

# **HILLTOP LAKES WATER SUPPLY CORPORATION**

PO BOX 1460 \* HILLTOP LAKES, TX 77871  
(936) 855-2995 htlwater@htlwater.org

Service with Hilltop Lakes Water Supply Corporation.

The Hilltop Lakes Water Supply Corporation is chartered as a voluntary non-profit corporation. Its members who elect a Board of Directors to conduct its business are subject to the By-Laws and Tariff of the Corporation. The Tariff and By-Laws are available for review during regular office hours.

Equity and Installation fees cover installation cost and equity buy-in. This fee is not, in whole or part, refundable. The Hilltop Lakes Water Supply Corporation requires all customers to become a member of the Corporation. The Board of Directors holds monthly meetings the Second Thursday of each month Hilltop Lakes Water Supply Corporation office at 4:00p.m. All Members are encouraged to attend. Members of the corporation are entitled to run for Board of Directors and vote in elections. Water Taps cannot and will not be installed without a membership. The membership fee is refundable in accordance with the By-laws and Tariff of the Corporation.

An onsite investigation must be made to determine availability of water, meter replacement and applicable fees.

Office Hours	Monday thru Friday Closed daily	8:00 to 4:00 12:00 to 1:30
Rates	Minimum Charge	\$ 48.88
	Per 1,000 gals	\$ 5.00
	Per 1,000 gals	\$ 5.37
	Per 1,000 gals	\$ 5.55
	Per 1,000 gals	\$ 5.93
	Per 1,000 gals	\$ 5.97
		0 – 1,000 gallons
		1,001-5,000 gallons
		5,001-10,000 gallons
		10,001-15,000 gallons
		15,001-20,000 gallons
		All Over 20,000 gallons

*THE MONTHLY MINIMUM SHALL BE CHARGED WHEN SERVICE HAS BEEN ESTABLISHED.*

### Fee Schedule

Membership fee (non-refundable)	\$150	Reinstall Meter fee	\$500
Reconnection fee	\$ 50	Service Trip fee	\$ 50
Road Bore fee	\$500	Return Check fee	\$ 25
Transfer fee	\$ 50	Late Payments	\$ 20
Meter Test fee	\$ 25	Customer Report	\$ 5
Equity Buy-in Fee	\$2,100	Installation fee + *	\$2,250
Owner Notification	\$15	Service Inquiry fee	\$100
Renter Application fee	\$50	Renter Deposit (refundable)	\$200
Trip Fee	\$50	Service Inquiry Fee	\$150
Mid-East Texas GWD	.05% per 1,000 Gallons		

#### Garbage Service Fees

Residential Service	\$20.04 +tax	<b>Additional Cans</b>	<b>\$9.84 +tax</b>
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## STANDARD SERVICE APPLICATION AND AGREEMENT

**PLEASE PRINT.**                      APPLICANT MUST COMPLETE FORM.

DATE: \_\_\_\_\_

APPLICANT'S NAME: \_\_\_\_\_

DRIVER'S LICENSE NO. \_\_\_\_\_ STATE \_\_\_\_\_

SOCIAL SECURITY NO \_\_\_\_\_ E-MAIL ADDRESS \_\_\_\_\_

SPOUSE'S NAME \_\_\_\_\_

NO. IN FAMILY \_\_\_\_\_

CURRENT BILLING ADDRESS	FUTURE BILLING ADDRESS
_____	_____
_____	_____

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

### **PROOF OF OWNERSHIP**

#### **PLEASE PROVIDE A COPY OF THE DEED**

LEGAL DESCRIPTION OF PROPERTY (Include name of road, subdivision with lot and block number)

\_\_\_\_\_  
\_\_\_\_\_

PREVIOUS OWNER'S NAME \_\_\_\_\_

SPECIAL SERVICE NEEDS OF APPLICANT (if applicable):  
\_\_\_\_\_

A DESCRIPTION OR MAP OF SERVICE LOCATION (if a new water tap is to be installed)

\_\_\_\_\_

Would you like your bills sent via  Email or  Snail Mail

Would you like to set up automatic payment?  YES  NO

How many trash cans would you like? \_\_\_\_\_ There is an additional charge for more than 1 can.

Would you like to donate to the Hilltop Lakes VFD monthly?  \$5  Other \_\_\_\_\_

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AGREEMENT made this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, between **Hilltop Lakes Community Water Supply Corporation**, a corporation organized under the laws of the State of Texas (hereinafter called the Corporation) and \_\_\_\_\_,  
(Hereinafter called the Applicant and/or Member),

Witnesseth:

The Corporation shall sell and deliver water service to the Applicant and Applicant shall purchase, receive, and/or reserve water service from the Corporation in accordance with the Bylaws and Tariff of the Corporation as amended when deemed necessary by the Board of Directors of the Corporation. Upon compliance with said policies, including payment of a Membership Fee, the Applicant qualifies for Membership as a new Applicant or continued Membership as a Transferee and thereby may hereinafter be called a Member.

The Member shall pay the Corporation for service hereunder as determined by the Corporation's Tariff and upon the terms and conditions set forth therein, a copy of which has been provided as an information packet, for which Member acknowledges receipt hereof by execution of this Agreement.

The Board of Directors shall have the authority to cancel the Membership of any Member not complying with any policy or not paying any utility fees or charges as required by the Corporation's published rates, fees, and conditions of service.

Meters to be furnished and installed by the Corporation shall meter all water. The meter connection is for the sole use of the Member or customer and is to provide service to only one (1) dwelling and/or only one (1) business. Extensions of pipe or pipes to transfer utility service from one property to another, to share, resell or sub-meter water to any other persons, dwellings, business and/or property, etc., is prohibited.

The Corporation shall have the right to locate a water service meter and the pipe necessary to connect the meter on the Member's property at a point to be chosen by the Corporation, and shall have access to its property and equipment located upon Member's premises at all reasonable times for any purpose connected with or in the furtherance of its business operations, and upon discontinuance of service the Corporation shall have the right to remove any of its equipment from the Member's property.

The Member shall install at his own expense any necessary service lines from the Corporation's facilities and equipment to the point of use, **including any customer service isolation valves**, clean-outs and other equipment as may be specified by the Corporation. The Corporation shall also have access to the Member's property for inspections of possible cross-connections and other undesirable plumbing practices.

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Hilltop Lakes Water Supply Corporation is responsible for protecting the drinking water supply from contamination or pollution, which could result from improper plumbing practices. This service agreement serves as notice to each customer of the plumbing restrictions, which are in place to provide this protection. The Corporation shall enforce these restrictions to ensure the public health and welfare. The following undesirable plumbing practices are prohibited by state regulations:

- a. No direct connection between the public drinking water supply and a potential source of contamination is permitted. Potential sources of contamination shall be isolated from the public water system by an air-gap or an appropriate back-flow prevention assembly in accordance with state plumbing regulations. Additionally, all pressure relief valves and thermal expansion devices must be in compliance with state plumbing codes.
- b. No cross-connection between the public drinking water supply and a private water system is permitted. These potential threats to the public drinking water supply shall be eliminated at the service connection by the proper installation of an air-gap or a reduced pressure-zone back-flow prevention assembly and a service agreement must exist for annual inspection and testing by a certified back-flow prevention device tester.
- c. No connection which allows condensing, cooling, or industrial process water to be returned to the public drinking water supply is permitted.
- d. No pipe or pipe fitting which contains more the 0.25% lead may be used for the installation or repair of plumbing on or after July 1, 1988, at any connection, which provides water for human consumption.
- e. No solder or flux which contains more than 0.2% lead maybe used for the installation or repair of plumbing on or after July 1, 1988, at any connection which provides water for human consumption.
- f. Hose bib vacuum breakers to be installed on all faucets or indoor tubs with hose connections.

The Corporation shall maintain a copy of this agreement as long as the Member and/or premises are connected to the public water system. This service agreement is not a perpetual agreement that continues to be in effect when property is transferred from one person to another like the utility easement. The Member shall allow his property to be inspected for possible cross-connections and other undesirable plumbing practices. These inspections shall be conducted by the Corporation or its designated agent prior to initiating service and periodically thereafter. The inspections shall be conducted during the Corporation's normal business hours. The Corporation shall notify the Member in writing of any cross-connections or other undesirable plumbing practices, which have been identified during the initial or subsequent inspection. The Member shall immediately correct any undesirable plumbing practice on their premises. **The Member shall, at his expense, properly install, test, and maintain any back-flow prevention device required by the Corporation. The Corporation is requiring the installation of Reduced Principle Vacuum Breakers (RPZ's ) as of 3/1/2019 Copies of all testing and maintenance records shall be provided to Corporation as required. Failure to comply with the terms of this service agreement shall cause the Corporation to terminate service or properly install, test, and maintain an appropriate back-flow prevention device at the service connection. Any expenses associated with the enforcement of this agreement shall be billed to the Member.**

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In the event the total water supply is insufficient to meet all of the needs of the Members, or in the event there is a shortage of water, the Corporation may initiate the Emergency Rationing Program as specified in the Corporation's Tariff. By execution by the Applicant of this Agreement, Applicant hereby shall comply with the terms of said Program.

By execution hereof, the Member shall hold the Corporation harmless from any and all claims for damages caused by service interruptions due to water line breaks by utility or like contractors, tampering by other Member/Users of the Corporation, normal failures of the system or other events beyond the Corporation's control.

The Member shall grant to the Corporation, now or in the future, any easements of right-of-ways for the purpose of installing, maintaining, and operating such pipelines, meters, valves, and any other such equipment which may be deemed necessary by the Corporation to extend or improve service for existing or future Members, on such forms as required by the Corporation.

By execution hereof, the Applicant shall guarantee payment of all other rates, fees, and charges due on any account, for which said Applicant owns a Membership Certification. Said guarantee shall pledge any Membership Fees against any balance due the Corporation. Liquidation of said Membership Fees shall give rise to discontinuance of water utility service under the terms and conditions of the Corporation's Tariff.

By execution hereof, the Applicant agrees that noncompliance with the terms of this Agreement by said Applicant shall constitute denial or discontinuance of service until such time as the violation is corrected to the satisfaction of the Corporation.

Any misrepresentation of the facts by the Applicant on any of the four pages of this form shall result in discontinuance of service pursuant to the terms and conditions of the Corporation's Tariff.

\_\_\_\_\_ Date

\_\_\_\_\_ Applicant/Member **Signature**

\_\_\_\_\_ **Print** Applicant/Member Name

The following information is required by the Federal Government in order to monitor compliance with Federal laws prohibiting discrimination against applicants seeking to participate in this program. You are not required to furnish this information, but are encouraged to do so. This information will not be used in evaluating your application or to discriminate against you in any way. However, if you choose not to furnish it, we are required to note the race/national origin of individual applicants on the basis of visual observation or surname.

<input type="checkbox"/> White, not of Hispanic Origin	<input type="checkbox"/> Black not of Hispanic Origin	<input type="checkbox"/> American Indian or Alaskan Native
<input type="checkbox"/> Hispanic	<input type="checkbox"/> Asian or Pacific Islander	<input type="checkbox"/> Other (Specify)
<input type="checkbox"/> Male	<input type="checkbox"/> Female	