



MINUTES OF REGULAR MEETING OF THE BOARD OF COMMISSIONERS

April 18, 2017

The meeting was called to order at 3:04 pm

North City Water District Board Room

Commissioners Present

Commissioner Ron Ricker

Commissioner Larry Schoonmaker

Commissioner Charlotte Haines

Staff Present

Diane Pottinger, District Manager

Barb Shosten, Finance Manger

Denny Clouse, Operations Manager

Matthew Hendricks, Hendricks - Bennett, PLLC

District Manager Diane Pottinger distributed an amended agenda for the meeting. The Board accepted the amended agenda.

SEPA PUBLIC HEARING FOR THE MASTER PLAN OF PROPERTY at 15555 15th Ave NE, Shoreline

Commissioner Ricker opened the public hearing regarding the District's proposed development of a new maintenance facility building. This hearing is required by the State Environmental Policy Act (Chapter 197-11 WAC) or SEPA. Notice of this public hearing was published in the Seattle Daily Journal of Commerce on March 30 and April 6, 2017.

Commissioner Ricker made a call for comments as part of the SEPA public hearing. Hearing no comments, Commissioner Ricker closed the public hearing.

PUBLIC COMMENT

Ms. Patty Hale of the Ridgecrest Neighborhood Association was in attendance. Ms. Hale invited the North City Water District to once again participate in the annual Ridgecrest Neighborhood Association Ice Cream Social scheduled for August 17, 2017. The Board of Commissioners accepted the invitation.

APPROVAL OF MINUTES

Commissioner Schoonmaker made a motion to approve the minutes from the April 4, 2017 regular meeting. Commissioner Haines seconded the motion and the motion passed unanimously. The Board signed the meeting minutes.

APPROVAL OF VOUCHERS

Ms. Pottinger introduced an additional voucher that was inadvertently left out of the packet presented to the Board of Commissioners for consideration. Voucher #240 in the amount of \$46,760.00 to Wagner Architects was added to the vouchers.

The vouchers were reviewed and discussed by the Board. Commissioner Schoonmaker made a motion to approve vouchers number 4574-4587 and voucher numbers 113577-113621 in the amount \$297,952.24 from the maintenance fund and vouchers 236-240, in the amount of \$65,371.06 from the capital fund. Commissioner Haines seconded the motion, which passed unanimously. The Board signed the vouchers.

OLD/NEW BUSINESS

a. 2017.02.08 Approving a WSEA with LFP4 for the Labosierre Short Plat

District Manager Diane Pottinger noted that the name for the developer for this WSEA had changed from Plats Plus, Inc to LFP4. The new name is reflected on the WSEA and resolution. Operations Manager Denny Clouse presented a resolution to approve the WSEA for the Labosierre Short Plat. Commissioner Schoonmaker made a motion to approve the resolution, which was seconded by Commissioner Haines, and approved by the Board. The Board and District Attorney signed the resolution.

b. 2017.04.09 Approving Amendment No. 1 regarding the Contract with JW Fowler for CIP #2011-06: North City Pump Station

Operations Manager Denny Clouse presented a resolution extending the contract with JW Fowler on the construction of the North City Pump Station. Commissioner Schoonmaker made a motion to approve the resolution with request for discussion, which was seconded by Commissioner Haines. The Board discussed the details of the contract extension. The resolution was approved by the Board. The Board and District Attorney signed the resolution.

c. 2017.04.10 Approving Amendment No. 1 with Wagner Architects for the Master Plan for the District's New Maintenance Facilities District

Operations Manager Denny Clouse presented a resolution to amend the contract with Wagner Architects regarding the Master Plan for the new maintenance facility. The architects have completed more work on the master plan phase and into some design work in order to prepare for the April 25 neighborhood meeting and special use permit. The amendment addresses this additional work. Commissioner Schoonmaker made a motion to approve the resolution, which was seconded by Commissioner Haines, and approved by the Board. The Board and District Attorney signed the resolution.

d. Maintenance Building Project

Ms. Pottinger informed the Board that she has publicized the upcoming neighborhood meeting regarding the construction of the new maintenance facility in a number of different manners. The meeting will be held at the District offices on Tuesday, April 25, 2017 at 7:00 pm. Door hangers were distributed and letters mailed to the 129 homes surrounding the property. In addition, signs were posted in different locations around the property to inform neighbors of the meeting. Ms. Pottinger also shared some photos of proposed vegetation to be used on retaining walls and building to discourage graffiti issues at the property. Ms. Hale requested that English ivy not be used due to its invasive nature.

Mr. Clouse reported that an underground storage for water runoff may not be necessary for the site. The civil engineers are working to design retention ponds that will manage runoff. This change in requirements has the potential to reduce project cost. Mr. Clouse confirmed that the retention ponds will be fenced in and not accessible by the general public.

e. Regional Water Conservation Program

Ms. Pottinger shared with the Commissioners a survey presented to the Seattle Water Supply Operating Board Members regarding the priorities for the regional water conservation program. The Operating Board is in the process of setting a ten year conservation goal and programming targets for 2019-2028. The Board carefully discussed the survey and provided input. Ms. Pottinger will share the survey with the Operating Board.

MANAGERS REPORT

Finance Manger Barb Shosten reported that her staff is continuing to work on year-end information. In addition, she and the District Manager are just completing an update to the connection charge. Results of this review will be shared at a future meeting in the near future. Ms. Shosten also reported the office team is happy to have the new Customer Care Specialist on board.

Operations Manger Denny Clouse reported on a pre-application meeting with developers for a 28 unit building located at 180th and 10th Ave NE. In addition, he will be attending the HOA meeting of the Northridge Condominiums on Thursday evening, April 27. These condos are neighbors to the pump station and Mr. Clouse has been invited to answer questions and report on the final phases of the North City pump station construction.

Ms. Pottinger discussed the per diem rate for attendance at national conferences and trainings to determine if the Board wanted to be consistent with the \$135/day rate that has been used for several years. The Board discussed the per diem rate. Commissioner Schoonmaker motioned to increase the per diem rates for attendance at national conferences in 2016 to \$135 a day. Commissioner Haines seconded the motion and the motion passed unanimously.

Ms. Pottinger reported that Commissioner Ricker and Commissioner Haines will be attending the Shoreline Senior Center breakfast on Thursday. In addition, Ms. Pottinger is in contact with Alan Kerley, Lake Forest Park Water District, regarding the District's potential Brookside annexation. Ms. Pottinger also reported that the master plan for the Fircrest facility is still in progress. Lastly, Ms. Pottinger, Mr. Clouse and the Commissioners discussed the Spring WASWD conference. While everyone enjoyed the conference and the discussion topics, Commissioner Haines reported on the actions of Commissioner Ransom and his behavior that was unbecoming of an elected official.

LEGAL REPORT

None at this time

COMMISSIONERS REPORT

Commissioner Schoonmaker had no report at this time.

Commissioner Haines reported had not report at this time.

Commissioner Ricker had no report at this time.

Ms. Pottinger indicated the need for a Special Meeting to consider a real estate issue. The Commissioners agreed that a Special Meeting will be scheduled for Monday, April 24th at 5:00 pm at the District office.

ADJOURNMENT

The meeting was adjourned at 4:48 pm.

The next Special Meeting is Monday, April 24th at 5:00 pm at the North City Water District. There will be a Neighborhood Meeting on April 25th at 7:00 pm at the North City Water District.

Ronald Ricker

Larry Schoonmaker

Charlotte Haines