

**EXHIBIT 1**

**RECLAIMED WATER  
POLICIES, PROCEDURES AND REGULATIONS  
PINELLAS COUNTY, FLORIDA**

## TABLE OF CONTENTS

I. INTRODUCTION	1
II. DEFINITIONS	2
III. GENERAL PROCEDURES AND REQUIREMENTS	3
A. Applying for Reclaimed Water Service	3
1. Residential	3
2. Commercial and Multi-family	3
3. Existing Subdivision	3
B. Availability of Service	3
C. Right to Refuse Service	4
D. Property Owner's Service Requirements	4
E. Public Easement Requirement	4
F. Ownership	4
G. Meter Requirement	4
H. Irrigation Control Valve	5
I. Wye Strainer	5
J. Service and Maintenance	5
K. Inspection	5
L. Cross Connection Control	5
M. Run-off Control	6
IV. DESIGN AND CONSTRUCTION OF RECLAIMED WATER FACILITIES	6
A. Design of Reclaimed Water Distribution Systems	6
1. New Subdivisions	6
2. Minimum Size of Mains	6
3. Design of Service Lines	6
4. Service Taps	7
5. Set Back Distances and Separation Requirements	7
B. Engineering Approvals	7
C. Construction Requirements	7
1. Identification	7
2. Inspection	8
3. Construction in Public Right-of-Way	8
V. RECLAIMED WATER FEES AND CHARGES	8
A. Fees and Charges	8
B. Billings and Collections	8
C. Line Extension Costs	8
D. Capital Cost Recovery-Assessment	8

## I. INTRODUCTION

Pinellas County is committed to develop its wastewater treatment and disposal facilities in accordance with the best environmental practices and to conserve and protect the State's water resources.

Regional planning studies prepared by Pinellas County for treated wastewater disposal recommend the reuse of non-potable reclaimed water for irrigation purposes. In addition, Southwest Florida Water Management District (SWFWMD), Florida Department of Environmental Protection (FDEP) and other regulatory agencies strongly recommend and encourage the reuse of reclaimed water as a measure for conservation of the State's valuable water resources. Reclaimed water provides this offset to the potable water demand for non-essential uses such as irrigation.

In conjunction with the Pinellas County Water System Policy Manual adopted by the Board of County Commissioners Resolution 87-198, this manual outlines the general policies, procedures and regulations of Pinellas County, Florida, for reclaimed water service.

## II. DEFINITIONS

BACKFLOW PREVENTION DEVICE - either a reduced pressure backflow prevention device, a double check valve assembly, a dual check valve, or other device, which protects the potable water system at the service connection by isolating within the customers' premises actual or potential pollution or contamination through cross-connection between any piping system and the customers' potable water service.

COUNTY - shall mean Pinellas County, a political subdivision of the State of Florida.

CROSS-CONNECTION - shall mean any physical connection or arrangement which could allow the movement of fluids between a potable water system and any other piping system, such as a reclaimed water system.

CUSTOMER - shall mean any person, owner or occupant who applies for reclaimed water service and who is required to abide by the policies and regulations contained herein.

DEPARTMENT - shall mean Pinellas County Utilities.

D.I.P. - shall mean ductile iron pipe.

DIRECTOR - shall mean the Director of Pinellas County Utility Department who is responsible for the technical and operational activities of the sewer system, water system and reclaimed water system, or the Directors' Designee.

DISCONTINUANCE OF SERVICE - shall mean termination of service through an appropriate method to insure that no reclaimed water can be received by a customer.

DISTRIBUTION MAIN - shall mean conduit used to deliver reclaimed water to individual service lines.

SCHEDULE OF RATES AND FEES - rates and fees as approved by the Board of County Commissioners.

IRRIGATION CONTROL VALVE - shall mean the valve by which the property owner can manipulate the reclaimed water in order to service the property owner's irrigation system. The valve shall be located after the master control valve.

MASTER CONTROL VALVE - shall mean the valve which controls reclaimed water flow to the customer's property, located at the point where the reclaimed water service line crosses the private property line.

PCU - shall mean Pinellas County Utilities.

POLICY - shall mean those policies adopted by Board of County Commissioners Resolution 87-198 and any successive modifications to the policy as amended by the Board.

PVC PIPE - shall mean polyvinyl chloride pipe.

RECLAIMED WATER - shall mean water that has received a level of treatment as required by Florida Department of Environmental Protection, and is reused after flowing out of a wastewater treatment facility.

SERVICE LINE - shall mean conduit used to deliver reclaimed water from distribution mains to the master control valve.

TRANSMISSION MAINS - shall mean a principal conduit used to deliver reclaimed water from a source or pumping station to the distribution main.

### III. GENERAL PROCEDURES AND REQUIREMENTS

#### A. APPLYING FOR RECLAIMED WATER SERVICE

Applications for reclaimed water service and system extensions shall be submitted to the Pinellas County Utilities Department, 14 South Fort Harrison Avenue, Clearwater, Florida 34616.

##### 1. Residential

Residential reclaimed water service shall be applied for at the PCU Customer Service Department office by completing and signing application form, Exhibit A.

##### 2. Commercial and Multi-Family

Commercial and multi-family reclaimed water services shall be applied for at the PCU Engineering Department office by completing and signing application form, Exhibit B.

This application may be required to be accompanied by a site plan and/or construction plan showing the proposed service, main diameter and location. The location of the service shall be approximate at the lot line, adjacent to the easement or right-of-way in which the distribution main is located, and shall be at least five (5) feet from any potable water meter. The reclaimed water service shall be at least five (5) feet from any building sewer service connection.

##### 3. Existing Subdivisions

To request reclaimed water service for existing developments, the property owners may petition the Pinellas County Board of County Commissioners on a form obtainable from the PCU. This initial petition shall contain an expression of interest by the property owners and shall not be a binding commitment on the property owners or the County. The County may also initiate the extension of a reclaimed water service to existing developments.

#### B. AVAILABILITY OF SERVICE

Each application shall be reviewed by the Pinellas County Utilities Department for availability of reclaimed water. Service in areas where only transmission mains exist may require installation of a distribution main. Reclaimed water main extensions or systems shall be in accordance with the terms of an Agreement to be entered into between the County and the specific property owner or developer for each project.

C. RIGHT TO REFUSE SERVICE

The County shall have the right at all times to refuse to extend service based on the following: a use detrimental to the County or public health, inadequate supply of reclaimed water, lack of payment of required fees, or for any other reason which in the judgment of the Director will cause the extension not to benefit the County. The payment of any costs, submittal of any petition, or any other act to receive reclaimed water service shall not guarantee such service.

D. PROPERTY OWNER'S SERVICE REQUIREMENTS

Before an application for reclaimed water service shall be approved, the customer must have a suitable irrigation system. The irrigation system shall consist of an underground system provided by the customer or a County-provided, below ground hose bib contained in a locked box. No system with a cross-connection to the potable water system shall be considered for connection to the reclaimed water system. The reclaimed water system shall not include devices, above ground faucets, or other connections that could permit the reclaimed water to be used for any purpose other than irrigation unless such uses and systems have been approved in writing by the Director.

E. PUBLIC EASEMENT REQUIREMENT

All reclaimed water facilities, except the customer's irrigation system which is on his property, shall be installed in adequate public rights-of-way or in appropriate easements as required by the Director, which will insure permanent County access for operation, maintenance, and replacement.

F. OWNERSHIP

All reclaimed water facilities and appurtenances, other than plumbing facilities, when constructed or accepted by the County shall become and remain the property of the County. No person shall, by payment of any fees and charges provided herein, or by causing any construction of facilities accepted by the County, acquire any interest or right in such facilities, or any portion thereof, other than the privilege of having their property connected for reclaimed water services in accordance with this manual and any amendments thereto.

G. METER REQUIREMENT

Customers may be required to provide an appropriately sized meter. All meters for the reclaimed water system required by the County will be installed by the County at the applicant's expense. An estimate for the installation cost will be prepared by the County and submitted to the applicant for payment prior to installation. A refund or additional billing will be made after installation to ensure that the applicant pays the actual cost of installation.

H. IRRIGATION CONTROL VALVE

All connections to the reclaimed water system shall have an irrigation control valve (gate valve) installed by the customer after the master control valve. The irrigation control valves are to be located prior to the wye strainer and/or pressure reducing valve, as required, and after the flowmeter for non-residential connections. For residential connections, the irrigation control valves are to be located prior to the wye strainer and/or pressure reducing valve, as required, and after the master control valve. All irrigation control valves are to be enclosed with an appropriate valve box and/or meter box as required.

I. WYE STRAINER

All customers on the North County System will be required to provide a wye strainer with a self-cleaning blow off outlet. Customers on the South County System are encouraged to install a wye strainer, but shall not be required to do so. The wye strainer is to be located on the customer's line after the irrigation control valve.

J. SERVICE AND MAINTENANCE

Service and maintenance of the reclaimed water facilities shall comply with the Pinellas County Water System Policy Manual, Resolution 87-198.

K. INSPECTION

To insure that the County's regulations and procedures are being observed, the County reserves the right and privilege, but not the duty, of inspecting, removing and/or securing any or all devices installed by the customer which connect to, or control the reclaimed water. Each reclaimed water customer shall, through his/her initial application for reclaimed water service, give prior written consent to enter upon their premises, and thereby waive any other written notice for such inspection. Attempts will be made to limit such inspection to day light hours. Failure of the County to obtain such a written waiver shall not affect the County's right to proceed with the inspection.

Refusing to permit an authorized County representative or Pinellas County Public Health Unit representative to enter onto the premises for the purpose of inspecting the customer's reclaimed water system pursuant to these regulations, and procedures shall be grounds for immediate discontinuance of reclaimed water service by the County to the subject premises.

L. CROSS CONNECTION CONTROL

In all premises where reclaimed water service is provided, the public potable water supply shall be protected by an approved backflow prevention device installed on the potable water system at the meter. All devices and materials installed for cross-connection control must be in accordance with requirements of the FDEP and/or Pinellas County Cross Connection Control Ordinance 77-11.

M. RUN OFF CONTROL

The property owner and/or customer shall be responsible for the operation of their irrigation system to ensure that neither ponding nor run-off from the irrigation site occurs as a result of the spray irrigation of the reclaimed water.

IV. DESIGN AND CONSTRUCTION OF RECLAIMED WATER FACILITIES

A. DESIGN OF RECLAIMED WATER DISTRIBUTION SYSTEMS

Reclaimed water distribution systems shall be designed with the necessary capacity to provide adequate volumes under sufficient pressures to supply the irrigation needs of the project area.

1. Preliminary Planning--New Subdivisions

During the review of preliminary site plans for new subdivisions, multiple family complexes, commercial, industrial, or other such developments, the feasibility and need for utilization of reclaimed water for irrigation shall be evaluated and commented on by County staff. Where it is necessary for the developer to accept and utilize reclaimed water in order to obtain sanitary sewer service, or where there is a need for reclaimed water for irrigation, the County, in conjunction with the developer, shall prepare an Agreement for Supply and Utilization of Reclaimed Water, following County policies and acceptable to the parties, for execution by the parties prior to starting construction.

2. Minimum Size of Mains

The minimum size of mains installed in the County shall be four (4) inches in diameter. As an exception, mains two (2) inches in diameter will be allowed upon written approval of the Director. In no case, will a two (2) inch main be allowed for any extension that can at present, or by future extension, possibly serve more than five (5) domestic customers on a cul-de-sac or ten (10) domestic customers on a line that is connected at both ends.

3. Design of Service Lines

A reclaimed water service line shall be extended from the distribution main to the property being served. Service lines shall be sized as required by the property served, but shall in no case be less than one (1) inch in diameter. Sizes of the service lines required by the applicant are subject to approval by the Director. The service location shall maintain the horizontal separation from the potable water service line as required by regulation.



#### 4. Service Taps

Service taps will be made to reclaimed water transmission mains no larger than 16" in diameter unless specifically approved by the Director.

#### 5. Set Back Distances and Separation Requirements

Set back distances from edge of wetted reclaimed water irrigation areas to potable water supply wells shall comply with FDEP regulations and other agencies having jurisdiction. Other set back distances and separation requirements as established by FDEP shall apply.

### B. ENGINEERING APPROVALS

Plans and specifications for extensions of the reclaimed water system shall be prepared by a professional engineer, registered to practice in the State of Florida. The plans and specifications for such projects shall be approved by the PCU Engineering Department and the FDEP prior to starting construction.

In new subdivisions, golf courses, or other tracts where reclaimed water facilities to be owned and operated by the County are installed, the developer or the property owner shall convey to the County adequate easements for the construction, operation, maintenance, replacement, and future extension of reclaimed water facilities and for the construction, operation, maintenance, and replacement of monitoring wells, if required.

### C. CONSTRUCTION REQUIREMENTS

#### 1. Identification

All pipes and above ground cross-connection control devices accepted into existing systems shall be adequately identified by color. The color may be a characteristic of the pipe material, added after manufacture of the pipe by a coloring agent, or permanently attached by means of adhesive backed tape.

If taping of the pipe is necessary, there shall be a minimum of three colored stripes per length of pipe (longitudinal to the pipe, located at 10 o'clock, 12 o'clock and 2 o'clock when the pipe is installed), each a minimum of two (2) inches wide. The identifying colors shall be:

Potable Water System - blue  
Reclaimed Water System - lavender  
Service Pipe - lavender

All reclaimed water valves and outlets shall be appropriately tagged or labeled to warn the public and employees that the water is not intended for drinking. All piping, pipelines, valves, and outlets shall be color coded, or otherwise marked, to differentiate reclaimed water from potable or other water.

## 2. Inspection

The County has the right, but not the duty, to inspect reclaimed water facilities during construction to insure their conformance with construction plans and specifications. Formal County acceptance of those reclaimed water facilities to be owned and operated by the County shall occur only after the receipt of as-built drawings, required easements, an absolute Bill of Sale with full warranties of title, and a Release of Lien.

## 3. Construction in Public Right-of-Way

Applicants for all reclaimed water services requiring line extensions within County or State maintained rights-of-way shall be required to pay the cost of such extension in accordance with rates and fees established for such services.

## V. RECLAIMED WATER FEES AND CHARGES

### A. FEES AND CHARGES

The fees and charges shall be in accordance with the Schedule of Rates and Fees, as approved by the Board of County Commissioners.

### B. BILLINGS AND COLLECTIONS

Account servicing of the reclaimed water service shall follow the guidelines outlined in the Pinellas County Water System Policy Manual, Resolution 87-198.

### C. LINE EXTENSION COSTS

The fees and charges shall be in accordance with the Schedule of Rates and Fees.

### D. CAPITAL COST RECOVERY-ASSESSMENT

The Board of County Commissioners may approve an assessment program to defray any or all of the cost of the distribution system.

**PINELLAS COUNTY UTILITIES  
14 S. FT. HARRISON AVENUE, CLEARWATER, FL 34616**

**Residential Application for Reclaimed Water and  
Hold Harmless Agreement**

**NAME** \_\_\_\_\_ **DATE REQUESTED** \_\_\_\_\_

**SERVICE ADDRESS** \_\_\_\_\_ **PHONE: ( )** \_\_\_\_\_

**PROPERTY DESCRIPTION: LOT** \_\_\_\_ **BLOCK** \_\_\_\_ **SUBDIVISION** \_\_\_\_\_

I, the Applicant, have read and understand the County's Policies, Procedures and Regulations for Reclaimed Water Service and agree to use reclaimed water for the purpose(s) described therein. I understand the County cannot at all times, guarantee a supply of reclaimed water, and I agree that the County will not be held liable for damages resulting from an inadequate supply of reclaimed water. I understand due to the chemical composition of reclaimed water, it may not be compatible for irrigation of certain vegetation, and I agree that the County will not be held liable for damages that may occur to vegetation or for damages which may occur due to uses of reclaimed water for purposes not included in the Policies, Procedures and Regulations for Reclaimed Water Service. I agree to defend and hold harmless the County from all claims and judgments against the County by any person arising from the use of reclaimed water or the operation of the reclaimed water system, on my premises.

It is further agreed that the County or Pinellas County Public Health Unit shall have the right to enter the above premises to inspect the reclaimed water piping and fittings; to discontinue County reclaimed water service, for tampering with the service (includes meter and appurtenances), for cross-connections with another service or water source, or for any other reason that may be detrimental to Pinellas County Utilities.

**Terms of Agreement Accepted:** Pinellas County, Florida

\_\_\_\_\_ **Received by:** \_\_\_\_\_  
**Customer\*** **Date** **Utilities Agent** **Date**

**\* ATTACH POWER OF ATTORNEY OR SIGNED AUTHORIZATION**

**Send completed application to:** Pinellas County Utilities  
 Attn: Customer Service  
 14 S. Ft. Harrison Ave.  
 Clearwater, FL 34616

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**FOR OFFICE USE ONLY**

**Billing Cycle:** \_\_\_\_\_  
**Account No.:** \_\_\_\_\_  
**Parcel No.:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
 SEC. /TWP. /RNG. /SUB.NO. /BLK /LOT

**PINELLAS COUNTY UTILITIES  
14 S. FT. HARRISON AVENUE, CLEARWATER, FL 34616**

**Commercial or Multi-Family Application for Reclaimed Water  
and Hold Harmless Agreement**

**NAME** \_\_\_\_\_ **DATE REQUESTED** \_\_\_\_\_

**SERVICE ADDRESS** \_\_\_\_\_ **PHONE: ( )** \_\_\_\_\_

**PROPERTY DESCRIPTION: LOT** \_\_\_\_\_ **BLOCK** \_\_\_\_\_ **SUBDIVISION** \_\_\_\_\_

I, the Applicant, have read and understand the County's Policies, Procedures and Regulations for Reclaimed Water Service and agree to use reclaimed water for the purpose(s) described therein. I understand the County cannot at all times, guarantee a supply of reclaimed water, and I agree that the County will not be held liable for damages resulting from an inadequate supply of reclaimed water. I understand due to the chemical composition of reclaimed water, it may not be compatible for irrigation of certain vegetation, and I agree that the County will not be held liable for damages that may occur to vegetation or for damages which may occur due to uses of reclaimed water for purposes not included in the Policies, Procedures and Regulations for Reclaimed Water Service. I agree to defend and hold harmless the County from all claims and judgments against the County by any person arising from the use of reclaimed water or the operation of the reclaimed water system.

It is further agreed that the County or Pinellas County Public Health Unit shall have the right to enter the above premises to inspect the reclaimed water piping and fittings; to discontinue County reclaimed water service, for tampering with the service (includes meter and appurtenances), for cross-connections with another service or water source, or for any other reason that may be detrimental to Pinellas County Utilities.

**Terms of Agreement Accepted:** \_\_\_\_\_ **Pinellas County, Florida**  
**X** \_\_\_\_\_ **Received by:** \_\_\_\_\_  
**Customer\*** \_\_\_\_\_ **Date** \_\_\_\_\_ **Utilities Agent** \_\_\_\_\_ **Date** \_\_\_\_\_

**\* ATTACH POWER OF ATTORNEY OR SIGNED AUTHORIZATION**

Please complete the following:

1. Use: Irrigation \_\_\_\_\_ Other (explain) \_\_\_\_\_
2. Total Acreage \_\_\_\_\_ Acres to be irrigated \_\_\_\_\_
3. Estimated Quantity \_\_\_\_\_ GPD/Application No. of applications/week \_\_\_\_\_
4. Present Source of Water \_\_\_\_\_
5. SWFWMD Water Use Permit Yes \_\_\_ No \_\_\_ Permit No. \_\_\_\_\_  
(Please attach copy of SWFWMD Permit)
6. No. of Well(s) \_\_\_\_\_ Backflow Preventers on Well(s) Yes \_\_\_\_\_ No \_\_\_\_\_
7. If Ponds are to be used for Reclaimed Storage: Storage Capacity: \_\_\_\_\_  
Type of Outlet Structure \_\_\_\_\_ Structure Discharges to: \_\_\_\_\_  
Invert Elevation of Structure \_\_\_\_\_ ft. NGVD
8. SWFWMD MSSW Permit Yes \_\_\_\_\_ No \_\_\_\_\_ If yes - Permit No. \_\_\_\_\_  
(Attach any limiting conditions which would affect this application)
9. Diameter of Mainline on Irrigation System \_\_\_\_\_

**Send completed application to:** **Pinellas County Utilities**  
**Attn: Customer Service**  
**14 S. Ft. Harrison Ave.**  
**Clearwater, FL 34616**

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**FOR OFFICE USE ONLY**

**Billing Cycle:** \_\_\_\_\_  
**Account No.:** \_\_\_\_\_  
**Parcel No.:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
**SEC. /TWP. /RNG. /SUB.NO. /BLK /LOT**  
5/22/95/MIB/100.1