



Westwood Shores M.U.D.

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AMENDED RATE ORDER

January 22, 2018

The Board of Directors (the Board) of Westwood Shores Municipal Utility District of Trinity County, Texas finds it necessary and advisable to:

1. set rates and charges for the sale of water and collection and disposal of sewage to areas within the District,
2. establish fees and provide for connections into the water distribution system and the sanitary sewer system of the District, and
3. adopt certain rules and regulations concerning construction of sewer and service lines and connections into the District's sanitary sewer system.

Therefore, the following policies and procedures and rules and regulations are adopted by the Board of Directors of Westwood Shores Municipal Utility District.

I. CONNECTIONS TO THE DISTRICT'S WATER AND SEWER SYSTEM

- a. **Release of Easement is required by the MUD office for all properties and construction.**
- b. **Inspection of the District's Facilities**

Any individual desiring a connection to the District's water and/or sewer system must have a back flow preventer system installed if the owner has a sprinkler system/swimming pool.

Release of Easement form (MUD office) is to be filled in and approved by the General Manager and MUD Board for all properties and construction.

1. Accompanying this form must be the builder or property owner's specs showing where the building(s) are to be placed on the property.
2. **After inspection and approval** of the General Manager, the owner/builder will receive authorization to begin his/her project. Board approval will be sent to the builder/owner after the next board meeting.
3. **If the Release of Easement form has not been completed and approved before construction begins**, the owner/builder will be held responsible for all costs related to the removal of the construction by the MUD office if the building(s) has been improperly placed over the MUD water/sewer lines on the property.

A pre-construction survey must be conducted of all District facilities, including but not limited to taps, manholes, valve boxes, meters, water and sewer lines, located adjacent to the proposed building site. The pre-construction survey findings will determine long or short tap and will be recorded.

A post-construction survey will be conducted of the same facilities and any damage to these facilities will be repaired at the expense of the individual responsible for construction.

All fees (water tap, sewer tap, and inspection fees), set out in this order, must be paid prior to any connection to the District's water or sewer system.

c. Water Tap

All water taps are to be made and approved by the District's General Manager. Water meters are to be provided by the District. Prior to connection, a tap fee **must be paid** to cover the expense of making the connection and the cost of the water meter. All taps in excess of one inch (1") must be approved in advance by the Board of Directors. If a road bore is needed, this will be a long tap; i.e., road bore. A check valve preventer must be installed in all new construction and must be inspected by the District

prior to sign off. The District will have up to thirty calendar days to complete the tap.

d. Sewer Connection

All connections to the District's sewer system are to be made in accordance with the District's "Rules and Regulations Governing Sanitary Sewer Service Lines and Connection and Water Main Connections." An authorized District representative must inspect all connections prior to being covered in the ground.

Any connection made and covered without an authorized inspection will cause water service to be terminated until the line is uncovered and the inspection conducted. Water service will not begin until the connection/tap has been installed in accordance with these rules.

e. Fees

WATER /SEWER TAP FEES:

Up to 1" water tap including meter and box.....\$1,200.00

(Over 1" including meter and box \$1,000.00)

INSPECTIONS:

Sewer connection (includes both pre-construction and post-construction inspections).....\$40.00

(If the inspection fails to meet District standards, each additional inspection will cost \$25.00)

These fees apply to new service connections, improvements, and/or additions to private plumbing.)

Customer Service Inspection\$50.00

CUSTOMER WATER DEPOSIT:

Customer Deposit\$200.00

SHORT TAP FEE. \$1,490.00

OR

LONG TAP i.e. ROAD BORE.....\$2,240.00

II. PLUMBING MATERIAL RESTRICTIONS

- a. Uses of the following materials are prohibited in any and all improvements connected to the District's water system after June 23, 1994.
 - i. Any pipe fitting which contains more than 8.0% lead; and
 - ii. Any solder or flux which contains more than 0.2% lead.

III. DEPOSITS FOR WATER AND SEWER SERVICE

a. Deposit

A \$300.00 fee must be paid to initiate water/sewer service.

\$200.00 – is a security deposit that will be held by the District for the duration of service. This deposit, less any unpaid balance on the customer's account, will be refunded when the customer moves from the District. If the customer's account becomes delinquent, the District may apply the deposit or part of the deposit to the delinquent account. No interest will be paid on the deposit.

There are some residences that do not have a security deposit and are grandfathered in. Should their service be discontinued for any reason, a security deposit of \$200 and a connect/reconnect fee of \$50 will be assessed. If the resident should move to a different location within Westwood Shores, and they do have a \$200 deposit in their account, this full amount will be transferred to their new location if their water bill is current. A \$50 connect fee will be charged. Should they not have a deposit and move to a new location, they will be handled as if they were a new resident.

\$50.00 - is a fee required to cover initial connection expenses.

b. Real Estate Inspection

When a realtor asks for service to be turned on for any inspection, we will do this for a period of two hours. If a realtor insists that this be done over a weekend, they will have to make a \$50 deposit. We will read the meter when the meter is turned on and again when it is turned off. If less than 100 gallons of water is used, we will return the deposit. If more than 100 gallons of water is used, we will charge \$4.00 per 1000 gallons and the cost will be taken out of the \$50 deposit.

C. Temporary Residents and/or "Snowbirds"

- i. Residents vacating their properties for a long period will continue to receive a minimum monthly water bill of \$37.00. Temporary residents having the MUD office turn off and lock their meters will not receive a minimum water bill once a month, but will pay a \$50 reconnect fee upon their return.
- ii. In the event of a water leak, the MUD office will turn off the water meter and notify the customer of the leak.

IV. RATES FOR WATER AND SEWER SERVICE

The following rates and charges for water and sewer service will be effective from the date of this Rate Order.

a. Residential Service:

Monthly Water Rates:

<u>Gallons</u>	<u>Cost</u>
0 – 3,000	\$24.00
	(minimum monthly charge per connection)
3,000 – 20,000	\$4.50 per 1,000 gallons
Over 20,000	\$10.00 per 1,000 gallons

Monthly Sewer Rates:

\$12.00 per connection

b. All Commercial Services:

Monthly Water Rates:

<u>Gallons</u>	<u>Cost</u>
0 – 3,000	\$30.00
	(minimum monthly charge per connection)
3,000 – 15,000	\$6.00 per 1,000 gallons
Over 15,000	\$10.00 per 1,000 gallons

Monthly Sewer Rates:

	Per Connection \$16.00 *
Usage fee	\$.50 per 1,000 gallons of metered water used in excess of 10,000 gallons

Note:

* Each sewer "hook-up" in the campground will be considered a sewer connection. There will be one usage fee charged per water meter regardless of the number of sewer connections.

*All commercial accounts will be charged a **late fee** of 10% per account if not paid by the 20th of each month. Water meter(s) will be shut off and locked. An additional reconnect fee of \$250 per meter must be paid, along with the late charges before the meters are turned back on.

a. Standby Charges

Each home site within the District which has water and sewer service available but not connected, will pay an annual standby fee of \$78.00 (\$6.50 per month). Water and sewer service **will not** be provided to a home site until all standby fees are paid.

b. Standby Account Verification Certificate

At the request of the property owner, the District will provide a Standby Verification Certificate for a fee of \$5.00.

c. Return Check Charge

There will be a total of \$40.00 (return check fees) charged to a customer's account for a check returned to the District for any reason.

\$30.00 - is charged to defray the District's cost of processing the returned check.

\$10.00 - is to reimburse the District for a \$10.00 bank fee charged to the District by the District's bank.

The customer will receive written notification of the returned check and fees charged to their account. Immediate payment will be requested.

If the District receives three returned checks for the same account or from the same customer, check writing privileges will be denied for a one year period.

d. Consumption Reports

We can now do consumption reports with our digital meters. Excessive Water Usage Adjustments per customer will be limited to a maximum of two times per calendar year and no more than once per quarter.

e. Water Leak Adjustment

Any customer addressing the Board that has a water leak and usage is over 15,000 gallons, the District will adjust the customer's bill in accordance with the "Residential Service" water service rate listed above with the exception

that any usage over 20,000 gallons will be billed at \$9.00 per 1,000 gallons. If water rationing fees are in effect at the time of the leak, rates will revert back to the normal fees.

C. REGULATORY ASSESSMENT

In compliance with Section 5.235 of the Texas Water Code, each user of the District's water and sewer system is to be assessed a charge of one-half of one per cent of the District's charge for water and sewer service. This assessment is included in the rate schedules listed above and will be forwarded to the Texas Commission on Environmental Quality as required by Section 5.235 and will be used to pay costs and expenses incurred in its regulation of water districts.

D. DELINQUENT ACCOUNTS

The District will bill each customer monthly. Bills will be considered delinquent if not paid by the 20th day of the following month. For example, a bill dated June 30th will be considered delinquent if not paid by July 20th. A penalty of 5% will be added to bills outstanding by the end of the billing month. If a bill is delinquent for 20 days (40 days from the date of the statement), the District may discontinue water/sewer service in accordance with this Rate Order. Service may be discontinued without notice or hearing.

E. TERMINATION OF SERVICE

f. Charge for Reconnection

Following discontinuance of service for any reason, the District will charge a \$50.00 reconnect fee to reinstate service and turn the customer's meter back on. There will be no charge to discontinue service or turn a customer's meter off.

g. Charges for Removal and Reinstallation of Water Meter

If the District removes a water meter to enforce its rules and regulations regarding rates, fees, and service agreements, the District may charge \$300.00 to reinstall another meter.

h. Charges for Meters Locked or Damaged

The District may charge a fine of \$250.00 to any individual who cuts a water meter lock or in any way damages the meter to the point of requiring repair. This fine will be charged only if the District has a tag on the meter stating the amount of the fine.

i. Charges for Basic Water and Sewer Services when Disconnecting or Reconnecting

Water and sewer service rates will be pro-rated for the number of days of service. At a property owner's request, service may remain on for no more than five days after a tenant has vacated the property. These five days will provide the owner an opportunity to inspect, clean, repair, etc. the property for future use. The owner will be required to pay a \$50.00 deposit to cover the cost of water used during the five day period.

c. GENERAL POLICIES

a. All Services Charged

At no time will the District provide water and sewer service to any person, firm, or organization without following the rules set out in this Rate Order.

b. Maintenance and Repair

It will be the customer's responsibility to maintain and repair the water and sewer lines from the point of connection to the District's system to their house or facility.

c. Easements

Before service is initiated, the customer requesting service, must grant an easement of ingress to and from the meter or other District facilities for the purpose of repairs and maintenance as the District deems necessary. The General Manager will examine request at physical address and sign off on the release prior to presentation to the Board of Directors. Contractor will be notified verbally after General Manager's approval and letter will be sent after approval by Board of Directors.

d. Required Service

No water or sewer service will be provided by the District except to customers of the District's water system.

e. Other Utility Companies

Prior to installing underground utility lines, a representative of the Utility Company must contact the District's authorized representative to file a construction plan and to schedule a review of the District's engineering plans outlining the location of the District's underground water and sewer lines.

f. Quality of Sewage

Only ordinary liquid and water carried domestic sanitary sewage, including properly shredded garbage, i.e., garbage that has been shredded to the degree that all particles will be carried freely from the flow conditions normally provided by public sewers (no particle should be larger than one-half inch in diameter) is to be discharged into the District's sewer lines.

Discharge of industrial waste, sewage in septic conditions or any waste which is other than ordinary domestic sewage is prohibited.

g. Implementation of Order

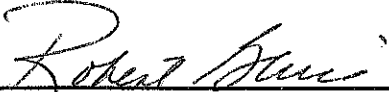
This Order will become effective on the date of its adoption by the Board of Directors of the District. This Order supersedes all prior orders, rules, resolutions, and other actions of the Board regarding fees and charges for water and sewer service.

h. Utility Stoppage Problems

In instances where the homeowner has a water or sewer stoppage in their lines, the MUD Office is to be called first. If the homeowner calls a plumber first instead of the MUD Office, and it is found to be a MUD issue and the plumber repairs without MUD authorization, the MUD will not be financially responsible.

Approved this the 22th day of January 2018.

Board of Directors:



Robert Bluis, President



Ken Bateman, Member



Jim Atkinson, Vice President



Robert Mitcham, Member



John Wolf, Secretary