

The regular meeting of January 15, 2013 was called to order at 3:03 p.m. Present were Commissioners Charlotte Haines, Ron Ricker and Larry Schoonmaker; Diane Pottinger, District Manager; Denny Clouse, Operations Manager; Barb Shosten, Finance Manager and Jaime Placencia, Executive Assistant.

**PUBLIC COMMENT:**

None.

**APPROVAL OF VOUCHERS:**

Commissioner Haines made a motion to approve Vouchers 9204-9236 from the Maintenance Fund in the amount of \$145,932.65 and Vouchers 200126-200129 from the Construction Fund in the amount of \$317,444.69. Commissioner Ricker seconded the motion, the motion passed and the Board signed the vouchers.

**NEW / OLD BUSINESS:**

Ms. Relaena Sindelar updated the Board on the status and functionality of the District website. Ms. Sindelar explained that the website is not user friendly and does not have the capability to provide the functions that the District desires. After some discussion, the Board agreed to move forward with having a new website designed. Ms. Pottinger informed the Board that a new website is in the current budget.

Mr. Clouse informed the Board that work is being done for the telemetry software upgrade and that they will see a resolution at the next Board meeting regarding the programming that needs to be done. Ms. Pottinger discussed the DWSRF Loan and informed the Board that the project is getting ready to be bid. Ms. Pottinger also noted that items 1-21 on the checklist have been completed with the exception of item 14 and 23 which the District is waiting for.

Ms. Pottinger also stated that BHC has completed items 1-17 with the exception of item 14 on the North City Pump Station project.

The Board discussed the draft franchise agreement with the City of Lake Forest Park. Ms. Pottinger stated that Mr. Andrew Maron has reviewed the draft language sent out regarding the FirePALS and that he is ok with the language and that it would not impact the franchise agreement the District has with the City of Lake Forest Park.

Mr. Clouse informed the Board that the District has received an updated scope of service from BHC which separates out work performed on-call on fire flow analysis and certificates of water availability.

**MANAGER'S REPORT:**

Ms. Pottinger provided the Board with a handout of the presentation that she will be giving with Ronald Wastewater District General Manager Mike Derrick at the Shoreline Breakfast Rotary regarding utilities.

Ms. Pottinger informed the Board that she would like to use the second meeting in March to conduct a Commissioner's Retreat.

Ms. Pottinger updated the Board on the purchase of the Kerschbaum property.

Ms. Pottinger provided an example of the text that will be provided to the Shoreline Fire Department Commissioners regarding flow thru fire meters. She noted that a meeting will be held with them at 4:00 p.m. on March 21, 2013.

Mr. Clouse updated the Board on the status of ongoing District projects.

Ms. Pottinger informed the Board that she had contacted Sno-King Dispatch to let them know their connection charge for the tank site is \$3800.

**COMMISSIONER'S REPORT**

Commissioner Haines inquired about a surveyor that has been doing work at 180<sup>th</sup> and 12<sup>th</sup>. Mr. Clouse stated it is probably for the North City Apartments project.

Commissioner Haines stated there is a meeting on January 24<sup>th</sup> regarding dog parks at the City of Shoreline.

Commissioner Haines updated the Board on the most recent Shoreline City Council meeting.

Commissioner Ricker inquired as to whether the District had received a response from the City in regards to the letter the District sent to the Mayor. Ms. Pottinger stated that she has not heard anything back from the City.

Commissioner Schoonmaker informed the Board that he will be out of town for the remainder of January but may be back the 2<sup>nd</sup> meeting in February.

**NEXT MEETING:** February 5, 2013

**ADJOURN:** The meeting adjourned at 5:06 p.m.

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**COMMISSIONERS**