



## Highline Water District Workshop Meeting Minutes August 27, 2013

ATTENDEES		
<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, Engr./Operations Mgr. Debra Prior, Administrative Manager Mary Fossos, Project Coordinator, CIPs	<b>HWD ATTORNEY(S)</b> John Milne, Inslee Best  <b>VISITORS</b> David Litowitz, Landmark Homes
Strikeouts indicate absence		

**1. CALL TO ORDER**

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

**2. APPROVE AGENDA**

Motion duly made and seconded to approve the Agenda as presented. 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.

<b>Minutes:</b>	August 21, 2013 Regular Board Meeting			
WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0030	08/28/13	16794 - 16817	\$ 334,600.94
Construction	09-075-0010	08/28/13	901536 - 901536	\$ 105.00
ELECTRONIC TRANSFER FUNDS				
Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Dept of Revenue - B&O Tax	09-075-0010	07/31/13	08/27/13	\$ 74,989.33
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
NONE				

Motion duly made and seconded to approve the Consent Agenda as presented. The motion carried.

**3A. PUBLIC HEARING – NEW SERVICE CONNECTION CHARGES**

The purpose of the hearing was to give the public an opportunity to comment on the proposed adoption of the new connection charges for water service.

President Johnson opened the public hearing at 9:04 am.

The General Manager gave a brief presentation, explaining the District's proposed GFC calculation to consolidate the GFC and LFC into a single charge. The presentation summarized the conclusions of the FCSG study. The GFC charge based on FCSG's conclusion is \$3,521/ERU. The figure is the net increase of \$635 from the current GFC of \$2,886 per ERU. The proposed GFC's based on meter size are as follows:



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EXISTING AND PROPOSED GFCs BASED ON METER SIZE		
Meter Size	Existing GFC	Proposed GFC
5/8" - 3/4"	\$2,886	\$3,521
1"	\$5,772	\$7,042
1-1/2"	\$14,430	\$17,605
2"	\$23,088	\$28,168
3"	\$46,176	\$56,336
4"	\$72,150	\$88,025
6"	\$144,300	\$176,050
8"	\$230,880	\$281,680

Mr. David Litowitz, Landmark Homes, commented on the proposed new connection service charges. Mr. Litowitz objected to the proposed GFC increase of \$635.00 per ERU.

Therefore, no other public were present to comment, President Johnson closed the public hearing at 9:28 a.m. and reconvened the workshop meeting.

President Johnson thanked Mr. Litowitz for attending the public hearing to express his opinion.

District staff will present a resolution for the Boards' consideration to adopt the new connection charges at the September 4th regular board meeting to become effective 1/1/2014.

#### 4. PUBLIC INPUT

Mr. David Litowitz, Landmark Homes, attended the meeting to comment on the District's insurance requirements for developers/contractors. Mr. Litowitz believes the District's requirements are excessive and costly. He believes the District's requirements are greater than adjacent agencies that he is working with on the same project (Lakehaven, King County, WSDOT). Discussion ensued. Mr. DelMar explained to the Board the current policy for developer extension insurance.

John Milne, the District's legal counsel, stated that the District must be protected and it is the Developer's responsibility to undertake basic risk management for the District. John believes the current insurance regulations are a basic insurance package.

President Johnson thanked Mr. Litowitz for his input.

Commissioner Quong-Vermeire suggested reviewing the District's insurance requirements to determine if the process needed to be streamlined. Commissioner Quong-Vermeire was opposed to reducing the general liability aggregate requirement of \$3 million to \$2 million.

President Johnson directed staff to look for ways to streamline the insurance process if possible.



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**5. OTHER**

**Jeremy DelMar**

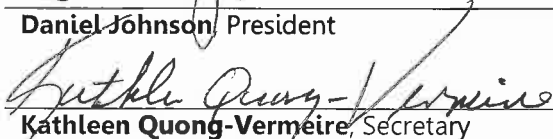
- 5.1 Project 13-4 S 178th St Water Main Replacement – Puget Sound Energy is working on the gas and electric. The City of SeaTac will close the road in September. The new road will be open to the public in October.
  
- 5.2 Project 13-2 DMTP Onsite Sodium Hypochlorite Generation – The District received approval from the Department of Health for the design. The District will finalize the design and advertise for bids in September/October.

There being no further business of the District, President Johnson concluded the meeting at 10:14 a.m.

**BOARD OF COMMISSIONERS**

  
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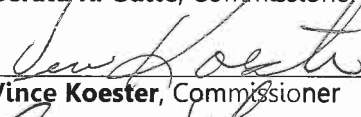
**Daniel Johnson**, President

  
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**Kathleen Quong-Vermeire**, Secretary

  
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**Gerald R. Guite**, Commissioner

  
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**Vince Koester**, Commissioner

  
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**George Landon**, Commissioner