



**Highline Water District  
Regular Board Meeting Minutes  
July 16, 2014**

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

**1. CALL TO ORDER**

President Quong-Vermeire 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.

**3. CONSENT AGENDA**

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

**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 2, 2014 Regular Meeting

<b>WARRANTS</b>					
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT	
Maintenance	09-075-0010	07/17/14	17806 - 17847	\$	411,572.34
Construction	09-075-3030	07/17/14	901616 - 901620	\$	9585.76
Maintenance -Payroll	09-075-0010	07/11/14	302496 - 302496	\$	703.84

<b>ELECTRONIC TRANSFER FUNDS</b>				
Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	07/04/14	07/16/14	\$ 24,663.16
Direct Deposit – Payroll	09-075-0010	07/04/14	07/11/14	\$ 63,072.96
Dept of Retirement	09-075-0010	07/04/14	08/15/14	\$ 12,436.80
Dept of Retirement - Deferred Compensation	09-075-0010	07/04/14	07/11/14	\$ 3,440.50
Health Equity (KC-BEN96)	09-075-0010	07/04/14	07/11/14	\$ 197.95
Health Equity (KC-BEN105)	09-075-0010	07/04/14	07/11/14	\$ 88.36
HRA VEBA (KC-BEN60)	09-075-0010	07/04/14	07/11/14	\$ 3,507.67

<b>CONSENT AGENDA RESOLUTIONS</b>		
Item #	Resolution #	Description
None		

**4. PUBLIC INPUT**

No members of the public attended the meeting.

**5. RESOLUTIONS/MOTIONS**

Resolution 14-7-16A authorizing Developer Extension Agreement (Blueberry Lane PUD). Motion duly made and seconded. After discussion, the motion carried.

Resolution 14-7-16B authorizing design contract #14-60-11 with Parametrix, Inc. for Project SW14-1 40th Avenue South Water Main Replacement. Motion duly made and seconded. After discussion, the motion carried.



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**6 STAFF/COMMISSIONERS/ATTORNEY**

**Debbie Prior**

- 6.1 2nd Quarter Financial Statements– Debbie will email (7/18/14) the Commissioners the financial statements including Budget vs. Actual to discuss at the 7/22/14 Board Workshop meeting.

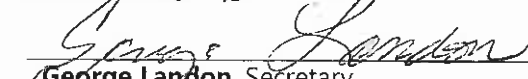
**Matt Everett**

- 6.2 Bid Opening (Project 13-1B Military Rd S @ Angle Lake Water Main Replacement) – The bid opening was held at the District Headquarters on July 15th at 2:00 pm. The District received four (4) bids. The apparent low bidder, R.W. Scott Construction, did not submit all the required bid documents. John Milne, the District's attorney, is reviewing the bids and will make a recommendation on how to proceed.
- 6.3 7/10/14 Seattle Operating Board Meeting Update - The formal rate report was presented at the meeting. The 2015-2017 Wholesale Water Rates are based on two components: (1) Seattle Regional Rates; and (2) Subregional Surcharges. SPU will implement an approximate 7.5% rate reduction in its regional wholesale water rates and a 9 cent per CCF increase in its Southwest Subregional Surcharge for 2015-2017. The overall cost of SPU wholesale water for Highline Water District in 2015-2017 will be an approximate 2% reduction.

There being no further business of the District, President Quong-Vermeire concluded the meeting at 9:20 a.m.

**BOARD OF COMMISSIONERS**

  
Kathleen Quong-Vermeire, President

  
George Landon, Secretary

  
Gerald R. Guite, Commissioner

  
Daniel Johnson, Commissioner

  
Vince Koester, Commissioner