



## Highline Water District Regular Board Meeting Minutes November 2, 2016

<b>ATTENDEES</b>			(Strikeouts indicate absence)
<b>COMMISSIONERS</b>	<b>HWD STAFF</b>	<b>HWD ATTORNEY(S)</b>	
Todd Fultz	Matt Everett, General Manager	<del>John Milne, Inslee Best</del>	
Daniel Johnson	Jeremy DelMar, Engr./Operations Mgr.	<b>CONSULTANTS</b>	
Vince Koester	Debra Prior, Administrative Manager		
George Landon	Mary Fossos, Project Coordinator, CIPs		
Kathleen Quong-Vermeire			

**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.

<b>Minutes:</b>	10/25/16 Board Workshop				
WARRANTS					
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT	
Maintenance	09-075-0010	11/03/16	20628 - 20658	\$ 61,652.25	
Construction	09-075-3030	10/28/16	901940 - 901940	\$ 5,000.00	
Construction	09-075-3030	11/03/16	901941 - 901942	\$ 23,140.70	
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	10/21/16	11/02/16	\$ 24,962.66	
Direct Deposit – Payroll	09-075-0010	10/21/16	10/28/16	\$ 63,938.57	
Dept of Retirement	09-075-0010	10/21/16	11/15/16	\$ 16,090.56	
Dept of Retirement - Deferred Compensation	09-075-0010	10/21/16	10/28/16	\$ 4,073.00	
Health Equity (KC-BEN96)	09-075-0010	10/21/16	10/28/16	\$ 256.96	
Health Equity (KC-BEN105)	09-075-0010	10/21/16	10/28/16	\$ 101.18	
HRA VEBA (KC-BEN60)	09-075-0010	10/21/16	10/28/16	\$ 5,387.34	
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
None					

**4. PUBLIC INPUT**

No members of the public attended the meeting.

**5. RESOLUTIONS**

Resolution 16-11-2A terminating developer extension with developer RI SeaTac Land Acquisition BGC, LLC, and authorizing transfer of remaining deposit to RI SeaTac Property, LP. Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 16-11-2B authorizing developer extension agreement with RI SeaTac Property, LP (The Residence Inn at SeaTac). Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 16-11-2C authorizing agreement with Aronson Security Group to replace existing ReadyKey Pro Security System. Motion duly made and seconded. After discussion, the motion carried unanimously.



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**5. RESOLUTIONS**

Resolution 16-11-2D authorizing an amendment to Highline Water District Code (HWDC) Section 6.04.020, Table 5 – Hourly Labor & Equipment Charges. Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 16-11-2E commending employee (Scott Davis) for 30 years of service. Motion duly made and seconded. After discussion, the motion carried unanimously.

**6. COMMISSIONERS/STAFF/ATTORNEY**

**Debbie Prior**

6.1 State Audit – Commissioner Fultz will meet with the auditor for the risk assessment after today's Board meeting.

**Matt Everett**

6.2 Property Acquisition (Project 16-2 Pump Station No. 8) – The owner of the property has signed the Purchase/Sale Agreement for \$200,000. The District paid \$5,000 earnest money. The anticipated closing date is 11/15/16. The bank/lender has agreed verbally to the sale of the property and the District is waiting for written confirmation. Jeremy and RH2 Engineering Consultants will be at the site today to discuss preliminary engineering design work.

6.3 King County Proposed Right-of-Way Franchise Fees/Rent (Ordinance 2016-0521) – The King County Council plans on increasing its application franchise fee from \$2,500 to \$10,000 and imposing an annual rental fee on all utility agencies with infrastructure located in the County's right-of-way. Other utilities have sent letters and testified in opposition to this proposed ordinance. The full council will take a vote on this ordinance on 11/7/16.

6.4 2017 Water Rate Adjustment – Matt informed the Board that rates will be increased by 2.6% in 2017 as recommended in the 1/26/16 rate study prepared by Financial Consulting Services Group.

There being no further business of the District, President Koester concluded the meeting at 9:26 a.m.

**BOARD OF COMMISSIONERS**

  
Vince Koester, President

  
Todd Fultz, Secretary

  
Daniel Johnson, Commissioner

  
George Landon, Commissioner

  
Kathleen Quong-Vermeire, Commissioner