



## MINUTES OF REGULAR MEETING OF THE BOARD OF COMMISSIONERS

October 6, 2015

North City Water District Board Room

The meeting was called to order at 3:02pm

### **Commissioners Present**

President Charlotte Haines  
Commissioner Ron Ricker  
Commissioner Larry Schoonmaker

### **Staff Present**

Diane Pottinger, District Manager  
Barb Shosten, Finance Manager  
Andy Maron, District Attorney

### **PUBLIC COMMENT**

None

### **APPROVAL OF VOUCHERS**

Commissioner Ricker made a motion to approve vouchers 112007-112063 and voucher numbers 3970-3985 in the amount of \$357,738.22 from the maintenance fund and vouchers00085-00089 from the construction fund in the amount of \$256,706.31. Commissioner Schoonmaker seconded the motion, which then passed unanimously. The Board signed the vouchers.

### **NEW / OLD BUSINESS**

Ms. Pottinger discussed the recent Operating Board meeting. SPU will continue to remain in the Voluntary Stage of Seattle's Water Shortage Contingency Plan until the water supply conditions for 2016 are better known and are adequate. District staff will continue to participate with Seattle's plan by attending the meetings and preparing for public messages.

**Resolution 2015.10.42 Retaining BHC Consultants to Update the Hydraulic Water Age Model and Complete Multiple Analyses.** The motion was presented, discussed and moved by Commissioner Schoonmaker, seconded by Commissioner Ricker, and approved unanimously by the Board.

**Resolution 2015.09.43 Increasing the Budget for Legal Services with Phillips Burgess.** The motion was presented, discussed and moved by Commissioner Ricker, seconded by Commissioner Schoonmaker, and approved unanimously by the Board.

### **MANAGER'S REPORT**

Ms. Shosten reported on the status of the recent audit and the upcoming exit conference. She also indicated that she will be presenting the capital facilities and operating budget for next year at the two meetings in November with a goal to adopt the 2016 budget at the first meeting in December.

Ms. Pottinger reported that Sound Transit expects to have its updated video showing the updated route in the near future and that it will get ready for the design sometime after it finds out if it is successful in obtaining a large federal grant.

Ms. Pottinger asked the commissioners if they were interested in attending a SnoKing meeting in October. Commissioner Haines indicated she may attend this meeting representing the District.

Ms. Pottinger indicated that the District would be going out for its annual engineering roster along with an emergency contractor roster in the near future. She reminded the Board that staff is recommending the District not go out for a consultant to help with the design of a Maintenance Building at this time.

Ms. Pottinger reported on the current project status of the District projects and the project close outs. She also discussed the City of Lake Forest Park's draft Comprehensive Plan schedule for the next several weeks. Both Commissioners Schoonmaker and Ricker reported on the recent Lake Forest Park Council Meeting they attended.

Ms. Pottinger discussed with the Board the differences between part-time and full time employee classifications with the District as Management was considering different options for the Administrative Assistant position. The Board directed staff to come back with several options for their consideration at the next board meeting

Ms. Pottinger shared the recent questionnaire and annual report for Chelan County PUD with the Board.

### **APPROVAL OF MINUTES**

Commissioner Schoonmaker made a motion to approve the amended minutes of the September 15, 2015 Regular Meeting. Commissioner Ricker seconded the motion, which then passed unanimously. The Board signed the approved minutes.

Ms. Pottinger identified a correction that needed to be made for the approved September 1, 2015 Meeting Minutes. Commissioner Schoonmaker made a motion to approve the corrected meeting minutes from September 1, 2015. Commissioner Ricker seconded the motion, which then passed unanimously. The Board signed the approved minutes.

### **EXECUTIVE SESSION**

The Board entered into Executive Session at 4:00p.m. for 10 minutes to discuss potential litigation (RCW 42.30.110(1)(i)). The Board returned to regular session at 4:10p.m.

Mr. Maron left the meeting at 4:15p.m.

### **COMMISSIONERS REPORT**

Commissioner Ricker reported on the WASWD conference, the sessions he enjoyed and the vendors he met. He and Commissioner Schoonmaker discussed the recent City of Lake Forest Park City Council meeting.

Commissioner Schoonmaker recapped comments on the conference and the recent Operating Board meeting and tour.

Commissioners Haines discussed the recent WASWD conference and the North City Neighborhood Association meeting with guest speaker City of Shoreline's Economic Development Manager.

### **NEXT MEETING**

The next Regular Meeting will be held on Tuesday, October 20, 2015 at 3:00 pm.

### **ADJOURNMENT**

The meeting was adjourned at 5:04p.m.

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Charlotte Haines

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Ronald Ricker

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Larry Schoonmaker