

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

Held on March 13, 2019

A regular meeting of the Board of Commissioners of Coal Creek Utility District was held at the District Office, 6801 – 132nd Place SE, Newcastle, Washington, on March 13, 2019. Commissioner Kunkel, Board President, called the meeting to order at 5:00 p.m. Commissioner Pam Martin, Board Secretary, and Ric Anderson, Board Vice President, were also in attendance. District staff Robert Russell, General Manager, Patrick Martin, Operations Manager, and Anne Paige, Finance Manager, were present. John Milne, District legal counsel, was also present.

APPROVAL OF AGENDA

Commissioner Anderson made a motion to approve the agenda. Commissioner Kunkel seconded the motion, which carried unanimously.

CONSENT AGENDA

Approval of Minutes – Regular Board Meeting of February 27, 2019.

Resolution No. 1877 – Meadowview Lift Station Generator Purchase – for signature.

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

CITIZENS' COMMENTS/CONCERNS

There were no comments from the citizen in attendance.

NOTCH APARTMENTS – DEA AMENDMENT

Mr. Martin reported that the developer extension agreement for the Notch Apartment Project had expired on September 27, 2018, but that the developer was currently completing the extension agreement punch list items which should be completed soon. Therefore, he

recommended the project's developer extension agreement be extended until June 30, 2019, to allow for completion, on the condition the developer pay the cost to prepare a time extension amendment to the extension agreement. Following discussion, Commissioner Anderson made the motion to approve an amendment to the extension agreement granting a time extension to June 30, 2019, and authorizing the General Manager to sign the amendment on the District's behalf, conditioned on the developer paying the District's administrative and legal cost to prepare the amendment. Commissioner Martin seconded the motion, which carried unanimously.

OVERLAKE MEDICAL CENTER - REQUEST

Russell reported that Overlake Medical Center had requested permission to use parking at the District on April 27, 2019, related to the grand opening of a new clinic and urgent care center at the Newcastle Commons project that day. Milne recommended that, if the Board approved the request, to condition approval on Overlake signing a facilities use agreement which included use restrictions, an indemnity and insurance provisions. He also noted the District could charge Overlake for the use of the District's facility. Following discussion, Commissioner Anderson made the motion to approve the request, conditioned on Overlake providing the District a facility use agreement, although no charge would be imposed. Commissioner Martin seconded the motion, which carried unanimously.

ATTORNEY'S COMMENTS

Milne reported on the status of the King County appeal of the adverse trial court ruling on the right-of-way rental charge to the Washington State Supreme Court. King County had recently filed its appellate brief with the Court, and the defendant districts must now file a responsive brief by May 15, 2019.

Milne reported on the status of an appeal by several water-sewer districts of an adverse trial court ruling on a City of Federal Way excise tax on the districts' gross income to the Washington State Supreme Court. He represents the districts and advised he would be filing his appellate brief with the Supreme Court soon. He will keep the Board further advised.

ENGINEER'S COMMENTS

The District engineer was not in attendance.

APPROVAL OF VOUCHERS

The Board approved the Water/Sewer Maintenance Fund Voucher Nos. 662 to 691 – Accounts Payable in the amount of \$253,747.17.

The Board approved the Water/Sewer Maintenance Fund – Payroll in the amount of \$69,288.68.

FINANCE MANAGER'S COMMENTS

Paige and Russell recommended the Board schedule a special meeting/workshop to review the proposed capital spending plan. The commissioners will provide dates of availability to staff for scheduling purposes.

Paige reported she had obtained a quote from a vendor for data entry related to the District's connection tracking program. She advised it was important to integrate the data with the District's existing TrueBill system for access.

Paige reported that the new part-time office employee had started work with the District.

OPERATIONS MANAGER'S COMMENTS

Mr. Martin requested authorization to send two employees to the annual national AWWA conference. The employees would receive continuing education units for their attendance. Following discussion, there was Board consensus to authorize the attendance.

Mr. Martin reported he had sent a letter to Ferguson regarding the Sensus meter issues, had recently met with a Ferguson representative, and he felt the District and Ferguson had reached agreement to resolve outstanding issues related to the District's use of Sensus meters. He reported he will now work with the District's attorney, Eric Frimodt, to prepare an agreement resolving the issues.

GENERAL MANAGER'S COMMENTS

Russell reported that City of Renton representatives had informed him the District's proposal regarding the provision of interim District sewer service to the Christelle Ridge project was acceptable to the City in concept, but that the City was still reviewing the draft agreements the District had provided and would respond further.

Russell reported that the Office 360 integration was ready to implement.

COMMISSIONERS' COMMENTS

Commissioner Martin asked if any District staff would be attending the Spring Association conference. Russell advised that no staff were attending.

Commissioner Martin reported on her attendance at a management staff succession seminar on March 4 at the State Association office.

Commissioner Martin reported on her attendance at the most recent SPU Operating Board meeting. Russell reported that District staff had completed and returned a utility survey to SPU.

Commissioner Anderson reported on his attendance at the recent WASWD Emergency Planning committee meeting.

Commissioner Anderson reported he planned to attend the next WASWD Government Relations committee meeting.

District staff responded to a question from Commissioner Kunkel regarding an updated fee schedule for wastewater treatment certification.

OTHER DISTRICT BUSINESS

There was no further District business.

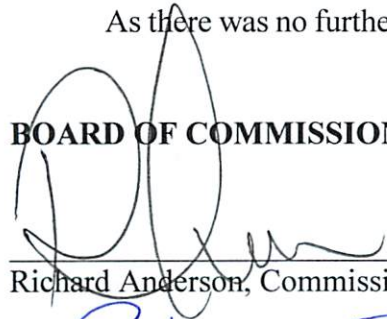
ADDITIONAL CITIZEN'S COMMENTS

There were no comments from the citizen in attendance.

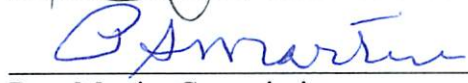
ADJOURNMENT

As there was no further business or persons to be heard, the meeting concluded at 5:50 p.m.

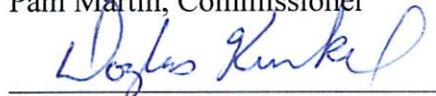
BOARD OF COMMISSIONERS



Richard Anderson, Commissioner



Pam Martin, Commissioner



Doug Kunkel, Commissioner