



# Highline Water District Workshop Minutes December 23, 2008

## COMMISSIONERS PRESENT

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

## CONSULTANT PRESENT

Ron Dorn, BHC Consultants

## STAFF PRESENT

Matt Everett, General Manager  
Thomas Keown, Eng./Ops. Manager  
Debra Prior, Administrative Manager  
~~Mary Fosses, Project Coordinator, CIPs~~  
Polly Daigle, Project Coordinator, DEs

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

### 3. FINAL PRESENTATION (Ron Dorn, BHC Consultants)

#### **2008 COMPREHENSIVE WATER SYSTEM PLAN**

Ron Dorn with BHC Consultants updated the Board and staff on the status of the 2008 Comprehensive Water System Plan via a PowerPoint Presentation. The following items were reviewed.

#### July 2, 2008 Status Report

Draft Completed for Review  
Capital Improvement Program  
Financial Chapter by FCS Group  
Appendices  
Sent out for Review

#### Department of Health

Local Government Consistency  
King County Adoption Ordinance  
Consumer Input/Meeting  
Board Approval  
Clarifications & Revisions

#### King County UTRC

GMPC Targets vs. Populations  
King Co. Land Use Classifications  
Financial Program for 6-year CIP  
Duty to Serve  
SEPA Determination  
Conservation Program Cost Effectiveness  
Clarifications & Revisions



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## Seattle Public Utilities

Conservation Program wording  
Clarifications & Revisions

## Other Review Comments

City of Des Moines  
Lakehaven Utility District  
Port of Seattle  
Puget Sound Energy  
City of Tukwila  
Wash. State Dept. of Transportation

## Agencies with No Response

City of Seatac  
City of Kent  
City of Federal Way  
City of Normandy Park  
King County – Environmental Review

## SEPA Determination

Consumer Meeting  
Board Approval  
Locals Governmental Consistency  
King Co UTRC Final Review/Approval  
Dept. of Health Approval

The Board thanked Mr. Dorn for his presentation.

#### **4. EXECUTIVE SESSION - PERSONNEL (Discuss General Manager's Evaluation)**

Pursuant to RCW 42.30.110(1)(g), on motion duly made, seconded and carried unanimously, the President convened an executive session at 9:30 a.m. to review the performance of the General Manager. Before convening the executive session, Koester advised that the executive session would be concluded at 10:00 a.m. All commissioners, Everett, the General Manager, and John Milne, District counsel, then attended the executive session. At 9:40 a.m., Everett was excused from the executive session. At 10:00 a.m., upon motion duly made, seconded and carried unanimously and publicly announced, the executive session was extended to 10:15 a.m. Everett was then invited to rejoin the executive session.

At 10:15 a.m., the executive session was concluded and open public meeting was reconvened. The Board then commended Everett for his performance and noted that he will receive a salary adjustment related to Step 7 of his salary grid effective January 1, 2009 as provided for by the terms of his employment agreement with the District. Everett thanked the commissioners for their support and recognition.



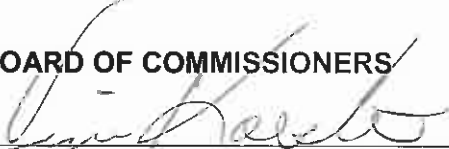
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**5. OTHER**

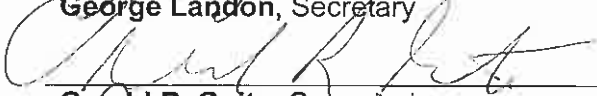
No other items were brought before the Board.

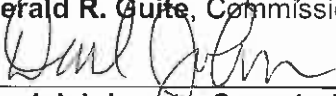
There being no further business of the District, Commissioner Koester adjourned the meeting at 10:17 AM.

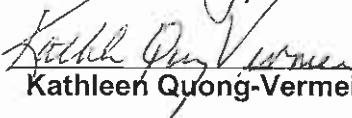
**BOARD OF COMMISSIONERS**

  
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**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**