



**HIGHLINE WATER DISTRICT
Board Workshop Meeting Minutes
July 23, 2024**

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

1. CALL TO ORDER

President Quong-Vermeire 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 17, 2024				
WARRANTS					
Fund Name	Fund No.	Scheduled Payment Date	Vouchers	Total Amount	
Maintenance	09-075-0010	07/24/2024	30298 - 30298	\$ 584.35	
Maintenance	09-075-0010	07/24/2024	30299 - 30317	\$ 113,051.65	
Construction	09-075-3030	07/24/2024	902785 - 902788	\$ 198,921.11	
ELECTRONIC FUNDS TRANSFER					
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Dept of Licensing – Dyed Diesel	09-075-0010	06/30/2024	07/11/2024	\$ 102.56	
Employment Security Dept - PFML	09-075-0010	06/30/2024	07/10/2021	\$ 5,386.16	
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

Resolution 24-7-23A authorizing out of class pay practices for non-represented employees. Motion duly made and seconded. After discussion, the motion carried unanimously.



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6. Cascade Water Alliance – Contract Negotiations/Operating Board Meeting

General Manager, Jeremy DelMar, went over the presentation slides from the Cascade Water Alliance meeting held on July 11, 2024. Discussion ensued. No action taken.

7. Wholesale Water Contract Negotiations – Contract Signers/Non-Signers

DelMar went over the presentation slides from the Seattle Public Utilities meeting on July 11, 2024. Discussion ensued. No action taken.

8. OTHER

Logan Wallace

6.1 Upcoming Contracts – Engineering Supervisor, Logan Wallace, informed the Board that he will be presenting two consultant agreement contracts to the Board at the next meeting. One for a project on 240th Street between 16th Ave S and 20th Ave S. The second one will be for the Carollo Consultant agreement for the Hydraulic Model.

6.2 Soos Creek Water and Sewer District General Manager - Wallace informed the Board that Soos Creek's General Manager has announced their retirement for December 18, 2024.

Phillip Hite

6.3 Project 23-2 McMicken On-Site Hypochlorite Generation Replacement - Update – Operations Manager, Phillip Hite, informed the Board that the Project is complete, and he will bring it to the Board for approval at the next meeting.

6.4 Operations Department Goals and Objectives – Hite provided the Board with a sheet showing the progress of the Department's goals and objectives for the year. Everything is on track thus far.



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There being no further business of the District, President Quong-Vermeire concluded the meeting at 10:27 a.m.

BOARD OF COMMISSIONERS

Signed by:

Kathleen Quong-Vermeire

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Kathleen Quong-Vermeire, President

DocuSigned by:

Vince Koester

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Vince Koester, Secretary

DocuSigned by:

Polly Daigle

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Polly Daigle, Commissioner

Signed by:

Todd Fultz

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Todd Fultz, Commissioner

Signed by:

Daniel Johnson

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Daniel Johnson, Commissioner