Highline Water District  
Regular Board Meeting Minutes  
November 16, 2016

ATTENDEES  
(Strikeouts indicate absence)  
COMMISSIONERS  
Todd Fultz  
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 Mine, In-slee-Best  
CONSULTANTS

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 amended to postpone the executive session (Item No. 7) for the 11/22/16 Board Workshop. The motion carried unanimously.

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

| Minutes: | 11/02/16 Board Workshop |

<table>
<thead>
<tr>
<th>Warrants</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Fund Name</td>
<td>Fund No.</td>
</tr>
<tr>
<td>Maintenance</td>
<td>09-075-0010</td>
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<tr>
<td>Construction</td>
<td>09-075-3030</td>
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<table>
<thead>
<tr>
<th>Description</th>
<th>Fund No.</th>
<th>Period Ending</th>
<th>EFT Transfer Date</th>
<th>AMOUNT</th>
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<tbody>
<tr>
<td>Payroll Tax</td>
<td>09-075-0010</td>
<td>11/4/16</td>
<td>11/16/16</td>
<td>$ 25,618.37</td>
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<tr>
<td>Direct Deposit – Payroll</td>
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<td>11/10/16</td>
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<td>Dept of Retirement</td>
<td>09-075-0010</td>
<td>11/4/16</td>
<td>12/15/16</td>
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<td>Dept of Retirement - Deferred Compensation</td>
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<td>11/4/16</td>
<td>11/10/16</td>
<td>$ 4,073.00</td>
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<td>Health Equity (KC-BEN96)</td>
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<td>Health Equity (KC-BEN105)</td>
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<td>HRA VEBA (KC-BEN60)</td>
<td>09-075-0010</td>
<td>11/4/16</td>
<td>11/10/16</td>
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<td>First American Title Insurance Company</td>
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<td>11/10/16</td>
<td>11/14/16</td>
<td>$ 192,800.56</td>
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</table>

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

5. RESOLUTIONS  
Resolution 16-11-16A accepting developer extension as complete (The Reserve at SeaTac). This resolution was accepted under the consent agenda.

Resolution 16-11-16B accepting developer extension as complete (Starwater). This resolution was accepted under the consent agenda.
5. RESOLUTIONS
Resolution 16-11-16C accepting as complete Small Site Asphalt and Concrete Patching Contract 16-50-01 with Asphalt Patch Systems, Inc. Motion duly made and seconded. After discussion, the motion carried unanimously.

6. COMMISSIONERS/STAFF/ATTORNEY
Jeremy Delmar
6.1 Project 16-2 Pump Station No. 8 – The property acquisition closed today. An asbestos survey and pest control survey will be scheduled. A temporary fence will be erected on the property this week and Enduris will add it to the District's insured properties.

Debbie Prior
6.2 2017 Draft Budget – A copy of the draft budget was provided to the Commissioners for their review. The budget will be discussed at the 11/22/16 Board Workshop.


6.4 State Audit – Debbie asked President Koester to sign the Audit Engagement Letter that confirms the nature and limitations of the audit as well as the responsibilities of the State Auditor’s Office and the District.

Matt Everett
6.5 Spaghetti Lunch Fundraiser – The District held the fundraiser lunch on 11/9/16 and raised $600.00 for the Des Moines Food Bank.

6.6 11/22/16 Board Workshop – An executive session will be on the agenda to discuss wages.

6.7 King County Franchise Ordinance 2016-0521 – Matt sent a letter to the King County Council members stating the District’s concerns and objections to the proposed franchise ordinance. The King County Council passed the Ordinance by a 7 to 2 vote. A letter opposing the ordinance will be sent to Dow Constantine, King County Executive. The ordinance will be discussed at the 11/21/16 WASWD Section IV meeting and the 11/28/16 WASWD Board meeting.

7. EXECUTIVE SESSION – RCW 42.30.110 SECTION 1(g) – PERSONNEL
Postponed – Reference Item No. 2
There being no further business of the District, President Koester concluded the meeting at 9:38 a.m.

BOARD OF COMMISSIONERS

Vince Koester, President

Todd Fultz, Secretary

Daniel Johnson, Commissioner

George Landon, Commissioner

Kathleen Quong-Vermetre, Commissioner