



Highline Water District Workshop Minutes February 26, 2008

COMMISSIONERS PRESENT

Gerald R. Guite
Vince Koester (arrived at 10:05 am)
George Landon
Kathleen Quong-Vermeire
Daniel Johnson

CONSULTANT PRESENT

Bruce Burris, GHD
Matt Oakey, GHD
Doug Stewart, GHD
Ron Dorn, BHC Consultants
Dave Harms, BHC Consultants
Jim Bailey, Kleinfelder

STAFF PRESENT

Matt Everett, General Manager
Thomas Keown, Engineering/Operations Manager
Debra Prior, Administrative Manager
Mary Fossos, Project Coordinator, CIPs

ATTORNEY PRESENT

John Milne

Note: Strikeouts indicate absence

1. **CALL TO ORDER**

Commissioner Landon called the meeting to order at 10:00 a.m.

2. **APPROVE AGENDA**

Commissioner Quong-Vermeire moved to approve the Agenda. Commissioner Johnson seconded and the motion carried unanimously.

3. **ASSET MANAGEMENT PLAN UPDATE (20 Minutes) - Bruce Burris, GHD**

Mr. Burris updated the Board and staff the progress to date:

Asset Management Plan Preparation Overview

April 2007 - BHC began a water master plan update for HWD.
April 2007 - GHD selected to prepare an asset management plan.
May 2007 - Project Kick-off and Training.
July 2007 - Initial Level of Service Workshop.
August 2007 - Started populating TeamPlan model.
September 2007 - Follow-up Level of Service Workshop.
Oct to Dec 2007 - Adding data to TeamPlan model.

Current Status:

Modeling Essentially Complete
Refine Improvements with Staff
Preparing Draft of Plan Documentation
Develop Opinions of Probable Cost

The Board thanked Mr. Burris for his presentation.

4. **COMPREHENSIVE PLAN UPDATE (10 Minutes) - Ron Dorn, BHC**

Ron Dorn informed the Board and staff that a draft comp plan would be completed and submitted to the District by mid-March for review. The Financial Chapter will be completed by FCS Group.



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5. **TYEE WELL PROPOSED REHABILITATION WORK (15 Minutes) - Jim Bailey, Kleinfelder**

Jim Bailey gave a power point presentation and briefly went over the following items:

Well Performance Factors

Well Construction/Development

Biological Clogging; Mechanical Plugging

Maintenance/Age

Well Rehabilitation Options

Mechanical

Brushing, Swabbing

Hydro-mechanical

High Pressure Water Jetting, Isolation Surge Pumping

Chemical

Acids, Bases, Detergents, Biocides, Carbon Dioxide

Impulse Generation

Energy Propagation Research

Rehabilitation Approach

Test, Mechanical, Video, Technology, Extraction, Monitor, Removal,

Chemical (if used), Video, Test

Example Applications

New Well Re-development

Incomplete Development

Mechanical Plugging

Mineral/ Biological Encrustations

Biological Fouling

The Board thanked Mr. Bailey for his presentation.

6. **LAKEHAVEN UTILITIES POTENTIAL WATER SUPPLY (10 Minutes)**

Matt Everett, Tom Keown

Matt informed the Board that he and Tom Keown met with Lakehaven Utility District (LUD) about a year ago to discuss the possibility of Highline purchasing water from LUD. Matt said there are several issues (hydraulics, water quality, legal) to address prior to further discussions with LUD. Matt said he would like to hire Melinda Friedman with HDR to do a Water Quality Study to determine blendability of the multiple water sources.

After discussion, Commissioner Quong-Vermeire made a motion to hire HDR to do a Water Quality Study at a not-to-exceed cost of \$25,500. Commissioner Johnson seconded and the motion carried unanimously.

7. **RATE STUDY AND CITIZENS' ADVISORY COMMITTEE (5 Minutes) – Matt Everett**

Matt informed the Board that he received only three responses from HWD customers expressing an interest to serve on a Citizens' Advisory Committee for the District's rate study. Matt asked the Board for their input.

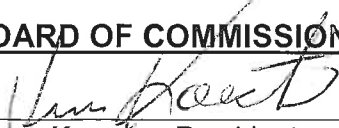
After discussion, the Board of Commissioners, on a motion duly made, seconded and carried, opted not to have a Citizen Advisory Committee. Matt will contact the three residents and ask them if they would be interested in attending the Rate Study meetings which will be conducted during regularly scheduled Board meetings.



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There being no further business of the District, Commissioner Koester adjourned the meeting at 11:20 AM.

BOARD OF COMMISSIONERS



Vince Koester, President




George Landon, Secretary



Gerald R. Quite, Commissioner



Daniel Johnson, Commissioner



Kathleen Quong-Vermeire, Commissioner