

LAKEHAVEN WATER AND SEWER DISTRICT  
King County, Washington

SPECIAL BUSINESS MEETING  
May 25, 2023

A special meeting of the Board of Commissioners of the Lakehaven Water and Sewer District, King County, Washington, was held on May 25, 2023 at the Headquarters Building, 31627A First Avenue South, Federal Way, Washington 98003.

President Miller 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:

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

APPROVAL OF MINUTES

There were no minutes to approve.

APPROVAL OF AGENDA

Upon motion of Commissioner Englund, the Board unanimously **approved** the agenda as presented.

PUBLIC COMMENTS

Bernardo Barco addressed the Board about available services to help with his past due water bill and job opportunities at the District.

CORRESPONDENCE

There was no correspondence.

CONSENT ITEMS

Upon motion of 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 \$3,024,075.24.

#### ACTION ITEMS

There were no action items.

#### INFORMATION ITEMS

**#1, Property Insurance Renewal:** Bryan Dunn, the District's Insurance Broker of Brown and Brown, provided preliminary information received on the Property Insurance renewal. Discussion followed on the upcoming property insurance renewal.

**#2, Regional Water Supply System – Bond Repayment Agreement Amendment:** John Bowman informed the Board that the Regional Water Supply System (RWSS) partners are planning to refinance bonds issued by the RWSS and as a partner to the RWSS, Lakehaven is signatory to a Repayment Agreement between the partners and the bondholders. Mr. Bowman reported that Lakehaven will not be financially participating in the refunding, but as part of the refunding process, Lakehaven and the other partners will need to amend the current repayment agreement. In addition, it is expected that the RWSS partnership will need a resolution from each partner agency authorizing their RWSS representative to execute the documents necessary to refinance the 2013 bonds. Mr. Bowman reported that he will bring this back before the Board as a Consent Item once the resolution is drafted and ready to sign.

#### COMMITTEE REPORTS/COMMISSIONER COMMENTS

Commissioner Sanchez reported on meeting he had with Yuna Kim regarding a career launch program for a grant to help students wishing to pursue careers in the water and wastewater industry. He also mentioned that he attended the Greater Federal Way Emergency Operations Committee meeting today.

Commissioner DelMar had nothing to report.

Commissioner Miller reported on the Greater Federal Way Emergency Operations Committee meeting and the Green Festival at Camelot Elementary that he attended.

Commissioner Belvin reported on the Touch a Truck event that she attended and on the Section IV WASWD meeting that she attended telephonically.

Commissioner Englund reported that he also attended the meeting with Yuna Kim and that he attended the Green Festival at Camelot Elementary. He asked to be excused for the June 8<sup>th</sup> Board meeting as he will be out of town.

STAFF REPORTS

**General Counsel:** Mr. Pritchett reported that all of the audio equipment in the boardroom has been installed and tested and that Board meetings will be held in the hybrid format again moving forward. He mentioned the PERS II contribution rate for employers will be decreasing beginning in July and that the Boardroom side tables will be increased in length.

**Director of Finance/Information Systems:** Mr. Drake had nothing to report

**Engineering Manager:** Mr. Miller had nothing to report.

**General Manager:** Mr. Bowman mentioned that he is preparing to execute the Retrospective Rating agreement and that the Well 9 site was broken into.

INFORMATION ITEMS (Continued)


**#3, Annual Water Conservation Poster Contest Ceremony:** Commissioner Miller welcomed all in attendance and thanked everyone involved in the planning for this event. There were a total of 118 submittals from six elementary schools in the community.

The following students and the names of their schools were winners of the 2023 Water Conservation Calendar Poster Contest:

<u>NAME</u>	<u>SCHOOL</u>	<u>GRADE</u>
Kande' D.	Mark Twain	4 <sup>th</sup>
Yulia A.	Mark Twain	4 <sup>th</sup>
Declan B.	Meredith Hill	3 <sup>rd</sup>
Ilenia R.M.	Lake Grove	5 <sup>th</sup>
Aryonna W.	Lake Grove	5 <sup>th</sup>
Omar C.	Lake Grove	5 <sup>th</sup>
Kalani F.	Wildwood	4 <sup>th</sup>
Sophia B.	Wildwood	4 <sup>th</sup>
Mathea A.R.	Sherwood Forest	1 <sup>st</sup>
L.V. Snell	Spring Valley Montessori	6 <sup>th</sup>
Wade J.	Spring Valley Montessori	K
Elliott J.	Spring Valley Montessori	3 <sup>rd</sup>
Samara D. (1 <sup>st</sup> Place Winner)	Spring Valley Montessori	K

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

The meeting concluded at 6:45 p.m.

  
\_\_\_\_\_  
President Miller

\_\_\_\_\_  
Yea        
\_\_\_\_\_  
Nay        
\_\_\_\_\_  
Abstain

ATTEST:

  
\_\_\_\_\_  
Vice President Belvin

\_\_\_\_\_  
Yea        
\_\_\_\_\_  
Nay        
\_\_\_\_\_  
Abstain

  
\_\_\_\_\_  
Secretary Sanchez

\_\_\_\_\_  
Yea        
\_\_\_\_\_  
Nay        
\_\_\_\_\_  
Abstain

  
\_\_\_\_\_  
Commissioner DelMar

\_\_\_\_\_  
Yea        
\_\_\_\_\_  
Nay        
\_\_\_\_\_  
Abstain

  
\_\_\_\_\_  
Commissioner England

\_\_\_\_\_  
Yea        
\_\_\_\_\_  
Nay        
\_\_\_\_\_  
Abstain