

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, September 25, 2024; 10:00 a.m.

Meeting Location: The Highlands Board Room, Shoreline, WA

Meeting COMMISSIONERS

Attendees: John Harris, President
Karl D'Ambrosio, Secretary
Dave Hanower

IN ATTENDANCE

Paul Konrady, District Administrator
Nate Burkemoore, The Highlands Utility Operator
Don Leitz, The Highlands Treasurer
Stephanie Pryor, Lot 47
Jim Synder, Lot 53
Ron Roberts, Lot 45
Pat Byrne, Architect Lot 47 Project

Commissioner Harris declared a quorum and called the meeting to order at 10:00 a.m. Minutes of the August 13, 2024 meeting were unanimously approved.

Paul Konrady led a discussion on the status of the Lot 47 renovation project. Mr. Konrady reported that further field work uncovered a manhole which indicates that the District's Lot 47S Storm Water Pipeline is several feet further to the south of the proposed project. Dr. Pryor explained what they need in order to proceed with the filing for a building permit. After discussion, the Commissioners directed Paul Konrady to issue a revised Certificate of Sewer Availability. Mr. Konrady reported that the District has received an updated Stormwater System Assessment from Facet regarding the private stormwater system on the north side of Lot 47, and that he retained Bruce Dodds to review the updated assessment. A field visit will be scheduled for the near future.

Paul Konrady led a discussion on the proposed amendment to the Utility Services Agreement with The Highlands. Mr. Leitz said The Highlands would like the effective date of the amendment to be July 1, 2024. The amendment will be presented for consideration at the next public meeting.

Mr. Konrady indicated that he will present a draft 2025 budget for discussion at the November meeting and for approval at the December meeting.

Commissioner D'Ambrosio reported that the initial bids from the consultants to prepare an Emergency Response plan were much higher than anticipated. The District decided to postpone work on this project for the time being. Paul Konrady provided an update to the public records policy changes, the PRPS modernization program, and discussions with the City of Shoreline involving cost sharing of the maintenance costs for their LS5.

At 11:45 a.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


Date