

Enabling Ordinance or Enabling Authority for Small Water Systems

Water System Name: Tumalo West Water, Inc

Water System PWS ID# OR41 - 01368

Date of Water System approval of this document April 19, 2012

The purpose of this ordinance is to protect the health of the people served by this water system by preventing contaminants from flowing backwards into the water supply. To accomplish this, these rules are in compliance with OAR 333-061-0070 thru 333-061-0074. This includes installation, maintenance and testing of backflow prevention devices and assemblies; as well as other rules to report backflow data to the Oregon Health Authority (Department of Human Services) every year.

Actual or potential cross connections are prohibited. If a potential exists for a cross connection and this is necessary, the water system must be protected by an appropriate backflow prevention device or assembly. Most high hazards or health hazard are specified in the above listed Oregon Administrative Rules. They should be given the highest priority by this water system.

Tumalo West Water, Inc has the right to refuse or terminate water service to any customer who does not install a backflow device or assembly, when necessary, test at least annually and repair if necessary the backflow devices on the customer's property.

Tumalo West Water, Inc. reserves the right to demand a backflow device at the customer's side of the water meter if access is not allowed to determine if a backflow device or assembly is necessary.

Tumalo West Water, Inc. will allow a reasonable time to achieve compliance with our rules, but should a backflow incident occur the water system has the right to terminate service immediately and restore it only after compliance.

President

Norman L. Pfaff

Vice President

Donald Gaylor

## TUMALO WEST WATER SECRETARY/TREASUER TIMELINE

NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL
<b><u>Annual Meeting</u></b>	Send Out Meeting Minutes	Annual Post Box Fee	Annual Cross Connection Fees (\$30) to Dept. of Human Services		
<ul style="list-style-type: none"> <li>• Prepare Annual Treasure Report</li> <li>• Finalize Agenda</li> </ul>				<ul style="list-style-type: none"> <li>• Prepare annual letter announcing annual cross connection inspection by July</li> </ul>	
<ul style="list-style-type: none"> <li>• Print Last Year Meeting Minutes</li> <li>• Print Annual Treasurer Report</li> <li>• Print Water Test Spreadsheet</li> <li>• Print Members List</li> <li>• Print Agenda</li> </ul>				<ul style="list-style-type: none"> <li>• Annual Cross Connection/Bac kflow Prevention Report sent to Oregon Health Authority's Drinking Water Program</li> </ul>	
Check Box and Pay Bills	Check Box and Pay Bills	Check Box and Pay Bills	Check Box and Pay Bills	Check Box and Pay Bills	Check Box and Pay Bills
Deposits to Bank	Deposits to Bank	Deposits to Bank	Deposits to Bank	Deposits to Bank	Deposits to Bank

Note \* Our Fiscal Year runs from November to the end of October

## TUMALO WEST WATER SECRETARY/TREASUER TIMELINE

MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER
<u>Winter Meter Reading and Bills Mailed</u>	CCR (Consumer Confidence Report) Annual Water Report to be mailed by July 1			Update Water Test Spreadsheet with Teresa Mireles at UMPQUA	<u>Summer Meter Reading and Bills Mailed</u>
Annual Report to Secretary of State ( <b>make sure to do amendment to annual report (\$50) when officers change</b> )	CCR to be validated and sent to state	Perform Annual Cross Connection/Backflow Inspection			<ul style="list-style-type: none"> <li>• Update and Mail Annual Meeting Notice</li> <li>• Prepare and Mail Meeting Agenda</li> <li>• Update and Mail Meeting Proxy</li> </ul>
	Annual System Blow-offs				
Check Box and Pay Bills	Check Box and Pay Bills	Check Box and Pay Bills	Check Box and Pay Bills	Check Box and Pay Bills	Check Box and Pay Bills
Deposits to Bank	Deposits to Bank	Deposits to Bank	Deposits to Bank	Deposits to Bank	Deposits to Bank