

WOODINVILLE WATER DISTRICT

KING COUNTY, WASHINGTON

RESOLUTION NO. 3686

A RESOLUTION of the Board of Commissioners of Woodinville Water District, King County, Washington, establishing a Utility Access Policy

WHEREAS, Woodinville Water District ("District") meters and other utilities need to be accessed by District employees; and

WHEREAS, property owners cannot have any obstructions including but not limited to, shrubbery, trees, fences, rockeries, construction debris, dirt, bark or anything that will make District meters and other utilities inaccessible, NOW THEREFORE,

BE IT RESOLVED by the Board of Commissioners of the District that:

1. Property owners must maintain a clear area around and above the meter or other utility and a clear and accessible path to District meters or other utilities as specified:
 - Minimum 2 feet radius around and 6 feet above meter or other utility
 - Minimum 2 feet wide by 6 feet high clear pathway access from the right-of-way or easement to the meter or other utility
 - No ground cover around the meter or in the access pathway shall be greater than 2 inches tall.
2. If the area around the District's meter or other utility is not adequately maintained, the district shall assess fines to the property owner's account in accordance with the process outlined in Attachment A. If the owner refuses to maintain around the meter or other utility after 3 consecutive fines are imposed, the district then shall move the customer's meter or other utility at the customer's expense.
3. The General Manager is authorized to make non-programmatic administrative revisions to the District's adopted Hydrant Meter Program, provided such revisions further the intent of the adopted program, are within the scope of the program, and do not constitute the adoption of a separate, new program.
4. Management has the right to refund fines under special circumstances.

ADOPTED by the Board of Commissioners of Woodinville Water District, King County, Washington, at a regular meeting thereof on the 6th day of April 2010.

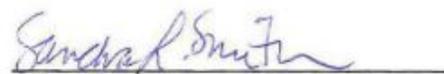
Attest:


Ed Cebron – Secretary


Tim Matson – Commissioner


Ken Goodwin – President


Karen Steeb – Vice President


Sandra Smith - Commissioner

Attachment A

STANDARD OPERATING PROCEDURE

UTILITY ACCESS PROGRAM

Woodinville Water District (District) will locate addresses where meter and other water or sewer utilities access is blocked due to obstruction including but not limited to shrubbery, trees, fences, rockeries, and meters buried by construction material including dirt or bark etc. These addresses will be located by meter routes.

The address of the customers with obstruction will be given to the Administration Department. This customer information will be entered into a database and a letter will be sent to each customer giving the customer 30 days to clear access to **WWD** meters or utilities.

In 30 days, the Administration Department will provide the Operations Department a list of customers that need to be checked for compliance per District standards.

If the customer does a partial clearing, but does not meet the District's specifications, the District will attempt to contact the customer to notify them that the access to meter or other utility does not meet District specifications. The operations staff will knock on the door and, if the customer is not home, a door hanger will be hung. A door tag receipt will be turned into Administration and the customer will be placed on a 30-day list for the next billing period.

If the customer has made no attempt to be in compliance with the standards set forth in Resolution 3686 within 30 days, a \$40.00 fine will be charged to the customer's account. The customer will then be put back on the 30-day list to be checked the next billing period. A 2nd letter would be sent out in the same sequence for the next billing cycle. A \$60.00 dollar fine will be charged for this second compliance letter and for the 3rd consecutive and final compliance letter and an \$80.00 fine will be charged.

If a customer is in non-compliance after 3 consecutive fines with no reasonable attempt at compliance, and after proper notification by regular and certified mail to the customer, the District may move the customer's meter at the customer's expense.

Note: Management reserves the right to refund or credit any charges to customers' account pertaining to meter access in special circumstances.