

The regular meeting of March 20, 2012 was called to order at 3:00 p.m. Present were Commissioners Charlotte Haines, Ron Ricker and Larry Schoonmaker; Diane Pottinger, District Manager; Denny Clouse, Operations Manager; Mary O'Day, Finance Manager; Jaime Placencia, Executive Assistant and Andrew Maron, District Attorney.

PUBLIC COMMENT:

Representatives from Lake Forest Park Presbyterian Church, Shoreline Covenant Church and Shoreline Full Gospel Fellowship discussed the impact of the new rate structure on their churches. After some discussion, Ms. Pottinger advised each representative that the District would review their accounts and have a member of management to contact them within a couple of days. Each church representative agreed that was a satisfactory resolution.

APPROVAL OF MINUTES:

Commissioner Haines made a motion to approve the minutes for the March 6, 2012 Regular Meeting, the March 7, 2012 Board Retreat and the March 13, 2012 Regular Study Session as amended. Commissioner Schoonmaker seconded the motion, the motion passed unanimously and the Board signed the minutes.

APPROVAL OF VOUCHERS:

Commissioner Haines made a motion to approve Vouchers 8387-8436 from the Maintenance Fund in the amount of \$179,391.89 and Vouchers 200032-200038 from the Construction Fund in the amount of \$46,001.69. Commissioner Schoonmaker seconded the motion, the motion passed unanimously and the Board signed the vouchers.

NEW / OLD BUSINESS:

Ms. Misty Cobb and Mr. Gary Burt with United Pipe and Supply put on a presentation for the Board to discuss automated meter reading. After the presentation, board members agreed to meet March 21, 2012 at 2:00 p.m. at the District office for a demonstration.

The following resolution was presented, discussed, moved by Commissioner Haines, seconded by Commissioner Schoonmaker and passed unanimously by the Board:

Resolution 2012.03.21: Amending SWD Code Section 6.07.020 Regarding Fees and Charges for Water System Extension Agreements (WSEAs) and Authorizing Parallel Updates to the District's Relevant WSEA Form.

Mrs. O'Day discussed the revised sick leave policy. After some discussion, the Board agreed that the draft policy was ok and asked staff to bring it to them in resolution form to the next regular meeting.

Ms. Pottinger discussed the pending purchase of the Kerschbaum property with the Board.

MANAGER'S REPORT:

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

Ms. Pottinger discussed the status of the administration building remodel. She informed the Board that they would like to put the project out for bid by April 17, 2012.

Ms. Pottinger discussed the Section IV meeting which was hosted by the District on Monday, March 19, 2012. She stated that 34 people were in attendance.

Ms. Pottinger informed the Board that the SPU Steering Committee will be having a financial meeting on March 26, 2012 and that Amalia Mostrales will be attending for her.

Ms. Pottinger informed the Board that CH2MHill will be reviewing the comprehensive plan done by EES for the water system on the west side of Shoreline.

Ms. Pottinger informed the Board that she had attended the Briarcrest and Ridgecrest Neighborhood meetings.

Ms. Pottinger informed the Board that she will be meeting with the Northshore Fire Department tonight, March 20, 2012.

Ms. Pottinger informed the Board that she and Mr. Clouse will be meeting with SPU to discuss their water bills to the District.

Ms. Pottinger updated the Board on the Fix a Leak Week Challenge with the schools and informed them that a few schools had requested more dye strips be delivered.

Ms. Pottinger reminded the Board that there is a Board Retreat on Monday, March 26, 2012 at 6:30 p.m.

Ms Pottinger informed the Board that Leslie Clark of Short, Cressman & Burgess will not be attending the next regular study session to review the Code. The Board agreed that Mrs. O’Day can fill in for Ms. Clark because the information to be covered pertains to financial information.

Ms. Pottinger reminded the Board that she will be on vacation March 22-23, 2012.

Ms. Pottinger reminded the Board that April 2, 2012 is her scheduled performance review. The Board stated they will get back to her regarding the time.

Ms. Pottinger stated she is to meet with the City of Lake Forest Park on April 19, 2012 and show how a calibrated hydraulic model works.

COMMISSIONER’S REPORT:

Commissioner Ricker asked about the Franchise Agreement with the City of Shoreline. Ms. Pottinger said that the District has not yet heard from the City regarding that matter following the letter sent the previous week.

Commissioner Haines informed the Board that there was an announcement concerning the Brightwater project and metro charges.

LEGAL REPORT:

Mr. Maron informed the Board that he attended a lawyer group meeting in which they crafted a list of questions regarding the Lane v. Seattle and Tacoma v. Bonney Lake cases which was then forwarded to the WWUC. Commissioner Ricker suggested the District also send a letter to Enduris to find out if and how the cases affect the District’s coverage.

Mr. Maron informed the Board that Claudia Kilbreath of Short, Cressman & Burgess is retiring and that he will advise who will be handling the work for the District.

Mr. Maron noted that the law firm’s invoice for services provided to the District for the month of February will be larger than usual due to the extraordinary amount of activities right now.

FOR THE GOOD OF THE ORDER: 4:23 p.m.

Ms. Pottinger presented the draft newsletter to the Board. After some discussion, the Board approved the draft without any edits.

Mr. Maron left at 4:24 p.m.

Ms. Pottinger informed the Board that District staff is working to get quotes from appraisers to do the market evaluation of the potential condemnation property.

Ms. Pottinger informed the Board that she received an email from Driftmier Architects regarding a change order. After some discussion, Ms. Pottinger recommended the Board not pay the invoice until she and Mr. Clouse have a chance to further review it.

NEXT MEETING: Monday, March 26, 2012, Board Retreat / Executive Session

ADJOURN: The meeting adjourned at 4:41 p.m.

COMMISSIONERS