

**WATER DISTRICT NO. 19**  
**BOARD OF COMMISSIONERS MEETING**  
**Thursday, January 28, 2010**

**SPECIAL MEETING**  
**10:00 AM**

A special meeting of the Board of Commissioners of Water District 19 was held at the district office. The purpose of the meeting was to continue discussion on the 2010 strategic planning and other business as necessary. The Beachcomber and Vashon Loop were notified in advance of the special meeting. Those present were President **Steve Haworth**, Commissioners **Richard Bard** and **Bob Powell**, General Manager **Jeff Lakin**, Operations Lead **Armin Wahanik** and Office Administrator **Melody Snyder**. District counsel Loren Dunn participated by telephone. Visitor's present was Frank Jackson, Martin Koenig and Denis Slagel who arrived at 10:35 AM.

**Meeting came to order at 10:00 AM**

**SPECIAL MEETING ADJOURNED AT 10:01 AM** at which time the Board entered into Executive Session.

**EXECUTIVE SESSION:** An Executive Session was entered at 10:02 AM to discuss legal matters with District counsel under the provisions of RCW 42.30.110 (1) No action was taken in the Executive Session.

**RETURN TO SPECIAL MEETING:** The Commissioners came out of Executive Session at 10:16 AM.

**Commissioner Haworth** made a Motion to accept the recommendation with provisions by Mr. Sawyer that was discussed in Executive Session concerning the matter with Carolyn and Joe Matter; **Commissioner Powell** seconded the Motion. Motion passed unanimously.

**OTHER BOARD DISCUSSION/ACTION – STRATEGIC PLANNING:**

**Commissioner Haworth** led a discussion regarding the directive contained in the King County ordinance approving our Comprehensive Water System Plan contingent upon entering into a joint planning process to study the possibility of removing the moratorium on new connections. It was agreed that prior to the first meeting with King County information should be gathered and plans should be drafted related to the following: History of the Moratorium (assigned to **Commissioner Haworth**), Rainwater harvesting feasibility and implementation (assigned to **Commissioner Haworth**), Feasibility of desalination (assigned to **Commissioner Bard**), Feasibility of reclaimed water (assigned to **Commissioner Bard**), Vashon Town Plan (assigned to **Commissioner Powell**), Conservation (assigned to **Commissioner Powell**). **Commissioner Haworth** also plans to address the differences between the first draft ordinance and the final approved ordinance.

1. **VISITOR BUSINESS began at 10:45 AM** - Denis Slagel who is also representing Ted Yi (Chevron property CWA). Mr. Slagel has finalized the planned interior modifications after meeting with King County. Based on the current design of reconfiguring the "bays" into office space, there will be no change in water use. He left his plans for the Board to review.

**STRATEGIC PLANNING PORTION OF THE MEETING RESUMED 11:00 AM** - Rainwater Harvesting – DOE will not require water rights permits for de minimis rainwater harvesting for outdoor irrigation purposes. Possible avenue for source development. **Operations Lead Wahanik** suggested funding a demonstration project. **Commissioner**

**Haworth** suggested consideration of offering an incentive for rainwater harvesting to our customers within the next 12 months.

Contingency Planning for New Customers – Based on the approval of the change application for the Morgan Hill Well, the commissioning of the Beall Well and the new peaking factor, it may be possible to take some units off the waiting list later this year.

New Rate Structure Planning – **Commissioner Haworth** presented data suggesting consideration of lowering the base charge and further steepening the commodity tier structure, possibly by fiscal 2011. There is a consensus that research into possible impacts to small farmers is prudent. **Commissioner Powell** offered to look into a possible agriculture tier structure.

Town Plan Process – **Commissioner Powell** will continue to be the District liaison with the Vashon Maury Community Council committee. He reported that it is unlikely the committee will have the draft plan done in time to be included in the 2012 King County Plan.

Capital Investment Plan – 2010 – water main replacements – budget set at \$72,000. **Commissioner Haworth** suggested establishing a reserves goal of \$650,000. Based on the current level of reserves, he proposed adding \$28, 000 to fund the main replacement budget. **Commissioner Bard** made a Motion to raise the main replacement budget for 2010 to \$100,000 based on the plan that **General Manager Lakin** previously proposed; **Commissioner Powell** seconded the Motion. Motion approved unanimously.

K-2 redevelopment – **Commissioner Haworth** wanted to express his concerns about the possibility of an outside developer purchasing the property and creating a challenge to the District to provide service beyond current water availability on the parcel.

ADU policy change – waiting list policy. **The Board** has opted to discontinue any ADU policy discussions as long as there are individuals on the waiting list.

Master Resolution Framework timeline – Our 1000+ Resolutions need to be consolidated into one master policy document. **The Board** discussed a possible two year window to complete the process.

**Commissioner Haworth** set a tentative date for another special meeting for February 25<sup>th</sup>, 2010 at 10:00 AM to resume the strategic planning meeting.

2. **APPROVE REVISED SCHEDULE OF MISC. FEES** – **Commissioner Bard** made a Motion to approve the new customer schedule fees that was submitted by **General Manager Lakin**; **Commissioner Powell** seconded the Motion. Motion passed unanimously. **This schedule (attached to minutes) will override the 2009 schedule of misc fees.**
3. **APPROVE MINUTES** – **Tuesday, December 8<sup>th</sup>, 2009** – **Commissioner Haworth** made a Motion to accept the minutes as amended; **Commissioner Bard** seconded the Motion. Motion passed unanimously. **Monday, December 14<sup>th</sup>, 2009** - **Commissioner Haworth** made a Motion to accept the minutes as presented with the attached exit items; **Commissioner Bard** seconded the Motion. Motion passed unanimously. **Tuesday, January 12<sup>th</sup>, 2010** - **Commissioner Bard** made a Motion to accept the minutes as amended; **Commissioner Haworth** seconded the Motion. Motion passed unanimously.
4. **MEETING CONCLUDED AT 1:30 PM**

## 2010 SCHEDULE OF CUSTOMER FEES

	Original Res. <sup>1</sup>	Date	Original Fee	Current Resolution	Date of last revision	Previous Fee	New Fee
1. Gen. Facilities charge**	326	6/4/74	\$200 / unit	1118	2010	\$9,213 Per unit	\$10,072 Per unit
2. Local Facilities charge**	145	4/2/57	\$75.00 / unit (increased from \$50.00)	1118	1/14/2008	\$46/ft., no minimum <sup>2</sup>	\$46/ft., no minimum <sup>2</sup>
3. Installation/Meter** charge	88	7/26/49	\$50.00 min.	1118	1/14/2008	Cost recovery – prevailing rates (see schedule)	Cost recovery – prevailing rates (see schedule)
4. Permits (K.C.) *					1/14/2008	Cost recovery	Cost recovery
5. Inspection fees a. K.C.* b. W.D. 19	726	10/11/94	\$110.00 \$50.00/hour	1118	1/14/2008	Cost recovery - prevailing rate	Cost recovery - prevailing rate
6. Administration labor				813	8/13/1996	\$36	\$36
7. Late fees	573	10/11/88	\$5.00	1118	1/14/2008	\$7.50	\$7.50
8. Base charges	163	1/5/60	\$2.75 monthly min. rate (increased from \$2.25)	1046	6/19/2003	\$63.39 bi-monthly	\$63.39 bi-monthly
9. Duplicate Billing fee	844	6/10/97	\$7.50 per cycle	859	9/9/1997	\$5.00 per billing cycle	\$5.00 per billing cycle

10. CWA's**	644	4/14/92	\$50.00	788 (new) 865 (renew)	3/12/96 11/11/97	\$75 \$36	\$94 \$36
11. Field Labor				813	8/13/96	\$58	\$58
12. Power Equip. fees				813	8/13/96	Varies – see separate schedule	Varies – see separate schedule
13. Door Hanger Notice	1016	7/9/2002	\$25	1016	7/9/2002	\$25	\$25
13. Turn-off /non pmt.**	131	6/4/56	\$1.00	813	8/13/96	\$100	\$100
14. Turn-off/on by request	644	4/14/92	\$25.00/trip	813	8/13/96	\$58 (1 hr.)	\$58 (1 hr.)
15. NSF fee – standard - ACH				584	2/28/89	\$20	\$35
16. Account Transfer fee				822	1/14/97	\$25	\$25
17. Illegal Hydrant Use	677	2/9/93	\$50.00 per occurrence.	710	6/14/94	Varies – see resolution	Varies – see resolution
18. Tampering Fee				677	2/9/93	\$50	\$50
19. Street Lighting**	367	1/4/77	0.0275 per front ftg. per month	751	4/11/95	Cost recovery – PSE charges and Admin. labor	Cost recovery – PSE charges and Admin. labor
20. Special Board Mtg.				696	12/14/93	Cost recovery – Board per diem and steno	Cost recovery – Board per diem and steno

21. Reread due to inaccessible meter			\$30.00			\$58	\$58
22. Unscheduled Customer assistance			\$300.00 min.			Cost recovery	Cost recovery
23. Illegal Connection				910	1/12/99	\$500 +\$2 per day	\$500 +\$2 per day
24. Blocked meter notice				1016	7/9/02	\$10	\$10
25. Lien filing					2008	Current King County filing fees (file and release) plus one hour Admin. labor	Current King County filing fees (file and release) plus one hour Admin. labor
26. Public Document request					2010	\$0.15 Per copy	\$0.15 Per copy \$7.50 Per CD

<sup>1</sup> Through limited research.

<sup>2</sup> Includes materials only - \$34.42/ft for 8" DI pipe, \$10.00/ft. for hydrants, \$0.55/ft. for valves, \$1.03/ft. for misc. fittings and tubing.

\* A reflection of K.C. billing WD 19

\*\* GENERAL FACILITIES: #326, 604, 753, 842

LOCAL FACILITIES: #145, 222, 239, 326, 338, 408, 604, 735, 753, 826, 842

INSTALLATION/METER: #88, #551, 604, 680, 724

BASE CHARGE: #163, 197, 245, 373, 379, 471, 550, 597, 668, 688, 790, 864, 870

CWA: #644, 725, 788, 865

TURN-OFF, NON-PMT: #131, 644, 766, 813

STREET LIGHTING: #367, 417, 469, 517, 641, 693, 717, 751