

WORKING POLICIES

BLALOCK ORCHARD IRRIGATION DISTRICT NO. 10

DEFINITIONS

The term “district” shall mean Blalock Orchard Irrigation District No. 10. The term “board or board of directors” shall mean the elected three-person Board of Directors. The term “officer” shall mean an individual director, secretary, or maintenance technician of the district.

The term “member property” shall mean any land parcel with a hookup for drinking water provided by Blalock Orchard Irrigation District No 10. The term “non-member property” shall mean any land parcel that does not have a water hookup for drinking water provided by the district.

The term “residence” shall mean any single-family or multi-family unit where a person lives.

The term “commercial entity” shall mean any structure where its primary purpose is business operations.

The term “owner” shall mean any property owner. The term “occupant” shall mean any person residing in a residence or conducting business in a commercial entity on member property and who may or may not be the property owner.

The term “policy” shall mean the working policies of Blalock Orchard Irrigation District No. 10.

The term “shut off” shall mean an interruption of water service to a specific member property for reasons other than maintenance or emergency repair. The term “service disconnect” shall mean the removal of water service to a specific member property, resulting in said property becoming a “non-member property.”

The term “new hookup” shall mean the installation of a new water line from the district’s main line up to the meter setter, including the meter setter.

The term “tie-in” shall mean a unique connection from an existing hookup on a member property for an additional residential or commercial building on the member property.

Herein the singular shall also mean the plural and the plural shall also mean the singular.

POLICIES

Number 1: Board Meetings. Meetings are held the second Wednesday of each month at 7:00 p.m. at Walla Walla District 4 Fire Station No. 42, 675 Wallula Avenue. The board reviews and sets the water assessment rates annually according to the district's anticipated needs.

Number 2: Adherence to policies; Fines. All occupants of member properties are bound by these policies. Fines imposed for violation of these policies will be charged to the owner of the member property.

Number 3: Assessments. Assessments will be billed as identified on the current year's Fee Schedule through each member property's tax statement. Assessments will be paid directly to the Walla Walla County Treasurer's office in two equal payments. The first half is due on or before April 30; the second half is due on or before October 31. (Appendix A, Fee Schedule)

Number 4: New Hookup to Non-Member Property. Any owner seeking a new water hookup to a non-member property shall submit an application to the district. A one-time initiation fee in the amount identified in the district's current year Fee Schedule will be charged for a new hookup to the water distribution system. The initiation fee is due at the time of application and shall be in the form of a cashier's check made payable to Blalock Orchard Irrigation District No 10. The application and payment may be submitted at a regularly scheduled board meeting, or by delivering the application and payment to a district officer. (See *Number 1*) Upon approval of the application, the district will schedule the new hookup work to be completed by the district's licensed contractor. (Appendix A, Fee Schedule; Appendix B, Application)

Number 5: New Hookup to Member Property. Any new residential or commercial building structure added to an existing member property will require a unique, separate water line. Owners must submit an application for a new water hookup and are advised to attend a board meeting before adding a new building structure. The board will determine whether a tie-in or a new hookup is appropriate. A tie-in administrative fee in an amount equal to or less than a new hookup initiation fee will be charged for a tie-in. An administrative fee is payable in the same manner as an initiation fee. Upon approval of the application, the district will schedule new hookup or tie-in work to be completed by the district's licensed contractor. (See *Number 4*)

Number 6: Sharing Water. District drinking water may not be shared with any member or non-member property. A \$250 fine per occurrence may be imposed for sharing water with any member or non-member property. (See *Number 2*)

Number 7: Swimming Pools. Swimming pools are allowed in the district and have an annual assessment according to the district's Fee Schedule (See *Number 3*). No occupant of the district will be allowed to install a swimming pool prior to the owner attending a board meeting and receiving approval by the board. In the event that water conditions (e.g., drought, intertie in use) mandate that water usage be restricted, then

filling swimming pools may not be allowed. Irrigation of lawns may also be stopped during this time. Water restrictions are determined by the board and owners will be notified as quickly as possible. A fine of \$250 per occurrence may be imposed for violating this policy. (See *Numbers 2 and 27*)

Number 8: Sprinkler Systems. Underground sprinklers are allowed in the district; however, no underground sprinkling system shall be installed prior to the property owner attending a board meeting and presenting a system plan for approval by the board. (See *Number 1*) No sprinkler system may exceed a flow rate of 12 gallons per minute. Double check valves approved by the Board of Directors are currently required for all irrigation systems and commercial users. A fine of \$250 per occurrence may be imposed for violating this policy. (See *Numbers 2, 26, and 27*).

Number 9: Hoses and Pipes. No open-end hoses or open end pipes without a nozzle or sprinkler are allowed in the district.

Number 10: Pastures and Gardens. There is absolutely no use of domestic water in the district for the irrigation of pastures. Gardens larger than 2,000 square feet in the area must not be irrigated from the domestic water supply.

Number 11: Booster Pumps. No booster pumps are allowed in the district.

Number 12: Driveways. It is understood that all main lines and hookups in the district are on county property. In the event that an installation in the district goes across a paved driveway, the district is responsible for restoration of the driveway to its prior condition, subject to approval of the Board of Directors.

Number 13: Wells. No wells are allowed in the district without prior approval of the Board of Directors. Any approved wells cannot extend deeper than the first shallow aquifer.

Number 14: Hookup Failure; Licensed Plumber. If an existing in-service hookup fails and needs to be repaired, the district will pay the cost of repairing any portion of the hookup from the main water line up to the meter setter. Repair work and cost for repair to the water line from the meter setter to the residence is the responsibility of the property owner. All shut-off valves at the property line must be one inch and must be installed by a licensed plumber approved by the board. The property owner is responsible for installation of a meter manifold when the water line is repaired. A fine of \$500 per occurrence may be imposed for violating this policy. (See *Number 2*)

Number 15: Fire. When curbing and controlling a fire in the district requires a large amount of water, any irrigation will be curtailed until the fire is suppressed.

Number 16: Remuneration. Directors and officers will be paid pursuant to the Remuneration Schedule. (Appendix C, Remuneration Schedule)

Number 17: Delinquent Member Properties. Nonpayment of annual water assessments (or fines imposed by the district) of any member property constitutes a breach of conduct; the district is self-supporting and depends on these assessments for funding of all operations. Delinquent assessments are due in full. Interest will accrue beginning on the 1st day of May at the rate of 1% interest per month on the unpaid balance and will continue to be charged at the rate of 1% per month (without compounding) until paid (12% per annum). With proper legal notice, delinquent member properties are subject to water shut-off. A minimum \$500.00 fine will be assessed at the time the water is shut off, plus all fees and expenses incurred by the district for plumber contractor services for performing said shut-off. Additional assessments may be levied for extra work the district performs, or costs the district incurs, in collecting delinquent accounts. When water has been turned off for nonpayment, proof of payment must be provided to a district officer before water service may be restored. For accounts that are habitually delinquent (three consecutive years), the board of directors may perform a service disconnect, place a lien on the property, and exclude the property and/or owner from the district's water system. A \$250 fine per occurrence may be imposed on a member property supplying water, by hoses, to a residence or commercial entity where water service has been turned off for non-payment. (See *Numbers 2 and 6*)

Number 17(a): A new owner of a member property with existing account delinquencies will be responsible for bringing water assessments, interest, and late fees current.

Number 18: Wellhead Protection Area. A circular area with a radius of 500 feet surrounding the district's wells is designated as a Wellhead Protection Area. No dumping of hazardous materials including, but not limited to, gasoline, diesel fuel, motor oil, or paint thinner, is allowed. If an accidental spill does occur, promptly report the incident to a district officer and to the Washington State Patrol. A radius of 100 feet from the district's wells must not contain septic tanks or other sources of concentrated pollutants, including, but not limited to, livestock and fowl.

Number 19: Concerns. Except for emergencies, all concerns are to be addressed by attending a district board meeting. (See *Number 1*)

Number 20: District Valves. The district valve to a member property's supply line, usually located at the street, must only be accessed and serviced by the district due to potential contamination of the main system. The board recommends that each residence or commercial entity on a member property have its own unique valve at the residence or commercial entity for use by the owner or occupant, thereby eliminating the need to use the district owned valve near the main supply line.

Number 21: Service Disconnect. In a case where water service has been disconnected to a property, a new owner may apply for water service as a new hookup under the current bylaws and working policies. (See *Numbers 4 and 17*)

Number 22: Maintenance. The district has the discretion of turning off the water supply at any time, for maintenance or non-emergency repairs, without prior notification. If

interruption of service for will cause a medical problem for any occupant, it is the occupant's responsibility to notify the district. Such notification may be made at any regularly scheduled board meeting, by email, or by contacting a district officer.

Number 23: Call Before You Dig. It is required that all residents comply with "Call Before You Dig" by contacting the Washington Utility Notification Center at 1-800-424-5555 (or 811). (See Number 24)

Number 24: Damage to System. Anyone found tampering with, damaging, or otherwise interfering with any part of the water supply system will be held liable for damages and may be subject to civil and criminal proceedings. (See Number 23)

Number 25: Emergency Repairs. The district may turn off the water supply without notice in case of an emergency (e.g., a broken line). The district will attempt to inform owners of the emergency repair. The Board of Directors has the responsibility of this decision.

Number 26: Backflow Prevention Device. Backflow preventers or an air gap such as an anti-siphon valve are required in the district where the following is used: Drip hose irrigation, soaker hoses, swimming pools, spa, livestock watering trough, and fertilizer application. Using backflow preventers keeps contaminated water from entry into the water system. No swimming pool may have a direct connect to the water system. (See Number 7)

Number 27: Backflow Device Testing. Annual testing of any backflow prevention device in the district is required. If a backflow prevention device fails, the property owner will be required to successfully repair or replace the device. Repair or replacement and successful retest must be completed within 90 days of the initial failed test. Failure to do so will result in water service being shut off.

Number 28: Excess Water Use. If abuse of over watering is found (e.g., water running down street, water pooling on lawn) the member property may be subject to a \$250 fine, water shut-off, and expenses incurred by the district. (See Numbers 2 and 17)

Number 29: Meter boxes. Meter boxes are the property of the district. A fine of \$500 in addition to all costs of repair to the meter box will be assessed to a member property for tampering or revising the meter box to its residence. (See Numbers 2, 23, and 24)

**Blalock Orchard Irrigation District 10
Fee Schedule 2024**

<u>Description</u>	<u>Amount</u>
Base rate (each hookup/each tie-in)	\$ 800.00
Additional cost per one acre	\$ 10.00
Pools	\$ 35.00
New hookup initiation fee	\$ 8,000.00
New tie-in administrative fee	TBD ¹

¹ Up to the equivalent of an initiation fee; to be determined based on amount of work required.

Blalock Orchard Irrigation District 10
P.O. Box 395
College Place, WA 99324
blalockorchard10@gmail.com

Application for New Water Hookup or Tie-in

APPLICANT

Name			
Current Mailing Address			Phone:
City	State	Zip Code	Email:

PURPOSE

<input type="checkbox"/> Vacant lot development <input type="checkbox"/> Commercial use <input type="checkbox"/> Residential use <input type="checkbox"/> Addition of building structure on existing member property <input type="checkbox"/> Commercial use <input type="checkbox"/> Residential use
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The hookup and administration fees on the Fee Schedule includes water assessments for the first year. Thereafter, water assessments will be billed annually on the property tax statement. The Fee Schedule is revised and ratified each December.

Advance payment for a new hookup or tie-in is required at the time of application. Payment shall be made in the form of a cashier's check made payable to Blalock Orchard Irrigation District No. 10. Application and payment may be submitted at any regularly scheduled board meeting, by delivery to a district officer, or by mail to the above address.

Date: _____, 20____ Applicant Signature: _____

DISTRICT USE ONLY

Board Meeting Date: _____	Application Approved or Denied: _____ Approved as Hookup or Tie-in: _____
Payment: <input type="checkbox"/> Deposit to Construction Account <input type="checkbox"/> Return to Applicant	

**Blalock Orchard Irrigation District 10
2025 Remuneration Schedule**

<u>Position</u>	<u>Monthly Rate</u>
Director	\$ 90.00 ⁱ
Well Superintendent	\$ 400.00
Maintenance Technician	\$ 200.00
Secretary	\$ 250.00

ⁱ Amount by directors' waiver of state pay rate under RCW 87.03.460