



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

August 5, 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 Wood, Director of Engineering  
Toby Bigger\*, Senior Inspector  
Joe Bennett, District Attorney

Also attending: Patricia Lewis

### **2. PRESENTATION**

The Board of Commissioners presented a duplicate original of Resolution 2025.06.17, honoring former Commissioner Larry Schoonmaker, to his widow Patricia Lewis. Commissioners and staff shared their favorite memories of Commissioner Schoonmaker. Ms. Lewis thanked everyone for the resolution and their kind words.

### **3. PUBLIC COMMENT:**

Mr. Bigger commended the Board for the presentation to Ms. Lewis.

### **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**

Upon motion by Commissioner Haines and second by Commissioner Ricker, the Board voted approved the minutes of the July 17 regular Board meeting as corrected.

### **6. APPROVAL OF VOUCHERS**

Commissioner Ricker moved to approve voucher numbers 7870 - 7883 and 121700 - 121739 in the amount of \$594,964.21 from the maintenance fund, and voucher numbers 1012-1016 in the amount of \$84,104.21 from the capital fund. Commissioner Haines seconded and the motion passed.

7. **OLD BUSINESS:**

a. **Resolution 2025.08.28, amending Section 4.04 of the District Code.** ACTION:

Upon motion by Commissioner Haines and second by Commissioner Hale, the Board unanimously adopted the resolution.

8. **NEW BUSINESS:**

a. **Mid-Year Financial Report.** Ms. Shosten reported that the District is in strong financial condition. The budget to actual comparison is very close and that the District is in good financial shape midyear. Commissioners thanked Ms. Shosten for her clear presentation.

b. **Request for Sponsorship from Local Foundation.** The Board had an extended discussion of the request. ACTION: Upon motion by Commissioner Ricker and second by Commissioner Haines, the Board unanimously adopted the resolution.

c. **Cintas Contract.** Ms. Pottinger provided the background. Commissioners asked questions. ACTION: Upon motion by Commissioner Haines and second by Commissioner Ricker, the Board unanimously approved the contract.

d. **HRA VEBA Trust vacancy on Board.**

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

a. **Director of Finance Report**

No additional report.

b. **Director of Operations and Engineering**

A newer employee is completing commercial driving license training.

Mr. Woody gave an update on the District's current projects.

- 41<sup>st</sup> to Beach Drive Project (CIP 2022-01): construction work starts Monday.
  - Beach Drive Creek Crossing (CIP 2021-04): construction will also start on Monday.
- The District provided notice and information about the project to neighbors through a public meeting and door hangers.

c. **District Manager**

Ms. Pottinger reported:

- Gave an update on the SPU contract, which includes two additional inter-ties.
- She checked with the commissioners, and none plan to attend the fall WASWD conference.
- She congratulated Commissioner Hale for being nominated for a community champion award.
- She reported that the North City Jazz Walk will be one week from today.
- Celebrate Shoreline is Saturday, August 16 and the District will have a booth at the event.
- The District employee summer picnic is Wednesday, August 20.

**10. LEGAL REPORT:** Mr. Bennett confirmed all commissioners will be at the August 19 Board meeting, which includes an executive session.

**11. COMMISSIONER REPORTS**

- Commissioner Ricker reported that Ballinger Way will be closed for several weeks.
- Commissioner Hale reported on multiple night out against crime parties, which encourage neighbors to get to know each other.

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

**13. NEXT MEETING**

- Regular Board meeting on Tuesday, August 19, 2025 at 3:00 p.m.

**14. CONCLUSION**

Commissioner Hale concluded the meeting at 4:39 p.m.

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Commissioner Patricia M. Hale

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Commissioner Charlotte Haines

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Commissioner Ron Ricker