

**Utility Advisory Board  
Summary Notes  
January 21, 2009**

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**Members Present:** Co-Chairperson John Goodrich; Bill Bennett; Gretchen Katko; Ray Kindley; Michael Monical; Alice Richmond

**Members Absent:** Edward Keonjian

**Staff:** Jim Whynot, Water Operations Supervisor  
Dennis Wright, Engineering

### **1. Call to Order and Introductions**

Co-Chairperson John Goodrich called the meeting to order at 6:10pm. Introductions were made and new member Michael Monical was welcomed. Michael summarized his experience and interest in the transportation area. Michael fills the vacancy left by Ernest Delmazzo.

### **2. Approve November minutes**

Co-chairperson John Goodrich moved to approve minutes of November 19, 2008 (December meeting had been cancelled). Bill Bennett moved to approve the minutes, Alice seconded the motion, and it passed unanimously.

### **3. Elect New Chairperson and Co Chairperson**

Ray Kindley nominated John Goodrich to serve as UAB Chairman. Gretchen Katko **seconded** the nomination. Bill Bennett called for a vote. **John Goodrich was elected by unanimous vote.**

Gretchen Katko nominated Raymond Kindley to serve as UAB Co-Chairperson. Ray declined. Gretchen Katko nominated Bill Bennett to serve as UAB Co-Chairperson. Ray Kindley seconded the nomination. Michael Monical nominated Alice Richmond to serve as UAB Co-Chairperson. Ray Kindley seconded the nomination. John Goodrich called for a vote. A vote was taken by a show of hands: **Bill three and Alice three.**

John Goodrich suggested delaying the vote to the next meeting that has a full quorum. Bill withdrew his nomination. **Alice Richmond accepted the position of Co-Chairperson.**

### **4. Distribute Annual Report to the Council**

The report was not found in the board handouts packet and it was requested that a copy be distributed by email to members. Members agreed that the process for future annual reports to the council should include a review by the members prior to submitting to the council.

### **5. Distribute Water Master Plan System**

Binders of the Water Master Plan System were distributed. A binder will be placed in Will Call at City Hall to be picked up by Ed Keonjian, who is absent from this meeting.

Michael Monical asked about more specifics of inventory of the existing system, in seeing maintenance data as an enhancement to the information in the WMP. He said having maintenance

records of the inventory as a management tool for use for aging data and forecasting data is a great reinforcement to the WMP initial cost data, allowing for more accurate data forecasting. As data accumulates you can start forecasting with more accuracy. The WMP states that in the next ten years the AC system is going to start going downhill, and data like that is a great reinforcer to the initial data estimates to demonstrate that we will have a major crisis, and if maintenance is prioritized from that data, then it can save the city a lot of emergency reaction money.

Jim explained that maintenance information in the WMP goes by age and areas where there have been problems and from leak logs of the condition of the pipe, etc. That kind of information is not in the GIS system that goes into the WMP. There is a CarteGraph database system that tracks work orders and customer inquiries. We only track fire hydrant maintenance records in CarteGraph, but no meter maintenance records yet.

Michael Monical suggested that the state of the art system is Arc GIS. Data that crews gather on meter condition can go into the database and eliminate the paper process.

## **6. Discussion of 2009 Utility Projects**

Dennis summarized utility projects:

- Water rate study - The city is now reviewing consultants to do the Water rate study, planned to be done by the end of May. The RFP is out, closed last Friday, and now reviewing it. Dennis hopes to have it to the council by early to mid-February, and would like to have that done in May to present to the Council.
- I-205 water line repair - The project has been awarded to a Boring, Oregon company. They are in the process of doing shoe drawings and submitting an RFI. They will have just 30 days to do all the work once they mobilize on-site. Dennis expects the work to be done before summertime.
- Water and Street SDC updates - This was authorized by the Council in December, the contract is signed, and will be getting it to the City Manager for signature, probably tomorrow. The consultant is from Redland, Washington.
- Bolton Reservoir project - the Request for Qualification came in a week before last Friday.

Jim talked about the \$76,000 telemetry upgrade. It is to replace the master controller at the shop and upgrade two remote sites that are still 1990 models. The system experienced technical difficulties in October with the master controller shutting down. The hardware is showing age and signs of failure. The work will be done by a Bellevue, Washington company. It is expected to be done at the end of February or in March.

Dennis described the Bland reservoir recoating and cathodic protection proposal for bid that got pulled when the telemetry failure happened. He said Jim got S&B designated as the system integrator which saved money over the original plan of going out to bid.

## **7. Other**

John Goodrich inquired about having the new Finance Director, Richard Seals, come to the meeting and provide some finance information. He will be invited to the next meeting. Probably that is enough for the next agenda.

## **8. Adjournment**

Chairman John Goodrich adjourned the meeting at 7:10pm.