



Highline Water District
Workshop Minutes
May 27, 2008

<u>COMMISSIONERS PRESENT</u>		<u>STAFF PRESENT</u>	
Gerald R. Guite		Matt Everett, General Manager	
Vince Koester		Thomas Keown, Engineering/Operations Manager	
George Landon		Vacation Debra Prior, Administrative Manager	
Kathleen Quong-Vermeire Vacation		Mary Fossos, Project Coordinator, CIPs	
Daniel Johnson			
<u>CONSULTANT PRESENT</u>		<u>ATTORNEY PRESENT</u>	
			John Milne

Note: Strikeouts indicate absence

1. CALL TO ORDER

President Koester call the meeting to order at 9:00 AM

2. APPROVE AGENDA

Commissioner Guite's motion to approve the Agenda as presented was seconded by Commissioner Landon and carried unanimously.

3. RESOLUTIONS/MOTIONS

Item #	Resolution #	Description of Resolution/Motion	Presenter(s)
3.1	08-5-27A	Resolution awarding Landscape Maintenance Contract #08-50-08 to Barry Landscape & Maintenance, Inc.	Matt Everett Tom Keown

After discussion, Commissioner Johnson's motion to approve was seconded by Commissioner Guite and carried unanimously.

4. VALVE/HYDRANTS PRESENTATION – Dan Sleeth

Dan Sleeth gave a Power Point presentation to the Board of Commissioners and staff on the District's Valve and Hydrant Programs. The presentation contained the following:

Hydrant Program – Per the AWWA, a hydrant program is a method of performing maintenance, inspection, lubrication, repairs and most importantly record keeping. The AWWA suggests that all hydrants be inspected at least once per year.

Requirements for a Successful Hydrant Program:

- (1) GPS; (2) Inspection; (3) Lubrication; (4) Operation; (5) Painting; (6) Foot valve location and direction; (7) Record keeping in the work order management system.

Valve Program - AWWA recommends that all system valves be checked annually.

Requirements for a Successful Valve Program

Know the following: (1) How many?; (2) What type?; (3) What size?; (4) Their function and purpose; (5) Priority level.

- Categorize: (1) Large valves; (2) Hard to locate valves; (3) Critical Slope valves; (4) Normal system valves; (5) Pressure control & pump control valves.

The Board of Commissioners thanked Dan for his presentation.



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5. RADIO READS PRESENTATION – Greg Wilson

Greg Wilson gave a presentation to the Board of Commissioners and Staff on the District's 10-Year Radio Read Program. The program is in its 8th year and to-date 12,800 MXU's have been installed. The year-end goal is 14,400. The goal over the next two years is to install 1,800 each year.

Greg also presented a video of Sensus Autoview software showing "real-time" meter reading. Greg stated that the District's Radio Read program has increased efficiency and accuracy.

The Board of Commissioners thanked Greg for this presentation.

6. CCR WATER USE EFFICIENCY – Matt Everett

Matt briefly went over the District's 2007 Annual Report which included the Water Use Efficiency Section required by HB1338.

7. OTHER

Project 06-2 Hidden Valley – Tom said the connection of the HDPE pipe (bore site) was made today. The system will be on-line tomorrow (5/28/08).

Acoustical Dome Work – Matt said the work was ongoing and would be completed by this Friday (5/30/08).

There being no further business of the District, Commissioner Koester adjourned the meeting at 9:52 AM.

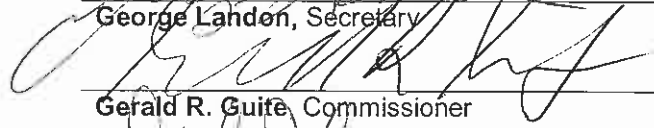
BOARD OF COMMISSIONERS



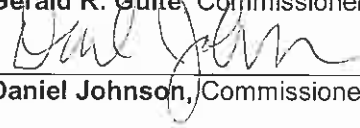
Vince Koester, President



George Landon, Secretary



Gerald R. Guite, Commissioner



Daniel Johnson, Commissioner

Kathleen Quong-Vermeire, Commissioner