



MINUTES OF A REGULAR MEETING OF THE BOARD OF COMMISSIONERS

April 1, 2025

1. CALL TO ORDER

The meeting was called to order at 3:00 p.m. by Board President Patricia Hale. All persons attended in person, except for any who joined by telephone as noted (*).

Commissioners Present

Commissioner Patricia Hale, President
Commissioner Ron Ricker, Vice President
Commissioner Charlotte Haines, Secretary

Staff and Consultants

Diane Pottinger, District Manager
Barb Shosten, Director of Finance
Max Woody, Director Operations & Engineering
Joe Bennett, District Attorney

2. PUBLIC COMMENT: None.

3. APPROVAL AND/OR ADJUSTMENTS TO AGENDA

Commissioner Haines moved approval of the agenda. Commissioner Ricker seconded and the motion passed unanimously.

4. APPROVAL OF MINUTES

Upon motion by Commissioner Haines and second by Commissioner Ricker, the Board voted unanimously to approve the minutes of the March 18 regular meeting.

5. APPROVAL OF VOUCHERS

Commissioner Ricker moved to approve voucher numbers 7748 – 7763 and 121405 -121453 in the amount of \$196,339.98 from the maintenance fund, and voucher numbers 978-982 in the amount of \$34,048.45 from the capital fund. Commissioner Haines seconded. . Commissioner Hale asked about particular invoices. The motion passed unanimously.

6. OLD BUSINESS:

a. **2006 – 24th Ave Water Main Replacement Easement.** Ms. Pottinger was pleased to report that she received signatures on the joint easement from all property owners. The final easement was recorded last week, and she sent a copy of the fully executed and recorded document to all property owners.

7. NEW BUSINESS:

a. **Enduris Board Elections.** Ms. Pottinger asked if any of the commissioners wanted to be nominated for the Enduris board of directors or wished to vote to approve the slate of directors presented by Enduris. **ACTION:** Upon motion by Commissioner Hale and second by Commissioner Haines the District Board unanimously approved the slate of Enduris

directors as proposed.

b. **WSEA 2017.01, Sound Transit (ST) Lynnwood Link.** Mr. Woody and Ms. Pottinger explained the background. They met with ST to discuss requested changes in the easements at the Stations. They hoped to see revised drafts soon. The bill of sale was completed and Toby Bigger has requested as-built drawings.

c. **WSEA 2024.06.18, Briarcrest Elementary.** Ms. Pottinger explained that the recorded easement needs to be updated and combined into one. Bill of sale is complete. Waiting for cad files.

d. **WSEA 2023.03.12, Kinect – Shoreline.** Mr. Woody provided background. Ms. Pottinger hopes that all three Water System Extension Agreements (WSEA) will be ready for approval at the April 15 Board meeting.

8. **DIRECTORS' AND MANAGER'S REPORTS**

a. **Director of Finance Report**

Ms. Shosten reported:

- She is working on the 2024 financial statements, which are on hold until the WSEAs are approved by the Board.

b. **Director of Operations and Engineering**

Mr. Woody's report:

- He received one quote for blinds in the Board room and is looking for additional quotes.
- He shared two emails, one complimenting three maintenance employees for work on the weekend and another from the Lake Forest Park Elementary PTA thanking staff for presenting at the science fair.
- A fire hydrant was damaged by a vehicle and is in the process of being replaced.
- He and two of his staff met with Highlands Utility District last week to learn about how the system operates and to help the District when we provide back up services.
- He attended the City of Shoreline's utility coordination meeting.

c. **District Manager**

Ms. Pottinger reported:

- She is reviewing plans from the cellular company tenants on the monopole. She is working on collecting prorated electrical usage costs for both the monopole and tank.
- The next SPU Operating Board meeting is Thursday and will be focusing on CIP.
- She attended a general managers' lunch meeting earlier today to discuss issues.
- New computers for commissioners will be available next two weeks.
- Regarding the 2025 Jazz Walk, two of the indoor venues will not be participating. The North City Business Association is working on lining up replacement venues or modifying the event.
- 39 people signed up for tomorrow's Savvy Gardener class.

9. **LEGAL REPORT:** Mr. Bennett summarized a recent presentation he gave on PFAS: navigating the regulatory and legal liability environment. He also shared a cautionary tale about an artificial intelligence program creating false data.

10. **COMMISSIONER REPORTS**

- Commissioner Haines reported on a town hall meeting with local legislators. There is a gas tax shortfall, and the Legislature is talking about various ways to fill the gap. Low-income housing affordability is a key priority. Federal funding decreased.
- Commissioner Hale reported on the Lake Forest Park Elementary School science fair and the cyber security presentation she attended. Ms. Pottinger that she is looking into cyber security and will discuss it further at an upcoming meeting. The District will also be working on a risk and resiliency plan as well as the emergency response plan next year.
- Commissioner Ricker reported on the recent joint meeting with the Shoreline and Lake Forest Park fire departments.

11. WORDS FOR THE GOOD OF THE ORDER: None.

12. NEXT MEETING

- Regular Board meeting on Tuesday, April 15, 2025 at 3:00 p.m.

13. UPCOMING EVENT

- Savvy Gardener Class. Wednesday, April 2, 2025 at 6:30 p.m.

14. CONCLUSION

Commissioner Hale concluded the meeting at 4:48 p.m.

Commissioner Patricia M. Hale

Commissioner Charlotte Haines

Commissioner Ron Ricker