

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

Held December 22, 2016

A special meeting of the Board of Commissioners of Coal Creek Utility District was held at the Rock Restaurant, located at 828 N. 10th Pl., Renton, Washington, on December 22, 2016. The meeting was called to order by Commissioner Martin, Board Secretary, at Noon. Commissioner Anderson, Board Vice President, was also present. Commissioner Kunkel, Board President, had an excused absence. District Management Staff Robert Russell, General Manager, Patrick Martin, Operations Manager, and Tish Hunter, Finance Manager, were present together with District office and field staff.

Commissioner Martin advised the purpose of the special Board meeting was to recognize the contributions of District staff to the District over the course of the prior year, and to approve year-end vouchers.

EMPLOYEE RECOGNITION

Russell welcomed the Commissioners and District staff. He noted there were no noteworthy anniversary milestones but recognized and thanked all field and office staff for their professionalism and dedication to their work during the year for the benefit of the District's ratepayers. He then introduced new employees who had joined the District during 2016, including Sharon Perez, Administrative Assistant, Jeremy Rex, Technician, Danial Gravelle, Technician, and Jeff Schell, Meter Reader.

Russell then introduced the Commissioners and thanked them for their strong support of District staff during 2016.

Russell noted the District had experienced substantial change in the last five years with significant staff change due to retirements and the addition of a new personnel. The District had

also grown substantially with the addition of the Avalon, Aegis, Hazelwood Ridge, and other projects.

Russell then gave special recognition to Hunter, the District's Finance Manager. Hunter's job responsibilities had increased significantly during 2016 with the introduction of new financial and billing software, new administrative employees to train, attendance at accounting classes, and other duties. Russell commended and thanked Hunter for her ability to manage these responsibilities and to provide dedicated service for the benefit of the District's ratepayers.

The Commissioners also recognized and commended all District staff for their hard work and dedication during 2016, and looked forward to the District continuing to provide efficient and cost effective utility services to its customers in 2017.

APPROVAL OF VOUCHERS

The Board approved for payment Water/Sewer Maintenance Fund Voucher No. 1329 through No. 1351 in the amount of \$69,452.09

The Board approved for payment Water/Sewer Maintenance Fund – Direct Deposit – Payroll in the amount of \$13,100.00.

OTHER DISTRICT BUSINESS

As there was no further business or persons to be heard, on motion duly made, seconded and carried unanimously, the meeting concluded at 2:15 p.m.



Richard D. Anderson, Commissioner



Pamela A. Martin, Commissioner