



Board of Directors Minutes

Wednesday, December 14, 2011, 5:30 p.m.
LOTT Alliance Board Room, 500 Adams St. NE, Olympia, WA 98501

Present:

City of Lacey:	Cynthia Pratt
City of Olympia:	Doug Mah
City of Tumwater:	Ed Stanley
Thurston County:	Sandra Romero

Pre-Meeting Reception

1. An informal reception preceded the meeting to recognize Doug Mah for his years of service.

Business Meeting

Call to Order: Ed Stanley called the meeting to order at 6:00 p.m. He thanked staff for a wonderful reception for Mayor Mah.

2. **Agenda Approval**
Action: Doug Mah moved, seconded by Cynthia Pratt, to approve the Agenda. Motion carried.
3. **Consent Calendar**
Action: Doug Mah moved, seconded by Cynthia Pratt, to approve the Consent Calendar. Motion carried.
4. **Public Comment**
Discussion: None
5. **Comprehensive Annual Financial Report Award**
Presenter: Rick Hughes, CAO & General Counsel
Description: Presentation of the Certificate of Achievement for Excellence in Financial Reporting to LOTT for the 2010 Comprehensive Annual Financial Report
Discussion: Mr. Hughes introduced Mark Neary, Director of Central Services for Thurston County and the state representative for the Government Finance Officers Association. Mr. Neary presented the Certificate of Achievement for Excellence in Financial Reporting (CAFR) for 2010. The award is achieved through presenting and creating financial statements in compliance with generally accepted accounting standards. When LOTT goes out to issue debt, one of the things the underwriters look for is financial stability, as well as the financial statements to determine what the risk is for paying back the debt in the future. Having the CAFR provides credibility and demonstrates that the information LOTT provides is in accordance with all of the current accounting standards. Mr. Neary

commended LOTT for its participation. This is the fourth year LOTT has received this national award. Mr. Hughes complimented Justin Long and Penny Meier for their efforts.

6. Primary Sedimentation Basins Construction Contract Bid Award 4 and Adjustments

Presenter: Eric Hielema, Senior Wastewater Engineer

Description: Approve Construction Contract Bid Award 4 with M.A. Mortenson for the Primary Sedimentation Basins.

Discussion: Mr. Hielema recapped the action requested, including the construction contract elements, the bid package summary; and adjustment of general conditions.

Action: Doug Mah moved, seconded by Cynthia Pratt, to approve Construction Contract Bid Award 4 with M.A. Mortenson for the Primary Sedimentation Basins project in the amount of \$629,047 and amend the Preconstruction Services Contract to include an additional \$235,952, for a combined total of \$864,999. This amount includes the Mortenson bid packages for glass and glazing, asphalt pavement and markings, site fence and gates, adjustments to the General Conditions and Preconstruction Services Contract, and associated contract costs and sales tax. Motion carried.

7. Washington Department of Fish and Wildlife Property Acquisition Update

Presenter: Mike Strub, Executive Director

Description: To update the Board on staff efforts to acquire real property from the Washington Department of Fish and Wildlife.

Discussion: Mr. Strub explained that staff is in the process of making a joint proposal with the Port of Olympia and City of Olympia to acquire property owned by the Department of Fish and Wildlife. LOTT staff plan to develop a proposal to the state for the property. The appraised price is \$2,425,000. Mr. Hughes planned to meet with the state on Wednesday, December 21, to learn what the state requires for a proposal. There will be more information available at the January 2012 meeting.

Action: None

8. Commendatory Resolution and Recognition

Presenter: Mike Strub, Executive Director

Description: Approval of a resolution commending Doug Mah for his years of service on the LOTT Board of Directors.

Discussion: Mr. Stanley read Resolution 11-009 recognizing Mr. Mah's more than eight-year tenure on the Board. Mr. Strub commended Mr. Mah for his leadership of the organization through much transition and for his support of LOTT employees. Each Board member provided complimentary comments about their working relationship with Mr. Mah. Mr. Mah was presented with a recognition plaque, photo album, and shovel marked with LOTT milestones during his tenure including many "firsts."

Action: Cynthia Pratt moved, seconded by Ed Stanley, to commend Doug Mah and recognize him with Resolution 11-009. Motion carried.

9. Program Reports

Presenters: Mike Strub, Executive Director; Rick Hughes, Administration; Karla Fowler, Community Relations; Brian Topolski, Engineering; Laurie Pierce, Facilities; Cynthia Pratt, TRPC.

Discussion: Staff presented highlights from the monthly Program Reports handout.

Break at 7:20 p.m. for five minutes.

10. Executive Session

Presenter: Ed Stanley, Board President

Description: To review the performance of a public employee.

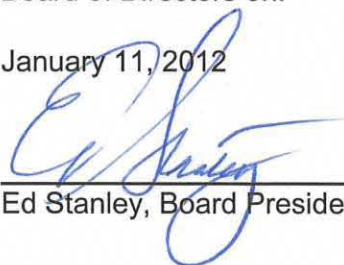
Convene: Mr. Stanley stated the Business Meeting would convene into an Executive Session at 7:25 p.m., which would last no longer than 25 minutes.

Reconvene: The meeting reconvened to open session in the Board Room at 7:55 p.m.

The meeting was adjourned at 7:55 p.m.

Prepared and edited by LOTT staff. Approved by the LOTT Alliance
Board of Directors on:

January 11, 2012



Ed Stanley, Board President