

LAKEHAVEN WATER AND SEWER DISTRICT
King County, Washington

REGULAR BUSINESS MEETING
July 14, 2022

A regular meeting of the Board of Commissioners of the Lakehaven Water and Sewer District, King County, Washington, was held on July 14, 2022 at Lakehaven Center, 31531 First Avenue South, Federal Way, Washington 98003 and via Zoom.

President Englund called the meeting to order at 6:00 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 MINUTES

Upon motion of Commissioner Belvin, which was duly seconded by Commissioner DelMar, the Board unanimously **approved** the Board minutes of April 28, 2022, May 12, 2022 and May 26, 2022 as presented.

APPROVAL OF AGENDA

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

CONSENT ITEMS

Upon motion of Commissioner Sanchez, which was duly seconded by Commissioner DelMar, 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 \$5,293,842.18.
2. 2021 PS5 Sub-Basin A2 Rehabilitation Project Phase 4 – Final Acceptance.

ACTION ITEMS

#1, 2022 Lakota Digester Building Roof Replacement - Bid Rejection: Fei Tang reported that the District received one bid for this project from Wayne's Roofing Inc., with a bid amount of \$722,257.10. This bid is 88% higher than the engineering estimate of \$383,918.70.

Mr. Tang informed the Board that after reviewing the bid, the design consultant and staff believe it would be prudent to reject the current bid and reevaluate the contract specifications and scope of work.

Upon motion of Commissioner Miller, which was duly seconded by Commissioner Sanchez, the Board unanimously **rejected** the 2022 Lakota Digester Building Roof Replacement bid for good cause and directed staff to reevaluate the contract provisions and resolicit bids to accomplish the proposed work at a later time.

INFORMATION ITEMS

#2, Wholesale Water Rates: Commissioner DelMar inquired if there was a conflict of interest in him participating in discussions on wholesale rates due to his employment with Highline Water District. Steve Pritchett advised him that there was no statutory conflict of interest and that he was free to participate and vote on wholesale rates. Commissioner DelMar informed the Board that he felt more comfortable recusing himself from discussions on this matter.

Gordon Wilson of FCS Group gave a presentation to the Board on Wholesale Water Rates and answered questions from the Board and staff.

Note: Commissioner Miller left the meeting at this time.

#1, Redondo Electrical & Odor Control Project Consultant Pre-Design Contract Amendment #1: Howard Moreland reported that at the January 27, 2022 Board meeting, the Board approved the initial Redondo Electrical & Odor Control Project Consultant Pre-Design Services from Parametrix. This work, with the assistance of the GC/CM contractor and District staff, would complete design work up to approximately 30%. He informed the Board that the initial contract amount was \$1,209,802.00. This included a \$90,000.00 management reserve and \$200,000.00 to provide a bridging budget to continue design efforts while Parametrix prepared the final design scope of work and budget, which staff will be presenting to the Board at a future meeting.

Mr. Moreland reported that the design effort has encountered several challenges since starting the pre-design work. The design team has identified additional tasks that are being recommended to be added to the pre-design scope of work to make pre-design efforts more effective and reduce the uncertainties in the final design effort. Mr. Moreland reviewed the

Scope of Work Amendment and Cost Summary with the Board and answered questions from the Board.

Mr. Moreland informed the Board that staff has been utilizing the management reserve for some unanticipated items, however, it does not have sufficient funds for the additional items identified. Staff is proposing an additional pre-design scope modification of approximately \$207,642.00.

#3, Shutoff/Lien Threshold: Steve Pritchett reported that he addressed the matter of increasing the account delinquency threshold for meter shutoffs and lien filings in his staff report at the last Board meeting. Discussion on this matter followed. Mr. Pritchett reported that he will bring this back before the Board at the next regular Board meeting with the Customer Service Manager present to answer questions from the Board.

COMMITTEE REPORTS/COMMISSIONER COMMENTS

Commissioner DelMar had nothing to report.

Commissioner Belvin reported that she attended the Chamber Luncheon and the Red/White/Blue Festival. She mentioned that she will be touring the Georgetown Wet Weather Treatment Station next week with other MWPAAC members.

Commissioner Sanchez reported that he attended the Safety Committee meeting.

Commissioner Englund reported that he attended the monthly General Manager meeting and the Chamber Luncheon. He reported on the MWPAAC meeting that he attended.

STAFF REPORTS

General Counsel: Mr. Pritchett reported that the CPI used by the District for labor contracts and salary ranges increases by 10.14% June 2021 to June 2022.

Director of Finance/Information Systems: Mr. Drake reported on the WASWD retrospective rating rebate of \$239,000.00.

Engineering Manager: Mr. Miller gave an update on the New Headquarters building and Building B2 and reported on the videoing of the Redondo WWTP outfall line.

General Manager: Mr. Bowman reported that the Interlocal Cooperation Agreement with SKFR has been executed. He informed that Board that Department Managers and Leads participated in a virtual emergency and table top exercise seminar provided by the EPA. He provided an update on the District's current hiring status.

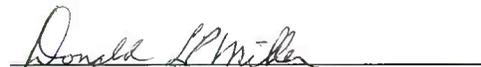
The meeting concluded at 8:16 p.m.



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