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Mission Statement: Meeting the challenge of protecting the environment and providing quality sewer service to the community.

**MINUTES
OF SPECIAL MEETING
BOARD OF COMMISSIONERS**

**September 27, 2016
Utility Committee**

Attendees: Commissioners Pam Stevens, Frank McDaniel and Brent Kirk; Staff: Michael Bowers, Tara Bighouse and Johnathan Dix

Guests from the City of Lake Stevens: Councilmembers Rauchel McDaniel, Marcus Tageant and Kim Daughtry, Mayor John Spencer, Interim City Administrator Mary Swenson and Community Development Director Russ Wright

1. **Called to Order** at 4:00 pm by Commissioner Stevens. Commissioner Stevens moved into the meeting agenda item "Utility Committee Meeting".
2. **Utility Committee Meeting** – The Committee discussed mutual projects and planning for the Lake Stevens UGA and study areas.
3. **Conclude** – There being no further business, the Special Meeting was concluded at 4:37 pm

Signed at a regular open public meeting this 13th day of October, 2016



Pam Stevens, President and Commissioner

Frank McDaniel, Secretary and Commissioner

Brent Kirk, Commissioner



**Utility Committee Meeting Minutes
September 27, 2016 4:00 pm**

City of Lake Stevens / Lake Stevens Sewer District
1106 Vernon Road, Suite A, Lake Stevens, Washington

1. **Called to Order:** 4:00 PM by Councilmember Marcus Tageant
2. **Roll Call:**
Attendees Representing the District: Commissioners Pam Stevens, Frank McDaniel and Brent Kirk; Staff: Michael Bowers, Johnathan Dix and Tara Bighouse.
Attendees Representing the City of Lake Stevens: Councilmembers Kim Daughtry, Raichel McDaniel and Marcus Tageant, Mayor John Spencer, Interim City Administrator Mary Swenson, Community Development Director Russ Wright.
3. **Action Items:**
 - a. **Approval of Meeting Minutes of July 26, 2016** – Kim Daughtry moved to approve the July 26, 2016 Minutes. John Spencer seconded the motion. Motion passed.
4. **Public Forum:** No public present.
5. **Discussion Items:**
 - a. **City Annexation Area and Schedule** – Russ Wright showed areas the City would like to move forward on annexing. There are a few areas north of the City. The City will be start with petitioning. Next year the City will look at the Southeastern area north of 20th. They will be looking at the impact it adds to the City, Sewer District and Water. In October the City plans on bringing a resolution to the City Council. Michael Bowers added the developer may pursue Sewer District annexation boundaries prior to the City annexation. It might make for an easier transition with utility availability. Russ has been in conversation with the developer about zoning and there may be other options for that area. John Spencer added the more space the higher the cost per square foot versus the larger lots costing more for the buyer. Michael Bowers shared his numbers on the cost to develop raw land. The only way to counter act this is higher density or mixed density. Russ added this annexation would be done differently by using the zone (density) the county already has for these properties.
 - b. **Sewer District Comp Plan Adoption Schedule** – Michael Bowers should have the Comp Plan changes out in the Sewer District Board Meeting packet on October 7th. The current schedule is to adopt the Comp Plan at the October 14th District Board Meeting. The GFC Rate and Sewer Rates for 2017 are scheduled for the November 10th District Board Meeting. The District is looking at early 2017 for the Pre-Treatment program. Michael added the plan is to adopt the Comp Plan as is and we amend the items as needed.

John Spencer asked if the meeting with the PWTF Board is still scheduled for November 4th. Michael noted it is, which is why the GFC, Budget and Sewer rates for 2017 are scheduled for the November 10th Board Meeting.
 - c. **Urban Growth Area and RUTA Potential Planning** – John Spencer added they believe the area between Lake Stevens and Snohomish is not ready to be serviced by the City of Snohomish. Lake Stevens has a ... Russ added it's not an easy process to get an Urban Growth area change with the county. John Spencer would like to see some RUTA planning for sewer in the area south

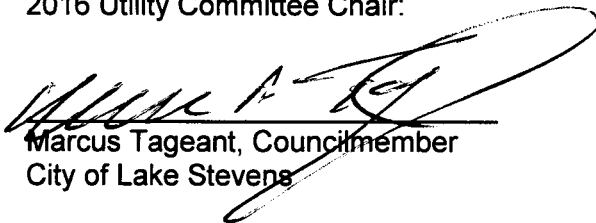
of 20th Street. Michael added he would like to see more of what land is serviceable and how much raw land is buildable. John Spencer would like to see the District get more information about the Snohomish Wastewater facility.

6. Meeting Summary/Draft Next Agenda

- a. Downtown Sub Area Plan Schedule (Fall 2016)** – John Spencer would like to talk more about this at the next Utility Committee meeting. He suggested participation from the Sewer District at the Hwy9/204 planning meetings. Kim added they are trying to get all the projects on a timeline to see when they expect completion through about 2035.
- b. Commercial GFC Methodology (Fall 2016)**
- c. District Pre-Treatment Program (Fall 2016)**

- 7. Schedule the Next Meeting** – After discussion the committee's next meeting is scheduled for October 25th at 4:00pm.
- 8. Adjourn** – Marcus Tageant adjourned the meeting at 4:37pm. John Spencer seconded the Motion. The Motion passed unanimously.

2016 Utility Committee Chair:



Marcus Tageant, Councilmember
City of Lake Stevens