



Highline Water District Regular Board Meeting Minutes August 6, 2014

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

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 22, 2014 Board Workshop

WARRANTS						
Fund Name	Fund No.	Warrant Date	Vouchers		AMOUNT	
Maintenance	09-075-0010	07/24/14	17848	- 17862	\$	39,531.40
Construction	09-075-3030	07/24/14	901621	- 901623	\$	24,967.78

ELECTRONIC TRANSFER FUNDS				
Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	07/18/14	07/30/14	\$ 24,281.89
Direct Deposit - Payroll	09-075-0010	07/18/14	07/25/14	\$ 61,764.90
Dept of Retirement	09-075-0010	07/18/14	08/15/14	\$ 12,501.24
Dept of Retirement - Deferred Compensation	09-075-0010	07/18/14	07/25/14	\$ 3,440.50
Health Equity (KC-BEN96)	09-075-0010	07/18/14	07/25/14	\$ 197.95
Health Equity (KC-BEN105)	09-075-0010	07/18/14	07/25/14	\$ 88.36
HRA VEBA (KC-BEN60)	09-075-0010	07/18/14	07/25/14	\$ 3,507.67
Dept of Revenue - 8&O Tax	09-075-0010	06/30/14	07/28/14	\$ 58,898.75

CONSENT AGENDA RESOLUTIONS		
Item #	Resolution #	Description
None		

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

Motion 14-8-6(1) duly made and seconded to postpone the Headquarters Yard Improvements (Carport) to 2015 and allocate and authorize those funds of \$30,000 to the 2014 Headquarters Carpet Purchase/Floor Repair. After discussion, the motion carried.



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5. RESOLUTIONS/MOTIONS

Resolution 14-8-6A authorizing Amendment #1 with Stantec Consulting Services, Inc. (Contract #13-60-09) for Construction Phase Services relating to Project 13-1B Military Rd S at Angle Lake Water Main Replacement. Motion duly made and seconded. After discussion, the motion carried.

Resolution 14-8-6B authorizing Developer Extension Agreement (Artemis Hotel). Motion duly made and seconded. After discussion, the motion carried.

Resolution 14-8-6C authorizing Developer Extension Agreement (Panattoni Development at Gateway Phase 1). Motion duly made and seconded. After discussion, the motion carried.

6 STAFF/COMMISSIONERS/ATTORNEY

Jeremy DelMar

6.1 8/14/14 City of Des Moines S 216th St Ribbon Cutting Ceremony – The ceremony will be held at the Des Moines Activity Center on S 216th St at 2:00 pm.

Matt Everett

6.2 HWD – Port of Seattle (POS) Meeting - Matt and Jeremy met with Port of Seattle (POS) representatives, Bob York, Sr. Mechanical Engineer and Trevor Emtman, Utilities Manager on July 28, 2014 and discussed the following:

(1) Potential of the POS purchasing wholesale water from the District.
The POS will submit more information to the District regarding storage and fire flow requirements.

(2) Status of the Port's irrigation-only water right located on the Tye Golf Course.
The POS uses the well for stream augmentation of the Des Moines and Walker creeks and watering the golf course. The golf course will close down at the end of 2014. The POS will continue watering the golf course area for the next two years while developing a non-bird friendly habitat at the site. Matt stated that the water right is relatively small in volume and insufficient for District purposes.

6.3 WASWD Sewer/Water Utility Scholarships (2014 Fall Quarter) – WASWD received thirteen applications this year. Dan Sleeth, HWD, Preventive Maintenance Lead, was awarded a \$2,000 scholarship.

6.4 SPU Lake Youngs Treatment Plant Tour (Employees/Commissioners) – Matt scheduled tour dates of 8/19/14 and 8/21/14 from 1:00 pm to 3:30 pm. Matt asked the Commissioners to let him know if they would like to attend one of the tours. Seattle Public Utilities requires attendees to provide their driver's license number.

6.5 Retrospective Rating Group – The District will receive an additional refund of approximately \$31,000.

6.6 Tacoma Public Utilities Meeting – Matt, Jeremy and Commissioner Quong-Vermeire will meet this month (time/date to be determined) with Linda McCrea, Tacoma Water Superintendent, to discuss the potential for Highline to purchase wholesale water from Tacoma.

6.7 City of Tukwila Public Records Request – A City of Tukwila representative spoke with Greg Wilson, HWD Customer Service Supervisor, requesting Highline's rate revenues within their city. The District requested the City fill out a Public Records Request to describe their request. We have yet to receive the Public Records Request. Matt and the general managers from KCWD 125 and Valley View Sewer plan to schedule a meeting to discuss options regarding the potential for city imposed utility taxes.



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There being no further business of the District, President Quong-Vermeire concluded the meeting at 9:36 a.m.

BOARD OF COMMISSIONERS



Kathleen Quong-Vermeire, President



George Landon, Secretary



Gerald R. Gulte, Commissioner



Daniel Johnson, Commissioner



Vince Koester, Commissioner