

Ames Lake Water Association

Board of Directors Meeting December 10, 2019

7:00 P.M

Meeting Minutes

- Call to Order

Mark Freeman called to order the regular meeting of the Board of Directors of Ames Lake Water Association (ALWA) at 7:03 PM on December 10, 2019 in the Association's business office. The following Board members were present in addition to Mr. Freeman: Sherri Zucker, Merlyn Blue, Michael Bicak, Kevin Guiberson, and Jeff Villnow. David Hoffmann arrived approximately 15 minutes after the meeting began.

Also present: Bob Pancoast (ALWA Operations Manager), Kristina Myers (ALWA Business Manager), Jeremy Reier (ALWA System Operator), Warren Perkins (Gray and Osborne), Dick Jonson (Jonson and Jonson), and Brandon Connor (ALWA member).

- Changes or Additions to Agenda

None.

- Business from the Floor

ALWA member Brandon Connor briefed the Board on his purchase of an abandoned property with an outstanding water bill. He requested relief from the bill in order to get service resumed so he could proceed with planned renovations/repairs. Michael explained the Board policy and general payment options. Brandon offered a partial payment up front, with the balance to be paid over time. The Board further discussed the situation after the member left the meeting.

Michael moved to accept an initial payment of \$4,000 with the balance paid on a plan to be negotiated by Kris. Merlyn seconded. All approved.

- Consent Agenda

The Board reviewed contents of the Consent Agenda, containing:

- Minutes of the November Board meeting;
- Membership Transfers;
- Water Loss Adjustments; and
- Aging Accounts.

Merlyn moved to approve all items on the Consent Agenda. Kevin seconded. All approved.

- Financial Reports and Membership Count

- Checklist & EFT Approval

Sherri moved to approve the checklist. Merlyn seconded. All approved.

- System Manager Report

- Water Use
 - Water usage was in the Normal range for November
 - Unaccounted for water was 5.4%

- King County Franchise/Right of Way
 - Dick reported that the Supreme Court ruled in favor of King County, and that although a legislative fix is possible, the outcome is uncertain, and it would be difficult and time consuming to pursue
 - ALWA's next steps include determining actual lengths of ALWA pipe in KC ROWs, possible litigation over remaining issues, negotiations with King County and analysis of inclusion of a franchise fee line item on members' bills
- Tolt Hill Site Fencing
 - Proceeding with plans to install new wooden fencing along property line, including demo and removal of old fencing.
 - Received 3 fencing quotes and planning to select subcontractor, meet with the landowner, and schedule the installation
- Sammamish Plateau Water and Sewer District Boundary Line Adjustment
 - ALWA is evaluating three boundary line service adjustments with Sammamish Plateau W&S District
 - M-Brooke Farm (2 parcels). Sammamish has agreed to transfer and is ready to proceed
 - Evergreen State Tree Farm
 - Owners of four parcels along the western service area boundary

Michael moved to approve the transfer of parcels 2425069002 and 2425069003 owned by M-Brooke Farms from the ALWA service area to the Sammamish Plateau Water and Sewer District service area with ALWA management staff to prepare a letter to M-Brooke Farms and Sammamish Plateau W & S District approving the transfer. Merlyn seconded. All approved.

- Bob discussed considerations for claiming a parcel of land currently outside of both ALWA and Sammamish Plateau W&S District boundaries.

Sherri moved to incorporate parcel 9022 into the ALWA service area. David seconded. All approved.

- Business Manager Report
 - Kris provided updates related to Banking, Accounts Receivable, Budget v Actual, Aging Accounts, Transfer of a Delinquent Account, Long-Term Debt, and Membership Updates
 - Kris reported that a notice of non-renewal of lease has been sent to American Tower, and Michael reported on AT's lack of responsiveness in negotiating a new lease
 - Kris is pricing out upgrade vs replacement costs for two office computers purchased in 2012
 - Kris reviewed price increases to existing medical and dental insurance plans and requested continuation of the same plans in 2020
 - The Holiday Party was scheduled for January 24, 2020 at 7 pm
 - Kris provided a detailed overview/analysis of current ALWA rates with recommendations and rationale for incremental increases over time to cover operating costs, capital improvement plans, and estimated KC franchise ROW fee. The Board agreed to review

the details and formally consider the recommendations at the January meeting. Rate changes, if approved, will go into effect in May 2020.

- Old Business – None
- New Business - None
- Business from the Board – None
- Review of Action Items – None
- Executive Session - None
- Next Regular Meeting

The next regular meeting will be Tuesday January 14, 2020, 7:00 PM at the Association's business office.

- Adjournment

Mark Freeman adjourned the meeting at 9:04 pm

Minutes prepared by Jeff Villnow, Secretary.