

Ames Lake Water Association

Board of Directors Meeting July 11, 2017

7:00 P.M

Meeting Minutes

- Call to Order

David Hoffmann called to order the regular meeting of the Board of Directors of **Ames Lake Water Association (ALWA)** at **7:04 PM** on **July 17, 2017** in the Association's business office.

- Roll Call

The following Board members were present (in addition to Mr. Hoffmann): Sherri Zucker, Mark Freeman, and Michael Bicak, who joined by telephone. Also present: Bob Pancoast, ALWA operations manager; Kristina Myers, ALWA Business Manager; and Richard Jonson, counsel.

- Business from the Floor

None.

- Consent Agenda

The Board reviewed contents of the Consent Agenda, containing:

- Minutes of the June Board meeting,
- Membership Transfers,
- Water Loss adjustments and,
- Aging Accounts.

Mark moved to approve all items on the Consent Agenda. Sherri seconded. All approved.

- Financial Reports and Membership Count

- Checklist & EFT Approval

Sherri moved to approve the checklist and EFT transfers. Michael seconded. All approved.

- Consultant Reports

- None

- System Manager Report

Robert presented system updates:

- Water usage was normal for June.
- Unaccounted water usage was 5.6%. Surveying for leaks has not turned up an obvious source. Surveying will continue.
- NOAA forecasts slightly hotter than normal temperatures through the summer.
- Three new service requests were received from around Ames Lake.
- A proposed service boundary change was proposed by Sammamish Water District (SPWSD). The change would allow up to four new members into ALWA service area. Robert presented a map of the change and discussed with the Board implementation of

the added service connections.

Michael moved to direct ALWA management to work with property owners and SPWSD to change the service area boundary between SPWSD and ALWA to serve up to four additional lots and to seek recovery of costs from lot developer. Sherri seconded. All approved.

- Vista Shop/Office status:

- Westerlund Excavation LLC has signed contract to perform site preparation.

- Three contractors were given Request for Bid for the Tenant Improvement project. By the time of the Board meeting, two of the contractors had responded with proposals.

- Robert distributed a spreadsheet to the Board for evaluation of the bids. Costs had increased since the time of the engineering estimate were created. The Board discussed the increases. ALWA management was directed to take reasonable steps to control costs, but maintain planned Tennant Improvements.

- View Park property is being prepared for listing by the realtor.

- Business Manager Report

Kristina presented Business Management updates:

- ALWA is in the middle of the annual audit.

- Work has begun on the new Water System Plan.

- The Board discussed Retail Lockbox's four proposals from last month's meeting:

- Contract renewal,
 - Archiving to disk,
 - Merchant services,
 - Blast service.

The Board directed Kristina to proceed with contract renewal for the basic lockbox services and archiving to disk service.

Sherri and Richard will review Merchant Services contracts.

Kristina will investigate other customer notification blast services options.

Sherri moved to renew the Retail Lockbox contract. Mark seconded. All approved.

- Vine Dahlen will present their audit results at the next Board meeting.

- Old Business – None

- Business from the Board – None

- Review of Action Items - None

- Next Regular Meeting

The next regular meeting will be **August 8, 2017, 7:00 PM** at the Association's business office.

- Adjournment

David Hoffmann adjourned the meeting at **8:33 PM**.

Minutes prepared by Mark Freeman, secretary.