



## Highline Water District Workshop Meeting Minutes July 26, 2011

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

**1. CALL TO ORDER**

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

**2. APPROVE AGENDA**

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

**3. CONSENT AGENDA**

<b>Minutes: NONE</b>				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	07/29/11	14374 - 14384	\$ 12,104.43
Construction	09-075-3030	07/29/11	901296 - 901297	\$ 39,031.14
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
NONE				

Commissioner Koester's motion to approve the Consent Agenda as presented, seconded by Commissioner Landon. The motion carried unanimously.

**4. PUBLIC INPUT**

Property Acquisition

Proposed Adoption of Resolution authorizing Condemnation of the Real Property located at 3767 S. 164th Street, SeaTac, Washington 98188.

John Milne, District Legal Counsel, explained the condemnation process to the Board and staff and recommended the Board adopt the resolution to authorize condemnation of the property in order to clear title. According to the title report, the property has significant financial encumbrances.

Mr. Bill Lipscomb, the owner of the Lakhani Enterprises property attended the meeting. Mr. Lipscomb stated that he would prefer to negotiate selling the property to the District in lieu of condemnation. Mr. Milne said the condemnation process would not preclude the District from negotiating with Mr. Lipscomb if he was able to clear title of all financial encumbrances in an expeditious manner.



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#### 4. PUBLIC INPUT

Commissioners' Johnson and Landon stated their preference for the District to negotiate purchasing the property from Mr. Lipscomb if feasible.

#### 5. RESOLUTIONS/MOTIONS

Resolution 11-7-26A authorizing and approving the acquisition by condemnation of certain interests in real property for use by the District to access water facilities relating to the McMicken Heights Water Treatment Plant Project. Commissioner Quong-Vermeire's motion seconded by Commissioner Johnson. After discussion, the motion carried unanimously.

Motion 11-7-26(1) to authorize sending a Notice of Intent to Develop New Source of Independent Supply and Reduce Water Purchased from Seattle Effective August 1, 2016, to Ray Hoffman, Director, Seattle Public Utilities. Commissioner Koester's motion seconded by Commissioner Quong-Vermeire. After discussion, the motion carried unanimously.

#### 6. SEATTLE PARTIAL REQUIREMENTS CONTRACT – LAKEHAVEN WATER PURCHASE

John Milne, District Legal Counsel, reviewed provisions in the contract between Highline and Seattle Public Utilities and answered questions of the Board and staff. Per the contract, Highline is required to give notice to Seattle Public Utilities of its intention to develop new source of independent supply and reduce water purchased from Seattle. The Board reviewed a draft letter to Ray Hoffman, Director, Seattle Public Utilities, stating the Districts' intent to purchase water from Lakehaven Utility District beginning in 2016.

Action Taken: Reference Motion 11-7-26(1).

#### 7. SECOND QUARTER FINANCIALS – BUDGET VS ACTUAL

Debbie and Matt answered questions of the Board and noted the following: The rate revenues (43.9%) through 6/30/11 were slightly under budget projections. Also, water purchased from Seattle was 11% less than projected for the first half of the year.

#### 8. STAFF/COMMISSIONERS/ATTORNEY

##### Matt Everett

- ◆ WASWD Sec IV General Managers Meeting, July 28, 2011 @ Soos Creek  
Matt plans to attend the meeting. Matt said the agenda includes discussing the value of WASWD membership.

##### Jeremy DelMar

- ◆ 2013 Public Works Trust Fund (PWTF) Loan Application – Susan Boyd (PACE Engineers) submitted the District's PWTF application on 7/21/11 for the District's Angle Lake Water Main Replacement Project. Jeremy said a priority list from the PWTF Board will be available in late August 2011.
- ◆ S 272nd Street Asphalt and Road Repair Project – District staff sent Request for Proposals on 7/7/11 to paving contractors on the MRSC Roster. The District received four (4) proposals. The low responsible bidder was AA Asphalt, Inc. District staff will send the Notice of Award to AA



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**8. STAFF/COMMISSIONERS/ATTORNEY**

Asphalting, Inc. The bid amount was \$14,098.13.

**Commissioner Jerry Guite**

- ♦ Jerry informed the Board and staff that WASWD is sponsoring communications training classes at Alderwood Water & Wastewater District on Friday, August 12, 2011 – 9:00 AM to 3:00 PM. He is interested in attending this training opportunity.

There being no further business of the District, President Guite concluded the meeting at 10:34 a.m.

**BOARD OF COMMISSIONERS**

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**Gerald R. Guite, President**

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**Vince Koester, Secretary**

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**Daniel Johnson, Commissioner**

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**George Landon, Commissioner**

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**Kathleen Quong-Vermeire, Commissioner**