

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
March 21, 2017**

The second regular meeting of March was held at the District Board meeting room, 8000 NE 52nd Court, Vancouver, Washington on March 21, 2017. Commissioner Kiggins called the meeting to order at 7:00 AM.

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

District Staff: John Peterson, Tom Burns, Robin Krause, Shawn Moore and Kim Thur.

Visitors Present for Regular Meeting: None.

ADDITIONS & DELETIONS TO AGENDA: There were none.

COMMUNICATIONS: Items from the Audience – No audience members were present.

REPORTS: Board Members – Each Board member reported on his recent activities.

Board Clerk: Board Event Attendance Confirmation (February 22 – March 21, 2017)

– The Board signed the attendance confirmation sheet.

Board Calendar of Events (March 22 – April 18, 2017) – Ms. Thur reviewed the calendar with the Board.

2017 Clark County Sewer Connection Charges/Rates Comparison – Ms. Thur presented the 2017 Sewer Connection Charges/Rates Comparison for Clark County Sewer Providers (single-family residential) Effective April 1, noting that the District has the lowest Central Service area rates in Clark County.

General Manager: Facilities Capital Plan for District Campus – Robin Krause, District Engineer, reviewed the Facilities Capital Plan for District Campus memo with the Board. Mr. Krause initially reviewed major planning assumptions for the work. Commissioners Harker and Kiggins agreed with the assumptions stated on page 4 of the memo which focus efforts on the existing developed District parcel. Commissioner Kimsey indicated a preference to consider additional sites more centrally located to the overall District service areas.

Mr. Krause then reviewed future planning assumptions, including the potential future growth and future services for the District. The Board generally concurred with the information provided in the memo as an initial planning basis. Commissioner Harker also asked that staff

consider the overall cost and efficiency of improvements on the site. Staff will look for opportunities for incremental efficiencies and avoid improvements that would require significant incremental development costs. The Board also agreed that staff should consider options for phasing improvements over time.

Mr. Krause then reviewed basic level of service assumptions for the District core services. The Board concurred with continuing to self-perform the District core services that are sewer-related, with the understanding that it may need to be augmented with contract services over time. The Board also concurred with continuing to contract non-sewer related services such as fleet maintenance, fleet washing and landscaping/grounds maintenance.

Mr. Krause then reviewed level of service options for improving site circulation, vehicle/equipment storage, employee and customer parking, main office and maintenance facilities. The Board concurred with considering improving site circulation with the condition that staff consider related impacts to stormwater runoff or other incremental development costs. The Board concurred with recommendations in the memo regarding vehicle and equipment storage. Staff will further evaluate the return on investment for contracted fleet washing services. Employee parking will be planned for expected employee count and the status quo approach will be used for customer parking. The Board concurred with staff recommendations for interior space planning, conference rooms and the planned improvements ongoing for the server room. The Board concurred with recommendations in the memo for materials storage, emergency response equipment and decant facilities.

In addition, the Board would like to better understand the market value of the front parcel.

UNFINISHED BUSINESS: No items to discuss.

NEW BUSINESS: No items to discuss.

Commissioner Harker moved to adjourn the meeting.

Commissioner Kimsey seconded the motion, and it passed unanimously.

At 9:02 AM, Commissioner Kiggins adjourned the meeting.

Respectfully submitted,

Secretary