

# **RRVWD Policies & Procedures**

**El Paso County  
Red Rock Valley Water District  
11145 Calle Corvo  
Colorado Springs, CO 80926**

## **1.1 PURPOSE**

These Policies & Procedures provide an outline of the policies, practices and procedures of the District. They are not intended to address every issue of importance but they do cover the most commonly asked questions or concerns of the District's Customers.

## **1.2 CONTRACTUAL RIGHTS**

The Policies & Procedures of the District do not establish contractual rights, nor are they intended to do so. These Policies & Procedures shall not be construed as creating obligations for the District beyond those required by law.

## **1.3 MODIFICATION**

These Policies & Procedures are subject to amendment and modification by the Board of Directors of the District without prior notice or approval by the public except where notice is specifically required by law.

## **1.4 CONTROL AND REPLACEMENT**

These Policies & Procedures shall be deemed controlling with respect to the issues addressed by these Policies & Procedures and shall replace all prior statements of policy on the same issues. If changes are made, they will be recorded in the Water Board Minutes and issued as an amendment. At the next Water Board meeting or 30 days later, the amendment will replace the original Policies or Procedures.

## **1.5 VALIDITY**

If any clause, sentence, paragraph, section, or portion of these Policies & Procedures shall be adjudged invalid by a court of competent jurisdiction for any reason, such judgment shall not affect, impair, or invalidate the remainder of these Policies & Procedures.

## **1.6 AUTHORITY OF EMPLOYEES AND AGENTS**

No employee or agent of the District shall have the right or authority to bind the District by any promise, agreement, or representation in conflict with these Policies & Procedures.

## **ARTICLE 2 – DEFINITIONS**

Unless the context specifically indicates otherwise, the meaning of terms used herein shall be as follows:

**“Board of Directors”** or **“Board”** shall mean and refer to the Board of Directors of the District.

**“Connection Charges”** shall mean and refer to the applicable charges and dedication requirements, service connection charges, inspection fees, raw water requirements, and water meter installation charges.

**“Construction Standards”** shall mean and refer to the most current version of the District’s Standard Construction Specifications for Water Mains.

**“Customer”** shall mean and refer to the Person who is responsible for the payment of monthly service charges, including charges for Water Taps that are inactivated, and may include tenants, Owners, or property owners’ associations.

**“Customer’s Service Line”** shall mean and refer to the pipe, valve, fittings, and appurtenances located between the curb stop or control valve, as applicable, and the Premises served.

**“Distribution System”** shall mean and refer to the network of conduits, reservoirs, **wells**, pump stations, and other appurtenances necessary for the delivery of water from the Source to the User’s System.

**“District”** shall mean and refer to Red Rock Valley Estates Water District, a quasi-municipal corporation and political subdivision of the State of Colorado.

**“District’s Service Line”** or **“District’s Service Connection”** shall mean and refer to the pipes, valves, stops, and fittings from the District’s Water Main to the curb stop.

**“District’s System”** shall mean and refer to the Source facilities and the Distribution System, and shall include all those facilities of the water system owned and operated by the District.

**“Fee Schedule”** shall mean and refer to the fees, rates, tolls, charges, and penalties established by the Board from time to time to be paid by Customers of the District, including those fees set forth in the Water Rate Schedule, Tap Fee Schedule, Miscellaneous Charges Schedule, *and Development Fee Schedule*.

**“Fire Service Line”** shall mean and refer to the water line dedicated exclusively for fire protection and shall start at the control valve connected to the District’s Water Main.

**“Meter Assembly”** shall mean and refer to the water meter, meter pit and/or vault, valves, tailpiece, by-pass, yoke, meter setter, remote reader, and other appurtenances to which the Customer’s Service Line is connected. Even though the Meter Pit, Meter, pipes, valves, stops, and fittings are owned by the customer, the Water District will be responsible for maintaining the Meter, this includes calibration.

**“Owner”** shall mean and refer to any Person who is the deeded owner or contract purchaser of the Premises served by a Water Tap.

**“Parcel”** shall mean and refer to a separate legal lot identified as a separate parcel of real property in the records of the County Assessor’s Office.

**“Person”** shall mean and refer to an individual, partnership, firm, limited liability company, corporation, trust, association, political subdivision, public body (state or federal), or other legal or governmental entity.

**“Plant Investment Fee”** shall mean and refer to the fee levied by the District for the purpose of expanding the District’s System as development increases demand for District services.

**“Premises”** shall mean and refer to each Parcel which receives Water Service from the District.

**“Service Area”** shall mean and refer to that area included within the boundaries of the District, and such other geographic areas in which the District, in the discretion of its Board of Directors, shall provide Water Service.

**“Source”** shall mean and refer to all components of the facilities utilized in the production, treatment, storage, and delivery of water to the Distribution System.

**“Sub-contractor”** shall mean and refer to the Person who is responsible for extending the District’s System to provide Water Service to such Person’s property.

**“User”** shall mean and refer to person or persons utilizing water from a Water Tap on the Premises and may include the Owner, a tenant, or property owners’ association.

**“User’s System”** shall mean and refer to those parts of the facilities beyond the termination of the District’s Distribution System which are utilized in conveying potable water to the point of use. (Domestic and irrigation systems start immediately on the User’s side of the curb stop).

**“Water Main”** shall mean and refer to any pipe located in the street, alley, right-of-way, or within an easement granted to the District or to the public, which pipe is owned or maintained by the District for the purpose of distributing water to Users and supplying water to fire hydrants.

**“Water Service”** shall mean and refer to the delivery of water to a User.

**“Water Tap”** shall mean and refer to the physical connection of the District’s Distribution System, including all rights for Water Service granted upon payment and satisfaction of all applicable Connection Charges.

### **ARTICLE 3 – AUTHORITY**

The District is a quasi-municipal corporation and political subdivision of the State of Colorado operating under the authority of the Special District Act, C.R.S. 32-1-101, et. seq. The powers of the District are enumerated in the Special District Act and include, but are not limited to, the following:

1. To enter into contracts and agreements affecting the affairs of the District.

2. To borrow money and incur indebtedness and evidence the same by certificates, notes, or debentures; to issue bonds (including revenue bonds); and to invest any moneys of the District.
3. To acquire, dispose of, and encumber real and personal property including, without limitation, rights and interests in property, leases, and easements necessary to the functions or the operation of the District; except that the Board shall not pay more than fair market value and reasonable settlement costs for any interest in real property.
4. To have the management, control, and supervision of all the business and affairs of the District and all construction, installation, operation, and maintenance of District improvements.
5. To appoint, hire, and retain agents, employees, engineers, and attorneys.
6. To fix and from time to time to increase or decrease fees, rates, penalties, or charges for services, programs, or facilities furnished by the District. Until paid, all such fees, rates, penalties, or charges shall constitute a perpetual lien on and against the Premises served, and any such lien may be foreclosed in the same manner as provided by the laws of the State of Colorado for the foreclosure of mechanics' liens.
7. To furnish services and facilities without the boundaries of the District and to establish fees, rates, penalties, or charges for such services and facilities.
8. To accept, on behalf of the District, real or personal property for the use of the District and to accept gifts and conveyances made to the District upon such terms or conditions as the Board may approve.
9. To adopt, amend, and enforce bylaws and Policies & Procedures not in conflict with the constitution and laws of the State of Colorado for carrying on the business, objects, and affairs of the Board and of the District.
10. To have and exercise the power of eminent domain and dominant eminent domain in the manner provided by law.
11. To have and exercise all rights and powers necessary or incidental to or implied from the specific powers granted to special districts.

#### **ARTICLE 4 – COMPLIANCE**

##### **4.1 GRANT OF ACCESS**

By requesting and receiving Water Service from the District, every Customer shall be deemed to have granted a license to the District, its agents, employees, and representatives, at all reasonable times to enter upon the Premises of the Customer receiving Water Service to maintain water service and determine compliance with these Policies & Procedures.

##### **4.2 OBSTRUCTION OF EASEMENTS OR RIGHTS-OF-WAY**

No Person shall obstruct easements or rights-of-way containing any part of the District's System in any manner that may prevent unrestricted access to and use of the easements or rights-of-way by duly authorized employees, agents, or

representatives of the District unless such obstructions are specifically permitted, as applicable, by the public authority having jurisdiction of public rights-of-way or under the terms of the agreement granting the easement to the District.

#### 4.3 TERMINATION OF WATER SERVICE FOR NON-COMPLIANCE

Except as otherwise provided by these Policies & Procedures, the District may refuse to supply water or may terminate Water Service to any Premises or structure located therein where the User or Customer fails, after reasonable notice, to comply with the Policies & Procedures of the District within the time period specified in the written notice.

### **ARTICLE 5 – USE OF WATER**

#### 5.1 ALLOWED USES

The District will furnish water for ordinary domestic, household, and community use and for fire protection purposes as the District's System may reasonably supply and as may be approved by the Water Board.

#### 5.2 USE ALLOWED ONLY WITHIN SERVICE AREA

The District shall not provide water for use outside the boundaries of the District without the approval of the Water Board except for emergency firefighting when fire is eminently threatening the service area.

#### 5.3 USE RESTRICTED TO PREMISES

Except with the prior written authorization of the District, no Customer or User shall use, or permit the use of, any water furnished by the District on any Premises other than that specified in the User's application for service, nor shall any User resell or distribute any water furnished by the District for resale to any Person.

#### 5.4 WASTE PROHIBITED

No User shall knowingly permit leaks or waste of water. In the event water is wastefully or negligently used on the Premises by a User, the District may terminate Water Service within five (5) days following written notification.

### **ARTICLE 6 – WATER USE RESTRICTIONS**

#### 6.1 DROUGHT CONDITIONS

Drought conditions are not uncommon in the Service Area of the District. The Board, in its sole discretion, may make a determination that drought conditions exist.

#### 6.2 LIMITATIONS IMPOSED DURING DROUGHT

In the event the Board shall determine that drought conditions exist, the District may take such action as it deems necessary or advisable to ensure the efficient use and conservation of limited water supplies. The District may adopt supplemental Policies & Procedures relative to water rationing, time of use schedules, limitation of use and such other measures as it deems necessary or appropriate for the conservation of limited water supplies, ensuring continued water

availability, and appropriate utilization of limited water resources.

### 6.3 RESPONSIBILITIES OF USERS DURING DROUGHT

It shall be the responsibility of all Users to carefully observe all Policies & Procedures, and prohibitions established by the District in the event the Board shall determine that drought conditions exist. The unavailability of water or limitation of water use at certain times shall not relieve the Customer from the payment of all fees and charges established by the District pursuant to the Fee Schedule.

## **ARTICLE 7 – WATER TAPS**

### 7.1 TRANSFER

Water Taps shall not be transferred for use on any real property other than the Premises to which the Water Taps were originally assigned without the prior written authorization of the District, which approval shall be within the sole and absolute discretion of the Board.

### 7.2 COMMENCEMENT OF CHARGES

Fees and charges payable to the District shall commence as of the first day of the next billing period. A monthly service fee, as determined by the Board, is required on all water taps whether water is used or not. (Refer to Appendix #2 Rate Schedule)

### 7.3 CHARGES PENDING INSTALLATION

If the transfer of a Water Tap from the Premises to another Parcel is permitted by the Board, the Water Taps shall, pending installation on the new Parcel, be subject to minimum monthly charges even though no Water Service is then being provided to the new Parcel.

### 7.4 INSTALLATION

Water Taps shall be installed within six (6) months following the date of payment of the Tap fee by the Customer. Failure to install a Water Tap within the six (6) month time period shall give to the District the option to refund the tap fee, less administrative costs incurred by the District as determined by the Board. Upon the issuance of such refund, the Customer shall no longer have any right, title, or interest in and to the Water Tap and the District shall thereafter have no obligation to provide Water Service to the Customer.

### 7.5 APPURTENANT TO PROPERTY

In the event that the Premises served by a Water Tap are conveyed or transferred to a new Owner, such Water Tap shall be deemed transferred with said Premises whether such conveyance or transfer is the result of a voluntary or involuntary transfer, including judicial order or decree, public trustee's sale, sheriff's sale, treasurer's sale, or otherwise. Subject to compliance with these Policies & Procedures, the District may recognize such transferee as the Owner of said Water Tap without having first obtained an assignment of such Water Tap executed by the previous Owner of the

Premises.

## 7.6 CONTINUATION OF WATER SERVICE PENDING DISPUTE RESOLUTION

If a dispute arises as to the legal ownership of a Water Tap, the District may, upon written request, continue to provide Water Service to the Premises for such period of time deemed appropriate by the District pending an agreement between the disputing parties or a court determination relative to the ownership of the Water Tap. In the event the District shall determine, in its discretion, that the parties are not proceeding in good faith to achieve a resolution as to the ownership of the Water Tap serving said Premises, the District may terminate Water Service to said Premises.

## **ARTICLE 8 – EXTENSION OF DISTRICT’S SYSTEM**

### 8.1 EXTENSION ACROSS FRONTAGE

In general, all extensions of Water Mains shall extend the entire distance between opposite boundaries of the real property to be served and shall be located within public rights-of-way unless the District determines it is necessary to construct Water Mains within easements granted to the District and located on private property. Developers seeking an extension of Water Mains shall, in consultation with the District, secure or grant all easements required by the District in which to construct the Water Mains. The form of the easement agreement shall be as determined by the District.

### 8.2 OVERSIZING

The District may elect to install a larger Water Main than needed for a Developer’s service requirements. If the District requires that the Developer oversize the Water Main, the District will bear the additional cost of the pipes, fittings, valves, and other materials and equipment for such over sizing. The service requirements of each Developer shall be independently considered, and the requirements for each development shall be specific to such development.

### 8.3 CONSTRUCTION BY APPROVED CONTRACTOR

Construction of improvements to the District’s System shall be performed by the District, the District’s contractor, or a Developer’s contractor approved by the District. Developers requiring construction of improvements to the District’s System shall select a reputable engineer and contractor of their choice for the design and construction of water system improvements, provided that such engineer and contractor meet the District’s requirements. In all cases, the Developer shall be required to make advance payment of the estimated costs of plan review, administrative expenses, and other applicable fees and costs estimated to be incurred by the District related to the construction of said water system improvements.

### 8.4 APPORTIONMENT OF COSTS

The District may extend the District’s Distribution System when, in the opinion of the District, the public convenience and welfare are best served by such construction. At its sole discretion and where it appears equitable for the cost of such construction to be apportioned to more than one (1) Parcel, the District may apportion all, or any part, of the cost of the construction of such improvements among such Parcels as may at any subsequent time apply for a Water Tap from said extension. The amount of the costs to be apportioned to each Parcel shall be at such rate and under such

terms and conditions as the District shall establish in its discretion.

#### 8.5 COMPLIANCE WITH CONSTRUCTION STANDARDS

All extensions to the District's Distribution System shall be constructed only by the District or by a reputable waterworks contractor approved by the District and in accordance with the latest Construction Standards adopted by the Board. No construction shall be undertaken until the District shall first approve all construction plans for such extensions. The pipes, fittings, valves, hydrants, and other materials for the construction of said extensions shall be of the size, quality, and at such location as the District shall specify in its Construction Standards. Fire hydrants will be installed at the locations designated by the District so as to afford maximum fire protection coverage.

#### 8.6 OWNERSHIP OF IMPROVEMENTS AND WARRANTY PERIOD

Upon completion of an extension of the District's Distribution System by a Customer, the District shall cause such extension to be examined for compliance with the District's Construction Standards. Upon preliminary acceptance of the extension of the District's Distribution System, the Customer shall be deemed to have transferred all of its rights, title, and interest in such extension to the District and the District shall thereafter be the owner of such improvements and shall accept the maintenance responsibility for such improvements after the 1 year warranty supplied by customer.

#### 8.7 REIMBURSEMENT AGREEMENTS

In the event that a Developer shall, at its own cost and expense, extend a Water Main adjacent to a Parcel other than the Developer's Parcel, so that Water Service becomes available to other Parcels without further extension of the Water Main, then, in such event, the Developer may obtain partial reimbursement for the cost of the extension of the Water Main and related improvements subject to the following:

- A. The Water Main must be designed and constructed according to the Construction Standards of the District and shall be inspected and accepted by the District as part of the District's System.
- B. The request for partial reimbursement shall be made in a form acceptable to the District not less than sixty (60) days prior to the anticipated date of preliminary acceptance by the District of the Water Main and related improvements.
- C. Upon receipt of the Developer's request, the board shall determine which, if any, improvements are eligible for reimbursement, the costs eligible for reimbursement, and the identification of the Parcels that will be subject to the reimbursement obligation. The board shall determine the amount of reimbursement for each benefited Parcel that may potentially connect to the extension of the Water Main and related improvements and shall notify the Developer of the eligible amount.
- D. If the Water Board determines that the reimbursement eligibility requirements are met by the Developer, the Water Board shall cause an agreement to be prepared setting forth the determination as to reimbursement eligibility. The Water Board will make a final decision with respect to eligibility and the terms of the reimbursement agreement.

#### **ARTICLE 9 – TEMPORARY SERVICE**



## 9.1 USE OF HYDRANTS

Water may be used from fire hydrants to temporarily supply construction, commercial, or other needs, or for any other proper purpose, only upon prior application and approval of such request by the District. Depending on the purpose of use, the District Fee Schedule may apply.

## **ARTICLE 10 – CUSTOMER’S SERVICE LINES**

### 10.1 INSTALLATION

The Customer shall be solely responsible for the payment of the costs of the installation of the Customer’s Service Line from the District’s main distribution line which includes but is not limited to, water meter, curb stop, or control valve, as applicable, to the Premises served. (See Appendix #6 Meter Pit requirements).

### 10.2 COMPLIANCE WITH CODES

Customer’s Service Lines shall be installed in accordance with the plumbing codes and other specialty codes, as applicable, of the State of Colorado and any local governmental authority having jurisdiction.

### 10.3 SHUTOFF VALVE

The Customer shall install, maintain, and use a shutoff valve to turn water on and off for their convenience. The shutoff valve shall be located downstream of the curb stop and water meter. The customer shall be responsible for all maintenance and repair of the Customer’s Service Line. The District’s control valve or curb stop may not be used by the Customer or the User or any of their agents or representatives without the express written approval of the District. Unauthorized use of a curb stop shall constitute illegal tampering of the District’s System.

### 10.4 MAINTENANCE

The District shall be responsible for all maintenance and repair of the Meter at the expense to the Customer.

The Customer shall be responsible for all maintenance and repair of the Customer’s Service Line.

### 10.5 LOCATION

The District shall not be responsible for determining the location and/or depth of any Customer’s Service Line.

### 10.6 ELECTRICAL GROUNDING

No electric circuit shall be grounded to the Customer’s Service Line or to the District’s Distribution System. Any Person who makes, or permits, such a connection shall be subject to termination of Water Service and shall be liable for damage to the District’s Distribution System and for personal injury resulting from such connection. This does not apply to existing homes where Electrical Codes permitted the practice.

## **ARTICLE 11 – RATES AND CHARGES**

### 11.1 ESTABLISHED BY RESOLUTION

The District shall establish by resolution, from time to time, all fees, rates, tolls, charges, and penalties for the use and/or misuse of Water Service and the District's System. A copy of the District's Fee Schedules is available at the pump house located at 11145 Calle Corvo or online at RRVWD.COM.

### 11.2 CONTRACT RATES

The District may establish special rates and enter into contracts with any Person for the wholesale or retail sale of water or for the rendering of any unusual or extraordinary Water Service; provided, however, that the rates, fees, and charges to be paid there under shall not be less than amounts which, in the discretion of the Board, are fair and equitable taking into account the cost to the District of providing such Water Service, the period of such contracts, and the provisions of any agreement under which bond or loan proceeds were secured for the purpose of paying the cost of any part of the District's System.

### 11.3 PROHIBITION AGAINST FREE WATER SERVICE

There shall be no free Water Service rendered by the District and, if any local, state or federal government, or any department, agency or instrumentality thereof, or any other public body shall desire Water Service from the District, it shall apply for and receive such Water Service pursuant to the Policies & Procedures herein contained and shall pay for the same in accordance with the Fee Schedule established by the Board except for fire service training and emergency firefighting when fire is eminently threatening the service area.

## **ARTICLE 12 – WATER METER READING**

### 12.1 FREQUENCY

Water meters will be read, as practical, on a monthly basis. Additional readings will be made on commencement and termination of Water Service and as required by special circumstances. The fact that a water meter is not read shall not preclude the computation of a billing to a Customer. The District may change the frequency of water meter reading as it may determine advisable from time to time.

### 12.2 ACCESS

The Meter Assembly, remote reader, and shutoff valve will remain clear and accessible at all times. (Refer to Appendix #4 Remote Reader Requirements).

Structures, shrubs and landscaping shall not obstruct the reading or maintenance of the water meter or remote reader. The Customer and User must remove structures, shrubs and landscaping as necessary to maintain access to the water meter and remote.

### 12.3 ESTIMATED READINGS

If it is determined by the District that a water meter fails to register accurately, or the District is unable to read a water

meter, the billing to the Customer shall be calculated in accordance with the following:

A. When the User has occupied the same Premises for a twelve (12) month period or more, the billing shall be based upon the water consumption during the same period of the preceding year multiplied times the current rate, plus the current monthly minimum charges, unless the Water Board determines that the water consumption during the preceding year is not representative of the estimated water charges during the current period.

B. When the User has not occupied the same Premises for a minimum of twelve (12) months, the District shall utilize the average water consumption for District Water Services of an equivalent water meter size for comparable property as determined by the Water Board multiplied times the current rate, plus the current monthly minimum charges.

C. A corrected bill reflecting current charges and fees will be produced during the next billing cycle during which an accurate water meter reading can be obtained.

D. When a discrepancy in readings occurs between the meter and the remote reader, the meter is deemed the correct reading.

## **ARTICLE 13 – BILLING**

### **13.1 SCHEDULE**

Bills for use of water, services and property of the District shall be due, payable and delinquent in accordance with the Fee Schedule adopted by the District from time to time.

### **13.2 TERMINATION FOR NON-PAYMENT**

The District may terminate Water Service to any Premises for which payment is delinquent. The Water Service may not be restored until all delinquent bills are paid in full, including all applicable charges set forth in the Fee Schedule adopted by the Board for shutoff and restoration of Water Service.

### **13.3 RECOVERY OF COSTS**

In the event of delinquency in the payment of any fees or charges, including installation charges, the District reserves the right to assess interest on delinquencies from the due date, reasonable attorneys' fees, reasonable penalties, and other costs of collection. The Board may amend, modify, or revise all such fees, charges, and/or penalties from time to time by modifying the applicable Fee Schedule.

### **13.4 CHARGE FOR INSUFFICIENT FUNDS**

The Board may establish a charge to be paid by a Customer for each payment made to the District that is dishonored by the Customer's bank.

### **13.5 OWNER RESPONSIBILITY**

All fees and charges for Water Service shall be initially billed to the Person who is the Owner of the Premises making application for Water Service. Upon request from the occupant of the Premises, charges for Water Service shall be billed to such occupant, provided, however, that in the event of delinquency, such charges shall thereafter be billed to the Owner of the Premises and shall remain a lien against the Premises until paid in full in accordance with applicable law. In the event the charges shall remain delinquent, the District may record written notice of the lien on the Premises with the County Clerk and Recorder and may take any other action authorized by law to enforce payment of such lien.

#### 13.6 NOTIFICATION OF CHANGES

The Customer shall be responsible to keep the District advised of the address to which all bills are to be mailed. The failure to receive a bill from the District shall not relieve a Customer of any payment obligation to the District.

#### 13.7 DISPUTED BILLS

Any request for investigation of a disputed bill must be made in writing to the Board who shall investigate such matter as is deemed appropriate. Upon receipt of such request, the Board shall consider the request at the next scheduled Board meeting, and respond to the Customer within fourteen (14) days after such meeting. Said response may contain any information obtained by the investigation and shall contain the decision of the Board.

### **ARTICLE 14 – TERMINATION OF WATER SERVICE**

#### 14.1 TERMINATION OF WATER SERVICE AT REQUEST OF CUSTOMER

When a Customer notifies the District that it wishes for Water Service to be discontinued, the District will read the water meter and terminate Water Service at a cost to the customer. The Customer shall continue to be subject to monthly minimum charges. (refer to Appendix #2, Rate Schedule)

#### 14.2 TERMINATION OF WATER SERVICE BY DISTRICT

Water Service shall be subject to termination by the District upon the occurrence of:

- A. Non-payment of fees and charges established by the District in its Fee Schedule.
- B. Non-compliance with the District's Policies & Procedures relating to matters other than the payment of fees and charges.

#### 14.3 NOTICE OF TERMINATION BY DISTRICT

Notice of termination by the District shall be sufficient if given by any one (1) of the following:

A Regular first-class United States mail, postage prepaid, sent to the Customer's address as shown in the District's records; or

B. Certified mail, return receipt requested, sent to the Customer's address as shown in the District's records; or

C. By hand delivery of notice to the Customer's Premises.

The notice shall be deemed complete upon (i) deposit in the United States mail, if the notice is sent by mail; or (ii) delivery to a responsible adult residing at the Premises or, if none, upon posting the notice at the main entrance of the Premises, if the notice is personally delivered. The period for compliance shall be as set forth in the notice.

## **ARTICLE 15 – WATER METERS**

### **15.1 SIZING**

Water meter sizing shall be determined by (i) "fixture unit count" utilizing "fixture unit values" as set forth in the International Plumbing Code as adopted by the governmental entity having jurisdiction thereof; (ii) additional Customer requirements requested at the time of application for Water Service; and (iii) any other factors which, in the opinion of the District, may affect the demand for water and the size of the water meter.

### **15.2 CHANGE IN WATER METER SIZE**

Customer may request a change in water meter size based on changed conditions at the Premises or when historical usage indicates a change is warranted. The cost for a change in water meter size, including installation costs and additional Connection Charges, shall be the responsibility of the Customer requesting the change.

### **15.3 CHANGE REQUIRED BY DISTRICT**

The District may require a change in water meter size when the historical usage indicates that a change is warranted. The Customer shall be given written notice in advance of the change and shall be subject to all costs for the change in water meter size, including installation costs and additional Connection Charges.

### **15.4 OPERATIONAL STANDARDS**

The District's water meters shall be operated within the tolerances and standards established by the American Water Works Association in Section C700 or, in the absence of such standards, within any other standards established by any other organization recognized by the District as an authority with respect to the operational standards of water meters.

### **15.5 TESTING**

A Customer may request that its water meter be tested by making an application for such testing to the District. If the test shows that the water meter registers outside the tolerance standards established by the American Water Works Association, the water meter shall be repaired or replaced and billed to the Customer for a new water meter, parts, and or labor.

An adjustment of the commodity (water unit) charge may be made if the water meter registers above or below the tolerance standards established by the American Water Works Association. Adjustments to billings shall be made

retroactive for a period not to exceed one (1) year based upon water usage during the previous year, unless the Board shall determine that such water usage is not representative of current water usage.

## **ARTICLE 16 – BACKFLOW AND CROSS CONNECTION**

### **16.1 BACKFLOW PREVENTION DEVICES REQUIRED**

It shall be the responsibility of each Customer to furnish, install, and keep in good working order and safe condition, any and all backflow prevention devices. Once notified of the need to install a backflow prevention device from the District, the Customer shall immediately install an approved backflow prevention device at the Customer's own expense. Failure, refusal, or inability on the part of the Customer to install, test, and maintain said backflow prevention device shall constitute grounds for discontinuing Water Service to the Premises until such requirements have been met to the satisfaction of the District.

### **16.2 TESTING AND RECORDS**

The District requires that each backflow prevention device be tested by a certified backflow prevention contractor annually to assure proper operation. The results of each such annual test shall be provided to the District and, where indicated, appropriate repairs shall be made by the Customer. In instances where the District determines that a potential hazard is great, the District may, in its discretion, require testing at more frequent intervals. The Customer shall bear all costs of testing. The cost of any maintenance or repairs required as a result of inspections or testing shall be the responsibility of the Customer. Maintenance and repair work shall be performed by the Customer. Records of inspections, testing, and repairs shall be provided to the District by the Customer and thereafter maintained by the District. Copies of such results may be made available by the District to the Colorado Department of Public Health and Environment.

### **16.3 INSPECTION**

The User's System will be available for inspection at all times to authorized representatives of the District to determine whether cross connections or other hazards exist.

## **ARTICLE 17– USE OF HYDRANTS**

### **17.1 AUTHORIZATION**

Only those authorized by the District shall operate, or attempt to operate, any fire hydrant. Any unauthorized operation or attempted operation of a fire hydrant shall constitute illegal tampering of the District's System.

### **17.2 FLOW TEST**

Users requesting flow testing of fire hydrants shall pay the fees and charges established pursuant to the Fee Schedule adopted by the Board from time to time.

### **17.3 RELOCATION**

Only the District or its designee may change or relocate a fire hydrant. If Customer requests fire hydrant relocation and the District approve such relocation with the consent of the applicable fire authority, the Customer shall pay all costs associated with such relocation.

#### 17.4 ACCESS

Posts, fences, vehicles, vegetation, trash and other materials or obstacles shall not be placed or kept near fire hydrants, fire department inlet connections, or fire protection system control valves in a manner that would prevent such equipment or fire hydrants from being immediately visible and accessible. The District or fire authority shall not be deterred or hindered from gaining immediate access to fire protection equipment or hydrants.

A five (5) foot clear space shall be maintained around fire hydrants. Access from the street to the hydrant shall be kept clear if the travel distance is greater than five (5) feet. Customers or Users shall be responsible for pruning or removing landscaping or other obstructions that restrict access to a fire hydrant. Upon notice to the Customer from the District, the Customer or User shall within fourteen (14) days remove such obstruction or correct non-compliance. If the obstruction is not removed or compliance is not achieved within the time required, the District may take corrective action and may bill the Customer accordingly.

#### 17.5 COLOR OF HYDRANTS

The District shall designate the color of all fire hydrants. No change in the color of fire hydrants shall be allowed unless specifically authorized in writing by the District.

### **ARTICLE 18 – RESPONSIBILITY AND LIABILITY**

#### 18.1 AUTHORIZATION

The Customer and User shall be responsible for all damage or injury resulting from the failure of the Customer or User to properly construct, maintain, repair, or correct conditions in the User's System.

#### 18.2 PRESSURE AND SUPPLY

The District does not guarantee, and does hereby expressly disclaim any guarantee of, a uniform pressure, or an uninterrupted supply of water, and Users are cautioned to provide appropriate devices to satisfy specific pressure requirements and sufficient storage of water where an absolutely uninterrupted supply must be assured.

#### 18.3 PRESSURE REDUCING VALVES

When the District's System pressure is over eighty (80) pounds per square inch (p.s.i.) at the District's Service Connection, it shall be the responsibility of the Customer to install and maintain a suitable pressure reducing valve on the Customer's Service Line. The pressure reducing valve shall be set to maintain a pressure equal to or lower than eighty (80) pounds per square inch (p.s.i.) within the structure.

#### 18.4 LIABILITY OF DISTRICT

The District will not be liable for any damage to the Premises, injury to the User, the Customer, or others on the Premises caused by interruption of Water Service, reduction of water supply, reduced or excessive water pressure, or quality of water delivered to the Premises but will, whenever reasonable, give Users advance notice when it is known that Water Service is to be interrupted.

#### 18.5 LIABILITY OF USER

The User shall be liable for any damage to the District's System which is caused by an act of the User, its tenants, agents, employees, contractors, licensees, or permittees. Damage to the District's System shall include, but not be limited to, breaking of seals and locks, tampering with water meters or meter vaults, damage to water meters or meter vaults (including, but not limited to, damage by heat, hot water, or steam), and damaged curb stops, water meter stops, and other Water Service appurtenances. The User responsible for the damage or tampering shall be subject to fines and penalties as established by the Board and/or shall have Water Service terminated by the District.

#### 18.6 RESTORATION OF WATER SERVICE

If a Customer requests that the District restore Water Service after discontinuation, the District shall have no liability for damages to the Premises if a leak occurs inside the structure, if a faucet or fixture is open or a leak occurs at any place in the Customer's Service Line.

#### 18.7 ALTERATIONS PROHIBITED

No modifications or alterations to the Meter Assembly shall be made. The Customer shall be responsible for any damage to water meters or meter boxes due to the unlawful modification or alteration of the District's approved installation. Any such modifications or alterations without the consent of the District shall constitute illegal tampering of the District's System.

### **ARTICLE 19 – VIOLATION**

In the event of the violation of the District's Policies & Procedures and in addition to any other legal or equitable remedies available to the District, the District may impose fines and penalties, require deposits, terminate Water Service, and/or obtain injunctive or equitable relief to abate such violation.

### **ARTICLE 20 – REMEDIES**

#### 20.1 GRIEVANCES

Any Person aggrieved by a ruling or interpretation of the provisions of the District's Policies & Procedures may submit a written appeal to the Board. The appeal shall set forth the events and circumstances leading to the appeal, the nature of the ruling or interpretation from which relief is sought, and the nature of the impact of the ruling on the appellant, together with any other reasons for the appeal.

The Board shall take the matter under consideration, hear testimony if deemed necessary, and issue a written decision to the appellant affirming, denying, or modifying the interpretation or ruling.



20.2 APPEAL TO BOARD-

**ARTICLE 23 – EFFECTIVE DATE**

These Policies & Procedures shall be effective as of 2008.

- Appendix #1: Board of Directors**
- Appendix #2: Rate Schedule**
- Appendix #3: Standards and Specifications**
- Appendix #4: Remote Post/Remote mounting Specifications**
- Appendix #5: District Distribution System**
- Appendix #6: Consumer Confidence Report**
- Appendix #7: Conservation Tips**
- Appendix #8: Drought Management Plan**
- Appendix #9: Nice to Know**

## **Appendix #1**

### **Board of Directors**

**Red Rock Water District Board**

The District is governed by a board of directors, which pursuant to the Special District Act, consists of five members. The members must be electors of the District as defined by state law and are elected to staggered four-year terms of office at successive biennial elections. Vacancies on the Board are filled by appointment of the remaining directors, the appointee to serve until the next regular election, at which time the vacancy is filled by election for any remaining un-expired portion of the term. The directors hold regular meetings on the second Wednesday of each month and, as needed special meetings. Each director is entitled to one vote on all questions before the Board when a quorum is present. Voters in the District have not approved a waiver of the term limitation of its officers. The present directors, their positions on the Board, principal occupations and terms of offices are as follows:

Name/Office	Length of Service	Term Expires (May)
Ted Kerr, President/Chair	4 Years	2010
Steve Sovaiko, Operations	4 Years	2010
Bob Rodarme, Secretary	4 Years	2010

Name/Office	Length of Service	Term Expires (May)
Gayle Wood, Treasurer	4 Years	2012
Stan Rawson, Projects	4 years	2012

## BOARD CONTACT INFORMATION

Ted Kerr	719 576-8017	teddkerr@gmail.com
Steve Sovaiko	719 540-6381	steve-o@usa.net
Bob Rodarme	719 531-6909	gumshoo1@yahoo.com
Gayle Wood	719 576-1646	gwood@vwire1.com
Stan Rawson	719 576-3886	srscram7@msn.com

## APPENDIX #2

### Rate Schedule

We normally use the Normal Rate Structure. The Emergency Rate Structure will be utilized only when severe drought or some other emergency condition threatens the availability of sufficient water for the District. The Emergency Rate Structure requires a vote of the Board for activation.

Thank you all for your participation and help in this process!

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**\*\* The following table can be used as a guide for determining your water bill based on units of water used.**

**\*\* 1 Unit = 10 cubic feet or 74.5 gallons of water**

<b>Normal Rate Schedule</b>	<b>000 to 99 units</b>	<b>\$0.60 per unit</b>
	<b>100 to 149 units</b>	<b>\$0.75 per unit</b>
	<b>150 + units</b>	<b>\$5.00 per unit</b>

### Quick Calculator – Normal Schedule

	Gallons Water	Usage	Service Fee	Total Water Bill
50 units	3,725	\$30.00	\$25.00	\$55.00
60 units	4,470	\$36.00	\$25.00	\$61.00
70 units	5,215	\$42.00	\$25.00	\$67.00
80 units	5,960	\$48.00	\$25.00	\$73.00
90 units	6,705	\$54.00	\$25.00	\$79.00
100 units	7,450	\$60.15	\$25.00	\$85.15
110 units	8,195	\$67.65	\$25.00	\$92.65
120 units	8,940	\$75.15	\$25.00	\$100.15
130 units	9,685	\$82.65	\$25.00	\$107.65
140 units	10,430	\$90.15	\$25.00	\$115.15
150 units	11,175	\$101.90	\$25.00	\$126.90
160 units	11,920	\$151.90	\$25.00	\$176.90
170 units	12,665	\$201.90	\$25.00	\$226.90
180 units	13,410	\$251.90	\$25.00	\$276.90
190 units	14,155	\$301.90	\$25.00	\$326.90
200 units	14,900	\$351.90	\$25.00	\$376.90

### Drought Water Rate Schedule

<b>Drought Rate Schedule</b>	<b>000 to 050 units</b>	<b>\$0.60 per unit</b>
	<b>051 to 100 units</b>	<b>\$1.20 per unit</b>
	<b>100+ units</b>	<b>\$5.00 per unit</b>

### Quick Calculator – Drought Schedule

Gallons	Water	Usage	Service Fee	Total Water Bill
50 units	3,725	\$30.00	\$25.00	\$55.00
60 units	4,470	\$42.00	\$25.00	\$67.00
70 units	5,215	\$54.00	\$25.00	\$79.00
80 units	5,960	\$66.00	\$25.00	\$91.00
90 units	6,705	\$78.00	\$25.00	\$103.00
100 units	7,450	\$90.00	\$25.00	\$115.00
110 units	8,195	\$140.00	\$25.00	\$165.00
120 units	8,940	\$190.00	\$25.00	\$215.00

130 units	9,685	\$240.00	\$25.00	\$265.00
140 units	10,430	\$290.00	\$25.00	\$315.00
160 units	11,920	\$390.00	\$25.00	\$415.00
170 units	12,665	\$440.00	\$25.00	\$465.00
180 units	13,410	\$490.00	\$25.00	\$515.00
190 units	14,155	\$540.00	\$25.00	\$565.00
200 units	14,900	\$590.00	\$25.00	\$615.00

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Please remit your payment to RRVWD, 11145 Calle Corvo, Colorado Springs, CO 80926, or deposit payment in the door slot on the collection gallery door at that address. Please put payment and payment stub in an envelope when dropped in the door slot. A junk mail or recycled envelope is fine.

Payment, in full, is due by the 20<sup>th</sup> of each month. A fee of \$25 will be applied to your bill if payment is received after 5:00 PM on the last day of the month or if payment is not paid in full by 5:00 PM on the last day of the month. You are allowed one free late fee per **CALENDAR** year. A fee of \$25 will be charged for checks returned NSF.

In addition to water usage, a monthly \$25 fee is assessed for each water tap.

**METER READING, BILLING AND BOOKKEEPING POLICY**

**PURPOSE: To delineate the policy of the Board of Directors for reading meters, billing customers, and bookkeeping.**

**DURATION AND AUTHORITY OF THIS DOCUMENT:** This policy and procedure was approved by the Board of Directors and is effective immediately, or until superseded; it can only be deleted or amended by a motion from a board member and by a vote which comprises a simple majority of the board.

**1. METER READING PROCEDURES AND POLICY:**

- a. Water meters will normally be read once each month, on the first day of the month, and in as close proximity in time as the well meters are read, unless otherwise directed by the Board of Directors, the treasurer, or the president.
- b. When the ownership of a property changes, the meter must be read on the date of the closing.
- c. A copy of the meter readings will be provided to the system operator within 5 days.
- d. Property owners are responsible for insuring that meter pits and remote meters are accessible and visible (Refer to Appendix #4) for correct placement.
- e. Meter Calibration: All remote meters will be checked for accuracy and calibrated once a year. Discrepancies will be provided to the board for action the month following the reading. In the event of a discrepancy, the meter is the most accurate and will be used for the true reading. In conjunction with the treasurer, the

bookkeeper will notify customers in writing of any additional charges due to the incorrect remote/meter readings and any additional charges will be billed at the lowest rate in effect.

## **2. BOOKKEEPING:**

- a. The bookkeeper is responsible for entering the meter readings into the billing software.
- b. The computer file containing the meter reading information must be forwarded to the treasurer for a final check for anomalies before the bills are forwarded to the customers. This final check must occur before the 4th of each month and bills must be mailed by the 5<sup>th</sup> of each month. The treasurer will maintain the end of the month data for each month. This data must be stored in separate locations by the treasurer, and also the bookkeeper, for security purposes.
- c. The bookkeeper will provide new customers with the letter as depicted in attachment 1 of this document.
- d. The mailbox at 11145 Calle Corvo and the drop box at the collection gallery will be checked daily for payments and bills until the 20<sup>th</sup> of the month, and every other day thereafter. Both must be checked by 5:00 PM on the last day of the month.

## **3. BILLING:**

- a. Payments will be mailed to the RRVEWD, 11145 Calle Corvo, Colorado Springs, Colorado, 80926, or payments may be dropped into the payment slot in the door of the collection gallery, at the same address above.
- b. Payment, in full, is due by the 20<sup>th</sup> of each month.
- c. A fee of \$25.00 will be applied to the bill of any customer who does not pay his bill in full by 5:00 PM on the last day of the month. Each customer is allowed one exception to this late penalty during a calendar year.
- d. A fee of \$25.00 will be charged for checks returned for non-sufficient funds.
- e. A monthly basic rate of \$25.00 will be charged each customer. This charge will be applied to each resident address, even if the water to that resident is not turned on.
- f. The bill will consist of the meter reading of the preceding month, the meter reading for the present month, the total number of units used, charges for the service fee and water usage, the total due for the current month, any charges that are delinquent, and any other charges that may be incurred.
- g. Any out of cycle meter reading that is requested by any customer, real estate agent, or closing company will incur a fee of \$25.00, and charged to the homeowner
- h. A fee of \$25.00 will be charged the homeowner for turning off the water, and also when it is turned on.

i. A tap fee of \$25,000 will be paid the district when an owner joins the RRVEWD. The tap fee must be paid before a building permit is issued for that property. If the tap fee is not paid, the treasurer will notify the El Paso County Regional Building office.

j. Water usage rates will be determined by the board and will be charged at the rates listed below (a unit is defined as 74.5 gallons). The board may adjust rates during drought conditions to insure that consumption is kept within the ability of district resources.

k. Homeowners are responsible for all charges and fees incurred, even if the property is occupied by others.

#### **4. ADJUSTMENT IN AMOUNT OR FORGIVENESS OF A PAYMENT DUE:**

a. Customers may petition in writing to the board for adjustment in an amount due, or forgiveness of a payment due to the RRVEWD. This petition will be evaluated and a decision made at the next regular board meeting

b. The following will be considered:

(1) The petitioner has not previously applied for forgiveness in the past 12 month period.

(2) Made a good faith and effective effort to remedy the cause of the water usage that caused the problem.

(3) The request is considered to be plausible.

c. If the board determines that the charge is in error, and that the amount in question should not be charged, the amount can be adjusted or forgiven with a motion from a board member and if specifically voted on and approved by a simple majority of the members present.

d. The rate applied will be the next tier down.

#### **5. REQUEST FOR EXTENDED PAYMENTS:**

a. If a customer wishes to make extended payments, the customer may petition the board president or treasurer in writing, requesting an adjustment in payment. The approval of any extended payment agreement will be by a motion from a board member and the approval of the board.

b. If the amount due is less than \$200.00, no adjustment may be made.

c. If the amount due is greater than \$200.00, an adjustment may be made in the number of payments to be made, as long as no payment is less than \$100.00 per month, in addition to any other amounts due for other charges.

d. The total number of payments allowed cannot exceed six, unless specifically voted on and approved by the board.

#### **6. DELINQUENCIES:**

- a. A delinquent bill is one that has not been paid by 5:00 PM on the last day of the month billed.
- b. A billing report will be provided to the treasurer by the 5<sup>th</sup> of each month that lists the status of all customers, to include delinquent accounts. This report will be provided to the board as part of the treasurer’s report. Customers that are delinquent for two months will receive a disconnect notice stating that their water will be turned off if payment has not been received by the 15<sup>th</sup> of the month when the disconnect notice was issued, or unless the delinquent customer has made another arrangement at a previous board meeting.
- c. Customers with a delinquent bill will be notified on their next water bill of the delinquency, that a \$25.00 fee has been assessed, and that after the second month of delinquency, their water may be turned off. If the water must be turned off, the customer will be assessed a further penalty of \$25.00 for turning the water off, and an additional \$25.00 for turning it own when the delinquent bill is satisfied.
- d. The water of any delinquent customer will not be turned off by the system operator until the board has discussed the issue and a firm decision has been made.

Service	Fee
Property Transfer	\$25 each
Meter Test	\$50 each
Water Shut Off	\$50 each
Water Turn On	\$50 each
Remote Post Install	\$100 each
Illegal Use of Facilities	\$250 each
Returned Bank Item (check, draft)	\$30 each
Service Call	\$80/hour
Regulator Adjustment	\$80 each
Meter Tampering Fine	\$150 each

## **APPENDIX #3**

### **STANDARDS AND SPECIFICATIONS**

1. GENERAL: All water service line construction and water meter installation shall be done in accordance with these specifications. Not all matters can be covered by this Appendix and the Builder/Contractor shall consult with the District's Operator and/or Water Board as to new or revised standards prior to construction and installation. The scope of these Specifications shall include all new service line installation from the District mains to the associated plumbing of the building or any other facility requiring service.

It shall be the Customer's/Builder's/Contractor's responsibility to protect the service line, water meter assembly including water meter and all home plumbing including appliances and fixtures from freezing or other physical damage during construction. After completion of the construction and acceptance by the Owner, it shall be the Owner's responsibility to protect the service line, water meter assembly including water meter and all home plumbing including appliances and fixtures from freezing or other physical damage.

2. LICENSES AND PERMITS REQUIRED: All water service installations shall be done by a Contractor who has an individual working for him that possesses a current master plumber's card associated with the Plumbing Trade and that such individual personally accomplishes or directly supervises the installation work.

A connection permit shall be secured from the District a minimum of 24 hours prior to construction at which time the Contractor(s) shall familiarize themselves with these Standards and Specifications; select and obtain approval of the appropriate standard water service installation for the building or facility; submit an appropriate set of mechanical plans; inform District personnel of the intended schedule for construction and present the appropriate trade card. See service line plan drawing requirements.

Where a street cut is required for a water service, the Contractor shall rebuild the road base in accord with El Paso County Road and Street Specifications and provide a permanent hot mix asphalt patch and obtain the appropriate permit. If hot mix is not available due to the time of year, a temporary cold asphalt patch may be installed. The permanent patch shall be installed by the Contractor not later than the first of June following construction.

All work shall be inspected by the District's representative who shall have the authority to halt construction when, in their opinion these specifications or proper construction practices are not being adhered to. Whenever any portion of these specifications is violated, the District representative shall order further construction to cease until all deficiencies are corrected. No line shall be covered without the District representative's approval.

3. SPECIFICATIONS: All specifications or standards; i.e., ASA, AWWA, ASTM, etc., made a portion of these specifications by reference shall be the latest edition and revision thereof.



4. WATER SERVICE LINE INSPECTIONS AND SPECIFICATIONS:

4.1 Minimum Sizing Criteria for Service Lines and Meters in Residential Areas: Note: The table below gives minimum size permitted by District only. Lines may have to be oversized for low-pressure areas or for other specific reasons.

Step 1 - Find the required flow from the following table:

<u>Number of Units</u>	<u>Flow Per Unit</u>	<u>Total Flow</u>
<u>Served</u>	<u>In GPM</u>	<u>In GPM</u>
1	15.00	15.00
2	8.75	17.50
3	6.67	20.00
4	5.63	22.55
5	5.00	25.00
6	4.58	27.50
8	4.06	32.50
10	3.75	37.50
11	3.64	40.00
12	3.54	42.50

Step 2 - Determine the distance from the main to the structure.

Step 3 -With the GPM and length of service line, enter the following table and determine the minimum size of service line and meter size.

<b>Flow Required</b>	<b>Length of Service Line Feet</b>
--------------------------	------------------------------------

<b>GPM</b>	<b>25</b>	<b>50</b>	<b>75</b>	<b>100</b>	<b>150</b>	<b>200</b>
	<b>Line/Meter</b>	<b>Line/Meter</b>	<b>Line/Meter</b>	<b>Line/Meter</b>	<b>Line/Meter</b>	<b>Line/Meter</b>
15	¾ - ¾	¾* - ¾	1 - ¾	1 - ¾	1½ - ¾	1½ - ¾
20	¾ - ¾	1 - ¾	1 - ¾	1½ - ¾	1½ - ¾	1½ - ¾
25	1 - ¾	1½ - ¾	1½ - ¾	1½ - ¾	1½ - ¾	1½ - ¾
30	1 - 1	1½ - 1	1½ - 1	1½ - 1	1½ - 1	1½ - 1
35	1 - 1	1½ - 1	1½ - 1	1½ - 1	1½ - 1	1½ - 1
40	1½ - 1	1½ - 1	1½ - 1	1½ - 1	1½ - 1	2 - 1
45	1½ - 1	1½ - 1	1½ - 1	1½ - 1	2 - 1	2 - 1
50	1½ - 1½	1½ - 1½	1½ - 1½	1½ - 1½	2 - 1½	1 - 1½
75	2 - 1½	2 - 1½	2 - 1½	2 - 1½	3 - 1½	3 - 1½
100	2 - 2	2 - 2	2 - 2	3 - 2	3 - 2	3 - 2

\* - Use 1 inch line where static pressure is less than 50 psi.

NOTE: Builder should review all sizing over 1" to determine if adequate for specific use proposed.

4.2 Materials: Following are the materials approved for water service lines in the District, subject to the minimum standards thereafter referred to:

4.2.1 Corporation Stops: Mueller #H-15000, or Ford #F-600, or equivalent.

4.2.2 Curb Stops: ¾" and 1" Mueller #H-15200 or Ford Type #300, or equivalent.

4.2.3 Curb Boxes: Mueller #H-10350 1½" shaft 4' x 5'6" extended, or equivalent.

4.2.4 Meter Settings:

4.2.4.1 Exterior pit type installation: ¾" x 1"

See District for current specifications.

4.2.4.2 Interior installation: ¾" x 1"

Meters: See Meter Assembly drawing for ¾" and 1" meter installations.

4.2.5 Meters:

4.2.5.1 Full ¾" to 1½" "BADGER" Read-O-Matic self-generating remote readout and frost protection base, or equivalent.

Maximum remote readout distance - 50 feet.

4.2.6 Meter Pits:

4.2.6.1 Standard for ¾" and 1" meters without pressure reducing valve:

Pits: 20" I.D. x 5' (5 cement rings).

Covers: Cast Iron 24" Double lids (Comco Inc. or equivalent).

4.2.6.2 Standard for ¾" and 1" meters with pressure reducing valve:

Pits: 30" I.D. x 6' (3 cement rings).

Covers: Cast Iron 24" - Double lids (Comco Inc. or equivalent).

4.2.7 Service Saddles: Smith Blair #323 - Double Strap (cc thread), bronze, or equivalent.

4.2.8 Backflow Protection Device: Watts No. 7 Double Check Valve.

4.2.9 Pressure Regulating Valves: Watts U5B, Watts 25AUB, or Wilkins #70 Series with thermal bypass.

4.2.10 Service Lines: Main to House: Type "K" copper (ASTM B251) with flared or brased connections, tested to main line pressure before covering.

4.2.11 Water Meters Purchased From District: Water Meters and all required accessories purchased from the District.

4.2.11.1 Meters in Stock at District: The District has in stock  $\frac{3}{4}$ " required by the District.

Larger sized meters and assemblies for commercial, multi-family and special situations are available upon request. These assemblies are subject to the approval of the Water Board.

Plumbers, contractors, and property owners may purchase water meters from the District for use within the District's service area.

#### 4.3 Installation:

4.3.1 Remote Register/Readouts: All water service installations shall have a remote register/readout located near the meter pit. The readout unit shall be installed on a post or tree at a minimum height of three (3) feet above the ground not to exceed five (5) FEET. The maximum remote distance from the meter shall not be over 50 feet or within the specifications limits of the remote.

4.3.2 Location and Alignment of Service: Water service lines shall be located so as to take the shortest, most direct path (preferable perpendicular to the main) from the curb box, if existing or the water main to the house. If possible the water line shall not be located under any paved driveway or service road. If curb exists, the curb shall be marked with a chiseled "V" at the point where the line crosses under the curb. All water service lines shall have a minimum cover of 5' feet and shall be insulated in rock formation with Armaflex or comparable insulation. Water service is not allowed across property other than that being served, without prior approval of the District. Water and sewer services shall have parallel path separation of at least ten (10) feet.

4.3.3 Service Stubs: Curb stops and boxes are required in all service installations, with the curb box if possible located on public right-of-way or District easement. All lines shall extend from the curb box to the Meter Pit. Meters must be installed in such a manner to allow accessibility to the meter and to shut-off valves on either side of the standard meter mounting horn. Curb boxes

shall be three (3) inches above grade if located in earth. If curb boxes are located in a driveway or any other area, they must be flush with the surface.

- 4.3.4 Main to Curb Stop: Service lines from the main to the curb stop and from curb stop to meter horn assembly shall be one continuous length of pipe without joints or connections.
- 4.3.5 Meter Horn to House: The service line in authorized pit installations from the horn assembly to the house shall be continuous without joints.
- 4.3.6 Water Meter and Remote Register/Readouts: Shall be installed in the presence of the District representative. The operational testing of the meter and readout shall be demonstrated at this time.
- 4.3.7 Minimum Cover Requirement: 5' feet over the pipe.
- 4.3.8 Pressure Reduction Valves (PRV): A pressure reducing valve shall be installed in the copper service line within the premises serviced for protection to the customer. The customer is responsible for the installation, setting, and servicing of the PRV.

6. MAINTENANCE OF TRAFFIC: To avoid interference with traffic, the following conditions shall be met:

- 6.1 Street service cuts shall be open only between 8:30 a.m. and 4:00 p.m. Only one side of a street in a block may be closed at any one time.
- 6.2 Adequate barricades, signs and warning devices as required by the District shall be placed and maintained during the progress of the work.
- 6.3 Permit to cut pavement must be obtained from the El Paso County Highway Department prior to installation of lines. Permit must be shown to the District before commencing construction.

7. EXCAVATION: Excavation of the trench shall be done in a workmanlike manner providing a trench that is straight and true with a flat bottom containing no rock or other deleterious material that would damage the pipe, and providing for a minimum of 5 feet of cover over the pipe. All excavated material shall be stockpiled in a manner that will not endanger the work nor obstruct sidewalks, driveways or streets, and the work shall be carried on in such a manner as to cause the least possible interruption to traffic.
  
8. TAPPING THE MAIN: Tapping of all mains and installation of corporation stop shall be coordinated with District personnel. Notification shall be given to the District 3 work days prior to provide ample time for the District personnel to respond.
  
9. BACKFILL: Backfill material in streets shall be "Special Backfill Material" as required by the District or Colorado Department of Highways, Class 5 or 6 base coarse may be used in lieu of "Special Backfill Material."
  
10. SURFACE RESTORATION: Paving, curb and gutters, sidewalk, improved surfaces, other street improvements removed, damaged or destroyed during construction shall be replaced to the same elevation and alignment, with the same type and dimensions of units removed, and shall be equal to and consistent with the undisturbed portions of the improvements existing prior to trench excavation. Sub-grade for all restored surfaces shall be thoroughly compacted by mechanical or hand tampers weighing not less than 20 pounds, by vibratory rollers, or by other proposed means of compaction acceptable to the District representative.

Debris shall be removed from the site of the work at the expense of the contractor.

11. MAINTENANCE OF BACKFILL AND SURFACE WARRANTY: All backfill shall be maintained in a satisfactory condition, and all places showing signs of settlement shall be filled and maintained during the life of the contract and for a period of one year following the date of final acceptance for all work performed under this contract, except the warranty period for settlement in asphalt surfaced streets shall be two (2) years. When the developer or contractor is notified by the District that any backfill is hazardous, he shall correct such hazardous condition at once.
  
12. PROHIBITED PRACTICES:
  - 12.1 Grounding electrical system to the water service line for new permitted construction.

12.2 Turning on the water service at the curb box by other than District personnel.

12.3 Crossing of water and sewer service lines, unless approved by the District.

12.4 Sweated or solder fittings prior to the meter in the meter pit on the service line.

12.5 Connecting to existing pig-tail at curb stop.

13. SERVICE LINE DRAWING REQUIREMENTS:

13.1 The District's personnel shall prepare service line drawings showing the location of these lines and facilities, which shall be kept on file in the District's facilities.

## **APPENDIX #4**

### **Remote Post/Remote Mounting Specifications**

1. The Meter Assembly, remote reader, and shutoff valve will remain clear and accessible at all times.
2. Remote readers shall be mounted on a secure mounting located a minimum of three (3) feet and no higher than five (5) feet from the ground and located outside of fenced areas for access and for safety.
3. The remote reader must be clear of vegetation so it can be easily read by the meter reader and serviced.



# Appendix #6

## RRVWD Confidence Report

### RED ROCK VALLEY ESTATES WATER DISTRICT

#### 2008 Drinking Water

#### Consumer Confidence Report

#### For Calendar Year 2007

Public Water System ID # CO0121700

***Esta es información importante. Si no la pueden leer, necesitan que alguien se la traduzca.***

We are pleased to present to you this year's water quality report. Our constant goal is to provide you with a safe and dependable supply of drinking water.

#### **General Information About Drinking Water**

All drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that the water poses a health risk. Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised

persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV-AIDS or other immune system disorders, some elderly, and infants can be particularly at risk of infections. These people should seek advice about drinking water from their health care providers. For more information about contaminants and potential health effects, or to receive a copy of the U.S. Environmental Protection Agency (EPA) and the U.S. Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and microbiological contaminants call the EPA *Safe Drinking Water Hotline* at 1-800-426-4791.

The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity. Contaminants that may be present in source water include:

- **Microbial contaminants**, such as viruses and bacteria that may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.
- **Inorganic contaminants**, such as salts and metals, which can be naturally-occurring or result from urban stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.
- **Pesticides and herbicides** that may come from a variety of sources, such as agriculture, urban stormwater runoff, and residential uses.
- **Organic chemical contaminants**, including synthetic and volatile organic chemicals, which are byproducts of industrial processes and petroleum production, and also may come from gas stations, urban storm water runoff, and septic systems.
- **Radioactive contaminants**, that can be naturally occurring or be the result of oil and gas production and mining activities.

In order to ensure that tap water is safe to drink, the Colorado Department of Public Health and Environment prescribes regulations limiting the amount of certain contaminants in water provided by public water systems. The Food and Drug Administration regulations establish limits for contaminants in bottled water that must provide the same protection for public health.

### Our Water Source(s)

Source	Water Type
FOUNTAIN RESERVOIR	Surface Water
KEETON WELL NO 1	Ground Water
RRV #1 WELL	Ground Water
INFILTRATION GALLERY	Ground Water under the Influence of Surface Water
KEETON WELL NO 2	Ground Water
LITTLE WELL	Ground Water

The Colorado Department of Public Health and Environment has provided us with a Source Water Assessment Report for our water supply. You may obtain a copy of the report by visiting [www.cdphe.state.co.us/wg/sw/swaphom.html](http://www.cdphe.state.co.us/wg/sw/swaphom.html).

Potential sources of contamination in our source water area come from:

Existing / abandoned mine sites, commercial urban recreational grasses, row crops, fallow pasture hay, deciduous forest, evergreen forest, septic systems, road miles and livestock operations.

The Source Water Assessment Report provides a screening-level evaluation of potential contamination that **could** occur. It does not mean that the contamination **has or will** occur. We can use this information to evaluate the need to improve our current water treatment capabilities and prepare for future contamination threats. This can help us ensure that quality finished water is delivered to your homes. In addition, the source water assessment results provide a starting point for developing a source water protection plan.

Please visit [www.RRVWD.com](http://www.RRVWD.com) to learn more about what you can do to help protect your drinking water sources, conservation tips, and to view the Drinking Water Consumer Confidence Report. To learn more about our system you may attend scheduled water board meetings. We want you, our valued customers to be informed about the services we provide and the quality water we deliver to you every day.

### Terms and Abbreviations

The following definitions will help you understand the terms and abbreviations used in this report:

- **Parts per million (ppm) or Milligrams per liter (mg/L)** - one part per million corresponds to one minute in two years or a single penny in \$10,000.
  - **Parts per billion (ppb) or Micrograms per liter (µg/L)**- one part per billion corresponds to one minute in 2,000 years, or a single penny in \$10,000,000.
  - **Parts per trillion (ppt) or Nanograms per liter (nanograms/L)** - one part per trillion corresponds to one minute in 2,000,000 years, or a single penny in \$10,000,000,000.
  - **Parts per quadrillion (ppq) or Picograms per liter (picograms/L)** - one part per quadrillion corresponds to one minute in 2,000,000,000 years or one penny in \$10,000,000,000,000.
  - **Picocuries per liter (pCi/L)** - picocuries per liter is a measure of the radioactivity in water.
  - **Nephelometric Turbidity Unit (NTU)** - nephelometric turbidity unit is a measure of the clarity of water. Turbidity in excess of 5 NTU is just noticeable to the average person.
  - **Action Level (AL)** - the concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.
  - **Treatment Technique (TT)** - A treatment technique is a required process intended to reduce the level of a contaminant in drinking water.
  - **Maximum Contaminant Level Goal (MCLG)** - The “Goal” is the level of a contaminant in drinking water below which there is no known or expected risk to health.
- MCLGs allow for a margin of safety.
- **Maximum Contaminant Level (MCL)**- The “Maximum Allowed” is the highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
  - **Maximum Residual Disinfectant Level Goal (MRDLG)**: The level of a drinking water disinfectant, below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.
  - **Maximum Residual Disinfectant Level (MRDL)**: The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.
  - **Running Annual Average (RAA)**: An average of monitoring results for the previous 12 calendar months.
  - **Gross Alpha, Including RA, Excluding RN & U**: This is the gross alpha particle activity compliance value. It includes radium-226, but excludes radon 222 and uranium.
  - **Microscopic Particulate Analysis (MPA)**: An analysis of surface water organisms and indicators in water. This analysis can be used to determine performance of a surface water treatment plant or to determine the existence of surface water influence on a ground water well.

## Detected Contaminants

RED ROCK VALLEY ESTATES WATER DISTRICT routinely monitors for contaminants in your drinking water according to Federal and State laws. The following table(s) show all detections found in the period of January 1 to December 31, 2007 unless otherwise noted. The State of Colorado requires us to monitor for certain contaminants less than once per year because the concentrations of these contaminants are not expected to vary significantly from year to year, or the system is not considered vulnerable to this type of contamination. Therefore, some of our data, though representative, may be more than one year old. The “Range” column in the table(s) below will show a single value for those contaminants that were sampled only once. Violations, if any, are reported in the next section of this report.

Note: Only detected contaminants appear in this report. If no tables appear in this section, that means that RED ROCK VALLEY ESTATES WATER DISTRICT did not detect any contaminants in the last round of monitoring.

Organics and Inorganics	Collection Date	Highest Value	Range	Unit	MCL	MCLG	Typical Source
FLUORIDE	3/8/2006	1	0.47 - 1	ppm	4.0	4.0	Erosion of natural deposits; Water additive which promotes strong teeth; Discharge from fertilizer and aluminum factories

Organics and Inorganics	Collection Date	Highest Value	Range	Unit	MCL	MCLG	Typical Source
NITRATE (AS N)	5/8/2007	7.3	0.16 - 7.3	ppm	10	10	Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits

Turbidity	Sample Date	Level Found	TT Requirement	Typical Source
TURBIDITY	Date: 2/25/2007	Highest single measurement:  0.49 NTU	Maximum 5.0 NTU for any single measurement	Soil Runoff
	Month: February	Lowest monthly percentage of samples meeting TT requirement for our technology:  100 %	In any month, at least 95% of samples must be less than 1.0 NTU	

Disinfection By-Products	Date	Average	Range	Highest RAA	Unit	MCL	MCLG	Typical Source
TOTAL HALOACETIC ACIDS (HAA5)	2007	8.1	4.4 - 13.8	8	ppb	60.000	N/A	By-product of drinking water disinfection
TOTAL TRIHALOMETHANES (TTHM)	2007	22.49333	12.18 - 38.79	22	ppb	80.000	N/A	By-product of drinking water chlorination

Lead and Copper	Collection Date	90 <sup>TH</sup> Percentile	Unit	AL	Typical Source
COPPER	10/31/2006	1.65	ppm	1.3	Corrosion of household plumbing systems; Erosion of natural deposits.
LEAD	10/31/2006	0.00	ppb	15	Corrosion of household plumbing systems; Erosion of natural deposits

Radionuclides	Collection Date	Highest Value	Range	Unit	MCL	MCLG	Typical Source
RADIUM, COMBINED (226, 228)	5/17/2007	1.6	0.4 - 1.6	pCi/L	5	0	Erosion of natural deposits
URANIUM, COMBINED	5/17/2007	13	9.8 - 13	ppb	30	0	Erosion of natural deposits

Secondary Contaminants/ Other Monitoring	Collection Date	Highest Value	Range	Unit	Secondary Standard
SODIUM	3/8/2007	28	19 - 28	MG/L	10000

Secondary standards are non-enforceable guidelines for contaminants that may cause cosmetic effects (such as skin or tooth discoloration) or aesthetic effects (such as taste, odor or color) in drinking water. EPA recommends these standards but does not require water systems to comply.

### Health Information About Water Quality

Infants and young children are typically more vulnerable to lead in drinking water than the general population. It is possible that lead levels at your home may be higher than other homes in the community as a result of materials used in your home's plumbing. If you are concerned about elevated lead levels in your home's water, you may wish to have your water tested and flush your tap for 30 seconds to 2 minutes before using tap water. Additional information is available from the Safe Drinking Water Hotline (800)426-4791.

Nitrate in drinking water at levels above 10 ppm is a health risk for infants of less than six months of age. High nitrate levels in drinking water can cause blue baby syndrome. Nitrate levels may rise quickly for short periods of time because of rainfall or agricultural activity. If you are caring for an infant, you should ask for advice from your health care provider.

Copper is an essential nutrient, but some people who drink water containing copper in excess of the action level over a relatively short amount of time could experience gastrointestinal distress. Some people who drink water containing copper in excess of the action level over many years could suffer liver or kidney damage. People with Wilson's disease should consult their personal doctor.

Any questions call:

Ted Kerr      576-8017

Steve Soviako   540-6381

Gayle Wood      576-1646

Bob Rodarme    531-6909

Stan Rawson     576-3886

# Appendix #8

## Drought Management Plan

### Section 1. Background

### Section 2. Inventory

#### 2.1 Water Supply Sources/Storage

Water Supplies:

Wells:

Reservoirs:

#### 2.2 Existing Water Conservation Measures

##### 1. Distribution Leak Repair

District customers are encouraged to repair service lines as well as any internal leaks promptly, and a reduced rate may be allowed when unintentional water loss is discovered and repaired. The District also compares water production to water sales to monitor system loss.

##### 2. Dissemination of Information

##### 3. Water Rate Structures

##### 4. Regulatory Measures

The District has the authority to assess penalties for noncompliance with watering restrictions during mandatory water conservation levels.

##### 5. Conservation Tips

### Section 3. Future Conservation Measures

The District is actively supporting a water conservation educational program. Water conservation and wise use of our water resources will be a top priority. The ultimate success of water conservation programs depends upon the actions of the people who use the water. Development of a conservation ethic through public awareness and education is, therefore, necessary to the overall success of this, or any other conservation program. Water conservation is an important component of overall water supply planning. Actions to reduce water requirements reduce system losses, and increase operating efficiencies are expected to result in many benefits to the District and its customers, such as:

- Operation and maintenance costs that depend on water demand, such as pumping and chemical costs, can be reduced.
- Conservation measures can help reduce long-term water needs and thus reduce or delay the need for new water supply, transmission, storage and treatment facilities.
- Reduction of water demands means that more water remains in our streams and reservoirs providing in stream flows, water quality, aquatic life, recreation and aesthetic benefits to our customers and our community.
- Conservation and efficiency in the use of a limited natural resource demonstrates the commitment of our community to environmental awareness and responsibility.

## **Section 4. Program Implementation**

### **DISTRICT DROUGHT MANAGEMENT PLAN**

The entire southwestern area of the United States has experienced an extended drought period, water reservoirs have been depleted and annual snow pack has been at less than normal. In addition to these natural phenomena, distribution issues can also adversely affect the delivery of potable water such as a major or series of minor leaks in the distribution system. Another area of concern is the contamination of raw water supply through manmade pollutants or natural biological agents. As you can see, wise management of our water resources is a many sided issue and prudent planning is our best tool to assuring our community of a safe and reliable source of domestic water.

The Board of Directors of Red Rock Valley Water District adopted a Water Conservation Plan which has three components. The first of these components involved the establishment of specific “trigger points” to guide the Board in determining the level of water conservation and drought management. The second component of the Plan details the recommended guidelines for action during each level of water conservation and drought management and the third component include the financial incentive structure to be imposed during each level. This Plan is a guideline for operations and management of water resources and actions during periods of low water supply. It is not intended to address the most severe drought and should such conditions exist, or others as conditions may warrant, this Plan may be altered or amended by the Water Board. The District is actively supporting a water conservation educational program. Water conservation and wise use of our water resources should be a top priority for all. The ultimate success of water conservation programs depends upon the actions of the people who use the water. Development of a conservation ethic through public awareness and education is, therefore, necessary to the overall success of this, or any other conservation program. Water conservation is an important component of overall water supply planning. Actions to reduce water requirements reduce system losses, and increased operating efficiencies are expected to result in many benefits to the District and its customers, such as:

- Operation and maintenance costs that depend on water demand, such as pumping and chemical costs, can be reduced.
- Conservation measures can help reduce long-term water needs and thus reduce or delay the need for new water supply, transmission, storage and treatment facilities.
- Reduction of water demands means that more water remains in our streams and reservoirs providing in stream flows, water quality, aquatic life, recreation and aesthetic benefits to our customers and our community.
- Reductions in residential water consumption will reduce the costs associated with the operation and maintenance.
- Individual customers can benefit directly from lower water bills and lower energy costs due to decreased hot water usage.
- Conservation and efficiency in the use of a limited natural resource demonstrates the commitment of our community to environmental awareness and responsibility. The Water Board continues the commitment regarding reduction of system losses, to reduce un-metered use within the District.

### **District Wide Water Restriction Triggers**

A firm water supply for this plan is defined as “adequate raw water facilities incorporated with conservation



measures to provide the normal water demand without mandatory restrictions. The following restrictions associated with percentages should be implemented. Restrictions would typically be triggered from March through October as conditions warrant. The application of the above mentioned period of time restriction is at District discretion based on anticipation of runoff or any other unforeseen event causing loss or reduction to the District's water supplies.

Ratio of 90% or less triggers Voluntary Status

Ratio of 70% or less triggers Level One restrictions

Ratio of 50% or less triggers Level Two restrictions

Ratio of 40% or less triggers Level Three restrictions

Ratio of 30% or less triggers Level Four restrictions

### **Voluntary Water Conservation Level**

The District will begin frequent observations of water levels in the reservoirs and direct flow rates in the river. Preliminary notification will begin to keep customers informed of current conditions and that if conditions responsible for the water depletions continue, mandatory water restrictions may be forthcoming. The District shall request that voluntary water conservation methods be employed.

### **All Customers**

Voluntary compliance with responsible outside water use is encouraged. Watering in the early morning hours or later in the evening is the most effective method of watering with the least amount of evaporative losses. Water slowly and thoroughly to encourage deep root growth. A lawn that is 'spoiled' by frequent shallow watering will require more water and be less resilient to drought conditions.

Let lawns and sod grow taller. Consider alternatives to big thirsty lawns.

All turf including new seed, sod or lawn watering with oscillating sprinkler systems should never be done during the warmest part of the day or during periods of high wind.

It's a good idea to plant native varieties of plants and other shrubs that don't need a lot of water. Use mulch in the garden and around shrubs to save moisture.

Consider drip irrigation systems or soaker hoses and keep these systems running efficiently. Repair or replace any leaky parts. Manual application of gray water, water from bathing or washing, for watering plants, trees and shrubs is encouraged. (Be sure to comply with all local laws and regulations regarding water reuse.)

Use a broom or rake instead of water to remove leaves, clippings and debris.

When washing clothes, use the load selector to match water level to size of the load. Full loads are the most efficient use of water and energy. Presoak heavily soiled items and use detergent sparingly.

Do only full loads in the dishwasher and check all connections to make sure they are tight. Repair any leaks.

Washing vehicles should be done with a bucket of water, and use of water from an outside hose should always be controlled with a positive shut-off nozzle.

All businesses are encouraged to conserve water. Restaurants are encouraged to not serve water except at the request of the customer. Hotels could seek customer cooperation in reducing towel and sheet laundering. Water waste is defined as; water pooling or flowing into barrow ditches, applying water to paved surfaces, failing to repair broken sprinkler heads, other irrigation equipment or potable water leaks, using water instead of a broom to clean paved surfaces, watering during rain or high wind and using excessive amounts of water. Water waste is always discouraged.

Other water conservation and responsible landscaping tips and information are available at the District office.

### **Water Conservation Level 1**

Watering Days: Irrigation of lawns, trees, shrubs, vegetables and flowers will be restricted to between the hours of 6:00 pm and 9:00 am of the following day. Watering days are determined by property address. Addresses ending in even numbers are allowed to water on even number calendar dates. Addresses ending in odd numbers are allowed to water on odd number calendar dates. For example; a property owner with an address of number 242 Water Ave. would be assigned watering days such as May 2, 4, 6, and could water in the early morning hours until 9:00 am and/or after 6:00 pm that evening. The intent of these watering hours is to allow flexibility for customers who work either late or early in the day. Likewise an odd numbered address could water either in the morning or evening hours on the odd days.

### **All Customers**

Continue all measures initiated in the Voluntary Water Conservation Level.

No watering between the hours of 9:00 am and 6:00 pm on any day including watering days.

Manual application of gray water, water from bathing or washing, for watering plants, trees and shrubs is encouraged. (Be sure to comply with all local laws and regulations regarding water reuse.) Flowers and vegetables may be watered with a hand-held hose or low-volume non-spray irrigation on any day. Property owners with automatic sprinkler systems that require maintenance, timer setting, testing or any operation outside of watering hours, must notify the Water District for permission. Testing during watering hours is highly encouraged. Water waste is defined as; water pooling or flowing into barrow ditches, applying water to paved surfaces, failing to repair broken sprinkler heads, other irrigation equipment or potable water leaks, using water instead of a broom to clean paved surfaces, watering during rain or high wind and using excessive amounts of water. Water waste is always discouraged. Vehicles may be washed at the owner's home on the designated watering day only with a bucket or a hose equipped with a positive shut-off nozzle between the hours of 6:00 pm and 9:00 am. Power washing as an essential element of a business may be performed on any day or time of day but only so long as water waste does not occur. Construction water may be used so long as there is no water waste.

### **Water Conservation Level 2**

Watering Days: Irrigation of lawns, trees, shrubs, vegetables and flowers will be restricted to between the hours of 6:00 pm and 10:00 pm of the same day. Property addresses 1 – 399 may water on Monday and Thursday between the hours of 6:00 pm and 10:00 pm. Property addresses 400 – and up may water on Tuesday and Friday between the hours of 6:00 pm and 10:00 pm.

### **All Customers**

Continue all measures initiated in the Voluntary Water Conservation Level.

Trees, shrubs, and flowers and vegetables may be watered by a hand-held hose or low-volume non-spray irrigation on assigned watering days between the hours of 6:00 pm and 10:00 pm.

All turf including new seed and sod may be watered only on watering days for 15 minutes per zone (or sprinkler head placement) between the hours of 6:00 pm and 10:00 pm.

Planting of new lawns from seed or sod is strongly discouraged.

Manual application of gray water, water from bathing or washing, for watering plants, trees and shrubs is encouraged. (Be sure to comply with all local laws and regulations regarding water reuse.)

Washing driveways and sidewalks is prohibited except for health or safety reasons.

Property owners with automatic sprinkler systems that require maintenance, timer setting, testing or any operation must comply with watering days and between the hours of 6:00 pm and 10:00 pm.

Water waste is defined as; water pooling or flowing into barrow ditches, applying water to paved surfaces, failing to repair broken sprinkler heads, other irrigation equipment or potable water pipes, using water instead of a broom to clean paved surfaces, watering during rain or high wind and using excessive amounts of water. Water waste is prohibited. Vehicles may be washed at the owner's home on the designated watering day only with a bucket or a hose equipped with a positive shut-off nozzle between the hours of 6:00 pm and 10:00 pm. Construction water may be used so long as there is no water waste.

### **Water Conservation Level 3**

Watering Day: (both with treated or raw water) of trees, shrubs, vegetables and flowers will be restricted to between the hours of 6:00 pm and 10:00 pm one day per week according to the following schedule.

Property **EVEN** addresses may water on Monday between the hours of 6:00 pm and 10:00 pm. Property **ODD** addresses may water on Friday between the hours of 6:00 pm and 10:00 pm.

### **All Customers**

Continue all measures initiated in the Voluntary Water Conservation Level.

No outside water usage whether from treated or raw water sources will be allowed to water turf, lawns or sod. Trees and shrubs may be watered by a hand-held hose or low-volume non-spray irrigation on watering day assigned according to property address between the hours of 6:00 pm and 10:00 pm. Water waste is defined as; water pooling or flowing into barrow ditches, applying water to paved surfaces, failing to repair broken sprinkler heads, using water instead of a broom to clean paved surfaces, watering during rain or high wind and using excessive amounts of water. Water waste is prohibited. Vehicles may be washed at the owner's home on the designated watering day only with a bucket or a hose equipped with a positive shut-off nozzle between the hours of 6:00 pm and 10:00 pm. Power washing as an essential element of a business may be performed on any day or time of day but only so long as water waste does not occur. Construction water may be used so long as there is no water waste.

### **Water Conservation Level 4**

This is the most critical stage of water conservation; therefore, the most stringent measures for conservation will be enforced as follows.

### **All Customers**

Continue all measures initiated in the Voluntary Water Conservation Level.

No outside water usage will be allowed. Water waste is defined as; water pooling or flowing into barrow ditches, applying water to paved surfaces, failing to repair broken sprinkler heads, using water instead of a broom to clean paved surfaces, watering during rain or high wind and using excessive amounts of water. Water waste is prohibited. Any non-essential use of water would be strongly discouraged except for instances of health and safety.

# APPENDIX #8

## Conservation Tips

### 100+ Tips to Save WATER

- #1. There are a number of ways to save water, and they all start with you.
- #2. When washing dishes by hand, don't let the water run while rinsing. Fill one sink with wash water and the other with rinse water.
- #3. Evaporative coolers require a seasonal maintenance checkup. For more efficient cooling, check your evaporative cooler annually.
- #4. Check your sprinkler system frequently and adjust sprinklers so only your lawn is watered and not the house, sidewalk, or street.
- #5. Run your washing machine and dishwasher only when they are full and you could save 1000 gallons a month.
- #6. Avoid planting turf in areas that are hard to water such as steep inclines and isolated strips along sidewalks and driveways.
- #7. Install covers on pools and spas and check for leaks around your pumps.
- #8. Use the garbage disposal sparingly. Compost instead and save gallons every time.
- #9. Plant during the spring or fall when the watering requirements are lower.
- #10. Keep a pitcher of water in the refrigerator instead of running the tap for cold drinks, so that every drop goes down you not the drain.
- #11. Check your water meter and bill to track your water usage.
- #12. Minimize evaporation by watering during the early morning hours, when temperatures are cooler and winds are lighter.
- #13. Wash your produce in the sink or a pan that is partially filled with water instead of running water from the tap.
- #14. Use a layer of organic mulch around plants to reduce evaporation and save hundreds of gallons of water a year.
- #15. Use a broom instead of a hose to clean your driveway or sidewalk and save 80 gallons of water every time.
- #16. If your shower can fill a one-gallon bucket in less than 20 seconds, then replace it with a water-efficient showerhead.
- #17. Collect the water you use for rinsing produce and reuse it to water houseplants.
- #18. Divide your watering cycle into shorter periods to reduce runoff and allow for better absorption every time you water.
- #19. We're more likely to notice leaky faucets indoors, but don't forget to check outdoor faucets, pipes, and hoses for leaks.
- #20. Periodically check your pool for leaks if you have an automatic refilling device.
- #21. Only water your lawn when needed. You can tell this by simply walking across your lawn. If you leave footprints, it's time to water.
- #22. When you shop for a new appliance, consider one offering cycle and load size adjustments. They are more water and energy-efficient than older

appliances.

- #23. Time your shower to keep it under 5 minutes. You'll save up to 1000 gallons a month.
- #24. Install low-volume toilets.
- #25. Adjust your lawn mower to a higher setting. Longer grass shades root systems and holds soil moisture better than a closely clipped lawn.
- #26. When you clean your fish tank, use the water you've drained on your plants. The water is rich in nitrogen and phosphorus, providing you with a free and effective fertilizer.
- #27. Use the sprinkler for larger areas of grass. Water small patches by hand to avoid waste.
- #28. Put food coloring in your toilet tank. If it seeps into the toilet bowl, you have a leak. It's easy to fix, and you can save more than 600 gallons a month.
- #29. Plug the bathtub before turning the water on, and then adjust the temperature as the tub fills up.
- #30. Use porous materials for walkways and patios to keep water in your yard and prevent wasteful runoff.
- #31. Direct downspouts and other runoff towards shrubs and trees, or collect and use for your garden.
- #32. Designate one glass for your drinking water each day. This will cut down on the number of times you run your dishwasher.
- #33. Water your summer lawns once every three days and your winter lawn once every five days.
- #34. Install a rain shut-off device on your automatic sprinklers to eliminate unnecessary watering.
- #35. Don't use running water to thaw food.
- #36. Choose a water-efficient drip irrigation system for trees, shrubs and flowers. Watering at the roots is very effective, be careful not to over water.
- #37. Grab a wrench and fix that leaky faucet. It's simple, inexpensive, and can save 140 gallons a week.
- #38. Reduce the amount of grass in your yard by planting shrubs and ground cover with rock and granite mulching.
- #39. When doing laundry, match the water level to the size of the load.
- #40. Teach your children to turn the faucets off tightly after each use.
- #41. Remember to check your sprinkler system valves periodically for leaks and keep the heads in good shape.
- #42. Before you lather up, install a low-flow showerhead. They're inexpensive, easy to install, and can save your family more than 500 gallons a week.
- #43. Soak your pots and pans instead of letting the water run while you scrape them clean.
- #44. Don't water your lawn on windy days. After all, sidewalks and driveways don't need water.
- #45. Water your plants deeply but less frequently to create healthier and stronger landscapes.
- #46. Make sure you know where your master water shut-off valve is located. This could save gallons of water and damage to your home if a pipe were to burst.
- #47. When watering grass on steep slopes, use a soaker hose to prevent wasteful runoff.

- #48. Group plants with the same watering needs together to get the most out of your watering time.
- #49. Remember to weed your lawn and garden regularly. Weeds compete with other plants for nutrients, light, and water.
- #50. While fertilizers promote plant growth, they also increase water consumption. Apply the minimum amount of fertilizer needed.
- #51. Avoid installing ornamental water features and fountains that spray water into the air. Trickling or cascading fountains lose less water to evaporation.
- #52. Use a commercial car wash that recycles water.
- #53. Don't buy recreational water toys that require a constant flow of water.
- #54. Turn off the water while you brush your teeth and save 4 gallons a minute. That's 200 gallons a week for a family of four.
- #55. Buy a rain gauge to track how much rain or irrigation your yard receives. Check with your local water agency to see how much rain is needed to skip an irrigation cycle.
- #56. Encourage your school system and local government to help develop and promote a water conservation ethic among children and adults.
- #57. Teach your family how to shut off your automatic watering systems. Turn sprinklers off if the system is malfunctioning or when a storm is approaching.
- #58. Set a kitchen timer when watering your lawn or garden with a hose.
- #59. Make sure your toilet flapper doesn't stick open after flushing.
- #60. Make sure there are aerators on all of your faucets.
- #61. Next time you add or replace a flower or shrub, choose a low water use plant for year-round landscape color and save up to 550 gallons each year.
- #62. Install an instant water heater on your kitchen sink so you don't have to let the water run while it heats up. This will also reduce heating costs for your household.
- #63. Use a grease pencil to mark the water level of your pool at the skimmer. Check the mark 24 hours later. Your pool should lose no more than 1/4 inch each day.
- #64. Cut back on rinsing if your dishwasher is new. Newer models clean more thoroughly than older ones.
- #65. Use a screwdriver as a soil probe to test soil moisture. If it goes in easily, don't water. Proper lawn watering can save thousands of gallons of water annually.
- #66. Avoid over seeding your lawn with winter grass. Once established, ryegrass needs water every three to five days, whereas dormant Bermuda grass needs water only once a month.
- #67. Do one thing each day that will save water. Even if savings are small, every drop counts.
- #68. When the kids want to cool off, use the sprinkler in an area where your lawn needs it the most.
- #69. Make sure your swimming pools, fountains, and ponds are equipped with re-circulating pumps.
- #70. Bathe your young children together.

- #71. Landscape with Xeriscape trees, plants and groundcovers. Call your local conservation office for more information about these water thrifty plants.
- #72. Winterize outdoor spigots when temps dip to 20 degrees F to prevent pipes from bursting or freezing.
- #73. Insulate hot water pipes so you don't have to run as much water to get hot water to the faucet.
- #74. Wash your car on the grass. This will water your lawn at the same time.
- #75. Drop that tissue in the trash instead of flushing it and save gallons every time.
- #76. If you have an evaporative cooler, direct the water drain to a flowerbed, tree, or your lawn.
- #77. Make suggestions to your employer to save water (and dollars) at work.
- #78. Support projects that use reclaimed wastewater for irrigation and other uses.
- #79. Use a hose nozzle and turn off the water while you wash your car and save more than 100 gallons.
- #80. Encourage your friends and neighbors to be part of a water-conscious community.
- #81. If your toilet was installed prior to 1980, place a toilet dam or bottle filled with water in your toilet tank to cut down on the amount of water used for each flush. Be sure these devices do not interfere with operating parts.
- #82. Install water softening systems only when necessary. Save water and salt by running the minimum number of regenerations necessary to maintain water softness.
- #83. Wash clothes only when you have a full load and save up to 600 gallons each month.
- #84. Leave lower branches on trees and shrubs and allow leaf litter to accumulate on top of the soil. This keeps the soil cooler and reduces evaporation.
- #85. Pick-up the phone and report significant water losses from broken pipes, open hydrants and errant sprinklers to the property owner or your water management district.
- #86. Bermuda grasses are dormant (brown) in the winter and will only require water once every three to four weeks or less if it rains.
- #87. Start a compost pile. Using compost when you plant adds water-holding organic matter to the soil.
- #88. Use sprinklers that throw big drops of water close to the ground. Smaller drops of water and mist often evaporate before they hit the ground.
- #89. Listen for dripping faucets and toilets that flush themselves. Fixing a leak can save 500 gallons each month.
- #90. More plants die from over-watering than from under-watering. Be sure only to water plants when necessary.
- #91. Cook food in as little water as possible. This will also retain more of the nutrients.
- #92. Adjust your watering schedule to the season. Water your summer lawn every third day and your winter lawn every fifth day.
- #93. Turn the water off while you shampoo and condition your hair and you can save more than 50 gallons a week.
- #94. Bathe your pets outdoors in an area in need of water.
- #95. Choose new water-saving appliances, like washing machines that save up to 20 gallons per load.

- #96. Water only as rapidly as the soil can absorb the water.
- #97. Aerate your lawn. Punch holes in your lawn about six inches apart so water will reach the roots rather than run off the surface.
- #98. Select the proper size pans for cooking. Large pans require more cooking water than may be necessary.
- #99. Place an empty tuna can on your lawn to catch and measure the water output of your sprinklers. For lawn watering advice, contact your local conservation office.
- #100. Turn off the water while you shave and you can save more than 100 gallons a week.
- #101. When you give your pet fresh water, don't throw the old water down the drain. Use it to water your trees or shrubs.
- #102. If you accidentally drop ice cubes when filling your glass from the freezer, don't throw them in the sink. Drop them in a house plant instead.
- #103. To save water and time, consider washing your face or brushing your teeth while in the shower.
- #104. While staying in a hotel or even at home, consider reusing your towels.
- #105. When backwashing your pool, consider using the water on your landscaping.
- #106. For hanging baskets, planters and pots, place ice cubes under the moss or dirt to give your plants a cool drink of water and help eliminate water overflow.
- #107. Throw trimmings and peelings from fruits and vegetables into your yard compost to prevent from using the garbage disposal.
- #108. When you have ice left in your cup from a take-out restaurant, don't throw it in the trash, dump it on a plant.
- #109. Have your plumber re-route your gray water to trees and gardens rather than letting it run into the sewer line. Check with your city codes, and if it isn't allowed in your area, start a movement to get that changed.
- #110. Keep a bucket in the shower to catch water as it warms up or runs. Use this water to flush toilets or water plants.
- #111. When you are washing your hands, don't let the water run while you lather.



# Appendix #9

## Nice To Know

### Water 101

#### *Did you know?*

Colorado water law is based on the prior appropriation doctrine - a system based on “first in time, first in right.” For example, a water right put to “beneficial use” in 1865 is senior to any subsequent water rights, regardless of its use. Thus, an 1865 right is entitled to divert all of its water before, say an 1870 right. The entire Colorado water system is based on this timeline of water rights with the senior rights having the first priority to divert and use water.

In addition, alluvial wells (wells that are fed from surface water sources) are considered “tributary” (i.e. part of or integral to) to the river system. As a result, pumping these wells depletes water within the river system that historically went to satisfy senior downstream water rights. Since pumping from alluvial wells was made possible only with the advent of modern electrical supplies and pumping equipment, almost all alluvial wells are junior to surface diversions. To ensure downstream senior water rights are not injured from these junior depletions in the river system, the State Engineer’s Office requires these wells to have an “augmentation plan.” These replacement plans provide a mechanism to replace water back to the stream to “augment” the river system for junior water that was pumped and consumed prior to senior water rights. By execution of an augmentation plan, the resources of the river can be maximized while simultaneously ensuring the rights of both junior and senior water holders are not injured.

Another water supply source is an aquifer. Aquifer water is water that has been geologically trapped below ground in large reservoirs. As an example, the Denver Basin Aquifers (which consist of the Dawson, Denver, Arapahoe, and Laramie Fox Hills aquifers) extend from Greeley to Colorado Springs and from the foothills to Limon. These aquifers are stacked on top of each other similar to layers of an onion. Entitlement to this groundwater is based on land ownership. The vast majority of this groundwater is considered non-tributary (i.e. is not part of the river system) and does not require augmentation. Even though there are vast quantities of water within these aquifers, it is not an infinite source and many are concerned about the long term affects of mining this precious resource.

Colorado Water Law while simple in concept can be extremely challenging to manage and understand in practice. Of course it only gets more complicated with time as many competing interests pursue the West’s most precious resource and Clear Water Solutions takes great pride in our accomplishments in this challenging field.

## Water Right Terminology in Colorado

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**Note: The definitions below are offered in simplified language and are by no means to be relied upon as a legal definition of such term. These definitions are merely offered as a public service to assist the public in understanding some of Colorado's most often used water terms. If you desire a legal definition, please contact a water attorney.**

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- Absolute water right

A final water right, when the water has actually been put to beneficial use. (See “water rights”)

- Acre-Foot (af)

The basic measurement of standing water, an acre-foot is the amount of water it would take to cover an acre of land to a depth of 1 foot. It is approximately 325,850 gallons.

- Adjudication

Adjudication is the judicial decree describing a water right and determining its priority date. The older the right the more senior the right. (First in time, first in line) Water rights must be adjudicated in one of Colorado’s 7 water courts.

- Appropriation

Appropriation is the right to take water from a stream and put it to beneficial use. Appropriation is the basis of Colorado water law. Appropriative rights are considered property rights and may be bought, sold, leased, and exchanged, just as any other real property may. Appropriation establishes a water right by diversion and application to beneficial use.

- Basin

A river basin is the drainage area of a particular river.

- Beneficial Use

Appropriation of water must be for a beneficial use. Only the amount reasonably needed for a lawful purpose is "beneficial." *Colorado law does not designate all beneficial uses. It says instead "use of that amount of water that is reasonable and appropriate under reasonably efficient practices without waste for which the appropriation was lawfully made" C.R.S. 37-92-103(4)*

Beneficial use refers both to the purpose of the use (irrigation, municipal, etc.) and the manner of the use (demonstrated need for the amount of water appropriated under reasonably efficient practices)

The 1876 Colorado Constitution named only agricultural, municipal, industrial, and domestic uses as beneficial uses. In 1973 the legislature passed a minimum stream flow bill which created a new category of beneficial use. State held instream flows sufficient to protect the environment to a reasonable degree are a beneficial use. In 2002 the law was amended to also permit improvement of the stream as a valid beneficial use.

- Bypass flow

A Bypass Flow is not a water right. It is a federal permit condition that requires the operator of a dam or other water diversion works located on federal lands to allow a portion of the stream to "pass by" the structure. The bypassed water remains in the stream.

- Colorado General Assembly

The actual term for the Colorado legislature.

- Compensatory Storage

Compensatory storage refers to the concept that the impacts of a transbasin diversion may be partially off set ("compensated") by constructing additional storage within the basin of origin. Green Mountain Reservoir was constructed as compensatory storage on the West Slope for the Colorado Big Thompson project which diverts Colorado River Water to the East Slope.

- Conditional Right

Conditional rights are a way to essentially hold your place in line within the priority system until appropriated water is actually used. A conditional right is a right to use

water conditioned upon completion of a specified project within a reasonable amount of time. Maintaining a valid conditional right requires a showing of diligence (periodic proof that you are really going to build something someday). A conditional water right becomes an absolute right when the water is actually used.

- Conjunctive use

Joint use of ground and surface water

- Consumptive Use

Water that is “consumed” and does not return to the natural stream system from which it was taken for beneficial use.

- Cubic feet per second (cfs)

CFS is a measure of the rate of the flow of a cubic foot of water past a specific point. One cfs amounts to a volume of one cubic foot (7.48 gallons) per second. It is equal to 448.8 gallons/minute or 1.984 acre feet/day. One cfs was estimated by NWF to be roughly equivalent to the flow of thirty garden hoses going at the same time.

- Diversion

A diversion is a physical structure that removes or controls the natural flow of water. Generally a diversion takes water out of a stream. It can also mean to control the water in the stream. (See RICD)

- Equitable Apportionment

When the Supreme Court is called upon to resolve disputes between states over water, it weighs the equities of each state in resolving the dispute. The Supreme Court has ruled that equitable apportionment will not protect waste. A state's commitment to conservation is an integral factor in determining its equitable apportionment of a disputed interstate river.

- Evapotranspiration

The combined effect of losing water through evaporation and transpiration by plants. Such water is consumed (“consumptively used”) in the process of irrigation and thus can not be returned to the natural stream.

- Federal Reserved Water Rights

When the federal government reserves land for a specific purpose, such as a national forest or a wilderness area, it also reserves sufficient water for the stated purpose of the reservation.

- Foreign Water

Water transported from a different basin. Foreign water may be used to extinction. (Also called non-native water or imported water)

- Ground Water

Ground water is water under the ground. Legally, there are three kinds of ground water, tributary, non-tributary, and not-non-tributary.

Non-tributary ground water is water deep within the ground that is not connected to surface water. Not-non-tributary is a legislatively created category that applies only in the Denver Basin.

Tributary ground water is water underneath the ground that is physically connected with surface water. Surface water law applies to tributary ground water because what affects tributary ground water also affects surface water.

- Instream flow right (ISF)

A state water right created by the Colorado Legislature. The state itself holds the ISF rights on behalf of the people of Colorado. An ISF is to preserve or (thanks to our efforts in 2002 and SB156) also *enhance* the environment to a reasonable degree. Instream flow is the only beneficial use that does not require a diversion.

- Interstate compacts

Colorado's share of water in the interstate rivers is protected by 9 interstate agreements with other states, which have been ratified by Congress and have the status of federal law.

The compacts entitle Colorado to take a great deal of water from the interstate rivers, provided we can show that we NEED the water. The compacts protect our share, but stipulate that we may only divert the water when we need it. We may not simply hoard

the water to prevent downstream states from getting it. "Use it or lose it" does not apply to compacted interstate water allocations.

- Material Injury

A measurable negative impact or effect. No proposed change in water use may occur if it would materially injure any other existing water right.

- Prior Appropriation

Also known as "first in time, first in right," the prior appropriation doctrine is the fundamental basis of Colorado water law. Water rights are ranked according to chronology, not location. The older the right, the more senior the right. When supplies are limited, senior rights are met. Junior rights may not be met.

- Priority Date

Date of the appropriation of a water right.

- Return Flow

When water is taken from a natural stream and put to beneficial use, that which is not consumed returns to the stream. It is subject to use by the next appropriator.

- Riparian

Area adjacent to a natural water body.

- ***Riparian Doctrine***

Body of water law common in most Eastern states where the water is plentiful. Water use is tied to ownership of the land adjacent to the water. The use must be reasonable (not defined) and may not interfere with the reasonable use of other riparian users. It is a very different system of water law than that which evolved in Western states where water is scarce.

- Surface Water

Surface waters (streams, lakes, ponds, and ground waters directly connected with them) Laws governing the use of surface waters are administered in accordance with the doctrine of prior appropriation.

- Transbasin diversion

Removal of water from the drainage area in which it occurs naturally for use in an entirely different basin. The water so removed is totally gone from the basin of origin. Water used in the new basin will return to streams in the new basin. None returns to the stream in the basin from which it was taken.

- Water Rights

A water right is a right to use water. Water rights are fully transferable property rights. We do not own the drops of water. We own a specified use of the water.

**Absolute water right**

Final or perfected water right. When the water has actually been put to beneficial use, the right is absolute.

**Conditional Water Right**

Conditional rights are essentially a way to hold your place in line within the priority system. A conditional right is a right to use water conditioned upon completion of a specified project within a reasonable amount of time. Maintaining a valid conditional right requires a showing of diligence (periodic proof that you are really going to build something someday). A conditional water right becomes an absolute right when the water is actually used.