



MINUTES OF REGULAR MEETING OF THE BOARD OF COMMISSIONERS

March 21, 2017

The meeting was called to order at 3:00 pm

North City Water District Board Room

Commissioners Present

Commissioner Ron Ricker

Commissioner Larry Schoonmaker

Commissioner Charlotte Haines

Staff Present

Diane Pottinger, District Manager

Barb Shosten, Finance Manger

Denny Clouse, Operations Manager

Theresa Harrington, Executive Assistant

Joe Bennett, District Attorney

PUBLIC COMMENT

Ms. Patty Hale from the Ridgecrest Neighborhood Association was present at the meeting.

Ms. Virginia King was in attendance and presented the Board with an offer to sell her property to the District. Ms. King requested a response within 15 days. The Board listened to Ms. King's comments and concerns and received her offer. They informed Ms. King they would consider the offer during executive session.

APPROVAL OF MINUTES

Commissioner Haines made a motion to approve both the minutes from the March 7th regular meeting, and the March 14th special meeting. Commissioner Schoonmaker seconded the motion and the motion passed unanimously. The Board signed both minutes.

APPROVAL OF VOUCHERS

The vouchers were reviewed and discussed by the Board. Commissioner Schoonmaker made a motion to approve vouchers number 4545-4559 and voucher numbers 113504-113535 in the amount \$198,269.35 from the maintenance fund and vouchers 229-233, in the amount of \$51,543.88 from the capital fund. Commissioner Haines seconded the motion, which passed unanimously. The Board signed the vouchers.

OLD/NEW BUSINESS

a. Maintenance Building Project

District Manager Diane Pottinger shared the email response from Randy Witt, Director of Public Works at the City of Shoreline, regarding the District's offer to explore the possible co-location of City and District maintenance facilities on the new NCWD site. Mr. Witt indicated that, while the City was interested in exploring co-location, they would not be able to meet the District's permitting, design and construction timelines. The City is still in the early stage of their project and have not yet identified the facilities they would put at the NCWD property or how they would fund the improvements.

Operations Manager Denny Clouse updated the Board on the status of the master plan phase of the maintenance facility. Mr. Clouse indicated that a 20ft setback will be required as a buffer around the property. In addition, 8ft cantina wire fencing will surround the property. The project is progressing in a timely manner. A meeting will be held with the architects Wednesday, March 22nd to review potential layout options. A neighborhood meeting will be held April 25th at the District office for the public to review plans and comment.

Ms. Hale of the Ridgecrest Neighborhood Association, requested the Board consider not using cantina wire fencing to start with, as it is not a good match for the neighborhood. If security became an issue necessitating this type of fencing, it could possibly be added at a later date. The Board thanked her for her comment and will take it under consideration.

MANAGERS REPORT

Finance Manger Barb Shosten reported that the Customer Care Specialist position had been filled. The new employee will start work on April 1st. Once she has been trained, AP responsibilities will migrate from the Senior Accountant to the Customer and Vender Care Supervisor.

Operations Manger Denny Clouse reported that there is still no power to the pump station. Seattle City Light has changed their requirements regarding the electrical design work in the communications

building compared to what was approved in 2013. A new contract amendment will be required for the additional electric requirements. Mr. Clouse will bring the new contract amendment to the Board at the next meeting.

District Manager Diane Pottinger thanked the Board for allowing her the opportunity to travel to Washington D.C. with the team from Washington Association of Sewer and Water Districts to speak the Washington State delegation about the importance of water infrastructure funding. The trip was very productive. Ms. Pottinger also reported that the Washington State Senate has proposed a bill that would defund the Public Works Trust Fund. WASWD Executive Director Jim Koontz will be preparing an article for tomorrow's edition of the Daily Journal of Commerce to provide education on the impacts of this potential legislation. Ms. Pottinger spoke briefly of the WASWD Section IV Meeting on Monday, March 20th at the District, regarding updates to the King County review of water and sewer comprehensive Plans. Lastly, Ms. Pottinger reported on the status of an ongoing public records request. Mr. Bennett is assisting in responses as needed.

LEGAL REPORT

District Attorney Joe Bennett reported that he continues to work with attorneys at Sound Transit to finalize the WSEA and relocation agreement.

EXECUTIVE SESSION

The Board entered into executive session at 3:53 pm in accordance with RCW 42.30.110(1)(g) for five minutes to discuss personnel matters. The Board concluded the executive session at 3:58 pm and went back into open session.

RECESS

Commissioner Ricker called for a recess of the regular meeting at 3:58 pm in order to start the special meeting with the Shoreline Fire District scheduled for 4:00 pm. The regular meeting reconvened at 5:17 pm.

EXECUTIVE SESSION

The Board entered into executive session at 5:17 pm for 15 minutes in accordance with RCW 42.30.110 (1)(b) to discuss a potential real estate purchase. At 5:32, the Board unanimously agreed to extend the executive session for an additional five minutes. The Board concluded the executive session at 5:37 pm and went back into open session.

REAL ESTATE MATTERS

Commissioner Schoonmaker made a motion to counter Ms. King's offer to sell her real property to the District. Commissioner Haines seconded for purposes of discussion. After extensive discussion, Commissioner Haines moved to amend the motion, and specify the following terms for a counteroffer to Ms. King:

- Purchase price of \$500,000;
- Delete paragraphs 3 & 4 of the Form 34 addendum; and
- Reject the Form 65b rental agreement in paragraph 5 and replace with a custom rental agreement prepared by attorney David Johnston allowing for 120 days possession following closing.

Commissioner Ricker seconded the motion to amend. After further discussion, the question was called on the motion to amend. The Board voted unanimously to amend the motion.

After approval of the motion to amend, Commissioner Ricker called for the question on the now amended motion, directing Ms. Pottinger to present a counteroffer to Ms. King's real estate agent with three changes as set forth above. The Board voted unanimously to approve the motion as amended. Ms. Pottinger stated that she will work with Mr. Bennett and Mr. Johnston to present the counteroffer to Ms. King's real estate agent tomorrow if possible

ADJOURNMENT

The meeting was adjourned at 5:56 pm.

The next Regular Meeting is Tuesday, April 4th at 3:00 pm at the North City Water District.

Ronald Ricker

Larry Schoonmaker

Charlotte Haines