

Okmulgee County Rural Water District #4
20270 HWY 52
Morris, OK 74445
Ph: 918-733-2441; Fax: 918-733-2445; TDD 711
Website: www.okmulgeecountyrwd4.myruralwater.com

Regulations for Membership Transfer

1. The office will need a copy of the current deed with the property owner/applicant's name listed on the deed, a copy of the property owner's driver's license and the transfer fee of \$50 paid.
2. Application for membership transfers are approved by the Board, at the monthly Board meeting and the easement executed and recorded.
3. When membership transfer is approved a \$32.58 monthly minimum payment will begin with or without meter being set.
4. RWD #4 will read your meter every month (weather permitting.) In the instance of inclement weather, we will be subjected to estimate that month and read the following month. If you have a discrepancy regarding the meter reading on your bill, please contact the office 918-733-2441 and we will re-read the meter.
 - It is the customer's responsibility to install a pressure regulator, check valve and/or an Operative Pressure Relief Valve on your hot water tank, if needed.
 - We also recommend you install a shut off valve of some kind, by your house, in the case of an emergency.
5. Customer can come to the office and pay in the lobby, at the drive-thru or through the night drop. The night drop is located on the south side of the building just east of the drive-thru window. Other payment options available are through the automatic bank draft (fill out correct paperwork and is set up to draft on or about the 14th of each month) or online through our website: www.okmulgeecountyrwd4.myruralwater.com .
6. Office hours: Monday-Friday, 8am-4pm.
7. The District observes the following holidays: New Year's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veterans' Day, two days for Thanksgiving Holiday and two days for Christmas Holiday.

If you have any questions please feel free to call 918-733-2441 or e-mail: ruralwater4@windstream.net. If it is after hours, please leave a detailed message on the office answering machine and we will follow up on the next business day.

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Membership Transfer Agreement Directions:

1. First line is for what date the transfer has/is taking place.
2. Top portion is the current property owners' information and signature. This is stating that the property owner knows that they are selling to the below party and that the bill to the property is paid current.
3. Bottom portion is that of the purchaser(s) information and signature. This is stating who has purchased the property and is now responsible for the bill of the property.
4. The purchaser has to pay \$ 50.00 transfer fee, have a copy of the deed with their name(s) and property's legal description, a copy of their driver's license(s), septic paperwork, civil rights paperwork, easement paperwork and if desired auto bank draft paperwork, to be put on file in the RWD #4 office.
5. All above information has to be on file and approved by the Board of Directors.
6. Allow one month for Board approval, as they only convene the 2nd Tuesday of each month.

OFFICE NEEDS:

- **Copy of deed with legal description and new owners name**
- **Copy of drivers' license**
- **\$50 transfer fee**

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EFFECTIVE AUGUST 1, 2019

The District's financial plan adopted by the Board of Directors on June 11, 2019 will require a revenue increase that is reflected below. There will be an increase of \$0.15/1,000 gallons in addition to a 7.5% increase to the current water rate charges. The increase is needed due to an increase from the City of Okmulgee water rates and will provide funds so that the District can continue its necessary systems maintenance and installation of line meters and flush valves. The water rates are listed below:

Water Rates Effective August 2019 Billing Cycle:

0 gallons	\$32.58 Minimum
1-1,000 gallons	\$7.56/1,000 gallons
1,000 -5,000 gallons	\$8.10/1,000 gallons
5,000-10,000+ gallons	\$8.64/1,000 gallons

For example the rate increase will result in the average monthly bill of 5,000 gallons per month usage to be \$72.54.

There will not be an increase to the other fee schedules for 2019 including:

Benefit Unit (New Membership)	\$950.00
Transfer of Benefit Unit	\$50.00
Late Fee	\$20.00
Returned Check	\$25.00
Reconnect Fee	\$100.00
Meter Tampering- 1 st Occurrence	\$250.00
Meter Tampering Additional Occurrence	\$500.00 and possible prosecution and/or forfeiture of Membership

The Okmulgee County Rural Water District No. 4's Board of Directors goal is to ensure the District's financial integrity. We feel the financial plan adopted will enable the District to continue to deliver quality potable water and the needed improvements for the next generation.

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3/13/2018

After discussion by the Board of Directors for District #4 of the existing Bylaws, Public Meeting Rules of Conduct and Policies and Procedures of the Okmulgee County Rural Water District No. 4 the proposed changes were voted on and approved at our Annual Meeting on March 13, 2018 at 7:00pm. The changes are:

1. Amend Article 4, Section 1, first sentence currently states: "Water shall be supplied only to rural residents of land located within the District." The proposed change will state "Water shall be supplied to landowners located within the District."
2. Article 12, Section 1 currently states: "The annual meeting of the participating members of the District shall be held at the District office located at 20270 HWY 52 in Morris, OK, at 7:00pm, on the second Tuesday in March. The proposed change will add the phrase at the end: "or at such other times as the Board may determine."
3. In Policies and Procedures, proposing to add the following Rules and Regulations:

Rules and Regulations

Threats or Aggressive Behavior

Threats or aggressive behavior toward District employees or Board members will not be tolerated.

Any member who threatens or acts aggressively toward any District employee or Board member may be prosecuted to the full extent of the law and have his/her membership revoked upon majority vote of the Board of Directors.

Thank you,

Diana Richardson, Office Manager
Okmulgee County Rural Water District No. 4

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Application for Transfer of Membership Certificate

The undersigned hereby makes application for membership transfer in the Okmulgee County Rural Water District #4. Said applicant hereby agrees that applicant will conform to and be bound by the original Service Agreement and Easement, each of which are part of this document.

All transfers of membership certificates shall be made upon the books of the rural water district upon the surrender of the certificates covering the same by the holders thereof, or by their legal representatives. But only with the approval of the Board of Directors and only to persons free from indebtedness to the rural water district.

Transfer Agreement

This agreement made this _____ day of _____, 20_____.

Between
Transferring Member(s) Name(s): _____

Physical Address: _____

Mailing Address: _____

Phone No(s): _____ / _____

Surrendering certificate of membership and responsibilities to

Applicant(s) Name(s): _____

Physical Address: _____

Mailing Address: _____

Phone No(s): _____

Signature(s): _____

Hereinafter called member.

To pay a Transfer Fee of \$ 50.00.

The undersigned hereby makes application for membership transfer in the said rural water district and agrees to the following conditions:

Pay a minimum monthly charge to be established by the Board of Directors, beginning from the time service is made available by the district, and pay for additional water used at the rate set out in the rate schedule adopted by the Board of Directors. Any changes adopted, for the minimum monthly water charge and the rate schedule, by the Board of Directors of the rural water district, shall become a part of this agreement as though fully set out herein.

All water shall be metered by meters furnished and installed by the rural water district.

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If, after water service is made available, the same is discontinued or disconnected for any purpose, pursuant to the Bylaws and the Rules and Regulations of the rural water district, reconnection shall be upon the conditions set out in the Bylaws and the Rules and Regulations of the Rural Water District.

The laws of the State of Oklahoma, the Bylaws of the Rural Water District and the Rules and Regulations of the Rural Water District, as presently existing, and as may be amended from time to time are made a part of this Agreement as though fully set herein.

The member shall hold the rural water district harmless from any and all claims or demands for damage to real or personal property occurring from the point member connects to the rural water district meter to the final destination of the line installed by the member. The members agree to grant the rural water district a right-of-way or an easement for the purpose of installing, maintaining and operating such pipelines, meters, valves, and any other equipment which may be deemed necessary by the rural water district.

(FOR OFFICE USE ONLY)

Approval of Application, Acceptance

of Service Agreement and Easement

Okmulgee County Rural Water District #4 hereby accepts membership transfer of applicant and acknowledges receipt of the Service Agreement and Easement herein contained.

Done this _____ day of _____, 20_____.

Rural Water District #4, Okmulgee County

By: _____

Chairman or Vice Chairman, Board of Directors

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RIGHT-OF-WAY EASEMENT

OKMULGEE COUNTY RWD NO. 4, OKMULGEE COUNTY, OKLAHOMA

KNOW ALL MEN BY THESE PRESENTS:

That _____ hereinafter referred to as GRANTOR, in consideration of the operation of RURAL WATER DISTRICT NO. 4, Okmulgee County, hereinafter referred to as GRANTEE, the receipt of which is hereby acknowledged, the GRANTOR does hereby grant, bargain, sell, transfer and convey unto said GRANTEE, its successors and assigns, a perpetual Easement with the right to erect, construct, install, lay, remove and replace and thereafter use, operate, inspect, repair, maintain, replace and remove a water pipeline over, across and through the land of the GRANDTOR situated in OKMULGEE COUNTY, State of Oklahoma, said land being described as follows:

Together with the right of ingress and egress over Grantor's lands adjacent thereto and situated between the above described tract and the nearest public roadway for the purposes for which the above-mentioned rights are granted.

The right-of-way and rights granted herein are in addition to the other rights-of-way or easement previously granted to GRANTEE.

The grant and other provisions of the easement shall constitute a covenant running with the land for the benefit of the GRANTEE, its successors and assigns.

IN WITNESS WHEREOF, the GRANTOR has executed this instrument this _____ day of _____, 20____.

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ACKNOWLEDGEMENT

STATE OF OKLAHOMA)

) SS

_____ COUNTY)

Before me, a Notary Public in and for said County and State, on the ____ day of _____, 20_____, personally appeared _____ known to be identical person (s) who executed the above and foregoing instrument, and acknowledged to me that he executed the same as his free and voluntary act and deed, for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above set forth.

NOTARY PUBLIC

Commission Expires: _____

Commission #: _____

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TITLE VI OF THE CIVIL RIGHTS ACT OF 1964 REQUIRES THAT RECIPIENTS OF FEDERAL ASSISTANCE COMPILE RACE/ETHNIC INFORMATION ON APPLICATIONS TAKEN WHICH IS UTILIZED BY THE GOVERNMENT FOR MONITORING PURPOSES.

INFORMATION FOR GOVERNMENT MONITORING PURPOSES

The following information is requested by the federal government for loan and grant Programs in order to monitor borrower/grantee compliance with Civil Rights Act of 1964. You are not required to furnish this information, but are encouraged to do so. The law provides that an entity or lender may not discriminate on the basis of this information, or on whether you choose to furnish it. However, if you choose not to furnish it, under federal regulations this entity is required to note race and sex on the basis of visual observation or surname. If you do not wish to furnish this information, please check below.

APPLICANT

I do not wish to furnish this information.

Race/National Origin:
(Select one or more)

American Indian or Alaska Native

Asian

Native Hawaiian / other Pacific Islander

Black or African American

Hispanic or Latino

White

Other (specify) _____

Sex: Female Male

CO-APPLICANT

I do not wish to furnish is information.

Race/National Origin:
(Select one or more)

American Indian or Alaska Native

Asian

Native Hawaiian /other Pacific Islander

Black or African American

Hispanic or Latino

White

Other (specify) _____

Sex: Female Male

TO BE COMPLETED BY INTERVIEWER:

This application was taken by: Face to face interview By telephone By mail

Applicants Name: (print or type) _____

Co-Applicants Name: (print or type) _____

Interviewers Name: (print or type) _____

Interviewers Signature: _____

Date: _____

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Automatic Bank Draft Information

Date: _____

RWD #4 Account Information:

RWD#4 Account No.(s) : _____

Name(s) on Acct: _____

Mailing Address: _____

Physical Address: _____

City, State, Zip: _____

Contact Phone: _____

Bank Account Information:

I (we) _____ hereby authorize Rural Water District #4, Okmulgee County to initiate credit entries to transfer funds to my (our) Checking Account indicated below at the depository financial institution named below "(Depository)". I (we) agree that ACH transactions authorized herein shall comply with all applicable U.S. law.

Please attach a VOIDED Check

This authorization shall remain in full force and effect until Rural Water District #4, Okmulgee County has received written notification from me (or either of us) of its termination.

Your bank account will be automatically drafted on or the business day before the 14th of each month for the monthly balance due on your account.

Customer (Print) _____

Customer Signature: _____

Name

Date

RWD #4 Office Signature: _____

Date