

## **Appendix 4C – Emergency Resolution Template**

### **NORTH CITY WATER DISTRICT RESOLUTION 20\_\_\_.\_\_\_.\_\_**

#### **A RESOLUTION RATIFYING DECLARATION OF EMERGENCY AND APPROVING EMERGENCY [DESCRIPTION OF WORK] AT [LOCATION] IN [CITY], WASHINGTON**

##### **Background**

1. North City Water District operates a water system within northeast King County in the cities of Shoreline and Lake Forest Park;

2. On \_\_\_\_, 20\_\_, [Describe situation and location of emergency such as: a private contractor damaged the District's 8" water main at the intersection of NE 175<sup>th</sup> Street and 15<sup>th</sup> Avenue NE in Shoreline];

3. It was determined that [Further describe the situation such as: the 8" water main, which is owned by the District, was damaged at the center of the pipe resulting in flooding at the intersection of NE 175<sup>th</sup> Street and 15<sup>th</sup> Avenue NE];

4. The [damaged 8" water main] was unforeseen, beyond the control of the District, and constituted a real and immediate threat to the District's water distribution service and to the proper performance of other essential functions. If left unrepaired, the [damaged 8" water main] would likely result in material loss or damage to property, bodily injury, or loss of life if immediate action was not taken;

5. In such a situation, RCW 39.04.280(2)(b) provides for the waiver of competitive bidding requirements and allows emergency contracting; and,

6. The District Manager [Describe if any other agency, such as Shoreline or Lake Forest Park, King County, or the state of Washington has had an elected body declare an emergency such that the potential for emergency funds is available] declared an emergency pursuant to RCW 39.04.280(2)(b), waived competitive bidding requirements, and executed a contract with [Contractor] on \_\_\_\_, 20\_\_ to [repair and restore the damaged 8" water main and roadway].

##### **Action**

#### **IT IS RESOLVED THAT:**

7. The [damage to the 8" water main at 175<sup>th</sup> Street NE and 15<sup>th</sup> Ave NE] in [Shoreline or Lake Forest Park], Washington in King County constituted an emergency under RCW 39.04.280.

8. The contract executed with [Contractor] on \_\_\_\_, 20\_\_ to perform the [8" water

*main and roadway repair and restoration*] is ratified pursuant to RCW 39.04.280(2)(b), on today's date which is no later than two weeks after the contract execution date.

ADOPTED by the Board of Commissioners of North City Water District at a [*regular or special*] open public meeting this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

ATTEST:

\_\_\_\_\_  
Ron Ricker, President

\_\_\_\_\_  
Patricia Hale, Vice President

Approved as to Form:

\_\_\_\_\_  
Joe Bennett, District Attorney

\_\_\_\_\_  
Charlotte Haines, Secretary