

COVINGTON UTILITIES AUTHORITY

Revised (10-04-2023B)

Utility Management Policy

Adopting a policy for the management of the Covington Utilities Authority for the purpose of improving the collections of revenues due the Authority and decreasing bad debts.

WHEREAS, the Covington Utilities Authority reads meters on or about the twentieth (20th) day of each month; and

WHEREAS, the bills are mailed on or about the twenty-seventh (27th) day of the month, **BILLS ARE DUE UPON RECEIPT, and late after the 20th of each month;** and

WHEREAS, all customers need to pay their bill in full or come into the City offices and sign a deferred payment agreement form with the secretary of the Covington Utilities Authority **before the 20th of each month,** stating the bill will be paid in full on/or before the monthly board meeting held the first Wednesday of each month at 7:00 p.m., in the conference room at the City Hall. The Members allow every customer the right to request a payment plan to discuss action on the past due balance at the monthly board meetings. (Deferred Payment Agreement Form, *No more than two (2) Board Meeting Deferments in a calendar year.); and

WHEREAS, if the bill is not paid in full by the (20th) of the month, **at NOON the following day (21st), the utilities will be cut-off and you will need to pay the 10% late fee; if the 20th falls on a weekend or holiday, charges will be added the following business day at noon;** and

WHEREAS, if utilities are cut-off, the customer will need to pay the 10% late fee on the delinquent bill before utilities are turned back on; and

WHEREAS, if utilities are cut-off, the customer will not be able to sign an agreement to pay form for the following month; and

WHEREAS, if a check is returned for non-payment, the amount of the check plus a \$25.00 return check charge will be added to the delinquent account and a twenty-four (24) hour cut-off notice will be posted to the physical address; and

NOW THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE COVINGTON UTILITIES AUTHORITY, GARFIELD COUNTY, OKLAHOMA that:

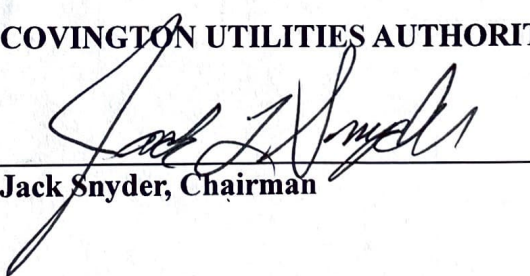
The Authority will seek to enforce the above recitals, which are hereby approved; and the Chairman and Secretary are hereby authorized to execute same for and on behalf of the Authority, and to do all other lawful things necessary to carry out this Policy.

PASSED THIS 4TH DAY OF OCTOBER 2023.

ATTEST: (SEAL)


Sondra Easterly, Secretary

COVINGTON UTILITIES AUTHORITY


Jack Snyder, Chairman