

WATER DISTRICT #19
BOARD OF COMMISSIONERS MEETING
Tuesday, October 11, 2011

REGULAR MEETING
4:30 PM

Meeting came to order at 4:30 PM

A regular meeting of the Board of Commissioners was held at the District Office. Those in attendance were President **Steve Haworth**, Commissioner **Richard Bard** and **Bob Powell**, General Manager **Jeff Lakin**, Operations Lead **Armin Wahanik** and Office Administrator **Melody Snyder**.

1. VISITOR BUSINESS

- Yarkony & Gillies – high bill – As Yarkony & Gillies did not attend the Board Meeting, no action was taken.

2. BOARD DISCUSSION/ACTION

- ADU Policy –
Commissioner Bard suggested four areas to address for an ADU policy:
 1. New Applications, new building – The average usage must remain under one ERU.
 2. Existing building, wanting to add an ADU – submit an engineering report, must stay under average usage from the past 3 years.
 3. Penalties, if any – steepened or separate rates
 4. Grandfathering – must maintain usage at one ERU or less.

Commissioner Haworth requested **General Manager Lakin** to codify in a draft resolution the 4 targeted areas plus include current moratorium and have ready for the next regular meeting for review.

- Draft 2012 Budget – The Board was presented with the first draft – Areas of discussion included: Rate Adequacy Check, Net Ordinary Income, possible updated general facilities charge, capital projects including wellfield booster pump reconfiguration, automated meter reading program, pressure reducing valve stations and water main replacements.
- Interfund Transfer Resolution – **Commissioner Haworth** made a Motion to approve Resolution #1143, transferring \$100,000.00 from the Maintenance Fund to the Depreciation Fund via Interfund Transfer; **Commissioner Powell** seconded the Motion. Motion passed unanimously.
- Approval of minutes – Thursday, September 29th, 2011 - **Commissioner Bard** made a Motion to approve the minutes as submitted; **Commissioner Haworth** seconded the Motion. Motion approved unanimously.

3. OPERATIONS REPORT

- Leak on 87th Ave – Customer called in after noticing continuous water surfacing on the street. Staff verified our service line to a customer's meter needing repair.
- Morgan Hill #1 pump starter – VECA Electric to replace – purchase order forwarded.

4. ADMINISTRATIVE REPORT

- Accounting revisions – delayed due to a change in staff at Williams+Callan
- Vashon Meadows well acquisition – Landau Association – Eric Weber hoping to have information prior to next meeting.

- Lewis foreclosure – The district was notified by King County that this property is being foreclosed on auctioned next month. As the District has a lien on the property, we are second in line for payment if sold and adequate funds are collected.

5. **SIGN APPROVED MINUTES IN BOOK**

6. **SIGN VOUCHERS**

- **Commissioner Powell** made a Motion to conclude the meeting at 6:10 pm; **Commissioner Bard** seconded the Motion. Motion passed unanimously.