



**Highline Water District
Board Workshop Meeting Minutes
May 24, 2016**

ATTENDEES		
COMMISSIONERS Todd Fultz 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, Inslee Best VISITORS
Strikeouts indicate absence		

1. CALL TO ORDER

President Koester 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: May 18, 2016 Regular Meeting

WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	05/26/16	20054 - 20075	\$ 301,123.29
Construction	09-075-3030	05/26/16	901871 - 901876	\$ 193,165.82
ELECTRONIC TRANSFER FUNDS				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Dept of Revenue - B&O Tax	09-075-0010	04/30/16	05/26/16	\$ 41,274.93
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
None				

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

No resolutions were presented at the meeting.

6. OTHER

Greg Wilson

6.1 Point and Pay Online Processing – Greg Wilson, Customer Service Supervisor, gave a presentation demonstrating the options for making payments online. A letter will be sent this week to inform current autopay customers of the new online system. The District is tentatively scheduled to go live with Point and Pay later today.



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6. OTHER

Matt Everett

6.2 Draft Franchise Agreement with the City of Des Moines – Matt updated the Board on the negotiations with the City.

Vince Koester

6.3 Wesley Homes – Residents of Wesley Homes have conveyed to Commissioner Koester a desire to be served by Highline Water District due to the water quality issues at King County Water District No. 54. Discussion ensued.

There being no further business of the District, President Koester concluded the meeting at 9:47 a.m.

BOARD OF COMMISSIONERS



Vince Koester, President



Todd Fultz, Secretary



Daniel Johnson, Commissioner



George Landon, Commissioner



Kathleen Quong-Vermeire, Commissioner