



MINUTES OF A REGULAR MEETING OF THE BOARD OF COMMISSIONERS

May 5, 2026

1. CALL TO ORDER

The meeting was called to order at 10:00 a.m. by President Ron Ricker. All persons attended in person, except for any who joined by telephone as noted (*).

Commissioners Present

Commissioner Charlotte Haines
Commissioner Patricia Hale
Commissioner Ron Ricker

Staff and Consultants

Diane Pottinger, District Manager
Max Woody, Director of Operations/Engineering
Joe Bennett,* District Attorney

2. PUBLIC COMMENT: None.

3. APPROVAL AND/OR ADJUSTMENTS TO AGENDA

Mr. Woody requested taking his report out of order at the beginning of the meeting. ACTION: Commissioner Hale moved approval of the agenda with that adjustment. Commissioner Haines seconded and the Board unanimously approved the adjusted agenda.

4. APPROVAL OF MINUTES

Upon motion by Commissioner Hale and second by Commissioner Haines, the Board voted to approve the minutes of the April 20 regular Board meeting.

5. APPROVAL OF VOUCHERS

Commissioner Hale moved to approve voucher numbers 8125 to 8139 and 122347 to 122388 in the amount of \$255,613.43 from the maintenance fund, and voucher numbers 1080-1082 in the amount of \$6,448.16 from the capital fund. Commissioner Haines seconded. Ms. Pottinger answered commissioners' questions about specific invoices. The motion passed unanimously.

6. OLD BUSINESS: None.

7. NEW BUSINESS:

a. **Resolution 2026.05.17, Acknowledging the Completion and Acceptance of 41st to Beach Drive Connection (CIP 2022-01)**. Ms. Pottinger stated that the work is complete and all three state agencies have closed the project. A final retainage payment will be forthcoming at the next Board meeting. ACTION: Upon motion by Commissioner Hale and second by Commissioner Haines, the Board unanimously approved the resolution.

8. DIRECTORS' AND MANAGER'S REPORTS

a. Director of Finance Report

Ms. Pottinger reported for Ms. Shosten:

- The State Auditor's Office (SAO) started its audit yesterday and it is going well.

b. Director of Operations and Engineering [Reported at beginning of meeting.]

Mr. Woody:

- Shared mockups of logos options for District vehicles. Commissioners shared their comments and preferences.
- Reported on the 6th Ave & NE 145th Street Water Main Installation Project (CIP 2026-05): Work was performed over the weekend. A single fire hydrant and water service will be installed this week. He is pleased with the efficiency of the night work.
- Reported on the 37th & 38th Avenues Water Main Replacement Project (CIP 2024.03) in Lake Forest Park. He expects to receive a change order from PACE in the near future, which will be submitted to the Board for review and approval.

c. District Manager

Ms. Pottinger reported:

- The next Savvy Gardener class will be Tuesday, May 12 @ 6:30 p.m. Approximately 40 people have signed up so far and she looks forward to using the new microphone.
- Review comments to Seattle Public Utilities (SPU) regarding its Capital Improvement Plan (CIP) are due next week. The Commissioners are welcome to join in the discussion.
- City of Shoreline's State of the City breakfast meeting is Thursday, June 4.
- She is reviewing the American Water Infrastructure Act (AWIA) with Mr. Woody and the District's information technology (IT) consultant.
- She plans to send the next newsletter to the publisher by June 1.
- She expects to advertise for the new employee position next week.
- She attended the Washington Association of Sewer and Water Districts (WASWD) spring conference. The new administrative track was valuable.

9. LEGAL REPORT: Mr. Bennett shared his research and consultations with MRSC and other attorneys about the scope of the RCW 9.41.305, which allows the District to restrict open carry of weapons in the administrative building where Board meetings are held.

10. COMMISSIONER REPORTS

- Commissioner Hale reported on the WASWD conference. SPU's next tour of the Tolt River watershed is August 6.

11. EXCUTIVE SESSION: None.

12. WORDS FOR THE GOOD OF THE ORDER: Ms. Pottinger will meet with the architect for the administrative building in the near future to review how the building is holding up and some possible update projects.

13. NEXT MEETING

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

14. UPCOMING EVENTS

- Savvy Gardener Class, Tuesday, May 12 at 6:30 p.m.

15. CONCLUSION

Commissioner Ricker concluded the meeting at 11:05 a.m.

Commissioner Ron Ricker

Commissioner Patricia M. Hale

Commissioner Charlotte Haines