

**MINUTES OF THE MEETING OF
COMMISSIONERS OF THE
SILVER LAKE WATER & SEWER DISTRICT**

July 9, 2015

The regular meeting of the Board of Commissioners of the Silver Lake Water & Sewer District was held on July 9, 2015, beginning at 5:30 p.m., at the District Administration Building. Attending were Commissioners Bill Anderson, Rod Keppler, and Anne Backstrom. Also present were General Manager Patrick Curran, District Engineer Rick Gilmore, and Finance Manager Brad Nelson; Eric Delfel with Gray & Osborne; and John Milne with Inslee, Best, Doezie, & Ryder P.S., Attorney for the District.

- 1.) **CALL TO ORDER:** Commissioner Anderson called the meeting to order at 5:30 p.m.
- 2.) **APPROVAL OF MINUTES:** The Minutes of the regular meeting of June 25, 2015 were unanimously approved as circulated.
- 3.) **FINANCIAL MATTERS:**

a.) **Payroll, Vouchers, and Check(s) Approval:**

Following discussion of various matters, payroll, vouchers, and revolving fund checks were unanimously approved and signed as follows:

Fund	Code	Number	Amount
Water Maintenance	743 5408666	.07-001-.07-035	\$33,838.02
Sewer Maintenance	743 5418666	.07-001-.07-007	627,813.31
Sewer Capital Improve.	743 5448666	.07-001-.07-003	241,163.20
Water Capital Improve.	743 5468666	.07-001-.07-002	10,935.09
Revolving Check Fund		4019 - 4045	38,951.81
Total Warrants			\$952,701.43

4.) **CAPITAL IMPROVEMENT PROJECT(S)**

a.) **Second Quarter Bills of Sale Presentation**

Mr. Gilmore presented a verbal summary to the Board of Commissioners of a Staff report listing the Second Quarter Bills of Sale for Developer Extensions, representing \$305,378.03 of utility infrastructure added to the District by Developer contribution, for their review. Following discussion, the Board of Commissioners acknowledged acceptance of the Bills of Sale for:

PROJECT NAME	WATER	SEWER
2ND QUARTER		
Birch	\$38,506.50	\$13,743.62
Sound Storage at Mill Creek 2	4,317.00	
Canton Park South	127,983.70	105,029.21
ABC Learning Centers	15,798.00	
Total Value	\$186,605.20	\$118,772.83

5.) MAINTENANCE & OPERATIONS

a.) WASWD Fall Conference Attendance

Mr. Curran reported to the Board of Commissioners of the 2015 WASWD Fall Conference that will be held September 23 – 25, 2015, in Wenatchee, WA. He requested to know if any Commissioner wished to attend this conference and if so, he will have staff register them for this conference.

Following discussion, Commissioner Backstrom and Commissioner Anderson advised each would attend the 2015 WASWD Fall Conference. Commissioner Keppler advised he needed additional time to decide. General Manager Patrick Curran indicated he would attend the 2015 WASWD Fall Conference.

Given a Board quorum and the General Manager will not be available for the September 24, 2015 regular Board meeting due to the Fall Conference, Mr. Curran requested Board direction whether to cancel and reschedule the September 24, 2015 Board meeting. Following discussion, the Board determined to cancel the September 24, 2015 regular Board meeting due to the conflict with the Fall Conference, and to schedule a special Board meeting for Monday, September 21, 2015, at the District Office, commencing at 5:30 p.m. to consider all business that may come before the Board.

6.) INTER-AGENCY REPORT(S)

a.) Update to Correspondence for Suspension of District PWTF Loan

Mr. Curran presented a verbal summary to the Board of Commissioners of an email notification (Notice to All Contractors) he received on July 2, 2015, that stated the Legislature passed and the Governor has signed, the operating budget for the 2015-17 biennium, therefore, state government operations and the District's PWTF Loan Contract would not be suspended on July 1, 2015.

b.) Authorization to Sign Snohomish P.U.D. Access Easements on Lots Created by BLA at the Old Office Site

Mr. Curran presented a verbal summary to the Board of Commissioners of two Snohomish County Distribution Easements (Lots 1 & 2) created by the Boundary Line Adjustment (BLA) at the old District office site. He requested authorization from the Board of Commissioners to execute these Easement documents.

Following discussion, by motion passed unanimously, the Board of Commissioners authorized Mr. Curran to execute Snohomish County Distribution Easements for Lots 1 & 2 created by the BLA at the old District office site.

c.) GMA Ordinance Status-RE: Sale of District Property at 41st & 148th

Mr. Curran presented a verbal summary to the Board of Commissioners of an email received on July 6, 2015, from Ryan Countryman (Snohomish County), regarding an update on the status of Parcel 27050400200300 owned by the District. Mr. Countryman confirmed the zoning has changed to NB (Neighborhood Business) and it is still designated as Urban Village on the Comprehensive Plan. This combination allows both commercial and residential uses, either separately or together as mixed-use. The parcel is

approximately 1.79 acres and could be developed at 44 units/per acre (Snohomish County Code 30.31A.115) for a total of approximately 78 units provided most of the parking was in a garage below the building.

d.) Highline Water District Commissioner Jerry Guite

Mr. Curran reported to the Board of Commissioners of a notification he received from WASWD staff that Commissioner Jerry Guite, Highline Water District, passed away on June 28, 2015, from health complications. His funeral service was held July 1, 2015, in SeaTac.

7.) STAFF REPORTS

a.) District Engineer:

No further report.

b.) Finance Manager:

Mr. Nelson reported progress in the District changing its operating banking service from Opus Bank to Columbia Bank.

c.) Attorney:

No further report.

d.) General Manager:

Mr. Curran presented to the Board, graphs depicting the water demand in the District over the last few weeks of high temperatures.

The General Manager requested an Executive Session to discuss matters pursuant to RCW 42.30.110 (1) (c) regarding property currently owned by the District and RCW 42.30.110 (1) (i) regarding a Claim for Damages. A motion was made, seconded, and unanimously approved by the Board of Commissioners to convene to an Executive Session to discuss this matter. Before convening to the Executive Session at 5:45 p.m., Commissioner Anderson advised that the Executive Session would be concluded at 5:55 p.m. The Executive Session concluded at 5:55 p.m. and the open public meeting reconvened.

There being no further business before the Board, the meeting was adjourned.

This ends the Minutes of the July 9, 2015 regular meeting. The following signature page is a scanned image of the original signature page of the Minutes and certifies these are the approved Minutes by the Secretary of the Board.

Minute Certification

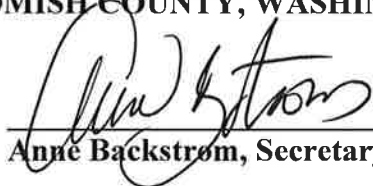
I, the undersigned, Secretary of the Board of Commissioners of Silver Lake Water and Sewer District, Snohomish County, Washington (the "District"), hereby certify as follows:

1. The attached copy of the Minutes of the Meeting of Commissioners (the "Minutes") is a full, true and correct copy of the Minutes of the July 9, 2015 regular meeting of Commissioners, duly adopted at a regular meeting of the Board of Commissioners of the District, held at the regular meeting place thereof on July 23, 2015, as these Minutes appear on the Minute book of the District; and;

2. A quorum of the members of the Board of Commissioners was present throughout the meeting and a majority of those members present voted in the proper manner for the approval of these Minutes.

IN WITNESS WHEREOF, I have hereunto set my hand this 23rd day of July 2015.

**SILVER LAKE WATER AND SEWER DISTRICT
SNOHOMISH COUNTY, WASHINGTON**



Anne Backstrom, Secretary