



## MINUTES OF REGULAR MEETING OF THE BOARD OF COMMISSIONERS

May 16, 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 (*via phone*)

Commissioner Charlotte Haines

### **Staff Present**

Diane Pottinger, District Manager

Barb Shosten, Finance Manager

Denny Clouse, Operations Manager

Joe Bennett, District Attorney

### **APPROVAL OF MINUTES**

District Manager Diane Pottinger presented revised minutes for Board consideration. After discussion, Commissioner Haines made a motion to approve the minutes from the May 1, 2017 special meeting as revised. Commissioner Schoonmaker seconded the motion and the motion passed unanimously. The Board signed the meeting minutes.

### **APPROVAL OF VOUCHERS**

Commissioner Haines made a motion to approve vouchers number 4604-4619 and voucher numbers 113654-113688 in the amount \$163,580.09 from the maintenance fund and vouchers 244-246, in the amount of \$29,751.52 from the capital fund. Commissioner Schoonmaker seconded the motion, which passed unanimously. The Board signed the vouchers.

### **OLD/NEW BUSINESS**

#### **a. Maintenance Building Project**

Operations Manager Denny Clouse briefed the Board on his review of the Master Plan for the site and the beginning discussions of developing a scope with Wagner Architects for Phase II of the project. Ms. Pottinger shared that the District had been invited to attend the May meeting of the Ridgecrest Neighborhood Association where the project boards were shared with residents. Everyone she spoke with was in support of the project.

Ms. King, a member of the public, joined the meeting.

#### **b. Regional Conservation Programs and SPU Facility Charges**

Ms. Pottinger recapped the recent Operating Board meeting, survey results and the discussion regarding regional conservation efforts. Information provided from SPU included, water supply assumptions, conservation program options, facility charge options, and the 2018-2023 capital improvement program. She also reported on the recent request for two additional program options recently proposed by Woodinville Water District. SPU has requested feedback on these items prior to their June 1<sup>st</sup> retreat. The Board requested that the District Manager obtain more information from SPU prior to making any recommendation. The Board scheduled a special meeting on Tuesday, May 23rd at 3:00 pm to discuss and make recommendations on the matter.

### **MANAGERS REPORT**

Finance Manger Barb Shosten reported that her staff is continuing to work on year-end financial information for the State. She expects to have an update at the June 20<sup>th</sup> Board meeting. A special meeting was proposed for June 27<sup>th</sup> to discuss the connection charge study with potential adoption of proposed changes to the connection charge at the Board's regular meeting on July 5<sup>th</sup>. The Board concurred with the proposed schedule and confirmed they can attend a special meeting on June 27<sup>th</sup>.

Operations Manger Denny Clouse discussed the continued coordination problems with Seattle City Light regarding the North City Pump Station project. There is electrical work that still needs to be completed in order to move to project to its final phase. As of today, Mr. Clouse does not know when to expect the electrical work to be completed.

Mr. Clouse reported on a pre-application meeting he had attended on the redevelopment of the North City Elementary School. He stated that some system improvements would be needed at the site. Mr. Clouse would be discussing this with the Fire Department and will inquire if looping will be required for the site.

Ms. Pottinger identified an upcoming meeting with the King County Demographer on June 7<sup>th</sup> at the City of Kenmore. In addition she reported that attorney Leslie Clark had left her position with Phillips Burgess and would be unable to help the District complete the Code adoption. District Attorney Joe Bennett will assist with completing this effort. Ms. Pottinger also reported on the Northshore Emergency Management Coalition meeting she had attended. District photos have been scheduled for June 28<sup>th</sup>. Ms. Pottinger reported that staff would be in attendance at Saturday's STEM fair and confirmed a reminder email as to the time and location was forthcoming.

**EXECUTIVE SESSION**

The Board entered into executive session at 4:20 pm in accordance with RCW 42.30.110(1)(i) for 15 minutes to discuss potential litigation. The Board concluded the executive session at 4:35 pm and went back into open session.

**LEGAL REPORT**

None at this time

**COMMISSIONERS REPORT**

Commissioner Schoonmaker had no report at this time.

Commissioner Haines had no report at this time.

Commissioner Ricker had no report at this time.

**ADJOURNMENT**

The meeting was adjourned at 4:41 pm.

The next Special Meeting is Tuesday, May 23<sup>rd</sup> at 3:00 pm at the North City Water District.  
The next Regular Meeting is Tuesday, June 6<sup>th</sup> at 3:00 pm at the North City Water District.

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Ronald Ricker

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Larry Schoonmaker

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Charlotte Haines