



# Director's Rule

<b>Title</b> Code of Conduct for Visitors at the Cedar River Watershed Education Center and Associated Programs	<b>Number</b> WTR-620	<b>Rev. no.</b> 0
<b>Responsibility</b> Watershed Management Division	<b>Supersedes</b> N/A	<b>Pages</b> 4
<b>General Manager/CEO Signature</b>	<b>Approval Date</b>	<b>Effective Date</b>

## A. PURPOSE

The purpose of this rule is to establish a code of conduct for visitors at the Cedar River Watershed Education Center and associated programs on Cedar River Municipal Watershed premises to ensure that all users may have the opportunity to benefit from the facilities and programs the Watershed offers.

## B. SCOPE

These rules apply to all property and facilities that are accessed by the Cedar River Watershed educational programs operated by Seattle Public Utilities.

In addition to these rules, the General Manager of Seattle Public Utilities may adopt or post rules for specific Watershed locations. To the extent that a written or posted rule for a specific Watershed location conflicts with one of these general rules, the posted rule governs for that location.

## C. DEFINITIONS

*Education Center:* The Cedar River Watershed Education Center located at 17905 Cedar Falls Road S.E., North Bend, Washington.

*Watershed Tours:* Tours, field trips, and other visitor programs occurring on the premises of the Cedar River Watershed operated by Seattle Public Utilities or any designated agents.

*Visitors:* Members of the public who attend programs on Watershed premises.

*Tour Group:* The group of visitors assigned to the same tour.

## D. GENERAL RULES OF CONDUCT

1. Visitors are to stay with their tour group.
2. Visitors are to follow all instructions provided by SPU staff.
3. Visitors are to behave in a respectful manner to all other visitors and SPU staff.

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## **E. PROHIBITED CONDUCT**

1. Any conduct prohibited by federal, state, or local law.
2. Any conduct that threatens or causes harm to other visitors, SPU staff or SPU property.
3. Allowing an animal to be unleashed, to unreasonably disturb others, to interfere with scheduled events, regular business, or to leave waste on the premises.
4. Carrying weapons, except as specifically permitted by law.
5. Smoking, chewing tobacco, or other tobacco, or marijuana use, or carrying a lighted or smoldering pipe, cigar, or cigarette.
6. Sustained disruption of others by engaging in conduct that unreasonably deprives others of their use or enjoyment of the watershed.
7. Abusive or harassing behavior.
8. Using facilities for any use other than that for which it was intended.
9. Urinating, or defecating outside of restroom facilities.
10. Entering or remaining in nonpublic areas without authorization.
11. Sexual misconduct, such as indecent exposure, offensive or unwelcome physical contact, sexual acts, presentation of sexual images, or sexual harassment.
12. Hanging, swinging, or climbing on Watershed property.
13. Camping.
14. Littering, dumping, or creating unsanitary conditions.
15. Defacing, destroying, or otherwise vandalizing properties and facilities on Watershed property.
16. Tampering, misuse, abuse, or destruction of emergency or security equipment.
17. Disrupting a Watershed Tour or the ability of SPU staff to perform their duties.
18. Possession or use of illegal drugs or alcohol. Any such items are subject to immediate confiscation.
19. Leaving packages, backpacks, luggage, or other personal items unattended. Any such items are subject to immediate removal.

## **F. AREAS NOT OPEN TO THE PUBLIC**

It is unlawful for any person to knowingly enter or remain on Watershed property that is closed to the public. (SMC 12A.08.040).

## **G. ENFORCEMENT**

The General Manager may delegate to City of Seattle personnel or other agents the authority to enforce on Watershed property these and any other applicable written or posted rules, and to issue notices of exclusion for violations.

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Enforcement shall be conducted in a fair and reasonable manner. King County Sheriff officers or other designated agents may:

- Revoke a person's permission to remain on Cedar River Watershed premises; and
- Issue an order that the person not return to the Cedar River Watershed for a specified period, from one day to up to one year. King County Sheriff officers or other law enforcement officers may issue citations or arrest a violator for criminal trespass or for other crimes.

### H. NOTICES OF EXCLUSION

1. The General Manager or designated agent(s) may issue a notice of exclusion revoking any person's permission to remain on Watershed property or imposing certain conditions under which such person may return to Watershed property, if that person violates any rule of conduct or any applicable law. Such an exclusion notice may be for a period of one day up to one year. The length of the period of exclusion may depend upon such factors as the seriousness of the violation, the number of violations, and the individual's prior record regarding conduct on property owned or operated by Seattle Public Utilities and/or the City of Seattle.
2. Unless otherwise specified, the exclusion shall take effect immediately upon actual or constructive receipt of the notice by the person being excluded. A person may not defeat the effectiveness of an exclusion by refusing to accept the notice. Receipt of the notice is construed to have been accomplished if the person knew or reasonably should have known from the circumstances that entering Watershed property has been revoked. Receipt of the notice is also construed to have been accomplished two (2) days after an exclusion notice is placed in the U.S. mail to an individual's last known address.

### I. ADMINISTRATIVE REVIEW OF NOTICES OF EXCLUSION

1. A person who receives a notice of exclusion for a period greater than five (5) days may, within 14 business days of issuance of the notice, submit a written request for an administrative review. The person seeking the review shall include in the request any written documentation for consideration in the review process. The notice of exclusion shall remain in effect pending administrative review.
2. If a person requests an administrative review in a timely manner, the General Manager shall designate a Review Officer to conduct the administrative review. The administrative review is an informal process designed to present the individual's explanation of the events surrounding the alleged violation. Administrative reviews are typically confined to the written record and generally do not include witnesses or sworn testimony. The Review Officer may allow an opportunity to meet in person with the individual if requested.
3. The Review Officer shall provide a written recommendation to the General Manager within 10 business days after the administrative review is completed. In making the recommendation, the Review Officer shall review the exclusion order, consider the written record, the individual's written administrative review request, and other information gathered by the Review Officer. The Review Officer may conduct meetings or interviews with the excluded person and other individuals who may have information relevant to the notice of exclusion.
4. All decisions by The Review Officer are final.

### J. AUTHORITY/REFERENCES

- RCW Chapter 9A.52, Criminal Trespass.

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- SMC Section 12A.08.040, Criminal Trespass.
- SMC Section 21.12.060, Cedar River Watershed – Designated – Permit for use