

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

Held on April 10, 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 April 10, 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 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 Martin seconded the motion, which carried unanimously.

CONSENT AGENDA

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

May Creek Grove – Sewer – Developer Extension Agreement - Approval

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

CITIZENS' COMMENTS/CONCERNS

There were no citizens in attendance.

2019-2023 CAPITAL IMPROVEMENT PROJECTS

Mr. Martin and Ms. Paige provided a follow-up report on the District's 2019-2023 Capital Spending Plan. The commissioners and District staff had previously discussed the Plan at a special Board meeting workshop on the Plan held on April 3, 2019. District staff presented an updated

Plan with projected expenditures in the next five year period of \$12,555,000. They will now focus on projects budgeted for commencement in the year 2019 and will keep the Board further advised.

SAFETY PROGRAM/HAZARD PREVENTION

Mr. Martin reported that District staff had been working on the update of the District's safety program for many years, and the program was now referred to as the "Accident Prevention Program" ("Program"). He commended all the District staff who had worked on the Program update and recommended the Program now be formally approved by the Board and implemented. Commissioner Martin noted a minor correction required to text on page 25 of the Program.

Following discussion, Commissioner Anderson made the motion to approve the Program by the adoption of Resolution No. 1879. Commissioner Martin seconded the motion, which carried unanimously.

PAID FAMILY & MEDICAL LEAVE

Paige reported that the State Employment Security Department had deferred the obligation to report under the new Paid Family & Medical Leave Act ("Act") to July 2019, but the District was required to start collecting premiums owing under the Act. She also reported there was no employer "match" required because the District had fewer than fifty employees. The Board will further consider whether employees should pay their premiums for the benefits that may be received or whether the District will be responsible to pay the premiums. Paige will keep the Board further advised.

PUBLIC HEARING – 2019-2028 WATER USE EFFICIENCY GOAL

Commissioner Kunkel convened the public hearing/public forum on the proposed adoption of a District ten-year water use efficiency goal. He introduced the commissioners and District staff,

and advised that the purpose of the hearing was to receive a staff report on the proposed adoption of a ten-year water use efficiency goal and to receive public comment on the proposed goal.

Milne then reported on the origin of the goal-setting requirement, the District's past practice to adopt Seattle's efficiency goal due to the District purchase of wholesale water supply from Seattle, and the requirement the District hold a public hearing before adopting an updated goal to receive public comment on the proposed updated goal. He reported that notices of the public hearing had been published in the Seattle Times, the District's newspaper of record, and that notice of the hearing and the availability of information regarding the proposed goal had been posted at the District office and on the District's web site.

Mr. Martin then presented a power point on the District's proposed ten-year water use efficiency goal.

Commissioner Kunkel then requested public comment on the proposed ten-year goal but, as there were no members of the public in attendance, he then closed the portion of the hearing for public comment. The commissioners then discussed the proposed goal and Commissioner Martin noted the State Department of Health (DOH) may have not yet approved Seattle's goal. If not, the District may be required to adopt its goal by adopting Seattle's goal following DOH approval.

After the commissioners noted Commissioner Martin's comment, Commissioner Anderson made a motion to approve an updated water use efficiency goal by the adoption of Resolution No. 1880. Commissioner Martin seconded the motion, which carried unanimously. District staff will provide a copy of the District' resolution to Seattle staff for their information.

ATTORNEY'S COMMENTS

There was no attorney's report.

ENGINEER'S COMMENTS

The engineer was not in attendance.

APPROVAL OF VOUCHERS

The Board approved the Water/Sewer Maintenance Fund Voucher Nos. 715 to 744 – Accounts Payable in the amount of \$253,711.01.

The Board approved Water/Sewer Maintenance Fund – EFT in the amount of \$60,743.95.

The Board approved the Water/Sewer Maintenance Fund – Payroll in the amount of \$63,156.79.

The Board approved Capital Improvement Fund – Voucher No. 714 – Accounts Payable in the amount of \$13,200.00.

FINANCE MANAGER'S COMMENTS

Paige reported she was working on the audit documentation and was ready to work with the District's accountant on the financial statement.

OPERATIONS MANAGER'S COMMENTS

Mr. Martin reported the District had received a response to the District's letter to Ferguson/Sensus regarding the potential resolution of a defective meter issue. The District's attorney was currently reviewing the response and Mr. Martin will keep the Board further advised.

Mr. Martin reported he will work with the attorney to prepare an agreement providing for the assumption and assignment of the Rhody Ridge developer extension agreement due to the sale of the project. He will keep the Board further advised.

Mr. Martin reported that City of Renton engineering staff had recently informed him by email that the terms contained in a proposed agreement prepared by the District's attorney regarding the District's provision of sewer service to the Christelle Ridge project were acceptable

to Renton staff, but that Renton's legal staff were now reviewing the proposed agreement. He will keep the Board further advised.

GENERAL MANAGER'S COMMENTS

The General Manager was on vacation.

COMMISSIONERS' COMMENTS

Commissioner Martin reported on her attendance at the most recent SPU Operating Board meeting.

OTHER DISTRICT BUSINESS

There was no further District business.


ADDITIONAL CITIZEN'S COMMENTS

There were no citizens in attendance.

ADJOURNMENT

As there was no further business or persons to be heard, the meeting concluded at 6:10 p.m.

BOARD OF COMMISSIONERS



Richard Anderson, Commissioner



Pam Martin, Commissioner

Doug Kunkel, Commissioner