

# Lakewood Hills Improvement District



9125 Lake Hills Rd. Ozawkie, KS 66070 | MAIN: (785) 876-2259 | FAX: (785) 876-2413 | clerk.lwh@gmail.com

**FILE COPY**

## Monthly Sewer Payment Policy

Per signed resolution 2017-06, Lakewood Hills Improvement District will assess a late charge in the amount of \$10 per month on all accounts that are not paid by the 20<sup>th</sup> of the billing month.

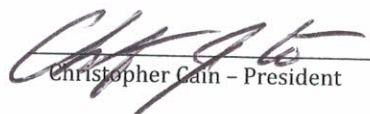
- 1.) If a payment is mailed in, the postmarked date will be used as the date received.
- 2.) If a payment is placed in the Lakewood Hills office drop-box, the date that the clerks receive the check will be the date received.
  - a. If the 20<sup>th</sup> falls on a weekend or a day that the office is closed this will be taken into consideration when receiving payments.
  - b. The clerks receive payments daily during office hours. If a payment is put in the drop-box after business hours, it will be received the following business day.
- 3.) If a sewer account falls more than three (3) months behind at any given time, the property owner will be contacted to set up a signed payment plan to bring the account current.
- 4.) If the payment plan fails without notification, fees will be assessed for the late charges accrued during payment plan timeframe.
- 5.) If a sewer account is more than three (3) months behind in August of each year with no repayment plan in place, the delinquency will be sent to the county with the yearly budget information and assessed on the homeowners' property taxes.

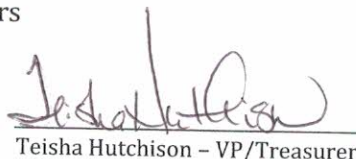
**Reminder:** Office hours are Monday – Thursday 8:30AM-12:30PM. If payment is dropped in drop box on Thursday evening after hours it will not be received until the following Monday.

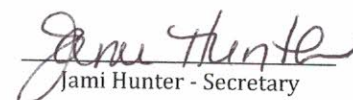
Thank you,

Lakewood Hills Board of Directors

Date: June 2, 2020

  
Christopher Cain – President

  
Teisha Hutchison – VP/Treasurer

  
Jami Hunter - Secretary

