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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**

**April 25, 2017
Utility Committee**

Attendees: Commissioners Pam Stevens, Frank McDaniel and Brent Kirk; Staff: Michael Bowers, Tonya Christoffersen, Johnathan Dix and Tara Bighouse. District Engineer Barry Baker, G&O

Guests from the City of Lake Stevens: Councilmembers Kim Daughtry, Rauchel McDaniel and Marcus Tageant, Mayor John Spencer, City Administrator Gene Brazel, Public Work Director Eric Durpos

1. **Called to Order** at 4:00 pm by Commissioner Kirk. Commissioner Kirk 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 4:56 pm

Signed at a regular open public meeting this 11th day of May, 2017





Pam Stevens, Secretary and Commissioner

Frank McDaniel, Commissioner

Brent Kirk, President and Commissioner

VISITOR SIGN-IN

If you would like to address the Board of Commissioners, it will be necessary for you to sign in. Thank you.

Print Name	Signature	Address	Phone	Purpose
Eric Durax		City of LS		
Gene Bazzel		City of LS		



**Utility Committee Meeting Minutes
April 25, 2017 4:00 pm**

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

1. **Called to Order:** 3:58 PM by Commissioner Brent Kirk
2. **Roll Call:**

Attendees Representing the District: Commissioners Pam Stevens, Frank McDaniel and Brent Kirk; Staff: Michael Bowers, Tonya Christoffersen, Johnathan Dix and Tara Bighouse. District Engineer Barry Baker, G&O

Attendees Representing the City of Lake Stevens: Councilmembers Kim Daughtry, Raichel McDaniel and Marcus Tageant, Mayor John Spencer, City Administrator Gene Brazel, Public Work Director Eric Durpos
3. **Action Items:**
 - a. **Approval of Meeting Minutes of March 28, 2017** – Kim Daughtry moved to approve the March 28, 2017 Minutes. Pam Stevens seconded the motion. The Motion passed unanimously.
John Spencer wanted to clarify a statement he made regarding not caring about the timeline of the unification; he just wanted to see it happen. He added he does care it just wasn't the most important part to him.
4. **Public Forum:** No public present.
5. **Discussion Items:**
 - a. **20th Street SE Sub-Area Sewer Feasibility Study Draft** – Michael Bowers showed a power point presentation giving a recap about the 20th Street sub-area and the history of the Southwest Interceptor (SWI) project Phase I and Phase II to get to where the sewer service within 20th Street is today. Michael reviewed the overall Sewer District cost of installing the Southwest Interceptor from 2009 to 2014 and the cost of associated private development as well. District costs overall were slightly over \$5.1 million while the overall cost of the complete SW Interceptor was a bit over \$9.1 million including private development funded and constructed portions. Barry Baker added the primary purpose to the SWI was to take the east/south east side of the lake to the treatment plant using gravity flow. Phase IIA and IIB: Barry Baker explained this was Comp Plan project; it was the timing of a new development project anticipated at the corner of Hwy 9 and 20th Street that accelerated the completion. Michael explained the District has collected 243 ERU's, \$387,313.85 towards paying for the SWI total cost. For large projects like this, the District has 3 major ways of paying for the work: GFCs (expended capital projects), sewer rates from rate-payers to pay for debt-funded expenses, or a basin of latecomers which can ultimately create a disincentive to future development if the combined GFC and latecomer fee is over \$15,000 per ERU.

Michael Bowers gave an in depth explanation of the feasibility study results and the three alternatives. He showed the location on the map where the major wetlands are present and how they hinder servicing the south side of 20th Street through the middle of the future 24th Street alignment. He explained each option would change the number of ultimate lift stations needed; option 1, would have a gravity line through wet lands with only one lift station needed, option 2 would have no boring under Hwy 9 with two lift stations needed and option 3 would have 3 lift

stations and is similar to option two. The City asked if it would be possible to have the line in conjunction with 24th street, which is a road the City is looking at continuing to Hwy 9. G&O took a look at it and yes that would be possible for the first section of 24th street connecting to a 91st street alignment planned to go south.

Brent Kirk believes option 2 is the only actual options, considering there has been no talk about servicing anything to the west of 91st and what the City is looking at servicing. His understanding is the City only wants to extend 91st Street down and 24th Street east to accommodate commercial development for the potential big box store.

Michael added the next step would be to work with the City consultant to be hired to complete street and utility extension due diligence and 24th Street design work. He doesn't believe there needs to be both the Street and Sewer consultants at this time. He suggested making G&O available since they already have done the research. Brent Kirk asked if the City is doing the Feasibility study for the developer. John Spencer responded the City is only doing the work on the roads, there hasn't been any information given about which lots if any they will be purchasing. He doesn't want to move forward with sewers at this point. Brent Kirk asked when sewer is needed who the District would be working with; the City or the Developer. John Spencer replied they are looking at bonding and paying into that bond for the roads, probably the same thing for sewer. Michael added he would like to see a timeline of the project in the form of an integrated public infrastructure phasing plan from the City.

- b. **Update to Hwy 9/204 Planning & Design Work** – John Spencer reported there are 5 alternatives; one depresses Hwy 9, Vernon Rd would be an over pass, another option there is a tunnel. There are other variations of these options. They have to figure out Davies Rd and 4th Street, what to do with those intersections.

John added there are two upcoming meetings; April 27th there is a meeting with WSDOT on the Hwy 9/204 intersection and May 11th there is an open house on the Trestle and the Interchange. There is an online comment forum; John Spencer noted.

- c. **Other City/District Projects** – Michael Bowers added there is a force main going in at the Holly development by the developer. The District will need to extend the force main to 99th and up to 20th Street.

6. Draft Next/Future Agenda Items

- a. **24th Street Consultant Scope of Work** – Michael added this to make sure it's in the plan. Brent Kirk asked if there is anything in the near future that the Sewer District should be aware of to help the City. John replied there isn't anything of immediate need, the possibility of the big box store and the need for information as things come up.

7. Schedule the Next Meeting – The next meeting is scheduled for May 23, 2017.

8. Adjourn – Brent Kirk adjourned the meeting at 4:56pm.

2017 Utility Committee Chair:



Brent Kirk, Commissioner
Lake Stevens Sewer District