

# Thermalito Water & Sewer District

## Policy and Procedures

**Policy Title:** Administrative Fees  
**Policy Number:** 1.230  
**Adopted:** June 21, 2011

1.	Customer Set Up Fee	\$	25.00		
2.	Closing Account Fee	\$	30.00		
3.	Processing Fee	\$	25.00		
4.	Administrative Fee	\$	2.75		
5.	Late Fee		1-1/2%	of previous bill balance	
6.	Delinquency Fee	\$	20.00		
7.	Lock-Off Fee	\$	32.50		
8.	Reconnection Fee	\$	32.50		
9.	Tampering Charge	\$	45.00		
10.	Meter Removal Fee	\$	125.00		
11.	Meter Reinstallation Fee	\$	125.00		
12.	Damage to Curb Stops and Valves	\$	200.00		
13.	Security Deposit ( <i>See Policy 1.100</i> )				
14.	Meter Charges ( <i>Standby Fee</i> )				
	a. 3/4"	\$	5.00	e. 3"	\$20.00
	b. 1"	\$	6.00	f. 4"	\$25.00
	c. 1-1/2"	\$	8.00	g. 6"	\$50.00
	d. 2"	\$	10.00		
15.	Fire Protection ( <i>Standby Fee</i> )				
	a. 4"	\$21.63		c. 8"	\$47.38
	b. 6"	\$36.05		d. 10"	\$59.74
16.	Construction Water ( <i>Policy 7170</i> )				
	a. Contractors Deposit	\$	1,000.00		
	b. Monthly Rental Fee	\$	75.00		
	c. Damages to Meter or Hydrant		Deducted from deposit		
	d. Construction Water	\$	2.06/100 cf		
17.	Temporary Water Connection to Construction Offices ( <i>Policy 3.131</i> )				
	a. Contractors Deposit	\$	1,000.00		
	b. Application Fee	\$	50.00		
	c. Meter Installation and Removal Fee	\$	250.00		
18.	Back Flow Testing	\$	55.00		
19.	Hydrant Flow Test	\$	75.00		
20.	Encroachment Fee ( <i>county installations</i> )	\$	85.00		

21.	Camera Truck Fee ( <i>does not include employee labor fee</i> )	\$	75.00/hr
22.	Sewer Tap Fee for other than new connection: 4" line – 6"line	\$	150.00
23.	Locating TWSD utilities in public right-of-way other than excavating purposes	\$	55.00/hr
24.	Over-time Call-out (\$70/hr – 2 hr. min)	\$	140.00
25.	Annexation fee		Price upon Request
26.	Fire Hydrants ( <i>with Main availability</i> )		Price upon Request
27.	Xerox Copies ( <i>No books or booklets</i> )	\$	00.25/per page
28.	Improvement Standards Book	\$	20.00/booklet
		\$	5.00/disk

This policy was approved at the June 21, 2011 Board of Directors meeting by the following votes.

Following vote:

Ayes: Directors Taggart, Huston, Hatley and Reynolds

Nayes:

Abstentions:

Absent: Director Thompson

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Trevor Hatley, Vice President

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Jayne Boucher, Secretary