



# Highline Water District Workshop Meeting Minutes August 24, 2010

<b>ATTENDEES</b>		
<b>COMMISSIONERS</b>	<b>HWD STAFF</b>	<b>HWD ATTORNEY(S)</b>
Gerald R. Guite	Matt Everett, General Mgr.	John Milne
Daniel Johnson	Jeremy DelMar, Eng/Ops Mgr.	
Vince Koester	Debra Prior, Administrative Mgr.	<b>VISITORS</b>
George Landon	Mary Fossos, Proj. Coordinator., CIPs	NONE
Kathleen Quong-Vermeire		
<b>Strikeouts indicate absence</b>		

**1. CALL TO ORDER**

Commissioner Quong-Vermeire called the meeting to order at 9:00 a.m.

**2. APPROVE AGENDA**

Commissioner’s Johnson’s motion to approve the Agenda as presented was seconded by Commissioner Guite and carried unanimously.

**3. RESOLUTIONS/MOTIONS**

Resolution 10-8-24A amending the Highline Water District Code Book (HWDC) to add Chapter 6.13 Water Meter Access Policy. After discussion, Commissioner Koester’s motion to approve was seconded by Commissioner Landon and carried unanimously. The Board instructed the General Manager to publish the policy on the District’s website and in the Fall newsletter.

Resolution 10-8-24B authorizing Developer Extension Agreement for the Hampton Inn and Suites. After discussion, Commissioner Koester’s motion to approve was seconded by Commissioner Landon and carried unanimously.

Resolution 10-8-24C authorizing Release of Easement (Louis A. & Lois Toppano). After discussion, Commissioner Koester’s motion to approve was seconded by Commissioner Landon and carried unanimously.

Motion 10-8-24(1) by Commissioner Landon to relocate the interior courtyard fountain to the center square planter in front of the building was seconded by Commissioner Koester. After discussion, the motion carried 3 to 2 with Commissioners’ Guite and Quong-Vermeire voting no.

**4. LAKEHAVEN UTILITY DISTRICT (LUD) WATER PURCHASE DISCUSSION**

Matt and Jeremy updated the Board as follows:

- ◆ The Cascade Water Alliance (CWA) is no longer interested in Highline wheeling water to the City of Tukwila per Matt’s conversation with Chuck Clarke, CEO of CWA.



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#### 4. LAKEHAVEN UTILITY DISTRICT (LUD) WATER PURCHASE DISCUSSION

Per Jeremy's discussions with John Bowman, Water/Engineering Manager, LUD:

- ◆ LUD has a maximum of 2 mgd available to purchase.
- ◆ LUD would not share cost for a feasibility study by PACE Engineers, Inc.
- ◆ HWD prefers the water purchased from LUD would go into HWD's 560 Zone.
- ◆ HWD has an intertie with LUD but an additional connection would be necessary to receive 2 mgd of water a day (1,400 gpm).
- ◆ HWD may not need to build a pump station (PACE would determine with study of HWD hydraulic model).
- ◆ HWD is required per its contract with SPU to give a five-year notice of its intent to purchase water from other purveyors.
- ◆ In the Fall of 2015, LUD would be receiving filtered water from the treatment plant that will be built by Tacoma Public Utilities for the Second Supply Line Project partners (LUD, TPU, City of Kent, and Covington Water District).
- ◆ LUD proposed future increases in rates to be proportionate to SPU rate increases.

Per the Board's direction, the General Manager will have John Milne, Legal Counsel, review the District's contract with SPU before proceeding with a feasibility study by PACE, Engineers, Inc.

Jeremy said he would bring a revised proposal from PACE to the Board at a future meeting.

#### 5. HWD HEADQUARTERS ROOF REPAIR/OFFICE REMODEL UPDATE FOUNTAIN DISPOSITION

Jeremy informed the Board that staff would advertise for bids on 9/2/10 and 9/9/10 with the bid opening scheduled for 9/16/10. Jeremy anticipated construction for the project to begin mid-October.

Jeremy gave the Board the following options for disposition of the interior courtyard fountain: (1) Salvage or Disposal; (2) Set aside for future relocation; (3) Relocate to the northwest side of the building and place in a dry-creek bed (nonoperational); or (4) Relocate in the center square planter in front of building (fully-operational). The Board by a 3 to 2 vote opted to relocate the fountain to the planter in front of the building. (Reference motion 10-8-24(1)).



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**6. OTHER**


**Matt Everett**

- ◆ Matt reminded the Board of the Special Board Meeting with Midway Sewer District on 8/26/10 at 9:00 AM to introduce the new WASWD Executive Director, Scott McKinney, and give Mr. McKinney a tour of the Districts' respective facilities.


There being no further business of the District, Commissioner Quong-Vermeire concluded the meeting at 10:03 AM.

**BOARD OF COMMISSIONERS**

  
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**Kathleen Quong-Vermeire**, President

  
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**Gerald R. Guite**, Secretary

  
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**Daniel Johnson**, Commissioner

  
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**Vince Koester**, Commissioner

  
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**George Landon**, Commissioner