



Highline Water District Workshop Meeting Minutes October 25, 2011

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

1. CALL TO ORDER

Secretary Koester called the meeting to order at 9:03 a.m.

2. APPROVE AGENDA

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

3. CONSENT AGENDA

Minutes: October 19, 2011 Regular Meeting				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	10/28/11	14675 - 14691	\$ 31,730.65
Construction	09-075-3030	10/28/11	901329	\$ 3,000.00
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
NONE				

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

4. PUBLIC INPUT

No members of the public addressed the Board.

5. RESOLUTIONS/MOTIONS

Resolution 11-10-25A authorizing Developer Extension Agreement (Autozone). Commissioner Johnson's motion to approve seconded by Commissioner Quong-Vermeire. After discussion, the motion carried unanimously.

Resolution 11-10-25B authorizing Developer Extension Agreement (Angle Lake Estates). Commissioner Johnson's motion to approve seconded by Commissioner Landon. After discussion, the motion carried unanimously.



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6. THIRD QUARTER FINANCIALS

Debbie distributed the Third Quarter Financial Report to the Board and staff. Debbie and Matt reviewed the budget vs. actual status with the Commissioners and answered questions of the Board.

7. DRAFT 2012 OPERATING BUDGET

Debbie distributed the draft budget to the Board and staff and answered questions of the Board. Matt noted the most significant changes from 2011 would be a rate increase to offset SPU's 28% rate increase to purveyors effective 1/1/12 and Capital Improvements for construction of the McMicken Heights Treatment Plant, and various water main replacement projects.

8. DRAFT 2012 CAPITAL IMPROVEMENT PLAN – EXECUTIVE SUMMARY

Jeremy reviewed the proposed budget for the capital improvement projects in 2012 and answered questions of the Board.

9. OTHER

KATHLEEN QUONG-VERMEIRE

- ◆ Infrastructure Assistance Coordinating Council 2011 Conference "Tides of Change" – Kathleen attended the conference the week of October 19-21, 2011 and shared information on the Public Works Board implementation plan for creating a reformed state system for providing local infrastructure assistance per a directive from the Legislature.

MATT EVERETT

- ◆ HWD Proposed 2012 Rate Increase – Matt confirmed with the Board that they are in agreement that an approximate 7% rate increase in 2012 is necessary to compensate for SPU's 28% rate increase to purveyors to supply wholesale water. The Board was in favor of holding a public hearing on the proposed rate increase. Staff will submit a legal notice for publication in the Highline Times and post the notice on the District's website.
- ◆ Update on WASWD Executive Director – Matt attended the 10/24/11 WASWD Board meeting and informed the Commissioners that the Executive Board of WASWD approved the severance package for the outgoing Executive Director, Scott McKinnie. Don Monfort, WASWD Board President, will fill in as the Interim Executive Director without pay, but will be reimbursed for his actual expenses. The Executive Committee will begin working on finding a permanent replacement.



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There being no further business of the District, Secretary Koester concluded the meeting at 10:30 a.m.

BOARD OF COMMISSIONERS

Gerald R. Guite, President

Vince Koester

Vince Koester, Secretary

Daniel Johnson

Daniel Johnson, Commissioner

George Landon

George Landon, Commissioner

Kathleen Quong-Vermeire

Kathleen Quong-Vermeire, Commissioner