

**MEETING MINUTES  
KING COUNTY WATER DISTRICT No. 125**

Wednesday, August 23, 2017

Commissioner Thornton called the meeting of the King County Water District No. 125 Board of Commissioners to order at 10:00 a.m. at the District Office located at 3460 S 148<sup>th</sup> ST STE 110, Tukwila, Washington.

**Present:**

**Commissioners:** Jerry Thornton, President, John Thompson, Secretary and Renea Blanchette Commissioner

**Staff:** Shane Young, General Manager, Dylan Bailey Superintendent

**Agenda:** The agenda was unanimously approved as written.

**Minutes:** Commissioner Blanchette made a motion to approve the minutes of the August 9, 2017 board meeting as written. Commissioner Thompson seconded the motion which carried unanimously.

**Vouchers:** Maintenance vouchers numbered 27959-27982 in the amount of \$18,089.40 and EFT voucher 27983 in the amount of \$11,360.94 were presented for review. Commissioner Thompson made a motion to approve the vouchers; the motion was seconded by Commissioner Blanchette and was carried unanimously.

**Superintendent Report:** Bailey updated the Board on the progress of the City of Burien Development Project on Des Moines Memorial Dr. and S. 146<sup>th</sup> St. Young presented the Board of Commissioners with a developer extension application for review and approval. Young noted that staff had decided that a DE agreement would be necessary even though the project is located out of the District's service area due to the fact it effects the District's transmission line. Before any work will be performed, a performance bond will be required to protect the District. Commissioner Blanchette made a motion to approve the Gateway developer extension agreement, Commissioner Thompson seconded the motion which carried unanimously.

Bailey reported on the progress of the City of Tukwila's 42<sup>nd</sup> Ave S project. Bailey noted that water work is currently in progress with 1 service and 5 hydrants left to be installed.

**General Manager Report:** Young presented the Board of Commissioners with GIS proposal from PACE Engineers. The proposal includes the development of a hydrant and valve program that will be utilized by field staff as they maintain the assets of the District. After a brief discussion, Commissioner Blanchette made a motion to approve sections 1 and 2 of the GIS proposal at a cost not to exceed \$13,000. Commissioner Thompson seconded the motion which carried unanimously.

Young presented the Board of Commissioners with a proposal from Point and Pay, LLC about providing electronic payment service for the District. Young noted that Point and Pay offered the cheapest set up and maintenance cost of any of the vendors the District had contacted. Young requested approval from the Board of Commissioners to approve the contract with Point and Pay, LLC to provide electronic payment service to the District. Commissioner

Thompson made a motion to approve Young to sign the Point and Pay service agreement on behalf of the District. Commissioner Blanchette seconded the motion which carried unanimously. Young added that as part of the contract, Point and Pay would need to know if the District intended to absorb the processing fees on behalf the customers. Young noted that to keep costs at a minimum for the District, customers would be limited to \$200 payments for credit card transactions. All customers making payments over \$200 would still be able to make electronic payments but they would be required to use an e-check instead of a credit or debit card. After a brief discussion, Commissioner Blanchette made a motion for the District to absorb all costs associated with electronic payments processed through Point and Pay, LLC. Commissioner Thompson seconded the motion which carried unanimously.

Young made a rate analysis presentation to the Board. Young noted that the District currently maintains some of the lowest water rates in King County. Young added that with the cost of inflation along with the rising costs of water from Seattle Public Utilities, now would be a good time to have a third-party entity perform a rate analysis. The Board directed Young to get a proposed scope of services and budget from FCSG to perform a rate analysis of the District's water rates.

**Commissioners Report:** Commissioner Blanchette requested an excused absence from the September 13, 2017 board meeting as should would be on vacation. The board approved her request.

**Adjournment:** Commissioner Thompson made a motion to adjourn the meeting; the motion was seconded by Commissioner Blanchette and carried unanimously. The meeting was adjourned at 11:55 a.m.

  
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Commissioner

  
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