



MINUTES OF SPECIAL MEETING OF THE BOARD OF COMMISSIONERS

August 20, 2019

The meeting was called to order at 2:00 p.m. by Board President, Ron Ricker in the 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
Joe Bennett, District Attorney

Guests included Judi Gladstone, Executive Director of Washington Association of Sewer and Water Districts and Representative Gerry Pollett – 46th Legislative District.

OUTSTANDING LEGISLATOR OF THE YEAR AWARD TO REPRESENTATIVE POLLETT

Ms. Gladstone introduced Representative Gerry Pollett and shared his accomplishments as Chair of the Local Government Committee. Representative Pollett was an instrumental leader in the passage of ESSB 5418, which allows districts to utilize unit pricing procurements. This increases efficiency and saves costs for districts and their customers. Representative Pollett also co-sponsored HB 1241, which allows small district commissioners to receive the same health care benefits as medium and large districts.

Representative Pollett asked questions about activities within the District. Commissioner Hale and District Manager Pottinger discussed the recent meeting about the latest Fircrest Master Plan. While the Fircrest system is not part of North City Water District, the facility purchases water from the District. A District representative has been present at Fircrest public meetings to emphasize the importance of including utilities in the master plan. Ms. Gladstone shared that when Seattle had recently passed the “Move Seattle” levy in 2015, a transportation measure, no utility costs were included as part of the project. She reported that costs for the utilities associated with capital projects in the levy were greater than \$10 million, which required a rate increase to each of the utilities. After much discussion, Representative Pollett requested that information be sent to him regarding utilities at the Fircrest site. He indicated that he would have continued conversations on the issue in Olympia.

District Manager Diane Pottinger reported on the history of the Public Works Assistance Account with respect to the District, the current status of the account and future hopes regarding this important funding source. Representative Pollett discussed his work with Senator Frockt to help obtain funding for stormwater and culverts, which if successful would decrease the demand on the fund. He thanked the Board and Ms. Gladstone for their time then left the meeting at 2:30.

PUBLIC COMMENT

None.

APPROVAL AND/OR ADJUSTMENTS TO AGENDA

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

APPROVAL OF MINUTES

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

APPROVAL OF VOUCHERS

Commissioner Hale moved to approve vouchers numbers 5513-5529 and 115905-115947 in the amount \$326,336.20 from the maintenance fund and voucher numbers 441-443 in the amount of \$21,139.69 from the capital fund Commissioner Haines seconded the motion, which passed unanimously. The commissioners signed the vouchers.

OLD BUSINESS

a. 2019.08.30 Amending Appendix 3A of the NCWD Code

District Manager Diane Pottinger reviewed the current billing rate of staff and the proposed rate. There are no proposed changes since the discussion at the August 6 Board meeting. A motion to approve the resolution was made by Commissioner Haines, seconded by Commissioner Hale and passed unanimously. The Board and District Attorney signed the resolution.

b. 2019.xx.xx Amending Title 5 of the NCWD Code

Operations Manager Denny Clouse and District Manager Diane Pottinger discussed how the meters are currently sized in the District and how other utilities size their meters. Currently, none of the other utilities include review of the fixture unit count within their respective codes. Some utilities review fixture counts if the meter size appears to be bigger than necessary. A latecomer agreement was included as part of the code. Ms. Pottinger explained that this was the same agreement as approved for the Ballinger Heated Storage project, only in "blank format". The Board discussed the proposed changes and directed staff to bring back a complete resolution for adoption at the September 3 Board meeting.

NEW BUSINESS

None.

MANAGERS' AND CONSULTANT REPORTS

a. Finance Manager Report

Finance Manager Amalia Mostrales has been preparing for the fall audit, which has yet to be scheduled. She also discussed how pleased she is with our newest employee's progress with learning different District functions.

b. Project Status/Operations Manager Report

Operations Manager Denny Clouse reported on the status of the nine open WSEA projects:

- a. Old Shoreline Post Office – partial work completed.
- b. Shoreline Fire Department – partial work completed.
- c. Evergreen Point (old Texaco site)– no approved plans or complete submittals yet and no work with water utility yet
- d. Flatstick – work completed, waiting on asbuilts and close out.
- e. Arabella II – new construction completed but still need to abandon existing services.
- f. North City Elementary School – work completed, waiting on asbuilts and close out.
- g. Aldercrest Campus – most of the water utility work has been completed
- h. Kellogg Middle School – plans have been approved and the pre-con has occurred but no work has started yet.
- i. Budda Jewel Monastery – no work yet, considering getting additional service

Mr. Denny Clouse reported on the status of Phase II construction of the new maintenance facility. Framing is expected to start on Thursday at the site. Concrete pouring will happen next week (depended locations will be 18 feet deep. Questions have occurred recently related to the fueling and the site work.

c. District Manager Report

Ms. Pottinger discussed the upcoming conference travel arrangements, upcoming million step challenge and the current planning for the emergency training to be undertaken by staff.

COMMISSIONER REPORTS

Commissioner Haines reported on the successful participation of staff at the North City Jazz Walk, Ridgecrest Ice Cream Social and Celebrate Shoreline

Commissioner Hale concurred with Commissioner Haines and reported there was record attendance of more than 2500 individuals at the Ridgecrest Ice Cream Social.

Commissioner Ricker reported on the recent Government Relations and Section IV meeting. He also reported that he was recently served with a condemnation lawsuit by Sound Transit. The District has a lien on a property that Sound Transit seeks to condemn.

LEGAL REPORT

District Attorney Joe Bennett reported on a lawsuit in which Commissioner Ricker was served and recommended that he accept service as the District representative and begin settlement negotiations. The Board concurred with his recommendation.

Mr. Bennett also reported on the lawsuit between Highline Water, Midway Sewer and Lakehaven Utility District and the City of Federal Way. The Washington State Supreme Court has accepted the case and oral arguments will likely be in December/January. Mr. Bennett reported that he had been asked on behalf of Alderwood to prepare an amicus brief for this case. Commissioner Ricker asked Ms. Pottinger to bring back to the Board a summary of the District's participation in the *Chelan PUD v City of Wenatchee* case several years ago.

EXECUTIVE SESSION

The Board and District Attorney went into Executive Session at 4:04 p.m. per RCW 42.30.110 (1)(c) for the purpose of real estate for 10 minutes. The Board extended the executive session for an additional 5 minutes. The Board came out of executive session at 4:18 p.m. The meeting returned to regular session and immediately adjourned.

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

Ronald Ricker

Charlotte Haines

Patricia M. Hale