

Board President Ryika Hooshangi called the special meeting to order at 9:00 a.m. A quorum represented by Commissioners Ryika Hooshangi, Lloyd Warren, Mary Shustov, Tom Harman, and Nav Otal was present. Also present were District staff Jay Krauss, Angel Barton, Kevin Fuhrer, Jay Regenstreif, Shelley Jurgensen, Kyle Wong, Andy Tuchscherer, Tammy Whipple, Janet Upegui, Janet Sailer, Jim Konigsfeld, and Marissa Huntley. Eric Frimodt, District legal counsel, was also present. Due to the COVID-19 pandemic emergency, meetings of the Board of Commissioners are currently being conducted via remote meetings.

APPROVAL OF THE AGENDA

- **Motion:** Commissioner Harman made a motion to amend the agenda to recess for lunch at 10:30 a.m. to enable him to attend the Sno-King Water District Coalition (Sno-King) meeting.
The motion failed due to a lack of a second.

Harman advised that he would be leaving the meeting at 10:30 a.m. to attend Sno-King.

- **Motion:** Commissioner Otal made a motion approving the agenda as presented. Commissioner Warren seconded the motion.
The motion carried by a vote of 4-1, with Commissioner Harman voting no.

PUBLIC COMMENTS

No verbal comments were made and Huntley advised that two written comments had been received.

A. REVIEW MARCH 2021 BOARD RETREAT TAKEAWAYS

Krauss requested input from the Board on the prior retreat takeaways. The Board had no input to provide.

B. 2022 WORK PLAN AND BOARD BUSINESS REPORTING/METRICS

Hooshangi requested that the Board be provided a list of the 2022 work plan initiatives that are Board priorities, including initiatives for which Board members are part of the project team.

There was Board agreement for the Board to review the annual work plan to establish high level priorities.

Krauss reviewed the various business metrics and reports that District staff provide the Board and then requested Board feedback on the existing reports.

The Board advised that the level of information of existing reports is sufficient, but requested District staff to provide more summary analysis of the data and to clearly identify in reports any notable areas or data for the Board.

C. BOARD EMERGENCY EVENT REPORT/CUSTOMER OUTAGE MITIGATION POLICIES

Sailer and Tuchscherer presented the proposed Board notification process for certain emergency incidents.

There was Board agreement concerning the proposed Board notification structure for incidents, to include non-operational issues such as customer portal or website outages.

Otal requested access to the District's Emergency Response Plan.

Sailer acknowledged Commissioner Otal's request and also suggested that the Board be provided future trainings on the Incident Command System (ICS) for emergency management and media training.

Commissioner Harman left the meeting at 10:30 a.m.

The Board expressed that customer communication is an important component of managing incidents and requested that staff review the District's approach on scaling notification to include customer communication, especially for the scale of incidents involving a large number of customers. In addition, the Board requested that, while District staff work on customer accommodation policies, they should also evaluate what policy considerations the Board must address for small, medium, and large incidents, to include customer accommodations and response.

D. INTERGOVERNMENTAL – FRANCHISE AND LRIG AGREEMENT

Following discussion of the District's Lower Reid Infiltration Gallery (LRIG) agreements with the City of Issaquah, the following actions were agreed upon by the Board:

- Board liaisons to reach out to the City of Issaquah to determine if the City wants to initiate the third party discussions as required by the terms of the Lower Reid Infiltration Gallery (LRIG) agreements. Should the City not want to initiate discussions, an extension of the non-assumption period should be negotiated.
- District staff to look into the status of the LRIG agreement provision that required the City to provide information to the District on how the \$1,000,000 was spent.

Following discussion on franchises, the following actions were agreed upon by the Board:

- District staff to draft a list of items to include in discussions with the Cities of Issaquah and Sammamish with regards to franchises to bring to the Board for review, such as:
 - Use of right-of-ways
 - Utility taxes/caps
 - Equity
 - Franchise fees/rent
 - Street lights

- Governance and service delivery/assumptions
- Fire protection/Lane case
- Service delivery boundaries
- Alignment of capital plans and projects between the District and the Cities
- Legal counsel to provide examples of franchise agreements to be reviewed by District staff and the Board to aid in franchise discussions with the Cities.

Commissioner Harman rejoined the meeting at 11:40 a.m.

E. LUNCH RECESS

Otal requested a shorter lunch recess and the Board agreed to have a 40-minute lunch.

At 11:40 p.m., the Board recessed for lunch and returned at 12:30 p.m.

F. CAPITAL PLANNING/PROJECT FINANCING

Following a presentation from District staff titled Capital Financing, the Board agreed upon the following:

- District staff to provide the Board more information on the Louis Thompson Road Sewer Extension project so that the Board can better understand the project and provide direction.
- District staff to evaluate internal borrowing options for financing large capital projects such as the proposed PFAS Treatment Plant and Interim Sewer Projects and to bring this information back to Board for consideration.
- Future meeting topic to review prioritization of the unfunded projects to include background information on the projects and staff's recommendations.
- District staff to continue engagement with King County for potential transfer of southern sewer assets.

G. PFAS RESPONSE/MANAGEMENT

Krauss reviewed the proposed legal and professional services agreement with Bill Clarke.

- **Motion:** Commissioner Warren made a motion to authorize the General Manager to execute the proposed legal and professional services agreement with Bill Clarke for lobbying services. Commissioner Otal seconded the motion.

The motion carried unanimously.

Following discussion, the Board agreed upon the following:

- Warren, Krauss, and Upegui to review the District's water quality policy statement with regards to PFAS and propose an update to the Board. The revised statement would be used as the basis for customer communication.
- District staff to provide additional cost and project information, to include:
 - Comparison of Issaquah's PFAS treatment system and the District's proposed treatment facility
 - Factors that drove the increased treatment facility project estimate
 - Cost per gallon treated

- Comparison of treated versus regional supply water for both the Lower Issaquah Valley Aquifer wells (updated cost analysis) and the Plateau Zone wells.

H. FUTURE RETREAT FORMAT AND SCHEDULE DISCUSSION

There was Board agreement to have a Commissioner-driven Fall Retreat with a light agenda. A future retreat topic, to have high-level discussion on Board priorities/big picture/long-term strategy, was requested.

Harman also requested an agenda item for the March 21, 2022 Board meeting to provide a legislative report.

ADJOURN

As there were no further persons to be heard or business to discuss, the meeting was adjourned at 2:35 p.m.


Mary Shustov (Apr 4, 2022 17:04 PDT)

Mary Shustov, Secretary