



MINUTES OF SPECIAL MEETING OF THE BOARD OF COMMISSIONERS

August 14, 2017

The meeting was called to order at 3:00pm

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 Manager
Denny Clouse, Operations Manager
Joe Bennett, District Attorney

PUBLIC COMMENT

District Customer Ms. Lynch discussed a leak adjustment request that she would be submitting. Finance Manager Barb Shosten communicated that staff would handle this request following the meeting.

APPROVAL OF MINUTES

Commissioner Schoonmaker made a motion to approve the minutes from the August 1, 2017 regular meeting and Commissioner Haines seconded the motion. The motion passed unanimously and the Board signed the meeting minutes.

APPROVAL OF VOUCHERS

Commissioner Haines made a motion to approve vouchers number 4702-4718 and voucher numbers 113891 - 113929 in the amount \$326,587.40 from the maintenance fund and vouchers 265-267, in the amount of \$17,496.24 from the capital fund. Commissioner Schoonmaker seconded the motion, which passed unanimously. The Board signed the vouchers.

OLD/NEW BUSINESS

a. Northshore Fire Department's rating upgrade

District Manager Diane Pottinger shared an email from Chief Torpin thanking the District and Lake Forest Park Water District for helping them to improve their fire protection class rating for Lake Forest Park. The rating takes into account several categories including having adequate fire fighting water supply including water flow, hydrant locations and system maintenance.

b. City of Lake Forest Park Street Lighting Responsibility and Policy

District Manager Diane Pottinger reported on the City of Lake Forest Park's City Council meeting the previous evening regarding Streetlights. She and Commissioner Ricker, who also attended the meeting, discussed the staff report and the comments made by council members indicating that the City is expecting to take on the responsibility of paying for all streetlights within the City limits. Ms. Pottinger indicated that she had been in contact with the City of Shoreline to transfer those streetlights located within the City of Shoreline to the City.

MANAGERS REPORT

Finance Manager Barb Shosten informed the Board that things are business as usual and the audit is scheduled to begin on September 5th and will take approximately three weeks.

Operations Manager Denny Clouse shared his preliminary cost estimate for a future vacuum truck. He expects to finalize the information, as well as obtain a trade-in estimate for our existing vehicle, and bring back a resolution at the following board meeting for Board approval. The pump station project is proceeding well and he expected it to be completed by late August or early September. He expects to hear back from the Hearing Examiner in the near future regarding the special use permit and variance for our new maintenance facility. He has had no action from either developer for the Ballinger Village and Ballinger storage at this time. Mr. Clouse is also working with Comcast to get fiber to the site. It was expected to occur today but has been rescheduled until August 22.

District Manager Diane Pottinger reported that she was contacted by the Department of Health allowing us to submit our final pay request for the remaining funds from our Drinking Water State Revolving Fund loan. Ms. Pottinger reviewed the upcoming community events and encouraged commissioners to attend on Tuesday, August 15 for the North City Jazz Walk, Thursday, August 17 for the Ridgecrest Ice

Cream Social and August 21 for Celebrate Shoreline. She reminded the Board that the District will be hosting the WASWD, Section IV meeting on Monday, August 21. WASWD Executive Director Jim Kuntz is expected to present the association's 2018 budget.

LEGAL REPORT

There was no legal report at this time.

COMMISSIONERS REPORT

Commissioner Schoonmaker reported on his attendance at the Shoreline Chamber dinner on Wednesday, August 9

Commissioner Haines had no report at this time.

Commissioner Ricker reported on the recent Government Relations meeting and the proposed legislative agenda items for the 2018 session.

ADJOURNMENT

The meeting was adjourned at 3:56 pm.

The next Regular Meeting is Tuesday, September 5th at 3:00 pm at the North City Water District.

Ronald Ricker

Larry Schoonmaker

Charlotte Haines