



MINUTES OF REGULAR MEETING OF THE BOARD OF COMMISSIONERS

October 4, 2016

North City Water District Board Room

The meeting was called to order at 3:02pm

Commissioners Present

Commissioner Ron Ricker

Commissioner Charlotte Haines

Commissioner Larry Schoonmaker (via phone)

Staff Present

Diane Pottinger, District Manager

Barb Shosten, Finance Manager

Theresa Harrington, Executive Assistant

Harold Berger, Utility Person III

Joe Bennett, District Attorney

Guests

Scott McJannet, Associate - K&L Gates

Jim Blumenthal, Vice President and Senior Municipal Underwriter -Martin Nelson and Company

PUBLIC COMMENT

No members of the public were present.

APPROVAL OF MINUTES

Commissioner Haines made a motion to approve the September 19, 2016 special meeting minutes.

Commissioner Ricker seconded the motion, which passed unanimously. The Board signed the minutes.

APPROVAL OF VOUCHERS

Commissioner Haines made a motion to approve vouchers number 4366-4382 and voucher numbers 113038-113082, in the amount of \$113,575.29 from the maintenance fund and vouchers 183-190, in the amount of \$85,047.31. Commissioner Schoonmaker seconded the motion, which passed unanimously. The Board signed the minutes.

MANAGER'S REPORT

Ms. Shosten reported that the District will have a two-year budget and rates forecast beginning this year. Ms. Shosten also reported that staff is in the final stages of testing the e-payments system. Paulyne Perez, Customer Service Specialist II will be coming to a future Board meeting to demonstrate the new system to the Board.

Operations Manger, Denny Clouse was not in attendance, but District Manger Diane Pottinger reported in his absence. The District is in ongoing discussions with Sound Transit regarding the water system work required for the new light rail station. A meeting is scheduled for next week to discuss a number of items. In addition, North City Water District will host the Section 4 meeting of WASWD at the District Office on Monday, October 17th. Lastly, the District expects to receive the final bill on the NE 178th Street project from the City of Lake Forest Park later this month.

Ms. Pottinger reported on her attendance at the WASWD Fall Conference in Spokane and thanked District Attorney Joe Bennett for his informative presentation on public records requests. Ms. Pottinger indicated she would be attending the October 19th Meeting of Lake Forest Park Water District, as the potential annexation of the Brookside area properties will be discussed. Ms. Pottinger and Commissioner Haines also attended a meeting of the Shoreline School District where the future capital budget was discussed. The School District is planning on placing a large bond measure on the ballot in February 2017 to fund the rebuilding of several schools, some of which are within our service area. Ms. Pottinger and Commissioner Haines attended the Ballinger Neighborhood Association meeting on Monday, October 3rd where representatives from the City of Shoreline presented information on Brugger's Bog, the North Maintenance Base Design and Proposition 1: Levy Lid Lift. Ms. Pottinger also shared that a staff committee has been formed to work on planning the North City Water District's year end staff meeting. Commissioner Haines will join that committee. Finally, Ms. Pottinger updated the Board on several meeting changes: there will not be minutes from the Special Meeting of September 29th as there was not a quorum present, there will not be a Special Meeting on October 12th as there has been a change in the RFQ evaluation schedule for the new maintenance building. Instead, the review committee will meet that week to evaluate all of the proposals and present the results of their evaluation at the October 18th regular meeting of the Board.

OLD/NEW BUSINESS

- a. **2016.09.30 – A Resolution of the Board of Commissioner of North City Water District, King County, Washington, Providing for the Sale and Issuance of Water Revenue Bonds.**

Barb Shosten reviewed with the Board the current status of the 2016 bond and presented the the resolution for the proposed bond sale. The District’s bond underwriter, Jim Blumenthal from Martin Nelson and Company, and the District’s bond counsel representative, Scott McJannet of K&L Gates reviewed the resolution details with the Board and answered questions. Commissioner Haines moved to approve the resolution. Commissioner Schoonmaker seconded the motion and the motion passed unanimously. The Board signed the resolution.

Mr. McJannet and Mr. Blumenthal left the meeting at 3:37pm

LEGAL REPORT

District Attorney, Joe Bennett reported that the District has completed the response to a public records request for documents relating to rate setting. This request involved considerable attorney and staff time.

COMMISSIONERS’ REPORTS

Commissioner Haines reported on her attendance at the Ballinger Neighborhood Association Meeting on Monday, October 3rd. The meeting was held in the North City Water District Board Room. Commission Haines reported that several meeting attendees expressed how much they valued and appreciated having a community meeting space available to non-profit and government groups.

EXECUTIVE SESSION

The Board entered into Executive Session at 3:52pm for the purpose of considering a real estate matter in accordance with RCW 42.30.110 section 1(b) or 1(c) for 10 minutes, and then extended the session for 5 additional minutes. The Board returned to regular session at 4:07pm.

ADJOURNMENT

The meeting was adjourned at 4:08PM.

The next Regular Meeting is Tuesday, October 18, 2016 at 3:00 p.m. at the North City Water District.

Ronald Ricker

Larry Schoonmaker

Charlotte Haines