MINUTES OF A REGULAR MEETING OF THE BOARD OF COMMISSIONERS

October 20, 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	**Staff and Consultants**
Commissioner Charlotte Haines	Diane Pottinger, District Manager
Commissioner Patricia Hale	Max Woody,* Director of Operations/Engineering
Commissioner Ron Ricker	Barb Shosten*, Finance Director
	Joe Bennett, District Counsel

2. PUBLIC COMMENT: None.

3. APPROVAL AND/OR ADJUSTMENTS TO AGENDA

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

4. APPROVAL OF MINUTES

Commissioner Haines moved approval of the minutes of the Board's October 6 regular meeting and October 8 special meeting. Commissioner Hale seconded and the Board unanimously approved both minutes.

5. APPROVAL OF VOUCHERS

Commissioner Hale moved to approve voucher numbers 8270-8299 and 122760 to 122793 in the amount of $573,569.61 from the maintenance fund, and voucher numbers 1128-1130 in the amount of $5,900.84. from the capital fund. Commissioner Haines seconded. Commissioners asked questions about particular invoices. The motion passed unanimously.

6. OLD BUSINESS:

a. **Resolution 2026.10.36, approving contract amendment for PACE Engineers (CIP 2024-03)**. Mr. Woody provided background. *ACTION*: Upon motion by Commissioner Hale and second by Commissioner Haines, the Board unanimously approved the resolution.

b. **Resolution 2026.10.37, acknowledging completion and acceptance of CIP 2022-03**. Ms. Pottinger provided background. *ACTION*: Upon motion by Commissioner Hale and second by Commissioner Haines, the Board unanimously approved the resolution.

c. **Resolution 2026.10.38, acknowledging completion and acceptance of CIP 2022-03 (Phase III)**. Mr. Woody and Ms. Pottinger provided background. *ACTION*: Upon motion by

Commissioner Hale and second by Commissioner Haines, the Board unanimously approved the resolution.

7. NEW BUSINESS: None.

8. DIRECTORS' AND MANAGER'S REPORTS

a. Director of Finance Report:

Ms. Shosten reported:

- Revenues are roughly on budget.
- She is working on a two-year budget with an initial presentation at the November 17 Board meeting.

b. Director of Operations and Engineering

Mr. Woody reported:

- He expects to finish truck build of the new service vehicle prior to the next Board meeting.
- Christian Eley marked his three-year anniversary and passed his WDM II certification.
- Hamlin Park Water Main Relocation (CIP 2026-06): the contractor began work last Wednesday and expects to be substantially completed by the end of next week.

c. District Manager

Ms. Pottinger reported:

- that letters had gone out regarding the easements for 22nd Ave NE.
- the District is updating the Emergency Response Plan and hopes to have it completed next month.
- She expects to begin an annexation along the western boundary of the district in the coming months.

9. LEGAL REPORT: Mr. Bennett will present on insurance and indemnity contract terms at the Water & Sewer Risk Management Pool meeting on Thursday. He will provide a meeting link for any commissioners or staff interested.

10. COMMISSIONER REPORTS:

- **Commissioner Hale** commended staff for the newsletter. She offered to distribute a flyer for kids for the water-related art contest. She spoke at the Shoreline Chamber of Commerce meeting.

11. EXECUTIVE SESSION: None.

12. WORDS FOR THE GOOD OF THE ORDER: Saunder VanWoerden received several compliments.

13. NEXT MEETING

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

14. UPCOMING EVENTS: None.

15. CONCLUSION

Commissioner Ricker concluded the meeting at 3:48 p.m.

_____
Commissioner Ron Ricker

_____
Commissioner Patricia Hale

_____
Commissioner Charlotte Haines