

The special meeting of March 28, 2013 was called to order at 11:00 a.m. Present were Commissioners Charlotte Haines, Ron Ricker and Larry Schoonmaker; Diane Pottinger, District Manager; Barb Shosten, Finance Manager and Jaime Placencia, Executive Assistant.

The Board toured the new administration building and returned to regular session at 11:43 a.m.

**PUBLIC COMMENT:**

Ms. Pottinger presented information to the Board regarding a leak adjustment request from a customer on 12<sup>th</sup> Avenue NE. Ms. Pottinger informed the Board that the water was left on without the customer's knowledge. After some discussion, the Board agreed that a leak adjustment could not be provided per the District's policy.

**NEW / OLD BUSINESS:**

Ms. Pottinger informed the Board that District staff had looked at furniture for the customer service area at the new administration building. Mr. Rudy McKinney of Barclay Dean informed the Board that as the furniture is configured now in the project drawings, it would cost approximately \$24,000 however, many modifications had been decided on by staff and therefore the cost would be lower. Mr. McKinney informed the Board that it is a modular system and that the price does include installation. Ms. Pottinger informed the Board that she believes the move date will be approximately June 15. The Board tabled the discussion on new furniture for the administration area staff for a later date.

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

**Resolution 2013.03.15: Authorizing Purchase of Sensus Electromagnetic Flow Meters.**

**Resolution 2013.03.16: Approving Cell Site Lease with Sno-King Dispatch Service, Inc.**

Ms. Pottinger discussed the non-revenue water for 2012 with the City of Seattle with the Board and informed them that the number was corrected to negative 7.5%.

Ms. Pottinger discussed a regional aerial photography program that was proposed to the District as a potential cost sharing program. The Board asked what the benefit would be to the District. Ms. Pottinger informed the Board that District staff would be able to identify improvements that have been made in the District and that the cost was not definite. Ms. Pottinger told the Board she would bring more information to them at the April 1, 2013 special meeting.

Ms. Pottinger discussed the proposed bylaws changes for WASWD. She informed the Board that she will have a letter summarizing the Board's thoughts at the April 1, 2013 meeting for them to review.

Ms. Pottinger informed the Board that the audit exit interview will be held on April 8, 2013 at 9:00 a.m. She also informed the Board that there were no findings.

Ms. Pottinger informed the Board that the Seattle Operating Board meeting for the week of April 1, 2013 had been canceled.

**COMMISSIONER'S REPORT**

Commissioner Haines discussed the most recent Shoreline City Council meeting.

Ms. Pottinger informed the Board that the District may look into the costs to share in a fueling facility with the Shoreline Fire Department. She will bring back some options at a later date for discussion.

The Board changed the time of the April 1, 2013 special meeting from 3:00 p.m. to 2:00 p.m.

**NEXT MEETING:** April 1, 2013 at 2:00 p.m.

**ADJOURN:** The meeting adjourned at 12:31 p.m.

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**COMMISSIONERS**