

WOODINVILLE WATER DISTRICT
1446th Regular Meeting
June 7, 2022

ATTENDANCE

Commissioners: Chuck Clarke, Pamela J. Maloney, Tim Schriever, and Karen Steeb
Staff: Patrick Sorensen, Ken McDowell, Darcie McAlister, Nick Foster, Steve Brown, Christian Hoffman, Marci Chew, Cresta Schmidt and Jane Nicholls
General Counsel: Christopher Pirnke and William Linton

CALL TO ORDER

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

Commissioner Kachakov joined the meeting at 5:02 p.m.

ROLL CALL

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

ITEMS FROM THE PUBLIC

Mr. Ameri a District resident, spoke to the Board and distributed a handout regarding Item 11 (a) Carrasquero Water Variance.

Ms. Naomi Carrasquero addressed the Board with a response to the agenda packet material.

The Board thanked both speakers for attending the meeting and speaking.

ADDITIONS OR DELETIONS TO THE AGENDA

Commissioner Clarke directed staff to delete the Executive Session from this agenda and move it to the June 21, 2022, agenda.

MEETING AGENDA APPROVAL

It was moved by Commissioner Steeb and seconded by Commissioner Kachakov to approve the June 7, 2022, meeting agenda as revised. Vote 5-0-0. Motion carried. So ordered.

MINUTES APPROVAL

- 7 (a) May 17, 2022, Regular Meeting Minutes
- 7 (b) May 17, 2022, Special Meeting Minutes

It was moved by Commissioner Steeb and seconded by Commissioner Maloney to approve the May 17, 2022, Regular Meeting Minutes and the May 17, 2022 Special Meeting Minutes, Vote 5-0-0. Motion carried. So ordered.

7 (c) May 24, 2022, Special Meeting Minutes

It was moved by Commissioner Steeb and seconded by Commissioner Kachakov to approve the May 24, 2022, Special Meeting Minutes, Vote 4-0-1 with Commissioner Maloney abstaining due to her absence from the meeting. Motion carried. So ordered.

CONSENT AGENDA

8 (a) Sign Monthly Vouchers

- Water Maintenance Fund (09-104-0010), Vouchers #100466 through #100534 and Payroll Advice #10226 through #10300 in the amount of \$514,382.70
- Sewer Maintenance Fund (09-104-0510), Vouchers #27311 through #27315 in the amount of \$359,535.22
- Water Construction Fund (09-104-3010), Vouchers #35582 through #35587 in the amount of \$519,329.85
- Sewer Construction Fund (09-104-3510), Vouchers #41021 through #41022 in the amount of \$2,072.83

6/13/2022 A/P and 5/23/2022 & 6-6-2022 Payroll A/P

Resolution No. 4011 – Jacobsen Homes Water Extension D2104 Project Approval

Resolution No. 4012 – Jacobsen Homes Sewer Extension D2105 Project Approval

ITEMS REMOVED FROM THE CONSENT AGENDA: None.

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

NEW BUSINESS:

11 (c) Carrasquero Variance Water V2201

Mr. Sorensen reviewed the Variance Request staff report and explained that staff must recommend denying the variance because it doesn't follow code. The Board can modify District Code if they choose.

Naomi Carrasquero has submitted a letter requesting a Variance from Woodinville Water District Code Section 4.04.010 so that she and her family do not have to extend a water main to serve their property. Other than citing Section 4.04.010 as a whole, the letter is silent as to what specific provisions they are seeking a variance of. Their property is located at 16902 141ST PL NE. The City of Woodinville is requiring the Carrasqueros to have sewer and water before issuance of a final occupancy permit. The Carrasqueros have sewer available to connect to as they recently installed the sewer main extension that was required. The sewer project has been accepted by the Board of Commissioners. But they have not completed the Water Developer Extension required for the property.

Staff recommends the Board of Commissioners follow the adopted District code and policies.

Commissioner Steeb mentioned some concerns, including that if this variance is approved, the Fire Department would need to be made aware of the change from a 4" main water line to a 1" spaghetti line installation.

Commissioner Schriever also voiced a concern about the Carrasquero or Ameri lots being subdivided in the future to build additional dwellings. **It was agreed that in the future if the existing lots are subdivided then a watermain extension would be required through the Developer Extension Process.**

It was moved by Commissioner Maloney and seconded by Commissioner Steeb - having determined that the Variance Application is in the best interest of the District to grant the Variance Application, subject to the execution and recording of an agreement between the District and Carrasquero whereby Carrasquero, and all successors, agree to a) install, maintain and repair the service line, b) indemnify and hold harmless the District for any and all damage resulting from the service line in the form of an indemnity agreement that is acceptable to the District, c) obtain, as needed, a variance from Eastside Fire and Rescue for the installation of the proposed service line, and d) comply with all the other provisions of the District code, including but not limited to, payment of fees and charges associated with the Variance Application and the previously agreed to Developer Extension Agreement, including but not limited to, the Equity Cost of \$31,121.39, all fees and charges for adding water and fire service, and the required backflow assembly. Vote 5-0-0. Motion carried. So ordered.

11 (b) HDR Rate Study Agreement

Ms. Schmidt introduced this item and mentioned that this is a two-year rate model which follows the same format every two years. Finance staff reduced this year's cost by completing some of the work in house.

As part of the biennial budget cycle, the District needs to update its rate model and develop rates to support the upcoming 2023 – 2024 operating and capital budget.

It was moved by Commissioner Steeb and seconded by Commissioner Maloney to approve the professional services agreement with HDR in the amount of \$19,795.00 Vote 5-0-0. Motion carried. So ordered.

11 (c) Sanda SP Variance Request

Ms. Chew reviewed the request and mentioned that this is the last customer to subdivide on this road.

Anastasiya and Anton Vasyukhnevich, (applicant) are the owners of parcel 0126059007, as shown on the attached site plan. The parcel is located at 16654 NE 195TH ST within the City of Woodinville limits. The owners are in the process of subdividing the property into two lots. The applicant is requesting the water meter for the second home be located to the left of the new proposed driveway with the backside of the waterline to be 425 feet long for lot 2. The existing home on lot 1 already has a water meter.

Upon staff review, it was determined that the water system grid is sufficient in this immediate area, meaning system looping, water pressure and fire flow minimums are currently being met. District staff agrees that a long, dead end water main extension at this location is not in the best interest of the District or the property owner at the present time. The surrounding homes in the area have water service available.

Allowing the meter to be installed on the north side of NE 195th St will result in a backside service line in excess of the 300' maximum allowed under current District Code. The applicant has written a variance request letter applying for a variance from the following subsection of the Code:

1. Subsection 4.04.010 B(5); which reads:
 - a. Private service lines shall be no longer than three hundred feet; otherwise, a public main shall be constructed in accordance with these policies and District standards and specifications.

Granting of the variance referenced above will require that the applicant pay an Equity Cost for lot 2, per Woodinville Water District Code Sub-Section 4.04.010 D(2)(b). The Equity Cost is equal to 60% of the weighted average per linear foot cost of Developer Extension water main installations in the District as reasonably determined by the District Engineer for a reasonable period of time prior to the variance application, applied to each foot of distance over 300'. The backside service line length for the second house will be 425'. The weighted average per foot cost is currently \$207.48 per foot. The 60% weighted average per foot multiplier is \$124.49, and would be applied to each foot beyond the 300' maximum for Lot 2. Therefore, the total Equity Cost associated with Lot 2 would equate to \$124.49 x 125', for a total of \$15,561.25.

It was moved by Commissioner Steeb and seconded by Commissioner Maloney to grant a variance to District Code Subsection 4.04.010B(5) allowing the water meter to be installed in the right-of-way of NE 195th St to serve lot 2 as shown on Exhibit A, subject to the following conditions:

- **The property owner will pay the Equity Cost of \$15,561.25 upon connection to the Woodinville Water District water system for lot 2.**
- **Applicant to provide a water easement for future water extension to and through the property.**
- **A new Water Availability Certificate will be issued within 60 days of the variance approval. The variance will be valid for the duration of the Water Availability Certificate or until the service is connected, whichever comes first; and**
- **A Hold Harmless and Indemnity Agreement (“Agreement”) must be signed and returned by the applicant prior to meter purchase and recorded with King County.**

Vote 5-0-0. Motion carried. So ordered.

11 (d) Amendment to Tyler Technologies SaaS Agreement

Ms. McAlister reviewed the agreement with the Board.

The Tyler Munis Software as a Service (SaaS) Agreement has been in place since 2014. Software as a Service has many benefits. However, one of the disadvantages is that once you stop paying for the service you no longer have access to the system. Now as the District transitions from Munis to Caselle staff finds that having access to the old system will be advantageous. Having access to the old system was very useful when we left prior systems. At that time everything was stored onsite, and we had access to look up or run reports from the old system. Tyler has agreed to allow the District view only, not production, purposes. This view only access means that Tyler will not provide technical support, software fixes or updates but also at a reduced cost.

It was moved by Commissioner Steeb and seconded by Commissioner Kachakov to authorize the General Manager to sign the Tyler Technologies Amendment, for an amount not to exceed \$45,000 plus tax, effective July 1, 2022, through June 30, 2025. Vote 5-0-0. Motion carried. So ordered.

REPORTS

- a. General Manager’s Report - Mr. Sorensen reviewed his report with the Board. The next Risk & Resilience discussion will be done ahead of the regular meeting June 21st.
- b. Engineering Report - Mr. McDowell mentioned a separate meeting needs to be planned to review the Sewer Plan, more info to follow.
- c. Finance Report - No Report.

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- d. Operations & Maintenance Report - Mr. Brown reported on the May 25, 2022, Main Break. A District contractor hit the water main along NE 145th affecting service to 13 homes. Commissioner Maloney thanked staff for good communication and Commissioner Steeb thanked Mr. Brown for the site photos.
- e. Metropolitan Water Pollution Abatement Advisory Committee (MWPAAC) - No Report. The next meeting will be June 22, 2022 via Microsoft Teams.
- f. Seattle System Operating Board - Commissioner Maloney and Mr. Sorenson reported on the June 2, 2022 meeting.
- g. Sno-King Water District Coalition - The next meeting will be June 13, 2022.
- h. Snohomish River Regional Water Authority (SRRWA) - No report.
- i. Washington Association of Sewer and Water Districts (WASWD) - Commissioner Clarke reported that the next Section IV meeting will be June 21, 2022.
- j. WASWD Government Relations Committee - Commissioner Steeb reported that the next meeting will be June 9, 2022.
- k. Attorney's Report - No Report.

COMMISSIONER'S COMMENTS

Commissioner Kachakov requested to leave the meeting at 6:06 pm.

Commissioner Clarke thought the first hybrid meeting went well. He reminded in-person attendees to speak up while wearing a mask so virtual attendees can hear everything being said.

COMMISSIONER CALENDARS

All Commissioners expect to be available for the June 21, 2022, and July 19, 2022, meetings. All the Board members agreed to cancel the July 5, 2022 meeting.

ITEMS FROM THE PUBLIC: Mr. Carrasquero addressed the Board regarding Item 11 (c) Carrasquero Water Variance.

EXECUTIVE SESSION

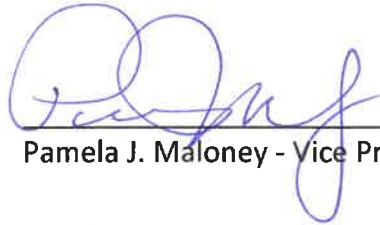
Moved to the July 21, 2022, meeting.

ADJOURNMENT

Commissioner Clarke adjourned the meeting at 6:12 p.m.

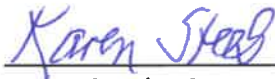


Chuck Clarke - President

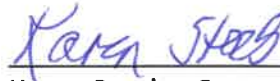


Pamela J. Maloney - Vice President

ATTEST:




Karen Steeb - Secretary



Karen Steeb – Secretary



Aleksandra Kachakov- Commissioner



Tim Schriever – Commissioner

Minutes: Jane Nicholls