

The regular meeting of December 18, 2012 was called to order at 3:02 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 4, 2012 Regular Meeting and the December 5, 2012 Special Meeting. Commissioner Schoonmaker seconded the motion, the motion passed unanimously and the Board signed the minutes.

APPROVAL OF VOUCHERS:

Commissioner Schoonmaker made a motion to approve Vouchers 9112-9160 from the Maintenance Fund in the amount of \$243,164.95 and Vouchers 200115-200122 from the Construction Fund in the amount of \$157,412.80. Commissioner Haines seconded the motion, the motion passed and the Board signed the vouchers.

NEW / OLD BUSINESS:

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

Resolution 2012.12.93: Approving the District's Cross Connection Control Program.

The Board discussed the terms of a proposed Lake Forest Park Franchise Agreement.

Ms. Pottinger discussed the District's policy regarding calling in for Commissioner meetings. Ms. Pottinger informed the Board that the current code does not cover the topic. After some discussion, the Board agreed that a draft policy should be put together for their review.

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

Resolution 2012.10.66: Approving Cell Site Lease with Sprint Wireless.

Ms. Pottinger discussed the District's policy regarding contacting customers who are scheduled for shut off. Ms. Pottinger presented the policies of surrounding water districts to the Board. The Board agreed to discuss the matter further in January.

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

Resolution 2012.12.94: Adding Additional Meeting Dates and Times and Amending Shoreline Water District Code 2.04.010.

MANAGER'S REPORT:

Ms. Pottinger updated the Board on the scope negotiations for a merger or governmental study with Ronald Wastewater District.

Ms. Pottinger informed the Board that the lot line adjustment for the new administration building was approved by King County and recorded.

Ms. Pottinger informed the Board that the District published the annual solicitation for Requests for Qualifications for Engineering and Architectural Services.

Ms. Pottinger reported on the Shoreline Chamber of Commerce luncheon that she and Commissioner Schoonmaker attended. After some discussion, the Board agreed that the District should apply for membership with the Shoreline Chamber of Commerce.

Ms. Pottinger informed the Board that District staff has filed paperwork to release 2 liens on customer accounts because payment has been received.

Ms. Pottinger discussed the Employee Assistance Program with the Board. After discussing the program, the Board felt they did not need to be included in the program. Ms. Pottinger will look into the Personnel Manual to see if any changes need to be made to clarify the Board's involvement in the program.

Ms. Pottinger informed the Board that the WASWD Commissioner Workshop is scheduled for January 26, 2013. Commissioner Ricker and Commissioner Haines requested to be registered. Ms. Pottinger will also be attending.

Ms. Pottinger informed the Board that she would like to schedule a Board retreat for February 12, 2013. After discussing the North City Pump Station Open House which is scheduled for the same night, the Board decided to not have a retreat on February 12 but may consider it at a later time in the year.

Ms. Shosten discussed a payment arrangement that was being made with a customer.

Mr. Clouse reviewed the status of various projects with the Board.

EXECUTIVE SESSION:

The Board entered into executive session at 4:12 p.m. to discuss the potential purchase of real property and potential litigation. The Board returned to regular session at 4:44 p.m.

COMMISSIONER'S REPORT:

Commissioner Ricker discussed the Public Works Trust Fund Board and mentioned that there is a position on the Board that will be opening up in June 2013. Ms. Pottinger informed the Board that she would like to apply for the available position.

Commissioner Ricker discussed the Seattle Operating Board meeting and informed the Board that Mr. Ray Hoffman, Director of Seattle Public Utilities, addressed the Board regarding the negotiations between the City of Seattle and the City of Shoreline and stated that the City of Seattle will probably start negotiations around the start of August 2013 and would most likely not be complete until 2015 or 2016. Commissioner Ricker stated that the price would be at least \$26.6 million.

NEXT MEETING: January 8, 2012

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

COMMISSIONERS