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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**

**June 27, 2017
Utility Committee**

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

Guests from the City of Lake Stevens: Councilmembers Kim Daughtry, Rauchel McDaniel City Administrator Gene Brazel, Public Work Director Eric Durpos

1. **Called to Order** at 4:08 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 4:30 pm

Signed at a regular open public meeting this 10th day of August, 2017



Pam Stevens, Secretary and Commissioner



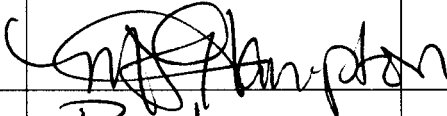
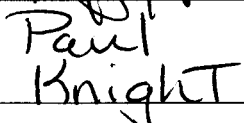
Frank McDaniel, Commissioner



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
Michelle Hampton		LS		Mtg
Paul Knight				MTG



**Utility Committee Meeting Minutes
June 27, 2017 4:00 pm**

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

1. **Called to Order:** 4:08 PM by Commissioner Brent Kirk
2. **Roll Call:**

Attendees Representing the District: Commissioners Frank McDaniel and Brent Kirk; Staff: Michael Bowers, Tonya Christoffersen, Johnathan Dix and Tara Bighouse.

Attendees Representing the City of Lake Stevens: Councilmembers Kim Daughtry, Rauchel McDaniel City Administrator Gene Brazel, Public Work Director Eric Durpos
3. **Action Items:**
 - a. **Approval of Meeting Minutes of April 25, 2017** – No quorum from the City, no approval of minutes.
4. **Public Forum:** No public present.
5. **Discussion Items:**
 - a. **Discuss Unification Facilitator Scope of Work** – Michael Bowers sent out the Scope of work out to the Utility Committee. He explained there is a subcommittee that would need to be formed as well as legal counsel and a third party for both parties to craft a plan of action. Michael went over the several parts over approximately 12 months to fully get an action plan. Michael has a few agencies and the Mayor has expressed to him his choices for firms to choose from. He believes by the end of July a choice can be decided on between the District and City. Gene agreed, that amount of time and the scope sounds spot on. Gene added the Resolution is going to be taken off the City council agenda for tonight to give the District time to get their resolution passed. Kim Daughtry noted the city council has a full agenda the meeting of July 11th, so the unification agreement will be brought before the City Council in August.
 - b. **Update to Hwy 9/204 Planning & Design Work** – Kim Daughtry commented there are 5 different plans and it looks like there will be a few combinations of the plans. Three of the 5 plans has the street going through frontier village. Another option was a cul-de-sac which is not what is wanted as well. The option the City likes the most is the most expensive, the City will try to get more money if needed. Kimco would like to redevelop but will depend on the decision made at this intersection.
 - c. **24th Street Consultant Scope of Work** – Gene Brazel stated this went in front of council and was approved. Work is going forward on this project full steam ahead. Michael added he read they are looking at 6 to 8 months to complete the project.
6. **Draft Next/Future Agenda Items**
 - a. **Timeline and Consultant for Completing Unification Due Diligence** – Michael explained this is for future discussions in august. Gene reiterated there is no pressure from the City, therefore the meeting in July will be canceled. City council is taking

Gene updated the committee on down town. All the parking lot lights are in, the curb and gutter will be complete by next week. The construction team will be building some metal planters to cover up some blocks. They are putting in electric car plus with credit card readers. They will be ready for Aquafest. The project is going well and under budget by a couple hundred thousand.

Kim Daughtry explained Auqafest is coming along. The City is working hard to get downtown ready. So far the only change is there will not be human foosball this year. Next year the committee is looking at having a circus with no animals.

7. **Schedule the Next Meeting** – The next meeting is scheduled for August 22, 2017.
8. **Adjourn** – Brent Kirk adjourned the meeting at 4:30pm.

2017 Utility Committee Chair:



Brent Kirk, Commissioner
Lake Stevens Sewer District