



**BEVERLY BEACH IMPROVEMENT CLUB  
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[www.beverlybeachimprovementclub.com](http://www.beverlybeachimprovementclub.com)

**BBIC HOOKUP POLICY UPDATE**

**AS APPROVED 08/08/18**



To: All Beverly Beach Improvement Club (BBIC) Members

From: Robin Charlwood, President BBIC

Effective Date: August 18, 2018

The Board met on Saturday, August 4th, 2018 and it discussed and subsequently moved, seconded and approved by email ballot the following updated policy relating to water hookups for Members of BBIC. This Hookup Policy Update replaces the rules presented in BBIC's letter to Members dated August 7, 2006 and requires an amendment to the By-Laws Article 6, Section 3.

The primary purposes of the update are to:

- A. Locate the meters on Members property to improve access; and
- B. Have the connection from the main to the meter on the Members property, including any required road crossings, implemented by BBIC's Water System Operator (Operator) to ensure an overall quality connection.

The distribution of the financial obligations between BBIC and a Member regarding implementation of a new hookup is not changed.

The updated policy becomes:

1. A water hookup right will be granted to an applicant upon written application to the Board of Trustees for approval, together with payment of the current hookup fee, presently \$11,000, with a requirement that the Member pay the yearly capital reserve fees, whether or not they build on the property.
2. The granting of the hookup right is subject to approval by the BBIC Board of Trustees (Article 6, Sections 1 & 2 of the By-Laws) and availability, of hookups as determined by the Washington State Department of Health.
3. In the event of a sale or transfer of a property for which a hookup fee has already been paid to BBIC, the hookup right will transfer to the next owner of record, along with the annual dues requirements.
4. A request by a Member to transfer the hookup right to another lot is subject to the approval of the Board of Trustees.
5. Upon the Board's granting of a hookup right, the BBIC President, Vice-President or Secretary will complete and sign a hookup certificate for the Member's permanent record.
6. After the application is approved and the Member notifies BBIC that they are ready for a connection to the water main, and the hookup fee has been paid, BBIC's Water System Operator will implement the connection to the main, install a suitable line, including any required road crossing, to a meter ready service box and shut-off valve at the nearest reasonably accessible location on the Member's property. It shall be the responsibility of the Member to bring and maintain their service line to the meter on their property.

7. The responsibility for payment of the cost of implementing the hookup will be assigned as follows:
  - a. For cases where the meter can be located close to the main, without any road crossing or an extended line from the main, the cost of the hookup to the main and provision of a meter ready service box and shut-off valve shall be the responsibility of the BBIC.
  - b. In cases where a road crossing or an extended line to the main is required to locate the meter service box and valve on the Member's property, the additional cost incurred on a time and materials basis, of bringing the connection up to the meter on the Member's property, including any road crossings or an extended line over and above that provided under item 7a above, shall be the responsibility of the Member.
8. The responsibility for repairs to existing connections downstream from the meter rests with the Member. In cases where a road crossing is involved, the repair plan shall be subject to the approval of BBIC and their Operator.
9. The responsibility for repairs to existing connections upstream from or at the meter rests with the BBIC.
10. The BBIC Board of Trustees reserves the right to change these rules at any time for new applicants.