

P6-051609



**OLEKSA and ASSOCIATES**  
*Pipeline Safety Consultants*

Jim Flisrand  
Operations Manager  
City of Enumclaw  
2041 Railroad St.  
Enumclaw, WA 98022

**RECEIVED**

NOV 13 2007

WUTC  
Pipeline Safety Division

Subject: Gas Pipeline Operations and Maintenance Manual

Dear Jim:

Enclosed is your new Operations and Maintenance Manual for the City of Enumclaw. It is being provided in both hard copy and electronic (Microsoft Word) format. At your request, a hard copy and electronic format are also being sent to David Lykken at the WUTC.

Please ask personnel to note any needed changes to the manual. We will be conducting on-site training. During this training and as the manual is introduced to personnel and begins to be used, we anticipate that modifications will be necessary. These modifications will be made, and thereafter, revisions will be made on a regular basis in accordance with Procedure 1-F.

This manual has been prepared using the PRO-cedures<sup>sm</sup> process. This is a state-of-the-art procedures process that provides both compliance with Code and ease of use. The electronic version contains numerous hyperlinks that connect provisions within the procedure to applicable parts of the Code and to related procedures in other parts of the manual. The manual also contains an extensive index, and in the electronic version, the index is hyperlinked directly to the applicable provision within the manual.

This manual is copyrighted by Oleksa and Associates, Inc., but the City of Enumclaw has full rights to modify anything in the manual it desires, whenever it desires. No portion of the manual may be given to other operators without the permission of Oleksa and Associates, Inc.

We have been very pleased to have this opportunity to work with you  
Sincerely,

Paul Oleksa

Copy: David L. Lykken, Washington Utilities and Transportation Commission

David L. Lykken  
Washington Utilities and Transportation Commission  
1300 S. Evergreen Park Dr.  
Olympia, WA 98504-7250

2292 N. Medina Line Road • Akron, Ohio 44333-1044  
Phone: (330) 659-0387 • Fax: (330) 659-2903  
E-mail: poleksa@oleksa.com Web site: <http://www.oleksa.com>