



## WATER COLLECTION / FEE POLICY

### FEE TIME LINE / INFO ONLY

- Meters are read on the 28<sup>th</sup> of each month
  - Billing is ran between the 28<sup>th</sup> and the 1st of each month
  - Rates:
    - Full time hooked up to the system: \$73.00 base plus water overage charges
    - Full time not hooked to the system but water available: \$50.00
    - Upper Mountain and Birch Creek lots improved: \$18.00
    - Upper Mountain and Birch Creek lots not improved: \$12.00
    - Impact Fees: \$10,000.00
  - Paper mailed bills, the charge is \$5.00 for postage and handling and they are mailed between the 28<sup>th</sup> and the 1st of each month.
  - Emailed bills are sent between the 28<sup>th</sup> and 1st of each month, then downloaded to Xpress Bill Pay website within ~4 hours
  - Payments are due upon receipt/1<sup>st</sup> and late on the 20<sup>th</sup>. IF DROPPING OFF PAYMENT AT THE SMR OFFICE PLEASE ALLOW ONE WEEK FOR THEM TO BE CREDITED TO YOUR ACCOUNT OR MAILING PAYMENT, MUST BE ENTERED ON THE 19<sup>th</sup> TO NOT BE LATE.
- Late payments, a late fee will be assessed \$1.00 or 1% per month of total amount owed. Return Check / Transaction fee is \$20.00 per occurrence.
- 1<sup>st</sup> month for late payments notices is sent out on the 21st of each month based on the below:  
If customer owes more than \$.01 (including late fees) then a late notice will be generated and mailed to the customer. Mailing fee of \$5.00 will be assessed at this time mail is sent out. Also, "note" this bill will say this is 2<sup>nd</sup> notice; the 1<sup>st</sup> notice is the regular bill sent out every month either by mail or email.
  - 2<sup>nd</sup> month for late payment notices, they are sent out on 21st, If the fees were not paid with 1<sup>st</sup> & 2ed notice sent out on prior months, a \$5.00 mailing and handling fee and a Legal Notification letter will be sent out with a charge of \$10.00. Also, your billing status will be changed to paper billing only and a \$5.00 will be added in addition to late fees mailings until requested to change back to email billings.
  - 3<sup>rd</sup> month and all other months after that, notices are sent out on the 21st, also note regular billing between the 28<sup>th</sup> and the 2ed is going out no matter what. There will be \$5.00 postage and handling fee and a Legal Notification letter will be sent out with a charge of \$10.00.
  - Several times a year we send past due notices to the county to put a lien on the property to be collected along with taxes or paid by customer. At this point there will be a \$300.00 charge added to cover all these costs, also anytime during this process we need to send your file out to the Atty. Charge is \$300.00 or other letters that need be sent out a \$50.00 charge for each occurrence.

Pursuant to the CCR's of SMR Article VII &/or collection policies of SMSSD &/or State code 17B-1-902, 17D-1-106.