

# Three Lakes Water Association

P.O. Box 24, Snohomish, WA 98291-0024

(360) 568-8022 www.3lwa.org

## Shares

Shares are issued for an approved dwelling or place of use on a specific parcel. If you plan to subdivide a parcel served, please contact the Association to verify whether an additional share is needed. If you sell your property, be sure to contact the office.

## Membership and Connection Fees

### Installation Fee

Schedule 1 Member	5/8" meter	\$2,500.00 per connection
Schedule 7 Member	1" meter	\$3,000.00 per connection
Schedule 8 Member	1 ½" meter	\$4,000.00 per connection
Schedule 9 Member	2" meter	\$5,500.00 per connection

### General Facility Charge

Schedule 1 Member/Developer	5/8" meter	\$10,000.00 per connection
Schedule 7 Member/Developer	1" meter	\$15,000.00 per connection
Schedule 8 Member/Developer	1 ½" meter	\$20,000.00 per connection
Schedule 9 Member/Developer	2" meter	\$35,000.00 per connection

### Other Fees

Share Fee	\$500.00 per share
Developer Extension	\$50.00 manual fee
Developer Extension	\$500.00 pre-application review fee
Developer Extension	\$500.00 administration fee
New Member	\$100.00 share transfer fee
Letter of water availability	\$100.00 per parcel

## Rates

The current rates are based on a study completed in the year 2017, were adopted by the Board of Trustees on November 14, 2017 and effective as of July 1, 2018. Future rate increases will be necessary due to State and Federal Regulations along with the Association's need to cover the additional costs for operating expenses and to fund projects as specified in the comprehensive water system plan. Bi-monthly base rates will be assessed to all members with an active or inactive meter.

### Base Rates

Schedule 1	5/8" meter	includes 0 – 600 C.F.	\$126.00
Schedule 5	no meter	includes 0 C.F.	\$22.85
Schedule 7	1" meter	includes 0 – 900 C.F.	\$189.00
Schedule 8	1 ½" meter	includes 0 – 1,200 C.F.	\$252.00
Schedule 9	2" meter	includes 0 – 2,100 C.F.	\$441.00

There is a minimum charge of **\$126.00** bi-monthly based on a 5/8" meter. There is also an additional charge for any water used in excess of 600 cubic feet per bi-monthly period. That charge is prorated at **\$1.85** per 100 cubic feet of water used through the next 600 C.F., then it is **\$2.10** per 100 cubic feet through the next 600 C.F., then **\$2.35** per 100 cubic feet through the next 600 C.F., then **\$2.60** per 100 cubic feet through the next 600 C.F. and finally, **\$2.95** per 100 cubic feet up to infinity.

### Other Fees

Penalty fee for past due accounts	10% assessed 1 <sup>st</sup> business day after bill due date
Non-sufficient funds	\$25.00 per occurrence
Developer/Customer	\$65.00 hydrant use permit
Developer/Customer	\$500.00 penalty for unauthorized use of water
Developer/Customer	\$50.00 penalty for not requesting a locate

## 2019 Annual Newsletter

Association Membership,

Three Lakes Water continues to perform as a member owned non-profit Association. Below are some of the major accomplishments completed by the Board of Trustees and Association Staff in the past year.

The Association completed the 176<sup>th</sup> Ave SE Capital Improvement Project as of March, 2019. 1,635 feet of 8" ductile iron main was installed to create another loop in the water distribution system. This project helped to improve the capacity and reliability of our system in that area.

Cleaning and inspection was performed on the standpipe in July, 2018. It was reported to be in good condition and little sediment was found.

The online bill payment portal has been enhanced to display the balance due on accounts. The dollar amount shown represents the amount due at the point when the charges were posted in the billing database and the bi-monthly bills mailed.

Through a developer's extension, 650 feet of ductile iron pipe was installed along 171<sup>st</sup> Ave SE in January, 2019. Fifty shares were also converted from non-users to full-time users of the Association's 853 current members. The water distribution system continues to grow as extensions are completed and non-users become full-time users.

-Three Lakes Water Association Board of Trustees and Staff

## Consumer Confidence Report-Water Served in the Year 2018

The Department of Health allows the distribution of the CCR through electronic delivery. This means the report is easily available for download from our website. The direct link to download this file is:

[https://docs.wixstatic.com/ugd/fcf7dd\\_8a8db5085b5e43c6be9e2c870cc692f1.pdf](https://docs.wixstatic.com/ugd/fcf7dd_8a8db5085b5e43c6be9e2c870cc692f1.pdf)

If you would prefer a paper version mailed to you, please let us know by calling and leaving a message at the office stating your name, account number and your request to obtain a copy of the CCR. You may also send us a note enclosed with your next payment with this request.

Your CCR contains important information regarding the water we serve; please take the time to read and understand it. If you have questions about your water, please let us know and we will do our best to help you with answers.

## Membership

As our water system contains older AC main primarily installed in 1960s that is prone to break and leak, there are more leaks that are difficult to locate. Please report any suspicious or unusual surface water as it could be a leak. Call (360) 568-8022 or after hours (425) 903-1601.

The Board of Trustees has in place a comprehensive water system plan that includes the replacement of our older AC main. We try to target the replacement of segments that fail more frequently.

The Association needs Board Trustees to govern as a non-profit Association. The Board of Trustees meets regularly on the second Tuesday of every month at 7:00 p.m. at the office. Your input would be appreciated.

**Water Users Policy**

On November 11, 2014, the Board of Trustees approved changing the Water Users Agreement to a Water Users Policy. This document applies to all members. If requested, a copy can be mailed to you. This document describes the relationship and requirements between the member and the Association, as required and authorized per Section 6, Article XI of the Association By-Laws.

**Flushing**

Our flushing began in January as is standard operations each year. You may experience cloudy water after a hydrant valve has been exercised. To help clear up the water, go to your outside hose bib and run the water until it clears; this may take approximately five to ten minutes.

**Emergencies/Questions**

For emergencies, contact the Association’s General Manager, Don Kemmis, at (425) 903-1601. If you have any questions about your bill, contact the office at (360) 568-8022. If our staff is unavailable, please leave a message and they will return your call as soon as possible.

**Hydrant Tampering/Water Theft**

If you witness anyone drawing water from hydrants, please contact the General Manager to report it. Please get as much information as possible such as the license plate number on the vehicle, company name, time, date and location. This will help us in controlling unauthorized use of our water and reduce the potential of contamination to the water you drink.

**Cross-Connection Control**

Washington State regulations require the Association to operate a program to protect the water system from any contamination. Auxiliary water supplies on or available to the member’s premises are not approved by the Department of Health and are a potential source of cross-connection. Don Kemmis, Kaila Kemmis and Renee McCann are our cross-connection control specialists. They will be implementing our program and may require a cross-connection control survey form to be completed by members and may be making on-site inspections.

**Irrigation**

The Association has had several requests from members to tie an irrigation system into their existing service connection. To be in compliance with our cross-connection control policy, our CCC specialists require documentation and an inspection in order to approve your connection within our system. Please contact the General Manager to schedule your inspection.

**In Home Fire Suppression Sprinkler Policy**

As of February 14, 2017, the Board has approved an in home fire suppression sprinkler policy. This will affect existing and future members. Please call the office if you have an existing in home fire suppression sprinkler or are planning on installing one in the future for policy information.

**Easements**

Please keep all utility easements clear of fences, shrubs, debris, trees or any other structures. The Association must have access to repair or replace water mains and services. Please call Utilities Underground Location Center at (800) 424-5555 two days prior to any clearing, digging or construction.

**Maintenance Programs**

We are rebuilding approximately 4 hydrants or blow-offs per quarter. The goal is to extend the useful life of the hydrant at a lesser cost instead of replacing the full unit. As the conversion of meters to radio read technology has been completed for all existing members, the accuracy of the meters and efficiency during meter reading has been improved.

**Meter Accessibility/Penalty Fees**

Members are required to keep their meter clear of dirt, debris and brush at all times. A distance of three feet must be maintained and access available from the road. The safety of our staff is important as is also keeping costs down. They need to be cleared for emergency situations such as frozen pipes or earthquakes. This is especially important for night time work. It also helps if someone, other than the staff, needs to shut-off the water. We will assess a \$10.00 charge for the first obstruction, \$50.00 for the second and \$50.00 for the third within one year. If you have any questions or concerns, please call the office.

**Water Service Shut-Offs/Restoration**

If it becomes necessary for the staff to turn water off for non-payment, a \$50.00 fee will be assessed. A \$45.00 fee will be assessed if the restoration of service is requested outside of normal business hours and/or on a holiday. Additional details are listed on the shut-off notice.

**Payments**

If not paying online through our website, all payments must be mailed to our P.O. Box. Please allow enough time when mailing a payment so it is received by the due date. No post-dated checks will be accepted. All checks need to be written in black or dark blue ink with the account number listed and if paying multiple accounts, please identify the amount to each account. If paying electronically through your bank, please allow enough time for the U.S. mail to deliver it to us as a paper check is generated by the bank and mailed to the Association.

**Website**

Our newly updated website can be found at [www.3lwa.org](http://www.3lwa.org). Members can find Association news updates, Board meeting information, billing information, water quality data, as well as an online bill payment option.

**Facebook**

Like our Facebook page at <https://www.facebook.com/ThreeLakesWaterAssociation>. Members can find Association news updates on our page.

**Pressure Regulating Valves**

The installation and/or maintenance of all member’s pressure regulating valves are the responsibility of the member (Article XI, Section 3 of the By-Laws). PRVs are important for the protection of your own plumbing and fixtures. The Association is not responsible for member’s plumbing and/or fixtures. A properly installed and maintained PRV is your best protection against the possibility of excessive system pressure and/or water hammer. Please call the office at if you have any questions.

**Yearly Status**

As of June 30, 2018, we have a total of 853 members which consists of 5 charter members, 846 full-time users and 7 non-users.

**Board of Trustees and Staff**

The Annual Member’s meeting was held on October 3, 2018 at 7:00 p.m. for the purpose of electing new Trustees.

The Board of Trustees are:

<b><u>President</u></b>		<b><u>Vice-President</u></b>	
Bob Bartell	(term expires October, 2021) president@3lwa.org	Chad Davis	(term expires October, 2020)
<b><u>Secretary</u></b>		<b><u>Treasurer</u></b>	
Ray Cox	(term expires October, 2020)	Tyler Eshleman	(term expires October, 2020)
<b><u>Trustee</u></b>		<b><u>Trustee</u></b>	
Matt Mead	(term expires October, 2021)	Don Kemmis	(term expires October, 2019) dkemmis@3lwa.org
<b><u>Trustee</u></b>		<b><u>Trustee</u></b>	
Jack Huffman	(term expires October, 2021)	Jay Klicker	(term expires October, 2021)

The Staff Members are:

<b><u>General Manager</u></b>	
Don Kemmis	WDM2, Cross-Connection Control Specialist
<b><u>Senior Field Technician</u></b>	
Kaila Kemmis	WDM2, Cross-Connection Control Specialist
<b><u>Office Administrator and Field Technician</u></b>	
Renee McCann	Cross-Connection Control Specialist