

MINUTES OF THE REGULAR MEETING OF THE BOARD  
OF COMMISSIONERS OF VALLEY VIEW SEWER DISTRICT  
December 16, 2025

President West called the Meeting to order at 5:30 PM. In attendance were Commissioners McCaslin, Montelongo Jr., and West, General Manager LaRue, Finance Officer Onih, Maintenance Superintendent Bunn, Finance Officer Hayes, District Engineer John Hendron with RH2 Engineers.

**ROLL CALL:** The following items were prepared and discussed: a) Oath of Office for Position 2, b) Election of 2026 Board Positions, c) 2026 Water-Sewer Condominium Association Representative, and d) Resolution 2026-1 MWPAAC. After discussion, the Board commented that decisions for each item will be determined at the next Regular Board Meeting.

**VISITORS:** District resident Eric Moe attended the Meeting, addressed the Board, and shared concerns regarding property restoration at his property on 14<sup>th</sup> Ave S within the BLVD Park Sewer Extension Project. Mr. Moe stated that his property has muddy areas that have settled and require additional rock, and that lumber exposed to rain is potentially damaged, and that the two carports that existed prior to construction need to be reconstructed. Mr. Moe shared an image that was taken during construction with the Board. Mr. LaRue commented that he would visit the site and instruct Staff and/or the Contractor to remedy these issues, and that he would coordinate the work with Mr. Moe and his tenant.

**MINUTES/AGENDA:** The December 2, 2025, Regular Board Meeting Minutes were approved as corrected.

**CONSIDERATION OF MATTERS BROUGHT BEFORE THE BOARD:**

**FINANCE:**

**Accounting Report 2021-2024:** Ms. Onih informed the Board that the State Auditor is currently auditing the 2021 and 2022 Financial Statements, and the Single Audit has started for the 2022 Financial Statements. The 2023 Financial Statements were provided to the Board. Ms. Onih stated she is currently working on getting the 2024 Financials to the Accountant for review.

**Cash Balances:** The Board reviewed the November Cash Balances Report.

**Delinquent Accounts:** Ms. Hayes reported that 6 delinquent utility accounts were recently paid in full, and that 205 accounts have established payment arrangements. The Board reviewed two accounts that had delinquent balances and had not responded to District correspondence. After discussion, the Board made a motion, seconded, and approved sending two accounts to the attorney for additional collection efforts.

Mail/Bank Fraud: Mr. LaRue summarized an email sent to the Board on December 12, 2025, that stated mail fraud had occurred and that funds intended for the District had been deposited into fraudulently established bank accounts. Mr. LaRue stated that the City of Tukwila Police Department and the US Postal Inspector have been notified and that an investigation is underway. Mr. LaRue commented that the WA State Auditor's Office has been notified as well. Discussion ensued regarding an online attempt to have mail forwarded, the subsequent mail theft, and attempts to open online bank accounts to deposit and withdraw funds from stolen checks. Discussion ensued regarding the number of stolen mail items, which results in delinquent sewer utility bills until the delinquent balance is identified and the bank refunds the impacted resident, who can then pay their sewer bill. Discussion ensued regarding handling these calls, forwarding this information to the appropriate authorities, and removing late fees for anyone affected by fraudulent activity. Mr. LaRue stated that Staff has created an online USPS account to prevent future attempts to forward mail from occurring, and that Informed Delivery for Business has been enabled. Further discussion ensued regarding the District's bank accounts, and local bank representatives' comments regarding banking safeguards that should have prevented mail theft from becoming a banking issue. Mr. LaRue commented that he would have an update at the next Meeting.

#### **ATTORNEY:**

#### **ENGINEERING:**

PACE and RH2 provided the following reports.

#### **PACE**

8<sup>th</sup> Ave S Sewer Extension: No change.

S. 116<sup>th</sup> St Sewer Extension (aka 8<sup>th</sup> Ave S. 116<sup>th</sup> – 118<sup>th</sup> St Extension): Mr. Utley informed the Board that last week, PACE received a quote from APS for the potholing of the existing communication lines. Mr. Utley noted that coordination with District staff is needed to complete the utility potholing, and that after the potholing is complete, PACE will finalize the plan set and apply for a Right-of-Way Permit from the City of Burien.

5<sup>th</sup> Ave S (aka North BLVD Park): No change, Pending DOE Grant.

SR 509/S 128<sup>th</sup> ULID: No change, Pending DOE Grant.

SR 509/S 128<sup>th</sup> ULID Phase 2: No change, Pending DOE Grant.

Vallem Townhome Developer Extension: No change.

#### **RH2**

Boulevard Park Sewer Extension – Local Community Project & DOE Grant: Mr. Hendron reported that currently, approximately \$1.28M in grant funds remain. Mr. Hendron provided a graphic showing two options for proceeding with sewer construction in

unsewered areas directly north of the current project area.

- a. Option 1, includes the main and laterals on 12<sup>th</sup> Ave S between S 120<sup>th</sup> and 124<sup>th</sup> Streets

Mr. Hendron noted Option 1 is estimated to cover 100% of the costs for main and laterals, but the GFCs and side sewers would be borne by homeowners.

- b. Option 2, includes Option 1, plus the sewer on 14<sup>th</sup> Ave S.

Mr. Hendron noted Option 2 would cover approximately 50% of the cost for the main and laterals, and GFCs and side sewers would be paid by the homeowners.

The Board considered the remaining grant funds and instructed Staff and RH2 to continue design work and prepare an engineer's estimate to extend the sewers to this area. The Board instructed RH2 to extend the HCON Contract to December 31, 2026, to contractually allow HCON to build the sewers utilizing the existing contract pricing.

Mr. Hendron informed the Board that BJ's Construction is virtually done with all contract work. And HCON is substantially complete with Schedule A work, but their contract will be extended throughout 2026 to allow them to construct the next portions of the Boulevard Park work adjacent to their Schedule A work.

McMicken Heights Pump Station Upgrade (PWB and FEMA): Mr. Hendron noted that design is underway.

Generator Replacements (PWB): No change.

East Marginal Way Pump Station Consolidation Study: Mr. Hendron provided a graphic showing the existing and proposed sewers in the Study Area. Mr. Hendron informed the Board that the option shown would consolidate all flows into the District's "Pac Highway" Pump Station near the intersection of S 112<sup>th</sup> Street and Tukwila International Blvd. Mr. Hendron noted that three pump stations could be consolidated into one, eliminating the most dangerous-to-maintain stations.

Cured In Place Pipe (CIPP) Lining Project: Mr. Hendron reported that he and Mr. LaRue have been discussing CIPP projects and that the topic will be an agenda item for future Meetings. Mr. LaRue reported that the District has nearly 20 miles of concrete pipe, and that a majority of it is 65-70 years old. Discussion ensued regarding the concrete pipes' 75-year life expectancy and the potential \$50,000,000 cost to line the sewer mains. Mr. LaRue noted that if this cost were \$2.5M annually, and if the District averages 13,000 residential customer equivalents, then \$16.00 per month may be necessary to fund this potential expense. Mr. LaRue commented that the cost and replacement strategy will be presented at a future Meeting after additional design discussions occur.

## **MANAGER REPORT:**

Resolution 2025-6 Authorizing Removal of Certain Sewer Service Accounts: Mr. LaRue

summarized recent Meeting discussions regarding Resolution 2025-6, and provided the draft Resolution, which was edited by Mr. Frimodt, to the Board. Discussion ensued regarding providing a General Facility Charges (GFC) credit to owners who previously paid GFCs when properties are removed from service for five years or more. Mr. LaRue commented that the Resolution also included increasing the Finance Contract Administrative Fee from \$35 to \$55. After discussion, the Board made a motion, which was seconded and passed, approving Resolution 2025-6.

**CITIZEN'S ADVISORY COMMITTEE (CAC):**

**MISCELLANEOUS:**

Unclaimed Property: Ms. Hayes informed the Board that we have successfully received funds amounting to \$1,272.43 for the claims we filed with the Department of Revenue, Unclaimed Property.

**RESOLUTIONS:**

**CONTRACTS:**

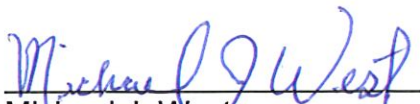
**VOUCHERS:**


The Board approved Maintenance Fund Vouchers #41871 to #41914 and online payments in the amount of \$1,232,800.28 and Construction Fund Vouchers #2522 to #2523 in the amount of \$890,580.86.


**EXECUTIVE SESSION:**

Occurred under Manager's Report.

The Regular Board Meeting adjourned at 7:00 PM.

  
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Michael J. West  
President

  
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Deborah McCaslin  
Secretary

  
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Juan Montenegro Jr.  
Vice-President