



## **MINUTES OF REGULAR MEETING OF THE BOARD OF COMMISSIONERS**

July 19, 2016

North City Water District Board Room

The meeting was called to order at 3:00pm

### **Commissioners Present**

President Ron Ricker

Commissioner Larry Schoonmaker (via phone)

Commissioner Charlotte Haines

### **Staff Present**

Diane Pottinger, District Manager

Barb Shosten, Finance Manager

Denny Clouse, Operations Manager

Theresa Harrington, Executive Assistant

Bob Heivilin, Utility Person IV

### **PUBLIC COMMENT**

No members of the public were present.

### **APPROVAL OF MINUTES**

Commissioner Haines made a motion to approve the July 5, 2016 Regular Meeting Minutes.

Commissioner Schoonmaker seconded the motion, which passed unanimously. The Board signed the minutes.

### **APPROVAL OF VOUCHERS**

Commissioner Haines made a motion to approve vouchers number 4285-4299 and voucher numbers 112833-112868, in the amount of \$392,849.52 from the maintenance fund and vouchers 162-163, in the amount of \$3,462.00 from the capital fund. Commissioner Schoonmaker seconded the motion, which then passed unanimously. The Board signed the vouchers.

### **OLD/NEW BUSINESS**

There was no business at this time.

### **MANAGER'S REPORT**

Mr. Clouse reported on the progress of the North City Pump Station project. Currently, contractors are completing the required special inspections of the welding. Following the one year inspection of the 3.7 MG Reservoir Improvement Project, touch up painting work on the inside of the tank is in process. Mr. Clouse also informed the Board that a hydrant near 37<sup>th</sup> Ave NE and NE 165<sup>th</sup> St was hit by a truck. A police report was filed and the hydrant will need to be replaced.

Ms. Pottinger reported that The Northwest Church will be vacating the 15555 15th Ave property within the month. She also reported on recent discussions with AT&T and T-Mobile regarding their lease to upgrade their cellular equipment on the 3.7 MG Reservoir site. She will be attending a meeting with Sound Transit to discuss their upcoming projects in Shoreline. She also reported on her meeting with the Shoreline Fire Chief. Ms. Pottinger reported on her attendance at the Public Works Board meeting in Olympia, and the upcoming annexation of an area in the Brookside neighborhood along NE 178th Street.

Ms. Shosten informed the Board that the State Auditors are currently at the District to conduct their annual audit, which should be completed by the middle of August. She also reported on recent meetings with consultants regarding bond issues. Ms. Shosten will bring their recommendations to the Board in August or September.

Ms. Shosten presented a mid-year budget review, comparing budget to actual for the first half of the year. Revenue and expenditures are on track for the year and there were no areas of concern to note at this time.

### **COMMISSIONERS REPORT**

Commissioner Haines reported on her attendance at the WASWD Section 4 meeting. She indicated that Ms. Pottinger and other Section 4 members continue to work on a letter to encourage a language change to the King County Comprehensive Plan and the status of the new Executive Director search for WASWD.

Commissioner Ricker also attended the WASWD Section 4 meeting and suggested language that was discussed regarding the County's Comprehensive Plan. In addition, he reported on his attendance at the WASWD Conference and Training Committee meeting.

Commissioner Schoonmaker had no report at this time.

**ADJOURNMENT**

The meeting was adjourned at 3:38PM.

The next Regular Meeting is Tuesday, August 2, 2016 3:00 p.m. at the North City Water District.

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Ronald Ricker

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Larry Schoonmaker

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Charlotte Haines