

**SOUTHWEST SUBURBAN SEWER DISTRICT
KING COUNTY, WASHINGTON**

RESOLUTION NO. 2020-04-01

**A RESOLUTION OF THE SOUTHWEST SUBURBAN
SEWER DISTRICT, KING COUNTY, WASHINGTON,
ADOPTING TEMPORARY BILLING AND COLLECTION
POLICIES RELATING TO THE COVID-19 PANDEMIC.**

WHEREAS, on March 17, 2020, the District Board of Commissioners adopted Resolution No. 2020-03-02 declaring a local emergency relating to the COVID-19 virus;

WHEREAS, on March 18, 2020, Governor Inslee issued Proclamation 20-23 strongly encouraging municipal utilities to take reasonable actions to mitigate the economic impacts of the COVID-19 pandemic on their utility customers, including waiving late payment fees and using payment plans to address customers with outstanding account balances;

WHEREAS, on March 23, 2020, Governor Inslee issued Proclamation 20-25 (Stay Home – Stay Healthy) which implemented a stay at home directive due to COVID-19 which the District recognizes could have an impact on the ability of some District customers to pay their sewer bills in a timely manner;

WHEREAS, the District Board desires to adopt temporary billing and collection policies to address the financial impact of Proclamation 20-25 and the COVID-19 pandemic on the District's customers; now, therefore,

BE IT RESOLVED, by the Board of Commissioners of Southwest Suburban Sewer District, King County, Washington, as follows:

1. Temporary Billing and Collection Policies Relating to COVID-19. In response to the COVID-19 emergency, the following temporary billing and collection policies are hereby adopted.

A. Delinquent Bills for Sewer Service. The District General Manager is authorized to work with customers who are unable to pay their bills for sewer service in a timely manner due to the impact of COVID-19 by extending reasonable payment terms for a period of time not to exceed twelve (12) months. The term of any payment plan shall take into account the amount owed and the customer's financial ability to pay. The District is not authorized to forgive or waive any charges for sewer services provided by the District.

B. Late Fees and Interest. The District will temporarily suspend the imposition of late charges and interest for delinquent sewer accounts through December 31, 2020, unless rescinded earlier by the Board of Commissioners.

C. Suspension of Recording of Liens. The District will temporarily suspend the recording of liens for delinquent sewer accounts through December 31, 2020, unless rescinded

earlier by the Board of Commissioners. This policy shall not apply in circumstances where a judicial or non-judicial foreclosure action or other legal action is being taken by a third party which could impact the District's statutory lien rights under RCW 57.08.081. In such cases, the District staff shall be authorized to record a lien in order to protect the District's financial interests relating to unpaid accounts for sewer service.

D. Multi-family Dwelling Units. The District acknowledges that many of its customers who may be impacted by the COVID-19 pandemic reside in multi-family dwelling units. However, the District has no jurisdiction or control over the policies that may be implemented by the owner or manager of a multi-family complex and the impact such policies may have on their tenants. In such cases, the tenants should work directly with the owner or manager of the multi-family complexes.

2. **Rescission of Temporary Policies Authorized Due to COVID-19.** The billing and collection policies adopted in this Resolution shall remain in effect through December 31, 2020, unless rescinded earlier by the Board of Commissioners.

ADOPTED by the Board of Commissioners of Southwest Suburban Sewer District, King County, Washington, at the special meeting thereof held this 21st day of April, 2020.

SOUTHWEST SUBURBAN SEWER DISTRICT
KING COUNTY, WASHINGTON


Individual Commissioner's
Vote on Resolution

In Favor Of:
Opposed:
Abstained:


DocuSigned by:

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Scott Hilsen
President and Commissioner

In Favor Of:
Opposed:
Abstained:

 ON BEHALF OF COMM. GENZALE
Susan Genzale
Vice President and Commissioner

In Favor Of:
Opposed:
Abstained:

DocuSigned by:

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William A. Tracy
Secretary and Commissioner

CERTIFICATE

I, William A. Tracy, Secretary of the Board of Commissioners of Southwest Suburban Sewer District, King County, Washington, do hereby certify that the foregoing resolution is a true and correct copy of Resolution No. 2020-04-01 of such Board, duly adopted at a regular meeting thereof held on the 21st day of April, 2020, signed by the members of such Board in attendance at such meeting and attested by myself in authentication of such adoption.

DocuSigned by:
Bill Tracy
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William A. Tracy, Secretary
Board of Commissioners
Southwest Suburban Sewer District
King County, Washington