

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

Held on April 3, 2019

A special meeting of the Board of Commissioners of Coal Creek Utility District was held at 5625 119th Ave. SE, Bellevue, Washington, on April 3, 2019. Commissioner Kunkel, Board President, called the meeting to order at 11:30 a.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. Bill Reynolds, District consulting engineer, and John Milne, District legal counsel, were also present. The purpose of the special meeting was to conduct a workshop on the District's draft capital improvement project, an updated hazard prevention program/safety program, and the Paid Medical and Family Leave Act.

APPROVAL OF AGENDA

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

2019-2023 CAPITAL IMPROVEMENT PROJECTS

District staff presented the District's 2019-2023 Capital Spending Plan with projected expenditures in the next five year period of \$8,510,000. The projects, purchases and studies were as follows:

1. 580 Reservoir – Cost \$3.2 Million – bid mid to late summer; winter work
 - Tank Painting (2 Structures) – Cost \$2.5 Million
 - Storm Improvements (No Established Drainage System) – Cost \$300,000
 - Decant Station (Sewer Line Connection & Station) – Cost \$400,000
2. AMI Meter Replacement Program – Cost \$1.5 Million
 - Timeline – 2020 (Approximately 4,000 Meters) (430 defective meters under warranty to be replaced)

- 2019 Pilot Project “Bite of the Apple” – within 60 days?
3. Pleasant Cove Sewer Lift Station – Cost \$135,000
 - Pump Replacement – Cost \$50,000
 - MCC Control Panel – Cost \$50,000
 - Landscaping – Cost \$35,000
 4. Security Improvements – Cost \$70,000
 - Cameras (4 Res. Sites) – Cost \$40,000 (two cameras per site)
 - CCTV System Upgrade (Operations Center) – Cost \$10,000
 - Card Swipe – Locks – Cost \$20,000
 5. 440 Reservoir – Cost \$40,000
 - Landscape – Cost \$10,000
 - Asphalt – Cost \$30,000
 6. Sewer System Project (38,000 LF AC water main remaining)
 - Study Aged System Areas – Cost \$60,000
 - Infiltration & Inflow Control Project – Cost TBD
 - Spot Repairs – Cost - \$150,000
 7. Mini Excavator - Easement Clearing Machine – Cost \$110,000
 - Multi-purpose use for projects (staff will research whether rental feasible)
 8. 700 Reservoir Improvements – Cost \$1.220 Million
 - Study – Cost \$70,000
 - Rehabilitation of Site – Cost \$1 Million
 - Relocation - ?
 - Slide Area - ?
 - Replacement or Restoration of the Tank (probable replacement)
 - Rainier Crest Pump Station Upgrade – Cost \$150,000
 9. 120th Ave & SE 91st Street Main Replacement – Study - Cost \$15,000
 10. 440 Pump Station Upgrade – Cost \$125,000
 - Replacement of Existing Pumps – Cost \$125,000
 11. 1060 Reservoir Exterior Tank – Cost \$1.5 Million
 - Timeline 2021-2022
 - Possible Interior
 12. May Valley Lift Station Upgrade (just pumps) – Cost \$250,000
 - Timeline – TBD (twenty years)

Purchases that are not Capital Projects

Vehicle purchases

- SUV – Cost \$35,000
- Service Vehicle – Cost \$50,000
- Crane Truck – Cost \$110,000
- Vactor Truck – Cost \$600,000

Comprehensive Plan (2013 – extend to ten years?) – Cost \$125,000
Study – Cost \$5,000

Operations Center Roofing – Cost \$100,000

- A/C units (replace residential units with commercial) - Lifting/Crane

Cast Iron Pipe Study – Cost \$20,000

- Lineal footage
- Pipe Life

Data Transfer for Cross Connection – Cost \$10,000

- Customization of Backflow Data

Operations Center Carpet – Cost \$50,000

- Worn and old, stained

Operations Center Credit Card Reader/Billing Scanner – Cost \$5,000

- Billing enhancement

Total Proposed Capital Spending Plan = \$9,355,000.

Staff reported they were reviewing the security of the District administrative building lobby area and would report further to the Board at a later date on that matter.

District staff noted the District was having its 60th year anniversary in 2019, given that the District's predecessor districts were established in the year 1959 and following years. Staff requested the commissioners consider whether it was appropriate to celebrate the anniversary, by, for example, an open house. The Board will discuss the matter at a future Board meeting.

Following discussion, the Board requested that staff update the capital spending plan for further consideration at the next regular Board meeting.

HAZARD PREVENTION PROGRAM/SAFETY PROGRAM

The Board determined to consider the possible adoption of an updated hazard prevention program at the next regular meeting.

PAID FAMILY AND MEDICAL LEAVE ACT

The Board determined to defer discussion of the matter to the next regular meeting.

OTHER DISTRICT BUSINESS

There was no further District business.


ADJOURNMENT

As there was no further business or persons to be heard, the meeting concluded at 2:05 p.m.

BOARD OF COMMISSIONERS



Richard Anderson, Commissioner



Pam Martin, Commissioner

Doug Kunkel, Commissioner