

LINE EXTENSION POLICY
REGULATIONS DRAFTED AUGUST, 2022

0. General - The conditions under which the City of Bartow ("City") will extend its electric primary distribution lines to serve any permanent installation by an Applicant, within the defined electric service territory of the City, are defined herein.

0.1. The City of Bartow Policies, Standards and Specifications for Subdivisions and Commercial Development ("City Standards") are incorporated herein by reference.

0.2. The term "Applicant" used herein can mean the property owner, developer, builder, or other authorized representative of prospective customers requesting a line extension.

0.3. High-capacity three-phase primary feeders ("Feeder Mains"), feeder laterals, transformers, secondary poles and cables are owned and maintained by the City up to the Point of Delivery. The "Point of Delivery" is either a primary metering point, secondary CT metering, a secondary meter pedestal, the overhead service connections at a weatherhead, or the underground service connections at a self-contained meter.

0.4. A line extension Facilities Charge or Contribution In Aid of Construction ("CIAC") may be applied as outlined herein. In general, CIAC is the calculated total amount to be paid, while Facilities Charge is a portion of CIAC paid monthly by an Applicant. These charges are separate and apart from any Temporary Service charges, Impact Fees, New Service charges, or Underground Service charges that may also be applicable.

0.5. The Applicant shall provide legal descriptions for any easements on private property necessary for construction of the line extension or for location of pad-mounted equipment. The Applicant shall execute an easement document with the City, and shall properly file said easement for recording.

0.6. Any payment for the cost of materials described herein will begin the process for the City to procure such materials. The Applicant should be aware that certain specialty materials may not be available in City stock and may have extended supply chain lead times.

0.7. The terms of this Line Extension Policy are separate and apart from the provisions of any 'Development with System Impact Policy' that may be implemented by the City.

1. Overhead Line Extension Beyond a Point of Delivery

1.1. In general, all facilities beyond a Point of Delivery are the Applicant's responsibility.

1.2. However, upon signed agreement with the Applicant, the City may own, extend and maintain overhead distribution facilities beyond a primary metering point.

- 1.3. The CIAC shall be the City's actual cost to construct the line extension. The Applicant shall be required to either 1) pay the cost of materials before construction is initiated and pay the remainder of the CIAC within 30 days following establishment of service; plus reimburse the City for future requested maintenance on the line extension, or 2) pay an ongoing Facilities Charge to the City, as part of the Applicant's monthly billing schedule, in the amount representing fifteen (15) per cent per year of the CIAC.
 - 1.4. In the case of discontinuance of service for any reason, the unpaid portion of CIAC plus costs of maintenance on the line extension shall become due immediately.
2. Overhead Line Extension to Serve a Single Customer
 - 2.1. A line extension including up to 300 circuit feet of overhead primary, pole-mounted transformer(s), and up to 200 feet of overhead secondary cable will be constructed at no charge to the Applicant.
 - 2.2. For longer line extensions, the City will extend its distribution facilities based upon a signed agreement with the Applicant. The Applicant shall be required to pay the cost of materials before construction is initiated.
3. Overhead Line Extension to Serve Multiple Customers
 - 3.1. Where multiple customers can or will be served from the line extension facilities, the City will extend its distribution facilities based upon a signed agreement with the initial Applicant. The initial Applicant requesting service shall be required to pay the full cost of materials for the line extension before construction is initiated.
 - 3.2. Where the overhead line extension consists of a Feeder Main because of possible future system requirements of the City, the City will base the material cost portion of the calculation on the minimum standard conductor size to serve only the load of the multiple customers.
 - 3.3. For each subsequent Applicant requesting service from said line extension, the other Applicants will be reimbursed such that the total amount paid is divided evenly amongst the customers connected to said line extension.
4. Underground Line Extensions
 - 4.1. Policies and charges for construction of underground distribution facilities are covered extensively in the City's "Underground Service Regulations". Underground Service charges are intended to recover the difference between the actual cost of construction of the underground facilities as compared to the estimated cost of comparable overhead facilities. Conduit and cables for primary loops and laterals, pad-mounted transformers, and secondary cables and pedestals are facilities included in the Underground Service charges.

- 4.2. An Applicant may request underground construction of Feeder Mains to be located outside of their development or property. Where Feeder Mains will be constructed on public rights-of-way or easements within a large development, to serve loads within the development, an Applicant may also request or require underground construction. In either case, the Applicant shall be required to pay a CIAC as described below for each portion of Feeder Main that is constructed. Underground Feeder Mains may include facilities such as a conduit and manhole system, high voltage cables and terminations, and pad-mounted switch or fuse cabinets with foundations.
 - 4.3. The City will determine the deposit necessary to develop a binding cost estimate for the anticipated primary feeder facilities. Upon payment of this non-refundable deposit by the Applicant, the City will determine the CIAC necessary to design and extend its distribution facilities.
 - 4.4. For this situation, CIAC shall be the difference between the estimated cost of construction of the underground facilities as compared to the estimated cost of comparable overhead facilities. Costs associated with engineering and with required regulatory permitting may be included in the estimate. Such CIAC shall be paid to the City by the Applicant within 20 weeks of the date of the signed agreement. If timely payment is not received, the City shall have the option to delay or cease construction.
 - 4.5. For a three-phase 1000 kcmil underground feeder built in lieu of a three-phase 795 kcmil or 336 kcmil overhead feeder, the CIAC charge is \$57.10 per trench foot plus the cost of terminal riser poles plus the differential cost of pad-mounted switches versus equivalent overhead switches.
 - 4.6. For a three-phase #4/0 AWG underground feeder built in lieu of a three-phase #4/0 AWG overhead feeder, the CIAC charge is \$37.60 per trench foot plus the cost of terminal riser poles plus the differential cost of pad-mounted switches versus equivalent overhead switches.
5. Relocation of Overhead Service Facilities to Underground
- 5.1. An Applicant may request relocation of existing overhead service facilities to underground.
 - 5.2. The applicable CIAC (the cost to install underground facilities plus cost to remove overhead facilities, plus net book value less salvage value of removals) is \$575.00 for a service distance of up to 100 feet. For distances over 100 feet and up to 200 feet this charge shall be increased by \$2.94 per foot. Upon signed agreement, the Applicant shall pay the CIAC to the City, and the City will relocate its service facilities.
 - 5.3. The Applicant shall be responsible for and pay for necessary changes to their service entrance facilities to accommodate underground secondary cables, including installation of conduit from the meter box to the designated pole and thirty feet up said

pole, weatherhead, conduit straps and ground clamps, in accordance with City Standards.

6. Relocation of Overhead Primary Facilities to Underground

- 6.1. An Applicant may request relocation of existing overhead facilities to underground as long as the relocation encompasses a minimum of one city block or five adjacent lots or 600 circuit feet. Such facilities may be located outside of their development or property in an adjacent public right-of-way.
- 6.2. The City will determine the deposit necessary to develop a binding cost estimate for the primary feeder facilities to be relocated. Upon payment of this non-refundable deposit by the Applicant, the City will determine the CIAC necessary to design and relocate its distribution facilities.
- 6.3. The City will calculate CIAC as the cost to install underground facilities plus cost to remove overhead facilities, plus net book value less salvage value of removals. Costs associated with engineering and with required regulatory permitting may be included in the estimate. Upon signed agreement, the Applicant shall pay the CIAC to the City.
- 6.4. Prior to relocation of primary facilities by the City, the Applicant shall provide any necessary easements and shall obtain agreements from other existing overhead utilities to relocate their facilities. The Applicant shall also obtain agreements from other affected customers, and shall make arrangements for necessary changes to all affected service entrance facilities to accommodate underground secondary cables.
- 6.5. The Applicant shall provide and install padmount transformer pads, any necessary pull boxes, and rigid primary conduit both underground and thirty feet up the designated riser poles. Such materials shall meet City Standards, and their installation must be reviewed and accepted by the City.
- 6.6. The Applicant shall provide a secondary conduit installation complete with suitable secondary cables from the service entrance and metering facilities to the padmount transformer(s), as provided in the City Standards.

UNDERGROUND SERVICE
REVISED REGULATIONS RECOMMENDED AUGUST, 2022
PURSUANT TO CODE SECTION 78-156

0. General - The conditions under which the City of Bartow (“City”) will provide underground electric service to serve any permanent installation of an Applicant, within the defined electric service territory of the City, are defined herein.
 - 0.1 The City of Bartow Policies, Standards and Specifications for Subdivisions and Commercial Development (“City Standards”) are incorporated herein by reference.
 - 0.2 The term “Applicant” used herein can mean the property owner, developer, builder, or other authorized representative of prospective users requesting underground electric service.
 - 0.3 Charges for underground service are separate and apart from any Temporary Service charges, Private Area Lighting charges, or New Service charges that may also be applicable. In a development where underground feeder main construction is required within its boundaries, the Applicant may also be responsible for charges as determined under the City of Bartow Line Extension Policy.
 - 0.4 Any payment for the cost of materials described herein will begin the process for the City to procure such materials. The Applicant should be aware that certain specialty materials may not be available in City stock and may have extended supply chain lead times.
 - 0.5 The terms of these Underground Service Regulations are separate and apart from the provisions of any ‘Development with System Impact Policy’ that may be implemented by the City.
1. In new single-family home subdivisions or manufactured home developments where average lot size is 1.0 acre or less, the policy for the installation of underground electric service shall be as follows:
 - 1.1 An Applicant desiring the installation of underground electric service shall apply to the City not less than forty (40) weeks prior to the date when the installation of underground service is required. The application or letter of request shall contain a commitment to pay for the cost of installation of such underground system at the rate per lot identified in the Schedule of Charges. Easements for the installation shall be provided by the Applicant.
An initial deposit amount will be required at the time of application to cover the cost of padmount transformers. Such amount is considered ‘refundable’ as described in Section 1.6.

- 1.2 The City will provide single-phase underground electric service, including underground primary cables, padmount transformers, and underground secondary cables.
 - 1.3 The Applicant shall provide complete installation of primary and secondary conduits, including transformer pads and secondary boxes or pedestals, in accordance with the City Standards. Meters shall be located on the front half of the side of the building which is closest to the associated transformer or pedestal.
 - 1.4 In single-family home subdivisions, the Applicant shall also provide secondary conduit to each individual meter box, in accordance with the City Standards.
 - 1.5 In manufactured home developments, the Applicant shall also provide and install metering and main switch pedestals in accordance with the City Standards. These installations shall be in the easements provided by the Applicant and shall be located in a front-lot position (or an accessible rear-lot position acceptable to the City), preferably on a convenient lot line, considering the lots to be served. The City will install underground secondary cables to the meter pedestals, and the Applicant will install the wiring between the meter and the main switch and from the main switch to the manufactured home. The Applicant may elect to procure and install an approved combination meter socket – main disconnect.
 - 1.6 Upon completion of the installation of the underground electrical facilities described in this Section 1, the Applicant shall pay to the City the charge imposed for such installation at the rate provided in the Schedule of Charges, less the transformer deposit amount described in Section 1.1.
 - 1.7 Where average lot size is greater than 1.0 acre or where the development requires significant three-phase primary installation, the charge per lot will be based on the cost difference between the actual cost of underground installation as compared to the estimated cost of comparable overhead service.
2. Individual residences and small commercial establishments whose demand will not exceed 200 amp single-phase service shall be provided underground secondary electric service in accordance with the following policy:
 - 2.1 An Applicant desiring the installation of underground secondary electric service shall apply to the City for the installation of such underground secondary service. The application or letter of request shall contain a commitment to pay for the cost of underground installation as hereinafter provided.
 - 2.2 The City will install a pole-mounted transformer if necessary, and will provide single-phase underground secondary electric service cables from existing overhead electric facilities as identified in the Schedule of Charges.

- 2.3 Meters shall be located on the front half of the side of the building which is closest to the City pole or transformer. The Applicant shall provide secondary conduit installation from the meter box to the designated pole and ten feet up said pole, in accordance with the City Standards.
 - 2.4 If the service distance is greater than 200 feet, the Applicant shall also provide secondary cables within the conduit, properly sized for voltage drop. Ownership of this secondary installation shall remain with the Applicant.
 - 2.5 If the Applicant desires underground primary and padmount transformer installation, before service is connected, they will be required to pay to the City the cost difference between the actual cost of underground installation as compared to the estimated cost of comparable overhead service. Where this type service is desired, the Applicant shall make application for this service to the City not less than forty (40) weeks prior to the date when the installation of underground service is required.
3. Large individual residences or commercial establishments whose demand exceeds 200 amp single-phase or who require three-phase service up to 150 kVA shall be provided underground electric service in accordance with the following policy:
 - 3.1 An Applicant desiring the installation of underground secondary electric service shall apply to the City for the installation of such underground service. The application or letter of request shall contain a commitment to pay for the costs of the installation as herein provided.
 - 3.2 The City will install pole-mounted transformers if necessary, and will provide underground secondary electric service to a large residential or commercial Applicant from existing overhead electric facilities at no additional charge.
 - 3.3 The Applicant shall provide a conduit installation complete with suitable secondary cables from the service entrance and metering facilities to the designated pole and thirty feet up said pole, including weatherhead, conduit straps, and ground clamp, in accordance with the City Standards. Meters shall be located on the front half of the side of the building which is closest to the City pole or transformer. Ownership of the secondary installation shall remain with the Applicant.
 - 3.4 Services larger than 150 kVA will require an underground primary and padmount transformer installation. Where this type service is required, or if underground primary and padmount transformer installation is desired for a service of 150 kVA or less, the Applicant shall make application for this service to the City not less than forty (40) weeks prior to the date when the installation of underground service is required. An initial deposit amount will be required at the time of application to cover the cost of padmount transformers rated 150 kVA or greater. Before service is connected, the Applicant will be required to pay to the City the cost difference between the actual cost of underground installation as compared to the estimated cost of comparable overhead service, less the transformer deposit amount.

- 3.5 For service involving underground primary, see the additional Applicant requirements listed in Section 4.2 hereof.
4. Commercial establishments requiring three-phase power and who will provide individual meters for multiple occupants shall be provided underground electric service in accordance with the following policy:
- 4.1 An Applicant desiring the installation of underground electric service shall apply to the City not less than forty (40) weeks prior to the date when the installation of underground service is required. The application or letter of request shall contain a commitment to pay the costs of the installation as hereinafter provided. An initial deposit amount will be required at the time of application to cover the cost of padmount transformers rated 150 kVA or greater.
- 4.2 The Applicant shall provide and install a padmount transformer pad, any necessary pull boxes, PVC conduit below grade from the padmount transformer to the designated pole and rigid galvanized or aluminum conduit thirty feet (30') up said pole. Such materials shall meet City Standards, and their installation must be reviewed and accepted by the City.
- 4.3 The City will furnish, install, and connect underground primary cable within such conduit, a padmount transformer, and driven grounds to provide primary grounding.
- 4.4 Meter centers shall be located on the front half of the side of the building which is closest to the City transformer. The Applicant shall provide a conduit installation complete with suitable secondary cables from the service entrance and metering facilities to the padmount transformer, in accordance with the City Standards. Ownership of the secondary installation shall remain with the Applicant.
- 4.5 Before service is connected, the Applicant will be required to pay to the City the cost difference between the actual cost of underground installation as compared to the estimated cost of comparable overhead service, less the transformer deposit amount.
5. Rules and regulations for installation of single-phase underground electric services for multi-family buildings shall be as follows:
- 5.1 An Applicant desiring the installation of underground secondary electric service shall apply to the City for the installation of such underground service. The application or letter of request shall contain a commitment to pay for the costs of the installation as herein provided.
- 5.2 For secondary service, the City will install pole-mounted transformers if necessary, and will provide single-phase underground secondary electric service cables from existing overhead electric facilities as identified in the Schedule of Charges.

- 5.3 Meter centers shall be located on the front half of the side of the building which is closest to the City pole or transformer. The Applicant shall provide the proper sized conduit(s) from the service entrance and metering facilities on the building to the designated pole and thirty feet up said pole, including weatherhead, conduit straps, and ground clamp, as provided in the City Standards.
- 5.4 If the service entrance estimated demand exceeds 200 amps, or if the service distance is greater than 200 feet, the Applicant shall also furnish and install suitable secondary cables in the conduit. Ownership of this secondary installation shall remain with the Applicant.
- 5.5 For multi-family buildings up to four units in a building, if underground primary, padmount transformers and service pedestals are required for the City to provide secondary service, an initial deposit amount will be required at the time of application to cover the cost of padmount transformers rated 150 kVA or greater. Before service is connected, the Applicant shall reimburse the City at the rate per building identified in the Schedule of Charges, less the transformer deposit amount.
The Applicant shall provide complete installation of primary and secondary conduits, including secondary conduit to meter or meters, and shall also provide suitable secondary cables within the conduit. Where this type service is required, the Applicant shall make application for this service to the City not less than forty (40) weeks prior to the date when the installation of underground service is required.
- 5.6 For apartment or condominium complexes with more than four units per building, if underground primary, padmount transformers and service pedestals are required for the City to provide secondary service, an initial deposit amount will be required at the time of application to cover the cost of padmount transformers rated 150 kVA or greater. Before service is connected, the Applicant shall reimburse the City at the rate per unit identified in the Schedule of Charges, less the transformer deposit amount.
The Applicant shall provide complete installation of primary and secondary conduits, including secondary conduit to meter or meters, and shall also provide suitable secondary cables within the conduit. Where this type service is required, the Applicant shall make application for this service to the City not less than forty (40) weeks prior to the date when the installation of underground service is required.
- 5.7 Where the development requires significant three-phase primary installation, the charge per unit will be based on the cost difference between the actual cost of underground installation as compared to the estimated cost of comparable overhead service.

6. Schedule of Charges

<u>Description</u>	<u>Applicant's Contribution</u>
New UG service (primary and secondary) in single-family Subdivisions or manufactured home developments (1.1, 1.6) per lot	
Up to 100 feet from service pole	\$ 649
Over 100 feet, up to 200 feet, additional per foot	\$ 2.94
 New UG service (primary and secondary) for multi-family Buildings, up to four units in a building (5.5), per building	 \$ 844
 New UG service (primary and secondary) for multi-family Buildings, more than four units in a building (5.6)	
Less than 100 total units, per unit	\$ 422
100 to 120 total units, per unit	\$ 316
121 to 200 total units, per unit	\$ 275
Over 200 total units, per unit	\$ 233
 New UG service (secondary only) for individual residences Or small commercial establishments (2.2)	
Up to 100 feet from service pole	\$ 575
Over 100 feet, up to 200 feet, additional per foot	\$ 2.94
 New UG service (secondary only) for multi-family buildings (5.2)	
Up to 100 feet from service pole	\$ 575
Over 100 feet, up to 200 feet, additional per foot	\$ 2.94

MISCELLANEOUS

(Continued from Sheet No. 8.0)

EXTENSION OF ELECTRIC LINES: The city will extend its electric lines to serve any permanent installation within the defined electric service territory of the city. A line extension including up to 300 circuit feet of overhead primary, pole-mounted transformer(s), and up to 200 feet of overhead secondary cable will be constructed at no charge to the applicant. For longer line extensions, the minimum bill of the applicant, for thirty-six months following establishment of service, shall be the greater of (a) the applicable portion of the city's actual cost of the line extension divided by thirty-six, or (b) the base charges for sales of electricity (exclusive of power cost adjustment charges).

Any line extension will be owned and maintained by the city up to the Point of Delivery (metering point or weather head). Line extensions beyond the Point of Delivery are the customer's responsibility. However, the city may, upon signed contract, own, extend and maintain distribution facilities beyond the Point of Delivery at a charge of fifteen (15) per cent per year of the cost of construction. This charge will become part of the customer's monthly billing schedule.

An applicant may request underground construction of new feeder mains in the vicinity of their property. The applicant will be required to pay the city in advance for preparation of a binding cost estimate for such construction, and upon acceptance will be required to pay a Contribution In Aid of Construction ("CIAC").

An applicant may request relocation of existing overhead facilities to underground. The applicant will be required to pay the city in advance for preparation of a binding cost estimate for such construction, and upon acceptance will be required to pay a Contribution In Aid of Construction ("CIAC"). For relocations, the CIAC will be based on the cost to install underground facilities plus cost to remove overhead facilities, plus net book value less salvage value of removals.

The city will relocate an overhead secondary service of up to 100 feet in length to underground at a charge of \$575. For service distances over 100 feet and up to 200 feet this charge shall be increased by \$2.94 per foot.

PRIVATE AREA LIGHTING INSTALLATIONS: The City will install unmetered private area lighting fixtures upon application in writing and, if applicable, after receipt of initial charges. Customers shall agree to receive and pay for services for a minimum term of 36 months. Base monthly charges are for fixtures installed on existing poles. If the City must install a single wood pole on which to mount the fixture, the customer shall pay an initial charge of \$159.00 and an additional monthly charge of \$3.00. The customer may request a concrete pole instead of a wood pole upon payment of an initial charge of \$457.00. The customer may request an "ornamental" pole instead of a wood pole upon payment of an initial charge of \$977.00. If additional facilities are required, see "Extension of Electric Lines", above.

(Continued to Sheet No. 8.2)

Issued by: David Wright
Acting City Manager

Effective: February 06, 2023

MISCELLANEOUS

(Continued from Sheet No. 8.1)

<u>Fixture Type</u>	<u>Base Monthly Charge</u>	<u>kWh / month</u>
50 W LED "Rural"	\$ 8.75	18
100 W High Pressure Sodium "Suburban" *	\$ 8.75	41
96 W LED "Roadway"	\$17.50	34
250 W High Pressure Sodium "Roadway" *	\$17.50	105
212 W LED Tenon Top "FDOT Roadway"	\$26.00	74
278 W LED Cobrahead "FDOT Roadway"	\$26.00	85
60 W LED "Antique"	\$23.00	21
100 W "Antique" *	\$23.00	41
96 W LED "Flood"	\$19.00	34
250 W "Mini Flood" *	\$19.00	100
146 W LED "Flood"	\$25.00	51
400 W "Mini Flood" *	\$25.00	161
400 W "Sportlighter" *	\$25.00	161
960 W LED "Sports Flood"	\$46.75	336
1000 W "Sportlighter" *	\$46.75	378

- Indicates fixture no longer available for new installation

In addition to the Base Monthly Charge, the Tax Exempt BPCA for the month shall be applied to the kWh/month value for the Fixture and added to the monthly bill.

The City reserves the right to replace existing high pressure sodium fixtures with equivalent LED fixtures at any time.

CONTINUITY OF SERVICE: The city will use reasonable diligence at all times to provide continuous service at the agreed nominal voltage, and shall not be liable to the customer for complete or partial failure or interruption of service, or for fluctuations in voltage, resulting from causes beyond its control or through the ordinary negligence of its employees, servants or agents.

Issued by: David Wright
Acting City Manager

Effective: February 06, 2023

MISCELLANEOUS

LIMITATIONS - The following are subject to the Ordinances, rules and regulations of the City of Bartow.

Deposit - Credit Assessment Fee	\$5.00
- Residential Service	Credit-based Deposit policy Based on square footage or on most recent 12 months of billing. Good credit risk- deposit waived; Moderate credit risk- 1x average bill; High credit risk- 2x average bill
- General Service	2 times estimated average monthly bill
Reconnect Charge - Disconnected at Meter	\$20.00
- Disconnected at Pole	\$40.00
- After hours	\$100.00
Bad Check Charge	5% of check, \$20.00 minimum, or as permitted by Florida Statutes
Late Payment Penalty	1.5% of delinquent amount, \$10.00 minimum
Meter Tampering Charge	Estimated value of diverted electricity plus \$50.00 penalty, plus cost to investigate and repair damage, plus increase in deposit to 2 times normal deposit
Transfer of Service Charge	\$20.00
Temporary Service Charge - Single-Phase Service	\$30.00
- Three-Phase Service	\$50.00
Meter Test Charge	\$30.00
	Refunded if meter is more than 2% fast or 2% slow.

UNDERGROUND SERVICE CHARGE:

Type of Service:	
General	Difference in Actual Cost of Underground installation compared to the estimated cost of Overhead service.
Single-family Home Subdivision or Manufactured Home Development	\$649 per Lot
Multi-family Homes up to 4 Units per Building	\$844 per Building
Apartments and Condominiums - Smaller than 100 Units	\$422 per Unit
- 100 to 120 Units	\$316 per Unit
- 121 to 200 Units	\$275 per Unit
- Over 200 Units	\$233 per Unit
Underground Secondary Only (200 A service)	\$575 up to 100 ft plus \$2.94/ft up to 200 ft

(Continued to Sheet No. 8.1)

Issued by: David Wright
Acting City Manager

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