



**City of Tye, Texas  
Manufactured Home Utility Application**

205 North St  
PO Box 369  
Tye, Texas 79563-0369  
(325)692-8588 Office  
(325)692-9322 Fax

Today's Date	Effective Date	Land Owner	Number in Household
Service Address			
Mailing Address (if different)			
<hr/>			
1 <sup>st</sup> Account Name	Driver's License #	Driver's License State	
Date of Birth	Contact Phone #	Social Security #	
Employer		Employer Phone #	
<hr/>			
2 <sup>nd</sup> Account Name	Driver's License #	Driver's License State	
Date of Birth	Contact Phone #	Social Security #	
Employer		Employer Phone #	
<hr/>			
Emergency Contact		Emergency Contact Phone #	
<hr/>			
TRASH SERVICE There is an extra charge per month, per container		Number of Trash Containers Needed	

*Pursuant to House Bill 859 wherein a government-operated utility may not disclose a customer's personal information (i.e. phone number, social security number, or forwarding address), please indicate below if you desire for this information to be kept confidential.*

**DO YOU WANT YOUR RECORDS KEPT CONFIDENTIAL? YES NO**

I, \_\_\_\_\_, understand that meters are read around the 17th of each month. Water bills are mailed out within the next 5 days after reading meters. Bills are due upon receipt. A 10% late charge is added on the 11th of each month. Water service is disconnected on the 21st of each month, if payment is not received. NOTE: if the 21st falls on a Saturday or Sunday, cut-offs roll to the following Monday. A processing/turn-off fee of \$50 is added to each account on turn off day.

I, \_\_\_\_\_, acknowledge that I will notify the city of my intention to have service discontinued. If I, \_\_\_\_\_, do not give proper notice to the City, the City will apply my deposit to my final bill after 30 days.

**DEPOSIT IS NON-TRANSFERABLE:** Residential full owner: \$100.00 Rental/Rent to own \$150.00 or Deed of Trust's  
**DESPOSIT IS DUE UPON TIME OF SERVICE. DESPOSITS ARE REQUIRED ON EACH AND EVERY WATER METER SERVICE.**  
Deposits will be refunded after final bill is paid.

*The City uses a Collection Agency for all unpaid accounts. 30% is added upon each unpaid account. If the City receives a return check on a water account, the City will add \$25.00 for the return check and if the check is not paid within 5 days, the city will discontinue water service and follow the procedure to send the return check to the District Attorney's Office.*

\_\_\_\_\_  
**Account Number**

\_\_\_\_\_  
**Signature**



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**AFFIDAVIT OF APPLICANT**

State of Texas  
County of Taylor

\_\_\_\_\_, upon oath states:

1. I am the **owner** of the manufactured home that will be located at \_\_\_\_\_,  
more particularly described as follows: \_\_\_\_\_, which I propose to live in as  
my permanent dwelling.

**OR**

2. I am the **renter** of the manufactured home that will be located at \_\_\_\_\_,  
more particularly described as follows: \_\_\_\_\_, which I propose to live in as  
my permanent dwelling.

I hereby affirm I have received information on installation, maintenance and Penalty clause for a manufactured home and will be in  
accordance with the regulations of the City Ordinance O-04-03.

Dated: \_\_\_\_\_

\_\_\_\_\_  
*[Signature of affiant]*

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
*[Signature and seal of notary public]*

Notary Public

My commission expires: \_\_\_\_\_

**Penalty Clause:**

- A) A person commits an offense if the person knowingly violates any Sections of the City Ordinance O-04-03.
- B) An offense under this section is a misdemeanor punishable by a fine of not less than \$100.00 or more than \$500.00
- C) Each day a violation continues is a separate offense.

Manufactured Home Information	
Label/Seal Number	Serial Number
Hauler	Phone Number



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**SERVICE AGREEMENT**

**PURPOSE.** The City of Tye is responsible for protecting the drinking water supply from contamination or pollution, which could result from improper private water distribution system construction or configuration. The purpose of this service agreement is to notify each customer of the plumbing restrictions, which are in place to provide this protection. The utility enforces these restrictions to ensure the public health and welfare. Each customer must sign this agreement before the City of Tye will begin service. In addition, when service to an existing connection has been suspended or terminated, the water system will not re-establish service unless it has a signed copy of this agreement.

**RESTRICTIONS.** The following unacceptable 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 backflow prevention device.
- 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 installation of an air-gap or a reduced pressure-zone backflow prevention device.
- C. No connection which allows water to be returned to the public drinking water supply is permitted.
- D. No pipe or pipe fitting which contains more than 8.0% lead may be used for the installation or repair of plumbing at any connection, which provides water for human use.
- E. No solder or flux which contains more than 0.2 percent lead can be used for the installation or repair of plumbing at any connection which provides water for human use.

**SERVICE AGREEMENT.** The following are the terms of the service agreement between the City of Tye (the water system) and \_\_\_\_\_, (the Customer).

- A. The Water System will maintain a copy of this agreement as long as the Customer and/or the premises are connected to the Water System.
- B. The customer shall allow his property to be inspected for possible cross-connections and other potential contamination hazards. These inspections shall be conducted by the Water System or its designated agent prior to initiating new water service; when there is reason to believe that cross-connections or other potential contamination hazards exist; or after any major changes to the water distribution. The inspections shall be conducted during the Water System's normal business hours.
- C. The Water System shall notify the Customer in writing of any cross-connection or other potential contamination hazard, which has been identified during the initial inspection or the periodic re-inspection.
- D. The Customer shall immediately remove or adequately isolate any potential cross-connections or other potential contamination hazards on his premises.
- E. The Customer shall at his expense, properly install, test, and maintain any backflow prevention device required by the Water System. Copies of all testing and maintenance records shall be provided to the Water System.

**ENFORCEMENT.** If the Customer fails to comply with the terms of the Service Agreement, the Water System shall at its option, terminate service or properly install, test, and maintain an appropriate backflow prevention device at the service connection. Any expenses associated with the enforcement of this agreement shall be billed to the Customer.

\_\_\_\_\_  
Customer Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



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**Indemnity Waiver**

I, \_\_\_\_\_, do hereby waive my right to be present during the time in which the City of Tye shall commence water meter connections for the address commonly known as \_\_\_\_\_. I hereby indemnify and hold harmless the City of Tye, its agents and employees from and against any and all claims, damages, losses and/or expenses, including, but not limited to, attorney's fees arising out of or resulting from any negligent performance of water connections services on the property referenced herein.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
(SIGNATURE)

Please return the completed application and waiver to our office, in City Hall, located at:  
205 North Street or FAX 325-692-9322

If time permits you may mail application, waiver, deposit and a good copy of your driver's license to:

City of Tye  
Utility Department  
PO Box 369  
Tye, TX 79563-0369

Please be aware that this waiver is so City of Tye employees can turn the service on without anyone being present. It is in your best interest to ensure that all faucets, both inside and out, have been shut off completely. Otherwise, City of Tye employees will have to disconnect the service due to water running and a delay in connection will be unavoidable.

**Unless we receive all the needed information, we cannot begin your water service**



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### *Guide to City Services*

**Utility Department** – Contact Teresa Teaff @ (325)692-8588

Deposits are: Property Owner \$100.00 (verified through the Appraisal District) must provide Warranty Deed  
Non-property Owner \$150.00  
Commercial Acct \$200.00

Deposits are due upon service being connected

Meters are read around the 17th of each month. Water bills are mailed out within the next 5 days after reading meters. Bills are due upon receipt. A 10% late charge is added on the 11th of each month. Water service is disconnected on the 21st of each month, if payment is not received. NOTE: if the 21st falls on a Saturday or Sunday, cut-offs roll to the following Monday. A processing/turn-off fee of \$50 is added to each account on turn off day.

There is a \$25.00 fee for each return check. There is a 30% collection fee on all bills that are outstanding.

**Animal Control** – Contact Jerry Perkins, ACO @ (325)692-8588

1. **Impoundment Fees:**
  - a. Dogs and Cats - \$25.00 per animal, first time, 2<sup>nd</sup> time picked up \$35.00, each time after \$45.00
  - b. Livestock - \$50.00 per head, per impoundment; and
  - c. Fowl and any animal excluding dogs, cats, and livestock - \$5.00 per head, per impoundment.
2. **Boarding Fees:** \$7.00 per day, livestock \$10.00 per day
3. **Pet Pickup:** \$20.00 per pickup of deceased pets (dogs and cats) from private property at the request of their owners.
4. **License Fee:** \$5.00 per cat or dog or pig

### **Manufactured Homes/New homes/Dangerous Buildings/New Business**

Contact Code Enforcement Officer Bobby Votaw or Teresa Teaff @ (325)692-8588

Permits are required on Manufactured Homes and new construction; contact City Hall for more information.

**Municipal Court** – Contact Municipal Court Clerk Belinda Hohhertz or Deputy Court Clerk Jacqueline Romero @ (325)692-9581  
Municipal Judge is in Monday - Friday from 8:00 am until 5:00 pm.

**Planning & Zoning Commission** – Contact City Secretary, Belinda Hohhertz @ (325)692-8588

**City Council meetings** – Contact City Secretary Belinda Hohhertz @ (325)692-8588  
City Council meets 3<sup>rd</sup> Monday of each month @ 6:30 p.m.

**Police Department** – Contact Chief of Police Jay Strong @ (325)692-2610

**Fire Department** – Contact Fire Chief Don Cobb @ (325)692-8588

**Our goal is to foster an environment that encourages employee creativity, initiative and resourcefulness in order to meet and exceed customer expectations.**