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## Castle Rock County Water District

P.O. box 30792  
Walnut Creek, CA 94598  
Web page: CRCWD.org

**Member Agreement:** Date \_\_\_\_\_

Property Owner \_\_\_\_\_

Property Address \_\_\_\_\_

Email address \_\_\_\_\_

Telephone Number \_\_\_\_\_

I/we have reviewed the Rules for Administration of CRCWD (Castle Rock County Water District) and understand the program.

I/we wish to purchase, or continue to purchase untreated water from CRCWD. I/we Understand that untreated water is not fit for consumption or bathing and is intended only for irrigation.

I/we agree to comply with the attached Rules for Administration of CRCWD, dated 1/9/21. I/we understand that compliance is required as a condition to our right to continue to purchase untreated water from CRCWD, and the District can supply water and charge for water and services equitably to all Members of CRCWD.

Dated \_\_\_\_\_

Signed \_\_\_\_\_

**RULES FOR ADMINISTRATION  
CASTLE ROCK COUNTY WATER DISTRICT January 9, 2021**

Web page: CRCWD.org

Contact: [info@CRCWD.org](mailto:info@CRCWD.org)

P.O. Box 30792 Walnut Creek, CA 94598

## **ELIGIBILITY FOR MEMBERSHIP**

- Property must be within the District boundaries.
- Directors will approve any new members based on the then existing conditions of supply.
- A start- up fee of \$500.00 will be assessed for new service connections.
- New Members are expected to install and maintain at their expense: **(1) a meter debris screen (ahead of the meter); (2) a lock-off device, and (3) a meter in gallons** all as shown on the attached diagram. It is desirable, and encouraged, that existing members conform to these standards as well.
- All Members who supply, occasionally or routinely, CCWD's (Contra Costa Water District's) treated water to their irrigation system normally supplied by CRCWD's untreated water must install an **isolation shut-off valve** after the CRCWD meter. (See explanation under "OPERATION OF YOUR SYSTEM").

## **ADMINISTRATION**

Each member agrees to install a meter and devices specified above (and in conformance with the diagram attached) on their property at their own expense. The meter will be inspected by a District director at start of service and periodically thereafter to ensure suitability for billing, and to install a lock on the lock-off device if service is no longer provided.

CRCWD is responsible for the integrity/repair of the main water supply lines in the street and adjacent public "rights of way" (Oak Grove Road, Castle Rock Road, Pine Creek Road, Comistas Drive, Hanna Grove Trail, Comistas Ct., and Sebastian Lane.). Additionally, CRCWD is responsible for the integrity/repair of the supply line to the Redwood storage tank, and the connection between Castle Rock Road and Pine Creek Road via a private property easement.

CRCWD is also responsible for supply lines servicing individual member(s) from the main water supply lines, defined above, up to the point where the supply line servicing one or more members enters a private property,

Members will be responsible for cleaning the meter debris screen at such time intervals as they may determine to be optimal for their particular location and usage rate.



Bypassing the meter in any way is not permitted.

Members will be billed for their pro rata share of the District fixed costs, (maintenance, insurance, etc.). This is currently \$63.00 per quarter and may increase or decrease based on actual costs and the number of members utilizing the system. Fixed costs will include any volumes of water, purchased from CCWD that exceeds the sum of water billed to customers.

The fixed cost part of billings will be due and payable regardless of whether the individual meter records water usage since the prior billing. The fixed cost part of billings will therefore also become the “standby rate” for Members wishing to go on a “standby” status. Standby rates previously agreed to with certain Members will be honored until those arrangements expire by agreement between the Member and CRCWD.

CRCWD will require a “lock off” (lock provided by the board) of members who go on a standby basis, or whose right to purchase untreated water is suspended or terminated by CRCWD.

Each member will be required to pay their proportionate share of water, power, and other variable costs based on periodic readings of their individual property meter.

It is currently contemplated that billing will continue to be on a quarterly basis, but this may change at the direction of the Board of Directors.

Payments are expected to be made within 30 days following the invoice date. Late payment penalties will be assessed according to the following schedule:

If paid within 30 days from invoice date	No penalty
If paid within 30-60 days	\$25.00 late fee
If paid within 60--90 days	\$40.00 late fee
After 90 days from invoice date	CRCWD reserves the right to discontinue service

Members agree that service can be “locked off” by CRCWD when and if payments are in arrears by 90 days.



Members agree that a representative of CRCWD may have access to their property, as needed, to read and inspect meters in connection with operation and administration of the system.

## **OPERATION OF YOUR SYSTEM**

Members are encouraged to use CRCWD's untreated water for irrigation at night, early morning or late evening to minimize peak power rates for pumping water from the canal into the CRCWD system. **Canal water pumps do not operate from noon to 6pm to avoid peak power rates. If a member does use CRCWD untreated water during the hours when the pumps do not run (noon to 6 pm) the redwood tank will quickly drain and individual directors then need to bleed the air out of the total system before all users can access water.**

Members who have the connections that permit supplying their irrigation system with CCWD's treated water are responsible for ensuring the isolation of the untreated water supplied by CRCWD from their domestic/household drinking water. This isolation typically involves both valve controls and a back-flow preventer to avoid accidental contamination.

**CRCWD assumes no responsibility if any Member fails to prevent untreated water from entering the household water system; that is entirely the responsibility of the Member.**

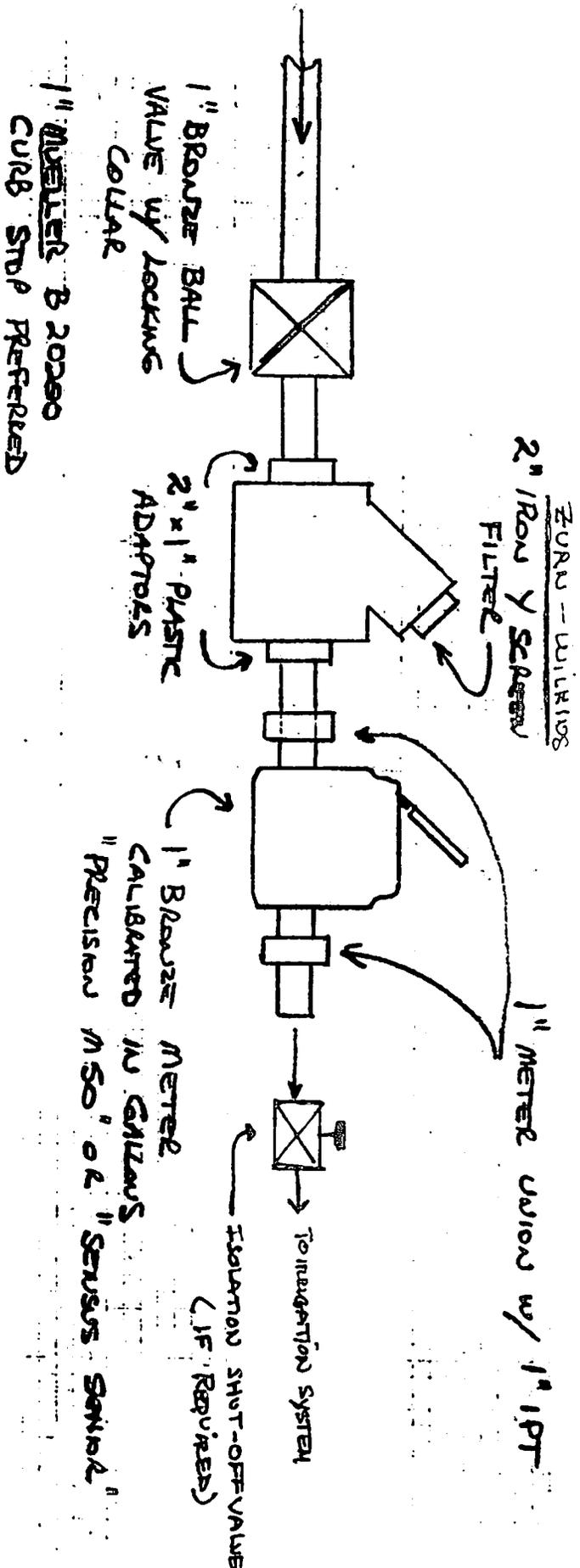
The isolation shut-off valve, installed after the meter, and referred to above and on the diagram attached, should be closed prior to permitting CCWD's treated water to run through a members irrigation system.

Closing the isolation shut-off valve prevents CCWD's treated water, under pressure, from damaging your meter, causing it to run backwards, and potentially backfilling the CRCWD's untreated water storage system with treated water at your expense.

Please note that closing the LOCK-OFF device (which is ahead of the meter) prevents treated water from entering the untreated water system but it does not protect the meter from the flash impact of treated water, running backwards, or other damages.



# CRCWD (CASTLE ROCK COUNTY WATER DISTRICT)



1" METER B 20200 CURB STOP PREFERRED

## NOTES:

1. INSTALL METER AS CLOSE TO CURB MAIN AS IS PRACTICABLE.
2. NO METER BYPASS IS PERMITTED.
3. UNDERGROUND MOUNT INSTRUCTIONS OK.
4. CONSIDER PROTECTION FROM FREEZING FOR ABOVE GROUND INSTALLATIONS.
5. A LARGER FILTER IS OK.

CASTLE ROCK COUNTY WATER DISTRICT  
STANDARD RETAIL METER