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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**

**November 28, 2017
Utility Committee**

Attendees: Commissioners Pam Stevens, Frank McDaniel and Brent Kirk; Staff: Tonya Christoffersen, Johnathan Dix and Tara Bighouse. District Engineer Leigh Nelson.

Guests from the City of Lake Stevens: Councilmembers Kim Daughtry, Rauchel McDaniel and Marcus Tageant, City Administrator Gene Brazel, Russ Wright.

1. **Called to Order** at 4:01 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 4:34 pm

Signed at a regular open public meeting this 14th day of December, 2017



Pam Stevens, Secretary and Commissioner

Frank McDaniel, Commissioner


Brent Kirk, President and Commissioner

MEETING DATE: Nov 28, 2017

TYPE: Special Mtg

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
Kevin Kase		Panel R2		Sat Inlets 2



**Utility Committee Meeting Minutes
November 28, 2017 4:00 pm**

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

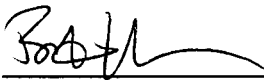
1. **Called to Order:** 4:00 PM by Commissioner Brent Kirk
2. **Roll Call:**

Attendees Representing the District: Commissioners Pam Stevens, Frank McDaniel and Brent Kirk; Staff: Tonya Christoffersen, Johnathan Dix and Tara Bighouse. District Engineer Leigh Nelson.

Attendees Representing the City of Lake Stevens: Councilmembers Kim Daughtry, Rauchel McDaniel and Marcus Tageant, City Administrator Gene Brazel, Russ Wright
3. **Agenda Approval:** Marcus moved to approve the Agenda. Pam Stevens seconded the Motion. The Motion passed.
4. **Action Items:**
 - a. **Approval of Meeting Minutes of August 22, 2017** – Kim Daughtry moved to approve the August 22, 2017 Minutes. Marcus Tageant seconded the motion. The Motion passed unanimously.
5. **Public Forum:** Kevin Kosche commented he doesn't see anything on the agenda about the unification of the sewer and city. He noted this topic has come up during the campaign and its an item on the City Council meetings. He would like to see a defined details of the path and what the road blocks and the path to get through them Brent Kirk explained from the District standpoint of how to possibly get a sub-committee, the District being only 3 Commissioners two would be a public meeting. With the District Manager leaving the District it has been on halt. Tonya Christoffersen added she has talked to the Gene Brazel and with everyone being busy. It hasn't been the priority. Moss Adams suggested hiring a facilitator and she has asked for more input from them. She doesn't feel it is has been buried, nor an elephant in the room. She doesn't believe it will be overnight. Kevin added he would like to see check points and a timeline to get to it moving or tabled.
6. **Discussion Items:**
 - a. **Apartments on 20th St SE** – Russ Wright noted the City has had conversations with an apartment developer about a vacant parcel near Tom Thumb. If they buy the property they would want to break ground in 2019 with building in 2020 and it would be over 200 apartments.
 - b. **ARCO** – Russ Wright updated ARCO is on hold and are waiting for the road design and new road intersection to get approved. It has been confirmed that Lowes will be going in on Soper and SR-9 in Marysville.
 - c. **Frontier Village** – Russ Wright noted the question is what is going on. The property managers are waiting for the intersection at Hwy 9 & 204. They are now ready to get back to work and fill the retail spaces. The City is starting to get calls from those interested in moving into the buildings.

- d. **Downtown** – Russ Wright updated the City is partway through the study. They are talking about some storm water and critical areas. Once they are done they are looking at getting it implemented and more on the North Cove redevelopment in the Spring.
 - e. **Commercial Development on 20th St SE & SRT 9** – Russ Wright noted the City has hired Lochner, Inc engineers for 91st and 24th St SE. They will be completing the design for roads and the storm water work as well as the pond. The City gave some input on the WADOT pond. The retail on that corner is moving forward.
 - f. **Hartford Annexation** – Russ Wright updated that the City has been working on Annexations in the Bonneville area and the Hartford Rd. There are some people looking to step up to get petitions. The sewer boundaries have come up. As they move forward they are looking at making sure the City and Sewer District boundaries work together. Tonya explained in the Bonneville area, there is only one property owner that wants to build a home and possibly another that wanted to a plat. Tonya explained if the District will be working with Legal counsel on an annexation procedure.
 - g. **Decant Facility – Joint Partnership** – Johnathan Dix reported he and Eric went out and visited Monroe's Decant facility. They walked away with some good ideas. The City and District have both showed interest in a joint facility to not duplicate work down the road. G&O is working on a water decant facility and other various alternatives. Gene added possibly an ILA. It would be a big benefit to partner and possibly a usage agreement with PUD to dump as well. Brent Kirk offered to share info on a DOE grant possibility.
 - h. **Joint Annexation Discussion** – Tonya added Genie had asked her how to proceed when they get these items in. She explained the options and suggested bringing to the Board to choose the parameters and how the Commissioners want to proceed. Both the District and the City want to keep their boundaries concurrent. Russ added its good practice to provide the opportunity.
- 7. **Draft Next/Future Agenda Items** – Brent added Short term goals, info on SR9 and 20th street from the District depending on the studies.
 - 8. **Schedule the Next Meeting** – The next meeting is scheduled for January 23, 2017.
 - 9. **Adjourn** – Brent Kirk adjourned the meeting at 4:34pm.

2018 Utility Committee Chair:



Brent Kirk, Lake Stevens Sewer District