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VERIF. DATE: _____

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CP1-ES-0065 FRev. 2C	TITLE: Guidelines to Manage Water Bills for Water Policy Landowners	Page 1 of 5
DOCUMENT CATEGORY: Administrative		LEVEL OF USE: Information Level
Check all that apply: Commitment Stamps <input type="checkbox"/> WCO <input type="checkbox"/> Shared Site <input type="checkbox"/>		
FUNCTIONAL AREA: Water Policy SUBJECT MATTER AREA: Water Policy		SUBJECT MATTER EXPERT: Alison Riley, Water Policy Coordinator
NUCLEAR SAFETY REVIEW DOCUMENTATION: N/A per CP3-NS-2001 6.1.1.C		RESPONSIBLE MANAGER/OWNER: Myrna Redfield, Program Manager
REQUIRED REVIEW DATE (or expiration date for temporary change): 5/12/2031		EFFECTIVE DATE: 06/03/2026

REVISION/CHANGE LOG				
Revision/ Change Letter	Description of Changes	Pages Affected	Date of Revision/ Change	Approved By (signature on file)
FR0	Bluesheet	ALL	9/22/2017	Documentation on File
FR1	Non-Intent revision to incorporate bluesheet.	ALL	12/19/2017	
FR2	General review and update	ALL	12/16/2020	
FR2A	Intent Revision to update municipal water provider, SME, and update controlled unclassified information markings.	2, 4-5	6/14/2023	
FR2B	Periodic Review has been completed with no changes identified in procedure technical content. Nonintent changes have been incorporated per CP3-NS-2001. Date for review cycle has been reset.	All	5/12/2026	Megan Mulry
FR2C	Non-intent cover and contact information and removal of CUI markings on Appendix A and B	4 & 5	06/02/2026	Myrna Redfield

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1.0 PURPOSE

To provide consistent guidance for Four Rivers Nuclear Partnership, LLC, (FRNP), in evaluation and approval of payment of water bills for those properties within the water policy area.

2.0 POLICY

This policy applies to all landowners within the water policy area that are provided access to municipal water through Paducah Water.

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3.0 IMPLEMENTATION

Based upon a water bill statement of \$100 or greater for any landowner, unless the historical use was established at the time of the initiation of the water policy, the following actions shall be taken:

- 3.1** First occurrence: Contact landowner by phone regarding the water bill amount and advise the landowner that there may be a leak present. Notify the landowner that the water bill amount is elevated, and if the excessive use is due to a leak, then the landowner is responsible for repair of water lines. Explain the policy on high water bills over \$100 and that the U.S. Department of Energy will only pay up to \$100 on the third occurrence of the water bill being over \$100. Follow up conversation with a written Notification of High Water Bill letter (Appendix A).
- 3.2** Second occurrence: Contact landowner by phone regarding the water bill amount and send a Notification of Excessive Water Usage letter (Appendix B) notifying landowner that \$100 is the maximum amount that will be paid toward any future water bills at that residence.
- 3.3** Third occurrence: Contact the landowner by phone regarding the amount over \$100 that the landowner is responsible for and remind the landowner that this amount is due to the Paducah Water. Notify the infrastructure contractor to pay only \$100 toward the landowner’s water bill. Pay only \$100 toward the landowner’s water bill.

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4.0 DEFINITIONS AND ACRONYMS

4.1 Definitions

Water Policy Area – An area with a northern boundary of the Ohio River, an eastern boundary of Metropolis Lake Road (includes both sides of Metropolis Lake Road), with a southern boundary of Ogden Landing Road (includes both sides of Ogden Landing Road) and western boundary of Bethel Church Road (includes both sides of Bethel Church Road).

4.2 Acronyms

- DOE – U.S. Department of Energy
- FRNP – Four Rivers Nuclear Partnership, LLC

5.0 REFERENCES

None

6.0 APPENDICES

- Appendix A, *Notification of High Water Bill*
- Appendix B, *Notification of Excess Water Usage*

7.0 EXCEPTIONS

- In cases where the landowner has a historically (established at the time of water policy initiation) *high level of water usage for crops and/or livestock, the \$100 action limit shall not apply.*
- In these cases, FRNP will make a courtesy call if an upward trend or spike is observed in water usage.

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Appendix A – Notification of High Water Bill

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[DATE]

FRNP-FY-XXXX

Mr. and Mrs. XXXXXXXXXXXXXXXX

XXXXXXXXXXXXXXXXXX

XXXXXXXXXXXX, Kentucky 420XX

Mr. and Mrs. XXXXXXXXX:

Notification of High Water Bill—Name

Four Rivers Nuclear Partnership, LLC, (FRNP) acting pursuant to its contract with the U.S. Department of Energy, is contacting you regarding your recent water bill for your property located at (address). An FRNP representative contacted you on (date), and discussed the increased water usage for your property compared to your historical usage rates. There is a concern that you possibly could have a water leak. Per paragraph 5 of the enclosed license agreement for the property, you are responsible for maintaining and properly and promptly repairing water lines on the property, including any leaks or water line breaks.

If you have any questions or require additional information, please contact Alison Riley at (270) 441-5069.

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Sincerely,

Myrna Espinosa Redfield

Program Manager

Enclosure

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e-copy:

B. Ford, FRNP/PAD

A. Ladd, PPPO/PAD

A. Parish, PPPO/LEX

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Appendix B – Notification of Excessive Water Usage

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[DATE]

FRNP-FY-XXXX

Mr. and Mrs. XXXXXXXXXXXXXXX

XXXXXXXXXXXXXXXX

XXXXXXXXXXXX, Kentucky 420XX

Mr. and Mrs. XXXXXXXXX:

Notification of Excessive Water Usage—Name

Four Rivers Nuclear Partnership, LLC, (FRNP) acting pursuant to its contract with the U.S. Department of Energy (DOE), would like to inform you that your water usage for your property located at (address) has been noticeably high when compared with average water bills for single-family dwellings within the Water Policy Area.

An FRNP representative contacted you on (date), and discussed the increased water usage for your property compared to historical usage rates. As noted in your discussion with the FRNP representative, you are responsible for maintaining and properly and promptly repairing water lines on the property, including any leaks or water-line breaks.

The current license agreement on file for your property is enclosed for your reference. Please note Condition 10b on page 3 of the license agreement. Payment of your water bill is limited to reasonable, single-family residential usage for the residence based on historic residential use at the property. Your usage appears to be inconsistent with this standard.

As of the date of this letter, any excessive amount will be considered unreasonable for your property. From this date forward, DOE will pay Paducah Water for your monthly water usage up to \$100. You will be responsible to the Water District for any exceedance of that amount.

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If you have any questions or concerns, please contact Alison Riley at (270) 441-5069.

Sincerely,

Myrna Espinosa Redfield
Program Manager

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Enclosure

e-copy:

B. Ford, FRNP/PAD

A. Ladd, PPPO/PAD

A. Parish, PPPO/LEX

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