



MINUTES OF REGULAR MEETING OF THE BOARD OF COMMISSIONERS

February 20, 2018

The meeting was called to order at 3:01 pm.

North City Water District Board Room.

Commissioners Present

Commissioner Ron Ricker

Commissioner Larry Schoonmaker (Via Skype)

Commissioner Charlotte Haines

Staff Present

Diane Pottinger, District Manager

Amalia Mostrales, Assistant Finance Manager

Theresa Harrington, Executive Assistant

Joe Bennett, District Attorney

PUBLIC COMMENT

District customer Virginia King was also in attendance.

APPROVAL OF MINUTES

Commissioner Haines made a motion to approve the minutes from the February 6th regular meeting and Commissioner Ricker seconded the motion. The motion passed and the commissioners signed the meeting minutes.

APPROVAL OF VOUCHERS

Commissioner Haines made a motion to approve vouchers number 4908-4923 and 114395-114428 in the amount \$230,425.77 from the maintenance fund and voucher 312-315, in the amount of \$137,819.71 from the capital fund. Commissioner Ricker seconded the motion, which passed unanimously. The commissioners signed the vouchers.

OLD/NEW BUSINESS

a. SPU's 2010 Economic Analysis of North Seattle Reclaimed Water Project

District Manager Diane Pottinger summarized SPU's 2010 report on reclaimed water. This report showed that there were several assumptions regarding water use that have changed significantly in our service area, since the report was completed. Reclaimed water is being discussed in the Washington State Legislature and at upcoming Operating Board meetings. She wanted the Board to be aware of where we were in light of these upcoming meetings.

b. 2018 Water System Plan

Ms. Pottinger reported that the updates to the Water System Plan are going well. A Puget Sound Regional Council staff member is currently reviewing our growth projections. BHC Consultants are nearly complete with the hydraulic model calibration and will be coming to a meeting in March for a presentation.

c. Maintenance Building Project Status

District Manager Diane Pottinger reported that she just came from the intake meeting for the new maintenance facility at the City of Shoreline. A representative from Wagner Architects was also in attendance. The City had not yet identified the cost or how long it will take for the permit review. City staff indicated it could be 12 weeks to receive the first set of comments from the City. Ms. Pottinger expects once the District receives the cost and timing information, the project schedule will be reviewed with the Board.

d. District GIS Proposal

Ms. Pottinger discussed with the Board the need for updates and enhancements of the GIS system. Ms. Pottinger plans to work with staff to develop a list of enhancements that we hope to bring to our existing system including new informational layers. She hopes to send out a request for proposal to consultants to assist the District later in the spring.

Ms. Harrington report on the Lake Forest Park Elementary School Science Fair. The District was invited to staff a booth at the event on February 15th. Ms. Harrington indicated it was a fun and successful event.

MANAGER REPORT

Assistant Finance Manager Amalia Mostrales reported that she continues to work with Ms. Shosten on the end of the year processes. In addition, she update the Board on current revenue. Lastly, she indicated that the Sno-King Taxi Company is past due on their lease payment to the District. Ms. Pottinger will be discussing legal options with Mr. Bennet and will be coming back to the Board at an upcoming meeting.

District Manager Diane Pottinger reported that the lawsuit opposing the King County right of way charges has been filed in King County. One or more private utility companies may join the suit. Ms. Pottinger informed the Board that as part of the water system plan project, King County has agreed that the District's corporate boundaries do not contain any areas of unincorporated King County. Therefore, there are no right away issues that would impact North City Water District customers, but she will keep the Board updated as the case proceeds. In Legislative news, Senate Bill 6587 regarding the transparency of local taxing districts, has passed the Senate and is being considered by the House. This bill requires that entities disclose city taxes and franchise fees on their billing statements. Depending on how this is interpreted, it could pose a significant administrative burden on smaller utilities who lack sophisticated billing software programs. Ms. Pottinger also informed the Board that Mr. Bennett is working with staff to review and update the District's WSEA form. He will bring draft changes to the Board for consideration in March.

Mr. Bennett informed the Board he will not be at the March 6th Board meeting, but his partner, Matt Hendricks, will attend in his absence.

COMMISSIONER REPORTS

Commissioner Ricker reported that WASWD is working on conference planning. He also informed the Board that in 2020 the WASWD conference will move from the Yakima location. A new location has not yet been confirmed.

Commissioner Haines reported on her attendance at the Section IV meeting.

Commissioner Schoonmaker had no report at this time.

EXECUTIVE SESSION

The Board entered into Executive Session at 3:54 pm for 30 minutes to discuss potential litigation with Mr. Bennett, pursuant to RCW 42.30.110(1)(i). Mr. Bennett, Ms. Mostrales and Ms. Pottinger were present. The Board returned to regular session at 4:16 pm.

ADJOURNMENT

The meeting concluded at 4:16 pm with no further action taken.

The next regular meeting will be Tuesday, March 6, 2018 at 3:00 pm and the North City Water District.

Larry Schoonmaker

Charlotte Haines

Ronald Ricker