



MINUTES OF A REGULAR MEETING OF THE BOARD OF COMMISSIONERS

July 15, 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
Joe Bennett, District Attorney

2. PUBLIC HEARING ON WATER CONSERVATION GOALS

Commissioner Hale opened the public hearing at 3:01 p.m. Ms. Pottinger provided background and proposed no changes to the District's water use conservation goals for the next six years. No members of the public spoke in person and none submitted written comments. Commissioner Hale closed the hearing at 3:04 p.m.

3. PUBLIC COMMENT: None.

4. APPROVAL AND/OR ADJUSTMENTS TO AGENDA

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

5. APPROVAL OF MINUTES

Commissioner Hale requested a correction, which she interlineated and initialed. Upon motion by Commissioner Haines and second by Commissioner Ricker, the Board voted approved the minutes of the July 1 regular Board meeting as corrected.

6. APPROVAL OF VOUCHERS

Commissioner Hale moved to approve voucher numbers 7856 - 7869 and 121669 - 121699 in the amount of \$366,978.96 from the maintenance fund, and voucher number 1011 in the amount of \$221,232.80 from the capital fund. Commissioner Ricker seconded and the motion passed.

7. OLD BUSINESS: None.

8. NEW BUSINESS:

a. **Resolution 2025.07.25**, authorizing increasing in monthly allocation for health care coverage. Ms. Shosten explained the background and staff recommended approval.

ACTION: Commissioner Haines moved approval. Commissioner Ricker seconded and the resolution was unanimously adopted.

b. Resolution 2025.07.26, updating sections 4.14 and 4.04 of the District's personnel manual. Ms. Pottinger summarized the changes, which were all discussed with staff.

ACTION: Upon motion by Commissioner Ricker and second by Commissioner Haines, the Board unanimously adopted the resolution.

c. Resolution 2025.07.27, adopting goals in connection with the District's Water Use Efficiency Program. Ms. Pottinger provided the background. Commissioners asked questions. **ACTION:** Upon motion by Commissioner Ricker and second by Commissioner Haines, the Board unanimously adopted the resolution.

9. DIRECTORS' AND MANAGER'S REPORTS

a. Director of Finance Report

Ms. Shosten shared staff's plans for a refund from Seattle Public Utilities (SPU) for prior years. She will ask the State Auditor's Office (SAO) for guidance on how to properly report the adjustment from an accounting perspective.

b. Director of Operations and Engineering

None. Mr. Woody is on vacation.

c. District Manager

Ms. Pottinger reported:

- The District hosted a public meeting on July 14 regarding the 41st to Beach Drive project. Members of the public asked questions. District staff was asked and answered questions from the local residents. Following a future meeting with the contractor, the District will post the questions and answers on the District's project website.
- She reported on her recent discussions with SPU about a potential annexation of an area the District currently serves outside of the District's corporate boundaries. This area is along the western boundary of the District. Commissioners preferred to initiate outreach next year.
- She also discussed other potential annexation areas. There was a general discussion.
- She reported on her discussions with other SPU purveyors regarding the upcoming vote on the new SPU wholesale contract. She asked the Board how they prefer to review and vote on the new contract.
- She shared an email from Sound Transit (ST) regarding the bus rapid transit project, that will require relocation of an existing District water line. ST proposed sharing the cost of the project. She stated this was positive news and will require further review and discussion by the Board.

10. LEGAL REPORT: Mr. Bennett reported on the recent superior court trial between Lake Stevens Sewer District (LSSD) and the City of Lake Stevens. LSSD won at trial.

11. COMMISSIONER REPORTS

- Commissioner Ricker also reported on the recent SPU Operating Board meeting.
- Commissioner Hale reported on a recent outdoor concert sponsored by Shorelake Arts. There will be an upcoming food truck rodeo sponsored by the North City Neighborhood

Association at Rotary Park.

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

13. NEXT MEETING

- Regular Board meeting on Tuesday, August 5, 2025 at 3:00 p.m.

14. CONCLUSION

Commissioner Hale concluded the meeting at 4:42 p.m.

Commissioner Patricia M. Hale

Commissioner Charlotte Haines

Commissioner Ron Ricker