

# Ames Lake Water Association

Board of Directors Meeting January 20, 2020

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 January 20, 2020 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 5 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), and Dick Jonson (Jonson and Jonson).

- Changes or Additions to Agenda

None.

- Business from the Floor

None.

- 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. David seconded. All approved.*

- Financial Reports and Membership Count

- Checklist & EFT Approval

*Mark moved to approve the checklist. Merlyn seconded. All approved.*

- System Manager Report

- Water Use
  - Water usage was in the Normal range for December 2019
  - Unaccounted for water was 4.2%
- King County Franchise/Right of Way
  - Dick updated the Board on the latest news regarding the KC franchise ROW fees
  - The Supreme Court ruled on one aspect of the case only. Although the courts have ruled that rent can be negotiated as an element of a franchise, the details of how the fees will be calculated involves additional litigation. He presented a

proposed second addendum to the legal services agreement with the law firms of Hellsell-Fetterman and Jonson & Jonson. Discussion followed in executive session and then the regular session of the meeting resumed.

*Merlyn moved to authorize Bob Pancoast to approve a second addendum for legal services as presented. Sherri seconded. All approved*

- Bob and Jeremy reported on several miscellaneous projects in the last month, including relocation and installation of a fire hydrant, replacement of a failed check valve at the Tolt booster station
- 2020/2021 Operating Budget
  - Schedule
    - Salary review and conceptual projects discussion – Feb Board Meeting
    - Draft Operating Budget Review – March Board Meeting
    - Finalize/Approve Operating Budget – April Board Meeting
  - Salary Review Information
    - 2019 Consumer Price Index Seattle/Bellevue area was 2.2%
    - Bob noted that ALWA staff appreciates retaining the current medical insurance programs
- 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
  - The Board discussed the status of the American Tower lease termination notice and next steps.
  - Kris provided a reply from Gordon Construction offering a division of paint and carpet costs at the former office space in Fall City. Discussion followed and the Board declined to accept the proposal.
  - As discussed at the December 2019 Board meeting, Kris again reviewed current ALWA rates and walked the Board through a detailed analysis of recommended rate changes to better cover operating costs, capital improvement plans, water loss adjustments and estimated KC franchise ROW fee.

*Sherri moved to accept the proposed rate changes (not including any amount for KC franchise ROW fee), water loss adjustment (cost of water) rate and revised general facility fee as presented, effective May 1. Michael seconded. All approved.*

- 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 February 11, 2020 at 7:00 PM in the Association's business office.

- Adjournment

David Hoffmann adjourned the meeting at 9:13 pm

Minutes prepared by Jeff Villnow, Secretary.