

**MINUTES OF REGULAR MEETING  
OF THE BOARD OF COMMISSIONERS OF  
COAL CREEK UTILITY DISTRICT  
OF KING COUNTY, WASHINGTON**

**Held December 10, 2014**

A regular meeting of the Board of Commissioners of Coal Creek Utility District was held at the District Office, 6801 – 132<sup>nd</sup> Place SE, Newcastle, Washington, on December 10, 2014. Commissioner Anderson called the meeting to order at 5:00 p.m. Commissioner Martin was present. Commissioner Kunkel had an excused absence. District Staff Robert Russell, Todd Hynek and Pam Nelson were present. John Milne, General Counsel, and Dave Hutley, consulting engineer, were also present.

**CONSENT AGENDA**

Approval of minutes - Regular Board Meeting of November 12, 2014.

Adoption of Resolution No. 1803 approving Agenda Preparation Protocols

Residences at Lake Boren Developer Extension Agreement - Water and Sewer Design  
Approval

Martin made the motion to approve the consent agenda. Anderson seconded the motion, which carried unanimously.

**CITIZENS' COMMENTS AND CONCERNS**

There were no comments from the citizens in attendance.

**SURPLUS PROPERTY**

Hynek requested the Commissioners approve the surplussing of certain District personal property which was no longer needed by the District. Resolution No. 1804 declared certain personal property which had no value as surplus and authorized District staff to dispose of the property at the least cost to the District. Resolution No. 1805 declared certain personal property which had a value of less than \$2,500 as surplus and authorized and directed District staff to sell

the property at public or private sale pursuant to the requirements of Chapter 57.08 RCW. Following discussion, Martin made the motion to adopt Resolution Nos. 1804 and 1805 to surplus and dispose of the personal property as addressed in the resolutions. Anderson seconded the motion which carried unanimously.

### **REGIONAL HAZARD MITIGATION PLAN**

Russell advised the District and other governmental agencies had participated with King County in the preparation of a regional hazard mitigation plan. The plan was required to make the participating governmental agencies eligible for FEMA loans and grants in the event of natural hazards and other disasters that affected governmental facilities and systems. Russell advised the District had previously participated in the regional plan and recommended the District continue to participate in the five year update of the regional plan.

Following discussion, Martin made the motion to approve Volume 1 of the 2014 King County Regional Hazard Mitigation Plan Update, the District's portion of the Plan Update as set forth in Chapter 28 of the Plan Update, and the appendices of Volume 2 of the Plan Update by the adoption of Resolution No. 1806. Anderson seconded the motion which carried unanimously. District staff will now provide the original of the signed Resolution No. 1806 to King County staff to confirm the District's approval of and participation in the Regional Hazard Mitigation Plan Update. The Commissioners commended Steve Moye and other District staff for their efforts in the drafting of the District's annex to the Plan Update.

### **ATTORNEY'S COMMENTS**

Milne reported on discussions between cities, as represented by the Association of Washington Cities, water-sewer districts, as represented by the Washington Association of Sewer and Water Districts, and public utility districts, as represented by the Washington Public Utility District Association, regarding proposed legislation to address city authority to tax utility

district revenues and voter approval of a city assumption of all or part of a water-sewer district.

Milne will keep the Board further advised.

#### **ENGINEER'S COMMENTS**

Hutley requested the adjustment of his firm's billing rates for the year 2015 as addressed in a letter dated December 10, 2015, to the Board of Commissioners. Anderson requested further information regarding present consulting engineer rates, and also suggested the Board take the request under advisement until a full Board was present to consider the request. Following discussion, the Board took the request under advisement for consideration at a future meeting when further information was available and all commissioners were present to consider the matter.

#### **OFFICE MANAGER'S COMMENTS**

Nelson advised she would be obtaining new District credit cards from HomeStreet Bank.

Nelson advised an exit conference with representatives from the State Auditor's Office had been scheduled for Tuesday, December 16, 2014 at 11:00 a.m. at the District office. As both Anderson and Martin expressed interest in attending the exit conference, the Board determined to schedule a special meeting at the time, date and place for the purpose of meeting with SAO representatives in case a Board quorum was present. Staff will post notice of the special meeting accordingly.

#### **OPERATIONS MANAGER'S COMMENTS**

Hynek reported the last master meter between the Bellevue and District water systems would be replaced the following day.

Hynek reported the District had received a communication from the State Department of Health regarding water quality sampling. He will keep the Board further advised.

#### **GENERAL MANAGER'S COMMENTS**

There were no further comments from the General Manager.

**COMMISSIONERS' COMMENTS**

Martin reported on her attendance at the most recent State Association Board of Directors meeting.

Martin confirmed she will attend the employee recognition lunch. District staff confirmed the lunch would be held on Tuesday, December 23, 2014, at the WildFin Grill located at 727 N. 10<sup>th</sup> St., Renton, Washington.

Anderson reported on his attendance at the most recent Sno-King meeting. He reported that Sno-King meets the second Monday each month, and that the May 11 Sno-King meeting would be held at Coal Creek. He encouraged the other commissioners to attend that meeting.

Anderson confirmed he too will attend the employee recognition lunch. Therefore, the Board determined to schedule a special meeting commencing at Noon at WildFin on the identified day and time for the purpose of the employee recognition lunch. Staff will check with Commissioner Kunkel to confirm his attendance.

The Board cancelled the regular meeting scheduled for December 24, 2014.

**ADDITIONAL CITIZENS' COMMENTS AND CONCERNS**

There were no comments from the citizens in attendance.

**APPROVAL OF VOUCHERS**

The Board approved for payment Water/Sewer Maintenance Fund Voucher Nos. 043190 through 043222 in the amount of \$119,161.48.

The Board approved for payment Water/Sewer Maintenance Fund Voucher Nos. 043223 through 043250 in the amount of \$207,541.01.

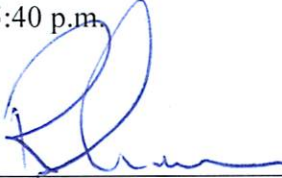
The Board approved for payment Water/Sewer Maintenance Fund Voucher Nos. 010480 through 010503 in the amount of \$101,583.04.

The Board approved for payment Water/Sewer Maintenance Fund Voucher Nos. 010504 through 010515 in the amount of \$11,850.

**OTHER DISTRICT BUSINESS**

As there was no further business or persons to be heard, the meeting was concluded at

5:40 p.m.

A handwritten signature in blue ink, appearing to read "Richard D. Anderson", written over a horizontal line.

Richard D. Anderson, Commissioner

A handwritten signature in blue ink, appearing to read "Pamela A. Martin", written over a horizontal line.

Pamela A. Martin, Commissioner