



## MINUTES OF REGULAR MEETING OF THE BOARD OF COMMISSIONERS

September 1, 2015

North City Water District Board Room

The meeting was called to order at 3:00pm

### Commissioners Present

President Charlotte Haines  
Commissioner Ron Ricker  
Commissioner Larry Schoonmaker

### Staff Present

Diane Pottinger, District Manager  
Denny Clouse, Operations Manager  
Athán Tramountanas, Assistant District Attorney

### PUBLIC COMMENT

None

### APPROVAL OF MINUTES

Commissioner Schoonmaker made a motion to approve the minutes of the August 18, 2015 Regular Meeting and August 26, 2015 Special Meeting. Commissioner Ricker seconded the motion, which then passed unanimously. The Board signed the approved minutes.

### APPROVAL OF VOUCHERS

Commissioner Schoonmaker made a motion to approve vouchers 111920-111967 and voucher numbers 3937-3953 in the amount of \$368,447.20 from the maintenance fund and vouchers 00076-00080 from the construction fund in the amount of \$644,282.60. Commissioner Ricker seconded the motion, which then passed unanimously. The Board signed the vouchers.

### NEW / OLD BUSINESS

Ms. Pottinger discussed the recent communication from Seattle Public Utilities and we are still remaining in the Voluntary Stage of Seattle's Water Shortage Contingency Plan. District staff will continue to participate with Seattle's plan by attending the meetings to prepare the public messages. Ms. Pottinger noted that the District's newsletter is expected to be in our customer's mailboxes later this week.

**Resolution 2015.09.26 Adding Section 315 to the District Personnel Manual** The motion was presented, discussed and moved by Commissioner Ricker, seconded by Commissioner Haines. The motion passed 2 to 1.

**Resolution 2015.09.27 Amending NCWDC Title 4 regarding Hydrant Accessibility**

**Resolution 2015.09.28 Adopting Appendix 5B of the NCWDC regarding Water System Extension Agreements**

**Resolution 2015.09.29 Adopting Title 6 of the NCWDC and Repealing relating sections of the SWDC**

**Resolution 2015.09.30 Adopting 3A of the NCWDC and Repealing related sections of the SWDC**

The four resolutions were presented and discussed. Commissioner Schoonmaker made a motion to approve all four resolutions, which was seconded by Commissioner Ricker, and approved unanimously by the Board.

**Resolution 2015.09.31 Acknowledging the Completion and Accepting the work of Technical Systems Inc for CIP #2010-09: SCADA/Telemetry Upgrade**

**Resolution 2015.09.32 Acknowledging the Completion and Accepting the work of MJ Takasaki for CIP #2012-03: Wireless Carrier Building**

**Resolution 2015.09.33 Acknowledging the Completion and Accepting the work of MJ Takasaki for CIP #2011-01: Administration Building Remodel**

**Resolution 2015.09.34 Acknowledging the Completion and Accepting the work of Interwest Construction Inc for 615 North Zone Expansion (CIP #4)**

**Resolution 2015.09.35 Acknowledging the Completion and Accepting the work of Vanguard Utility Systems for CIP #2013-01: Automated Meter Reading Installation and Integration**

**Resolution 2015.09.36 Acknowledging the Completion and Accepting the work of T Bailey for CIP #2009-04: 3.7 MG Reservoir Improvements** The six resolutions were presented and discussed. Commissioner Schoonmaker made a motion to approve all six resolutions, which was seconded by Commissioner Ricker, and approved unanimously by the Board.

**Resolution 2015.09.37 Retaining CHS Engineers to Assist in Organizing and Mapping District Easements** The motion was presented, discussed and moved by Commissioner Schoonmaker, seconded by Commissioner Ricker, and approved unanimously by the Board.

**Resolution 2015.09.38 Retaining Kleinfelder Inc for Soils Compaction Inspection and Testing as part of the North City Pump Station Project** The motion was presented, discussed and moved by Commissioner Schoonmaker, seconded by Commissioner Ricker, and approved unanimously by the Board.

### **MANAGER'S REPORT**

Mr. Clouse reported on the current project status of the District projects. He was pleased at how well the project was going on the NE 178<sup>th</sup> Street project and the working relationship with the contractor. The residential PRV Installation and North City Pump Station projects were both on schedule.

Ms. Pottinger discussed the Regional Aerials project and our cost to participate in the program. She reminded the board it was considerably cheaper to participate in this project than compared to if we were to do a smaller project with only a limited number of participants.

Ms. Pottinger recapped to the Board the current project status of the Lake Forest Park Comprehensive Plan, her recent communication with the Project Manager of the Department of Social and Health Services Capital Facilities Project on the Fircrest Campus and communications with our legislators. She discussed the two outstanding annexation projects and asked the Board for guidance as to which one the District should pursue next. The Board directed Ms. Pottinger to gather additional information for the next board meeting so they could make the decision.

### **COMMISSIONERS REPORT**

None.

### **NEXT MEETING**

The next Regular Meeting will be held on Tuesday, September 15, 2015 at 3:00 pm.

### **ADJOURNMENT**

The meeting was adjourned at 4:52p.m.

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Charlotte Haines

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Ronald Ricker

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Larry Schoonmaker