

**CWS POLICY CONCERNING INITIAL WATER METER INSTALLATION
EFFECTIVE JANUARY 2012**

GENERAL RULES

- WATER CONNECTIONS WILL BE PROVIDED ON AN AVAILABILITY AND FIRST COME FIRST SERVE BASIS
- IN NO INSTANCE WILL A WATER CONNECTION BE ACTIVATED ON VACANT LAND PRIOR TO THE COMMENCEMENT OF RESIDENTIAL CONSTRUCTION

RPHCC OR BRENTWOOD RESIDENTS

- MEMBERS OF EITHER HOA MUST FIRST MEET HOA REQUIREMENTS FOR HOUSE PLAN APPROVAL
- THE HOA MUST ADVISE THE CWS IN WRITING THAT A MEMBER HAS MET THE HOA REQUIREMENTS AND QUALIFIES FOR A WATER CONNECTION
- THE CURRENT FEE FOR METER INSTALLATION MUST BE PAID TO THE HOA
- THE CWS WILL PROVIDE A WATER VERIFICATION FORM TO THE MEMBER
- THE CWS WILL ORDER THE INSTALLATION OF A WATER METER UPON COMMENCEMENT OF CONSTRUCTION
- THE HOA WILL BE BILLED FOR THE COST OF METER INSTALLATION

FOR ALL REMAINING MEMBERS OF COMBINED WATER

- MEMBERS MUST PROVIDE THE CWS WITH PROOF OF PLANS FOR HOME CONSTRUCTION
- MEMBERS MUST PAY THE CURRENT FEE FOR METER INSTALLATION CHARGES TO THE CWS
- THE CWS WILL PROVIDE A WATER VERIFICATION FORM TO THE MEMBER
- THE CWS WILL ORDER THE INSTALLATION OF A METER UPON COMMENCEMENT OF CONSTRUCTION

October 6, 2011

To: Jon Arnold, President RPHCC
Hans Amrhein, President BHA

Regarding: Process for the issuance of ***Water Availability Verification Forms***

Gentlemen,

Now that the CWS is formally a corporation, one of our tasks and goals is to professionalize the functioning of our organization. In that regard, we have begun the task of documenting all of our procedures to ensure consistency of application.

We have done much of that already with the King Water Company in regards to daily operations and want to continue with processes that involve the two Homeowner Associations.

Maintaining control over our residential water connections is one of our most critical responsibilities. Beyond the need for us to carefully protect the limited water resource available to us, the state and county maintain strict reporting controls over the number of residential water connections within in our system. As a result, the CWS is required to provide the state and county annual reports reflecting the status of residential water connections within our system and the Water Verification Availability (WAV) Form is the basis for providing the detail for these reports.

In addition, Water Availability (WAV) Forms are essential for attaining county building permits for all new construction and may be required for remodel permits. As a result we have developed and implemented a process that ensures that the level of control required is maintained. This process controls the issuance of **ALL** Water Availability Verification (WAV) Forms within our system regardless of the need and at the same time protects the HOA's internal design control requirements.

The process includes the following:

1. The CWS will advise the HOA's as to the availability of residential water connections on a regular basis. New connections will be provided on an availability, first come first serve basis and will be considered only when construction of a residence is planned and imminent.
2. If residential water connections are available, Homeowner Associations can authorize the issuance of a water connection only after all internal control mechanisms regarding covenant and architectural control standards have been met.
3. Upon the satisfactory completion of these internal requirements and payment of the \$2000 connection fee to the HOA (required for a new connection), notice of approval can be provided to a member of the CWS Board for the respective HOA for presentation to the CWS Board. That notice of approval should include the following information:
 - Name, address and phone number of the applicant
 - Mailing address
 - Parcel Number (s)
 - Indication of new construction or remodel
4. CWS will review the HOA notice of approval and will issue the WAV form with signatures by one representative of each HOA. The WAV form will be provided directly to the applicant.
5. Upon notification of approval of construction plans and the issuance of permits by Island County, CWS will authorize King Water to install a water meter if required.
6. Should permits not be attained and construction not begun within one year, the WAV is no longer valid and is considered null and void. Should a resident wish to proceed at that point, they must repeat the entire process.
7. The HOA's will be billed for the meter installation directly by King Water.

9. **NO EXCEPTIONS** to these rules will be allowed.

It is important to note, that as of now, CWS is authorized ~~172~~¹⁷³ residential water connections and 169 have been issued. We do not anticipate the water system upgrade to change the available residential connection number until sometime in 2012. As a result our control and communication on this issue is of extreme importance.

Regards,

Gerry Weiderstrom
President, CWS

ps. Please sign and return the enclosed receipt to:
Gerry Weiderstrom
1051 Wyndham Way
Camano Island, WA 98282

173 1/7/2015

As President of the RPHCC or Brentwood HOA I have received the Water Availability Verification process from the Combined Water System



Dated 12-6-11_____

As President of the RPHCC or Brentwood HOA I have received the Water Availability Verification process from the Combined Water System



HANS J. AMRHEIN

Dated

10/27/11