



## Highline Water District Board Workshop Meeting Minutes June 23, 2020

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

**1. CALL TO ORDER**

President Koester called the meeting to order at 9:02 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>	June 17, 2020				
WARRANTS					
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT	
Maintenance	09-075-0010	06/24/2020	25230 - 25249	\$ 20,923.02	
Construction	09-075-3030	06/24/2020	902378 - 902381	\$ 277,275.39	
ELECTRONIC FUNDS TRANSFER					
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	06/12/2020	06/24/2020	\$ 29,333.75	
Direct Deposit – Payroll	09-075-0010	06/12/2020	06/19/2020	\$ 77,664.87	
Dept of Retirement	09-075-0010	06/12/2020	06/22/2020	\$ 23,133.14	
Dept of Retirement - Deferred Compensation	09-075-0010	06/12/2020	06/19/2020	\$ 3,325.00	
Health Equity (KC-BEN96)	09-075-0010	06/12/2020	06/19/2020	\$ 279.16	
Health Equity (KC-BEN105)	09-075-0010	06/12/2020	06/19/2020	\$ 124.52	
HRA VEBA (KC-BEN60)	09-075-0010	06/12/2020	06/19/2020	\$ 3,349.98	
Department of Revenue – B&O Taxes	09-075-0010	05/31/2020	06/25/2020	\$ 82,232.73	

<b>CONSENT AGENDA RESOLUTIONS</b>		
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.



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**6. OTHER**

**Matt Everett**


- 6.1 Federal Way Excise Tax Lawsuit - The Federal Way excise tax of 7.75% on gross revenue was enacted in March 2018. Highline, Midway Sewer and Lakehaven challenged the tax and appealed to the Washington State Supreme Court for direct review. The 8 to 1 ruling on 6/18/20 went in favor of the City of Federal Way which will allow cities to impose an unlimited tax on the revenues received from water-sewer ratepayers or other proprietary functions in which the Districts engage within the City's limits.
- 6.2 WASWD Summer Managers Meeting (6/23/20 @ 9:30 am) - Matt will participate at today's meeting remotely.
- 6.3 WASWD Fall and Spring Conferences - President Koester suggested the General Manager prepare a letter to Judi Gladstone, WASWD Executive Director, stating the District's position for WASWD to continue holding Fall and Spring in-person conferences. The Board unanimously voted to direct the General Manager to write the letter.

**Jeremy DelMar**

- 6.4 Engineering/Standards Guide for Developer Extensions - Jeremy suggested that in lieu of the Board authorizing a developer extension agreement, he would like to provide a summary of active and pending developer extensions to be included in the Managers' Report and make entering into a developer extension agreement an administrative function of staff. The Board was in favor of eliminating resolutions to authorize developer extension agreements. Jeremy is finalizing an Engineering/Standards Guide for Developer Extensions and will present a resolution in July for the Board's consideration to adopt.

There being no further business of the District, President Koester concluded the meeting at 9:21 a.m.

**BOARD OF COMMISSIONERS**

  
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**Vince Koester, President**

  
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**Todd Fultz, Secretary**

  
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**Polly Daigle, Commissioner**

  
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**Daniel Johnson, Commissioner**

  
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**Kathleen Quong-Vermeire, Commissioner**