

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

Held on September 9, 2020

A regular meeting of the Board of Commissioners of Coal Creek Utility District was held via conference call and with certain management staff only at the District Office, 6801 – 132nd Place SE, Newcastle, Washington, on September 9, 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 Jamie Crookston, Finance Manager, attended at the District’s office and were in compliance with CDC safe 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.

APPROVAL OF AGENDA

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

CONSENT AGENDA

Approval of Minutes – Regular Board Meeting of August 26, 2020

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

CITIZENS' COMMENTS

There were no citizens' comments.

FCS GROUP PROPOSAL

Mr. Russell informed the Board that the District is in the final year of the adopted three year rate schedule. However, COVID, the Governor's Proclamations, and related factors, have caused some uncertainty regarding the District's revenue forecasts. At the August 26, 2020 meeting, the Board of Commissioners authorized the District to seek a proposal from FCS Group for a single-year rate study. FCS Group has submitted a proposal which provides an option for a one-year study (Approach One), and an option for a more comprehensive, multi-year rate study (Approach Two). As discussed at the August 26 meeting, staff recommends Approach One. Staff also recommends waiting until the end of September to engage the consultant, so that the District will have the third quarter financial results, which will include financial data reflecting the effects of COVID-19 lockdown restrictions, available for review.

All Commissioners spoke in favor of Approach One, and in favor of obtaining the third quarter financial information before starting the study.

Commissioner O'Byrne made a motion to approve the FCS Group proposal, Approach One, for \$2,580. 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 Nos. 2072 to 2098 in the amount of \$405,166.71.

The Board approved Water/Sewer Maintenance Fund – Payroll in the amount of \$60,489.85.

The Board approved Water/Sewer Maintenance Fund – EFT in the amount of \$63,644.25.

MANGER’S COMMENTS

There were no Finance Manager, Operations Manager, or General Manager comments.

COMMISSIONERS’ COMMENTS

There were no Commissioner comments.

OTHER BUSINESS

There was no other business.

ADJOURNMENT

As there was no further business or persons to be heard, the meeting concluded at 5:07 p.m.

BOARD OF COMMISSIONERS



Douglas Kunkel, Commissioner



Pam Martin, Commissioner

Suzi O’Byrne, Commissioner