CALL TO ORDER

APPROVAL OF AGENDA

PUBLIC COMMENTS
Public comment is limited to three minutes per person or five minutes per group

CONSENT AGENDA
A Approval of Minutes of Regular Meeting of October 19, 2015
B Approval of Minutes of Regular Meeting of December 21, 2015
C Approval of Agreement with Cascade Water Alliance Regarding Insurance Coverage
D Approval of the Blanket Summary Voucher Approval Document

ACTIVE AGENDA
A City of Sammamish Interest in Surplus Property
B Initial Discussion of Board Retreat Topics

REPORTS
A Attorney
B General Manager
C Commissioner

ADJOURN

The Regular Meeting of Tuesday, January 19, 2016 Has Been Cancelled
Next Meeting - Regular Meeting - Monday, February 1, 2016
Consent Agenda
Consent Agenda

Item A
Board President Lloyd Warren called the regular meeting to order at 4:04 p.m. A quorum represented by Commissioners Lloyd Warren, Mary Shustov, Tom Harman, and Mahbubul Islam was present. Also present were District staff Jay Krauss, Jay Regenstreif, Scott Jonas, Kevin DeRouen, Angel Barton, Kyle Wong, and Paddy Moe. John Milne, District legal counsel, was also present. Commissioner Moran had an approved absence.

APPROVAL OF THE AGENDA

- **Motion:** Commissioner Shustov made a motion approving the agenda. Commissioner Islam seconded the motion.
  The motion carried unanimously.

PUBLIC COMMENTS

- There were none.

CONSENT AGENDA

<table>
<thead>
<tr>
<th>Employment Agreement:</th>
<th>General Manager Employment Agreement</th>
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</thead>
<tbody>
<tr>
<td>Vouchers:</td>
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<tr>
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<td>WT.121474 $41,750.02</td>
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- **Motion:** Commissioner Shustov made a motion approving the consent agenda as presented. Commissioner Harman seconded the motion.
  The motion carried unanimously.
A. INSURANCE RENEWAL UPDATE
Krauss reported that the District will continue its health insurance policy with Group Health through March, 2017. Krauss explained this will give the District more time to develop a strategic plan for future health benefits for the District and its employees.

Krauss reported that, after the first of the year, the District will issue a Request for Qualifications (RFQ) for medical insurance brokerage services, and develop a strategic direction for fringe benefits.

B. POLICY ON PREVIOUSLY UNIDENTIFIED PADLOCKED METERS
Barton provided the Board with policy options regarding previously unidentified padlocked meters. Barton then explained each option provided.

- Motion: Commissioner Shustov made a motion to adopt the policy on previously unidentified padlocked meters that when a dormant, previously unidentified water service is discovered, the property owner will be notified of the discovery of the meter and informed of the current policy of billing for base charges that began in 2012; the policy would be effective on the date of adoption. If the customer chooses to terminate the water service in accordance with the water service termination policy and completes the application for termination within 45 days of being notified, the customer will not be billed any charges for the meter. If the customer chooses to keep the water meter service and not terminate, or if they do not complete the application for water service termination within 45 days of being notified, the account will be charged base charges from the day the meter was discovered. Commissioner Islam seconded the motion.
  The motion carried unanimously.

- Motion: With respect to the deVitas who had a padlocked meter, Commissioner Shustov made a motion to accept the application for water service termination and approve their request to be credited any charges for the meter. Commissioner Harman seconded the motion.
  The motion carried unanimously.

ATTORNEY/MANAGER/COMMISSIONER REPORTS

Attorney
- Reported he will be giving a presentation on indemnity and insurance provisions for contracts at the Water and Sewer Risk Management Pool (WSRMP) Fall Conference on October 22, 2015.

General Manager
- Reported the Northeast Sammamish Sewer and Water District’s (NESSWD) Board has agreed to meet with the District’s Board on November 17, 2015. Krauss and the Board discussed possible topics, including the Joint Tank Agreement, governance and service delivery, and cell tower philosophy in regards to site facilities.
- Reported the 2016 District Budget will be ready for presentation a week earlier than usual.
- Reported on the status of the AMI (Advanced Metering Infrastructure) contract with Mueller Systems, LLC. Krauss further reported District staff is now planning for the implementation stage of the AMI program.

Commissioners
Commissioner Warren
- Reported on his attendance at a recent Cascade Water Alliance (CWA) committee meeting regarding water quality.
ADJOURN
As there were no further persons to be heard or business to discuss, the meeting was adjourned at 4:45 p.m.

Mary Shustov, Secretary
Consent Agenda

Item B
Board President Lloyd Warren called the regular meeting to order at 5:24 p.m. A quorum represented by Commissioners Lloyd Warren, Mary Shustov, and Tom Harman was present. Mahbubul Islam had an excused absence. Also present were District staff Jay Krauss, Jay Regenstreif, Janet Sailer, Scott Jonas, Kevin DeRouen, Angel Barton, Tammy Whipple, and Paddy Moe.

- **Motion:** Commissioner Shustov made a motion to excuse Commissioner Moran from the December 21, 2015 Board meeting. Commissioner Harman seconded the motion.
  
  The motion carried unanimously.

### APPROVAL OF THE AGENDA

- **Motion:** Commissioner Harman made a motion approving the agenda as presented. Commissioner Shustov seconded the motion.
  
  The motion carried unanimously.

### PUBLIC COMMENTS

- There were none.

### CONSENT AGENDA

**Initial Acceptance Resolution:**

4544 - Lancaster 223rd – Parcels 0424069165, 0424069167, 0424069168, 0424069170

**Final Acceptance Resolutions:**

4545 - Inglewood Paul 210th Ave NE Relocation – Parcels 3575304425, 3575304430, 3575304956, 3575304958

4546 - Nelsen-Catterall Iss Pine Lake Property – Parcels 1524069036, 1524069043, 1524069048

4547 - 2015 Asphalt Patch & Casting Adjustment

4548 - 16th Sammamish Plat – Parcels 2625069077, 2625069078, 2625069025

**Change Order and Final Acceptance Resolution:**

4549 - District Site Expansion Security Equipment Installation Contract – Change Order No. 1 and Final Acceptance

**Vouchers:**

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- **Motion:** Commissioner Shustov made a motion approving the consent agenda as presented. Commissioner Harman seconded the motion. The motion carried unanimously.

**A. WEBSITE PRESENTATION AND BRANDING UPDATE**

Because there was not a quorum at the beginning of the meeting, the website presentation was started prior to the meeting being called to order. Gail Twelves, Eric Nord, and Hugh Saffel, from Twelves Unlimited LLC, then continued their presentation of the draft website.

**ATTORNEY/MANAGER/COMMISSIONER REPORTS**

*Commissioners*

**Commissioner Harman**
- Reported the Washington Association of Sewer and Water Districts cancelled the December 21, 2015 Section IV meeting.

**Commissioner Warren**
- Reported on his attendance at the District’s staff holiday party held on December 16, 2015.

**ADJOURN**

As there were no further persons to be heard or business to discuss, the meeting was adjourned at 5:31 p.m.

Mary Shustov, Secretary
Consent Agenda

Item C
SAMMAMISH PLATEAU WATER & SEWER DISTRICT  
KING COUNTY, WASHINGTON

RESOLUTION NO.__________

RESOLUTION OF THE BOARD OF COMMISSIONERS OF SAMMAMISH PLATEAU WATER AND SEWER DISTRICT, KING COUNTY, WASHINGTON, APPROVING AN INTERLOCAL COOPERATION AGREEMENT WITH CASCADE WATER ALLIANCE FOR THE PURCHASE AND SHARING OF EXCESS EARTHQUAKE INSURANCE; AND AUTHORIZING AND DIRECTING THE DISTRICT GENERAL MANAGER TO EXECUTE AND IMPLEMENT SUCH AGREEMENT ON BEHALF OF THE DISTRICT.

WHEREAS, the Sammamish Plateau Water and Sewer District (“District”) is a water-sewer special purpose district authorized and existing pursuant to Title 57 Revised Code of Washington (RCW); pursuant to such authority, the District owns and operates water and sewer utility systems and provides retail utility services to customers located within the District's corporate and approved utility service area boundaries; and

WHEREAS, Cascade Water Alliance (“Cascade”) is a municipal corporation established under the authority of Chapter 39.106 RCW, the Joint Municipal Utilities Services Act, to further the interests of its members with respect to water supply and to work cooperatively with other water supply entities in the central Puget Sound region; pursuant to such authority, Cascade owns and operates a water system for the benefit of its members; and

WHEREAS, the District is a member of and receives water supply from Cascade (the District and Cascade individually a “Party” and collectively the “Parties”); and

WHEREAS, Each Party is responsible for managing risk associated with the assets owned or used by their respective organizations and each is a member of the Water and Sewer Risk Management Pool (“Pool”); the Pool provides its Members insurance coverage including General Liability, Property, and Excess Liability; and, in the event of regional earthquake damage, the Pool’s total coverage among its Members would be limited to a total that the Parties believe may be insufficient to cover damages incurred to their respective facilities; in consultation with the Pool, each Party has determined it desires to purchase Excess Earthquake insurance coverage to cover losses in excess of the Pool coverage; and

WHEREAS, the Parties have determined it is in the public interest for the Parties to jointly purchase an Excess Earthquake insurance policy and to share loss coverage, and have negotiated an agreement in the form attached hereto as Exhibit A and incorporated herein in full by this reference (“Interlocal Cooperation Agreement Between Cascade Water Alliance and Sammamish Plateau Water and Sewer District for Sharing of Excess Earthquake Insurance Policy” or “Interlocal Agreement”) setting forth the terms and conditions pursuant to which the Parties will jointly purchase and share Excess Earthquake insurance; and
WHEREAS, the Parties are authorized pursuant to chapter 39.34 Revised Code of Washington (RCW), the Interlocal Cooperation Act, to undertake joint and cooperative action on such terms and conditions as may be mutually agreed to by the Parties; now, therefore,

BE IT RESOLVED, by the Board of Commissioners of Sammamish Plateau Water & Sewer District, King County, Washington, as follows:

1. The recitals to this Resolution set forth above are hereby adopted by this reference.

2. The Interlocal Agreement in the form attached hereto as Exhibit A is hereby approved.

3. The District General Manager is hereby authorized and directed to execute the Interlocal Agreement on behalf of the District, and following its approval and execution by Cascade, is authorized and directed to implement the Interlocal Agreement’s terms.

ADOPTED by the Board of Commissioners of Sammamish Plateau Water and Sewer District, King County, Washington, at a regular open public meeting held on the 18th day of January, 2016.

**Individual Commissioner’s Vote on this Resolution:**

| Approved: | | Lloyd Warren, President and Commissioner |
|----------|-----------------|
| Opposed: | | |
| Abstained: | | |
| Absent: | | |

| Approved: | | Karen Moran, Vice President and Commissioner |
|----------|-----------------|
| Opposed: | | |
| Abstained: | | |
| Absent: | | |

| Approved: | | Mary Shustov, Secretary and Commissioner |
|----------|-----------------|
| Opposed: | | |
| Abstained: | | |
| Absent: | | |

| Approved: | | Tom Harman, Commissioner |
|----------|-----------------|
| Opposed: | | |
| Abstained: | | |
| Absent: | | |

| Approved: | | Mahbubul Islam, Commissioner |
|----------|-----------------|
| Opposed: | | |
| Abstained: | | |
| Absent: | | |
This Interlocal Cooperation Agreement ("Agreement") is entered into pursuant to the Interlocal Cooperation Act (Chapter 39.34 RCW) by and between Cascade Water Alliance ("Cascade") and Sammamish Plateau Water and Sewer District ("the District"), each a municipal corporation under the laws of the State of Washington (individually, a "Party" and collectively, the "Parties").

A. Each Party is responsible for managing risk associated with the assets owned or used by their respective organizations and each is a member of the Water and Sewer Risk Management Pool ("Pool"). The Pool provides its Members insurance coverage including General Liability, Property, and Excess Liability.

B. In the event of regional earthquake damage, the Pool’s total coverage among its Members would be limited to a total that the Parties believe may be insufficient to cover damages incurred to their respective facilities. In consultation with the Pool, each Party has determined it desires to purchase Excess Earthquake insurance coverage to cover losses in excess of the Pool coverage.

C. The Parties have determined it is in the public interest for the Parties to jointly purchase an Excess Earthquake insurance policy and to share loss coverage.

D. The purpose of this Agreement is to establish the terms under which the Parties will undertake the acquisition of the Excess Earthquake insurance policy coverage, share the premium payments, and share the coverage.

TERMS AND CONDITIONS OF AGREEMENT

NOW, THEREFORE, in consideration of the following terms and conditions, the Parties agree as follows.

1.0 DURATION OF AGREEMENT

1.1 This Agreement will take effect on the date when last signed by an authorized representative of each Party ("Effective Date").
1.2 Unless extended by written amendment as provided in Section 8.5 or terminated earlier as provided in Section 6 herein, this Agreement will expire five (5) years after the Effective Date.

2.0 ESTABLISHMENT OF COVERAGE

2.1 For the initial purchase of an Excess Earthquake insurance policy, the Parties will engage the Pool’s insurance broker or another broker as agreed upon to identify options for insurance policies. The initial level of coverage to be purchased is Ten Million Dollars ($10 Million). The Parties, in consultation with the Pool, will jointly select the policy for purchase and the limits of coverage. The Excess Earthquake insurance policy will cover the Parties’ assets listed (“Listed Assets”) in Attachment A.

2.2 Thereafter, on an annual basis, the Parties, in consultation with the Pool, shall reevaluate (1) the Excess Earthquake insurance policy and insurer, (2) the limits of coverage, (3) the Listed Assets, and, if necessary, re-engage the services of the Pool’s insurance broker or another broker as agreed upon for identification of alternative policies. The Parties shall equally share the cost, if any, of the insurance broker’s services. Agreement on changes to the policy, insurer, limits of coverage, and Listed Assets must be in writing pursuant to Section 8.5.

3.0 PAYMENT OF PREMIUMS

3.1 The Parties shall equally share the cost of the Excess Earthquake insurance policy premium.

3.2 When the Excess Earthquake insurance policy is purchased, the Parties shall require the insurer (1) to bill each Party fifty percent (50%) of each premium payment and (2) to notify both Parties of a late or delinquent payment by either Party.

3.3 In the event of a delinquency in payment by one Party ("Delinquent Party"), the other Party ("Paying Party") may choose to pay the delinquent payment in order to maintain continuity of coverage and the Delinquent Party shall owe the full payment plus five (5) % interest to the Paying Party until the Delinquent Party reimburses the Paying Party for the delinquent payment plus interest owing. Unless otherwise stated in writing by the Paying Party, this Agreement terminates under Section 6 ten (10) days after notice of a delinquent payment under Section 3.2.

4.0 SHARING OF LOSS COVERAGE

4.1 In the event of covered loss to any Listed Asset, the Party or Parties incurring the loss will claim compensation in the following order: (1) coverage by the Pool will be claimed for the full amount of the loss, and (2) coverage by the Excess Earthquake
insurance policy will be claimed for any amount of loss not covered by the Pool’s insurance coverage.

4.2 For a covered loss to any Listed Asset not fully covered and compensated by the Pool’s insurance coverage, the Parties will jointly claim compensation under the Excess Earthquake insurance policy with instructions to the insurer to pay, up to the limits of coverage, by dividing the coverage between the Parties so that each Party will have available to it up to Five Million Dollars ($5 Million) of coverage and compensation for their respective claims. For example, if the total claimed losses are within the limits of coverage, then both parties will be fully reimbursed as provided in the policy up to the amount of Five Million Dollars ($5 Million) for their respective claims; provided, if a Party’s covered loss does not exceed Five Million Dollars, the Party shall make its unused coverage available to the other Party if the other Party’s loss exceeds its allocated coverage.

5.0 OTHER SOURCES

5.1 Any other source of compensation for loss to the Listed Assets other than the Pool and the Excess Earthquake insurance policy covered by this Agreement, including but not limited to other insurance purchased by either Party, self-insurance, or coverage by the Federal Emergency Management Agency, will not affect or be affected by this Agreement.

6.0 TERMINATION OF AGREEMENT

6.1 Either Party may terminate this Agreement in its entirety by giving notice to the other Party at least six (6) months before the next Excess Earthquake insurance policy premium is due.

6.2 Unless otherwise stated in writing by the Paying Party, this Agreement terminates 10 days after notice of a delinquent payment under Section 3.2. Upon termination under this Section 6.2, the Delinquent Party will no longer be eligible to share loss of coverage under the Excess Earthquake insurance policy purchased under this Agreement.

7.0 LEGAL RELATIONS

7.1 No joint venture or partnership is formed as a result of this Agreement. Nothing in this Agreement shall make a Party responsible for losses or damages incurred or caused by the other Party.

8.0 GENERAL
8.1 Filing of Agreement. Pursuant to RCW 39.34.040, prior to its entry into force, this Agreement shall be filed with the King County Recorder's Office or, alternatively, listed by subject on a Party's web site or other electronically retrievable public source.

8.2 No Assignment. No Party shall transfer or assign a portion or all of its responsibilities or rights under this Agreement, except with the prior written authorization of the other Party.

8.3 Dispute Resolution. If one Party believes the other Party has failed to comply with the terms of this Agreement, the Parties will attempt to resolve the matter informally. If the matter is not resolved, then the aggrieved Party shall be entitled to pursue any legal remedy available.

8.4 Entire Agreement. The Parties agree that this Agreement, including the attachments, constitutes a single, integrated, written contract expressing the entire understanding and agreement between the Parties. No other agreement, written or oral, expressed or implied, exists between the Parties with respect to the subject matter of this Agreement, and the Parties declare and represent that no promise, inducement, or other agreement not expressly contained in this Agreement has been made conferring any benefit upon them.

8.5 Amendment Only In Writing. This Agreement may be amended by the Parties only in writing signed by the Parties’ duly authorized representatives.

8.6 Notice. Any notice under this Agreement shall be in writing and shall be addressed to the District’s General Manager or Cascade’s Executive Director at the addresses set forth below, provided a Party may change such address by at least thirty (30) days prior written notice to the other Party. Any notice may be given by certified mail, overnight delivery, facsimile telegram, or personal delivery. Notice is deemed given when delivered.

8.7 Choice of Law; Venue. This Agreement and any rights, remedies, and/or obligations provided for in this Agreement shall be governed, construed, and enforced in accordance with the substantive and procedural laws of the State of Washington. The Parties agree that the Superior Court of King County, Washington shall have exclusive jurisdiction and venue over any legal action arising under this Agreement.

8.8 Counterparts. This Agreement shall be executed in counterparts, any one of which shall be deemed to be an original, and all of which together shall constitute one and the same instrument.

8.9 Recitals Incorporated by Reference. The Recitals set forth above are incorporated herein in full by this reference.
8.10 Authority. The individuals signing this Agreement on behalf of their respective Party represent and warrant they are duly authorized to execute this Agreement on behalf of their respective Party.

IN WITNESS WHEREOF, authorized representatives of the Parties have signed their names in the spaces provided below.

CASCADE WATER ALLIANCE

By: __________________________
Its: __________________________
Dated: ________________________
520 112th Ave NE Ste 400
Bellevue, WA 98004

SAMMAMISH PLATEAU WATER AND SEWER DISTRICT

By: __________________________
Its: __________________________
Dated: ________________________
1510 228th Ave SE
Sammamish, WA 98075
Attachment A

LISTED ASSETS
Consent Agenda

Item D
BLANKET VOUCHER APPROVAL DOCUMENT

Government Unit: Sammamish Plateau Water & Sewer District Fund #09-082-0999

AUDITING OFFICER CERTIFICATION: (If Board approves via meeting minutes):

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the above-named governmental unit, and that I am authorized to authenticate and certify to said claim.

Signed: ___________________________ 1-13-2014  
General Manager  
(Date signed)

Vouchers: DD.14214-14275  
Fund: 09-082-0999

Payroll: Employees @ SPWS
1510 228th Ave SE
Sammamish WA 98075

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1/15/2016

AMOUNT ALLOWED: $111,653.85

COMMISSIONER MEETING TARGET DATE: 1/18/2016

Attached is Payroll Final Check List posted via EDEN for this payroll period.
BLANKET VOUCHER APPROVAL DOCUMENT
Sammamish Plateau Water & Sewer District
FUND # 09-082- 0010

Auditing Officer Certification (If Board approves via meeting minutes):
I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the above-named governmental unit, and that I am authorized to authenticate and certify to said claim.

Signature _______________________________ Date 1-13-2016
General Manager

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5 VOUCHERS FOR BANK CODE : 0010
REQUESTED WARRANT DATE: 1/15/2016
BUCC10-1-D1 (KING COUNTY)

PAGE TOTAL : 79,842.07
GRAND TOTAL : 79,842.07
BLANKET VOUCHER SUMMARY APPROVAL DOCUMENT  
Government Unit: SAMMAMISH PLATEAU WATER & SEWER DISTRICT ALL FUNDS

BOARD OF COMMISSIONERS APPROVAL:

We the undersigned Board of Commissioners of the above named Governmental unit of King County, Washington do hereby certify that the merchandise or services hereinafter specified have been received and the vouchers identified below are approved for payment.

Commissioner Meeting Target Date  01/18/2016

BOARD MEMBERS: (1)  

BOARD MEMBERS: (2)  

BOARD MEMBERS: (3)  

BOARD MEMBERS: (4)  

BOARD MEMBERS: (5)  

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BUC010-1-D1(King County)  
CORRECT GRAND TOTAL  $191,495.92  
EFT request Date:  01-15-16
Auditing Officer Certification (If Board approves via meeting minutes):

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the above-named governmental unit, and that I am authorized to authenticate and certify to said claim.

Signature

General Manager

Date 1/13/2016

<table>
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<tr>
<th>LINE</th>
<th>NAME OF PAYEE/CLAIMANT</th>
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1 VOUCHERS FOR BANK CODE : 0010

REQUESTED WARRANT DATE: 1/25/2016

BUCC10-1-D1 (KING COUNTY)

PAGE TOTAL : 86,102.07
GRAND TOTAL : 86,102.07
Auditing Officer Certification (If Board approves via meeting minutes):

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the above-named governmental unit, and that I am authorized to authenticate and certify to said claim.

Signature: ____________________________  Date: 1-13-2016

General Manager

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<tr>
<th>LINE</th>
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1 VOUCHERS FOR BANK CODE : 1010
REQUESTED WARRANT DATE: 1/25/2016

PAGE TOTAL : 153.88
GRAND TOTAL : 153.88
BLANKET VOUCHER SUMMARY APPROVAL DOCUMENT
Government Unit: SAMMAMISH PLATEAU WATER & SEWER DISTRICT ALL FUNDS

BOARD OF COMMISSIONERS APPROVAL:
We the undersigned Board of Commissioners of the above named Governmental unit of King County, Washington do hereby certify that the merchandise or services hereinafter specified have been received and the vouchers identified below are approved for payment.

Commissioner Meeting Target Date: 01/18/2016

<table>
<thead>
<tr>
<th>BOARD MEMBERS: (1)</th>
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CORRECT GRAND TOTAL **$86,255.95**

EFT request Date: 01/25/16
Special District Voucher Approval Document

Scheduled Payment Date: 01/22/2016
Total Amount: $110,700.26
Control Total: 65
Payment Method: WARRANT

District Name: Sammamish Plateau Water and Sewer District
File Name: AP_SAMWTSWR_APSUPINV_20160113092948.csv
Fund #: 090820010

Preparer's Name: Taryn Counts
Email Address: Accountspayable@spwsd.org

CONTACT INFORMATION

PAYMENT CERTIFICATION

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered, the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim(s) is(are) just, due and unpaid obligation against the above-named governmental unit, that I am authorized to authenticate and certify to said claim(s).

Authorized District Signature(s) for Payment of Claims (Auditing Officer(s) or Board Member(s)):

[Signature]
Date: 1-13-2016

[Signature]
Date

[Signature]
Date

[Signature]
Date

SUBMIT SIGNED DOCUMENT TO:
King County Accounts Payable
Attn: Special Districts
401 5th Avenue, Room 323
Seattle, WA 98104

Email: SpecialDist.AP@kingcounty.gov
Fax: (206) 263-3767

KING COUNTY FINANCE USE ONLY:

Batch Processed By:
Date Processed:

Page 1 of 3
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Printed On Wednesday, January 13, 2016 at 09:29:56 AM
## Special District Voucher Approval Document

**District Name:** Sammamish Plateau Water and Sewer District

**File Name:** AP_SANWTSWR_APSUPINV_20160113092948.csv

### Payee (Vendor Name) | Vendor No. | Vendor Site | Invoice No. | Invoice Date | Inv. Amount | Description
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KESTREL RIDGE CONDOMINIUM | 122064 |  | 01/22/2016 | $593.62 | CUST REIM #31029-00 |
MANI RAMAMOORTHY | 122078 |  | 01/22/2016 | $40.00 | CUST REIM #15965-01 |
NATIONAL SAFETY INC | 122068 |  | 01/22/2016 | $349.09 | WO # 20948 - HARD HAT REFLECTIVE STRIPES |
NEWEGG BUSINESS INC | 122069 |  | 01/22/2016 | $11,175.05 | WORKSTATION (BANGEL) |
OFFICE DEPOT-ON LINE | 122070 |  | 01/22/2016 | $472.19 | OFFICE SUPPLIES |
OTTO & GINA PUPKER | 122072 |  | 01/22/2016 | $331.99 | CUST REIM #28326-01 |
PLATEAU MOTORS | 122073 |  | 01/22/2016 | $50.50 | WO # 39069 - OIL CHANGE/UNIT 55 |
PRIORITY MANAGEMENT SYSTEMS | 122074 |  | 01/22/2016 | $81.92 | OFFICE SUPPLIES |
PROJECT MANAGEMENT INSTITUTE | 122075 |  | 01/22/2016 | $159.00 | ANNUAL MEMBERSHIP DUES TAMMY WHIPPLE |
PUGET SOUND ENERGY | 122076 |  | 01/22/2016 | $48,869.07 | GAS DISTRICT OFFICE |
PUGET SOUND ENERGY | 122077 |  | 01/22/2016 | $25.22 | ELECTRICITY GREEN ACRES INTERTIE |
RYAN HERCO FLOW SOLUTIONS | 122080 |  | 01/22/2016 | $83.00 | RYAN HERCO PRODUCTS CORP. |
Sammamish Plateau Water/Sewer | 122081 |  | 01/22/2016 | $51.79 | WTR @ PINE LK GLEN LS |
SCOTT MILTON | 122067 |  | 01/22/2016 | $372.47 | CUST REIM #19545-00 |
SEATTLE TIMES | 122082 |  | 01/22/2016 | $914.30 | LEGAL NOTICES - SURPLUS |
SHRM | 122083 |  | 01/22/2016 | $190.00 | ANNUAL MEMBERSHIP SHELVY FYFE |
STEVE WATSON | 122093 |  | 01/22/2016 | $375.10 | CUST REIM #12510-00 |
STEVEN & HEIDI ALBRITTON | 122032 |  | 01/22/2016 | $69.23 | CUST REIM #29036-01 |
TANNER ELECTRIC COOP | 122084 |  | 01/22/2016 | $808.73 | ELECTRICITY WELL 12 |
TCCC GROUP RETRO | 122085 |  | 01/22/2016 | $859.22 | TCCC COMP GROUP RETRO PLAN |
THOMAS & TAMARA TSUKISHIMA | 122087 |  | 01/22/2016 | $384.24 | CUST REIM #17440-00 |
THOMAS HILL | 122058 |  | 01/22/2016 | $183.79 | CUST REIM #27664-00 |
TIBBETTS HOA | 122086 |  | 01/22/2016 | $7,063.72 | REFUND CREDIT BALANCE FROM LEAK ADJUSTME |
UBM-UNITED BUSINESS MACHINES | 122088 |  | 01/22/2016 | $1,408.36 | PRINTER MAINTENANCE |
UNIFIRST CORPORATION | 122089 |  | 01/22/2016 | $171.55 | JANITORIAL |
UNITED STATES POSTAL SERVICE | 122090 |  | 01/22/2016 | $750.00 | POSTAGE: 01-22-16 |
WARREN REID | 122079 |  | 01/22/2016 | $387.42 | CUST REIM #16850-00 |
WASHINGTON WORKWEAR STORES INC | 122091 |  | 01/22/2016 | $465.39 | SEASONAL BACKPACKS FOR PPE |
WATER MANAGEMENT LAB | 122092 |  | 01/22/2016 | $453.00 | WATER SAMPLING |
WELLSPRING GROUP EAP INC | 122094 |  | 01/22/2016 | $128.24 | EAP SERVICES: DEC 2015 |
XINLI ZHOU | 122095 |  | 01/22/2016 | $198.64 | CUST REIM #24401-01 |

Printed On Wednesday, January 13, 2016 at 09:29:56 AM
Special District Voucher Approval Document

Scheduled Payment Date: 01/22/2016
Total Amount: $581.41
Control Total: 2
Payment Method: WARRANT

District Name: Sammamish Plateau Water and Sewer District
File Name: AP_SAMWTSWR_APSUPINW_20160113093335.csv
Fund #: 090821010

Joint Funds 200326-200327

Preparer's Name: Taryn Counts
Email Address: AccountsPayable@SPWSD.org

PAYMENT CERTIFICATION

RCW (42.24.080)
I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered, the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim(s) is(are) just, due and unpaid obligation against the above-named governmental unit, that I am authorized to authenticate and certify to said claim(s).

Authorized District Signature(s) for Payment of Claims (Auditing Officer(s) or Board Member(s)):

Date: 1-13-2016

Authorized District Signature

Date

Authorized District Signature

Date

Authorized District Signature

Date

Authorized District Signature

Date

Common Meeting Target Date: 01-18-16

SUBMIT SIGNED DOCUMENT TO:
King County Accounts Payable
Attn: Special Districts
401 5th Avenue, Room 323
Seattle, WA 98104

Email: SpecialDist.AP@kingcounty.gov
Fax: (206) 263-3767

KING COUNTY FINANCE USE ONLY:
Batch Processed By:
Date Processed:

Printed On Wednesday, January 13, 2016 at 09:33:40 AM
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Special District Voucher Approval Document

Scheduled Payment Date: 01/22/2016
Total Amount: $37,942.51
Control Total: 5
Payment Method: WARRANT

District Name: Sammamish Plateau Water and Sewer District
File Name: AP_SAMWTSWR_APSUPINV_20160113093505.csv
Fund #: 090823510

Preparer's Name: Tanya Courts
Email Address: Accountspayable@spwsd.org

PAYMENT CERTIFICATION

RCW (42.24.080)

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered, the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim(s) is(are) just, due and unpaid obligation against the above-named governmental unit, that I am authorized to authenticate and certify to said claim(s).

Authorized District Signature(s) for Payment of Claims (Auditing Officer(s) or Board Member(s)):

1-13-2016
Authorized District Signature
Date

Authorized District Signature
Date

Authorized District Signature
Date

Authorized District Signature
Date

Common meeting target date: 01-18-16

SUBMIT SIGNED DOCUMENT TO:
King County Accounts Payable
Attn: Special Districts
401 5th Avenue, Room 323
Seattle, WA 98104

Email: SpecialDist.AP@kingcounty.gov
Fax: (206) 263-3767

KING COUNTY FINANCE USE ONLY:
Batch Processed By:

Date Processed:
### Special District Voucher Approval Document

**District Name:** Sammamish Plateau Water and Sewer District  
**File Name:** AP_SAMWT5WR_APSUPINV_20160113093505.csv

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<td>01/22/2016</td>
<td>$88.85</td>
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<tr>
<td>JACK'S REPAIR</td>
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<td>01/22/2016</td>
<td>$2,433.59</td>
<td>HEADACHE RACK &amp; LIGHTS/UNIT 106</td>
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</table>
BLANKET VOUCHER SUMMARY APPROVAL DOCUMENT
Government Unit: SAMMAMISH PLATEAU WATER & SEWER DISTRICT ALL FUNDS

BOARD OF COMMISSIONERS APPROVAL:

We the undersigned Board of Commissioners of the above named Governmental unit of King County, Washington do hereby certify that the merchandise or services hereinafter specified have been received and the vouchers identified below are approved for payment.

Commissioner Meeting Target Date 01/18/2016

BOARD MEMBERS: (1)

BOARD MEMBERS: (2)

BOARD MEMBERS: (3)

BOARD MEMBERS: (4)

BOARD MEMBERS: (5)

<table>
<thead>
<tr>
<th>FUND NAME</th>
<th>FUND #</th>
<th>VOUCHER #S</th>
<th>TOTAL VOUCHER AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>WARRANTS - Maint Fund</td>
<td>09-082-0010</td>
<td>122031-122095</td>
<td>$110,700.26</td>
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<tr>
<td>WARRANTS - Joint Fund</td>
<td>09-082-1010</td>
<td>200326-200327</td>
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<td>WARRANTS - Const Fund</td>
<td>09-082-3510</td>
<td>302218-302222</td>
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</table>

BUC010-1-D1(King County)

Correct Grand Total $149,224.18

Warrant Date: 01/22/16
Auditing Officer Certification (If Board approves via meeting minutes):

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the above-named governmental unit, and that I am authorized to authenticate and certify to said claim.

Signature  
General Manager  
Date  

<table>
<thead>
<tr>
<th>LINE</th>
<th>NAME OF PAYEE/CLAIMANT</th>
<th>VOUCHER #</th>
<th>NET AMOUNT</th>
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<tbody>
<tr>
<td>1</td>
<td>DEPT OF LABOR AND INDUSTRIES</td>
<td>122096</td>
<td>14,320.45</td>
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1 VOUCHERS FOR BANK CODE : 0010

REQUESTED WARRANT DATE:  1/25/2016

BUCC10-1-D1 (KING COUNTY)

PAGE TOTAL :  14,320.45

GRAND TOTAL :  14,320.45

Page 1 of 1
BLANKET VOUCHER SUMMARY APPROVAL DOCUMENT
Government Unit: SAMMAMISH PLATEAU WATER & SEWER DISTRICT ALL FUNDS

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Commissioner Meeting Target Date: 01/18/2016

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</thead>
<tbody>
<tr>
<td>#10 ELECTRONIC REMITTANCE (Dept of Labor &amp; Industries - maint fund)</td>
<td>09-082-0010</td>
<td>WT.122096</td>
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<td>#10 ELECTRONIC REMITTANCE (State of WA -Excise Tax - maint fund)</td>
<td>09-082-0010</td>
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<td>09-082-1010</td>
<td>WT.</td>
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</table>

CORRECT GRAND TOTAL $14,320.45

BUC010-1-D1(King County)

EFT request Date: 01/25/16
Special District Voucher Approval Document

Scheduled Payment Date: 01/22/2016
Total Amount: $714,572.25
Control Total: 1
Payment Method: WARRANT

CONTACT INFORMATION
Preparer's Name: TARYN COUNTS
Email Address: Accountspayable@spwsd.org

PAYMENT CERTIFICATION

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered, the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim(s) is(are) just, due and unpaid obligation against the above-named governmental unit, that I am authorized to authenticate and certify to said claim(s).

Authorized District Signature(s) for Payment of Claims (Auditing Officer(s) or Board Member(s)):

[Signature] 1-22-16

Authorized District Signature
Date

Authorized District Signature
Date

Authorized District Signature
Date

Authorized District Signature
Date

SUBMIT SIGNED DOCUMENT TO:
King County Accounts Payable
Attn: Special Districts
401 5th Avenue, Room 323
Seattle, WA 98104

Email: SpecialDist.AP@kingcounty.gov
Fax: (206) 263-3767

KING COUNTY FINANCE USE ONLY:
Batch Processed By:
Date Processed:

Comm. Meeting Target Date: 02-07-16

Printed On Thursday, January 14, 2016 at 03:51:56 PM
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<th>Vendor No.</th>
<th>Vendor Site</th>
<th>Invoice No.</th>
<th>Invoice Date</th>
<th>Inv. Amount</th>
<th>Description</th>
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<td>302223</td>
<td>01/22/2016</td>
<td>$714,572.25</td>
<td>AMI MATERIAL METER RADIO TRANSMITTERS</td>
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Government Unit: SAMMAMISH PLATEAU WATER & SEWER DISTRICT ALL FUNDS

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<td>WARRANTS - Const Fund</td>
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BUC010-1-D1(King County)

CORRECT GRAND TOTAL $714,572.25

Warrant Date: 01/22/16
Active Agenda
Active Agenda
Item A

City of Sammamish Interest in Surplus Property
Active Agenda
Item B

Initial Discussion of Board Retreat Topics
2016 Board Retreat Discussion Topics

- Year End Financial and Business Metrics Presentation
- Review of 2016 Management Work Plan
- Review of 2015 Retreat Topics
- District Vision
- Committee Appointments
- Annual Update of Legislative Agenda
- Comprehensive Communications Plan
- Strategy for Recovering Costs for Sammamish Town Center
- Cost Sharing with other Units of Government
- Rate Stabilization Accounts & Financial Policies
- Utility Tax
- Future Study Session Topics