

WOODINVILLE WATER DISTRICT
1438th Regular Meeting
February 1, 2022

ATTENDANCE

Commissioners: Chuck Clarke, Aleksandra Kachakov, Pamela J. Maloney Tim Schriever, and Karen Steeb
Staff: Patrick Sorensen, Darcie McAlister, Ken McDowell, Sandra Tachibana, and Jane Nicholls
General Counsel: Bill Linton

CALL TO ORDER

Commissioner Clarke called the meeting to order at 5:00 p.m.

ROLL CALL

Commissioners Clarke, Kachakov, Maloney, Schriever, and Steeb along with Attorney Bill Linton were all present via Microsoft Teams. Dial-in information was posted with the agenda on the District's website.

ITEMS FROM THE PUBLIC: None.

ADDITIONS OR DELETIONS TO THE AGENDA: None.

MEETING AGENDA APPROVAL

It was moved by Commissioner Maloney and seconded by Commissioner Kachakov to approve the February 1, 2022, Meeting Agenda. Vote 5-0-0. Motion carried. So ordered.

MINUTES APPROVAL

7 (a) January 18, 2022, Regular Meeting Minutes

It was moved by Commissioner Steeb and seconded by Commissioner Kachakov to approve the January 18, 2022, Regular Meeting Minutes. Vote 5-0-0 Motion carried. So ordered.

CONSENT AGENDA

8 (a) Sign Monthly Vouchers

- Water Maintenance Fund (09-104-0010), Vouchers #99967 through #100011 and Payroll Advice #9929 through #9964 in the amount of \$370,610.03
- Sewer Maintenance Fund (09-104-0510), Vouchers #27284 through #27287 in the amount of \$3,945.66
- Water Construction Fund (09-104-3010), Vouchers #35543 through #35544 in the amount of \$12,199.60
- Sewer Construction Fund (09-104-3510), Vouchers #41003 through #41004 in the amount of \$9,882.74

2/7/2022 A/P and 1/31/2022 Payroll A/P

8 (b) Resolution No. 4000 Sunnyvale Water Extension D2016 Project Approval

To accept D2016 as complete by approval of Resolution No. 4000.

It was moved by Commissioner Maloney and seconded by Commissioner Kachakov to approve the Consent Agenda. Vote 5-0-0. Motion carried. So ordered.

ITEMS REMOVED FROM THE CONSENT AGENDA: None.

OLD BUSINESS: None.

NEW BUSINESS:

11 (a) Amendment to DEA Professional Services Agreement for the Turn Lane Project

Mr. McDowell reviewed the agreement with Board and staff.

Originally the Board had approved a Professional Services Agreement with David Evans & Associates, (DEA), for the design and construction management of the District Center Turn Lane project in an amount not to exceed \$42,600. During the review process, King County, (KC), required an illumination plan to meet requirements of illuminating the entire section of the turn lane and the tapers on either end. The Board approved an increase in the scope of work by an amount not to exceed \$10,800 for this work. After sending the construction plans for the WWD Turn Lane project back to KC for review, similar to the illumination plans, KC came back with additional requirements. The initial parameters of the project did not plan for adding any storm drainage improvements and allowing the storm water runoff to follow existing paths. King County has now required WWD to document the flow path, provide soil logs prepared by a Geotechnical Engineer, and provide a full Drainage Technical Information Report.

DEA has reached out to the subconsultant, Nelson Geotechnical Associates based in Woodinville to do the Geotechnical Investigation work. The work will consist of soils investigation by hand auger at three locations with soil classification, bore logs and summary report, as well as a budget for infiltration testing if needed. The work will cost \$6,400.00. DEA will also prepare a Drainage Technical Information Report for King County Surface Water Design Membrane Elements 1-9, this work will cost \$12,300.00. The cost to address these two items amounts to \$18,700.00 and approval of this amendment will increase DEA's contract to \$72,100.

Since this project was budgeted as a small works project, and with the addition of all these required improvements by KC, this project may no longer meet the requirements for a small works project. As of now, we plan to continue the process to obtain a KC approved plan and then revisit the remaining scope once that is obtained.

There are adequate funds in the Water Construction Fund to cover this amendment.

Original Contract = \$42,600

1st Amendment = + \$10,800

2nd Amendment = + \$18,700
Total = \$72,100

It was moved by Commissioner Maloney and seconded by Commissioner Steeb to increase the scope of work to include the Geotechnical Investigation work and a Drainage Technical Information Report for the Turn Lane Project in an amount not to exceed, \$18,700. Vote 5-0-0. Motion carried. So ordered.

- a. General Manager's Report - Mr. Sorensen reviewed the report with the Board and staff.

Commissioner Maloney extended kudos to Ms. Lofstrom for her excellent work coordinating the hardware implementation for the CCTV trailer.

Commissioner Maloney also congratulated all staff involved for their work cross training between departments and preparing for the upcoming Asset Management software implementation in February.

Commissioner Steeb along with all the Board members extended congratulations to Ms. Tachibana for completing the ICMA International Management course to receive a Master Certificate in their High-Performance Leadership program.

Commissioner Kachakov thanked Ms. McAlister and Ms. Lofstrom for their assistance on the Commissioner Corner article she is preparing for the next Pipeline.

The Annual Board Retreat agenda items are close to completion. It was decided that the retreat will stay in the virtual format on Microsoft Teams for 2022.

Mr. Sorensen submitted a leak adjustment request to the Board for approval as the total credit to the customer's account would be over the pre-approved \$2,500 limit.

It was moved by Commissioner Steeb and Seconded by Commissioner Schriever to authorize the General Manager to approve a Leak Adjustment for the Aspenwood Homeowners Association in the amount of \$3,093.20.

- b. Engineering Report - Mr. McDowell mentioned the third pump was installed at Ringhill last Thursday. This project will wrap up soon. Overall development in the community is picking up - some examples include the wine village and townhomes at the round-about, the housing project at the former horse farm in Kirkland, and some additional downtown projects. The Commissioners thanked Mr. McDowell for the very helpful Woodinville 5-year Development Outlook map he included with the Engineer's report.
- c. Finance Report - No report.
- d. Operations & Maintenance Report - No report.
- e. Metropolitan Water Pollution Abatement Advisory Committee (MWPAAC) - No report.
Mr. Sorensen informed the Board that Mr. Broyles will provide a report at the next Board meeting.

EXECUTIVE SESSION

The Board of Commissioners convened an Executive Session pursuant to RCW 42.30.110(1) (I) (C) at 6:46 pm to discuss potential litigation. The Commissioners, Patrick Sorensen, Ken McDowell, and District Counsel Bill Linton attended the Executive Session.

The Executive Session was extended at 7:18 p.m. for ten minutes.

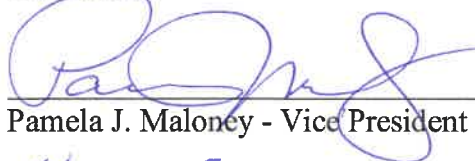
The Executive Session was concluded at 7:28 p.m. and the open public meeting was reconvened with no action taken in open session.

ADJOURNMENT

Commissioner Clarke adjourned the meeting at 7:29 p.m.



Chuck Clarke - President



Pamela J. Maloney - Vice President

ATTEST:



Karen Steeb - Secretary



Karen Steeb - Secretary




Aleksandra Kachakov- Commissioner



Tim Schriever - Commissioner

Minutes: Jane Nicholls



Aleksandra Kachakov- Commissioner



Tim Schriever – Commissioner

Minutes: Jane Nicholls