

**NOTICE TO BEVIL OAKS RESIDENTS
REGARDING UTILITY DEPARTMENT COVID-19 POLICY**

To prevent the accumulation of debt during this stressful time, the City encourages everyone to keep their utility accounts current. However, if the COVID-19 Pandemic has created a financial hardship for your family and are not financially able to do so, the City may be able to assist you with your utility account. The Resolution passed by City Council on April 23, 2020, sets forth the conditions under which the City can assist citizens facing hardship from the COVID-19 Pandemic. Please read the excerpt from the Resolution that is printed below explaining the steps necessary to obtain temporary relief. If you find yourself in this position, please contact the Utility Department immediately, and make application along with providing the necessary documentation as stipulated in Section 2 below.

The Resolution dated March 26, 2020 by the City of Bevil Oaks suspending the disconnection of water meters due to delinquent accounts until May 1, 2020 is expiring on May 1, 2020. Any past due account at that time will be disconnected unless proper documentation has been provided and, a deferment obtained from the committee as stipulated in Sections 2 & 3.

WHEREAS, the City desires to provide compassionate relief to its citizens suffering from physical and economic balanced with principles of sound financial governance in light of its ongoing monthly financial obligations.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BEVIL OAKS, TEXAS, THAT:

- Section 1. The City Council adopts this resolution on behalf of the City of Bevil Oaks Public Utility Department. The Utility Department shall receive authority to do the following:
- a. **Waive** Late fees for a period of up to one month, subject to renewal every thirty days if approved by the Committee identified in Section 3;
 - b. **Defer** payment of water/sewer usage charges for no longer than one month, subject to renewal every thirty days if approved by the Committee identified in Section 3.
 - c. Users **shall** pay monthly User fees.

- Section 2. The Utility Department's authority (subject to the approval of the committee listed in Section 3) to waive late fees, defer water and sewer usage charges is subject to the following limitations:
- a. Receipt of a written request to waive late fees, defer water/sewer usage fees;
 - b. Receipt of written proof that the user has suffered Covid-19 related economic hardship, such as an application for Texas Unemployment Benefits, written notice of layoff or other reliable written documents from a third party that verifies hardship.
 - c. That the user's account has not been delinquent for a period of no less than ninety (90) days in any way prior to March 1, 2020.

- Section 3. If a user requests a waiver or deferral and does not comply with the requirements of Section 2, then the user's written request will be forwarded to a committee formed with a representative from each Ward. The Committee shall review the application and provide a decision in writing to the Public Utility Department. The committee shall be comprised of the following Ward representatives:
- a. Ward 1: Justin Kohler
 - b. Ward 2: Barbara Emmons
 - c. Ward 3: Doug Mullins, *Mayor Pro Tem*.

- Section 4. The Utility Department shall maintain an ongoing record of accounts within the deferral program and provide a monthly summary of impact to the City Council.

- Section 5. Repayment of deferred amounts:
- a. The Section 3 committee shall have the authority to enter into agreements with respect to repayment.
 - b. Users shall repay as soon as practicable upon expiration of the deferral period as stated in writing by the Section 3 committee with the general expectation of re-payment to be within three (3) months.
 - c. All payments (made under any agreement) are due on due date of each month. Failure to pay timely shall constitute a basis for immediate cancellation of all agreements and the Utility Clerk shall be authorized to immediately cut-off water. All past due amounts shall be immediately due.