



## Make a valuable difference in your community. Be a North City Water District Water Commissioner!

North City Water District is seeking qualified applicants for an appointment to fill the vacant Position #2 on the District's Board of Commissioners.

North City Water District provides water services to customers in parts of Shoreline and Lake Forest Park. Our service area covers 5 square miles, consisting of 8,100 water connections serving approximately 25,000 residents. Our water supply comes from the Tolt and Cedar River Watersheds. The District has been serving its customers for over 80 years.

### Our Board of Commissioners

The District is governed by an elected three-member Board of Commissioners. The Board sets policy and provides direction and guidance to District staff through a strategic planning process. They represent the District in communicating perspectives on regional partnerships and issues of importance to the District, while also addressing the concerns of customers.

### Why Apply?

This is an opportunity for a qualified candidate to take on a dynamic position that involves solid working relationships and interaction with regulatory agencies, ratepayers, community leaders, and industry organizations. The appointed candidate will make critical decisions that safeguard the resources and services of District customers.

### Commissioner, Position #2

The appointed applicant will serve until the next general election in November 2019. If the appointed applicant desires to continue to serve in the position after the November 2019 election, they must file for election to Commissioner Position #2 during the 2019 filing period. Elected Commissioners serve a six-year term.

### Commissioner Roles

The roles of a Commissioner include establishing policy, providing legislative authority, overseeing the District Manager, and providing direction to District staff so that the District operates safely and efficiently while being fiscally responsible in providing water services to its ratepayers.

#### Policy roles

- Adopt goals and objectives
- Study and review alternatives to determine best course of public policy
- Approve/amend operating and capital budgets
- Approve contracts
- Adopt resolutions

#### Public leadership roles

- Communicate District's vision and goals to ratepayers
- Promote governance through Regional, County, State and Federal representation
- Mediate conflicting interests while building consensus

## Expectations

We are looking for a Commissioner who has a proven history of successfully working and interfacing with people in a collaborative manner.

This candidate should have relevant expertise and communication skills along with the ability to build and maintain good relationships with a variety of people and organizations including District employees, District ratepayers, trade associations, regulatory agencies, legislators, surrounding cities, and the media.

It is critical that the candidate have the ability to make fair and consistent decisions under difficult and demanding circumstances involving legal or financial liability and sensitive community issues. This candidate will be expected to justify those decisions and take responsibility for the consequences.

Commissioners are governed by the North City Water District Board of Commissioners Rules of Procedure.

## Commissioner Meetings

The Board of Commissioners' meetings are held on the first and third Tuesday of each month at 3:00pm at the District Office located at 1519 NE 177th Street, Shoreline, WA 98155.

## Additional Committee Appointments

Commissioners may be appointed to serve on additional District related committees or to attend regional meetings, including but not limited to: Washington Association of Sewer & Water Districts (WASWD), Seattle Public Utilities Operating Board or subcommittees, American Water Works Association (AWWA) and other meetings and events as assigned.

## Eligibility Requirements

Qualified candidates must be all of the following:

- A United States citizen
- At least eighteen (18) years of age
- A registered voter residing within District boundaries.

## District Staff

North City Water District is a progressive utility with an excellent culture. We have 14 dedicated staff members who are passionate about the water industry, and who work in water operations, customer service, and administration. We strive to provide the best customer service to our rate payers, and each other.

## Biennial Budget

The 2017-2018 Biennial Budget was adopted in December 2016. The annual operating and capital expenditure budget is approximately \$7 million. The District expects to adopt a 2019-2020 Biennial Budget during November and December 2018. For more information about our budget [click here](#).

## Compensation, Insurance & Benefits

Compensation is \$114 per meeting/day. The maximum meeting allowance is 96 meetings per calendar year as established by State law.

The District offers a comprehensive and competitive insurance package, including health, dental, vision, and term-life benefits. Commissioners are entitled to the extent and level of benefits received by District employees. The District retirement program is through the Washington State Public Employees Retirement System.

## To Be Considered

Interested candidates must apply by **December 28, 2018** and submit the following documentation:

- An original, signed Application for Appointment to Board of Commissioners
- Resume
- Letter of Interest addressed to the Board of Commissioner

For additional information regarding the commissioner vacancy and application process, contact Diane Pottinger, District Manager, at 425.362.8100 or [dianep@northcitywater.org](mailto:dianep@northcitywater.org), and she will forward your message to the Commissioners for a response.