



Highline Water District Regular Board Meeting Minutes August 1, 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, Inslee-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 Guites'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:	July 24, 2012 Workshop Meeting				
WARRANTS					
Fund Name	Fund No.	Scheduled Payment Date	Voucher Numbers		TOTAL AMOUNT
Maintenance	09-075-0010	08/06/12	15563 -	15578	\$ 25,513.36
Construction	09-075-0030	08/06/12	901409 -	901412	\$ 219,843.97
ELECTRONIC TRANSFER FUNDS					
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	07/20/12	08/01/12	\$ 21,805.09	
Direct Deposit – Payroll (KC-PAY47)	09-075-0010	07/20/12	07/27/12	\$ 65,011.04	
Dept of Retirement	09-075-0010	07/20/12	08/15/12	\$ 10,216.71	
Dept of Retirement – Deferred Compensation	09-075-0010	07/20/12	07/27/12	\$ 2,768.00	
Health Equity (KC-BEN96)	09-075-0010	07/20/12	07/27/12	\$ 189.00	
HRA-VEBA (KC-BEN60)	09-075-0010	07/20/12	07/27/12	\$ 2,073.50	
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
NONE					

Commissioner Guites'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.



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5. RESOLUTIONS/MOTIONS

Resolution *12-7-24A authorizing an amendment to Highline Water District Code (HWDC), *Chapter 6.04 Rates, Section 6.04.070 Local Facility Charge and Chapter 10.03, Developer Extension Policies, Section 10.03.050 Local Facility Charge* to incorporate a maximum LFC cap of \$10,000 for any one (1) Single Family Residence or Newly Created Lot

**For Board signatures only – Resolution adopted at 7/24/12 Board Workshop Meeting*

6. STAFF/COMMISSIONERS/ATTORNEY

Jeremy DelMar

6.1 7/24/12 GFC and LFC PowerPoint Presentation – Jeremy clarified with the Board that one of the options he stated as an alternative to the District's current policy to eliminate the LFC completely was not feasible. After discussion with legal counsel, the District cannot eliminate the local facility charge without those assets accounted for in other connection charges.

6.2 Des Moines Transportation Gateway Project – The City of Des Moines received funding for construction of S 216th Street Improvements (24th Ave S to 18th Ave S) which includes the 24th Ave S intersection. The District hired PACE Engineers, Inc. to design water main improvements to accommodate the City's improvements. The design (\$9,995) is budgeted under the City's Gateway project. The District will need to replace water main at two intersections (24th and 20th). The City of Des Moines plans to bid this fall with the construction in 2013.

The design to connect 24th Ave S & 28th Ave S is in progress but funding has not been obtained. The City is seeking federal grant funding for construction of the 24th/28th Avenue South connection.

Matt Everett

6.3 Public Records Request – Matt informed the Board that Daryl Tapio, Olympic Development, submitted a fourth public records request relating to water connection charges. The District will respond to Mr. Tapio in accordance with RCW 42.56 Public Records Act.

6.4 WASWD Section IV Managers Meeting @ WD #90 – 7/24/12

Matt attended the meeting and was selected to continue as the WASWD Board Managers Representative.

On behalf of Highline Commissioner Jerry Guite, Matt polled the managers to see if there was any interest in pursuing via legislation the elimination for annual testing requirements of double check valve assemblies (DCVA) for residential irrigation systems. Matt will update the Board at a future meeting.



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- 6.5 Local 32 Union Members (COLA) - The CPI-W calculated from June 11, 2011 through June 12, 2012 is 2.7%.
- 6.6 Discontinuance of HWD Post Office Box Service – The District’s post office box service will end on 8/31/12.
- 6.7 Growth Management Planning Council (GMPC) – Matt informed the Board that Henderson Consulting no longer works for the GMPC. WASWD Section IV is currently seeking a replacement for the position.

There being no further business of the District, President Koester concluded the meeting at 9:26 AM.

BOARD OF COMMISSIONERS



Vince Koester, President



Daniel Johnson, Secretary



Gerald R. Guite, Commissioner



George Landon, Commissioner



Kathleen Quong-Vermeire, Commissioner