

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF
NORTHSHORE UTILITY DISTRICT**

December 5, 2005

A regular meeting of the Board of Commissioners of the Northshore Utility District was held at the District office and called to order by Commissioner Bruce Gardiner at 6:00 p.m. on December 5, 2005. Commissioners Don Ellis, Margaret Wiggins and Kinnon Williams were present. Also present were Fanny Yee, General Manager; Alycien Cockbain, Human Resource Director; Terry Hawley, Operations Director; Dave Kaiser, Engineering Director; Mary O'Day, Finance Director; and Ken Enns, Engineering Consultant.

(1). CHANGES TO THE AGENDA

None

(2). CONSENT AGENDA

Commissioner Ellis moved to approve the consent agenda consisting of the following:

(a). Minutes: Minutes of the November 21, 2005 Regular Board Meeting.

(b). Vouchers:

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	157936 – 158011
Disbursement Amount:	\$1,107,704.59

Fund:	Construction (Water) Fund
Fund Number:	11-406-3510
Voucher Nos.:	158012
Disbursement Amount:	\$11,030.00

(c). Electronic Transfers:

Mid Month Payroll \$46,850.00

(d). Board Acceptance of Developer Extension Projects and Transfer of Ownership by Bill of Sale:

Resolution No. 2005-12-01

A RESOLUTION of the Northshore Utility District Board of Commissioners to accept the Developer Extension Agreement and construction of certain water system improvements for the Wallace Creek Apartments development project that were installed by

William Gustavson dba WGC Inc., in the vicinity of NE 182 St/72 Ave NE as complete; and to accept the transfer of ownership of these improvements from the developer to Northshore Utility District by Bill Of Sale in the amount of \$20,931.76.

Resolution No. 2005-12-02

A RESOLUTION of the Northshore Utility District Board of Commissioners to accept the Developer Extension Agreement and construction of certain sewer system improvements for the Wallace Creek Apartments development project that have been installed by William Gustavson dba WGC Inc., in the vicinity of NE 182 St/72 Ave NE as complete; and to accept the transfer of ownership of these improvements from the developer to Northshore Utility District by Bill Of Sale in the amount of \$24,290.75.

Resolution No. 2005-12-03

A RESOLUTION of the Northshore Utility District Board of Commissioners to accept the Developer Extension Agreement and construction of certain water system improvements for the Herons Reach development project that were installed by C B Investments NW, LLC, in the vicinity of NE 195 St/80 Ave NE as complete; and to accept the transfer of ownership of these improvements from the developer to Northshore Utility District by Bill Of Sale in the amount of \$79,776.79.

Resolution No. 2005-12-04

A RESOLUTION of the Northshore Utility District Board of Commissioners to accept the Developer Extension Agreement and construction of certain sewer system improvements for the Herons Reach development project that have been installed by C B Investments NW LLC, in the vicinity of NE 195 St/80 Ave NE as complete; and to accept the transfer of ownership of these improvements from the developer to Northshore Utility District by Bill Of Sale in the amount of \$106,456.93.

Commissioner Williams seconded the motion. It passed unanimously.

(3). NEW BUSINESS

(a). Fats, Oils and Greases (F.O.G.) Resolution.

This item was continued to the December 19, 2005 meeting.

(b). January 2006 Commissioner Meetings

The January 2006 meetings have been rescheduled to the second and fourth Mondays of the month. The meetings will take place in the District lunchroom.

(c). 109/80 Water Main Replacement Project

Commissioner Wiggins moved to authorize a change order to B&L Utility Inc. for Contract 2005-04 to include the 109/80 Water Main Replacement project, based upon the unit price bid of \$163,000.00 (final amount will vary depending upon field quantity variations), and authorize a budget amendment of \$45,000.00 to the 2005 budget line item "Annual Repair and Replacement Program/Contingency." Commissioner Ellis seconded the motion. It passed unanimously.

(d). 2006 Proposed Budget.

Staff presented the proposed 2006 Budget. Staff was instructed to schedule a Study Session on December 16, 2005.

(e). Transfer excess funds from the 2003 Revenue Bond Reserve Fund to the 2003 Revenue Bond Fund for debt service. Resolution No. 2005-12-05.

Commissioner Williams moved to adopt resolution 2005-12-05 approving the transfer of \$59,555 from the 2003 Revenue Bond Reserve Account into the 2003 Revenue Bond Fund.

Resolution No. 2005-12-05

A RESOLUTION of the Board of Commissioners of Northshore Utility District to approve the transfer of \$59,555 from the 2003 Revenue Bond Reserve Fund to the 2003 Revenue Bond Fund to be used for debt service purposes.

Commissioner Wiggins seconded the motion. It passed unanimously.

(f). Interfund transfer \$1,300,000 from the Maintenance Fund to the 2003 Revenue Bond Fund. Resolution No. 2005-12-06.

Commissioner Williams moved to adopt Resolution No. 2005-12-06 approving the interfund transfer of \$1,300,000 from the Maintenance Fund to the 2003 Revenue Bond Fund.

Resolution No. 2005-12-05

A RESOLUTION of the Board of Commissioners of Northshore Utility District approving an interfund transfer in the amount of \$1,300,000 from the Maintenance Fund to the 2003 Revenue Bond Fund to provide for fiscal year 2006 bond interest and principal

payments as well as meeting the debt service requirements of the bond covenants.

Commissioner Wiggins seconded the motion. It passed unanimously.

(4). STAFF REPORTS

- (a). Terry Hawley presented the Operations Report to the Board.
- (b). Dave Kaiser presented the Engineering Report to the Board.

(5). CORRESPONDENCE / INFORMATION ITEMS

- (a). Kirkland Franchise.

Staff reported about the upcoming renewal of the Kirkland Franchise Agreement. No motion was made. No action was taken.

- (b). King County – Polling Place Letter.

The District received a letter of appreciation from King County for the use if the District’s facilities as a polling station. No motion was made. No action was taken.

The meeting was adjourned at 6:12 p.m.

D.A. Ellis

D. Bruce Gardiner

Trudy C. Rolla

Margaret R. Wiggins

Kinnon W. Williams