

Minutes April 3, 2025 - Final

Seattle Water Supply System Operating Board

1. Welcome, Roll Call & Announcements

a. Attendance as follows:

#	First Name	Last Name	Utility	Official Operating Board Role
1	Hilary	Allison	SPU	
2	Will	Appleton	Soos Creek	Utility Rep
3	Sean	Bauer	Cedar River	Utility Rep
4	Julie	Belt	Woodinville	
5	Boyd	Benson	Bothell	Utility Rep
6	Amanda	Campbell	Northshore	Utility Rep
7	Regina	Carpenter	SPU	
8	Jonathan	Chavez	Renton	
9	Alex	Chen	SPU	Utility Rep + Board Member + Vice Chair
10	Julie	Crittenden	SPU	Utility Rep + Alt Board Member
11	Bob	Danson	Olympic View	Utility Rep + Alt Board Member
12	Pete	Eberle	WD 90	Utility Rep
13	Abdoul	Gafour	Renton	Utility Rep
14	Charlotte	Haines	North City	
15	Roxanne	Heller	WD 119	
16	Christian	Hoffman	Woodinville	
17	Amy	LaBarge	SPU	
18	Paula	Laschober	SPU	Utility Rep + Board Member
19	Andrew	Lee	SPU	Utility Rep + Board Member
20	Steve	Leniszewski	Duvall	Utility Rep
21	Ron	Little	n/a	Independent Member
22	Ethan	Maiefski	Northshore	
23	Pam	Maloney	Woodinville	
24	Michael	Martin	WD 20	Utility Rep
25	Cassidy	McCrabb	Moss Adams (consultant)	
26	Kelly	O'Rourke	SPU	
27	Jorgan	Peadon	WD 49	Utility Rep + Alt Board Member
28	Darcey	Peterson	WD 90	
29	Diane	Pottinger	North City	Utility Rep + Board Member
30	Ron	Ricker	North City	
31	Robert	Russell	Coal Creek	
32	Keith	Simovic	Moss Adams (consultant)	
33	Laurie	Tish	Moss Adams (consultant)	
34	Max	Woody	North City	
35	Shane	Young	WD 125	Utility Rep + Board Member + Chair

b. Announcements:

- There were no announcements.

2. Agenda/Minutes

- #### a.
- March 6, 2025 minutes were approved 4-0 (1 Operating Board member was absent; 1 Operating Board member arrived after this agenda item).

b. April 3, 2025 agenda (with a change to switch the order of Agenda Items 4a (True Up) and 3 (CIP) so Moss Adams staff could give their presentation earlier and then leave the meeting) was approved 4-0 (1 Operating Board member was absent; 1 Operating Board member arrived after this agenda item).

3. Old Business

6-Yr Capital Improvement Plan (CIP) - Part 2 Draft Table & Other Materials: Julie Crittenden continued the discussion of the annual regional CIP review. She covered the CIP review schedule, the CIP table with its revised format, the new CIP Book, major financial changes between this 6-year timeframe and last year's 6-year timeframe, new projects, and closing projects. There were several questions from the Operating Board, some of which were answered in the meeting and others that will be answered at the optional April 24th CIP workshop. Julie asked what additional information would be useful for her to provide on April 24th and there were requests to discuss the project identification process, how SPU incorporates contingencies, and more on asset management. The group confirmed the need for the April 24th workshop, confirmed it should be in person, and decided on Water District 125 as the location.

4. New Business

a. **Annual True Up – Part 1 Procedures:** Regina Carpenter and Laurie Tish from Moss Adams provided a briefing regarding the wholesale annual true up procedures. They provided an overview of wholesale water cost recovery, a timeline of the true up process, and highlighted one change to the procedures. They requested the Operating Board provide approval to proceed with the true up procedures. The Operating Board approved the motion 5-0 (1 Operating Board member was absent).

b. **Simplifying the Operating Board Website:** Kelly O'Rourke provided a briefing to obtain Operating Board direction on simplifying the "Operating Board website" (which is technically part of SPU's website). She gave an overview of the website, performed a MentiMeter exercise to gauge use of the website (very few Operating Board members are using the website), explained issues with the website, and provided options and a recommendation. The Operating Board concurred with the "simplification" recommendation which will entail deleting the website and moving key content "upstream" on the SPU website.

5. Executive Summaries & Other Business

a. **Water Consumption – Actual Compared to Rate Study:** Julie Crittenden shared that actual annual consumption to date is 2% higher than the 2020 Rate Study projection and 2% lower than this time last year.

b. **Water Supply Update:** Julie Crittenden walked the group through the standard four supply graphs and said that SPU believes water supply will be sufficient due to our proactive supply management strategies. Cumulative precipitation and consumption continue to be close to long-term averages. Snowpack continues to be less than the long-term average, has been tracking the snowpack last year, and had a recent spike up. SPU continues to keep the combined storage higher than typical and is reviewing other supply management tools to maximize supply through the year.

c. **Next Meeting:**

- April 24, 2025; 9-11am; In person only at Water District 125 - Optional CIP Workshop
- June 5, 2025; 1-3pm; virtual only - Regular OB Mtg

6. **Good of the Order**

a. **SPU Main Break & Boil Water Notice:** Alex Chen shared that SPU was in the midst of dealing with a water main break and boil water notice in its Crown Hill neighborhood. It affects approximate 3,000 customers, is on a 16" cast iron main, the main was fully depressurized, and it took approximately 4.5 hrs to valve off the leak and provide water from a nearby hydrant. The cause is currently unknown. The group had several questions, which Alex answered and he offered to have SPU provide a detailed presentation at a future Operating Board meeting, which the group agreed would be useful.

b. **DOH Transitions:** Alex Chen shared about various staff transitions happening at DOH's Northwest Regional office.

c. **Facility Tours:** Kelly O'Rourke shared that there has been a large increase in wholesale customers requesting tours of regional facilities (watersheds, treatment plants, etc), above and beyond the tours she is planning as part of the Operating Board meetings. Therefore, she is formalizing the tour request process and will send an email to the Operating Board next week about the process.

d. **Contract Negotiation Process:** In response to a question, Alex Chen shared that the contract negotiation process appears to be very close to conclusion.

e. **Northshore GM:** Amanda Campbell shared that Northshore has extended an offer to Ethan Maiefski, their current Assistant GM, to become the next GM. They are currently negotiating a contract. Amanda will stay on in a special role until the end of the year to help with the transition.

f. **Cascade Letter to Seattle Mayor:** A Board Member asked SPU about the recent letter that the Cascade Board sent to Seattle's Mayor (and cc'd the Operating Board). Andrew Lee said the letter does not reflect any changes from information SPU has previously shared with the Operating Board and that the new supply agreement between Cascade and Tacoma is about to be signed.

g. **Cascade Water System Plan:** Kelly O'Rourke shared that SPU provided very minor comments on Cascade's draft Water System Plan. She asked if other Operating Board members who were invited to comment on the plan had done so and it appears that no others commented on the plan.

Board meeting was adjourned at 2:45.

Shane Young
Shane Young (Jun 6, 2025 07:51 PDT)

Chair, Shane Young
Seattle Water Supply System Operating Board

06/06/2025

Date