



**Highline Water District  
Workshop Minutes  
June 24, 2008**

**COMMISSIONERS PRESENT**

~~Gerald R. Guite~~ Vacation  
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, 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. SPU WATER (ALGAE CLOGGING METERS) UPDATE – Matt Everett**

Matt updated the Board as follows:

- The area affected is from S. 216<sup>th</sup> St north to S. 160<sup>th</sup> St.
- District crews are pulling the large meters and cleaning the screens.
- Matt said he is concerned with the low water sales which may be due to the restriction of water flow and/or the weather.
- A meeting with SPU representatives has been scheduled for tomorrow at Highline. Matt said the District will request a flushing allowance for the water usage and labor and will ask for a determination as to how long it will take to eliminate the algae.

**4. HWD MONTHLY WATER SUPPLY VS. WATER SALES – Matt Everett**

Matt distributed the report to the Board and staff. The District is currently at 8.2% unaccounted for water. The annual goal is to be less than 5%.

**5. 2007 ANNUAL REPORT SUBMITTED TO THE STATE AUDITOR – Debbie Prior**

Debbie distributed a copy of the 2007 Annual Report to the Board and staff. The report includes the Financial Statements and Supplemental Schedules. The King County Investment Pool (KCIP) impaired investments are referred to on page 16. Debbie said Standard & Poor's suspended (January 2008) their rating of the King County Investment Pool. The District has not yet been audited for this 2007 report.

**6. OTHER**

**Matt Everett**

Project 06-2 Hidden Valley Water Main Replacement - A conference call with Matt, Tom, Ron Bard (Kennedy/Jenks) and John Milne (Inslee Best), is scheduled today at 1:30 p.m. to discuss and address the alleged contract issues in Charles Harris' letter dated 6/22/08. Mr. Harris lives at 20633 10<sup>th</sup> Pl. S.W., Normandy Park, WA.



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WA WARN Workshop - Matt and Commissioner Quong-Vermeire attended the WA WARN Workshop in North Bend, WA on July 19, 2008 and toured the Cedar River Watershed. Matt said a "steering committee" will be created to develop a standardized "mutual-aid" agreement for use between local entities. Matt said Highline will participate in the process.

**George Landon**

Commissioner Landon said that Ralph Nichols (former reporter w/The Des Moines News) was hired by WASWD to write articles for the Pipeline. Mr. Nichols has a six-month contract.

**Kathleen Quong-Vermeire**

WASWD Ad-Hoc Committee – Commissioner Quong-Vermeire stated that the committee is reviewing other Districts' comments. Commissioner Quong-Vermeire asked Matt to write a cover letter to the WASWD President explaining Highline's working relationship with the Port of Seattle (POS) and to comment on Hal's email regarding the POS.

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