



# Highline Water District Minutes July 2, 2008

<b>COMMISSIONERS PRESENT</b> Gerald R. Guite Daniel Johnson Vince Koester George Landon Kathleen Quong-Vermeire <b>CONSULTANT(S) PRESENT</b> Ron Dorn, BHC Consultants, LLC	<b>STAFF PRESENT</b> Sick <del>Matt Everett</del> , General Manager Thomas Keown, Engr./Ops. Manager Debra Prior, Administrative Manager Mary Fossos, Project Coordinator, CIPs <b>ATTORNEY(S) PRESENT</b> John Milne
<b>Note: Strikeouts indicate absence</b>	

**1. CALL TO ORDER**

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

**2. APPROVE AGENDA**

Commissioner Landon's motion to approve the Agenda as presented was seconded by Commissioner Johnson and carried unanimously.

**3. CONSENT AGENDA (MINUTES / VOUCHERS)**

Consent Agenda Items are considered to be routine and non-controversial and are generally approved as a group with one motion. Any Commissioner may remove any item from the Consent Agenda for separate discussion and action. Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.080 have been recorded on a listing which was made available to the Board of Commissioners).

**MINUTES:** June 18, 2008 Regular Meeting  
 June 24, 2008 Workshop

Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	07/08/08	010471 - 010540	\$ 197,247.38
Construction	09-075-3030	07/08/08	900994 - 900995	\$ 48,423.96

Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	06/27/08	07/09/08	\$ 23,833.46
Direct Deposit	09-075-0010	06/27/08	07/03/08	\$ 63,429.33
Dept of Retirement	09-075-0010	06/27/08	07/15/08	\$ 8,684.48
Dept of Retirement – Deferred Comp	09-075-0010	06/27/08	07/03/08	\$ 2,988.00
HRA – VEBA	09-075-0010	06/27/08	07/03/08	\$ 2,501.50

Commissioner Guite's motion to approve the Consent Agenda as presented was seconded by Commissioner Johnson and carried unanimously.

**3A. 2008 COMPREHENSIVE WATER SYSTEM PLAN UPDATE**

Final Draft Presentation – Ron Dorn, BHC Consultants, LLC

Ron Dorn distributed a copy of his PowerPoint presentation and updated the Board and Staff on the following items:

- Capital Improvement Program Schedule - 2010 through 2016
- Financial Analysis Summary
  - CIP through 2014 CIP



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## 3A. 2008 COMPREHENSIVE WATER SYSTEM PLAN UPDATE

Final Draft Presentation – Ron Dorn, BHC Consultants, LLC

- Existing Projects
- Other Ongoing Expenditures
- CIP Financing Options
  - District Resources
    - General Facilities Charge (GFC)
    - Local Facilities Charge (LFC)
    - Developer Extensions
    - Latecomers Agreements
    - LID/ULID's
  - Outside Resources
    - Grants and Low Cost Loans
      - Community Development Block Grants
      - Community Economic Revitalization Board
      - Public Works Trust Fund
      - Drinking Water State Revolving Loan
    - Bond Financing
      - General Obligation Bonds
      - Revenue Bonds
- Impacts on Rates
  - Seven percent in 2008
  - Five percent in 2010
  - Three percent thereafter

Ron said upon review of the final draft by District staff, BHC will send copies to the appropriate jurisdictions for their review. The Board thanked Ron for his presentation.

## 4. RESOLUTIONS / MOTIONS / MINUTE ENTRIES

Resolution 08-7-2A accepting developer extension as complete (Walgreens at Des Moines). Commissioner Landon's motion to approve was seconded by Commissioner Guite and after discussion the motion carried unanimously.

## 5. PUBLIC INPUT

No members of the public present.

## 6. STAFF / COMMISSIONERS / ATTORNEY INPUT

### MATT EVERETT

*Tom (in Matt's absence) reviewed the following item(s) from the Manager's Report of 7/2/08:*

- Project 06-2 Hidden Valley Water Main Replacement – Inslee Best is currently writing response to Mr. Harris' June 22, 2008 letter. The final construction meeting with Kar-Vel will be held on July 9<sup>th</sup> to discuss the final payment and restoration issues.
- Angle Lake Well – The well pump was pulled last week by Pump Tech. The bowls were snapped in half from torque. The pump motor was burned up and will be rewound. The bowls and impellers will be sent to Flowserve for repair or replacement.



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## 6. STAFF / COMMISSIONERS / ATTORNEY INPUT

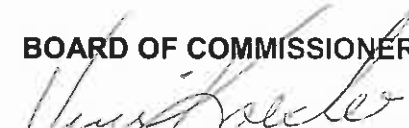
- SPU Algae – District crews inspected approximately 75 out of 100 larger meters and the algae seems to be present in high volume from S. 216<sup>th</sup> Street north to S. 160<sup>th</sup> Street on the east side of Pacific Highway South. The crews will finish cleaning screens this week. Next week the crews will do some selective high velocity flushing. Tom will bring a sample of the algae (slime) to tomorrow's Seattle Operating Board meeting.
- District field worker (Brandon Hoesel) had surgery on his elbow. The injury was from a reopened L & I claim. Brandon will be out approximately two to four weeks (determined by release from his doctor).

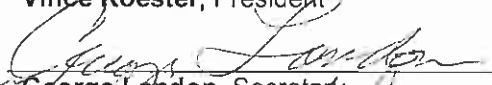
### DEBBIE PRIOR

- Debbie informed the Board that effective July 1, 2008, the mileage rate will be increased to 58.5 cents per mile; and effective July 21, 2008, the Commissioners per diem for meetings will be increased to \$104; and the new annual maximum will be \$9,984. The cost of living increase is reevaluated every five years by the Office of Financial Management.


There being no further business of the District, Commissioner Koester adjourned the meeting at 9:38 AM.

### BOARD OF COMMISSIONERS

  
\_\_\_\_\_  
Vince Koester, President

  
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George Landon, Secretary

  
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Gerald R. Guite, Commissioner

  
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Daniel Johnson, Commissioner

  
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Kathleen Quong-Vermeire, Commissioner