

**WEST SOUND UTILITY DISTRICT  
RESOLUTION 369-12**

**A RESOLUTION OF THE  
WEST SOUND UTILITY DISTRICT BOARD OF COMMISSIONERS  
AMENDING WATER AND SEWER ACCOUNT PROCEDURES**

**WHEREAS**, RCW 57.08 authorizes water and sewer districts to establish water and sewer rates; and

**WHEREAS**, the District adopted on March 21, 2011, Resolution 271-11 which established new water and sewer rates and procedures; and

**WHEREAS**, the District adopted on June 6, 2011, Resolution 295-11 which established water and sewer fees for service; and

**WHEREAS**, the District desires to establish uniform and equitable procedures for processing water and sewer accounts; NOW, THEREFORE,

**THE BOARD OF COMMISSIONERS OF WEST SOUND UTILITY DISTRICT  
HEREBY RESOLVES:**

**Section 1.** Section E of Resolution 271-11 (Delinquent Accounts) is hereby amended to read as follows:

"1. Delinquent Account Charge. It is the policy of West Sound Utility District to assess each billing period, a penalty of ten percent (10%) of the unpaid balance, excluding late fees, fines and service charges, for each account for which payment of a water/sewer bill is not received in full at the West Sound Utility District office by the billing due date. Water and sewer utility service charges shall be deemed delinquent if not paid by the billing due date. For any account that is delinquent, a ten percent (10%) penalty shall be imposed by the District on the amount owing for that particular billing period, rather than on the entire unpaid balance. In the event any utility billing has not been paid within sixty (60) days of the billing due date, the District shall mail a first delinquency/shut off notice to the property owner and occupant if the record owner does not reside at the premises. The customer shall be charged \$10.00 for this first notice.

2. Account Status. An account will remain in good standing even though full payment has not been received by the billing due date if all penalties are fully paid and the balance owed on the account remains below one hundred dollars (\$100.00 US).

3. Door Hangers. Should an overdue account balance exceed \$100.00 U.S., including penalties, for 90 calendar days or more, the customer will be notified by a "door hanger" that service will be "shut off" within 48 hours unless the water and/or sewer bill or payment arrangements are made through West Sound Utility District Customer Service Department within the 48 hour period. The customer shall be charged \$20.00 for the second "door hanger" notice."

**Section 2.** Section A of Resolution 295-11 (Water Fees for Service) is hereby amended to read as follows:

<u>“3. Water Administrative Fees</u>	
Water on/off delinquent accounts	\$40
Turn on after regular hours	\$75
First Delinquent Account Notice	\$10
<u>Turn-Off Notice” on Door</u>	\$20
. . .”	

**Section 3.** Section A of Resolution 271-11 (Water Rates) is hereby amended to read as follows:

“2. Unit Charge. A unit charge for each building unit served shall be assessed monthly for the multifamily class. ~~and~~ For the commercial classes, the unit charge shall be based on the meter size and each ERU assigned to it as defined under Resolution 222-10. No water usage fee is calculated in the unit charge.

Multifamily \$12.75                  Commercial \$12.75”

**Section 4.** Section B, subsection 8 of Resolution 271-11 (Sewer Rates) is hereby amended to read as follows:

“c. Commercial Class.


- i. The Commercial class consists of any business, church, or governmental facility, other than public schools. The flat rate for commercial class shall be assessed based on the meter size ~~for each building and the unit charge shall be assessed for each business unit within the building~~ and each ERU assigned to it as defined under Resolution 222-10.”


**Section 5. Effective Date.**

This resolution shall take effect and be in full force on July 1, 2012.

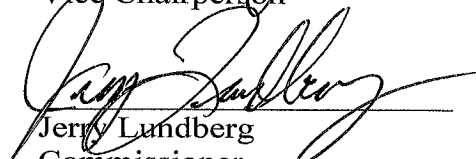
**APPROVED and ADOPTED by the Board of Commissioners of West Sound Utility District** at a regular scheduled meeting on April 24, 2012.

WEST SOUND UTILITY DISTRICT  
Kitsap County, Washington

  
Jeannie Screws  
Chairperson

  
James J. Hart  
Secretary

  
Susan Way  
Vice Chairperson

  
Jerry Lundberg  
Commissioner