



Highline Water District Regular Board Meeting Minutes July 1, 2015

ATTENDEES		
COMMISSIONERS Commissioner Position 1 - Vacant Daniel Johnson Vince Koester George Landon Kathleen Quong-Vermeire	HWD STAFF Matt Everett, General Manager Jeremy DelMar, Engineering/Ops. Manager Debra Prior, Administrative Manager Mary Fossos, Project Coordinator, CIPs	HWD ATTORNEY(S) John Milne, Inslee Best VISITORS
Strikeouts indicate absence		

1. CALL TO ORDER

President Landon 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

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

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: June 23, 2015 Board Workshop

WARRANTS

Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	07/02/15	18937 - 18956	\$ 14,781.04
Construction	09-075-3030	07/02/15	901763 - 901763	\$ 6,161.15

ELECTRONIC TRANSFER FUNDS

Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	06/19/15	07/01/15	\$ 24,906.28
Direct Deposit – Payroll	09-075-0010	06/19/15	06/26/15	\$ 62,745.94
Dept of Retirement	09-075-0010	06/19/15	07/15/15	\$ 12,507.34
Dept of Retirement - Deferred Compensation	09-075-0010	06/19/15	06/26/15	\$ 3,708.00
Health Equity (KC-BEN96)	09-075-0010	06/19/15	06/26/15	\$ 197.30
Health Equity (KC-BEN105)	09-075-0010	06/19/15	06/26/15	\$ 88.64
HRA VEBA (KC-BEN60)	09-075-0010	06/19/15	06/26/15	\$ 3,951.63
Dept of Labor & Industries	09-075-0010	06/30/15	07/29/15	\$ 11,170.60

CONSENT AGENDA RESOLUTIONS

Item #	Resolution #	Description
None		

4. PUBLIC INPUT

No members of the public attended the meeting.



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5. RESOLUTIONS/MOTIONS

Resolution 15-7-1A authorizing developer extension agreement (Belleme at Normandy Park). Motion duly made and seconded. After discussion, the motion carried unanimously.

Motion 15-7-1(1) to cancel the July 28, 2015 Board Workshop and schedule a Special meeting on Tuesday, July 21, 2015 at 9:00 a.m. to conduct any business that may come before the Board. Motion duly made and seconded. After discussion, the motion carried unanimously.

6. STAFF/COMMISSIONERS/ATTORNEY

Jeremy DelMar

6.1 Project 13-1A Angle Lake Water Main Replacement – The project was advertised on June 23, 2015 with the bid opening on July 14, 2015. The construction is expected to be completed in 140 calendar days from issuance of the Notice to Proceed.

6.2 City of SeaTac Council Retreat 6/29/15 – Jeremy informed the Board that he attended the meeting for discussion on special purpose district utility tax/franchise agreement.

Debbie Prior

6.3 Washington Finance Officers Association Training 6/30/15 – Debbie attended the presentation by the Department of Revenue on governmental taxation.

Matt Everett

6.4 Vacant Commissioner 1 Position – The Board will need to appoint a qualified person to fill the position through 2017. The statutory process will be discussed at a future Board meeting.

6.5 Commissioner Guite's Funeral Service – The service will be held at the Bonney-Watson Funeral Home in SeaTac, WA on Wednesday, July 1, 2015 at 3:30 pm.

6.6 Vacation – Matt will be on vacation the week of 7/6/15 – 7/10/15.



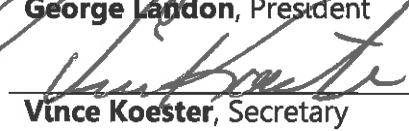
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There being no further business of the District, President Landon concluded the meeting at 9:33 a.m.

BOARD OF COMMISSIONERS



George Landon, President



Vince Koester, Secretary

Commissioner (Position 1) - Vacant



Daniel Johnson, Commissioner



Kathleen Quong-Vermeire, Commissioner