface sheet flow, or the clearing or removal of natural vegetation within this setback area, shall be prohibited. Notwithstanding all of the foregoing, limited cuts into the surface area of this twenty-five-foot setback area in conjunction with the placement of outfall stabilization facilities therein (such as stone rip-rap, turf stabilization, or other geosynthetic materials) may be permitted for the purpose of stabilizing and/or installing stormwater management outfalls, thus providing for a non-erosive flow condition at the outfall, provided that such encroachments into the twenty-five-foot setback area shall be limited to a maximum distance into the wetland buffer of 15 feet measured from the twenty-five-foot wetland buffer line, and shall be limited to a maximum width of 20 feet.

Section 3.

Article VIII-Miscellaneous Provisions, 230-45.3 Water Bodies, Streams and Other Watercourses; Riparian Buffers is hereby amended by adding the following:

§ 230-45.3 Water Bodies, Streams and Other Watercourses; Riparian Buffers.

- A. Lakes, ponds, rivers, and streams shall be left as permanent open space. No filling, piping or diverting of water bodies, lakes, ponds, or streams shall be permitted except for required roads, to be approved by the U.S. Army Corps of Engineers, DelDOT, and/or DNREC as appropriate.

- B. No buildings, structures, or paved surfaces, except stairs and ramps, fences, open decks, patios or docks shall be permitted to be constructed under naturally occurring riparian buffer conditions nearer than:
 - (1) Twenty-five feet to the shoreline, as defined by the mean high-water line, of any tidal water body, tidal stream, or tidal marsh; or
 - (2) Fifty feet to the shoreline, as defined by the mean high-water line of any non-tidal freshwater water body, lake, pond, or blue-line stream as depicted on the most recent revision of the United States Geological Survey Topographic Quadrangle Maps.

- C. No buildings, structures, or paved surfaces, except stairs and ramps, fences, open decks, patios or docks with a combined area of 200 square feet or less, shall be permitted to be constructed under redevelopment conditions in previously disturbed or removed riparian buffers nearer than:
 - (1) Ten feet to the shoreline, as defined by the mean high-water line, of any tidal water body, tidal stream, or tidal marsh; or
 - (2) Ten feet to the shoreline, as defined by the mean high-water line of any non-tidal freshwater water body, lake, pond, or blue-line stream as depicted on the most recent revision of the United States Geological Survey Topographic Quadrangle Maps.

- D. For projects located within a promulgated total maximum daily load basin, the preservation or reestablishment of riparian buffers facilitating the reduction of nutrients and other pollutants to the level necessary to ensure compliance with promulgated load reductions shall be required. The clearing or removal of natural vegetation within this setback area shall be prohibited. Existing riparian buffers shall either be preserved or planted to the limits as provided above under paragraphs B. or C. respectively.

Section 4. Dates.

Planning Commission Review and Public Hearing: May 12, 2015

City Council Introduction: June 8, 2015

City Council Public Hearing: June 22, 2015

Adoption: June 22, 2015

Effective: July 2, 2015

This ordinance shall take effect and be in force ten days after its adoption.

Ordinance 2015-03 is scheduled for adoption, with or without amendments, at the scheduled City Council Meeting on Monday, June 22, 2015. Additional information may be obtained by contacting the City Clerk's Office at Milford City Hall at 302-424-3712 or by accessing the city website at www.cityofmilford.com.

NOTICE OF CITY OF MILFORD PUBLIC HEARING
Ordinance 2015-10
City of Milford Electric Rules and Regulations

NOTICE IS HEREBY GIVEN that on Monday, June 22, 2015, the City Council of the City of Milford, will hold a Public Hearing at 7:00 p.m. for the purpose of receiving public comment on the following ordinance:

Ordinance 2015-10
City of Milford
Appendix B-Electric Rules and Regulations

Whereas, the City Manager, together with the Customer Service and Electric Department representatives, have recommended an amendment to the City of Milford Code, Appendix B-Electric Tariff-Rules and Regulations; and

Whereas, the City Manager has submitted the amended code to City Council for consideration and approval; and

Whereas, the City Council of the City of Milford is in agreement there is a need to update the City Electric Rules and Regulations in order to maintain high standards.

NOW, THEREFORE, THE CITY OF MILFORD HEREBY ORDAINS:

Section 1.

An Ordinance to Amend the Code of the City of Milford, Appendix B, Electric Tariff--Rules and Regulations, that establishes Electric Standards and Rates for the City of Milford.

Section 2.

Appendix B, Electric Tariff-Rules and Regulations, of the City of Milford Code is hereby repealed and a new Appendix B established by inserting the following in lieu thereof:

Section 3.

Appendix B is hereby entitled Electric Rules and Regulations.

Section 4.

Appendix B hereby contains the following Sections, Classifications and Appendices:

Section 1 - General Conditions

Section 2 - Definitions

Section 3 - Application and Contract for Service

Section 4 - Customer Advance Usage Fees and Deposits

Section 5 - Payment Terms

Section 6 - Administration of Service Classification

Section 7 - Customer's Installation

Section 8 - Secondary Services and Transformer Installations

Section 9 - Meter Installations

Section 10 - Adjustment of Charges

Section 11 - Continuity of Service by City
Section 12 - Customer's Use of Service
Section 13 - Defects in Customer's Installation
Section 14 - Access to Premises
Section 15 - Tampering with City's Property
Section 16 - City's Right to Discontinue Service
Section 17 - Discontinuance of Service by Customer
Section 18 - Primary Extensions
Section 19 - Purchase Power Cost Adjustment (PPCA)
Section 20 - General Cost Adjustment
Section 21 - Delaware Public Utility Tax
Section 22 - Green/Renewable Energy Fund Program
Section 23 - Aggregation of Retail Customer Demand Response
Section 24 - Fee Schedule
Service Classifications
Appendix 1 - Fee Schedule
Appendix 2 - Worksheets
Appendix 3 - VGRE Application

Section 5.

Dates.

Introduction 06-08-2015

Adoption 06-22-2015

Effective 07-02-2015

Section 6.

A complete copy of the current and proposed Appendix B may be viewed by contacting the City Clerk's Office at Milford City Hall at 302-424-3712 or by accessing the city website at www.cityofmilford.com.

Code of the City of Milford

Appendix B

Electric Rules and Regulations

**City of Milford
201 South Walnut Street
Milford, Delaware 19963
Phone (302) 424-3712**

Adopted: 06-22-2015
Effective: 07-02-2015

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RULES AND REGULATIONS

SECTION 1 GENERAL CONDITIONS

1.1 PURPOSE

The purpose of this Tariff is to establish Rules and Regulations for the distribution and delivery of electric service on the City of Milford's electric system. These Rules and Regulations are supplementary to the ordinance establishing an Electric Tariff for the City of Milford and contain the Tariff and the Service Classifications, under which electricity will be supplied to its Customers by the City of Milford. A copy of these Rules and Regulations, with the accompanying Tariff, is on file at the Customer Service Center, 119 South Walnut Street, Milford, Delaware 19963, and open to inspection during normal working hours.

1.2 REVISIONS

These Rules and Regulations and the accompanying Tariff may be revised, amended, supplemented, or otherwise changed from time to time, in accordance with rules and procedures of the City Charter and the enabling legislation.

1.3 STATEMENT BY AGENTS

No City's employee or representative has authority to modify any rule or provision of these Rules and Regulations and the accompanying Tariff, or to bind the City by any promise or statement contrary thereto, unless the same shall be incorporated in a written contract executed by the City's authorized official.

1.4 RULES AND REGULATIONS

The Rules and Regulations are a part of service and shall govern all Classes of Service unless otherwise specifically stated by a Service Classification, or modified by a City's approved rider or a written contract.

1.5 NO PREJUDICE OF RIGHTS

The failure by the City to enforce, or the decision not to enforce, any of the provisions of these Rules and Regulations and the accompanying Tariff shall not be deemed a waiver of its right to do so.

1.6 GRATUITIES TO EMPLOYEES

The City's employees are strictly forbidden to demand or accept any personal compensation or gifts for service rendered by them while working for the City on the City's time.

1.7 DISPUTES

In the event of a dispute between the City's Electric Department and a Customer or Applicant, either party may submit the particulars of the complaint to the City's Electric Superintendent for review and further action if necessary.

- 1.8 USE OF "HE" OR "HIS"
The use of the pronouns "he" or "his" in these Rules and Regulations, when referring to "Customer" and "Applicant", is generic, referring to both male and female parties.
- 1.9 HOURS OF OPERATION
City office hours are 8:00 AM to 4:30 PM Monday through Friday, except City recognized holidays. Normal hours for Service Calls are 7:30 AM to 4:00 PM Monday through Friday, except City recognized holidays.
- 1.10 EXTENDED HOURS OF OPERATION
The City's Customer Service Center may be open until 8:00 PM on one designated day per week, on non-holiday weeks, to accept payments only through the drive-thru.

SECTION 2 DEFINITIONS

- 2.1 APPLICANT
The word "Applicant" as used in these Rules and Regulations, means any person, firm, corporation, institution, public body, or any agency of the Federal, State, or Local government requesting electric service from the City. The term also refers to current Customers who apply for modification of existing service or facilities and developers and builders during the planning and construction stages of new facilities.
- 2.2 BASE RATES
Base Rate means the Service rates charged to each Customer Class, without the City's Purchased Power Cost, and any additional charge or surcharge. Base Rates are intended to recover the Operating Expenses, including its debt service, of the City's Electric Department and a reasonable margin.
- 2.3 CITY
City means The City of Milford, Delaware or Milford Electric Department.
- 2.4 COMMERCIAL PROPERTY OWNER
A Customer of the City of Milford Electric Department who operates a business and owns the property associated with the Customer's electric account.
- 2.5 CUSTOMER
Customer shall mean any person, firm, association, partnership, corporation, institution, public body or any agency of the Federal, State, or Local government being supplied with electric service by the City. The term also refers to developers and builders during the planning and construction stages of new facilities, and the period prior to the sale or rent of the facility.
- 2.6 CUSTOMER CLASS
Customer Class shall mean a group of Customers with similar end use and load characteristics.

- 2.7 DELIVERY SERVICE CHARGE
Delivery Service Charge shall mean a charge to Customers for recovering the City's costs for delivering power supplies to Customers.
- 2.8 DEVELOPER
Developer shall mean any person, firm, association, partnership, corporation, or other entity which seeks to have provided by the appropriate authorities, the infrastructure (roads, sewer, electric, etc.) for new business or residential developments. As used in these Rules and Regulations, the Developer may not be the final user of the facilities requested or the entity for which electric service was provided. However, the Developer may be considered an Applicant or a Customer during the planning and construction phase of the development.
- 2.9 DWELLING UNIT
A Dwelling Unit is defined as one or more rooms arranged for the use of one or more individuals as a single housekeeping unit, with cooking, living, sanitary, and sleeping facilities.
- 2.10 DEMAND SIDE MANAGEMENT (DSM)
DSM means managing and/or controlling loads which result in reducing the Customer's Load when ordered by the City to do so.
- 2.11 DSM RESOURCES
Resources used by the Customer in order to manage and/or control his loads.
- 2.12 EXTRA FACILITIES
Extra facilities are the facilities which are in addition to the facilities provided by the City for providing Service under a Rate Schedule incorporated in this Tariff.
- 2.13 FERC
Federal Energy Regulatory Commission, a federal regulatory agency which regulates all wholesale power supply generation and transmission and other related services.
- 2.14 OFF-PEAK HOURS
Off-Peak Hours are the hours other than On-Peak Hours.
- 2.15 ON-PEAK HOURS
On-peak hours are those hours of the week when, for some Service Classifications, the Utility may charge higher rates for energy and/or Demand. The rates for the Utility's Customers may be higher because the cost of purchasing power from the Utility's wholesale provider is also higher. Off-peak hours are those hours when the Utility may charge a lower rate. On-peak hours are 6:00 AM to 10:00 PM Eastern Prevailing Time Monday through Friday, excluding holidays falling on weekdays. All other hours are off-peak hours.
- 2.16 PJM

PJM Interconnection, LLC, is a FERC authorized regional transmission organization (“RTO”) which operates transmission service, and organized electric market in a number of states, including the state of Delaware.

2.17 POINT OF ATTACHMENT

In aerial services, the Point of Attachment is the physical attachment point on the Customer's facility where the City's service drop messenger cable attaches via Customer-owned insulator and associated hardware.

2.18 POINT OF DELIVERY

That point where the Customer takes electric service from the City and terminates its wiring and facilities for connection to the supply lines of the City. The City will own and maintain all facilities up to the Point of Delivery. For a typical aerial service at secondary voltages, the Point of Delivery is defined as the connection between the Customer-owned service entrance cable and the City-owned service drop conductors and connectors. For a typical residential underground service at secondary voltages, the Point of Delivery is defined as the connection between the Customer-owned meter socket located on the Customer's home and the City-owned underground service cable. In the case of some older services when meter pedestals were furnished, it would be defined as the connection between the Customer-owned underground service entrance and the City-owned connection.

2.19 PURCHASED POWER COST

Purchased Power Cost means the costs incurred by the City to purchase power supplies for providing Service to its Customers.

2.20 RATE SCHEDULE

Rate Schedule means the rate for the Service Classification under which a Customer is taking Service from the City.

2.21 RESIDENCE ¹

A bona fide, occupied dwelling unit suitable for year-round permanent human occupation, and connected to working water and sewer systems and an active electrical supply. Such dwelling unit provides complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation. A residence may be part of a mobile home, house, duplex, town house, apartment building, or other structure.

2.22 RESIDENTIAL PROPERTY OWNER

A Customer of the City's Electric Department who owns and lives on the property associated with the Customer's electric account.

2.23 RULES AND REGULATIONS

¹ This definition is based on the 2006 IBC/IBR/IPMC International Building Code definition for "Dwelling Unit".

City's rules and regulations related to Service provided by the City.

2.24 SECONDARY SERVICE

The provision of electricity at a transformed voltage which is less than the Utility's distribution voltage. Secondary Service, as used in these Rules and Regulations, typically refers to single phase or three phase circuits carrying a nominal voltage of 480 volts or less between any two conductors. See also "Service".

2.25 SERVICE

1. Any electricity which the City may supply, or any work or material furnished or any obligation performed by the Utility under any Rate Schedule of the Utility.
2. Overhead and underground conductors and associated materials between the last aerial structure (typically a pole) or underground terminal (typically a pad-mounted transformer) of the City's electric distribution system and the point of connection with the Customer's facility (typically a building eave or wall).

2.26 SERVICE CALL

Work performed by the City employees at the Customer's facility upon request by a Customer. Service calls may involve investigation, troubleshooting, or repair of components of the Customer's facility outside of the normal repair and maintenance responsibilities of the City.

2.27 SERVICE CLASSIFICATION

Customers are grouped into different Classes based on their nature of Service such as residential, commercial, etc., power consumption and the voltage at which they take Service. This classification is referred to as Service Classification.

2.28 SUPPLY SERVICE CHARGES

Supply Service Charges shall mean the charges to Customers for recovering the City's costs of power supplies used for providing Service.

2.29 TARIFF

1. The monetary rates applied by the City to electric service provided and the conditions of the electric service.
2. As used in these Rules and Regulations, "Tariff" also refers to those sheets in the "Service Classifications" section of this document.
3. The word "Tariff" also is used to refer to all of the rules and regulations governing the operation of the Electric Department and the supply of electric service. Consequently, "Tariff" is sometimes synonymous with "Rules and Regulations".

2.30 UTILITY

"Utility" shall mean City of Milford Electric Department, or any successor organization, that provides electric service to the Customers in the City's service area.

SECTION 3 APPLICATION AND CONTRACT FOR SERVICE

3.1 APPLICATION FOR SERVICE FOR OWNER OCCUPIED PROPERTIES

An application for the supply of service is required from each Applicant (prospective Customer). This application, when executed by the City and the Applicant, shall be subject to the terms of the applicable Service Classification and these Rules and Regulations. The City reserves the right to require reasonable evidence of the Applicant's identity and service address, satisfactory to the City, and to make a reasonable credit investigation of such prior to rendering service. The City reserves the right to require a written application from any Applicant executed in a form satisfactory to the City. Applicants shall be eighteen years of age or older.

3.2 APPLICATION FOR SERVICE FOR NON-OWNER OCCUPIED PROPERTIES

An application for the supply of service is required from each Applicant (prospective Customer). This application, when executed by the City and the Applicant, shall be subject to the terms of the applicable Service Classification and these Rules and Regulations. The City reserves the right to require reasonable evidence of the Applicant's identity by requiring the Applicant to provide a valid identification card or driver's license issued by the State of Delaware or a valid U.S. Military Identification card and service address satisfactory to the City and to make a reasonable credit investigation of such prior to rendering service. The City reserves the right to require a written application from any Applicant executed in a form satisfactory to the City. Applicants shall be eighteen years of age or older.

3.3 RIGHT TO REJECT APPLICATION

The City shall have the right to reject and may reject any application for Service if the Applicant does not meet all the requirements of the Rules and Regulations and Tariff. The Applicant shall be given the reason or reasons for rejection of the application for service in writing, if requested.

3.4 ONE POINT OF DELIVERY

The Service Classifications of the Tariff, unless otherwise stated, are based upon the supply of the Service to one entire premise through a single delivery and metering point. The City will supply only one metering installation for each Class of Service. The use of Service at two or more separate properties will not be combined for billing purposes. The City reserves the right to deliver Service to more than one point where the Customer's load or service requirements necessitate such delivery. This procedure is applicable to large industrial or commercial Customers having extensive operations in a contiguous area. Where the Customer desires an extra supply circuit not necessitated by load or service requirements, he shall pay the City the full cost of this additional facility.

3.5 SERVICE AT NEW LOCATIONS

Service at new locations will be rendered only when all bills for Service to the Applicant/Customer at any other locations have been paid, or credit arrangements

satisfactory to the City have been made. The Customer must also have made all deposits as may be required in Section 4 (Customer's Deposits) or Section 18 (Primary Extensions).

3.6 PERMANENT SERVICE CONTRACTS

Standard contracts shall be for terms as specified in the statement of the particular Service Classification, but where large or special investment is necessary for the supply of Service, or where Service is to be used for temporary, seasonal or unusual purposes, contracts for terms other than specified in the Service Classification, or with special guarantees of revenue, or both, may be required under circumstances as defined in Section 18 (Primary Extensions).

3.7 TEMPORARY SERVICE

Temporary Service is service, ordinarily not recurrent in nature, required for construction power, one-time events (i.e. fair or carnival), or temporary structures. Temporary Service will be rendered only when and where the City has the necessary facilities available to render the Service applied for, without detriment to the Service of other Customers.

The Customer shall pay the entire cost of the installation and removal of required facilities installed for the sole purpose of the Temporary Service. A fee will be charged to cover the labor estimated to install and remove the required facilities, and for any non-returnable material. An additional fee may be required to cover the estimated electric usage over the life of the Temporary Service and/or a meter deposit. (See Fee Schedule, Appendix 1) Where facilities may be endangered by construction or proposed usage, the Customer may be required to purchase, own and maintain the transformer and other related equipment. Temporary Service is available only under Service Classifications "Residential" "SGS", "MGS", "LGS" or, "GSP", as applicable based on the size of Service, for a period of no longer than 12 months after the date of connection. If construction has been delayed, the Customer may apply for a new Temporary Service. If the Temporary Service is converted to a permanent Service (by specific exception, see Section 8.1) any additional cost resulting from the Customer's modification will be borne by the Customer. Any additional fees required by the Fee Schedule (Appendix 1) will be paid prior to any re-connection of service. The monthly minimum bill for Temporary Service will be determined by the minimum charge provision of the appropriate Rate Schedule serving the Customer.

Temporary Service will be subject to the electrical inspection requirements as incorporated in Section 7. A schedule of the established Temporary Connection Fees is found in Appendix 1.

3.8 RIGHT-OF-WAY

3.8.A GENERAL

The Applicant(s) requesting Service shall furnish to the City suitable Right-of-Way for the installation and maintenance of facilities on, over, under and across the premises. Right-of-Way is for the purpose of providing Service to the Applicant(s) and to premises and other users in the vicinity. Right-of-Way Agreements are set forth on forms provided by the City. These Rights-of-Way

shall grant the City permission to utilize locations and facilities which are suitable (in the City's sole discretion) for the installation of City facilities. The City will not begin field layout or construction of facilities until suitable Right-of-Way agreements have been executed.

If it is necessary to acquire Right-of-Way from others such as abutting property owners, lessors, railroads, etc., in order for the City to serve the Applicant, then the Applicant shall be responsible for obtaining such Right-of-Way at its own cost. The City shall not in any way be subject to any claims from the Applicant/Customer deriving from delays in obtaining Right-of-Way. Where, due to the nature of the property to be served, the City finds that the exact boundaries are of critical importance, the Applicant will locate and mark such boundaries to the reasonable satisfaction of the City.

Applicant shall be responsible for clearing all trees, tree stumps and other obstructions from the construction area as designated by the City and the said clearing to be completed in reasonable time to meet Service requirements to the City's satisfaction determined by the City at its sole discretion. The Right-of-Way construction area as designated by the City shall be graded to within six (6) inches of final grade before the City will commence construction. If subsequent to construction start-up, the City is required to relocate or adjust any of its installed lines or change plans, the cost of such adjustments of relocation shall be borne by the Applicant, his successors or assigns.

The City shall construct, own, operate, and maintain distribution lines only along public streets, roads, and highways which the City has the legal right to occupy, and on public and private property across which Rights-of-Way and easements satisfactory to the City have been granted. Right-of-Way must be provided within a reasonable time and without cost to the City. In some circumstances, a nominal Right-of-Way Fee, at the City's sole discretion, may be paid by the City (See Fee Schedule, Appendix 1).

3.8.B REQUIRED PROPERTY INFORMATION

The Applicant shall furnish, at no charge to the City, property plans, utility plans, plans indicating connected electrical load, grading plans, roadway profiles, property line stakes, grade stakes and other items showing details of proposed construction. Proposed utility Rights-of-Way and/or easements shall also be delineated on plans. The City shall review these proposed easements and Rights-of-Way for adequacy and shall notify the developer of required modifications. This information is required in reasonable time to allow the City to design and construct its facilities in a safe and efficient manner to meet Service requirements and to comply with applicable laws, codes and rules and regulations.

3.8.C TREE TRIMMING

The City must attempt to maintain the integrity of its electric lines through periods of winds and storm. The Applicant, by either applying for electric service

from the City or by granting a Right-of-Way, agrees to such tree trimming as is necessary to ensure the integrity of the City's electric lines, transformers or any facility of the City's electric distribution system in the right of way. The City may trim any portion of a tree within (50) fifty feet of electric lines. The City is the sole judge of the need to trim branches or remove trees to protect the integrity of its lines.

3.9 NON-TRANSFERABILITY OF SERVICE

The contract for Service is not transferable, except by a Customer to his or her co-signer of the application. When the application is made jointly by co-signers, upon the death of either such Customer, such application or contract shall be deemed to be held solely by the survivor(s), subject to the Tariffs provided.

SECTION 4 CUSTOMER ADVANCE/ USAGE, IMPACT FEES & DEPOSITS

4.1 GENERAL

The City, at its sole discretion, may require from a Customer, prospective Customer or Applicant an advance usage fee or deposit for each account to guarantee payment of bills for Service. Where the City holds more than one advance usage fee or deposit for separate accounts for the same Customer, the City will administer each advance usage fee or deposit individually. At its sole discretion, the City reserves the right to waive Deposit from any Customer. Electric Deposit Agreement is attached to this Section.

4.2 RESIDENTIAL CUSTOMERS

4.2.A RESIDENTIAL CUSTOMERS WHO RENT PROPERTY

An advance usage fee (Deposit) will be charged to new Applicants who are residential renters. (See the Fee Schedule, Appendix 1)

4.2.B RESIDENTIAL CUSTOMERS WHO OWN PROPERTY

Residential Customers who own the property associated with the electric account may not initially be charged a Deposit. However, if the Customer is delinquent in any two consecutive months after Service is initiated, a Deposit may be charged at the same rate as if the Customer is a renter. (See the Fee Schedule, Appendix 1) Service may be terminated for failure to pay the Deposit when requested. If the Customer fails to pay his bill, a lien may be placed against his property and his Service may be terminated in accordance with Section 5.6 and Section 16. On presentation of facts indicating that payment of a Deposit would create a severe hardship, the City may allow payment of the required Deposit to be deferred to the first month's bill or paid in three consecutive billing periods.

4.3 COMMERCIAL CUSTOMERS

A Deposit will be charged to all new commercial Customers with an electric account. Electric service will not be connected until the deposit is paid. (See the Fee Schedule, Appendix 1)

On presentation of facts indicating that payment of a Deposit would create a severe hardship, the City may allow payment of the required Deposit to be deferred to the first month's bill or paid in three consecutive billing periods.

In the case of Customers with an expected monthly load of 500 KW or an expected monthly bill above \$5,000, the City may choose to waive the Deposit. In such cases, in lieu of a Deposit, the City will accept a surety bond from a bank, the proceeds of which shall equal two times the expected monthly bill.

4.4 PROVISIONS FOR ALL DEPOSITS

4.4.A Deposits shall be in an amount equal to two-twelfths of the estimated annual revenue or a minimum as may be reasonably required by the City. (See Appendix 1-Fee Schedule) No interest will be paid on Deposits from the Residential Customers. Accrued interest earned will be paid on the Deposits from all non-residential customer classes. Interest will be paid at the time the Deposit is returned to the Customer. No interest will be paid unless the Deposit is held longer than ninety days.

4.4.B The deposit shall cease to draw interest: On the date the deposit is returned to the Customer, or on the date service is terminated, or on the date notice is sent to the Customer's last known address that the deposit is no longer required.

4.4.C Deposits shall not be applied against the amount due on a regular bill, however they will be applied against the final bill if account is not current.

4.4.D At the beginning of City's each fiscal year, the City may give considerations to the return of the Deposits to Customers in good account standing. The City may return the Deposit to a Customer under the following conditions:

1. The Customer has been taking uninterrupted Service for a minimum period of three (3) years from July 1;
2. The Customer has not been sent more than three (3) disconnect notices by the City;
3. The Customer's checks have not been returned for more than three (3) times.

4.4.E At the termination of an account, the customer must request a return by submitting a written request with a valid forwarding address. The Deposit Return Request Processing Fee will be deducted from the return balance. (See Appendix 1-Fee Schedule)

4.5 ELECTRIC SYSTEM IMPACT FEES

Prior to the issuance of a building permit by the Code Official or other duly authorized representative, all developers or owners of newly constructed structures requiring Service may be charged the Impact Fee in accordance with the Electrical Impact Fee Schedule included in Appendix 1. The City reserves the right to bar occupancy of any such structure and withhold Service until such time as the aforementioned Impact Fee is paid in full. The

Impact Fee shall be used for construction, maintenance and expansion of the City's electric system.

Impact Fees may be reviewed annually, and not less than 5 years, by City Council and may be adjusted periodically as determined necessary.

4.5.A Any structure that does not receive a certificate of occupancy, in accordance with this schedule, shall be ineligible for the impact fee waiver and shall pay the required Impact Fee in full prior to the issuance of a certificate of occupancy.

SECTION 5 PAYMENT TERMS

5.1 BILLING PERIOD

Rates for Service are stated on a monthly basis and bills are rendered monthly. Meter readings are scheduled at approximate monthly intervals from 27 to 33 days.

5.2 WHEN BILLS ARE PAYABLE

Payments must be received by the close of business on the due date to avoid penalties. Payments placed in the drop box on the due date after 4:30 PM will be considered late and subject to penalties.

The late payment charge will not be applied to balances which are under dispute (See Appendix 1-Fee Schedule).

5.3 PAYMENTS OF DELINQUENT BILLS

The Customer may avoid Service termination for non-payment of bills by making payment of the total unpaid balance to the City cashier during the Hours of Operation (See Section 1.9) or Extended Hours of Operation of the City Offices prior to the close of business on the day prior to the scheduled disconnection. The City may give a grace period, not to exceed three (3) Business days, for the payment of delinquent payments before disconnecting the Service. Delinquent payments received at the City Offices or placed in the drop box after the close of business on the day prior to the scheduled disconnection may be subject to an administrative fee that must be paid prior to the restoration of Service. During non-hours of operation, delinquent payments may be made at the Customer Service Center at 119 South Walnut Street, Milford, DE 19963, 302-422-6616 during Extended Hours of Operation. (See Section 1.10)

5.4 ESTIMATED BILLS

When the City's Electric department is unable to read the meter for a particular Customer at any regular reading date, the City may render an estimated bill. Reasons for estimating the bill could include:

- a. Discovery of inoperable or defective meters as covered in Section 10,
- b. Significantly varying readings from past electric consumption, or
- c. The area in which the meter is located is not accessible in a reasonably safe way.

In the case of varying readings from past readings, an investigation into the reason for such variations will be made at Customer's request as per Section 10.4.

5.5 RETURNED CHECKS

Checks given in payment for Utility Services, Customer Deposits, or reconnection charges which are returned to the City unpaid by the Customer's Bank, will result in an additional returned check charge per check, per occurrence (See Appendix 1-Fee Schedule). The return check charge shall be levied against the Customer's account.

Upon the second occurrence of a returned check, the Customer shall be notified that they will be placed on a cash only basis for a period of one year.

5.6 AUTHORITY TO DISCONTINUE SERVICE FOR NON PAYMENT

The City reserves the right to discontinue Service in accordance with provisions of these Rules and Regulations and the accompanying Tariff and/or take any other action permitted by law with respect to any Customer who fails to make full and timely payment of all amounts due the City. (Reference: Section 16)

5.7 DELINQUENT CHARGE INSTALLMENT AGREEMENT

The City may make arrangements for installment payments for those Customers who are unable to pay their bill due to unusual or severe circumstances. However, if the Service has been disconnected, the Customer must pay the Reconnection Charges.

The installment payment agreement constitutes a contract between the Customer and the City, which guarantees payment by the Customer for the amount of the agreement over the specified period. Request for installment payment agreements are subject to City approval and must be approved by the City's billing supervisor or designee.

Failure of the Customer to meet the conditions of this installment payment agreement including prompt payment of the current bill shall constitute a breach of this agreement and entitles the City to pursue collection and Service termination procedures under the rules and regulations outlined in these Rules and Regulations and the accompanying Tariff. Such a breach will also cause the Customer to become ineligible to make an installment payment arrangement for a period of 12 months.

5.8 BUDGET BILLING

A Customer may request for a budget billing and the City reserves the right to establish a budget billing program. Budget billing provides a payment plan which allows Customers to levelize their monthly bills. Any Customer with good credit standing with the City may elect to be placed on budget billing once per calendar year, as long as they are not an assistance-based customer. Under this plan, the Customer will be billed for eleven months on an estimated budget amount basis with the twelfth month as the settlement month. The billing for the settlement month will consist of the actual metered billing for that month plus the difference between the actual amount due to date and the budget amount paid to date.

In no case will the under-calculation of a projected bill absolve the Budget Billing

Customer from paying for the actual amount of consumed energy. If the under collection is too great, then at the option of the City, monthly budget billing amounts can be increased at any time during the eleven month budget billing period.

If the monthly budget billing is not paid, the Customer will be notified by mail that the monthly budget billing will be terminated unless payment of the balance due is received by the late date. Any Customer who is participating in budget billing will not be eligible for the Delinquent Charge Installment Agreement. If the budget billing is terminated, the current finance charge will be applied to the unpaid balance (See Appendix 1-Fee Schedule).

5.9 POST-DATED CHECKS

Post-dated checks will not be accepted until the date of the check. Post-dated checks will not abate imposition of any late charges incurred.

SECTION 6 ADMINISTRATION OF SERVICE CLASSIFICATION

6.1 LOAD INSPECTION

When the Service is supplied under Service Classifications which base the Billing Demand or Minimum Charge upon the Customer's connected load, the City's representative shall have access to the premises at reasonable times to inspect and count the connected load.

6.2 CHOICE OF SERVICE CLASSIFICATION

When two or more Service Classifications are available for the same Class of Service, the Customer may select the Service Classification to be applied to his Service.

6.3 CITY ASSISTANCE

The City, upon request, will assist the Customer in the selection of the most advantageous Service Classification, but the duty and responsibility of making the selection shall at all times rest with the Customer. In the event, the Customer fails to select the Service Classification, the City may assign the Service Classification to the Customer and the Customer shall have no recourse to any damages caused by the City's selection, however, the Customer may request a change in its Service Classification.

6.4 CHANGING SERVICE CLASSIFICATIONS

When a Customer has selected the Service Classification for his Service, its application shall remain in effect for the contract term which the Service Classification specifies. If a Customer's consumption characteristics change so that they fall within the parameters of a different Service Classification, the City reserves the right to change the Customer's Service Classification at any time.

6.5 INTERDEPARTMENTAL BILLING

The City shall bill its internal utility accounts (City Accounts) at the rate for that Customer Class for which the City Account may qualify. The Billing period will be addressed in accordance with the applicable Service Classifications. Rates are stated on a monthly basis

and bills are rendered monthly following the supply of Services.

SECTION 7 CUSTOMER'S INSTALLATION

7.1 CUSTOMER'S WIRING

All of the Customer's wiring and appurtenances shall be furnished, installed and maintained by the Customer. The City shall not be liable for loss or damage resulting from the Customer's wiring or equipment.

The City may delay the construction of an extension and/or Service until the Applicant (or Applicants) has completed the wiring and installation of equipment necessary to receive and use Service. The Customer's facilities at the Point of Delivery and the Service entrance shall be in accordance with the *National Electrical Code (NEC)*², the *National Electrical Safety Code (NEESC)*³, and the City's standards for such facilities.

7.2 DESCRIPTION OF INSTALLATION

The Customer shall present, in writing, complete specifications of equipment, connected electric loads, location plans, electric vaults, cable runs, substations and other data required, so that the City may advise the character of the Service it will furnish, the point at which it will be connected and metered and any other requirements associated with the special conditions of the Service.

7.3 ELECTRICAL INSPECTION

All new wiring and equipment, or changes in wiring and equipment, shall conform to the standards of the National Electrical Code and of local codes in force at the time.

In no event shall the City be under any obligation to inspect the wiring or appliances of the Applicant. The City may refuse to supply Service to the Applicant if the City believes the wiring or appliances do not comply with the applicable codes and recognized requirements.

On receipt of a Temporary Cut-in Card issued by a qualified electrical inspection agency and/or a Waiver, at the sole discretion of the City, signed by the property Owner and the Electrician that holds the City harmless, the City may render Service to the Customer on a temporary basis for a period of not more than 10 working days. If a Final Cut-in Card issued by a qualified electrical inspection agency is not received within this 10 day period, the City shall disconnect Service until such is received.

The City will further render permanent Service only after receipt of an executed Final Cut-in Card stating notice of approval issued by the duly recognized inspection agency.

² The *National Electrical Code* is a registered trademark of the National Fire Association.

³ The *National Electrical Safety Code* is a registered trademark of the Institute of Electrical and Electronics Engineers, Inc.

This card must be submitted to the City by the Customer's electrician. After the final Cut-in card has been received, the associated temporary account will be closed.

7.4 REVERSE PHASE RELAY

The Customer shall install, at his expense, a Reverse Phase relay of approved type on all motors and other equipment where a definite direction of rotation must be maintained. The Customer shall be responsible for all damages caused to the system due to its failure to install a proper Reverse Phase Relay.

7.5 PHASE PROTECTION

The Customer shall install, at his expense, suitable voltage or current type devices which will protect his equipment from damage in event of phase outages. The City shall not be responsible for any damage caused to the Customer due to the Customer's failure to install a Phase Protection system.

7.6 MOTORS

The City shall always be consulted with regard to the requirements as to the size of motor and starting current limitations as well as voltage and phase of service which will be furnished. The City reserves the right to refuse Service to any size motor where the starting currents are deemed to be excessive at City's sole discretion. Starting currents must be limited by the Customer to acceptable levels.

7.6.A MOTORS, GENERAL

It is characteristic of most electric motors, large welding machines and arc furnaces to draw large momentary starting current. This may result in objectionable variations in the voltage supply of other Customers who receive their Service from the same circuits or transformers. In the interest of all of City's Customers, it is therefore necessary for the City to limit the value of starting current which may be drawn by various classes of motors connected to City's lines.

Some latitude in the permissible starting current of motors may be permitted under certain conditions at City's sole discretion, such as when motors are started very infrequently (once or twice a day), when motors are supplied from large capacity circuits and transformers, when motors are necessarily supplied from individual transformers on the Customer's premises, etc. Limitations will be site specific.

The City must always be consulted in advance regarding motor installation above 5 horsepower single phase or above 10 horsepower three phase to insure the proposed installation is acceptable to City.

7.6.B MOTORS RESIDENTIAL

Single phase, 120 volt motors will be permitted providing the maximum starting current does not exceed 100 amperes. (Typically 2 HP or 12,000 BTU/hr. air conditioner.) Single phase, 240 volt or 208 volt motors will be permitted, however,

when the maximum starting current exceeds 150 amperes, the City shall be contacted for approval before purchasing equipment. A/C and heating equipment exceeding 100 amperes shall be a split-unit type with two or more compressor motors, interlocked so that not more than one motor can start at any one time. Three-phase, 208 volt service normally will not be supplied for residential service.

7.6.C MOTORS COMMERCIAL

When commercial installations are located in areas, which are primarily residential, or rural, they normally will be treated as covered by the above section on "Motors Residential". The City may refuse single-phase service to motors rated 5 horsepower or more and to poly phase motors rated less than 5 horsepower or to Customers with a total three phase connected motor load less than 6 horsepower.

7.6.D MOTORS INDUSTRIAL

Due to the wide variety of equipment and methods of service, general rules for starting motors cannot be specifically outlined. Additions to existing installations can be made which will not increase the maximum starting current of the installation. In all other cases, the City must be consulted as to the maximum allowable starting currents.

7.6.E MOTOR PROTECTIVE DEVICES

All motors should be provided with devices that will protect the motor and circuit against overload or short circuit in any wire. Refer to the NEC for motor protection details. Motor equipped with reduced voltage starters that cannot be safely subjected to full voltage at starting should be provided with a device to insure that on the failure of the supply voltage, the motor will be disconnected from the line or the starter returned to the "off" position, unless the motor is equipped with automatic restarting means. To prevent unnecessary shutdowns, it is recommended that this starter be equipped with a time delay feature to prevent the starter from dropping out and to permit the motor to continue to operate during a momentary voltage change.

The direction of phase rotation and the continuity of all three phases of the alternating current supply are carefully maintained, however, the City cannot guarantee against accidental or temporary change of failure thereof. Therefore, motors or other apparatus requiring unchanged phase rotation or continuity of three-phase supply should be equipped, by the Customer, with suitable three-phase protection against the reversal or phase failure.

7.6.F WELDERS

In every case the Customer or Contractor shall consult with the City concerning the electrical supply to electric welders before any commitments for their purchase or installation are made.

7.6.G GENERATORS

No Customer shall install any generation equipment without a written approval

from a City's authorized representative. The City must always be consulted concerning the installation of any electric generating equipment. In all cases of emergency standby generation (Non-Cogeneration) a single operated break before make type double throw switch shall be installed between the generator and the City's supply, to prevent the generator from being connected to the City system at any time. Closed transition switching may be permitted after a Customer and equipment specific evaluation is made by the City. Portable generators may only be used with service conductors physically disconnected from the utility system.

7.7 RIGHT TO INSPECT

The City reserves the right, but is not obliged, to inspect any installation either before electricity is introduced or later if it believes there may be unsafe or hazardous conditions. The City also reserves the right to reject any wiring or appliances not in accordance with the City's standard requirements. Even when the City performs an inspection or otherwise, the City shall not be liable for any loss or damages resulting from defects in the installations, appliances, or wiring which may occur on the Customer's premises.

7.8 PROTECTION FOR COMPUTERS AND ELECTRONIC EQUIPMENT

The Customer shall install, own, and maintain suitable surge, outage, and harmonic protection equipment to protect computers and other sensitive electronic devices. When the Customer has important, sensitive electronic data, the Customer shall be responsible for installing uninterruptible power supply (UPS) equipment to protect the data. The City shall in no way be liable for any damage to the Customer's electronic equipment, computer hardware or software, loss of data associated with the computer hardware and associated equipment, or any other consequential damage due to voltage spikes, surges, or loss of Service.

7.9 POWER QUALITY

When an electrical disturbance affects either the City's distribution system or Service to another Customer and the disturbance is found to be due to a specific Customer's installation (such as resulting from load imbalance, the operation of motors, variable speed motor drives, power generator, or other electrical equipment), the Customer causing the disturbance shall discontinue operation of the suspect equipment until suitable corrective wiring or equipment has been implemented on the Customer's premises to eliminate the disturbance. Such corrective action to eliminate the cause of the disturbance shall be made at the Customer's expense. The City shall have the right to inspect and test the Customer's electrical equipment to determine if it has any electrical characteristics which may cause undue disturbance to the City's system or affect the Service to other Customers. The following are the City's guidelines for disturbance types:

7.9.A WAVE FORM DISTORTION

The maximum total wave form distortion caused by the Customer's equipment, including a maximum of 1% phase voltage imbalance, shall be limited to 5% measured at the Point of Delivery.

7.9.B HARMONIC DISTORTION

The total Harmonic Distortion shall not exceed 5% with any single harmonic distortion not exceeding 3% measured at the Customer-City interface.

7.9.C COMMUTATION NOTCHES

Distortion caused by the commutation of solid state devices between conducting and non-conducting conditions in the form of notches on the voltage waveform shall be limited to less than a 3,400% volts-microseconds area under the notch.

7.9.D STAGGERED STARTUPS

During start-up operations, Customer's machinery and equipment shall be started on a serial or staggered schedule with no more than 500 HP per step so as to minimize the impact of such startups on the City's electric system. Such schedule shall be provided to, and approved by the City in advance, and any necessary modifications to the schedule shall be communicated to the City immediately. Between each step, the customer shall provide a time interval of a minimum of fifteen (15.0) minutes, preferably one hour. This time interval helps to reduce the power cost to the Customer and the City.

7.10 DAMAGE TO CITY'S SYSTEM

The Customer should ensure that its installation of any facility listed in this Section does not interfere with the City's operations or cause damage to any of the City's facilities. In the event the Customer's installation causes damage to the City's operations or facilities, the Customer shall be responsible for all the costs associated with such damage.

SECTION 8 SECONDARY SERVICES & TRANSFORMER INSTALLATIONS

8.1 GENERAL

"Secondary Services" and "Services" as used in this section refer to overhead and underground conductors and associated materials between the last aerial structure (typically a pole) or underground terminal (typically a pad-mounted transformer) of the City's electric distribution system and the point of connection with the Customer's facility (typically a building eave or wall). Service as used in this section typically refers to the provision of electricity at 480 volts or less. The City's system facility from which the Service is installed may be on public or private right-of-way. Non-refundable charges may be assessed based on the Customer request and the type of service required. (See Fee Schedule, Appendix 1)

The Service connection location must be approved by the City. It will normally be located on the Customer building at a point nearest to the point at which the electric service enters the property to be served. It must be located so that the Service will be clear of obstructions and have adequate support. The Service attachment device will be approved by the City and supplied and installed by the Customer. Any modification of the Service requested by the Applicant must be agreeable to the City. Any additional cost resulting from the Applicants requested modification will be borne by the Applicant. Services will not be connected until satisfactory payment or credit arrangements are made

in accordance with charges as detailed in this Tariff and referenced in the Fee Schedule, Appendix 1.

All persons who work on electrical equipment or wiring that interfaces with the City's electrical distribution system must be licensed by the State and possess a City's contractor license. Homeowners may work on their own electrical systems when issued an appropriate permit from the County in which they live and have their work inspected by an approved electrical inspection Agency.

Only authorized City personnel are permitted to connect or disconnect a Customer's facility to the City's distribution system. The Customer or Customer's representative (electrician) should arrange with the City to have the meter disconnected prior to performing any modification to the Customer's electric Service. The City will reseal the meter when the modification is complete. (See Fee Schedule, Appendix 1, for the appropriate charge) In the case when, in conjunction with electrical work on the Customer's facility, the meter has been disconnected without City involvement, a resealing fee will be applied (See Fee Schedule, Appendix 1).

8.2 RESIDENTIAL OVERHEAD SERVICE

The City will install, own, and maintain all overhead services. The City will install, without charge, to the Customer the first 150 feet from the existing overhead facilities. Overhead services in excess of 150 feet will be provided at a charge to the Customer as provided in Fee Schedule, Appendix 1.

8.3 COMMERCIAL OVERHEAD SERVICE

The City will install, own and maintain all overhead services. The City may install without charge the first 150 feet from the existing overhead facilities. Any Charges will be determined by the City on a case by case basis.

8.4 UNDERGROUND SERVICE

All residential meters will be located on Customer Owned Facilities. The City reserves the right to waive this requirement under special circumstances. These Customer owned facilities will generally be considered to be their dwelling or garage. The Service entrance location must be approved by the City prior to the start of construction.

The City will install, own and maintain all residential underground service up to but not including the meter socket. Where the City's distribution lines are underground, only underground service will be provided. All Commercial Underground will be installed and maintained by the Customer.

8.5 RELOCATION OF SERVICE

Any alterations, changes or relocations of City-owned services, which are requested by and for the convenience of the Customer, and approved by the City, shall be made by the City and the cost paid by the Customer.

If the City is required by any state or other public authority to relocate any portion of the City's distribution system, the Customer, at his expense, shall make the necessary

changes in the location of his facilities for receiving Service. The City will attempt to negotiate with the state or other public authority to include the Customer's expenses for relocation, however, the City's failure to successfully negotiate with the state or other public authority shall not relieve the Customer's from the responsibility of the relocation expenses.

8.6 TRANSFORMER INSTALLATION

The City will make transformer installations on public rights-of-way only as permitted by the regulations of the public authorities. The type of metering or load requirements may require the Customer to provide for the installation of transformer facilities on a private property right-of-way. Transformers shall be situated in such a manner that they are separated from, and do not interfere with, and are not interfered or endangered by the location of other structures or proposed structures such as concrete curbing, water supply sources, fire hydrants, parking lots, etc. The Customer shall provide the City with proposed transformer locations for the City's review and approval prior to the finalization of plans for transformer placement. (See also Section 3.8)

If the electricity supplied is metered at primary voltage, all required structures and/or vaults⁴ and electrical substation equipment, including protective devices, shall be installed, owned and maintained by the Customer.

8.7 DISCONTINUED SERVICE

When Service to a Customer is discontinued, the City may disconnect Service but leave any or all of its Service connection facilities on the premises to facilitate the Service to future Customers. Customer must not remove any City's facility without the City's written approval.

8.8 SUPPLY VOLTAGES

All references to voltages are standard or nominal voltages and actual voltages supplied may vary above or below these specified voltages within the limits prescribed by accepted utility practice. The City may specify the voltage and the minimum and maximum load that it will supply at any particular voltage.

Not all types of electric service listed below are available at all locations. Subject to limitations, the types of secondary electric service available, with their nominal voltages, are:

<u>Phase</u>	<u>Volts</u>
Single Phase 3 Wire	120/240 Volts
Single Phase 3 Wire	120/208 volts (Network)
Three Phase 4 Wire ²	08Y/120 volts
Three Phase 4 Wire	480Y/277 volts

⁴ The City's policy is to avoid the use of vaults in new construction. New services will be rendered in vaults as an exception and at the sole discretion of the City.

8.9 METERS

The City shall designate the location of meters. The meter pan location must be approved by the City prior to the start of construction. Unless otherwise approved by the City, meters will be located on the front half of homes or garages as close to the point the Service enters the property as possible. At no point will the metered service be enclosed by a fence, wall, or partition.

8.10. TREE TRIMMING

Rights-of-way granted to the City shall grant the City the Right to trim and/or clear trees and other obstructions, as it deems necessary. The City will also have the right to require the Customer at his expense to have his own contractor trim and/or clear trees or other obstructions to the satisfaction of the City when, in the City's judgment, such trees or other obstructions threaten the integrity of the City's electric lines or equipment, or other property owner'(s) property. In such cases, the Customer will be given 10 fair-weather⁵ days to rectify the situation. However, when such overgrown trees or other obstructions create an imminent danger to the City's electric lines or equipment or other property owner'(s) property, without providing any notice to the Customer, the City reserves the right to disconnect the Customer's service (see Section 16), trim and/or clear the trees and other obstructions, and reconnect the Customer. In such cases, the City will bill the Customer for these services including for tree trimming. (See Chargeable Service Call and Reconnect Charges in the Fee Schedule, Appendix 1).

When overgrown trees or other obstructions cause an outage of the Customer's service due to damage to the City's electric lines or equipment, the City reserves the right to clear the trees, and/or other obstructions, and to make the necessary repairs to reconnect the service. In such cases, the City will bill the Customer for the clearing of the trees or other obstructions and for the required repairs. (See Chargeable Service Call and Reconnect Charges in the Fee Schedule, Appendix 1).

Pad-mounted transformer areas are to be free of trees, plantings, or other obstructions to within six feet of any edge of the concrete or fiberglass pad.

These rights-of-way shall grant the City permission to utilize locations and housings which are suitable (in the City's sole opinion) for the installation of City facilities.

SECTION 9 METER INSTALLATIONS

9.1 METER SOCKETS SUPPLIED BY CUSTOMER

Residential meter sockets shall be of a type approved by the City and shall be procured by and installed by the Customer. The Customer is responsible for maintaining the meter socket in a safe and workmanlike operating manner. The City reserves the right to

⁵ In the case when inclement weather during the ten day period prevents a reasonable effort to rectify the situation, the Customer may apply for an extension of time. In such cases the City may grant an extension that will include at least ten "fair-weather" days. A fair-weather day is defined as a day when, in the opinion of the City of Milford, weather conditions permit sufficient opportunity for the required work to be accomplished.

disconnect Services within ten fair-weather⁶ days of notification to an Applicant or Customer whose socket(s) are not maintained in a safe and workmanlike operating manner.

If, in the City's sole judgment, there is a clear and imminent danger to life, health, or property from a Customer's poorly maintained meter socket, the City reserves the right to make the necessary repairs and bill the Customer. All three phase and all K-base meter installation will have a disconnect of appropriate size on the load side of the metered Service which allows the meter to be read during time of discontinued Service (See Chargeable Service Call in Fee Schedule, Appendix 1)

If the Customer should desire to have multiple pan meter sockets, these sockets must be approved by the City prior to installation of meters and must be furnished, owned, and maintained by the Customer. The City does not stock multiple meter sockets and cannot be responsible for the interruption or replacement of the multiple sockets in the event of a future failure. All multiple pan meter sockets must have individual disconnects of appropriate size on the load side of the metered service.

9.2 METERS SUPPLIED BY THE CITY

The City will furnish, install, maintain, and own one (1) set of metering equipment for measurement of the electricity supplied under each contract.

9.3 METER LOCATIONS

The City shall designate the location of meters. The meter pan location must be approved by the City prior to the start of construction. Unless otherwise approved by the City, meters will be located on the front half of homes or garages, as close to the point the Service enters the property as possible. For secondary or primary metered installations, the Customer will provide a support or other facility as required and approved by the City for mounting of metering equipment.

The Customer is responsible for keeping metering areas clean, clear of debris, and accessible by City employees or the City's Engineers. At no point will the metered service area be enclosed by a fence, wall, or partition.

In buildings where multiple meters are required, each meter position shall be clearly and visibly marked so that each meter position is identified as to the location to which Service is being supplied. Meters shall not be installed by the City until this has been accomplished.

⁶ In the case when inclement weather during the ten day period prevents a reasonable effort to rectify the situation, the Customer may apply for an extension of time. In such cases the City may grant an extension that will include at least ten "fair-weather" days. A fair-weather day is defined as a day when, in the opinion of the City, weather conditions permit sufficient opportunity for the required work to be accomplished.

9.4 RIGHT TO REMOVE CITY'S EQUIPMENT

All meters, instrument transformers or other service equipment supplied by the City shall remain its exclusive property. The City shall have the right to remove all its property from the premises of the Customer at any time after the termination of Service, whatever may have been the reason for such termination. Possible reasons to remove equipment would include:

1. Evidence of illegal tampering
2. Hazardous conditions endangering equipment
3. Failure to pay bills or meet other terms of payment
4. The structure has been condemned or determined unfit for human occupancy by the City.

9.5 REVERSE REGISTRATION

The City may, by ratchet or other device, control its meters so as to prevent reverse registrations.

9.6 PERIODIC TEST SCHEDULE

The City will test meters in accordance with its periodic test schedule. Meter tests performed at the request of a Customer will be made in accordance with Section 10.4.

9.7 REMOTE AUTOMATIC READING DEVICES

The City, at its discretion, may install remote automatic reading devices, including smart meters, subject to available technology. Such metering devices will be owned, installed and maintained by the City. When requested by the Customer and approved by the City, installation will be made at cost payable by the Customer. The location of such metering device shall be subject to the City approval. The City may require a verification reading.

In cases of discrepancy between the remote automatic reading and/or smart metering device and the City's meter, the City's meter shall be used as the final determinant in measuring consumption and in all cases will take precedence over any readings on remote automatic reading and/or smart metering devices.

9.8 ELECTRIC PULSE INITIATOR

The City, at its option and upon the request of a TOU (Time of Use) Customer, will make available contact closure pulses in the KYZ format to the requesting TOU metered Customer. If an isolating relay is required, the Customer will also bear the cost of purchase and installation. The Customer must bear the cost of the pulse initiator and its installation. The City will maintain and replace the pulse initiator after the initial installation. If the pulse initiator fails, the City will not guarantee to stock a replacement but will order a replacement as necessary. The Customer will be without pulse data during this period. If the Customer requests a standby pulse initiator to be available, he must purchase and inventory a backup pulse initiator. The City will provide, but does not guarantee to deliver pulses to the high side of the pulse initiator fuse. The City will provide replacement fuses to re-fuse if necessary.

The Customer will be responsible for accepting the pulses on the load side of the pulse initiator fuse. The Customer will accept the pulses and utilize them in a way that does not expose the City's equipment to undue risk.

Either party may re-fuse in the event of a blown fuse.

The City reserves the right to remove the pulse initiator if its use by the Customer damages the City's equipment and electric system or continues to expose the equipment to risk.

The City will not guarantee the continuity of pulse data. The Customer will be responsible to report loss of pulses to the City immediately.

If the pulse initiator, contacts, fuses, or conductors that transmit data to the Customer fail, the City does not guarantee continuity and shall not be responsible for loss of pulses and no adjustment to the bill will be made. Should loss of pulses occur frequently, the City may terminate offering data pulses or the Customer may elect to install his own initiator equipment at his cost which would be under his own control and maintenance.

9.9 MOBILE METER READING DEVICES

The City reserves the right, as technology develops, to utilize mobile meter reading devices, including hand-held meter reading devices, remote meter reading or smart metering devices to replace manually written meter readings in a meter book.

9.10 CAPACITY OF METERS

The meters, instrument transformers, service connections, and equipment supplied by the City for each Customer has a definite load capacity and no additions to the equipment or connected load will be allowed except by prior written notification and consent by the City.

9.11 METER RELOCATION

Metering installations moved from the inside of the house or building to the outside of the house or building at the Customer's request, when no other modifications of electric service equipment are being made, will be relocated by the City at the Customer's expense. When requested by a Customer, metering installations moved to other exterior locations for the convenience of the Customer shall be relocated by the Customer, at the Customer's expense. In such cases the City shall be notified of the relocation prior to its occurrence. The actual transfer of the electric meter shall be made by the City. (See also Section 15)

9.12 BROKEN METER SEALS

Repeated broken meter seals are a sign of possible tampering with the meter mechanism. See Section 15.1 for conditions and remedies.

SECTION 10 ADJUSTMENT OF CHARGES

10.1 FAST WATT-HOUR METER

Whenever a watt-hour meter in service is found, upon tests made by the City, to have a positive average error, that is, when it over-registers or is fast, in excess of two percent

(2%), the City shall credit or refund to the Customer an amount equal to the excess paid for the kilowatt-hours incorrectly metered. The refund shall be for the period that the Customer received Service through the meter, but for not more than the periods established below:

10.1.A KNOWN DATE OF ERROR

If the date on which the error first developed or occurred can be established or estimated, the bills for Service shall be recalculated from that time.

10.1.B UNKNOWN DATE OF ERROR

If the time at which the error first developed or occurred cannot be established or estimated, it shall be assumed that the over-registration existed for a period of three (3) years or a period equal to one-half of the time since the meter was last tested, whichever is less. The credit or refund will not be issued if it is less than \$5.00.

10.2 SLOW OR STOPPED METER

When a meter is found, upon test made by the City, to have a negative average error, that is, when it under registers or is slow in excess of two percent (2%), or the meter has stopped working, or in case of a poly phase meter, to be operating with an inactive element, and the error in registration or failure to operate is not attributable to the negligence of the City, but is due to some unpredictable cause, such as lightening or unauthorized overload, the City may estimate the proper charge for the normal periods or by such method as may be determined by the City or its electric consultant. Except in cases of tampering, theft, inaccessibility to meter, or unauthorized overload, such an estimate for a slow or stopped meter may cover a period of not more than three (3) years.

10.3 DEMAND METER

Whenever a demand meter, the readings, or indications of which are utilized in computing the charges for Service, is found, upon test by the City to be in error in excess of the limits indicated below, the charges to the Customer shall be adjusted in the same manner as prescribed under watt-hour meters above.

Meter Type

Integrated Demand Meters

Limits of Accuracy

+/- 2% of full scale reading

10.4 REQUEST FOR METER TESTS

Upon request by a Customer, the City shall test the Customer's meter provided that such tests need not be made more frequently than once in twenty-four (24) months. If tests of the meter are requested more frequently than once in twenty-four (24) months, the City shall charge the Customer for testing (see Fee Schedule, Appendix 1). No charge shall be made for testing meters which, upon test, are found to exceed the allowable accuracy limits as defined above. Customer, or his representative may be present when his meter is tested. A written report of the results of the test shall be made to the Customer within ten (10) business days after the completion of the test.

10.5 ADJUSTMENTS FOR INCORRECT BILLINGS

Incorrect billings resulting from clerical error, incorrect meter installation or reading, incorrect application of the Rate Schedule, or other similar reasons, shall be corrected immediately upon discovery, and corrected bills rendered to the Customer; however, in no case additional charges due from the Customer under the application of this paragraph may be collected for more than three (3) years prior to the month of discovery. If the Customer has been overcharged, the City will refund the amount due or credit the Customer's account, at the Customer's election, to date the error was made, not to exceed three (3) years prior to discovery. In the absence of election by the Customer for refund by check, the City shall credit the account. In the event additional charges are due the City, installment payments will be offered for not more than the number of months the account was billed in error. At the City's sole discretion, a finance charge may not be applied to such installment payments. A Customer may dispute its bill(s) and such dispute must be filed in writing with the City and the City will make its best effort to resolve such disputes.

10.6 ROUTINE METER TESTING

Alternating current meters that are in Service shall be periodically tested according to the schedule below:

<u>Group</u>	<u>Rate Classification</u>	<u>Frequency</u>
Residential	RES	10 years
Commercial - Non Demand	SGS	10 years
Commercial and Small Industrial (Customers below 300 kW)	MGS, LGS & GSP	6 years
Industrial (Customers above 300 kW)	LGS, GSP & SCS	2 years

SECTION 11 CONTINUITY OF SERVICE BY CITY

11.1 CITY LIABILITY

The City does not guarantee continuous uninterrupted Service and will not be liable for any loss, cost, damage or expense to any Customer occasioned by an interruption or phase reversal if due to any cause beyond the reasonable control of the City. In no case, the City's liability shall exceed the actual tangible amount of loss to a Customer and the City's liability shall not include consequential, incidental, punitive, exemplary or indirect costs and/or damages.

11.2 NOTICE OF TROUBLE

The Customer shall notify the City promptly of any defect in Service or of any trouble or irregularity to the electric supply.

11.3 PREARRANGED INTERRUPTION OF SERVICE

Whenever it is necessary to interrupt Service for work on lines or equipment, such works will be done, as far as possible, at a time that may cause the least inconvenience to the Customer. The Customer(s), to be affected by such interruptions will, if possible, be notified twenty-four (24) hours in advance. The Customer may, with justifiable cause, request the City to extend the twenty-four (24) hour notification to forty-eight (48) hours.

SECTION 12 CUSTOMER'S USE OF SERVICE

12.1 RESALE FORBIDDEN

The Customer shall not directly or indirectly sell, sublet, assign or otherwise dispose of the electric energy or any part thereof except as authorized by Chapter 51, Title 25 of the Delaware Code.

12.2 FLUCTUATIONS

Electric Service must not be used by the Customer in such a manner as to cause unusual fluctuations or disturbances in the City's supply system. Should such fluctuation or disturbance be caused by the Customer, the City may discontinue Service or require the Customer to modify his installation or install approved controlling devices (See also Section 7.9).

Where Service is rendered under Service Classifications "SGS", "MGS", "LGS", "GSP" or "SCS" and the use of current is intermittent or subject to large fluctuations, the City reserves the right to base the measured demand upon a five (5) minute period, or to add to the measured demand, as determined under the measured demand provision of the applicable Service Classification, an amount equal to sixty-five percent (65%) of the rated capacity in kilowatts of apparatus having fluctuating or intermittent current requirements.

12.3 UNBALANCED LOADS

Where Service is rendered under Service Classifications "SGS", "MGS", "LGS", "GSP" or "SCS", the Customer shall at all times take and use energy in such manner that the load will be balanced equally between phases. Should this not be possible and the imbalance exceeds ten percent (10%) of the lesser phase, the City reserves the right to compute the demand for billing purposes on the assumption that the load on each phase is equal to that on the greatest phase. If the imbalance exceeds forty percent (40%) of the lesser phase, the City reserves the right to terminate Service.

12.4 TRANSIENT VOLTAGES

Customers are cautioned that certain types of data processing equipment are sensitive to transient voltages which typically occur in commercial power systems in routine operation. The City shall not be liable for transient voltage-related damage or loss. The Customer should purchase and install surge suppressors to protect sensitive equipment from transients, spikes, or surges.

12.5 SUPERIMPOSING ELECTRIC SIGNALS ON THE CITY'S ELECTRIC SYSTEM

When the Customer couples to or superimposes any signal on his electric system for equipment control, load management control, carrier current transmission, signal systems, communication broadcasting or any other purpose, the Customer shall be responsible for preventing any such signals from being imposed upon or entering the City's metering and electric system. The Customer shall notify and obtain the consent of the City before utilizing their equipment.

12.6 POWER FACTOR

The average Power Factor at the point where the electric service is metered should not be less than ninety-five percent (95.0%) lagging.

In any month in which the average lagging Power Factor is less than 95.0%, the measured demand shall be corrected by the ratio of the 95.0% Power Factor to the actual Power Factor as follows:

Billing Demand = Measured Demand x (95.0) /Customer's Actual Monthly Power Factor)

In case the actual Power Factor exceeds 95.0%, no correction to the Billing Demand will be made.

Where lighting, welding, motors or other electrical equipment or devices having lagging or leading Power Factor characteristics are installed, in order to avoid additional charges, the Customer may furnish, install, and maintain at his own expense, corrective apparatus which will increase the average Power Factor of the individual units or the entire installation to not less than 95.0% lagging or more than 110% leading. The City reserves the right to require removal or modification of Customer installed equipment which the City, at its sole discretion determines, is detrimental to the proper operation of the City's electric distribution system.

12.7 USE OTHER THAN STATED IN CONTRACT

The City's Service shall not be used for any purpose or in any place other than that stipulated in the Customer's contract for Service except by written consent of the City.

12.8 CHARACTERISTICS OF SERVICE

The Service specified and furnished by the City consists of sixty (60) hertz, single phase or three-phase alternating current at one standard primary or secondary voltage. The type of Service (number of phases and voltage) available varies with location and load.

An Applicant must contact the City to ascertain the type of Service the City will supply before making plans for receiving Service or making alterations to existing Service.

Secondary Service - Single phase or three phase circuits carrying a nominal voltage of 480 volts or less between any two conductors.

Primary Service - Single phase or three phase circuit carrying a nominal voltage of 14,400 volts to 24,900 volts between any two conductors. This Service is available to customers, with the City's approval, who have anticipated loads in excess of 750 Kw.

12.9 CHANGE OF INSTALLATION AND SERVICE OVERLOAD

The Customer shall give immediate written notice to the City of any proposed substantial increase or decrease in, or change of purpose or location of his installation. The Service connection, transformers, meters and equipment supplied by the City for each Customer have a definite capacity and no additions to the equipment or load connected thereto will

be permitted except by written consent of the City. Failure to give notice of additions or changes in load or location shall render the Customer liable for any damage to the meters or their auxiliary apparatus or the transformers or wires of the City caused by the additional or changed installations.

12.10 LIMITATION OF USE

No other source of Service shall be introduced or permitted, directly or indirectly, for the Customer's use without written notice to the City and written consent of the City which shall not be unreasonably withheld. An installation for which permission has been granted must be made so that the supply of power from the Customer's generator or other sources cannot feed into the City's system, unless agreed to by a written contract between the City and the Customer.

SECTION 13 DEFECTS IN CUSTOMER'S INSTALLATION

13.1 CITY'S RIGHT TO INSPECT

The City shall have the right, but shall not be obliged, to inspect any installation before electricity is introduced or at any later time, and reserves the right to reject any wiring or appliances not in accordance with the City's standard requirements.⁷ However, such inspection, or failure to inspect, or to reject, shall not render the City liable or responsible for any loss or damage, resulting from defects in the installation, wiring or appliances, or from violation of City rules, or from accidents which may occur upon the premises of the Customer.

13.2 DEFECTIVE INSTALLATIONS

If at any time the wiring, fixtures or appliances of the Customer are found to be defective or dangerous by the City's representative, service may be refused or discontinued until the Customer has the condition corrected.

13.3 CUSTOMER'S RESPONSIBILITY

The City assumes no responsibility for any damages done by or resulting from any defect in the wiring, fixtures, or appliances of the Customer. In the event any loss or damage to the property of the City, or any accident or injury to persons or property is caused by or results from the negligence or wrongful act of the Customer, his agents, contractors or employees, the cost of the necessary repairs or replacement shall be paid by the Customer to the City and any liability otherwise resulting shall be assumed by the Customer.

13.4 CITY LIABILITY

The City shall not be liable for damage resulting from the presence of electric current or the City's appliances on the Customer's premises, or from the use of the Service of the City by the Customer.

SECTION 14 ACCESS TO PREMISES

⁷ The City's standard building requirements are in accordance with the 2006 IBC/IRC/IPMC International Building Code.

14.1 ACCESS TO PREMISES

The authorized agents or representatives of the City, having the proper City identification, shall have access at all reasonable times to the premises of the Customer for the purpose of reading its meters, connecting and disconnecting Service, operating, testing, inspecting, repairing, removing and replacing any or all of its apparatus used in connection with providing the Service. If City's meters or other equipment are located on the premises of someone other than the Customer, the Customer shall be responsible to arrange for access thereto by the City agents or representatives.

14.2 RIGHTS-OF-WAY, ACCESS TO CITY OWNED EQUIPMENT, AND TREE TRIMMING

Rights-of-Way must be maintained free of obstructions in order for City personnel to have free access to City distribution lines or other equipment. Fences, garages, sheds, other outbuildings, swimming pools, trellises, trees, and other large plantings are prohibited from right-of-way areas. The City will have the right to require the Customer to remove any plantings or other obstructions which prevent City personnel from accessing any item of City equipment such as poles, aerial lines, underground lines, service drops, transformers, metering pedestals, etc. Furthermore, the City will have the uninterrupted right and authority to trim trees, limbs, and undergrowth in the right-of-way which may interfere with the operation of City equipment. The City may bill the Customer for such Services. (See Appendix 1-Fee Schedule) Pad-mounted transformer areas are to be free of trees, plantings, or other obstructions to within nine feet in the front and three feet on the sides and rear of any edge of the concrete or fiberglass pad.

The City must attempt to maintain the integrity of its electric lines through periods of winds and storm. The City may trim any portion of a tree within (50) fifty feet of electric lines. The City is the sole judge of the need to trim branches or remove trees to protect the integrity of its facilities. However, the City will provide an advance notice, to the maximum extent possible, to the occupants/owners of the premises about the date and time when the City is planning to trim branches or remove trees.

14.3 PENALTY FOR NON-ACCESSIBILITY OF METER

When a Customer fails to provide the City with access to read the electric meter or perform maintenance on the City's equipment, then the Customer will be notified of the accessibility problem in writing and the Customer must take the appropriate steps to correct the problem.

The Customer will be given 30 days to rectify the problem or else Service will be terminated and a fee for inaccessibility will be charged (See Appendix 1-Fee Schedule).

SECTION 15 TAMPERING WITH CITY'S PROPERTY

15.1 TAMPERING EXPRESSLY FORBIDDEN

No person except a duly authorized representative of the City shall make any connection or disconnection, either temporary or permanent between Service load of the Customer and Service wires of the City; or set, change, remove or interfere with or make any connections

to the City's meter or other property or any wiring between the City's meter and the Service wires of the City. By taking Service from the City, the Customer agrees to respect the integrity of the meter seal.

15.2 LIABILITY FOR TAMPERING

In the event of the City's meters or other property being tampered or interfered with, the Customer being supplied through such equipment shall pay the amount which the City may estimate is due for Service used but not registered on the City's meter, and for any repairs or replacements required, and such changes in Customer's installations as may be required by the City. Furthermore, the Customer may be subject to a utility tampering fee in accordance with the Fee Schedule, Appendix 1.

When the City discovers evidence of tampering or interference, Services may be terminated and the police will be notified for possible criminal charges. Upon request and pending police action, the Customer may be reconnected after all applicable fees have been paid. (See Fee Schedule, Appendix 1).

SECTION 16 CITY'S RIGHT TO DISCONTINUE SERVICE

16.1 RIGHT TO DISCONTINUE SERVICE

The City reserves the right to discontinue any class of Service for any of the following reasons.

16.1.A WITHOUT PRIOR NOTICE

1. Unavoidable shortage or interruptions in City's source of power supply or other cases of emergency.
2. Whenever a hazardous electrical or electrical related condition is found to exist on the Customer's premises.
3. Interference or tampering with meters or City equipment or diversion of Service.
4. The Customer's use of equipment is determined by the City to adversely affect the City's equipment or the City's Service to the other Customers.

16.1.B WITH PRIOR NOTICE

1. Failure to remedy conditions having detrimental effect on the City's electric system and/or Service of others.
2. Non-payment of any bill for Service
3. Violation of, or non-compliance with the Rules and Regulations of the Tariff including effective Service Classification or Agreement or Contract. The City may refuse to supply any Service until the Customer has corrected the conditions constituting such violation.
4. Failure to pay a deposit or other customer charge as detailed in this Tariff.
5. Misrepresentation of identity to avoid payment of an outstanding bill for Service rendered.

6. Repeated refusal to grant access, during reasonable working hours, for maintenance, meter reading, or removal of equipment, inspection or replacement of equipment.

16.1. C TIMING FOR NOTICE AND SERVICE TERMINATION

The amount of time allowed for disconnection with prior notice as provided for in the preceding section, (Section 16.1.B) shall be determined by the City. The notice will state when Service will be discontinued and will inform the Customer of the steps which must be taken to avoid such disconnection of Service. The Customer may be subject to disconnection anytime on, or after, 9 days past the due date. For non-payment of any bill for electric Service, such termination will not occur between 12:00 Noon on any Friday and 10:00 AM on the succeeding Monday. Should Friday be a legal City holiday, the last preceding business day shall be substituted for Friday. Should Monday be a City holiday, the next succeeding business day shall be substituted for Monday.

In the case of a rental Customer, the City may mail a shut-off notice to the owner of the property notifying them of a pending disconnection of service only when winter weather conditions are extreme enough to warrant notification, however, the City is not obligated to do so.

16.2 SERVICE DISCONNECTION DURING EXTREME CONDITIONS

No Dwelling Unit shall have Service disconnected if the temperature is 32 degrees Fahrenheit, or less, at 10:00 AM on the day Service is to be terminated, as verified by two (2) independent weather agencies. Service may be terminated, when in the sole judgment of the City, if an emergency situation exists which requires the immediate termination of Service.

During the heating season, no Service shall be disconnected for nonpayment of past charges without a minimum of seventy-two (72) hours' notice being given to the occupant of intention to terminate Service. Heating season is defined as the period from November 15 to March 31.

No dwelling unit shall have Service disconnected if the Heat Index is 105 degrees Fahrenheit, or more, after 12:00 PM on the day Service is to be terminated, as verified by two (2) independent weather agencies. Service may be terminated immediately, when in the sole judgment of the City, if an emergency situation exists which requires termination of Service.

No Service shall be disconnected if any occupant of a Dwelling Unit shall be so ill that termination of Service shall affect his health or recovery, which has been certified by a statement from a licensed physician and received by an authorized employee of the City empowered to collect bills. (See Section 16.4 Medical Priority Policy)

16.3 LOAD LIMITING DEVICES

In lieu of outright disconnection, the City reserves the right to install load limiting or "pay-as you-go" devices as technology permits and as circumstances warrant.

16.4 MEDICAL PRIORITY POLICY

The City has a policy relating to Customers with a medical priority status. This policy addresses the qualifications, terms and conditions of the medical priority program and the responsibilities of the City and the Customer. This policy is an administrative policy and may be amended without any prior notice.

16.5 RECONNECTION CHARGES

Service disconnected by the City for whatever reasons set forth in Section 16 will be restored only upon payment of all charges due in addition to the correction of the problem necessitating termination. Also, in cases when it has been necessary to remove Service wires to effect discontinuance of Service, Service will be restored only upon payment to the City of the costs of discontinuance and restoration (See Fee Schedule, Appendix 1). Any Customer, who's Service has been disconnected, may also be required to post a deposit or advance usage fee in order to have Service restored.

16.6 AFTER HOURS RECONNECTION CHARGES

When the Customer desires Service to be reconnected after the normal hours of operation of the City Offices as shown in Section 1.9., an "after hours" Reconnection Charge will be assessed instead of the regular Reconnection Charge. (See Fee Schedule, Appendix 1)

SECTION 17 DISCONTINUANCE OF SERVICE BY CUSTOMER

17.1 NOTICE TO DISCONTINUE

The Customer must give the City at least one business day (twenty-four hours) written notice to discontinue Service unless otherwise agreed upon. The City will make every effort to disconnect the Service as soon as the Customer has requested termination and has settled the account. However, the Customer shall be liable for Service taken until the meter has been disconnected or read. Such notice to disconnect prior to the expiration of a contract term will not relieve the Customer from any minimum or guaranteed payment under any contract or Service or Rate Classification. With a written Notice to the City, the Owner of a property may keep the Service connected after the Service to a tenant is discontinued.

17.2 COMPLETION OF TERM

If, by reason of any act, neglect or default of a Customer or his agent, the City's Service is suspended, or the City is prevented from supplying Service in accordance with the terms of any contract it may have entered into, the minimum charge for the unexpired portion of the contract term shall become due and payable immediately as liquidated damages in lieu of the anticipated returns from the said contract.

17.3 FINAL BILL

The final bill for Service is due and payable when rendered.

SECTION 18 PRIMARY EXTENSIONS

18.1 GENERAL

Distribution line extensions or "extensions", as used in this Section, refer to overhead or underground primary voltage conductors, transformers, switchgear, and associated materials that must be constructed along public streets, roads and highways, or on private property from the City's existing distribution system to the point of connection to the Applicant's or Customer's Service entrance (aerial or underground).

Extensions will be designed according to accepted utility practices to provide adequate Service. Modifications to the City's proposed design and/or existing system requested by the Applicant will be made when such modifications are acceptable to the City in its sole judgment.

Service entrances interface with, but are not part of these primary line extensions, a separate Service entrance connection/re-connection fee will be charged in addition to charges associated with primary line extensions. See also Section 14 for information concerning Service entrances.

18.2 DISTRIBUTION LINE EXTENSION POLICY

The City, at its discretion, will extend its distribution system under the terms and conditions incorporated below.

18.2.A RESIDENTIAL - SINGLE FAMILY DWELLINGS

The City will provide up to 150 feet of primary extension of either overhead or underground at no cost to the Customer. Beyond 150 feet, the Customer will be required to pay an additional charge per foot as stated in the Fee Schedule, Appendix 1. All facilities provided by the City will remain the property of the City regardless of any Customer participation in the cost.

18.2.B NON-RESIDENTIAL 8

Any charges made by the City to the Customer for primary line extensions from existing overhead or underground facilities, the Customer will be required to pay up front all materials and labor cost associated with the requested extension regardless of the type of extension, in accordance with the City's Fee Schedule, Appendix 1. It is also understood that the extension will be owned and maintained by the City even if the cost of such extensions have been paid by the Customer..

In the event that the Customer is a primary metered Customer, served under the appropriate Service or Rate Schedule, then the City's responsibility and ownership will terminate at the point of Metering. Any work performed by the City beyond the point of metering under a separate agreement with the Customer will remain the property of the Customer and the

8 "Non-Residential" includes Commercial and Industrial customers.

Customer will be responsible for the maintenance of these facilities. If the Customer desires, he may contract with the City to maintain his facilities and the City may perform the maintenance at the Customer's costs.

18.2.C RESIDENTIAL SUB-DIVISION

The City will provide primary extension of either overhead or underground for the cost of materials and labor paid up front associated with the extension by the Customer or the developer of the Sub Division.

SECTION 19 PURCHASE POWER COST ADJUSTMENT (PPCA)

19.1 GENERAL

Each monthly bill may also include the City's Purchased Power Cost Adjustment (PPCA) charge which will be determined monthly by the City.

SECTION 20 GENERAL COST ADJUSTMENT

20.1 APPLICABILITY

This General Cost Adjustment (GCA) is applicable to all Service Classifications of this Tariff under the following conditions:

As deemed necessary by the City Manager, bills rendered under all Service Classifications of this Tariff may be increased to offset any new or increased special taxes, licenses, franchise fees, rentals, or assessments imposed by any governmental authority against the City in the distribution or sale of electrical energy or its electrical operations or production or sale of electrical energy or the receipts or earnings there from. The City Manager will also have the right to include the GCA in the bills rendered to Customers to reflect the changes in the City's budgeted or actual Operating Expenses. The GCA will be limited to the increase in the Operating Expenses by maximum of ten percent (10.0%).

The General Cost Adjustment may be a fixed assessment, charge per kWh, or a percentage of the total bill, depending on the authorizing City's ordinance.

SECTION 21 DELAWARE PUBLIC UTILITY TAX

21.1 STANDARD TAX

The State of Delaware requires the City of Milford to collect a tax on all non-residential accounts. The tax will be computed at the effective tax rate and is based on the total of each month's current charges including the PPCA.

21.2 WITH MANUFACTURER'S DISCOUNT

The State of Delaware periodically sends the City a list of manufacturing organizations that are not required to pay the full tax rate and may be required to pay at a lower tax rate. For such Customers the applicable tax rate will be used.

SECTION 22 GREEN/ RENEWABLE ENERGY FUND PROGRAM

The City of Milford, through the Delaware Municipal Electric Corporation, Inc. (DEMEC) and the Delaware Energy Office, provides a fund to support green/renewable energy technologies, energy efficiency technologies, or demand side management programs. The rules of practice and procedure for application and disbursement of Municipal Green Energy Fund grants for renewable energy projects in Delaware are outlined in the Municipal Utilities Green/ Renewable Energy Fund Program effective January 1, 2007, as amended.

SECTION 23 AGGREGATION OF RETAIL CUSTOMER DEMAND RESPONSE

The City of Milford or any entity that applies to be an authorized Curtailment Service or Demand Respond Service Provider and is subsequently approved by the City Manager or his designee is permitted to bid demand response and energy efficiency resources on behalf of retail customers served by the City of Milford directly into any FERC - approved independent system operator's or regional transmission organization's organized electric markets.

Retail customers served by the City of Milford wishing to bid their demand response and energy efficiency resources into a Commission-approved independent system operator's or regional transmission organization's organized electric markets may do so by participating in the program established by the City of Milford or with a Curtailment Service or Demand Response Service Provider duly approved in advance by the City of Milford.

SECTION 24 FEE SCHEDULE

The Fee Schedule is attached as Appendix 1 and supporting Worksheets are attached as Appendix 2 to this Tariff. Some of these Fees are described here.

Returned Check Fee

The City of Milford seeks to recover from each Customer the costs of bank processing fees for a returned check from that Customer with no gain or loss for the City.

Late Payment Charge

To encourage Customers to pay their electric bills on time, the City's policy is to charge the Customer a penalty on the outstanding balance of the Customer's bill after the due date. The City will set penalty rates.

Meter Inaccessibility Fee

To discourage Customers from allowing conditions to exist that prohibit City personnel from conducting their normal duties as meter reading, the City's policy is to charge the offending Customer an increasing penalty prior to service cutoff. The amounts are designed to be attention catching without being oppressive.

Right-of-Way Agreement

Generally, a Customer's provision to the City for a Right-of-Way is for the benefit of the Customer. Technically, however, the City is assuming control of the Right-of-Way (albeit for the purpose of providing electric service to the Customer).

SERVICE CLASSIFICATIONS

RES—RESIDENTIAL SERVICE SCHEDULE

1. AVAILABILITY

This rate applies to residences throughout the territory served by the City. Single phase electric Service will also be rendered to the dwelling appurtenances of single private family residences for domestic requirements and also for related farm or domestic purposes when such Service is supplied through one meter.

2. TERM OF SERVICE

Residential service is offered on a month-to-month basis until terminated unless a special contract is required as discussed in Section 3.6 of Rules and Regulations.

3. MONTHLY RATES

<u>Energy Charge</u>	<i>Summer</i> <u>Billing Months</u> June through September	<i>Winter</i> <u>Billing Months</u> October through May
First 5 kWh Or Less	\$4.00 flat charge	\$4.00 flat charge
6-2500 kWh	\$0.1380/kWh	\$0.1280/kWh
Excess kWh Over 2500	\$0.1500/kWh	\$0.1400/kWh

4. BILLING PERIOD

Rates are stated on a monthly basis and bills are rendered monthly following the supply of Service based on the rate stated herein.

5. PURCHASED POWER COST ADJUSTMENT (PPCA) CHARGE

All kilowatt-hours billed under this service classification may be subject to Purchased Power Cost Adjustment (PPCA) charges. (Reference: Section 19)

6. GENERAL COST ADJUSTMENT

The monthly charges under this Service Classification may be subject to General Cost Adjustment Charge. (Reference: Section 20)

7. GREEN/ RENEWABLE ENERGY FUND RATE

All kilowatt-hours billed under this Service Classification will be subject to Green/Renewable Energy Fund Rate. (Reference: Section 22)

8. MINIMUM CHARGE

The minimum monthly charge shall be the "first 5 KWH or less" flat charge plus any applicable Purchased Power Cost Adjustment charge and Green/ Renewable Energy Fund Rate. Minimum charge shall not be prorated for periods of less than one month.

9. LOAD MANAGEMENT

The City encourages its Customers to implement renewable energy and load management resources. The City offers two rate options for this purpose. These are LCSS – Load Control Service Schedule and Net Metering Service.

10. RULES AND REGULATIONS

City’s Department Rules and Regulations shall govern the supply of Service under this Service Classification.

SGS—SMALL GENERAL SERVICE SCHEDULE

1. AVAILABILITY

This rate applies throughout the territory served by the City. Service will be rendered through a single meter for general lighting and/or power requirements of offices, institutions, professional, or commercial establishments, and other applications outside the scope of other Rate Schedules.

When a portion of the consumption of this Service is used for residential purposes, it will be supplied under SGS rate. If the Customer desires the application of Service Schedule RES to the residential service portion of the facility, the Customer should separate and arrange his wiring so that domestic use can be separately metered. In such case the Customer is also required to complete a separate application for Residential Service.

This rate is available to any Customer having a maximum monthly usage of less than 3,500 KWH and desiring Service at secondary voltage as defined in Section 12.8 of the Rules and Regulations. Any Customer taking Service under this Service Classification whose KWH usage for any four consecutive billing months is equal to or exceeds 3,500 KWH shall be automatically transferred to Service Classification MGS, effective with the next succeeding billing month. Any Customer so transferred shall remain on MGS for at least 12 billing months, even though the Customer's monthly usage in succeeding billing months may be less than 3,500 kWh. After 12 billing months, at the Customer's request or when the City observes that the Customer has not exceeded 3,500 KWH upon a periodic review of the Customer's records, the Customer will be transferred back to this Service Classification (SGS) provided that the Customer has not used more than 3,500 kWh for any two consecutive billing months within the most recent 12 months.

2. TERM OF SERVICE

Subject to conditions specified, Service is offered on a month-to-month basis until terminated unless a special contract is required as discussed in Section 3 of Rules and Regulations.

3. MONTHLY RATES

	<i>Summer</i>	<i>Winter</i>
	Billing Months	Billing Months
<u>Energy Charge</u>	<u>June through September</u>	<u>October through May</u>

Customer Charge	\$6.00/month	\$6.00/month
Energy Charge	\$0.1500/kWh	\$0.1400/kWh

4. BILLING PERIOD
Rates are stated on a monthly basis and bills are rendered monthly following the supply of Service based on the rate stated herein.
5. PURCHASED POWER COST ADJUSTMENT (PPCA) CHARGE
All kilowatt-hours billed under this Service Classification may be subject to Purchased Power Cost Adjustment (PPCA) charges. (Reference: Section 19)
6. GENERAL COST ADJUSTMENT
The monthly charge under this Service Classification may be subject to General Cost Adjustment Charge. (Reference: Section 20)
7. GREEN/ RENEWABLE ENERGY FUND RATE
All kilowatt-hours billed under this Service Classification will be subject to Green/Renewable Energy Fund Rate. (Reference: Section 22)
8. CUSTOMER CHARGE
A monthly charge to cover the fixed cost of supplying power to a Customer.
9. MINIMUM CHARGE
The minimum charge shall be the Customer Charge. Minimum charge shall not be prorated for periods of less than one month.
10. LOAD MANAGEMENT
The City encourages its Customers to implement renewable energy and load management resources. The City offers two rate options for this purpose. These are LCSS – Load Control Service Schedule and Net Metering Service.
11. AGRICULTURAL IRRIGATION USAGE
If a part of the power supplies, under this rate schedule, is used for commercial agricultural irrigation purpose, such consumption will not be used for changing the rate classification of the Customer and will be billed at all applicable kWh related rates under the SGS Rate Schedule.
12. PUBLIC UTILITIES TAX
In addition to the charges stated in this Service Classification, including Purchased Power Cost Adjustment charges, the current Delaware Public Utilities Tax will be applied to the total bill for all non-residential services, unless the Customer is exempt from such tax. Manufacturing facilities may be eligible for a reduced rate. (Reference: Section 21)
13. RULES AND REGULATIONS
The City’s Rules and Regulations shall govern the supply of Service under this Service Classification.

MGS—MEDIUM GENERAL SERVICE SCHEDULE

1. AVAILABILITY

This rate applies throughout the territory served by the City of Milford. Electric service will be rendered through a single metering installation for the general lighting and/or power requirements of offices, institutions, professional or commercial establishments, and other applications outside the scope of other rate schedules.

This rate is available to any Customer having a maximum measured demand of less than 300 kW or a minimum of 3500 kWh and desiring service at the available secondary voltage as defined in Section 12.8. Any Customer taking service under this service classification whose measured demand in any four consecutive months is equal to or exceeds 300 kW shall be automatically transferred to Service Classification LGS, effective with the next succeeding billing month. Any Customer so transferred will remain on LGS, for at least 12 billing months, even though the Customer's maximum measured demand in succeeding months may be less than 300 kW.

After 12 billing months, at the Customer's request or when the City observes, upon a periodic review of the Customer's records, that the Customer has not exceeded 300 kW, the Customer will be transferred back to this service classification (MGS) provided that the Customer's monthly demand measurement has not exceeded 300 kW during any month within the most recent 12 months.

2. TERM OF SERVICE

Subject to conditions specified, Service is offered on a month-to-month basis until terminated unless a special contract is required as discussed in Section 3.

3. MONTHLY RATES

	<i>Summer</i>	<i>Winter</i>
	Billing Months	Billing Months
<u>Energy Charge</u>	<u>June through September</u>	<u>October through May</u>
Customer Charge	\$7.00/month	\$7.00/month
Demand Charge	\$13.95/KW	\$10.50/KW
Energy Charge	\$0.0800/KWH	\$0.0700/KWH

4. BILLING PERIOD

Rates are stated on a monthly basis and bills are rendered monthly following the supply of service based on the rate stated herein.

5. PURCHASED POWER COST ADJUSTMENT (PPCA) CHARGE

All kilowatt-hours billed under this service classification may be subject to Purchased Power Cost Adjustment charges. (Reference: Section 19)

6. GENERAL COST ADJUSTMENT

The monthly charges under this service classification may be subject to General Cost

Adjustment Charges (Reference: Section 20)

7. GREEN/ RENEWABLE ENERGY FUND RATE
All kilowatt-hours billed under this Service Classification will be subject to Green/ Renewable Energy Fund Rate. (Reference: Section 22)
8. CUSTOMER CHARGE
A monthly charge to cover the fixed cost of supplying power to a Customer.
9. MEASURED DEMAND
The measured demand shall be the greatest demand established by the Customer during any fifteen (15) minute demand interval of the month as measured by demand meter, taken to the nearest whole kilowatt.
10. BILLING DEMAND
The billing demand for each billing month shall be the maximum measured demand as created during each month.
11. MINIMUM CHARGE
The minimum monthly charge shall be the sum of the Customer charge and demand charge. Minimum charges shall not be prorated for periods of less than one month.
12. LOAD MANAGEMENT
The City encourages its Customers to implement renewable energy and load management resources. The City offers two rate options for this purpose. These are LCSS – Load Control Service Schedule and Net Metering Service.
13. AGRICULTURAL IRRIGATION USAGE
If a part of the power supplies, under this rate schedule, is used for commercial agricultural irrigation purpose, such consumption will not be used for changing the rate classification of the Customer. All the increases in the Billing Demand caused by the irrigation usage will be averaged over the 12 calendar month period which may require an annual true-up of the Customer's Billing Demand and charges required by the use of the average of the monthly Billing Demands.
14. PUBLIC UTILITIES TAX
In addition to the charges stated in this service classification, including power cost adjustment charges, the current Delaware Public Utilities Tax will be applied to the total bill for all non-residential services, unless the Customer is exempt from such tax. Manufacturing facilities may be eligible for a reduced rate. (Reference: Section 21).
15. RULES AND REGULATIONS
The City's Rules and Regulations shall govern the supply of Service under this Service Classification.

LGS—LARGE GENERAL SERVICE SCHEDULE

1. AVAILABILITY

This rate applies throughout the territory served by the City. Service will be rendered through a single metering installation for general lighting and/or power requirements of offices, institutions, and professional, commercial, or industrial establishments desiring Service under the conditions which follow.

This rate is available to Customers having a maximum Measured Demand of 300 kW or greater who receive Service at the available secondary voltage as defined in Section 12.8. Any Customer served under this Service Classification shall remain on this Service Classification for at least 12 billing months, even though such Customer's maximum Measured Demand in succeeding months may be less than 300 kW. After 12 billing months, at the Customer's request or when the City observes, upon a periodic review of the Customer's records, that the Customer has not exceeded 300 kW, the Customer will be transferred back to Service Classification MGS provided that the Customer's monthly Measured Demand has not exceeded 300 kW during any month within the most recent 12 months.

2. TERM OF SERVICE

Service is offered on a month-to-month basis until terminated subject to the minimum period specified above and unless a special contract is required as discussed in Section 3 of Rules and Regulations.

3. MONTHLY RATES

	<i>Summer</i> Billing Months	<i>Winter</i> Billing Months
<u>Energy Charge</u>	<u>June through September</u>	<u>October through May</u>
Customer Charge	\$18.00/month	\$18.00/month
Demand Charge	\$13.00/kW	\$10.50/kW
Energy:		
On-Peak	\$0.0800/kWh	\$0.0800/kWh
Off-Peak	\$0.0700/kWh	\$0.0700/kWh

4. BILLING PERIOD

Rates are stated on a monthly basis and bills are rendered monthly following the supply of Service based on the rate stated herein.

5. PURCHASED POWER COST ADJUSTMENT (PPCA) CHARGE

All kilowatt-hours billed under this service classification shall be subject to Purchased Power Cost Adjustment charges. (Reference: Section 19)

6. GENERAL COST ADJUSTMENT

The monthly charge under this Service Classification may be subject to General Cost Adjustment Charge. (Reference: Section 20)

7. **GREEN/ RENEWABLE ENERGY FUND RATE**
All kilowatt-hours billed under this Service Classification will be subject to Green/ Renewable Energy Fund Rate. (Reference: Section 22)
8. **MEASURED DEMAND**
The measured demand shall be the greatest demand established by the Customer during any fifteen (15) minute demand interval of a clock hour of the month during On-Peak hours as measured by the demand meter, taken to the nearest whole kilowatt.
9. **ON-PEAK HOURS**
On-peak hours are 6:00 AM to 10:00 PM Monday through Friday, excluding NERC holidays falling on weekdays. All other hours are Off-Peak hours.
10. **POWER FACTOR**
The average power factor of the Customer's installation, expressed to the nearest whole percent, shall be determined by metering installed by the City ratcheted to prevent reverse registration. If the actual average Power Factor is determined to be below a Base Power Factor as defined in Section 12.6 for any given month, the billing demand will be adjusted as per Section 12.6 of the Rules and Regulations.
11. **BILLING DEMAND (TIME-OF-USE)**
The Billing Demand shall be the maximum Measured Demand during On-Peak Hours in each month.
12. **CUSTOMER CHARGE**
A monthly charge to cover the fixed cost of supplying power to a Customer.
13. **MINIMUM CHARGE**
The minimum monthly charge shall be the Customer Charge plus Demand Charge, but shall not be less than the Demand Charge for 50 kW. Minimum charges will not be prorated for periods of less than one month.
14. **LOAD MANAGEMENT**
The City encourages its Customers to implement renewable energy and load management resources. The City offers two rate options for this purpose. These are LCSS – Load Control Service Schedule and Net Metering Service.
15. **AGRICULTURAL IRRIGATION USAGE**
If a part of the power supplies, under this rate schedule, is used for commercial agricultural irrigation purpose, such consumption will not be used for changing the rate classification of the Customer.
16. **PUBLIC UTILITIES TAX**
In addition to the charges stated in this Service Classification, including Purchased Power Cost Adjustment charges, the current Delaware Public Utilities Tax will be applied to the total bill for all non-residential services, unless the Customer is exempt from such tax. Manufacturing facilities may be eligible for a reduced rate. (Reference: Section 21).

17. RULES AND REGULATIONS

The City’s Rules and Regulations shall govern the supply of Service under this Service Classification.

GSP—GENERAL SERVICE-PRIMARY VOLTAGE SCHEDULE

1. AVAILABILITY

This rate applies to existing GSP Customers throughout the territory served by the City. Service will be rendered through a single metering installation under this Rate Schedule for lighting and/or power requirements of offices, institutions, and professional, commercial, or industrial establishments at primary voltage when the Customer owns and maintains the required transforming, switching and protection equipment and expected peak loads will be greater than 500 kW.

2. TERM OF SERVICE

Service is offered on a month-to-month basis until terminated unless a special contract is required as discussed in Section 3 of Rules and Regulations.

3. MONTHLY RATES

	<i>Summer</i>	<i>Winter</i>
	Billing Months	Billing Months
<u>Energy Charge</u>	<u>June through September</u>	<u>October through May</u>
Customer Charge	\$21.00/month	\$21.00/month
Demand Charge	\$12.000/kW	10.55/kW
Energy:		
On-Peak	\$0.0800/kWh	\$0.0800/kWh
Off-Peak	\$0.0700/kWh	\$0.0700/kWh

4. BILLING PERIOD

Rates are stated on a monthly basis and bills are rendered monthly following the supply of Service based on the rate stated herein.

5. PURCHASED POWER COST ADJUSTMENT (PPCA) CHARGE

All kilowatt-hours billed under this service classification may be subject to Purchased Power Cost Adjustment (PPCA) charges. (Reference: Section 19)

6. GENERAL COST ADJUSTMENT

The monthly charge under this Service Classification may be subject to General Cost Adjustment Charge. (Reference: Section 20)

7. GREEN/ RENEWABLE ENERGY FUND RATE

All kilowatt-hours billed under this Service Classification will be subject to Green/ Renewable Energy Fund Rate. (See Section 22)

8. MEASURED DEMAND

The measured demand shall be the greatest demand established by the Customer during any fifteen (15) minute demand interval of a clock hour of the month during On-Peak hours as measured by the demand meter, taken to the nearest whole kilowatt.

9. ON-PEAK HOURS

On-peak hours are 6:00 AM to 10:00 PM Monday through Friday, excluding NERC holidays falling on weekdays. All other hours are Off-Peak hours.

10. POWER FACTOR

The average power factor of the Customer's installation, expressed to the nearest whole percent, shall be determined by metering installed by the City ratcheted to prevent reverse registration. If the actual average Power Factor is determined to be below a Base Power Factor as defined in Section 12.6 for any given month, the billing demand will be adjusted as per Section 12.6 of the Rules and Regulations.

11. BILLING DEMAND (TIME-OF-USE)

The Billing Demand shall be the maximum Measured Demand during On-Peak Hours in each month.

12. CUSTOMER CHARGE

A monthly charge to cover the fixed cost of supplying power to a Customer.

13. MINIMUM CHARGE

The minimum monthly charge shall be the Customer Charge plus Demand Charge, but not less than the Demand Charge for 100 kW. Minimum charges will not be prorated for periods of less than one month.

14. LOAD MANAGEMENT

The City encourages its Customers to implement renewable energy and load management resources. The City offers two rate options for this purpose. These are LCSS – Load Control Service Schedule and Net Metering Service.

15. AGRICULTURAL IRRIGATION USAGE

If a part of the power supplies, under this rate schedule, is used for commercial agricultural irrigation purpose, such consumption will not be used for changing the rate classification of the Customer.

16. PUBLIC UTILITIES TAX

In addition to the charges stated in this Service Classification, including Purchased Power Cost Adjustment charges, the current Delaware Public Utilities Tax will be applied to the total bill for all non-residential Services, unless the Customer is exempt from such tax. Manufacturing facilities may be eligible for a reduced rate. (Reference: Section 21)

17. RULES AND REGULATIONS

The City's Rules and Regulations shall govern the supply of Service under this Service Classification.

SCS—SPECIAL CONTRACT SERVICE-PRIMARY VOLTAGE SCHEDULE

1. AVAILABILITY

This rate applies to customers throughout the territory served by the City. Service will be rendered through a single metering installation under this rate schedule for lighting and/or power requirements of offices, institutions, and professional, commercial, or industrial establishments at primary voltage when the Customer has executed an Electric Service Agreement with the City for full requirements Service with a term of at least five years, and the Customer owns and maintains the required transforming, switching, and protection equipment, and expected peak loads will be greater than 500 kW.

2. TERM OF SERVICE

Service under this Service Schedule is available for the initial term and subsequent renewal terms as stated in the Electric Service Agreement. Upon expiration or cancellation of the Service Agreement, continued Service will be available under the appropriate Service Schedule then in effect.

3. MONTHLY RATES

	<i>Summer</i>	<i>Winter</i>
	Billing Months	Billing Months
<u>Energy Charge</u>	<u>June through September</u>	<u>October through May</u>
Demand Charge	\$8.00/kW	\$7.00/kW
Energy:		
On-Peak	\$0.0800/kWh	\$0.0700/kWh
Off-Peak	\$0.0700/kWh	\$0.0700/kWh

4. BILLING PERIOD

Rates are stated on a monthly basis and bills are rendered monthly following the supply of Service based on the rate stated herein.

5. PURCHASED POWER COST ADJUSTMENT (PPCA) CHARGE

All kilowatt-hours billed under this service classification may be subject to Purchased Power Cost Adjustment (PPCA charges. (Reference: Section 19)

6. GENERAL COST ADJUSTMENT

The monthly charge under this Service Classification may be subject to General Cost Adjustment Charge. (Reference: Section 20)

7. MEASURED DEMAND

The measured demand shall be the greatest demand established by the Customer during any fifteen (15) minute demand interval of a clock hour of the month during On-Peak hours as measured by the demand meter, taken to the nearest whole kilowatt.

8. GREEN/ RENEWABLE ENERGY FUND RATE

All kilowatt-hours billed under this Service Classification will be subject to Green/ Renewable Energy Fund Rate. (Reference: Section 22)

9. ON-PEAK HOURS

On-peak hours are 6:00 AM to 10:00 PM Monday through Friday, excluding NERC holidays falling on weekdays. All other hours are Off-Peak hours.

10. POWER FACTOR

The average power factor of the Customer's installation, expressed to the nearest whole percent, shall be determined by metering installed by the City ratcheted to prevent reverse registration. If the actual average Power Factor is determined to be below or above a Base Power Factor as defined in Section 12.6 for any given month, the billing demand will be adjusted as per Section 12.6 of the Rules and Regulations.

11. BILLING DEMAND (TIME-OF-USE)

The Billing Demand shall be the maximum Measured Demand during On-Peak Hours in each month.

12. CUSTOMER CHARGE

A monthly charge to cover the fixed cost of supplying power to a Customer.

13. MINIMUM CHARGE

The minimum charge shall be the demand charge, but not less than the demand charge for 100KW. Minimum charges will not be prorated for periods of less than one month.

14. LOAD MANAGEMENT

The City encourages its Customers to implement renewable energy and load management resources. The City offers two rate options for this purpose. These are LCSS – Load Control Service Schedule and Net Metering Service.

15. PUBLIC UTILITIES TAX

In addition to the charges stated in this Service Classification, including Purchased Power Cost Adjustment charges, the current Delaware Public Utilities Tax will be applied to the total bill for all non-residential Services, unless the Customer is exempt from such tax. Manufacturing facilities may be eligible for a reduced rate. (Reference: Section 21)

16. RULES AND REGULATIONS

The City's Rules and Regulations shall govern the supply of Service under this Service Classification.

LCSS—LOAD CONTROL SERVICE SCHEDULE

1. AVAILABILITY

This rate applies to throughout the territory served by the City and is available to all Customers. Service will be rendered through a single metered installation with a single point of delivery. This rate may be made available, at the City's sole discretion, to any Customer having a generator capable of carrying their entire load and/or a Demand Side Management (DSM) Resource. The City maintains the ability to control Customer generated load and/or DSM Resource during specified periods, not to exceed 240 hours per calendar

year, when the City is actively managing system load. Customer load will be transferred using an open transition transfer switch approved by the City.

The City is not responsible for the malfunction of generators and DSM Resources or problems with other Customer owned equipment, caused by transfer to Customer generator or use of the DSM Resource.

2. TERM OF SERVICE

Unless restricted by the term of the applicable Service Classification, Service is offered on a month-to-month basis until terminated unless a special contract is required as discussed in Section 3 of Rules and Regulations.

3. MONTHLY RATES

Residential Customers

	<i>Summer</i> Billing Months <u>June through September</u>	<i>Winter</i> Billing Months <u>October through May</u>
Customer Charge	\$4.00	\$4.00
<u>Normal-Service</u>		
Energy Charge	\$0.1170/kWh	\$0.1085/kWh
<u>Control Periods (For Amounts Generated or Curtailed thru the Use of the DSM Resource)</u>		
Energy Charge	\$ 0.00	\$ 0.00
<u>Control Period (If Fails to Generate or Curtail Load thru the Use of DSM Resource)</u>		
Energy Charge	\$0.1650/kWh	\$0.1530/Kw

SGS Customers

	<i>Summer</i> Billing Months <u>June through September</u>	<i>Winter</i> Billing Months <u>October through May</u>
Customer Charge	\$4.00	\$4.00
<u>Normal-Service</u>		
Energy Charge	\$0.1275 cents/kWh	\$0.1012/kWh
<u>Control Periods (For Amounts Generated or Curtailed thru the Use of the DSM Resource)</u>		
Energy Charge	\$ 0.00	\$ 0.00
<u>Control Period (If Fails to Generate or Curtail Load thru the Use of DSM Resource)</u>		
Energy Charge	\$0.1800/kWh	\$0.1680/Kw

MGS Customers

	<i>Summer</i> Billing Months <u>June through September</u>	<i>Winter</i> Billing Months <u>October through May</u>

Customer Charge	\$7.00	\$7.00
<u>Normal-Service</u>		
Demand Charge	\$11.86/kW	\$8.95/kW
Energy Charge	\$0.0776/kWh	\$0.0680/kWh
<u>Control Periods (For Amounts Generated or Curtailed thru the Use of the DSM Resource)</u>		
Energy Charge	\$ 0.00	\$ 0.00

Control Period (If Fails to Generate or Curtail Load thru the Use of DSM Resource)

Demand Charge	\$16.74/kW	\$12.60/kW
Energy Charge	\$0.0880/kWh	\$0.0770/Kw

LGS Customers

	<i>Summer</i>	<i>Winter</i>
	Billing Months	Billing Months
	<u>June through September</u>	<u>October through May</u>
Customer Charge	\$18.00	\$18.00
<u>Normal-Service</u>		
Demand Charge	\$11.00/kW	\$8.90/kW
Energy Charge		
On-Peak	\$0.0776/kWh	\$0.0776/kWh
Off-Peak	\$0.0680/kWh	\$0.0680/kWh

Control Periods (For Amounts Generated or Curtailed thru the Use of the DSM Resource)

Energy Charge	\$ 0.00	\$ 0.00
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Control Period (If Fails to Generate or Curtail Load thru the Use of DSM Resource)

Demand Charge	\$15.60/kW	\$12.60/kW
Energy Charge		
On-Peak	\$0.0880/kWh	\$0.0880/kWh
Off-Peak	\$0.0770/kWh	\$0.0770/kWh

GSP Customers

	<i>Summer</i>	<i>Winter</i>
	Billing Months	Billing Months
	<u>June through September</u>	<u>October through May</u>
Customer Charge	\$21.00	\$21.00
<u>Normal-Service</u>		
Demand Charge	\$10.20/kW	\$8.97/kW
Energy Charge		
On-Peak	\$0.0776/kWh	\$0.0776/kWh
Off-Peak	\$0.0680/kWh	\$0.0680/kWh

Control Periods (For Amounts Generated or Curtailed thru the Use of the DSM Resource)

Energy Charge	\$ 0.00	\$ 0.00
<u>Control Period (If Fails to Generate or Curtail Load thru the Use of DSM Resource)</u>		
Demand Charge	\$14.40/kW	\$12.66/kW
Energy Charge		
On-Peak	\$0.0880/kWh	\$0.0880/kWh
Off-Peak	\$0.0770/kWh	\$0.0770/kWh

SCS Customers

	<i>Summer</i>	<i>Winter</i>
	Billing Months	Billing Months
	<u>June through September</u>	<u>October through May</u>
<u>Normal-Service</u>		
Demand Charge	\$7.60/kW	\$6.650/kW
Energy Charge		
On-Peak	\$0.0780/kWh	\$0.0780/kWh
Off-Peak	\$0.0700/kWh	\$0.0700/kWh
<u>Control Periods (For Amounts Generated or Curtailed thru the Use of the DSM Resource)</u>		
Energy Charge	\$ 0.00	\$ 0.00
<u>Control Period (If Fails to Generate or Curtail Load thru the Use of DSM Resource)</u>		
Demand Charge	\$12.65/kW	\$10.10/kW
Energy Charge		
On-Peak	\$0.5500/kWh	\$0.5500/kWh
Off-Peak	\$0.2800/kWh	\$0.2800/kWh

4. OTHER TERMS AND CONDITIONS

All other terms and conditions of the City's Tariff and the applicable Rate schedule will be applicable to Rate Schedule LCS.

RTP—REAL TIME PRICING SCHEDULE

1. AVAILABILITY

This rate is available upon request by GSP Service and SCS Service Customers throughout the territory served by the City. Service will be rendered through a single metering installation under this Rate Schedule for lighting and/or power requirements of offices, institutions, professional, commercial, or industrial establishments at primary voltage when the Customer owns and maintains the required transforming, switching and protection equipment and the Customer's expected maximum peak loads will be equal to or greater than 1,000 kW.

2. TERM OF SERVICE

Service is offered for minimum of a twelve (12) month period or multiples of 12-month periods and a special contract is required.

3. MONTHLY RATES

Customer Charge	\$0
Distribution Service Demand Charge	\$6.00/kW
Power Supply Demand Charge	\$8.00/kW
Energy Charge	Applicable Real Time Hourly PJM LMP
Energy Charge Adder	\$0.006/kWh

4. BILLING PERIOD

Rates are stated on a monthly basis and bills are rendered monthly following the supply of Service based on rates stated herein.

6 GENERAL COST ADJUSTMENT

The monthly charges under this service classification may be subject to General Cost Adjustment Charge. (Reference: Section 20)

7. GREEN/ RENEWABLE ENERGY FUND RATE

All kilowatt-hours billed under this Service Classification will be subject to Green/ Renewable Energy Fund Rate. (Reference: Section 22)

8. MEASURED DISTRIBUTION SERVICE DEMAND

The measured demand shall be the greatest demand established by the Customer during any sixty (60) minute demand interval of a clock hour of the month during On-Peak hours as measured by the demand meter, taken to the nearest whole kilowatt.

9. MEASURED POWER SUPPLY DEMAND

The measured demand shall be the Customer's load during a sixty (60) minute demand interval of a clock hour, as measured by the demand meter, taken to the nearest whole kilowatt, coincident with the combined load of all of the Members of Delaware Municipal Electric Corporation, Inc. ("DEMEC").

10. BILLED ENERGY

Energy charges will be based on the Customer's metered energy in whole kilowatt hours multiplied by a loss factor of 1.08. This loss factor may be changed by the City of Milford.

11. HOURLY PJM LMP

The Customer's billed energy will be charged at an applicable hourly Real Time Locational Marginal Price (LMP) established by PJM

12. METERING REQUIREMENT

A time of use meter capable of providing hourly integrated readings based on 60 minute intervals is required. If the Customer does not have this type of meter, the City will install such a meter at the Customer's expense.

13. ON-PEAK HOURS

On-peak hours are the 16 hours beginning at 6:00 AM and ending at 10:00 PM, Monday through Friday, excluding NERC holidays falling on weekdays. All other hours are Off-Peak

hours.

14. POWER FACTOR

The average Power Factor of the Customer's installation, expressed to the nearest whole percent, shall be determined by metering installed by the City ratcheted to prevent reverse registration. . If the actual average Power Factor is determined to be below the Base Power Factor as defined in Section 12.6 for any given month, the Billing Demand will be adjusted as per Section 12.6 of Rules and Regulations I.

15. MINIMUM CHARGE

The minimum monthly charge shall be the demand charge, but not less than the Distribution Service Demand charge for 300 kW. Minimum charges will not be pro-rated for periods of less than one month. There is no minimum charge for the power supply demand.

16. PUBLIC UTILITIES TAX

In addition to the charges stated in this Service Classification, the current Delaware Public Utilities Tax will be applied to the total bill for all non-residential Services, unless the Customer is exempt from such tax. Manufacturing facilities may be eligible for a reduced rate. (Reference: Section 21)

17. RULES AND REGULATIONS

The City's Rules and Regulations shall govern the supply of Service under this Service Classification.

PL—PRIVATE AREA LIGHTING SCHEDULE

1. AVAILABILITY

This rate applies throughout the territory served by the City for lighting of Customer's private property and is available to Customers presently taking Service under any other Service Classification also.

2. CHARACTER OF SERVICE

Service shall be rendered by use of LED light sources. Wattage ratings are based on nominal lamp ratings as listed by the manufacturer.

3. TERM OF SERVICE

Standard Service shall be for an initial term of one (1) year and thereafter from month to month and may be terminated by at least thirty (30) days' notice from either party. Bills will be rendered monthly in accordance with the charges shown in the Rate Table below.

4. BILLING PERIOD

Rates are stated on a monthly basis and bills are rendered monthly following the supply of Service based on the Rate Table presented below in Section 7.

5. DESCRIPTION OF EQUIPMENT TO BE SUPPLIED

The City will install, own, and maintain standard private area lighting equipment including the luminaire and bracket mounted on an existing City pole or an approved pole owned by the Customer. The City will connect to existing secondary facilities and will install one (1) additional 100 foot span of aerial secondary Service.

6. TERMS AND CONDITIONS OF SERVICE

- a. Private Lighting Service is available to individual Customers provided the City has in place existing secondary Service facilities.
- b. When additional circuits or poles are required on the Customer's premises, such additional circuits and poles shall be paid for, owned and maintained by Customer.
- c. Any additional secondary circuits or equipment necessary on City's poles shall be installed by City at Customer's expense but will be owned and maintained by the City. The Customer will bear the cost of any new poles or conductor over 100 feet in length.
- d. Where the lighting unit is attached to a City owned pole and is located along a public right-of-way, the lighting unit furnished under this Service Classification must then extend over the Customer's property and not over the public right-of-way unless written permission is received from the government entity responsible for the right-of-way. The decision as to the location of a private lighting unit on City poles or other structures rests solely with the City.
- e. The City will maintain and service only equipment which it owns.
- f. Lamps shall be lighted from dusk to dawn each night, approximately 4,300 hours per year.
- g. New installations shall remain in Service for a minimum of one (1) year. The City may require payment for removals or relocation of new installations in Service for less than one (1) year. A Service call fee may be charged for such Service. (See Chargeable Service Call in the Fee Schedule, Appendix 1)
- h. The City will supply electricity, revamp when necessary, and maintain the equipment and optics which it owns. All other maintenance such as repairs/replacement of Customer owned pole will be at Customer's expense.
- i. It is the Customer's responsibility to notify the City of any outage or problem with the operation of the Customer's private area light. No prorated credit on the Customer's bill will be allowed by the City for lack of Service when the City has not been notified of a problem.
- j. Lamp renewals and/or maintenance will be performed during normal working hours within a reasonable period following notification of a problem by the Customer to the City.

- k. All Private Area Lighting installations must be accessible to the City's maintenance trucks and personnel for revamping and repairs.
- l. The City reserves the right to discontinue Service where cost of Service is excessive because of vandalism or other reasons.

7. RATE SCHEDULES BY EQUIPMENT INSTALLATION

1. Monthly Rate

Enclosed Asymmetric Luminaire with 2-1/2, 4 or 8 ft.

Bracket Only	<u>Charge</u>	<u>Monthly Average kWh</u>
LED		
(1) 100W (Equivalent)	\$8.00	
(2) 400W (Equivalent)	\$24.60	
Mercury*		
(1) 175W	\$11.50	070
(2) 400W	\$23.00	155
High Pressure Sodium*		
(1) 100W	\$8.00	49
(2) 150W	\$11.00	69
(3) 400W	\$24.60	164
Metal Halides*		
(1) 150 W	\$24.60	164
(2) 400 W	\$54.00	360

* The City does not offer Mercury, HPS, or Metal Halide lighting to any new Customer at this time.

8. GENERAL COST ADJUSTMENT

The monthly charges under this Service Classification may be subject to General Cost Adjustment Charge. (Reference: Section 20).

9. GREEN ENERGY FUND RATE

All kilowatt-hours billed under this Service Classification may be subject to Green/ Renewable Energy Fund Rate. (Reference: Section 23).

10. RULES AND REGULATIONS

The City's Rules and Regulations shall govern the supply of Service under this Service Classification.

11. PUBLIC UTILITIES TAX

In addition to the charges stated in this Service Classification, the current Delaware Public Utilities Tax will be applied to the total bill for all non-residential services, unless the Customer is exempt from such tax. Manufacturing facilities may be eligible for a reduced rate (Reference: Section 21).

EDR—ECONOMIC DEVELOPMENT RATE SCHEDULE

1. PURPOSE

The purpose of this Economic Development Rate (EDR) is to provide a discount from the City's regular tariffs rates for Service to certain new and existing commercial and industrial Customers of the City if they make substantial new capital investments or create new employment opportunities and, in doing so, add or retain load in the City's Service territory.

2. AVAILABILITY

Customers to whom EDR is available are: (1) Customers eligible for or taking Service from the City under Service Classifications "MGS", "LGS", or "GSP"; (2) Whose operations at a facility in the City's Service territory, for which a discount under this Rate Schedule is sought, fall primarily under Standard Industrial Code classifications 20 through 38, and 60 through 67 except 65; (3) Who apply to the City in writing, for a discount under this Rate; and (4) Who satisfy all other EDR criteria described below.

Discounts under this Rate are available for New Load associated with either initial permanent Service (a "New Customer") or an expansion of existing Service (an "Expansion Customer") at a single integrated facility. The New Load of a New Expansion Customer must be at least 50 kW with a minimum of 60% load factor and the new Customer must have added at least 25 Investment Units as of the Operational Date. Discounts under this Rate may be available to the existing Customers, with a minimum load of 2,000 kW and a monthly load factor of 60% for enabling them to retain their loads.

The City shall have sole discretion in determining eligibility for discounts under this Rate, and the availability of such discounts may be limited or discontinued from time to time, as the City determines it is appropriate to do so. Examples of situations where discounts under this Rate are not available include when: (1) the identity of a Customer to whom the City currently provides, or has provided, Service has changed solely due to a name change, purchase, merger, consolidation, or reorganization; (2) A Customer has substituted one Service address in the City's Service territory for another; (3) Strikes, equipment failures, temporary plant shutdowns; or other similar circumstances are what allow the Customer to claim eligibility for discounts under this Rate; or (4) The economic development purpose of this Rate is not being served.

3. DEFINITIONS

3.1 New Load - For a New Customer, New Load is the total Metered Demand and Energy attributable to initial permanent Service. For an Expansion Customer, New Load is the net demand and energy attributable to the expansion, as determined by the City.

3.2 Investment Unit - An investment Unit is equal to 1 non-seasonal, full-time job or

\$100,000 in capital investment.

3.3 Operational Date - The Operational Date for a New or Expansion Customer shall be the first day of full operation of the new or expanded facility. In no event, however, shall the Operational Date be later than 2 years after the New Customer or Expansion Customer applies for the discount available under this Rate.

4. DETERMINATION OF THE DISCOUNT

After the receipt of the Customer's application, the City and the Customer will negotiate the Discount to be given to the Customer for his New Load. The period for which the Discount will be applied will also be negotiated.

5. APPLICATION OF DISCOUNT

The Discount will be applied to the total bill, before the application of the Delaware Utility Tax, for Service of the New Load of the New Customer or Expansion Customer during the periods specified below as long as the New Customer or Expansion Customer remains eligible for the Discount under this Rate.

6. SERVICE AGREEMENT

A New Customer or Expansion Customer shall execute a Service Agreement with the City providing that, for the period during which Discount is provided under this Rate, a minimum of 5 years, the New Customer or Expansion Customer shall purchase its total electric requirements from the City. At the City's sole discretion, a New Customer or Expansion Customer may be able to increase the Discount available under this Rate by executing a Service Agreement providing that the New Customer or Expansion Customer shall purchase its total electric requirements for a longer period commensurate with the amount of the Discount sought.

7. GENERAL PROVISIONS

A New Customer or Expansion Customer must submit a written application to the City for the Discount under this Rate and such application must be approved by the City before the Operational Date. The application must include a description of the amount and source of the New Load and the basis on which the New Customer or Expansion Customer believes itself to be eligible for Discount under this Rate.

For an Expansion Customer, the City may install metering equipment necessary to measure the Expansion Customer's New Load separately from loads already served by the City. The City reserves the right to determine how such New Load will be metered. If the City determines that separate metering is impractical, unduly expensive, or otherwise unnecessary, the City will administratively determine the New Load eligible for Discount under this Rate and the City's determination will be controlling.

New Customers or Expansion Customers will give the City access to information reasonably required by the City to determine continuing eligibility. Unless expressly altered by this Rate, the terms and conditions of Service to a New Customer or an Expansion Customer will be governed by the Tariff and Service Agreement under which the City provides Service to the

New Customer or Expansion Customer.

Incremental transmission and distribution investment costs associated with specifically serving a Customer who otherwise qualifies for this rate will be separately recovered from the Customer.

8. LOSS OR REDUCTION OF NEW LOAD

If during the initial term of its Service Agreement with the City, the New Customer or Expansion Customer ceases or substantially reduces its operations at the facility where Discount has been provided for New Load under this Rate, a New Customer or Expansion Customer will refund to the City Discounts provided under this Rate. A substantial reduction in operations shall be deemed to have occurred where the New Load of the New Customer or Expansion Customer falls below 50 kW for a period of 3 or more months. A substantial reduction in operations also shall be deemed to have occurred where the energy usage of the New Customer or the Expansion Customer in 6 consecutive months is 25% or more below the energy usage in the same billing months of the prior year.

Such refunds shall be equal to the Discounts actually received by the Customer on that portion of load that is lost or reduced, as determined by comparing bills for Service with and without the Discount provided under this Rate. Refunds shall be due and payable in full within 30 days after the City renders a bill for such refunds.

9. OTHER TERMS AND CONDITIONS

All other terms and conditions of the City's tariff and the applicable Rate Schedule shall be applicable to Rate Schedule EDR.

EXTRA FACILITIES SCHEDULE

Extra Facilities: At the request of the Customer, The City will furnish, install, own and maintain facilities which are in addition to those necessary for delivery of service at one point, through one meter, at one voltage, in accordance with the applicable rate schedule, such additional facilities to be furnished under this "Extra Facilities Schedule" added to and made a part of The City standard form of contract and containing the following provisions:

Service shall be used solely by the contracting Customer in a single enterprise located entirely on single, contiguous premises, and there shall be no exemption from any of the provisions of the Rules and Regulations related to this Schedule.

"Extra Facilities" shall include but not be limited to such of the following as may be required: voltage regulators, circuit breakers, duplicate service, transformers, substations, connecting lines, or other equipment installed for the exclusive use of the contracting Customer, in addition to the facilities which the City furnishes to the Customer without cost under its other Rate or Service Schedules.

The Extra Facilities to be supplied shall be the City's standard overhead transmission or distribution, or transmission and distribution, equipment to be installed only on The City side of

the point of delivery.

A monthly “Extra Facilities Charge” equal to 1.7% of the installed cost of the facilities, but not less than \$25, shall be billed to the Customer, for the life of the Extra Facilities service, in addition to the billing, in accordance with the applicable Rate Schedule.

Extra Facilities shall include the installed cost of extra meters and associated equipment necessary to record demand and energy at the voltage delivered to the Customer. The “installed cost of Extra Facilities” shall be the original cost of material used, including spare equipment, if any, plus applicable labor, transportation, stores, tax, engineering and general expenses, estimated if not known. The original cost of materials used is the current market price of the equipment at the time the equipment is installed, whether said equipment is new or out of inventory.

When Extra Facilities furnished include a transformer or voltage regulator, metering equipment shall be installed on the City side of the transformer or regulator, or if this is not feasible, the meter shall be compensated so as to include registration of the equipment losses. Upon mutual agreement between the Customer and the City, demand and energy may be metered at primary voltage, without compensation for transformer loss, and without inclusion of any part of the metering cost as an Extra Facility.

When the Extra Facilities requested by the Customer consist of those required to furnish service at either more than one delivery point on the premises or at more than one voltage, or both, the installed cost of the Extra Facilities to be used in the computation of the Extra Facilities Charge shall be the difference between the installed cost of the facilities made necessary by the Customer’s request, and the installed cost of the facilities which the City may furnish without cost to the Customer under its other Rate or Service Schedules.

The City shall have the option of refusing requests for Extra Facilities if, on its own determination, the requested facilities are not feasible, or may adversely affect the City service to other Customers.

Contracts containing the Extra Facilities Schedule shall have a minimum original term of 5 years to continue from year to year thereafter, but the City may require the payment of removal costs in contracts with original terms of 10 years or less, and may require advance payment of the Extra Facilities Charge for a period equal to one-half the original term of the contract.

In the event that an existing Extra Facility must be modified or replaced, whether or not such modification or replacement is requested by the affected Extra Facility Customer, then the installed cost of Extra Facilities on which the monthly Extra Facilities Charge is based shall be the installed cost of existing equipment, plus the installed cost of new additions, less the installed cost of equipment removed. The installed cost of existing equipment shall be the same installed cost used for the said equipment immediately prior to the modification or replacement. The installed cost of new additions shall be the current market price of the said new additions at the time the new additions are installed. The installed cost of equipment removed shall be the same installed cost used for the said equipment immediately prior to removal.

VGRE—VOLUNTARY GREEN/ RENEWABLE ENERGY SCHEDULE

1. AVAILABILITY

Available to all retail Customer Classes for the purchase of all or a portion of a Customer's energy requirements. The Customer must apply for this Service by submission of the CUSTOMER APPLICATION FOR VOLUNTARY SUBSCRIPTION TO PURCHASE RENEWABLE ENERGY attached to this Tariff as Appendix 3.

2. CHARACTER OF SERVICE

Service will be provided to those Customers who volunteer to receive their energy from Green/Renewable Energy Resources. Customers can take service in Blocks consisting of 100 kWh per Block. "Green/Renewable/ Energy" means electrical energy generated by means of a low- or zero-emissions generation technology that has substantial long-term production potential and may include, without limitation, solar, wind, hydropower, ocean energy, geothermal, landfill gas, anaerobically-digested waste biomass or fuel cells that are not fossil fueled, and any other generation technology approved by the State of Delaware. Green/Renewable Energy does not include any fossil fuel or nuclear energy.

The amount of power subscribed to by the Customer shall be set out in an Application for the VGRE Rate, which is attached hereto as Appendix 3.

3. TERM OF SERVICE

Standard Service shall be for an initial term of one (1) year and thereafter may be renewed on an annual term.

4. MONTHLY RATES

The Rates and Terms as set out for all other Customer Rates Classes shall apply. Additionally, the Renewable Energy Premium shall apply for kWh elected by the Customer to be served by Renewable Energy Resources as stated in the Application for VGRE Rate. The Renewable Energy Premium (REP) for all classes is established by the State of Delaware and the current REP is \$0.18/Block or \$0.0018/Kwh. Each Block consists of 100 kWh.

5. MONTHLY MINIMUM

Customers may elect to take VGRE Rate Service in increments of 100 kWh, however, the monthly minimum charge will be based on one Block of 100kWh.

6. OTHER TERMS AND CONDITIONS

Service will be offered to Customers on first-come- first basis as it is available for sale by the City. If applications exceed available supply, the remaining applicants will be placed on a waiting list. All other Tariff Rules and Regulations except PPCA provision applicable to the Customer Class to which a Customer belongs shall apply to Service under this Rate Schedule.

7. PUBLIC UTILITY TAX

Billings under this Rate Schedule may be increased by an amount equal to the sum of taxes

payable under the Gross Receipts Tax and all other taxes, fees or charges (exclusive of ad valorem, state and federal income taxes) payable by the City and levied or assessed by any government authority on the Service rendered by the City, or on the right or privilege of rendering the Service, or on any object or event incidental to the rendition of the Service. (Reference: Section 21)

RETAIL CUSTOMERS DEMAND RESPONSE AGGREGATION

1. The City or any entity that applies to be an authorized Curtailment Service Provider and is subsequently approved by the City Manager or his designee is permitted to bid demand response on behalf of the Customers served by the City directly into PJM.
2. The Customers served by the City wishing to bid their demand response into PJM may do so by participating in the program established by the City or with a Curtailment Service Provider duly approved in advance by the City.

ANCILLARY SERVICES PROVIDED BY DEMAND RESPONSE RESOURCES

1. The City or any entity that applies to be an authorized Curtailment or Demand Response Service Provider and is subsequently approved by the City Manager or his designee is permitted to bid demand response on behalf of the Customers served by the City directly into PJM for energy imbalance, spinning reserves, supplemental reserves, reactive power and voltage control, or regulation and frequency response Ancillary Services or their functional equivalent as defined in the PJM's Open Access Transmission Tariff.
2. Customers served by the City wishing to bid their demand response into PJM for energy imbalance, spinning reserves, supplemental reserves, reactive power and voltage control, or regulation and frequency response ancillary services or its functional equivalent may do so by participating in the program established by the City or with a Curtailment or Demand Service Provider duly approved in advance by the City.

8. TECHNICAL CONSIDERATIONS COVERING PARALLEL OPERATIONS OF CUSTOMER OWNED GENERATION OF LESS THAN ONE (1) MEGAWATT AND INTERCONNECTED WITH THE CITY'S ELECTRIC SYSTEM

1. PREREQUISITE

The Customer must be first in compliance with the Rules and Regulations and the applicable Service Classification and Rule Schedules. The terms and conditions contained herein are in addition to, but do not modify nor negate, the applicable terms of the Tariff.

2. PURPOSE

The purpose of these Technical Considerations relating to interconnection of on-site distributed generation ("Distributed Generation") and parallel generation requirements is to clearly state the terms and conditions that govern the interconnection and parallel

operation of on-site Distributed Generation, in order to:

- A. Establish technical requirements which will promote the safe and reliable parallel operation of Distributed Generation resources;
- B. Enhance the reliability of electric service;
- C. Facilitate the implementation and use of distributed resources technologies;
- D. Enhance economic efficiency in the production and consumption of electricity and other energy resources; and
- E. Promote the use of distributed resources in order to provide electric system benefits during periods of capacity constraint.

3. APPLICABILITY

Unless otherwise provided, these guidelines apply to all Customer owned generation operating below 1 Megawatt which is interconnected at 25kV or below and operated in parallel with the City's power delivery System. The technical requirements of Section 15 (below) and subsequent sections of this document do not apply to NMS Rider Tariff generators using inverter technology, as requirements for these installations are already covered in the applicable codes, IEEE Standard 929, Recommended Practice for Utility Interface of Photovoltaic (PV) Systems, and UL 1741, Underwriters Laboratories Subject 1741-1999, Standards for Static Inverters and Charge Controllers for use in Photovoltaic Power Systems.

4. DEFINITIONS

Account-An account is one metered or un-metered Rate or Service classification which normally has one electric delivery point of service. Each account shall have only one electric service supplier providing full electric supply requirements for that account. A premises may have more than one account.

Customer-Any adult person, partnership, association, corporation, or other entity: (i) in whose name a service account is listed, (ii) who occupies or is the ratepayer for a premises, building, structure, etc., and (iii) who is primarily responsible for payment of bills. A Customer includes anyone taking Delivery Service or combined Electric Supply & Delivery Service from the City under one Service classification for one account, premises or site. Multiple premises or sites under the same name are considered multiple Customers.

Distributed Generation or On-Site Distributed Generation-An electrical generating unit of less than 1 MW, which may be connected in parallel operation to the City's system. The on-site generation capacity shall be no greater than the capacity of the installed electric service.

Generator Owner-The owner of the generating system that is interconnected to the City.

Grid-The interconnected arrangement of lines and transformers that make up the City's electric power system.

IEEE Standard 929-IEEE Standard entitled Recommended Practice for Utility Interface of Photovoltaic (PV) Systems, P929 Draft 11, dated July, 1999, or subsequent approved revision thereof.

Interconnection-The physical connection of Distributed Generation to the City's system in accordance with these guidelines so that parallel operation can occur.

Interconnection Application-The standard form of application which must be submitted by the Generation Owner to the City for permission to interconnect with the City system. The approved Interconnection Application sets forth the contractual conditions under which the City and Generator Owner agree that one or more generating units whose aggregate generation at the Point of Common Coupling is less than 1 MW may be interconnected at 25 kV or less with the City's system.

Inverter-A static power converter with control, protection and filtering functions that converts Direct Current input to Alternating Current output. Inverters must be of the non-islanding type.

Island-A portion of the City system which contains both load and Distributed Generation and is isolated from the remainder of the City system.

Parallel Operation-Any electrical connection between the Company's system and the Generator Owner's generating source.

Point of Common Coupling-The point where the electrical conductors of the City system are connected to the Customer's conductors and where any transfer of electric power between the Generator Owner and the City System takes place (such as switchgear near the meter).

Pre-Approved Equipment- Specific generating and protective equipment system or systems that have been approved by the City as meeting the applicable parts of this document.

Pre-Interconnection Study-A study or studies which may be undertaken by the City in response to its receipt of a completed application for parallel operation with the City's system submitted on the Interconnected Application form prescribed by these guidelines. Pre-Interconnection Studies may include, but are not limited to service studies, coordination studies and facilities impact studies.

Qualifying Facility (QF)-An electric generation facility which is a qualifying facility under Subpart B, Section 201 of the Federal Energy Regulatory Commission's

regulations per the Public Utility Regulatory Policies Act of 1978.

Stabilized-The City's system following a disturbance which returns to the normal range of voltage and frequency for at least 5 minutes or longer as coordinated with the City. The City may require a longer period upon a reasonable showing that the reconnection after 5 minutes will adversely affect the safety and reliability of the City's System.

Unit-A Distributed Generation facility which operates at the Generator Owner's service voltage and phasing.

Utility System or Electric Distribution Facility-City's distribution system operating at 25 kilovolts or below to which the generation equipment is interconnected.

5. INTERCONNECTION APPLICATION

A Generator Owner shall make a formal application to the City for the interconnection of a generator to the City system. The application will be made on an Application Form provided by the City. Two Application Forms are available at the City's Office. Generators 25kw or less will use the shorter Application Form as less technical data is needed for units within this size range. Larger size Generators shall use the other Application Form.

6. DESIGNATION OF COMPANY CONTACT PERSONS FOR MATTERS RELATING TO DISTRIBUTED GENERATION INTERCONNECTION

The City's Electric Department will be the designated point of contact for all matters related to interconnected generation. The City will maintain records concerning applications received for interconnection and parallel operation of Distributed Generation. Such records will include the date of receipt of each such application, documents generated in the course of processing such applications, correspondence regarding such applications and the final disposition of such application.

7. PRE-INTERCONNECTION STUDIES

A. In many instances the City will wish to conduct a service study, coordination study, or facilities impact study prior to interconnection of a Distributed Generation unit. In instances where such studies are deemed necessary, the scope of such studies shall be based on the characteristics of the particular Distributed Generation unit to be interconnected and the proposed point of interconnection.

B. A Generator Owner who qualifies under the special NMS Rider Tariff and all generators less than 25kW are exempt from the pre-interconnection study requirement.

C. Completion of Pre-interconnection Study - Upon completion of the interconnection study, the City will notify the Generator Owner that his application has been approved or indicate insufficient detail why the application cannot be approved. The conducting of such pre-interconnection studies shall not unduly delay the interconnection of the Distributed Generation. In no event will

such studies take longer to complete than 4 weeks after receipt of signed Customer application and Customer submittal of all required data.

- D. Pre-interconnection Study Fee - The City will perform a pre-interconnection study without charge up to the typical and customary cost that the City would expend for the study work of similar type of Customer interconnection. If the cost to the City is expected to exceed this typical and customary amount, or if multiple submittals by the Generator Owner are necessary, the City will advise the Generator Owner of the expected cost of such study work by the City before such work begins. The Generator Owner will be responsible for payment of all costs above the typical and customary amount.
8. NETWORK INTERCONNECTION OF DISTRIBUTED GENERATION
Where generation is to be connected to a network system and capable of exporting power to the Grid, the interconnection study may result in more stringent interconnection requirements.
9. PRE-APPROVAL OF GENERATION UNITS, DEVICES AND SYSTEMS
Upon approval by the City that certain generating unit's protective devices and/or system(s) meet the standards set out in these guidelines, such approval shall be made available to the appropriate manufacturer upon written request. For subsequent applications using some or all of the identical generating unit's protective devices and/or systems, the manufacturer may submit a copy of the approval with the application as proof that its equipment has already been approved for use on the City's system. Use of pre-approved equipment will not eliminate any applicable requirement for a pre-interconnection study to determine the suitability of the equipment for each application, given the unique arrangements and characteristics of both the Generator Owner and the City systems at the point of the interconnection.
10. CONNECTION APPROVAL
The Generator Owner can connect their generation to the City System only after the Interconnection Application has been approved and the Generation Owner has received a written approval notification. The City will provide notification within four weeks after the receipt of the Interconnection Application and all required data.
11. INTERCONNECTED GENERATION SITE WARNING LABEL
The Generator Owner shall install a warning label in a conspicuous place on their electric meter or meter box to notify the City personnel that there is a generator source installed on the load side of the meter. The warning label shall not be placed in a location that would interfere with the ability of the City personnel to read the electric meter. The City will provide the warning label to the Generator Owner. The warning label must be placed before the generation can be interconnected.
12. DISCONNECTION AND RECONNECTION
The City may disconnect a Distributed Generation unit under the following conditions:

- A. Application Termination – Upon termination of the approved Interconnection Application.
- B. Non Compliance – For non-compliance with the technical guidelines specified in this document or other requirement contained in the applicable Tariff, provided that the City has given notice to the Generator Owner and provided the Generator Owner reasonable time (consistent with the condition) to correct such non-compliance. The City will reconnect the unit only upon receipt of certification from the Generator Owner and verification by the City that the unit is in compliance. The City will provide verification within a reasonable time period.
- C. In Case of a system emergency outage of the City’s primary Electrical Sources – The Generator Owner’s generation equipment must be installed and configured so that parallel operation must automatically cease immediately and automatically during outages or loss of the City’s electric source in accordance with these guidelines. The Generation Owner must also cease parallel operation upon notification by the City of a system emergency, abnormal condition or in cases where such operation is determined to be unsafe, interferes with the supply of service to other Customers or interferes with the City’s system maintenance or operation. In addition, the City may disconnect the generator from the system for system emergencies without notice. However, the City will use reasonable efforts to notify the Generation Owner prior to disconnecting.
- D. For Routine Maintenance and Repairs – The City may disconnect a Customer/Generation Owner for routine maintenance and repairs on the City’s system consistent with applicable tariffs and agreements. The City will make reasonable efforts to provide advance notice to the Customer/Generation Owner of service interruptions resulting from routine maintenance.
- E. The City will reconnect the Customer/Generation Owner as quickly as possible following any such service interruption.

13. TERMINATION

The Generation Owner may terminate the approved Interconnection Application at any time upon thirty (30) days of providing a written notice to the City. The City may terminate the Interconnection Application for a cause after 60 days written notice to the Generator Owner of a material violation of the terms of the approved Interconnection Application and after the Generator Owner has had a reasonable opportunity to remedy the violation. The Generator Owner must give the City notice that it intends to permanently shut down his generation.

14. PRIVILEGED COMMUNICATIONS CONCERNING PROPOSED DISTRIBUTED GENERATION PROJECTS

In the course of processing applications for parallel operation and in the conduct of pre-interconnection studies, the Generation Owner shall provide the City with detailed information concerning the proposed Distributed Generation project. The City shall not

use such knowledge of proposed Distributed Generator projects submitted to it for review to prepare competing proposals to the Generator Owner whereby the City, or its affiliate, offers either discounted rates in return for not installing the Distributed Generation, or offers competing Distributed Generation projects.

15. TECHNICAL GUIDELINES FOR PARALLEL OPERATION OF ON-SITE DISTRIBUTED GENERATION UNITS

This subsection describes minimum requirements and procedures for safe and effective connection and operation of Distributed Generation. A Generator Owner may operate 60 Hertz, three phase or single phase generating equipment, whether a QF or non-QF, in parallel with the City's system pursuant to an approved Interconnection Application provided that the equipment and Generator Owner meet or exceed the requirements of these guidelines or the NSM Rider Tariff requirements and that the City has approved the Generator Owner's application to interconnect. This subsection describes typical interconnection requirements. Certain specific interconnection locations and conditions may require the installations of additional protective settings or hardware, especially when exporting power to the system. If the City concludes that an application for parallel operation requires additional protective settings or hardware, the City shall make those requirements known to the Generator Owner within 14 days after all pertinent studies are completed.

16. APPROVAL FOR INTERCONNECTION

Approval to connect to the City system indicates only that the minimum requirements for a safe proper interconnection have been satisfied. Such approval does not imply that the Generator Owner's facility meets all federal, state and local standards or regulations.

A. GENERAL INTERCONNECTION AND PROTECTION REQUIREMENTS

1. The Generator Owner's generation and interconnection installation must meet all applicable national, state, and local construction and safety codes.

a. The Generator Owner's generator shall be equipped with protective hardware and software designed to prevent the generator from energizing one of the City's de-energized circuits. The Generator Owner's generator must automatically disconnect from the City's system if the Grid source is lost, irrespectively of connect loads or other generators.

b. The generator shall be equipped with the necessary protective hardware and software designed to prevent sustained parallel operation of the generating equipment with the City's system unless the system service voltage and frequency are within acceptable magnitudes as defined in Section 15.

c. Pre-approved equipment shall be accepted as part of an interconnection proposal without the need to re-review the equipment itself. However, the application, design and setting of pre-approved units and/or equipment

must be reviewed and coordinated according to the unique needs of the specific location of the proposed installation. Where a complete unit or system has been pre-approved, only location-specific issues will typically need to be reviewed.

d. The Generator Owner shall be responsible for protecting its own generating and interconnection equipment in such a manner so that City system outages, short circuits, single phasing conditions or other disturbances including zero sequence currents and Ferro resonant over-voltages do not damage the Generator Owner's generating equipment. The protective equipment shall also prevent excessive or unnecessary tripping that would adversely affect the City's service reliability to other Generator Owners and Customers.

e. The generator and interface protection schemes shall be continuously monitored and functioning and the generator shall immediately disconnect from the City's system for any condition that would make the protection scheme inoperable.

f. The operating power required for the protection and control schemes for the generator and the control power used to disconnect the generator from the City must not be dependent on the City grid power.

g. Where multiple generators are connected to the system through a single point of common coupling, the sum of the ratings of the generators will be used to determine the applicability of these guidelines. Protection scheme performance with one or more units off line will have to be considered.

h. Applicable circuit breakers or other interrupting devices at the Generator Owner's facility must be capable of interrupting the maximum available fault current at the site, including any contribution from the Owner's generator(s).

i. The Generator Owner will furnish and install a manual disconnect device which, when opened, will have the effect of isolating the generator from the City's system. The disconnect device shall have a visual break (a disconnect switch, a draw-out breaker, fuse block, etc. as appropriate to the voltage level), will, at times, be accessible to the City's personnel, and shall be capable of being locked in the open position via a City padlock. The City shall use reasonable efforts to utilize padlocks of a size consistent with typical manufacturer's specifications. The Generator Owner shall follow the City's switching, clearance and tagging procedures which the City shall provide and attach the Warning Label noted in Section 11.

(1) On generation installations of 25kW or less, the Generator

Owner may elect not to install a manual disconnect switch provided that the meter can be safely “pulled” by the City to isolate the generation equipment from the City's System. If the Generator Owner elects not to install a manual disconnect device, the Generator Owner assumes all risks and consequences when a meter must be “pulled” to disconnect the generator thereby also interrupting electric service to the Customer.

j. The design, procurement, installation, and maintenance of the equipment at the Generator Owner’s site is the responsibility of the Generator Owner and at the Generator Owner’s expense.

k. Any necessary enhancements or improvements needed within the City’s system and/or at the Customer sites to accommodate the parallel interconnection of the Generator Owner’s generation will be at the Generator Owner’s expense.

l. The Generator Owner has full responsibility and liability for the safe and proper operation of their equipment and the power originating from their generator. The Generator Owner is also responsible for synchronizing their generator(s) with the City’s system and maintaining a synchronous operation.

m. The Generator Owner must immediately cease parallel operation upon notification by the City if such operation is determined to be unsafe, interferes with the supply of service to other Customers, or interferes with the City’s system maintenance or operation.

n. The City reserves the right to specify the type of transformer connection (e.g. delta-delta, wye-delta, wye-wye) that will be employed for all multiphase interface transformers consistent, where reasonable, with the Generator Owner’s power system.

B. PREVENTION OF GENERATOR OWNER GENERATION INTERFERENCE WITH CITY SYSTEM.

To eliminate undesirable interface caused by operation of the Generator Owner’s generating equipment, the Generator Owner’s generator shall meet the following criteria:

1. Voltage – The generating equipment will be operated in such a manner that the voltage levels on the City’s system are in the same range as if the generating equipment were not connected to the City’s system. The Generator Owner shall provide an automatic method of initiating a disconnect sequence of his generating equipment from the City system with set points noted in the table below.

Generating Systems with Inverters Up to 25kw	Generating Systems with Inverters Greater than 25kw	Non-Inverter or Rotating Machine Generating Systems
<ul style="list-style-type: none"> · Trip in 0.1 second for $V < 50\%$ · Trip in 2 second for $50\% \leq V < 88\%$ · Trip in 2 seconds for $106\% < V < 137\%$ · Trip in 0.03 second for $137\% \leq V$ <p>(Above times and voltages taken directly from IEEE 929)</p>	<ul style="list-style-type: none"> · Trip in 0.1 second for $V < 50\%$ · Trip within 0.1 to 30 seconds for $50\% \leq V < 88\%$ · Trip within 0.1 to 30 seconds for $106\% < V < 137\%$ · Trip in 0.03 second for $137\% \leq V$ <p>(Specific voltage and time delay set points will be determined for each installation.)</p>	<ul style="list-style-type: none"> · Trip in 0.1 second for $V \geq 115\%$ · Trip within 0.1 to 30 seconds for $V > 110\%$ or $V < 90\%$ <p>(Specific voltage and time delay set points will be determined for each installation.)</p>

Note: Trip time refers to the time between when the abnormal voltage condition occurs and the generator being disconnected from the utility Company.

2. On three phase generator installations, full three phase voltage sensing should be employed. Voltages must be sensed on the high side of any interface transformer if the transformer high voltage winding is ungrounded.
3. The Generator Owner may reconnect to the grid when the system voltage returns to normal range and is stabilized as defined in Section III, Definitions.
4. Flicker – The Generator Owner shall not cause excessive voltage flicker on the company’s system. This flicker shall not exceed the “Borderline of Irritation” curve, Fig. 10.3, as define in IEEE Std 519-1992, Recommended Practices and Requirements for Harmonic Control in Electric Power Systems. Lower levels of flicker may be required in areas where equipment such as computers and instrumentation are impacted.
5. Frequency – The operating frequency of the generating equipment shall not deviate more than the values noted in the table below.

Generating Systems with Inverters Up to 25kw	Generating Systems with Inverters Greater than 25kw	Non-Inverter or Rotating Machine Generating Systems
<ul style="list-style-type: none"> · Trip in 0.1 second for $F < 59.3$ Hz · Trip in 0.1 second for $F > 60.5$ Hz <p>(Set points taken from IEEE 929)</p>	<ul style="list-style-type: none"> · Trip in 0.1 second for $F < 59.3$ Hz · Trip in 0.1 second for $F > 60.5$ Hz <p>(Other frequency and time delay set points may be</p>	<ul style="list-style-type: none"> · Trip in 0.1 second for $F < 59.3$ Hz · Trip in 0.1 second for $F > 60.5$ Hz <p>(Other frequency and time delay set points may be necessary for a specific installation.)</p>

	necessary for a specific installation.)	
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Note: Trip time refers to the time between when the abnormal frequency condition occurs and the generator being disconnected from the City.

6. The Generator Owner may reconnect when the system frequency returns to normal range and is stabilized as defined in Section III, Definitions.
7. Harmonics – Non-linear circuit elements such as inverters can produce harmonics. Per IEEE Std 519, Recommended Practices and Requirements for Harmonic Control in Electric Power Systems, Table 11.1, the total harmonic distortion (THD) voltage shall not exceed 5% of the fundamental 60 Hz frequency nor 3% of the fundamental for any individual harmonic as measured at the location where the Customer interfaces with the City’s system (Point of Common Coupling). In addition, the level of harmonic current that the Customer is allowed to inject into the City’s system shall not exceed that specified in Table 10.3 in IEEE Std 519. Furthermore, any commutation notch should be limited as defined by Table 10.2 in IEEE Std 519. The preceding requirements apply to all types of generation systems.
8. The Generator Owner is responsible for the installation of any necessary controls or hardware to limit the voltage and current harmonics generated by his equipment to defined levels.
9. Power Factor – The generator must not adversely impact the power factor of the Generator Owner site. Most inverters are designed to operate close to unity power factor. The operating power factor of the generator shall be contained within the limits defined in the table below.

Generating Systems with Inverters Up to 25kw	Generating Systems with Inverters Greater than 25kw	Non-Inverter or Rotating Machine Generating Systems
0.85 Lagging or Leading when output exceeds 10% of inverter rating. (From IEEE 929-1999)	0.85 Lagging or Leading When output exceeds 10% of inverter rating.	0.85 Lagging or Leading

10. To the extent that a Generator Owner’s power factor at the Point of Common Coupling falls below 0.9 lagging as a direct result of the installation of the generating unit(s), the Generator Owner must obtain, install and maintain, at his expense, corrective apparatus that compensates for the drop in power factor caused by the installation of the generator.
11. Current – In some cases, directional over-current protection may be required to limit fault current flowing onto the Grid in the event of a line fault. DC inverters that are incapable of producing fault current do not require directional over-current protection.
12. Inverter systems should not inject DC current greater than 0.5% of rated inverter output in the AC interface point under either normal or abnormal conditions.
13. Fault and Line Clearing – The Generator Owner shall automatically disconnect from the City’s system during electrical faults on the City’s electrical system and

upon loss of the City's electric source. The Generator Owner may reconnect when the system voltage and frequency return to normal range and is stabilized as defined in Section III, Definitions. Detection of the loss of the City's primary electric system, where the Generator Owner is operating in an island with other Customer load, becomes increasingly difficult as the level of dispersed generation on a feeder approaches the connected load. For generating units 25kw and below, the over/under voltage and over/under frequency settings described previously along with the anti-islandizing provisions of IEEE 929/UL 1746 inverters, should be sufficient to satisfy this provision. For units greater than 25kw the voltage and frequency set-points are to be adjustable, with the actual setting determined by the City based on the electrical characteristics of the generator and the City's electrical system. In addition, additional protection such as power directional or directional overcurrent functions may be required. For units 500kw or larger, a direct tripping scheme to trip the generator upon loss of the City's feeder may be required by the City. This decision will be based on the saturation of Distributed Generation on a particular feeder circuit and in those cases where under voltage or under frequency sensing may not adequately detect loss of the City source.

14. Automatic Reclosing – The Generator Owner is responsible for protecting his equipment from the effects of switching or automatic reclosing of the City's feeder circuit. The Generator Owner may request the City to delay high speed reclosing on the City's feeder to allow the interconnected generator sufficient time to remove itself from an islandized or de-energized feeder prior to automatic reclose. Since delaying the automatic reclose time degrades the level of service provided to other Customers on the circuit, the City will limit the automatic reclose time delays to a few seconds or less. The Generator Owner may also request that a direct transfer trip scheme be added to remove the interconnected Generator from service prior to automatic reclosing by using communications equipment between the generator site and the City. Similarly the Generation Owner may request that a synchronizing check, or reclose blocking scheme be installed on the City's feeder to prevent out of phase reclosing. The Generation Owner is responsible for all costs associated with the installation and maintenance of these requested modifications.

C. CONTROL, PROTECTION AND SAFETY EQUIPMENT REQUIREMENTS SPECIFIC TO GENERATORS OF 25 KW OR LESS.

1. All Generators 10 kW or less can be single phase. Customer owned generators greater than 10 kW must be evaluated by the City to determine if it can be single phase. The following table describes necessary control, protection and safety equipment specific to generator of 25 kW or less connected to Secondary or Primary Voltage Systems:
 - a. Control, Protection and Safety Equipment for Generators of 25 kW¹ or Less Connected to Secondary or Primary System.

Generator Size 25kW or less

Generator Disconnect Device ²	X
Over-Current Trip	X
Over-Voltage Trip	X
Under Voltage Trip	X
Over/Under Frequency Trip	X
Synchronizing Check ³	Manual or Automatic

Notes:

- 1) Exporting to the City system many require additional operational/protection devices.
- 2) Generator Owner may elect to have the meter act as the disconnect device. (See XIV.A.10)
- 3) For synchronous and other type of generators with stand-alone capability.

D. CONTROL, PROTECTION AND SAFETY REQUIREMENT SPECIFIC TO THREE PHASE SYNCHRONOUS GENERATORS, INDUCTION GENERATORS, AND INVERTER SYSTEMS.

1. Generators greater than 25 kW must be three phase machines connected to three phase circuits.
 - a. Three Phase Synchronous Generators. Generator circuit breakers shall be three phase devices with electronic or electromechanical control. The Generation Owner is solely responsible for properly synchronizing his generator with the City's system. For a synchronous generator, the excitation system response ratio shall not be less than 0.5 (five-tenth). The generator's excitation system(s) shall confirm, as near as reasonably achievable, to the field voltage vs. time criteria specified in American National Standards Institute Standard C50.13-1989 in order to permit adequate field forcing during transient conditions.
 - b. Three Phase Induction Generators and Inverter Systems. Induction generation may be connected and brought up to synchronous speed (as an induction motor) if it can be demonstrated that the initial voltage drop measured on the City's side at the point of common coupling is within the visible flicker limits stated in Section XIV.B.2. Otherwise, the Generator Owner may be required to install hardware to other techniques to bring voltage fluctuations to acceptable levels. Line-commutated inverters do not require synchronizing equipment. Self-commutated inverters whether of the utility-interactive type or stand-alone type shall be used in parallel with the City system only with synchronizing equipment.

Control, Protection and Safety Equipment¹

Less than 1 MW Three Phase Connected to Primary System	
Generator Disconnect Device ²	X

Over-Voltage Trip	X
Under Voltage Trip	X
Over-Current Trip	X
Over/Under Frequency Trip	X
Ground Over-Voltage Trip ³	

OR

	X
Ground Over-Current Trip ³	
Synchronizing Check ⁴	

Manual or Automatic

Power Direction ⁵	X
Transfer Trip/Reclose Blocking ⁶	X

Notes:

- 1) Exporting to the City’s system may require additional operating/protection devices and will require coordination of operations with the City.
- 2) For installations of 25kW or less, the Generation Owner may elect to have the meter act as the disconnect device. (See XIV.A.10)
- 3) Selection depends on grounding system, if required, by the City.
- 4) For synchronous and other types of generators with stand-alone capability.
- 5) To be determined on a site specific basis. The relay will operate if the power flow from the generator into the Grid exceeds a predetermined level. A time delay will have to be incorporated into this relay to prevent it from operating during synchronous swings.
- 6) May be required as part of any necessary transfer tripping/reclose blocking protection scheme.

E. REQUIREMENTS SPECIFIC TO GENERATORS PARALLELING FOR 0.1 SECOND OR LESS (CLOSED TRANSITION SWITCHING)

1. The table below shows the protective functions required by this requirement for generators less than 1 MW which parallel with the City’s system for 0.1 second or less such as during source or load transfers.

Control, Protection and Safety Equipment
Generators Connected to Secondary or Primary System Voltage
For 0.1 Second or Less
(Closed Transition Switching)

Generator Size Up to 1 MW	
Over-Voltage Trip	X
Under Voltage Trip	X
Synchronizing Check ¹	

Manual or Automatic

Excessive Closed Time Trip ²	X
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Notes:

- 1) For synchronous and other types of generators with stand-alone capability.
- 2) Scheme will trip generator if closed transition parallel mode remains in effect longer than 0.1 second. Reverse power relay and current transformer may be required by the City.

F. INVERTER TYPE

DC Generation installations using inverters for interconnection with the City must use non-islanding type inverters as defined in IEEE 929, IEEE Recommended Practices for Utility Interface of Photovoltaic (PV) Systems (including Annex B, D, E, & G) and UL Subject 1741, May 1999, Standard for Static Inverters and Charge Controllers for use in Photovoltaic Power Systems.

G. INSPECTION AND START-UP TESTING

The Generator Owner shall provide the City with reasonable prior notice at least 2 weeks before the initial energizing and start-up testing of the Generator Owner's generating equipment and the City, at its discretion, shall witness the testing of any equipment and protective systems associated with the interconnection. The Generator Owner shall revise and re-submit the application information for any proposed modification that may affect the safe and reliable operation of the City's system. The generator may be reconnected to the City system only after the modified application has been reviewed, testing has been confirmed and the City has given approval to reconnect.

H. SITE TESTING AND COMMISSIONING

Testing of protection systems shall include procedures to functionally test all protective elements of the installation up to and including tripping of the generator and interconnection point. Testing and testing intervals should be in accordance with manufacturers' and industry recommendations. Testing will verify all protective set points and relay/breaker trip timing. The City may witness the testing of installed switchgear, protection systems, and generator. The Generator Owner is responsible for all maintenance of the generator, control and protective equipment. The Generator Owner will maintain records of such maintenance activities which the City may review at reasonable times. For generation systems greater than 500 kW, a log of generator operations may be required in order to determine its output and run times for system planning purposes.

I. METERING

Metering requirements will be reviewed on each specific installation.

J. DEDICATED TRANSFORMER

A dedicated transformer will be required where the Generator Owner is served from the same transformer secondary as another City's Customer and inverter-based technology not meeting IEEE 929-1999 and IEEE 519-1992 specifications is used. In addition, a dedicated transformer or other current-limiting device is needed for any type of generator installation where the increase in available short circuit current could adversely impact other City's Customers on the same secondary circuit.

L. SUGGESTED REFERENCES

The following references can supply technical support and insight into the safe, reliable interconnection of Distributed Generation with the City's systems. These references should be reviewed by those individuals or firms contemplating parallel operation of generation with the City.

- IEEE C37.95 (1989) - IEEE Guide for Protective Relaying of Utility-Consumer Interconnections
- IEEE Std 1001 (1988) - IEEE Guide for Interfacing Dispersed Storage and Generation Facilities with Electric Utility Systems
- IEEE Std 929 - IEEE Recommended Practices for Utility Interface of Photovoltaic (PV) Systems
- IEEE Std 1021 (1988) - IEEE Recommended Practices for Utility Interconnection of Small Wind Energy Conversion Systems
- IEEE Std 519 -1992 - IEEE Recommended Practices and Requirements for Harmonic Control in Electrical Power Systems

NET METERING SERVICE

1. AVAILABILITY

This Net Metering Service (NMS) Rider is available to all Customers, including all Farm Customers, who own their renewable power generation resource(s) (Customer Generator). The primary intent of this installation is to offset part or all of the Customer's own electricity requirements. Capacity under the NMS Rider cannot be more than 25 kilowatts for Residential Customers, 100 kilowatts for Farm Customers or usage for farming activities and 500 kilowatts for all other non-Residential Customers. The primary source of fuel must be solar, wind, hydro, fuel cell, gas from anaerobic digestion of organic material or another approved source of renewable energy which must be located at the Customer's premises for which the Customer is using the NMS Rider. The NMS Rider is applicable to a Customer-Generator interconnected and operated in parallel with the City's transmission and/or distribution facilities. Application for the installation of a Customer Generator system in excess of the above specified limitations, but not to exceed 2 megawatts, may be considered at the City's sole discretion and shall be made under a special contract.

Any Customer who elects the NMS Rider must apply by filling out the Generation Interconnection Application at least 60 days in advance of the proposed activation date. Approval of the application by the City must be granted prior to activation of the electric generation facility.

If the total generating capacity of all Customer Generators using NMS served by the City exceeds five percent (5.0%) of the capacity necessary to meet the City's aggregated Customers monthly peak demand for a particular calendar year, the City may elect not to provide the NMS to any additional Customer-Generators.

2. APPLICATION FOR THE NMS RIDER

Any Customer who elects the NMS Rider must apply by filling out the Generation Interconnection Application at least 60 days in advance of the proposed activation date. The Application must include the generator size, type, manufacturer and manufacturer specifications of all components of the electric generation facility. Approval of the application by the City must be granted prior to activation of the Customer Generator.

3. CONNECTION TO THE CITY'S SYSTEM

A. The Customer Generator cannot be connected to the City's system unless it meets all applicable safety and performance standards set forth by the following: The Technical Considerations Covering Parallel Operations of Customer Owned Generation dated January 1, 2007, National Electric Safety Code, Underwriters Laboratories, Institute of Electrical and Electronic Engineers, North America Electric Reliability Council ("NERC") and the City's Electric Service Handbook. Special Attention should be given to the National Electric Code Sections 690 and 705. The Customer must, at his expense, obtain any and all necessary permits, inspections, and approvals required by any local public authorities and any other governing regulations in effect at that time. All the interconnection with the City's System shall be either done by the City or has to be approved by the City.

B. The Customer Generator must be installed and configured so that parallel operation must cease immediately and automatically during system outages or loss of the City's primary power supply. The Customer must also cease parallel operation upon notification by the City of a system emergency, abnormal condition, or in cases where such operation is determined to be unsafe, interferes with the City's supply of service to other Customers, or with the operation or maintenance of the City's system. Customer Generator system and equipment that comply with the above listed codes and standards shall be deemed to have generally complied with these requirements.

1. If it is necessary for the City to extend or modify portions of its systems to accommodate the delivery of electricity from the Customer Generator, such extension or modification shall be performed by the City at the Customer's expense. For new Customers, such expense shall be determined by the difference between the total cost and the investment the City would make to install a normal service without the Customer Generator.

4. DELIVERED VOLTAGE

The delivered voltage and delivery point of the Customer Generator shall be at the same delivered voltage and delivery point that would be supplied by the City if

the Customer purchased all of its electricity from the City.

5. CONTRACT TERM

The contract term shall be the same as the Customer's applicable Rate Schedule or Service Classification.

6. RATE

The monthly billing shall be as stated in the Rate Schedule applicable to the Customer. Under the NMS Rider, only the per kWh charge component billed for electricity delivered by the Customer is affected. The Customer will pay for all kWh delivered by the City to the Customer. If the Customer has delivered electricity to the City system, the City will provide for Customers to be credited in kilowatt hours valued at an amount per kilowatt hour equal to the sum of Delivery Service charges and Supply Service charges for Residential Customers, and the sum of the volumetric energy (kWh) components of the Delivery Service charges and Supply Service charges for non-Residential Customers for any excess energy production of their generating facility that exceeds the Customer's on-site consumption of kWh in a billing period. Excess kWh credits shall be credited to subsequent billing periods to offset a Customer's consumption in those billing periods. At the end of the calendar year, a Customer may request a payment from the City for any excess kWh credit. The payment will be calculated by multiplying the excess kWh credits by the Supply Service rate applicable to the Customer. The Customer-generator retains ownership of Renewable Energy Credits (REC) associated with electric energy produced and consumed by the Customer-generator.

7. METERING

An electric meter service will be installed at the Customer's location to measure the energy consumed and the energy delivered to the City system. The City will furnish, install, maintain, and own all metering equipment. Cost will be determined under the Additional Costs and Responsibilities clause below.

8. ADDITIONAL COSTS AND RESPONSIBILITIES

The Customer will be required to pay for any additional transmission and distribution costs, the cost of metering, transformation, system protection, and any related safety/protective equipment in excess of what would normally be paid for by the City. Protective equipment will be installed by the Customer to provide safety for personnel, provide adequate protection for the City's electric utility system and to the Customer's property, and to prevent any interference with the City's supply of energy to the City's Customers. This equipment will be owned, installed, and maintained by the Customer at its own expense.

9. FAILURE TO COMPLY

The City may disconnect the Customer Service from the City's electric system if the Customer fails to comply with any of the provisions of the NMS Rider as prescribed in Section 23.3.C above, The City also retains the right to disconnect

the Customer Generator if it interferes with the City's Service or is poses a safety risks to the City's electric system. The Customer shall also be responsible for all the penalties and costs caused by Customer's failure to comply with this Section.

10. RULES AND REGULATIONS

All the City's applicable Rules and Regulations shall apply to the Service rendered under this NMS Rider. All minimum billings, charges for kWh, kW, Purchased Power Cost Adjustment, General Cost Adjustment, Public Utility Tax, Renewal Energy Charge, etc. will be covered under the applicable Rate Schedule.

APPENDIX 1 – FEE SCHEDULE (Section 22)

Connection Charges¹

New Service/Account - Residential and Non-Residential..... \$50.00
Account Transfer (Administrative Fee)-Residential and Non-Residential..... \$50.00
(Reference Section 8.2 and 8.3) includes Temporary Service

Re-connection charges for non-payment²

During hours of operation for non- payment.....\$50.00
Outside hours of operation for non-payment..... \$100.00

Re-connection charges for other than non-payment²

During hours of operation (Sec 16.5)..... \$50.00
Outside hours of operation (Sec 16.6)..... \$100.00

Temporary Service Charges (Sec 3.7)

Flat charge for Standard Facilities (includes installation and removal)

1. Single phase underground or aerial service..... \$150.00
2. Single phase aerial service with two spans of wire.....\$350.00
3. Single phase aerial transformer, ground, and primary connection..... \$600.00
4. Three phase aerial transformer bank, ground, and connection..... \$1,500.00

Charges for other facilities will be based on a case by case basis. (Final determination by Finance Dept.)

Deposit Charges

Residential Renter

The greater of two-twelfths of the average annual estimated bill or minimum \$250.00
-or-

Property owner guarantees, in writing, 100% payment in the case of delinquency.....\$0
(Sec 4. 2. A)

Residential Property Owner³ \$0
(Sec 4. 2. B)

Commercial ⁴

The greater of two-twelfths of the average annual estimated bill or min..... \$500.00
(Sec 4.3)

Interest Rate on Deposits.....To be determined by Finance Dept.
Deposit Return Request Processing Fee.....20% of Deposit (not to exceed \$15.00)

-
- 1 Connection charges are NOT refundable.
 - 2 Business hours and hours of operation are listed in Section 1.9.
 - 3 A residential property owner may be required to pay an advance usage fee if his or her account becomes delinquent. See Section 4, 2-B.

4 Large Commercial Customers may provide for a surety bond in lieu of a deposit. (Sec 4.3)

Service Entrances and Drops

Residential Services Aerial Service Over 150 feet..... \$5.10 per foot
(Sec 8.2)

First 150 feet of Residential Underground Service up to 200 Amp Single Phase..... \$500.00
(Sec 8.4)

Underground Service in excess of 150 feet..... \$4.70 per foot

Commercial Service

Customer shall install and maintain underground service from serving transformer. (Sec 8.4)

Primary Line Extensions

Residential (single phase only)

The first 150 feet will be provided either underground or overhead at no charge to the customer.
The type of extension will be determined by the City and the existing facilities. (Sec 18.2.A)

Overhead Extensions in excess of 150 feet..... \$7.50 per foot
Reference: Section 8.3

Underground Extensions in excess of 150 feet..... \$7.40 per foot
(Sec 8.4)

Non-Residential (includes Commercial, Industrial and multi-unit Residential)

Customer shall pay all cost of materials and labor. (Sec 18.2.B)

Residential Subdivision (single phase)

Customer shall pay all cost of materials and labor. (Sec 18.2.C)

Meter Test Fees

Any Type Meter.....\$55.00

Meter Resealing Fee.....\$30.00

Analyzer Test Fee.....\$30.00

Meter Verification Fee.....\$70.00

(Sec 10.4)

Utility Tampering Fee.....\$500.00

(Sec 15.2)

Delaware Public Utility TaxApplicable Rate

(Sec 21)

With Manufactures Discount.....Applicable Rate

(Sec 21)

Green/ Renewable Energy Fund Rate.....Applicable Rate
(Sec 23)

Returned Check Fee..... \$50.00
(Sec 5.5)

Late Payment Charge.....1.5% per month on Balance Due
(Sec 5.2)

Facility Inaccessibility Fee.....\$50.00
(Sec 14.3) (Plus actual cost to City to mitigate inaccessibility)

Service Call Fee Metering.....\$65.00/Call
(Sec 9.1)

Service Call Fee Electric Crew.....\$150.00/Hour/Call
(Sec 9.1)

Budget Billing Fee (Sec 5.8)
 For Residential Customers \$1.00/Month
 For SGS and MGS Customers \$5.00/Month
 For all Others \$10.00/Month

Electrical Impact Fees (Sec 4.5)
Residential Single Phase Service (120/240 Volt Service)
 (.012 X Service Size) = ESU X \$250.00 = IMPACT FEE

Commercial Three Phase Service (120/208 Volt Service)
 (.024 X Service Size) = ESU X \$250.00 = IMPACT FEE

Commercial Three Phase Service (277/480 Volt Service)
 (.055 X Service Size) = ESU X \$250.00 = IMPACT FEE

Industrial Three Phase Service (120/208 Volt Service)
 (.03 X Service Size) = ESU X \$250.00 = IMPACT FEE

Industrial Three Phase Service (277/480 Volt Service)
 (.069 X Service Size) = ESU X \$250.00 = IMPACT FEE

One ESU is equal to six (6) kW of residential on-peak demand.

APPENDIX 2 – WORKSHEETS

Connection/Reconnection Charge (during normal hours of operation. Sec 1.9)

New Service-Residential and Non-Residential Reconnection Charges

Administrative includes receipt and processing of application, entering new customer name into billing system and communication with field crew.....Administrative \$10.00

Field Crew includes verification of physical condition of service entrance, removal/replacement of meter or taking of initial meter reading, and communication with Administrative StaffField Crew \$20.00

Vehicle includes use of City vehicle for field crew to make sure customer is properly connectedVehicle \$20.00. Total = \$50.00

Reconnection Charges (outside of hours of operation. Sec 1.9)

New Service-Residential and Non-Residential Reconnection Charges

Administrative includes receipt and processing of application, entering new customer name into billing system, and communication with field crew.....Administrative \$30.00

Field Crew includes verification of physical condition of service entrance, removal/replacement of meter or taking of initial meter reading, and communication with the Administrative staffField Crew \$20.00

Overtime includes overtime pay for field crew and extra recordkeepingOvertime \$30.00

Vehicle includes use of City vehicle for field crew to make sure that the customer is properly connectedVehicle \$20.00 Total = \$100.00

Returned Check Fee (Sec 5.5)

Administrative includes receipt and processing of application, entering new customer name into billing system and communication with field crew.....Administrative \$10.00

Field Crew includes verification of physical condition of service entrance, removal/replacement of meter or taking of initial meter reading, and communication with Administrative StaffField Crew \$20.00

Vehicle includes use of City vehicle for field crew to make sure customer is properly connected.Vehicle \$20.00 Total = \$50.00

Service Entrance and Drops

For Residential Customers

Aerial Line Extensions over 150 feet

<u>Item</u>	<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Cost</u>
1	150 feet	I/O Triplex	\$0.77	\$115.50

2	1 each	Pole, Class 2, 40 ft.	\$391.00	\$391.00
3	1 each	Materials & Hardware	\$7.68	\$7.68
4	2 hrs.	Truck use, Labor	\$150.00	\$250.00
			Total = \$764.18	

The total amount of \$764.18 divided by 150 ft. = \$5.09 per foot.

For Rules and Regulations: use \$5.09 rounded to \$5.10 per foot beyond 150 feet. (Sec 8.2)

Underground Service over 150 feet

<u>Item</u>	<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Cost</u>
1	150 ft.	Underground Cable (4/0 URD)	\$1.58	\$237.00
2	1 each	Materials & Hardware	\$55.43	\$55.43
3	2 hrs.	Truck, Trencher, Labor	\$205.00	\$410.00
			Total = \$702.43	

The total amount of \$702.43 divided by 150 ft. = \$4.68 per ft.

For Rules and Regulations: use \$4.68 rounded to \$4.70 per foot beyond 150 feet. (Sec 8.4)

Primary Service Line Extension

Aerial line extension over 150 feet for Residential Customers

<u>Item</u>	<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Cost</u>
1	150 ft.	#2 ACSR	\$0.17	\$25.50
2	1 each	Pole, Class 2, 45 ft.	\$465.00	\$465.00
3	1 each	Materials & Hardware	\$179.00	\$179.00
4	3 hrs.	Truck use, Labor	\$150.00	\$450.00
			Total = \$1,119.50	

The total amount of \$1,119.50 divided by 150 ft. = \$7.46 per foot.

For Rules and Regulations: use \$7.46 rounded to \$7.50 per foot beyond 150 feet. (Sec 18.2 A)

For Non-Residential and Residential Sub-Divisions (Sec 18.2.B & 18.2.C)

Primary Service Line Extensions

Underground Service over 150 feet (Single Phase)

<u>Item</u>	<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Cost</u>
1	150 ft.	Underground Cable 1/0 Okinite	\$2.15	\$322.50
2	1	Materials & Hardware	\$374.47	\$374.47
3	2 hrs.	Truck, Trencher, Labor	\$205.00	\$410.00
			Total = \$1,106.97	

The total amount of \$1,106.97 divided by 150 feet = \$7.37 per ft.

Rules and Regulations: use \$7.37 rounded to \$7.40 per foot beyond 150 feet. (Sec 18.2 A)

For Non-Residential and Residential Sub-Divisions (Sec 18.2-B and 18.2-C)

Meter Test Fee

<u>Item</u>	<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Cost</u>
1	0.4	Supervisor's Total Billing	25.00	\$10.00
2	1	Meter Technician # 1	20.00	\$20.00
3	0.5	Truck Use/Hr.	20.00	\$10.00

4	1	Test Board Fee	15.00	\$15.00
				Total = \$55.00

Meter Resealing Fee

<u>Item</u>	<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Cost</u>
1	0.4	Supervisor's Total Billing	25.00	\$10.00
2	0.5	Meter Technician # 1	20.00	\$10.00
3	0.5	Truck use/Hr.	20.00	\$10.00
				Total = \$30.00

Meter Verification Fee

<u>Item</u>	<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Cost</u>
1	0.5	Administrative Fee	20.00	\$10.00
2	2.0	Meter Technician(s)	20.00	\$40.00
3	1.0	Truck use/Hr.	20.00	\$20.00
				Total = \$70.00

APPENDIX 3-APPLICATION FOR VOLUNTERY RENEWABLE/GREEN ENERGY (VGRE) SERVICE

City of Milford offers the Customer the choice of contributing to the development of renewable energy. The Customer can sign up by completing the following application. Each 100 kWh block of renewable energy will result in an additional monthly charge specified in the VGRE Service Classification. This selection will appear on your Electric bill as a separate item. The renewable energy charge is an additional fee to the Customer's regular monthly electric bill. Participation in this program is for a one-year period. The Customer's subscription will automatically renew on an annual basis, absent 30-day prior written notification of cancellation.

Contact Information

Customer's Name: _____
(As it appears on your electric bill)

Customer's Account Number: _____
(Found on your electric bill)

Service Address: _____
(Customer's street address)

IMPORTANT: Day-time telephone number where we can reach you with any questions regarding your application:

() _____ - _____

Enter the number of 100 kWh blocks of renewable energy desired, then multiply number of blocks by the rate per kWh specified in the VGRE Service Classification Rate to obtain the additional total monthly cost for the renewable energy subscription:

_____ Blocks X VGRE Rate, \$/Block = \$ _____

(This Cost will be an addition to the Customer's regular monthly electric bill.)

I have reviewed and understand the terms and conditions of City's Voluntary Renewable Energy Tariff. I hereby request service under the Voluntary Renewable Energy Subscription Tariff and agree to be bound by the terms and conditions of that tariff.

Signature of Customer

Date

Mail To Customer Service Center at:
City of Milford
119 S Walnut Street
Milford, DE 19963

APPENDIX B - ELECTRIC TARIFF—RULES AND REGULATIONS

City of Milford

—Electric Division—

Rules and Regulations
Including the
Electric Tariff

For

City of Milford
201 South Walnut Street
Milford, Delaware 19963
Phone 302-424-3712
Fax 302-424-3558

APPENDIX B
ELECTRIC TARIFF—RULES AND REGULATIONS ¹¹¹

FOOTNOTE(S):

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Editor's note—Contained herein are the City of Milford Electric Tariff adopted May 14, 1963 and effective May 1, 1963. Further amendatory ordinances have been incorporated, and are cited in brackets following the amended provisions. The system of headings, catchlines, capitalization, citation to state statutes, and expression of numbers in text remains unchanged. The provisions of the Electric Tariff had been formerly set out in Chapter 119 of this Code.

DEFINITIONS

Applicant. The word "Applicant" as used in these Rules and Regulations, means any person, firm, corporation, institution, public body, or any agency of the Federal, State, or Local government requesting electric service from the City. The term also refers to current Customers who apply for modification of existing service or facilities and developers and builders during the planning and construction stages of new facilities.

Commercial Property Owner. A Customer of the City of Milford Electric Division who operates a business and owns the property associated with the Customer's electric account.

Customer. "Customer" shall mean any person, firm, association, partnership, corporation, institution, public body or any agency of the Federal, State, or Local government being supplied with electric service by the City. The term also refers to developers and builders during the planning and construction stages of new facilities and the period prior to the sale or rent of the facility.

Developer. Any person, firm, association, partnership, corporation, or other entity which seeks to have provided by the appropriate authorities, the infrastructure (roads, sewer, electric, etc.) for new business or residential developments. As used in these Rules and Regulations, the Developer may not be the final user

of the facilities requested or the entity for which electric service was provided. However, the Developer may be considered an Applicant or a Customer during the planning and construction phase of the development.

Extension Deposits. Deposits required by the City of a Developer to cover the risk of extending the primary distribution system with no guarantee of future connections being made.

Off-peak Service/Off-peak Mode. That mode of power consumption where the greatest monthly measured demand of a customer is most likely to occur during off-peak hours. Provisions for a discounted demand charge in such situations are made for Service Classification MGS.

On/Off Peak Hours. On-peak hours are those hours of the week when, for some service classifications, the utility charges higher rates for energy and/or demand. The rates for the utility's customers are higher because the cost of purchasing power from the utility's wholesale provider is also higher. Off-peak hours are those hours when the utility charges a lower rate. On-peak hours are 7:00 a.m. to 11:00 p.m., Monday through Friday, excluding holidays falling on weekdays. All other hours are off-peak hours.

Point of Attachment. In aerial services, the Point of Attachment is the physical attachment point on the Customer's facility where the City's service drop messenger cable attaches via Customer-owned insulator and associated hardware.

Point of Delivery. That point where the Customer takes electric service from the City and terminates his wiring and facilities for connection to the supply lines of the City. The City will own and maintain all facilities up to the Point of Delivery. For a typical aerial service at secondary voltages, the point of Delivery is defined as the connection between the Customer-owned service entrance cable and the City-owned service drop conductors and connectors. For a typical residential underground service at secondary voltages, the Point of Delivery is defined as the connection between the Customer-owned meter socket located on the Customer's home and the City owned underground service cable. In the case of some older services when meter pedestals were furnished it would be defined as the connection between the Customer owned underground service entrance and the City owned connection.

Residence¹. A bona fide, occupied dwelling unit suitable for year-round permanent human occupation, and connected to working water and sewer systems and an active electrical supply. Such dwelling unit provides complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation. A residence may be part of a mobile home, house, duplex, town house, apartment building, or other structure. ¹

Residential Property Owner. A Customer of the City of Milford Electric Division who owns and lives on the property associated with the customer's electric account.

Secondary Service. The provision of electricity at a transformed voltage which is less than the utility's distribution voltage. Secondary Service as used in these Rules and Regulations typically refers to single phase or three phase circuits carrying a nominal voltage of 480 volts or less between any two conductors. See also "Service" below.

Service:

- (1) Any electricity which the City may supply, or any work or material furnished or any obligation performed by the Utility under any rate schedule of the Utility.
- (2) Overhead and underground conductors and associated materials between the last aerial structure (typically a pole) or underground terminal (typically a pad-mounted transformer) of the City's electric distribution system and the point of connection with the Customer's facility (typically a building eave or wall). Service as used in these Rules and Regulations typically refers to the provision of electricity at 600 volts or less.

Service Call. Work performed by City employees at the Customer's facility upon request by a Customer. Service calls may involve investigation, troubleshooting, or repair of components of the Customer's facility outside of the normal repair and maintenance responsibilities of the City.

Tariff.

- (1) The monetary rates applied by the City to electric service provided and the conditions of the electric service.
- (2) As used in these Rules and Regulations, "Tariff" also refers to those sheets in the "Service Classifications" section of this document.
- (3) The word "Tariff" also is used to refer to all of the rules and regulations governing the operation of the Electric Division and the supply of electric service. Consequently, "Tariff" is sometimes synonymous with "Rules and Regulations".

FOOTNOTE(S):

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- ¹ This definition is based on the 1990 BOCA® National Building Code definition for "Dwelling Unit".

RULES AND REGULATIONS

FOOTNOTE(S):

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Reference: Cashier's Office Procedure Manual: "After the Customer has two (2) N.S.F. checks they are notified that they will be on a cash only basis, this will stay in effect for one (1) calendar year after the N.S.F. check received."

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The National Electrical Code is a registered trademark of the National Fire Association.

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The National Electrical Safety Code is a registered trademark of the Institute of Electrical and Electronics Engineers, Inc.

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The City's policy is to avoid the use of vaults in new construction. New services will be rendered in vaults as an exception and at the sole discretion of the City.

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In the case when inclement weather during the ten day period prevents a reasonable effort to rectify the situation, the Customer may apply for an extension of time. In such cases the City may grant an extension that will include at least ten "fair-weather" days. A fair-weather day is defined as a day when, in the opinion of the City of Milford, weather conditions permit sufficient opportunity for the required work to be accomplished.

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In the case when inclement weather during the ten-day period prevents a reasonable effort to rectify the situation, the Customer may apply for an extension of time. In such cases the City may grant an extension that will include at least ten "fair-weather" days. A fair-weather day is defined as a day when, in the opinion of the City of Milford, weather conditions permit sufficient opportunity for the required work to be accomplished.

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The City's standard building requirements are in accordance with the 1987 BOCA® building code. BOCA is a registered trade mark of the Building Officials and Code Administrators International, Inc., Country Club Hills, IL. Customers in Kent County must be in compliance with BOCA. Customers in Sussex County must be in compliance with the Southern Building Code.

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Master metered facilities are grandfathered with Banneker Heights being the only one currently served. No other master metered facilities will be permitted.

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"Non-Residential" includes Commercial and Industrial customers.

Section 1. - General.

- A. Filing and Posting. These Rules and Regulations are supplementary to the ordinance establishing an Electric Tariff for the City of Milford and contain the Tariff and the service classifications under which electricity will be supplied to its Customers by the City of Milford. A copy of these Rules and Regulations with the accompanying Tariff is on file at the City Office, 201 S. Walnut Street, Milford, Delaware, and open to inspection during normal working hours.
- B. Revisions. These Rules and Regulations and the accompanying Tariff may be revised, amended, supplemented or otherwise changed from time to time, in accordance with rules and procedures of the City Charter and the enabling Legislation.
- C. Statement by Agents. No representative has authority to modify any rule or provision of these Rules and Regulations and the accompanying Tariff, or to bind the City by any promise or statement contrary thereto, unless the same shall be incorporated in a contract.
- D. Rules and Regulations. The Rules and Regulations are a part of every contract for service and govern all classes of service unless otherwise specifically stated by a service classification, or modified by a rider or a contract.
- E. No Prejudice of Rights. The failure by the City to enforce or the decision not to enforce any of the provisions of these Rules and Regulations and the accompanying Tariff shall not be deemed a waiver of its right to do so.
- F. Gratuities to Employees. The City's employees are strictly forbidden to demand or accept any personal compensation or gifts for service rendered by them while working for the City on the City's time.
- G. Disputes. In the event of a dispute between the City's Electric Division and a Customer or Applicant, either party may submit the particulars of the complaint to the City's Electric Superintendent for review and further action if necessary.
- H. Use of "He" or "His". The use of the pronouns "he" or "his" in these Rules and Regulations, when referring to "Customer" and "Applicant", is generic, referring to both male and female parties.

- I. Hours of Operation. City office hours are 8:00 AM to 4:30 PM Monday through Friday except City recognized holidays. Normal hours for Service Calls are 7:30 AM to 4:00 PM Monday through Friday except City recognized holidays.

Section 2. - Application and Contract for Service.

- A. Application for Service. An application for the supply of service is required from each Applicant (prospective Customer). This application, when executed by the City and the Applicant, shall be subject to the terms of the applicable service classification and these Rules and Regulations. The City reserves the right to require reasonable evidence of the Applicant's identity and service address satisfactory to the City and to make a reasonable credit investigation of such prior to rendering service. The City reserves the right to require a written application from any Applicant executed in a form satisfactory to the City. Applicants shall be eighteen years of age or older.
- B. Right to Reject Application. The City may reject any application for service if the Applicant does not meet all the requirements of the Rules and Regulations and Tariff. The Applicant shall be given the reason or reasons for rejection of the application for service in writing, if requested.
- C. One Point of Delivery. The service classifications of the Tariff, unless otherwise stated, are based upon the supply of the service to one entire premise through a single delivery and metering point. The City will supply only one metering installation for each class of service. The use of service at two or more separate properties will not be combined for billing purposes. The City reserves the right to deliver service to more than one point where the Customer's load or service requirements necessitate such delivery. This procedure is applicable to large industrial or commercial Customers having extensive operations in a contiguous area. Where the Customer desires an extra supply circuit not necessitated by load or service requirements, he shall contribute the full cost of this additional facility.
- D. Service at New Locations. Service at new locations will be rendered only when all bills for service to the Applicant/Customer at any other locations have been paid, or credit arrangements satisfactory to the City have been made. The Customer must also have made all deposits as may be required in Sections III (Customer's Deposits) or Section XVII (Primary Extensions).
- E. Permanent Service Contracts. Standard contracts shall be for terms as specified in the statement of the particular service classification, but where large or special investment is necessary for the supply of service, or where service is to be used for temporary, seasonal or unusual purposes, contracts for terms other than specified in the service classification, or with special guarantees of revenue, or both, may be required under circumstances as defined in Section 17 (Primary Extensions). The City may also require Extension Deposits.
- F. Temporary Service. Temporary service is service, ordinarily not recurrent in nature, required for construction power, one-time events (i.e. fair or carnival), or temporary structures. Temporary service will be rendered only when and where the City has the necessary facilities available to render the service applied for, without detriment to the service of other Customers.

The Customer shall pay the entire cost of the installation and removal of required facilities installed for the sole purpose of the temporary service. A fee will be charged to cover the labor estimated to install and remove the required facilities, and for any non-returnable material. An additional fee may be required to cover the estimated electric usage over the life of the temporary service and/or a meter deposit. (See Fee Schedule) Where facilities maybe endangered by construction or proposed usage, the Customer may be required to purchase, own and maintain the transformer and other related equipment. Temporary electric service is available only under Service Classifications "SGS", "MGS", or "LGS", for a period of no longer than 12 months after the date of connection. If construction has been delayed, the Customer may apply for a new temporary service. If the temporary service is converted to a permanent service (by specific exception, see Section 7-A) any additional cost resulting from the Customers modification will be borne by the Customer. Any additional fees required by the Fee Schedule will be paid prior to any re-connection of service. The monthly minimum bill for temporary service will be determined by the minimum charge provision of the appropriate rate schedule serving the Customer.

Temporary services will be subject to the electrical inspection requirements found in Section 6-A.

A schedule of the established Temporary Connection Fees is found in Appendix 1.

G. **Seasonal Service.** Seasonal service is service that will be periodically or annually requested at the same location but for periods of less than one (1) year. When a Customer takes Seasonal Service rendered under Service Classifications "RES", "SGS", "MGS", or "LGS", the monthly bill, as calculated in accordance with the standard rate table, including minimum bills, and before the application of a Power Cost Adjustment charge or any tax imposed under governmental authority upon the City's sales, will be increased by twenty-five (25%) percent. Bills will not be prorated for term of service of less than one (1) month.

H. **Right-of-Way.**

1. **General.** The Applicant(s) requesting service shall furnish to the City at a nominal charge, suitable rights-of-way for the installation and maintenance of facilities on, over, under and across the premises (see the Fee Schedule). Right-of-Ways are for the purpose of providing electric utility service to the Applicant(s) and to premises and other users in the vicinity. Right-of-Way agreements are set forth on forms provided by the City. These rights-of-way shall grant the City permission to utilize locations and facilities which are suitable (in the City's opinion) for the installation of City facilities. The City will not begin field layout or construction of facilities until suitable Right-of-Way agreements have been executed.

If it is necessary to acquire rights-of-way from others such as abutting property owners, lessors, railroads, etc., in order for the City to serve the Applicant, then the Applicant shall be responsible for obtaining such rights-of-way. The City will not in any way be subject to any claims from the Applicant/Customer deriving from delays in obtaining rights-of-way. Where, due to the nature of the property to be served, the City finds that the exact boundaries are of critical importance, the Applicant will locate and mark such boundaries to the reasonable satisfaction of the City.

Applicant shall be responsible for clearing all trees, tree stumps and other obstructions from the construction area as designated by the City, said clearing to be completed in reasonable time to meet service requirements. The right-of-way construction area as designated by the City shall be graded to within six (6) inches of final grade before the City will commence construction. If subsequent to construction start-up, the City is required to relocate or adjust any of its installed lines or change plans, the cost of such adjustments of relocation shall be borne by the Applicant, his successors or assigns.

The City shall construct, own, operate, and maintain distribution lines only along public streets, roads, and highways which the City has the legal right to occupy, and on public and private property across which rights-of-way and easements satisfactory to the City have been granted. Rights-of-Way must be provided within a reasonable time and without cost to the City.

2. **Required Property Information.** The Applicant shall furnish, at no charge to the City, property plans, utility plans, plans indicating connected electrical load, grading plans, roadway profiles, property line stakes, grade stakes and other items showing details of proposed construction. Proposed utility rights-of-way and/or easements shall also be delineated on plans. The City shall review these proposed easements for adequacy and shall notify the developer of required modifications. This information is required in reasonable time to allow the City to design and construct its facilities in a safe and efficient manner to meet service requirements and to comply with applicable laws, codes and rules and regulations.

I. **Tree Trimming.** The City must attempt to maintain the integrity of its electric lines through periods of winds and storm. The Applicant by either applying for electric service from the City or by granting a right-of-way, agrees to such tree trimming as is necessary to ensure the integrity of the City's electric lines, transformers or any facility of the City's electric distribution system in the right-of-way. The City may trim any portion of a tree within (50) fifty feet of electric lines. The City is the sole judge of the need to trim branches or remove trees to protect the integrity of its lines.

- J. Non-Transferability of Service. The contract for service is not transferable, except by a Customer to his or her co-signer of the application. When the application is made jointly by co-signers, upon the death of either such Customer, such application or contract shall be deemed to be held solely by the survivor(s), subject to the Tariffs provided.

Section 3. - Customer Advance Usage/Impact Fees and Deposits.

- A. General. The City may require from a Customer or prospective Customer an advance usage fee or deposit for each account to guarantee payment of bills for service. Where the City holds more than one advance usage fee or deposit for separate accounts for the same Customer, the City will administer each advance usage fee or deposit individually.

B. Residential Customers.

1. Residential Customers Who Rent Property. An advance usage fee (deposit) will be charged new Applicants who are residential renters. (See the Fee Schedule, Appendix 1) However, the City reserves the right to waive the advance usage fee upon the Applicant proving to the Cities satisfaction that they have a satisfactory credit history. A satisfactory credit history can be established or demonstrated by:

- a. Stability of employment
- b. Prior satisfactory credit history with the City
- c. Prior satisfactory credit history with another electric utility
- d. Other credit references acceptable by the City

(The City will be the sole judge in determining satisfactory credit history.)

2. Residential Customers Who Own Property. Residential Customers who own the property associated with the electric account will not initially be charged a deposit or an advance usage fee. However, if the Customer is delinquent in any two consecutive months after service is initiated, an advance usage fee will then be charged at the same rate as if the Customer is a renter. (See the Fee Schedule) Service may be terminated for failure to pay the advance usage fee when requested. If the Customer fails to pay his bill, a lien will be placed against his property and his service will be terminated in accordance with Section 4-E and Section 15.

On presentation of facts indicating that payment of an advance usage fee would create a severe hardship, the City may allow payment of the required advance usage fee to be deferred to the first month's bill or paid in three consecutive billing periods.

3. Provisions for all Advance Usage Fees. Advance usage fees shall be in an amount equal to two-twelfths of the estimated annual revenue of the account or no less than the minimum fee (See the Fee Schedule, Appendix 1). Advance user fees may be assigned above the minimum based on past credit history. A simple interest will be paid on advance usage fees at the rate stated in the fee schedule. Advance usage fees shall not be applied against the amount due on a regular bill, however they may be applied against the final bill. If after the final bill is paid, a balance remains of the advance usage fee, the balance will be refunded without interest.

When a refund of an advance usage fee is appropriate, the fee will be returned to the Customer's last known address. In the case when the Customer can't be located, the advance usage fee will be held without interest accumulation for twelve months, after which the advance usage fee will be forfeited and the funds will be transferred to the City's general fund.

C. Commercial Customers.

1. Commercial Customers Who Rent or Lease Property. A deposit will be charged all new commercial Customers who rent the property associated with the electric account. Electric service will not be connected until the deposit is paid. (See the Fee Schedule)

On presentation of facts indicating that payment of a deposit would create a severe hardship, the City may allow payment of the required deposit to be deferred to the first month's bill or paid in three consecutive billing periods.

The City reserves the right to waive the deposit upon the Applicant providing a satisfactory credit history. Credit can be established or demonstrated by:

- a. Prior satisfactory credit history with the City
- b. Prior satisfactory credit history with another electric utility
- c. Other credit references acceptable to the City

(The City will be the sole judge in determining satisfactory credit history.)

- d. Applicant is an agency of the local, state or federal government

In the case of customers with an expected monthly load of 500 KW or an expected monthly bill above \$5,000, the City may choose to waive the deposit. In such cases, in lieu of a deposit, the City will accept a surety bond, the proceeds of which shall equal two times the expected monthly bill.

2. **Commercial Customers Who Own Property.** Commercial customers who own the property associated with the electric account will not initially be charged a deposit. However, if the Customer is delinquent in any two consecutive months after service is initiated, a deposit will then be required. Service may be terminated for failure to pay the deposit when requested. In the event a Customer fails to fully satisfy a final bill, the City shall notify the owner of the property (the Customer) that there is an outstanding balance due against the account. Such notice shall be in writing and include the amount of the current balance and any fees or penalties required to be paid. This unpaid balance together with any penalties shall constitute a claim against the property and a lien may be placed on the property. Service shall not be restored to the property until all charges are satisfied in full, at which time the lien shall be released.
3. **Provisions for all Deposits.** Deposits shall be in an amount equal to two-twelfths of the estimated annual revenue or as may be reasonably required by the City in cases involving a service for short periods or for special occasions.

Simple annual interest will be paid on the deposit at the rate stated in the fee schedule. Interest will be paid at the time the deposit is returned to the Customer. No interest will be paid unless the deposit is held longer than ninety days. For deposits paid on the monthly payment plan, interest will begin to accrue at the time of final deposit payment.

The deposit shall cease to draw interest:

- a. On the date the deposit is returned to the Customer,
- b. On the date service is terminated, or
- c. On the date notice is sent to the Customer's last known address that the deposit is no longer required.

Deposits shall not be applied against the amount due on a regular bill, however they may be applied against the final bill.

The deposit can be used to pay off the final bill. If after the final bill is paid, a balance remains of the deposit fee, the balance will be refunded.

- D. **Electric System Impact Fees.** Prior to the issuance of a certificate of occupancy by the Code Official or other duly authorized representative, all developers or owners of newly constructed structures requiring electric service shall pay the sum of \$250 per ESU to the City of Milford. The City reserves the right to bar occupancy of any such structure and withhold electric service until such time as the

aforementioned fee is paid in full. The sum of \$250 per ESU shall represent the impact fee to be used for construction maintenance and expansion of the City's electric system.

Impact fees shall be reviewed annually by the Mayor and Council and may be adjusted periodically as required.

One ESU shall be equal to six (6) kw of residential on peak electric demand.

Impact fees shall be assessed in accordance with the Electrical Impact Fee schedule included in Appendix 1.

- E. The electric impact fee established under this Appendix shall be waived for permits issued for commercial repairs, rehabilitation and new construction beginning March 20, 2014.
- (1) To qualify for the impact fee waiver, the commercial construction must be completed and a certificate of occupancy received within a twelve-month period.
 - (a) Waiver of Electric Impact Fees for Commercial Entities: To encourage new business and the expansion of existing businesses, the business must create a minimum of five jobs to employ five full-time employees in the City of Milford in accordance with the following criteria:
 - Creation of 5—9 new jobs to last at least 3 years: Exemption of Impact Fee Waiver (1 ESU)
 - Creation of 10—14 new jobs to last at least 3 years: Exemption of Impact Fee Waiver (2 ESUs).
 - Creation of 15—19 new jobs to last at least 3 years: Exemption of Impact Fee Waiver (3 ESUs).
 - Creation of 20—24 new jobs to last at least 3 years: Exemption of Impact Fee Waiver (4 ESUs).
 - Creation of 25+ new jobs to last at least 3 years: Exemption of Impact Fee Waiver (5 ESUs).
 - (b) Agreement shall be executed by the commercial customer relative to the creation and retention of jobs.
 - (c) Annual certification to assure the commercial customer remains compliant with the written agreement.
 - (d) If the criteria is not met, the city may require the incentive to be repaid in full, or in part, as provided in the written agreement.
 - (2) Any commercial structure that does not receive a certificate of occupancy in accordance with Subsection E(1) shall be ineligible for the impact fee waiver and shall pay the required impact fee in full prior to the issuance of a certificate of occupancy.

[Ord. No. 2001-3, 5-14-2001; Ord. No. 2006-14, § 1, 11-13-2006; Ord. No. 2010-10, § 1, 5-24-2010; Ord. No. 2010-19, § 1, 11-8-2010; Ord. No. 2011-18, § 1, 6-27-2011; Ord. No. 2012-21 § 2, 9-10-2012; Ord. No. 2013-12, § 2, 11-25-2013; Ord. No. 2014-05, § 2, 3-10-2014]

Section 4. - Payment Terms.

- A. Billing Period. Rates are stated on a monthly basis and bills are rendered monthly. Meter readings are scheduled at approximate monthly intervals of from 27 to 33 days.
- B. When Bills are Payable. Bills are issued on a monthly basis and payable within 7 to 10 days. Payment due dates will be indicated on all bills. Payments due on Friday must be paid during business hours on Friday or received in a provided "drop box" by the beginning of business hours on the next business

day. If the due date is on a non-business day, penalty will not be charged until the close of the next business day.

A late fee will be charged beginning with the day after the due date. The late payment charge will not be applied to balances which are under dispute (see the Fee Schedule).

- C. **Estimated Bills.** When the City's meter reader is unable to read the meter for a particular Customer at any regular reading date, the City may render an estimated bill. Reasons for estimating the bill could include:
1. Discovery of inoperable or defective meters as covered in Section 9-B,
 2. Significantly varying readings from past electric consumption, or
 3. The area in which the meter is located is not accessible in a reasonably safe way.

In the case of varying readings from past readings, an investigation into the reason for such variations will be made.

- D. **Returned Checks.** Checks given in payment for electric service, customer deposits, or reconnection charges which are returned to the City unpaid by the Customer's bank, will result in an additional returned check charge per check, per occurrence (see the Fee Schedule). The return check charge shall be levied against the Customer's account. Upon the second occurrence of a returned check, the Customer shall be notified that they will be placed on a cash only basis.² ¶
- E. **Authority to Discontinue Service for Non Payment.**

The City of Milford reserves the right to discontinue service for non payment in accordance with provisions of these Rules and Regulations and the accompanying Tariff and/or take any other action permitted by law with respect to any Customer who fails to make full and timely payment of all amounts due the City.

(See Section 15-A-3).

Such termination of service will be without written notice.

- F. **Delinquent Charge Installment Agreement.** The City may make arrangements for installment payments for those residential Customers who are unable to pay their bill due to unusual or severe circumstances.

The installment payment agreement constitutes a contract between the Customer and the City, which guarantees payment by the Customer for the amount of the agreement over the specified period. Request for installment payment agreements are subject to City approval and must be signed by the City's billing supervisor or designee.

Failure of the Customer to meet the conditions of this installment payment agreement including prompt payment of the current bill shall constitute a breach of this agreement and entitle the City to pursue collection and termination procedures under the rules and regulations outlined in these Rules and Regulations and the accompanying Tariff.

- G. **Budget Billing.** Budget billing provides a payment plan which allows residential Customers to levelize their monthly bills. Any residential Customer with good credit standing with the City may elect to be placed on budget billing. Under this plan, the Customer will be billed for eleven months on an estimated budget amount basis with the twelfth month as the settlement month. The billing for the settlement month will consist of the actual metered billing for that month plus the difference between the actual amount due to date and the budget amount paid to date.

In no case will the under-calculation of a projected bill absolve the Budget Billing Customer from paying for the actual amount of consumed energy. If the under collection is too great, then at the option of the City, monthly budget billing amounts can be increased at any time during the eleven month budget billing period.

If the monthly budget billing is not paid, the Customer will be notified by mail that the monthly budget billing will be terminated unless payment of the balance due is received by the late date. If the budget billing is terminated, the current finance charge will be applied to the unpaid balance (see the Fee Schedule).

- H. Post-dated Checks. Post-dated checks will not be accepted until the date of the check. Post-dated checks will not abate imposition of any late charges incurred.

[Ord. No. 2001-3, 5-14-2001; Ord. No. 2012-10, § 1, 6-11-2012]

Section 5. - Administration of Service Classification.

- A. Load Inspection. When the service is supplied under service classifications which base the billing demand or minimum charge upon the Customer's connected load, the City's representative shall have access to the premises at reasonable times to inspect and count the connected load.
- B. Choice of Service Classification. When two or more service classifications are available for the same class of service, the Customer shall select the service classification to be applied to his service.
- C. City Assistance. The City, upon request, will assist the Customer in the selection of the most advantageous service classification, but the duty and responsibility of making the selection shall at all times rest with the Customer.
- D. Changing Service Classifications. When a Customer has selected the service classification for his service, its application shall remain in effect for the contract term which the service classification specifies. If a Customer's consumption characteristics change so that they fall within the parameters of a different service classification, the City reserves the right to change the Customer's service classification at any time.
- E. Interdepartmental Billing. The City of Milford shall bill their own utility accounts at the lowest rate structure defined as Residential Service Schedule.

The Billing period will be addressed in accordance with the other service classifications. Rates are stated on a monthly basis and bills are rendered monthly following the supply of services.

Section 6. - Customer's Installation.

- A. Customer's Wiring. All of the Customer's wiring and appurtenances shall be furnished, installed and maintained by the Customer. The City will not be liable for loss or damage resulting from the Customer's wiring or equipment.

The City may delay the construction of an extension and/or service until the Applicant (or Applicants) has completed the wiring and installation of equipment necessary to receive and use service. The Customer's facilities at the Point of Delivery and the service entrance shall be in accordance with the National Electrical Code (NEC),³ the National Electrical Safety Code (NESC) , and the City's standards for such facilities. □

- B. Description of Installation. In those cases where the City deems it necessary, the Customer shall present in writing complete specifications of equipment, connected electric loads, location plans, electric vaults, cable runs, substations and other data required, so that the City may advise the character of the service it will furnish, the point at which it will be connected and metered and any other requirements associated with the special conditions of the service.
- C. Electrical Inspection. All new wiring and equipment, or changes in wiring and equipment, shall conform to the standards of the National Electrical Code and of local codes in force at the time.

In no event shall the City be under any obligation to inspect the wiring or appliances of the Applicant. The City may refuse to supply electricity to the Applicant if the City believes the wiring or appliances do not comply with recognized requirements.

On receipt of a Temporary Cut-in Card issued by a qualified electrical inspection agency and/or a Waiver signed by the property Owner and the Electrician that holds the City harmless, the City may render service to the Customer on a temporary basis for a period of not more than 21 days. If a Final Cut-in Card issued by a qualified electrical inspection agency is not received within this 21 days period, the City shall disconnect service until such is received.

The City will further render permanent service only after receipt of an executed Final Cut-in Card stating notice of approval issued by the duly recognized inspection agency. This card must be submitted to the City by the Customer's electrician. After the final Cut-in card has been received, the associated temporary account will be closed.

- D. Reverse Phase Relay. The Customer shall install at his expense a reverse phase relay of approved type on all motors and other equipment where a definite direction of rotation must be maintained.
- E. Phase Protection. The Customer shall install at his expense suitable voltage or current type devices which will protect his equipment from damage in event of phase outages.
- F. Motors. The City shall always be consulted with regard to the requirements as to the size of motor and starting current limitations as well as voltage and phase of service which will be furnished. The City reserves the right to refuse service to any size motor where the starting currents are deemed to be excessive. Starting currents must be limited by the Customer to acceptable levels.

- 1. Motors, General. It is characteristic of most electric motors, Large welding machines and arc furnaces to draw large momentary starting current. This may result in objectionable variations in the voltage supply of other customers who received their service from the same circuits or transformers. In the interest of all of our customers, it is therefore necessary for the City to limit the value of starting current which may be drawn by various classes of motors connected to our lines.

Some latitude in the permissible starting current of motors may be permitted under certain conditions, such as when motors are started very infrequently (once or twice a day), when motors are supplied from large capacity circuits and transformers, when motors are necessarily supplied from individual transformers on the customers premises, etc. Limitations will be site specific.

The City must always be consulted in advance regarding motor installation above 5 horsepower single phase or above 10 horsepower three phase to insure the proposed installation is acceptable.

- 2. Motors, Residential. Single phase, 120 volt motors will be permitted providing the maximum starting current does not exceed 100 amperes. (Typically 2 HP or 12,000 BTU/hr air conditioners.) Single phase, 240 volt or 208 volt motors will be permitted, however, when the maximum starting current exceeds 150 amperes, the Company shall be contacted for approval before purchasing equipment. A/C and heating equipment exceeding 100 amperes shall be a split-unit type with two or more compressor motors, interlocked so that not more than one motor can start at any [one] time.

Three-phase, 240 volt or 208 volt service normally will not be supplied for residential service.

- 3. Motors, Commercial. The City may refuse single-phase service to motors rated 5 horsepower or more and to polyphase motors rated less than 5 horsepower or to customers with a total three phase connected motor load less than 6 horsepower.

When commercial installations are located in areas, which are primarily residential, or rural, they normally will be treated as covered by the above section on "Motors Residential". When Commercial installations are located in areas which are primarily commercial or where three phase service is available at a justifiable expense, service may be rendered at any of the available supply voltages, at the option of the City, depending upon size and character of the installation. The City shall be consulted as to voltage and number of phases of supply, and starting and running requirements for proposed equipment.

In general, on 240 volt or 208Y volt three-phase service, 200 ampere maximum starting currents will be acceptable. Higher values will be permitted only after investigation by the City prior to installation. Generally, higher values may be permitted if the proposed starting current does not exceed that of existing equipment already served by the same facilities and the proper provision is made to insure that no combination of simultaneous motor starts will exceed the starting current of the largest single motor installed.

4. **Motors, Industrial.** Due to the wide variety of equipment and methods of service, general rules for starting motors cannot be specifically outlined. Additions to existing installations can be made which will not increase the maximum starting current of the installation. In all other cases, the City must be consulted as to the maximum allowable starting currents.
5. **Motor, Protective Devices.** All motors should be provided with devices that will protect the motor and circuit against overload or short circuit in any wire. Refer to the NEC for motor protection details. Motor equipped with reduced voltage starters that cannot be safely subjected to full voltage at starting should be provided with a device to insure that on the failure of the supply voltage, the motor will be disconnected from the line or the starter returned to the "off" position, unless the motor is equipped with automatic restarting means. To prevent unnecessary shutdowns, it is recommended that this starter be equipped with a time delay feature to prevent the starter from dropping out and to permit the motor to continue to operate during a momentary voltage change.

The direction of phase rotation and the continuity of all three phases of the alternating current supply are carefully maintained, however, the City cannot guarantee against accidental or temporary change of failure thereof. Therefore, motors or other apparatus requiring unchanged phase rotation or continuity of three-phase supply should be equipped, by the customer, with suitable three-phase protection against the reversal or phase failure.

6. **Welders.** In every case the Customer or Contractor shall consult with the City concerning the electrical supply to electric welders before any commitments for their purchase or installation are made.
7. **Generators.** The City must always be consulted concerning the installation of any electric generating equipment.

In all cases of emergency standby generation (Non-Cogeneration) a Double throw switch shall be installed between the generator and the Cities supply, to prevent the generator from being connected to the City system at any time. Closed transition switching may be permitted after a customer and equipment specific evaluation is made by the City.

Portable generators may only be used with service conductors physically disconnected from the utility system.

- G. **Right to Inspect.** The City reserves the right, but is not obliged, to inspect any installation either before electricity is introduced or later if it believes there may be unsafe or hazardous conditions. The City also reserves the right to reject any wiring or appliances not in accordance with the City's standard requirements. The City will not be liable for any loss or damages resulting from defects in the installations, appliances, or wiring which may occur on the Customer's premises.
- H. **Protection for Computers and Electronic Equipment.** The Customer shall install, own, and maintain suitable surge, outage, and harmonic protection equipment to protect computers and other sensitive electronic devices. When the Customer has important, sensitive electronic data, the Customer shall be responsible for installing uninterruptible power supply (UPS) equipment to protect the data. The City will in no way be liable for any damage to the Customer's electronic equipment, computer hardware or software, loss of data associated with the computer hardware and associated equipment, or any other consequential damage due to voltage spikes, surges, or loss of electric service.
- I. **Power Quality.** When an electrical disturbance affects either the City's distribution system or electric service to another customer and the disturbance is found to be due to a specific customer's installation

(such as resulting from load imbalance, the operation of motors, variable speed motor drives, or other electrical equipment), the Customer causing the disturbance shall discontinue operation of the suspect equipment until suitable corrective wiring or equipment has been implemented on the Customer's premises to eliminate the disturbance. Such corrective action to eliminate the cause of the disturbance will be made at the Customer's expense. The City will have the right to inspect and test the Customer's electrical equipment to determine if it has any electrical characteristics which may cause undue disturbance to the City's system or affect the service to other customers. The following are the City's guidelines for disturbance types:

1. Wave Form Distortion. The maximum total wave form distortion caused by the Customer's equipment, including a maximum of 1% phase voltage imbalance, shall be limited to 5% measured at the Point of Delivery.
2. Harmonic Distortion. The total Harmonic Distortion shall not exceed 5% with any single harmonic distortion not exceeding 3% measured at the customer-City interface.
3. Commutation Notches. Distortion caused by the commutation of solid state devices between conducting and non-conducting conditions in the form of notches on the voltage waveform shall be limited to less than a 3,400% volts-microseconds area under the notch.
4. Staggered Startups. During start up operations, Customer's machinery and equipment shall be started on a serial or staggered schedule with no more than 500 Hp per step so as to minimize the impact of such startups on the City's electric system. Such schedule shall be provided to, and approved by the City in advance, and any necessary modifications to the schedule shall be communicated to the City immediately. Between each step, the customer shall provide a time interval of a minimum of fifteen (15.0) minutes, preferably one hour. This time interval helps to reduce the power cost to the Customer and the City.

Section 7. - Secondary Services and Transformer Installations.

- A. General. "Secondary Services" and "Services" as used in this section refer to overhead and underground conductors and associated materials between the last aerial structure (typically a pole) or underground terminal (typically a pad-mounted transformer) of the City's electric distribution system and the point of connection with the Customer's facility (typically a building eave or wall). Service as used in this section typically refers to the provision of electricity at 480 volts or less. The City's system facility from which the service is installed may be on public or private right-of-way. Non refundable charges may be assessed based on the Customer request and the type of service required. (See Fee Schedule)

The service connection location must be approved by the City. It will normally be located on the Customer building at a point nearest the point at which the electric service enters the property to be served. It must be located so that the service will be clear of obstructions and have adequate support. The service attachment device will be approved by the City and supplied and installed by the Customer. Any modification of the service requested by the Applicant must be agreeable to the City. Any additional cost resulting from the Applicants requested modification will be borne by the Applicant. Services will not be connected until satisfactory payment or credit arrangements are made in accordance with charges as detailed in this tariff and referenced in Appendix 1.

All persons who work on electrical equipment or wiring that interfaces with the City's electrical distribution system must be licensed by the City or the County depending on the location of the work. Homeowners may work on their own electrical systems when issued an appropriate permit from the County in which they live and have their work inspected by an approved electrical inspection Agency.

Only authorized City personnel are permitted to connect or disconnect a Customer's facility to the City's distribution system. The Customer or Customer's representative (electrician) should arrange with the City to have the meter disconnected prior to performing any modification to the Customer's electric service. The City will reseal the meter when the modification is complete. (See the Fee Schedule for the appropriate charge) In the case when, in conjunction with electrical work on the

Customer's facility, the meter has been disconnected without City involvement, a resealing fee will be applied (see Fee Schedule).

- B. Residential Overhead Service. The City will install, own, and maintain all overhead services. The City will install without charge to the Customer the first 150 feet from the existing overhead facilities. Overhead services in excess of one hundred and fifty feet will be provided at a charge to the customer as provided in the Fee Schedule found in Appendix 1.
- C. Commercial Overhead Service. The City will install, own and maintain all overhead services. The City may install without charge the first 150 feet from the existing overhead facilities. Any Charges will be determined by the City on a case by case basis.
- D. Underground Service. All residential meters will be located on Customer Owned Facilities. The City reserves the right to waive this requirement under special circumstances. These customer owned facilities will generally be considered to be their dwelling or garage. Meters will normally be located only on the front or side of homes or garages as close to the point the service enters the property as possible. The service entrance location must be approved by the City prior [to] the start of construction.

The City will install, own and maintain all underground service to but not including the meter socket. Where the City's distribution lines are underground, only underground service will be provided. All charges for Commercial Underground will be determined on a case by case basis from the information provided by the Customer. The City will provide underground service for a charge as shown in Appendix 1.

- E. Relocation of Service. Any alterations, changes or relocations of City-owned services, which are requested by and for the convenience of the Customer, and approved by the City, shall be made by the City and the cost paid by the Customer.

If the City shall be required by any state or other public authority to relocate any portion of the City's distribution system, the Customer at his expense shall make the necessary changes in the location of his facilities for receiving service. The City will attempt to negotiate with the state or other public authority to include the Customer's expenses for relocation.

- F. Transformer Installation. The City will make transformer installations on public rights-of-way only as permitted by the regulations of the public authorities. The type of metering or load requirements may require the Customer to provide for the installation of transformer facilities on a private property right-of-way. Transformers shall be situated in such a manner that they are separated from, and do not interfere with, and are not interfered or endangered by the location of other structures or proposed structures such as concrete curbing, water supply sources, fire hydrants, parking lots, etc. The Customer shall provide the City with proposed transformer locations for the City's review and approval prior to the finalization of plans for transformer placement. (See also Section 2-H-2)

If the electricity supplied is metered at primary voltage, all required structures and/or vaults⁵ and electrical substation equipment, including protective devices, shall be installed, owned and maintained by the Customer. ▮

If the electricity supplied is metered at secondary voltage and the transformers are in a City approved vault, the City will supply only the transformers. If the transformers are to be located outside, the City will supply the transformers, any required enclosures, all necessary primary protection equipment and incidental primary wiring.

- G. Discontinued Service. When service to a Customer is discontinued, the City may disconnect service but leave any or all of its service connection facilities on the premises to facilitate the service of future Customers.
- H. Supply Voltages. All references to voltages are standard or nominal voltages and actual voltages supplied may vary above or below these values within the limits prescribed by accepted utility practice. The City may specify the voltage and the minimum and maximum load that it will supply at any particular voltage.

Not all types of electric service listed below are available at all locations. Subject to limitations, the types of secondary electric service available, with their nominal voltages, are:

Single Phase 3 Wire	120/240 volts
Single Phase 3 Wire	120/208 volts (Network)
Three Phase 4 Wire	208Y/120 volts
Three Phase 4 Wire	480Y/277 volts

- I. Meters. The City shall designate the location of meters.
- J. Tree Trimming. Rights-of-way granted to the City shall grant the City the Right to trim and/or clear trees and other obstructions, as it deems necessary. The City will also have the right to require the Customer at his expense to have his own contractor trim and/or clear trees or other obstructions to the satisfaction of the City when, in the City's judgment, such trees or other obstructions threaten the integrity of the City's electric lines or equipment, or other property owner's property. In such cases, the Customer will be given 10 fair-weather⁶ days to rectify the situation. However, when such overgrown trees or other obstructions create an imminent danger to the City's electric lines or equipment or other property owner's property, the City reserves the right to disconnect the Customer's service (see Section 15-A-1-b), trim and/or clear the trees and other obstructions, and reconnect the Customer. In such cases, the City will bill the Customer for the service. (See Chargeable Service Call and Reconnect Charges in the Fee Schedule). □

When overgrown trees or other obstructions cause an outage of the Customer's service due to damage to the City's electric lines or equipment, the City reserves the right to clear the trees or other obstructions and to make the necessary repairs to reconnect the service. In such cases, the City will bill the Customer for the clearing of the trees or other obstructions and for the required repairs. (See Chargeable Service Call and Reconnect Charges in the Fee Schedule).

Pad-mounted transformer areas are to be free of trees, plantings, or other obstructions to within six feet of any edge of the concrete or fiberglass pad.

These rights-of-way shall grant the City permission to utilize locations and housings which are suitable (in the City's opinion) for the installation of City facilities.

Section 8. - Meter Installations.

- A. Meter Sockets Supplied by Customer. Residential meter sockets shall be of a type approved by the City and shall be procured by and installed by the Customer. The Customer is responsible for maintaining the meter socket in a safe and workmanlike operating manner. The City reserves the right to disconnect services within ten fair-weather⁷ days of notification to an Applicant or Customer whose socket(s) are not maintained in a safe and workmanlike operating manner. □

If, in the City's judgment, there is a clear and imminent danger to life, health, or property from a Customer's poorly maintained meter socket, the City reserves the right to make the necessary repairs and bill the customer. (See Chargeable Service Call in the Fee Schedule.)

If the Customer should desire to have multiple pan meter sockets, these sockets must be approved by the City prior to installation of meters and must be furnished, owned, and maintained by the Customer. The City does not stock multiple meter sockets and cannot be responsible for the interruption or replacement of the multiple sockets in the event of a future failure.

- B. Meters Supplied by the City. The City will normally furnish, install, maintain, and own one (1) set of metering equipment for measurement of the electricity supplied under each contract.
- C. Meter Locations. The City shall designate the location of meters. For secondary or primary metered installations, the Customer will provide a support or other facility as required for mounting of metering equipment.

The Customer is responsible for keeping metering areas clean, clear of debris, and accessible by City employees or the City's Engineers.

In buildings where multiple meters are required, each meter position shall be clearly and visibly marked so that each meter position is identified as to the location to which service is being supplied. Meters shall not be installed by the City until this has been accomplished.

- D. Right to Remove City's Equipment. All meters, instrument transformers or other service equipment supplied by the City shall remain its exclusive property. The City shall have the right to remove all its property from the premises of the Customer at any time after the termination of service, whatever may have been the reason for such termination. Possible reasons to remove equipment would include:
 - 1. Evidence of illegal tampering
 - 2. Hazardous conditions endangering equipment
 - 3. Failure to pay bills or meet other terms of payment
- E. Reverse Registration. The City may, by ratchet or other device, control its meters so as to prevent reverse registrations.
- F. Periodic Test Schedule. The City will test meters in accordance with its periodic test schedule. Meter tests performed at the request of a Customer will be made in accordance with Section 9-D.
- G. Remote Automatic Reading Devices. The City, at its discretion may install remote automatic reading devices, subject to available technology. Remote automatic reading devices will be owned, installed and maintained by the City. When requested by the Customer and approved by the City, installation will be made at cost payable by the Customer. The location of the remote automatic reading device shall be subject to City approval.

The City may require a verification reading.

In cases of discrepancy between the remote automatic reading device and the City's meter, the City's meter shall be used as the final determinant in measuring consumption and in all cases will take precedence over any readings on remote automatic reading devices.

- H. Electric Pulse Initiator. The City, at its option and upon the request of a TOU (Time of Use) Customer, will make available contact closure pulses in the KYZ format to the requesting TOU metered Customer. If an isolating relay is required, the Customer will also bear the cost of purchase and installation. The Customer must bear the cost of the pulse initiator and its installation. The City will maintain and replace the pulse initiator after the initial installation. If the pulse initiator fails, the City will not guarantee to stock a replacement but will order a replacement as necessary. The Customer will be without pulse data during this period. If the Customer requests a standby pulse initiator to be available, he must purchase and inventory a backup pulse initiator. The City will provide, but does not guarantee to deliver pulses to the high side of the pulse initiator fuse. The City will provide replacement fuses to re-fuse if necessary.

The Customer will be responsible for accepting the pulses on the load side of the pulse initiator fuse. The Customer will accept the pulses and utilize them in a way that does not expose the City's equipment to undue risk.

Either party may re-fuse in the event of a blown fuse.

The City reserves the right to remove the pulse initiator if use by the Customer damages utility equipment or continues to expose the equipment to risk.

The City will not guarantee the continuity of pulse data. The Customer will be responsible to report loss of pulses to the City immediately.

If the pulse initiator, contacts, fuses, or conductors that transmit data to the Customer fail, the City does not guarantee continuity and will not be responsible for loss of pulses and no adjustment to the bill will be made. Should loss of pulses occur frequently, the City may terminate offering data pulses or the Customer may elect to install his own initiator equipment which would be under his own control and maintenance.

- I. Hand-held Meter Reading Devices. The City reserves the right, as technology develops, to utilize hand-held meter reading devices or remote meter reading devices to replace manually written meter readings in a meter book.
- J. Capacity of Meters. The meters, instrument transformers, service connections, and equipment supplied by the City for each Customer has a definite load capacity and no additions to the equipment or connected load will be allowed except by prior written notification and consent by the City.
- K. Meter Relocation. Metering installations moved from the inside of the house or building to the outside of the house or building at the Customer's request, when no other modifications of electric service equipment are being made, will be relocated by the Customer at the Customer's expense. When requested by a Customer, metering installations moved to other exterior locations for the convenience of the Customer shall be relocated by the Customer, at the Customer's expense. In such cases the City shall be notified of the relocation prior to its occurrence. The actual transfer of the electric meter shall be made by the City. (See also Section 14-A)
- L. Broken Meter Seals. Repeated broken meter seals are a sign of possible tampering with the meter mechanism. See Section 14-C, "Tampering with City's Property - Broken Meter Seals", for conditions and remedies.

Section 9. - Adjustment of Charges.

- A. Fast Watt-Hour Meter. Whenever a watt-hour meter in service is found, upon tests made by the City, to have a positive average error, that is, when it over-registers or is fast, in excess of three percent (3%), the City shall credit or refund to the Customer an amount equal to the excess paid for the kilowatt-hours incorrectly metered. The refund shall be for the period that the Customer received service through the meter, but for not more than the periods established below:
 - 1. Known Date of Error. If the date on which the error first developed or occurred can be established, the bills for service shall be recalculated from that time.
 - 2. Unknown Date of Error. If the time at which the error first developed or occurred cannot be established, it shall be assumed that the over-registration existed for a period of one (1) year or a period equal to one-half of the time since the meter was last tested, whichever is less. The credit or refund will not be issued if it is less than \$5.00.
- B. Slow or Stopped Meter. When a meter is found, upon test made by the City, to have a negative average error, that is, when it under registers or is slow in excess of three percent (3%), or to be stopped, or in case of a polyphase meter, to be operating with an inactive element, and the error in registration or failure to operate is not attributable to the negligence of the City, but is due to some unpredictable cause, such as lightening or unauthorized overload, the City may estimate the proper charge for the normal periods or by such method as may be determined by the City's electric consultant. Except in

cases of tampering, theft, inaccessibility to meter, or unauthorized overload, such an estimate for a slow or stopped meter may cover a period of not more than one (1) year.

- C. Demand Meter. Whenever a demand meter, the readings, or indications of which are utilized in computing the charges for service, is found, upon test by the City to be in error in excess of the limits indicated below, the charges to the Customer shall be adjusted in the same manner as prescribed under watt-hour meters above.

Meter Type	Limits of Accuracy
Integrated Demand Meters	+/- 2% of full scale reading

- D. Request for Meter Tests. Upon request by a Customer, the City shall test the Customer's meter provided that such tests need not be made more frequently than once in twenty-four (24) months. If tests of the meter are requested more frequently than once in twenty-four (24) months, the City shall charge the Customer for testing (see the Fee Schedule). No charge shall be made for testing meters which, upon test, are found to exceed the allowable accuracy limits as defined above. The Customer, or his representative may be present when his meter is tested. A written report of the results of the test shall be made to the Customer within ten (10) days after the completion of the test.
- E. Adjustments for Incorrect Billings. Incorrect billings resulting from clerical error, incorrect meter installation or reading, incorrect application of the rate schedule, or other similar reasons, shall be corrected immediately upon discovery, and corrected bills rendered to the Customer; however, in no case may additional charges due from the Customer under the application of this paragraph be collected for more than three (3) years prior to the month of discovery. If the Customer has been overcharged, the City will refund the amount due or credit the Customer's account, at the Customer's election, to date the error was made, not to exceed three (3) years prior to discovery. In the absence of election by the Customer for refund by check, the City shall credit the account. In the event additional charges are due the City, installment payments will be offered for not less than the number of months the account was billed in error. A finance charge shall not be applied to such installment payments.
- F. Routine Meter Testing. Alternating current meters that are in service shall be periodically tested according to the schedule below:

Group	Rate Classification	Frequency
Residential	RES	8 years
Commercial - Non Demand	SGS	6 years
Commercial and Small Industrial (customers below 300 kW)	MGS, LGS & GSP	4 years

Industrial
(customers above 300 kW)

LGS & GSP

1 year

Section 10. - Continuity of Service by City.

- A. City Liability. The City does not guarantee continuous uninterrupted electric service and will not be liable for any loss, cost, damage or expense to any customer occasioned by an interruption or phase reversal if due to any cause beyond the reasonable control of the City.
- B. Notice of Trouble. The Customer shall notify the City promptly of any defect in service or of any trouble or irregularity to the electric supply.
- C. Prearranged Interruption of Service. Whenever it is necessary to interrupt service for work on lines or equipment, such works shall be done, as far as practicable, at a time that will cause the least inconvenience to the Customer. The Customer(s) to be affected by such interruptions shall, if practicable, be notified in advance.

Section 11. - Customer's Use of Service.

- A. Resale Forbidden. The Customer shall not directly or indirectly sell, sublet, assign or otherwise dispose of the electric energy or any part thereof except as authorized by Chapter 51, Title 25 of the Delaware Code.
- B. Multiple Occupancy Buildings. Multiple occupancy buildings for which building permits are issued after June 1990 may not be master metered but, shall be individually metered for each occupancy unit that is individually leased or owned and whose occupants have control over a portion of the electric energy used.
- C. Fluctuations. Electric service must not be used by the Customer in such a manner as to cause unusual fluctuations or disturbances in the City's supply system. Should such fluctuation or disturbance be caused by the Customer, the City may discontinue service or require the Customer to modify his installation or install approved controlling devices (See also Section 6-I).

Where service is rendered under Service Classifications "SGS", "MGS", "LGS", "GS" and the use of current is intermittent or subject to large fluctuations, the City reserves the right to base the measured demand upon a five (5) minute period, or to add to the measured demand, as determined under the measured demand provision of the applicable service classification, an amount equal to sixty-five percent (65%) of the rated capacity in kilowatts of apparatus having fluctuating or intermittent current requirements.

- D. Unbalanced Loads. Where service is rendered under Service Classifications "SGS", "MGS", "LGS" and "GS", the Customer shall at all times take and use energy in such manner that the load will be balanced equally between phases. Should this not be possible and the unbalancing exceed ten percent (10%) of the lesser phase, the City reserves the right to compute the demand for billing purposes on the assumption that the load on each phase is equal to that on the greatest phase.

If the unbalance exceeds forty percent (40%) of the lesser phase, the City reserves the right to terminate service.

- E. Transient Voltages. Customers are cautioned that certain types of data processing equipment are sensitive to transient voltages which typically occur in commercial power systems in routine operation. The City shall not be liable for transient voltage-related damage or loss. The Customer should purchase and install surge suppressors to protect sensitive equipment from transients, spikes, or surges.

- F. Superposition of Electric Signals on the City's Electric System. When the Customer couples to or superimposes any signal on his electric system for equipment control, load management control, carrier current transmission, signal systems, communication broadcasting or any other purpose, the Customer shall be responsible for preventing any such signals from being imposed upon or entering the City's metering and electric system.

The Customer shall notify and obtain the consent of the City before utilizing their equipment.

- G. Power Factor. The average power factor at the point where the electric service is metered should not be less than ninety percent (90%) lagging.

The City reserves the right to charge demand customers an additional amount per kW for each whole percent the power factor is below 90% and reserves the right to credit demand customers an amount per kW for each whole percent the power factor is above 90% up to 100%.

Where lighting, welding, motors or other electrical equipment or devices having lagging or leading power factor characteristics are installed, in order to avoid additional charges, the Customer may furnish, install, and maintain at his own expense, corrective apparatus which will increase the average power factor of the individual units or the entire installation to not less than ninety percent (90%) lagging or more than 110% leading.

- H. Use other than Stated in Contract. The City's service shall not be used for any purpose or in any place other than that stipulated in the Customer's contract for service except by written consent of the City.
- I. Characteristics of Service. The service specified and furnished by the City consists of sixty (60) hertz, single phase or three-phase alternating current at one standard primary or secondary voltage. The type of service (number of phases and voltage) available varies with location and load.

An Applicant must contact the City to ascertain the type of service the City will supply before making plans for receiving electric service or making alterations to existing service.

Secondary Service - Single phase or three phase circuits carrying a nominal voltage of 480 volts or less between any two conductors.

Primary Service - Single phase or three phase circuit carrying a nominal voltage of 14,400 volts to 24,900 volts between any two conductors. This service is available to customers with anticipated loads in excess of 500Kw.

- J. Change of Installation and Service Overload. The Customer shall give immediate written notice to the City of any proposed substantial increase or decrease in, or change of purpose or location of his installation. The service connection, transformers, meters and equipment supplied by the City for each Customer have a definite capacity and no additions to the equipment or load connected thereto will be permitted except by written consent of the City. Failure to give notice of additions or changes in load or location shall render the Customer liable for any damage to the meters or their auxiliary apparatus or the transformers or wires of the City caused by the additional or changed installations.
- K. Limitation of Use. No other source of electric service shall be introduced or permitted, directly or indirectly, for the Customer's use without written notice to the City and written consent of the City which shall not be unreasonably withheld. An installation for which permission has been granted must be made so that the supply of current from the Customer's generator or other sources cannot feed into the City's system, unless agreed to by contract between the City and the Customer.

Section 12. - Defects in Customer's Installation.

- A. City's Right to Inspect. The City shall have the right, but shall not be obliged, to inspect any installation before electricity is introduced or at any later time, and reserves the right to reject any wiring or appliances not in accordance with the City's standard requirements.⁸ However, such inspection, or failure to inspect, or to reject, shall not render the City liable or responsible for any loss or damage,

resulting from defects in the installation, wiring or appliances, or from violation of City rules, or from accidents which may occur upon the premises of the Customer. ¶

- B. Defective Installations. If at any time the wiring, fixtures or appliances of the Customer are found to be defective or dangerous by the City's representative, service may be refused or discontinued until the Customer has the condition corrected.
- C. Customer's Responsibility. The City assumes no responsibility for any damages done by or resulting from any defect in the wiring, fixtures, or appliances of the Customer. In the event any loss or damage to the property of the City, or any accident or injury to persons or property is caused by or results from the negligence or wrongful act of the Customer, his agents, or employees, the cost of the necessary repairs or replacement shall be paid by the Customer to the City and any liability otherwise resulting shall be assumed by the Customer.
- D. City Liability. The City shall not be liable for damage resulting from the presence of electric current or the City's appliances on the Customer's premises, or from the use of the service of the City by the Customer.

Section 13. - Access to Premises.

- A. Access to Premises. The authorized agents or representatives of the City, having the proper City identification, shall have access at all reasonable times to the premises of the Customer for the purpose of reading its meters, connecting and disconnecting service, operating, testing, inspecting, repairing, removing and replacing any or all of its apparatus used in connection with the supply of electricity. If City's meters or other equipment are located on the premises of someone other than the Customer, the Customer shall be responsible to arrange for access thereto by City agents or representatives.
- B. Rights-of-Way, Access to City Owned Equipment, and Tree Trimming. Rights-of-Way must be maintained free of obstructions in order for City personnel to have free access to City distribution lines or other equipment. Fences, garages, sheds, other outbuildings, swimming pools, trellises, trees, and other large plantings are prohibited from right-of-way areas. The City will have the right to request the Customer to remove any plantings or other obstructions which prevent City personnel from accessing any item of City equipment such as poles, aerial lines, underground lines, service drops, transformers, metering pedestals, etc. Furthermore, the City will have the uninterrupted right and authority to trim trees, limbs, and undergrowth in the right-of-way which may interfere with the operation of City equipment. The City may bill the Customer for such services.
- C. Penalty for Non-Accessibility of Meter. When a customer fails to provide the city with access to read the electric meter or perform maintenance on the City's equipment, then the customer will be notified of the accessibility problem in writing and the customer must take the appropriate steps to correct the problem.

The customer will be given 30 days to rectify the problem or else service will be terminated and a fee for inaccessibility will be charged (see the Fee Schedule).

Section 14. - Tampering with City's Property.

- A. Tampering Expressly Forbidden. No person except a duly authorized representative of the City shall make any connection or disconnection, either temporary or permanent between service load of the Customer and service wires of the City; or set, change, remove or interfere with or make any connections to the City's meter or other property or any wiring between the City's meter and the service wires of the City. By taking service from the City, the Customer agrees to respect the integrity of the meter seal.
- B. Liability for Tampering. In the event of the City's meters or other property being tampered or interfered with, the Customer being supplied through such equipment shall pay the amount which the City may estimate is due for service used but not registered on the City's meter, and for any repairs or replacements required, and such changes in Customer's installations as may be required by the City.

- C. Broken Meter Seals. Repeated broken meter seals are a sign of possible tampering with the meter mechanism. When a City employee, such as a meter reader, discovers a broken meter seal, services may be terminated and the police will be notified for a possible criminal investigation.

Upon request and pending police action, the Customer may be reconnected for after-hours reconnection fee (see the Fee Schedule).

Penalty for proving tampering will result in the termination of services and possible prosecution.

Section 15. - City's Right to Discontinue Service.

- A. Right to Discontinue Service. The City reserves the right to discontinue the supply of service for any of the following reasons.
1. Without Prior Notice.
 - a. Unavoidable shortage or interruptions in City's source of supply or other cases of emergency.
 - b. Whenever a hazardous electrical or electrical related condition is found to exist on the Customer's premises.
 - c. Interference or tampering with meters or City equipment or diversion of service.
 - d. The Customer's use of equipment is determined by the City to adversely affect the City's equipment or the City's service to the other Customers.
 2. With Prior Notice.
 - a. Failure to remedy conditions having detrimental effect on the service of others.
 - b. Non-payment of any bill for electric service.
 - c. Violation of, or non-compliance with the Rules and Regulations of the effective Service Classification or Agreement. The City may refuse to supply any service until the Customer has corrected the conditions constituting such violation.
 - d. Failure to pay a deposit or other customer charge as detailed in this Tariff.
 - e. Misrepresentation of identity to avoid payment of an outstanding bill for service rendered.
 - f. Repeated refusal to grant access, during reasonable working hours, for maintenance, meter reading, or removal of equipment, inspection or replacement of equipment. (See Section 13-C)
 3. The amount of time allowed for disconnection with prior notice as provided for in the preceding section, (Section 15-A-2) shall consist of not less than 3 business days notice, and not greater than 7 business days after delivery of the notice to the recorded address by a City representative. The notice will state when service will be discontinued and will inform the Customer of the steps which must be taken to avoid such disconnection of service. In the case of a rental customer, the City will mail a shut-off notice when at all possible, to the owner of the property notifying them of a pending disconnection of service.
- B. Service Disconnection During the Heating Season. Heating Season is defined as that portion of the calendar year extending from November 15th to March 31st. A Dwelling Unit is defined as one or more rooms arranged for the use of one or more individuals as a single housekeeping unit, with cooking, living, sanitary, and sleeping facilities. No Dwelling Unit shall have service disconnected if the temperature is 32 degrees Fahrenheit or less at 10:00 A.M. on the day the service is to be terminated. Service may be terminated, when in the sole judgment of the City, an emergency situation exists which requires the termination of service. During the heating season, no service shall be disconnected for nonpayment of past charges without a minimum notice of seventy two (72) hours being given to the occupant informing them of the intention to terminate electric services. In no event shall such termination occur between 12:00 Noon on any Friday and 10:00 A.M. on the succeeding Monday.

Should Friday be a legal City holiday, the last preceding business day shall be substituted for Friday. Should Monday be a City holiday, the next succeeding business day shall be substituted for Monday.

1. **Medical Priority Policy.** The City shall have a policy relating to customers with a medical priority status. The policy shall address the qualifications, terms and conditions of the medical priority program and the responsibilities of the City and the Customer. This policy shall be an administrative policy and may be amended by the City Manager.
- C. **Master Metering.** ⁹ No service shall be disconnected to any group of individual Dwelling Units to which service is provided directly or indirectly through a master meter without a fifteen (15) day written notice of intention to discontinue service. Written notice shall be given to the owner of the premises affected, or in lieu thereof, to the person, firm, or corporation to whom the last preceding bill has been rendered, or from whom past payments have been received. In addition, the City will attempt to notify all occupants of the master metered facility of the pending termination by distributing a notice addressed to "occupant" on each dwelling unit door at least ten (10) days prior to termination. Said notice shall state the intended date of the amount due, and the procedure by which any tenant or public agency may make or guarantee such payment in order to avoid termination.
 - D. **Load Limiting Devices.** In lieu of outright disconnection, the City reserves the right to install load limiting or "pay-as-you-go" devices as technology permits and as circumstances warrant.
 - E. **Reconnection Charge.** Service disconnected by the City for whatever reasons set forth in Section 15-A will be restored only upon payment of all charges due in addition to the correction of the problem necessitating termination. Also, in cases when it has been necessary to remove service wires to effect discontinuance of service, service will be restored only upon payment to the City of the costs of discontinuance and restoration (see the Fee Schedule). Any Customer whose service has been disconnected may also be required to post a deposit or advance usage fee in order to have service restored.
 - F. **After hours Reconnection Charge.** When the Customer desires service to be reconnected after Electric Division hours of operation, an "after hours" reconnection charge will be assessed instead of the regular reconnection charge. (see the Fee Schedule) City offices hours and Electric Division hours of operation are shown in Section 1.I.
 - G. **Payments.** The Customer may avoid service termination for non-payment of bills by making payment of the total unpaid balance to the City cashier during business hours. During non-business hours payment may be made to the City police dispatcher.

<p>City Billing Office 180 Vickers Drive Milford, Delaware 19963 302-422-6616</p>	<p>Police Dispatcher Milford Police Department 400 N.E. Front Street Milford, Delaware 19963 302-422-8081</p>
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To arrange installment payments or any other special payment terms, the Customer must apply in person at the City offices billing department.

[Ord. No. 2001-3, 5-14-2001; Ord. No. 2008-3, §§ 2, 3, 3-24-2008]

Section 16. - Discontinuance of Service by Customer.

- A. Notice to Discontinue. The Customer must give the City at least one business day (twenty-four hours) written notice to discontinue service unless otherwise agreed upon. The City will make every effort to disconnect the service as soon as the Customer has requested termination and has settled the account. However, the Customer shall be liable for service taken until the meter shall have been disconnected or read. Such notice to disconnect prior to the expiration of a contract term will not relieve the Customer from any minimum or guaranteed payment under any contract or service classification.
- B. Completion of Term. If, by reason of any act, neglect or default of a Customer or his agent, the City's service is suspended, or the City is prevented from supplying service in accordance with the terms of any contract it may have entered into, the minimum charge for the unexpired portion of the contract term shall become due and payable immediately as liquidated damages in lieu of the anticipated returns from the said contract.
- C. Final Bill. The final bill for service is due and payable when rendered.

Section 17. - Primary Extensions.

- A. General. Distribution line extensions or "extensions", as used in this section, refer to overhead or underground primary voltage conductors, transformers, switchgear, and associated materials that must be constructed along public streets, roads and highways, or on private property from the City's existing distribution system to the point of connection to the Applicant's or Customer's service entrance (aerial or underground).

Extensions will be designed according to accepted utility practices to provide adequate service. Modifications to the City's proposed design and/or existing system requested by the Applicant will be made when such modifications are acceptable to the City in its sole judgment.

Service entrances interface with, but are not part of these primary line extensions. A separate service entrance connection/re-connection fee will be charged in addition to charges associated with primary line extensions. See also Section 7 for information concerning service entrances.

- B. Distribution Line Extension Policy. The City, at its discretion, will extend its distribution system under the terms and conditions enumerated below.
 - 1. Residential - Single Family Dwellings. The City will provide up to 300 feet of primary extension of either overhead or underground at no cost to the Customer. Beyond 300 feet the Customer will be required to pay an additional charge per foot as stated in the Fee Schedule in Appendix 1. All facilities provided by the City will remain the property of the City regardless of any Customer participation in the cost.
 - 2. Non-Residential¹⁰. ¶ Any charges made by the City to the Customer for primary line extensions from existing overhead or underground facilities, either overhead or underground will be based on the specific nature of the request. If the customer provides adequate information and assurances that the cost of the line extension is justified by the City then the extension may be provided overhead at no charge to the customer. Underground extensions will be provided for a cost difference between the estimated underground less the estimated cost to extend the same facilities overhead.

If the Customer is unable to provide adequate justification then the Customer will be required to participate in the cost associated with the requested extension regardless of the type of extension. In the event that the Customer participates in the cost of the extension, it is understood that the extension is owned and maintained by the City.

In the event that the Customer is a primary metered Customer, served under the appropriate Service Schedule then the City's responsibility and ownership will terminate at the point of Metering. Any work performed by the City beyond the point of metering under a separate agreement with the Customer will remain the property of the Customer and the Customer will be responsible for the maintenance of these facilities. If the Customer so desires, they may contract with the City to maintain their facilities.

3. Residential Sub-Division. The City will provide up to 300 feet of primary extension of either overhead or underground at no cost to the Customer. Charges for primary extensions beyond 300 feet will be determined on a case by case basis.

Section 18. - Purchase Power Cost Adjustment (PPCA).

Each monthly bill may also include a positive or a negative Purchased Power Cost Adjustment (PPCA) Factor to reflect the changes in the City's actual purchased power cost for a 12 month period from the base purchased power cost of \$0.0400/Kwh. The PPCA Factor will be computed by using the following formula:

$$\text{PPCA/kWh} = \text{APC/kWh} - \text{BPC/kWh}$$

where:

PPCA = Purchased Power Cost Adjustment Factor per kWh

APC = The City's Actual Annual Power Cost per kWh which is equal to Total Annual Power Cost for the Previous Twelve (12) Month Period ÷ by Total Billed Sales for the Same Twelve (12) Month Period.

BPC = The City's Base Purchased Power Cost which is equal to \$0.0400/Kwh.

The PPCA may be computed by January 31 of each year based on the actual power cost (APC) for the previous calendar year. The PPCA/kWh factor may be applicable for sales made during the period from February 1 of that year and January 31 of the following year. The PPCA may change more frequently if the actual purchased power cost per kWh for the past 12 months differs from the Base Purchased Power Cost of \$0.0400/Kwh by more than ± 10%. In the event that a post hoc refund of wholesale power cost occurs, the council will direct as to whether or not the refund will be passed through the PPCA.

Section 19. - General Cost Adjustment.

- A. Applicability. This General Cost Adjustment is applicable to all service classifications of this Tariff under the following conditions:

Bills rendered under all service classifications of this Tariff shall be increased to offset any new or increased special taxes, licenses, franchise fees, rentals, or assessments imposed by any governmental authority against the City in the distribution or sale of electrical energy or its electrical operations or production or sale of electrical energy or the receipts or earnings therefrom.

The General Cost Adjustment may be a fixed assessment, charge per kWh, or a percentage of the total bill, depending on the authorizing legislation.

Section 20. - Fee Schedule.

Delaware Public Utility Tax

Standard Tax. The State of Delaware requires the City of Milford to collect a tax on all non-residential accounts. The tax is based on the total of each month's current charges including the PPCA. As of 2/02/95 the tax was 4.25% of the total current bill.

With Manufacturer's Discount. The State of Delaware periodically sends the City a list of manufacturing organizations that are not required to pay the 4.25% tax, but are required to pay only 2.00%. This tax is applied in the same way as the standard tax.

Returned Check Fee. The City of Milford seeks to recover from each customer the costs of bank processing fees for a returned check from that customer with no gain or loss for the City. The City charges \$35 for returned checks.

Late Payment Charge. To encourage customers to pay their electric bills on time, the City's policy is to charge the customer a penalty on the outstanding balance of the customer's bill after the due date. The City will set penalty rates.

Meter Inaccessibility Fee. To discourage customers from allowing conditions to exist that prohibit City personnel from conducting their normal duties as meter reading, the City's policy is to charge the offending customer an increasing penalty prior to service cutoff. The amounts are designed to be attention catching without being oppressive.

PPCA Base Purchased Power Cost. The PPCA Base Purchased Power Cost was established by separate ordinance and changes from time to time. The PPCA will be incorporated into Section 18 of the revised Rules and Regulations.

The purpose of the PPCA Base Purchased Power Cost is to establish a known point from which to calculate the monthly PPCA adjustment if required. The PPCA Base Purchased Power Cost may be calculated periodically.

Right-of-Way Agreement. Generally, a customer's provision to the City of a Right-of-Way is for the benefit of the customer. Technically, however, the City is assuming control of the Right-of-Way (albeit for the purpose of providing electric service to the customer). It is customary for the entity acquiring to satisfy legal requirements. A nominal \$1.00 charge is customary.

[Ord. No. 2001-3, 5-14-2001]

Section 21. - Voluntary Renewable Energy Subscription Rate.

- A. **Applicability.** Available to all retail customer classes for the purchase of all or a portion of a customer's energy requirements. The retail customer must apply for this service by submission of the CUSTOMER APPLICATION FOR VOLUNTARY SUBSCRIPTION TO PURCHASE RENEWABLE ENERGY.
- B. **Territory.** Retail Customers served by the City of Milford.
- C. **Type of Service.** Service will be provided to those customers who volunteer to receive their energy from Renewable Energy Resources. "Renewable Energy" means electrical energy generated by means of a low- or zero-emissions generation technology that has substantial long-term production potential and may include, without limitation, solar, wind, hydropower, ocean energy, geothermal, landfill gas, anaerobically-digested waste biomass or fuel cells that are not fossil fueled, and any other generation technology approved by the State of Delaware. Renewable Energy does not include fossil fuel or nuclear energy.

The amount of power subscribed to by the customer shall be set out in an Application for Voluntary Renewable Energy Rate.

- D. **Calculation of Bill.** The Rates and Terms as set out for all other Customer Rate Classes shall apply. Additionally, the Renewable Energy Premium shall apply for the KWHs elected by the customer to be served by Renewable Energy Resources as stated in the Application for Voluntary Renewable Energy Rate. The Renewable Energy Premium is as follows:

Rate Group	Premium per KWH
Residential Service	\$0.0018
Commercial Service	\$0.0018

- E. Monthly Minimum. Customers may elect to take service in increments of 100 KWH.
- F. Other Terms and Conditions. Service will be offered to customers as it is available for sale by City of Milford. If applications exceed available supply, the applicant will be placed on a waiting list.

Customers will be required to take service under this rate schedule for a minimum term of one year. Service under this tariff will automatically be renewed on an annual basis absent 30 days prior written notification of cancellation.

All other Tariff Rules apply to service under this schedule.

Purchased Power Cost Adjustment:

The Voluntary Renewable Energy Rate is not subject to the PPCA.

**CITY OF MILFORD
CUSTOMER APPLICATION FOR
VOLUNTARY SUBSCRIPTION TO PURCHASE RENEWABLE ENERGY**

The City of Milford offers you the choice of contributing to the development of renewable energy. You can sign up by completing the following application. Each 100 kWh block of renewable energy will result in an additional monthly charge of \$0.18. This selection will appear on your Electric bill as a separate item. The renewable energy charge is an additional fee to your regular monthly electric bill. Participation in this program is for a one-year period. Your subscription will automatically renew on an annual basis, absent 30-day prior written notification of cancellation.

Contact Information

Name:
 (As it appears on your electric bill)
 Account Number:
 (Found on your electric bill)
 Service Address:
 (Your street address)

Important: Day-time Telephone Number where we can reach you with any questions regarding your application:

Enter the number of 100 kWh blocks of renewable energy desired, then multiply number of blocks by \$0.18 to obtain the additional total monthly cost for your renewable energy subscription:

_____ Blocks X \$0.18 / Block = \$_____

(This Cost will be an addition to your regular monthly electric bill.)

I have reviewed and understand the terms of City of Milford Voluntary Renewable Energy Tariff. I hereby request service under the Voluntary Renewable Energy Subscription Tariff and agree to be bound by the terms and conditions of that tariff.

Signature of Applicant

Mail To:

City
P.O.
Milford, DE 19963

of
Box

Milford
159

Regarding the Assessment of the Delaware Green Energy Fund Rate:

While a separate tariff page for the Green Energy Fund rate is not necessary, each member should assure that language similar to that show below is stated in the tariffs to reflect the authority to collect and clearly show it is mandated by state law:

1) As a defined term in the definitions section of your tariff document:

Delaware Green Energy Fund Charge - A State-mandated charge for the municipal green energy fund established under 26 Del. C. §363(4) and collected from every customer based on energy usage which is used to fund environmental programs for conservation and energy efficiency within the City's/Town's service territory.

and;

2) As language in either the general terms and conditions of the Tariff Document or in each Rate Class Sheet:

G. Tax Adjustment. Billings under this rate may be increased by an amount equal to the sum of taxes payable under the Gross Receipts Tax and of all other taxes, fees or charges (exclusive of ad valorem, state and federal income taxes) payable by the utility and levied or assessed by any governmental authority on the public utility service rendered, or on the right or privilege of rendering the service, or on any object or event incidental to the rendition of the service.

[Ord. No. 2006-5, § II, 6-12-2006]

Section 22. - Technical Considerations Covering Parallel Operations of Customer Owned Generation.

Technical Considerations Covering Parallel Operations of Customer Owned Generation of Less than One (1) Megawatt And Interconnected with the (City of Milford) System Technical Considerations Covering Parallel Operations of Customer Owned Generation of Less than One (1) Magawatt and Interconnected with the City of Milford Delivery System.

Prerequisite—The customer must be first in compliance with the tariff rules and regulations and the applicable tariff classification and rates. The terms and conditions contained herein are in addition to, but do not modify nor negate, the terms of the tariff.

1. Purpose. The purpose of this document (relating to interconnection of on-site distributed generation and parallel generation requirements) is to clearly state the terms and conditions that govern the interconnection and parallel operation of on-site distributed generation, in order to:
 - A. Establish technical requirements which will promote the safe and reliable parallel operation of distributed generation resources;
 - B. Enhance the reliability of electric service;
 - C. Facilitate the implementation and use of distributed resources technologies;
 - D. Enhance economic efficiency in the production and consumption of electricity and other energy;
 - E. Promote the use of distributed resources in order to provide electric system benefits during periods of capacity constraint.

2. Applicability. Unless otherwise provided, these guidelines apply to all customer generation operating below 1 Megawatt which is interconnected at 25kV or below and operated in parallel with the company's power delivery system. The technical requirements of Section 14 and subsequent sections of this document do not apply to NEM Rider Tariff generators using inverter technology, as requirements for these installations are already covered in the applicable codes, IEEE Standard 929, Recommended Practice for Utility Interface of Photovoltaic (PV) Systems, and UL 1741, Underwriters Laboratories Subject 1741-1999, Standards for Static Inverters and Charge Controllers for use in Photovoltaic Power Systems.
3. Definitions.
 - A. Account - An account is one metered or un-metered rate or service classification which normally has one electric delivery point of service. Each account shall have only one electric service supplier providing full electric supply requirements for that account. A premises may have more than one account.
 - B. Company - City of Milford, Delaware.
 - C. Customer - Any adult person, partnership, association, corporation, or other entity: (i) in whose name a service account is listed, (ii) who occupies or is the ratepayer for a premises, building, structure, etc., and (iii) who is primarily responsible for payment of bills. A customer includes anyone taking Delivery Service or combined Electric Supply & Delivery Service from the company under one service classification for one account, premises or site. Multiple premises or sites under the same name are considered multiple Customers.
 - D. Distributed Generation or On-Site Distributed Generation - an electrical generating unit of less than 1 MW, which may be connected in parallel operation to the company's system. The on-site generation capacity shall be no greater than the capacity of the installed electric service.
 - E. Generator Owner - the owner of the generating system that is interconnected to the company.
 - F. Grid - The interconnected arrangement of lines and transformers that make up the company's electric power system.
 - G. IEEE Standard 929 - IEEE Standard entitled Recommended Practice for Utility Interface of Photovoltaic (PV) Systems, P929 Draft 11, dated July, 1999, or subsequent approved revision thereof.
 - H. Interconnection - the physical connection of distributed generation to the company's system in accordance with these guidelines so that parallel operation can occur.
 - I. Interconnection Application - the standard form of application which must be submitted by the generation owner to the company for permission to interconnect with the company system. The approved interconnection application sets forth the contractual conditions under which the company and generator owner agree that one or more generating units whose aggregate generation at the point of common coupling is less than 1 MW may be interconnected at 25 kV or less with the company's system.
 - J. Inverter - A static power converter with control, protection and filtering functions that converts direct current input to alternating current output. Inverters must be of the non-islanding type.
 - K. Island - A portion of the utility system which contains both load and distributed generation and is isolated from the remainder of the utility system.
 - L. Parallel Operation - any electrical connection between the company's system and the generator owner's generating source.
 - M. Point of Common Coupling - the point where the electrical conductors of the company system are connected to the Customer's conductors and where any transfer of electric power between the generator owner and the company system takes place (such as switchgear near the meter).
 - N. Pre-Approved Equipment - specific generating and protective equipment system or systems that have been approved by the company as meeting the applicable parts of this document.

- O. Pre-Interconnection Study - a study or studies which may be undertaken by the company in response to its receipt of a completed application for parallel operation with the company's system submitted on the Interconnected Application form prescribed by these guidelines. Pre-Interconnection Studies may include, but are not limited to service studies, coordination studies and facilities impact studies.
 - P. Qualifying Facility (QF) - an electric generation facility which is a qualifying facility under Subpart B, Section 201 of the Federal Energy Regulatory Commission's regulations per the Public Utility Regulatory Policies Act of 1978.
 - Q. Stabilized - the company's system following a disturbance which returns to the normal range of voltage and frequency for at least 5 minutes or longer as coordinated with the company. The company may require a longer period upon a reasonable showing that the reconnection after 5 minutes will adversely affect the safety and reliability of the electric system.
 - R. Unit - a distributed generation facility which operates at the owner's service voltage and phasing.
 - S. Utility System or Electric Distribution Facility - Company's distribution system operating at 25 kilovolts or below to which the generation equipment is interconnected.
4. Interconnection Application. A proposed generator owner will make a formal application to the company for the interconnection of a generator to the company system. The application will be made on an Application Form provided by the company. Two application forms are available. Generators 25kW or less will use the shorter application form as less technical data is needed for units within this size range.
 5. Designation of Company Contact Persons for Matters Relating to Distributed Generation Interconnection. The company's electric department will be the designated point of contact for all matters related to interconnected generation. The company will maintain records concerning applications received for interconnection and parallel operation of distributed generation. Such records will include the date of receipt of each such application, documents generated in the course of processing such applications, correspondence regarding such applications and the final disposition of such application.
 6. Pre-Interconnection Studies.
 - A. In many instances the company will wish to conduct a service study, coordination study, or facilities impact study prior to interconnection of a distributed generation unit. In instances where such studies are deemed necessary the scope of such studies shall be based on the characteristics of the particular distributed generation unit to be interconnected and the proposed point of interconnection.
 - B. A Generator Owner who qualifies under the special NEM Rider Tariff and all generators less than 25kW are exempt from the pre-interconnection study requirement.
 - C. Completion of Pre-interconnection Study - Upon completion of the interconnection study, the company will notify the generator owner that his application has been approved or indicate insufficient detail why the application cannot be approved. The conducting of such pre-interconnection studies shall not unduly delay the interconnection of the distributed generation. In no event shall such studies take longer to complete than 4 weeks after receipt of signed customer application and customer submittal of all required data.
 - D. Pre-interconnection Study Fee - The company will do a pre-interconnection study without charge up to the typical and customary cost that the company would expend for study work of similar type of customer interconnection. If the cost to the company is expected to exceed this typical and customary amount, or if multiple submittals by the generator owner are necessary, the company will advise the generator owner of the expected cost of such study work by the company before such work begins. The generator owner will be responsible for payment of all costs above the typical and customary amount.

7. Network Interconnection of Distributed Generation. Where generation is to be connected to a network system and capable of exporting power to the grid, the interconnection study may result in more stringent interconnection requirements.
8. Pre-approval of Generation units, Devices and Systems. Upon approval by the company that certain generating unit's protective devices and/or system(s) meet the standards set out in these guidelines, such approval shall be made available to the appropriate manufacturer upon written request. For subsequent applications using some or all of the identical generating unit's protective devices and/or systems, the manufacturer may submit a copy of the approval with the application as proof that its equipment has already been approved for use on the company's system. Use of pre-approved equipment will not eliminate any applicable requirement for a pre-interconnection study to determine the suitability of the equipment for each application, given the unique arrangements and characteristics of both the generator owner and company systems at the point of the interconnection.
9. Connection Approval. The generator owner can connect their generation to the company system only after the interconnection application has been approved and the generation owner has received approval notification. The company will provide notification within four weeks after the receipt of the interconnection application and all required data.
10. Interconnected Generation Site Warning Label. The generator owner will install a warning label in a conspicuous place on their electric meter or meter box to notify the company personnel that there is a generator source installed on the load side of the meter. The warning label shall not be placed in a location that would interfere with the ability of company personnel to read the electric meter. The company will provide the warning label to the generator owner. The warning label must be placed before the generation can be interconnected.
11. Disconnection and Reconnection. The company may disconnect a distributed generation unit under the following conditions:
 - A. Application Termination - Upon termination of the approved Interconnection Application.
 - B. Non Compliance - For non-compliance with the technical guidelines specified in this document or other requirement contained in the applicable customer tariff, provided that the company has given notice to the generator owner and provided the generator owner reasonable time (consistent with the condition) to correct such non-compliance. The company will reconnect the unit only upon receipt of certification from the generator owner and verification by the company that the unit is in compliance. The company will provide verification within a reasonable time period.
 - C. In case of a system emergency outage of the company's primary electrical sources - The generator owner's generation equipment must be installed and configured so that parallel operation must automatically cease immediately and automatically during outages or loss of the company's electric source in accordance with these guidelines. The generation owner must also cease parallel operation upon notification by the company of a system emergency, abnormal condition or in cases where such operation is determined to be unsafe, interferes with the supply of service to other customers or interferes with the company's system maintenance or operation. In addition, the company may disconnect the generator from the system for system emergencies without notice. However, the company will use reasonable efforts to notify the generation owner prior to disconnecting.
 - D. For Routine Maintenance and Repairs - The company may disconnect a customer/generation owner for routine maintenance and repairs on the company's system consistent with applicable tariffs and agreements. The company will make reasonable efforts to provide advance notice to the customer/generation owner of service interruptions resulting from routine maintenance.
 - E. The company will reconnect the customer/generation owner as quickly as possible following any such service interruption.
12. Termination. The generation owner may terminate the approved Interconnection Application at any time upon thirty (30) days of providing written notice to the company. The company may terminate the Interconnection Application for cause after 60 days written notice to the generator owner of a material

violation of the terms of the approved Interconnection Application and after the Generator Owner has had a reasonable opportunity to remedy the violation. The generator owner must give the company notice that it intends to permanently shut down his generation.

13. Privileged Communications Concerning Proposed Distributed Generation Projects. In the course of processing applications for parallel operation and in the conduct of pre-interconnection studies, the Generation Owner shall provide the company with detailed information concerning the proposed distributed generation project. The company shall not use such knowledge of proposed distributed generator projects submitted to it for review to prepare competing proposals to the generator owner whereby the company, or its affiliate, offers either discounted rates in return for not installing the distributed generation, or offers competing distributed generation projects.
14. Technical Guidelines for Parallel Operation of On-site Distributed Generation Units. This subsection describes minimum requirements and procedures for safe and effective connection and operation of distributed generation. A Generator Owner may operate 60 Hertz, three phase or single phase generating equipment, whether a QF or non-QF, in parallel with the company's system pursuant to an approved Interconnection Application provided that the equipment and generator owner meet or exceed the requirements of these guidelines or the NEM Rider Tariff requirements and that the company has approved the generator owner's application to interconnect. This subsection describes typical interconnection requirements. Certain specific interconnection locations and conditions may require the installations of additional protective settings or hardware, especially when exporting power to the system. If the company concludes that an application for parallel operation requires additional protective settings or hardware, the company shall make those requirements known to the generator owner within 14 days after all pertinent studies are completed.
15. Approval to connect to the company system indicates only that the minimum requirements for a safe proper interconnection have been satisfied. Such approval does not imply that the generator owner's facility meets all federal, state and local standards or regulations.

A. General Interconnection and Protection Requirements.

1. The generator owner's generation and interconnection installation must meet all applicable national, state, and local construction and safety codes.
 - a. The generator owner's generator shall be equipped with protective hardware and software designed to prevent the generator from energizing one of the company's de-energized circuits. The generator owner's generator must automatically disconnect from the company's system if the grid source is lost, irrespectively of connect loads or other generators.
 - b. The generator shall be equipped with the necessary protective hardware and software designed to prevent sustained parallel operation of the generating equipment with the company's system unless the system service voltage and frequency are within acceptable magnitudes as defined in Section 14.
 - c. Pre-approved equipment shall be accepted as part of an interconnection proposal without the need to re-review the equipment itself. However, the application, design and setting of pre-approved units and/or equipment must be reviewed and coordinated according to the unique needs of the specific location of the proposed installation. Where a complete unit or system has been pre-approved, only location-specific issues will typically need to be reviewed.
 - d. The generator owner will be responsible for protecting its own generating and interconnection equipment in such a manner so that company system outages, short circuits, single phasing conditions or other disturbances including zero sequence currents and ferroresonant over-voltages do not damage the generator owner's generating equipment. The protective equipment shall also prevent excessive or unnecessary tripping that would adversely affect the company's service reliability to other generator owners and customers.

- e. The generator and interface protection schemes shall be continuously monitored and functioning and the generator shall immediately disconnect from the company's system for any condition that would make the protection scheme inoperable.
 - f. The operating power required for the protection and control schemes for the generator and the control power used to disconnect the generator from the company must not be dependent on local company grid power.
 - g. Where multiple generators are connected to the system through a single point of common coupling, the sum of the ratings of the generators will be used to determine the applicability of these guidelines. Protection scheme performance with one or more units off line will have to be considered.
 - h. Applicable circuit breakers or other interrupting devices at the generator owner's facility must be capable of interrupting the maximum available fault current at the site, including any contribution from the owner's generator(s).
 - i. The generator owner will furnish and install a manual disconnect device which, when opened, will have the effect of isolating the generator from the company's system. The disconnect device shall have a visual break (a disconnect switch, a draw-out breaker, fuse block, etc. as appropriate to the voltage level), will, at times, be accessible to the company's personnel, and shall be capable of being locked in the open position via a company padlock. The company shall use reasonable efforts to utilize padlocks of a size consistent with typical manufacturer's specifications. The generator owner shall follow the company's switching, clearance and tagging procedures which the company shall provide and attach the warning label noted in Section 10.
 - (1) On generation installations of 25kW or less, the generator owner may elect not to install a manual disconnect switch provided that the meter can be safely "pulled" by the company to isolate the generation equipment from the company. If the generator owner elects not to install a manual disconnect device, the generator owner assumes all risks and consequences when a meter must be "pulled" to disconnect the generator thereby also interrupting electric service to the customer.
 - j. The design, procurement, installation, and maintenance of the equipment at the generator owner's site is the responsibility of the generator owner and at the generator owner's expense.
 - k. Any necessary enhancements or improvements needed within the company's system and/or at the customer sites to accommodate the parallel interconnection of the generator owner's generation will be at the generator owner's expense.
 - l. The generator owner has full responsibility and liability for the safe and proper operation of their equipment and the power originating from their generator. The generator owner is also responsible for synchronizing their generator(s) with the company's system and maintaining a synchronous operation.
 - m. The generator owner must immediately cease parallel operation upon notification by the company if such operation is determined to be unsafe, interferes with the supply of service to other customers, or interferes with the company's system maintenance or operation.
 - n. The company reserves the right to specify the type of transformer connection (e.g. delta-delta, wye-delta, wye-wye) that will be employed for all multiphase interface transformers consistent, where reasonable, with the generator owner's power system.
- B. Prevention of Generator Owner Generation Interference with Company System. To eliminate undesirable interface caused by operation of the generator owner's generating equipment, the generator owner's generator shall meet the following criteria:
- 1. Voltage - The generating equipment will be operated in such a manner that the voltage levels on the company's system are in the same range as if the generating equipment were not

connected to the company's system. The generator owner shall provide an automatic method of initiating a disconnect sequence of his generating equipment from the company system with set points noted in the table below.

Generating Systems with	Generating Systems with	Non-Inverter or Rotating
Inverters Up to 25kW	Inverters Greater than 25kW	Machine Generating Systems
Trip in 0.1 second for $V \geq 50\%$	Trip in 0.1 second for $V \geq 50\%$	
Trip in 2 second for $50\% \leq V < 88\%$	Trip within 0.1 to 30 seconds for $50\% \leq V < 88\%$	Trip in 0.1 second for $V \geq 115\%$
Trip in 2 seconds for $106\% < V < 137\%$	Trip within 0.1 to 30 seconds for $106\% < V < 137\%$	Trip within 0.1 to 30 seconds for $V \geq 110\%$ or $V \geq 90\%$
Trip in 0.03 second for $137\% \leq V$	Trip in 0.03 second for $137\% \leq V$	(Specific voltage and time delay set points will be determined for each installation.)
(Above times and voltages taken directly from IEEE 929)	(Specific voltage and time delay set points will be determined for each installation.)	

Note: Trip time refers to the time between when the abnormal voltage condition occurs and the generator being disconnected from the utility company.

2. On three phase generator installations, full three phase voltage sensing should be employed. Voltages must be sensed on the high side of any interface transformer if the transformer high voltage winding is ungrounded.
3. The generator owner may reconnect to the grid when the system voltage returns to normal range and is stabilized as defined in Section 3, Definitions.
4. Flicker - The generator owner shall not cause excessive voltage flicker on the company's system. This flicker shall not exceed the "Borderline of Irritation" curve, Fig. 10.3, as defined in IEEE Std 519-1992, Recommended Practices and Requirements for Harmonic Control in Electric Power Systems. Lower levels of flicker may be required in areas where equipment such as computers and instrumentation are impacted.
5. Frequency - The operating frequency of the generating equipment shall not deviate more than the values noted in the table below.

Generating Systems with Inverters Up to 25kW	Generating Systems with Inverters Greater than 25kW	Non-Inverter or Rotating Machine Generating Systems
Trip in 0.1 second for F _ 59.3 Hz	Trip in 0.1 second for F _ 59.3 Hz	Trip in 0.1 second for F _ 59.3 Hz
Trip in 0.1 second for F _ 60.5 Hz	Trip in 0.1 second for F _ 60.5 Hz	Trip in 0.1 second for F _ 60.5 Hz
(Set points taken from IEEE 929)	(Other frequency and time delay set points may be necessary for a specific installation.)	(Other frequency and time delay set pints may be necessary for a specific installation.)

Note: Trip time refers to the time between when the abnormal frequency condition occurs and the generator being disconnected from the utility company.

6. The generator owner may reconnect when the system frequency returns to normal range and is stabilized as defined in Section 3, Definitions.
7. Harmonics - Non-linear circuit elements such as inverters can produce harmonics. Per IEEE std 519, Recommended Practices and Requirements for Harmonic Control in Electric Power Systems, Table 11.1, the total harmonic distortion (THD) voltage shall not exceed 5% of the fundamental 60 Hz frequency nor 3% of the fundamental for any individual harmonic as measured at the location where the customer interfaces with the company's system (Point of Common Coupling). In addition, the level of harmonic current that the customer is allowed to inject into the company's system shall not exceed that specified in Table 10.3 in IEEE Std 519. Furthermore, any commutation notch should be limited as defined by Table 10.2 in IEEE Std 519. The preceding requirements apply to all types of generation systems.
8. The generator owner is responsible for the installation of any necessary controls or hardware to limit the voltage and current harmonics generated by his equipment to defined levels.
9. Power Factor - The generator must not adversely impact the power factor of the generator owner site. Most inverters are designed to operate close to unity power factor. The operating power factor of the generator shall be contained within the limits defined in the table below.

Generating Systems with Inverters Up to 25kW	Generating Systems with Inverters Greater than 25kW	Non-Inverter or Rotating Machine Generating Systems

0.85 Lagging or Leading when output exceeds 10% of inverter rating. (From IEEE 929-1999)

0.85 Lagging or Leading when output exceeds 10% of inverter rating.

0.85 Lagging or Leading

10. To the extent that a generator owner's power factor at the point of common coupling falls below 0.9 lagging as a direct result of the installation of the generating unit(s), the generator owner must obtain, install and maintain, at his expense, corrective apparatus that compensates for the drop in power factor caused by the installation of the generator.
 11. Current - In some cases, directional over-current protection may be required to limit fault current flowing onto the grid in the event of a line fault. DC inverters that are incapable of producing fault current do not require directional over-current protection.
 12. Inverter systems should not inject DC current greater than 0.5% of rated inverter output in the AC interface point under either normal or abnormal conditions.
 13. Fault and Line Clearing - The generator owner shall automatically disconnect from the company's system during electrical faults on the company's electrical system and upon loss of the company's electric source. The generator owner may reconnect when the system voltage and frequency return to normal range and is stabilized as defined in Section 3, Definitions. Detection of the loss of the company's primary electric system, where the generator owner is operating in an island with other customer load, becomes increasingly difficult as the level of dispersed generation on a feeder approaches the connected load. For generating units 25kW and below, the over/under voltage and over/under frequency settings described previously along with the anti-islandizing provisions of IEEE 929/UL 1746 inverters, should be sufficient to satisfy this provision. For units greater than 25kW the voltage and frequency set-points are to be adjustable, with the actual setting determined by the company based on the electrical characteristics of the generator and the company's electrical system. In addition, additional protection such as power directional or directional overcurrent functions may be required. For units 500kW or larger, a direct tripping scheme to trip the generator upon loss of the company's feeder may be required by the company. This decision will be based on the saturation of distributed generation on a particular feeder circuit and in those cases where under voltage or under frequency sensing may not adequately detect loss of the company source.
 14. Automatic Reclosing - The generator owner is responsible for protecting his equipment from the effects of switching or automatic reclosing of the company's feeder circuit. The generator owner may request the company to delay high speed reclosing on the company's feeder to allow the interconnected generator sufficient time to remove itself from an islandized or de-energized feeder prior to automatic reclose. Since delaying the automatic reclose time degrades the level of service provided to other customers on the circuit, the company will limit the automatic reclose time delays to a few seconds or less. The generator owner may also request that a direct transfer trip scheme be added to remove the interconnected generator from service prior to automatic reclosing by using communications equipment between the generator site and the company. Similarly the generation owner may request that a synchronizing check, or reclose blocking scheme be installed on the company's feeder to prevent out of phase reclosing. The generation owner is responsible for all costs associated with the installation and maintenance of these requested modifications.
- C. Control, Protection and Safety Equipment Requirements Specific to Generators of 25kW or less.
1. All generators 10kW or less can be single phase. Customer owned generators greater than 10kW must be evaluated by the company to determine if it can be single phase. The following

table describes necessary control, protection and safety equipment specific to generator of 25kW or less connected to Secondary or Primary Voltage Systems:

Control, Protection and Safety Equipment
for Generators of 25kW¹ or Less
Connected to Secondary or Primary System

Generator Size 25kW or less	
Generator Disconnect Device ²	X
Over-Current Trip	X
Over-Voltage Trip	X
Under Voltage Trip	X
Over/Under Frequency Trip	X
Synchronizing Check ³	Manual or Automatic

Notes:

- 1) Exporting to the company system many require additional operational/protection devices.
- 2) Generator owner may elect to have the meter act as the disconnect device (See XIV.A.10).
- 3) For synchronous and other type of generators with stand-alone capability.

D. Control, Protection and Safety Requirement Specific to Three Phase Synchronous Generators, Induction Generators, and Inverter Systems.

1. Generators greater than 25kW must be three phase machines connected to three phase circuits.
 - a. Three Phase Synchronous Generators. Generator circuit breakers shall be three phase devices with electronic or electro-mechanical control. The generation owner is solely responsible for properly synchronizing his generator with the company's system. For a synchronous generator, the excitation system response ratio shall not be less than 0.5 (five-tenth). The generator's excitation system(s) shall confirm, as near as reasonably achievable, to the field voltage vs. time criteria specified in American National Standards Institute Standard C50.13-1989 in order to permit adequate field forcing during transient conditions.
 - b. Three Phase Induction Generators and Inverter Systems. Induction generation may be connected and brought up to synchronous speed (as an induction motor) if it can be demonstrated that the initial voltage drop measured on the company's side at the point

of common coupling is within the visible flicker limits stated in Section 15(B)(4). Otherwise, the generator owner may be required to install hardware to other techniques to bring voltage fluctuations to acceptable levels. Line-commutated inverters do not require synchronizing equipment. Self-commutated inverters whether of the utility-interactive type or stand-alone type shall be used in parallel with the company system only with synchronizing equipment.

Control, Protection and Safety Equipment¹

Less than 1 MW Three Phase Connected to Primary System

Generator Disconnect Device ²	X
Over-Voltage Trip	X
Under Voltage Trip	X
Over-Current Trip	X
Over/Under Frequency Trip	X
Ground Over-Voltage Trip ³	
OR	X
Ground Over-Current Trip ³	
Synchronizing Check ⁴	Manual or Automatic
Power Direction ⁵	X
Transfer Trip/Reclose Blocking ⁶	X

Notes:

- 1) Exporting to the company's system may require additional operating/protection devices and will require coordination of operations with the company.
- 2) For installations of 25kW or less, the generation owner may elect to have the meter act as the disconnect device. (See XIV.A.10)
- 3) Selection depends on grounding system, if required, by the company.
- 4) For synchronous and other types of generators with stand-alone capability.

- 5) To be determined on a site specific basis. The relay will operate if the power flow from the generator into the grid exceeds a predetermined level. A time delay will have to be incorporated into this relay to prevent it from operating during synchronous swings.
 - 6) May be required as part of any necessary transfer tripping/reclose blocking protection scheme.
- E. Requirements Specific to Generators paralleling for 0.1 second or less (Closed Transition Switching).
- 1. The table below shows the protective functions required by this requirement for generators less than 1 MW which parallel with the company's system for 0.1 second or less such as during source or load transfers.

Control, Protection and Safety Equipment
Generators Connected to Secondary or Primary System Voltage

For 0.1 Second or Less
(Closed Transition Switching)

Generator Size Up to 1 MW

Over-Voltage Trip	X
Under Voltage Trip	X
Synchronizing Check ¹	Manual or Automatic
Excessive Closed Time Trip ²	X

Notes:

- 1) For synchronous and other types of generators with stand-alone capability.
 - 2) Scheme will trip generator if closed transition parallel mode remains in effect longer than 0.1 second. Reverse power relay and current transformer may be required by the company.
- F. Inverter Type. DC Generation installations using inverters for interconnection with the company must use non-islanding type inverters as defined in IEEE 929, IEEE Recommended Practices for Utility Interface of Photovoltaic (PV) Systems (including Annex B, D, E & G) and UL Subject 1741, May 1999, Standard for Static Inverters and Charge Controllers for use in Photovoltaic Power Systems.
- G. Inspection and Start-Up Testing. The generator owner shall provide the company with reasonable prior notice at least 2 weeks before the initial energizing and start-up testing of the generator owner's generating equipment and the company, at its discretion, shall witness the testing of any equipment and protective systems associated with the interconnection. The generator owner shall revise and re-submit the application information for any proposed modification that may affect the

safe and reliable operation of the company's system. The generator may be reconnected to the company system only after the modified application has been reviewed, testing has been confirmed and the company has given approval to reconnect.

- H. Site Testing and Commissioning. Testing of protection systems shall include procedures to functionally test all protective elements of the installation up to and including tripping of the generator and interconnection point. Testing and testing intervals should be in accordance with manufacturers' and industry recommendations. Testing will verify all protective set points and relay/breaker trip timing. The company may witness the testing of installed switchgear, protection systems, and generator. The generator owner is responsible for all maintenance of the generator, control and protective equipment. The generator owner will maintain records of such maintenance activities which the company may review at reasonable times. For generation systems greater than 500kW, a log of generator operations may be required in order to determine its output and run times for system planning purposes.
- I. Metering. Metering requirements will be reviewed on each specific installation.
- J. Dedicated Transformer. A dedicated transformer will be required where the generating generator owner is served from the same transformer secondary as another company customer and inverter-based technology not meeting IEEE 929-1999 and IEEE 519-1992 specifications is used. In addition, a dedicated transformer or other current-limiting device is needed for any type of generator installation where the increase in available short circuit current could adversely impact other company customers on the same secondary circuit.
- K. Suggested References.
 - 1. The following references can supply technical support and insight into the safe, reliable interconnection of distributed generation with the company's systems. These references should be reviewed by those individuals or firms contemplating parallel operation of generation with the company.
 - IEEE C37.95-1989 - IEEE Guide for Protective Relaying of Utility-Consumer Interconnections
 - IEEE Std 1001 (1988) - IEEE Guide for Interfacing Dispersed Storage and Generation Facilities with Electric Utility Systems
 - IEEE Std 929 - IEEE Recommended Practices for Utility Interface of Photovoltaic (PV) Systems
 - IEEE Std 1021 (1988) - IEEE Recommended Practices for Utility Interconnection of Small Wind Energy Conversion Systems
 - IEEE Std 519 -1992 - IEEE Recommended Practices and Requirements for Harmonic Control In Electrical Power Systems

[Ord. No. 2007-1, § 2, 1-22-2007]

Section 23. - Aggregation of Retail Customer Demand Response.

- A. The City of Milford or any entity that applies to be an authorized Curtailment Service Provider and is subsequently approved by the City Manager or his designee is permitted to bid demand response on behalf of retail customers served by the City of Milford directly into any Commission-approved independent system operator's or regional transmission organization's organized electric markets.
- B. Retail customers served by the City of Milford wishing to bid their demand response into a Commission-approved independent system operator's or regional transmission organization's organized electric markets may do so by participating in the program established by the City of Milford or with a Curtailment Service Provider duly approved in advance by the City of Milford.

[2010-3, § 2, 3-8-2010]

Section 24. - Ancillary Services Provided by Demand Response Resources.

- A. The City of Milford or any entity that applies to be an authorized Curtailment Service Provider and is subsequently approved by the City Manager or his designee is permitted to bid demand response on behalf of retail customers served by the City of Milford directly into any Commission-approved independent system operator's or regional transmission organization's organized markets for energy imbalance, spinning reserves, supplemental reserves, reactive power and voltage control, or regulation and frequency response ancillary services (or its functional equivalent in the Commission-approved independent system operator's or regional transmission organization's tariff).
- B. Retail customers served by the City of Milford wishing to bid their demand response into a Commission-approved independent system operator's or regional transmission organization's organized markets for energy imbalance, spinning reserves, supplemental reserves, reactive power and voltage control, or regulation and frequency response ancillary services (or its functional equivalent in the Commission-approved independent system operator's or regional transmission organization's tariff) may do so by participating in the program established by the City of Milford or with a Curtailment Service Provider duly approved in advance by the City of Milford.

[2010-3, § 3, 3-8-2010]

SERVICE CLASSIFICATIONS

FOOTNOTE(S):

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Number of hours given for lighting is for general information only. At 40° North latitude there are 4,306 hours between sunset and sunrise each 365-day year. Source: 1993 World Almanac and Book of Facts, Pages 258 through 269.

Residential Service Schedule RES.

- A. Availability. This rate applies to residences throughout the territory served by the City of Milford. Single phase electric service will also be rendered to the dwelling appurtenances of single private family residences for domestic requirements and also for related farm or domestic purposes when such service is supplied through one meter.
- B. Term of Service. Residential service is offered on a month-to-month basis until terminated unless a special contract is required as discussed in Section 2-E.
- C. Monthly Rates.

Energy Charge	Summer	Winter
	Billing Months June through September	Billing Months October through May
First 5 KWH or less	\$4.00 flat charge	\$4.00 flat charge

Next 495 KWH	13.80 cents/KWH	12.80 cents/KWH
Excess KWH over 500	13.80 cents/KWH	12.80 cents/KWH

- D. Billing Period. Rates are stated on a monthly basis and bills are rendered monthly following the supply of service based on the rate stated herein.
- E. Purchased Power Cost Adjustment Charge. All kilowatt-hours billed under this service classification may be subject to Purchased Power Cost Adjustment charges. (See Section 18)
- F. General Cost Adjustment. The monthly charges under this service classification may be subject to General Cost Adjustment Charges. (See Section 19)
- G. Minimum Charge. The minimum monthly charge shall be the "first 5 KWH or less" flat charge plus any applicable purchased power cost adjustment charge. Minimum charges shall not be prorated for periods of less than one month.
- H. Rules and Regulations. The City of Milford Electric Division Rules and Regulations shall govern the supply of service under this Service Classification.

[Ord. No. 2007-7, § 2, 9-10-2007; Ord. No. 2011-30, § 2, 12-29-2011]

Small General Service Schedule SGS.

- A. Availability. This rate applies throughout the territory served by the City of Milford. Electric service will be rendered through a single meter for general lighting and/or power requirements of offices, institutions, professional, or commercial establishments, and other applications outside the scope of other rate schedules.

When a portion of the consumption of this service is used for residential purposes, it will be supplied under this rate. If the Customer desires the application of Service Schedule RES to the residential service portion of the facility, the Customer should separate and arrange his wiring so that domestic use can be separately metered. In such case the Customer is also required to complete a separate application for residential service.

This rate is available to any Customer having a maximum monthly usage of less than 3,500 KWH and desiring service at secondary voltage as defined in Section 11-I of the Rules and Regulations. Any Customer taking service under this service classification whose KWH usage for any two consecutive billing months is equal to or exceeds 3,500 KWH shall be automatically transferred to Service Classification MGS, effective with the next succeeding billing month. Any Customer so transferred shall remain on MGS for at least 12 billing months, even though the Customer's monthly usage in succeeding billing months may be less than 3,500 kWh. After 12 billing months, at the Customer's request or when the City observes that the Customer has not exceeded 3,500 KWH upon a periodic review of the Customer's records, the Customer will be transferred back to this service classification (SGS) provided that the Customer has not used more than 3,500 kWh for any two consecutive billing months within the most recent 12 months.

- B. Term of Service. Service is offered on a month-to-month basis until terminated unless a special contract is required as discussed in Section 2-E.
- C. Monthly Rates.

	Summer Billing Months June through September	Winter Billing Months October through May
Customer Charge	\$6.00/month	\$6.00/month
Energy Charge	15.00 cents/kWh	14.00 cents/kWh

- D. Billing Period. Rates are stated on a monthly basis and bills are rendered monthly following the supply of service based on the rate stated herein.
- E. Purchased Power Cost Adjustment Charge. All kilowatt-hours billed under this service classification may be subject to Purchased Power Cost Adjustment charges. (See Section 18)
- F. General Cost Adjustment. The monthly charges under this service classification may be subject to General Cost Adjustment Charges (See Section 19)
- G. Customer Charge. A monthly charge to cover the fixed cost of supplying power to a customer.
- H. Minimum Charge. The minimum monthly charge shall be the customer charge plus any applicable power cost adjustment charge. Minimum charges shall not be prorated for periods of less than one month.
- I. Public Utilities Tax. In addition to the charges stated in this service classification, including power cost adjustment charges, the current Delaware Public Utilities Tax will be applied to the total bill for all non-residential services, unless the Customer is exempt from such tax. Manufacturing facilities may be eligible for a reduced rate. See Rules and Regulations Fee Schedule for rates).

[Ord. No. 2007-7, § 2, 9-10-2007; Ord. No. 2011-30, § 2, 12-29-2011]

Medium General Service Schedule MGS.

- A. Availability. This rate applies throughout the territory served by the City of Milford. Electric service will be rendered through a single metering installation for the general lighting and/or power requirements of offices, institutions, professional or commercial establishments, and other applications outside the scope of other rate schedules.

This rate is available to any Customer having a maximum measured demand of less than 300 kW or a minimum of 3500 kWh and desiring service at the available secondary voltage. Any Customer taking service under this service classification whose measured demand in any month is equal to or exceeds 300 kW shall be automatically transferred to Service Classification LGS, effective with the next succeeding billing month. Any Customer so transferred will remain on LGS, for at least 12 billing months, even though the Customer's maximum measured demand in succeeding months may be less than 300 kW.

After 12 billing months, at the Customer's request or when the City observes, upon a periodic review of the Customer's records, that the Customer has not exceeded 300 kW, the Customer will be transferred back to this service classification (MGS) provided that the Customer's monthly demand measurement has not exceeded 300 kW during any month within the most recent 12 months.

- B. Term of Service. Service is offered on a month-to-month basis until terminated unless a special contract is required as discussed in Section 2-E.
- C. Monthly Rates.

	Summer Billing Months June through September	Winter Billing Months October through May
Customer Charge	\$7.00/month	\$7.00/month
Demand Charge	\$13.95/KW	\$10.50/KW
Energy Charge	8.00 cents/KWH	7.00 cents/KWH

- D. Billing Period. Rates are stated on a monthly basis and bills are rendered monthly following the supply of service based on the rate stated herein.
- E. Purchased Power Cost Adjustment Charge. All kilowatt-hours billed under this service classification may be subject to Purchased Power Cost Adjustment charges. (See Section 18)
- F. General Cost Adjustment. The monthly charges under this service classification may be subject to General Cost Adjustment Charges (See Section 19)
- G. Measured Demand. The measured demand shall be the greatest demand established by the Customer during any fifteen (15) minute demand interval of the month as measured by demand meter, taken to the nearest whole kilowatt.
- H. Billing Demand. The billing demand for each billing month shall be the maximum measured demand as created during each month.
- I. Customer Charges. A monthly charge to cover the fixed cost of supplying power to a customer.
- J. Minimum Charge. The minimum monthly charge shall be the sum of the customer charge and demand charge. Minimum charges shall not be prorated for periods of less than one month.
- K. Public Utilities Tax. In addition to the charges stated in this service classification, including power cost adjustment charges, the current Delaware Public Utilities Tax will be applied to the total bill for all non-residential services, unless the Customer is exempt from such tax. Manufacturing facilities may be eligible for a reduced rate. (See Rules and Regulations Fee Schedule for rate).

[Ord. No. 2007-7, § 2, 9-10-2007; Ord. No. 2011-30, § 2, 12-29-2011]

Large General Service Schedule LGS.

- A. Availability. This rate applies throughout the territory served by the City of Milford. Electric service will be rendered through a single metering installation for general lighting and/or power requirements of offices, institutions, and professional, commercial, or industrial establishments desiring service under the conditions which follow.

This rate is available to Customers having a maximum measured demand of 300 kW or greater who receive service at the available secondary voltage. Any Customer served under this service

classification shall remain on this classification for at least 12 billing months, even though such Customer's maximum measured demand in succeeding months may be less than 300 kW. After 12 billing months, at the Customer's request or when the City observes, upon a periodic review of the Customer's records, that the Customer has not exceeded 300 kW, the Customer will be transferred back to Service Classification MGS provided that the Customer's monthly demand measurement has not exceeded 300 kW during any month within the most recent 12 months.

- B. Term of Service. Service is offered on a month-to-month basis until terminated unless a special contract is required as discussed in Section 2-E.
- C. Monthly Rates.

	Summer Billing Months June through September	Winter Billing Months October through May
Customer Charge	\$18.00/month	\$18.00/month
Demand Charge	\$13.00/kW	\$10.50/kW

Energy:

On-Peak	8.00 cents/kWh	8.00 cents/kWh
Off-Peak	7.00 cents/kWh	7.00 cents/kWh

- D. Billing Period. Rates are stated on a monthly basis and bills are rendered monthly following the supply of service based on the rate stated herein.
- E. Purchased Power Cost Adjustment Charge. All kilowatt-hours billed under this service classification shall be subject to Purchased Power Cost Adjustment charges. (See Section 18)
- F. General Cost Adjustment. The monthly charges under this service classification may be subject to General Cost Adjustment Charges (See Section 19)
- G. Measured Demand. The measured demand shall be the greatest demand established by the Customer during any fifteen (15) minute demand interval of a clock hour of the month during on-peak hours as measured by the demand meter, taken to the nearest whole kilowatt.
- H. Peak Hours. On-peak hours are 7:00 a.m. to 11:00 p.m. Monday through Friday, excluding NERC holidays falling on weekdays. All other hours are off-peak hours.
- I. Power Factor. The average power factor of the Customer's installation, expressed to the nearest whole percent, shall be determined by the metering installed by the City ratcheted to prevent reverse registration. Ninety percent (90%) lagging shall be considered to be the base power factor.

If the average power factor is determined to be below ninety percent (90%) for any given month, an additional charge of \$0.02 per kilowatt of measured demand for every whole percent less than ninety percent (90%) will be added to the monthly bill. If the average power factor is determined to be between ninety percent (90%) and one hundred percent (100%) for any month, a credit of \$0.02 per kilowatt of

measured demand for every whole percent above ninety percent (90%) will be credited to the monthly bill.

- J. Billing Demand (Time-of-Use). The billing demand shall be the maximum measured demand as created during on-peak hours in each respective month.
- K. Customer Charges. A monthly charge to cover the fixed cost of supplying power to a customer.
- L. Minimum Charge. The minimum monthly charge shall be the demand charge, but shall not be less than the demand charge for 50 kW. Minimum charges will not be prorated for periods of less than one month.
- M. Public Utilities Tax. In addition to the charges stated in this service classification, including power cost adjustment charges, the current Delaware Public Utilities Tax will be applied to the total bill for all non-residential services, unless the Customer is exempt from such tax. Manufacturing facilities may be eligible for a reduced rate. (See Rules and Regulations Fee Schedule for rate).

[Ord. No. 2002-7, § II, 9-9-2002; Ord. No. 2007-7, § 2, 9-10-2007; Ord. No. 2011-30, § 2, 12-29-2011]

General Service - Primary Voltage Schedule GP.

- A. Availability. This rate applies to existing GP Customers throughout the territory served by the City of Milford. Electric service will be rendered through a single metering installation under this rate schedule for lighting and/or power requirements of offices, institutions, and professional, commercial, or industrial establishments at primary voltage when the Customer owns and maintains the required transforming, switching and protection equipment and expected peak loads will be greater than 500 kW.
- B. Term of Service. Service is offered on a month-to-month basis until terminated unless a special contract is required as discussed in Section 2-E.
- C. Monthly Rates.

	Summer Billing Months June through September	Winter Billing Months October through May
Customer Charge	\$21.00/month	\$21.00/month
Demand Charge	\$12.00/kW	\$10.55/kW
Energy:		
On-Peak	8.00 cents/kWh	8.00 cents/kWh
Off-Peak	7.00 cents/kWh	7.00 cents/kWh

- D. Billing Period. Rates are stated on a monthly basis and bills are rendered monthly following the supply of service based on the rate stated herein.
- E. Purchased Power Cost Adjustment Charge. All kilowatt-hours billed under this service classification shall be subject to power cost adjustment charges. (See Section 18)
- F. General Cost Adjustment. The monthly charges under this service classification may be subject to General Cost Adjustment Charges (See Section 19)
- G. Measured Demand. The measured demand shall be the greatest demand established by the Customer during any fifteen (15) minute demand interval of a clock hour of the month during on-peak hours as measured by the demand meter, taken to the nearest whole kilowatt.
- H. Peak Hours. On-peak hours are 7:00 a.m. to 11:00 p.m. Monday through Friday, excluding NERC holidays falling on weekdays. All other hours are off-peak hours.
- I. Power Factor. The average power factor of the Customer's installation, expressed to the nearest whole percent, shall be determined by the metering installed by the City ratcheted to prevent reverse registration. Ninety percent (90%) lagging shall be considered to be the base power factor.

If the average power factor is determined to be below ninety percent (90%) for any given month, an additional charge of \$0.02 per kilowatt of measured demand for every whole percent less than ninety percent (90%) will be added to the monthly bill. If the average power factor is determined to be between ninety percent (90%) and one hundred percent (100%) for any month, a credit of \$0.02 per kilowatt of measured demand for every whole percent above ninety percent (90%) will be credited to the monthly bill.
- J. Billing Demand (Time-of-Use). The billing demand shall be the maximum measured demand as created during on-peak hours in each respective month.
- K. Customer Charges. A monthly charge to cover the fixed cost of supplying power to a customer.
- L. Minimum Charge. The minimum monthly charge shall be the demand charge, but not less than the demand charge for 100 kW. Minimum charges will not be prorated for periods of less than one month.
- M. Public Utilities Tax. In addition to the charges stated in this service classification, including power cost adjustment charges, the current Delaware Public Utilities Tax will be applied to the total bill for all non-residential services, unless the Customer is exempt from such tax. Manufacturing facilities may be eligible for a reduced rate. (See Rules and Regulations Fee Schedule for rate).

[Ord. No. 2002-7, § II, 9-9-2002; Ord. No. 2007-7, § 2, 9-10-2007; Ord. No. 2011-30, § 2, 12-29-2011]

Economic Development Rate Schedule EDR.

- A. Purpose. The purpose of this Economic Development Rate (EDR) is to provide a discount from regular tariffs rates for service to certain new and existing commercial and industrial customers of the company if they make substantial new capital investments or create new employment opportunities and, in doing so, add or retain load in the City's service territory.
- B. Availability. Customers to whom EDR is available are: (1) Customers eligible for or taking service from the City under Service Classifications "MGS", "LGS", or "GP"; (2) Whose operations at a facility in the City's service territory for which a discount under this Rate Schedule is sought fall primarily under Standard Industrial Code classifications 20 through 38, and 60 through 67 except 65; (3) Who apply to the City in writing, for a discount under this Rate; and (4) Who satisfy all other EDR criteria.

Discounts under this Rate are available for New Load associated with either initial permanent service (a "New Customer") or an expansion of existing service (an "Expansion Customer") at a single integrated facility. The New Load of a New Expansion Customer must be at least 50 kW with a minimum of 60% load factor and the new customer must have added at least 25 Investment Units as

of the Operational Date. Discounts under this Rate may be available to the existing customers, with a minimum load of 2,000 kW and a monthly load factor of 60% to retain their loads.

The City shall be solely responsible for determining eligibility for discounts under this Rate, and the availability of such discounts may be limited or discontinued from time to time, as the City determines is appropriate. Examples of situations where discounts under this Rate are not available include situations where: (1) the identity of a Customer to whom the City currently provides, or has provided, service has changed solely due to a name change, purchase, merger, consolidation, or reorganization; (2) A customer has substituted one service address in the City's service territory for another; (3) Strikes, equipment failures, temporary plant shutdowns; or other similar circumstances are what allow the Customer to claim eligibility for discounts under this Rate; or (4) The economic development purpose of this Rate is not being served.

C. Definitions.

New Load - For a New Customer, New Load is the total metered demand and energy attributable to initial permanent service. For an Expansion Customer, New Load is the net demand and energy attributable to the expansion, as determined by the City.

Investment Unit - An investment Unit is equal to 1 non-seasonal, full-time job or \$100,000 in capital investment.

Operational Date - The Operational Date for a New or Expansion Customer shall be the first day of full operation of the new or expanded facility. In no event, however, shall the Operational Date be later than 2 years after the New Customer or Expansion Customer applies for the discount available under this Rate.

- D. Application of Credit. Beginning on the Operational Date, a credit will be negotiated which will be applied to the City's other rate schedule for which the customer is eligible. The period for which the credit will be applied will also be negotiated. The credit will be applied to the total bill, before the application of the Delaware Utility Tax, for service of the New Load of the New Customer or Expansion Customer during the periods specified below as long as the New Customer or Expansion Customer remains eligible for the discounts under this Rate.
- E. Service Agreement. A New Customer or Expansion Customer shall execute a service agreement with the City providing that, for the period during which discounts are provided under this Rate, a minimum of 5 years, the New Customer or Expansion Customer shall purchase its total electric requirements from the Company. A New Customer or Expansion Customer may increase the percentage discounts available under this Rate by executing a service agreement providing that the New Customer or Expansion Customer shall purchase its total electric requirements for a longer period commensurate with the amount of the discount sought.
- F. General Provisions. A New Customer or Expansion Customer must submit a written application to the City for the discounts under this Rate and such application must be approved by the City before the Operational Date. The application must include a description of the amount and source of the New Load and the basis on which the New Customer or Expansion Customer believes itself to be eligible for discounts under this Rate.

For an Expansion Customer, the City may install metering equipment necessary to measure the Expansion Customer's New Load separately from loads already served by the City. The City reserves the right to determine how such New Load will be metered. If the City determines that separate metering is impractical, unduly expensive, or otherwise unnecessary, the City will administratively determine the New Load eligible for discounts under this Rate.

New Customers or Expansion Customers will give the City access to information reasonably required by the Company to determine continuing eligibility. Unless expressly altered by this Rate, the terms and conditions of service to a New Customer or an Expansion Customer will be governed by the tariff and service agreement under which the City provides service to the New Customer or Expansion Customer.

Incremental transmission and distribution investment costs associated with specifically serving a customer who otherwise qualifies for this rate will be separately recovered from that Customer.

- G. **Loss or Reduction of New Load.** If during the initial term of its service agreement with the City, the New Customer or Expansion Customer ceases or substantially reduces its operations at the facility where discounts have been provided for New Load under this Rate, a New Customer or Expansion Customer will refund to the City discounts provided under this Rate. A substantial reduction in operations shall be deemed to have occurred where the New Load of the New Customer or Expansion Customer falls below 50 kW for a period of 3 or more months. A substantial reduction in operations also shall be deemed to have occurred where the energy usage of the New Customer or the Expansion Customer in 6 consecutive months is 25% or more below the energy usage in the same billing months of the prior year.

Such refunds shall be equal to the discounts actually received by the Customer on that portion of load that is lost or reduced, as determined by comparing bills for service with and without the discounts provided under this Rate. Refunds shall be due and payable in full within 30 days after the City renders a bill for such refunds.

- H. **Other Terms and Conditions.** All other terms and conditions of the City's tariff and the applicable Rate Schedule will be applicable to Rate Schedule EDR.

[Ord. No. 2007-7, § 3, 9-10-2007]

Contract Service - Primary Voltage Schedule CS.

- A. **Availability.** This rate applies to customers throughout the territory served by the City of Milford. Electric service will be rendered through a single metering installation under this rate schedule for lighting and/or power requirements of offices, institutions, and professional, commercial, or industrial establishments at primary voltage when the customer has executed an electric service agreement with the City of Milford for full requirements electric service with a term of at least five years, and the customer owns and maintains the required transforming, switching, and protection equipment, and expected peak loads will be greater than 500 kW.
- B. **Term of Service.** Service under this tariff is available for the initial term and subsequent renewal terms as stated in the electric service agreement. Upon expiration or cancellation of the service agreement, continued service will be available under the appropriate tariffs then in effect.
- C. **Monthly Rates.**

	Summer Billing Months June through September	Winter Billing Months October through May
Demand Charge	\$8.00/kW	\$7.00/kW
Energy:		
On-Peak	8.00/cents/kWh	7.00/cents/kWh
Off-Peak	7.00/cents/kWh	7.00/cents/kWh

- D. Billing Period. Rates are stated on a monthly basis and bills are rendered monthly following the supply of service based on the rate stated herein.
- E. Power Cost Adjustment Charge. All kilowatt-hours billed under this service classification shall be subject to the power cost adjustment charges. (See Section 18)
- F. Measured Demand. The measured demand shall be the greatest demand established by the Customer during any fifteen (15) minute demand interval of a clock hour of the month during on-peak hours as measured by the demand meter, taken to the nearest whole kilowatt.
- G. Peak Hours. On-peak hours are 6:00 a.m. to 9:00 p.m. Monday through Friday, excluding NERC holidays falling on weekdays. All other hours are off-peak hours.
- H. Power Factor. The average power factor of the Customer's installation, expressed to the nearest whole percent, shall be determined by metering installed by the City ratcheted to prevent reverse registration. Ninety percent (90%) lagging shall be considered to be the base power factor.

If the average power factor is determined to be below ninety percent (90%) for any given month, an additional charge of \$0.02 per kilowatt of measured demand for every whole percent less than ninety percent (90%) will be added to the monthly bill. If the average power factor is determined to be between ninety percent (90%) and one hundred percent (100%) for any month, a credit of \$0.02 per kilowatt of measured demand for every whole percent above ninety percent (90%) will be added to the monthly bill.
- I. Billing Demand (Time-of-Use). The billing demand shall be the maximum measured demand as created during on-peak hours in each respective month.
- J. Customer Charges. A monthly charge to cover the fixed cost of supplying power to a customer.
- K. Minimum Charge. The minimum charge shall be the demand charge, but not less than the demand charge for 100KW. Minimum charges will not be prorated for periods of less than one month.
- L. Public Utilities Tax. In addition to the charges stated in this service classification, including power cost adjustment charges, the current Delaware Public Utilities Tax will be applied to the total bill for all non-residential services, unless the Customer is exempt from such tax. Manufacturing facilities may be eligible for a reduced rate. (See Rules and Regulations Fee Schedule for rate).

[Ord. No. 2001-3, 5-14-2001; Ord. No. 2007-7, § 2, 9-10-2007; Ord. No. 2011-30, § 2, 12-29-2011]

Medium Controlled Service Schedule MCS.

- A. Availability. This rate applies to throughout the territory served by the City of Milford. Electric service will be rendered through a single metered installation with a single point of delivery. This rate is available to any Customer having a generator, capable of carrying their entire load, and a maximum measured demand of less than 300 kW or a minimum of 3500 KWH. The City maintains the ability to control customer generated load during specified periods, approximately 240 hours yearly, when the City is actively managing system load. Customer load will be transferred using an open transition transfer switch approved by the City.

Any Customer taking service under this classification whose measured demand in any month exceeds 300 kW shall be automatically transferred to Service Schedule -LCS-. Any Customer so transferred will remain on -LCS-, for not less than 12 billing months, even though the Customer's maximum measured demand in succeeding months may be less than 300 kW.

After 12 billing months, at the Customer's request or when the City observes, that the Customer has not exceeded 300 kW, during the 12 billing months, the Customer will be transferred back to the

Service Schedule-MCS. The City is not responsible for the malfunction of generators or problems with other customer owned equipments, caused by transfer to customer generator.

- B. Terms of Service. Service is offered on a month-to-month basis until terminated unless a special contract is required as discussed in Section 2-E.
- C. Monthly Rates.

	Summer Billing Months June through September	Winter Billing Months October through May
Customer Charge	\$6.90	\$6.90
Normal-Service		
Demand Charge	\$11.72/kW	\$6.70/kW
Energy Charge	4.3/cents/kWh	4.3/cents/kWh
Control Periods		
Demand/Energy Charge	\$0.00	\$0.00
Control Period (Non-Generator)		
Demand Charge	\$17.42/kW	\$12.06/kW
Energy Charge	5.4/cents/kWh	5.4/cents/kW

- D. Billing Period. Rates are stated on a monthly basis and bills are rendered monthly following the supply of service based on the rate stated herein.
- E. Purchased Power Cost Adjustment Charge. All kilowatt-hours billed under this service classification may be subject to Purchase Power Cost Adjustment charges. (Section 18)
- F. General Cost Adjustment Charge. The monthly charges under this service classification may be subject to General Cost Adjustment charges. (Section 19)
- G. Measured Demand. The measured demand shall be the maximum demand established by the Customer during any fifteen- (15) minute interval of the month, calculated o the nearest whole kilowatt.
- H. Billing Demand. The billing demand for each billing month shall be the maximum measured demand as created during each month.
- I. Minimum Monthly Charge. The minimum monthly charge shall be the sum of the customer charge and demand charge. Minimum charges shall not be prorated for periods of less than one month.

- J. Public Utilities Tax. In addition to the charges stated in this service classification, including power cost adjustment charges, the current Delaware Public Utilities Tax will be applied to the total bill for all non-residential services, unless the Customer is exempt from such tax. Manufacturing facilities may be eligible for a reduced rate (Section 20).

Real Time Pricing, Schedule RTP.

- A. Availability. This rate applies to existing GSP Service and Special Contract Customers throughout the territory served by the City of Milford. Electric service will be rendered through a single metering installation under this rate schedule for lighting and/or power requirements of offices, institutions, professional, commercial, or industrial establishments at primary voltage when the Customer owns and maintains the required transforming, switching and protection equipment and the customer's expected maximum peak loads will be equal to or greater than 1,000 kW.
- B. Term of Service. Service is offered for a twelve (12) month or multiples of 12-month periods and a special contract is required, as discussed in Section 2.E.
- C. Monthly Rates.

Customer Charge	0
Distribution Service Demand Charge	\$5.00/kW
Power Supply Demand Charge	\$7.30/kW
Energy Charge	Applicable hourly PJM LMP
Energy Charge Adder	\$0.006/kWh

- D. Billing Period. Rates are stated on a monthly basis and bills are rendered monthly following the supply of service based on rates stated herein.
- E. General Cost Adjustment. The monthly charges under this service classification may be subject to General Cost Adjustment Charges (See Section 19).
- F. Measured Distribution Service Demand. The measured demand shall be the greatest demand established by the Customer during any sixty (60) minute demand interval of a clock hour of the month during on-peak hours as measured by the demand meter, taken to the nearest whole kilowatt.
- G. Measured Power Supply Demand. The measured demand shall be the Customer's load during a sixty (60) minute demand interval of a clock hour, as measured by the demand meter, taken to the nearest whole kilowatt, coincident with the combined load of all of the members of Delaware Municipal Electric Corporation, Inc. ("DEMEC").
- H. Billed Energy. Energy charges will be based on the Customer's metered energy in whole kilowatt hours multiplied by a loss factor of 1.0767. This loss factor may be changed by the City of Milford.
- I. Hourly PJM LMP. The Customer's billed energy will be charged at an hourly Locational Marginal Price (LMP) established by Pennsylvania-Jersey-Maryland (PJM) Independent System Operator (ISO) and paid by the City of Milford to its power supplier.

- J. Metering Requirement. A time of use meter capable of providing hourly readings based on 60 minute intervals is required. If the Customer does not have this type of meter, the City of Milford will install such a meter at the Customer's expense.
- K. Peak Hours. On-peak hours are the 16 hours beginning at 7:00 a.m. and ending at 11:00 p.m., Monday through Friday, excluding holidays falling on weekdays. All other hours are off-peak hours.
- L. Power Factor. The average power factor of the Customer's installation, expressed to the nearest whole percent, shall be determined by metering installed by the City ratcheted to prevent reverse registration. Ninety percent (90%) lagging shall be considered to be the base power factor.

If the average power factor is determined to be below ninety percent (90%) for any given month, an additional charge of \$0.02 per kilowatt of measured demand for every whole percent less than ninety percent (90%) will be added to the monthly bill.
- M. Minimum Charge. The minimum monthly charge shall be the demand charge, but not less than the Distribution Service Demand charge for 300 kW. Minimum charges will not be pro-rated for periods of less than one month. There is no minimum charge for the power supply demand.
- N. Public Utilities Tax. In addition to the charges stated in this service classification, the current Delaware Public Utilities Tax will be applied to the total bill for all non-residential services, unless the Customer is exempt from such tax. Manufacturing facilities may be eligible for a reduced rate. (See Rules and Regulations Fee Schedule for rate).

Street Lighting Schedule "SL".

This Space is Reserved for a Future Street Lighting Tariff

Private Area Lighting Schedule "PL".

- A. Availability. This rate applies throughout the territory served by the City for lighting of Customer's private property and is available to Customers presently taking service under any other service classification.
- B. Character of Service. Service shall be rendered by use of mercury and high pressure sodium light sources. Lumen values and wattage ratings are based on nominal lamp ratings as listed by the manufacturer.
- C. Term of Service. Standard service shall be for an initial term of one (1) year and thereafter from month to month and may be terminated by at least thirty (30) days notice from either party. Bills will be rendered monthly in accordance with the charges shown in the rate table.
- D. Billing Period. Rates are stated on a monthly basis and bills are rendered monthly following the supply of service based on the rate stated herein.
- E. Description of Equipment to be Supplied. The City will install, own, and maintain standard private area lighting equipment including the luminaire and bracket mounted on an existing City pole or an approved pole owned by the Customer. The City will connect to existing secondary facilities and will install one (1) additional 100 foot span of aerial secondary service.
- F. Terms and Conditions of Service.
 - 1. Private lighting service is available to individual Customers provided the City has in place existing secondary service facilities.
 - 2. When additional circuits or poles are required on the Customer's premises, such additional circuits and poles shall be paid for, owned and maintained by Customer.
 - 3. Any additional secondary circuits or equipment necessary on City's poles shall be installed by City at Customer's expense but will be owned and maintained by the City. The Customer will bear the cost of any new poles or conductor over 100 feet in length.

4. Where the lighting unit is attached to a City owned pole and is located along a public right-of-way, the lighting unit furnished under this service classification must then extend over the Customer's property and not over the public right-of-way unless written permission is received from the government entity responsible for the right-of-way. The decision as to the location of a private lighting unit on City poles or other structures rests solely with the City.
5. The City will maintain and service only equipment which it owns.
6. Lamps shall be lighted from dusk to dawn each night, approximately 4,300¹¹ hours per year. ¹¹
7. New installations shall remain in service for a minimum of one (1) year. The City may require payment for removals or relocation of new installations in service for less than one (1) year. A service call fee may be charged for such service. (See Chargeable Service Call in the Rules and Regulations fee schedule)
8. The City will supply electricity, revamp when necessary, and maintain the equipment and optics which it owns. All other maintenance such as repairs/replacement of Customer owned pole will be at Customer's expense.
9. It is the Customer's responsibility to notify the City of any outage or problem with the operation of the Customer's private area light. No prorated credit on the Customer's bill will be allowed by the City for lack of service when the City has not been notified of a problem.
10. Lamp renewals and/or maintenance will be performed during normal working hours within a reasonable period following notification of a problem by the Customer to the City.
11. All Private Area Lighting installations must be accessible to the City's maintenance trucks and personnel for revamping and repairs.
12. The City reserves the right to discontinue service where cost of service is excessive because of vandalism or other reasons.

G. Rate Schedules by Customer Classification.

1. Monthly Rate.

Enclosed Asymmetric Luminaire with 2-1/2, 4 or 8 ft.

Bracket Only	Charge	Monthly Average kWh
Mercury		
(1) 8,600 Lumens (175W)	\$8.30	70
(2) 22,500 Lumens (400W)	\$14.95	155
High Pressure Sodium		
(1) 9,500 Lumens (100W)	\$5.56	49
(2) 16,000 Lumens (150W)	\$7.83	69

(3) 50,000 Lumens (400W)	\$18.29	164
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Metal Halides

(1) 40,000 lumens	\$18.29	164
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(2) 110,000 lumens	\$41.35	360
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- H. Purchased Power Cost Adjustment Charge. The estimated average monthly kilowatt-hours for each lighting classification shall be subject to power costs adjustment charges. (See Section 18).
- I. General Cost Adjustment. The monthly charges under this service classification may be subject to General Cost Adjustment Charges (See Section 19)

Net Metering Service NMS.

- A. Availability. This rider is available to customers served under the following service classifications, Residential "RES" and Small General Service "SGS". The primary intent of this installation is to offset part or all of the Customer's electricity requirements. Capacity cannot be more than 25 kilowatts for residential customers and 500 kilowatts for non-residential customers. The primary source of fuel must be solar, wind, hydro, or another approved source of renewable energy. This rider is applicable to generation interconnected and operated in parallel with the City of Milford transmission and/or distribution facilities. Application for the installation of any generation system in excess of 25 kilowatts shall be made under a special contract.

Any customer who elects this rider must apply by filling out the Generation Interconnection Application at least 60 days in advance of the proposed activation date. Approval of the application by the City must be granted prior to activation the electric generation facility.

- B. Connection to the City's System. The electric generation system cannot be connected to the City's system unless it meets all applicable safety and performance standards set forth by the following: The Technical Considerations Covering Parallel Operations of Customer Owned Generation of 25 kW or Less dated January 1, 2007, National Electric Safety Code, Underwriters Laboratories, and the City of Milford Electric Service Handbook. The Customer must, at his/her expense, obtain any and all necessary permits, inspections, and approvals required by any local public authorities and any other governing regulations in effect at that time.
- C. Delivered Voltage. The delivered voltage and delivery point of the Customer's electric generation shall be at the same delivered voltage and delivery point that would be supplied by the City if the Customer purchased all of its electricity from the City.
- D. Contract Term. The contract term shall be the same as the Customer's applicable rate tariff.
- E. Rate. The monthly billing shall be as stated in the applicable rate tariff. Under this rider, only the per kWh charge for electricity delivered by the Customer is affected. The Customer will pay for all kWh delivered by the City of Milford. If the Customer has delivered electricity to the City system, a credit will be issued to the Customer for the kWh delivered at the City's current wholesale rate. The City will provide for customers to be credited in kilowatt hours valued at an amount per kilowatt hour equal to the sum of delivery service charges and supply service charges for residential customers, and the sum

of the volumetric energy (kWh) components of the delivery service charges and supply service charges for non-residential customers for any excess production of their generating facility that exceeds the customer's on-site consumption of kWh in a billing period. Excess kWh credits shall be credited to subsequent billing periods to offset a customer's consumption in those billing periods until all credits are used or until the end of a 12-month period, ending either December 31 or July 31 to be chosen at the discretion of the customer. If a customer does not choose a date, the City will default a date of December 31. Any unused credits at the end of the 12-month period shall be forfeited to the City at the City's avoided cost of wholesale power, which means the average locational marginal price of energy in the City's transmission zone, for use solely to augment existing funding for the Green Energy Fund. Any excess kWh credits shall not reduce any fixed monthly customer charges imposed by the City. The customer-generator retains ownership of renewable energy credits (REC) associated with electric energy produced and consumed by the customer-generator. RECs associated with NEG convey to the City.

- F. Metering. An electric meter service will be installed at the Customer's location to measure the energy consumed and the energy delivered to the City system. The City will furnish, install, maintain, and own all metering equipment. Cost will be determined under the Additional Costs and Responsibilities clause below.
- G. Additional Costs and Responsibilities. The Customer will be required to pay for any additional transmission and distribution costs, the cost of metering, transformation, system protection, and any related safety/protective equipment in excess of what would normally be paid for by the City. Protective equipment will be installed by the Customer to provide safety for personnel, provide adequate protection for the City's electric utility system and to the Customer's property, and to prevent any interference with the City's supply of energy to other utility customers. This equipment will be owned, installed, and maintained by the Customer.
- H. Failure to Comply. The City may disconnect the Customers service from the City's electric system if the Customer fails to comply with any of the stipulations of this rider, The Technical Considerations Covering Parallel Operations of Customer Owned Generation of 25 kW or less dated January 1, 2007, National Electric Safety Code, Underwriters Laboratories, the Generator Interconnection Application and the City of Milford Electric Service Handbook.
- I. Rules and Regulations. The General Rules and Regulations of the City of Milford for electric service shall apply to service rendered under this service classification. All minimum billings, charges for kWh, kW, Purchased Power Adjustment, Public Utility Tax, Renewal Energy Charge, etc. will be covered under the applicable rate tariff. If the total generating capacity of all customer-generation using net metering systems served by the City exceeds 1 percent of the capacity necessary to meet the City's aggregated customer monthly peak demand for a particular calendar year, the City may elect not to provide net metering services to any additional customer-generators.

[Ord. No. 2008-11, § 2, 7-14-2008]

APPENDIX 1. - FEE SCHEDULE

Connection Charges ¹ ¶

New Service/Construction - Residential and Non-Residential\$35.00

(Reference: Section 7-a) includes Temporary Service

(Administrative charge to set up account)

Re-connection charges property owner (residential & non-residential)\$0.00

Re-connection charges from delinquency disconnects (during hours of operation)\$35.00

Re-connection charges from delinquency disconnects (after hours of operation)\$60.00

Temporary Service Charges

Reference: Section 2-F

Flat charge for Standard Facilities (includes installation and removal)

1. Single phase underground or aerial service\$150.00
2. Single phase aerial service with two spans of wire\$345.00
3. Single phase aerial transformer, ground, and primary connection\$600.00
4. Three phase aerial transformer bank, ground, and connection\$1,425.00

Charges for other facilities will be based on a case by case basis.

(Final determination by Finance/Billing Dept.)

Customer Deposit Charges (To be determined by Finance/Billing Department)

Residential Renter³ □

The greater of two-twelfths of the average annual estimated bill or min\$100.00

Reference: Section 3-B-1, 3-B-2

Residential Property Owner⁴ □\$0.00

Reference: Section 3-B-2

Commercial Renter^{3, 5} □

The greater of two-twelfths of the average annual estimated bill or min.\$250.00

Reference: Section 3-C-1

Commercial Owner^{6, 7} □\$0.00

Reference: Section 3-C-2 □

Interest Rate on Deposits (to be determined by Finance/Billing Dept.)

Service Entrances and Drops

Residential Services

Aerial Service Over 150 feet\$3.25 per foot

Reference: Section 7-B

First 150 feet of Residential Underground Service up to 200 Amp

Single Phase will be provided for a fee of\$300.00

Reference: Section 7-C

Underground Service in excess of 150 feet\$3.25 per foot

Commercial Service^[8] □

Changes to be determined on a case by case basis for both Overhead and Underground

Reference: Section 7-B,C

Primary Line Extensions^[9] □

Reference 17-B1,2,3

Residential (single phase only)

Reference 17-B1

The first 300 feet will be provided either underground or overhead at no charge to the customer. The type of extension will be determined by the City and the existing facilities.

Overhead Extensions in excess of 300 feet\$3.50 per foot

Underground Extensions in excess of 300 feet\$4.50 per foot

Non-Residential (includes Commercial, Industrial and multi phase Residential)

Reference 17-B2

Charge to be determined on a case by case basis

Residential Subdivision (single phase)^[10] □

Reference 17-B3

The first 300 feet will be provided either underground or overhead at no charge to the customer. The type of extension will be determined and approved by the City.

Charges for extensions in excess of 300 feet will be determined on a case by case basis.

Meter Test Fee:

Reference 9-D

Any Type Meter\$40.00

Delaware Public Utility Tax4.25%

With Manufactures Discount2%

Returned Check Fee\$35.00

Late Payment Charge

Penalty on outstanding balance after due date (to be determined by Finance/Billing Dept.)

Meter Inaccessibility Fee\$35.00

Reference: Section 13-C

PPCA Base Rate: To be determined by City Accountant^[11] □

Right of Way Agreement

Fee paid by City to Customer for use of Right-of-Way\$1.00

Electrical Impact Fees

- Residential Single Phase Service (120/240 Volt Service)
(.012 X Service Size) = ESU X \$250.00 = IMPACT FEE
- Commercial Three Phase Service (120/208 Volt Service)
(.024 X Service Size) = ESU X \$250.00 = IMPACT FEE
- Commercial Three Phase Service (277/480 Volt Service)
(.055 X Service Size) = ESU X \$250.00 = IMPACT FEE
- Industrial Three Phase Service (120/208 Volt Service)
(.03 X Service Size) = ESU X \$250.00 = IMPACT FEE
- Industrial Three Phase Service (277/480 Volt Service)
(.069 X Service Size) = ESU X \$250.00 = IMPACT FEE

Worksheets

Connection Charges

New Service-Residential and Non-Residential Reconnection Charges (during hours of operation)

Administrative includes receipt and processing of application, entering new customer name into billing system and communication with line crewAdministrative \$10.00

Field Crew includes verification of physical condition of service entrance, replacement of meter or taking of initial meter reading, and communication with Administrative StaffField Crew \$20.00

Vehicle includes use of City vehicle for field crew to make sure customer is properly connectedVehicle \$4.00

Materials includes incidental materials such as meter sealMaterials \$1.00

Total = \$35.00

Reconnection Charges (outside of hours of operation)

Administrative includes receipt and processing of application, entering new customer name into billing system, and communication with line crewAdministrative \$10.00

Field Crew includes verification of physical condition of service entrance, replacement of meter or taking of initial meter reading, and communication with the Administrative staffField Crew \$20.00

Overtime includes overtime pay for field crew and extra recordkeepingOvertime \$25.00

Vehicle includes use of City vehicle for field crew to make sure customer is properly connectedVehicle \$4.00

Materials includes incidental materials such as meter sealMaterials \$1.00

Total = \$60.00

Service Entrance and Drops

Aerial Line Extensions over 150 feet

Item	Quantity	Description	Rate	Cost
1	150 feet	I/O Triplex	.65	\$97.50
2	1 each	Pole, Class 3, 35 ft	1.75	\$175.00
3	Not Used			
4	1 each	Single wire spool	8.65	\$8.65
5	Not Used			
6	Not Used			
7	Not Used			
8	1 each	Hardware	1.50	\$1.50
9	2 hr	Truck use, Labor	100.00	\$200.00
10	Not Used			

The total amount of \$482.65 divided by 150 ft = \$3.22 per foot.

For Rules and Regulations: use \$3.22 rounded to \$3.25 per foot.

Note: The Rules and Regulations, Section 7.B states: The City will install, own and maintain over head service. Services will be limited to the first span from the City's pole and shall be limited to one hundred and fifty (150) feet. Aerial services in excess of one hundred and fifty (150) feet shall be installed, owned and maintained by the City. The additional cost, however, shall be borne by the applicant.

Service Entrance and Drops

Underground Service over 150 feet

Item	Quantity	Description	Rate	Cost
1	100 ft	Underground Service Cable	\$1.00	\$100.00

2	Not Used			
3	Not Used			
4	Not Used			
5	Not Used			
6	Not Used			
7	Not Used			
8	Not Used			
9	2 hr	Truck, Trencher, Labor	\$100.00	\$200.00

Total = \$300.00

The total amount of \$300.00 divided by 100 ft = \$3.00 per ft.

For Rules and Regulations: use \$3.00 rounded to \$3.50 per ft.

Note: The Rules and Regulations, Section 7.D states that: "The City will provide, own and maintain all underground service." The service will be provided for a charge of \$300.00 for any service up to 150 feet. See Appendix 1.

Primary Service Line Extension

Aerial line extension over 300 feet

Item	Quantity	Description	Rate	Cost
1	150 ft	Conductor I/O	.15	\$23.00
2	1 each	Pole, Class 3, 45 ft	235.40	\$235.40
3	Not Used			
4	1 lt	Pole Hardware	40.00	\$40.00
5	Not Used			

6	35 ft	Ground wire	.20	\$7.00
7	1 each	Grounding Hardware	2.52	\$2.52
8	3 lt	Hardware	1.50	\$4.50
9	3 hr	Truck use, Labor	65.00	\$195.00
10	Not Used			

The total amount of \$516.94 divided by 150 ft = \$3.45 per foot.

For Rules and Regulations: use \$3.50 for each foot beyond 300 feet.

-\$3.50 per foot-

Note: The Rules and Regulations state: Residential- Single Family Dwellings- The City will provide up to 300 feet of primary extension of either overhead or underground at no cost to the customer. Beyond 300 feet the customer will pay for materials and installation and will deed the primary extension back to the City at no charge. The City will provide a transformer at no additional charge to the customer.

Non-Residential and Residential Sub-Divisions - See Section 17, 2&3.

Primary Service Line Extensions

Underground Service over 300 feet (Single Phase)

Item	Quantity	Description	Rate	Cost
1	100 ft	Single Phase Underground Cable 110	\$2.10	\$210.00
2	Not Used			
3	Not Used			
4	Not Used			
5	Not Used			
6	Not Used			

7	Not Used			
8	Not Used			
9	2 hr	Truck, Trencher, Labor	\$105.00	\$210.00

Total = \$420.00

The total amount of \$420.00 divided by 100 feet = \$4.20 per ft.

Rules and Regulations: use \$4.20 rounded to \$4.50 per foot

Note: The Rules and Regulations state: Residential-Single Family Dwellings- The City will provide up to 300 feet of primary extension of either overhead or underground at no cost to the Customer. Beyond 300 feet the customer will pay for materials and installation and will deed the primary extension back to the City at no charge. The City will own and maintain the primary extension. The City will provide a transformer at no additional charge to the customer.

Non-Residential and Residential Sub-Divisions - See Section 17 2,3.

Meter Test Fee

Item	Quantity	Description	Rate	Cost
1	0.25	Supervisor's Total Billing	25.00	\$6.25
2	1	Meter Technician # 1	17.00	\$17.00
3	0.5	Truck Use/Hr	10.00	\$5.00
4	1	Test Board Fee	10.00	\$10.00

Total = \$40.00

Meter Resealing Fee

Item	Quantity	Description	Rate	Cost
1	0.5	Supervisor's Total Billing		

2	0.5	Meter Technician # 1	17.00	\$8.50
3	0.5	Truck use/Hr	10.00	\$5.00
4	1	Incidental Materials	1.50	\$1.50

Total = \$15.00

Electrical Impact Fees

Electrical Impact Fees

Residential Single Phase Service (120/240 Volt Service)

$(.012 \times \text{Service Size}) = \text{ESU} \times \$250.00 = \text{IMPACT FEE}$

Service Size	Multiplier	Service Size	Equiv. # of ESU	\$/ESU	Total Impact Fee
200 Amp	0.012	200	2.4	250	\$ 600.00
400 Amp	0.012	400	4.8	250	\$ 1,200.00

Commercial Three Phase Service (120/208 Volt Service)

$(.024 \times \text{Service Size}) = \text{ESU} \times \$250.00 = \text{IMPACT FEE}$

200 Amp	0.024	200	4.8	250	\$ 1,200.00
400 Amp	0.024	400	9.6	250	\$ 2,400.00
600 Amp	0.024	600	14.4	250	\$ 3,600.00
800 Amp	0.024	800	19.2	250	\$ 4,800.00

Commercial Three Phase Service (277/480 Volt Service)

$(.055 \times \text{Service Size}) = \text{ESU} \times \$250.00 = \text{IMPACT FEE}$

200 Amp	0.055	200	11	250	\$ 2,750.00
400 Amp	0.055	400	22	250	\$ 5,500.00
600 Amp	0.055	600	33	250	\$ 8,250.00
800 Amp	0.055	800	44	250	\$ 11,000.00

Industrial Three Phase Service (120/208 Volt Service)

(.03 X Service Size) = ESU X \$250.00 = IMPACT FEE

200 Amp	0.03	200	6	250	\$ 1,500.00
400 Amp	0.03	400	12	250	\$ 3,000.00
600 Amp	0.03	600	18	250	\$ 4,500.00
800 Amp	0.03	800	24	250	\$ 6,000.00
1000 Amp	0.03	1000	30	250	\$ 7,500.00

Industrial Three Phase Service (277/480 Volt Service)

(.069 X Service Size) = ESU X \$250.00 = IMPACT FEE

200 Amp	0.069	200	13.8	250	\$ 3,450.00
400 Amp	0.069	400	27.6	250	\$ 6,900.00
600 Amp	0.069	600	41.4	250	\$ 10,350.00
800 Amp	0.069	800	55.2	250	\$ 13,800.00
1000 Amp	0.069	1000	69	250	\$ 17,250.00
2000 Amp	0.069	2000	138	250	\$ 34,500.00
3000 Amp	0.069	3000	207	250	\$ 51,750.00

[Ord. No. 2001-3, 5-14-2001; Ord. No. 2002-10, § I, 11-12-2002; Ord. No. 2006-14, § 2, 11-13-2006]

FOOTNOTE(S):

--- () ---

Connection charges are NOT refundable.²Business hours and hours of operation are listed in Section 1.1.

--- () ---

The City reserves the right to waive advance usage fees and deposits. See Sections 3-B-1 and 3-C-1.

--- () ---

A residential property owner may be required to pay an advance usage fee if his or her account becomes delinquent. See Section 3-B-2.

--- () ---

Large Commercial Customers may provide for a surety bond in lieu of a deposit. See Section 3-C-1.

--- () ---

A commercial property owner may be required to pay a deposit if his or her account becomes delinquent. See Section 3-C-2.

--- () ---

Developers may be required to prepay line extension costs. See Section 17.

--- () ---

Interest is paid on commercial accounts only.

--- () ---

Residential Customers pay from first foot. Non-residential Customers pay for line extensions in excess of 300 feet.

--- () ---

Residential, Non-residential and Residential Sub-Divisions are handled differently. Developers may be subject to an escrow. Refer to Section 17-B-2.

--- () ---

The PPCA Base Rate is established by Section 18 and changes from time to time.



**STATE OF DELAWARE
EXECUTIVE DEPARTMENT
OFFICE OF STATE PLANNING COORDINATION**

June 19, 2015

Mr. Hans Medlarz
City of Milford
201 Walnut Street
Milford, DE 19963

RE: PLUS review 2015-05-02, City of Milford Comprehensive Plan Amendment

Dear Hans,

Thank you for meeting with State agency planners on May 27, 2015 to discuss the proposed comprehensive Plan Amendment for the City of Milford. This amendment addresses the classification of two parcels along Lakeview Ave. on Milford's Future Land Use map. The amendment will change the future land use from residential to employment to allow two existing medical offices to be zoned appropriately for their current use.

Recommendations: Our office strongly recommends that the Town consider these recommendations from the various State agencies as you review your plan for final approval.

This office has received the following comments from State agencies:

Office of State Planning Coordination – Contact David Edgell 739-3090

- The proposed amendment to the future land use plan in the vicinity of Lakeview Ave is located in Investment Level 1 according to the *Strategies for State Policies and Spending*. Our office has no objections to redevelopment and new development in Investment Level 1 areas.

No other State agency has submitted comments to our office regarding this amendment.

Please note that changes to the plan, could result in additional comments from the State. Additionally, the lack of comments reflect only issues that are the responsibility of the agencies represented at the meeting.

Once a decision has been reached on this proposed comprehensive plan amendment, please forward a copy of the plan amendment to the Office of State Planning Coordination for our records. The plan amendment must include a revised version of any maps that were updated as well as any text that was approved in amending the comprehensive plan.

122 Martin Luther King Jr. Blvd. South – Haslet Armory · Third Floor · Dover, DE 19901
Phone (302)739-3090 · Fax (302) 739-5661 · www.stateplanning.delaware.gov

Thank you for the opportunity to review this Comprehensive Plan amendment. If you have any questions, please contact me at 302-739-3090.

Sincerely,

A handwritten signature in cursive script that reads "Constance C. Holland". The signature is written in black ink and is positioned below the word "Sincerely,".

Constance C. Holland, AICP
Director, Office of State Planning Coordination

CITY OF MILFORD
PUBLIC NOTICE

NOTICE IS HEREBY GIVEN the Planning Commission of the City of Milford will hold a Public Hearing on an amendment to the City of Milford 2008 Comprehensive Plan on Tuesday, June 16, 2015 at 7:00 pm or as soon thereafter as possible.

A FINAL PUBLIC HEARING is schedule on Monday, June 22, 2015 at 7:00 pm or as soon thereafter as possible before Milford City Council. Following the hearing, Ordinance 2015-11 may be adopted, with or without amendments.

Ordinance 2015-11
AMENDING AND ADOPTING BY ORDINANCE
THE 2008 CITY OF MILFORD COMPREHENSIVE PLAN

WHEREAS, pursuant to Title 22-Municipalities, Chapter 7-Planning Commission, Section 7-Establishment; Membership, of the Delaware Code, the City of Milford established a Planning Commission, and

WHEREAS, pursuant to Title 22-Municipalities, Chapter 7-Planning Commission, Section 702-Comprehensive Development Plan, of the Delaware Code, the City of Milford adopted Ordinance 2011-15, a Comprehensive Plan update, on July 11, 2011 to include the addition and implementation of the Southeast Master Plan, and

WHEREAS, the City of Milford adopted Ordinance 2015-06, a Comprehensive Plan Amendment, on July 27, 2015, to amend the Southeast Master Plan, and

WHEREAS, the Comprehensive Plan requires an amendment to the Future Land Use Map (map 14) in order to bring parcels into compliance with the Code of the City of Milford, Chapter 230: Zoning; and

WHEREAS, the City of Milford City Manager and Planning and Economic Development Coordinator have prepared and consulted with the Office of State Planning an amendment to the 2008 Comprehensive Plan which will permit the future land use designation as Employment; and

WHEREAS, the City of Milford Planning Commission held a duly advertised public hearing for public review and comment on the 2008 Comprehensive Plan amendment on June 16, 2015 and did recommend approval and adoption of the amendment of the 2008 Comprehensive Plan, and

WHEREAS, the Mayor and City Council held a duly advertised public hearing on the amendment of the 2008 Comprehensive Plan on June 22, 2015 at which time the amendment of the 2008 Comprehensive Plan was reviewed with the public.

NOW, THEREFORE, THE CITY OF MILFORD HEREBY ORDAINS that the amended 2008 Comprehensive Plan is hereby adopted on June 22, 2015 and made effective as the amended 2008 Comprehensive Plan for Milford on this 2nd day of July 2015.

Planning Commission Review & Public Hearing: June 16, 2015

City Council Introduction: June 8, 2015

City Council Review & Public Hearing: June 22, 2015

Adoption: June 22, 2015

Effective: July 2, 2015

This ordinance shall take effect and be in force ten days after its adoption.

Additional information may be obtained by contacting the Planning Department at Milford City Hall at 302-424-3712 or via the Planning Department page on the City website at www.cityofmilford.com.

Ordinance 2015-08

Ordinance 2015-09

City of Milford



PROCLAMATION 2015-17 Milford Community Band's 25th Anniversary

Whereas, in November 1989, Milford High School Band Director Gerald Thompson suggested that N. Joe Lear start a community band;

Whereas, realizing this was a great idea, Mr. Lear published an invitation in the Milford Chronicle which resulted in numerous responses;

Whereas, in mid-February 1990, sixteen people, ranging in age from their early-twenties to mid-sixties, attended the first rehearsal held in the choir room at Avenue United Methodist Church;

Whereas, on April 10, 1990, the Milford Adult Community Band played their first public performance at the Wesley College Jazz Festival;

Whereas, they renamed themselves the Milford Community Band when younger musicians, including middle school, high school and college students, became members;

Whereas, in 2005, Milford Community Band became a tenant of the Milford Kiwanis Club and when the club disbanded, the building became their permanent home when it was purchased by the band in 2008;

Whereas, the Milford Community Band has performed in Wilmington, Dover, Dover Air Force Base, Greenwood, Lewes, Bethany Beach and Rehoboth Beach and most impressively in Washington DC at the Presidents Park, Lincoln Memorial, Washington Capitol, Armed Forces Retirement Home, Union Station and the World War II Memorial;

Whereas, the Milford Community Band has several small ensembles including the Smooth Sound Dance Band, Downtown Dixieland Band, Happy Wanderers Oompah Band, Christmas Carol Band, Mid-Del Sax Quartet, and the Kettle Jammers;

Whereas, the Milford Community Band, has served the City of Milford by performing at numerous community events and taking the initiative to prepare special concerts solely for the enjoyment of the Milford public since formed in 1990;

Whereas, the band is a volunteer organization composed of selfless, dedicated and talented musicians whose collaborative efforts provide enjoyment and promote pride through the tradition of band music;

Whereas, original members Margie Newnom, Bill Mayhew, Tony Perrone and N. Joe Lear personify the volunteer spirit of the Milford Community having each contributed twenty-five years of service.

Now, Therefore, Be it Resolved, in recognition of your commitment to enrich the quality of life of our residents, I, Bryan W. Shupe, by virtue of the authority vested in me as Mayor of the City of Milford, do hereby recognize, acknowledge, commend and applaud the

MILFORD COMMUNITY BAND

on the occasion of their 25th Anniversary as they celebrate with a concert at Milford High School Auditorium on this 14th day of June 2015, and further proclaim July 14 to July 15, 2015 as Milford Community Band Days in the City of Milford.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Seal of the City of Milford, in the State of Delaware to be affixed this Eighth day of June in the Year of our Lord Two Thousand and Fifteen.



Mayor Bryan W. Shupe

Attest

City Clerk Teresa K. Hudson

City of Milford



RESOLUTION 2015-07

DELEA FOUNDERS INSURANCE TRUST RESOLUTION TO JOIN TRUST THIS RESOLUTION SUPERSEDES RESOLUTION 2015-06 ADOPTED 06-08-2015

WHEREAS, a number of local units have joined together to form the DeLea Founders Insurance Fund ("TRUST"), a joint insurance fund, as permitted by 18 Del.C. §401, et seq.; and

WHEREAS, the statutes and regulations governing the creation and operation of joint insurance funds contain elaborate restrictions and safeguards concerning the safe and efficient administration of such funds; and

WHEREAS, the City of Milford ("LOCAL UNIT") has determined that membership in the TRUST is in the best interest of the LOCAL UNIT.

WHEREAS, the LOCAL UNIT agrees to be a member of the TRUST effective July 1, 2015; and

WHEREAS, the LOCAL UNIT has never defaulted on claims, if self-insured, and has not been canceled for non-payment of insurance premiums for at least seven (7) years prior to the date of this Resolution.

NOW, THEREFORE, BE IT RESOLVED that the City of Milford does hereby agree to join the DeLea Founders Insurance Fund subject only to the right of approval of the LOCAL UNIT's initial assessment when the same is received from the TRUST following processing of the applications; and

BE IT FURTHER RESOLVED that the LOCAL UNIT is applying to the FUND for Workers' Compensation coverage;

BE IT FURTHER RESOLVED that Human Resource Manager Lisa Carmean is hereby appointed as the LOCAL UNIT's Trust Commissioner and is authorized to execute the application for membership and the accompanying certification on behalf of the LOCAL UNIT;

BE IT FURTHER RESOLVED that Payroll Administrator Donna Pyne is hereby appointed as the Alternate Trust Commissioner for the LOCAL UNIT;

AND BE IT FURTHER RESOLVED that the LOCAL UNIT's Trust Commissioner is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying the membership in the TRUST as required by the TRUST'S Bylaws and to deliver same to the Administrator of the TRUST with the express reservation that said documents shall become effective only upon the LOCAL UNIT's admissions to the TRUST following approval of the TRUST by the Delaware Department of Insurance.

Mayor Bryan W. Shupe

Attest:

City Clerk Teresa K. Hudson

Adopted: June 22, 2015

PUBLIC NOTICE

Notice is hereby given the following ordinance is under review by the Milford Planning Commission and Milford City Council for adoption as so noted:

Ordinance 2015-06

AMENDING AND ADOPTING BY ORDINANCE THE SOUTHEAST MASTER PLAN INCLUDED IN THE 2008 CITY OF MILFORD COMPREHENSIVE PLAN

WHEREAS, pursuant to Title 22-Municipalities, Chapter 7-Planning Commission, Section 7-Establishment; Membership, of the Delaware Code, the City of Milford established a Planning Commission, and

WHEREAS, pursuant to Title 22-Municipalities, Chapter 7-Planning Commission, Section 702-Comprehensive Development Plan, of the Delaware Code, the City of Milford adopted via Ordinance 2011-15 a Comprehensive Plan update on July 11, 2011 to include the addition and implementation of the Southeast Master Plan, and

WHEREAS, the Southeast Master Plan requires revisions to account for physical changes and potential development in the Southeast Planning Area which have occurred in both the built and natural environments of the community; and

WHEREAS, the City of Milford City Manager has prepared and consulted with the Office of State Planning an amendment of the Southeast Master Plan to articulate an amended the overall vision for the Southeast Planning neighborhood's future; and

WHEREAS, the City of Milford Planning Commission held a duly advertised public hearing for public review and comment on the Southeast Master Plan amendment on June 16, 2015 and did recommend approval and adoption of the amendment of the Southeast Master Plan included in the 2008 Comprehensive Plan, and

WHEREAS, the Mayor and City Council held a duly advertised public hearing on the amendment of the Southeast Milford Master Plan included in the 2008 Comprehensive Plan on July 27, 2015 at which time the amendment of the Southeast Master Plan included in the 2008 Comprehensive Plan was reviewed with the public.

NOW, THEREFORE, THE CITY OF MILFORD HEREBY ORDAINS that the amended Southeast Master Plan included in the 2008 Comprehensive Plan is hereby adopted on July 27, 2015 and made effective as the Southeast Master Plan included in the Comprehensive Plan for Milford on this 6th day of August 2015.

Planning Commission Review & Public Hearing: June 16, 2015

City Council Introduction: June 22, 2015

City Council Review & Public Hearing: July 27, 2015

Adoption: July 27, 2015

Effective: August 6, 2015

This ordinance shall take effect and be in force ten days after its adoption.

Additional information may be obtained by contacting the Planning Department at Milford City Hall at 302-424-3712 or via the Planning Department page on the City website at www.cityofmilford.com.

Published: Beacon, 051315

ARTICLE II - Parks and Recreation Rental Rules and Regulations

FOOTNOTE(S):

--- (2) ---

Editor's note—Ord. No. 2014-10, § 3, adopted June 23, 2014, set out provisions intended for use as §§ 2.01—2.05. In order to preserve the style and organization of the Code, and at the editor's discretion, these provisions have been included herein as §§ 165-4—165-8.

§ 165-4. - Purpose.

The purpose of this article is to establish rules and regulations governing the operation and use of park and recreation facilities including established and designated park, picnic areas, buildings and shelters devoted to recreational purposes, athletic fields, bocce ball courts and other recreational areas and facilities, and the parking areas provided in connection therewith which are located within the Milford City limits, for the end and purpose that the public may obtain the maximum enjoyment and utilization thereof in accordance with the purposes intended, and that the facilities may be conserved and protected for the public good.

[Ord. No. 2014-10, § 3, 6-23-2014]

§ 165-5. - Hours.

All public parks, owned and operated by the City of Milford, shall be closed from sunset to sunrise daily, except where otherwise posted or permitted.

Exceptions:

- (1) Bicentennial Park-Persons traveling by foot or bike from the Franklin Street area to the Northeast Front Street area, or reverse, shall only be by direct route and must immediately exit the park upon completion.
 - (a) Persons found congregating, standing, loafing or remaining in the park when required to take the direct route when the park is closed shall be considered in violation of this chapter.
- (2) Parks owned by City of Milford but managed and operated by Milford Little League.
- (3) Any other exception to the hours of operations shall require the approval of City Council.
- (4) Notice of any permitted exception must be provided to the Milford Police Department.

[Ord. No. 2014-10, § 3, 6-23-2014]

§ 165-6. - Rules and regulations.

- A. Patrons shall remove all trash that is brought into the park.
- B. Dogs and other pets are not permitted in the parks during rentals or special events.
- C. Deposit shall be refunded only after buildings, grounds and/or equipment is inspected and found to be clean and without damage.
- D. No alcoholic beverages permitted. Refer to Chapter 77 of the City of Milford Code.
 - (1) Exception and Regulations.

- (a) Alcoholic beverages may be sold and consumed at special events in parks only upon City Council approval of the written request to the City of Milford and receipt of the applicable permit from the State of Delaware Alcoholic Beverage Control Commission.
 - (b) The point of sale and consumption must be within a confined and designated service area with identified entrance/exit and barriers, low fencing, chains and stanchions or similar materials that will serve to define the area and restrict access.
 - (c) No alcohol may be taken outside the confined service area and is strictly prohibited on city streets and sidewalks beyond the boundaries of the designated area as posted by the event organizer.
 - (d) The event organizer is required to provide event identification to those persons twenty-one years of age or older who intend to purchase and consume alcohol at the special event in the park.
 - (e) Underage persons may be present in the confined service area if accompanied by a responsible adult.
 - (f) The Parks and Recreation Director will conduct an on-site inspection prior to the start of the event to ensure compliance with Article II of this code.
 - (g) Persons may only possess and consume alcohol made available at the event. No alcoholic beverages may be brought into the event.
 - (h) For safety reasons, all alcohol beverages must be served and consumed in plastic or paper cups or non-breakable containers.
 - (i) The event organizer must provide temporary or portable toilets. Such number will be determined by the Parks and Recreation Director whose decision will be based on the proposed number of attendees. Such temporary or portable toilets must be removed from the event site within twenty-four hours after the conclusion of the event for which the permit was granted.
 - (j) A security deposit, as determined by the Parks and Recreation Director and based on the anticipated number of participants, shall be paid at the time the organizer enters into an agreement for the use of the park. Security deposit will be refunded only if the area is left in good and undamaged condition and free of litter after a determination by the Parks and Recreation Director. Security deposit shall be forfeited for repair or maintenance time to clean up the area. The security deposit is a separate payment than the rental fee. Refer to 2.03(c).
- E. The Parks and Recreation Director shall determine whether permittee is required to hire Special Duty Police Officers from the Milford Police Department.
 - F. It is the responsibility of the permittee to rent portable restrooms if required.
 - G. Noise levels must comply with Chapter 157 of the City of Milford Code.
 - H. Special event hours are restricted to the following times:
 - (1) Monday-Saturday 9:00 a.m. to dusk.
 - (2) Sunday 1:00 p.m. to 6:00 p.m.
 - I. Fire, health and safety regulations must be obeyed at all times.
 - J. The Parks and Recreation Director reserves the right to refuse any application, revoke any approval of accepted application and/or cancel the proposed event which has been previously approved.

[Ord. No. 2014-10, § 3, 6-23-2014; Ord. No. 2014-14, § 2, 12-18-2014]

§ 165-7 - Application.

The Park, Pavilion or Equipment Reservation Application must be completed and signed by the applicant. Approval by the Milford Parks and Recreation Department is required.

[Ord. No. 2014-10, § 3, 6-23-2014]

§ 165-8. - Hold harmless agreement.

A Hold Harmless Agreement, releasing the City of Milford and its agents from all injury and liability of any kind arising from permittee's use and occupancy of city property must be signed by permittee and received by Milford Parks and Recreation Department before any permit will be issued.

[Ord. No. 2014-10, § 3, 6-23-2014]

Good afternoon Ms. Hudson,

Attached are letters/ itinerary we sent to churches and local businesses.

When we first started Milford Police Department gave out t-shirts, cycling safety instructions. Tthis to help build an relationship with local PD. We plan to include this as very important piece of this years program. Considering what is going on locally and nationally.

We also hand out back to school supplies, in the pass, we were able to hand out 50 bicycle helmets.

We do so much, I have ask my sisters to write a formal letter explaining and describing this ministry that have been ask to more in Sussex county.

Hudson, Terri

From: Portmann, Jeffrey
Sent: Wednesday, July 22, 2015 2:37 PM
To: Hudson, Terri
Subject: 2:30 meeting

Is the meeting still on?

Jeff Portmann
Finance Director
City of Milford
302-424-5141

21st ANNUAL COMMUNITY EVENT TAKE IT TO THE STREETS 2014

FRIDAY JULY 18th 5pm – 9pm

CALLING ALL PASTORS AND CHURCHES!!!!

“MARCH FOR JESUS”

WE WILL BE WALKING THE STREETS OF MILFORD

“RECLAIMING & PROCLAIMING” THE WORD OF THE LORD

WE WILL END THE NIGHT WITH COMMUNITY PRAYER.

ASKING ALL THE FAMILIES THAT HAVE LOST A LOVED ONE

RECENTLY TO ATTEND WE WANT TO

ACKNOWLEDGE/SUPPORT YOUR FAMILY/LOVED ONE AND

PRAY! (Prayer will 7:45pm.... Refreshments will be served)

SATURDAY JULY 19TH

“LET THE GAMES BEGIN”

YOUTH & ADULT GAMES

12PM YOUTH GOSPEL EXPLOSION

5PM EVENING WORSHIP SERVICE

SUNDAY JULY 20TH

SUNDAY MORNING SERVICE 11AM

CHAMPIONSHIP GAMES 1PM

REGISTER YOUR TEAM ASAP!!!!

CONTACT PASTOR JONATHAN DUKES VIA FACEBOOK

Word of Life Community Church, Inc.
And
Calvary Pentecostal Church
“Youth Gospel Explosion 2013”

We are excited present this year’s TAKE IT TO THE STREETS

Take it to the Streets Ministry is a community outreach program that is geared towards building a bridge between the community and the church. This will be the 20th year we have hosted this event in the community. This ministry inspires to bring unity and create a better community by providing activities and various programs for the youth in our respective community.

Please join us this year on this historical event... 20 years of service to the Milford community. We will be recognizing sponsors, pass trophy winners, community leaders and much more. We also will have games and fun and mini Concert on Saturday. As always we will have basketball tournament for all ages.

If you, your team or your church would like to participate please Call Betty Jean Dukes 302-542-1029 or contact us by email wolcc@ymail.com.

The July 13th is last date for registering your team so, hurry because there’s limited space available.

God Bless,

Your humble servant

Pastor Jonathan Dukes

Word of Life Community Church, Inc

Pastor Malissa Dukes

Calvary Pentecostal Church

Slaughter Neck, De Denton, Md., Felton, De. New Church, VA

Milford Interdenominational Ministerial Association (MIMA) Milford, De 19963

Take it to The Streets



Anni- 20th -versary

July 19th 20th 21st

Thursday: Tents setup

Friday:

- Final Registration of Youth teams
- Set up for free food for Youth.
- Pass out tickets to Youth for food.
- Start Youth games

What games can we have for Youth while that wait?

- Finish Youth Games
-Evening service..... (Make Program)
- Close for event by 8pm

Saturday:

- 9am Set up
- 10am First Adult Games
- 1pm Youth Championships
- Continue Adults Games
- 3pm -7pm Praise in the Park

Sunday:

- 10am Set up for Church
- 11am Morning service
- 1pm Championship Games
- 6pm Should be done with games "Ceremony Trophies" given

Things to do:

Bathrooms	Trophies
Games	Clean-up
Tents	Gas

Local Groups

**WORD OF LIFE COMMUNITY CHURCH
KINGDOM WORSHIP MINISTRIES
TAKE IT TO THE STREETS**



II CHRONICLES 7:14

“IF MY PEOPLE WHO ARE CALLED BY MY NAME, SHALL HUMBLE THEMSELVES AND PRAY, AND SEEK MY FACE, AND TURN FROM THERE WICKED WAYS; THEN WILL I HEAR FROM HEAVEN, AND WILL FORGIVE THEIR SINS AND HEAL THEIR LAND”.

PRAYER TO CHANGE A GENERATION

GOD'S SALVATION for each person who has not yet taken the step of committing his or her life to Jesus Christ; that the Good News will be communicated clearly and powerfully to each person

John 3:16

For God so loved the world, that He gave His only begotten Son, whosoever believeth in Him should not perish, but have everlasting life

GOD'S WISDOM to be given to each parent and educator, as well as each church, business, and community leader who is in a position to boldly impact lives for Christ in our community

Proverbs 22:6

Train up a child in the way he should go: and when he is old, he will not depart from it.

GOD'S CONVICTION OF SIN in each person's life, along with a willingness to repent; give and receive forgiveness; and be reconciled to God and others

I John 1:9

If we confess our sins, He is faithful and just to forgive us our sins, and to cleanse us from all righteousness

GOD'S HEALING TOUCH to all who suffer from physical, emotional, or psychological concerns that could prevent them from fully understanding that you are the way of salvation.

Psalms 103:2-3

Bless the Lord, O my soul, and forget not all His benefits: who forvies all your iniquities, Who heals all your diseases

GOD'S POWER to touch each person's heart to respond to him with honor, thanksgiving, and praise

Isaiah 59:1

Behold, the LORD'S hand is not shortened, that it cannot save; neither his ear heavy, that it cannot hear:

SOUL CRY---PRAYERS FOR A LOSS GENERATION

. We pray that You will pour out Your Holy Spirit on a generation that will then cry out, "No Toleration!" to sexual immorality and idolatry.

We pray for a youth revival in which great conviction of sin and Holy cleansing takes place.

God of salvation, raise up youth that will not be ashamed of the Gospel. Let the power of the gospel blaze across this community. We call forth a great Jesus movement.

. We declare that You Father of all fatherhood will release a fathering discipling movement that will bring a fatherless generation into the deep security of sonship and daughtership in God.

We declare that this generation will turn and take a stand for truth and holiness and will not compromise.



Milford Parks & Recreation Department
Park, Pavilion, Boat Dock or Equipment Reservation Application

Jonathan Dukes
Name of applicant Word of Life Comm. → Organization _____
Address 89 88 Greenway Rd City Lincoln State De zip 19960
Phone #: work (day) _____ home _____ cell 302 670-1037 email _____
Pavilion / Park Requested Banneter School Ground (Basketball court)
Date requested July 17-19 Time of event: beginning 9 A.M. ending dark
Type of Event Church Outreach Ministry Anticipated Attendance 100
Singing, Basketball, Church service
Community Activities, i \$150.⁰⁰ plus \$50.⁰⁰ deposit

HOLD HARMLESS AGREEMENT

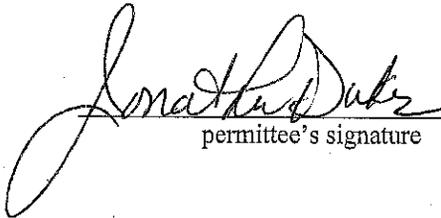
In consideration of the receipt of this permit from Milford Parks and Recreation Department, permittee hereby releases the City of Milford from all injury and liability of any kind arising from permittee's use and occupancy of city property and agrees to indemnify and hold harmless the City of Milford, it's agents, or servants.

In no event shall the City of Milford be liable for any damage or injury to permittee or any agent or employee of permittee or to any person coming upon the premises in connection with the permittees use and occupancy of the premises or equipment.

Permittee acknowledges that it shall reimburse Milford Parks and Recreation Department for any and all damage to City of Milford Property, it's agent's, and or it's servants, as a result of the use and occupancy of the premises or use of equipment (ordinary wear and tear excepted), by permittee, it's agents or servants or by any person coming upon the premises during the permittee's use as an invitee or licensee of the permitted.

Permittee agrees that the rights and obligations under the permit and this agreement shall inure to and be binding on its successors and assigns.

This hold harmless agreement MUST be signed by permittee, and received by Milford Parks and Recreation Department before any permit will be issued.



permittee's signature

6/9/15

date

For office use only :

Deposit Paid _____ Rental Fee Paid _____ Date permit issued _____



Dr. Michael Brinkley, Sr., Apostle – Telephone: (910) 273-9390
Elected Lady Vanessa J. Brinkley, Pastor & Prophetess (347) 500-6861
P. O. Box 50, Lincoln, Delaware 19960
Website: www.graceempowermentministriesde.net

June 8th, 2015

Milford City Counsel
Attn: City Manager
Milford, DE 19963

RE: Memorial Park Rental Request for August 11th, 12th, & 13th, 2015

Dear City Manager,

Grace Empowerment Ministries is requesting a multi-evening usage of the Memorial Park for a Church/Community Open Tent Revival to be held on the dates referenced above. We are expecting approximately 175 to 250 people to be in attendance. We are asking for the rental from 5:30pm to 9:00pm approximately. During these times the following will take place:

5:30pm to 6:00pm	Registration
6:15pm to 6:45pm	Praise and Worship
6:50pm to 8:45pm	Ministering the Gospel of Grace

The decibels for the PA System will be between 52 and 75 as the maximum. We are only trying to broadcast our services to those that are in attendance and not the entire neighborhood as we understand that individual residences are located in the area and we want to maintain respect for them and their families.

If you have any other questions regarding this event, please don't hesitate to contact me at (347) 500-6861. Thanking you in advance for your favorable decision.

Blessings,

Vanessa Johnson Brinkley

Pastor

cc: File

Milford Parks & Recreation Department
Park, Pavilion, Boat Dock or Equipment Reservation Application

Name of applicant Vanessa Johnson-Brinkley Organization Grace Empowerment Ministries
Address P.O. Box 37 City Lenox State DE zip 19960
Phone #: work (day) (347) 500-6861 home _____ cell (347) 500-6861 email kingdombuilder.vj@gmail.com
Pavilion / Park Requested Memorial Park
Date requested Aug 11th, 12th & 13th, 2015 Time of event: beginning 5:30pm ending 9:00pm
Type of Event Open Tent Revival Anticipated Attendance 250

HOLD HARMLESS AGREEMENT

In consideration of the receipt of this permit from Milford Parks and Recreation Department, permittee hereby releases the City of Milford from all injury and liability of any kind arising from permittee's use and occupancy of city property and agrees to indemnify and hold harmless the City of Milford, it's agents, or servants.

In no event shall the City of Milford be liable for any damage or injury to permittee or any agent or employee of permittee or to any person coming upon the premises in connection with the permittees use and occupancy of the premises or equipment.

Permittee acknowledges that it shall reimburse Milford Parks and Recreation Department for any and all damage to City of Milford Property, it's agent's, and or it's servants, as a result of the use and occupancy of the premises or use of equipment (ordinary wear and tear excepted), by permittee, it's agents or servants or by any person coming upon the premises during the permittee's use as an invitee or licensee of the permitted.

Permittee agrees that the rights and obligations under the permit and this agreement shall inure to and be binding on its successors and assigns.

This hold harmless agreement MUST be signed by permittee, and received by Milford Parks and Recreation Department before any permit will be issued.

Vanessa Johnson-Brinkley
permittee's signature

5/28/14
date

For office use only :

Deposit Paid _____ Rental Fee Paid _____ Date permit issued _____

PARKS AND PAVILIONS AVAILABLE: \$50 refundable deposit required

Bicentennial Park Pavilion: *located next to public parking lot on N.E. Front Street*
Capacity: 50 Food: allowed - BBQ's not allowed
Electric: available Available: dawn until dusk
Water: available
Trash: carry in-carry out (you must remove any trash you bring in)
Can be used for ceremonies or small events

\$50
rental

Memorial Park South: *located along the beautiful Mispillion Riverwalk near the Salvation Army and Calvary Methodist Church off of S.E. 2nd Street.*
Capacity: 500 Food: allowed (gas grills only)
Electric: available Available: dawn until dusk
Water: none
Excellent for family reunions, picnics, cookouts, room for games, tents tables and chairs
You can rent the Basketball Court for only \$25 more !

\$75
rental

Marvel Square Park & Pavilion: *located behind the Milford Parks & Recreation Department at 207 Franklin Street*
Capacity: 25 Food: allowed (gas grill only)
Electric: available Available: dawn until dusk
Trash: carry in - carry out
Water: available
Perfect for a child's birthday gathering or small get-together - the kids will love the playground while you enjoy the shade in the pavilion !

\$25
rental

Softball Complex: *located at 4th Streets and Columbia (adjacent to the Little League Complex)*
\$ 50 half day- Trash: carry in carry out
no lights Available: 1/2 day through full weekend
\$ 100 full day A great location for fundraising softball tournaments or corporate
-with lights challenges !

Riverwalk Basketball Court: *Memorial Park South - along the Riverwalk - 1 full court*
\$25

Banneker Basketball Court & Park: *Banneker School Park off of 4th Street & North St. - two courts*
\$50 Grass park area surrounding Basketball Court. Limited parking. NO PARKING allowed at Church of God or Banneker Elementary School.

Warnell Floating Boat Dock: *located along the Mispillion Riverwalk at Columbia & Mispillion Streets.*
\$50 There is some parking is available.

Other Location / equipment _____ Fee _____

RULES & REGULATIONS:

1. Patrons are required to remove all trash that they bring into the park, hence our "CARRY IN - CARRY OUT" trash policy (trash bags are available at the P & R office).
2. Dogs or other pets are **NOT ALLOWED** in the parks during rentals or special events.
3. Your deposit will be refunded if the park is found to be clean and no damage has occurred to the park, facilities or equipment.
4. Parks & pavilions are accessible (this includes the playground).
5. Parking is allowed at the Milford Shopping Center (the Salvation Army does NOT allow any parking near their building)
6. No alcohol allowed.
7. You may be required to hire police to patrol your event.
8. If it is determined that portable toilets are needed, it will be your responsibility to rent them.
9. Special events can only take place from 9am - dusk on Mondays - Saturdays and from 1pm-6pm on Sundays.
10. Noise levels are required to stay within the Milford City Ordinance levels.

PARKS AND PAVILIONS AVAILABLE: \$50 refundable deposit required

Bicentennial Park Pavilion: *located next to public parking lot on N.E. Front Street*

\$50
rental

Capacity: 50 Food: allowed - BBQ's not allowed
Electric: available Available: dawn until dusk
Water: available
Trash: carry in-carry out (you must remove any trash you bring in)
Can be used for ceremonies or small events

Memorial Park South: *located along the beautiful Mispillion Riverwalk near the Salvation Army and Calvary Methodist Church off of S.E. 2nd Street.*

\$75
rental

Capacity: 500 Food: allowed (gas grills only)
Electric: available Available: dawn until dusk
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Excellent for family reunions, picnics, cookouts, room for games, tents
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You can rent the Basketball Court for only \$25 more !

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\$25
rental

Capacity: 25 Food: allowed (gas grill only)
Electric: available Available: dawn until dusk
Trash: carry in - carry out
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Perfect for a child's birthday gathering or small get-together - the kids
will love the playground while you enjoy the shade in the pavilion !

Softball Complex: *located at 4th Streets and Columbia (adjacent to the Little League Complex)*

\$ 50 half day-
no lights
\$ 100 full day
-with lights

Trash: carry in carry out
Available: 1/2 day through full weekend
A great location for fundraising softball tournaments or corporate
challenges !

Riverwalk Basketball Court: *Memorial Park South - along the Riverwalk - 1 full court*

\$25

Banneker Basketball Court & Park: *Banneker School Park off of 4th Street & North St. - two courts*

\$50

Grass park area surrounding Basketball Court. Limited parking. **NO PARKING** allowed at Church of God or Banneker Elementary School.

Warnell Floating Boat Dock: *located along the Mispillion Riverwalk at Columbia & Mispillion Streets.*

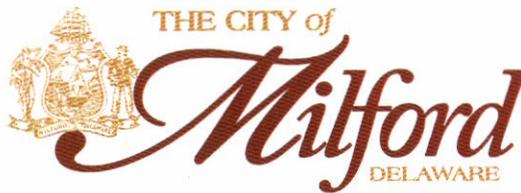
\$50

There is some parking is available.

Other Location / equipment _____ Fee _____

RULES & REGULATIONS:

1. Patrons are required to remove all trash that they bring into the park, hence our "CARRY IN - CARRY OUT" trash policy (trash bags are available at the P & R office).
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10. Noise levels are required to stay within the Milford City Ordinance levels.



OFFICE OF THE CITY MANAGER
HANS MEDLARZ
TELEPHONE 302-424-3712

201 SOUTH WALNUT STREET
MILFORD, DE 19963
FAX 302-424-3558

June 22, 2015

Honorable Mayor and Honorable Members of City Council:

I am pleased to present you with the Fiscal Year 2015-2016 Budget for the City of Milford. This budget covers the General Fund and the various Enterprise Funds for the time period of July 1, 2015 through June 30, 2016 totaling \$42,950,520. The General Fund is balanced with a \$2,500,000 transfer from the Electric Fund in accordance with the Memorandum between the City and the Governor's Office. In addition \$500,000 are transferred from Realty Transfer Tax Fund for public safety purposes. This constitutes the 7th year of Realty Transfer Tax Fund transfers exceeding collection during the previous fiscal year continuing the structural deficit spending in the City's General Fund.

This document serves a number of purposes for the City. First, the budget provides the citizens of Milford with information regarding the operations of the City government and details on how public funds will be utilized throughout the community. Second, the annual budget is used as a managerial tool by the City Manager as well as the City's department heads. The annual spending plan not only serves as a monitoring tool of revenues and expenses for the various departments, but also as a means of evaluation to ensure public resources are used in the most effective and efficient manner.

BUDGET OVERVIEW

The FY 2015-16 budget constitutes an increase of \$1,593,545 or 3.85% over the previous year. It is important to recognize a significant amount of this increase is a result of projected cost increases for purchased power. The property tax rate remains unchanged at \$0.46 per \$100.00 of assessed value. The individual budget increases/decrease for each fund are as follows:

	<u>Increase over FY14-15</u>	<u>% Increase</u>
General Fund	\$252,850	2.94%
Water Fund*	\$1,180	9.76%
Sewer Fund*	\$(343,360)	(7.89)%
Sanitation Fund**	\$23,310	2.14%
Electric Fund***	\$1,402,815	5.69%

*Water & Sewer rates will remain at their current levels for all rate classifications.

**Solid waste rates will be increased by \$0.50 per account per months for the Fiscal Year 2015-2016 and are projected to increase by the same amount for the following two (2) fiscal years.

*** Electric rates will remain at their current levels for all commercial rate classes. A new rate tear was introduced for the residential rate class charging customers the same rate as small commercial accounts for usage over 2500 kWh per month.

The budget includes no new positions for FY 2015-16 however a small number of funded vacancies exist throughout the departments as depicted on the organizational charts presented during the budget meetings. The FY 2015-16 budget includes an overall 2% pay increase for all employees off the respective position's midpoint. The City has a collective bargaining agreement with sworn police officers up to and including the rank of Sergeant which expired June 30, 2014. The City continues the renewal process through the Teamsters Union representing employees of the Police Department covered under the Collective Bargaining Agreement. No funds have been budgeted to cover any monetary obligation beyond the above mentioned 2% pay increase.

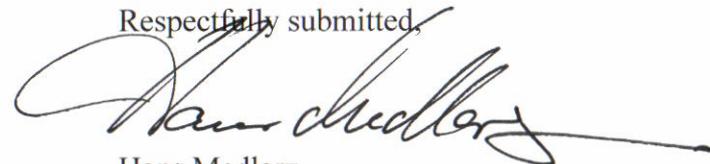
The budget also reflects an approximate 17% increase in health insurance premiums. We were able to partially offset this fiscal impact by switching liability insurance carriers and joining the Delea Founders Insurance Trust for the City's worker's compensation coverage providing a trust backed self-insurance arrangement.

SUMMARY

As you are aware, the City is not immune from the economic conditions affecting all facets out its operation. It is and will continue to be extremely important that the City continue to adhere to sound financial policies and practices. The current fiscal condition of the City is strong however personnel decisions with long reaching consequences need to carefully evaluated in order to maintain the City's fiscal strength.

I would like to extend my appreciation to each of you as elected officials and all department heads for their efforts in the preparation of this document. Specifically, I would like to express a thank you for the efforts of the Chairman of the Finance Committee and the Finance Director who were instrumental in the development of the budget.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Hans Medlarz", with a long, sweeping horizontal stroke extending to the right.

Hans Medlarz
City Manager

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 BUDGET SUMMARY ANALYSIS

DEPARTMENT	OPERATIONS & MAINTENANCE	DEBT SERVICE	CAPITAL	TOTAL EXPENDITURES
GENERAL FUND				
ADMINISTRATION	\$625,660	\$0	\$0	\$625,660
PLANNING & ZONING	\$204,860	\$0	\$0	\$204,860
CODE ENFORCEMENT & INSPECTION	\$218,360	\$0	\$0	\$218,360
FINANCE	\$417,870	\$0	\$6,425	\$424,295
INFORMATION TECHNOLOGY	\$364,490	\$0	\$62,760	\$427,250
POLICE	\$4,361,380	\$0	\$84,000	\$4,445,380
STREETS	\$929,135	\$17,140	\$120,000	\$1,066,275
PARKS & RECREATION	\$839,895	\$0	\$220,000	\$1,059,895
COUNCIL	\$393,945	\$0	\$0	\$393,945
TOTAL GENERAL FUND	\$8,355,595	\$17,140	\$493,185	\$8,865,920
WATER	\$1,340,015	\$978,915	\$583,000	\$2,901,930
SEWER	\$3,162,415	\$557,455	\$286,630	\$4,006,500
SANITATION	\$1,113,855	\$0	\$0	\$1,113,855
ELECTRIC	\$25,082,720	\$344,595	\$635,000	\$26,062,315
TOTAL BUDGET	\$39,054,600	\$1,898,105	\$1,997,815	\$42,950,520

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 REVENUE

GENERAL FUND PAGE 2

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16
101-0000	GENERAL FUND REVENUE			
390-10-10	GENERAL FUND CAPITAL RESERVES	0	0	280,000
390-10-10	GF RESERVES-ECONOMIC DEV. FUNDS	47,299	144,120	173,440
	REAL ESTATE TAX			
311-10-10	PROPERTY TAXES: CURRENT LEVY	3,556,965	3,746,010	3,701,000
311-10-30	PROPERTY TAXES: PENALTIES	25,000	23,000	30,000
319-20-15	REAL ESTATE TRANSFER FEE-POLICE	500,000	500,000	500,000
	TOTAL REAL ESTATE TAXES	4,081,965	4,269,010	4,231,000
	LICENSES & PERMITS			
319-10-10	BUSINESS & MERCANTILE LICENSE	35,000	40,000	35,000
319-10-20	RENTAL LICENSE	85,000	85,000	85,000
322-10-00	BUILDING PERMIT FEES	80,000	60,000	60,000
322-15-00	PLANNING & ZONING FEES	10,000	15,000	15,000
328-10-30	GRASSCUTTING REVENUE	5,000	15,000	16,000
	TOTAL LICENSES & PERMITS	215,000	215,000	211,000
	POLICE DEPARTMENT			
342-10-10	FINES	165,000	150,000	135,000
342-10-60	MISCELLANEOUS REVENUE	3,000	5,000	5,000
342-10-90	ACCIDENT COPIES	9,000	9,000	9,000
342-10-70	STATE POLICE PENSION	130,000	130,000	130,000
342-10-92	SALE OF VEHICLES & EQUIPMENT	5,000	5,000	5,000
342-10-98	SPECIAL DUTY OVERHEAD	3,000	3,000	3,000
342-10-99	SRO OFFICERS SCHOOL FUNDED	0	<u>200,000</u>	<u>200,000</u>
	TOTAL POLICE DEPARTMENT	315,000	502,000	487,000

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 REVENUE

GENERAL FUND PAGE 3

ACCOUNT CODE -----	DESCRIPTION -----	BUDGET FY 13-14 -----	BUDGET FY 14-15 -----	BUDGET FY 15-16 -----
	GENERAL FUND REVENUE			
	MISCELLANEOUS REVENUE			
359-10-20	SPRINT TOWER RENTAL	16,480	16,480	16,480
359-10-25	VERIZON TOWER RENTAL	22,845	22,845	22,845
359-10-30	AT&T TOWER RENTAL	16,800	16,800	16,800
359-10-40	CHESAPEAKE GAS	38,000	38,000	38,000
359-10-50	CATV FRANCHISE FEES	95,000	99,000	100,000
359-10-55	POLE RENTAL FEES-CATV	6,835	6,835	6,835
359-10-60	FIBER OPTIC RENTAL	28,000	28,000	27,540
359-10-65	CEMETERY FUNDS	32,000	32,000	32,000
359-10-99	MISCELLANEOUS REVENUE	1,000	1,000	1,000
361-10-00	EARNINGS ON INVESTMENTS	6,500	6,500	6,500
	TOTAL MISCELLANEOUS REVENUE	263,460	267,460	268,000
391-10-10	OTHER - INTERDEPARTMENTAL	715,480	715,480	715,480
391-10-50	ELECTRIC DIVISION	2,500,000	2,500,000	2,500,000
	TOTAL TRANSFERS- GENERAL FUND	3,215,480	3,215,480	3,215,480
	TOTAL GENERAL FUND REVENUES	8,130,905	8,613,070	8,865,920

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

PAGE 4A-1
 CITY ADMINISTRATION

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
GENERAL GOVERNMENT					
ADMINISTRATION					
101-1010					=
413-10-10	SALARIES & WAGES	252,950	327,430	396,795	=
413-10-11	SALARIES & WAGES-VACATION SELLBACK	2,105	4,250	1,510	=
413-10-30	SALARIES & WAGES-OVERTIME	3,000	3,000	3,000	=
413-30-10	CONTRACT SERVICES	1,000	1,000	1,000	=
413-30-11	CONTRACT SERVICES-TAX ASSESSOR	30,000	30,000	10,000	=
413-30-20	LEGAL SERVICE	17,000	12,000	18,000	=
413-30-30	AUDITING SERVICE	1,000	1,000	1,000	=
413-30-50	ENGINEERING	0	0	12,500	=
413-30-60	RECORDS RETENTION	3,000	5,000	3,340	=
413-40-29	MAINT. & REPAIR - VEHICLE LABOR	900	1,100	1,000	=
413-40-30	MAINT. & REPAIR - VEHICLE	1,550	250	250	=
413-50-20	INSURANCE & BONDING	6,315	7,200	5,815	=
413-50-31	CELLPHONE	1,000	1,200	1,200	=
413-50-40	ADVERTISING & PRINTING	16,000	16,000	16,500	=
413-50-61	WEBSITE MAINTENANCE	0	0	3,100	=
413-50-62	CAMA SOFTWARE	6,000	6,500	6,500	=
413-50-90	TRAINING	5,000	5,000	5,000	=
413-60-10	MATERIALS & SUPPLIES	5,000	5,500	4,000	=
413-60-11	GENERAL EXPENSE	7,000	8,000	8,000	=
413-60-12	COMPUTER	3,000	0	6,500	=
413-60-13	COPIER	1,700	3,000	3,000	=
413-60-15	POSTAGE	900	2,000	400	=
413-60-17	GASOLINE & OIL	2,800	2,800	3,000	=
413-67-11	DISCRETIONARY FUNDS	25,000	25,000	0	=
413-90-80	COST ALLOCATION-CITY HALL BUILDING	19,900	20,510	10,800	=
	TOTAL ADMIN. GEN. EXPENSE	412,120	487,740	522,210	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

PAGE 4A-2
 CITY ADMINISTRATION

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
101-1010	GENERAL GOVERNMENT EMPLOYEE BENEFITS				=
413-20-10	MEDICAL	39,425	38,570	29,205	=
413-20-20	SOCIAL SECURITY	19,610	25,715	29,675	=
413-20-30	RETIREMENT	33,175	39,065	30,335	=
413-20-50	UNEMPLOYMENT COMPENSATION	960	2,265	1,800	=
413-20-60	WORKMAN'S COMPENSATION	1,200	1,865	1,195	=
413-20-70	GROUP LIFE INSURANCE	2,795	4,295	2,820	=
413-20-80	RETIREE MEDICAL BENEFITS	0	0	8,420	=
	TOTAL EMPLOYEE BENEFITS	97,165	111,775	103,450	=
	TOTAL GEN. GOV'T. - O & M	509,285	599,515	625,660	=
413-70-40	CAPITAL-EQUIPMENT	0	0	0	=
	TOTAL GENERAL GOV. CAPITAL	0	0	0	=
	TOTAL GENERAL GOVERNMENT	509,285	599,515	625,660	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

PAGE 4B-1
 PLANNING & ZONING

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
101-1035	GENERAL GOVERNMENT ADMINISTRATION				=
419-10-10	SALARIES & WAGES	84,240	105,475	115,435	=
419-10-30	SALARIES & WAGES-OVERTIME	3,500	3,500	3,500	=
419-30-20	LEGAL SERVICE	7,500	10,000	9,000	=
419-30-30	AUDITING SERVICE	1,000	1,000	1,000	=
419-30-50	ENGINEERING	3,500	4,000	8,000	=
419-40-29	MAINT. & REPAIR - VEHICLE LABOR	500	1,000	500	=
419-40-30	MAINT. & REPAIR - VEHICLES	250	500	250	=
419-50-20	INSURANCE & BONDING	840	955	630	=
419-50-31	CELLPHONE	800	800	700	=
419-50-90	TRAINING	1,500	5,000	5,000	=
419-60-10	MATERIALS & SUPPLIES	2,000	2,000	1,000	=
419-60-11	GENERAL EXPENSE	1,000	1,000	500	=
419-60-12	COMPUTER	0	4,500	2,000	=
419-60-13	COPIER	1,700	0	0	=
419-60-15	POSTAGE	1,000	500	250	=
419-60-17	GASOLINE & OIL	300	1,000	500	=
419-90-80	BUILDING MAINT.-XFER TO CITY HALL	9,950	10,255	10,800	=
	TOTAL ADMIN. GEN. EXPENSE	119,580	151,485	159,065	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

PAGE 4B-2
 PLANNING & ZONING

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
101-1035	GENERAL GOVERNMENT EMPLOYEE BENEFITS				=
419-20-10	MEDICAL	18,070	29,475	21,790	=
419-20-20	SOCIAL SECURITY	6,530	8,285	9,145	=
419-20-30	RETIREMENT	10,855	11,430	12,075	=
419-20-50	UNEMPLOYMENT COMPENSATION	620	985	835	=
419-20-60	WORKMAN'S COMPENSATION	415	595	595	=
419-20-70	GROUP LIFE INSURANCE	870	1,245	1,355	=
	TOTAL EMPLOYEE BENEFITS	37,360	52,015	45,795	=
	TOTAL GEN. GOV'T. - O & M	156,940	203,500	204,860	=
419-70-40	CAPITAL-EQUIPMENT	0	0	0	=
	TOTAL GENERAL GOV. CAPITAL	0	0	0	=
	TOTAL GENERAL GOVERNMENT	156,940	203,500	204,860	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

PAGE 4C-1
 CODE ENFORCEMENT & INSPECTION

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
101-1045	GENERAL GOVERNMENT ADMINISTRATION				=
429-10-10	SALARIES & WAGES	106,435	108,985	111,975	=
429-10-30	SALARIES & WAGES-TEMPORARY WAGES	3,500	3,500	0	=
429-10-30	SALARIES & WAGES-OVERTIME	1,000	1,000	2,500	=
429-30-20	LEGAL SERVICE	4,000	3,000	3,000	=
429-30-30	AUDITING SERVICE	1,000	1,000	1,000	=
429-30-50	ENGINEERING	1,000	1,000	1,000	=
429-40-29	MAINT. & REPAIR - VEHICLE LABOR	1,500	1,500	1,500	=
429-40-30	MAINT. & REPAIR - VEHICLES	1,000	1,000	1,000	=
429-50-20	INSURANCE & BONDING	1,930	2,200	1,440	=
429-50-31	CELLPHONE	1,200	1,200	1,200	=
429-50-90	TRAINING	3,000	3,000	5,000	=
429-60-10	MATERIALS & SUPPLIES	2,500	2,500	2,500	=
429-60-11	GENERAL EXPENSE	3,000	2,500	2,500	=
429-60-15	POSTAGE	2,500	2,500	2,500	=
429-60-17	GASOLINE & OIL	2,000	1,500	1,500	=
429-60-18	UNIFORMS	1,000	1,000	1,000	=
429-68-10	DEMOLITIONS	4,000	13,000	16,000	=
429-68-20	PROPERTY MAINTENANCE	16,000	16,000	16,000	=
429-90-80	BUILDING MAINT.-XFER TO CITY HALL BLDG.	0	0	10,800	=
	TOTAL ADMIN. GEN. EXPENSE	156,565	166,385	182,415	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

PAGE 4C-2
 CODE ENFORCEMENT & INSPECTION

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
101-1045	GENERAL GOVERNMENT EMPLOYEE BENEFITS				=
429-20-10	MEDICAL	10,955	10,995	12,955	=
429-20-20	SOCIAL SECURITY	8,295	8,485	8,815	=
429-20-30	RETIREMENT	11,110	11,225	11,315	=
429-20-50	UNEMPLOYMENT COMPENSATION	620	985	835	=
429-20-60	WORKMAN'S COMPENSATION	615	715	705	=
429-20-70	GROUP LIFE INSURANCE	1,255	1,285	1,320	=
	TOTAL EMPLOYEE BENEFITS	32,850	33,690	35,945	=
	TOTAL GEN. GOV'T. - O & M	189,415	200,075	218,360	=
429-70-42	CAPITAL-VEHICLE	0	0	0	=
	TOTAL GENERAL GOV. CAPITAL	0	0	0	=
	TOTAL GENERAL GOVERNMENT	189,415	200,075	218,360	=

**CITY OF MILFORD
BUDGET FISCAL YEAR 2015-2016
EXPENDITURES**

CITY HALL BUILDING : O&M PAGE 5

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
225-6320	CITY HALL COST ALLOCATION				=
481-30-10	CONTRACT SERVICES	6,000	6,000	3,000	=
481-30-15	CLEANING SERVICE	6,500	6,500	6,500	=
481-30-30	AUDITING SERVICES	1,000	1,000	1,000	=
481-40-31	BUILDING MAINT. & REPAIRS	16,500	15,000	15,000	=
481-50-30	TELEPHONE	2,500	2,500	2,500	=
481-60-10	MATERIALS & SUPPLIES	2,500	2,000	1,000	=
481-60-14	POSTAGE MACHINE	1,500	1,230	1,230	=
481-60-22	ELECTRIC	14,000	16,000	16,000	=
481-60-23	WATER	1,200	1,300	1,400	=
481-60-24	FUEL OIL	8,000	10,000	10,000	=
	CITY HALL BUILDING EXPENSES	59,700	61,530	57,630	=
225-0000					=
331-10-01	LESS INTERSERVICE BILLING-CITY ADMIN.	(19,900)	(20,510)	(10,800)	=
331-10-02	LESS INTERSERVICE BILLING-CITY COUNCIL	(19,900)	(20,510)	(19,230)	=
331-10-03	LESS INTERSERVICE BILLING-CODE ENF.	0	0	(10,800)	=
331-10-04	LESS INTERSERVICE BILLING-IT	(9,950)	(10,255)	(6,000)	=
331-10-05	LESS INTERSERVICE BILLING-P&Z	(9,950)	(10,255)	(10,800)	=
	NET CITY HALL COST	0	0	0	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
GENERAL GOVERNMENT					
101-1310	ADMINISTRATION				=
415-10-10	SALARIES & WAGES	255,260	266,830	269,920	=
415-10-11	SALARIES & WAGES-VACATION SELLBACK	4,030	4,110	4,255	=
415-30-10	CONTRACT SERVICES	3,000	10,000	10,000	=
415-30-15	CLEANING SERVICES	8,500	9,000	9,000	=
415-30-30	AUDITING SERVICE	1,000	1,000	1,000	=
415-40-29	MAINT. & REPAIR-VEHICLE LABOR	300	500	500	=
415-40-30	MAINT. & REPAIR-VEHICLE	300	500	500	=
415-50-20	INSURANCE & BONDING	840	960	630	=
415-50-30	TELEPHONE	1,600	1,700	1,800	=
415-50-31	CELLPHONE	1,000	1,200	1,200	=
415-50-90	TRAINING	8,000	8,000	6,000	=
415-60-10	MATERIALS & SUPPLIES	8,000	8,000	8,000	=
415-60-11	GENERAL EXPENSE	2,000	2,000	2,000	=
415-60-12	COMPUTER	4,000	4,000	4,000	=
415-60-13	COPIER	1,000	1,000	1,000	=
415-60-15	POSTAGE	2,500	2,500	2,750	=
415-60-17	GAS & OIL	200	500	250	=
					=
	TOTAL ADMIN. GEN. EXPENSE	301,530	321,800	322,805	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16
GENERAL GOVERNMENT				
EMPLOYEE BENEFITS				
415-20-10	MEDICAL	24,585	20,825	24,540
415-20-20	SOCIAL SECURITY	20,580	21,470	21,805
415-20-30	RETIREMENT	32,155	33,240	32,835
415-20-50	UNEMPLOYMENT COMPENSATION	1,240	1,965	1,665
415-20-60	WORKMAN'S COMPENSATION	865	1,030	825
415-20-70	GROUP LIFE INSURANCE	3,010	3,150	3,170
TOTAL EMPLOYEE BENEFITS		82,435	81,680	84,840
FINANCE BUILDING				
415-40-31	MAINTENANCE & REPAIRS	5,000	5,000	5,000
415-60-22	ELECTRIC	5,000	5,000	5,000
415-60-23	WATER	225	225	225
TOTAL MUN. BLDG. GEN. EXP		10,225	10,225	10,225
TOTAL GEN. GOV'T. - O & M		394,190	413,705	417,870
415-70-40	CAPITAL-EQUIPMENT	0	0	6,425
TOTAL GENERAL GOV. CAPITAL		0	0	6,425
TOTAL GENERAL GOVERNMENT		394,190	413,705	424,295

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

PAGE 7A
 INFORMATION TECHNOLOGY

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16
GENERAL GOVERNMENT				
101-1510	ADMINISTRATION			
418-10-10	SALARIES & WAGES	116,145	119,145	121,265
418-10-11	SALARIES & WAGES-VACATION SELLBACK	1,485	1,515	1,545
418-30-10	CONTRACT SERVICES	9,700	9,700	1,150
418-30-30	AUDITING	1,000	1,000	1,000
418-40-29	MAINT. & REPAIR - VEHICLE LABOR	500	500	500
418-40-30	MAINT. & REPAIR - VEHICLE	300	500	500
418-50-20	INSURANCE & BONDING	840	960	630
418-50-30	TELEPHONE	300	300	300
418-50-31	CELLPHONE	1,000	1,350	1,200
418-50-60	SOFTWARE MAINTENANCE	110,000	112,000	117,000
418-50-61	WEBSITE MAINTENANCE	8,600	8,600	0
418-50-90	TRAINING	7,000	7,000	5,000
418-60-10	MATERIALS & SUPPLIES	5,000	6,000	6,000
418-60-11	GENERAL EXPENSE	500	500	500
418-60-12	COMPUTER	30,000	30,000	35,000
418-60-17	GASOLINE & OIL	700	700	700
	TOTAL ADMIN. GEN. EXPENSE	293,070	299,770	292,290

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

PAGE 7B
 INFORMATION TECHNOLOGY

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16
101-1510	GENERAL GOVERNMENT EMPLOYEE BENEFITS			
418-20-10	MEDICAL	33,150	33,275	39,220
418-20-20	SOCIAL SECURITY	9,055	9,455	9,595
418-20-30	RETIREMENT	14,635	14,845	14,755
418-20-50	UNEMPLOYMENT COMPENSATION	620	980	835
418-20-60	WORKMAN'S COMPENSATION	395	460	370
418-20-70	GROUP LIFE INSURANCE	1,375	1,405	1,425
	TOTAL EMPLOYEE BENEFITS	59,230	60,420	66,200
	MUNICIPAL BUILDING			
418-40-31	COST ALLOCATION-CITY HALL BUILDING	9,950	10,255	6,000
	TOTAL GEN. GOV'T. - O & M	362,250	370,445	364,490
418-70-40	CAPITAL-EQUIPMENT	50,000	85,430	62,760
	TOTAL GENERAL GOV. CAPITAL	50,000	85,430	62,760
	TOTAL GENERAL GOVERNMENT	412,250	455,875	427,250

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
101-1610	POLICE DEPARTMENT	-----	-----	-----	=
421-10-10	SALARIES & WAGES-SWORN OFFICERS	1,826,730	1,862,800	1,886,195	=
421-10-11	SALARIES & WAGES-VACATION SELLBACK	13,880	12,555	10,810	=
421-10-30	SALARIES & WAGES-OFFICERS OVERTIME	148,875	148,875	148,875	=
421-10-31	SALARIES & WAGES-SPECIAL DUTY RADAR	15,000	15,000	15,000	=
421-10-35	SALARIES & WAGES-OFFICERS COURT/ STANDBY	40,000	30,000	35,000	=
421-10-50	SALARIES & WAGES-OFFICERS ON CALL	56,135	55,000	55,000	=
421-10-55	SALARIES & WAGES-SHIFT DIFFERENTIAL.	16,000	16,000	16,000	=
421-11-10	SALARIES & WAGES-CIVILIAN	383,185	380,500	390,765	=
421-11-11	SALARIES & WAGES-VACATION SELLBACK	3,230	2,355	2,400	=
421-11-30	SALARIES & WAGES-CIVILIAN OVERTIME	29,935	29,935	30,000	=
421-11-55	SALARIES & WAGES-SHIFT DIFFERENTIAL	4,800	4,800	4,800	=
421-12-10	SALARIES & WAGES-CROSS. GUARDS	8,925	10,300	10,300	=
421-13-10	SALARIES & WAGES-SEASONAL CADETS	10,000	10,000	10,000	=
421-30-10	CONTRACT SERVICES	44,240	44,240	27,500	=
421-30-20	LEGAL EXPENSE	25,000	25,000	25,000	=
421-30-30	AUDITING	5,000	5,000	5,000	=
421-50-20	INSURANCE	43,840	49,860	38,380	=
421-50-30	TELEPHONE	7,500	7,500	7,500	=
421-50-30	CELLPHONE	11,500	12,500	14,900	=
421-50-40	ADVERTISING & PRINTING	5,000	5,000	5,000	=
421-50-90	TRAINING	35,000	35,000	39,000	=
421-60-10	MATERIALS & SUPPLIES	20,000	20,000	20,000	=
421-60-11	GENERAL EXPENSE	5,000	5,000	5,000	=
421-60-18	UNIFORMS & EQUIPMENT	30,000	30,000	32,500	=
421-60-19	RADIO	1,000	1,000	0	=
421-65-11	SENIOR PATROL	2,000	1,000	1,000	=
421-65-13	CRIMINAL INVESTIGATION FUND	2,000	2,500	2,500	=
421-65-14	COMMUNITY POLICING	6,000	4,000	3,000	=
421-65-15	CADET SEASONAL OFFICER SUPPLIES	4,000	4,000	4,000	=
421-65-16	K-9 UNIT EXPENSE	3,000	3,500	3,500	=
421-65-17	SPECIAL OPS GROUP EXPENSE	<u>7,500</u>	<u>7,500</u>	<u>7,500</u>	=
	TOTAL POLICE GEN. SERV. EXPENSE	2,814,275	2,840,720	2,856,425	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
101-1610	POLICE DEPARTMENT EMPLOYEE BENEFITS				=
421-20-10	MEDICAL	471,760	450,715	526,675	=
421-20-20	SOCIAL SECURITY	196,150	198,980	201,070	=
421-20-30	RETIREMENT	406,685	396,830	395,680	=
421-20-50	UNEMPLOYMENT COMPENSATION	13,470	21,630	18,380	=
421-20-60	WORKMAN'S COMPENSATION	120,665	138,760	121,455	=
421-20-70	GROUP LIFE INSURANCE	<u>25,640</u>	<u>26,220</u>	<u>26,530</u>	=
	TOTAL EMPLOYEE BENEFITS	1,234,370	1,233,135	1,289,790	=
	VEHICLE EXPENSE				=
421-40-29	MAINTENANCE-GARAGE LABOR	28,000	31,000	31,000	=
421-40-30	MAINTENANCE-PARTS & REPAIRS	25,000	25,000	25,000	=
421-50-21	INSURANCE	25,160	28,615	18,865	=
421-60-17	GASOLINE & OIL	<u>95,000</u>	<u>85,000</u>	<u>70,000</u>	=
	TOTAL VEHICLE EXPENSE	173,160	169,615	144,865	=
	HEADQUARTERS EXPENSE				=
421-40-31	MAINTENANCE & REPAIR BUILDING	10,000	10,000	12,000	=
421-40-32	MAINTENANCE/REPAIR OF EQUIPMENT	11,000	11,000	15,000	=
421-50-60	SOFTWARE MAINTENANCE-CAD	0	0	0	=
421-60-12	COMPUTERS	7,000	7,000	7,000	=
421-60-13	COPIERS	2,500	2,500	2,000	=
421-60-15	POSTAGE	2,000	1,500	1,500	=
421-60-22	ELECTRIC	23,000	22,000	20,000	=
421-60-23	WATER	2,800	2,800	2,800	=
421-60-24	FUEL OIL	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	=
	TOTAL HEADQUARTERS EXPENSE	68,300	66,800	70,300	=
	POLICE CAPITAL				=
421-70-40	CAPITAL-EQUIPMENT	40,185	50,000	10,000	=
421-70-42	CAPITAL-VEHICLES	<u>67,625</u>	<u>71,200</u>	<u>74,000</u>	=
	TOTAL POLICE CAPITAL	107,810	121,200	84,000	=
	TOTAL POLICE BUDGET	4,397,915	4,431,470	4,445,380	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16
101-1810	STREETS & GROUNDS DIVISION			
431-10-10	SALARIES & WAGES	260,865	268,845	275,815
431-10-10	SALARIES & WAGES-VACATION SELLBACK	2,405	2,455	2,510
431-10-20	SALARIES & WAGES-TEMPORARY	1,000	1,000	1,000
431-10-30	SALARIES & WAGES-OVERTIME	8,000	8,000	8,000
431-10-50	SALARIES & WAGES-ON CALL	10,500	10,500	10,500
431-30-10	CONTRACT SERVICES	7,500	57,500	58,000
431-30-30	AUDITING	2,000	2,000	2,000
431-30-50	ENGINEERING SERVICES	20,000	15,000	10,000
431-40-29	MAINT. & REPAIRS - VEHICLE LABOR	27,000	29,000	29,000
431-40-30	MAINT. & REPAIRS - VEHICLES	35,000	35,000	40,000
431-50-20	INSURANCE	20,165	22,935	16,545
431-50-30	TELEPHONE	500	500	500
431-50-31	CELLPHONE	1,700	1,800	1,800
431-50-40	ADVERTISING & PRINTING	500	1,000	1,500
431-50-90	TRAINING	1,000	1,000	1,000
431-60-10	MATERIALS & SUPPLIES	7,000	7,000	7,000
431-60-11	GENERAL EXPENSE	500	500	500
431-60-12	COMPUTER	0	2,000	0
431-60-17	GASOLINE & OIL	23,000	25,000	25,000
431-60-18	UNIFORMS & EQUIPMENT	4,500	5,600	5,800
431-60-70	STREET SIGNS & MARKERS	10,000	10,000	15,000
431-60-71	STREET & ROAD MATERIALS	25,000	25,000	35,000
431-60-72	SNOW & ICE REMOVAL	20,000	27,000	20,000
431-60-73	STORM SEWERS & DRAINS	8,000	8,000	10,000
431-60-75	SIDEWALKS & CURBS	25,000	25,000	30,000
431-60-76	STREET LIGHTS	92,000	92,000	92,000
431-90-80	TRANSFER TO PUBLIC WORKS	43,970	51,740	52,060
	TOTAL S & G GEN. EXPENSE	657,105	735,375	750,530

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
101-1810	STREETS & GROUNDS DIVISION EMPLOYEE BENEFITS				=
431-20-10	MEDICAL	85,170	76,440	98,920	=
431-20-20	SOCIAL SECURITY	21,735	22,440	22,915	=
431-20-30	RETIREMENT	30,805	31,290	30,960	=
431-20-50	UNEMPLOYMENT COMPENSATION	2,015	3,190	2,710	=
431-20-60	WORKMEN'S COMPENSATION	13,390	15,695	14,160	=
431-20-70	GROUP LIFE INSURANCE	2,870	2,955	3,040	=
	TOTAL EMPLOYEE BENEFITS	155,985	152,010	172,705	=
	BUILDING EXPENSES				=
431-40-31	MAINTENANCE & REPAIR BUILDING	1,000	1,000	1,000	=
431-60-22	ELECTRIC	4,000	4,500	4,500	=
431-60-23	WATER	300	400	400	=
	TOTAL BUILDING EXPENSE	5,300	5,900	5,900	=
	TOTAL S & G DIVISION O & M	818,390	893,285	929,135	=
431-70-40	CAPITAL-EQUIPMENT	0	20,000	0	=
431-70-42	CAPITAL-VEHICLES	0	60,000	120,000	=
431-70-44	CAPITAL-STREETS	55,000	0	0	=
431-80-10	1996 BOND DEBT-PRINCIPAL	42,160	17,720	14,665	=
431-80-11	1996 BOND DEBT-INTEREST	3,400	2,800	2,475	=
	TOTAL S & G DIV. CAPITAL & DEBT	100,560	100,520	137,140	=
	TOTAL S & G DIVISION	918,950	993,805	1,066,275	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

GENERAL FUND PAGE 12

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
101-1910	PARKS & RECREATION				=
451-10-10	SALARIES & WAGES	274,860	320,060	303,235	=
451-10-11	SALARIES & WAGES-VACATION SELLBACK	2,610	2,670	2,725	=
451-10-15	SALARIES -SUMMER PLAYGROUND	14,000	14,000	14,000	=
451-10-20	SALARIES -TEMPORARY WAGES	70,000	70,000	70,000	=
451-10-22	SALARIES -TEMP. WAGES CEMETERY	32,000	32,000	32,000	=
451-30-10	CONTRACT SERVICES	20,000	20,000	20,000	=
451-30-11	BOYS AND GIRLS CLUB RENTAL	29,000	30,000	31,000	=
451-30-20	LEGAL	1,000	1,000	1,000	=
451-30-30	AUDITING	2,000	2,000	2,000	=
451-30-50	ENGINEERING	2,000	2,000	2,000	=
451-40-29	MAINT. & REPAIR-VEHICLES LABOR	18,000	19,000	19,000	=
451-40-30	MAINT. & REPAIR-VEHICLES	15,000	15,000	15,000	=
451-40-31	MAINTENANCE & REPAIRS-BUILDING	8,000	8,000	17,800	=
451-40-34	MAINT. & REPAIR OF FACILITIES	70,000	75,000	80,000	=
451-50-20	INSURANCE	13,060	15,050	11,300	=
451-50-30	TELEPHONE	800	900	950	=
451-50-31	CELLPHONE	1,000	1,450	1,450	=
451-50-40	ADVERTISING & PRINTING	3,500	3,500	3,500	=
451-50-60	SOFTWARE MAINTENANCE	2,800	2,815	2,915	=
451-50-90	TRAINING	500	500	3,000	=
451-60-10	MATERIALS & SUPPLIES	3,000	3,000	3,000	=
451-60-11	GENERAL EXPENSES	1,000	1,000	1,000	=
451-60-12	COMPUTER	2,000	4,000	0	=
451-60-13	COPIER	2,000	2,500	2,500	=
451-60-15	POSTAGE	1,000	800	800	=
451-60-17	GASOLINE & OIL	19,000	19,000	16,000	=
451-60-22	ELECTRIC	8,500	9,000	10,000	=
451-60-23	WATER	12,000	11,000	12,000	=
451-60-24	FUEL OIL	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	=
	TOTAL P&R GENERAL EXPENSE:	633,630	690,245	683,175	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
101-1910	PARKS & RECREATION				=
	EMPLOYEE - BENEFITS				=
451-20-10	MEDICAL	54,205	56,325	61,025	=
451-20-20	SOCIAL SECURITY	22,980	26,500	25,080	=
451-20-30	RETIREMENT	31,670	35,000	34,695	=
451-20-50	UNEMPLOYMENT COMPENSATION	2,255	3,825	2,815	=
451-20-60	WORKMAN'S COMPENSATION	11,980	16,065	13,290	=
451-20-70	GROUP LIFE INSURANCE	3,245	3,780	3,565	=
451-20-80	RETIREE HEALTH INSURANCE	0	0	16,250	=
	TOTAL P&R EMPLOYEE BENEFITS	126,335	141,495	156,720	=
	TOTAL P&R OPERATIONAL EXPENSES:	759,965	831,740	839,895	=
	PARKS & RECREATION CAPITAL				=
451-70-20	CAPITAL-BUILDING	0	0	7,000	=
451-70-40	CAPITAL-EQUIPMENT	24,000	22,000	53,000	=
451-70-50	CAPITAL-PARKS	20,000	120,000	160,000	=
	TOTAL P&R CAPITAL	44,000	142,000	220,000	=
201-7010	PARKS & RECREATION ENTERPRISE FUND				=
347-10-10	EXPENDITURES	100,000	100,000	100,000	=
451-69-10	ENTERPRISE PROGRAM REVENUES	(100,000)	(100,000)	(100,000)	=
	TOTAL P&R ENTERPRISE EXPENSE	0	0	0	=
	TOTAL PARKS & REC. BUDGET	803,965	973,740	1,059,895	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

GENERAL FUND PAGE 14

ACCOUNT CODE	DESCRIPTION	BUDGET FY13-14	BUDGET FY14-15	BUDGET FY15-16
GENERAL GOVERNMENT				
101-1110	COUNCIL			
411-10-10	SALARIES & WAGES-COUNCIL	16,000	16,000	16,000
411-10-10	SALARIES & WAGES-MEETING TRANSCRIPTION	14,000	14,000	14,000
411-20-20	SOCIAL SECURITY	1,225	1,225	1,225
411-30-10	CONTRACT SERV.-RECORDING EQUIP.	1,250	1,250	1,250
411-30-20	LEGAL	20,000	20,000	20,000
411-40-31	CITY HALL BUILDING EXPENSES	19,900	20,510	19,230
411-68-11	PUBLIC OFFICIALS & LIABILITY INSURANCE	27,220	31,000	32,990
411-68-13	COUNCIL EXPENSE	17,000	17,000	17,000
411-68-14	EMPLOYEE RECOGNITION	9,000	9,000	9,000
411-68-15	CODIFICATION	4,000	4,000	4,000
411-68-16	CARLISLE FIRE COMPANY	151,000	140,000	140,000
411-68-17	MUSEUM	26,000	26,000	26,000
411-68-19	DOWNTOWN MILFORD INC.	40,000	40,000	40,000
411-68-22	CEMETERY EXPENSE	5,000	5,000	5,000
411-68-37	ARMORY EXPENSE	0	20,000	20,000
411-68-38	DEDO/DOWNTOWN PLANNING GRANT	0	0	23,250
101-1210	ELECTIONS			
414-10-10	SALARIES-ELECTIONS	4,000	4,000	4,000
414-60-12	SUPPLIES-ELECTIONS	1,000	1,000	1,000
TOTAL COUNCIL AND ELECTIONS O & M		356,595	369,985	393,945
TOTAL GENERAL FUND BUDGET		8,130,905	8,613,070	8,865,920

**CITY OF MILFORD
BUDGET FISCAL YEAR 2015-2016
REVENUES**

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
202-2020	WATER DIVISION				=
344-10-10	SERVICE BILLINGS	2,350,000	2,500,000	2,600,000	=
344-10-20	LATE PENALTIES	4,000	4,000	3,500	=
344-10-40	CONNECT AND RECONNECT FEES	15,000	20,000	20,000	=
344-10-45	NEW METER CONNECTIONS	7,000	6,000	8,000	=
359-10-99	MISCELLANEOUS	500	500	500	=
361-10-00	EARNINGS ON INVESTMENTS	2,500	2,500	3,500	=
390-20-10	TRANSFER FROM CAPITAL RESERVES	287,000	111,000	266,430	=
	TOTAL WATER REVENUES	2,666,000	2,644,000	2,901,930	=
203-3030	WASTEWATER DIVISION				=
344-10-09	KENT COUNTY COST ADJUSTMENTS	1,464,600	1,700,000	1,700,000	=
344-10-10	SERVICE BILLINGS	2,030,000	2,300,000	2,300,000	=
344-10-20	PENALTIES	6,300	6,500	5,000	=
361-10-00	EARNINGS ON INVESTMENTS	775	750	1,500	=
390-10-10	TRANSFER FROM CAPITAL RESERVES	348,595	342,610	0	=
	TOTAL WASTEWATER REVENUES	3,850,270	4,349,860	4,006,500	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

WATER FUND: O&M PAGE 16

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
202-2020	WATER DIVISION				=
432-10-10	SALARIES WAGES	178,275	158,615	172,710	=
432-10-11	SALARIES WAGES-VACATION SELLBACK	0	0	1,145	=
432-10-30	SALARIES WAGES-OVERTIME	14,015	15,875	15,875	=
432-10-50	SALARIES WAGES-ON CALL	15,550	13,800	13,800	=
432-30-10	CONTRACT SERVICES	45,000	45,000	45,000	=
432-30-20	LEGAL EXPENSES	2,500	2,500	2,500	=
432-30-30	AUDITING	14,000	8,000	8,000	=
432-30-50	ENGINEERING	15,000	20,000	20,000	=
432-40-11	WATER METERS	49,000	49,000	49,000	=
432-40-11	WELLS	80,000	80,000	80,000	=
432-40-12	MAINS	75,000	30,000	30,000	=
432-40-13	CHEMICALS	70,000	95,000	95,000	=
432-40-14	SERVICE CONNECTIONS	10,000	12,000	12,000	=
432-40-15	PUMPING - POWER PURCHASED	225,000	210,000	210,000	=
432-40-29	MAINT. & REPAIR - VEHICLE LABOR	10,000	10,000	8,000	=
432-40-30	MAINT. & REPAIR - VEHICLES	6,500	8,000	8,000	=
432-40-31	MAINT. & REPAIR - BUILDING	8,000	8,000	8,000	=
432-40-34	MAINT. & REPAIR - WATER TOWERS	52,650	52,650	52,650	=
432-50-19	MAINT. & REPAIR - SCADA	10,000	10,000	10,000	=
432-50-20	INSURANCE	18,310	20,825	16,780	=
432-50-30	TELEPHONE	3,000	3,000	3,000	=
432-50-31	CELLPHONE	5,700	5,700	5,700	=
432-50-40	ADVERTISING & PRINTING	1,000	1,000	1,000	=
432-50-90	TRAINING	2,500	2,500	2,500	=
432-60-10	MATERIALS & SUPPLIES	8,000	8,000	8,000	=
432-60-11	GENERAL EXPENSE	1,650	1,650	1,650	=
432-60-17	GASOLINE & OIL	10,000	10,000	10,000	=
432-60-18	UNIFORMS	2,700	2,700	2,700	=
432-69-41	ECONOMIC INCENTIVE REBATE	20,000	20,000	7,000	=
					=
	TOTAL WATER DIVISION O&M EXP	953,350	903,815	900,010	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

WATER FUND: O&M PAGE 17

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
202-2020	WATER DIVISION				=
	EMPLOYEE BENEFITS				=
432-20-10	MEDICAL	41,560	45,460	57,940	=
432-20-20	SOCIAL SECURITY	16,075	14,490	15,595	=
432-20-30	RETIREMENT	21,725	19,580	20,510	=
432-20-50	UNEMPLOYMENT COMPENSATION	1,240	1,720	1,540	=
432-20-60	WORKMEN'S COMPENSATION	9,875	10,200	9,710	=
432-20-70	GROUP LIFE INSURANCE	<u>2,110</u>	<u>1,875</u>	<u>2,030</u>	=
	TOTAL EMPLOYEE BENEFITS	92,585	93,325	107,325	=
432-90-30	INTERDEPARTMENTAL TRANSFERS	154,190	154,190	154,190	=
432-90-80	TRANSFER TO PUBLIC WORKS	61,370	62,650	63,215	=
432-90-82	TRANSFER TO BILLING	109,375	112,800	115,275	=
	TOTAL WATER DIVISION - O&M	1,370,870	1,326,780	1,340,015	=
	DEBT SERVICE				=
432-80-10	G O BONDS 2011(96)-PRINCIPAL	147,525	62,005	51,315	=
432-80-11	G O BONDS 2011(96)-INTEREST	11,890	9,795	8,660	=
432-80-13	1992 CAB BONDS-PRINCIPAL	0	420,000	465,000	=
432-80-15	G O BONDS 2011(92)-PRINCIPAL	305,465	128,385	106,250	=
432-80-16	G O BONDS 2011(92)-INTEREST	24,615	20,275	17,930	=
432-80-23&24	2012 USDA LOAN	185,875	186,000	186,000	=
432-80-02&03	2012 WASHINGTON ST. LOAN	<u>143,760</u>	<u>143,760</u>	<u>143,760</u>	=
	TOTAL WATER DIVISION DEBT	819,130	970,220	978,915	=
	WATER CAPITAL				=
432-70-40	CAPITAL OUTLAY-EQUIPMENT	220,000	70,000	78,000	=
432-70-42	CAPITAL OUTLAY-VEHICLE	0	0	58,000	=
432-70-44	CAPITAL OUTLAY-INFRASTRUCTURE	305,000	277,000	447,000	=
	TOTAL WATER DIVISION	2,715,000	2,644,000	2,901,930	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

SEWER FUND: O & M PAGE 18

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16
203-3030	WASTEWATER DIVISION			
432-10-10	SALARIES & WAGES	178,275	158,615	172,710
432-10-11	SALARIES & WAGES-VACATION SELLBACK	0	0	1,145
432-10-30	SALARIES & WAGES-OVERTIME	14,015	15,875	15,875
432-10-50	SALARIES & WAGES-ON CALL	15,550	13,800	13,800
432-30-10	CONTRACT SERVICES	25,000	25,000	25,000
432-30-20	LEGAL EXPENSE	500	2,000	2,000
432-30-30	AUDITING	7,000	8,000	8,000
432-30-50	ENGINEERING EXPENSE	15,000	20,000	20,000
432-40-12	MAINS	20,000	20,000	20,000
432-40-13	CHEMICALS	25,000	35,000	33,000
432-40-14	SERVICE CONNECTIONS	3,000	4,000	4,000
432-40-15	PUMPING - POWER PURCHASED	25,000	25,000	25,000
432-40-17	LIFT STATIONS	85,000	85,000	85,000
432-40-18	FACILITIES	4,000	4,000	4,000
432-40-19	WASTEWATER TREATMENT	1,450,000	1,700,000	1,700,000
432-40-20	WASTEWATER TREATMENT-I & I	450,000	550,000	525,000
432-40-29	MAINT. & REPAIRS - VEHICLES LABOR	8,000	10,000	8,000
432-40-30	MAINT. & REPAIRS - VEHICLES	5,500	5,500	5,500
432-40-32	MAINT. & REPAIRS - EQUIPMENT	4,000	5,000	5,000
432-50-19	MAINT. & REPAIRS - SCADA	20,000	20,000	20,000
432-50-20	INSURANCE	6,010	6,835	5,180
432-50-30	TELEPHONE	2,000	1,000	1,000
432-50-40	ADVERTISING & PRINTING	1,000	1,000	1,000
432-50-90	TRAINING	1,500	1,500	1,500
432-60-10	MATERIALS & SUPPLIES	3,000	3,000	3,000
432-60-11	GENERAL EXPENSES	1,000	1,000	1,000
432-60-17	GASOLINE & OIL	10,000	10,000	10,000
432-60-18	UNIFORMS	2,000	2,000	2,000
432-69-30	BOND DEBT SERVICE EXPENSE	0	0	700
432-69-41	ECONOMIC INCENTIVE REBATE	<u>15,000</u>	<u>20,000</u>	<u>4,000</u>
	TOTAL WASTEWATER GEN. EXP	2,396,350	2,753,125	2,722,410

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

SEWER FUND: O & M PAGE 19

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16
203-3030	WASTEWATER DIVISION			
	EMPLOYEE BENEFITS			
432-20-10	MEDICAL	41,560	45,460	57,940
432-20-20	SOCIAL SECURITY	16,075	14,490	15,595
432-20-30	RETIREMENT	21,725	19,580	20,510
432-20-50	UNEMPLOYMENT COMPENSATION	1,240	1,720	1,540
432-20-60	WORKMEN'S COMPENSATION	9,875	10,200	9,710
432-20-70	GROUP LIFE INSURANCE	<u>2,110</u>	<u>1,875</u>	<u>2,030</u>
	TOTAL EMPLOYEE BENEFITS	92,585	93,325	107,325
432-90-30	INTERDEPARTMENTAL TRANSFERS	154,190	154,190	154,190
432-90-80	TRANSFER TO PUBLIC WORKS	61,370	62,650	63,215
432-90-82	TRANSFER TO BILLING DEPT.	109,375	112,800	<u>115,275</u>
	TOTAL WASTEWATER DIVISION - O&M:	2,813,870	3,176,090	3,162,415
	DEBT SERVICE			
432-80-10	G O BONDS 2011(1996)-PRINCIPAL	194,860	81,900	67,780
432-80-11	G O BONDS 2011(1996)-INTEREST	15,705	12,935	11,440
432-80-12	2000 STATE REV. FUND LOAN-PRINCIPAL	87,600	90,245	92,525
432-80-28	2000 STATE REV. FUND LOAN-INTEREST	26,070	23,425	20,695
432-80-04	2011 BOND ISSUE-PRINCIPAL	135,000	135,000	140,000
432-80-05	2011 BOND ISSUE-INTEREST	113,515	111,115	108,365
432-80-06	2012 STATE REV. FUND LOAN-PRINCIPAL	47,080	48,025	48,990
432-80-07	2012 STATE REV. FUND LOAN-INTEREST	18,625	17,680	16,715
432-80-08	2012 KENT COUNTY BYPASS-PRINCIPAL	22,150	22,650	23,165
432-80-09	2012 KENT COUNTY BYPASS-INTEREST	28,795	28,295	<u>27,780</u>
	TOTAL WASTEWATER DEBT	689,400	571,270	557,455
	CAPITAL			
432-70-40	CAPITAL OUTLAY-EQUIPMENT	120,000	45,000	15,000
432-70-42	CAPITAL OUTLAY-VEHICLE	0	130,000	130,000
432-70-44	CAPITAL OUTLAY-INFRASTRUCTURE	227,000	427,500	87,500
432-90-10	CAPITAL OUTLAY-TRANSFER TO RESERVE	<u>0</u>	<u>0</u>	<u>54,130</u>
	TOTAL WASTEWATER DIVISION	3,503,270	3,922,360	4,006,500

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 REVENUE

SOLID WASTE FUND PAGE 20

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
204-4040	SOLID WASTE DIVISION				=
344-10-70	SERVICE BILLINGS-COMMERCIAL	162,000	0	55,000	=
344-10-71	SERVICE BILLINGS-RESIDENTIAL	915,000	1,000,000	970,000	=
344-10-72	SERVICE BILLINGS-BULK TRASH	15,000	15,000	25,000	=
344-10-20	LATE PENALTIES	4,500	4,000	3,500	=
361-10-00	EARNINGS ON INVESTMENTS	6,500	6,500	6,500	=
399-40-00	BUDGETED FUND BALANCE	200,000	65,045	53,855	=
	TOTAL SOLID WASTE REVENUE:	1,303,000	1,090,545	1,113,855	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

SOLID WASTE FUND PAGE 21

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
204-4040	SOLID WASTE DIVISION				=
432-10-10	SALARIES & WAGES	219,260	224,215	230,080	=
432-10-11	SALARIES & WAGES-VACATION SELLBACK	710	725	740	=
432-10-20	SALARIES & WAGES-TEMPORARY	20,000	20,000	20,000	=
432-10-20	SALARIES & WAGES-OVERTIME	11,000	11,000	11,000	=
432-30-10	CONTRACT SERVICE	10,000	12,000	20,500	=
432-30-30	AUDITING	6,000	6,000	6,000	=
432-40-29	MAINT. & REPAIR - VEHICLE LABOR	20,000	21,000	21,000	=
432-40-30	MAINT. & REPAIR - VEHICLE	45,000	40,000	40,000	=
432-42-10	LANDFILL FEES	332,715	260,000	265,000	=
432-50-20	INSURANCE	13,400	15,240	10,780	=
432-50-40	ADVERTISING AND PRINTING	3,000	3,500	4,500	=
432-50-90	TRAINING	1,000	1,000	1,000	=
432-60-10	MATERIALS & SUPPLIES	5,000	5,500	5,500	=
432-60-11	GENERAL EXPENSES	1,000	1,000	1,000	=
432-60-15	POSTAGE	0	0	1,000	=
432-60-17	GASOLINE & OIL	38,000	36,000	30,000	=
432-60-18	UNIFORMS	4,000	5,000	6,000	=
432-60-21	NATURAL GAS	5,200	6,000	7,500	=
432-61-10	TRASH & RECYCLING CONTAINERS	0	24,000	18,000	=
432-61-11	YARD WASTE CONTAINERS	35,000	15,000	15,000	=
432-90-30	INTERDEPARTMENTAL TRANSFERS	102,930	102,930	102,930	=
432-90-80	TRANSFER TO PUBLIC WORKS	43,970	51,740	52,060	=
432-90-82	TRANSFER TO BILLING DEPT.	109,375	112,800	115,275	=
	TOTAL SOLID WASTE O & M EXP.	1,026,560	974,650	984,865	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

SOLID WASTE FUND PAGE 22

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
204-4040	SOLID WASTE DIVISION EMPLOYEE BENEFITS				=
432-20-10	MEDICAL	50,990	51,790	65,565	=
432-20-20	SOCIAL SECURITY	18,130	18,485	18,895	=
432-20-30	RETIREMENT	26,755	27,025	27,575	=
432-20-50	UNEMPLOYMENT COMPENSATION	2,015	3,190	2,710	=
432-20-60	WORKMEN'S COMPENSATION	10,975	12,780	11,535	=
432-20-70	GROUP LIFE INSURANCE	2,575	2,625	2,710	=
	TOTAL EMPLOYEE BENEFITS	111,440	115,895	128,990	=
432-70-42	CAPITAL-VEHICLE	165,000	0	0	=
	TOTAL SOLID WASTE CAPITAL	165,000	0	0	=
	TOTAL SOLID WASTE EXPENSES	1,303,000	1,090,545	1,113,855	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

ELECTRIC FUND O&M PAGE 24

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
205-5050	ELECTRIC DIVISION				=
432-10-10	SALARIES & WAGES	787,220	771,085	781,210	=
432-10-11	SALARIES & WAGES-VACATION SELLBACK	5,550	5,390	2,765	=
432-10-30	SALARIES & WAGES-OVERTIME	35,225	35,225	35,225	=
432-10-50	SALARIES & WAGES-ON CALL	42,640	42,640	42,640	=
432-30-10	CONTRACT SERVICES	30,000	30,000	30,000	=
432-30-20	LEGAL SERVICE	2,500	2,500	2,500	=
432-30-30	AUDITING	8,000	8,000	8,000	=
432-30-50	ENGINEERING SERVICE	20,000	20,000	20,000	=
432-40-10	METERS	22,000	30,000	30,000	=
432-40-29	MAINT. & REPAIRS - VEHICLE LABOR	20,000	21,000	21,000	=
432-40-30	MAINT. & REPAIRS - VEHICLES	33,000	33,000	33,000	=
432-40-31	MAINT. & REPAIRS - BUILDING	0	15,000	5,000	=
432-44-20	RENTAL OF EQUIPMENT	2,500	2,500	2,500	=
432-50-10	TRAFFIC SIGNALS	5,000	5,000	5,000	=
432-50-11	SUB-STATIONS	50,000	50,000	50,000	=
432-50-12	DISTRIBUTION LINES	250,000	300,000	300,000	=
432-50-20	INSURANCE	82,950	103,000	83,025	=
432-50-30	TELEPHONE	5,000	5,000	5,000	=
432-50-31	CELLPHONE	5,200	5,500	6,000	=
432-50-35	COMMUNICATIONS (TELEMETERING)	2,350	2,350	2,350	=
432-50-40	ADVERTISING & PRINTING	3,500	3,500	2,500	=
432-50-90	TRAINING	19,725	19,725	19,725	=
432-60-10	MATERIALS & SUPPLIES	5,600	5,600	5,000	=
432-60-11	GENERAL EXPENSE	2,000	2,000	2,000	=
432-60-16	BILLING-RATE CONSULTANT	20,000	2,000	2,000	=
432-60-17	GASOLINE & OIL	27,000	32,000	28,000	=
432-60-18	UNIFORMS	10,200	7,000	7,000	=
432-60-19	RADIO	1,500	4,600	2,500	=
432-60-25	SMALL TOOLS	6,000	6,000	6,000	=
432-60-26	BOOTS & SAFETY GEAR	16,150	15,000	15,000	=
	SUB-TOTAL ELECTRIC O & M EXP.	1,520,810	1,584,615	1,554,940	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
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ELECTRIC FUND O&M PAGE 25

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
205-5050	ELECTRIC DIVISION O & M CONTINUED				=
432-50-13	ENVIRONMENTAL COMPLIANCE	31,000	31,000	31,000	=
432-50-14	VEGETATION CONTROL	75,000	75,000	75,000	=
432-50-15	WAREHOUSE EXPENSE	5,000	5,000	3,500	=
432-50-17	FIBER MAINTENACE	6,000	10,000	35,000	=
432-50-18	METER PEDESTAL MAINTENACE	2,000	2,000	2,000	=
432-50-60	SOFTWARE MAINTENANCE	0	16,300	4,000	=
432-58-40	INVENTORY EXPENSE	25,000	25,000	25,000	=
432-69-20	OFFICE EQUIPMENT	7,000	7,500	8,000	=
432-69-30	BANK CHARGES-BOND ISSUE	530	600	700	=
432-69-41	ECONOMIC INCENTIVE REBATE	13,000	13,000	8,000	=
432-80-30	METER DEPOSIT INTEREST EXPENSE	1,000	1,000	1,000	=
	TOTAL ELECTRIC O & M EXPENSE	1,686,340	1,771,015	1,748,140	=
	EMPLOYEE BENEFITS				=
432-20-10	MEDICAL	163,920	137,955	184,010	=
432-20-20	SOCIAL SECURITY	67,785	66,840	66,830	=
432-20-30	RETIREMENT	92,760	91,920	89,780	=
432-20-50	UNEMPLOYMENT COMPENSATION	4,340	6,865	6,495	=
432-20-60	WORKMEN'S COMPENSATION	39,280	43,600	38,675	=
432-20-70	GROUP LIFE INSURANCE	9,285	9,090	9,175	=
	TOTAL EMPLOYEE BENEFITS	377,370	356,270	394,965	=
	TRANSFERS TO OTHER FUNDS				=
432-90-20	TRANSFER TO GENERAL FUND	2,500,000	2,500,000	2,500,000	=
432-90-30	INTERDEPARTMENTAL TRANSFERS	304,170	304,170	304,170	=
432-90-70	TRANSFER TO METER DEPT.	0	0	0	=
432-90-80	TRANSFER TO PUBLIC WORKS	104,885	88,940	88,185	=
432-90-82	TRANSFER TO BILLING DEPT.	401,040	413,595	422,260	=
	TOTAL TRANSFERS	3,310,095	3,306,705	3,314,615	=
	TOTAL ELECTRIC OPERATING EXPENSE:	5,373,805	5,433,990	5,457,720	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

ELECTRIC POWER & CAPITAL PAGE 26

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
205-5050	ELECTRIC DIVISION				=
	POWER PURCHASED				=
432-50-16	DEMEC	18,500,000	18,500,000	19,625,000	=
	DEBT SERVICE				=
432-80-17	2000 BOND DEBT-PRINCIPAL	185,000	0	0	=
432-80-18	2000 BOND DEBT-INTEREST	110,485	35,000	0	=
432-80-21	2011 BOND DEBT-PRINCIPAL	150,000	155,000	155,000	=
432-80-22	2011 BOND DEBT-INTEREST	195,745	192,695	189,595	=
	TOTAL BOND DEBT	641,230	382,695	344,595	=
	CAPITAL OUTLAY				=
432-70-20	BUILDING-NEW BILLING FACILITY	0	100,000	0	=
432-70-40	EQUIPMENT	75,250	11,000	0	=
432-70-42	VEHICLES	704,000	0	400,000	=
432-70-44	PROJECTS	226,700	187,435	235,000	=
432-90-10	TRANSFER TO RESERVES	0	44,380	0	=
	TOTAL ELECTRIC FUND CAPITAL	1,005,950	342,815	635,000	=
	TOTAL ELECTRIC FUND EXPENDITURES	25,521,165	24,659,500	26,062,315	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
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PUBLIC WORKS : O&M PAGE 27

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
222-6120	PW COST ALLOCATION				=
435-10-10	SALARIES & WAGES	127,820	132,700	118,245	=
435-10-30	SALARIES & WAGES-OVERTIME	2,000	2,000	2,000	=
435-30-10	CONTRACT SERVICES	6,500	10,000	9,000	=
435-30-15	CLEANING	17,000	19,000	21,000	=
435-30-20	LEGAL	2,000	2,000	2,000	=
435-30-30	AUDITING	3,000	3,000	3,000	=
435-30-50	ENGINEERING	15,000	12,000	12,000	=
435-40-29	MAINT. & REPAIR - GARAGE LABOR	1,000	1,400	1,400	=
435-40-30	MAINT. & REPAIR - VEHICLES	1,500	500	500	=
435-40-31	BUILDING MAINT. & REPAIRS	49,500	43,000	52,200	=
435-50-20	INSURANCE	2,765	3,760	2,925	=
435-50-30	TELEPHONE	1,400	1,200	1,200	=
435-50-31	CELLPHONE	850	800	800	=
435-50-90	TRAINING	3,000	3,000	3,000	=
435-60-10	MATERIALS & SUPPLIES	12,000	12,000	11,500	=
435-60-11	GENERAL EXPENSE	2,000	2,000	2,000	=
435-60-13	COPIER	1,500	1,500	1,000	=
435-60-15	POSTAGE	550	550	600	=
435-60-17	GASOLINE & OIL	3,000	2,000	2,000	=
435-60-18	UNIFORMS	250	250	250	=
435-60-19	RADIO	0	2,000	2,000	=
435-60-21	NATURAL GAS	27,000	30,000	30,000	=
435-60-22	ELECTRIC	45,000	42,000	45,000	=
435-60-23	WATER	4,700	4,700	4,700	=
435-60-90	COMPUTERS	2,000	2,000	0	=
435-69-20	OFFICE EQUIPMENT	0	2,500	0	=
	PUBLIC WORKS EXPENSES	331,335	335,860	328,320	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

PUBLIC WORKS : O&M PAGE 28

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
222-6120	PW COST ALLOCATION				=
	EMPLOYEE BENEFITS				=
435-20-10	MEDICAL	28,370	35,680	20,270	=
435-20-20	SOCIAL SECURITY	10,010	10,310	9,205	=
435-20-30	RETIREMENT	14,040	14,365	10,035	=
435-20-50	UNEMPLOYMENT COMPENSATION	790	1,150	970	=
435-20-60	WORKMEN'S COMPENSATION	725	850	685	=
435-20-70	GROUP LIFE INSURANCE	1,440	1,495	1,310	=
	TOTAL EMPLOYEE BENEFITS	55,375	63,850	42,475	=
	PUBLIC WORKS CAPITAL				=
435-70-40	CAPITAL-EQUIPMENT	26,500	6,000	0	=
	TOTAL PUBLIC WORKS COST	413,210	405,710	370,795	=
331-10-10-10	INTERSERVICE-GARAGE	(\$49,650)	(\$49,310)	(52,060)	=
331-10-10-20	INTERSERVICE-WATER	(\$56,565)	(\$62,650)	(63,215)	=
331-10-10-30	INTERSERVICE-SEWER	(\$56,565)	(\$62,650)	(63,215)	=
331-10-10-40	INTERSERVICE-SOLID WASTE	(\$61,865)	(\$51,740)	(52,060)	=
331-10-10-50	INTERSERVICE-ELECTRIC	(\$96,055)	(\$88,940)	(88,185)	=
331-10-10-60	INTERSERVICE-STREETS	(\$49,490)	(\$51,740)	(52,060)	=
331-10-10-94	INTERSERVICE-BILLING	(\$43,020)	(\$38,680)	0	=
	TOTAL INTERSERVICE BILLINGS	(413,210)	(405,710)	(370,795)	=
	NET PUBLIC WORKS COST	0	0	0	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

GARAGE FUND PAGE 29

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16
221-6010	GARAGE-INTERSERVICE FUND			
434-10-10	SALARIES & WAGES	50,145	53,140	54,255
434-10-11	SALARIES & WAGES-VACATION SELLBACK	965	1,020	1,040
434-10-30	SALARIES & WAGES-OVERTIME	1,000	1,000	1,000
434-30-10	CONTRACT SERVICES	500	500	500
434-30-30	AUDITING	2,000	2,000	2,000
434-40-29	MAINT. & REPAIR - GARAGE LABOR	2,000	2,000	1,000
434-40-30	MAINT. & REPAIR - VEHICLES	1,000	1,000	1,000
434-40-31	MAINT. & REPAIR - BUILDING	0	1,000	1,000
434-40-34	FACILITY MAINT. & REPAIR - GAS TANKS	0	0	4,000
434-50-20	INSURANCE	1,655	3,535	1,370
434-50-30	TELEPHONE	200	200	200
434-50-31	CELLPHONE	350	420	450
434-60-10	MATERIALS & SUPPLIES	2,000	2,000	2,000
434-60-17	GASOLINE & OIL	2,000	2,000	2,000
434-60-18	UNIFORMS & EQUIPMENT	2,000	2,000	2,000
434-60-60	GARAGE EXPENSE	3,000	4,000	4,000
434-90-80	TRANSFER TO PUBLIC WORKS	49,650	49,310	52,060
434-70-42	CAPITAL-VEHICLE	0	40,000	0
	TOTAL GARAGE ADMIN EXPENSE	118,465	165,125	129,875
	EMPLOYEE BENEFITS			
434-20-10	MEDICAL	13,735	13,790	16,250
434-20-20	SOCIAL SECURITY	4,090	4,340	4,420
434-20-30	RETIREMENT	6,385	6,690	6,670
434-20-50	UNEMPLOYMENT COMPENSATION	310	490	420
434-20-60	WORKMEN'S COMPENSATION	2,480	2,990	2,685
434-20-70	GROUP LIFE INSURANCE	590	625	640
	TOTAL EMPLOYEE BENEFITS	27,590	28,925	31,085
	TOTAL GARAGE BUDGET	146,055	194,050	160,960
331-10-10	(LESS INTERSERVICE BILLINGS)	<u>(\$146,055)</u>	<u>(\$194,050)</u>	<u>(160,960)</u>

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16	=
BILLING INTERSERVICE FUND					
224-1410	ADMINISTRATION				=
416-10-10	SALARIES & WAGES	318,210	342,690	343,325	=
416-10-11	SALARIES & WAGES-VACATION SELLBACK	0	0	1,095	=
416-10-30	SALARIES & WAGES-OVERTIME	10,000	6,000	6,000	=
416-10-50	SALARIES & WAGES-ON CALL	0	3,500	3,500	=
416-30-10	CONTRACT SERVICES	42,000	3,150	20,000	=
416-30-12	CONTRACT SERVICES-PINNACLE	43,000	44,000	43,000	=
416-30-20	LEGAL-COLLECTION LAWYER	6,000	4,000	6,000	=
416-30-30	AUDITING SERVICE	2,000	2,000	2,000	=
416-30-60	COLLECTION EXPENSE	4,000	4,000	4,000	=
416-40-29	MAINT.&REPAIR-VEHICLE LABOR	500	1,500	3,000	=
416-40-30	MAINT.&REPAIR-VEHICLES	350	1,000	1,000	=
416-50-20	INSURANCE	840	4,955	2,920	=
416-50-30	TELEPHONE	1,500	1,500	3,000	=
416-50-31	CELLPHONE	1,000	600	1,000	=
416-50-61	PITNEY BOWES EQUIPMENT	5,500	6,500	6,500	=
416-50-90	TRAINING	5,000	5,000	5,000	=
416-60-10	MATERIALS & SUPPLIES	13,000	13,000	13,000	=
416-60-11	GENERAL EXPENSE	1,000	1,000	1,000	=
416-60-12	COMPUTER	6,000	10,000	10,000	=
416-60-13	COPIER	6,000	6,000	6,000	=
416-60-15	POSTAGE	15,000	17,000	14,000	=
416-60-16	BILLING RATE-CONSULTANT	5,000	5,000	3,500	=
416-60-17	GAS & OIL	300	5,000	5,000	=
416-60-22	ELECTRIC	0	8,000	12,000	=
416-60-23	WATER	0	500	500	=
416-69-30	BANK CHARGES-CREDIT CARD FEES	32,000	40,000	46,000	=
416-90-80	COST ALLOCATION-PW BUIDING	51,030	46,080	0	=
	TOTAL ADMIN. GEN. EXPENSE	569,230	581,975	562,340	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 EXPENDITURES

ACCOUNT CODE	DESCRIPTION	BUDGET FY 13-14	BUDGET FY 14-15	BUDGET FY 15-16
224-1410	BILLING INTERSERVICE FUND EMPLOYEE BENEFITS			
416-20-10	MEDICAL	92,595	92,940	109,985
416-20-20	SOCIAL SECURITY	25,005	26,770	26,865
416-20-30	RETIREMENT	35,315	38,975	38,665
416-20-50	UNEMPLOYMENT COMPENSATION	2,170	3,925	3,330
416-20-60	WORKMAN'S COMPENSATION	1,095	3,365	2,890
416-20-70	GROUP LIFE INSURANCE	3,755	4,045	4,010
	TOTAL EMPLOYEE BENEFITS	159,935	170,020	185,745
	TOTAL BILLING - O & M	729,165	751,995	748,085
416-70-40	CAPITAL-EQUIPMENT	0	0	20,000
	TOTAL BILLING EXPENSES	729,165	751,995	768,085
	LESS INTERSERVICE BILLING			
331-10-20	INTERSERVICE-WATER	(109,375)	(112,800)	(115,275)
331-10-30	INTERSERVICE-SEWER	(109,375)	(112,800)	(115,275)
331-10-40	INTERSERVICE-SOLID WASTE	(109,375)	(112,800)	(115,275)
331-10-50	INTERSERVICE-ELECTRIC	(401,040)	(413,595)	(422,260)
	LESS TOTAL INTERSERVICE BILLING	(729,165)	(751,995)	(768,085)
		0	0	0

**CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 IMPACT FEE FUNDS**

ACCOUNT CODE	DESCRIPTION	BUDGET FY14-15	BUDGET FY15-16	=
128-0000	WATER IMPACT FEE			=
	BALANCE PRIOR YEAR	1,155,314	1,280,314	=
355-30-10	IMPACT FEE REVENUE	125,000	85,000	=
	BALANCE	1,280,314	1,365,314	=
129-0000	SEWER IMPACT FEE			=
	BALANCE PRIOR YEAR	788,894	853,769	=
355-30-10	IMPACT FEE REVENUE	64,875	65,000	=
	BALANCE	853,769	918,769	=
132-0000	ELECTRIC IMPACT FEE			=
	BALANCE PRIOR YEAR	324,940	364,940	=
355-30-10	IMPACT FEE REVENUE	40,000	40,000	=
	BALANCE	364,940	404,940	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 WATER RESERVES

ACCOUNT CODE	DESCRIPTION	BUDGET FY14-15	BUDGET FY15-16
202-0000	WATER CAPITAL RESERVES		
	BALANCE PRIOR YEAR	5,295,591	5,382,797
361-20-10	INTEREST	4,100	2,000
	BALANCE OF BUDGETED CAPITAL	\$315,560	
432-95-00	FY 16 BUDGETED CAPITAL	0	(266,430)
	FY 15 CAPITAL	(21,351)	(111,000)
	FY 14 CAPITAL	(158,415)	(330,000)
	SE FRONT STREET	(44,921)	0
	WASHINGTON ST. TANK IMPR.	(135)	(99,663)
	REDNERS WELL	(7,632)	(183,944)
	WASH. STREET SEWER PUMP	0	(75,000)
	BALANCE OF USDA PROJECT	0	(600,000)
	VALVE & SCADA PROJECT	0	(2,000,000)
	BALANCE AVAILABLE	5,382,797	1,718,760

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 GENERAL FUND RESERVES

ACCOUNT CODE	DESCRIPTION	BUDGET FY14-15	BUDGET FY15-16
101-0000	GENERAL FUND CAPITAL RESERVES		
	BALANCE PRIOR YEAR	1,101,984	960,399
361-20-10	INTEREST	1,300	1,000
392-20-10	SALE OF BUSINESS PARK LAND	0	0
395-10-10	DEPOSIT-FY 14 BUDGETED CAPITAL	55,000	0
413-70-44	EXPENDITURES-FY 14 GF CAPITAL	(13,231)	(25,000)
413-70-44	EXPENDITURES-FY 15 GF CAPITAL	(184,654)	0
413-70-44	CEMETARY ROAD	0	(30,000)
413-70-44	BUDGETED EXPENDITURES-FY 16	0	(280,000)
	BALANCE	960,399	626,399
	RESTRICTED RESERVES		
	ECONOMIC DEVELOPEMENT FUNDS	1,072,163	997,857
413-70-44	DMI	(40,000)	(40,000)
413-70-44	HIGHWAY SIGNS	0	(35,000)
413-70-44	CARPENTERS PIT ROAD	(14,306)	(5,694)
413-70-44	PLANNER/ECONOMIC DEVELOPER-FY15	(20,000)	(110,190)
413-70-44	DEDO GRANT	0	(3,250)
413-70-44	DOWNTOWN-DEDO	0	(20,000)
413-70-44	USDA RURAL ECONOMIC DEV. PLAN	0	(60,000)
	BALANCE	997,857	723,723
	DMI FY17 &18 FUNDING		(80,000)
	FUTURE ECONOMIC DEVELOPEMENT		643,723

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 MUNICIPAL STREET AID

ACCOUNT CODE	DESCRIPTION	BUDGET FY14-15	BUDGET FY15-16	=
123-0000	MUNICIPAL STREET AID			=
	BALANCE OF STREET FUNDS	1,091,733	1,000,800	=
	BALANCE OF BRIDGE FUNDS	78,673	78,673	=
361-10-00	INTEREST	1,800	1,800	=
335-30-10	MUNICIPAL STREET AID GRANT	222,763	222,763	=
	BALANCE AVAILABLE	1,394,969	1,304,036	=
	STREET EXPENDITURES			=
431-70-45	2015 STREET IMPROVEMENTS	(155,335)	0	=
431-70-45	SE FRONT STREET-STORM DRAIN	(141,996)	0	=
431-70-45	MAPLE AVENUE PROJECT	(18,165)	0	=
431-70-45	2016 STREET IMPROVEMENTS	0	(150,000)	=
431-70-45	AIRPORT ROAD	0	(375,000)	=
	TOTAL STREET EXPENDITURES	(315,496)	(525,000)	=
	BALANCE	1,079,473	779,036	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 GENERAL IMPROVEMENT FUND

ACCOUNT CODE	DESCRIPTION	BUDGET FY14-15	BUDGET FY15-16	=
122-0000	GENERAL IMPROVEMENT FUND			=
	BALANCE PRIOR YEAR	46,773	126,140	=
361-10-00	INTEREST	0	0	=
335-20-10	STATE FUNDS-RECEIVABLE	0	94,632	=
335-20-10	STATE CTF FUNDS-RECEIVED	118,589	0	=
335-20-10	SE FRONT STREET	695,193	0	=
335-20-10	CAN DO PLAYGROUND-ROTARY	20,000	0	=
335-20-10	STATE FUNDS-GOAT ISLAND	187,106	0	=
335-20-10	DELAWARE HUMANITIES GRANT	3,000	0	=
	BALANCE AVAILABLE	1,070,661	220,772	=
	STREET EXPENDITURES			=
452-70-87	DELDOT-SE FRONT	(557,057)	0	=
452-70-87	CTF-SE FRONT	(71,742)	0	=
431-70-43	CARPENTERS PIT ROAD	(7,499)	0	=
431-70-80	NE FRONT ST-UTILITY RELOCATION	(16,265)	(18,735)	=
431-70-82	CAN DO RESTROOM-ROTARY	(56,190)	0	=
431-70-82	GREENWAYS #22-GOAT ISLAND	(18,635)	0	=
431-70-82	CTF-GOAT ISLAND	(107,105)	0	=
431-70-82	DELAWARE HUMANITIES GRANT	(2,900)	0	=
431-70-82	CTF-N. WASHINGTON STREET	(107,128)	0	=
431-70-82	CTF-CEMETARY ROAD	0	(10,000)	=
431-70-82	CTF-TRUITT AVENUE	0	(75,897)	=
	TOTAL STREET EXPENDITURES	(944,521)	(104,632)	=
	BALANCE	126,140	116,140	=
127-0000				=
355-20-10	SIDEWALK FUNDS	11,998	11,998	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 SEWER RESERVES

ACCOUNT CODE	DESCRIPTION	BUDGET FY14-15	BUDGET FY15-16	=
203-0000	SEWER CAPITAL RESERVES			=
	BALANCE PRIOR YEAR	3,341,174	2,436,139	=
361-20-10	INTEREST	2,440	2,200	=
432-90-10	BUDGETED XFER TO RESERVES	0	54,130	=
	TOTAL FUNDS AVAILABLE	3,343,614	2,492,469	=
	EXPENDITURES			=
	CAPITAL BUDGET FY15	(54,165)	(288,445)	=
	CAPITAL BUDGET FY14	(87,176)	(122,000)	=
	COUNCIL APPROVED FY14	(34,215)	(378,763)	=
	SE FRONT STREET	(53,398)	0	=
	SE SECOND ST. PUMP STATION	(6,543)	0	=
	NICHOLS EXCAVATION-WATERGATE	(7,350)	0	=
	DBF-USDA APPLICATION	(21,353)		=
	USDA-PHASE 1 GRANT	(98,500)	(301,500)	=
	TOTAL EXPENDITURES	(362,700)	(1,090,708)	=
	BALANCE AVAILABLE	2,980,914	1,401,761	=

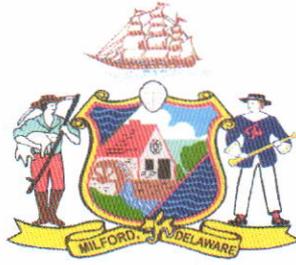
CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 ELECTRIC RESERVES

ACCOUNT CODE	DESCRIPTION	BUDGET FY14-15	BUDGET FY15-16	=
205-0000	ELECTRIC CAPITAL RESERVES			=
	BALANCE PRIOR YEAR	6,389,958	4,174,065	=
361-20-10	INTEREST	4,067	3,500	=
	BALANCE OF CAPITAL FY15	0	27,420	=
	FUNDS AVAILABLE	6,394,025	4,204,985	=
	EXPENDITURES			=
	BALANCE OF SUBSTATION	(1,496,548)	0	=
	CAPITAL IN FY 14 BUDGET	(245,258)	0	=
	CAPITAL IN FY 15 BUDGET	(8,371)	0	=
	PNC BANK BUILDING RENOVATIONS	(452,283)	0	=
	BUDGETED FY 16 CAPITAL	0	(273,315)	=
	McCRONE ENGINEERING	(17,500)		=
	TOTAL EXPENDITURES	(2,219,960)	(273,315)	=
	BALANCE AVAILABLE	4,174,065	3,931,670	=

CITY OF MILFORD
 BUDGET FISCAL YEAR 2015-2016
 REAL ESTATE TRANSFER TAX FUND

ACCOUNT CODE	DESCRIPTION	BUDGET FY14-15	BUDGET FY15-16
124-0000	REAL ESTATE TRANSFER TAX		
	BALANCE PRIOR YEAR	1,774,682	1,607,182
361-10-00	INTEREST	2,500	2,000
319-30-10	R/E TRANSFER TAX REVENUE	350,000	350,000
480-70-99	CAPITAL TRANSFERS TO GF	0	0
480-71-99	TRANSFER TO POLICE DEPT. BUDGET	(520,000)	(500,000)
	BALANCE	1,607,182	1,459,182

City of Milford



RESOLUTION 2015-08

ADOPTING THE CITY OF MILFORD *FISCAL YEAR 2015-2016 BUDGET & CAPITAL PROGRAM*

WHEREAS, the operating and capital budgets of the City of Milford for the Fiscal Year 2015-2016 were prepared and submitted to the City Council by the City Manager in accordance with Article VI 'Financial Procedures' of the City Charter; and

WHEREAS, the City Council was presented with the proposed budget after the Finance Committee made a comprehensive study and review during meetings on June 9, 2015 and June 10, 2015; and

WHEREAS, in the opinion of the City Council, the budget accurately, as possible, reflects the city's anticipated revenues and expenditures for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MILFORD, that the City of Milford's Operating Budget for Departments shown under General Fund as Administration, Planning and Zoning, Code Enforcement and Inspections, Finance, Information Technology, Tax Assessment, Council, Police, Streets, Parks and Recreation and Engineering; and the Water Department, Sewer Department, Sanitation Department and Electric Department was adopted and approved as the budget of the City of Milford for Fiscal Year 2015-2016 in the following amounts:

Operations and Maintenance - \$39,054,600
Debt Service - \$1,898,105
Capital Program - \$1,997,815
Total Expenditures - \$42,950,520

A copy of said budget, is on file in the Office of the City Clerk, as was adopted by majority vote of Milford City Council on the 22nd day of June 2015.

Approved:

Mayor Bryan W. Shupe

Attest:

City Clerk Teresa K. Hudson



OFFICE OF THE CITY MANAGER
HANS MEDLARZ
TELEPHONE 302-424-3712

201 SOUTH WALNUT STREET
MILFORD, DE 19963
FAX 302-424-3558

June 2015 City Manager's Supplemental Report

Announcement:

I tendered my resignation with a two week, Council approved, transition period to the interim City Manager. My last day in the City's service will be June 30th. I greatly appreciate the opportunity.

Transitional Administration Items with Suggested Lead Contacts:

- Continue vetting potential commercial projects with educational and/or community functions for funding through USDA, Rural Economic Development Loan and Grant (REDLG) funding.
Lead Contacts: Mayor and City Planner
- Move overall 5-year comprehensive plan update forward towards re-certification by the Governor's Office.
Lead Contact: City Planner
- Guide six (6) parcels through a 2008 Comprehensive Plan, Future Land Use Map Amendment beginning with the State PLUS and subsequently the City Ordinance process for the rezoning.
Lead Contacts: City Planner & City Clerk
- Continue the 4-way public works agreement effort for the S.E. sewer utility expansion.
Lead Contacts: City Engineer (DBF) & City Planner
- Implement individual utility agreements with Bayhealth for the S.E. extension of electric and water distribution to the health campus.
Lead Contacts: Electric Superintendent, City Engineer (DBF) & City Planner
- Conclude the lot line adjustment and the Board of Adjustment process prior to the potential land sale/exchange with First State Manufacturing.
Lead Contacts: Interim City Manager and City Planner
- Settle outstanding legal issues with regards to the Watergate subdivision and the adjoining party and their respective legal counsels.
Lead Contacts: City Solicitor, interim City Manager & City Planner
- Revise Watergate subdivision lot and alley layout to accommodate rerouted sewer force main.
Lead Contacts: City Engineer (DBF) & City Planner
- Continue discussions with the owners of the RiverWalk Villas with regards to development of a potential public private partnership.
Lead Contacts: Interim City Manager, P&R Director and City Planner
- Conclude the request for proposal process for a central phone system. We have met with three (3) potential vendors (VoiceNet Communications, Inc., Martel, Inc. and UnderCom, Inc.) discussed the basic scope and solicited unique, City specific solution proposals. Team can conclude the evaluation and present a recommendation to Council for review and approval.
Lead Contacts: Interim City Manager, City Clerk & Electric Superintendent (technical evaluation)

- Continue exploring advanced metering infrastructure (AMI) for automated, two-way communication between smart utility meters with IP addresses and the City Electric Department expanded SCADA. The goal of an AMI is to provide real-time data about power consumption and allow customers to make informed choices about energy usage. We were pursuing AMI options through DEMEC or American Municipal
Lead Contacts: Interim City Manager & Electric Superintendent
- Develop BayHealth campus power back-up component via a jointly funded power generation project between BayHealth and the City or alternatively three-way agreement with DEMEC is possible.
Lead Contacts: Electric Superintendent, City Planner & City Engineer (Electrical)
- Set up better inspection procedures for future CDBG projects in the City of Milford.
Lead Contacts: City Planner & City Building Inspector
- Conclude negotiations with DelDOT regarding City of Milford directional gateway signs. Some progress has been made in working with Central District. The sign could be installed in the ROW and the dimensions and placement of that sign would have to follow the MUTCD and be approved by DelDOT Traffic Division. The Traffic Engineer has not been contacted however I believe a sign can be approved in conjunction with smaller trailblazer signs guiding people to the Riverwalk as long as it falls within the standards for attraction signs.
Lead Contacts: City Planner & Interim City Manager
- Set up requests for proposal for Customer Service Center ATM once PNC's exclusive service period expires.
Lead Contacts: Interim City Manager & Customer Service Manager
- Administer Fisher Ave Pump Station Repair approach utilizing Council approved Kent County on-call approach and previously issued purchase orders.
Lead Contacts: General Superintendent & City Planner
- Amend City of Milford Personnel Policy Code Chapter 55 updating the travel section and adding a training section.
Lead Contacts: Interim City Manager, City Clerk & HR Manager
- Develop lease agreement including pricing model with Broad Valley Broadband for City dark fiber.
Lead Contacts: City Solicitor, interim City Manager & Electric Superintendent
- Amend the Washington tower lease agreement with AT&T or accept lease purchase offer in the amount of \$161,600.00.
Lead Contacts: City Solicitor & interim City Manager
- Conclude the borrowing from the Community Cemetery Trust Fund administered by PNC-Trust Section for design and construction of the cemetery roadway expansion.
Lead Contacts: Interim City Manager & P&R Director
- Form an alliance with the Partnership for the Delaware Estuary, a nonprofit organization in protecting and enhancing the Mispillion River section around Goat Island included in the FY 15-16 Budget.
Lead Contacts: Interim City Manager, P&R Director and City Planner
- Conclude the DelDOT Community Transportation funding requests for the combined Airport Road/Cemetery Expansion project including transfers from the completed N. Washington Street Project. (FY 15/16 phase covers west bound lane from Walmart entrance to Bowman Road)
Lead Contacts: Interim City Manager & City Engineer (DBF)
- Conclude the Hearthstone Manor value engineering process and recordation of the remaining phases.
Lead Contacts: Interim City Manager, City Planner & City Engineer (DBF)
- Require the owner/developer of West Shores at Milford to construct the sanitary sewer gravity interceptor through Hearthstone to the northern gravity connection point per easement agreement

dated January 28, 2013. If the owner/developer is unable to perform the work, City Council may vote to include this Work in the S.E. Sewer Area construction project scope and reclaim the construction costs, plus admin and interest, by imposing an Aid-In-Construction (AIC) fee on each lot in West Shores.

Lead Contacts: Interim City Manager, City Planner & City Engineer (DBF)

- Initiate safety improvements to the existing swale system in Hearthstone Manor at the individual driveway crossings in the form of expanded shoulders.

Lead Contacts: Interim City Manager, City Planner & City Engineer (DBF)

- Develop a City of Milford Water (water/sewer) Asset Management Program with the help of a \$160,000 grant approved by the State's Water Infrastructure Advisory Council on June 17th.

Lead Contacts: General Superintendent & City Planner

- Develop lease agreement with Verizon for the S.E. Milford Water tower.

Lead Contacts: Interim City Manager & City Engineer (DBF)

Suggested Appointments:

- Appoint current alternate board member Rick Carmean to a main board membership in DEMEC due his technical expertise and long standing attendance of DEMEC board meetings and training functions. Future City Manager can function as the alternate appointee.
- Appoint City Planner as the City of Milford member to the Metropolitan Planning Organization's Technical Advisory Committee.
- Appoint City Planner as the City of Milford member to the Kent County Sewer Advisory Board.

STATEMENT

This Personnel Manual was adopted by City Council at a
regularly scheduled meeting on March 9, 1992.

City Council
City of Milford

875 TRAVEL ON OFFICIAL CITY BUSINESS

Whenever you are authorized to travel out of town on official business, the City will allocate you a \$40 per diem rate for travel expenses incurred during the trip. In addition, if your trip expenses exceed \$40, then you will be reimbursed the extra money upon presentation of receipts involving proir approved travel.

Use of personal vehicles will entail compensation at established rates. If more than one individual is involved, the City encourages the sharing of vehicles to conserve fuel and City funds. If a City vehicle can be used, this is preferred over the use of private vehicles for in-state travel.

Policy 6

EXPENSES AND REIMBURSEMENT

§ 6-1. Travel and meal reimbursement.

Adopted 8-4-1998 (P-13C); Amended 8-22-2006; Amended 11-24-2009 (P09-06)

- A. Authorization to travel (more than one day). Authority to incur costs in connection with travel while on official County business must be granted by the department or row office head. Authorization may only be granted when travel funds are in the department's approved budget.
- (1) Authorized expenditures.
 - (a) Per-diem: Employees authorized to travel out of state for a full day (time period covering three meals) or more are eligible for per-diem equal to the amount established by the federal General Services Administration (GSA) for the applicable destination city to cover all meals and gratuities for each full day of the business-related trip. No receipts will be required for the per-diem amount, which would typically be paid to the employee in advance of departure. Any meal and gratuity expense exceeding the GSA figure shall be the responsibility of the traveling employee. Any meal included as part of the conference fee shall be deducted from the per-diem according to the value assigned by GSA for the included meal.
 - (b) Miscellaneous expenses (Minor Code 230): \$10 per day maximum for each day of the trip; includes local travel expenses from the time of departure for destination until return, such as cab fares and tips, bus fares, parking meter fees and other authorized miscellaneous daily expenses. Receipts will be required to the extent possible for reimbursement.
 - (c) Conference fees (Minor Code 200): In most cases these fees are to be paid in advance when registration is arranged. Otherwise, the conference fee will be reimbursed and a receipt will be required.
 - (d) Lodging (Minor Code 220): Inquiries regarding reservations should be made in advance and the single room rate, including taxes, determined. An advance in this amount times the exact number of days of the business trip will be made. The County will pay only the rate for a single room unless double occupancy is intended to

KENT COUNTY

accommodate two authorized County employees. Receipts will be required.

- (e) Travel costs (Minor Code 230): A determination must be made of the costs for alternative travel modes from Dover to the destination and return. The County will only advance or pay the amount for the most feasible method of travel as determined by the Department Director and County Administrator or the Levy Court.
 - [1] Included in travel costs are:
 - [a] Mileage in connection with the conference or business trip, tolls, parking and auto storage fees (if an employee uses his or her personal vehicle). Mileage will be reimbursed at a rate to be determined by the Kent County Levy Court.
 - [b] Air, bus or train fare.
 - [c] Limousine service to and from the transportation terminal if cheaper than other methods.
 - [2] If any of these costs are not paid in advance, the estimated cost will be advanced or reimbursement will be made. Receipts will be required.
 - (f) Annual dinners: Annual dinner expenses for Kent County affiliated boards and commissions shall be as specified in the requesting department's annual budget submission.
- (2) Unauthorized expenditures. The County will not reimburse nor are County funds to be used for any of the following:
- Lodging within the State of Delaware
 - Laundry service
 - Pay TV
 - Babysitting service
 - Traffic citations
 - Alcoholic beverages
 - Entertainment costs
 - Gratuities in excess of 18%
 - Toll phone calls unless otherwise unavoidable and only when related to County business
 - Spouse or guest expenses

POLICY MANUAL

- (3) Accountability for expenditures. Upon return, employees are required to complete a Travel Expense Report and/or Mileage Reimbursement Request form which document the employee's trip expenditures. These reports should be submitted within five working days of the employee's return in accordance with the instructions on the forms.

B. Meal/Mileage reimbursement for day trips. When on official County business, an employee shall be entitled to reimbursement for meal expenses in accordance with the following:

- (1) The employee must be on authorized County business and away from his or her normal work routine and schedule during the following times:

	Must Leave Prior To	Must Return After
Breakfast	7:00 a.m.	8:30 a.m.
Lunch	11:00 a.m.	2:00 p.m.
Dinner	5:30 p.m.	7:00 p.m.

- (2) Meal reimbursement.
 - (a) The maximum amount that will be paid/reimbursed for individual meals (including gratuity) shall be equal to the amount established by the federal General Services Administration for the applicable destination city to cover such individual meal(s) and gratuity.
 - (b) Any individual meal(s) and gratuity expense exceeding the established GSA figure for the destination city shall be the responsibility of the employee.
 - (c) No reimbursement will be authorized for a meal if said meal is included as part of the fee for a conference, symposium, meeting, etc., or if a meal is provided during such meeting at no cost.
 - (d) This provision shall not apply to meals or special events hosted by the County for intergovernmental or public relations purposes. Such expenses will be paid from the community events line item (Minor Code 677).
- (3) All requests for travel reimbursement must be made on a Travel Expense Report form and must be submitted within five working days after the expenditure.
- (4) All requests for mileage reimbursement must be made on a Daily Mileage Reimbursement Request form. Mileage will be paid at a rate to be determined by the Kent County Levy Court.¹

¹ Editor's Note: Daily Mileage Reimbursement Request form is on file in the County offices.

KENT COUNTY

C. General.

- (1) Employees are encouraged to prepay conference and travel costs when possible.
- (2) Some hotels require an advance before confirming room reservations.
- (3) Whenever possible, employees should plan trips far enough in advance to take advantage of any discounts for early registration and to allow sufficient time to process advances.
- (4) Employees should remember that while traveling on County business the employee represents Kent County government. Therefore, employees should conduct themselves in a professional and responsible manner that reflects well on the County.
- (5) Employees should also remember that the taxpayer funds employee trips. Employees, therefore, have the obligation to spend County funds in the most cost-effective way and only for authorized expenses.