

# Dockton Water Association

9710 SW Windmill Street | Vashon, WA 98070 | 206.463.5600 | docktonwater.org

## Shareholder Annual Meeting

Saturday – June 16, 2017

10:00 a.m.

### Dockton Water Association Community Hall

9710 SW Windmill Street

(the white building with the green metal roof)

## Ballot Measures

We look forward to seeing you at Dockton Water Association's upcoming annual meeting! The agenda will include voting results by the Association's membership (\*) on the following measures:

- **Board of Directors Election**
- **Proposed Budget for 2018-2019**

## Voting Ballot

If attending the meeting in person, please bring your completed ballot with you. If you are unable to attend, your ballot must be received no later than 10:00 a.m. on Saturday, June 16 to be counted. Ballots may be mailed or dropped off at the DWA office (if included with your water payment, please ensure it's received by the date and time noted above).

Please provide your account #(s): \_\_\_\_\_

**Board of Directors Election** (vote for five (5) candidates to serve two-year terms; statements on second sheet)

- John (Hooper) Havekotte
- Kaiulani Osoiro-Sawka
- Paul Witherspoon
- Sheila Doane
- Tanya Roberts
- Write-in candidate* (print name): \_\_\_\_\_

**Budget for 2018-2019** (information on second sheet)

- Approve
- Do not approve

*(Water Use Questionnaire on Reverse Side)*

(\*) As a Dockton Water Association Member, your vote is very important. In accordance with the bylaws, we must receive a vote from 10% of the membership in order to validate any results.

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## Water Use Questionnaire

As required by the Washington State Department of Health (Chapter 246-292 WAC), public water systems are required to have a cross-connection plan in place. Completing this questionnaire will assist Dockton Water Association in staying in compliance and aid in ensuring we keep our drinking water healthy. If you have questions, please contact Dockton Water Association's Operator, Dave Stoltz, at 206-769-7415.

Please indicate whether the special plumbing or activities listed below apply to your premises:

Yes	No	<u>Plumbing or Activity Present on Customer's Premises</u>
<input type="checkbox"/>	<input type="checkbox"/>	Underground sprinkler / irrigation system
<input type="checkbox"/>	<input type="checkbox"/>	Water treatment / water softener system
<input type="checkbox"/>	<input type="checkbox"/>	Solar heating system
<input type="checkbox"/>	<input type="checkbox"/>	Hydronic heating system
<input type="checkbox"/>	<input type="checkbox"/>	Residential fire sprinkler system
<input type="checkbox"/>	<input type="checkbox"/>	Other water supply connected to plumbing system
<input type="checkbox"/>	<input type="checkbox"/>	Sewage pumping facilities or grey water system
<input type="checkbox"/>	<input type="checkbox"/>	Boat moorage with water supply
<input type="checkbox"/>	<input type="checkbox"/>	Hobby farm (5+ acres for non-commercial use)
<input type="checkbox"/>	<input type="checkbox"/>	Animal watering trough
<input type="checkbox"/>	<input type="checkbox"/>	Swimming pool or spa
<input type="checkbox"/>	<input type="checkbox"/>	Greenhouse
<input type="checkbox"/>	<input type="checkbox"/>	Decorative pond
<input type="checkbox"/>	<input type="checkbox"/>	Photo lab or dark room
<input type="checkbox"/>	<input type="checkbox"/>	Home-based business. If yes, list type/describe (e.g. beauty salon, machine shop, etc.): Type/description: _____
<input type="checkbox"/>	<input type="checkbox"/>	Installed, certified, backflow prevention device. If yes, list type, installation date & location: Type: _____ Installation date: _____ Location: _____

By signing this statement, you certify that the above plumbing does or does not exist on your property. In the event that any of the plumbing or activities listed above are installed on your property, notification will be given immediately to Dockton Water Association so proper measures can be taken to protect the public drinking water from contamination.

Customer (print name): \_\_\_\_\_ Acct #(s): \_\_\_\_\_

Customer's signature: \_\_\_\_\_ Date: \_\_\_\_\_

***Thank-you for completing and returning this questionnaire!***

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## Candidate Statements

Board of Directors Election – June 2018

Serve a 2-year term of office from July 2018 through June 2020

### ***John (Hooper) Havekotte***

I want to serve on the Board of DWA because it is a neighborhood asset, and I am a member of that neighborhood. Water for drinking and water for fire suppression are both critical for survival. Community is very important to me, and therefore, I want to serve. I have a background related to water, as I was a residential plumbing contractor in Seattle for 40 years. Although residential plumbing doesn't apply directly to the Water Association, it should serve as a general background for serving on the Board. I have been serving for the last three years and still see this as vitally important work.

### ***Kaiulani Osoiro-Sawka***

I have owned my house since April 2016 and absolutely love it here! I have been an active member in the community: volunteering at Granny's Attic and taught classes at the local public school about the importance of the wastewater cycle in our community. I have been working in the wastewater/ water field for 10 years here in Washington and Hawaii. I would be delighted to serve and honored to be a board member for Dockton Water.

### ***Paul Witherspoon***

I have been serving on the Board for the past five years come June 2018, two of those years as President. I am running again to continue the good work/projects this Board has been working on. My background is in Construction Management and Project Management. I manage multi-million dollar capital construction projects in my "day job." I live in Dockton with my wife and kids, and intend to remain here for years to come. Hope to see you in June, and remain on the Board. Thank-you for your continued support.

### ***Sheila Doane***

I have come to love Maury Island! My husband spent many joyful summers growing up at his family's cabin on Summerhurst Beach, as have our two grown children. While we currently split our time between the island and Burien, we consider Summerhurst Beach our home. I've been the Lead for Maury Island's Nextdoor.com forum since 2013, partnered with the Land Trust to create Frog Holler Park, and am currently serving on the Dockton Water Association's Board of Directors, among other volunteer activities in Burien. Positions at The Boeing Company, Alaska Airlines, Windermere Real Estate and an MBA from Seattle University have honed my skills in marketing, contracting and real estate. We've also owned Burien Auto Repair since 1988.

### ***Tanya Roberts***

I grew up hearing stories about groundwater geology. My father was a geologist in the partnership of Robinson and Roberts that had contracts throughout the Pacific Northwest. My training at the University of Washington was in Economics (PhD), but my career at the Economic Research Service, U.S. Dept. of Agriculture was in food safety economics and policy. In this job I worked with professionals at the Centers for Disease Control and Prevention (CDC) and learned about the microbiology of foodborne and waterborne pathogens. I moved to Vashon when my late husband retired in 2009 and live in the Dockton Water distribution area. In 2008 I retired from ERS and became Chair of the Board of Directors for the consumer advocacy group, the Center for Foodborne Illness Research and Prevention. I believe that my personal background and professional interests will be useful if you choose to elect me to one of the available positions on Dockton Water's Board of Directors.

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## Explanation of Ballot Questions

### **Ballot Question 1: Who should be elected to the five open board positions?**

This year there are five open positions: three expired, two vacated. Candidate statements are printed on the ballot, enclosed as a separate document. You can also write in a candidate. Please vote for five.

### **Ballot Question 2: Should the Board adopt the proposed budget for 2018-2019?**

The proposed budget is printed on the back of this page. Notes in the right column give a general explanation of the format and contents. For more details, please visit [docktonwater.org](http://docktonwater.org). For specific questions, contact Todd Currie at [twcurrie@yahoo.com](mailto:twcurrie@yahoo.com).

## Budget Summary

Proposed Budget – 2018/2019 Fiscal Year (July through June)  
For Shareholder Review

	2017-18 Budget	2017-18 Forecast Actual <sup>1</sup>	2018-19 Proposed Budget	% Change
<b>OPERATING FUND</b>				
<b>BEGINNING FUND BALANCE</b>	14,456	20,655	23,000	11%
INCOME: Water Sales (Active Shares), Taxes and Fees	220,900	219,924	222,400	1%
COSTS:				
Administration	(70,650)	(65,261)	(71,250)	9%
Operations	(80,100)	(72,097)	(83,300)	16%
Contributions to Capital Reserve Funds	(50,000)	(65,001)	(50,000)	-23%
Taxes Licenses and Fees	(15,000)	(15,148)	(39,200)	159%
<b>TOTAL OPERATING COSTS:</b>	<b>(215,750)</b>	<b>(217,507)</b>	<b>(243,750)</b>	<b>12%</b>
Operating Profit (Loss)	5,150	2,417	(21,350)	-983%
<b>ENDING FUND BALANCE</b>	<b>19,606</b>	<b>23,072</b>	<b>1,650</b>	<b>-93%</b>
<b>SYSTEM REPLACEMENT FUND</b>				
<b>BEGINNING FUND BALANCE</b>	<b>316,540</b>	<b>314,581</b>	<b>249,300</b>	<b>-21%</b>
INCOME: Contribution from Operating Fund	50,000	50,004	50,000	0%
INVESTMENTS: System Replacement Projects	(197,000)	(115,276)	(137,000)	19%
Net Change in Fund	(147,000)	(65,272)	(87,000)	33%
<b>ENDING FUND BALANCE</b>	<b>169,540</b>	<b>249,309</b>	<b>162,300</b>	<b>-35%</b>
<b>CAPITAL IMPROVEMENT FUND</b>				
<b>BEGINNING FUND BALANCE</b>	<b>334,150</b>	<b>327,692</b>	<b>266,500</b>	<b>-19%</b>
INCOME: Reserve Shares and Capital Charges	81,600	98,381	85,000	-14%
State Loan Payments (Balance: \$228,995 Interest: 1.5%)	(32,000)	(31,718)	(32,000)	1%
INVESTMENT: Capital Improvement Projects	(246,000)	(127,820)	(196,000)	53%
Net Change in Fund	(196,400)	(61,157)	(143,000)	134%
<b>ENDING FUND BALANCE</b>	<b>137,750</b>	<b>266,535</b>	<b>123,500</b>	<b>-54%</b>
<b>CONTINGENCY RESERVES</b>				
<b>BEGINNING FUND BALANCE</b>	<b>78,400</b>	<b>78,400</b>	<b>78,400</b>	<b>0%</b>
Net Change in Fund	-	-	-	0%
<b>ENDING FUND BALANCE</b>	<b>78,400</b>	<b>78,400</b>	<b>78,400</b>	<b>0%</b>
<b>TOTAL FUNDS</b>	<b>405,296</b>	<b>617,317</b>	<b>365,850</b>	<b>-41%</b>

<sup>1</sup> Includes actual results through April 2018, May and June are estimated

#### NOTES:

\* We manage our finances using 4 Funds. Each fund has inflows and outflows during the year. The total balance of all 4 funds at any time equals the total amount of cash, or "Reserves", we hold in the bank.

\* The **Operating Fund** tracks the revenue we collect by invoicing "Active" Shareholders ("base charge" and water usage plus taxes and fees). We "run the business" on a day-to-day basis from this fund. This year we made a one-time increase from \$50,000 to \$65,000 of our contribution to Capital Reserves.

We have budgeted for a large increase in Taxes and Fees due to the County's proposed Franchise Fee. If the courts approve this new fee, we will need to bill this tax to shareholders to avoid the loss shown in the budget.

\* **System Replacement Fund** holds our cash reserves for projects where we replace existing pipelines and equipment. Most of these projects are planned, however we keep a small reserve for emergency repairs.

\* **Capital Improvement Fund** holds our reserves for projects where we improve/upgrade our system. It receives the income from the Capital Charges we all pay and the "base charge" paid by Reserve Shareholders. This fund is specifically for new, improved materials. A significant project this year will be construction of the Filtration System for the Sandy Shores well water.

\* **Contingency Fund** is a reserve stipulated by our outstanding loans with the State of Washington.

\* **Total Funds** is the Ending Balance of all 4 funds. Ending next year with over \$365,000, leaves us in a good position and able to fund the completion of the Filtration System in the following year.