

WATER DISTRICT 19
BOARD OF COMMISSIONERS MEETING
Wednesday, February 13, 2019

REGULAR MEETING 5:30 PM

Board President **Bob Powell** called the regular meeting of the Water District 19 Board of Commissioners to order at 5:35 PM. Commissioners **Seth Zuckerman** and **Michael Weller**, General Manager **Jim McRae** and Office Administrator **Melody Snyder** were also in attendance. Visitors present were Chris Szala of Vashon Household, Jena Thornton of the Lodges and Tim Gable.

AGENDA:

• **VISITOR BUSINESS**

- Chris Szala – Vashon Household – **Commissioner Powell** started the meeting by saying that he has been notified by Vashon Household that their project on 188th St and Vashon Hwy will be 5 single family homes with 8 single bedrooms. This fits the district’s residential classification. The zoning for the parcel is R8, which means the parcel can accommodate the project. Chris Szala said that 12 of the rooms will be designated for veterans’, 8 for the disabled and 8 for homeless individuals. The plan is to begin construction next year. Water District customer Tim Gable raised various concerns about the permitting process being provided by King County. **Commissioner Weller** stated that he believes the Water District board focus on decisions about water availability, not land use, and that the bulk of the concerns expressed by Mr. Gable are land use issues best raised with King County Dept. of Permitting and Environmental Review. **Commissioner Powell’s** position, not speaking for the board, stated that it is not the districts job to question King County’s policies. He also added that the Board made a conscious decision to not to write new policy on this development. Chris Szala said that Vashon Household has been given a predevelopment loan, funding to get the permit going. It’s a standard permit, exact same building done 5 times. They have been asked to add additional parking. **Commissioner Zuckerman** asked if they would be needing a CWA (Certificate of Water Availability) for the permit and Chris replied that they would. **Commissioner Zuckerman** wanted to make sure that the CWA matches up to the project submitted. Chris also wanted all to know that the county will be out holding regular quarterly public meeting to listen to public input about the project starting in March. **Commissioner Weller** agrees that it makes sense to approach this project as 5 residences, and as such, that it falls under the Water District’s residential policies.
- Jena Thornton Re: Vashon Village – Requesting a modification to the legal settlement agreement which does not allow a hot tub on the property. **Commissioner Powell** made a brief summary about the legal settlement. The property has 8 water units, good for 800 gpd per unit. Jena Thornton stated that they have worked hard to adhere to the settlement agreement. It was noted by **Commissioner Powell** their usage history has shown to be markedly below in their water consumption. He is not against the installation of the hot tub but wants to make sure the district is still in compliance with the settlement agreement. Jena has already worked with Ellisport Engineering on the water calculations for a 700 gallon in ground hot tub, with quarterly refills.

• **BOARD – ACTION REQUIRED**

- **Approval of Meeting Minutes: Tuesday, November 13, 2018** – **Commissioner Powell** made a Motion to approve the minutes as amended; seconded by **Commissioner Zuckerman** and approved

unanimously. December 11, 2018 – **Commissioner Weller** made a Motion to approve the minutes as amended; seconded by **Commissioner Zuckerman** and approved unanimously, *Special Meeting December 27, 2018* – **Commissioner Zuckerman** made a Motion to approve the minutes as amended; seconded by **Commissioner Powell** and approved unanimously. *January 8th, 2019* - **Commissioner Zuckerman** made a Motion to approve the minutes as amended; seconded by **Commissioner Powell** and approved unanimously. and *Special Meeting January 22nd, 2019* **Commissioner Powell** made a Motion to approve the minutes as amended; seconded by **Commissioner Weller** and approved unanimously.

- Consider the CWA request for the Vashon Household project on SW 188th Street and Vashon Hwy - **Commissioner Zuckerman** made a Motion to clarify our guidance to **General Manager McRae**, If he is satisfied that the project is a single family project, then the Master Resolution empowers him to approve the CWA for up to 5 single family residences. **Commissioner Powell** second. Motion passed unanimously.
- Request to install hot tub at Vashon Villages - **Commissioner Powell** made a Motion to direct **General Manager McRae** to work with district counsel to draft an agreement for the Lodge’s request for a hot tub with consideration for the last 3 year’s usage consumption which has been well below the levels in the settlement agreement. **Commissioner Weller** seconded. **Commissioner Zuckerman** made an amendment to the Motion to state that “the district invites the Lodge’s to propose the wording to the agreement settlement for the hot tub, which the district will then send to our counsel for review”, **Commissioner Weller** seconded. Motion passed unanimously.
- Invoice from Katy Isakson – additional charges on the rate planning contract final invoice. **Commissioner Zuckerman** stated that the District should hold people accountable to the scope of the contract and to not exceed the agreement without advanced notification. **Commissioner Powell** then made a Motion to pay Katy Isakson’s invoice less \$1,702.00; **Commissioner Weller** seconded the Motion. **Commissioner Zuckerman** abstained. Motion passed.
- **Commissioner Zuckerman** requested that the custom summary report in the Commissioners packet include 13 months of financial data instead of 12.
- **General Manager McRae** updated the Board about the notification from the Public Employment Relations Commission Representation Petition from Bryan Raby, Labor Relations Specialist with the International Union of Operating Engineer Local 302. There are a series of steps that need to take place before further information can be passed onto the Board.
- Salary consideration for Administration
- Consider changes to Payment Voucher for low income customers – postponed for the next meeting

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

- Provide input on staff performance-based compensation plans – postponed
- Water System Plan Status & special meeting to complete - 3 sections to finish up. As there wasn’t a second meeting scheduled in February due to weather conditions, The Board called for a special meeting on Tuesday the 5th of March at 5:30 PM and moved the regular meeting to Tuesday, March 19th also at 5:30 PM.
- Update on SMA activities (Needle Creek & Madrona Cove) – if needed – **General Manager McRae** has spoken with Jim Dam of Needle Creek Water System, nothing happening at the moment.

• **ADMINISTRATION REPORT**

- Financial performance through January 2019 – nothing major to report. The first financial report since the rate increase should reflect in February’s financial reporting
- Operations Report – 2018-year end, plus January 2019 performance - information was provided in the Commissioner packet

THE BOARD CONCLUDED THE REGULAR MEETING AT 7:40 PM at which time the Board entered into Executive Session to review the performance of a public employee under provisions of RCW 42.30.110(1)(g).

EXECUTIVE SESSION: An Executive Session was entered into at 7:41 PM

RETURN TO REGULAR MEETING: The Board come out of the Executive Session at 8:53 PM. No action was taken in Executive Session

Commissioner Weller stated that he looks forward to receiving updated income information and budget projections for the district in light of recent rate increases and staffing changes.

Commissioner Powell made a Motion to approve a 4% merit increase to **Office Administrator Snyder** for going above and beyond her duties and for her length and quality of service to the district; **Commissioner Zuckerman** second. Motion approved unanimously. **Office Administrator Snyder** thanked the Board for their recognition and her appreciation for the increase.

- Board will discuss a performance review process for the General Manager at the next board meeting.

Commissioner Powell made a Motion to conclude the meeting at 8:58 PM; **Commissioner Weller** seconded. Motion passed unanimously.