



## MINUTES OF REGULAR MEETING OF THE BOARD OF COMMISSIONERS

August 18, 2015

North City Water District Board Room

The meeting was called to order at 3:04pm

### Commissioners Present

President Charlotte Haines  
Commissioner Ron Ricker  
Commissioner Larry Schoonmaker

### Staff Present

Diane Pottinger, District Manager  
Barb Shosten, Finance Manager  
Denny Clouse, Operations Manager

### PUBLIC COMMENT

None

### APPROVAL OF MINUTES

Commissioner Schoonmaker made a motion to approve the minutes of the August 4, 2015 Regular Meeting. Commissioner Ricker seconded the motion, which then passed unanimously. The Board signed the approved minutes.

### APPROVAL OF VOUCHERS

Commissioner Schoonmaker made a motion to approve vouchers 111889-111919 and voucher numbers 3922-3936 in the amount of \$133,373.33 from the maintenance fund and voucher 00075 from the construction fund in the amount of \$69.00. Commissioner Ricker seconded the motion, which then passed unanimously. The Board signed the vouchers.

### NEW / OLD BUSINESS

Ms. Pottinger discussed the August 6 Seattle Operating Board meeting and the August 11 announcement by the City of Seattle that it was going to the Voluntary Stage of Seattle's Water Shortage Contingency Plan. District staff will continue to participate with Seattle's plan by attending the meetings to prepare the public messages.

The District's Water Supply Contingency Plan was discussed. **Commissioner Ricker made a motion to move to the District's Voluntary Level of the Water Supply Contingency Plan.** Commissioner Schoonmaker seconded the motion, which then passed unanimously. Ms. Pottinger noted that the district's newsletter, which will contain an article about the water shortage, is going to the printer this week and delivered to the public shortly. Therefore, she recommended that the district not also send out postcards to our residents. The Board agreed. District staff will be providing information to customers during this week's events at the Ridgecrest Ice Cream Social and the Celebrate Shoreline events.

**Resolution 2015.08.21 Acknowledging Completion of the Escrow/WSEA for the DSA Ridgecrest Property and Acceptance of the Bill of Sale.**

**Resolution 2015.08.22 Acknowledging Completion of the WSEA for the DSA Ridgecrest Property and Acceptance of the Bill of Sale.**

**Resolution 2015.08.23 Acknowledging Completion of the Escrow/WSEA for the Inland Group and Acceptance of the Bill of Sale.**

**Resolution 2015.08.24 Acknowledging Completion of the WSEA for the Inland Group and Acceptance of the Bill of Sale.**

**Resolution 2015.08.25 Acknowledging Completion and Acceptance of CIP #2012-01: Water Main Improvements.** The five resolutions was presented and discussed. Commissioner Schoonmaker made a motion to approve all five, which was seconded by Commissioner Ricker, and approved unanimously by the Board.

### MANAGER'S REPORT

Ms. Shosten stated that the new office employee started and she was a great fit for the District. She also discussed the topics of the special meeting scheduled for August 26, 2015.

Mr. Clouse gave an update on the district North City Pump Station Project, the NE 178<sup>th</sup> Street Project, and the Individual PRV project.

Ms. Pottinger discussed the recent resignation of the Executive Assistant/Personnel Coordinator. The District will not make a decision right away whether to replace her or reassign our duties to other employees.

**COMMISSIONERS REPORT**

Commissioner Schoonmaker discussed the recent District events at the Chamber Dinner, Ice Cream Social and Celebrate Shoreline. Commissioner Haines and Commissioner Ricker provided additional comments to the events and recapped the August Section IV meeting. Commissioner Ricker briefed the Board on the recent WASWD Government Relations Meeting and potential bills for the next legislative session.

**NEXT MEETING**

The next Special Meeting will be held on Wednesday, August 26, 2015 at 11:00am.

**ADJOURNMENT**

The meeting was adjourned at 5:05p.m.

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Charlotte Haines

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Ronald Ricker

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Larry Schoonmaker