



**EMERGENCY ORDER**  
**IN AND FOR THE CITY OF SEQUIM, WASHINGTON**  
**No. 2020-08**

**Amending and superseding the Utility Relief Program adopted in Emergency Order 2020-01, Section 6; discontinuing collection of NSF check fees.**

Policy/Budget  (Council)      **City Clerk use only:** Presented to Council \_\_\_\_\_  
Administrative (City Manager)

On March 16, 2020, at a special meeting of the City Council of the City of Sequim, the City Council issued a Proclamation of Civil Emergency due to the novel corona virus (COVID-19) outbreak that was identified as a pandemic by the World Health Organization on March 11, 2020. Section 6 of the City’s Proclamation authorizes City staff to “develop and implement creative solutions to provide relief to those impacted by the economic implications as deemed fiscally and legally appropriate”.

The Proclamation of Civil Emergency was issued pursuant to Sequim Municipal Code 2.60, RCW 35A.38.010, and RCW 38.52.070(2) based on the public health threat posed by COVID-19 and is consistent with concurrent emergency declarations issued by the President of the United States and the Governor of the State of Washington.

On March 23, 2020 Governor Inslee issued Proclamation 20-25 – “Stay Home Stay Healthy”, which ordered everyone to shelter in place unless 1) performing essential activities and/or 2) working in essential business services.

On March 24, 2020 the City Manager authorized Emergency Order 20-01, which in part created the utility relief program.

On April 2, 2020 the Governor extended his emergency Proclamation (20-05) and his “Stay Home, Stay Healthy” Order until May 4, 2020 at 11:59 p.m.

**NOW, THEREFORE, IT IS HEREBY DIRECTED AND ORDERED THAT:**

**Section 1. The Utility Relief Program described in Emergency Order 2020-01, Section 6, is superseded in its entirety with the following:**

**Utility Relief Program.** The City will not disconnect utility customers during the COVID-19 emergency. City staff will develop utility payment plans or may discount billing on water and sewer utilities for customers in hardship situations as determined by the City. The City also recognizes that this plan may require adjustments depending on evolving COVID-19 economic circumstances. Delinquency charges and NSF check fees also will not be collected during this time.



**Section 2. Presentation, Ratification, Termination.** Emergency Orders issued under the March 16, 2020 Proclamation of Civil Emergency will be filed with the Legal Department and presented by the City Clerk as soon as practicable to the City Council for ratification and confirmation, modification, or rejection, if applicable.

Rejected orders will be void after the Council vote rejecting them.

Until such time as Council acts, Emergency Orders will be considered in full force and effect.

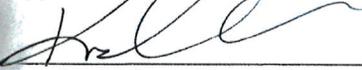
**Section 3. Duration.** Unless modified, extended, or terminated by the Sequim City Council or Sequim City Manager, as applicable, this Emergency Order is effective immediately and remains in effect until **May 4, 2020 at 11:59 p.m.** hours, unless extended.

SIGNED this 7<sup>th</sup> day of March, 2020, at — hours.

CITY OF SEQUIM

  
Charles P. Bush, City Manager

Approved as to form:

  
Kristina Nelson-Gross, City Attorney

Attest:

  
Sara McMillon, City Clerk