

THREE LAKES WATER ASOCIATION – ANNUAL MEETING MINUTES

October 3rd, 2019

The Three Lakes Water Association Board of Trustees conducted the October 3rd, 2019 Annual Members meeting beginning at 7:02 p.m. in the Harvey Auditorium, which is part of the Snohomish County Fire District #4 Station, located at 1525 Ave D, Snohomish, Washington 98290.

Meeting Called to Order by President Bob Bartell at 7:02 p.m.

Other present Board Trustees: Vice President Chad Davis, Treasurer Tyler Eshleman, Secretary Ray Cox, Trustee Don Kemmis, Trustee Jay Klicker, and Trustee Matt Mead.

Members, Guests & Employees

Rodney Langer, Engineer of CHS Engineers

Renee Clarke, Staff Member and Recording Secretary

Kaila Klicker, Staff Member

Dan Bhathella, CPA

Several Association Members were also in attendance (a list is on file).

Association President, Bob Bartell, welcomed everyone and thanked them for attending. He then introduced the Board Trustees who were in attendance and staff.

2019 HIGHLIGHTS- SEE ATTACHED SLIDE SHOW

Water Manager's Update and Overview

(Staff member Kaila Klicker summarized the Association's activities)

Kaila Klicker introduced herself as the senior field technician. Unaccounted for water was 13.22% in the last fiscal year (7/1/18 to 6/30/19) and 20.81% as the last three-year running average. The water purchased from Everett was 18.89% less than last year at a cost of 14.74% less, and the water used by Members was 1.72% less than last year. Over the past year the entire system was flushed and all valves were operated. There were three main breaks that were repaired this year. Every fire hydrant (140) was operated and two hydrants were replaced. Staff completed 99 share transfers and 11 new shares were issued this fiscal year. The design for the Telemetry System Upgrade project was completed, which will allow for a more reliable and efficient way to monitor and control the water system. Verizon paid the Association \$19,788.24 for the cell lease.

Dan Bhathella CPA (see 2019 Fiscal Year Financial Review)

Dan Bhathella introduced himself to the members in attendance and provided the financial report to the Association. Dan Bhathella gave an overview of the Financial Plan as passed out to the members in attendance, generally reviewing each section and what information it contained. He believes that Three Lakes Water is doing well in terms of financial health. The assets of the Association are; \$4,477,037 in equity, \$853,385 in debt, Revenue vs. Expenses \$53,925 which is the goal of a non-profit company, and \$1,287,457 in cash.

Other News...

Kaila Klicker presented other news. The Association completed the 176th Ave SE Capital Improvement Project, which installed 1,635 linear feet of 8" ductile iron main. This project completed another loop in the water system and increased fire flow and reliability. The property that the

Association purchased to complete this project was sold. The Panther Lane Capital Improvement Project was also completed, which replaced 6" AC main with 2" HDPE main. This will increase reliability and water quality in this area. The Rivertown Homes Developer Extension Project was completed, which replaced 160 linear feet of 6" AC main with 8" ductile iron main and installed 600 linear feet of 8" ductile iron main. The design has been completed for the 169th Ave SE Capital Improvement Project, which will replace approximately 500 linear feet of 6" AC main with 2" HDPE main and help improve reliability in the area. The Comprehensive Water System Plan Limited Update Extension was completed, which allows the existing 2013 CWSP plan approved by the Department of Health to be extended for four more years. Staff continues to focus on operational efficiency by completing the Operation & Management Manual, updating the Cross-Connection Control Program, updating the Water Quality Monitoring Program, and updating the Emergency Response Plan. Staff also continues to focus efforts towards better communication with the membership with the use of the Association's Facebook page and website. The online payment system also continues to be improved by staff. Staff is focusing efforts towards leak detection due to the aging infrastructure within the Association. These efforts include the identification, prioritization, and replacement of water main facilities.

Trustee Vacancies

Trustee Positions 7 (presently Don Kemmis), and 8 (presently vacant) are open due to expiring terms. The Appointment and Election of Board of Trustees Policy was shown for all meeting attendees to review. A ballot vote was held at the meeting. Dorla Tam nominated Don Kemmis to serve as Trustee. Don Kemmis nominated Doug Knorr to serve as Trustee.

NEW TRUSTEE VOTING: Once all ballots are cast Rodney from CHS tallied votes then provided the results to the President.

New Trustee Voting Results

President Bob Bartell announced voting results:

Don Kemmis- 3 year term (Position 7)

Doug Knorr- 3 year term (Position 8)

The Board will meet next Tuesday at the office location. The Board will continue to meet the 2nd Tuesday of every month at the office location, 17503 58th St SE in Snohomish.

Questions

Some questions were asked by members in attendance. The board trustees responded to the questions posed.

Adjournment of the Annual Meeting

The general meeting is adjourned at 7:26 p.m.