

**WATER DISTRICT 19**  
**BOARD OF COMMISSIONERS MEETING**  
**Tuesday, May 8, 2018**

**REGULAR MEETING 4:00 PM**

Board President **Bob Powell** called the regular meeting of the Water District 19 Board of Commissioners to order at 4:02 PM. Commissioners **Jenny Bell** and **Seth Zuckerman** were also present. District staff members in attendance were General Manager **Jim McRae**, Operations Lead **Jamie Hatton**, Operations Tech **Keith Kassik** and Office Administrator **Melody Snyder**. Visitors present were Chris Szala, Vashon Household, Katy Isaksen, Katy Isaksen & Associates, John L. Owen Jr, Brad Middling and Mike Kirkland, MK Property Services.

**• VISITOR BUSINESS**

- Chris Szala, Vashon Household & Doug Piehl, NW Water Systems (by phone), the last meeting with Chris Szala, the Board requested that Vashon Household provide the district with an engineering report outlining the daily water consumption based on the amount of water use fixtures, rain and grey water irrigation analysis and living units associated with the project. Doug Piehl, NW Water Systems Engineer, spoke with the Board, via phone about the report provided. After reviewing the data, the individuals units in the proposed project are small, and because they do not have legal kitchens, DPER does not classify them as individual dwellings. Therefore, Water District 19 reviewed the Certificate of Water (CWA) application as a commercial project, with the number of water units required based on engineering analysis. **Commissioner Powell** made a Motion to provide the CWA for the Vashon Household project with the understanding that the District's water supply will not be used for irrigation or landscaping. Any outdoor water use will be supplied by rainwater catchment or grey water recycling; **Commissioner Zuckerman** seconded. Motion passed unanimously.
- Mike Kirkland, MK Property Services and Brad Middling, Sound Properties were at the meeting to discuss the amount of ERU's connected to the K2 property. They have been looking at the property for a number of years and exploring the hurdles they can have dealing with this property, one hurdle is the three ERU's associated to the property. They are hoping to get at least 20 times the current number of ERU's. **Commissioner Powell**, speaking for the Board noted that staff is required to report that there are only three ERU's tied to the property which also reflects the number of accounts/meters. Mr. Middling spoke about wanting to convert the building into retail spaces. **Commissioner Zuckerman** suggested that Mr. Kirkland and Mr. Middling come back with a proposal so that the Board has a better understanding of what they have in mind for the property.
- Katy Isaksen, KI & A - Conservation Rates Presentation - Katy presented many different models for the Board to consider for rate scenarios. She would like more direction from the Board to come up with a preferred scenario. She's trying to put together funding materials. **General Manager McRae** met with G & O and upgraded the cost for the CIP. **Commissioner Bell** noted that the Board advises that it intends to develop conservation rates which incentivize minimizing water usage by applying higher rates to water consumption in excess of quantities commensurate with the number of ERU's associated with the property. The Board determined that another meeting is needed and scheduled a Special Meeting for Wednesday, June 6<sup>th</sup>, 2018 at 5:30 PM to continue discussion on the rate study.
- John L. Owen, not a customer of Water District 19 but owns property within the district boundaries came to the board meeting for information about getting on the district's waiting list. He had other questions about drilling for a well and about harvesting rainwater. He is considering pursuing the rainwater harvesting idea. **Office Administrator Snyder** offered to provide a letter stating that "no water is available if needed" for his use.

• **BOARD – ACTION REQUIRED**

- Approval of minutes – Tuesday, April 17<sup>th</sup> 2018 – **Commissioner Zuckerman** made a Motion to approve the minutes as presented; **Commissioner Powell** seconded. Motion passed unanimously. **Commissioner Zuckerman** made a Motion to Amend the previously approved minutes with corrections to the King County Right of Way notes; **Commissioner Powell** seconded the Motion. Motion passed unanimously.
- CWAs – Vashon Housing – Approved earlier in meeting
- CWA - Porterfield Management (Vashon Energy – Service Bldg.), the owners want to put up a metal building for office, storage and garage space. The prior building was destroyed by fire. The new plans call for two bathrooms, one shower, and not much water activity that they envision. They would like to get the CWA for the current tenant. The Board still needs to have a Professional Engineer to sign off on the fixtures. Need the calculations to what the water usage is going to be. **The Board** has to stick by the district’s policy. **Office Administrator Snyder** suggested that the Board help form a template for future customers dealing with the CWA process that the office can hand out.
- CCR – Consumer Confidence Report - Final Review by board is needed so the report can go in June billing

• **BOARD – DISCUSSION/TABLE/MORE INFORMATION**

- Katy Isaksen – Conservation rate structure discussion – discussion occurred earlier
- Beall Creek – status of habitat work & input from board – **General Manager McRae** went over what the process might look like once we have a conceptual design. Paul Tappel will be here on Wednesday the 9<sup>th</sup>, 2018 for measurements.
- Water Shares - waiting list discussion (every three months - July Board meeting) **Commissioner Powell** stated that it’s clear that we do not have a consensus on the main well field capacity issue. He’s hoping that sometime soon, to come up with a plan to address the waiting list. Need to approve and complete a well development or two, or is there something sooner which to give the district a comfort level? Long term of the CIP to additional units based on the rate. Knows that we need more information before we can make a decision.

• **OPERATIONS REPORT**

- Questions about System Performance Report – **Commissioner Powell** asked about the delivery process; he likes the graphics. For the turbidity and chlorine contact time. Long term trends of the draw downs and the stream flows. Forward to the board.
- WTP – Filter 2 Maintenance Update – postponed

• **ADMINISTRATION REPORT**

- Financial Update through April 2018
- Discussion on 2018 Budget (changes to Sale of Water Shares?) – **Commissioner Zuckerman** noted the shortfall on the income side, higher on the expense side. **General Manager McRae** explained that the district hasn’t been selling water units, work being done on the Treatment Plant filter, repairs to one of the fleet vehicles and un-planned unemployment expenses. Next meeting, revised for next year.
- Staffing – **General Manager McRae** made introductions earlier to our new staff member, Bradley Davidson. Welcome Bradley!

• **ADDITIONAL INFORMATION NEEDED**

- Items for next board meeting, - **General Manager McRae** will work on putting together a list on the agenda, **Commissioner Zuckerman** asked to include subjects.
- Additional information required for tonight's topics
- Sixth month performance review for General Manager McRae is coming up soon.

• **SIGN APPROVED MINUTES IN BOOK**

• **SIGN VOUCHERS**

Meeting concluded with a Motion by **Commissioner Powell** at 7:45 pm; **Commissioner Zuckerman** seconded.