

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
January 10, 2012**

The first meeting for the month of January was held at the District Board meeting room, 8000 NE 52nd Court, Vancouver, Washington on January 10, 2012. Commissioner Kimsey called the meeting to order at 4:00 PM.

Those in attendance were: Commissioners Norm Harker, Denny Kiggins and Neil Kimsey.

District staff: John Peterson, Ken Andrews, Robin Krause, Steve Bacon, Hugh Findlay and Kim Thur.

Visitors Present for Regular Meeting: Andrew Young with MacKay & Sposito and Otto Gaither.

Visitors Present for Public Hearing: Josie Weltman, Harry Wiebold, Doris Wiebold and Lambert Dallum.

ADDITIONS & DELETIONS TO AGENDA: None.

SPECIAL PRESENTATIONS: None.

WORK SESSION: Engineering Department Level of Service Review – Robin Krause reviewed the Capital Program and Project Delivery level of service items, which has been completed at a staff level with the City of Vancouver team.

District staff is anticipating reviewing the Pretreatment level of service item at the January 17, 2012 Board meeting.

CONSENT AGENDA: Commissioner Harker moved to approve the Consent Agenda, approving December 27, 2011 regular meeting minutes; December 20, 2011 regular meeting minutes; claim voucher #s 41567-41609 and #s 7771-7783 in the amount of \$263,945.37 from the Maintenance fund and \$115,671.94 from Capital Projects; approving Agenda Bill #12-001, authorizing the General Manager executing on-call contracts with HDJ Design Group, MacKay & Sposito, Inc., SGA Consultants and Wallis Engineering in an amount not to exceed \$100,000 per consultant for on-call professional engineering services; and approving Agenda Bill #12-002, authorizing the scheduling of the Bowyer Marketplace Latecomer reimbursement area public hearing on February 14, 2012 at 5:00 PM or as soon thereafter as possible.

Commissioner Kiggins seconded the motion, and it passed unanimously.

COMMUNICATIONS: Items from the Audience –REPORTS: Board Members: Each Board member reported on his recent activities.

General Manager: General Manager Activities Report (Regional Sewer Program; Agency Coordination; & Professional Organization Participation) – John Peterson reviewed his report.

District Engineer: District Engineer Activities Report (Engineering Report for Ridgefield Regional Pump Station & Pipeline; Salmon Creek Wastewater Management System Operations Team; City of Vancouver Service Plan; & 2012 County Overlay Program) – Robin Krause reviewed his report.

Steve Bacon presented a request to modify District Code to allow financing of connection charges for multi-family properties. The Board concurred with the proposal and directed staff to prepare a Code amendment for consideration.

Memo re: Interest Bearing Local Facilities Charge (LFC) Follow-Up – Steve Bacon reviewed the memo. The Board directed staff to review a possible Code amendment with legal counsel to discontinue charging interest on any LFC installations.

Finance Director: Finance Director Activities Report (Regional Business Plan; 2011 CAFR and SAO Audit; & Professional Organization Participation) – Ken Andrews reviewed his report.

Legal Counsel: No report.

Executive Assistant: Memo re: 2012 Board Member Delegations – Kim Thur reviewed the memo. Ms. Thur will provide a suggested list of delegates at the January 24 Board meeting.

PUBLIC HEARING: AB #12-002 – 5:00 PM Public Hearing – Curtin Creek Local Facilities Charge Reimbursement Area – Commissioner Kimsey opened the hearing on the establishment of the final cost and pro rata share of the local facilities project Curtin Creek Basin District Installed Infrastructure Local Facilities Charge Reimbursement area and cost for the sanitary sewer facilities constructed generally bounded by NE 119 Street on the north, Curtin Creek on the east, NE 101 Street on the south and NE 66 Avenue on the west. He then asked District staff to explain the Local Facilities Charge reimbursement requirements and process and describe the sanitary sewer facilities and their costs.

Commissioner Harker recused himself from discussion and voting on the project, as he had a possible conflict of interest due to past business dealings with projects in the subject area.

Steve Bacon explained that this is a District Installed Infrastructure (DII) project, which was installed in conjunction with 2 country road projects and 1 private development. There are 64 parcels that received direct benefit from this installation, plus 96 platted subdivision lots with the recently completed Village on the Glen Phase 1 Subdivision. The installation of this DII has been completed and accepted by the District.

In conformance with District Code Chapter 5.38, the District constructed these sewer lines and facilities to provide service in the Curtin Creek Basin area. Staff recommends that each parcel be assessed by the "per ERU" method.

Staff completed the final calculation of assessments for the project. On November 7, staff held a public meeting at the District for property owners who would be subject to the Curtin Creek Basin LFC. Staff has notified affected property owners of today's hearing by mailing a public hearing notice and published a hearing notice in The Columbian newspaper.

The construction cost, including Washington sales tax, was \$2,053,802.07. The expenses and fees totaled \$121,547.89. The total Local Facilities Charge of \$2,175,349.96 is the sum of these two amounts.

The ERU Method was determined to be the most equitable through a series of discussions with the Board. Based on the zoning in the area, staff calculated the number of ERUs at future build out. Based on a potential of 1,307 ERUs in the area, the cost per ERU was \$1,614.10.

There were 39 laterals installed with the project. The cost of these laterals were determined and applied only to those parcels that had laterals installed. As shown in the Final Assessment table, the cost per lateral was \$1,685.16.

Commissioner Kimsey then asked if anyone present wished to provide testimony.

Harry Wiebold, 7801 NE 279 Street Battle Ground, WA, asked staff the methodology used in calculating the ERUs at future build out for his property.

Mr. Bacon explained the methodology.

Commissioner Kiggins moved to close the public hearing.

Commissioner Kimsey seconded the motion, and it passed.

Commissioner Kiggins stated that he believed that the proposed reimbursement area and

cost is appropriate and meets the requirements of District Code Chapter 5.38. He then moved to direct staff to prepare a resolution for approval and adoption of the Curtin Creek Basin District Installed Infrastructure Local Facilities Charge that includes the properties and proposed assessments as shown in the Final Assessments Table at a future Board meeting.

Commissioner Kimsey seconded the motion, and it passed.

Commissioner Kimsey thanked everyone in attendance.

UNFINISHED BUSINESS: No items to discuss.

NEW BUSINESS: No items to discuss.

Otto Gaither thanked the Board for considering a Code amendment to allow multi-family properties to finance connection charges.

Commissioner Harker moved to adjourn the meeting.

Commissioner Kiggins seconded the motion, and it passed unanimously.

At 5:48 PM, Commissioner Kimsey adjourned the meeting.

Respectfully submitted,

Secretary