

REPORT TO THE BOARD OF DIRECTORS

**ADOPT RESOLUTION 25-01 AMENDING THE SCHEDULE OF
MISCELLANEOUS SERVICES CHARGES AND APPROVE AMENDMENT TO
THE CONNECTION AND RECONNECTION POLICY**

Issue:

Should the Trinity Public Utilities District (District) Board of Directors (Board) adopt Resolution 25-01 amending the Schedule of Miscellaneous Services Charges and approve amendment to the Connection and Reconnection Policy?

Background and Discussion:

The Board, at its March 11, 2021 meeting, amended the Connection and Reconnection Policy requiring that all customers pay the entire balance due to be reconnected following a Disconnect for Non-Pay (DNP).

Further, at its February 8, 2024 meeting, the Board amended the Schedule of Miscellaneous Services Charges, requiring that customers requesting disconnection and then reconnecting within 18 months be charged the applicable System Access Charge for the months the service was not in use, to discourage non-resident homeowners from disconnecting service to avoid charges in months of non-use, which transfers the cost of maintaining infrastructure to residents.

Staff recommends that this policy also be applied not only to customers who request disconnection, but also to customers who are DNP'd, as the District has a growing number of seasonal services. Staff also recommends that the language be included in the Connection and Reconnection Policy and removed from the Schedule of Miscellaneous Services Charges to avoid duplicate language and potential disparity in policy language.

Fiscal Analysis:

District customers will no longer be able to avoid System Access Charges for disconnected services reconnected by the same party within 18 months.

Alternatives:

The Board has the option to:

1. Adopt Resolution 25-01 Amending the Schedule of Miscellaneous Services Charges; and Approve Amendment to the Connection and Reconnection Policy to address Customer Reconnections as presented; or
2. Decline to Adopt Resolution 25-01 or approve the Amendment to the Connection and Reconnection Policy; or
3. Take no action.

Conclusions and Recommendations:

Amending the Connection and Reconnection Policy as proposed applies the same rules to customers who are disconnected and reconnect within 18 months, regardless if the disconnection is by request or for non-payment; removing the language from the Schedule of Miscellaneous Services Charges and updating the

Connection and Reconnection Policy streamlines the District's policy language. Therefore, **Staff recommends that** the Board Adopt Resolution 25-01 amending the Schedule of Miscellaneous Services Charges and approve the amendment to the Connection and Reconnection Policy.

Sarah J. Shatt
for Paul Hauser
Dated: 5/2/25

TRINITY PUBLIC UTILITIES DISTRICT

RESOLUTION 25-01

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TRINITY PUBLIC UTILITIES DISTRICT RESCINDING CURRENT
MISCELLANEOUS SERVICE CHARGES AND ADOPTING NEW
MISCELLANEOUS SERVICE CHARGES

WHEREAS, the Trinity Public Utilities District Board of Directors has decided to change the current Schedule of Miscellaneous Service Charges.

NOW, THEREFORE, be it resolved that the Trinity Public Utilities District Board of Directors adopts the new Schedule of Miscellaneous Service Charges, Revision Number 14 attached hereto. All previous Miscellaneous Service Charges are hereby rescinded.

Passed and adopted by the Board of Directors of the Trinity Public Utilities District at a regular meeting held May 8, 2025, by the following vote:

Joe Trindade	-
Alex Cousins	-
Nicholas Goulette	-
Andrew Johnson	-
Michael Rourke	-

Michael Rourke, President

Attest: _____
Nicholas Goulette, Clerk

Approved as to Form: _____
James Underwood, Legal Counsel

CLERK'S CERTIFICATE

I, Nicholas Goulette, Clerk of the Trinity Public Utilities District, hereby certify that the foregoing is a full and correct copy of Resolution 25-01, duly adopted at a regular meeting of the Board of Directors of said District, duly held at the noticed meeting place on May 8, 2025, at which all of the members of the Board of Directors had due notice and at which a majority thereof were present; and that at said meeting, said Resolution was adopted by the following vote:

Joe Trindade	-
Alex Cousins	-
Nicholas Goulette	-
Andrew Johnson	-
Michael Rourke	-

I further certify that I have carefully compared the same with the original minutes of said meeting on file and of record in my office; that the foregoing Resolution is a full, true and correct copy of the original Resolution adopted at said meeting and entered in said minutes; and that said Resolution has not been amended, modified, or rescinded since the date of its adoption, and the same is in full force and effect.

Witness my hand at the Trinity Public Utilities District, this 8th day of May, 2025.

Nicholas Goulette,
Clerk of the Trinity
Public Utilities District

Trinity Public Utilities District
Schedule of Miscellaneous Service Charges

Connection or Reconnection Fees:

If multiple connections are requested at the same time for a single panel, then each additional connection shall be charged \$35.00 per meter set.

If Connection or Reconnection is requested to be made:	<u>Meter Set</u>
Within three business days or meter has a remote collar	\$ 35.00
Next business day	150.00
Same business day, any time after business hours or at transformer (not available for meters with a remote collar)	300.00

~~If a customer requests a disconnection and if either the account or location is closed and later requests a reconnection the old account or location will be reopened and in addition to any applicable charges above the customer shall be charged the System Access Charge for the applicable Rate Schedule for each month the account or location was closed up to a maximum of 18 months. In which case a "month" will be defined as each billing date that occurred while the account or location was closed.~~

Deposit:

(2-month average consumption or minimum deposit, whichever is greater.)

Residential Minimum Deposit	\$150.00
Commercial Minimum Deposit	\$200.00

Remote Disconnect	\$ 35.00
Prepay Disconnect	\$ 15.00
Damaged Meter	\$replacement cost
Meter Test	\$ 35.00
Returned Payment	\$ 25.00
Late Payment	(1.5%) or minimum of \$10.00
48-hour Shut-Off Notice	\$ 50.00
Counter Collection Fee	\$35.00
Credit Card Convenience Fee	On-Line \$ 0.00
Credit Card Convenience Fee	\$ 6.00
with assistance from District Staff	
Copies (per 8 ½ x 11 page)	\$1.00

Date Effective: ~~February 8, 2024~~ May 10, 2025

Date Approved: ~~February 8, 2024~~ May 8, 2025

Resolution No.: 24-01

Michael Rourke, President

Policy of the Board of Directors

CONNECTION AND RECONNECTION

New Service Connection/Service Transfer

Customers requesting electrical service in their name are required to:

1. Speak with a Trinity Public Utilities District (District) Customer Service Representative during regular business hours.
2. Provide Driver's License or California Identification Number, Social Security Number¹ and either a rental agreement or proof of ownership. For customers without proof of good credit history, as defined in the District's Utility Account Deposits Policy, visual verification of the number will be required.
3. Pay any charges applicable to the District's Utility Account Deposits Policy prior to service connection.
4. Pay any delinquent balances owed to the District.
5. Pay the District's Connect Fee charge, if applicable. This charge will be billed on the customer's first billing statement. A Connect Fee will not be charged for the following situations:
 - a. Account name changes not requiring field verification of the meter.
 - b. Landlords of rental property for which the District has on file a signed Landlord Agreement for the meter which requires connection.
6. A Landlord/Owner may not transfer service to another party if any delinquent balances are owed by the Landlord/Owner.

Service Reconnection After Disconnection

~~If a customer requests a disconnection and if either the Accounts and/or locations that are disconnected is closed, either by request or due to non-payment and later requests reconnected by the same party a reconnection the old account or location will be reopened and in addition to any applicable charges the customer shall be charged a fee the System Access Charge for the applicable Rate Schedule for each month the account or location was closed up to a maximum of eighteen (18) months. In which case a "month" will be defined as each billing date that occurred while the account or location was closed.~~

If a location has been disconnected for eighteen (18) months or more consecutively, for safety purposes, the District will require the customer to obtain an inspection of the facilities by the Trinity County Building Department or applicable State of California agency prior to reconnection. The District, at its discretion may remove the meter and

¹ On January 1, 2011 the Federal Trade Commission amended the Federal Identity Theft Law. Part of the amendment was to classify all municipal/public utilities as financial institutions. This ruling places strict regulations on the District to protect customer's confidential information such as Social Security Numbers, Driver's License Numbers, addresses, credit rating, etc. This also allows the District to require customers to provide this information.

Service Reconnection After Disconnection for Non-Payment (Remotely²)

Within forty-eight hours (48-hours) after a Remote Disconnection for Non-Payment a customer can automatically reconnect their service by paying the Total Amount owed on their electric account which will include the Remote Disconnection Fee. If the account requires a Deposit which is based on the District's Utility Account Deposits Policy, the Deposit will be billed on the customer's next bill.

If a customer requests service reconnection of an account after the account has been Disconnected for Non-Payment after forty-eight (48) hours from the account being disconnected, the customer will be required to pay the following prior to service reconnection³:

1. Any balances owed the District including the Remote Disconnection Fee.
2. The District's Reconnect Fee
3. Any charges applicable to the District's Utility Account Deposits Policy

Customers will be required to provide their Driver's License or California Identification Number, Social Security Number and either a rental agreement or proof of ownership.

Service Reconnection After Disconnection for Non-Payment

If a customer requests service reconnection of an account after the account has been Disconnected for Non-Payment, or if the account has not been in the customer's name for the preceding twelve (12) consecutive months, or if service on the account has been disconnected during the past twelve (12) months, or if the disconnection was due to suspicion of power theft, then the customer will be required to pay the following prior to service reconnection:

1. Any balances owed the District
2. The District's Reconnect Fee
3. Any charges applicable to the District's Utility Account Deposits Policy

Customers will be required to provide their Driver's License or California Identification Number, Social Security Number and either a rental agreement or proof of ownership.

At any time Management may use their discretion to waive the requirements.

² Remote Connect/Disconnect is only available for electric meters that are 200 amps or lower.

³ No afterhours reconnection available after forty-eight (48) hours from the account being disconnected. Service will only be reconnected after the customer speaks with a District Customer Service Representative during regular business hours.

Michael Rourke, President