Highline Water District
Board Workshop Meeting Minutes
May 24, 2016

ATTENDEES

COMMISSIONERS
Todd Pultz
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

HWD ATTORNEY(S)
John Milne, Inslee-Best

VISITORS

Strikeouts indicate absence

1. CALL TO ORDER
President Koester 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 unanimously.

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

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: May 18, 2016 Regular Meeting

WARRANTS

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<tr>
<th>Fund Name</th>
<th>Fund No.</th>
<th>Warrant Date</th>
<th>Vouchers</th>
<th>AMOUNT</th>
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<tbody>
<tr>
<td>Maintenance</td>
<td>09-075-0010</td>
<td>05/26/16</td>
<td>20054 - 20075</td>
<td>$301,123.29</td>
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<tr>
<td>Construction</td>
<td>09-075-3030</td>
<td>05/26/16</td>
<td>901871 - 901876</td>
<td>$193,165.82</td>
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ELECTRONIC TRANSFER FUNDS

<table>
<thead>
<tr>
<th>Description</th>
<th>Fund No.</th>
<th>Period Ending</th>
<th>EFT Transfer Date</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept of Revenue - B&amp;O Tax</td>
<td>09-075-0010</td>
<td>04/30/16</td>
<td>05/26/16</td>
<td>$41,274.93</td>
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</tbody>
</table>

4. PUBLIC INPUT
No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS
No resolutions were presented at the meeting.

6. OTHER
Greg Wilson
6.1 Point and Pay Online Processing - Greg Wilson, Customer Service Supervisor, gave a presentation demonstrating the options for making payments online. A letter will be sent this week to inform current autopay customers of the new online system. The District is tentatively scheduled to go live with Point and Pay later today.

Minutes_5-24-16.docx
Page 1 of 2
6. OTHER
   Matt Everett
   6.2 Draft Franchise Agreement with the City of Des Moines – Matt updated the Board on the negotiations with the City.

   Vince Koester
   6.3 Wesley Homes – Residents of Wesley Homes have conveyed to Commissioner Koester a desire to be served by Highline Water District due to the water quality issues at King County Water District No. 54. Discussion ensued.

There being no further business of the District, President Koester concluded the meeting at 9:47 a.m.

BOARD OF COMMISSIONERS

Vince Koester, President

Todd Fultz, Secretary

Daniel Johnson, Commissioner

George Landon, Commissioner

Kathleen Quong-Vermeire, Commissioner