



## Minutes of the Special Meeting of The Board of Commissioners of North Beach Water District

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A special meeting of the Board of Commissioners of North Beach Water District was held at 6:00 p.m., Wednesday, January 24, 2011 at the office of North Beach Water District; 25902 Vernon Avenue, Suite D, Ocean Park, Washington.

**I. Call to order:**

Commissioner Brake called the special meeting of the Board of Commissioners of North Beach Water District to order at 6:00 p.m.

**II. Roll call:**

Commissioners present:

Gwen Brake  
Brian Sheldon  
R.D. Williams

Commissioners absent:

None

Staff present:

Tia Crisifulli, Office Manager

Others present:

Robert Haskins  
William Neal

**III. Adopt agenda:**

Amendments to the agenda are as follows:

Item 5B. Consideration of Resolution 02-2011.

Commissioner Sheldon moved to adopt the agenda as amended. Commissioner Williams seconded the motion.

Aye: Commissioners Brake, Sheldon, and Williams

Nay: None

Abstain: None

Absent: None

**IV. Reorganization of the Board of Commissioners.**

**A. President.**

Commissioner Sheldon nominated Commissioner Brake for the position of President of the Board. Commissioner Brake seconded the motion.

Aye: Commissioners Brake, Sheldon, and Williams

Nay: None

Abstain: None

Absent: None

**B. Secretary.**

Commissioner Williams nominated Commissioner Sheldon for the position of Secretary of the Board. Commissioner Sheldon seconded the motion.



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Aye: Commissioners Brake, Sheldon, and Williams  
Nay: None  
Abstain: None  
Absent: None

**V. Public comment.**  
None

**VI. Action items:**

**A. Consideration of Resolution 02-2011 regarding General Manager Employment agreement.**

Commissioner Williams moved to adopt Resolution 02-2011 regarding General Management Employment Agreement. Commissioner Brake seconded the motion.

Aye: Commissioners Brake, Sheldon, and Williams  
Nay: None  
Abstain: None  
Absent: None

**B. Consideration of Resolution 03-2011 amending Employee Policy and Procedures manual.**

Commissioner Williams moved to adopt Resolution 03-2011 amending the Employee Policy and Procedures manual. Commissioner Sheldon seconded the motion.

Aye: Commissioners Brake, Sheldon, and Williams  
Nay: None  
Abstain: None  
Absent: None

**VII. Discussion Items:**

**A. Billing Clerk position.**

Staff advised the Commissioners of the progress of filing the position of Billing Clerk.

**B. Applicants for General Manager.**

Commissioners looked over the applications received for the position of General Manager.

**VIII. General Manager's Report.**

There were no issues to report to the Board of Commissioners.

**IX. Executive Session.**

**A. Pursuant to RCW 42.30.101(1)(g) – to evaluate the performance of a District employee; 30 minutes; action may be taken.**

The Board of Commissioners of North Beach Water District adjourned into a 30 minute executive session at 6:45 p.m. The Board of Commissioners came out of executive session at 7:15 p.m.



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- X. Report on Executive Session.**  
Commissioners reported that the employee matter was referred back to staff.
- XI. Board member comments.**  
The Commissioners called for a special meeting on January 31, 2011 at 6:00 p.m. at the offices of North Beach Water District to review the Surfside Homeowners Association Management Agreement
- XII. Future agenda items.**  
None.
- XIII. Adjournment.**  
Commissioner Williams made a motion to adjourn the special meeting of the Commissioner of North Beach Water District at 7:21 p.m. Commissioner Brake seconded the motion.  
Aye: Commissioners Brake, Sheldon, and Williams  
Nay: None  
Abstain: None  
Absent: None

  
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Brian Sheldon, Commissioner

  
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R.D. Williams, Commissioner

  
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Gwen Brake, Commissioner