

# **Baxter Mutual Water Co.**

## **Policy for Customer Payments and Fees**

*January 28, 2012*

### **Monthly Water Fees**

- Monthly water fees are due on the first day of each month and late after the 15th day of month.
- It is the customer's responsibility to insure payments are made on time. Bills are not sent.
- Make checks payable to Baxter Mutual Water Co.
- Mail or take payments to the Treasurer, Eddie Zavala, last house on East side of 125<sup>th</sup> St. He has a box next to front gate for payment drop off.
- Monthly water fees are assessed as follows:
  - Water delivery fee: \$60 (exception: \$120 for 2-acre property facing Avenue H)
  - Share fee: \$15/share
  - Connection fee: \$25/connection
  - For customer with a one-share parcel getting water, monthly payment will be  
$$\$60 + \$15 + \$25 = \$100.$$

### **Late Payment Penalty**

- Payment is late after 15th day of month.
- \$20 late fee will be assessed on the 16th day of month.

### **Water Shut Off for Late Payments**

- If payment is not made in full before the first day of following month, water will be shut off.
- Water shutoff fee of \$50 will be assessed.
- Water is re-connected after all fees are paid and customer is current with payments.
- During whole months that water is shut off, only the share fee plus connection fee will be charged, water delivery fee will not be charged.

### **Deviations**

- The Board of Trustees may approve deviations from this policy for individual customers due to financial hardship.
- It is the customer's responsibility to get approval from board members for late payments without penalty. Approval must be obtained before payments are late.
- A "Payment Plan" written and signed by the customer must be submitted to the Board of Trustees for approval. The Payment Plan must include planned payment dates and payment amounts.
- If a payment specified in the Payment Plan is delinquent, water will be shut off and rules in "Water Shut Off for Late Payments" above will apply.