

**Ames Lake Water Association
Board of Directors Meeting February 13, 2024
7:00 P.M**

Meeting Minutes

1) Call to Order

David Hoffmann called to order the regular meeting of the Board of Directors of Ames Lake Water Association (ALWA) at 7:10 PM on February 13, 2024. The meeting was conducted at the ALWA business office with some Board members participating via teleconference. The following Board members were present in addition to Mr. Hoffmann: Mark Freeman, Sherri Zucker, Michael Bicak, Merlyn Blue, Jeff Villnow and David Beecher.

Also present: Jeremy Reier (ALWA System Manager), Christine Lemons (ALWA Business Manager), Richard Jonson (Jonson and Jonson), Keenan Ferar (Gray and Osborn) and member Shahram Pourazari and his neighbor, both from the Heather Knoll neighborhood.

2) Changes or Additions to Agenda. Presentation of rate adjustment proposal was added.

3) Business from the Floor.

- a) Tom Berglund. Mr. Berglund was not present but his complaint about the bright bollard lights outside the entrance of the Association's office was discussed.
- b) Shahram Pourazari. Mr. Pourazari and Mr. Reier recounted the following. When the meters were read last month, the meter at Mr. Pourazari's home was spinning and high-water consumption was noted. Mr. Pourazari was advised and Mr. Reier visited the home. He saw that the meter was still spinning and water was heard rushing through the pipes behind a sink in the garage. Mr. Pourazari closed his main water valve in the garage and the sound of rushing water stopped. Mr. Pourazari and Mr. Reier then looked at the water meter and it was no longer spinning. The water was turned back on and the meter was no longer spinning and there was no sound of rushing water. Mr. Pourazari claimed there was no leak and said he did not wish to file false paperwork claiming there was a leak. Discussion followed concerning the fact that a leak had unquestionably occurred, that somehow it had resolved itself and that Mr. Pourazari could file for a leak adjustment based on the unknown reason for high consumption. Mr. Reier offered to conduct a meter accuracy test using a 5 gallon bucket and temporarily install a second meter to double check the readings of the original meter. Mr. Pourazari was urged to investigate further because the leak could re-occur. Mr. Pourazari and his neighbor exited the meeting at 7:51 pm.

4) Consent Agenda

The Board reviewed contents of the Consent Agenda, containing:

- a) Minutes of the January 9, 2024 Board Meeting,
- b) Membership Transfers,
- c) Water Loss Adjustments, and
- d) Aging Accounts.

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

5) Financial Reports and Membership Count

a) Check List & EFT Approval

Mark moved to approve the check list. Michael seconded. All approved.

6) Consultant Reports.

a) Jonson & Jonson. None.

b) Gray & Osborne. Keenan presented a proposed draft of a water system plan amendment containing a small boundary addition and updated CIP costs and financial analysis.

Michael moved to approve the water system plan amendment as presented. Merlyn seconded. All approved.

7) System Manager Report

a) Water Use, Maintenance and Repairs

i) Water usage and unaccounted for water was reviewed. Jeremy provided updated charts with gallonage figures and reviewed system maintenance and repair activities. He reviewed an unserved area next to Amesbury at approximately 268th Ave NE and the Ames Lake Road in which Sammamish Plateau Water District has proposed to transfer to ALWA. He stated that a water main extension would be needed to serve some of the affected parcels. ALWA rules for developer extensions were discussed and the Board will consider a variance with respect to not requiring a standard eight inch main extension all the way to the Samm. Plat. boundary. After discussion, the Board concurred in authorizing Mr. Reier to discuss the service area transfer with Sammamish Plateau and developer extension issues with the property owners. 2024-25 project goals were reviewed.

8) Business Manager Report

a) Christine provided updates on office activities, banking, cash flow, accounts receivable, budget vs actual status and loan balances. She requested approval of establishing a new sweep account with 1st Security and a new \$200k CD. With a sweep account, the bank would automatically transfer, on a daily basis, operating account balances that exceed \$50k to a separate account that would presently earn 3% interest. The bank will automatically transfer the funds back to operating account when needed. The fee for this service would be \$15/mo. Sherri recommended the proposal and noted that sweep account was separately insured by the federal government.

Sherri moved to authorize establishment of a sweep account with 1st Security Bank on the terms noted above. Michael seconded. All approved.

Sherri moved to authorize opening a \$200k CD with 1st Security Bank having a 9 month term. Mark seconded. All approved.

Christine described discussions with the Salvation Army for the administration of donated funds to help members in financial need pay water bills. The Association's pay program will be ready to launch by the next billing cycle and will give the members the opportunity to sign up to contribute to the fund. Mr. Hoffmann inquired whether ALWA could contribute \$5k towards the

fund. Discussion followed with questions about how the Salvation Army would administer and distribute the funds. Christine will follow up with the Salvation Army.

9) Old Business – None.

10) New Business.

- a) Rate Adjustments. Mr. Hoffmann presented proposed adjustments to the water usage rates, quantities and tiers and a new capital improvement monthly charge to fund upcoming water facilities projects. Discussion and further adjustments followed.

Marked moved to adopt the following new rate tiers, usage amounts and rates along with a new capital improvement charge of \$11 per month per home, all commencing April 1, 2024, and for the capital improvement charge to adjust automatically to \$17 per month per home on April 1, 2025:

<u>Tier</u>	<u>Usage in gallons</u>	<u>cost per 100 gallons</u>
1	1 - 2,000	.10
2	2,001 - 5,000	.63
3	5,001 - 7,500	.73
4	7,501 - 10,000	1.94
5	10,001 - 15,000	3.78
6	over 15,000	6.40

Michael seconded. All approved.

11) Business from the Board – None.

12) Review of Action Items – None.

13) Executive Session. Mr. Hoffmann called for an executive session at 10:18. Jeremy, Christine and Keenan exited the meeting. Jeff had previously exited the meeting due to cell phone connection problems. The executive session was concluded at 11:15pm

14) Adjournment

- a) David Hoffmann adjourned the meeting at 11:15 pm

Minutes prepared by Richard Jonson, counsel.