



Highline Water District Regular Board Meeting Minutes August 5, 2020

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

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.

Minutes:	July 28, 2020			
WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	08/05/2020	25368 - 25392	\$ 299,747.00
Construction	09-075-3030	08/05/2020	902400 - 902401	\$ 26,637.38
ELECTRONIC FUNDS TRANSFER				
Description	Fund No	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	07/24/2020	08/05/2020	\$ 29,101.78
Direct Deposit – Payroll	09-075-0010	07/24/2020	07/31/2020	\$ 78,020.58
Dept of Retirement	09-075-0010	07/24/2020	08/03/2020	\$ 22,105.83

CONSENT AGENDA RESOLUTIONS		
Item #	Resolution #	Description
3.1	20-8-5C	Accept Developer Extension as Complete (Sapphire on S 175th St)

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

Resolution 20-8-5A authorizing Small Site Asphalt and Concrete Patching Repair Work Contract #20-50-14 With AA Asphalt, LLC. Motion duly made and seconded. After discussion the motion carried unanimously.

Resolution 20-8-5B authorizing Agreement between Highline and NorthStar for Server Upgrade and Migration. Motion duly made and seconded. After discussion the motion carried unanimously.

Resolution 20-8-5C accepting Developer Extension Agreement as complete (Sapphire on S 175th St). This resolution was approved under the consent agenda.



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6. 2ND QUARTER 2020 FINANCIAL STATEMENTS

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. STAFF/COMMISSIONERS/ATTORNEY

Jeremy DelMar

7.1 Sound Transit Mansion Hill Site Property Purchase - Jeremy informed the Board that the District's attorney is reviewing the Purchase & Sale Agreement to authorize the sale of the District's property which will be presented at a future Board meeting.

Debbie Prior

7.2 Finance/Administrative Manager Position - Debbie introduced Anne Paige, the new Finance/Administrative Manager. Anne thanked the Board and management for the opportunity to work for Highline Water District and looks forward to meeting them when in-person public meetings resume.

Matt Everett

7.3 Governor Extended Proclamations (COVID-19) - Matt sent a copy of the COVID-19 Extensions to the Board. The Governor extended late fees and shut-off moratoriums to October 15 and extended no in-person public meetings to September 1.

Kathleen Quong-Vermeire

7.4 Excise Tax on Water/Sewer Districts - Kathleen suggested the Board and staff discuss whether to charge hydrant fees to Cities within the District's service area if a City imposes an excise tax that would be passed through to ratepayers.

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

BOARD OF COMMISSIONERS



Vince Koester, President



Todd Fultz, Secretary



Polly Dalgie, Commissioner



Daniel Johnson, Commissioner



Kathleen Quong-Vermeire, Commissioner