



MINUTES OF SPECIAL MEETING OF THE BOARD OF COMMISSIONERS

June 18, 2019

The meeting was called to order at 3:00 p.m.

North City Water District Board Room

Commissioners Present

Commissioner Ron Ricker
Commissioner Charlotte Haines
Commissioner Patricia Hale

Staff Present

Diane Pottinger, District Manager
Denny Clouse, Operations Manager
Amalia Mostrales, Finance Manager
Theresa Harrington, Executive Assistant
Bob Heivilin, Utility Person IV
Joe Bennett, District Attorney

PUBLIC COMMENT

None

APPROVAL AND/OR ADJUSTMENTS TO AGENDA

Commissioner Haines motioned to approve the agenda. Commissioner Hale seconded the motion and the motion passed unanimously.

APPROVAL OF MINUTES

Commissioner Hale moved to approve the minutes from the June 4 regular meeting. Commissioner Haines seconded the motion. The motion passed and the commissioners signed the minutes.

APPROVAL OF VOUCHERS

Commissioner Hale moved to approve vouchers numbers 5441-5458 and 115744-115776 in the amount \$136,787.27 from the maintenance fund and voucher numbers 427-429 in the amount of \$10,683.28 from the capital fund Commissioner Haines seconded the motion, which passed unanimously. The commissioners signed the vouchers.

OLD BUSINESS

a. Sound Transit Projects

District Manager Diane Pottinger reported that Sound Transit has mailed the check for the closing on the sale of the parcel at 185th. Closing on the property should happen soon. Ms. Pottinger also reported that Sound Transit will be paying their connection charge in two installments. The first payment will be due prior to beginning the early work project starting now, and the second will come later in the project timeline. The District Manager and Operations Manager have been working with the Sound Transit project managers to look for design solutions that could reduce overall connection costs substantially.

As part of the Sound Transit projects, the District will be working on a water main that goes under I-5 and additional hydrant and meter in SR 104. The District has a utility permit that was issued in the mid-1990s that will require updating for the I-5 permit. Ms. Pottinger will be working to update these permits and other permits for district water mains in the SR 523.

NEW BUSINESS

a. Questions regarding water service provider at parcel 115410-0010

District Manager Diane Pottinger reported on a request from the General Manager of Lake Forest Park Water District regarding a new customer request for service to a currently unserved lot located between North City Water District and Lake Forest Park Water District's corporate boundaries. The East King County Coordinated Water Service Plan (most recently updated in 1996) identified this area as part of the North City Water District service area. Elected officials from both districts agreed to the service plan. Due to the location of existing mains, and the geographical challenge of a creek running near the property and to be a part of the City's Lyon's Creek culvert project, the customer is requesting service from Lake Forest Park Water District. The Board discussed the request and asked the District Manager to clarify that if North City Water District grants this request, NCWD would not be waiving any rights to serve the remaining properties in this area, and would expect that all interested parties continue to continue to adhere to the East King County Coordinate Water Service Plan.

b. Resolution 2019.06.22 Contract Amendment No. 2 for BHC Consultants

District Manager Diane Pottinger reviewed the status of the contract with BHC Consultants to conduct hydraulic modeling and system analysis as part of the update to North City Water District water system plan. The proposed amendment reflects the final adjustments and agreements to this contract. Commissioner Haines pointed out a typographical error in the date on the resolution, which was corrected. Commissioner Haines made a motion to approve the corrected resolution, which was seconded by Commissioner Hale and approved by the Board. The Board and District Attorney signed the resolution.

c. Resolution 2019.06.23 Change Order No. 1 Decant Building to CIP 2012-09 Phase II Maintenance Building

District Manager Diane Pottinger presented a resolution to add the decant building to the contract with Faber Construction for the construction of the new Maintenance Facility. After careful review of anticipated capital projects for the next year and District revenue and expense projections, the funding for this project was available through the 2020 capital projects budget. The funding of this project will not impact rates or bonding. In addition, completing the decant building as part of Phase II will be much more cost effective than trying to add it at a later date. Commissioner Haines made a motion to approve the resolution, which was seconded by Commissioner Hale and approved by the Board. The Board and District Attorney signed the resolution.

d. Enduris Board of Directors Ballot

District Manager Diane Pottinger shared information with the commissioners on the candidates running for the Enduris Board of Directors. Commissioner Haines moved that the Board endorse the ballot. Commissioner Hale seconded the motion and the motion passed unanimously.

e. Water Use Efficiency Goals, set July 16th Public Hearing

The Commissioners reviewed the proposed Water Use Efficiency Goal:

NCWD Proposed Water Use Efficiency Goal for 2019-2028

1. North City Water District will continue to support community education about the District and water issues.
2. As part of the Saving Water Partnership (SWP), North City Water District supports the regional goal of keeping the total average annual retail water use of SWP members under 110 mgd through 2028, despite forecasted population growth.

The commissioners discussed the goal. They asked staff if it would be possible to add a more useful measure of consumption that would be more accessible to the public. Staff agreed to do this. Commissioner Haines moved to hold a public hearing for input on the proposed Water Use Efficiency Rule at the July 16th general meeting of the Board. Commissioner Hale seconded the motion and the motion passed.

f. Water Quality/ Sampling Presentation

Utility Worker IV/Water Quality Manager Bob Heivilin gave a presentation to the Board on the District's water quality and sampling program.

MANAGERS' AND CONSULTANT REPORTS

a. Finance Manager

Finance Manager Amalia Mostrales informed the Board that on July 1st there would be slight increases to the PERS 2 employer and employee contributions to the pension plan. There will also be slight increases to the HCA healthcare plan premiums.

b. Project Status/Operations Manager Report

Operations Manager Denny Clouse reported on the status of Phase II construction of the new Maintenance Facility. Faber Construction is in the process of setting up their office on site. A member of the construction team will be staying on site in a 5th wheel trailer for the duration of the project. Project meetings will be held every Tuesday at 9:00am starting July 2nd. Daily start time for the crew will be 6:30am and they may be working some 10 hour days. Wagner Architects still owe the CAD drawings to Faber and should be sending them soon. Mr. Clouse informed the Board the first pay requests from this project can be expected at the August 6th board meeting.

c. District Manager

Ms. Pottinger reported on her discussions with Shoreline Fire Department regarding the ShakeAlert project. The fire district commissioners are interested in meeting with the District to

discuss the issue further. Ms. Pottinger also reported that she met with Judi Gladstone and the lobbyists for the Public Works Board. They stressed the need to meet with legislators to educate them on the vital infrastructure needs and the importance of continued funding for the Public Works Fund. Ms. Pottinger reported on her attendance at the General Managers meeting at Olympic View Water District. There she learned that the General Manager of the East Wenatchee Water District communicated last fall with their legislators about a sewer project and proposed a \$1 million grant but ended up getting \$4 million, in a grant to cover the enter project costs. Ms. Pottinger proposed that NCWD consider hosting a tour of the new Maintenance Facility for local elected officials in August or September.

COMMISSIONER REPORTS

Commissioner Haines reported on her attendance at the State of the City of Shoreline breakfast.

Commissioner Hale also reported on her attendance at the State of the City of Shoreline breakfast as well as her attendance at the ShakeAlert presentation and the AWWA ACE Conference in Denver. Commissioner Hale reported that she completed the three course public officials' track at the conference and received certification.

Commissioner Ricker reported on his attendance at the AWWA ACE Conference in Denver.

The meeting was adjourned at 2:57 p.m.

The next regular meeting will be on Tuesday, July 2 at 3:00 p.m. at the District's Administrative Offices.

Ronald Ricker

Charlotte Haines

Patricia M. Hale