



Highline Water District
Workshop Minutes
March 27, 2007

COMMISSIONERS PRESENT

Gerald R. Guite
Vince Koester
George Landon
Kathleen Quong-Vermeire
Daniel Johnson

CONSULTANT PRESENT

STAFF PRESENT

Matt Everett, General Manager
Thomas Keown, Engineering/Operations Manager
Debra Prior, Administrative Manager
Mary Fossos, Administrative Assistant

ATTORNEY PRESENT

John Milne

Note: Strikeouts indicate absence

1. Call To Order

Commissioner Guite called the meeting to order at 9:00 a.m.

2. Approve Agenda

Commissioner Quong-Vermeire moved to approve the Agenda. Commissioner Johnson seconded and the motion carried unanimously.

3. North Hill Water Tower Park Maintenance

Patrice Thorell, with the City of Des Moines, previously contacted Matt Everett to request an extension of the contract with Highline for landscape maintenance of the park grounds. John Milne, the District's legal counsel, distributed copies of RCW 57.08.009, which states "A district may operate and maintain a park or recreational facilities on real property that it owns or in which it has an interest that is not immediately necessary for its purposes." After discussion, Commissioner Koester's motion to extend the contract for one final year was seconded by Commissioner Quong-Vermeire and carried unanimously.

4. Des Moines Waterfront Farmers Market

Kathleen Keene with KCWD #20 and Nikki Marohl, Market Manager of the Des Moines Waterfront Farmers Market, requested at the District's 3/21/07 Board Meeting that Highline insert flyers in all District customers' water bills to promote the market. After discussion, a motion to respectfully decline was made, seconded and carried unanimously. Matt will contact Ms. Keene with the Board's decision.

5. Employee Emergency Preparedness Kits

After discussion, Commissioner Quong-Vermeire's motion to increase emergency preparedness for employees at the District's Headquarters' in lieu of purchasing individual emergency kits was seconded by Commissioner Koester and carried unanimously.

6. 2006 Budget Final (Budget vs. Actual)

Matt and Debbie went over the final 2006 (unaudited) budget vs. actual numbers with the Board.



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7. HWD Tapping Team Video & Presentation
(Members: Shane Heflen, Dan Sleeth, Todd Smith, Dave Stanley)

Dave Stanley, the Captain of the District's tapping team, showed a tapping team video produced by the PNWS-AWWA.

Dave invited the Commissioners and staff to a District tapping demonstration after today's meeting.

There being no further business of the District, Commissioner Guite adjourned the meeting at 10:00 AM.

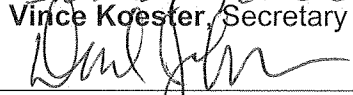
BOARD OF COMMISSIONERS



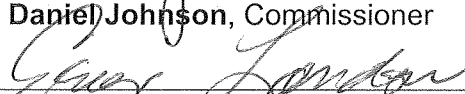
Gerald R. Guite, President




Vince Koester, Secretary



Daniel Johnson, Commissioner



George Landon, Commissioner



Kathleen Quong-Vermeire, Commissioner