



**MINUTES OF SPECIAL MEETING  
OF THE BOARD OF COMMISSIONERS FROM NORTH CITY  
WATER DISTRICT AND SHORELINE FIRE DEPARTMENT**

January 15, 2015

North City Water District Board Room

The meeting was called to order at 5:02pm

**Commissioners Present**

NCWD President Charlotte Haines  
NCWD Commissioner Ron Ricker  
NCWD Commissioner Larry Schoonmaker  
SFD Chair David Harris  
SFD Vice Chair Jon Kennison  
SFD Commissioner Rod Heivilin  
SFD Commissioner Ken Callahan  
SFD Commissioner Kim Fischer

**Staff Present**

Diane Pottinger, NCWD District Manager  
Denny Clouse, NCWD Operations Manager  
Matt Cowan, SFD Fire Chief

**HISTORY/BACKGROUND:**

Commissioner Ricker gave a summary of the history of the Water District since 1931.

Chief Cowan and Commissioner Heivilin gave a summary of the Fire District since 1939.

**NEW / OLD BUSINESS**

Mr. Clouse reported on the status of the North City Pump Station Project Update.

Ms. Pottinger and Mr. Clouse reported on the capital projects since the last joint meeting in 2012.

Chief Cowan discussed the claims process and expected communication between both agencies. As far as the Shoreline Fire Department was concerned, they did not have any issues with how the Water District was maintaining the water system and appreciated the immediate communication with Water District staff when a hydrant was no longer in service or when it was repaired.

Chief Cowan discussed the SFD new service area, the Town of Woodway, and what it meant to the Fire Department.

Mr. Clouse discussed how the processes for Certificates of Water Availability were issued. Chief Cowan discussed how the building plans are approved by the Fire Department. Mr. Clouse asked that the Water District be notified once the Fire Department has approved a set of plans as a courtesy.

Mr. Clouse offered to the Fire Department to give a class about hydrants and how the Water District would prefer to the hydrants be operated in the event of an emergency. Chief Cowan asked him to follow up with the Training Chair to see if and when it can be in their schedule.

Commissioner Haines spoke of her concerns about the increased zoning near the transit station areas. Chief Cowan responded that he will be working with the commissioners to address not only the increased needs from these two areas but also in the Point Wells area, should they become the Fire Department for that area.

The Boards discussed the desire to do an annual meeting between Boards in the future.

Mr. Schoonmaker left the meeting at 6:45pm.

Mr. Clouse left the meeting at 7:10pm.

**ADJOURNMENT**

The meeting was adjourned at 7:16pm.

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Charlotte Haines

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Ronald Ricker

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Larry Schoonmaker