

The District operates on a quarterly billing cycle. Meters must be read within 10 days before or after the last day of each month. Water Production Reports (meter readings) must be submitted within 30 days of the end of the quarter.Late reports will be subject to a late fee of fifty dollars (\$50) per billing account. Invoices will be generated within 15 days from the Water Production Report Deadlines and payment is due no later than 60 days from the end of the applicable quarterly billing period.

Report Usage and Billing Table

Applicable Quarterly Reporting Period	Water Meter Reading Must Occur and Be Recorded on Monthly Meter Log Between	Water Production Report Deadlines (Date by Which Report of Monthly Usage Must be Submitted to District)	Water Use Payment Deadlines
Quarter 1: January 1 to March 31	January 21 to February 10	April 30	May 30
	February 18 to March 11 (additional day added into end of timeframe to account for leap years)		
	March 21 to April 10		
Quarter 2: April 1 to June 30	April 20 to May 10	July 30	August 30
	May 20 to June 10		
	June 20 to July 10		
Quarter 3: July 1 to September 30	July 21 to August 10	October 30	November 29
	August 21 to September 10		
	September 20 to October 10		
Quarter 4: October 1 to December 31	October 21 to November 10	January 30	March 1*
	November 20 to December 10		*deadline automatically extended by one day during leap years for consistency
	December 21 to January 10		