

Crystal Bay Sunset Public Utility Board (PUB)

Policy regarding Unpaid Accounts for Water Service

1. Accounts which remain unpaid as of July 1 shall have interest added to the annual fee.
2. Accounts which remain unpaid as of August 1 shall have their water locked at the curb stop.
3. Unlocking a locked curb stop to allow water use (reconnection to water system) shall be done by the Water System Operator or a PUB Board Member, and will incur a \$100. fee for reconnection.
4. Accounts which remain unpaid by June 1 of the subsequent year shall be forwarded to the Rural Municipality with a request that the unpaid amount be added to the property taxes for that property.
5. Accounts which remain unpaid for 2 years will have a caveat put on their property so that the unpaid amount will be able to be collected if the property is sold.
6. Any requests for exception shall be dealt with by the Board.

Rationale for the policy:

- Interest is charged to cover extra administration costs for additional invoicing.
- Water is locked off to avoid use of water without payment.
- Reconnection fee is charged to cover additional administrative costs, including locking and unlocking the curb stop.

Adopted by the Board: August 26, 2013