

**HIGHLINE WATER DISTRICT
King County, Washington**

RESOLUTION 19-10-16B

**RESOLUTION AMENDING HIGHLINE WATER DISTRICT CODE (HWDC) CHAPTER
2.08 ADMINISTRATIVE PERSONNEL, SECTION 2.08.018 LEGAL DOCUMENT SERVICE**

WHEREAS, staff desires to revise Section 2.08.018 of the Highline Water District Code to ensure that legal documents can be served on the District in a timely manner; and

WHEREAS, the proposed additions (underlined) and proposed deletions (~~strikethrough~~) to Section 2.08.18 – Legal Document Service are as follows:

2.08.018 LEGAL DOCUMENT SERVICE

Per Resolution 19-10-16B – Effective 10/16/19

1. RCW 4.28.080 provides for the service of legal papers, such as summons and complaint or subpoena to be made on a person's employer. Service under this provision is to be used only when the person cannot be served with reasonable diligence at his or her place of residence.
2. Only the General Manager or the attorney designee for the District is authorized by the Board of Commissioners to accept service of legal documents that are served on the District as a municipal corporation. (See Service of Legal Documents Procedure P2.08.018).

NOW, THEREFORE, BE IT RESOLVED:

1. The Board of Commissioners authorizes the General Manager to amend the Highline Water District Code, Section 2.08.18 – Legal Document Service, as referenced in this document and incorporated herein, effective 10/16/19.
2. The General Manager is authorized to direct staff to update Service of Legal Documents Procedure P2.08.018 accordingly.

ADOPTED BY THE BOARD OF COMMISSIONERS of Highline Water District, King County, Washington, at an open public meeting held this **16th** day of **October 2019**.

BOARD OF COMMISSIONERS



Kathleen Quong-Vermeire, President



Todd Fultz, Commissioner



George Landon, Commissioner



Vince Koester, Secretary



Daniel Johnson, Commissioner

Agenda Item No.: 5.2
Agenda Date: 10/16/19
Reviewed By: M.E.

Subject: Resolution amending Highline Water District Code (HWDC) Chapter 2.08 Administrative Personnel, Section 2.08.018 Legal Document Service

CATEGORY	
<i>Executive</i>	<input type="checkbox"/>
<i>Administrative</i>	<input checked="" type="checkbox"/>
<i>Engineering/Operations</i>	<input type="checkbox"/>

FINANCIAL			
<i>Expenditures?</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
<i>Budgeted?</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
<i>Estimated Amount:</i> \$ _____			Excludes sales tax

ATTACHMENTS:

1. Resolution 19-10-16B

COMMENTS:

Staff desires to revise Section 2.08.018 of the Highline Water District Code to ensure that legal documents can be served on the District in a timely manner

Staff recommends approval of this resolution.