



Highline Water District Workshop Minutes October 28, 2008

COMMISSIONERS PRESENT

~~Gerald R. Guite~~ Vacation
Vince Koester
George Landon
~~Kathleen Quong-Vermeire~~ Seminar/Training
Daniel Johnson

CONSULTANT PRESENT

STAFF PRESENT

Matt Everett, General Manager
Thomas Keown, Eng./Ops. Manager
Debra Prior, Administrative Manager
Mary Fossos, Project Coordinator, CIPs

ATTORNEY PRESENT

~~John Milne~~

Note: Strikeouts indicate absence

1. CALL TO ORDER

President Koester called the meeting to order at 9:00 AM.

2. APPROVE AGENDA

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

3. RESOLUTIONS/MOTIONS

Resolution 08-10-28A to approve and adopt an Identity Theft Prevention Program (ITPP) to comply with the Fair and Accurate Credit Transactions Act of 2003, Pub. L. 108-159 ("Red Flags Rule"). Commissioner Johnson's motion to approve and adopt an Identify Theft Prevention Program was seconded by Commissioner Landon. After discussion, the motion carried unanimously.

A motion was made by Commissioner Landon to authorize the General Manager to sign Amendment No. 1 of the King County Investment Pool Agreement to reduce the annual fee charged to the Member. Commissioner Johnson seconded the motion. After discussion, the motion carried unanimously.

4. THIRD QUARTER FINANCIALS – ACTUAL VS. BUDGET

Debbie Prior, Matt Everett

Debbie distributed the Third Quarter Financial Report to the Board and staff. Debbie and Matt reviewed the budget status with the Commissioners.

Debbie noted the following:

- The District took a realized loss of \$153,805 due to impaired investments with the King County Investment Pool.
- Lower water sales decreased revenue by approximately 3% below normal.
- The District purchased more water from SPU due to the Angle Lake Well being shut-down for repairs during the entire summer.



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- The District's total actual Operation & Maintenance Expense was 74.3% for the first 75% of the year's annual budget.

5. OTHER

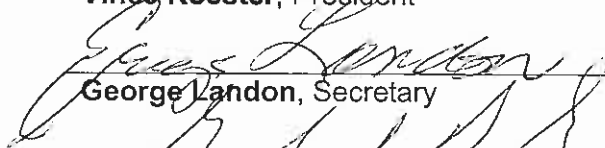
- Matt and Tom met with the City of Des Moines Planning Committee to discuss the District's 2008 Comprehensive Plan Update. The District's consultant, BHC, provided a fifteen minute presentation to the Committee which was well received.
- Matt said staff will begin working on the District's 2009 Budget and will present to the Board at the November 2008 Workshop meeting.

There being no further business of the District, Commissioner Koester adjourned the meeting at 9:40 AM.

BOARD OF COMMISSIONERS



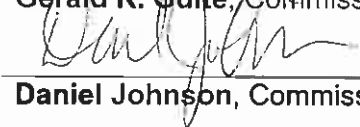
Vince Koester, President



George Landon, Secretary



Gerald R. Guite, Commissioner



Daniel Johnson, Commissioner

Kathleen Quong-Vermeire, Commissioner