

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

February 26, 2007

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 Trudy Rolla at 6:06 p.m. on February 26, 2007. Commissioners Bruce Gardiner, Margaret Wiggins and Kinnon Williams were present. Also present were Fanny Yee, General Manager; Dave Kaiser, Engineering Director; Al Nelson, Operations Director; Steve Schommer, Information and Technology Director; Eric Delfel, Engineering Consultant and Kelly Boswell, Executive Assistant. Commissioner Ellis arrived at 6:55 p.m.

(1). PUBLIC

Rate Adjustment Hearing – First of Two

The Rate Adjustment Public Hearing was opened at 6:07 p.m. No customers were in attendance and no comments were received. The Hearing was closed at 6:16 p.m. The District will continue to receive public comments at the continuation of the Public Hearing scheduled for March 5, 2007. No motion was made. No action was taken.

(2). CHANGES TO THE AGENDA

Add FOG Program Policy – First Reading

(3). CONSENT AGENDA

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

(a). Minutes: Minutes of the February 5, 2007 Regular Board Meeting.

(b). Vouchers:

Fund:	Maintenance and Operation - Payroll
Fund Number:	11-406-0010
Voucher Nos.:	104705 - 104714
Disbursement Amount:	\$92,784.55

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	160341 - 160411

Disbursement Amount: \$1,120,148.63

Fund: Construction (Water) Fund

Fund Number: 11-406-3510

Voucher Nos.: 160413 - 160414

Disbursement Amount: \$3,884.71

Fund: Construction (Sewer) Fund

Fund Number: 11-406-3010

Voucher Nos.: 160412

Disbursement Amount: \$816.00

(c). Electronic Transfers

End of Month Payroll \$147,854.42

Payroll Taxes \$70,854.42

Commissioner Gardiner seconded the motion. It passed unanimously.

(4). NEW BUSINESS

(a). Lift Station No. 14 Replacement Project – Electronic Relocation

Commissioner Gardiner moved to authorize payment to Potelco Inc. in the amount of \$23,168.98 for the electrical relocation and right of way permit for Lift Station 14. Commissioner Wiggins seconded. It passed unanimously.

(b). Contract 2007-01; 118/72 Sewer Project – Easement Purchase

Commissioner Wiggins moved to authorize the purchase of five (5) easements required for the 118/42 Sewer Project. Commissioner Gardiner seconded. It passed unanimously.

(c). Full Maintenance Sublease

Full Maintenance Landscaping would like to sublease a portion of the Old North Site property to a construction management company during the SR 522 expansion project. The Board decided to table the request for a month.

(d). Request for Funding

A letter from Ron Sheadel of Cedar River Water and Sewer District was presented. He is asking for funding participation from the District for the Growth Management Planning Council. The Board instructed staff to decline the request.

(e). Fedorov Billing Dispute

An email addressed to Commissioner Ellis on unpaid billing charges left by a tenant was discussed. The Board directed staff to response to the homeowner and explain the District's policy on the property owners responsibility and that it would be considered a "gift of public funds" to forgo the balance on the account.

(f). 2006 & 2007 Resolutions for Bill of Sales that were not listed in the Consent Agenda on regular meeting minutes

The Board was informed of Developer Extension Projects and Transfer of Ownership by Bill of Sales that were left off of the regular meeting minutes for 2006 and January 2007. No motion was made. No action was taken.

Resolution No. 2006-02-01

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 Broadfir development project that have been installed by L1 Development Company, in the vicinity of NE 149 PI / 81 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 \$56,687.16

Resolution No. 2006-02-02

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 Broadfir development project that were installed by L1 Development Company in the vicinity of NE 149 PI / 81 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 \$84,327.34.

Resolution No. 2006-05-04

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 Church of Christ development project that were installed by Church of Christ in the vicinity of NE 140 St / 104 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 \$ not available.

Resolution No. 2006-05-05

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 Noble Plat development project that have been installed by Legend Development LLC, in the vicinity of NE 163 St / 88 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 \$77,671.02.

Resolution No. 2006-06-02

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 Wedenig Extension development project that were installed by Mark Wedening in the vicinity of NE 163 St / 88 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 \$46,379.58.

Resolution No. 2006-06-03

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 Goat Hill development project that have been installed by Harold Mehrer, Jr., in the vicinity of NE 119th Place/ 89th 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 \$40,500.00.

Resolution No. 2006-07-03

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 Bothell High School development project that were installed by Northshore School District in the vicinity of NE 180th St / 92nd 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 \$35,924.48.

Resolution No. 2006-08-02

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 Fernwood Court development project that have been installed by Parkmont Properties LLC, in the vicinity of NE 147 Lane / 81 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 \$45,094.54.

Resolution No. 2006-08-03

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 Fernwood Court development project that were installed by Parkmont Properties LLC in the vicinity of NE 147 Lane / 81 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 \$48,850.46.

Resolution No. 2006-09-02

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 Blueberry Plat development project that have been installed by NIAD Builders, Inc, in the vicinity of NE 200 St / 68 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 \$67,517.50.

Resolution No. 2006-09-03

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 Blueberry Plat development project that were installed by NIAD Builders, Inc in the vicinity of NE 200 St / 68 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 \$48,225.10.

Resolution No. 2006-10-01

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 Frances Park development project that were installed by Sharon Ellsworth in the vicinity of NE 189 PI / 82 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 \$21,149.35.

Resolution No. 2006-10-02

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 Frances Park development project that have been installed by Sharon Ellsworth, in the vicinity of NE 189 PI/ 82 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 \$53,630.26.

Resolution No. 2006-11-03

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 Totem Lake Plaza development project that have been installed by John C Radovich Dev Company, in the vicinity of NE 127 / 115 Ave NE (Approx) 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 \$N/A.

Resolution No. 2007-01-01

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 Shadowcreek development project that have been installed by NW Independent Builders, 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 \$138,954.66.

Resolution No. 2007-01-02

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 Shadowcreek development project that were installed by NW Independent Builders, 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 \$72,035.47.

(g). FOG Program Policy – First Reading

Operations Director Nelson, presented a first draft of the FOG Program Policy for the Board to review. No motion was made. No action was taken.

(5). STAFF REPORTS

(a). Operations Report

Al Nelson presented the Operations Report to the Board.

(6). INFORMATION ITEMS

(a). Letter from the City of Kenmore

The Board was presented a letter from the City on their plans to underground overhead utility wires at the District property. No motion was made. No action was taken.

(b). Developer Extension Agreement Approval – Crosby Short Plat

The Board was informed of the Crosby Short Plat agreement. No motion was made. No action was taken.

(7). REGULAR SESSION - suspended

The regular session was suspended at 6:57 p.m., at which time Eric Delfel left the meeting.

(8). EXECUTIVE SESSION

(a). Personnel Matters

At 6:57 p.m., the Board moved into Executive Session for twenty (20) minutes, pursuant to *RCW 42.30.110(1)(i)*. No motion was made. No action was taken.

(9). REGULAR SESSION – continued

At 7:17 p.m., the regular session resumed. The meeting was adjourned at 7:17 p.m.

D.A. Ellis

D. Bruce Gardiner

Trudy C. Rolla

Margaret R. Wiggins

Kinnon W. Williams