

AGENDA

Tuesday, January 10, 2012

5:30:00 PM

Meeting Sign in Public Forum

Administrative

Additions/Adjustments to Agenda?

Handouts

- | | |
|---|-------------------|
| Minutes, Board Meeting, December 20, Final | |
| 1 Swear in Commissioner Ransom by Comm. Wadekamper | |
| 2 Reconstitute Board (Res. 12-01) | Motion to Approve |
| 3 Appoint MWPAAC Rep (Res. 12-02) | Motion to Approve |
| 4 Appointing Auditing Officer(s) to Sign KC Vouchers (Res. 12-03) | Motion to Approve |
| 5 Engineers Report | Report |
| 6 Vouchers | Ratify |
| 7 PWTF Loans Balances | Report/Discuss |
| 8 Transaction of Business by the Board | Discuss/Decide |
| 9 CPA Selection Process; Staff Recommendation | Approve |

Legal: Resolutions; Reports; Legal Matters

Resolutions for Board of Commissioner's Approval and Signatures:

- | | |
|--|--------------|
| Res 12-01: Reconstitute Board | Approve/Sign |
| Res 12-02: MWPAAC Rep and Alternates | Approve/Sign |
| Res 12-03: Appoint Auditing Officer(s) for KC Vouchers | Approve/Sign |

Personnel:

Maintenance Report: December Report

Commissioners' Report:

General Manager's Report: Chamber of Commerce attendance by Comm Ransom, GM Derrick

Public Comments:

Future Topics/City Report: GM attendance at City Council, Jan 3, 2012; CON Jan 4, 2012

MEETINGS

RWD Commissioners' Meetings:
Jan 10, 24 (5:30 p.m.)
Feb 7, 21 (5:30 p.m.)
Mar 6, 20 (5:30 p.m.)

WASWD Board (4th Monday of Month)
Jan 23 1:00 p.m.
Feb 27 1:00 p.m.
Mar 26 1:00 p.m.

MWPAAC (4th Wed of Month)
Jan 25 Bellevue City Hall
Feb 22 Bellevue City Hall
Mar 28 Bellevue City Hall

SECTION 4 (3rd Monday of Month)
Jan 16 -- WD90
Feb 20 -- Skyway
Mar 19 -- TBD

	CONFERENCES & WORKSHOPS	
WEF	Miami, FL	1/30/2012 - 2/02/2012
WASWD	Yakima, WA	4/12/2012 - 4/13/2012
WEF	St Louis, MO	6/03/2012 - 6/06/2012
WASWD	Spokane, WA	9/19/2012 - 9/21/2012

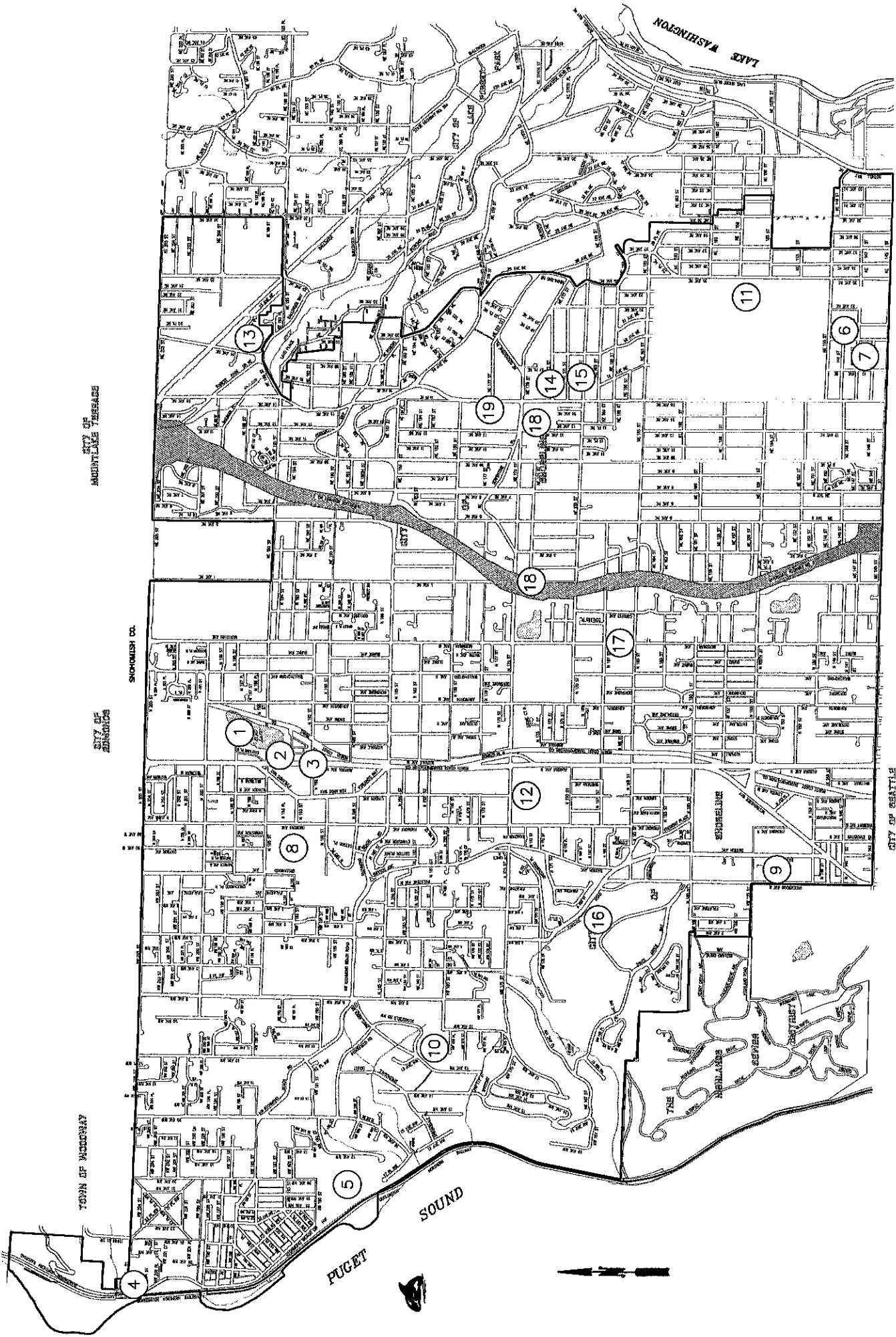
Authorized Absence:

**Ronald Wastewater District Commissioners Meeting
Engineers Report
1/5/2012**

No.	START DATE	DATE	ITEM	STATUS	REPORT <i>See attached map for project location</i>
1.		1/10/12	Echo Lake Trunk	Active No change	Project is complete. 11 th month inspection due 3/1/12.
2.		1/10/12	Echo Lake Infiltration/ Inflow Study	Active No change	Interim report reviewed by staff. Final report will be completed after the next rainy season. Storm data required.
3.		1/10/12	COSH Aurora Ave Project	Active	Aurora phase 3A in construction up to 192 nd . Phase 3B is at 90% design, scheduled for construction summer 2012. District is proceeding with design of sewer.
4.		1/10/12	King Co. Portal 5 and 19	Active No change	King Co's contractor is using LS 13 to transfer flow to KCWW facilities.
5.		1/10/12	Saltwater Park LS 16	Active	Construction is complete. O&M manual is complete. 11 th month inspection due 10/21/12.
6.		1/10/12	Briarcrest 1 O&M CIP	Active No change	Project is complete. 11 th month inspection due 5/23/12. Locations: NE 148 th & 20 th Ave NE, 22 nd & 23 rd Ave & NE 150 th & NE 147 th
7.		1/10/12	Briarcrest 2 O&M CIP	Active No change	Project is complete. 11 th month inspection due 7/15/12. Locations: NE 147 th & 146 th & 145 th @ 17 th Ave NE.
8.	4/11/11	1/10/12	Kings School DE	Active No change	Plans approved, waiting for Pre-Con.
9.	5/17/11	1/10/12	Highland Crest DE	Active No change	Plans approved, waiting for Pre-Con.
10.		1/10/12	Westside Analysis	Active No change	Letter presented to Christie True, King County Executive Director of Dept of Natural Resources and Parks (9/21/11).
11.	11/29/10	1/10/12	Shorecrest High School DE	Active No Change	Pre-con was held 6/22/11. Project is in construction. Off site work is complete. District will inspect final side sewer connections when bldgs complete.

**Ronald Wastewater District Commissioners Meeting
Engineers Report
1/5/2012**

12.	8/23/11	1/10/12	Shorewood High School DE	Active No change	Preliminary design review completed.
13.		1/10/12	Jacob's Well DE	Active No change	Sewer construction is complete. Paving remains.
14.		1/10/12	North City 1 O&M CIP	Active	Construction started 11/28/11. Progress is good. NE 172 :15 th Ave to 19 th Ave NE, NE 170 th :18 th Ave to 20 th Ave NE.
15.		1/10/12	North City 2 O&M CIP	Active	Budget Sewer is filling in contract for District signature. NE 171 st :15 th Ave to 18 th Ave NE, NE 170 th :15 th Ave to 18 th Ave NE.
16.		1/10/12	Carlye Hall Road	Active	Project is in design phase.
17.	8/9/11	1/10/12	166 th and Meridian Sewer Service	Active	Survey is complete. Pre-design report to follow. King County has estimated easement cost.
18.	11/8/11	1/10/12	North City 3 O&M CIP	Active	In design. Esmt between NE 175 th & NE 174 th :1-5 to 4 th Ave NE, NE 175 th : 12 th to 15 th Ave NE.
19.	11/8/11	1/10/12	North City 4 O&M CIP	Active	In design. W side 15 th Ave NE: NE 180 th to NE 175 th .



CITY OF WAUNUKIA

CITY OF EDMONDS

SNOHOMISH CO.

TOWN OF MCKENNA

CITY OF SEATTLE

CITY OF SEATTLE

RONALD WASTEWATER DISTRICT

**Ronald Wastewater District
MEMORANDUM**

TO: Board of Commissioners

FROM: Michael U. Derrick

DATE: January 10, 2012

SUBJECT: Vouchers to be paid 10 January 2012

The total amount of all Vouchers to be paid is **\$144,307.60**.

AP Vouchers: Voucher# 0120001 through Voucher# 0120046	\$92,650.94
Payroll Voucher# 0012013	\$264.38
Payroll Longevity Voucher# 0012001 through Voucher# 0012012	\$11,551.36
ACH Payroll Vouchers	\$26,983.55
Payroll Taxes	\$12,857.37
TOTAL	\$144,307.60

Government Unit: Ronald Wastewater District

Auditing Officer Certification (if board approves via meeting minutes): I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the above-named governmental unit and that I am authorized to authenticate and certify to said claim.

Signature Michael U Derrick Title General Manager Date 01/03/12

Board of Commissioner's Approval: We the undersigned Board of Commissioners of Ronald Wastewater District to hereby certify that the merchandise or services hereinafter specified have been received and that the following vouchers are approved for payment.

Commissioners: (1) _____ (2) _____ (3) _____

Line	Claimant	Voucher No.	Amount	Description
1	AMSAN LLC	0120001	53.17	4 1 GAL CAR WASH - PO #9530
2	ARNIE LIND	0120002	41.07	1211 MILEAGE
3	ARTHUR WADEKAMPER	0120003	101.01	1211 MILEAGE
4	CASCADE MACHINERY & ELEC	0120004	3,723.00	PUMP MOTOR REPAIRS-PO #9535
5	CITY OF SEATTLE / SCL	0120005	1,916.09	11-1211 OFFICE LS'S 5 14 15
6	COSTCO MEMBERSHIP	0120006	55.00	2012 DISTRICT MEMBERSHIP
7	COSTCO RETAIL SERVICE	0120007	310.68	MISC SUPPLIES - PO #3273 75 79
8	EASTSIDE PUBLIC SAFETY	0120008	338.03	1211 RADIO ACCESS FEE
9	FED EX	0120009	18.78	SHIPPING-SAFETY TAPE
10	FRONTIER	0120010	418.41	1211 PHONES OFFICE & LS
11	GFOA	0120011	420.00	2012 CONFERENCE JC
12	HARRIS FORD	0120012	164.25	DIAGNOSTIC VEH #277 - PO #9531
13	HEALTH CARE AUTHORITY	0120013	14,904.48	0112 MEDICAL PREMIUM
14	HEWLETT-PACKARD	0120014	4,514.69	7 NEW COMPUTERS-PO #9506
15	HOME DEPOT	0120015	45.06	MISC SUPPLIES - PO #3277
16	JP COOKE CO	0120016	89.44	ADDRESS STAMPS-PO #3276
17	KC RECORDS & LICENSING	0120017	3,331.00	1211 RECORDING FEES
18	KELLEYS PERSONAL COMM	0120018	103.66	1211 ANSWERING SERVICE
19	LANDS' END	0120019	496.54	VESTS OFFICE & COMM - PO #3267
20	LANE POWELL	0120020	1,305.84	WA B&O TAX REFUND CLAIM #10

Page Total: \$32,350.20

Government Unit: Ronald Wastewater District

Auditing Officer Certification (if board approves via meeting minutes): I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the above-named governmental unit and that I am authorized to authenticate and certify to said claim.

Signature Michael U. Demick Title General Manager Date 01/03/12

Board of Commissioner's Approval: We the undersigned Board of Commissioners of Ronald Wastewater District to hereby certify that the merchandise or services hereinafter specified have been received and that the following vouchers are approved for payment.

Commissioners: (1) _____ (2) _____ (3) _____

Line	Claimant	Voucher No.	Amount	Description
21	MASTER'S TOUCH	0120021	3,258.72	STMTS ENVELOPES STOCK
22	MICHAEL DERRICK	0120022	340.80	AIRFARE WEF CONF MIAMI
23	NEXTEL COMM	0120023	112.76	1211 CELL PHONES
24	NORTHWEST TROPHY	0120024	101.84	GIFT FOR ARNIE LIND-PO #3274
25	OFFICE DEPOT CREDIT PLAN	0120025	92.56	MISC SUPPLIES - PO #3277
26	PITNEY BOWES GLOBAL LLC	0120026	364.70	1ST QTR 2012 POSTAGE METER RENT
27	POSM SOFT LLC	0120027	1,500.00	1 YR SUPPORT CCTV-PO #9534
28	PREVAIL CREDIT UNION	0120028	1,455.00	0112 PR #1 DEDUCTIONS
29	PUGET SOUND ENERGY	0120029	170.76	1211 NATURAL GAS
30	RAILROAD MANAGEMENT CO I	0120030	550.00	2012 ATL ANNUAL FEE
31	SHARP BUSINESS SYSTEMS	0120031	66.99	1211 COPIER MAINTENANCE
32	SHAW ELEVATOR CO	0120032	2,053.12	2011 ANNUAL INSPECTION LS 1 4 5
33	SHIAO-JEN CHEN	0120033	50.36	1211 MILEAGE MEALS
34	SHORELINE CHAMBER OF COM	0120034	300.00	2012 MEMBERSHIP
35	SHORELINE WATER DISTRICT	0120035	350.45	10-1111 LS 8 14 15
36	SPRINGBROOK SOFTWARE	0120036	19,071.86	2012 ANNUAL MAINTENANCE
37	ST OF WA / DEPT OF L & I	0120037	7,959.08	4TH QTR 2011 L & I TAX
38	ST OF WA TREASURER/DEF CO	0120038	505.00	0112 PR #1 DEF COMP
39	ST OF WA/EMPLOYMENT SECU	0120039	101.89	4TH QTR 2011 UNEMP TAX
40	STANLEY CONVERGENT SECU	0120040	923.40	01-0612 MONITORING SERVICE

Page Total: \$39,329.29

Government Unit: Ronald Wastewater District

Auditing Officer Certification (if board approves via meeting minutes): I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the above-named governmental unit and that I am authorized to authenticate and certify to said claim.

Signature Michael U. Drinck Title General Manager Date 01/03/12

Board of Commissioner's Approval: We the undersigned Board of Commissioners of Ronald Wastewater District to hereby certify that the merchandise or services hereinafter specified have been received and that the following vouchers are approved for payment.

Commissioners: (1) _____ (2) _____ (3) _____

Line	Claimant	Voucher No.	Amount	Description
41	THARP & CO	0120041	94.50	REFUND ACCT #021393
42	WASWD	0120042	18,172.56	2012 ANNUAL DUES
43	WATER ENVIRONMENT FED.	0120043	680.00	2012 UTILITY CONF MD - PO #3265
44	WESTERN PETERBILT	0120044	1,849.39	VACTOR DIAGNOSE/REPAIR-PO #953.
45	WORK CLINIC	0120045	55.00	DOT DRUG SCREEN KC
46	WWCPA	0120046	120.00	2012 ANNUAL DUES-PO #9533

Page Total: \$20,971.45

Grand Total: \$92,650.94

Government Unit: Ronald Wastewater District

Auditing Officer Certification (if board approves via meeting minutes): I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the above-named governmental unit and that I am authorized to authenticate and certify to said claim.

Signature Michael U Drnick Title General Manager Date 1/3/12

Board of Commissioner's Approval: We the undersigned Board of Commissioners of Ronald Wastewater District to hereby certify that the merchandise or services hereinafter specified have been received and that the following vouchers are approved for payment.

Commissioners: (1) _____ (2) _____ (3) _____

Line	Claimant	Voucher No.	Amount	Description
1	Wadekamper, Arthur L	0012013	264.38	

Page Total: \$264.38

Grand Total: \$264.38

Payroll

Blanket Voucher Approval Documents

Fund: 11-525-0010

Government Unit: Ronald Wastewater District

Auditing Officer Certification (if board approves via meeting minutes): I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the above-named governmental unit and that I am authorized to authenticate and certify to said claim.

Signature Michael U Derrick Title General Manager Date 1/3/12

Board of Commissioner's Approval: We the undersigned Board of Commissioners of Ronald Wastewater District to hereby certify that the merchandise or services hereinafter specified have been received and that the following vouchers are approved for payment.

Commissioners: (1) _____ (2) _____ (3) _____

Line	Claimant	Voucher No.	Amount	Description
1	Brooks, Charles A	0012001	1,972.02	
2	Chen, Shiao-Jen	0012002	1,844.96	
3	Chung, Kim H	0012003	1,972.02	
4	Davies, Richard N	0012004	1,738.69	
5	Derrick, Michael U	0012005	1,920.37	
6	Dicks, George C	0012006	179.42	
7	Fogarty, Susan E	0012007	134.56	
8	James, Cindy S	0012008	112.14	
9	Lee, Doreen R	0012009	134.35	
10	McDaniel, Louise C	0012010	960.18	
11	Proffitt, Brent D	0012011	156.99	
12	Sharpe, Jason T	0012012	425.66	

Page Total: \$11,551.36

Grand Total: \$11,551.36

Payroll

ACH Check Register

User: Louise
Printed: 01/03/2012 - 3:57 PM
Batch: 10-1-2012
Include Partial: No



Check Date	Check Number	Employee Name	Amount
01/10/2012	0	Charles Brooks	1,848.00
01/10/2012	0	Brian Carroll	196.24
01/10/2012	0	Shiao-Jen Chen	898.95
01/10/2012	0	Kim Chung	2,053.98
01/10/2012	0	Richard Davies	1,560.28
01/10/2012	0	Michael Derrick	3,102.13
01/10/2012	0	George Dicks	2,886.77
01/10/2012	0	Susan Fogarty	1,194.56
01/10/2012	0	Mark Fry	1,830.61
01/10/2012	0	Cindy James	1,522.33
01/10/2012	0	Doreen Lee	1,217.10
01/10/2012	0	Arnold Lind	317.96
01/10/2012	0	Louise McDaniel	1,462.84
01/10/2012	0	Brent Proffitt	1,605.62
01/10/2012	0	Clayton Putnam	1,974.59
01/10/2012	0	Jason Sharpe	1,544.69
01/10/2012	0	Allan Unger	1,766.90
		Total Employees: 17	Total: 26,983.55

KING COUNTY REQUEST FOR BANK DEBIT

T/C 32

DOCUMENT NO. _____

DATE _____

LINE	DESCRIPTION	CHECK NUMBER	ARMS CODING BLOCK				AMOUNT
			FUND OR ORG. UNIT	ACCOUNT	TASK	OPTION	
1	Ronald Wastewater District		11 5250010	08000			12,857.37
2	Payroll taxes						
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
TOTAL							12,857.37

CERTIFICATION FOR PAYMENT

I, the undersigned do hereby certify under penalty of perjury, that the payment described herein is a just, due, and unpaid obligation against County of King, and that I am authorized to authenticate and certify to said payment.

SIGNED Michael D. Drick Date 1/4/2012
 TITLE General Manager

DATE FAXED 01/04/12
 DISTRICT CONTACT Louise McDaniel / Cindy James
 PHONE NUMBER (206) 546 - 2494
 CASH DISBURSEMENT DATE 01/11/12

Payroll

Payroll Deduction Register - Totals



User: Louise
 Printed: 01/04/2012 - 8:15 AM
 Check Date: None
 Period End: None
 Deductions: FED,FICA,FICAR,MEDI,MEDIR
 Batch 010-01-2012
 Check Type: Computer

		Total	Amount	Amount
FED	EE - Fed Tax	5,678.10	1,613.58	4,064.52
FICA	EE - FICA	2,267.12	616.35	1,650.77
FICAR	ER - FICA	3,346.73	909.85	2,436.88
MEDI	EE - Medicare	782.71	212.79	569.92
MEDIR	ER - Medicare	782.71	212.79	569.92
		<u>12,857.37</u>	<u>3,565.36</u>	<u>9,292.01</u>

Ronald Wastewater District Worksheet for Federal Tax & FICA Deposits

For Month of JANUARY 2012, PR #1 Period 12/16/11 - 12/31/11
 Paid Date 01/10/2012

EE Deduction	Fed Tax	5,678.10	
	FICA - Social Security	2,267.12	
	FICA - Medicare	782.71	
		3,049.83	
ER Contribution	FICA - Social Security		3,346.73
	FICA - Medicare		782.71
			4,129.44

For Tax Form 941 Online Transmittal & Payment:			
TIN	91-6017214		
PIN #	5802		
Type	941		
Period	1st Qtr 2012		
Settlement Date	The date assigned by IRS	Date	01/11/2012
Payment Amount	12,857.37		
Social Security Amount			5,613.85
Medicare Amount			1,565.42
Total FICA Tax	1-00-98-1010-230-20		7,179.27
Withholding Amount	1-00-98-1010-230-10		5,678.10
			12,857.37
Date transmitted	04-Jan-12	Initial:	_____
EFT Number	<u>confirmation attached</u>		

H:\Accounting\Spreadsheets\Payroll\Worksheets\PR EFTPS worksheet.qpw

Public Works Trust Fund Loan Recap
As of January 2012

Year	Project(s)	Simple Interest Rate	Years Remain	Term / Year	Loan Amount	Outstanding Principle	Remaining Interest Due
1995	LS 13 & Force Main	2.00%	4	20	\$414,000	\$87,157.92	\$4,357.90
1998	LS 4, 6 & 11 Improvements	3.00%	7	20	\$668,700	\$247,731.82	\$29,727.82
2000	LS 1, 2, 3, 5 & 7 Improvements	3.00%	9	20	\$823,500	\$392,246.10	\$58,826.60
2005	Unsewer Area Sanitary Sewer Extensions	0.50%	14	20	\$1,021,700	\$752,831.52	\$28,210.89
2008	LS 14 & 15 Rehabilitation	0.50%	18	20	\$907,630	\$855,090.00	\$36,544.05

1995	\$87,157.92	\$4,357.90
1998	\$247,731.82	\$29,727.82
2000	\$392,246.10	\$58,826.60
	\$727,135.84	\$92,912.32

Total P+I	\$820,048.16
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<i>Estimated 2012 Annual Interest Income based on \$727,135.84</i>	0.50%	\$3,635.68
<i>Estimated 2012 Annual KC Pool Service Fee based on \$727,135.84</i>	0.15%	-\$1,090.70
		\$2,544.98

PWTF Loan 1995, 1998 & 2000 Scheduled Interest Payment for 2012 **\$20,672.49**

MEMO

Ronald Wastewater District

TO: Board of Commissioners
FROM: Michael U. Derrick *MU Derrick*
DATE: Wednesday, January 4, 2012
SUBJ: "Transaction of Business by The Board"

Resolution Number 1, dated 31 August 1951, adopted rules governing the transaction of business by the Board. Since then, there have been numerous resolutions changing or adding various sections of the rules, but no compilation of those changes and additions into one document has been done.

I would like Board authorization to compile the changes and additions to the Rule Governing the Transaction of Business by the Board.

Main Heading: B: Commissioners

Section: B3 Governing Rules

Wednesday, January 04, 2012

Subsection: B3a Transaction of Business

Page 1

Res No	Date Signed	Title Memo
2011-15	10/18/11	A Resolution of the Board of Commissioners of Ronald Wastewater District Changing the Date and Time of it Regular Meetings.
2007-10	01/16/07	A Resolution of the Board of Commissioners of Ronald Wastewater District Amending Section 3 of Resolution 95-39, Changing the Date and Time of Board of Commissioner Meetings in Compliance with RCW 42.30.010 and Following Sections.
2003-47	11/04/03	A Resolution of the Board of Commissioners of Ronald Wastewater District Amending Resolution 89-78 Relating to the Rules, Regulations and Procedures Governing the Transaction of the District's Business and Specifically Section 2.9 Thereof Pertaining to the District's Representation on the Metropolitan Water Pollution Abatement Advisory Committee (MWPAAC).
1998-57	11/30/98	Amending Section 3 of Resolution 95-39 to change the Date and Time of Board of Commissioner Meetings in compliance with RCW 42.30.010
1998-14	03/02/98	Amending resolution 85-19 and Authorizing Payment in Full Per Diem Allowed by Law to Commissioners
1995-39	07/05/95	Adopting Rules, Regulations and Procedures Governing the Transaction of Business by the Board of Commissioners and Amending Resolutions 1, 14, 15, 58, 77, 137, 163, 195, 207, 241, 756, 856, 870, 872, 880, 884, 886, 1057, 1090, 73-13, 74-30, 75-09, 75-35, 76-23, 77-60, 78-05, 78-86, 80-01, 80-32, 80-34, 81-01, 81-19, 82-02, 83-10, 89-61.
1994-45		Amending section 3 of Resolution 89-61 to establish the time and places of Board of Commissioner meetings in compliance with RCW 42.30.010 and following sections.
1989-78	12/04/89	Adopting Rules Regulations and Procedures Governing the Transaction of Business of the District Amending Resolutions 1, 14, 15, 58, 77, 137, 163, 195, 207, 241, 756, 856, 870, 872, 880, 884, 886, 1057, 1090, 73-13, 74-30, 75-09, 75-35, 76-23, 77-60, 78-05, 78-86, 80-01, 80-32, 80-34, 81-01, 81-19, 82-02, 83-10, 89-61.
1989-61	10/23/89	Adopting Rules, Regulations and Procedures Governing the Transaction of Business, amending Resolutions: 1, 14, 15, 58, 77, 137, 163, 195, 207, 241, 756, 856, 870, 872, 880, 884, 886, 1057, 1090, 73-13, 74-30, 75-09, 75-35, 76-23, 77-60, 78-05, 78-86, 80-01, 80-32, 80-34, 81-01, 81-19, 82-02, 83-10.
1985-19	05/13/85	Authorizing Payment in Full Per Diem Allowed by Law to Commissioners.

Main Heading: B: Commissioners

Section: B3 Governing Rules

Wednesday, January 04, 2012

Subsection: B3a Transaction of Business

Page 2

Res No	Date Signed	Title Memo
1983-10	02/07/83	Establishing Duties of the Secretary of the Board of Commissioners.
1980-28	06/09/80	Authorizing Payment of Full Per Diem Allowed by Law to Commissioners.
1977-60	12/05/77	Regarding Compensation for Commissioners and Superceding Resolution No. 865.
1971-1057	06/21/71	Establishing Dates of Regular Meetings and Providing for Notice of Special Meetings.
1969-0865	11/03/69	Regarding Compensation for Commissioners.
1969-0864	11/03/69	Setting Time and Place for Hearing on Petition for Withdrawal of Property from Ronald Sewer District.
1964-0411	01/20/64	Fixing Time and Place of Regular Meetings of Commission of Ronald Sewer District.
1962-0256	02/05/62	Amending Section 1 of Resolution No. 1 as Last Amended By Resolution No. 219, and Providing for the Principal Office and Place of Holding Meetings of the Board and for the Time and Place of Holding Regular Meetings.
1961-0219	08/31/61	Amending Section 1 of Resolution No. 1 and Providing for the Principal Office and Place of Holding Meeting of the Board and for the Time and Place of Holding Regular Meetings.
1960-0157	06/20/60	Amending Resolution No. 131 Fixing Time and Place of Regular Meetings of Ronald Sewer District Commission.
1960-0137	03/07/60	Providing Rate of Compensation of Commissioners.
1960-0137	02/15/60	Fixing Time and Place of Regular Meeting of Ronald Sewer District Commission.

Main Heading: B: Commissioners

Section: B3 Governing Rules

Wednesday, January 04, 2012

Subsection: B3a Transaction of Business

Page 3

Res No	Date Signed	Title Memo
1960-0120	01/18/60	Fixing Time and Place of Regular Meetings of Ronald Sewer District Commission.
1959-0109	12/07/59	Establishing the Office of the District and Authorizing Execution of Rental Agreement.
1959-0106	11/16/59	Fixing Time and Place of Special Meeting.
1959-0097	09/21/59	Changing Place of Meeting.
1959-0083	05/18/59	Changing Place of Meeting.
1958-69	09/02/58	Fixing Time and Place of Meeting.
1958-64	06/02/58	Fixing Time and Place of Meeting.
1958-62	05/19/58	Establishing the Location of the Office of Secretary of the Ronald Sewer District.
1958-58	03/17/58	Establishing the Position of Vice President and Amending Section 5 of the Rules of the District.
1957-46	12/09/57	Fixing Meetings for First and Third Mondays.
1957-39	09/09/57	Fixing Time and Place of Meeting.
1957-37	06/19/57	Fixing Time and Place of Meeting.
1956-26	08/13/56	Fixing Time and Place of Meeting.

Main Heading: B: Commissioners

Section: B3 Governing Rules

Wednesday, January 04, 2012

Subsection: B3a Transaction of Business

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Res No	Date Signed	Title Memo
1956-25	06/11/56	Fixing Time and Place of Meeting.
1955-15	06/13/55	Providing for Compensation for Commissioners of Ronald Sewer District.
1955-14	06/13/55	Amending Section 8 of Rules Governing the Transaction of the Business of the Board.
1955-10	02/01/55	Fixing Time and Place of Meeting.
1951-01	08/31/51	Adopting Rules Governing the Transaction of Business by the Board.

Ronald Wastewater District / Inter-office Memo

Date: January 6, 2012
To: General Manager and The Board of Commissioners
From: Jen Chen, Accounting Manager
Subject: State Auditors Office (SAO) Auditing and CPA firms Proposals

SAO will not use a CPA audit. The SAO is required by state law to perform their own audit.

Perform Functions:

CPA firm:

Review in-house year-end work and prepare the annual Financial Statement, which is due by the SAO on May 31st of each year.

SAO Biennial audit includes:

Financial Statement Auditing

SAO uses the Financial Statement to complete their work than verifies it with the general ledger.
 Estimated cost for 2010/2011: \$6,054

Accountability Auditing

SAO looks at the District's internal control and operating procedures to make sure they are in accordance with RCW.
 Estimated cost for 2010/2011: \$7,974

Three CPA firms presented their proposals for review in-house year-end work and prepare the annual Financial Statement:

	<u>Bader Martin</u>	<u>Hellam Varon</u>	<u>Moss Adams</u>
Review in-house year end work and prepare Financial Statement	\$11,750	\$14,000	\$19,975, original proposal
Cost to submit Financial Statement to SAO	Included	\$600	* None
Review year end work by	* Mid Feb	February 21	Jan / Feb: \$18,800 ** Apr/ May: \$15,500
Date to present final Financial Statement to the Board	* 4 weeks after review	March	* April, if review work in Feb
Quick Calls & Questions	No Charge	No Charge	* Depends on the research time
Advisory Services as needed	Hourly rate	No Charge	* \$170 - \$275 an hour
Note:	* Initially not stated on the proposal and needs to be requested by the District. ** If Moss Adams reviews the District financial work in April or May, they will present the FS to the Board by the middle of June, which is past the due date for the SAO.		

Accountability Auditing	\$11,750	\$6,500	Jan/Feb: \$6,700 Apr/May: \$6,100
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RONALD WASTEWATER DISTRICT
A Special Purpose District Governed by RCW Title 57

Resolution 12-01

**A Resolution of the Board of Commissioners of Ronald Wastewater District
Reconstituting the Board and Electing the Board of Commissioners for the Calendar
Year 2012.**

WHEREAS, it being the first meeting of the Board of Commissioners of Ronald Wastewater District for the Calendar Year 2012 an election of the Board of Commissioners was held to reconstitute the Board.

The Nominee for President was _____

The Nominee for Vice President was _____

The Nominee for Secretary was _____

BE IT RESOLVED by the Board of Commissioners of Ronald Wastewater District that the Officers elected to serve the Board of Commissioners of Ronald Wastewater District for the Calendar Year 2012 are:

President: _____

Vice President: _____

Secretary: _____

ADOPTED by the Board of Commissioners of Ronald Wastewater District on January 10, 2012.

ATTEST

President/Commissioner

Secretary/Commissioner

Vice-President/Commissioner

I, the undersigned Secretary of the Board of Commissioners of Ronald Wastewater District, a municipal corporation of King County, Washington, CERTIFY that the preceding document is a true and correct copy of **Resolution 12-01** of the Board, duly adopted on January 10, 2012 at its regular meeting.

Secretary/Commissioner

RONALD WASTEWATER DISTRICT
A Special Purpose District Formed Pursuant to RCW Title 57

Resolution 12-02

**A Resolution of the Board of Commissioners of Ronald Wastewater District
Appointing the District's Representative and Alternates to the Metropolitan Water
Pollution Abatement Advisory Committee (MWPAAC) for the Year 2012.**

WHEREAS, The Board of Commissioners of Ronald Wastewater District yearly appoints a representative, alternate, and second alternate to MWPAAC in order to protect the District's vote as a participant in that body should two of the three members of the Board be unable to attend any MWPAAC meeting. Now, Therefore

BE IT RESOLVED by the Board of Commissioners of Ronald Wastewater District that _____,
of the Board of Commissioners of the District, is hereby appointed as the District's
Representative to MWPAAC

BE IT FURTHER RESOLVED that Commissioner _____
is appointed as First Alternate Representative and Commissioner _____
is appointed as Second Alternate Representative to MWPAAC for the period ending December
31, 2012 or until their successors are appointed.

ADOPTED by the Board of Commissioners of Ronald Wastewater District on January 10, 2012.

President/Commissioner

Secretary/Commissioner

Vice-President/Commissioner

ATTEST:

I, the undersigned Secretary of the Board of Commissioners of Ronald Wastewater District, a municipal corporation of King County, Washington, CERTIFY that the preceding document is a true and correct copy of **Resolution 12-02** of the District, duly adopted by the Board of Commissioners on January 10, 2012 at its regular meeting.

Secretary/Commissioner

DRAFT

RONALD WASTEWATER DISTRICT
A Special Purpose District Formed Pursuant to RCW Title 57

Resolution 12-03

**A Resolution of the Board of Commissioners of Ronald Wastewater District
Authorizing the General Manager to Execute Voucher Requests or Accounting
Manager to Authorize Voucher Requests during the Absence of the General
Manager, Subject to Ratification by the Board and/or Board Signatures.**

WHEREAS, The Board of Commissioners at its regularly scheduled meetings reviews and approves voucher requests that the District submits to King County for issuance of warrants to pay its bills; and

WHEREAS, The King County Office of Finance issues warrants on voucher requests submitted by the District Manager to pay its bills. Those voucher requests are signed by the District's General Manager; and

WHEREAS, The Board of Commissioners finds that signing and submitting the "Special District Voucher Approval Document" by the General Manager, or the Accounting Manager when the General Manager is absent, subject to ratification by the Board of Commissioners at a regularly scheduled meeting, does not reduce the Board's control of the District's finances.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Ronald Wastewater District that the General Manager is authorized to submit vouchers to King County for the issuance of warrants, subject to ratification by the Board of Commissioners at its next regularly scheduled meeting.

BE IT FURTHER RESOLVED that in the absence of the General Manager the Accounting Manager is authorized to submit vouchers to King County for the issuance of warrants, subject to ratification by the Board of Commissioners at its next regularly scheduled meeting.

BE IT FURTHER RESOLVED that the Board of Commissioners shall, upon the signature of two (2) members of the Board of Commissioners, have the power to approve vouchers for submission to the King County Office of Finance.

DRAFT

ADOPTED by the Board of Commissioners of Ronald Wastewater District on January 10, 2012

ATTEST

President/Commissioner

Secretary/Commissioner

Vice-President/Commissioner

I, the undersigned Secretary of the Board of Commissioners of Ronald Wastewater District, a municipal corporation of King County, Washington, CERTIFY that the preceding document is a true and correct copy of **Resolution 12-03** duly adopted on January 10, 2012 at its regular meeting.

Secretary/Commissioner