

CRESTVIEW WATER & SANITATION DISTRICT

RULES AND REGULATIONS

ADOPTED BY THE BOARD OF DIRECTORS
of the
Crestview Water and Sanitation District

As Amended June 14, 2023

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PART I

GENERAL PROVISIONS

ARTICLE I – DECLARATION OF POLICY AND PURPOSE

SECTION A - POLICY and PURPOSE

The Board of Directors of the Crestview Water & Sanitation District hereby adopts these Rules and Regulations pursuant to Colorado law to serve a public use and promote the health, safety, security and general welfare of the inhabitants of the Crestview Water & Sanitation District. These Rules and Regulations are designed to provide for the control, management and operation of the water distribution and sanitary sewer systems of the Crestview Water & Sanitation District.

All prior rules and regulations, which are redundant or inconsistent herewith, are hereby repealed.

All District rules and policies as to employee matters are set forth in the District's Employee Policy Manual.

SECTION B - REQUIREMENTS of LAW

The water and sewer services afforded by this District shall be afforded in accordance with these Rules and Regulations so long as the affording of such is permitted by and compatible with the requirements of law, these Rules and Regulations, and the Rules and Regulations of all applicable authorities, governmental and otherwise. In the event cessation or modification of services is required by governmental or other authority or by law, then such requirement shall be deemed superior to the provisions of these Rules and Regulations as to the requirement of service as herein contemplated and provided for.

ARTICLE II – GENERAL DEFINITIONS AND USAGE

SECTION A – DEFINITIONS

Whenever the following terms are used in any part of these Rules and Regulations, the intent and meaning shall be as follows:

1. “Approved” Approved by the District Board of Directors or the District Manager in accordance with the provisions of these Rules and Regulations.
2. “Board” and “Board of Directors” – The Board of Directors of the Crestview Water & Sanitation District.
3. “District” The Crestview Water and Sanitation District.
4. Definition pertaining to sections of these rules are set forth within those sections.

SECTION B – USAGE

In these Rules and Regulations, unless the context otherwise requires, words in the singular number include the plural, and the plural include the singular, words of the masculine gender include the feminine and the neuter, and when the sentence so indicates, words of the neuter gender may refer to any gender.

ARTICLE III – INCLUSIONS AND EXCLUSIONS

SECTION A – PROCEDURE for INCLUSION

The fee owner or owners of any real property capable of being served by the facilities of the District may file with the Board a written petition requesting that such property be included in the District. A suggested form of petition may be obtained in the District's offices.

A petitioner for inclusion shall reimburse the District for all expenses incurred by the District in connection with their petition(s). Each petition of inclusion shall be accompanied by payment to the District of an advance deposit in the amount of \$500.00. See Appendix D for specific fees pertaining to an Inclusion or Exclusion.

At a meeting of the Board of Directors following the filing of the petition with the District and payment of the deposit to the District, the Board of Directors shall determine if such Inclusion is feasible and in the best interest of the District, which determination shall be final and conclusive and not subject to review. Upon the Board of directors determining that such inclusion is feasible and in the best interest of the District, the petition shall be published according to the requirements of Colorado Law. At the meeting of the Board of Directors following the completion of such publication, the Board will determine by Resolution whether or not the property described in said Petition shall be included, all in accordance with Colorado Revised Statutes.

When the property covered by the Petition for inclusion is, at the time of the Petition, capable of receiving only sewer service or only water service but not both, then Petitioners shall execute, in addition to the Petition for Inclusion, an undertaking in the form set forth in Appendix D to these Rules.

SECTION B – SUBDIVIDERS and DEVELOPERS

- (1) All land owners and subdividers seeking to include their property within the District shall install sewer and water mains in accordance with the Rules and Regulations and engineering requirements of the District, with appurtenances, within the property sought to be included, and deed same free and clear to the District upon inclusion.
- (2) All land owners and subdividers seeking to develop or redevelop property within the District which requires the extension, modification, or relocation of water and/or sewer mains of the District shall submit plans to the District and all applicable agencies for review and approval.
- (3) Property owners and/or developers are responsible for all engineering studies and plan development costs. All main lines and appurtenances shall be installed at the developer's expense and deeded free and clear to the District prior to the issuance of any water or sewer taps.

SECTION C – EXCLUSION

Exclusion of property from the District shall be pursuant to the provision of the Colorado Revised Statutes and/or agreement.

See Appendix D for specific fees pertaining to an Inclusion or Exclusion.

ARTICLE IV – LICENSES

SECTION A – LICENSE REQUIRED

No person shall construct or repair any water or sewer mains or lines belonging to the District's system, or any water service lines, water service pipes or building sewer within the District without first obtaining a license to do so from the District.

A property owner may install, construct or repair a water service line or building sewer on his own property without a license being first obtained, provided, however that a permit must first be obtained and payment of a permit fee and any applicable connection fees as required by these Rules and Regulations must first be made. All work done by the owner shall conform to the engineering requirements of the District and these Rules and Regulations and shall be inspected and approved by the District. A permit obtained pursuant to this section may be revoked summarily if the work for which the permit is obtained is done by one other than the property owner and his family.

SECTION B – APPLICATION for and ISSUANCE of LICENSES

Any plumber or water and sanitary sewer service contractor or firm licensed by the State of Colorado may apply for a license with the District by completing the required application upon forms provided by the District stating:

- (1) That he is legally authorized to do the work, and
- (2) That he will comply with the District's Rules and Regulations and engineering standards as amended from time to time, and
- (3) That he will pay all charges and assessments lawfully levied against him on account of his relationship to the District.

Licenses may be issued by the District Manager when the requirements of these Rules and Regulations have been complied with by the applicant.

SECTION C – DURATION of LICENSE: LICENSE FEE

Each license issued pursuant to these Rules and Regulations shall be for the period of one year from the date of issuance. No licenses shall be issued until a license fee of \$100.00 has been paid to the District by the applicant.

SECTION D – CERTIFICATE OF LIABILITY

All applicants for a license shall furnish a Certificate of Liability naming Crestview Water and Sanitation District for one year, to be approved by the District indemnifying the District against any and all expenses to which it may be put by reason of licensee's acts. No license shall be issued until such Certificate of Liability has been provided by the applicant.

SECTION E – REVOCATION or SUSPENSION of LICENSE

The District Manager shall have the authority to suspend any license issued pursuant to the Rules and Regulations if the Licensee has engaged in work activities contrary to the provision of these Rules and Regulations within the District or on mains or lines served by the District, or has otherwise violated these Rules and Regulations. The period of suspension shall be determined by the Board at its next regular meeting following the suspension. At such Board meeting, the licensee whose license has been suspended may appear in person or be represented by an attorney and may advise the Board with reference to the facts involved in the suspension order.

ARTICLE V – CONNECTIONS TO DISTRICT FACILITIES

SECTION A – PERMITS: PERMIT FEE

No connection shall be made to any facility of the District until an application is completed and a permit therefore has been issued by the District. Permits issued pursuant to the provision hereof shall be conditional upon the holder of the permit doing all work in conformity with these Rules and Regulations and the engineering requirements of the District and being liable, personally and on his bond, for failure to conform. A fee of \$75.00 shall be paid to the District for each permit issued.

SECTION B – CONNECTION FEES

Any connection to District facilities requires the payment of connection fees in accordance with the schedule set forth in Appendix A to these rules; provided however, that nothing herein contained shall prevent the District from making special arrangements with subdividers for reduction or elimination of connection fees, if such arrangements are found by the Board to be in the best interest of the District.

SECTION C – INSPECTION

No water or sewer connection shall be backfilled until an inspection has been made by the District and the District has indicated, in writing, its approval of the connection.

An inspection fee in the amount of \$75.00 shall be paid to the District at the time of issuance of the permit for water or sewer connection to District facilities.

SECTION D – ABANDONMENT

The Board of Directors, upon determining that the best interests of the District requires it, may provide for the abandonment of any water or sewer main or line and, upon so determining, shall give reasonable notice to the property owners thereby affected. Property owners so affected shall, at their own expense, do that which is necessary to make connection to alternate mains or lines. If such connections are made to mains or lines of the District they shall be subject to all requirements of original connections except that no connection fees need to be paid.

SECTION E – SERVICE to TEMPORARY STRUCTURES

- (1) No connection to either water or sewer facilities of the District shall be made to temporary structures unless:
 - (A) A permit is obtained from the District for each such connection; and

- (B) A security deposit in the sum of \$500.00 for each such water connection and in the sum of \$500.00 for each such sewer connection is first paid to the District to be held by the District as security against damage or pollution of the District's facility and against non-payment of the connector's obligations to the District for service charges, and
 - (C) Said connection is made for a period not in excess of 120 days. Said period may be extended only by the Board of Directors on such terms and conditions, as it shall determine.
- (2) A "Temporary Structure" as that term is used herein, means any structure which is readily moved or which is not permanently affixed to its foundation, or which does not have a foundation. The determination of the District Manager as to whether or not a structure is temporary may be appealed to the Board of Directors whose determination of the question shall be final.

SECTION F- REACTIVATION

There will be no connection fee charge assessed for reactivation of an existing water and/or sewer service line within the District for properties that have been previously abandoned, regardless of the period of time involved before service is restored.

SECTION G- ACCESSORY DWELLING UNITS (ADUs)

One address, One connection. If for any reason, as of January 27, 2021, if a property is subdivided, a separate water and/or sewer tap will be required.

ARTICLE VI – MISCELLANEOUS

SECTION A – RECORDS, INSPECTION, COPIES

Documents and records are available for inspection and copying according to the provision of Colorado Revised Statutes. Copies will be provided upon payment according to a fee schedule determined by the District.

SECTION B – TERMINATION of SERVICES

Where the District receives a request from an owner of a property to terminate water and/or sewer service, the District will comply with such request as soon as reasonably possible; provided however, that the District will exercise its discretion in determining whether to honor such requests when received by telephone or mail, and further provided that the District may defer compliance with such a request a reasonable period of time not exceeding fourteen (14) days if the District has reason to believe the immediate compliance might endanger the health or safety of any person. In the event of any delay in compliance with such request pursuant to this provision, the owner of the property shall continue to be responsible for charges incurred for service(s) provided by the District until such service(s) is/are actually terminated.

When a request to terminate service(s) is received from an owner of property which is rented or leased to a third party, the District may, in its discretion, notify the tenant(s) of such request, provided, however, that the District shall be under no obligation to do so. The District may further engage in such activity, as the District deems appropriate to determine whether compliance with such request may endanger the health or safety of the tenant(s) or any other person, provided, however, that the District shall be under no obligation to do so.

SECTION C – NO TERMINATION in AID of EVICTION

It is the express policy of the District that termination of service(s) provided by the District is not to be utilized as an aid in evicting tenants in circumvention or avoidance of the laws of the State of Colorado and subdivisions pertaining to landlords and tenants.

SECTION D – FORM of REQUEST for TERMINATION

Where a request to terminate service(s) is received by telephone, the District may, in its discretion, require that such request be made in writing before it will be honored. Where a request to terminate service(s) is received by telephone or mail, the District may, in its discretion, require that such request be made in person at the offices of the District, and that proper identification be produced.

SECTION E – IDENTITY of PAYOR

The District shall have no obligation to ascertain the identity of any person or entity offering payment to the District for any service(s) provided by it.

SECTION F – RESOLUTION of CUSTOMER BILLING DISPUTES

The District provides an informal procedure for resolution of disputes as to bills, termination of service or other such matters. Customers will be advised that such disputes are to be directed to the Office Manager, who shall conduct a meeting with the customer to discuss and resolve the dispute. Customers disputing any matter will be allowed the opportunity to present relevant material and information. Notwithstanding any other provision of these Rules and Regulations, the Office Manager is vested with limited discretion in resolving such disputes and has authority to allow brief extensions of pertinent deadline for payment or termination of service.

Customers will also be allowed to appeal the decision of the Office Manager to the District Manager, who will review the matter informally and render a decision as to whether the decision of the Office Manager is upheld.

The District may also allow, at its discretion, appeals of the decisions of the District Manager to the District’s Board of Directors. These appeals shall also be informal and shall be handled within the discretion of the District. Customers shall be promptly advised of all decisions at every stage of the process.

SECTION G – RESPONSIBILITY for DAMAGE

Any person, municipality or governmental entity inflicting damage upon or to the facilities, equipment or assets of the District shall be charged for the amount of the actual damage the District incurs by reason thereof as same are determined by the District Manager and approved by the Board of Directors.

**PART II
BOARD OF DIRECTORS**

ARTICLE I –MEETINGS OF THE BOARD OF DIRECTORS

SECTION A – REGULAR BOARD MEETINGS

The Board of Directors shall meet on the second and fourth Wednesday of January, August, September and October, and from March through July, November and December, the Board shall meet once a month on the second Wednesday of each month unless posted otherwise. All regular Board meetings will be held at 5:30 p.m. at the office of the District. 7145 Mariposa St, Adams County, Colorado. If a regular meeting date falls on a holiday then the meeting shall be held as provided by resolution of the Board of Directors. Public Notice of all Regular meetings shall be given as required by law.

SECTION B – SPECIAL MEETINGS

Special meetings may be called by majority of the Board at times and places to be determined by the Board and public notice thereof, including the general purpose of the special meeting, shall be given as required by law.

SECTION C – OFFICERS

The following shall be the officers of the Board of Directors. These officers shall be elected by majority vote of the Board at the first regular meeting in May of each year.

- 1) President, who shall preside at all meetings of the Board of Directors.
- 2) Vice President, who shall serve as President in the absence of the President.
- 3) Secretary, who shall keep the seal of the District and signify his approval of all contracts and documents by signing same and affixing the official seal, who shall maintain accurate minutes of the Board meetings, and shall preside at Broad meetings in the absences of the President and Vice-President.
- 4) Treasurer, who shall be responsible for all funds.

SECTION D – QUORUM

No meeting of the Board shall be valid unless three Directors are present when the meeting is called to order. No business shall be conducted at any meeting of the Board unless three Directors are present when the matter is called for a vote.

SECTION E – OPEN MEETINGS

Meetings of the Board shall be open to the public in accordance with the provision of the Colorado Revised Statutes. However, the Board may conduct closed executive sessions as provided for in the said statutes.

SECTION F – AGENDA

Meetings of the Board shall follow an agenda, which shall be distributed in advance of each meeting to the Directors. A copy of the agenda shall be posted at the District headquarters station, along with the minutes of the prior meeting, at least two days in advance of the meeting. The agenda for regular meetings shall generally be as followed:

- 1) Roll call of Directors
- 2) Approval of previous meeting's minutes
- 3) Opening of any bids, consideration of bids, petitions for inclusion, and petitions for exclusion, if any.
- 4) Reports
- 5) Correspondence
- 6) Unfinished Business
- 7) New Business
- 8) Adjournment

Departure from the agenda shall require the approval of the majority of the members present.

SECTION G – MINUTES

Under the supervision of the Board Secretary, minutes of the meetings of the Board shall be kept by an employee to be designated by the District Manager, and shall be reduced to writing and circulated to all Directors at least two days prior to the next regular meeting.

SECTION H – PROCEDURES

Procedures at Board meetings shall generally be governed by Robert's Rules of Order; however, the Board may depart therefrom in its discretion.

SECTION I – DOCUMENTS FOR BOARD CONSIDERATION

Petitions, applications, communications and documents for consideration of the Board of Directors shall be filed with the District Manager before noon on the Tuesday prior to the Board meeting at which same is to be considered.

SECTION J – AUTHORITY OF DIRECTORS

No director shall have any individual authority to act on behalf of or bind the District except to the extent that such authority is specifically delegated and authorized by the Board.

SECTION K – COMMITTEES

There shall be such committees as may from time to time be required by the business of the District, consisting of a minimum of three members. Members of committees shall be appointed by the President. Members of committees need not be Directors, provided, however, that at least one-half of the members of any committee shall be Directors. Non-Director members of committees shall be qualified electors of the District. At the time of appointment of committee members, the President shall also appoint a committee chairman. A quorum for committee activities shall be a majority of the duly appointed members.

Committees shall function solely to make recommendations to the Board of Directors. No committee shall have any power or authority to act on behalf of or bind the District.

District employees shall attend meetings of committees when requested to do so by the committee chairman. Papers and documents of the District shall be provided to committees when requested by the committee chairman.

SECTION L – AMENDMENT OF RULES

These Rules and Regulations and the District's Employee Policy Manual, Cross Connection Control Manual, Water Conservation Policy, and other official manuals or policies of the District may be amended by majority vote of the Board at any regular or special meeting, provided that notice of proposed amendment must be posted at the District's office a minimum of fourteen (14) days prior to the meeting at which the amendment is to be considered. The notice, which is posted, shall contain the text of the proposed amendment and shall state the date and time of the meeting at which the proposed amendment is to be considered and voted upon.

SECTION M – DISCLOSURE OF CONFLICT OF INTEREST

Any Director's actual or potential conflict of interest on any matter of District business shall be disclosed promptly and in accordance with Colorado Law.

SECTION N – INDEMNIFICATION

The District shall indemnify its present or former Directors and employees in accordance with the Indemnification Resolution adopted by the Board.

PART III

WATER RULES AND REGULATIONS

ARTICLE I – GENERAL

SECTION A – SCOPE

This Part of the Rules and Regulations of the Crestview Water & Sanitation District provides for the control, management, operation and rates governing the provision of water in and by said District, and the equipment used in connection therewith.

SECTION B – DEFINITIONS

Whenever the following terms are used in any part of these Rules and Regulations, the intent and meaning shall be followed:

- 1) “Main” or “Mains” – the chief water lines of the District through which water is transported to service pipes.
- 2) “Service Lines” – the pipe connecting the consumer’s premise to the meter.
- 3) “Service Pipes” – the pipe connecting the meter to the main.

ARTICLE II – WATER CONNECTIONS

SECTION A – PAYMENT of FEES

Each connection made to water mains or water lines of the District shall first require the payment of a connection fee as set forth in Appendix A of these Rules and Regulations, except for special situations which may be provided for by contract between subdividers or others and the Board of Directors, including stub-in agreements.

SECTION B – INDIVIDUAL CONNECTIONS

Each dwelling, building, store or other structure connected to or with mains, lines, or facilities of the District shall be individually connected by a separate service line and shall be separately metered.

- 1) One connection may be made, upon payment of the required connection fee, for one water service line for each motel or trailer camp, or for each structure wherein the living units will be under a common integral roof.
- 2) One connection may be made, upon payment of the required connection fee, for one water line for more than one building and the ground on which all of said buildings are located has a common owner and if said ground is a parcel, the boundary lines of which are rectangular and one side of which fronts on a public street and only one of the buildings thereon located has frontage on said street. In the event interpretation of this paragraph is necessary in order to determine its applicability, such interpretation shall be made by the Board and its determination shall be final.

SECTION C – DIVISION of OWNERSHIP- INDIVIDUAL CONNECTIONS REQUIRED

Water Service Lines extending from the curb stop to each building or Unit, including water meters connected with and forming an integral part of the District water supply system shall become and are the property of the Customer. Said Usership shall remain valid whether the Service Lines are constructed, financed, paid for, or otherwise acquired by the District or by other persons.

All water meters, including commercial meters are the property of the Customer. The District may monitor any meter problems and meter maintenance, repairs, or replacement. All maintenance, repair, and replacement costs are the responsibility of the Customer. Notwithstanding the foregoing, the meter is a fixture attached to the property served and shall not be removed by the Customer from such property under any circumstances without prior approval of the District, except in an emergency

ARTICLE III – TAPPING and ALTERATION REQUIREMENT

SECTION A – COMPLIANCE with RULES and LAW

All holders of water licenses shall perform all work covered by the license and any permit obtained from the District in accordance with the requirements of Colorado Law and regulations promulgated thereunder as well as in accordance with the Rules and Regulations and engineering standards of the District and other applicable agencies.

SECTION B – NOTICE to DISTRICT REQUIRED

No alteration, addition or disconnection of any water mains, service lines and or service pipes connected within the District's system shall be made or caused to be made without notice thereof being first given the District, permit and inspections fees paid to the District, and written permission therefor being obtained from the District. Failure to give notice and obtain permission shall be grounds for cancellation of license and for action on the bond for damages suffered by the District or suspension of service and charges for damages to be assessed the property owner.

SECTION C – NOTICE of TAPPING MAIN; SUSERVISION by DISTRICT

No tapping of a water main of the District shall be made unless and until 48 hour notice of the intention so to do is given to the District, and the District approves the manner in which such tapping is to be made. All tapping shall be accomplished by employees of Denver Water under the supervision and control of the District.

ARTICLE IV – WATER CHARGES

SECTION A – RATES WITHIN DISTRICT; CONSTRUCTION WATER; PRIVATE FIRE SYSTEM

Appendix B to these rules contains the rates, which shall be paid by consumers within the District for services, private fire systems and construction water. These rates shall be adjusted from time to time by the Board.

SECTION B – RATES OUTSIDE DISTRICT

Except under terms of an agreement, consumers outside the District shall pay two (2) times the rates paid by consumers within the District. The provision of water outside District boundaries shall require the prior approval of the Board.

SECTION C – INSPECTION and SERVICE FEES

Payment of an inspection fee in the amount of \$75.00 shall be paid to the District for any water service connection or repair under these Rules and Regulations at the time of issuance of a permit.

A service fee of \$25.00 shall be added to a customer's charges for any customer initiated meter testing or re-reading. The actual cost of labor, materials, equipment and fees associated with removal, testing and re-installation of a water meter at a customer's request shall be added to the customer's charges. These fees shall be waived if the initial meter reading was incorrect or the water meter is inaccurate to the detriment of the customer.

SECTION D – WHEN CHARGES DUE

Water charges and charges for equipment, installation, repair and inspection shall be due and payable 21 days after the date of the bill therefore, non-payment within said 21 day period shall cause said charges to be delinquent.

SECTION E – TERMINATION of SERVICE for DELINQUENCY

Water service shall be terminated by the District upon an account being in a delinquent status for 10 days beyond the due date (31 days after billing date) and the District reserves the right to recover all of said administrative and maintenance costs incurred by the District in enforcing its rights since the delinquency occurred. All charges shall be paid to the District even if disconnection has not actually occurred; including an administrative delinquent fee of \$15.00 after the account has been delinquent for 10 days beyond the due date.

SECTION F – TERMINATION for VIOLATION of RULES

The District may terminate water service in the event of any violation of the District's Rules and Regulations.

SECTION G – RESTORATION of SERVICE; PAYMENT of FEES and EXPENSES

When water service has been terminated under Section E hereof, restoration of service shall occur only upon the consumer paying all delinquent charges plus a restoration fee in accordance with Appendix E of these rules. When water service has been terminated under Section F hereof, restoration of the service shall occur only upon the violator complying with the District's Rules and Regulations and upon payment of a restoration fee in accordance with Appendix E of the rules.

- 1) If any damage is done to the meter, yoke, piping, locks or other devices used in termination of service under these rules by anyone other than a District employee, payment of \$250.00 or actual expenses incurred by the District attributed to restoration of services, whichever is greater, will be paid to the District in addition to other requirements set forth in this Section prior to service being restored.

SECTION H – SHUT OFF at MAIN

When the District has shut off water to any premises at the curb stop box or meter and thereafter said water is turned on by one other than an employee of the District, then the District may, at its option, turn the water off to the premises involved at the main.

If the District, in shutting off the water to any premises, shuts same off at the main then, in addition to the other requirements set forth in this Section, the consumer whose premises are affected shall, prior to restoration of service, pay to the District the District's actual expenses in shutting off and restoring service, which expenses shall include all labor, material, and equipment costs and overhead expenses attributed to restoration.

SECTION I – CONSUMER RESPONSIBILITY for SERVICE LINES

The consumer is responsible for the maintenance and repair of the service lines inside his property line. No adjustment will be made on water charges by reason of a leak in said service line.

SECTION J – SHUT OFF WHERE TWO or MORE CONSUMERS ARE CONNECTED BY ONE SERVICE LINE

When two or more consumers are supplied by one service line, a right accrues to the District to shut off service to any consumer served by such line, then the District shall have the right to shut off service to all consumers on such line and no right of action shall accrue thereby to any user on such line by reason of damages suffered from such shutting off.

SECTION K – PROPERTY OWNER PRIMARILY RESPONSIBLE

The owner of any premises served with water shall be primarily responsible for all charges due in connection with the provision of water and equipment to the premises.

SECTION L – DEFECTIVE METER - REPORTING of, EFFECT on CHARGES

The existence of a defective meter shall be reported to the District by the consumer affected and the owner of the premises affected. Charges for Water to premises where the meter is defective for the period of time while so defective shall be determined by the District on such basis as the District shall determine.

ARTICLE V – WATER EQUIPMENT

SECTION A – METERS, METER PURCHASE, METER MAINTENANCE

Every connection to the District's water mains shall have a meter. Meters shall be purchased by the consumer from the District. Every meter shall be the same size as the service pipe. All meters shall be serviced and maintained by the District exclusively. The cost of such service and maintenance when instigated by the District, will be borne by the District and the cost of such service and maintenance when instigated by the consumer shall be borne by the consumer. The meter shall be located just inside the property line of the premises served thereby. The cover for the meter pit shall, at expense of the consumer, be installed and maintained level with the adjacent ground and conveniently accessible. All water meters shall be conveniently accessible to the District at all times. At the District's option the following exception to the requirement hereof may be made:

- 1) Where a change in occupancy occurs at the premises being served and the new occupants require a smaller supply of water than the former occupants the meter may be changed to one of the smaller size.
- 2) A service line may be one size larger than its meter.

SECTION B – CORPORATION STOP REQUIREMENTS

All connections to the District's water mains shall be supplied with a corporation stop which shall be the property of the District and shall be repaired and maintained at the expense of the District.

SECTION C – CURB STOP REQUIREMENTS

Every connection to the District water mains shall be provided with a curb stop with a round waterway on the service pipes outside of the premises being served. Said curb stop shall be protected by a stop box by means of which water to the premises being served may be turned on or off. The curb stop and stop box required by this section shall be obtained from the District at the expense of the customer and shall be maintained in good working order by the District at the expense of the consumer. The stop box shall be so maintained so that all times it will be conveniently accessible and in good working order for the turning off and on of water and with a cover at the level of the adjacent ground.

SECTION D – REQUIREMENTS as to CONNECTION to MAIN

All piping, fixtures and appurtenances necessary to effect a connection between the District's mains and the premises being served shall be provided at the expense of the applicant. Services lines and pipes shall be copper type K and shall be installed and maintained at the expense of the user but at all times shall remain under control of the District. Both the service line and the service pipes must have a minimum cover of three feet of earth.

SECTION E – APPLIANCE DEPENDENT on CONTINUATION of WATER PRESSURE

All consumers who have appliances or devices on their premises, which depend on continuance of water pressure or supply, shall provide at their own expense suitable safety appliances to protect themselves and their property against a stoppage of water supply or loss of pressure.

ARTICLE VI – CONTROL OF WATER

SECTION A – AUTHORITY to TURN ON WATER

Only authorized employees of the District shall turn water on to premises where water service has previously not been provided or where the service has been shut off by the District, except that a licensed plumber may turn water on for the limited purpose of testing his work after which test the water shall be shut off.

SECTION B – NO DISTRICT LIABILITY for SHUTTING OFF WATER or ESCAPING WATER

There shall be no liability in the District for damage occurring by reason of the shutting off of water or the escaping of water.

SECTION C – CONSUMER RESPONSIBILTY for LOST WATER

Water lost by reason of defects in lines, pipes and equipment, which are the consumer's responsibility to maintain, shall be paid for by the consumer at the existing rates. The amount of lost water shall be determined by the District.

SECTION D – NO LIABILITY for SHUTOFF for REPAIRS

The District may at any time shut off water for the making of repairs or extensions without liability for any damages, which might result therefrom.

SECTION E – RESTRICTIONS on WATER USE; RATIONING

Upon the Board determining that good cause exists therefore by reason of water shortage or threatened water shortage, restrictions of the use of water or rationing of water or both may be imposed. Upon such imposition of restriction or rationing the failure of any user or property owner to abide by the terms thereof shall give the District the right to forthwith terminate services.

SECTION F – EMERGENCY WATER USE

It shall be within the District Manager's discretion to determine when water of the District may be used outside of the District for emergency purposes. Water so used shall be charged and paid for by the person, municipality or governmental entity using same. Except under the terms of an agreement, the charges made shall be based on the volume of water used, as determined by the District Manager and approved by the Board of Directors at existing out-of-District rates as provided for in Appendix B.

ARTICLE VII – PROHIBITED USES OF WATER

SECTION A – DENVER WATER

Denver Water shall not be used for purposes or in a manner prohibited by contract with the Board of Water Commissioners of Denver.

SECTION B – USE on CONSUMER’S PREMISES ONLY

Water provided to a consumer shall be used at the premises of the consumer and not elsewhere.

SECTION C – NO CROSS CONNECTIONS of DISTRICT WATER and OTHER WATER

- 1) Except for approved emergency interconnections with potable water systems of other water providers, no cross connections shall be made between lines carrying District water and lines carrying water from other sources.
- 2) A cross-connection control and backflow prevention policy and program which is separate from these Rules and Regulations is established by the District and amended from time to time in accordance with the State of Colorado guidelines.

SECTION D – AUTHORITY for USE of FIRE HYDRANT

No water shall be obtained from the District, nor shall connections be made to fire hydrants except by authorized District personnel, approved contractors obtaining permits for construction water, or persons engaged in fire fighting activity and using the water for such activity.

SECTION E – BENEFICIAL PURPOSES ONLY

Water shall be used for beneficial purposes only.

ARTICLE VIII – MAIN EXTENSIONS

SECTION A – APPLICATION for EXTENSION of MAIN; PAYMENT of COSTS

Persons desiring to obtain water service to properties inside the District shall apply therefor to the Board, in writing. Landowners and developers requiring extension of District water mains for a proposed development shall submit plans to the District and all other applicable agencies for engineering review and approval. All water mains and appurtenances shall be installed at the developer's expense and deeded free and clear to the District prior to issuance of any water taps. All work shall be inspected by the District.

SECTION B – REQUIREMENT FOR MAINS

All mains within the District shall be ductile iron tyton joint and or AWWA standard PVC. The use of transite or like materials are prohibited. Each new main or main extension shall be six inches in diameter or larger and shall meet hydraulic demand and fire flow design requirements of the District.

ARTICLE IX – WATER LINE INSTALLATION or REPAIR

SECTION A – AUTHORITY FOR TAPPING MAINS; DISTRICT FACILITY

No main shall be tapped for any purpose except by employees of Denver Water under the supervision of the District. After tapping, water shall not be turned on into the service lines until authorized by the District.

SECTION B – APPROVAL of CONNECTIONS to DISTRICT FACILITIES

Water will not be turned on to any premises, except for construction purposes, unless and until all equipment connected to the District facilities shall have been approved by the District and the manner of connection has been so approved. Such approval shall not be forthcoming unless and until all charges, fees, and other payments due the District have been paid.

SECTION C – COMPLIANCE WITH COLORADO LAW

All matters of connection, location of mains and lines and other pertinent provisions shall be governed by Colorado State Law, applicable standards, and the Rules and Regulations propounded pursuant thereto.

PART IV

SEWER RULES AND REGULATIONS

ARTICLE I - GENERAL

SECTION A - SCOPE

This part of the Rules and Regulations of Crestview Water and Sanitation District provides for the control, management, operation and rates governing the provision of sewer service in and by said District, and the equipment used in connection therewith.

SECTION B - DEFINITIONS

1. "Public Sewer"- Any sewer or portion thereof owned by the District.
2. "Building Sewer"- that part of the horizontal piping of a drainage system which extends from the end of a building drain and which receives the discharge from the plumbing of a building and conveys it to a public sewer or private sewer, an individual sewage disposal system, or other point of disposal.
3. "Private Sewer"- any sewer constructed or laid in a public way or place which connects a building and/or buildings with the public sewer.

SECTION C- INSPECTION of PLUMBING FACILITIES

All premises, which have plumbing facilities, which drain into the public sewer, shall be subject to inspection by the District at reasonable times. Failure to permit such inspection may justify the District in terminating any and all services to these premises.

ARTICLE II- SEWER LICENSES

SECTION A - COMPLIANCE WITH RULES and LAWS

Any person desiring to construct or repair public sewers, building sewers or private sewers within the District must apply in accordance with Part One of these Rules and Regulations. All work must be done in accordance with the requirements of Colorado law and the regulations promulgated thereunder, applicable engineering standards of the District and other applicable agencies, and these Rules and Regulations.

SECTION B - NOTICE to DISTRICT REQUIRED

No alteration, addition or disconnection of any public sewers, building sewers and or private sewers connected within the District's sewer system shall be cause to be made without notice thereof being first given the District and written permission thereof being obtained from the District. Failure to so give notice and obtain permission shall be grounds for cancellation of license and for action on the bond for damages suffered by the District or suspension of service and charges for damages to be assessed to the property owner.

SECTION C - NOTICE of CONNECTION; SUPERVISION by DISTRICT

No connection to a public sewer, or a building sewer or a private sewer connected to a public sewer, shall be made unless and until 48 hours notice of the intention so to do is given the District and the District approves the manner in which such tapping is to be made. Supervision and control of all such connecting procedures shall be exclusive in the District.

SECTION D - EXCEPTION for PROPERTY OWNER; RESTRICTIONS

A property owner may install a building sewer on his own property himself without a license being first obtained, provided, however, that a permit must be obtained first by such property owner and payment of a permit fee and connection fee as required by these Rules and Regulations must first be made. All work done by the owner must conform to the requirements of these Rules and Regulations and be approved by the District. A permit obtained pursuant to this Section may be revoked summarily if the work for which this permit is obtained is done by one other than the property owner and his family.

SECTION E - REQUIREMENTS for TAPPING SEWER MAINS

All building sewer connections to public sewers of the District shall be made using approved tapping saddles and mechanical tapping equipment. No public sewer shall be tapped for any purpose except by contractors licensed and bonded with the District and under supervision of the District.

ARTICLE III- SEWER CHARGES

SECTION A – RATES WITHIN THE DISTRICT

The following rates shall be paid monthly by those within the District who have facilities connected directly or indirectly to the sewer system of the District.

1. Customers other than industrial Customers (see below) who also receive water from the District shall pay a minimum service charge for each connection which shall be paid each month in the amount shown in Appendix C.
2. Customers other than Industrial Customers (see below) who also receive water from the District shall pay a volume charge for all billable usage each month in the amount shown in Appendix C for each 1,000 (one thousand) gallons or portion thereof. The billable usage shall be determined by the average monthly water usage billed during the four-month period, December through March, or the period as determined by the District. The volume charge as determined will reflect volume and strength cost associated with normal domestic wastewater and eliminate non-sewer water usage such as irrigation. When determined, the volume charge will be applied uniformly each month.
3. Rates for Industrial customers (being any manufacturing or processing plant) shall be determined by the District based on the quantity, quality and characteristics of any wastes being discharged into the district's system using flow, biochemical oxygen Demand (BOD), total suspended solids (TSS), Total Keldahl Nitrogen (TKN), and monitoring costs as the criteria. Basis for charges may change from time to time depending upon applicable standards.
4. If a customer does not receive water from the District, the sewer rate shall be determined based on available water consumption records.

SECTION B - RATES OUTSIDE DISTRICT

Except under terms of an agreement with the District, rates paid by those outside the District shall be two times the inside-District rate. Service rendered outside the District shall require prior approval of the Board.

SECTION C - OPTIONAL METHODS for DETERMINATION of CHARGE

Whenever by these Rules and Regulations sewer charge is based on the amount of sewage discharged into the District's system, the District may, at its option determine the amount of water used monthly at said property from all sources, and the sewer charge shall be based on the water usage so determined or by remetering the sewage so discharged.

All new single family residential accounts will be assessed a volume charge equal to the District-wide single family residential winter average of 4,000 gallons per month.

SECTION D - INSPECTION

Payment of an inspection fee in the amount of \$75.00 shall be paid to the District for any sewer service connection or repair under these Rules and Regulations at the time of issuance of a permit.

SECTION E - WHEN CHARGES DUE

Sewer charges and charges for equipment, installation, repair and inspection shall be due and payable 21 days after the date of the bill therefore. Non-payment within said 21 day period shall constitute a delinquency.

SECTION F - ACTIONS and CHARGES on DELINQUENCY in PAYMENT

Upon the recipient of sewer services from the District failing to pay charges when due, the District shall have all of the following remedies:

1. Rights as set forth in applicable Colorado law.
2. The right to terminate water service to the property involved if water service is being rendered to said property by the District. When water service has been terminated under this section, restoration of service shall occur only upon the consumer paying all delinquent charges plus a restoration fee in accordance with Appendix E of these rules.
3. The right to physically disconnect the sewer of the property involved from the public sewer. If such disconnection occurs, there shall be no reconnection until all administrative and maintenance costs incurred by the District in enforcing its rights, since the delinquency occurred, shall be paid to the District, including costs of reconnection.
4. The right to recover all of said administrative and maintenance costs incurred by the District in enforcing its rights since the delinquency occurred. All charges shall be paid to the District even if disconnection has not actually occurred; including an administrative late fee of \$25.00 after the account has been delinquent for 10 days beyond the due date.
5. Determination of the maintenance cost referred to above shall be made by the District Manager, based, among other things, on the time and effort expended by the District used, and expenditures made in connection with efforts to effect payment and enforce the District's rights.

ARTICLE IV- SEWER LINES

SECTION A - PROXIMITY TO WATER LINES AND MAINS

No building or private sewer line shall be less than 10 feet away, horizontally, from any water line or main. Said water and sewer lines shall be separated by undisturbed and compact earth.

SECTION B - REQUIRED MATERIALS

Building sewer service lines shall be installed using cast iron pipe, Class I vitrified clay pipe or type PSM Polyvinyl Chloride (PVC) pipe, pursuant to applicable ASTM Standards. A building sewer in filled or unstable ground shall be of cast iron soil pipe.

SECTION C - REQUIRED RATE OF FALL

Building sewers shall be installed at a uniform slope not less than that permitted in the following table:

DIAMETER OF PIPE (Inches)	SLOPE PER FOOT (Inches)
4	1/8
5	1/8
6	1/8
8	1/8
10	1/16
12	1/16
15	1/16

SECTION D - JUNCTIONS AND JOINTS

- (1) Whenever possible, in the determination of the District, building sewers shall be connected to the public sewer at points where junction pieces exist in the public sewer. If such connection is not possible, the public sewer may be cut for the making of a connection, but such cutting shall be done only after approval by the District. At the time of making connection the trench shall be of such size and be so cleared as to permit ready inspection by the District of the connection. No recovering shall be permitted until inspection has been made and approval given by the District.
- (2) No joint shall be painted, varnished, coated or recovered until it has been inspected and approved by the District.
- (3) Building sewers shall be connected to junction pieces by a curve of not less than eight feet radius. All changes of direction shall be by curved pipe.

SECTION E - CROSSING OF WATER AND SEWER LINES

- (1) Where the water line is on top then crossing shall be at right angles if possible, and a vertical distance of 12 inches from perimeter to perimeter shall separate the two pipes.
- (2) Where the sewer line is on top then either of the following methods shall be used:
 - (a) There shall be a distance of 3 feet between perimeters of the pipes and an impermeable curved asphalt mat shall be laid over the water pipe. Said mat shall be laid over the water pipe. Said mat shall be six feet in width and shall protect every portion of the water service pipe within a horizontal distance of 10 feet from any point of the sewer pipe.
 - (b) There shall be a distance of 3 feet between perimeters of the pipes and every portion of the sewer pipe within a horizontal distance of 9 feet from any point on the water pipe shall be cast iron.

SECTION F- PROCEDURES FOR MAKING CONNECTIONS

Forty-eight (48) hour notice, exclusive of Sundays and Holidays, shall be given to the District before the making of any connection to the public sewer or to a line connected to the public sewer. Such connection shall be made only under the supervision of the District.

ARTICLE V-PROHIBITED USES OF SEWERS

SECTION A - DISCHARGE OF DELETERIOUS SUBSTANCES PROHIBITED

No sewage containing any substance which is likely to cause damage to the disposal plant, main, or other structures or equipment of the District, or which is likely to affect adversely the treatment process shall be discharged into the District's sewer system. No person shall cause to be discharged any storm water, surface water, ground water, roof runoff, subsurface drainage, cooling water or industrial processed waters in to any sanitary sewer owned, operated, or maintained by the District.

The District's decision shall be conclusive. Violation of this regulation shall be grounds for the District to cause the building sewer or private sewer of an offending user to be disconnected from the District's sewer system. Any question regarding whether a substance is likely to cause damage shall be referred to and determined by the District.

SECTION B - COMPLIANCE WITH LAW AND DISTRICT RULES AND REQUIREMENTS

Connections causing wastes to be discharged into the District's system shall comply with all rules and requirements of the District and all requirements of law. The District may from time to time amend its requirements concerning deleterious wastes as maybe necessary to prohibit or regulate delivery or discharge into the system of any substance that may be reasonably expected to be injurious or deleterious to the system or its efficient operations.

ARTICLE VI- MISCELLANEOUS

SECTION A - NO CONNECTIONS IN VIOLATION OF RULES OR LAW

No connection to or construction, maintenance or use of the sewer system shall be done or allowed in violation of these Rules and Regulations or in violation of applicable State Laws and regulations promulgated thereunder.

SECTION B - RESPONSIBILITY FOR MAINTENANCE OF BUILDING OR PRIVATE SEWERS

Maintenance of other sewer lines including connections to the public sewer, be they private or building sewers, shall be at the owners' expense, including if the portion of the line which requires repair extends outside the owner's property line. If such work is done by District, the cost thereof shall be borne by the owner of the premises involved.

SECTION C - SEPARATE CONNECTIONS FOR INDIVIDUAL BUILDINGS

Each individual building shall be connected to the public sewer by a separate building sewer.

**APPENDIX A
CONNECTION FEES**

SEWER CONNECTION FEES

SECTION A - CRESTVIEW

(1)	Single Family Residential Unit Each Unit of Residential Duplex	\$3,000.00
(2)	Commercial and Multi-Residential	
	<u>Water Tap Size</u>	<u>Fee</u>
	5/8" X 3/4"	\$ 3,000.00
	3/4"	\$ 6,000.00
	1"	\$12,000.00
	1 1/2"	\$ 33,000.00
	2"	\$ 60,000.00
	3"	\$ 129,000.00
	4"	\$ 172,000.00
	6"	\$ 410,000.00

SECTION B – METRO WASTEWATER RECLAMATION DISTRICT

(1)	Single Family Residential Unit Single Family Detached Dwelling Mobile Home Each Residential Unit in a Duplex Each unit of a multi-residential having a separate water connection Number of single Family Residential Equivalent	
	(SFRE)-1.0.....	\$5,1200.00

(2)	Multi-Residential and Non-Residential Property		
	<u>Water Tap Size</u>	<u>Number of SFRE</u>	<u>Fee</u>
	3/4"	2	\$ 10,240.00
	1"	4.8	\$ 24,576.00
	1 1/2"	11	\$ 56,320.00
	2"	20	\$ 102,400.00
	3"	43	\$ 220,160.00
	4"	86	\$ 440,320.00
	6" and larger will be determined by calculations of Metro Sewer connection charges for water service tap sizes (6) inches or larger.		

WATER CONNECTION FEES

SECTION A - CRESTVIEW

<u>Meter Size</u>	<u>SFRE's</u>	<u>Fees</u>
5/8" X 3/4"	1	\$ 4,000.00
5/8" X 3/4"	1	\$ 4,960.00
3/4"	2	\$ 6,000.00
1"	4	\$ 8,000.00
1 1/2"	11	\$ 22,000.00
2"	20	\$ 40,000.00
3"	43	\$ 86,000.00
4"	86	\$ 129,000.00
6"	205	\$ 307,500.00

SECTION B – FIRE PROTECTION FEES

<u>Meter Size</u>	<u>Fees</u>
2" or smaller	\$ 960.00
3"	\$ 2,160.00
4"	\$ 3,840.00
6"	\$ 11,280.00
8"	\$ 24,000.00

DENVER WATER CONNECTION FEES

Contact Denver Water – Water Sales for Connection Fees 303-628-6000

SECTION C – NFPA 13D OR NFPA 2904 SINGLE FAMILY RESIDENTIAL FIRE SUPPRESSION SYSTEM FEES

Any Single-Family Residential unit required to have an NFPA 13D fire suppression system will be charged a connection fee equivalent to Crestview's current 1-SFRE 5/8" X 3/4" connection fee in Appendix A, Water connection Fees, Section A combined with Crestview's current 2" and smaller fire connection fee found in Appendix A, Water Connection Fees, Section B, Fire Protection fees.

<u>Meter Size</u>	<u>SFRE's</u>	<u>Fees</u>
5/8" X 3/4"	1	\$ 4,000.00

<u>Fire Line Size</u>	<u>Fees</u>
2" or smaller	\$ 960.00

Combined 13D/2904 Single Family connection fee = \$4,960.00

For future reference and consideration, any single-family residential service line needing to be upsized from the typical 5/8" X 3/4" service line to a 1" or larger service line to accommodate the 13D/2904 system will be treated as receiving a 5/8" X 3/4" connection.

APPENDIX B

WATER RATES

The following rates shall be paid monthly by consumers within the District who have facilities connected directly or indirectly to the water system of the District.

A minimum service charge for each connection shall be paid each month dependent upon the size of the meter as follows:

(1) SERVICE CHARGE:

<u>Meter Size</u>	<u>Minimum Charge</u>
5/8X3/4"	\$ 14.24
3/4"	\$ 17.11
1"	\$ 24.05
1 1/2"	\$ 43.36
2"	\$ 74.80
3"	\$ 141.20
4"	\$ 217.21
6"	\$ 445.34

(2) THE VOLUME CHARGE for all water consumed each month shall be as follows:

a) Single Family Residential Customers

<u>Monthly Usage</u>	<u>Charge</u>
0-5,000 Gallons	\$ 6.76/1,000 Gallons
5,001-15,000 Gallons	\$ 8.46/1,000 Gallons
Over 15,000 Gallons	\$ 10.57/1,000 Gallons

b) Multi-Family Residential Customers

<u>Monthly Usage</u>	<u>Charge</u>
0-5,000 Gallons	\$ 6.76/1,000 Gallons
5,000-10,000 Gallons	\$ 8.46/1,000 Gallons
Over 10,000 Gallons	\$ 10.57/1,000 Gallons

- c) Commercial, Industrial, Educational, Parks and Recreation and other Customers:

\$7.69 (Seven dollars, and Sixty-nine cents) per thousand gallons or portion thereof.

- (3) CONSTRUCTION WATER: Water for construction purposes shall be provided only upon the approval of the District Manager to construction projects within the District through connections and meters furnished by the District or approved by the District Manager as follows:

A basic charge, which includes the temporary connection fee of \$50.00 for each construction project plus a monthly service charge of \$50.00 plus \$13.25 (Thirteen dollars, twenty-five cents) per thousand gallons for all water used. Meters and other devices furnished by the District for construction water connections shall remain the property of the District. A refundable damage deposit shall be required by the District until the meter and other devices are returned in good condition.

- (B) OUTSIDE DISTRICT RATES: The rates paid by the consumer outside the District shall be two (2) times the rates paid by consumers within the District.

- (4) PRIVATE FIRE SYSTEMS: All water users within the District who have on their property unmetered fire protection sprinkler systems or other firefighting systems shall be charged a monthly rate dependent upon the size of the line servicing the said system as follows:

2"	\$ 19.75
3"	\$ 40.97
4"	\$ 69.87
6"	\$ 151.82
8"	\$ 347.65
10"	\$ 546.53

- (5) 13D/2904 FIRE SUPPRESSION SYSTEMS FOR SINGLE-FAMILY PROPERTIES:

The following rates shall be paid monthly by consumers within the District who have facilities connected directly or indirectly to the water system of the District.

Any property utilizing an NFPA 13D or NFPA 2904 fire suppression system will be charged the monthly service charge fee in Appendix B, Water Rates, (1) Service Charge, based on the 5/8" X 3/4" service connection and will also be charged based on the Single Family Residential Customer monthly volume rates found in Appendix B Water Rates, (2) Volume Charge schedule.

APPENDIX C

SEWER RATES

The following rates shall be paid monthly by consumers within the district who have facilities connected directly or indirectly to the sewer system of the District:

- (1) A minimum monthly service charge for each connection shall be \$7.37.
- (2) The volume charge for all billable usage shall be \$6.32 (six dollars and twenty cents) for each 1,000 (one thousand) gallons or portion thereof. The billable usage shall be determined by the average monthly water usage billed during the four-month period, December through March, or other period as determined by the District. The average winter volume charge as determined will reflect volume and strength cost associated with normal domestic wastewater and eliminate non-sewer water usage such as irrigation. When determined, the volume charge will be applied uniformly each month.
- (3) The monthly charge for all residential customers within the Park Terrace Subdivision effective January 1, 2023, (regardless of delivery date of the service) shall be \$33.66 (Thirty-three dollars, and sixty-six cents).
- (4) The monthly charge for all residential customers within the Skyline Vista Subdivision effective April 1, 2022, (regardless of delivery date of the service) shall be \$45.22 (forty-five dollars, and twenty-two cents).
- (5) The rate paid by consumers outside the District shall be two (2) times that paid by consumers within the District, except under terms of an Agreement with the District.

APPENDIX D

INCLUSION/EXCLUSION FEES

Inclusion/Exclusion Deposit. Upon the filing of a petition for inclusion or exclusion of property, a deposit in the amount of \$500 shall be paid for each parcel of property proposed for inclusion or exclusion. Such deposit shall be paid prior to the District reviewing the petition or setting the hearing. All orders including or excluding property shall be contingent upon the payment of such deposit unless waived by the Board of Directors. The Board reserves the ability to modify such amount for any property in its sole discretion as it determines appropriate. The deposit shall be used to offset costs of processing the petition, including preparing and publishing a notice of hearing, reviewing the petition for statutory sufficiency, conducting a hearing, receiving advice of legal counsel, evaluating the petition and the property proposed for inclusion or exclusion against the statutory criteria, preparing a revised boundary map if necessary, and Clerk and Recorder fees for recording the court order, disclosure and boundary map. Should the actual costs of reviewing the petition and processing the inclusion or exclusion exceed the deposit, the petitioner shall pay the additional amount prior to consideration of the petition by the Board of Directors or recording the final order.

Waiver of Fees. The Board hereby delegates authority to the District Manager or designee to waive all or part of the legal fees for inclusion or exclusion of properties that meet the following criteria:

- a. Exclusion or inclusion of properties necessary to correct incongruent service boundaries;
or
- b. Several parcels are included in the same petition or multiple petitions filed at the same time such that the economies of scale for processing the multiple parcels significantly reduce the anticipated cost per parcel, in which case a reduction of fees may be offered.

APPENDIX E

RESTORATION FEES

1. A \$25.00 restoration fee, per delinquency and termination of water service, shall be paid by the consumer within the District for restoration of service in addition to all delinquent charges and any other charges due the District following termination of services in accordance with these rules.
2. The following charge shall be paid by the Consumer within the District if any damage is done to the meter, yoke, piping, meter pit, locks or other devices used in termination of service in addition to all delinquent charges and any other charges due the District.

\$250.00 or actual expenses incurred by the District attributed to restoration of service, whichever is greater.

APPENDIX F

MISCELLANEOUS FEES

1. Finals	\$25
2. After Hours Turn-On or Non-emergency Turn-off	\$50
3. 72 Hour Inspection Turn-on of water	\$25
a. Paid prior to turning on of water	
b. Billed for usage of 1,000 gallons or more.	
4. Meter Tampering/Illegal Turn On	\$250
5. Damaged ERT or Cut Wire	Varies based on damages
6. Lien Fee	\$40
7. Return Check Fee	\$25
8. Delinquent Fee	\$15
9. Restoration Fee after Delinquent Shut-Off	\$25
10. Contractor's License	\$100
11. Water Permit	\$75
12. Sewer Permit	\$75
13. Colorado Open Records Act Hourly Fee	\$33.58
14. Inclusion/Exclusion Fee Per Parcel	\$500
15. Construction Water Permit	\$50
a. Deposit Refunded after devices are returned in good condition and all usage fees are paid in full	\$3,000
b. Monthly Service Charge	\$50.00
c. \$13.25/1,000 Gallons Used	
16. Unauthorized Use of Fire Hydrant	
1 st Violation	\$500
2 nd Violation	\$1,000
3 rd Violation	\$1,500