Meetings of the Board of Commissioners are now hybrid meetings. The public is welcome to attend in-person at the District Office or remotely through the Zoom meeting platform.

Join from a PC, Mac, iPad, iPhone or Android device:
Please click this URL to join. https://us02web.zoom.us/j/85143374330

Or join by phone:
Dial(for higher quality, dial a number based on your current location):
   US: +1 253 205 0468  or +1 253 215 8782  or +1 669 900 6833  or +1 719 359 4580  or +1 346 248 7799  or +1 669 444 9171  or +1 646 931 3860  or +1 689 278 1000  or +1 929 205 6099 or +1 301 715 8592  or +1 305 224 1968  or +1 309 205 3325  or +1 312 626 6799  or +1 360 209 5623  or +1 386 347 5053  or +1 507 473 4847  or +1 564 217 2000
   Webinar ID: 851 4337 4330
   International numbers available: https://us02web.zoom.us/u/kc8LVFKxL

Zoom instructions are available on the District's website: https://spwater.org/371/Board-Meetings.
Verbal public comment is limited to three minutes per person or five minutes per group.
Written public comments are to be emailed to administration@spwater.org no later than 12:00 noon the date of the meeting.

**ACTIVE AGENDA**

<table>
<thead>
<tr>
<th>Time</th>
<th>Minutes Allocate</th>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>03:35 PM</td>
<td>30</td>
<td>A</td>
<td>Billing Collection Procedure &amp; House Bill 1329 Review</td>
</tr>
<tr>
<td>04:05 PM</td>
<td>30</td>
<td>B</td>
<td>Rate Structure and Construction Cost Index (CCI) Review</td>
</tr>
<tr>
<td>04:35 PM</td>
<td>10</td>
<td>C</td>
<td>Connection Charge Update - Schedule Public Hearing</td>
</tr>
<tr>
<td>04:45 PM</td>
<td>30</td>
<td>D</td>
<td>ULID Petition Method Information for Proposed Louis Thompson Sewer Project</td>
</tr>
</tbody>
</table>

**REPORTS**

<table>
<thead>
<tr>
<th>Time</th>
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<th>Name</th>
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<tbody>
<tr>
<td>05:15 PM</td>
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<td>05:20 PM</td>
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<td>General Manager</td>
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<tr>
<td>05:25 PM</td>
<td>10</td>
<td>Commissioner</td>
</tr>
</tbody>
</table>

05:35 PM   ADJOURN

*Next Regular Meeting - Monday, June 26, 2023*
Public Comments

Verbal Comments:
Limited to three minutes per person or five minutes per group.

For those attending remotely, Zoom instructions are available on the District’s website: https://spwater.org/371/Board-Meetings.

Written Public Comments:
Emailed to administration@spwater.org no later than 12:00 p.m. the date of the meeting. Note “Public Comment” and the meeting date in the Subject field of the email.
Active Agenda
Active Agenda
Item A

Billing Collection Procedure & House Bill 1329 Review
INTRODUCTION:
To embrace the District’s technology and enhance efficiencies, Staff recommends modifying the collection process and moving to Interactive Voice Response (IVR) technology for customer notifications to include utility billing, collections, and other important District issues. Moving to an IVR notification platform will improve customer notification, create efficiencies, and enhance staff utilization.

The following is the current collection process:
- Bill is mailed (Day 1)
- Bill is due (Day 25)
- Past due letter mailed and late fee added (Day 27)
- Final notice letter mailed (Day 34)
- Door hanger delivered of past due account (Day 41)
- Shut off notice delivered for past due account (Day 43)

The recommend revised Interactive Voice Recognition (IVR) collection process is as follows:
- Bill is mailed (Day 1)
- Courtesy reminder of upcoming bill due (Day 15)
- Bill is due (Day 20)
- Notification of past due amount with late fee added (Day 27)
- Notification of pending water shut-off (Day 34)
- Notification water has been shut-off (Day 36)

BACKGROUND:
In January 2020, the District moved from bi-monthly billing to monthly billing for our water and sewer customers. Due to COVID-19, in May 2020 the District was legally required to refrain from all collections on past due bills including late fees and meter lock offs. However, the District continued sending out past due notices.

In January 2022, the COVID-19 restrictions were rescinded, and the District resumed collections of past due bills and meter lock offs for non-payment.

Since resuming collections staff has found that the new AMI billing cycles do not align with the collection process. In addition since billing and the collection process have been consolidated to fewer billing cycles, the collection process is extremely time consuming, workflow disruptive. Staff will be reviewing recommend changes, and will also briefing the Board on potential impacts of the recently adopted House Bill 1325.

STAFF RECOMMENDATIONS:
Approve the implementation of Interactive Voice Recognition collection process, eliminate all mail notifications. Additionally further clarification will be provided on the potential impacts of House Bill 1329 which may impact the frequency of shut-offs and collections.
Active Agenda
Item B

Rate Structure and Construction Cost Index (CCI) Review
RATE REVIEW INITIATIVES

~ 06/12/2023
Further implement Cost Of Service Analysis with focus on rate structure

Revisit conservation oriented rate structure using AMI data to capture water costs impacted by peak season usage

Regarding water rate structure, consider opportunities and new emerging approaches made possible by AMI and synchronous billing

Review general assumptions being used in rate model

Revisit impacts of R&R funding on rates. Evaluate the projected level of R&R expenses on rates and develop potential alternative strategies/policies to mitigate excessively high contributions and rate spikes (04.17.2023)
CAPITAL REPLACEMENT RESERVE ALLOCATION

SEATTLE CCI VS NATIONAL CCI
### History Of ENR

<table>
<thead>
<tr>
<th>Year</th>
<th>Seattle ENR / CCI</th>
<th>National ENR / CCI</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016</td>
<td>1.70%</td>
<td>2.97%</td>
<td>1.27%</td>
</tr>
<tr>
<td>2017</td>
<td>1.40%</td>
<td>3.54%</td>
<td>2.14%</td>
</tr>
<tr>
<td>2018</td>
<td>7.10%</td>
<td>3.40%</td>
<td>-3.70%</td>
</tr>
<tr>
<td><strong>2019</strong></td>
<td><strong>4.79%</strong></td>
<td><strong>1.80%</strong></td>
<td><strong>-2.99%</strong></td>
</tr>
<tr>
<td>2020</td>
<td>0.90%</td>
<td>1.50%</td>
<td>0.60%</td>
</tr>
<tr>
<td>2021</td>
<td>8.40%</td>
<td>5.90%</td>
<td>-2.50%</td>
</tr>
<tr>
<td>2022</td>
<td>11.40%</td>
<td>8.20%</td>
<td>-3.20%</td>
</tr>
</tbody>
</table>

- The District switched to Seattle ENR/CCI in 2019
Water Capital Assets Replacement Value

<table>
<thead>
<tr>
<th>Year</th>
<th>Hybrid ENR</th>
<th>Seattle ENR</th>
<th>National ENR</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016</td>
<td>$648,981,000</td>
<td>$645,934,250</td>
<td>$648,980,890</td>
</tr>
<tr>
<td>2017</td>
<td>$678,130,000</td>
<td>$661,055,700</td>
<td>$678,129,980</td>
</tr>
<tr>
<td>2018</td>
<td>$705,763,000</td>
<td>$712,583,100</td>
<td>$705,763,000</td>
</tr>
<tr>
<td>2019</td>
<td>$772,737,880</td>
<td>$772,957,300</td>
<td>$769,972,180</td>
</tr>
<tr>
<td>2020</td>
<td>$781,414,000</td>
<td>$781,635,400</td>
<td>$783,252,840</td>
</tr>
<tr>
<td>2021</td>
<td>$849,323,000</td>
<td>$849,519,500</td>
<td>$831,834,800</td>
</tr>
<tr>
<td>2022</td>
<td>$948,970,980</td>
<td>$949,158,700</td>
<td>$903,433,910</td>
</tr>
</tbody>
</table>
For 2016-2022, The District has allocated 84% of Water CRR contribution target and 85% of Sewer CRR contribution target set with hybrid ENR rate.

The District achieved 100% of its target in 2020 due to debt retirement.
Water CRR Contribution Review

<table>
<thead>
<tr>
<th>Year</th>
<th>Hybrid ENR</th>
<th>Seattle ENR</th>
<th>National ENR</th>
<th>Actual Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016</td>
<td>$5,515,521</td>
<td>$5,515,521</td>
<td>$5,515,521</td>
<td>$2,592,300</td>
</tr>
<tr>
<td>2017</td>
<td>$5,979,008</td>
<td>$5,960,600</td>
<td>$5,979,008</td>
<td>$3,766,800</td>
</tr>
<tr>
<td>2018</td>
<td>$6,204,428</td>
<td>$6,009,400</td>
<td>$6,204,428</td>
<td>$4,715,400</td>
</tr>
<tr>
<td>2019</td>
<td>$6,625,000</td>
<td>$6,601,200</td>
<td>$6,625,000</td>
<td>$5,962,500</td>
</tr>
<tr>
<td>2020</td>
<td>$7,064,000</td>
<td>$6,838,300</td>
<td>$6,998,000</td>
<td>$7,064,000</td>
</tr>
<tr>
<td>2021</td>
<td>$7,154,000</td>
<td>$7,191,000</td>
<td>$7,158,000</td>
<td>$7,154,000</td>
</tr>
<tr>
<td>2022</td>
<td>$7,727,000</td>
<td>$7,793,000</td>
<td>$7,560,000</td>
<td>$7,727,000</td>
</tr>
</tbody>
</table>
## Sewer CRR Contribution Review

<table>
<thead>
<tr>
<th>Year</th>
<th>Hybrid ENR</th>
<th>Seattle ENR</th>
<th>National ENR</th>
<th>Actual Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016</td>
<td>$2,780,456</td>
<td>$2,780,456</td>
<td>$2,780,456</td>
<td>$1,306,800</td>
</tr>
<tr>
<td>2017</td>
<td>$2,886,100</td>
<td>$2,886,100</td>
<td>$2,888,282</td>
<td>$1,819,600</td>
</tr>
<tr>
<td>2018</td>
<td>$2,950,600</td>
<td>$2,950,600</td>
<td>$3,028,154</td>
<td>$2,301,400</td>
</tr>
<tr>
<td>2019</td>
<td>$3,305,300</td>
<td>$3,305,300</td>
<td>$3,329,000</td>
<td>$2,996,100</td>
</tr>
<tr>
<td>2020</td>
<td>$3,683,000</td>
<td>$3,558,882</td>
<td>$3,653,000</td>
<td>$3,683,000</td>
</tr>
<tr>
<td>2021</td>
<td>$3,755,000</td>
<td>$3,735,000</td>
<td>$3,749,000</td>
<td>$3,755,000</td>
</tr>
<tr>
<td>2022</td>
<td>$4,093,000</td>
<td>$4,094,000</td>
<td>$3,998,000</td>
<td>$4,093,000</td>
</tr>
</tbody>
</table>

The chart shows the increasing trend in contributions from 2016 to 2022 with a significant rise in 2022 compared to previous years.
* Other Assets includes PRVs, Meters, District Headquarter components, Technology, Vehicles and Equipment

### Water Assets by Business Function

<table>
<thead>
<tr>
<th>Business Function</th>
<th>2022 Replacement Values</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water Mains</td>
<td>$831,518,300</td>
</tr>
<tr>
<td>Wells</td>
<td>$25,891,900</td>
</tr>
<tr>
<td>Booster Pump Stations</td>
<td>$5,609,600</td>
</tr>
<tr>
<td>Tanks &amp; Coatings</td>
<td>$54,174,100</td>
</tr>
<tr>
<td>Other Assets*</td>
<td>$31,777,000</td>
</tr>
<tr>
<td><strong>Total Water Assets</strong></td>
<td><strong>$948,970,900</strong></td>
</tr>
</tbody>
</table>
Water Assets CRR Contribution Sensitivity For 2023

- National ENR CRR: $7,890,000
- Seattle ENR CRR: $8,301,000
- Hybrid ENR CRR: $8,300,000
**Sewer System Summary For 2022**

Sewer Assets by Business Function

- **Sewer Mains**: 94%
- **Lift Stations**: 4%
- **Other Assets***: 2%

*Other Assets includes District Headquarter components, Technology, Vehicles and Equipment

<table>
<thead>
<tr>
<th>Business Function</th>
<th>2022 Replacement Values</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sewer Mains</td>
<td>$ 454,313,500</td>
</tr>
<tr>
<td>Lift Stations</td>
<td>$ 18,134,900</td>
</tr>
<tr>
<td>Other Assets*</td>
<td>$ 10,411,100</td>
</tr>
<tr>
<td><strong>Total Sewer Assets</strong></td>
<td><strong>$ 482,859,500</strong></td>
</tr>
</tbody>
</table>
Sewer Assets CRR Contribution Sensitivity For 2023

1% Deviation with Hybrid ENR
1% Deviation with Seattle ENR
1% Deviation with National ENR

National ENR CRR: $4,204,000  Seattle ENR CRR: $4,397,000  Hybrid ENR CRR: $4,397,000
Considerations Moving Forward:

- CCI rate to apply in future years to set annual CRR target
  - National CCI Vs Seattle CCI
    - Apply actual annual CCI
    - 3 year Rolling Average CCI
    - 5 year Rolling Average CCI

- Recalibration of Replacement Values
  - Reduce Replacement Values to reflect prior Seattle CCI impacts
  - Maintain current values until inflation catches up
  - Replacement value impacts rates

- Recalibration of R&R Contribution Levels
  - Apply surplus contributions to lower current year’s rates increase
  - Maintain current contribution level until inflation catches up

- More to come as other rate model work progresses
Potential Transfer Of Sewer Assets To King County

Assets To Be Transferred

Control Structure

2.92 miles of Gravity Mains

0.92 miles of Pressurized Mains
## Change In 2023 Replacement Value

### Mains
- **Replacement Value After KC Transfer**: $1,090,854 (6%)
- **Replacement Value of Transferring Assets**: $17,044,025 (94%)

### Lift Stations
- **Replacement Value After KC Transfer**: $17,044,025 (94%)
- **Replacement Value of Transferring Assets**: $1,090,854 (6%)

### Table: Total Replacement Value

<table>
<thead>
<tr>
<th></th>
<th>Before KC Transfer</th>
<th>After KC Transfer</th>
<th>Change ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Replacement value</td>
<td>$439,794,895 97%</td>
<td>$482,859,449 97%</td>
<td>$15,609,395 97%</td>
</tr>
</tbody>
</table>
### 2023 R&R Target

<table>
<thead>
<tr>
<th></th>
<th>Before KC Transfer</th>
<th>After KC Transfer</th>
<th>Change ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sewer 2.01% Rate Adjustment = $157,000</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

|                      | $                    | 4,397,000          | $          | 4,240,000 | $          | 157,000    |
Thank You
Active Agenda
Item C

Connection Charge Update – Schedule Public Hearing
INTRODUCTION:
The District is proposing the adoption of revised standard Water and Sewer General Facility Charges (GFCs) and revised standard Water and Sewer Local Facility Charges (LFCs) for customers who connect to new or existing water mains and sewer mains installed in the Sammamish Plateau Water and Sewer District. District staff requests that the Board set a Public Hearing date to consider adoption of the revised charges.

POLICY:

Code Sec. 4.30.010. - Water general facility connection charges.
Code Sec. 4.30.020. - Sewer general facility connection charges.
Code Sec. 4.30.050. - Water standard local facilities charges.
Code Sec. 4.30.060. - Sewer standard local facilities charges.

- Resolution #5122 – Approving standard Sewer LFC effective July 26, 2022
- Resolution #5021 – Approving standard Water LFC effective July 26, 2022
- Resolution #5020 – Approving standard Water GFC effective July 26, 2022
- Resolution #5143 – Approving standard Sewer GFC effective October 18, 2022

BACKGROUND:

District staff requests that the Board establish a date for a Public Hearing to adjust the Water and Sewer GFCs and LFCs for 2023-2024. Staff suggests that the Public Hearing be held on Monday, July 17th beginning at 5:30 p.m. Once the Board schedules the Public Hearing date, District staff will publish a Public Notice about the hearing twice in the Seattle Times, one week apart, and post notice of the hearing on the District’s web-site.

The rates to be considered at the public hearing will include revisions to the GFCs and LFCs for 2023. The last adjustment was in July 2022 and October 2022. In the past, when there was not a specific study regarding a connection charge, the rate changes have been based on the change in the ENR-CCI (Engineering News-Record -construction cost index) during the prior year (June to June).

The ENR-CCI is a national average. Since 2019 district staff has used the ENR Seattle Construction Cost Index. District staff are currently in discussions about whether to use the national average or the Seattle average. A decision will be made prior to the public hearing. The actual figure used would be from June 2022 through June 2023, and we will have the final numbers by the hearing date.

GENERAL FACILITY CHARGES (GFCs)

In 2015 the water and sewer GFCs were adjusted based on an analysis by FCS Group. In 2016, 2017 and 2018 the water and sewer GFCs were adjusted based on the change in the ENR-CCI national average (20-city average). Since 2019 the water and sewer GFCs were adjusted based on the change
in the ENR Seattle Construction Cost Index, except that the Sewer GFCs were updated in October 2022 based on the work associated with the adoption of the 2022 Wastewater Comprehensive Plan.

### ENR Seattle CCI

<table>
<thead>
<tr>
<th>Charge</th>
<th>2022 Rate</th>
<th>Proposed 2023 Rate</th>
<th>Percent Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water GFC/ERU</td>
<td>$6,704.00</td>
<td>$6,874.00</td>
<td>2.54%</td>
</tr>
<tr>
<td>Plus excise tax</td>
<td>117.32</td>
<td>$120.30</td>
<td></td>
</tr>
<tr>
<td>Sewer GFC/ERU</td>
<td>$3,064.00</td>
<td>$3,142.00</td>
<td>2.55%</td>
</tr>
<tr>
<td>Plus excise tax</td>
<td>53.62</td>
<td>$55.00</td>
<td></td>
</tr>
</tbody>
</table>

### ENR National CCI

<table>
<thead>
<tr>
<th>Charge</th>
<th>2022 Rate</th>
<th>Proposed 2023 Rate</th>
<th>Percent Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water GFC/ERU</td>
<td>$6,704.00</td>
<td>$6,704.00</td>
<td>0%</td>
</tr>
<tr>
<td>Plus excise tax</td>
<td>117.32</td>
<td>$117.32</td>
<td></td>
</tr>
<tr>
<td>Sewer GFC/ERU</td>
<td>$3,064.00</td>
<td>$3,064.00</td>
<td>0%</td>
</tr>
<tr>
<td>Plus excise tax</td>
<td>53.62</td>
<td>$53.62</td>
<td></td>
</tr>
</tbody>
</table>

*Note: Using the National CCI would result in a negative percent increase of 9.36%*

### LOCAL FACILITY CHARGES (LFCs)

The 2023 Water and Sewer LFCs will also be brought forward after the discussion and decision about using the ENR-CCI national average or the Seattle average. The actual figure used would be from June 2022 through June 2023.

### ENR Seattle CCI

<table>
<thead>
<tr>
<th>Charge</th>
<th>2022 Rate</th>
<th>Proposed 2023 Rate</th>
<th>Percent Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water LFC/ERU</td>
<td>$497.00</td>
<td>$510.00</td>
<td>2.62%</td>
</tr>
<tr>
<td>Plus excise tax</td>
<td>8.70</td>
<td>$8.93</td>
<td></td>
</tr>
<tr>
<td>Sewer LFC/ERU</td>
<td>$562.00</td>
<td>$576.00</td>
<td>2.49%</td>
</tr>
<tr>
<td>Plus excise tax</td>
<td>9.84</td>
<td>$10.08</td>
<td></td>
</tr>
</tbody>
</table>

### ENR National CCI

<table>
<thead>
<tr>
<th>Charge</th>
<th>2022 Rate</th>
<th>Proposed 2023 Rate</th>
<th>Percent Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water LFC/ERU</td>
<td>$497.00</td>
<td>$497.00</td>
<td>0%</td>
</tr>
<tr>
<td>Plus excise tax</td>
<td>8.70</td>
<td>$8.70</td>
<td></td>
</tr>
<tr>
<td>Sewer LFC/ERU</td>
<td>$562.00</td>
<td>$562.00</td>
<td>0%</td>
</tr>
<tr>
<td>Plus excise tax</td>
<td>9.84</td>
<td>$9.84</td>
<td></td>
</tr>
</tbody>
</table>

*Note: Using the National CCI would result in a negative percent increase of 9.46%*

### FISCAL IMPACT:

Adoption of rates that reflect the cost of service provision helps the District to maintain its financial status.
OPTIONS:
- Schedule the Public Hearing at the proposed date and time of July 17, 2023 at 5:30 PM
  OR
- Schedule the Public Hearing at an alternate date and/or time

STAFF RECOMMENDATIONS:
Schedule the Public Hearing for Monday July 17, 2023 at 5:30 PM

ATTACHMENTS:
None
Active Agenda
Item D

ULID Petition Method Information for Proposed Louis Thompson Sewer Project
INTRODUCTION:
The City of Sammamish is proceeding with a project to install stormwater facilities and other road improvements along Louis Thompson Road. In conjunction with the City of Sammamish project relocation of existing District water facilities along Louis Thompson is also proceeding.

At the June 5, 2023 Board meeting, staff was directed to provide the Board with information on the process for implementing a ULID to install sewer in the Louis Thompson area, with the ULID formed through the petition method. Information on the petition method will be provided today.

Today, the Board may provide direction on whether to proceed with a potential ULID formed by the petition method, to verify the proposed ULID boundary, and method of petition distribution.

POLICY:
Board approved funding for design of the sewer in Louis Thompson Road.

2022 Wastewater Comprehensive Plan Policy Section 6.7.2
- 6.7.2.1 Support Sewer Extensions when Funds Available for
  - a. Transition customers (septic to sewer), especially in fully developed areas.
  - b. Interagency projects providing an opportunity for significantly reduced project costs for transition customers.

BACKGROUND:
The City of Sammamish project extends in Louis Thompson Road from East Lake Sammamish Pkwy to 210th Pl SE.

The proposed Louis Thompson Area Sewer ULID project includes:
- Louis Thompson Road from the existing sewer at 205th Ave NE and extending to Main Street;
- Side Streets off of Louis Thompson Road in Eden View, Eden Creek Estates, Short Plat 278021, and in the Tamarack development including 208th Ave NE, 210th Ave NE, Main Street & 210th Pl NE.

The District held a public meeting on May 8, 2023 for the proposed Louis Thompson Area Sewer ULID project and received input from the public regarding the proposed project. The proposed ULID boundary was modified slightly following the May 8, 2023 Public Meeting. The modifications:
- Removed Tax Parcel 8562900370 on 210th Pl NE.
- Added Tax Parcels 8562900890 and 8562900950, both on 208th Ave NE.

As modified, the boundary of the proposed ULID now includes 87 lots.
A map showing the proposed ULID area follows.

ULID METHOD
There are two methods the Board can use to initiate a ULID to support funding a project.

ULID by Resolution: ULID is formed by the Board, and may move forward unless it is protested by more than 40% of the area of property included in the proposed ULID

ULID by Petition: ULID may be formed by the Board if they are petitioned to form the ULID by more than 51% of the area of property included in the proposed ULID.

ULIDs in the Sammamish Plateau Water area have primarily used the petition method. The Louis Thompson Area Sewer ULID project was proposed using the resolution method, as that method takes considerably less time to initiate. Timing was a primary consideration based on initial schedule for the City of Sammamish Louis Thompson project. The City of Sammamish project has now been delayed by 2 months.

At the May 15, 2023 Board meeting the Board
  • Directed staff to continue preparing for the Louis Thompson Area Sewer ULID, using the ULID by Resolution method.

At the June 5, 2023 Board meeting the Board
  • Determined to stop the ULID by Resolution method for the project.
  • Directed District staff to provide the Board with information on potential pursuit of the project using the ULID by Petition method.
**PETITION METHOD**
Initiation of a ULID by Petition Method includes the following general steps.

*How the step has been taken and will take place for the Louis Thompson project area in italics.*

1. District contacted by property owner(s) with interest in sewer
   - *Potential ULID project proposed based on City of Sammamish project.*

2. Survey for interest in sewer sent to the area
   - *Survey distributed in June 2022.*

3. If significant interest, schedule a public meeting
   - *Public meeting scheduled for May 8, 2023, even though the survey indicated the level of support for the project was limited.*

4. Public meeting held to describe ULID process and obtain additional input
   - *Public meeting held on May 8, 2023.*

5. Set a ULID Boundary for an area likely to meet the 51% petition requirement
   - *Proposed ULID Boundary set following March 6, 2023 Board meeting.*
   - *The boundary was slightly modified following the May 8, 2023 public meeting.*
     - A ULID boundary needs to be finalized prior to printing petitions for distribution.
     - The boundary proposed at the 6/5/2023 meeting can be used, or further modified.

6. Prepare petitions to be distributed within the proposed ULID boundary.
   - *Board may direct District staff to prepare petitions to be distributed for signature.*
   - *The petition distribution is normally by a project proponent, but can be done by District staff.*
   - *If so directed, petitions may be available for distribution between 6/15 and 6/20/2023.*
   - *A cover letter would accompany the petitions, providing information on the estimated project cost and property assessment, and directing owners to the District website for additional information on the project.*

7. Receive signed petitions, and determine if the 51% requirement is met
   - *Set a date for petitions to be returned to the District. This is not required by the ULID process, but is a practical need to provide District staff with time to completed the ULID formation process in time to still align a sewer project with the City of Sammamish project.*
   - *June 30 or July 7 suggested.*
     - June 30 provides more time for staff to tally petitions received.
     - July 7 provides more time to get the petitions distributed, and for petitions to be returned.

8. If 51% requirement is met – Board may adopt a Resolution of Intent to Form the ULID
   - *Earliest date for consideration would be July 10, 2023.*

**BUDGET STATUS:**
No updates from 6/5/2023 Board packet information.

**FISCAL IMPACT:**
No updates from 6/5/2023 Board packet information.

There are no proposed changes to the method of application of the ULID Proposed Assessment.

*ULID Proposed Assessment = 50% of Total Sewer Local Facility Charge (LFC)*

*ULID Term of 20 years, with estimated interest rate of 4%*

*Remaining Sewer LFC option to be included with assessment or collected upon connection.*
**OPTIONS:**

1. Direct District staff to proceed with ULID by Petition Method
   
   A. ULID Boundary
      i. Use boundary including 87 lots previously discussed
      ii. Direct staff to use an alternate boundary
   
   B. Petition Distribution
      i. District staff distribute the petitions
      ii. District staff request a property owner to take the lead
   
   C. Set a date by which the petitions must be returned
      District staff report on apparent percentage of returned petitions at the Board’s 7/10/2023 meeting.
      i. June 30, 2023
      ii. July 7, 2023

2. Determine to not proceed with the ULID for the Louis Thompson Area Sewer, and provide District staff with direction on any additional work to be pursued for the sewer in the Louis Thompson area.

**STAFF RECOMMENDATIONS:**

1. Direct District staff to proceed with ULID by Petition Method
   
   A. ULID Boundary
      i. Use boundary including 87 lots previously discussed
   
   B. Petition Distribution
      i. District staff distribute the petitions
   
   C. Petition Return Date
      ii. July 7, 2023 – provides staff additional time for the petition mailing

This will provide all property owners in the proposed ULID area the opportunity to formally support the proposed sewer project. A report on the results of signed petitions received will be provided to the Board at their July 10, 2023 meeting.

**ATTACHMENTS:**

- Sample Petition Form
- Presentation will be provided at the Board Meeting.
PETITION TO CREATE A
SEWER UTILITY LOCAL IMPROVEMENT DISTRICT FOR
LOUIS THOMPSON AREA SEWER ULID – aka ULID S-23
IN THE SAMMAMISH PLATEAU WATER AND SEWER DISTRICT
KING COUNTY, WASHINGTON

To: The Board of Commissioners
Sammamish Plateau Water and Sewer District
1510 - 228th Avenue S.E.
Sammamish, Washington  98075

We, the undersigned, being the owners according to the records of the King County treasurer, of at least 51 per cent of the area of land within the limits of the proposed Utility Local Improvement District as described in Exhibit A attached hereto, do respectfully petition the Sammamish Plateau Water and Sewer District Board of Commissioners for the formation of a Utility Local Improvement District within the boundaries hereinafter set forth in the manner prescribed by law, for the purpose of installing sewer improvements within said area.

The nature and territorial extent of the improvement is as follows:

The installation of approximately 5,760 feet of gravity sewer main and approximately 1,065 feet of low-pressure sewer main necessary for the provision of sewer service to the area described in Exhibit A.

We further petition that 50% of the cost of such sewer improvements, including the cost of engineering, legal, advertising, preparation of assessment roll and other incidental expenses, be paid for by assessments against the property within such Utility Local Improvements District.

NAME: Print: «Property_Owner»
Title: ...........................................................................................................
Signature: .................................................................................................
Signature: .................................................................................................

MAILING ADDRESS:
STREET ADDRESS: «Mailing_Address»
CITY, STATE, ZIP: «Mailing_City», «Mailing_State»  «Mailing_Zip»
PHONE NUMBER: ........................................................................................

PROPERTY DESCRIPTION:
TAX ACCOUNT NO.:«TaxParcel»
LEGAL DESCRIPTION: «Legal_Description»,  ........................................................................

For District Staff Only: Petition filed with the Secretary of the Board of Commissioners of the Sammamish Plateau Water & Sewer District
Water and Sewer District this _____ day of _______________, 2023.
EXHIBIT A

Lots 1 through 9 of the plat of Eden Creek Estates, as per plat recorded in Volume 99 of Plats, page 40, records of King County, Washington; together with Tract G, Montage, according to the plat thereof, recorded in volume 153 of Plats, pages 47-56, in King County;

AND

Lots 1 through 30 of the plat of Eden View, according to the plat thereof recorded in Volume 105 of Plats, pages 40 and 41, records of King County, Washington;

AND

Lots 31 through 36, and lots 46 through 52, and lots 62 through 74, and lots 77 through 89, and lots 95 and 96, and Lot B of Assessors Plat of Tamarack Division No. 1, as per plat recorded in Volume 76 of Plats, Pages 36 and 37, records of King County Auditor;

AND

Lots 27 and 36 of Assessors Plat of Tamarack Division No. 2, as per plat recorded in Volume 76 of Plats, Pages 36 and 37, records of King County Auditor;

AND

Lot 42 of Assessors Plat of Tamarack Division No. 2, except the southerly 5.00 feet of said Lot 42, as per plat recorded in Volume 76 of Plats, Pages 36 and 37, records of King County Auditor;

AND

Lots 1, 2 and 3 of Short Plat No. 278021 as recorded August 18, 1978 under Recording No. 7808181040, records of King County Auditor;

AND

The East 240.00 feet of the Southwest 1/4 of the Northeast 1/4 of Section 32, Township 25 North, Range 6 East W.M., lying Southerly of the Lewis Thompson road; except the East 50 feet; and except the South 237 feet thereof; (also known as Tract D of Revised Short Plat No. 873005 unrecorded); situate in the County of King, State of Washington;

AND

The Easterly 450 feet of the Southwest 1/4 of the Northeast 1/4 of Section 32, Township 25 North, Range 6 East, W.M., in King County, Washington, lying Southerly of the Louis Thompson Road No. 1087, except that portion lying easterly of the East 240 feet, northerly of the South 237 feet and westerly of the East 50 feet, situate in the County of King, State of Washington.

ALL located in Section 32, Township 25 North, Range 6 East, W.M., in King County, Washington.
Reports