



Highline Water District Workshop Minutes April 25, 2006

COMMISSIONERS PRESENT

Gerald R. Guite
Vince Koester
George Landon
Kathleen Quong-Vermeire
Randall Taylor

CONSULTANT PRESENT

Brett Larson, Lighthouse Consulting

STAFF PRESENT

Matt Everett, General Manager
Thomas Keown, Manager, Construction / Operations
Debra Prior, Administrative Manager
Mary Fossos, Administrative Assistant
Greg Wilson, Customer Service Supervisor

ATTORNEY PRESENT

John Milne

Note: Strikeouts indicate absence

1. CALL TO ORDER

Commissioner Quong-Vermeire called the meeting to order at 4:00 p.m.

2. APPROVE AGENDA

Commissioner Landon moved to approve the Agenda. Commissioner Guite seconded and the motion carried unanimously.

3. TELE-WORKS, INC. SOFTWARE

(On-line/telephone bill paying, account status and automated notices to customers.)

Greg Wilson, HWD Customer Service Supervisor and Brett Larson, Lighthouse Consulting, Inc. gave a Power Point presentation and answered questions on the security aspects, capabilities, and costs regarding this software. A resolution to authorize the purchase of this software will be brought before the Board in May.

4. FIRST QUARTER FINANCIAL REPORTS (1/1/06 – 3/31/06)

Debbie Prior went over the financial report for the first quarter of 2006 and commented that overall the District was doing well and staying within the anticipated budget for the quarter. Debbie also explained the reasons why several items were outside of the amount budgeted.

Commissioner Quong-Vermeire asked to see the costs for tank maintenance.

5. OTHER

- Des Moines Creek Business Park Project (POS SEPA No. 06-04) - Commissioner Guite attended the first meeting on Monday, April 24, 2006, regarding the Port of Seattle's (POS) Environmental Impact Statement (EIS) for the industrial development of the 89-acre site located in the POS 'buy-out area' (24th Ave. S. to 18th Ave. S. and S 216th St to S. 208th St). Commissioner Guite distributed copies of the Agenda. The Commissioners were in agreement for the General Manager to request that the District be added to the Port's mailing list for future meetings, etc.
- Matt mentioned the City of Des Moines Leadership Summit will be held at the Activity Center on Saturday, May 6, 2006 at 10:00 a.m. till 3:00 p.m. Matt said he plans to attend.
- Matt shared "thank you" letters from grade school students that participated in the Water Festival at Highline Community College.



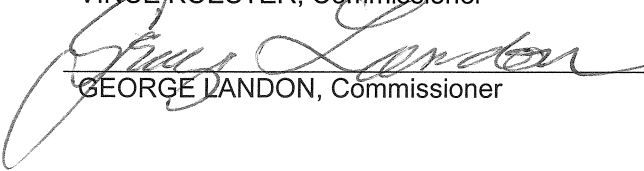
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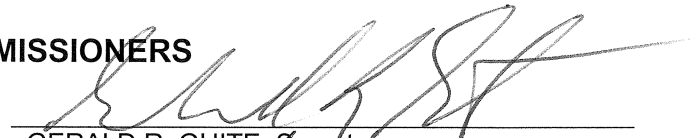
There being no further business of the District, Commissioner Quong-Vermeire adjourned the meeting at 5:32 p.m.

BOARD OF COMMISSIONERS


KATHLEEN QUONG-VERMEIRE, President


VINCE KOESTER, Commissioner


GEORGE LANDON, Commissioner


GERALD R. GUITE, Secretary


RANDALL TAYLOR, Commissioner