

# HIGHLANDS UTILITY DISTRICT

181 NW HIGHLAND DR.; SHORELINE, WA 98177

## COMMISSIONERS

Position 1: L. David Hanower

Position 2: Karl V. D'Ambrosio, Secretary

Position 3: John B. Harris, President

## Highlands Utility District Meeting Minutes

Meeting Date / Time: Wednesday, February 14, 2024; 10:00 a.m.

Meeting Location: The Highlands Board Room, Shoreline, WA

### Meeting

### COMMISSIONERS

Attendees: John Harris, President, arrived at 10:15 am

Karl D'Ambrosio, Secretary

Dave Hanower

### IN ATTENDANCE

Paul Konrady, District Administrator

Mary Bingham, General Manager of The Highlands

Don Leitz, Treasurer of The Highlands

Lee Marchisio, Foster Garvey PC via Zoom

Ted Andrews, member of The Highlands, left meeting at 12:30 p.m.

June Li and Hagi Adams, SAO Audit managers via Zoom, left meeting at 10:20 a.m.

Michael Glenn, President of The Highlands arrived at 10:30 a.m.

Nate Burkemoore, HUD Utility Operator arrived at 10:30 a.m.

Commissioner D'Ambrosio declared a quorum and called the meeting to order at 10:00 a.m.

June Li, Audit Supervisor and Hagi Adams, Audit Manager with the State Auditor's Office conducted the Exit Conference for the District's 2019-2021 Audit. The conference ended at 10:20 a.m. and Ms. Li, and Mr. Adams exited the meeting.

Minutes of the January 10, 2024 meeting were unanimously approved. Commissioners, after individual review and signature, affirmed their approval of the Payment Confirmation documents for the period of September 1, 2023 through December 31, 2023.

Paul Konrady led a discussion on the potential changes to the Cross Connection Control Program. The discussion focused on the alternatives for 'premise isolation' backflow prevention devices.

Paul Konrady led a discussion on the potential changes to the Lateral Compliance Plan. Mr. Konrady also discussed the District's standards for issuing Certificates of Availability and whether the District should develop a policy in that regard. Discussion focused on what conditions would cause the District to need to inspect private property storm drainage systems.

The Commissioners discussed with Paul Konrady changes to be made to Paul Konrady Consulting invoices to expand the description of work performed. The Commissioners also discussed updating its agreement with Paul Konrady Consulting.

Paul Konrady led a discussion on the status of discussions regarding a potential Interlocal Agreement with North City Water District, first month's experience with the District's new website, the ongoing conversations with The Highlands involving the Utility Services Agreement, and the planned activities involving the PRPS modernization program.

The Commissioners, after discussion, decided to continue monthly public meetings on the second Wednesday of each month and with a start time of 10:00 am. If situations arise that would necessitate a different date or time, a special meeting can be called.

At 12:50 p.m. the meeting was adjourned.

Meeting Minutes prepared by: Paul Konrady, District Administrator  
Meeting Minutes as Approved by the Board of Commissioners:



Karl V. D'Ambrosio, Secretary

03/15/2024  
Date