



MINUTES OF A REGULAR MEETING OF THE BOARD OF COMMISSIONERS

August 18, 2026

1. CALL TO ORDER

The meeting was called to order at 3:00 p.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
Barb Shosten, Finance Director
Max Woody, Director of Operations/Engineering
Joe Bennett, District Counsel

2. PUBLIC COMMENT: None.

3. APPROVAL AND/OR ADJUSTMENTS TO AGENDA

Commissioner Hale moved approval, Commissioner Haines seconded and the Board approved the agenda.

4. APPROVAL OF MINUTES

Commissioner Haines moved approval of the minutes of the August 4 regular Board meeting. Commissioner Hale seconded and the Board unanimously approved.

5. APPROVAL OF VOUCHERS

Commissioner Hale moved to approve voucher numbers 8227 to 8240 and 122606 to 122643 in the amount of \$266,905.15 from the maintenance fund, and voucher numbers 1108-1111 in the amount of \$25,063.88. from the capital fund. Commissioner Haines seconded. Mr. Woody answered questions from commissioners. The motion passed unanimously.

6. OLD BUSINESS: None.

7. NEW BUSINESS:

a. Mid-Year Financial Report.

Ms. Shosten presented the mid-year financial report. She compared the 2026 operating budget to year-to-date actuals. Single family water usage is down slightly and multifamily is up 2.5% compared to budget. Combined usage, which also includes commercial and irrigation, is down about 1%. Total operating costs are down slightly. She expects the year-end financials to be within 1% of budget.

8. DIRECTORS' AND MANAGER'S REPORTS

- a. **Director of Finance Report:** No additional report.
- b. **Director of Operations and Engineering**

Mr. Woody reported:

- Staff identified and repaired a water main break on Tuesday during the North City Jazz Walk event many were working at.
- A large tree fell near the District maintenance building but did not damage any District property.
- Two surplus vehicles sold for a total of \$21,000 at auction.
- Mike Oberstadt marked his 36th year anniversary with the District.
- 37th – 38th Avenue Water Main Replacement Project (CIP 2024.03): The bid opening will be August 20. He hopes to bring a contract for the Board's approval to the September 1 meeting.

- c. **District Manager**

Ms. Pottinger reported:

- All staff luncheon is tomorrow at 11:30 a.m.
- All commissioners have been registered for the Washington Association of Water and Sewer District (WASWD) fall conference next month.

9. **LEGAL REPORT:** None.

10. **COMMISSIONER REPORTS:**

- **Commissioner Haines** commented that the Jazz Walk was a success and the Board conference room was full.
- **Commissioner Hale** talked to customers about cyber security and District facility security. She attended Celebrate Shoreline. She heard positive comments about the District booth having information printed in different languages.
- **Commissioner Ricker** was impressed with the turnout for Jazz Walk.

11. **EXECUTIVE SESSION:** **ACTION:** Upon motion by Commissioner Haines and second by Commissioner Hale, the Board voted to go into executive session for 45 minutes to discuss potential litigation with Mr. Bennett pursuant to RCW 42.30.110(1)(i). The executive session started at 3:56 p.m. At 4:41 p.m., the Board extended for 10 minutes. The executive session concluded at 4:51 p.m.

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

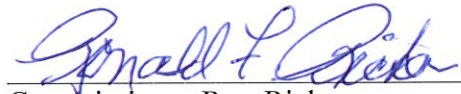
13. **NEXT MEETING**

- Regular Board meeting on Tuesday, September 1 at 3:00 p.m.

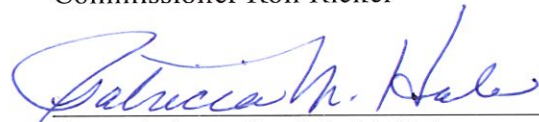
14. **UPCOMING EVENTS:** None.

15. **CONCLUSION**

Commissioner Ricker concluded the meeting at 4:52 p.m.



Commissioner Ron Ricker



Commissioner Patricia M. Hale



Commissioner Charlotte Haines