

LAKEHAVEN UTILITY DISTRICT  
King County, Washington

SPECIAL BUSINESS MEETING  
February 6, 2007

A special meeting of the Board of Commissioners of the Lakehaven Utility District, King County, Washington, was held on February 6, 2007 at Lakehaven Center, 31531 First Avenue South, Federal Way, Washington, 98003.

President Miller called the meeting to order at 1:30 p.m. and asked Commissioner Gibson to lead the flag salute. Members/officials present were as follows:

Don Miller	President of the Board
Ron Nowicki	Vice President of the Board
Chuck Gibson	Secretary of the Board
Ed Stewart	Commissioner
Beverly Tweddle	Commissioner
Don Perry	General Manager
Bert Ross	Engineering Manager

INFORMATION ITEM

**#1, GIS Demonstration and Basic Training Session:** Mr. Ross began by stating the purpose of this special meeting was to provide the Board and affected staff, some of whom were in attendance, a demonstration and some basic training on the District's Geographic Information System (GIS), which has been named, "Lakehaven Infrastructure On-Line" (LION). This program represented the functionality of the GIS that was desired by District staff. Mr. Ross reviewed the costs of this project since the inception as well as the different reports that had been developed by consultants over the years in relation to this project. Mr. Ross then introduced Rick Lortz, the District's Engineering Tech II/CAD/GIS Coordinator, who has been the lead for this project.

Mr. Lortz began the presentation by providing a history of the steps staff had to take to enable them to find the appropriate information for customers in the past. This consisted of accessing different documents to obtain the correct information that had been input manually, over the years. He explained that once CAD was available, it enabled staff to create many different maps using color to highlight certain attributes of these maps, as needed. He then went on to explain how a new "WHIP" format was added that enabled staff to access the maps through lap top computers in the field, which he felt is the key to the process. With this new process, staff was able to also include special details that were unavailable before. For the next step in implementing GIS for the basis facility mapping system, interviews were then conducted with groups of potential users to determine their needs for the design of a District-specific application compatible with current business functions. From this effort a "Software Requirements Specification" was developed to describe the anticipated functionality desired by staff for the GIS

Mr. Lortz then stated the purpose of this special meeting is to demonstrate to the Board the functionality of LION and to provide some basic instruction on its use. Through the demonstration, Mr. Lortz reviewed the various areas of the program, which consisted of a map viewing area, different toolbars, various layers of the program, measurement tools that provide the user the ability to determine distances between objects. He then went through a navigation process and demonstrated different capabilities in this area including zooming and panning an area and the different toolbar icons that are also available. He then demonstrated special functionalities of this program that included an overview map and an address search, which will be very helpful to staff.

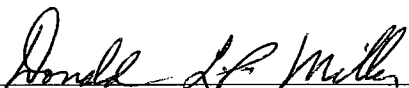
Some of the LION tools that Mr. Lortz demonstrated included counting features, a line feature that has the capability of determining the length of different items, a redline tool, searching by parcels, searching service locations and wellhead protection area searches.


During his demonstration Mr. Lortz brought up Lakehaven Center on the monitor and demonstrated how to determine the size of the building. He also showed how to measure the length of a water main, what kind of water is flowing through it and all the dimensions of the main. Continuing the demonstration, he was able to indicate the location of the District's interties with the Highline Water District.

During the demonstration, many different elements of the program were presented, questions were asked and answered. It was noted that training will be required for staff that will be accessing this program; overall, it seemed fairly easy to understand. The importance of keeping the information in the system current was also discussed. By presenting this program to the Board, they will be more aware of its functionality when it is discussed in future meetings. Mr. Perry encouraged staff to submit any other needs that had not been discussed that they felt were important. The Board then thanked Mr. Lortz for his hard work on this project and a very informative presentation.


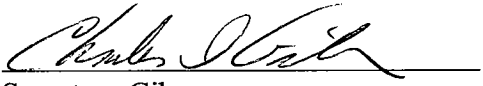
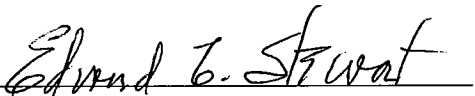
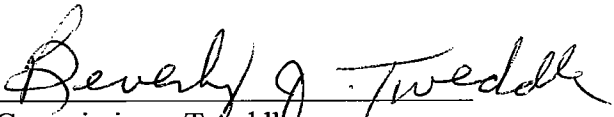
ADJOURNMENT

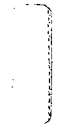
There being no further business to come before the Board, the meeting was adjourned at approximately 3:45 p.m.

  
\_\_\_\_\_  
President Miller

  
\_\_\_\_\_  
Yea                  \_\_\_\_\_  
Nay                  \_\_\_\_\_  
Abstain

ATTEST:

 _____ Vice President Nowicki	<input checked="" type="checkbox"/> _____ Yea	<input type="checkbox"/> _____ Nay	<input type="checkbox"/> _____ Abstain
 _____ Secretary Gibson	<input checked="" type="checkbox"/> _____ Yea	<input type="checkbox"/> _____ Nay	<input type="checkbox"/> _____ Abstain
 _____ Commissioner Stewart	<input checked="" type="checkbox"/> _____ Yea	<input type="checkbox"/> _____ Nay	<input type="checkbox"/> _____ Abstain
 _____ Commissioner Tweddle	<input checked="" type="checkbox"/> _____ Yea	<input type="checkbox"/> _____ Nay	<input type="checkbox"/> _____ Abstain



1

1

1