

## Collection Policy for Dues, Fees and Assessments

Adopted 4-11-17

### Fees

1. Return Check Fee- \$12 plus processing charge equal to bank costs.
2. Late Fee- Payments received after the 25th (unless holiday or weekend then next business day) will receive \$5 late fee.
3. Dues and Service Fees are presently \$135 a month
4. Membership Transfer Fee \$25
5. Late Membership Transfer Fee- paperwork not completed in 90 days will be assessed a \$25 fee.
6. 90,120 Day Late Notices- \$25 fee
7. Reestablishing Membership Fee- \$2000 for terminated memberships to be reestablished
8. Members are responsible for all costs associated with termination of service or membership.

### Service Costs and Membership

#### Service

The Board of Directors shall make such charges for access to water and sewer services and for administration costs as it deems advisable, but the cost must reflect the actual cost of providing the service. Assessments (unforeseen costs or capital improvements ) require a majority vote.

Members with hardships can appeal to the Board for a payment plan to bring account current.

Water or sewer service can be terminated with 5 day notice for negligent or wasteful use of water, as determined by the Corporation;Or, the Corporation determined that in its opinion, a Member has obtained service by fraudulent or devious means; or has diverted water service for unauthorized use.

Water or sewer service can be terminated without notice if an unsafe or hazardous condition related to water use is found to exist on the Member's premise,  
The Corporation must perform emergency repair to the system; or;  
The Corporation finds a dangerous unprotected cross-connection between an unapproved source of water and the Corporation's supply.

#### Membership

Membership can be voluntarily terminated in writing, but the balance on the account is still due.

Membership can be terminated by the Board for non-payment of dues and service fees after following procedure established by our Bylaws.

Reestablishment of membership needs to be in writing accompanied with the reinstatement fee, all back dues and a deposit in an amount determined by the Board.

Terminated Memberships may be reassigned to other properties. (

No water or sewer service shall be furnished to any property not owned by Members or to properties outside the boundaries of the corporation.

Tenants may establish an account as a customer if requested or if Member is in behind in dues.

The Board has the right to report non-payment of statements to the Credit Bureau.

The Board does not have the right to impose liens on properties but can use provisions in California State Law to force a collection foreclosure sale of the delinquent property.