

The regular meeting of September 2, 2014 was called to order at 3:02 p.m. Present were Commissioners Charlotte Haines, Ron Ricker and Larry Schoonmaker; Diane Pottinger, District Manager; Barb Shosten, Finance Manager; Denny Clouse, Operations Manager and Andrew Maron, District Attorney.

**PUBLIC COMMENT:**

None.

**MINUTES:**

Commissioner Schoonmaker made a motion to approve the minutes from the August 19, 2014 Regular Meeting. Commissioner Ricker seconded the motion, the motion passed and the Board signed the minutes.

**VOUCHERS:**

Commissioner Schoonmaker made a motion to approve vouchers 3539-3553 and 10957-10987 from the maintenance fund in the amount of \$84,832.98 and vouchers 0001-0002 from the construction fund in the amount of \$131,626.52. Commissioner Ricker seconded the motion. The motion passed unanimously and the Board signed the vouchers.

**NEW / OLD BUSINESS:**

The following resolution was presented, discussed, moved by Commissioner Schoonmaker, seconded by Commissioner Ricker and approved unanimously by the Board:

**Resolution 2014.09.22: Authorizing Lease Amendment with T-Mobile West LLC.**

The Board discussed whether or not the parking area should be available to the general public who are not visiting the District office, and if so when. The original design of the building included gates but was removed due to financial considerations. After discussion, the commissioners were in agreement that they are not interested in installing gates at this time. The commissioners are willing to allow the public to utilize the parking lot after hours.. If general parking becomes an issue, the Board will revisit the question. The Board asked the staff to develop a more detailed plan for general parking, to include a sample of a new sign for consideration at a future board meeting.

**MANAGERS REPORT:**

Ms. Shosten talked about the financial software upgrade that had occurred the prior week. There were three key comments she wanted to share: 1) the parallel system entry went well; 2) the credits/balance report matched perfectly; and 3) the most well received feature of the upgrade is the expanding reporting capabilities. She commented about how well everyone knew the software, including our IT consultant, Perry Greene.

Ms Shosten gave the commissioners an update on the Municipalities Continuing Disclosure Cooperation Initiative (MCDC Initiative), which deals with the non-compliance by Municipalities and Underwriters with the rules for self-reporting on the Electronic Municipal Market Access (EMMA) website of the financial disclosures required for municipal securities. Ms Shosten reported that, after discussions with the District's financial advisor, Jim Nelson, the District appears to be in compliance.

Mr. Clouse discussed the project status of the various district projects. The meter reading change out project is now complete with the exception of gathering the GPS coordinates of the meter locations, Both Mr. Clouse and Ms. Shosten wanted the Board to recognize two staff members, in particular, for help with the success of this project.

Mr. Clouse reported that the 3.7 MG tank painting project would take a bit longer, which will require more painting inspection time. As a result, the District will bring a change order at the next meeting to address the additional inspection time. There will be no additional costs to the District from the contractor.

Ms. Pottinger brought the Board up to speed regarding the recent discussions with Lake Forest Park Water District regarding service to several parcels.

Ms. Pottinger discussed the possibility of having an open house with the new owner of North City Bistro, located directly across the street, for the Chamber of Commerce. The Board directed Ms. Pottinger to look at October 14 for the event and to bring back more information.

The Board discussed possible new District apparel utilizing the District's new logo. Mr. Clouse will get back to the Board with that information soon.

**EXECUTIVE SESSION:**

The Board entered into executive session at 3:55 p.m. to discuss litigation. The Board returned to regular session at 4:15 p.m.

**COMMISSIONERS REPORT:**

The Board members and staff discussed the recent King County and Snohomish County Boundary Review Boards' meetings regarding the assumption by the City of Shoreline of Ronald Wastewater District. Commissioner Ricker discussed the recent WASWD Board of Director's meeting.

**NEXT MEETING:** September 15, 2014 Special Meeting, 3:00 p.m.

**ADJOURN:** The meeting adjourned at 4:36 p.m.

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**COMMISSIONERS**