

LAKEHAVEN WATER AND SEWER DISTRICT
King County, Washington

SPECIAL BUSINESS MEETING
May 26, 2022

A special meeting of the Board of Commissioners of the Lakehaven Water and Sewer District, King County, Washington, was held on May 26, 2022 at Lakehaven Center, 31531 First Avenue South, Federal Way, Washington 98003 and via Zoom.

President Englund called the meeting to order at 5:00 p.m. and asked Commissioner DelMar to lead the flag salute. Members/officials present were as follows:

Leonard Englund	President
Donald Miller	Vice President
*Laura Belvin	Secretary
Peter Sanchez	Commissioner
Jeremy DelMar	Commissioner
John Bowman	General Manager
Steve Pritchett	General Counsel
Tom Drake	Director of Finance/Information Services
Ken Miller	Engineering Manager

*Attended Board meeting remotely.

APPROVAL OF AGENDA

Upon motion of Commissioner Miller, which was duly seconded by Commissioner DelMar, the Board unanimously **approved** the agenda as presented.

The Board held a moment of silence to honor the victims in the Texas school shooting.

CONSENT ITEMS

Upon motion of Commissioner DelMar, which was duly seconded by Commissioner Sanchez, the Board unanimously **approved** the Consent Items as presented below.

1. Payment of the accounts payable, ACH transaction fees and payroll transactions as listed in the consent item in the total amount of \$3,026,690.71.

ACTION ITEMS

#1, 2020 Lakota WWTP Solids System Improvements Phase I Project - Amendment 9 for Additional Final Design Services: Molly Du reported that this matter was presented to the Board at the May 12, 2022 Board meeting. Staff is recommending that the Board approve Amendment 9 to the 2020 Lakota Solids Improvement contract with HDR.

Upon motion of Commissioner Sanchez, which was duly seconded by Commissioner Miller, the Board unanimously **approved** the General Manager to execute Amendment 9 to the 2020 Lakota Solids System Improvements contract with HDR in the amount of \$345,650.00 for the described additional design engineering services.

#2, GIS Technical Support Services Contract: Steven Kincade reported that this matter was presented to the Board at the May 12, 2022 Board meeting. Staff is recommending approval of the proposed general services contract with Woolpert, Inc.

Upon motion of Commissioner DelMar, which was duly seconded by Commissioner Sanchez, the Board unanimously **approved** the new proposed general services contract with Woolpert, Inc. and authorized the General Manager to issue task orders to begin work on the three key projects with the consultant.

#3, Redondo Basin Flow Diversion Feasibility Study: Fei Tang reported that staff presented this matter to the Board at the May 12, 2022 Board meeting. Staff is recommending that the Board approve a contract for the Redondo Basin Flow Diversion Feasibility Study project with Brown and Caldwell.

Upon motion of Commissioner Miller, which was duly seconded by Commissioner Sanchez, the Board unanimously **authorized** the General Manager to execute a contract for the Redondo Basin Flow Diversion Feasibility Study project with Brown and Caldwell in the amount not to exceed \$432,514.

#4, 2022-2025 Mechanical/HVAC Engineering Consulting Services (22-1558): Howard Moreland reported that this matter was presented to the Board at the February 10, 2022 Board meeting. Staff received one SOQ from Hultz BHU Engineers, and an in-house staff evaluation team from Engineering was used to review the SOQ and scored the firm based upon predetermined evaluation criteria. Staff is recommending that the Board approve the selection of Hultz BHU Engineers and authorize the General Manager to negotiate an on-call contract with Hultz BHU Engineers for a three-year contract term (2022-2024).

Upon motion of Commissioner Sanchez, which was duly seconded by Commissioner DelMar, the Board unanimously **approved** the selection of Hultz BHU Engineers and **authorized** the General Manager to negotiate an on-call contract with Hultz BHU Engineers for a three-year contract term (2022-2024) in the amount not to exceed \$500,000.00.

INFORMATION ITEMS

#1, Redondo Electrical & Odor Control Project Electrical Contractor/Construction Management EC/CM Pre-Construction Service Contract: Howard Moreland reported that at the January 27, 2022 Board meeting, the Board approved the General Contractor/Construction

Management (GC/CM) Pre-Construction Services Contract with Hoffman Construction for the Redondo Electrical & Odor Control Project in the amount of \$363,330.00.

Mr. Moreland informed the Board that Hoffman Construction advertised for an Electrical Contractor/Construction Management (EC/CM) contractor to provide electrical pre-construction services to support Hoffman, Parametrix, and District staff in the design of the project. Four Statements of Qualifications were received and after review, Hoffman issued its Request for Final Proposals to Valley Electric, EC Electric, and RH Kelly. Mr. Moreland reported that the bid opening for the three firms was held today with Valley Electric coming in as the lowest, responsive bidder in the amount of \$300,000, plus tax. Mr. Moreland reviewed the bid openings with the Board. Mr. Moreland mentioned that staff will bring this back before the Board for approval.

COMMITTEE REPORTS/COMMISSIONER COMMENTS

Commissioner Sanchez reported that he attended the Personnel Committee meeting.

Commissioner Belvin had nothing to report.

Commissioner DelMar had nothing to report.

Commissioner Miller reported that he attended the Insurance Committee meeting.

Commissioner Englund reported that he attended the Personnel Committee meeting, Insurance Committee meeting and Broadband Advisory meeting.

STAFF REPORTS

General Counsel: Mr. Pritchett reported that staff has submitted the application for distribution of funds approved by the State for delinquent accounts. He discussed with the Board an email that was received from a customer about the construction of the new Headquarters.

Director of Finance/Information Systems: Mr. Drake reported that the State Auditors should be completing the 2020 audit soon and that the District is expecting a clean audit. He also mentioned that the budget process for the 2023-2024 budget will be starting soon and that he expects to have it to the Board in November.

Engineering Manager: Mr. Miller reported on the progress of the New Headquarters Building.

General Manager: Mr. Bowman provided an update on the Howard Hanson Dam funding for the fish passage project. He informed the Board that Craig Hanson is drafting a letter

to mail out to all food establishments in the District about stricter inspections of grease traps and FOG.

The Board meeting was recessed until 6:30 p.m. for the poster contest awards ceremony.

Note: the following portion of the Board meeting was held in-person only and not via Zoom.

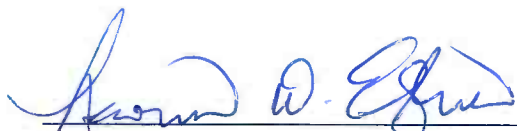
#2, Awards Ceremony for Water Conservation Poster Contest Winners: Commissioner Englund welcomed all in attendance and thanked everyone involved in the planning for this event. There were a total of 140 submittals from 7 elementary schools in the community.

The following students and the names of their schools were winners of the 2022 Water Conservation Calendar Poster Contest:

<u>NAME</u>	<u>SCHOOL</u>	<u>GRADE</u>
Corinth A.	Spring Valley Montessori	Pre-K
Madison Y.	Spring Valley Montessori	K
Katelyn I.	Panther Lake	2 nd
Jackie L.	Spring Valley Montessori	3 rd
Sebastian G.	Lake Grove	3 rd
Roshnai R.	Lake Grove	4 th
Alexandra C.	Wildwood	4 th
Salena L.	Sherwood Forest	5 th
Alysson B.	Lake Grove	5 th
L.V. Snell	Spring Valley Montessori	5 th
Dotti C.	Spring Valley Montessori	6 th
Zaki C.	Spring Valley Montessori	6 th
Praskovia I. (1 st Place Winner)	Mirror Lake	4 th

Each student was presented with his/her award and a reception followed to include a group picture with the winning students and Commissioners. Special thanks went out to the Wild Waves Theme Park, Qualstar Credit Union and Subzero Ice Cream for their generous donations.

The meeting concluded at approximately 7:30 p.m.



President Englund

Yea

Nay

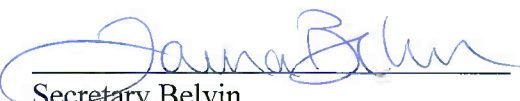
Abstain

ATTEST:



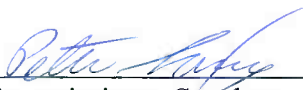
Vice President Miller

Yea
Nay Abstain




Secretary Belvin

Yea
Nay Abstain



Commissioner Sanchez

Yea
Nay Abstain



Commissioner DelMar

Yea
Nay Abstain