



**Highline Water District
Regular Board Meeting Minutes
May 17, 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, Insee 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:	May 3, 2017 Regular Meeting			
WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	05/18/17	21267 - 21331	\$ 827,449.16
Construction	09-075-3030	05/18/17	901997 - 901998	\$ 41,746.77
Construction	09-075-3030	05/16/17	901999 - 901999	\$ 11,408.28
ELECTRONIC FUNDS TRANSFERS				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	05/05/17	05/17/17	\$ 26,852.68
Direct Deposit – Payroll	09-075-0010	05/05/17	05/12/17	\$ 64,270.89
Dept of Retirement	09-075-0010	05/05/17	06/15/17	\$ 16,737.79
Dept of Retirement - Deferred Compensation	09-075-0010	05/05/17	05/12/17	\$ 4,084.00
Health Equity (KC-BEN96)	09-075-0010	05/05/17	05/12/17	\$ 264.58
Health Equity (KC-BEN105)	09-075-0010	05/05/17	05/12/17	\$ 111.08
HRA VEBA (KC-BEN60)	09-075-0010	05/05/17	05/12/17	\$ 5,637.10
Division of Child Support	09-075-0010	05/05/17	05/12/17	\$ 253.59
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
None				

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

Resolution 17-5-17A authorizing a second amendment to Lease Agreement between Highline Water District ("Lessor") and New Cingular Wireless PCS, LLC ("Lessee") – Mansion Hill Tank Site. Motion duly made and seconded. After discussion, the motion carried unanimously.



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6. STAFF/COMMISSIONERS/ATTORNEY

Debbie Prior

- 6.1 Government Finance Officers Association Annual Conference (GFOA) - May 21-24, 2017
Debbie will be attending the GFOA conference in Denver, Colorado.

Jeremy DelMar

- 6.2 RFP SCADA System Improvements – The request for proposals was advertised in the SDJC on 5/9/17 and 5/16/17. The proposals are on 5/25/17. The District will hold an optional pre-proposal meeting and walk-through at the District's main office on Thursday, May 18, 2017 at 10:00 a.m. to review the existing system. A resolution will be presented at a future Board meeting to award a contract.
- 6.3 Sound Transit Lite Rail Update – Jeremy will give a presentation at the 5/23/17 Board Workshop.

Matt Everett

- 6.4 Seattle Operating Board Meeting – 6/1/17 – Items for discussion: ■ 3-Yr Rate Study. Seattle is considering rate increases of approximately 5% to 6% per year; ■ Conservation goals for the next five years; Reduce rebates and increase education for schools. Highline is in the subregion of Seattle and this component may be increased as well.

Kathleen Quong-Vermeire

- 6.5 PNWS-AWWA Tri-Cities Tri-Water Conference (5/3-5/5/17) – Kathleen provided Matt and Jeremy with information from the conference.

There being no further business of the District, President Fultz concluded the meeting at 9:25 a.m.

BOARD OF COMMISSIONERS



Todd Fultz, President



Daniel Johnson, Secretary



Vince Koester, Commissioner



George Landon, Commissioner



Kathleen Quong-Vermeire, Commissioner