Highline Water District
Board Workshop Meeting Minutes
August 26, 2014

ATTENDEES

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

HWD STAFF
Matt Everett, General Manager
Jeremy DelMar, Engr./Operations Mgr.
Debra Prior, Administrative Manager
Mary Fossos, Project Coordinator, CIPs
Teya Hillerman, Technical Services Coordinator

HWD ATTORNEY(S)
John Milne, Inslee Best

VISITORS

Strikeouts indicate absence

1. CALL TO ORDER
President Quong-Vermeire called the meeting to order at 9:00 a.m.

2. APPROVE AGENDA
Motion duly made and seconded to approve the Agenda as presented. The motion carried.

3. CONSENT AGENDA
Motion duly made and seconded to approve the Consent Agenda as presented. The motion carried.

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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: August 20, 2014 Regular Meeting

| WARRANTS |
|-----------------------------|-------------|-------------|-----------|---------|
| Fund Name       | Fund No.    | Warrant Date | Vouchers | AMOUNT  |
| Maintenance     | 09-075-0010 | 08/28/14     | 17945    | -       | 27,008.25 |
| Construction    | 09-075-3030 | 08/28/14     | 901633   | 901635  | 76,193.45 |

CONSENT AGENDA RESOLUTIONS

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<tr>
<th>Item #</th>
<th>Resolution #</th>
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4. PUBLIC INPUT
No members of the public attended the meeting.

5. TRAINING IN THE PUBLIC RECORDS ACT
John Milne, General Counsel
The legislature adopted Engrossed Senate Bill 5964 (effective 7/1/14) requiring elected officials to receive training in the Open Public Records Act, public records retention under Chapter 40.14 RCW, and the Open Public Meetings Act.

Mr. Milne gave a PowerPoint training presentation on the Open Public Records Act (RCW 42.56) to the Board and staff to comply with ESB 5964.
6 OTHER
Matt Everett

6.1 8/25/14 – WASWD Board Meeting and Workshop

Matt discussed the following items:

(1) The WASWD Board approved the expenditure of up to $4,000 for legal fees to
participate with others in preparing an amicus brief for the City of Marysville’s appeals
court case pertaining to public records requests of consultants working for public agencies.

(2) The HWD Board agreed to host a WASWD section IV meeting at Highline Water District
October 20th (6:30 pm to 8:30 pm).

(3) The WASWD Board conducted an annual review of its Executive Director, and all agreed
that Blair Burroughs was doing a great job.

(4) Matt stated that he does not intend to run for an officer position on the WASWD Board
at the upcoming WASWD fall conference.

There being no further business of the District, President Quong-Vermeire concluded the meeting at
10:29 a.m.

BOARD OF COMMISSIONERS

Kathleen Quong-Vermeire, President
George Landon, Secretary
Gerald R. Gutte, Commissioner
Daniel Johnson, Commissioner
Vince Koester, Commissioner