

TRANSMISSION LINE RIGHT-OF-WAY STANDARDS

(Revised: July 2017)

The City of Everett owns and operates four water transmission lines that run in two distinct rights-of-way corridors. Each of the lines has a nominal capacity of 50 MGD and together they serve the majority of the population of Snohomish County. The pressures in the lines can exceed 180 psi in some areas. The two corridors combined are over 40 miles in length and nominally 100 feet in width, and are adjacent to various private and public properties.

Within the two corridors that the transmission lines occupy, the City either owns the parcels or has a primary easement for the construction, operations, and maintenance of the transmission lines. The easements and parcels run contiguous from our treatment plant to the city proper (noted as ROWs herein). We consider our property and easement rights vital to our mission of being a regional water supply purveyor and providing the lifeline throughout our water service area. The City provides for the safe and reliable maintenance and operation of the water transmission lines, which includes the preservation of the corridor for the long term growth and future of the region.

Due to the frequent request to use or access city properties and easements we have developed standards relating to use of the ROWs, and for city maintenance. We have also developed procedures for review and approval of these requested uses. This document identifies activities that are outright not allowed within the City ROWs and also activities that require City review and approval for a ROW Use Permit to be issued.

1. City ROW and Easement Uses

Our easements allow the City to own, construct, maintain, and repair our water transmission lines. We have defined this as:

- Preserving our rights to use the full width of the easement
- Preventing any permanent structure or building on the easement
- Keeping the ability to use the full width of the easement during repair and maintenance activities
- Preserving space for added transmission lines for future growth
- Not allowing any new easements to be issued within a City easement
- Requiring that the City must be a party of record to any decisions concerning our easements

We maintain these ROWs for our purposes, and not necessarily for those others that use our ROWs; which means we build and maintain access roads and drainage structures, and all pipeline appurtenances in or across the ROWs. We also deny and prevent unauthorized entries, uses, and activities that could impair our use and cause damage to the corridors.

2. Right-of-Way Use Permits

A ROW Use Permit must be obtained from the City prior to beginning any work in the ROW, and applies to contractors, property owners, tenants, or others. The City tracks and manages work activities via a ROW Use Permit. A ROW Use Permit also identifies issues and the potential liabilities of the proposed actions to the applicants. The property owner and applicant sign the

ROW Use Permit and thereby accept responsibility to adhere to the provisions and conditions. Currently there is no fee associated with a ROW Use Permit.

Failure to comply with any condition of the permit could result in a suspension or cancelation of the ROW Use Permit. The applicant and/or contractor accept full responsibility, and agree to pay, for any damage to City facilities or property or damage to the property of others who may be adversely impacted by their work. If City facilities are damaged or actions cause the City to make repairs, the City will seek reimbursement. This could include substantial property loss due to the size of pipe and consequences of damage to the pipes. A substantial revenue loss could also be part of the damages.

In case of a maintenance need or emergency involving City facilities, or for any other need as determined by the City, the City use and needs will supersede any and all conditions of the ROW Use Permit. This may include suspension of applicant activities on the City property or easement and return of the full use of the property or easement to the City of Everett. Loss of service or costs incurred by the applicant as a result of City maintenance, emergencies or need are a risk associated with the use of the site and will be borne by the applicant.

For repairs or emergency access to the pipelines and easement the City at any time will occupy the easement without prior notice, and the applicant use of the easement will be suspended until City work is complete. Following these repairs, the City will restore the area to the condition that existed prior to the City's work.

A. Permit Process

The recommended and typical process is to meet with City staff and discuss the proposed work at a pre-application conference. Please contact the Water Work Group Maintenance and Operations Supervisor at the City of Everett Public Works Department, 3200 Cedar St., Everett, WA (425) 257-8800. We will provide our feedback at the pre-application conference and let applicants know if the City will allow the project and what items need further engineering, further land use and other agency approvals, and other related details that we want considered. We will also provide applicants a point of contact to complete the process.

When an applicant is ready to submit a project for a ROW Use Permit a scaled (1" = 40', or less), detailed drawing showing sufficient detail to process the permit needs to be submitted to the Public Works Department Maintenance Division. As a minimum the drawing should contain the following information in a plan view and any needed sections and profiles to describe the work:

- A north arrow
- Site address
- Closest streets and cross street
- Property lines
- Structures on or near the ROW
- All utilities in the area
- Detailed plans of proposed work
- Site access – ingress and egress
- Site drainage, if applicable
- Pipeline protective measures, if applicable
- Environmental and sediment controls
- Other known permits and approvals necessary

Additional drawings or information may be required to process the request, as a condition of the permit, or prior to the approval of the permit. If necessary, a description of project and work will be requested and include project specifications.

Once a permit is issued, three working days' notice is required prior to any construction activities within the City ROW.

B. Special Conditions of the City ROW Use Permit

Typical ROW Use Permit conditions are listed in Section D, however several of these are highlighted in this section because of their criticality.

One of these issues is the need for other permits from state, county and federal agencies and complying with all environmental regulations. In particular the applicant is responsible for any and all permits from Snohomish County, which includes any critical area and grading ordinance requirements (e.g. wetlands, stream protection and grading), grading permit, SEPA, shoreline management, etc. The application with the County must also describe, locate, and properly follow the easement rights granted to the City for our transmission lines. These need to be identified and addressed before we allow any use or project within the ROWs.

The application drawings must detail the appropriate BMPs (Best Management Practices) for erosion and sediment control and the preservation of the property where the project is undertaken. The application and drawings must detail how the transmission lines and easement lands will not be impacted.

The applicant must also agree to:

- Follow all safety rules and regulations
- Understand that the permit or the presence of the City's representative in no way implies City liability for the activities of the applicant while working on City property or easement
- Defend, indemnify, save and hold the City of Everett harmless for any claim, lawsuit, action or judgment arising from or relating to its work on City property or easement

The applicant or its contractor must also demonstrate insurance coverage prior to beginning any work. The minimum requirements are to have a policy of commercial general liability coverage including all the usual coverage, with limits of at least \$1,000,000 for bodily injury and property damages and endorse the City of Everett as an additional insured prior to work within City of Everett property or easement. Proof of coverage must be submitted prior to work within property or easement.

All work within the ROW must be protective of the transmission lines. Construction vehicles and equipment can only use the portion of the City easement as designated by the City's representative for construction purposes, but cannot stage or park within the ROW. Care must be taken for work on top of the pipelines or within 10 feet of the pipelines. City crews must have access to the easement at all times. It is the applicant's responsibility to inform contractors and suppliers of this condition.

Any structures, fences, etc. constructed within the ROW may require removal during routine or emergency maintenance of the transmission lines. Rockeries and retaining walls are considered permanent structures and are not allowed unless specifically allowed in recorded easement. If the structure is specific to the easement the City will replace at our cost; if the

structure is not specific to the easement and not previously allowed by the City, the City will remove at our cost and not replace or reimburse.

C. City Standards for ROW Use Requests

Vehicle Use

Recreational vehicle use on the ROWs is not allowed. Parking of vehicles within the ROWs is not allowed because RVs can damage or block access to our structures. Driving parallel to the ROW is not allowed. We do allow perpendicular crossings if they are adequately designed and constructed to protect the transmission lines. Crossings do require a ROW Use Permit.

Trees

We remove trees within the pipeline zone of the ROW, which we consider as at least 30 feet each way of a pipeline. Trees and their roots need to be prevented from being near pipelines. We maintain the ROWs to cut and prevent trees from being near (at least 30 feet) away from our pipes. We do leave trees standing in some portions of the ROWs as they do not interfere with the pipelines. Should current vegetated or treed portions of the ROW be needed for maintenance or repair in the future we will notify the property owner prior to removal. Trees and any wood belong to the property owner.

Trees and other vegetation that may impact our pipelines will not be allowed to be planted within the easement.

Trees that are close enough to the pipelines to cause concern due to the tree or roots will be removed by the City at our cost and not replaced.

Logging

Timber is owned by the property owner. Logging is of high concern because of the high risk and potential damage to pipelines. If logging is planned or considered within our easements, or if our easement or property is desired for logging access, or if our easement or property could be damaged or impacted due to logging occurring outside of the ROW, we require in addition to all other permits, a ROW Use Permit.

Logging within a city easement must preserve our full easement rights and use, and be done in a manner that does not damage or impact any of our facilities. A ROW Use Permit is required prior to the falling of trees within the ROW or trees that are felled that could land on or impact the ROW. All trees felled either inside the ROWs or land within, must be felled in a manner to not be near or impact any city facility or pipeline.

Some logging activities are not allowed within our ROWs and include roadways, skidding, stockpiles, storage, or other logging related activities that may cause impacts.

Excavations

Excavation by any means is not allowed within our ROWs without an approved ROW Use Permit. This means any digging – with equipment or with shovels.

The applicant is responsible for contacting the utility dial-a-dig service (dial 811) three days prior to beginning any excavation work within the easement. Locate markings must be on the ground before excavating. The City will locate our pipes and facilities.

The depth of the transmission lines varies significantly throughout the ROW. The City does have construction records and information regarding transmission line depths and locations and other facilities; however these are approximate and based on the best information available at the time.

For every proposed request for excavation that may impact a pipeline, the depths must be field verified by exposing the crown of pipeline and taking measurements. This verification is the responsibility of the property owner or applicant at their own expense. Exposing the pipeline must be done with care (and requires a ROW Use Permit for just exposing the pipelines). This may be accomplished through an agent (contractor, developer, etc.); however, the ROW Use Permit must be signed by the landowner and contractor.

The typical excavation method for potholing is by vacuum extraction (a Vactor). We allow equipment (trackhoe or backhoe) only within a few feet of the pipeline – we will let you know how close based on your situation.

The City may, at our choosing, do the work to expose the pipeline due to site specific concerns and would do so under a direct billing basis.

City personnel must be present during any excavating operations. Excavators shall not be used within at least 2 feet of the pipes, or as otherwise directed by the City representative. Excavation must be performed by Vactor equipment or other protective means. If the City's transmission lines are exposed during excavation, sand bedding must be placed between the City pipes and any crossing pipes. If closer excavation is needed it may be stipulated that it will be done by hand. The applicant is required to provide for excavation safety measures (shoring or laying back the excavation, if room allows). Restoration of the impacted area is also the applicant's responsibility.

All excavation, bedding and backfilling of transmission lines and crossing pipes within the ROW shall conform to City Standards (see City of Everett Development Standards on the Public Works portion of the City web site). The City must inspect any work prior to backfilling and plastic warning tape needs to be placed 12" above the encased pipes prior to completion of backfill.

Applicants are also required to submit as-built drawings within 15 days of construction completion.

Utilities

General

All utility crossings, including overhead wires, must be at right angles to the transmission lines. No underground parallel installations of any kind are allowed within the ROW. No vaults, angle points or thrust blocks are allowed within the ROW.

The City requires that all pipelines are perpendicular to the transmission lines and cross under the transmission pipes.

The requesting utility agency or company, or property owner must encase their utility in a continuous, class 50 Tyton joint ductile iron pipe or equivalent gauge steel pipe with protective outside coating. The encasement pipe needs to span the entire ROW width and not be closer than 12" above or below the City's transmission pipes. Any encasement pipes that are within 18" above or below the City's transmission pipes must be electrically insulated with a PVC casing. To prevent settlement problems, the annular space within

the encasement pipe must be filled or the pipe ends capped. If capped, the pipe ends will be sealed with a flexible and watertight seal. The sealing method must be approved by a City inspector. A preferred method is a polyurethane foam seal.

Power and Telecommunications

Power and telecommunications lines must be placed overhead, and perpendicular to the transmission line(s). Power poles must be placed outside the ROW limits.

Sewer

Installation of sewer lines must be below the transmission line, and the sewer line must meet the encasement requirements per above. The casing must be at least 2' below the transmission line. All gravity sewer pressure tests must conform to City Development Standards (see City website). Pressure sewer testing methods will be a permit condition and methods will be approved by the City. Testing requirements will be case-by-case and will be included as permit conditions. Casement pipes for sewers must be pressure tested to 50 psi and held for a period of 20 minutes with zero leakage. The entire testing procedure must be witnessed by the City Representative.

Water

Water lines 3-inch diameter or greater must also be encased and pressure tested for water mains (see City Development Standards). Casing pipes must meet the same material and pressure testing requirements as per above.

Vehicle and Equipment Crossings

All temporary and permanent crossings require a ROW Use Permit.

Vehicle crossings must be perpendicular to the transmission line. The City requires a minimum depth of four feet of cover over transmission lines for all vehicular traffic. Transmission lines with depths greater than four feet may require additional fill or an engineered crossing, depending upon the anticipated loading. At depths less than four feet, approved fill sufficient to obtain the minimum depth may be added or an engineered crossing must be designed and placed to accommodate the increased loading. Any vehicular or equipment crossings must be approved in advance. The design must be stamped by a professional engineer and a ROW Use Permit issued prior to any placement activity, or vehicular or equipment traffic.

A suitable roadway base must be constructed across the easement to allow safe and efficient passage of vehicles used in maintenance or repairs.

Fences, Gates, and Other Structures

All gates placed within the ROW shall be pre-approved and have a minimum of 14 feet clearance between the gate posts to allow access for city maintenance vehicles. All locked gates must include provisions for installing a City of Everett lock to permit City vehicle ingress and egress.

Fence installation must follow the section on Excavation per above, and call for locate and be approved for excavations. Fences are allowed within city easements but must be protective of pipelines and city facilities.

D. Example ROW Use Permit Conditions

The following are typical conditions of any ROW permit:

- Notification to the City of Everett Water Work Group will be required at least three working days prior to the beginning of work and a city contact will be listed in the permit. A City Representative will be assigned to your project.
- No work may be performed prior to submission of all required submittals and their acceptance by the City. Submit a written description of the work to be performed along with a plan view showing driving routes with your application.
- The application and permit for the work will identify the applicant (contractor) by correct and legal name and address and all other permit submittal requirements (e.g. insurance certificate). The City of Everett assumes that the contractor who is performing the work will be the Applicant and be the party that must comply with these permit conditions. Submit signed acceptance of this permit within 3 business days prior to work.
- The conditions of use must be accepted by both parties prior to the beginning of work on city property.
- The Applicant is responsible for obtaining and compliance with all state, county and federal permits and environmental regulations; any omissions, penalty, or fines for non-compliance are solely the responsibility of the Applicant. The Applicant has full responsibility for compliance with all safety rules and regulations. The presence of the City Representative in no way implies city liability for the activities of the Applicant while working on city property or easement.
- The Applicant will defend, indemnify, save and hold the City of Everett harmless for any claim, lawsuit, action, or judgment arising from, or relating to, its work on city property or easement.
- The Applicant or its contractor must have a policy of commercial general liability coverage including all the usual coverages, with limits of at least a \$1,000,000 for bodily injury and property damages and endorse the City of Everett as an additional insured prior to work within City of Everett property or easement. Proof of coverage must be submitted prior to work within property or easement.
- All activities and work on city property or easement must conform to the current City of Everett Transmission Line Standards (herein) and City Development Standards where mentioned and required.
- The City's Representative must be notified (3 working days prior to) of all entrances onto city property or easement. No entrance shall be made without prior notice. A city representative shall be onsite during all work, unless otherwise approved by the City's Representative.
- Construction vehicles or equipment may use a portion of the city easement as designated by the City's Representative but must not stage or park on top of the pipelines or within 10 feet of any pipeline. City crews must have access to the easement at all times. It is the Applicant's responsibility to inform contractors and suppliers of this condition.
- In case of a maintenance need or emergency involving city facilities, or for any other need as determined by the City, the City use and needs will supersede any and all conditions of this ROW Use Permit. This may include suspension of applicant activities on the city property or easement and return of the full use of the property or easement to the City of Everett. Loss of service or costs incurred by the Applicant as a result of city

maintenance, emergencies, or need are the risk of the use of this site and will be borne by the Applicant.

- For repairs or emergency access to the pipelines and easement the City at any time will occupy the easement (without prior notice) and the Applicant use of the easement will be suspended until city work is completed.
- For repairs and emergency access to the pipeline by the City, the City will be responsible to restore the area to the condition that existed prior to the city's work. The applicant facilities are installed at the applicant's risk - should the applicant's facilities be impacted by city work or by a third party the Applicant will be responsible for replacement at the applicant's cost.
- The Applicant, his contractors and sub-contractors accept full responsibility and agree to pay for any damage to city facilities, loss of service, and loss of revenue resulting from their work upon the property or easement.
- The Applicant agrees to restore the lands within the city easement to the conditions that existed prior to the work. Additionally, the Applicant agrees not to cause impacts to the city's easement from areas of work occurring outside the easement. If impacts are caused (as determined by the City) the Applicant agrees to immediately correct and remedy these impacts. If the Applicant does not take immediate actions, City forces may remedy the impacts and the Applicant agrees to reimburse the City for all such costs. Applicant shall promptly repair any and all damage it causes to property owned by the City or third parties.
- The Applicant agrees to maintain all installations and facilities at all times. Any damage to the city easement resulting from Applicant's facilities will either be remedied by the Applicant or by the City at the Applicant expense. Water service lines from the customer's side of the meter are considered to be owned by the customer. Should the Applicant cause these lines to fail or cause damage to the city easement, the Applicant will either repair or be responsible for any and all damages.
- Lack of compliance with any condition of this permit will result in a suspension of ROW use or cancellation of the permit.
- In matters pertaining to protection of City facilities the City shall have the final word.
- The applicant will carry out his work in such a way as to make the least impacts possible to city easement and will restore the work area as follows:
 - All woody debris will be cut up or chipped or removed at the Applicant's expense so as not to leave piles or obstructions within the ROW.
 - All bare dirt will be covered with straw within 24 hours of the completion of work.
 - Drainage courses shall not be altered or adversely impacted.
 - Parking, staging, or any use of the ROW, easement or property will be supported by a gravel fill and compacted suitable to not cause damage or rutting. Site must be left in better condition than prior to use as determined by City Representative.
- The Applicant, his contractor and sub-contractors accept full responsibility and agree to pay for any damage to city facilities or property or damage to the property of others who may be adversely impacted by this work.

3. Transmission Line Customer Practices

A. Transferring of Water Service outside the City Limits

Section 2.1.9 of the 2014 Addendum to the 2007 City of Everett Water Comprehensive Plan lists the following benefits of removing retail customers from the transmission lines and transferring service responsibility to the appropriate public water system, if such other public water utility lines are available:

- 1) Source reliability to these customers will improve because their current service from the transmission line is considered interruptible
- 2) Most retail customers should receive higher pressure than currently provided
- 3) Removal of these customers will simplify operations for Everett

The City's 2014 Water Comprehensive Plan policy section provides the following policy statement:

14.16.465 Transferring of Water Service Outside City Limits

All individual customers and Group B public water systems as defined in WAC 246-290-020 (currently less than 15 service connections) served from any of the City's water transmission lines are required to transfer their water service to an alternate water system within 60 calendar days, when:

- 1) They are within the service area of a Group A public water system as defined in WAC 246-290-020 (currently 15 or more service connections); and
- 2) An active water distribution main owned by the Group A public water system fronts any part of the property or fronts the existing service connection of the individual customer or the Group B public water system.

Water connections with easement rights for water delivery from the City are excluded from this policy.

The City's Public Works Director may, on written request from the property owner or the Group B public water system, extend the time of the required transfer for a maximum period of one year, provided that this extension is acceptable to the Group A public water system serving the property. Upon completion of the transfer, the City will remove the existing service along with the service meter at its convenience.

Implementation and Practice

There are existing transmission line customers whose property either fronts an active water distribution main owned by a Group A public water system or is in the service area of a Group A public water system, and therefore could be affected by this policy.

Typically Group A water systems require fees to transfer these services, such as a service connection fee, facility charge, installation fee and permitting fee. The City of Everett will not pay for any of the fees associated with transferring these services. These fees, or any waiver of these fees, vary by each of the Group A water districts. Some districts may be willing to waive a portion of the fees for transferring services from the Everett transmission line (e.g. PUD), but not all districts may choose to do so. The property owner would be responsible for any costs associated with rerouting service lines and any plumbing within private property to

accommodate the new connection. Customers are encouraged to contact the Group A water district or go to their web page to understand their fees and practices.

The Maintenance Division of the Public Works Department will identify customers on the City's transmission lines whose property fronts an active water distribution main owned by a Group A public water system and will notify the customer of the City policy. The status of the customer service connection will remain unchanged until such time that the customer initiates the transfer to the district and the district provides notice to the Maintenance Division that they are in receipt of fees and the customer has been transferred to their district.

Once the City has been notified the service connection will be terminated at the transmission line at the City's cost.

B. Pressure-reducing valves

The City of Everett needs to have the capability to operate the transmission lines at higher than normal pressures for certain delivery scenarios. There are circumstances that would necessitate operating Transmission Line No. 5 at pressures 40 to 50 feet more than normal to ensure water delivery to the City's major wholesale customers.

Improvements and changes will need to be made to some of the connections on Transmission Line No. 5 to support this operating scenario. The City's initial evaluation indicated numerous connections will need to be modified to withstand pressures exceeding 150 psi. The City installs and maintains the meter for all service connections in the water system. In cases where a PRV is needed to protect the meter, the PRV is installed on the City side of the meter and is the City's to own and maintain.

The City standard for high-pressure service connections on the transmission lines includes a pressure reducing valve (PRV). Some of the service connections already have a City-owned PRV and these customers pay a monthly charge based on the fee schedule per Everett Municipal Code 14.16.225:

- A. The utilities division superintendent shall determine transmission line water service customers which require a pressure-reducing valve (PRV) and the city will install and maintain PRVs as part of the service to such customers.
- B. The cost of the installation and maintenance of PRVs shall be recovered through the following charges which shall be added to all other water charges:

Service Size (inches)	Monthly Service Water Charge
1/2 through 1	\$4.25
2	\$10.00
3	\$12.50
4	\$19.00
6	\$25.00
8	\$49.00

(Ord. 1371-87 §§ 1, 2, 1987)

The City will install new PRVs on the single-family and Group B service connections that have been determined to need a PRV. These customers will be notified of the new charge as per the EMC. If these customers choose to regulate their service pressure by owning and maintaining their own PRV on the customer's side of the meter, they can release the City from this obligation (per the attached form).

For Group A Water District service connections on Transmission Line No. 5, the City will determine whether a PRV is needed to protect the meter. The City will own and maintain the PRV upstream of the City's meter. However, any PRV downstream of the meter will be the responsibility of the Group A Water District for regulating pressure on their side of the meter. The City will not maintain PRVs downstream of the City meter. Group A districts will be notified individually by the City for each connection that applies.

C. Connections and Modifications

Single Family Connections

New connection requests outside the city limits on the city's transmission lines must be per Everett Municipal Code, EMC 14.16.460. New connections to the transmission lines shall be by master meter only supplying a minimum of ten or more customers (a Group A water district if greater than 15 connections, or Group B water district if less than 15 connections as defined by Washington State Department of Health).

Services must be kept active, and in good standings for receipt of payment. The City keeps lien capabilities for lack of payment. Extended dormant services are not allowed.

Services left dormant for three (3) years or more will be permanently disconnected by city forces. A dormant service is defined as a requested shutoff, or otherwise without consumption and continuously inactive. Shutoff and turn on fees are by the current city rate ordinance. Once the connection is terminated, the city will no longer provide a new single-family connection per EMC 14.16.460.

Due to areas of high water pressure on our transmission lines, the city may install a pressure-reducing valve at our single-family connections. Customers should follow and be aware of the Universal Plumbing Code and its stated pressure for residential use of 80 psi. If a PRV is

needed based on the pressure at the transmission line (house pressure could be different depending on elevation differences) the city will install it at the meter, and then maintain it. Once installed a PRV charge for the installation, repair, and maintenance of the valve will be added to the customer's bill per EMC 14.16.225.

Abandonment of Wholesale Connections

Each wholesale customer determines the number and service status of their existing connections to the city transmission lines.

For new or added connections, the wholesale (Group A or B district) requests will be directed to Utilities Engineering and Finance to review connection details and connection charges. Public Works Maintenance Division will provide the cost estimates for the actual connection. See EMC 14.16.460 for water service connection requirements for outside the city limits and along the transmission lines.

New service installation costs will include such items as the meter, backflow device, vaults, security, access, and other items for city crews to perform the work. Payment must be completed prior to the city performing the work, with the applicant paying actual costs once determined after the connection is completed (either the city will refund, or applicant pay the balance). Once connected, the district will pay the meter charge and fees per the then current city rate ordinance if water is delivered or not from the connection.

A district may also request abandonment of their service connections. The city will accept the request through billing department or operations and maintenance staff. However, the request must go to both the city's Utility Billing and Maintenance work groups. The city's Utility Billing Work Group will proceed with the billing revisions and see that the service is shut off and consumption is terminated. The Maintenance Division will then notify the District Manager or the appropriate position of authority that the service and meter will be turned off by city forces and that the district accepts that the connection will be permanently terminated and the city will bill the district on a time and material basis to perform the work.

Once the service has been turned off and the district acknowledges acceptance of the termination costs, the city will physically disconnect and properly abandon the service (weld a shut off cap on the pipe) and remove meter, vault, etc. The city will remove and isolate the connection within the city property, easement, or ROW, at the City's discretion. In certain instances, the City will not remove vaults and may not be able weld a cap at the transmission line, but may take the lid and backfill with sand or suitable material. The district will be responsible for all other connection or piping and adequately abandoning their assets.