

MINUTES OF THE REGULAR MEETING OF THE BOARD
OF COMMISSIONERS OF VALLEY VIEW SEWER DISTRICT
April 18, 2023

President West called the Meeting to order at 5:30 PM. In attendance were Commissioners McCaslin, and West, General Manager LaRue, Finance Officer Onih, Field Superintendent Bunn, Kirk Utley with PACE Engineers, and John Hendron with RH2 Engineers.

ROLL CALL: A motion was made, seconded and passed excusing Commissioner Fernald from the April 18, 2023, Regular Board Meeting.

VISITORS:

MINUTES/AGENDA: The April 11, 2023, Regular Board Meeting Minutes were approved as corrected.

CONSIDERATION OF MATTERS BROUGHT BEFORE THE BOARD:

FINANCE:

Billing/Payment Trends 2023: Mr. LaRue informed the Board that the District's total amounts for bills sent, and payments made continue to increase, commenting the 25% increase from last year is partially due to annual rate increases.

Cash Balances: The Board reviewed March Cash Balances.

Delinquent Accounts: Mr. LaRue reported seven delinquent accounts were recently paid in full and commented that 165 accounts had established payment arrangements. Mr. LaRue reported three special assessment accounts had been brought current.

District Aging Report Trends 2023: Mr. LaRue stated the balances within the Aging Report continue on a downward trend toward pre-COVID numbers. Discussion ensued regarding the fluctuations of residential cycles which is due to the timing of creating the Report and billing due dates.

ATTORNEY:

ENGINEERING:

RH2 and PACE gave the following reports.

RH2

Boulevard Park Sewer Extension – Local Community Project: Mr. Hendron informed the Board that some easements are being moved to improve the District's ability to obtain

them. Mr. Hendron added coordination with the City of Burien regarding a potential storm drainage project taking place. Discussion ensued regarding the easement acquisition and the City's stormwater improvement plans.

11th Ave S Potential Sewer Extension: Mr. Hendron provided to the Board a graphic showing a draft design to serve 28 properties in 11th Ave S and 12th Ave S in the vicinity of S 120th St. The draft project cost estimate is approximately \$1,138,000, yielding a cost per customer of approximately \$40,600 per lot. Mr. Hendron proposed an information meeting for May 16th, or June 6th, 2023, to determine the level of interest for this project. After discussion, the Board directed the Staff to send a letter to residents within the potential 11th Ave S Sewer Extension area to determine the level of interest in having sewers extended to serve their properties, which includes an invitation to meet with Staff for a daytime meeting, and a second opportunity during an evening Public Meeting that would be held after a future Regular Board Meeting.

PACE

8th Ave S Sewer Extension: Mr. Utley informed the Board that coordination work with King County is ongoing for the grant contract. Mr. Utley commented PACE is currently revising the design to push the sewer line on 7th PL S south onto private property for four lots, which means the District will need to obtain easements from five property owners within the project area.

Comprehensive Plan Update: No change.

Diwan SP Developer Extension: No change.

S 136th St /6th Ave S Sewer: Mr. Utley reported that PACE and the District are looking at a couple of options for new sewer service to the residences on 6th Ave S. just north of S 136th St. The District is trying to get a meeting with Ron Hall, General Manager with Southwest Suburban Sewer District to discuss sewer connection options. The District would like to connect into the Habitat for Humanity Site that is not yet constructed.

98 Townhomes Located at 6th Ave S/S 100th St: Mr. Utley commented Barghausen Engineers inquired about Sewer Availability for a site located at 6th Ave S & 100th St. The initial project information includes 98 townhomes, which would require a Developer's Extension if the developer proceeds with their planned improvements.

MANAGER REPORT:

COVID-19 Update: Mr. LaRue presented the Board with a draft of Resolution 2023-2, which would rescind Resolutions 2020-2 and 2020-3. After discussion, a motion was made, seconded, and passed, approving Resolution 2023-3, ending the District's Declaration of Local Emergency and Related COVID-19 policies adopted by Resolutions 2020-2 and 2020-3.

Commissioner Protocol Manual: Mr. LaRue provided the Board with copies of the Manual and reported this task is complete and will no longer appear as an agenda item.

Upcoming Grant Applications: Mr. LaRue informed the Board that Staff has been discussing future grant opportunities with Department of Commerce Staff regarding future Connecting Housing to Infrastructure (CHIP) grant cycles, and added Staff is talking with a developer about site development plans for 27 cottages that should be eligible for funding. The affordable housing project would need a public agency sponsor, and Mr. LaRue is talking with the ownership group about this process. In addition, Mr. LaRue informed the Board that King County Public Health has asked if he could present information regarding sewer connection costs, aging infrastructure, and recently funded grant projects that the District has completed to their grant administering panel. Mr. LaRue commented that he plans on presenting this information in May 2023.

CITIZEN'S ADVISORY COMMITTEE (CAC): None.

MISCELLANEOUS:

MWPAAC: None.

Retro Rating Committee Meeting: None.

King County Election Notification: Mr. LaRue informed the Board that he emailed a King County Election Office announcement to Board members regarding the timeline for registering to be on the 2023 ballot. Discussion ensued regarding Commissioner seats that expire at the end of the year. Commissioner McCaslin informed the Board and Staff that she would be pursuing re-election to the Board.

WASWD Spring Conference: Commissioner West provided a report on the information he gathered at the WASWD Spring Conference.

RESOLUTIONS:

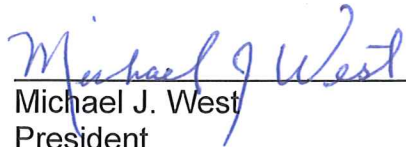
CONTRACTS:

VOUCHERS:

The Board approved Maintenance Fund Vouchers #39437 to #39457 and online payments in the amount of \$64,840.24.


EXECUTIVE SESSION: None.

The Regular Board Meeting adjourned at 6:34 PM.



Michael J. West
President

Pam Fernald
Secretary



Deborah McCaslin
Vice-President