

**Coal Creek Utility District  
Regular Board Meeting Agenda  
August 12, 2020  
Wednesday - 5:00 p.m.**

**NOTICE:** Based on the Washington State Governor's Proclamation No. 20-28, this meeting will not be conducted in-person. The public may attend the meeting by telephone by calling 617-944-8757. All persons attending the meeting will be able to hear each other at the same time. Persons wishing to comment during the meeting should contact [customerservice@ccud.org](mailto:customerservice@ccud.org) by 3:00 p.m. Wednesday, August 12th, to register to speak and receive further instructions.

- 1. Call to Order**
- 2. Approval of Agenda – Additions or Deletions**
- 3. Consent Agenda**
  - **Approval of Minutes – Regular Meeting of July 22, 2020**
  - **Resolution 1896 – HRA/VEBA**
  - **DEA Approval – Sockey Short Plat – Sewer Only**
  - **DEA Approval – Weaver Short Plat – Water/Sewer**
  - **DEA Final Acceptance – Aldea Lot 10 – Water/Sewer**
- 4. Citizens Comments and Concerns**
- 5. Avalon Lot 6 – Developer Request**
- 6. Operations Center Upgrades**
- 7. T-Mobile Cell Site Lease**
- 8. Attorneys' Comments**
- 9. Engineers' Comments**
- 10. Approval of Vouchers**
  - **Water/Sewer Maintenance Fund – Accounts Payable – Voucher No. 1974 to 2015 in the amount of \$193,580.14**
  - **Water/Sewer Maintenance Fund – Payroll in the amount of \$88,799.59**
  - **Water/Sewer Maintenance Fund – EFT in the amount of \$76,066.71**
- 11. Managers' Comments**
- 12. Commissioners' Comments**
- 13. Other District Business**
- 14. Executive Session**
  - **N/A**
- 15. Adjourn**

Note: Agenda items subject to change.

\*Resolution # 1897

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

**Held on July 22, 2020**

A regular meeting of the Board of Commissioners of Coal Creek Utility District was held by remote means and with certain staff only at the District Office, 6801 – 132<sup>nd</sup> Place SE, Newcastle, Washington, on July 22, 2020. Pursuant to the Washington State Governor’s Proclamation No. 20-28, as extended, the meeting was not conducted in-person. Commissioner Douglas Kunkel, Board President, was in attendance via telephone conference call, and called the meeting to order at 5:00 p.m. Commissioner Pam Martin, Board Vice-President, and Commissioner Suzi O’Byrne, Board Secretary, also attended via telephone conference call. District staff Robert Russell, General Manager, Patrick Martin, Operations Manager, and Anne Paige, Finance Manager, attended at the District’s office and were in compliance with CDC social distancing guidelines. Rosemary Larson, legal counsel, attended via telephone conference call.

In compliance with Proclamation No. 20-28, as extended, the District provided the public with the ability to attend the meeting by telephone conference, provided notice of the call-in number and information to the public, and provided a speaker phone in the Board meeting room which allowed all persons attending the meeting to hear each other at the same time. However, no members of the public attended.

**ADDITION TO AGENDA**

Mr. Russell informed the Board that a second executive session purpose should be added to the agenda to discuss with legal counsel the legal and financial risks associated with a potential claim, pursuant to RCW 42.30.110(1)(i).

## **APPROVAL OF AGENDA**

Commissioner O'Byrne made a motion to approve the agenda as amended. Commissioner Martin seconded the motion, which passed unanimously.

## **CONSENT AGENDA**

Approval of Minutes – Regular Board Meeting of July 8, 2020

DEA Approval – Water/Sewer – Newcastle Crest

Commissioner Martin made a motion to approve the consent agenda. Commissioner O'Byrne seconded the motion, which passed unanimously. Mr. Russell noted that the Newcastle Crest plans are preliminary; the final plans will be corrected for typographical errors and current information.

## **CITIZENS' COMMENTS**

There were no citizens' comments.

## **ASPHALT SEAL COATING/STRIPING – LIMITED PUBLIC WORKS PROJECT**

Mr. Martin presented information to the Board regarding the Asphalt Seal Coating and Striping Project, which is a limited public works project. Of the bidders that responded to staff's requests for information, Stripe Rite submitted the lowest bid, in the amount of \$11,975.00. Staff requested that the Board indicate whether there is consensus to do this Project and contract with Stripe Rite for performance of the work.

Commissioner Martin made a motion to direct staff to work with legal counsel to prepare a limited small works contract for the Asphalt Seal Coating and Striping Project, with Stripe Rite in the amount of \$11,975.00 plus tax, and to authorize the General Manager to execute the contract. Commissioner O'Byrne seconded the motion, which passed unanimously.

## **VEHICLE PURCHASES**

Mr. Martin informed the Board that the District needs to replace two District trucks. Staff recommends updating the vehicles to a larger size more appropriate to the District's needs, consistent with the information in the agenda materials for this item. Staff intends to acquire the vehicles using the State's pricing. Commissioner Kunkel inquired if the existing vehicles would be sold as surplus. Mr. Martin responded that staff recommends disposing of the vehicles using the County auction system.

After discussion, Commissioner O'Byrne made a motion to approve the purchase of two trucks, described as (1) a 2020 Ford F 550 with services body and pipe rack, and (2) a 2020 Ford F with service body and crane, using the State contract DES pricing program, for the amounts stated in the agenda item memorandum. Commissioner Martin seconded the motion, which passed unanimously.

## **ATTORNEY'S COMMENTS**

There were no Attorney's comments.

## **ENGINEER'S COMMENTS**

There were no Engineer's comments.

## **APPROVAL OF VOUCHERS**

The Board approved the Water/Sewer Maintenance Fund – Accounts Payable - Voucher No. 1932 to 1958 in the amount of \$265,195.33.

The Board approved the Water/Sewer Maintenance Fund – Accounts Payable - Voucher No. 1959 to 1973 in the amount of \$27,078.01.

The Board approved Water/Sewer Maintenance Fund – Payroll in the amount of \$22,600.00.

The Board approved Water/Sewer Maintenance Fund – EFT in the amount of \$27,768.63.

**MANGER’S COMMENTS**

Mr. Russell reported that the Comprehensive Plan extension was submitted to the Department of Health on July 10, 2020, and the Department acknowledged receipt. Ms. Paige and other staff drafted a COVID message which will be included on all bills sent to customers.

Ms. Paige thanked each Commissioner, the District’s counsel, Mr. Russell and Mr. Martin for the opportunity to work at the District. She has greatly enjoyed working with everyone at the District.

Ms. Paige requested that the Board approve a waiver of the 30-day notice requirement in the Finance Manager Employment Agreement with the District, in accordance with Section 3.C of the Agreement. In response to a question from the Board, Mr. Russell stated that he supports the request. After discussion, each Commissioner spoke in favor of the request, noting that Ms. Paige provided 18 days’ notice, has trained staff to perform necessary Finance Manager duties, and the District has a plan to continue the financial work without interruption.

Commissioner O’Byrne made a motion to waive the 30-day notice period under Section 3.C of the Finance Manager Employment Agreement. Commissioner Martin seconded the motion, which passed unanimously.

Mr. Martin reported that dead trees at the 440 Tank Site will be removed, along with one or more trees in the fence line at the Site. In addition, vandalism has continued at that Site. Staff is investigating having the Tank pressure washed and other maintenance performed and will bring a small works contract for this work to the Board for consideration.

Mr. Russell thanked Ms. Paige for her service to the District. She has had several large accomplishments during her three years at the District, including implementation of new financial software. She is leaving the District in a better position than when she began.

Commissioner Martin also thanked Ms. Paige and wished her the best in her new endeavor.

### **COMMISSIONERS' COMMENTS**

Commissioner O'Byrne thanked Ms. Paige for her hard work on behalf of the District and wished her good luck. Commissioner O'Byrne also applauded staff for all they have been doing during the COVID pandemic.

Commissioner Martin is grateful that District staff and the Commissioners have not been impacted health-wise by COVID. She also is pleased that the District has obtained rain barrels, a popular item.

Commissioner Kunkel thanked Ms. Paige for her three years of service. He noted that Ms. Paige improved and updated the District's financial accounting system, and the District has consistently had good audits during her tenure with the District.

### **OTHER BUSINESS**

There was no other business.

### **EXECUTIVE SESSION – RCW 42.30.110(1)(h) and RCW 42.30.110(1)(i).**

Mr. Russell and Ms. Larson requested an executive session for two purposes: (1) to discuss the performance of an employee under RCW 42.30.110(1)(h), and (2) to discuss with legal counsel legal and financial risks associated with a potential claim under RCW 42.30.110(1)(i). Before convening the executive session for the first purpose at 5:31 p.m., Mr. Russell advised this executive session would be for 20 minutes. The Commissioners, Mr. Russell, Mr. Martin, Ms. Paige and Ms. Larson then attended the executive session. At 5:49 p.m., the executive session

concluded, which was publicly announced by Ms. Larson. The open public meeting reconvened at 5:51 p.m.

Following discussion, Commissioner O'Byrne moved to appoint Ms. Jamie Crookston as the District's Acting Finance Manager, with a salary of \$90,000 per year, through December 31, 2020. Commissioner Martin seconded the motion, which passed unanimously.

Commissioner Martin moved to approve that Ms. Paulette Dorsey be designated as the District's Acting Administrative Assistant, which will be a part-time position working 32 hours per week, and with compensation of \$26.41 per hour plus the customary District employee benefits, as allowed by law and District policies. Commissioner O'Byrne seconded the motion, which passed unanimously.

Commissioner Martin moved to approve that Ms. Sharon Perez, who will remain in her current Administrative Assistant position and perform additional accounts payable duties, receive an increase in compensation consistent with Step 5 pay level for the Administrative Assistant position. Commissioner O'Byrne seconded the motion, which passed unanimously.

Mr. Martin and Ms. Paige then left the meeting.

At 6:02 p.m., an executive session was reconvened to discuss with legal counsel the legal and financial risks associated with a potential claim under RCW 42.30.110(1)(i). Before entering the executive session at 6:02 p.m., Mr. Russell advised this executive session would be for 10 minutes. The Commissioners, Mr. Russell, and Ms. Larson then attended the executive session. At 6:12 p.m., the executive session concluded, which was publicly announced, and the open public meeting reconvened.

The Commissioners, Mr. Russell and Ms. Larson discussed that certain language in the 2019 and 2020 versions of the Finance Manager's Employment Agreement appears to have been

included through a mutual mistake. Beginning with the 2019 version of the Agreement, the parties intended that Section 3.C of the Agreement state that on termination of the Agreement by the Finance Manager with either 30 days' notice or a waiver of the notice period by the Board, the Finance Manager would receive payment for 100% of accrued vacation time and 50% of accrued sick leave time. That is the same language included in the General Manager's and Operations Manager's Employment Agreements. By mutual mistake, the Section 3.C language in the 2018 version of the Finance Manager's Employment Agreement was inadvertently included in the 2019 Agreement, which was copied into the 2020 Agreement. Ms. Larson stated that the Inslee Best computer system included two different versions of the 2019 Finance Manager Employment Agreement, one of which contains the provision described above, and one of which includes the language in the version which was actually signed in 2019. Commissioner Kunkel stated that his recollection is the same as Mr. Russell's, which is that the language used Section 3.C in the 2018 Finance Manager Employment Agreement was only intended to be used that year, and for 2019 and all future years, Section 3.C of the Finance Manager Employment Agreement was supposed to have the same provision as Section 3.C of the General Manager and Operations Manager Employment Agreements. Commissioner Martin agreed with Commissioner Kunkel.

After discussion, Commissioner Martin made a motion that the Board recognize that there was a mutual mistake with respect to the language in Section 3.C of the 2019 and 2020 Finance Manager Employment Agreements, and that the Board's and the Finance Manager's mutual intent was that Section 3.C provide that on termination of the Agreement by the Finance Manager with either 30 days' notice or a waiver of the notice period by the Board, the Finance Manager would receive payment for 100% of accrued vacation time and 50% of accrued sick leave time, as is the

case for the General Manager and Operations Manager Employment Agreements. Commissioner O'Byrne seconded the motion, which passed unanimously.

**ADJOURNMENT**

As there was no further business or persons to be heard, the meeting concluded at 6:16 p.m.

**BOARD OF COMMISSIONERS**

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Douglas Kunkel, Commissioner

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Pam Martin, Commissioner

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Suzi O'Byrne, Commissioner

**COAL CREEK UTILITY DISTRICT  
KING COUNTY, WASHINGTON**

**RESOLUTION NO. 1896**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF COAL CREEK UTILITY DISTRICT, KING COUNTY, WASHINGTON, CONFIRMING THE DISTRICT'S USE OF A HEALTH REIMBURSEMENT ARRANGEMENT/VOLUNTARY EMPLOYEES' BENEFICIARY ASSOCIATION ("HRA-VEBA") PLAN FOR DISTRICT COMMISSIONERS AND EMPLOYEES; AND AUTHORIZING THE TRANSFER OF CERTAIN ACCRUED BUT UNUSED SICK LEAVE COMPENSATION TO AN EMPLOYEE'S HRA-VEBA ACCOUNT.

**WHEREAS**, pursuant to RCW 57.08.100, a district with five thousand or more customers, that provides health, group or life insurance to its employees, is authorized to provide its commissioners with the same coverage; provided, that the per person amounts for such coverage paid by the district shall not exceed the per person amounts paid by the district for its employees; and

**WHEREAS**, pursuant to such statutory legal authority, Coal Creek Utility District ("District") previously determined to provide health insurance coverage benefits for its commissioners and employees; and

**WHEREAS**, the Internal Revenue Code Section 501(c) (9) allows for the creation of a voluntary employees' beneficiary association which is a tax-exempt health and welfare trust; and

**WHEREAS**, such tax-exempt plans are available to governmental employers in the State of Washington; and

**WHEREAS**, in 1991, the "Voluntary Employees' Beneficiary Association for Public Service Employees in the State of Washington" (the "Trust") was established for governmental employees; and

**WHEREAS**, the Trust offers a Health Reimbursement Arrangement/Voluntary Employees' Beneficiary Association ("HRA-VEBA") which provides a tax-free savings account for employees to pay for medical, dental and vision expenses that are not paid by any other District provided medical plan; and

**WHEREAS**, pursuant to authorization of the District Board of Commissioners, the District previously determined to participate in the Trust, using VEBA Services Group LLC as its Plan administrator, and established the HRA-VEBA for all District employees; and

**WHEREAS**, the District Board of Commissioners also determined to authorize District commissioners to participate in the Trust effective January 1, 2013, and determined that it is in the best interest of the District to establish the HRA-VEBA Plan for its Commissioners; and

**WHEREAS**, the District employees and Commissioners participating in the HRA-VEBA Plan have elected to voluntarily contribute the amount of \$100.00 per month to their respective individual HRA-VEBA Plan accounts; and

**WHEREAS**, the District Board of Commissioners also determined that, if Commissioners or employees “opt out” of District health insurance coverage benefits and do not receive such benefits, as an alternative to the receipt of such health insurance coverage, the District shall make a contribution to the HRA-VEBA Plan account for such Commissioner or employee “opting out” of such coverage in the amount the District would have incurred for medical coverage for a single subscriber for the lowest cost District health insurance medical plan authorized for Commissioners in this Resolution; and

**WHEREAS**, most recently, in Resolution No. 1850 passed on June 28, 2017, the District Board of Commissioners ratified and approved the prior determinations to (1) make the same health insurance benefits available to District commissioners that the District provides to District full time employees; provided, that the per person amounts of such coverage shall not exceed the per person amounts paid by the District for District employees, (2) participate in the Trust, (3) establish HRA-VEBA Plans for all District Commissioners and employees, (4) authorize Commissioners and employees to make voluntary monthly contributions in the amount of \$100.00 to their respective individual HRA-VEBA Plan accounts, and (5) make a District contribution to the HRA-VEBA Plan account for each respective Commissioner and employee “opting out” of the District health insurance coverage in the amount the District would have incurred for medical coverage for a single subscriber for the lowest cost District health insurance medical plan; and

**WHEREAS**, under the District’s current employee policy manual, if at the end of any calendar year a District employee has accrued, unused sick leave in excess of 960 hours, those sick leave hours in excess of 960 do not carry over to the next calendar year and are lost; and

**WHEREAS**, the District Board of Commissioners now wishes to authorize that, if at the end of any calendar year a District employee has accrued, unused sick leave in excess of 960 hours, the District shall make a contribution to that employee’s HRA-VEBA Plan Account in the amount of \$0.50 on the dollar for each accrued, unused sick leave hour in excess of 960 hours; now, therefore

**BE IT RESOLVED** by the Board of Commissioners of Coal Creek Utility District as follows:

Section 1. The Recitals set forth above are incorporated herein in full by this reference.

Section 2. The prior actions of the District Board of Commissioners relative to health insurance medical coverage and participation in a HRA-VEBA Plan by all District commissioners and employees as set forth in the recitals above are confirmed and continue to be approved.

Section 3. In addition to any other contributions authorized by previous District Resolutions to be made to any employee's HRA-VEBA Plan account by the employee or by the District, if at the end of any calendar year a District employee has accrued, unused sick leave in excess of 960 hours, the District shall make a contribution to that employee's HRA-VEBA Plan Account in the amount of \$0.50 on the dollar for each accrued, unused sick leave hour in excess of 960 hours

Section 4. The District General Manager is authorized and directed to execute any documents and to establish procedures consistent with the HRA-VEBA Plan and Trust provisions and applicable District policies, necessary to effect the adoption and administration of the Plan and the provisions of Section 3 above.

Section 5. The District Board of Commissioners retains the right to modify the HRA-VEBA Plan at its discretion and without prior notice to District employees.

Section 6. All District resolutions and policies relating to the District's HRA-VEBA Plan, including those set forth and adopted by Resolution No. 1850, are hereby modified and amended in accordance with the provisions of this Resolution.

ADOPTED by the Board of Commissioners of Coal Creek Utility District, King County, Washington, at the regular open public meeting thereof held on the \_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Douglas C. Kunkel, Commissioner

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Pamela A. Martin, Commissioner

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Suzi O'Byrne, Commissioner

## Business of Coal Creek Utility District Board of Commissioners

SUBJECT: Avalon Lot 6

MEETING DATE: August 12, 2020

FROM: Management

EXHIBITS ATTACHED:

- Avalon Lot 6 Plan Set

**SUMMARY STATEMENT/ISSUES:** The District has received a request from the developer to accept the Avalon Lot 6 final acceptance of the water and sewer extensions for the project. The final acceptance will be conditioned on the developer's completion of all extension agreement terms and conditions, including the provision of necessary bills of sale, easements and close-out fee payments. Staff has stated that they believe that the work can be completed by the end of the week.

**STAFF RECOMMENDATION:** Motion to approve conditional final acceptance.

**TYPE OF ACTION REQUESTED:**

RESOLUTION

FORMAL ACTION/MOTION

INFORMATIONAL/OTHER

## Business of Coal Creek Utility District Board of Commissioners

**SUBJECT:** Operations Center Updates

**MEETING DATE:** August 12, 2020

**FROM:** Management

**EXHIBITS ATTACHED:**

- Page and Beard report

**SUMMARY STATEMENT/ISSUES:** The District has received the proposal from Page and Beard for the previously discussed building upgrades. As we discussed before the east facing glass has been determined to be an obstacle in getting the HVAC system operating properly.

**STAFF RECOMMENDATION:** Install Low-E glass in east facing building, HVAC: Option 2 replace all units reaching their useful life and Roof replacement.

**TYPE OF ACTION REQUESTED:**

RESOLUTION

FORMAL ACTION/MOTION

INFORMATIONAL/OTHER

## Business of Coal Creek Utility District Board of Commissioners

SUBJECT: T-Mobile Cell Site Lease

MEETING DATE: August 12, 2020

FROM: GM

EXHIBITS ATTACHED:

- Current T-Mobile lease
- Md7's Authorization to Negotiate Leases
- National Lease Optimization Program

SUMMARY STATEMENT/ISSUES: The District has been contacted by a Third party on behalf of New T-Mobile representative regarding the merger of Sprint and T-Mobile and the cell site lease that they have with us.

SECTION 11. COMPENSATION TO THE DISTRICT.

11.1 Lessee shall pay rent of EIGHT THOUSAND FIVE HUNDRED FIFTY DOLLARS (\$8,550.00) per year, except as modified below. 2019 rent: \$12,169.32 or \$1,014.11 /month. No rent payment has been received for 2020.

11.2 After the first year, the annual rental charges shall be increased by four percent (4%) for each successive year of the Lease Term, effective at the commencement of each successive year.

STAFF RECOMMENDATION: Open for discussion

TYPE OF ACTION REQUESTED:

- RESOLUTION
- FORMAL ACTION/MOTION
- INFORMATIONAL/OTHER



# Special District Voucher Approval Document

District Name: Coal Creek Utility District

File Name: AP\_COLCRUTL\_APSUPINV\_20200806111948.csv

| Payee (Vendor Name)             | Vendor No. | Vendor Site | Invoice No. | Invoice Date | Inv. Amount  | Description                   |
|---------------------------------|------------|-------------|-------------|--------------|--------------|-------------------------------|
| ACCOUNTING BY COMPUTER          |            |             | 1985        | 08/10/2020   | \$168.75     | SAGE SUPPORT                  |
| AFLAC REMITTANCE PROCESSING     |            |             | 1987        | 08/10/2020   | \$621.07     | AUGUST PREMIUMS               |
| BRETT WARBINTON                 |            |             | 1981        | 08/03/2020   | \$154.76     | REFUND CLOSED ACCOUNT         |
| CASCADIAN MAINTENANCE           |            |             | 1988        | 08/10/2020   | \$583.36     | JANITORIAL SERVICES           |
| CENTURYLINK                     |            |             | 1989        | 08/10/2020   | \$1,248.10   | TELEMETERY/DSL SERVICES       |
| CHAPTER 13 TRUSTEE              |            |             | 1990        | 08/10/2020   | \$720.00     | AUGUST PAYMENT                |
| CHAS HOLMES & KIMBERLY MERLICH  |            |             | 1975        | 08/03/2020   | \$314.43     | REFUND CLOSED ACCOUNT         |
| CHEN, JIN ZHAO                  |            |             | 1974        | 08/03/2020   | \$12.76      | REFUND CLOSED ACCOUNT         |
| CINTAS CORP. #460               |            |             | 1991        | 08/10/2020   | \$367.96     | JANITORIAL SERVICES           |
| CITY TREASURER OF SEATTLE       |            |             | 1992        | 08/10/2020   | \$106,425.00 | WATER PURCHASED               |
| COLONIAL LIFE                   |            |             | 1993        | 08/10/2020   | \$5.50       | AUGUST PREMIUMS               |
| CRAIG MOSIER & MAREN GAYLOR     |            |             | 1980        | 08/03/2020   | \$72.93      | REFUND CLOSED ACCOUNT         |
| CWA                             |            |             | 1994        | 08/10/2020   | \$850.64     | AUGUST DUES                   |
| DATA BAR                        |            |             | 1995        | 08/10/2020   | \$884.72     | UTILITY BILLING               |
| DEPT. OF TRANSPORTATION CASHIER |            |             | 2014        | 08/10/2020   | \$4,740.69   | I-405 PROJECT                 |
| EASTSIDE GLASS                  |            |             | 1996        | 08/10/2020   | \$4,331.09   | OPERATION CENTER IMPROVEMENTS |
| EUROFINS EATON ANALYTICAL, LLC  |            |             | 1997        | 08/10/2020   | \$850.00     | WATER QUALITY                 |
| FERGUSON ENTER. INC #8423       |            |             | 1998        | 08/10/2020   | \$9,617.50   | INVENTORY                     |
| FRANCISCO, SEAN                 |            |             | 1982        | 08/03/2020   | \$68.05      | REFUND CLOSED ACCOUNT         |
| HEALTH CARE AUTHORITY           |            |             | 1999        | 08/10/2020   | \$27,965.22  | AUGUST PREMIUMS               |
| HIGHLANDS ACE HARDWARE          |            |             | 1986        | 08/10/2020   | \$103.73     | OPERATING SUPPLIES            |
| HRA VEBA TRUST                  |            |             | 2000        | 08/10/2020   | \$3,558.04   | AUGUST CONTRIBUTIONS          |
| HWANG, ALIX                     |            |             | 1979        | 08/03/2020   | \$229.26     | REFUND CLOSED ACCOUNT         |
| INSLEE, BEST, DOEZIE & RYDER    |            |             | 2001        | 08/10/2020   | \$480.73     | LEGAL SERVICES                |
| INTERSTATE ALL BATTERY CTR      |            |             | 2002        | 08/10/2020   | \$282.93     | PUMP MAINTENANCE              |
| LAKESIDE INDUSTRIES             |            |             | 2003        | 08/10/2020   | \$708.94     | ASPHALT                       |
| MILITICH, COLEEN                |            |             | 1977        | 08/03/2020   | \$188.01     | REFUND CLOSED ACCOUNT         |
| PACE ASSOCIATES                 |            |             | 2004        | 08/10/2020   | \$24,134.25  | ENGINEERING SERVICES          |
| PUGET SOUND ENERGY              |            |             | 2006        | 08/10/2020   | \$206.91     | POWER                         |
| QUADIENT FINANCE USA            |            |             | 2007        | 08/10/2020   | \$500.00     | POSTAGE                       |
| SHRED-IT                        |            |             | 2008        | 08/10/2020   | \$126.98     | SHREDDING SERVICES            |
| SNODGRASS, DAVID & JUDY         |            |             | 1976        | 08/03/2020   | \$198.14     | REFUND CLOSED ACCOUNT         |
| SUN LIFE FINANCIAL              |            |             | 2009        | 08/10/2020   | \$302.84     | AUGUST PREMIUMS               |
| TERMINIX PROCESSING CTR         |            |             | 2010        | 08/10/2020   | \$50.60      | PEST CONTROL                  |
| THAM, YIN PENG                  |            |             | 1983        | 08/03/2020   | \$99.58      | REFUND CLOSED ACCOUNT         |
| TOMLINSON, MICHAEL & LINDA      |            |             | 1984        | 08/03/2020   | \$239.10     | REFUND CLOSED ACCOUNT         |



# Special District Voucher Approval Document

KC v2.0

District Name: Coal Creek Utility District

File Name: AP\_COLCRUTL\_APSUPINV\_20200806111948.csv

| Payee (Vendor Name)         | Vendor No. | Vendor Site | Invoice No. | Invoice Date | Inv. Amount | Description                  |
|-----------------------------|------------|-------------|-------------|--------------|-------------|------------------------------|
| UTILITIES UNDERGROUND CTR   |            |             | 2011        | 08/10/2020   | \$117.39    | LOCATES                      |
| VERIZON WIRELESS            |            |             | 2012        | 08/10/2020   | \$1,486.75  | CELLULAR SERVICES            |
| VICKSEN, LARS & CHRISTINE   |            |             | 1978        | 08/03/2020   | \$103.90    | REFUND CLOSED ACCOUNT        |
| WA DEPT OF L & I            |            |             | 2013        | 08/10/2020   | \$35.00     | RIGHT TO KNOW FEE ASSESSMENT |
| WASTE MANAGEMENT OF SEATTLE |            |             | 2015        | 08/10/2020   | \$424.53    | GARBAGE SERVICE              |

**Coal Creek Utility District  
Check Register  
For the Period From Aug 5, 2020 to Aug 6, 2020**

Filter Criteria includes: 1) Accounts Payable only. Report order is by Date.

| Check #      | Date   | Payee                          | Cash Account | Amount           |
|--------------|--------|--------------------------------|--------------|------------------|
| EFT 0805     | 8/5/20 | DSHS                           | 001-131100   | 1,146.62         |
| EFT 805      | 8/5/20 | EFTPS                          | 001-131100   | 41,715.11        |
| EFT 0806     | 8/5/20 | Dept. of Retirement - Def Comp | 001-131100   | 33,204.98        |
| <b>Total</b> |        |                                |              | <b>76,066.71</b> |

Blanket Voucher Approval Document-Governmental Unit Name: Coal Creek Utility District Fund #091070010

Auditing Officer Certification (If board approves via meeting):

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is just, due and unpaid obligation against the above named governmental unit, and that I am authorized to authenticate and certify to said claim.

**Signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Board of Directors Approval: We the undersigned board of directors of the above named governmental unit do hereby certify that the merchandise or services hereinafter specified have been received and that the following vouchers are approved for payment.

**Signature/Date:** \_\_\_\_\_ **Signature/Date:** \_\_\_\_\_

**Coal Creek Utility District  
Payroll Check Register  
For the Period From Aug 1, 2020 to Aug 31, 2020**

Filter Criteria includes: Report order is by Check Date. Report is printed in Detail Format.

| Reference | Date    | Employee            | Amount                  |
|-----------|---------|---------------------|-------------------------|
| 1994      | 8/5/20  | Patrick A. Martin   | 6,384.86                |
| 1995      | 8/5/20  | Anne M. Paige       | 13,778.35               |
| 1974      | 8/14/20 | Pamela A. Martin    | 475.90                  |
| 1975      | 8/14/20 | Douglas C. Kunkel   | 143.08                  |
| 1976      | 8/14/20 | Suzanne M. O'Byrne  | 819.79                  |
| 1977      | 8/14/20 | Paulette J. Dorsey  | 1,445.21                |
| 1978      | 8/14/20 | Sharon M. Perez     | 2,779.39                |
| 1979      | 8/14/20 | Anne M. Paige       | 4,482.92                |
| 1980      | 8/14/20 | Steven E. Moyer     | 4,769.23                |
| 1981      | 8/14/20 | Carla R. Snyder     | 5,035.67                |
| 1982      | 8/14/20 | Jamie L. Crookston  | 3,133.43                |
| 1983      | 8/14/20 | Vincent L. Gabrio   | 3,479.14                |
| 1984      | 8/14/20 | Patrick A. Martin   | 5,867.77                |
| 1985      | 8/14/20 | Robert O. Russell   | 4,017.38                |
| 1986      | 8/14/20 | Curtis R. White     | 3,752.50                |
| 1987      | 8/14/20 | Calvin S. Megiveron | 3,360.18                |
| 1988      | 8/14/20 | Robert J. Smart     | 6,714.34                |
| 1989      | 8/14/20 | Daniel L. Gravelle  | 4,641.90                |
| 1990      | 8/14/20 | Jeffrey R. Schell   | 3,366.64                |
| 1991      | 8/14/20 | Joshua A. Deraitus  | 4,854.92                |
| 1992      | 8/14/20 | John A. Brittenham  | 2,751.74                |
| 1993      | 8/14/20 | Michael D. Jordan   | 2,745.25                |
|           |         | 8/1/20 thru 8/31/20 | <u>88,799.59</u>        |
|           |         | 8/1/20 thru 8/31/20 | <u><u>88,799.59</u></u> |

**Blanket Voucher Approval Document-Governmental Unit Name: Coal Creek Utility District Fund  
#091070010**

**Auditing Officer Certification (If board approves via meeting):**

**I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is just, due and unpaid obligation against the above named governmental unit, and that I am authorized to authenticate and certify to said claim.**

**Signature:**

**Title:**

**Date:**

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**Board of Directors Approval: We the undersigned board of directors of the above named governmental unit do hereby certify that the merchandise or services hereinafter specified have been received and that the following vouchers are approved for payment.**

**Signature/Date:**

**Signature/Date:**

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