Highline Water District  
Regular Meeting Minutes  
July 6, 2011

ATTENDEES

COMMISSIONERS  HWD STAFF  HWD ATTORNEY(S)
Gerald R. Guite  Matt Everett, General Manager  John Milne
Daniel Johnson  Jeremy DelMar, Eng/Ops Manager
Vince Koester  Debra Prior, Administrative Manager - Vac
George Landon  Mary Fossos, Project Coordinator, CIPs
Kathleen Quong-Vermeire  VISITORS

Strikeouts indicate absence

1. **CALL TO ORDER**
President Guite called the meeting to order at 9:00 a.m.

2. **APPROVE AGENDA**
Commissioner Koester's motion to approve the Agenda as presented was seconded by Commissioner Johnson seconded the motion. The motion carried unanimously.

3. **CONSENT AGENDA**

<table>
<thead>
<tr>
<th>Fund Name</th>
<th>Fund No.</th>
<th>Warrant Date</th>
<th>Vouchers</th>
<th>AMOUNT</th>
</tr>
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<tbody>
<tr>
<td>Maintenance</td>
<td>09-075-0010</td>
<td>07/12/11</td>
<td>14276</td>
<td>14316</td>
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<tr>
<td>Construction</td>
<td>09-075-3030</td>
<td>07/12/11</td>
<td>901289</td>
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<table>
<thead>
<tr>
<th>Fund Name</th>
<th>Fund No.</th>
<th>Period Ending</th>
<th>EFT Transfer Date</th>
<th>AMOUNT</th>
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</thead>
<tbody>
<tr>
<td>Payroll Tax</td>
<td>09-075-0010</td>
<td>06/24/11</td>
<td>07/06/11</td>
<td>$22,248.61</td>
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<tr>
<td>Direct Deposit - Payroll</td>
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<td>06/24/11</td>
<td>07/01/11</td>
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<tr>
<td>Dept of Retirement</td>
<td>09-075-0010</td>
<td>06/24/11</td>
<td>07/15/11</td>
<td>$7,989.92</td>
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<td>Dept of Retirement – Deferred Comp</td>
<td>09-075-0010</td>
<td>06/24/11</td>
<td>07/01/11</td>
<td>$2,958.00</td>
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<td>HRA – VBA</td>
<td>09-075-0010</td>
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<td>07/01/11</td>
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<td>Dept of Labor &amp; Industries - Tax</td>
<td>09-075-0010</td>
<td>06/30/11</td>
<td>07/27/11</td>
<td>$12,596.06</td>
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**CONSENT AGENDA RESOLUTIONS**

<table>
<thead>
<tr>
<th>Item #</th>
<th>Resolution #</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>NONE</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

4. **PUBLIC INPUT**
No members of the public attended the meeting.
5. RESOLUTIONS/MOTIONS
Resolution 11-7-6A authorizing surplus of office equipment, field equipment and vehicles. Commissioner Koester’s motion to approve seconded by Commissioner Johnson. After discussion, the motion carried unanimously.

Resolution 11-7-6B amending 2008 Comprehensive Water System Plan to add Project 13-1 Angle Lake Water Main Replacement and authorization to apply for Public Works Trust Fund Loan. Commissioner Koester’s motion to approve seconded by Commissioner Landon. After discussion, the motion carried unanimously.

6. OTHER
Matt Everett
‑ Water Utilities of King County (WUKC) – A joint letter from water utilities will be sent to Bob Burns, Deputy Director, Dept. of Natural Resources and Parks, thanking him for his continued involvement regarding issues related to Water System Plan reviews. Matt asked the Board if they wanted Highline to be added to the letter. The Board agreed for Matt to sign the letter on behalf of the District.

‑ Seattle Water Supply System Operating Board 7/7/11 Draft Agenda – Matt will attend the meeting. The topics for discussion are: • Operating Board By-Laws Review and Organizational Chart; • King County Water System Plan Approval Process; • 2010 Wholesale Financial True-Up Report and Approval; • 2012-2014 Rate Proposal Update. Matt will update the Board at the 7/20/11 Board meeting.

Jeremy DelMar
‑ Leak @ S 272nd Street I-5 Off Ramp – District crews repaired a leak on an abandoned air-n-vac service line. Per the City of Kent, 100’ feet of lane will need a 2” grind and overlay. District staff will prepare bid documents for the work. Staff will bring a resolution to the Board to award the contract at the July Workshop meeting.

Commissioner Kathleen Quong-Vermeire
‑ Kathleen requested that staff revisit the Mt. Rainier 1,000 gpm water right.
There being no further business of the District, President Guite concluded the meeting at 9:43 a.m.

BOARD OF COMMISSIONERS

Gerald R. Guite, President

Vince Koester, Secretary

Daniel Johnson, Commissioner

George Landon, Commissioner

Kathleen Quong-Vermeire, Commissioner