CITY OF WELLS
WATER, SEWER & GARBAGE DEPARTMENT RATES, AND REGULATIONS
(Effective 12/1/2017; Revised 9/1/2018)

It is the ongoing policy of the City of Wells to provide service in a fair, equitable, and courteous manner to all customers of the water and sewer system. The City of Wells further agrees that it will faithfully and punctually perform all duties with reference to the system required by the Constitution and Laws of the State of Texas, including the making and collecting of reasonable and sufficient rates for water and sewer services supplied by the system. The city also agrees that no free services shall be rendered by the system to any customer, except for buildings, institutions, and operation of the city.

Failure to receive a bill will not waive any late fees or disconnection penalties.

GARBAGE WATER AND SEWER SYSTEMS RATES (11/2015)
RESIDENTIAL GARBAGE (Inside the City Limits) $15.68 + $1.22 tax
(Apartment tenant are exempt from this charge)
(Outside City Limits Trash Pick-up contact City Hall for Provider Contact Information)
ADDITIONAL CARTS $2.00 each per month
COMMERCIAL RATES Rate Sheet Available

WATER RATES
BASE RATE WATER 0 GALLONS USED $20.81

ALL USAGE AFTER THE BASE RATE:
1 – 2,000 GALLONS $3.00 per thousand gallons
2,001 – 6,000 GALLONS $3.25 per thousand gallons
6,001 – 10,000 GALLONS $3.50 per thousand gallons
10,001 – 50,000 GALLONS $4.25 per thousand gallons
ALL OVER 50,000 GALLONS $4.50 per thousand gallons

SEWER RATES
BASE RATE WATER 0 GALLONS USED $19.04

ALL USAGE AFTER THE BASE RATE:
1 – 2,000 GALLONS $3.00 per thousand gallons
2,001 – 6,000 GALLONS $3.25 per thousand gallons
6,001 – 10,000 GALLONS $3.50 per thousand gallons
10,001 – 50,000 GALLONS $4.25 per thousand gallons
ALL OVER 50,000 GALLONS $4.50 per thousand gallons

FOR ALL CUSTOMER LIVING OUTSIDE THE CITY LIMITS OF WELLS THE BASE RATE WILL BE:

| WATER RATE + 1/3: | $20.81 + $6.94 = $27.75 |
| SEWER RATE + ½:  | $19.04 + $9.52 = $28.56 |

ALL USAGE AFTER THE BASE RATE WILL BE CALCULATED USING THE CHARTS LISTED ABOVE.

COMMERCIAL RATES (INSIDE & OUTSIDE CITY LIMITS)
A commercial and industrial water customer within the corporate limits of the City of Wells shall pay for monthly services at the base rate determined by meter size based on meter size:

5/8" x ¾” meter base rate of $20.81; ¾” meter base rate of $31.01; 1” & above will pay a base rate of $41.21.

ALL USAGE AFTER THE BASE RATE:
1 – 2,000 GALLONS $3.00 per thousand gallons
2,001 – 6,000 GALLONS $3.25 per thousand gallons
6,001 – 10,000 GALLONS $3.50 per thousand gallons
10,001 – 50,000 GALLONS $4.25 per thousand gallons
ALL OVER 50,000 GALLONS $4.50 per thousand gallons
A commercial and industrial sewer customer within the corporate limits of the City of Wells shall pay for monthly
services at the base rate determined by meter size based on meter size:

5/8 x ¼” meter base rate of $19.04; ¾” meter base rate of $29.24; 1” & above will pay a base rate of $39.44.
ALL USAGE AFTER THE BASE RATE:

<table>
<thead>
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A commercial and industrial water customer outside the corporate limits of the City of Wells shall pay for monthly
services at the base rate determined by meter size + 1/2 based on meter size:

5/8 x ¼” will pay a base rate of $20.81 + 1/3 = $27.75; 3/4” will pay a base rate of $31.01 + 1/3 = $41.35; 1” &
above will pay a base rate of $41.21 + 1/3 = $54.95.
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A commercial and industrial sewer customer outside the corporate limits of the City of Wells shall pay for monthly
services at the base rate determined by meter size + 1/2 based on meter size:

5/8 x ¾” will pay a base rate of $19.04 + ½ = $28.56; 3/4” will pay a base rate of $29.24 + ½ = $43.86; 1” & above
will pay a base rate of $39.44 + ½ = $59.16.
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Customers that use their water to water livestock, gardens or other vegetation will be charged a flat rate for sewer
equivalent to a 2,000-gallon usage. Please report this to city hall to receive this rate.

WATER AND/OR SEWER TAP
This tap charge will not include additional pipe to run the service to the home if the utility main is farther from the
property line. The city’s responsibility ends at the tap and or meter. Charges will be determined by the operator. If
the main line is located on the opposite side of the road of your property a road boar will be needed at a charge of
$1,200.00 in addition to the tap charges. (REVISED 11/13/2017)

<table>
<thead>
<tr>
<th>Water meter tap</th>
<th>Charge</th>
<th>Sewer meter tap</th>
<th>Charge</th>
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</thead>
<tbody>
<tr>
<td>¾”</td>
<td>$800.00</td>
<td>4”</td>
<td>$800.00</td>
</tr>
<tr>
<td>2”</td>
<td>$1,600.00</td>
<td>6”</td>
<td>$1,600.00</td>
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</tbody>
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SECURITY DEPOSITS
RENTERS (DO NOT OWN HOUSE OR LAND) $200.00
HOMEOWNER (OWNS HOUSE/LAND) $150.00
LANDLORD (RENTAL PROPERTY) $100.00
CHURCHES $150.00
COMMERCIAL $200.00
NON-PAYMENT FEE $100.00
(Any bill paid after the 25th of the month weekend and holidays included)
Payment types accepted: Cash, Credit/Debit Card, Check and Money Order. Make checks/money order payable to: The City of Wells. The following requirements must be followed when paying a water bill with the City of Wells.

1. Personal checks (No two-party checks) ($30.00 return check fee applied to all returned checks. Services will be disconnected after 10-day limit to pick up a return check.)
2. Credit Card payments are processed through our website www.cityofwells.us; there is a $3.00 per $100.00 charge for this service. (Stopped credit card payments will be treated as a returned check.)

3. Money Orders
4. Limited payments for change:
   a. All change must be rolled into a money roller. No plain paper allowed.
   b. Loose change over $10.00 will not be accepted.
   c. Only the exact amount of the roll will go towards the bill.
   d. Each money roller must have the customer's name and account number legibly written on it.

Water payments are due on the 1st day of every month. On the 17th of every month, a 10% late fee will be added to all unpaid bills. The final day to pay is on the 25th of every month. On the next business day following the 25th of the month, a $100.00 non-payment fee will be added to all unpaid bills and your services will be disconnected the next business day. If the next business day falls on a Friday disconnect will be moved to Monday. (NO EXCEPTIONS). Failure to receive a bill does not waive any due dates or late fees.

Please pay bills at Wells City Hall during regular business hours. Mailed payments will be posted by the United States Postal Service, not the date written on the check. When mailing payments from the Wells Post Office please use the inside top mail slot marked local mail. The outside blue box will be sent out of town to be processed and delay payments from being received

The cities drop box is located on the front of the city hall building.

All rules and regulations are set by the city council. Discussion of these rules & regulations can be done with the council at the regular meetings held on the 2nd Monday of every month promptly at 7:00 p.m.
(Neither the city employees or the mayor can make changes to the rules and regulations).

City Of Wells Ordinances

The City of Wells has established ordinances to protect the citizens of Wells, Texas. It is the responsibility of the citizens to follow these ordinances. The ordinances are available at city hall.

1. CITY PARK RULES & REGULATIONS
2. DISCHARGE OF FIRE ARM
3. LOUD MUSIC - NOISE CONTROL
4. PRIVIES, ETC. PROHIBITED SEWER SYSTEM
5. PUBLIC CONSUMPTION OF ALCOHOL
6. STREET AND ALLEY WAY CLOSURE
7. WATER AND SEWER BILLING
8. VENDOR AND SOLICITOR
9. LIVESTOCK, POULTRY, FOWL
10. PROHIBIT UNREASONABLE ACCELERATION, ERRATIC DRIVING AND EXHIBITION DRIVING
Trash Collection Rules & Regulations

Each water customer is provided a trash cart by the City of Wells; in order for the trash collectors to pick up the trash the following list of rules must be followed:

1. Trash service is mandatory inside the city limits.
2. Trash service is billed one month in advance. Failure to pay for trash service with your bill will result in termination of the account.
3. Trash collection runs every Wednesday morning, Dumpster collection runs Monday and Friday.
4. All trash cans must be out on the road by 7:00 a.m., trash cans not out on the road will not be collected; the city right of way is not a trash collection location. Republic services employees will not cross the ditch line to collect trash containers.
5. Only Republic Services trash containers will be collected.
6. All trash must be bagged before being placed in the trash container, loose trash will not be collected.
7. All trash bags must be tied so that the trash stays in the bag.
8. Loose trash must be removed from the cart by the customer and placed in a bag.
9. No loose trash will be collected from the bottom of the trash cart; lift trash trucks are rarely used to collect trash.
10. No yard debris will be collected from the cart.
11. No heavy or metal materials should be placed in the trash cart.
12. Sharps such as medical needles should be placed inside of an aluminum cart or milk jug then placed into your trash bags to prevent accidental needle sticks.
13. Trash carts with large amounts of trash in the bottom of the cart will not be collected until the cart is cleaned out.
14. Cardboard boxes should be broken down before being placed in the container.
15. Additional trash containers can be obtained from the city with a $2.00 per month charge.
16. Removal of trash containers from the street after trash pickup is mandatory for each customer, cans should be removed by Thursday after each trash pickup.
17. Any violations will be reported to city hall by Republic Services. The city will mail out a letter explaining the violation(s) and how to prevent them from occurring. Repeat violations will be presented to the council, an appropriate action to be taken.
18. Senior citizens and the disabled customer can request trash pickup without placement of can on the street. Contact city hall for this service.
19. Rinsing your trash cart on occasion will keep insect larva from living in your trash cart.
20. The city only provides free bulk trash service in the spring and fall. This service will consist of 2 large roll-off dumpsters being located behind city hall for the citizens of Wells to dump their bulk trash into. Any other times the customers will need to dispose of their bulk trash at the county dump located at Cherokee County Solid Waste, Airport Rd, Rusk, TX 75785 (903) 683-6455

If your cart becomes broken or unusable please contact city hall for a new cart. If you have trouble rolling the cart out to the road, please contact city hall to be placed on the cities special pick up list for elderly and handicap customers.
Rules & Regulations

1. Water meters are read as close to the 25th of each month as possible. Bills are mailed out on the last day of the month; customers with a Wells mailing address will receive their water bills the next day due to the postmaster not sending these bills out to be processed. Customers with mailing addresses outside of the Wells zip code will receive their bill when the postal service sends them out to be processed and back to the associated zip code on file with the city. The City of Wells has no control over the amount of time it take the postal service to deliver a customer's bill to them.

2. In the event that the customer moves out of Wells, the city will obtain a final reading. The customer’s final bill will be removed from the service deposit on file. Any refund will be processed at the end of the following month. (Example: Moving out in January the expected refunds will be processed on the last business day in February). If someone other than the customer pays the water deposit they will receive any refunds when the account is closed. If there is a balance left on the account the deposit will go to the balance and will not be refunded person that made the deposit.

3. Services that are disconnected for non-payment will have the deposit applied to cover the outstanding balance on the 30th day of disconnection, at this time the city will require a new service deposit, first month’s trash payment, and any outstanding balances to be taken care of before services are reconnected.

4. The City of Wells allows each customer 30 days to pay their final bill after your deposit is applied to your account. If this bill is not paid a 30% collection charge will be added to the customer’s account and the customer will be sent to the cities collection agency.

5. The City may terminate a customer's utility service for the customer's failure:
   a) To pay a delinquent account; or
   b) To comply with deposit requirements; or
   c) To comply with rules and regulations; or
   d) Failure to allow a city employee on your property to access a water meter; or
   e) To make payment for a bill initially paid by a check or credit card returned by a bank for any reason; or
   f) To provide the city with a valid mailing address; or
   g) To pay for trash service that is billed; or
   h) The discovery of the existence of a meter tampering device or diversion of service, a known dangerous condition, or any unlawful use of service. These findings will be filed with the local law office and theft of services will be charged to the violator.

6. One meter is required for each residential, commercial, or industrial service connection. Failure to have the proper connections will result in termination of a customer's utility service. This does not apply to a single travel trailer or storage buildings located on the customer’s property and not used as a dwelling. A dwelling is defined as a structure that houses anyone for longer than 30 days per year. The water and sewer service is the property of the City of Wells; connecting any building to the utility without permission from the city is a violation of the rules and regulations. No existing dwellings will be grandfathered. (REVISED 11/13/2017)

7. Before any structure is connected to the city’s water and/or sewer lines customers must first get a permit approval from city hall. All structures are described as but not limited to a 1) Travel Trailer, 2) Motorhome, 3) Utility Trailer and 4) Storage Building. The permit will require a copy of the person making the connections driver’s license, license plate # of the item (if applicable) and a tentative removal date. The limit for allowing such items to be connected to city utilities is 30-days. After 30-Day the structure will require it’s on the water tap. Extensions will be considered depending on the situation. (See also Item 6). (Revised 06/11/2018)
8. There is no charge to transfer services to another address while living in the city. If the customer transfers their water deposit to a new address, we will obtain the last meter reading at the old address and a new meter reading at the new address. This usage will follow the customer from the old address to the new address and will reflect on the bill. If the customer request to have both meters on during the moving period this will only be allowed for 5 business days.

9. The City requires that all secondary service lines have 36” of clearance between water mains and secondary services in the utility easements. All lines shall be marked with electrical marking ribbon 12” below ground level.

10. Each residence is required to have a shut-off valve on their side of the meter; at the property owners cost. Customers are only allowed to turn their water off using this shut-off valve.

11. Water meters are the property of the City of Wells; at no time should they be accessed by anyone but a city employee. Any damages made to a water meter by the property owner/customer will be the responsibility of the property owner/customer to pay for replacement or repairs. The replacement cost plus a $25.00 labor fee will be added to the owner/customers water bill. Turning a water meter back on that was originally turned off by the city due to the property being vacated, a leak is detected or due to outstanding water bill being due is a violation of the cities policy and procedures. These findings will be filed with the local law office and theft of services will be charged to the violator.

12. Utility employees shall be allowed access to customer’s property for the purpose of reading, testing, line installation, maintaining meters, removing meters and using utility flush valves. Any condition that may hinder access include, but are not limited to, fences with locked gates, vehicles or objects placed on top of meters or meter boxes, and unrestrained animals. The city will require that any of the items listed be removed from the meter access within 5 business days.

13. The location of the water meter will be at the discretion of the City of Wells water and sewer superintendent and or council.

14. City of Wells water service for rental property owner (landlord) applies to these established rules and regulations. A rental property owner (landlord) letter listing other items concerning this rule will be supplied to the rental property owner (landlord). See Landlord letter for a list of these rules and regulations.

15. Installation of a new water/sewer tap will provide placement of the meter and a hookup stub for the customer to hook up to the water meter. A shut-off valve must be installed by the customer or the customer’s contractor. In the event that the service meter needs to be moved due to unforeseen location conflicts, the customer will receive the following services. Rule # 8 will apply to this service.
   a) Notice in writing stating the nature of the work and the date the work will be done.
   b) Placement of water meter in a new location. The customer will be responsible for hooking their service line up to the new meter and installing a personal shut off valve.

16. Upon the request of a customer, the city will calibrate the meter, without charge to test the accuracy of the customer's meter. If the initial test shows that the meter is reading correctly all another request for calibration test will cost $10.00 and will be charged to the named customer's account. The customer will not be charged for any failed test. Meters that fail the calibration test will be replaced. After 3 months of usage on the new meter, the city will go back 3 months prior to the meter being changed out to determine if a refund is warranted. Credits applied to the customer's account and will reflect on their bill and will only be refunded in the event that the customer terminates their water account. In the event that a water meter has to be sent to the manufacturer for calibration and the meter calibrated correctly the customer will be responsible for all charges. If the calibration shows that the meter is bad the city will pay all charges.
17. If the customer asks to observe the calibration test, the test shall be conducted in the customer's presence or in the presence of the customer's authorized representative. The test shall be made during the utility's normal working hours at a time convenient to the customer. Whenever possible, the test shall be made on the customer's premises, but may, at the utility's discretion, be made at the utility's testing facility.

18. Water leaks on the customer’s side of the meter are the customer’s responsibility; repairs must be made in a timely manner to save the customers money on their bill and to stop any water waste. If the leak is directly at the meter on the customer’s side the city utility crew will make the repairs so that no damage is made to the water meter. If the customer makes the repair and damages the meter in the process the customer will be charged for a replacement meter.

19. Customers must report any problems that occur on the city’s side of the lines to city hall. The office employees will then place a work order on the customer’s behalf. The work order will be turned over to the water-sewer employees to address the reported repairs. If it is found that the problem is on the customer’s side of the line the employee will then notify the customer either by phone or door hanger the findings of the work order. Work orders are addressed in the order that they are received.

20. The account holder is solely responsible for the payment of their water bills. There will be no adjustments to reflect a landlord paying any portion of the bills. This kind of payments arrangements will be between the tenant and landlord only and will in no way be the responsibility of the City of Wells. In the event that the customer has a water leak that causes an extremely high water bill the customer will be responsible for payments and any bills over $200.00 will be given a 3-month payment plan. This plan will be paid in combination with the monthly water bill that is charged.

21. No application, agreement, deposit or contract changes may be assigned or transferred without written or face-to-face consent from the account holder. Please, direct changes to the city hall employees.

22. The City of Wells reserves the right to refuse service to anyone. Foul language is prohibited in city hall, the use of foul language or improper business conduct can result in the local authorities being called and a criminal no trespassing warrant filed against the violator due to causing a hostile work environment for the city employees and customers.

23. All properties serviced by the City of Wells with a dormant water meter 30 days or older will be removed from service. There will be a $150.00 installment fee to be paid by the property owner when a new account is activated. The city will have three (3) days to reset the meter from the date the deposit is paid.

24. RVs, camper trailers, and any other mobile devices may not use city utilities to fill their holding tank and waste from RVs, camper trailers and any other mobile devices cannot be released into the city sewer if the device is being used as a permanent dwelling without also having a tap and account with the city. (REVISED 06/11/2018)

25. All lived in dwellings located inside the city limits of Wells are required to have both water and sewer services with the City of Wells. At no time may any livable dwelling located inside the city limits of Wells be connected to a personal water well or a personal septic system. Personal water wells may be used for watering livestock and irrigation only. (REVISED 06/11/2018)

26. All wastewater is required to go into the sewer system; this includes all gray water. Gray water is not allowed to run onto the ground per the Texas Commission on Environmental Quality (TCEQ). Gray water is defined as wastewater from showers; bathtubs; handwashing lavatories; sinks that are used for disposal of household or domestic products; sinks that are not used for food preparation or disposal; and clothes-washing machines. Any customer that has gray water running on the ground must make the necessary repairs for their gray water to run into the city sewer system. (REVISED 06/11/2018)
27. No free water or wastewater service shall be rendered to any person. No utility connection shall be received without the payment of the deposit amount set by the City as herein set forth, or as otherwise established by ordinance.

28. It is the responsibility of all customers to provide the city with correct contact information. Mailing addresses, home phones, cell phones and email addresses are used to send notices to all customers. The city is required by the State of Texas to notify utility customers of any event that will affect their service. All contact information is confidential and will not be given out by the office staff. (REVISED 11/13/2017)

29. Any person violating the provisions of this Ordinance shall be deemed guilty of a Class C misdemeanor, and upon conviction shall be punished by a fine not to exceed Two Hundred ($200.00) Dollars for each violation. (REVISED 06/13/2016; Added 6/11/2018)

Customer Complaints Rules & Regulations

Customer complaint forms are available at city hall. The city shall make a prompt and suitable investigation of complaints made in writing and will advise the complainant of the results thereof. Results will be documented and kept on file in city hall.

Customers objecting to the actions, policies, or decisions of the city with regard to service and/or billing may informally appeal to the water and sewer superintendent or the city secretary to attempt a resolution administratively.

If the problem is not resolved by an informal appeal, the customer may request a formal appeal hearing with the city council by requesting to be placed on the agenda for the next regularly scheduled council meeting. Such request will not be granted when the customer’s only complaint regards the:

a. Determination of reasonableness or the denial of a deferred payment agreement; or customer’s financial inability to pay for services rendered, and there is not disputed as to the accuracy of the billing or the customer's liability; or design and fairness of the rate schedule.

Pending the formal appeal, the customer's service shall be continued if not terminated prior to a valid formal appeal. In the event service was terminated prior to a valid formal hearing, service will be reconnected upon payment of the non-payment and/or reconnection fee. The non-payment and/or reconnection fee will not be charged if the Council's decision is in favor of the customer in whole or part.

The City shall provide a copy of the "Rates and Regulations" to each new customer upon initiation of a contract for utility service. Copies will be available to customers upon request. Rules and Regulations are subject to changes made by the city council at any designated regular council meeting or any special council meeting.