North City WATER DISTRICT

MINUTES OF A REGULAR MEETING OF THE BOARD OF COMMISSIONERS

July 7, 2026

1. **CALL TO ORDER**
The meeting was called to order at 3:01 p.m. by President Ron Ricker. All persons attended in person, except for any who joined by telephone as noted (*).

Commissioners Present	**Staff and Consultants**
Commissioner Charlotte Haines	Diane Pottinger, District Manager
Commissioner Ron Ricker	Barb Shosten, Finance Director
Absent	Max Woody, Director of Operations/Engineering
Commissioner Patricia Hale	Joe Bennett, District Counsel

2. **PUBLIC COMMENT**: None.

3. **APPROVAL AND/OR ADJUSTMENTS TO AGENDA**
Ms. Pottinger requested addition of an Item 7.c. – Ballot for Enduris Board of Directors. Commissioner Ricker moved approval, Commissioner Haines seconded and the Board approved the adjusted agenda.

4. **APPROVAL OF MINUTES**
Commissioners Haines moved approval of the June 16 minutes. Commissioner Ricker seconded and the Board approved the minutes.

5. **APPROVAL OF VOUCHERS**
Commissioner Haines moved to approve voucher numbers 8184 to 8197 and 122489 to 122537 in the amount of $284,648.71 from the maintenance fund, and voucher numbers 1093-1099 in the amount of $15,341.30 from the capital fund. Commissioner Ricker seconded. Mr. Woody discussed the invoice for water tank inspections. The motion passed unanimously.

6. **OLD BUSINESS**: None.

7. **NEW BUSINESS**:
   a. **Resolution 2026.07.22, Declaring Certain District Personal Property as Surplus.** Ms. Pottinger explained that most of the surplus items are computers or electronics. Hard drives have been drilled to prevent access to any data. *ACTION*: Upon motion by Commissioner Ricker and second by Commissioner Haines, the Board unanimously adopted the resolution.

b. **Resolution 2026.07.23, Approving Amendment #4 to Lease Agreement for District Real Property.** Ms. Pottinger provided background. *ACTION*: Upon motion by Commissioner Haines and second by Commissioner Ricker, the Board unanimously adopted the resolution.

c. **Enduris Board of Directors Ballot**. Ms. Pottinger stated that two positions are up for election, and both incumbents (Matt Sanchez and Kelly Williquette) wish to continue to serve. *ACTION*: Upon motion by Commissioner Haines and second by Commissioner Ricker, the Board voted unanimously to cast the District's votes for Messrs. Sanchez and Williquette as Enduris Board members.

8. DIRECTORS' AND MANAGER'S REPORTS

a. **Director of Finance Report**

Ms. Shosten:

- The State Auditor's Office (SAO) completed the audit, which was a clean audit with no findings. The exit conference will be next week. *ACTION*: Upon motion by Commissioner Ricker and second by Commissioner Haines, a special meeting of the Board of Commissioners was set for Thursday, July 16 at 10:00 a.m. The sole agenda item will be the SAO exit conference.
- She will present the mid-year financial report next month.

b. **Director of Operations and Engineering**

Mr. Woody reported:

- The District has not yet completed an update to the District's GIS project with the consultant, Environmental Systems Research Institute (ESRI). He expects to have a new contract for the Board to sign for another year of service at the next board meeting.
- NE 155th St Water Main Replacement Project (CIP 2025.01): He will bring the David Evans & Associates (DEA) scope and fee proposal to the Board for approval at the next Board meeting.

c. **District Manager**

Ms. Pottinger reported:

- Hearing tests for District employees will be scheduled for the week of September 7.
- She is working on the reports dues for the American Water Infrastructure Act.
- Commissioner Haines is due to have her computer updated for a newer model.
- She is working on updates to the District personnel manual.
- The District's consumer confidence report was certified and submitted to the State at the end of June.

9. LEGAL REPORT: Mr. Bennett will be on vacation from July 9 through July 20. He will attend the next regular Board meeting on July 21.

10. COMMISSIONER REPORTS: None.

11. EXCUTIVE SESSION: None.

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

13. NEXT MEETING

- Special Board meeting on Thursday, July 16 at 10:00 a.m.
- Regular Board meeting on Tuesday, July 21 at 3:00 p.m.

14. UPCOMING EVENTS: None.

15. CONCLUSION

Commissioner Ricker concluded the meeting at 3:43 p.m.

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Commissioner Ron Ricker

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Commissioner Patricia Hale

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Commissioner Charlotte Haines