

Rural Water District No. 4  
Sedgwick County, Kansas  
Mobile Home Parks

The District's standard measure of usage\pricing is based on a single family residential use and the majority of its bylaws, rules, and regulations and policies and procedures and costs of service are based on that unit of measure. In general, the District's water system is designed, built, and operated for the primary purpose of providing single family residential service.

Mobile home park usage has characteristics of both commercial use and residential use. Each Mobile Home Park presents unique engineering, cost, and service issues to the District.

Due to both the mobile nature of the housing and the private nature of the internal access roads, the District's general policy is to provide service to mobile homes in organized mobile home parks via a single master meter registered in the name of the park owner (the "member"). All interior lines (from the member's side of the meter on) shall be installed and maintained by the member-owner in compliance with all State, Local, and Federal statutes, rules and regulations, including all KDHE standards regarding the transmission and delivery of potable water. All master meters shall have a back flow preventer installed. NOTWITHSTANDING THE GENERAL POLICY, THE DISTRICT MAY REQUIRE OR AGREE TO INDIVIDUAL UNIT METERING OR OTHER ARRANGEMENTS IF IT DETERMINES SUCH IS IN THE BEST INTEREST OF THE DISTRICT AND ITS MEMBERS.

The determination of the District's ability to provide water service to a mobile home project is subject to an engineering study, to be performed at the sole cost of the applicant, by the District's engineers. Matters to be analyzed include capacity at the location proposed for delivery of service, effect on system and area capacity and pressure of providing service, water and pressure availability, suggested meter size, flow restrictions and/or operational limitations, if any, maximum area/users to be served as well as any line extensions or infrastructure improvements required to provide or enable service, if service is reasonably possible and economically and operationally feasible. This study is dependent upon information such as plats, easements, proposed usages, timing, etc. that must be provided to the engineer by the applicant.

After completion of the engineering study, if service is possible and feasible, the Board of Directors shall establish an appropriate Benefit Unit cost and minimum monthly charge and such other terms and conditions as shall be applicable to such service and may cause a written agreement to be prepared setting forth any special terms and conditions to apply to such service in addition to the District's regular bylaws, rules and regulations, and such shall be submitted to applicant.

NO APPLICATION SHALL BE DEEMED COMPLETE FOR PURPOSES OF PROCESSING OR EFFECTIVE FOR ANY PURPOSE UNTIL ALL REQUESTED INFORMATION IS PROVIDED, THE ENGINEERING STUDY IS COMPLETED, THE BENEFIT UNIT COST IS FULLY PAID ("THE APPLICATION FEE"), A WRITTEN APPLICATION FORM IS SUBMITTED, AND ANY OUTSTANDING LEGAL OR ENGINEERING COSTS PAID BY APPLICANT.

All Benefit Unit costs and other legal, engineering and construction costs must be paid by applicant prior to acceptance and issuance of a Water Benefit Unit and the provision of service.

Benefit unit costs shall reflect use of capacity and such other factors as may be necessary to fairly reflect the relative cost of service and use of District assets for the provision of service to said project.

EXPENSE DEPOSIT: An expense deposit equal to two times the single residential Benefit Unit cost must be deposited with the District by any applicant prior to commencement of any engineering study, processing of information, or preparation of written service agreement. All legal, engineering, and other processing costs shall be charged against this deposit. Costs in excess of the deposit shall be paid by applicant within 10 days after billing. The balance, if any, of the deposit shall be applied toward the Benefit Unit costs as finally determined.

The District will process completed applications in the order in which the completed applications are received. In the event applicant withdraws his application prior to acceptance, the deposit less all legal, engineering and processing fees shall be returned to applicant without interest.

NO APPLICATION SHALL BE DEEMED EFFECTIVE TO CAUSE ANY PORTION OF THE SYSTEM'S CAPACITY TO BE ALLOCATED OR SET ASIDE TO THE PROJECT UNTIL THE BENEFIT UNIT COST IS PAID IN FULL, THE WRITTEN SERVICE AGREEMENT IF ANY IS SIGNED BY APPLICANT AND SUBMITTED TO THE DISTRICT, THE APPLICATION IS COMPLETE WITH ALL INFORMATION, PLATS, ETC. SUBMITTED AS MAY BE NECESSARY IN THE DISTRICT'S OPINION TO ALLOW THE DISTRICT TO PROCESS THE APPLICATION FOR ACCEPTANCE, AND IF CONSTRUCTION OF ADDITIONAL LINES OR INFRASTRUCTURE IS TO BE PAID BY APPLICANT, UNTIL APPLICANT'S PORTION OF THE CONSTRUCTION COSTS ARE DEPOSITED WITH THE DISTRICT.

**MINIMUM MONTHLY CHARGE:** A minimum monthly rate of \$15.00 shall be applicable to all mobile home spaces in existence and being provided service by the District as of January 1, 2001, whether occupied or not. All spaces created or placed in service after that date shall be charged \$29.50 per month per space minimum monthly rate. In addition, actual water used shall be charged for at the rate then in effect. These charges are effective January 1, 2002 for all existing mobile home park spaces and immediately for all new mobile homes and are subject to change from time to time.

Explanatory Note: a portion of this policy regarding charges for mobile home parks applies to both new and existing users and all expansions of existing users. The \$15.00 minimum monthly payment (to be phased in) is equal to approximately one-half of the minimum monthly payment paid by residential user members. The \$15.00 minimum monthly payment applies to spaces in use and served as of the date of adoption of this revised policy. The \$29.50 minimum monthly payment is equal to the minimum monthly payment paid by all new residential user members and reflects the costs incurred in maintaining and upgrading the system to make such service available. The monthly minimum amount, which does not include payment for any water, is a base amount all residential users pay toward common operating costs, funding depreciation, and some capital improvements benefitting the system as a whole, and to help pay a portion of the costs of the improvements which have made service possible to them. Many of these costs and expenses are not directly incurred as a result of the acquisition and transmission of actual water used and therefore are shared by all residential users thru payment of the minimum monthly charge.

Adopted:            NOVEMBER 30, 2000