



## Highline Water District Regular Board Meeting Minutes April 19, 2017

<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, Insee 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 Fultz 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>	April 5, 2017 Board Meeting			
WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	04/20/17	21177 - 21225	\$ 160,030.65
ELECTRONIC FUNDS TRANSFERS				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	04/07/17	04/19/17	\$ 27,437.85
Direct Deposit – Payroll	09-075-0010	04/07/17	04/14/17	\$ 66,030.70
Dept of Retirement	09-075-0010	04/07/17	05/15/17	\$ 16,664.65
Dept of Retirement - Deferred Compensation	09-075-0010	04/07/17	04/14/17	\$ 4,234.00
Health Equity (KC-BEN96)	09-075-0010	04/07/17	04/14/17	\$ 264.58
Health Equity (KC-BEN105)	09-075-0010	04/07/17	04/14/17	\$ 111.08
HRA VEBA (KC-BEN60)	09-075-0010	04/07/17	04/14/17	\$ 5,637.10
Dept of Licensing-Dyed Diesel Fuel User Tax	09-075-0010	03/31/17	04/06/17	\$ 398.13
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
3.1	17-4-19A	Resolution accepting developer extension as complete (Highline View Estates – S 240th Pl; 22nd Ave S; 22nd Pl S)		
3.2	17-4-19B	Resolution accepting developer extension as complete (Sound Transit Lite Rail – S447)		

**4. PUBLIC INPUT**

No members of the public attended the meeting.



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**5. RESOLUTIONS/MOTIONS**

Resolution 17-4-19A accepting Highline View Estates developer extension as complete was approved under the consent agenda.

Resolution 17-4-19B accepting Sound Transit Lite Rail – S447 developer extension as complete was approved under the consent agenda.

Resolution 17-4-19C authorizing Latecomer Reimbursement Agreement, Lakeridge Development I, LLC (Highline View Estates – S 240th Pl; 22nd Ave S; 22nd Pl S). Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 17-4-19D accepting the terms and conditions of City of Normandy Park Ordinance No. 952 authorizing a non-exclusive franchise to construct, maintain, operate, replace and repair a water system within public rights-of-way of the City of Normandy Park, Washington. Motion duly made and seconded. After discussion, the motion carried 3 to 2 with Commissioners' Koester and Quong-Vermeire opposed.

Resolution 17-4-19E authorizing Letter of Understanding with Sound Transit relating to the Federal Way Link Light Rail Extension (Project 16-3 Mansion Hill Reservoir Relocation). Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 17-4-19F authorizing developer extension agreement (SeaTac Hilton Garden Inn). Motion duly made and seconded. After discussion, the motion carried unanimously.

**6. COMMISSIONERS/STAFF/ATTORNEY**

**Debbie Prior**

6.1 1st Quarter Financials – Debbie will email the Commissioners a copy of the 1st Quarter Financials this week for discussion at the 4/25/17 Board Workshop.

**Matt Everett**

6.2 Water Rate Inquiry – The District received a request on 4/10/17 from Michael A. Young-Hall with King County Housing Authority asking if the District would consider allowing a senior rate discount for a multi-family low income property within the District's service area. The District's Sr. Citizen/Disabled/Low Income policy is for single family residential. Action Taken: The Board said no to authorizing a discount on low-income multi-family accounts.

6.3 Seattle Operating Board Survey on Direction of Regional Water Conservation Program for 2019-2028 – Matt distributed the survey to the Commissioners for their feedback. The survey results from the Operating Board members will be discussed at the May 2017 Operating Board meeting.



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**6. COMMISSIONERS/STAFF/ATTORNEY**

- 6.4 2016 Annual Report – The Commissioners received a copy of the Annual Report for their review. The report will be discussed at the 4/25/17 Board Workshop.
- 6.5 HWD Water Bill Payments at Des Moines Pharmacy (formerly Des Moines Drug Store)  
Staff presented a payment count summary to the Board. The District pays a fee of 2% of the amount collected to Des Moines Pharmacy. Over the past several years the number of payments made at the store has decreased significantly and staff recommends we no longer offer this payment method. Action Taken: The Board agreed with staff to terminate the contract with Des Moines Pharmacy.

There being no further business of the District, President Fultz concluded the meeting at 9:45 a.m.

**BOARD OF COMMISSIONERS**

  
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**Todd Fultz, President**

  
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**Daniel Johnson, Secretary**

  
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**Vince Koester, Commissioner**

  
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**George Landon, Commissioner**

  
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**Kathleen Quong-Vermeire, Commissioner**