

Welcome To

## ROCHESTER PUBLIC UTILITIES



## WELCOME TO ROCHESTER PUBLIC UTILITIES

We would like to officially welcome you as a new customer of Rochester Public Utilities (RPU). We value your support and contribution to our community and we trust that your experience with RPU will bring you peace of mind when it comes to safe and reliable electric and water services.

We are a local power provider driven by the priorities of our community for over 125 years. We are committed to embracing new technologies that are affordable, reliable, and as clean as possible. We serve our customers by providing the highest quality programs and services. Our experience and resources are used to enrich people's lives, help businesses proposer and promote our community's well-being.

Moving into a new home is an exciting time and maybe even a little stressful. This guide describes many of our programs, services, and resources available to you. Included, you will find helpful information for managing your account, understanding you utility bill, accessing various programs, and more. If you ever have questions about our services or programs, our Customer Care team is ready to help at 507-280-1500 or customercare@rpu.org.

We look forward to serving you!

Sincerely,

**RPU Customer Care** 

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	EAD YOUR BILL

## **GETTING TO KNOW US**

#### Visit Us In Person at the RPU Service Center

HOURS:	Monday-Friday   8am-5pm
LOCATIONS:	4000 E River Rd NE
	Rochester, MN 55906-2813

#### **Contact RPU Customer Care**

HOURS:	Monday-Friday   8am-5pm
PHONE:	800-778-3421 507-280-1500
EMAIL:	customercare@rpu.org

#### **Find General Information**

WEBSITE: www.rpu.org

#### **Plugged In**



For an opportunity to learn more about RPU's current events and the Utility Industry, look for our news magazine, *Plugged In*, to arrive in your mailbox every other month. You can also view current and past publications online at www.rpu.org or wait to receive *Plugged In* in the mail or via email.

#### Follow Us on Social Media

- 🕜 rochesterpublicutilities 🚽
- 🕥 @rpuoutages
- 💟 @rpualerts

blog.rpu.org

🕑 RPU TV

n Rochester Public Utilities

# THINGS YOU NEED TO KNOW ABOUT YOUR SERVICES

#### **Discontinuing or Transferring Service**

If moving out, do not forget to call us to discontinue your services. Transferring services to a new location is as simple as calling Customer Care at 507-280-1500. Please provide us at least one business day advanced notice.

#### Winter Vacationers / Snowbirds

If you are planning to be gone during the winter or for a long period of time, there are a couple of things to remember:

- · Did you let us know a forwarding address?
- Did you provide us with a local contact in case of an emergency?

#### Life Support

One of RPU's core values is to protect every individual, which includes our customers who rely on medically necessary equipment. If this includes you, please contact Customer Care to receive the proper documentation.

#### Solar or Battery Storage Interconnection

If your new home (or business) has solar panels on the roof, or battery storage, State law requires an interconnection agreement between you and RPU. It is an easy process. Just let us know and we will handle the rest.

#### Rates

Summer electric rates begin June 1 and end September 30. Winter electric rates begin October 1 and end May 31. Water rates are the same year round. Our rates are reviewed annually.

Some of our residential customers can benefit by managing their energy usage with our Time-of-Use rate. All of our rates can be found in our rate schedule at www.rpu.org.

#### Language Line

Our Customer Care team has access to a language line to assist customers whose first language is not English. For assistance, call Customer Care at 507-280-1500.

## **EMERGENCY AND SAFETY SERVICES**

#### Report an Electrical or Water Outage or Emergency

ELECTRIC: 24 Hours | 507-280-9191

PLEASE STAY AWAY FROM DOWNED (OR LOW HANGING) POWER LINES AND CONTACT US IMMEDIATELY!

WATER: 8am-5pm | 507-280-1500 5pm-8am | 507-280-9191



You may also report an Electric or Water outage using the RPU Connect app.

ROCHESTER PUBLIC WORKS SEWER BACKUP OR OVERFLOW:

24 Hours | 507-328-2640

#### Before You Dig, Contact Gopher State One Call

#### SUBMIT YOUR LOCATE REQUEST AT LEAST 48 HOURS BEFORE EXCAVATING:

**ONLINE:** www.gopherstateonecall.org



**PHONE:** 811

Protect yourselves and your property against underground utility damage. Anyone working in Minnesota must locate underground utilities before excavating. This is a FREE service provided by Gopher State One Call.

#### Report a Street Light Outage

**ONLINE:** www.rpu.org/outtages-safety

EMAIL: customercare@rpu.org

You may also report Street Light Outages using the RPU Connect app.



#### **Tree Trimming**

If your trees have grown up into your overhead power lines, never trim them yourself. Call RPU and we will safely assess the branches and trim or remove vegetation as needed to ensure continued reliable electric service.

**PHONE:** 8am-5pm | 507-280-1500



## **BILLING AND PAYMENT OPTIONS**

#### **RPU Connect**

RPU Connect is an online web portal or mobile app that allows you to:



- Manage your account
- Choose paperless billing, auto pay, and one-time payment options that are fast, easy, and secure
- Receive account alerts via email, text, or phone
- Connect with our Customer Care team
- View usage trends to better understand your energy use

#### **Budget Billing**

Budget billing allows your monthly bill amount to be the same each month based on the average annual usage at your service address. Your service address must be established for 12 months. All budget billing accounts are re-evaluated annually.

#### **Paperless Billing**

Looking to reduce your carbon footprint? Instead of receiving your utility bill in the mail, you can choose to receive an email or text notification that your bill is available online.

#### Auto Pay

Your monthly payment is deducted from a checking account, savings account, or credit card. For greater convenience, use a combination of pay plans (for example, have your budget billing amount deducted automatically from your checking account).

#### **Credit Card Payments**

We accept Visa, MasterCard or Discover.



- PAY BY PHONE: 1-855-631-3643 toll free, no fee, 24/7
- RPU Connect mobile app or the PAY ONLINE: RPU Connect web portal at www.rpu.org



#### **Other Payment Options**

IN PERSON: RPU Service Center | 4000 E River Rd NE

DROP BOXES: RPU Service Center | 4000 E River Rd NE Silver Lake Plant I 425 Silver Lake Dr NE



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GET IT ON

Google Play

Please note, you will need your RPU bill or RPU account number to utilize the payment kiosk.

### **PAYMENT ASSISTANCE**

#### A Helping Hand, If Needed

From time to time, we all need help. If you find yourself in a situation where you cannot make your utility payment on time, call us, and we will help you! Our Customer Care Advisors are available to discuss your circumstance, make payment arrangements that help you, and provide outside resources that are available to assist you financially.

#### **Cold Weather Rule**

From October 1 to April 30, RPU acknowledges and complies with the State of Minnesota Cold Weather Rule for municipal utilities under Minnesota Statute Section 216B.097. To learn more or to fill out an application, visit www.rpu.org.

#### **Community Resources**

ENERGY ASSISTANCE PROGRAM Three Rivers Community Action 800-277-8418 www.threeriverscap.org

EMERGENCY ASSISTANCE Olmsted County Family Support & Assistance 507-328-6500

HOME ENERGY GUIDE Minnesota Department of Commerce www.mn.gov/commerce/home-energy

<u>WEATHERIZATION ASSISTANCE PROGRAM</u> Minnesota Department of Commerce www.mn.gov/commerce/consumers/consumer-assistance/weatherization

## **ELECTRIC REBATES AND PROGRAMS**

#### **CONSERVE & SAVE® Rebates**

RPU's electric rebates are available to

both residential and commercial customers. Customers may qualify for cash rebates when purchasing new appliances and equipment that meet the Minimum Efficiency Requirements. Rebate applications are available at www.rpu.org.

#### Service Assured®

#### **Underground Electric Repair Coverage**

For a monthly fee of \$1.99, Service Assured® Underground Electric Repair Coverage is an opt-in program that helps to cover the costs of damaged underground electric services. To see if your home qualifies, please contact Customer Care. For detailed program information and frequently asked questions, visit www.rpu.org.

#### **Carbon Offset Program**

RPU offers our customers the opportunity to buy renewable energy credits (RECs) to offset their carbon footprint. For program details, visit our website at www.rpu.org.

#### Neighborhood Energy Challenge - Energy Audits

RPU and Minnesota Energy Resources have teamed up with the Center for Energy and Environment to offer Rochester homeowners the Neighborhood Energy Challenge (NEC), a full-service residential energy audit program. FREE workshops are available along with a home visit that includes materials and help with next steps for a one-time \$50 fee (valued at \$400).





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& \$AVE

## ELECTRIC REBATES AND PROGRAMS

#### **Partners in Planting**

RPU has partnered with local nurseries,

Jim Whiting Nursery & Garden Center and Sargent's Gardens to give you a \$10 discount on the purchase of qualifying deciduous shade trees and with local arborist, Maier Tree & Lawn, for \$20 off a tree service. Download these coupons at www.rpu.org.

#### Distributed Energy Resources

With the increasing popularity of renewable energy, RPU wants to make sure our customers are educated and have resources about installing Distributed Generation. The interconnection application requirements, frequently asked questions, community education class offerings and more can be found at www.rpu.org.

#### **Income Based Programs**

#### **Energy Sustainability for Our Elderly**

A program designed to weatherize and

update the equipment efficiencies in the homes of our qualified low-income elderly residents to improve their health, safety, independent living, and reduce energy burden.

#### 4U2 Program

RPU and Minnesota Energy Resources

enrollment form at www.rpu.org.

are working together to help eligible low-income households improve their home's energy efficiencies while reducing overall energy costs.

#### **Neighbors Chipping In**

Neighbors Chipping In is a voluntary program allowing RPU customers to help fellow RPU residential customers by agreeing to have their monthly utility bill "rounded up" to the next whole dollar or by an amount of their choosing. For additional information or to donate, call Customer Care at 507-280-1500 or download an



**4U2 PROGRAM** 

MINNESOTA







## **ELECTRIC REBATES AND PROGRAMS**

#### **Partnering in Smart Energy Solutions**

#### Bring Your Own Thermostat (BYOT)

RPU's Bring Your Own Thermostat (BYOT) program is a voluntary demand response program designed to reward customers for reducing their electricity use during periods of high demand, while helping the environment and reliability of the grid. For detailed information and frequently asked questions, visit www.rpu.org.

#### **Electric Vehicle Owners Club**

RPU is charged up about Electric

Vehicles (EVs). We want to learn more from you to see how RPU can best help foster the growth of EVs. If you own an EV, you may be eligible to receive a \$25 bill credit for joining our Electric Vehicle Owners Club.







## **EVERYTHING WATER**

#### Water Quality

We are dedicated to ensuring the safety of our community's drinking water. Through testing, monitoring, and reporting, we closely follow the quality of our drinking water and regularly report our findings to the state. Download our current Water Quality Report at www.rpu.org/education-environment/water-quality.

#### **RPU's Cross-Connection & Backflow Prevention**

Proper backflow prevention on cross connections can eliminate contaminants from entering our public water supply. We all have a responsibility to keep the public water supply safe. If you have an irrigation system at your home, annual testing is required. Learn more at

www.rpu.org/education-environment/backflow-prevention-program.php.

#### **CONSERVE & SAVE® Water Rebates**

RPU's water rebates are available to both residential and commercial customers. Customers may qualify for cash rebates when purchasing new appliances and equipment that meet

Minimum Efficiency Requirements. Rebate applications are available at at www.rpu.org.

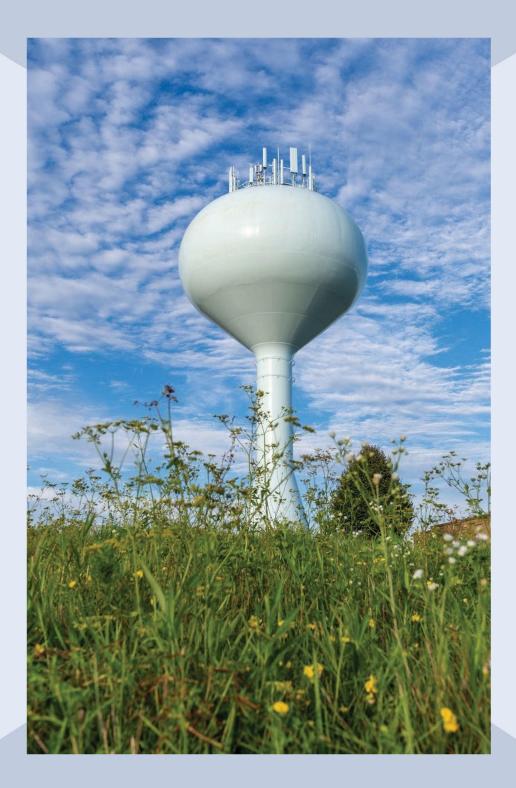
#### Service Assured® Water Service Repair Coverage

Service Assured<sup>®</sup> Water Service Repair Coverage is an opt-out program available to all eligible residential water customers. Eligible water customers are automatically enrolled. RPU will be able to quickly address costly water service repairs with no hassle or worry for you. There is no deductible with this

coverage. A fee of \$1.99 will appear as a separate line item on your monthly RPU bill and will be collected with your other utility charges. For detailed program information and frequently asked questions, visit www.rpu.org.







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City of Rochester Notice: Taxable purchases made outside City limits may be subject to local use tax. Visit www.revenue.state.mn.us or call 800-657-3777 for more information. Account Number is your unique RPU number. Please reference this number when calling us with account or customer service related questions.



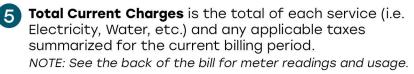
Amount Due is the amount to be paid. This total will reflect your previous balance, recent payments, adjustments or credits (if applicable), and current charges.



3 Account Information includes your account name and service address.

NOTE: Accounts with multiple service addresses will not have an address listed here. Please see the back of your bill for specific address details.

**Billing Period** is the period of time when charges are accrued and billed to your account.



- **Total Amount Due** is your amount to be paid. This total will 6 include any activity since your last bill, showing your previous balance, recent payments, adjustments or credits (if applicable), and current charges.
- Message Center is the area where important messages from RPU are communicated - general and/or account specific.
- **Payment Stub (front)** is the bottom portion of your statement that should be returned when mailing in your payments. This will include the amount due and the due date. If you are on autopay, this portion will indicate the date and the amount to be deducted.
  - **Payment Kiosk QR Code** can be scanned at our payment kiosk (Located in our vestibule at our Service Center), available 24/7, to quickly access and pay your bill.

10 Payment Stub (back) includes information regarding payment options, as well as compliance information, electronic check conversion, and late penalty terms.

11 A Late Fee of sixty-five hundredths percent (.65%) or five dollars (\$5.00), whichever is greater, may be charged on balances not paid by the due date. Accounts that become past due because of a returned check or declined electronic payment may be charged a late fee and a returned/declined payment fee.

NOTE: You will find the Budget Billing Summary

(if applicable) on page 2 of your bill.

12	(if applicable) on page 2 of your bill.	
13	Budget Billing Summary: Budget Billing (BB) Plan Actual Charges Billed this Period Difference of BB Plan and Actual Charges Previous Carry Over Balance	\$190.00 \$378.22 <b>\$188.22</b> \$300.59
15	*This summary is comparing the amount billed to your manual summary is comparing the amount billed to your manual summary is comparing the amount billed to your manual summary is compared by the summary summ Summary summary sum	\$488.81 onthly BB Plan
16		

Billing Period May 7 - June 10 (	35 days)		Page 2 of Account # 21XXXX
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Electricity		Taxes	0.1.55
Residential Electric Meter # 10XXXX		City Tax 0.75% County Tax 0.50%	\$1.06 \$0.71
Jun 10 32889 Estimate Reading May 6 31935 = 954 kWh		State Tax 6.875% F <b>otal - Taxes</b>	\$9.68 <b>\$11.45</b>
Non Summer Energy/kWh		otal - Taxes	\$11.45
681.43 kWh @ \$0.11203/kWh	\$76.34 30//		<b>\$204 40</b>
Summer Energy/kWh		Fotal Current Charges	\$221.48
272.57 kWh @ \$0.13382/kWh	\$36.48 31		
Electric Customer Charge	\$20.50		
→ Clean Air Rider @ \$0.00180/kWh	\$1.72		
Power Cost Adjustment	\$2.86		
Subtotal - Metered Charges	\$137.90		
Total - Electricity	\$137.90		
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Water (1 Unit = 748 Gallons)			
Residential Water			
Meter # 30XXXXXX			
Jun 10 1374.12 Estimate Reading			
May 6 1367.78 = 6.34 Unit(s)			
Residential Water Consumption			
6.34 Unit(s) @ \$0.946	\$6.00		
Water Customer Charge	\$9.22		
Fire Hydrant Facilities Charge	\$1.00		
State Mandated Water Fee	\$0.81		
Subtotal - Metered Charges	\$17.03		
Total - Water	\$17.03		
Products & Services			
Service Assured Electric	\$1.50		
Service Assured Water	\$1.50		
Total - Products & Services	\$3.00		
Rochester Public Works			
The following services are operated and main	tained by Pochester		
Public Works. These charges are billed on the	ir hehalf		
	n bonun.		
Wastewater	200 70 26		
5.38 Unit(s)	\$22.70		
Wastewater Customer Charge	\$19.10 🔪 🦱		
Total - Wastewater	\$41.80 27		
Stormwater	28		
PIN # 70XXX			
Stormwater Utility Fee	\$5.30		
Stormwater Customer Charge	\$5.00 -29		
Total - Stormwater	\$10.30		



**Budget Billing (BB) Plan** is your monthly Budget Billing (BB) amount.



Actual Charges Billed this Period is the total of your actual charges during the current billing period.



**14** Difference of BB Plan and Actual Charges is the difference between your monthly Budget Billing (BB) amount and your actual charges during the current billing period.



Previous Carry Over Balance is the balance from your previous billing period.

**New Carry Over Balance** is the cumulative account balance 16 at the end of each billing period. This balance takes into account your actual charges, your monthly Budget Billing (BB) Plan, your previous carry over balance, and assumes the recent Budget Billing (BB) amount billed is paid in full by the due date.

NOTE: This balance could be a debit or credit. 'CR' indicates a credit.

**17 Electric Usage Charge** is the total metered kilowatt-hours (kWh) used. The rate per kWh is then multiplied by the kWh used for the current billing period.

NOTE: Two energy charges may appear during the transition between summer (Jun-Sep) and non-summer (Oct-May) rates or when any changes to our rates occur (Dec-Jan).

**18** Electric Customer Charge is a fixed charge for all residential customers regardless of electric usage. This charge covers the cost to maintain electric facilities and infrastructure. It also includes costs for meters, distribution poles, safety equipment, miscellaneous supplies, and account administration.

19 Clean Air Rider covers the bond payments for the Emission Reduction Project (ERP). All residential, commercial, and industrial electric customers are impacted by the charge. The amount you pay on the Clean Air Rider is dependent on your electric usage. The rate of the Clean Air Rider will change each year depending on the debt service payment schedule. The payments are scheduled to be complete by 2030.

20 Power Cost Adjustment is charged if the cost to supply the electricity needed for our customers exceeds projections. This adjustment is made in cases such as high fuel costs, higher market pricing for electricity, or the load is higher than projected. This adjustment is based on your electric usage and varies each billing period. In rare cases, this could result in a credit.

Page 2 of 2

Billing Period May 7 - June 10 (	35 days)	Α	ccount # 21XXXX
Electricity	-	Taxes	
Residential Electric		City Tax 0.75%	\$1.06
Meter # 10XXXX		County Tax 0.50%	\$0.71
Jun 10 32889 Estimate Reading		State Tax 6.875%	\$9.68
May 6 31935 = 954 kWh		Total - Taxes	\$11.45
Non Summer Energy/kWh			\$11.45
681.43 kWh @ \$0.11203/kWh	\$76.34	Over Total Current Charges	
Summer Energy/kWh	\$70.04	Total Current Charges	\$221.48
272.57 kWh @ \$0.13382/kWh	\$36.48	31/	
Electric Customer Charge	\$20.50	51/	
Clean Air Rider @ \$0.00180/kWh	\$1.72		
Power Cost Adjustment	\$2.86	32	
Subtotal - Metered Charges	\$137.90	.2	
Total - Electricity	\$137.90		
Water (1 Unit = 748 Gallons)			
Residential Water			
Meter # 30XXXXXX			
Jun 10 1374.12 Estimate Reading			
May 6 1367.78 = 6.34 Unit(s)			
Residential Water Consumption			
6.34 Unit(s) @ \$0.946	\$6.00		
Water Customer Charge	\$9.22		
Fire Hydrant Facilities Charge	\$1.00		
State Mandated Water Fee	\$0.81		
Subtotal - Metered Charges	\$17.03		
Total - Water	\$17.03		
Products & Services			
Service Assured Electric	\$1.50		
Service Assured Water	\$1.50		
Total - Products & Services	\$3.00		
Rochester Public Works			
The following services are operated and main			
<ul> <li>Public Works. These charges are billed on the</li> </ul>	eir behalf.		
Wastewater		23	
5.38 Unit(s)	\$22.70	20	
Wastewater Customer Charge	\$19.10		
Total - Wastewater	\$41.80	27	
Stormustor			
Stormwater		28	
PIN # 70XXX		20	
Stormwater Utility Fee	\$5.30	Ä	
Stormwater Customer Charge	\$5.00	29	
Total - Stormwater	\$10.30		

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21) Water Usage Charge is the total metered water (Units) used during the current billing period. Each Unit of water equals 100 cubic feet or 748 gallons (1 Unit = 748 gallons). The rate structure is tiered to encourage water conservation. The Water Usage Charge for commercial customers is the total metered water (Units) used during the current billing period but is not tiered.



22 Water Customer Charge is a fixed charge for all residential customers regardless of water usage. This charge covers the cost to maintain water facilities and infrastructure. It also includes costs for meters, pipes, fittings, excavation tools and machinery, and account administration.

23 Fire Hydrant Facilities Charge is for the installation, maintenance, and availability of water for the City and other emergency services (e.g., fire department). All residential, commercial, and industrial water customers are impacted by the charge. It is based on the rate class, not the meter size. This charge is not taxed.

24 State Mandated Water Fee is required by the MN Department of Health and funds the required testing for drinking water.

**25 Products & Services** is the area where charges for additional offerings will appear such as our Service Assured<sup>®</sup> Underground Utility Repair Coverage Program and our Carbon Offset Program.

26 Wastewater Usage Charge is how your wastewater charae is determined. For residential customers, the base rate for April-December is determined by your average water usage (Units) during the months of January, February, and March. If your actual water usage in any month of April-December is less than your base rate, you will be charged your actual usage. If you use more than your base rate, you will not be charged more than your base rate. The Wastewater Usage Charge for commercial customers is based on actual water usage (Units).



Wastewater Customer Charge is a fixed monthly charge per sanitary connection that covers the cost to maintain sewer facilities and infrastructure.

Page 2 of 2

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Meter # 10XXXX		County Tax 0.50%	\$0.71
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May 6 31935 = 954 kWh		Total - Taxes	\$11.45
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681.43 kWh @ \$0.11203/kWh	\$76.34	Over Total Current Charges	
Summer Energy/kWh	\$70.04	Total Current Charges	\$221.48
272.57 kWh @ \$0.13382/kWh	\$36.48	31/	
Electric Customer Charge	\$20.50	51/	
Clean Air Rider @ \$0.00180/kWh	\$1.72		
Power Cost Adjustment	\$2.86	32	
Subtotal - Metered Charges	\$137.90	.2	
Total - Electricity	\$137.90		
Water (1 Unit = 748 Gallons)			
Residential Water			
Meter # 30XXXXXX			
Jun 10 1374.12 Estimate Reading			
May 6 1367.78 = 6.34 Unit(s)			
Residential Water Consumption			
6.34 Unit(s) @ \$0.946	\$6.00		
Water Customer Charge	\$9.22		
Fire Hydrant Facilities Charge	\$1.00		
State Mandated Water Fee	\$0.81		
Subtotal - Metered Charges	\$17.03		
Total - Water	\$17.03		
Products & Services			
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Service Assured Water	\$1.50		
Total - Products & Services	\$3.00		
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Stormwater Customer Charge	\$5.00	29	
Total - Stormwater	\$10.30		

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**28** Stormwater Utility Fee collects funds from every developed residential and commercial property in the City of Rochester to support the Public Works Stormwater Management program. Each parcel of land is assigned a parcel identification number (PIN#). The fee is based on the parcel size, land use, and the amount of impervious (hard surface) area.



29 Stormwater Customer Charge is a monthly charge used exclusively to support the Public Works Stormwater Management program.



**30** City Tax is the sales and use tax that the City of Rochester imposes on all taxable items or services in the city, including utility services. The current city sales tax rate is 0.75%.

31 County Tax is the sales and use tax that Olmsted County imposes on all taxable items or services in the county, including utility services. The City of Rochester falls within Olmsted County; therefore, this tax is required. This tax is used to fund maintenance on roads and bridges, construct public infrastructure, and for other transit and transportation projects within the county. The current county transit tax rate is 0.50%.

State Sales Tax is the sales tax charged by the State of Minnesota on retail sales of taxable products and services, including utility services. The current state sales tax rate is 6.875%.

NOTE: Utility services are generally taxable; however, some exemptions may apply. Information can be found on the Minnesota Department of Revenue website to further explain possible sales tax exemptions. Customers who qualify for a sales tax exemption must provide RPU with a valid Certificate of Exemption (ST3 form).



Attention: If you need help interpreting areas of this Welcome Guide, please call RPU Customer Care at 507-280-1500.

Atención: si necesita ayuda para entender partes de esta Guía de Bienvenidas, llame al servicio de Cuidado al cliente RPU al 507-280-1500.

Digtooni: Haddii aad caawimo uga baahato aagaga turjumida Hagahan Soo dhawaynta, fadlan soo wac RPU Daryeelka Macmiilka lambarka 507-280-1500.

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