

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, October 9, 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
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 September 25, 2024 meeting were unanimously approved as amended. Commissioners, after individual review and signature, affirmed their approval of the Payment Confirmation documents for the period of May 1, 2024 through August 31, 2024.

Commissioners unanimously approved and authorized Commissioner Harris to sign the Amendment to the Utility Services Agreement with The Highlands, with an effective date of July 1, 2024.

Paul Konrady led a discussion on the status of the Lot 47 renovation project. An updated Certificate of Sewer Availability was issued on September 30, 2024. Mr. Konrady reported that he and Bruce Dodds conducted a field visit to Lot 47 to meet with Pat Byrne and representatives of Facet to discuss the Lot 47 Stormwater System Assessment and Recommendations contained in the September 13, 2024 report prepared by Facet, Inc (the "Facet Report"). Mr. Konrady recommended and the Commissioners agreed to accept the findings and recommendations in the Facet Report. Commissioners directed Mr. Konrady to have an agreement between the District and the Lot 47 property owners prepared that establishes the terms associated with the corrective actions and maintenance activities contained in the Facet Report.

Paul Konrady provided an update on several other projects. He and Commissioner D'Ambrosio will meet with a representative of Varius to discuss the emergency response planning process. Mr. Konrady reported that Sentry Advisor remote telemetry panels were installed on several of the E/One units last week as part of the PRPS modernization program. Mr. Konrady will invite the District's IT consultant, Benjamin Keith, to a future meeting to discuss cybersecurity issues relating to the District's information technology systems.

At 11:20 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
