



HIGHLINE WATER DISTRICT Board Workshop Meeting Minutes August 23, 2022

ATTENDEES			(Strikeouts indicate absence)
Commissioners	HWD Staff	HWD Attorney(s)	
Polly Daigle	Jeremy DelMar, General Manager		
Todd Fultz	Anne Paige, Finance/Administrative Manager	CONSULTANTS	
Daniel Johnson	Tim Osborne, Engineering Manager		
Vince Koester	Phil Hite, Operations Manager		
Kathleen Quong-Vermeire (remote)	Caryn Frye, EA/Contract Coordinator	GUESTS	

1. CALL TO ORDER

President Daigle 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:	August 17, 2022			
WARRANTS				
Fund Name	Fund No.	Scheduled Payment Date	Vouchers	Total Amount
Maintenance	09-075-0010	08/24/2022	27926 - 27952	\$ 1,154,918.35
ELECTRONIC FUNDS TRANSFERS				
Description	Fund No.	Period Ending	EFT Transfer Date	Total Amount
Department of Revenue – B & O	09-075-0010	07/31/2022	08/24/2022	\$ 98,348.86
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
None				

4. PUBLIC INPUT

No members of the public attended the meeting in person or remotely.

5. RESOLUTIONS/MOTIONS

Motion 22-8-23(1) to approve cancelling the 9/27/22 Board Workshop Meeting. After discussion the motion approved unanimously. Reference Item 7.3.



HIGHLINE WATER DISTRICT Board Workshop Meeting Minutes August 23, 2022

6. 2022 2nd QUARTER FINANCIAL STATEMENTS

Administrative Manager Paige presented the 2nd Quarter 2022 financial statements to the Board. Water sales are down compared to budget due to wetter, cooler weather second quarter. The District will have a better understanding of revenue projections after summer billings and will be reflected in the 3rd Quarter statements. Expenditures are on track with budget. Discussion ensued.

7. OTHER

- 7.1 2023 Proposed Budget – General Manager DelMar discussed the proposed increases in District medical insurance, liability insurance, and labor. The District will have a rate modification in 2023. SPU does not propose a wholesale rate increase in 2023. A resolution will be presented to the Board for COLA at a future Board meeting. Staff will discuss water rates throughout the budget process.
- 7.2 Covid Update – Currently, one staff member is out of the office and all others have returned to work. Discussion ensued over current regulations and the District's Covid response.
- 7.3 Cancel Board Workshop – Mr. DelMar inquired whether the Board desires to reschedule or cancel the 9/27/2022 Board Workshop Meeting due to conflict with the WASWD Fall Conference. Action Taken: Reference Motion 22-8-23(1).



**HIGHLINE WATER DISTRICT
Board Workshop Meeting Minutes
August 23, 2022**

There being no further business of the District, President Daigle concluded the meeting at 9:28 a.m.

BOARD OF COMMISSIONERS

<p>DocuSigned by: <i>Polly Daigle</i> 78D088DD748D4ED...</p> <hr/> <p>Polly Daigle, President</p>	<p>x</p> <hr/> <p>Yea</p>	<p>_____</p> <hr/> <p>Nay</p>	<p>_____</p> <hr/> <p>Abstain</p>
<p>DocuSigned by: <i>Daniel Johnson</i> 8E7D4CD708BF4C7...</p> <hr/> <p>Daniel Johnson, Secretary</p>	<p>x</p> <hr/> <p>Yea</p>	<p>_____</p> <hr/> <p>Nay</p>	<p>_____</p> <hr/> <p>Abstain</p>
<p>DocuSigned by: <i>Todd Fultz</i> 6728D379F2E446D...</p> <hr/> <p>Todd Fultz, Commissioner</p>	<p>x</p> <hr/> <p>Yea</p>	<p>_____</p> <hr/> <p>Nay</p>	<p>_____</p> <hr/> <p>Abstain</p>
<p>DocuSigned by: <i>Vince Koester</i> 382D4CB9A38F421...</p> <hr/> <p>Vince Koester, Commissioner</p>	<p>x</p> <hr/> <p>Yea</p>	<p>_____</p> <hr/> <p>Nay</p>	<p>_____</p> <hr/> <p>Abstain</p>
<p>DocuSigned by: <i>Kathleen Quong-Vermeire</i> 46FCA32C4556410...</p> <hr/> <p>Kathleen Quong-Vermeire, Commissioner</p>	<p>x</p> <hr/> <p>Yea</p>	<p>_____</p> <hr/> <p>Nay</p>	<p>_____</p> <hr/> <p>Abstain</p>