



**Highline Water District
Board Workshop Meeting Minutes
April 25, 2017**

ATTENDEES			(Strikeouts indicate absence)
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 CONSULTANTS	

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.

Minutes:	April 19, 2017 Board Meeting			
WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	04/27/17	21226 - 21246	\$ 211,048.88
Construction	09-075-3030	04/27/17	901991 - 901995	\$ 21,837.49
ELECTRONIC FUNDS TRANSFERS				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Dept of Revenue - B&O Tax	09-075-0010	03/31/17	04/26/17	\$ 71,156.69
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
None				

3A. PUBLIC HEARING PER RCW 57.08.120

**PROPOSED COMMUNICATIONS SITE USE AND LICENSE AGREEMENT W/ CLEAR WIRELESS, LLC
LOCATION: STAR LAKE TANK SITE – 2649 S STAR LAKE RD, FEDERAL WAY, WA**

President Fultz opened the public hearing at 9:03 am. No members of the public were present. After discussion, President Fultz closed the public hearing at 9:10 am and reconvened the regular portion of the open public meeting.

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

Resolution 17-4-25A authorizing a Communications Site Use and License Agreement with Clear Wireless LLC at the Star Lake Tank Site. Motion duly made and seconded. After discussion, the motion carried unanimously.



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6. 1ST QUARTER FINANCIALS

Debbie reviewed and discussed with the Board the Statement(s) of Net Position; Revenues, Expenses and Changes in Net Position; and the Sources and Applications of Funds (Budget vs. Actual).

7. 2016 ANNUAL REPORT

Management discussed the 2016 Annual Report and asked the Board to review and provide feedback.

8. OTHER

Matt Everett

8.1 Survey on Direction of Regional Water Conservation Program for 2019-2028 – Matt tallied the comments from the Commissioners and will submit the survey to Terri Gregg, Seattle Public Utilities. The survey results from the Operating Board members will be discussed at the May 2017 Operating Board meeting.

Kathleen Quong-Vermeire

8.2 5/3/17 Board Meeting – Commissioner Quong-Vermeire informed the Board and staff that she will be attending the PNWS-AWWA Tri-Cities Tri-Water Conference (5/3-5/5/17) and will not be attending the 5/3/17 Board meeting.

There being no further business of the District, President Fultz concluded the meeting at 10:03 a.m.

BOARD OF COMMISSIONERS



Todd Fultz, President



Daniel Johnson, Secretary



Vince Koester, Commissioner



George Landon, Commissioner

Kathleen Quong-Vermeire, Commissioner