



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

July 18, 2023

### 1. CALL TO ORDER

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

#### Commissioners Present

Commissioner Ron Ricker, President  
Commissioner Charlotte Haines, Secretary

#### Staff and Consultants

Diane Pottinger, District Manager  
Barbara Shosten, Director of Finance  
Max Woody, Director Operations/Engineering  
Joe Bennett, District Counsel

### 2. PUBLIC COMMENT

None.

### 3. APPROVAL AND/OR ADJUSTMENTS TO AGENDA

Upon motion by Commissioner Haines and second by Commissioner Ricker, the Board voted unanimously to approve the agenda as presented.

### 4. APPROVAL OF MINUTES

Upon motion by Commissioner Haines and second by Commissioner Ricker, the Board voted unanimously to approve the minutes of the July 5 regular meeting as presented.

### 5. APPROVAL OF VOUCHERS

Commissioner Haines moved to approve voucher numbers 7088-7104 and 119769-119800 in the amount of \$262,400.56 from the maintenance fund and voucher number 818-821 in the amount of \$97,505.24, from the capital fund. Commissioner Ricker seconded and the motion passed unanimously.

### 6. OLD BUSINESS

- a. **Firecrest Campus Projects.** Ms. Pottinger provided an update. She has reached out to state legislators about the proposed projects. She received today the proposed DSHS preliminary design drawing for the nursing and laundry facilities. The ultimate goal is a long-term agreement with DSHS.

### 7. NEW BUSINESS

- a. **Resolution 2023.07.23, amending Title 3 of District Code to address the new extreme heat law.** Ms. Pottinger explained that she made one change after the last Board meeting.

*ACTION:* Upon motion by Commissioner Haines and second by Commissioner Ricker, the Board unanimously adopted the resolution.

## **8. DIRECTORS' AND MANAGER'S REPORTS**

### **a. Director of Finance**

Ms. Shosten reported:

- She is working on a mid-year financial report through July that she expects to present at the August 14 Board meeting.
- She will be recommending the District adopt a policy about cost-of-living adjustments for employees at a future meeting.

### **b. Director of Operations and Engineering**

Mr. Woody reported on current projects:

- 18<sup>th</sup> Ave NE & NE 168<sup>th</sup> St Water Main Installation (CIP 2022-02): contractor is ahead of schedule and passed chlorination test. He expects the project will wrap up within one week,
- Replace Water mains along NE 148<sup>th</sup> & 152<sup>nd</sup> Streets (CIP 2022-03): Construction is expected to start next week.
- 3<sup>rd</sup> Ave NE Water main Installation (CIP 2022-04): Preconstruction meeting was today, and he expects work to start in August.
- He also reported that the two new F-150 trucks ordered last year were finally delivered this week.

### **c. District Manager**

Ms. Pottinger reported:

- In an email, Shoreline Fire Department credited the District with helping to lower the Fire District's fire insurance risk rating which will be pass onto residents.
- Staff met with Sound Transit last week to discuss the NE 145<sup>th</sup> Street/SR 522 BRT project.
- The District received a claim for a sewer backup, which Enduris denied because the claim was not filed within the statutes of limitation or repose.
- SPU will be holding a workshop on Stranded Costs as part of the contract negotiating on August 30 at 1:00 p.m., location TBD.
- She updated staff's work to replace lead service lines.
- Staff potluck will be August 23 at the maintenance facility.
- North City Jazz Walk will be Tuesday, August 15.

## **9. LEGAL REPORT**

Mr. Bennett reported on how other districts are implementing the new extreme heat law requirements.

## **10. COMMISSIONER REPORTS**

- Commissioner Haines joined the WASWD Section 4 meeting yesterday.

## **11. EXECUTIVE SESSIONS**

None.

**12. NEXT MEETING**

The next regular meeting will be on Tuesday, August 1, 2023, at 3:00 p.m.

**13. CONCLUSION**

Commissioner Ricker concluded the meeting at 3:40 p.m.

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Commissioner Ron Ricker

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Commissioner Patricia M. Hale

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Commissioner Charlotte Haines