



Highline Water District Workshop Meeting Minutes March 27, 2012

ATTENDEES		
COMMISSIONERS Gerald R. Guite Daniel Johnson Vince Koester George Landon Kathleen Quong-Vermeire	HWD STAFF Matt Everett, General Manager Jeremy DelMar, Engineering/Operations Mgr. Debra Prior, Administrative Manager Mary Fossos, Project Coordinator, CIPs	HWD ATTORNEY(S) John Milne, Insee Best VISITORS
Strikeouts indicate absence		

1. CALL TO ORDER

President Koester called the meeting to order at 9:00 a.m.

2. APPROVE AGENDA

Commissioner Guite's motion to approve the Agenda as presented seconded by Commissioner Johnson. The motion carried unanimously.

3. CONSENT AGENDA

Consent Agenda items are considered to be routine and non-controversial and are generally approved as a group with one motion. Any Commissioner may remove any item from the Consent Agenda for separate discussion and action. Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.080 have been recorded on a listing which was made available to the Board of Commissioners.

Minutes: March 21, 2012 Regular Meeting

WARRANTS

Fund Name	Fund No.	Scheduled Payment Date	Voucher Numbers	TOTAL AMOUNT
Maintenance	09-075-0010	04/02/12	15145 - 15164	\$ 29,284.61
Construction	09-075-0030	04/02/12	901370 - 901371	\$ 1,805.50

CONSENT AGENDA RESOLUTIONS

Item #	Resolution #	Description
NONE		

Commissioner Guite's motion to approve the Consent Agenda as presented seconded by Commissioner Johnson. The motion carried unanimously.

4. PUBLIC INPUT

No members of the public attended the meeting.

5. 2011 ANNUAL REPORT TO STATE AUDITOR

The Commissioners were provided a copy of the 2011 Annual Report to the State Auditor. Debbie briefly reviewed and answered questions on the following items: Management Discussion and Analysis (MD&A), Comparative Financial Statements 2011-2010, and the Notes to the Financial Statements.



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Commissioner Johnson thanked management and staff for their hard work and dedication.

6. 2011 YEAR-END FINANCIALS (BUDGET VS. ACTUAL)

The Commissioners were provided a copy of the year-end Financial Report. Matt reviewed the budget vs. actual status with the Commissioners and answered questions of the Board.

7. OTHER

WASWD Board Meeting – 3/26/12 – The Commissioners and staff discussed the WASWD Board's decision to continue offering MRSC services to its members at an annual cost of \$15,000.

There being no further business of the District, President Koester concluded the meeting at 9:56 a.m.

BOARD OF COMMISSIONERS



Vince Koester, President



Daniel Johnson, Secretary



Gerald R. Guite, Commissioner



George Landon, Commissioner



Kathleen Quong-Vermeire, Commissioner