



## Highline Water District Workshop Meeting Minutes October 23, 2012

ATTENDEES		
<b>COMMISSIONERS</b> Gerald R. Guite Daniel Johnson Vince Koester George Landon Kathleen Quong-Vermeire (Vac)	<b>HWD STAFF</b> Matt Everett, General Manager Jeremy DelMar, Engineering/Operations Mgr. Debra Prior, Administrative Manager Mary Fossos, Project Coordinator, CIPs	<b>HWD ATTORNEY(S)</b> John Milne, Inslee Best  <b>VISITORS</b>
<b>Strikeouts indicate absence</b>		

**1. CALL TO ORDER**

President Koester called the meeting to order at 9:00 a.m.

**2. APPROVE AGENDA**

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

**3. CONSENT AGENDA**

*Consent Agenda items are considered to be routine and non-controversial and are generally approved as a group with one motion. Any Commissioner may remove any item from the Consent Agenda for separate discussion and action. Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.080 have been recorded on a listing which was made available to the Board of Commissioners.*

<b>Minutes:</b>	October 17, 2012 Regular Meeting				
<b>WARRANTS</b>					
Fund Name	Fund No.	Scheduled Payment Date	Voucher Numbers		TOTAL AMOUNT
Maintenance	09-075-0010	10/29/12	15804	- 15827	\$ 27,830.93
Construction	09-075-0030	10/29/12	901435		\$ 697.50
<b>CONSENT AGENDA RESOLUTIONS</b>					
Item #	Resolution #	Description			
NONE					

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

**4. PUBLIC INPUT**

No members of the public attended the meeting.

**5. 2013 DRAFT OPERATING BUDGET**

Matt and Debbie reviewed the draft budget and commented on the following: (1) revenue includes the 3% rate increase; (2) water consumption levels lowered slightly; (3) wages include 2.7 % COLA; (4) slight increase in Commissioners pay per RCW 57.12.010; (5) increase in costs for chemicals due to new McMicken Heights Treatment Plant. Overall, the 2013 budget is comparable to the 2012 budget. Staff will present a final draft to the Board for review in November. The final operating budget will be presented to the Board for approval in December.



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### 6. 2013 DRAFT CAPITAL IMPROVEMENT PROGRAM

Jeremy commented on the following projects scheduled for construction in 2013:

- Project 11-3 Des Moines Gateway Project (S 216th St and 24th Ave S) Segment 2 – The City of Des Moines received funding for construction of S 216th Street Improvements (24th Ave S to 18th Ave S) which includes the 24th Ave S intersection. The District hired PACE Engineers, Inc. to design water main improvements to accommodate the City's project. The District's portion of the project consists of replacing 750 LF of 12" and smaller AC water mains at the intersection of 24th Ave S and 20th Ave S along S 216th St and the installation of new hydrants and appurtenances along S 216th St to accommodate the new road alignment. The City of Des Moines is the lead agency on this project and will advertise for bids on November 8, 2012. Construction is scheduled to begin in early 2013.
- Project 12-1 Military Rd S (S 166th St to S 176th St) –The District has hired PACE Engineers to design the replacement of approximately 4,500 LF of 12" AC main on the east side of the road to accommodate the City's road improvements. The City of SeaTac will be the lead agency on this project. Construction is scheduled for Summer 2013.
- Project 12-2 S 168th St Water Main Replacement – The District has hired Roth Hill, LLC to design the replacement of approximately 1,500 LF of AC main from 34th Ave S to 40th Ave S. The City of SeaTac will be the lead agency on this project. Construction is scheduled for March 2013.
- Project 12-3 S 188th St Water Main Replacement – The City of SeaTac will be repaving S 188th Street from Military Rd S to Pacific Highway S in July 2013. The District has hired PACE Engineers to design the replacement of 3,700 LF of 8" AC main. The District will need to complete the project by June 2013.
- Project 13-1 Angle Lake Water Main Replacement – Ongoing project in 2012 and 2013. A full water main replacement in the south bound lane of Military Rd S is the preferred alignment. The District and BHC Consultants are working with the City of SeaTac to determine future city projects in order to minimize utility conflicts. Construction anticipated in 2014. BHC will be meeting with residents in November and December, 2012.
- Project 13-2 Des Moines Treatment Plant Onsite Hypochlorite Generation System – The District received the final report from RH2 Engineering regarding the feasibility of this project. Onsite generation of chlorine at the Des Moines Treatment Plant is the best option and would eliminate a costly retrofit of the Angle Lake Well House. A single, onsite system would eliminate the need for gaseous chlorine at both the Angle Lake and Des Moines Wellheads.



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### 6. 2013 DRAFT CAPITAL IMPROVEMENT PROGRAM

- Project 13-3 City of Seatac 24th/28th Ave S Extension (S 200th St to S 208th St) – The Cities of SeaTac and Des Moines have partnered to obtain construction funding for this road project. The roadway design is funded. The District will add approximately 1,350 LF of main and related appurtenances when and if the cities receive funding for construction.

### 7. OTHER

#### Jeremy DelMar

- 7.1 Project 07-2 McMicken Heights Treatment Plant – The project is substantially complete. The contractor is working on punch list items. A meeting will be scheduled with the contractor to discuss damages regarding the shutdown of the plant to address delamination of the paint coating inside of the piping. During the plant shutdown, the District had to purchase additional water from SPU and incurred additional consultant fees for engineering.

The treatment plant will need to operate for one year before an assessment of Valley View Sewer District's sewer charges for backwashing can be determined. King County has not received a payment for the sewer connection assessment.

Project 06-1 Southcenter Parkway Extension – The District's water main replacement/relocation portion is complete. The District is waiting for an invoice from the City of Tukwila.

Project 11-1A Star Lake Tank Interior Painting – The contractor will complete the project by the end of November.

Project 11-1B North Hill Tank Interior/Exterior Painting – The project is complete. The tank is back on line.

- 7.2 GFC/LFC Comparison Rate Study with Local Utilities – Jeremy is working on a report per the Board's directive to compare how other local utilities calculate their respective General Facility and Local Facility charges. Jeremy will present his report to the Board in late November.

#### Matt Everett

- 7.3 Matt informed the Board that the District has approximately 80 miles of AC main that is +50 years old. The District's goal is to replace approximately 14,000 LF of AC main per year to completely replace it within the next 30 years.

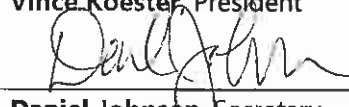


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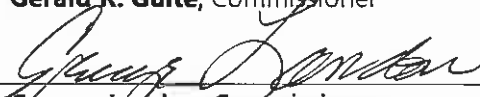
There being no further business of the District, President Koester concluded the meeting at 10:24 a.m.

**BOARD OF COMMISSIONERS**

  
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**Vince Koester, President**

  
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**Daniel Johnson, Secretary**

  
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**Gerald R. Guite, Commissioner**

  
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**George Landon, Commissioner**

  
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**Kathleen Quong-Vermeire, Commissioner**