

The regular meeting of January 8, 2013 was called to order at 3:01 p.m. Present were Commissioners Charlotte Haines, Ron Ricker and Larry Schoonmaker; Diane Pottinger, District Manager; Denny Clouse, Operations Manager; Barb Shosten, Finance Manager, Jaime Placencia, Executive Assistant and Andy Maron, District Attorney.

PUBLIC COMMENT:

None.

APPROVAL OF MINUTES:

Commissioner Haines made a motion to approve the minutes for the December 18, 2012 Regular Meeting. Commissioner Ricker seconded the motion, the motion passed unanimously and the Board signed the minutes.

APPROVAL OF VOUCHERS:

Commissioner Haines made a motion to approve Vouchers 9166-9200 from the Maintenance Fund in the amount of \$64,661.09 and Vouchers 200123-200125 from the Construction Fund in the amount of \$80,107.72. Commissioner Ricker seconded the motion, the motion passed and the Board signed the vouchers.

NEW / OLD BUSINESS:

The following resolutions were presented, discussed, moved by Commissioner Haines and seconded by Commissioner Ricker, approved unanimously and signed by the Board:

Resolution 2013.01.01: Authorizing the Lease of Portion of District's Real Property to Clear Wireless, LLC.

Resolution 2013.01.02: Relating to the Procurement of Engineering and Architectural Services.

The Board discussed the terms of a proposed Lake Forest Park Franchise Agreement and that the term of the current franchise agreement ended December 31, 2012. After some discussion, the Board agreed that it was a good idea to extend the current agreement to March 6, 2013.

The following resolutions were presented, discussed, moved by Commissioner Schoonmaker, seconded by Commissioner Haines, approved unanimously and signed by the Board:

Resolution 2013.01.03: Extending the Franchise Agreement with the City of Lake Forest Park.

Resolution 2013.01.04: Approving Amendment No. 3 Regarding the Contract with Driftmier Architects, P.S. for CIP #2011-01: Administration Building Remodel.

Resolution 2013.01.05: Approving Change Order #1 to the Contract for CIP #2011-01, Administration Building Remodel with M.J. Takasaki, Inc.

The Board discussed the process of nominating Board officers for the current year. Commissioner Haines made a motion to elect Larry Schoonmaker as President, Ron Ricker as Secretary and herself as Vice President. Commissioner Schoonmaker seconded the motion. The motion passed unanimously.

EXECUTIVE SESSION:

The Board entered into executive session at 3:51 p.m. to discuss the potential purchase of real property. The Board returned to regular session at 4:30 p.m.

Mr. Maron left at 4:30 p.m.

MANAGER'S REPORT:

Ms. Pottinger informed the Board that social security tax has gone up 2%, so although the Board approved a wage increase per Resolution 2012.11.84, the adjustment is smaller than intended because of the tax increase.

Ms. Pottinger informed the Board that the audit is scheduled for mid-February.

Ms. Pottinger discussed a rate letter to customers as well as a letter that would propose the idea of changing the name of the District. After some discussion, the Board agreed it would be more efficient to combine the letters that were being received on these subjects for future discussion.

Ms. Pottinger updated the Board on the Chamber of Commerce meeting that she attended.

Ms. Pottinger informed the Board that she will be the keynote speaker at the Shoreline Breakfast Rotary on January 16, 2013 and invited them to attend if they would like.

Ms. Pottinger informed the Board that a meeting is scheduled with the Shoreline Fire Department on February 21, 2013.

Mr. Clouse informed the Board that Ed Barnes, Fire Chief for Shoreline Fire Department has contacted him to discuss a training exercise from February 12-15, 2013.

Mr. Clouse reminded the Board that a public meeting will take place on February 12, 2013 to discuss CIP #2011-06, North City Pump Station.

Ms. Pottinger informed the Board that she received a note from the City regarding Celebrate Shoreline.

Ms Pottinger informed the Board that Patty Hale, representative for the Ridgecrest Neighborhood Association, is seeking a grant to put a bench and patio area near the Veolia project. Ms. Pottinger informed the Board that the area is all on private property.

COMMISSIONER’S REPORT

Commissioner Schoonmaker discussed meeting with Ms. Pottinger and Shoreline Deputy Mayor Chris Eggen in which they exchanged ideas regarding issues that affect both the District and the City.

Commissioner Haines discussed the Shoreline City Council meeting.

The Board discussed Ms. Pottinger’s annual performance review. Commissioner Haines made a motion to adjust Ms. Pottinger’s salary from \$113,500 to \$120,000 annually effective January 1, 2013. Commissioner Schoonmaker seconded the motion and the motion passed unanimously by the Board.

NEXT MEETING: January 15, 2013

ADJOURN: The meeting adjourned at 5:10 p.m.

COMMISSIONERS