

LAKEHAVEN WATER AND SEWER DISTRICT
King County, Washington

REGULAR BUSINESS MEETING
June 22, 2023

A regular meeting of the Board of Commissioners of the Lakehaven Water and Sewer District, King County, Washington, was held on June 22, 2023 at the Lakehaven Headquarters Building, 31627A First Avenue South, Federal Way, Washington 98003.

President Miller called the meeting to order at 4:00 p.m. and asked Commissioner Englund 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

Commissioner Miller asked to hear action item #1 prior to the consent items.

Upon motion of Commissioner DelMar, the Board unanimously **approved** the agenda as amended.

PUBLIC COMMENTS

There were no public comments.

CORRESPONDENCE

John Bowman mentioned the letter received from WASWD informing the District about its retrospective program refund in the amount of \$59,237.71.

ACTION ITEMS

#1, Property Insurance Renewal: Bryan Dunn, from Brown and Brown, was present and discussed the District's Property Insurance and renewal premium for the July 1, 2023/June 30, 2024 coverage period.

Upon motion of Commissioner Sanchez, the Board unanimously **approved** the Property Insurance Program as presented and authorized payment of the \$800,613.40 premium.

CONSENT ITEMS

Upon motion of Commissioner Englund, 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 \$4,409,542.37.
2. 2022 Lakota Digester Building Roof Replacement – Rebid (22-1575) – Final Acceptance.

ACTION ITEMS (Continued)

#2, 2023-2025 Wastewater Engineering Services (22-1579A) – Task 1 - Lakota and Redondo WWTPs Miscellaneous Repairs and Improvements: Fei Tang reported that this item was presented to the Board at the June 8, 2023 Board meeting and staff is requesting that the Board approve Task 1 for engineering services under the existing “2023–2025 Wastewater Engineering Consulting Services” contract (22-1579A) with Jacobs, in the amount of \$250,090.00.

Upon motion of Commissioner Sanchez, the Board unanimously **authorized** the General Manager to execute a Task Order for engineering services under the existing “2023–2025 Wastewater Engineering Consulting Services” contract (22-1579A) with Jacobs, in the amount of \$250,090 as part of the Lakota and Redondo WWTPs Miscellaneous Repairs and Improvements project.

#3, 2024 Water Main Improvements: S 308th St (1st Ave S to 5th Pl S), S 305th St (4th Ave S to 8th Ave S) and portion of 4th Pl S – Design Services: Naveen Chandra reported that staff presented this matter to the Board on June 8, 2023 and is requesting that the Board approve Task Order #05 in an amount not to exceed \$334,917.00.

Upon motion of Commissioner DelMar, the Board unanimously **authorized** the General Manager to execute a task order #05 under the current “Civil Engineering, Land Surveying, and Construction Management Services” contract (22-1568A) with KPG Psomas for the design and

preparation of plans and specifications for the 2024 Water Main Improvements: S 308th St (1st Ave S to 5th Pl S), S 305th St (4th Ave S to 8th Ave S) and portion of 4th Pl S Project for an amount not to exceed \$334,917.00.

#4, Redondo Electrical and Odor Control - Final Design: Ken Miller reported that staff brought this matter before the Board at the June 6, 2023 Board meeting and is requesting approval of the amendment to the Parametrix design contract for final engineering design services in the amount of \$2,479,226.00.

Upon motion of Commissioner Sanchez, the Board unanimously **authorized** the General Manager to execute an amendment to the Parametrix design contract for final engineering design services related to the Redondo Electrical & Odor Control project in the amount of \$2,479,226.00.

#5, Redondo Interim Boiler Purchase – Competitive Bid Waiver: Randy Martinez reported that staff presented this matter to the Board at the last Board meeting and is recommending approval of a Competitive Bid Waiver to utilize NW Boiler for the purchase of an interim boiler and rental of the trailer in the amount of \$77,249.80. Steve Pritchett proposed bringing Competitive Bid Waivers before the Board that are for purchases under the General Manager/General Counsel expenditure approval limit of \$100,000 as a consent item in the future.

Upon motion of Commissioner Englund, the Board unanimously **approved** the Competitive Bid Waiver for the purchase of an interim boiler and rental of the trailer to house the Boiler in the amount of \$77,249.80.

COMMITTEE REPORTS/COMMISSIONER COMMENTS

Commissioner Englund had nothing to report.

Commissioner Belvin reported on the Board Ops meeting and Growth Management seminar that she attended.

Commissioner Sanchez reported on the Board Ops and Safety Committee meetings that he attended. He also reported on the Flag Day celebration that he attended.

Commissioner DelMar had nothing to report.

Commissioner Miller reported on the Safety Committee and EMAC meetings that he attended.

STAFF REPORTS

General Counsel: Mr. Pritchett reported that the 2022 REWARDS ceremony will be held on July 19th and that he will have an action item on next the Board agenda approving a special meeting for this. He mentioned that he would also like to discuss and plan for the Lakehaven Headquarters building Grand Opening date as well. He informed the Board that a meeting was held to discuss resolutions of the outstanding change order with Lydig.

Director of Finance/Information Systems: Mr. Drake reported that he provided the Board a handout on the EV charging stations usage.

Engineering Manager: Mr. Miller reported on the HQ building closure for the electrical conversion.

General Manager: Mr. Bowman reported on a PFAS contamination lawsuit settlement that he read about and on the meeting with Jim Nelson regarding future bonding. He mentioned that he talked to the Federal Way Mirror about a Residence Guide article for the community and that he met with South King Fire about parking spaces with the new parking configuration.

The meeting concluded at 5:55 p.m.

 _____ President Miller	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
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ATTEST:

 _____ Vice President Belvin	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
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 _____ Secretary Sanchez	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
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 _____ Commissioner DelMar	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
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 _____ Commissioner Englund	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
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