



Regular Meeting Board of Commissioners
Thursday, February 16, 2023 - 3:30PM
In Person and Via Teams
Agenda

1. Call to Order
2. Attendance
3. Public Comment
4. Water Rights Update – Tom Pors, Attorney
5. [Approval of Regular Meeting Minutes from January 19, 2023](#)
6. [Finance Manager’s Report December 2022 & January 2023](#)
 - a. [Board Approval of Payables](#)
7. [Bid Award 96th St S and Front St S Water Main Replacement, Job #781](#)
8. [Board Approval of Changes to The Developer Extension Agreement and Design/Construction Specifications & Standards](#)
9. General Manager’s Report
10. [Operations Manager’s Report](#)
11. [Engineering Manager’s Report](#)
12. [Information Technology Manager’s Report](#)
 - a. [Bid Award Backflow Testers](#)
 - b. [Approval of Surplus & Disposal](#)
13. [Office Manager’s Report](#)
 - a. [Approval of Resolution B-1480 amending and replacing B-1388 Account Set-Up and Procedure](#)
14. Other Business
 - a. Acknowledgment of Employee Wages Increases
 - b. Commissioner Barton WASWD update
 - c. Next Commissioners Meeting March 16, 2023
15. Public Comment
16. Tour of the back property – Weather Dependent
17. Adjourn



**LAKESWOOD WATER DISTRICT
BOARD OF COMMISSIONERS
Minutes of Regular Meeting
January 19, 2023
Boardroom & Via Microsoft Teams**

1. CALL MEETING TO ORDER

President Korsmo called the Regular Meeting to order at 3:34 PM.

2. ATTENDANCE

Present at the meeting: Commissioners J. Korsmo, G. Rediske, and G. Barton; General Manager R. Black, Operations Manager I. Black, Engineering Manager M. Meyer, Finance Manager P. Mendoza, HR Manager B. Levo, Administrative Assistant J. Clark.

3. PUBLIC COMMENT

Kim Underwood shared during her meeting with Commissioner Korsmo and General Manager Black, they discussed trying to initiate a Basin Study. Ms. Underwood shared that she has reached out to the Watershed Group and an additional purveyor; both are interested in participating in a basin study. Commissioner Korsmo commented he found the meeting valuable and was appreciative of the meeting.

Commissioner Barton asked Ms. Underwood what items should be studied and why. She shared that currently, no governing agency can determine how much water we have in our basin, and Parkland/Spanaway areas cannot meet their growth due to the growth management act. USGS can provide some of the information, and Pierce County is focusing on flood management/control and will then look into recharging our groundwater/shallow aquifers. Last year the local lakes dropped substantially, and Clover Creek was dry for about six months. There are a lot of different factors to be considered. A complete basin study will provide more information than the USGS can provide; it will factor in the growth and climate change. California completed most of the studies within their state, Oregon is close to completion, and Washington has one or two completed.

Commissioner Barton shared USGS model should provide climate impacts when you change precipitation within the model. He shared that we won't want to duplicate efforts and thinks it will provide the information requested.

Ms. Underwood has spoken with Andrew, and they can't factor in growth; the only applicable way they can is to run the model in reverse. Yes, there is some valid information, but it is not complete. She will email the differences between the basin study and the USGS model.

General Manager Black shared that this subject has come up frequently with the Clover Creek Council; several people are concerned about water in/water out and precipitation, climate change, and growth. He shared there was great progress in the study until the tribes stopped in 2003 due to some of the data they thought was important to be in there.

To effectively get basin usage, you need to have all the partners come together, including the tribes, as they did in 2003. To look at the overall eco-health system and consumption in the county, state, city, and local jurisdictions. There is funding available through the Department of Ecology; it would be helpful if the state legislatures of the 28/29th Districts champion the cause. He has shared this information with the Clover Creek Council as well.

4. 2023 ANNUAL ELECTION OF BOARD PRESIDENT, VICE PRESIDENT, AND SECRETARY.

Commission President

COMMISSIONER REDISKE NOMINATED COMMISSIONER KORSMO FOR COMMISSION PRESIDENT. SECONDED BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.

Commission Vice President

COMMISSIONER REDISKE NOMINATED HIMSELF FOR COMMISSION VICE PRESIDENT. SECONDED BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.

Commission Secretary

COMMISSIONER REDISKE NOMINATED COMMISSIONER BARTON FOR COMMISSION SECRETARY. SECONDED BY COMMISSIONER KORSMO. MOTION PASSED UNANIMOUSLY.

5. EXECUTIVE SESSION PURSUANT TO RCW 42.30.110(1)(I)(III) TO DISCUSS LEGAL RISKS.

Commissioner Korsmo called Executive Session to order at 3:50 PM, estimated time of the meeting 15 min. Legal counsel Katherine Weber joined the Executive Session for discussion. Commissioner Korsmo closed Executive Session at 4:05 PM.

The District recently due to an internal audit discovered a payroll calculation error in which the standby compensation received by employees who were on-call was not included in within the regular rate of pay for the purposes of computing overtime.

IT IS THE RECOMMENDATION THAT THE BOARD AUTHORIZE THE GENERAL MANAGER AND HIS DESIGNEES TO CORRECT THE PAYROLL ERROR. THE ANTICIPATED COST IS LESS THAN \$10,000, IF THAT NUMBER WAS TO SUBSTANTIALLY CHANGE AND EXCEED THE \$10,000 THE GENERAL MANAGER WOULD REPORT THE SAME BACK TO THE BOARD. MOTION MOVED BY COMMISSIONER REDISKE AND SECONDED BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.

6. APPROVAL OF MEETING MINUTES FROM 12/22/22 SPECIAL MEETING.

COMMISSIONER REDISKE MOVED TO APPROVE THE DECEMBER 22, 2022, SPECIAL MEETING, SECOND BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.

7. FINANCIAL INFORMATION

Philip Mendoza, Finance Manager, presented the November 2022 financials to the Board. He shared that retail sales in November 2022 were 27.25% higher than budgeted and 1.06% lower YTD. Operating revenue is 20.8% higher than budgeted and 0.57% of the budget. Pumping operations is 2.4% over budget and 1% under budget YTD. Water Treatment operations are 30.3% under budget and 19.3% under budget YTD. Transmission and Distribution operations is 13.39% under budget and 11.90% under budget YTD. Total operating expense is 6.83% under budget and 2.77% under budget YTD. Total operating and maintenance expense is 3.86% under budget and 1.80% under budget YTD.

a. Approval of Payables

Disbursements made from the General Ledger Fund for checks number **45457** through **45566** totaling **\$1,807,971.74**, salary direct deposits totaling **\$202,084.10**, payroll taxes totaling **\$69,338.84**, and other electronic payments totaling **\$336,178.89** for a total of **\$2,415,573.57** were presented to the Board for approval.

COMMISSIONER REDISKE MOVED TO APPROVE THE PAYABLES AS LISTED. COMMISSIONER BARTON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

8. ABITIBI WELL UPDATE

General Manager Black shared a recap on the history of the investigation of the wells on the Abitibi site. The District hired Holt Drilling Services to investigate the wells and discovered that both well sites were dilapidated. It is the recommendation that the District pass on the two wells, as they will be too costly to fix. We thanked the property owner, who was also a recipient of the information, and he can decide to abandon the wells or use them for the Garrison Creek restoration project.

9. GENERAL MANAGERS REPORT

Randall Black, General Manager, provided the following updates:

Woodland Estates – All properties are now connected to the new water main and their meters. The one owner that we were waiting for ended up paying for the project in full.

Essential Worker Designation – We are making progress and hope to engage with a representative from the State Emergency Response department to talk about what their views are on necessary changes to incorporate Utilities as essential or first responders so they can travel or receive PPE or other issues that become emergencies. Water workers should not be one of the last workers to receive PPE or vaccinations. We are working to change the process or the law.

Spanaway Water – We've been working with Spanaway on their take of water. They wanted to see the benefits of paying some of their capital costs in advance. Spanaway's board agreed to \$2.5M of the \$4.5M, plus the construction costs of \$1.6M as part of the agreement to connect them from the wholesale transmission main to their water system. We should be receiving \$4.0M from Spanaway.

Finance Manager Mendoza shared that in the 2023 budget, we had scheduled a bond issue of \$5M around July/August. With the influx of cash, we could abandon that plan and move forward with deferred borrowing in 2024 instead of borrowing this year. With the interest rate being significantly higher than we are used to, we could save approximately \$10K-15K a month. If we can defer the other \$2.5M, we can properly plan and save on interest expenses on the \$2.5M.

Federal Infrastructure Funds – As you will recall, the District has been ranked 3rd for the Department of Commerce Defense Community Capability program grant funding. The City of Lakewood has requested that we partner with them to advocate for the funding. Our project is a little over \$3M, and this would be working with the funding from Senator Murray's office on wells G4 & K-3. We both believe there is an excellent chance of getting funding through this program. It will require a strategy to message our loan to our legislative folks to support the process in the upcoming legislative session.

I have been discussing with Lobbyist Bill Clarke, who the District has used before, about our funding requests and partnering with the City of Lakewood's lobbyist. Mr. Clarke is also the lobbyist of RWCPD, and he has agreed to offer his services this legislative session. He will work with the budget department and the budget chair for legislation to ensure the funding goes through. The estimated costs for Bill's services would be in the \$12-15K range.

I want to request that we have a contract with Bill Clarke for this year's 2023/2024 legislative session.

THE BOARD OF COMMISSIONERS APPROVED MOVING FORWARD WITH THE CONTRACT WITH BILL CLARKE.

We heard back from DOH on the SRF applications, and there was a lot of competition for the PFAS funding. Although we did not receive any grant funding, we did get approved for loans for the six projects. We have had conversations with the DOH and Bill Clarke and the strategy needed going forward. The DOH has to disclose all the utilities that have been approved for the loan applications. Part of the difficulty with this is; if we have been approved for a loan, will we be able to get grant funding? They will ask, "why we should get a grant if we have been approved for a loan." We have looked at the risks that could happen. The interest rate on these loans is a low 2.5% loan. It is a lot lower than the revenue bonds interest, around 4.5%. It would be more advantageous to have the SRF loan. Mr. Clarke pointed out that there are a lot of funding requests. There will be more districts looking for funding once the mandatory testing begins in 2023 and agencies start testing for PFAS.

We would withdraw the application for K-3 & G-4 that we have in the DCCP program for the U-1 and Oakbrook well sites. Doing this will give us some time that will allow us to apply for the 2024 funds, showing the legislature that we still have a need for additional funding to finish up our wells I-3, Hipkins, and O-2.

We request approval to take a loan out for the I-3 & O-2 Oakbrook well sites. The loan interest at 2.5% is much lower than other options available.

Mr. Meyer shared that we applied for four different applications for five wells; to see what grant funding we could get. Unfortunately, we didn't receive any grant funding. We will need to have the two wells back online to meet the supply demands in the next two years. If we wait to get all four wells to be funded, it will put us behind on our supply. We are still trying to get grants to cover these projects.

We recommend that we pursue the two loan applications for I-3 & O-2 for \$8.2M; if we have to treat for iron and manganese, it would be \$4.1M each for a total of \$8.2M total if we do not have to treat them, it will come in lower. We will know if we need to treat them once we drill the wells.

COMMISSIONER REDISKE MOTIONED TO MOVE FORWARD WITH THE LOAN APPLICATIONS AS PRESENTED FOR WELLS I-3 & O-2. SECONDED BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.

Western State Hospital - We had a meeting last week with DSHS regarding water services for the new 350-bed Western State Hospital. The State has allocated \$2.4M for a conditional assessment study on behalf of the Lakewood Water District, including a feasibility study in the 2023-2024 budget. The State's 2025-2027 budget has earmarked \$23M for capital expenses. RH2 is the consultant on the project. DSHS has asked what capital improvements are needed to bring the system to Lakewood Water District standards, and it is estimated to be around \$13M.

The District is interested in water rights and wells on the hospital property. DSHS has done some assessments on the wells and wants to look at some water quality issues they've had. They will share the study that RH2 is completing in the next few weeks.

General Manager Black shared that Operations Manager Black suggested the other tracks of this process get approval for the District to take over the water system from the hospital. Due to being outside our service boundary area; we would have to make a boundary adjustment to take over the hospital. They are already asking how the connections can happen; it is too early to say. Operations Manager Black will take over the portion of the coordination of the construction issues. We don't want them to make connections only to have to change everything to connect to our system.

Operations Manager Black shared that we need to have the contractors, real estate, land transfer, and Attorney General for the water rights so that we are all working simultaneously. So, when we are ready so that we don't have a five-year delay, we can move forward in a timely manner. Before we take over, they need to have a condition assessment that we need to fix or not to fix.

There will need to be an MOU outlining timelines and who is completing the different tasks. We would like to have a letter that this is an actual project, and they intend for the District to assume the water in the next four years. We should have that letter in March/April.

We hope to have the letter from DSHS in the next few weeks and will provide an update at the next meeting.

Legislature Bills

There are 720 bills that have not made it to the floor yet. Please see his report for more details regarding the house bills we are monitoring.

10. OPERATIONS REPORT

Ian Black, Operations Manager, shared that the 96th St S and Front St S Water Main Replacement, Job #781, will be advertised on January 30, 2023, and close on February 14, 2023. We will award the project on February 16, 2023. This will be all of the R&R projects for the year.

a. Conditional Acceptance for the LWD Steel Building Project #0806

The project has been completed and has passed inspection from the City of Lakewood and L&I.

Commissioner Korsmo would like the Commissioners to tour the back property at the next meeting. It was agreed that a tour would happen at the next meeting.

COMMISSIONER REDISKE MOTIONED FOR CONDITIONAL ACCEPTANCE FOR THE LWD STEEL BUILDING PROJECT. COMMISSIONER BARTON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Spanaway Water is connected and scheduled to receive water on January 24, 2023; they have delayed accepting the water due to high-pressure concerns. They have sent letters to all of their customers advising them of this. The District will send 1mgd and move to 2mgd approximately three weeks after January 24, 2023. Some final restorations will be occurring now through the beginning of spring.

Commissioner Rediske asked if it was cheaper to purchase water from us than to pump their water. We don't know their situation, so we are unable to answer. It is cheaper to purchase by volume. General Manager Black shared they are electing to pay their capital costs to keep their costs low for their ratepayers. For every one million they pay will save their district approximately \$11k.

11. ENGINEERING MANAGER'S REPORT

Marshall Meyer, Engineering Manager, shared there has been continued work on the different water sources.

We continue working with the supplier to diagnose the N-3 pump and motor's cause of failure. The P-1R Well had a motor failure and has been pulled for replacement. The motor is under warranty, and a replacement is being ordered.

In early January, the N-1 pump failed. It was pulled for diagnosis on January 12th. It is currently believed that a coupling failed between the motor and the pump. It is being repaired as quickly as possible to return to service.

The F-2 pump and motor remain offline as the well is being rehabilitated. The new equipment will be ordered to replace the aging equipment.

The development activities at the new R-2 well are complete, and the measured performance of the well has improved since the previous efforts that were completed in

May 2022. After the final evaluation was completed, the hydrogeologist recommended a flow rate of up to 700 gpm, more than the originally anticipated flow rate of 500 gpm.

Holt Services completed the cleaning, inspection, and testing of the F-2 Well. The work required additional redevelopment work but successfully cleaned the well screen. Through the pump testing work, the hydrogeologist determined that additional flow capacity was not advisable from this well due to increased drawdown and sand production above its current flow rate. New equipment is being ordered to replace the older equipment.

We are still waiting for the new emergency generators to arrive in August 2023.

Additional information is provided in his report.

12. IT MANAGER'S REPORT

Please see the submitted report in the packet.

13. OFFICE MANAGER

Please see the submitted report in the packet.

14. HR MANAGER'S REPORT

Update will be provided in Executive Session.

15. OTHER BUSINESS:

- a. The Board acknowledged the wage increase this month.
- b. General Manager Black reminded the Commissioners to fill out their Personal Finance Statements.
- c. General Manager Black asked to delay his retirement by an extra four months for personal reasons.

COMMISSIONERS APPROVED THE EXTRA FOUR MONTH DELAY OF GENERAL MANAGER BLACK'S RETIREMENT.

d. Commissioner Barton provided a brief update on the WASWD Legislative Committee. Shared there are many bills that are being watched at this time. He is going to put together a summary of the different bills.

SB5437 Special districts/vacancies - Concerning vacancies of the governing body of special purpose districts. A vacancy on an elected nonpartisan governing body of a town or a city other than a first-class city or a charter code city, shall be filled as follows unless the provisions of law relating to the special district, town, city provide otherwise. If a governing body fails to appoint a qualified person to fill a vacancy within ninety days of the occurrence of the vacancy, the authority of the governing body to fill the vacancy shall cease and the county legislative authority of the county in which all or the largest geographic portion of the city, or town is located shall appoint a qualified person to fill the vacancy.

HB1329 Preventing utility shutoffs for nonpayment during extreme heat - These bills would prohibit disconnections if the weather forecast is to exceed 90 degrees and require already disconnected customers to be reconnected until the weather forecast is below 90 degrees.

HB1050 Apprenticeship utilization - Expanding apprenticeship utilization requirements. works estimated to cost \$1,000,000 or more, all specifications (shall) must require that no less than 15 percent of the labor hours be performed by apprentices. As of the effective date of this section, for all public works contracts awarded by a municipality estimated to cost \$1,000,000 or more, all specifications must require that no less than 15 percent of the labor hours be performed by apprentices. As of the effective date of this section, for all subcontractors on public works with an initial subcontract price of \$200,000 or more, all specifications must require that no less than 15 percent of the labor hours be performed by apprentices.

SB5123 Concerning the employment of individuals who lawfully consume cannabis- The legislature finds that the legalization of recreational cannabis in Washington state in 2012 created a disconnect between prospective employees' legal activities and employers' hiring practices. Many tests for cannabis show only the presence of nonpsychoactive cannabis metabolites from past cannabis use, including up to 30 days in the past, that have no correlation to an applicant's future job performance. It is unlawful for an employer to discriminate against a person in hiring if the discrimination is based upon: The person's use of cannabis off the job and away from the workplace. This section does not preempt state or federal laws requiring an applicant to be tested for controlled substances. This includes state or federal laws requiring applicants to be tested, or the way they are tested, as a condition of employment, receiving federal funding or federal licensing-related benefits, or as required by a federal contract.

Commissioner Korsmo recognized General Manager Black's 38-year anniversary with the District.

- e. Our next Commissioner's meeting will be on February 16, 2023 at 3:30 PM.

16. EXECUTIVE SESSION PURSUANT TO RCW 42.30.110(G) – TO EVALUATE THE QUALIFICATIONS OF AN APPLICANT FOR PUBLIC EMPLOYMENT.

Commissioner Korsmo dismissed staff and called Executive Session to order at 5:30 PM. Estimated time 20 Minutes. Commissioner Korsmo closed the Executive Session at 5:47 PM.

17. PUBLIC COMMENT *(moved to before # 16 Executive Session)

Kim Underwood thanked the staff and Commissioners for their attention to detail and asked if the communication with JBLM had improved. General Manager Black shared that their public affairs department will improve their communication with the public. They will reach out to all the private well owners in the area to see if they want their water tested for PFAS. They will also work closely with the District and have a link on the District's website with a link to the base for additional information.

Ms. Underwood shared that this was encouraging information and hoped they were sincere about improved communication. She thanked the Board for letting her attend and to keep up the good work.

18. ADJOURN

President Korsmo adjourned the meeting at 5:47 PM.

DRAFT

**LAKWOOD WATER DISTRICT
BOARD OF COMMISSIONERS**

BY:

ITS PRESIDENT

BY:

ITS VICE PRESIDENT

BY:

ITS SECRETARY

BY:

DISTRICT SECRETARY (DATE)

DRAFT

**LAKWOOD WATER DISTRICT
2022
INCOME STATEMENT**

DECEMBER

	CUR MO ACTUAL	CUR MO BUDGET	CUR MO VARIANCE	Y-T-D ACTUAL	Y-T-D BUDGET	Y-T-D VARIANCE
SALE OF WATER	845,963	732,103	113,860	10,343,030	10,330,437	12,593
OTHER OPERATING REVENUE	124,689	216,001	(91,311)	1,216,604	1,177,327	39,277
WHOLESALE WATER SALES	393,609	380,306	13,302	4,632,045	4,563,677	68,369
TOTAL OPERATING REVENUE	1,364,261	1,328,410	35,850	16,191,679	16,071,440	120,239
OPERATING EXPENSE						
PUMPING	147,108	89,144	57,964	1,214,747	1,168,061	46,687
WATER TREATMENT	30,702	40,247	(9,545)	387,924	482,959	(95,035)
TRANSMISSION & DISTRIBUTION	94,979	90,084	4,896	967,976	1,081,003	(113,027)
CUSTOMER ACCOUNTS	87,896	71,742	16,153	804,244	860,907	(56,663)
CUSTOMER INFORMATION	-	1,612	(1,612)	4,501	19,347	(14,846)
ADMINISTRATIVE & GENERAL	(743,337)	(841,725)	98,388	1,408,085	1,154,991	253,094
TOTAL OPERATING EXPENSE	(382,653)	(548,897)	166,244	4,787,478	4,767,268	20,210
MAINTENANCE EXPENSE						
SOURCE OF SUPPLY	2,688	2,299	389	27,318	27,588	(270)
PUMPING	11,746	21,542	(9,797)	213,008	258,509	(45,501)
WATER TREATMENT	14,408	16,989	(2,582)	171,392	203,871	(32,479)
TRANSMISSION & DISTRIBUTION	153,534	103,311	50,223	1,225,425	1,239,738	(14,313)
ADMINISTRATIVE & GENERAL	37,435	24,545	12,890	348,685	294,534	54,151
SUB-TOTAL	219,810	168,687	51,124	1,985,829	2,024,240	(38,411)
DEPRECIATION EXPENSE	226,083	226,083	(0)	2,712,996	2,713,000	(4)
UTILITY EXCISE TAXES	39,428	39,995	(568)	508,748	452,929	55,820
TOTAL MAINTENANCE EXPENSE	485,321	434,765	50,556	5,207,573	5,190,168	17,405
TOTAL OPERATING & MAINT EXPENSE	102,668	(114,132)	216,800	9,995,051	9,957,436	37,615
NET OPERATING REVENUE	1,261,592	1,442,542	(180,949)	6,196,628	6,114,005	82,624
GAIN (LOSS) ON DISP. OF PROPERTY	-	11,900	(11,900)	1,236	11,900	(10,664)
RENTAL OR LEASE INCOME	647	1,087	(440)	9,972	13,040	(3,068)
INTEREST INCOME	36,931	900	36,031	189,729	12,600	177,129
MISC NON-OPERATING INCOME	7,372	-	7,372	352,456	-	352,456
INTEREST L-T DEBT	(181,121)	(184,104)	2,983	(2,205,556)	(2,209,244)	3,688
DEBT ISSUANCE COSTS	-	-	-	(2,289)	-	(2,289)
CARES GRANT FUNDING	-	-	-	(17,868)	-	(17,868)
TOTAL MISC INCOME/EXPENSE	(136,170)	(170,217)	34,047	(1,672,321)	(2,171,704)	499,383
NET INCOME	1,125,422	1,272,325	(146,902)	4,524,308	3,942,301	582,007

LAKWOOD WATER DISTRICT
2023
INCOME STATEMENT

JANUARY

	CUR MO ACTUAL	CUR MO BUDGET	CUR MO VARIANCE	Y-T-D ACTUAL	Y-T-D BUDGET	Y-T-D VARIANCE
SALE OF WATER	641,278	591,416	49,861	641,278	591,416	49,861
OTHER OPERATING REVENUE	77,996	78,998	(1,002)	77,996	78,998	(1,002)
WHOLESALE WATER SALES	442,363	452,590	(10,227)	442,363	452,590	(10,227)
TOTAL OPERATING REVENUE	1,161,637	1,123,004	38,632	1,161,637	1,123,004	38,632
OPERATING EXPENSE						
PUMPING	100,017	116,619	(16,602)	100,017	116,619	(16,602)
WATER TREATMENT	23,645	43,070	(19,425)	23,645	43,070	(19,425)
TRANSMISSION & DISTRIBUTION	71,907	103,173	(31,266)	71,907	103,173	(31,266)
CUSTOMER ACCOUNTS	64,857	70,246	(5,389)	64,857	70,246	(5,389)
CUSTOMER INFORMATION	26	1,309	(1,282)	26	1,309	(1,282)
ADMINISTRATIVE & GENERAL	212,583	240,558	(27,974)	212,583	240,558	(27,974)
TOTAL OPERATING EXPENSE	473,035	574,974	(101,938)	473,035	574,974	(101,938)
MAINTENANCE EXPENSE						
SOURCE OF SUPPLY	3,089	3,440	(351)	3,089	3,440	(351)
PUMPING	13,612	21,953	(8,341)	13,612	21,953	(8,341)
WATER TREATMENT	16,162	16,032	131	16,162	16,032	131
TRANSMISSION & DISTRIBUTION	84,271	101,606	(17,334)	84,271	101,606	(17,334)
ADMINISTRATIVE & GENERAL	39,438	27,024	12,414	39,438	27,024	12,414
SUB-TOTAL	156,572	170,054	(13,482)	156,572	170,054	(13,482)
DEPRECIATION EXPENSE	262,000	262,000	-	262,000	262,000	-
UTILITY EXCISE TAXES	49,607	29,575	20,033	49,607	29,575	20,033
TOTAL MAINTENANCE EXPENSE	468,179	461,628	6,551	468,179	461,628	6,551
TOTAL OPERATING & MAINT EXPENSE	941,215	1,036,602	(95,387)	941,215	1,036,602	(95,387)
NET OPERATING REVENUE	220,422	86,403	134,019	220,422	86,403	134,019
GAIN (LOSS) ON DISP. OF PROPERTY	-	-	-	-	-	-
RENTAL OR LEASE INCOME	405	885	(480)	405	885	(480)
INTEREST INCOME	36,706	4,000	32,706	36,706	4,000	32,706
MISC NON-OPERATING INCOME	-	-	-	-	-	-
INTEREST L-T DEBT	(182,537)	(183,627)	1,090	(182,537)	(183,627)	1,090
DEBT ISSUANCE COSTS	-	-	-	-	-	-
CARES GRANT FUNDING	-	-	-	-	-	-
TOTAL MISC INCOME/EXPENSE	(145,426)	(178,742)	33,316	(145,426)	(178,742)	33,316
NET INCOME	74,996	(92,339)	167,335	74,996	(92,339)	167,335

We, the undersigned Board of Commissioners of the Lakewood Water District
Pierce County, Washington, do hereby certify that the merchandise or services
hereinafter specified have been received and checks numbering 45567 through
45668 and all electronic payments for this period are hereby approved for payment in the sum of
\$1,838,440.45 this 16th day of February 2023.

Commissioner Korsmo

Commissioner Rediske

Commissioner Barton

General Manager

Check no.	Vendor Name	Payment Description	Amount
45567	Caselle	02/23 Contract Support & Maintenance	3,547.50
45568	CDW Government	(1) HPE DL360 Gen 10 - SCADA Replacement	4,683.26
45569	Centurylink	1 Site - Internet Svc	110.98
45570	Cintas Fire Protection	8019 Wash Blvd - Qtrly Monitoring	383.61
45571	City of Lakewood	4th Qtr 2022 Franchise fee; Pay App - Ph #2 Grav Lk	222,011.51
45572	ESRI	12/28/22 - 12/27/23 - Enterprise Agreement	27,500.00
45573	Eurofins Eaton Analytical Inc	12/08/22 - PFAS Sampling	5,100.00
45574	Hach Company	(5) 100 Packs Ascorbic Acid Packets	253.74
45575	Harold Lemay Enterprises Inc	12/22 Dumpster - Recycles - Shredding Bin	726.25
45576	HCON Inc	(1) Day Vactor Truck Rental - Linwood Ln & Front St	1,544.40
45577	Holt Services	F-2 Bridgeport - Pull Pump & Bail Well	56,782.00
45578	Horizon	Conduit & Fittings for Metal Bldg	416.98
45579	InsideSource	(4) New Desks & EOC Work Space Areas	8,970.42
45580	Lakeview Light & Power	New Vault & Trench Install - Steilacoom Blvd	948.07
45581	McClatchy Company LLC	Legal Ad - 2023 Final Budget	460.31
45582	Multicare Centers of Medicine	(9) Respirator Questionnaires (1) DOT Physical	560.00
45583	Northwest Fasteners Inc	(50) Concrete Anchors	135.29
45584	Openworks	12/22 & 01/23 Janitorial Svcs	3,995.02
45585	Owen Equipment	(28) Day Vactor Truck Rental	6,272.60
45586	Pape Machinery	(1) Day Rental Excavator - F-2 Bridgeport Well	1,025.76
45587	Philadelphia Insurance Comp	2023 Annual Property & Vehicle Insurance	181,040.00
45588	Pierce County Sewer	12/22-11900 Grav Lk & 8100 Wash Blvd - Sewer Chgs	44.12
45589	Pumpstech LLC	P-1 Steilacoom Booster - Replace Pump & Motor	65,136.51
45590	Raedeke Associates Inc	12/22 G-4 & K-3 Wells - Scotts & Lake St - ESA Studies	12,090.13
45591	Rainier Supply	(10) Plastic Tape (6) Splicing Tape	299.86
45592	Seattle Ace	(2) 8 Section Organizers	51.46
45593	Stronghold Armored Inc	12/22 Armored Truck Svc	375.00
45594	Thomas M Pors - Law Offices	12/22 G-4 & K-3 Wells - Abitibi Well - Misc Legal Svcs	3,780.00
45595	Tvetens Auto Tech	Truck #32 Replace Wtr Pump, Belt, Thermostat, & Seals	927.78
45596	Utilities Underground	12/22 (177) December Locates	228.33
45597	Wyckoff, Kevin	2023 Tuition Reimbursement	3,306.00
45598	Ceccanti Inc	Pay #3 12/22 WTME Connection	105,537.41
45599	Connie P Roberts	(1) Day GM (Gen Mgr) Recruitment Consulting	1,200.00
45600	Consolidated Supply Comp	WTME - Reducers, Sleeves, Mega Lugs, Pipe, & Vault	170,061.23
45601	K and D Services	Flagging Services - 8712 Dolly Madison St	1,240.00
45602	Lakewood Hardware & Paint	F-2 Bridgeport Supplies - WD40, Spray Bottle, & Syringe	22.18
45603	Lakewood Water District	Reimburse Petty Cash	454.81
45604	Marsh, Tyler	Uniform Reimbursement	59.87
45605	Nearmap USA Inc	2023 GIS Mapping Software	3,150.00
45606	Pape & Sons Construction	Pay #5 Generator - Electrical - Seismic Improvements	2,415.00
45607	Pierce County Auditor	Release of Lien - 8102 Fairway Dr SW	18.00
45608	Preferred Roofing Services Inc	2023 Annual Roof Maintenance	2,585.00
45609	Safe Software	2023 FME ESRI Software Maintenance	737.00
45610	Seattle Ace	Connector Wire/Ground Switch/Ext Cord/Screwdriver	33.60
45611	T Bailey	Pay #11 Steilacoom Seismic Retrofit	35,700.00
45612	United Rentals Inc	(1) Plate Picker (1) Chain Assembly	613.64
45615	Airgas USA LLC	(2) Acetylene Rentals	23.87
45616	Allenmore Heights LLC	Hydrant Meter Deposit Refund	90.00
45617	APP Associated Petroleum	(790) Galls Unleaded Fuel	2,694.53
45618	Capital Heating & Cooling	1st Quarter HVAC Maint	1,484.18
45619	CDW Government	2023 SCADA Server Upgrades/Office 365 Renewals	32,594.27
45620	Centurylink	Service (8) Sites	695.50
45621	Cintas Corporation	01/18/23 Weekly Svcs	182.39
45622	City of Lakewood	ROW Permit Fee - Job# 781 - Front St & 96th St	17,107.40
45623	Day Wireless Systems	01/23 Radio Svcs	636.41
45624	Ferguson	(6) 6 Inch PVC Plugs	109.30
45625	Grainger	(75) Assorted Elbows & (15) Assorted Unions	1,971.26
45626	Holroyd	(20) Yards Crushed Rock	627.00
45627	Inslee Best Doezie & Ryder	12/22 General Svcs/Personnel Svcs & Dish Wireless	1,622.50
45628	Kennedy/Jenks Consulting	12/22 Scotts GAC / PFAS Treatment	5,138.39
45629	KPG Psomas	12/22 Eng Svcs - R&R - Hipkins Rd	21,733.50

45630	Levo, Briana	Reimburse - HR Application & Exam Fee (Ck Reissue)	495.00
45631	Mooses Auto Tech	Trk# 36 Diagnostics; Trk# 41 New Tires; Trk# 52 Battery	1,823.60
45632	National Construction Rentals	(228) 6 Ft Temp Fence Panels - F-2 Pit for Pump Test	774.97
45633	OSG Dozing	Hydrant Meter Deposit Refund	55.00
45634	Pacific Groundwater Group	12/22 R-2 Well - WD-3 Rehab - Abitibi Eval - Aquifer E	7,523.78
45635	Parametrix	12/22 96th St & Front St - Main Replacement	1,007.64
45636	Pierce County Finance Dept	Permit Fee - After Hrs Work - Brookdale Rd	264.84
45637	Puget Sound Finance Officers	2023 PSFOA Membership Dues	375.00
45638	Pumpstech LLC	F-2 Breakdown; WHS #1 Repair	11,584.65
45639	Quest	09/22 - 12/22 BaaS Overages	100.00
45640	Seattle Ace	Insulated Sealant/Fasteners/Bow Rakes	172.26
45641	Star Rentals	(1) Day Ditch Trench & Sod Cutter Rental	423.89
45642	Sumner Lawn N Saw	Repair Trailer #29 - Valve Turner	455.79
45643	Taurus Power & Control	S-2 Angle Ln Pump - N-1 View Rd Pump	653.40
45644	Tvetens Auto Tech	Trk# 49 Oil Change & Svc	120.75
45645	Verizon Wireless	12/22 SCADA Data Chgs	1,251.93
45646	WA Assoc of Sewer & Water	2023 Commissioners Workshop Registration - G Barton	110.00
45647	Water Management Labs	(34) Total Coliform P-A3 (3) MMO-MUG (1) FC28	1,127.00
45648	Wrights Logging & Tree Svc	Removed (1) Fallen - Dead Tree	1,100.00
45649	Asphalt Patch Systems	New Shop & Yard Paving	73,810.00
45650	Associated Petroleum Products	(450) Gals Unleaded & (135) Gals Diesel Fuel	2,380.88
45651	Cintas Corporation	01/25/23 Weekly Svcs	182.39
45652	Consolidated Supply Comp	(1) Vault with Hatch - Brookdale Rd - Spanaway	16,132.23
45653	Daily Journal of Commerce	Legal Ad - Backflow Assembly Tester	228.25
45654	Ferguson Waterworks	(40) 3 CSM O-Ring Gaskets	2,167.06
45655	GC Systems Inc	(1) 8 Inch Cal Valve - Start up Svcs - Spanaway Intertie	1,650.00
45656	Grainger	Hex Bushings - Hose Fittings - Bushings - Scotts GAC	528.93
45657	Holroyd	Hauling Trees & Brush	400.00
45658	VOID	Check Misprint	-
45659	Marten Law	12/22 PFAS Contamination Svcs	68,813.08
45660	Napa Auto Parts	(2) Drip Pans	48.38
45661	Ogden, Murphy, Wallace, PLLC	12/22 Advisory - View Rd - Pump Motor Warranty	594.00
45662	Pacific Groundwater Group	11/21-03/22 Abitibi Well Evals - 12/22 Scotts & Lake St	4,022.50
45663	Rainier Supply	Cplgs - PVC J Box - Adptrs - Batteries	619.32
45664	Robblees Total Security	(3) Lock Shells & (2) Lock Collars - New Metal Bldg	91.96
45665	Seattle Ace	Pipe Cplgs - Nipples - Ext Cord - Conduit - Wrench	189.56
45666	Town of Steilacoom	01/23 View Rd - Electric & Sewer Chgs	8,016.45
45667	US Geological Survey	Qtrly Streaming - Flett Creek & Chambers Creek	5,434.50
45668	Water Management Labs	(19) Total Coliform P-A3 Tests	399.00

Sub-Total

1,238,373.12

January Payroll

212,576.20

January Payroll Taxes (PMT# 664 & PMT# 670)

78,597.93

Date

Other Electronic Payment

1/12/2023	PMT# 668 - CEP Enterprises	5,808.50
1/12/2023	PMT# 669 - Sir Speedy	14,701.18
1/20/2023	PMT# 671 - Aflac	518.45
1/20/2023	PMT# 672 - Deferred Comp	3,785.35
1/20/2023	PMT# 673 - Delta Dental	4,056.65
1/20/2023	PMT# 674 - Principal Life	2,855.87
1/20/2023	PMT# 675 - Regence	61,727.08
1/20/2023	PMT# 676 - WA PERS	24,900.80
1/26/2023	PMT# 677 - RH2 Engineering	5,269.18
1/26/2023	PMT# 678 - Sir Speedy	5,503.68
2/2/2023	PMT# 679 - Sir Speedy	1,688.47

B&O Tax	49,607.43
US Bank CC (Less Power)	33,767.40
US Bank CC Power Costs	86,046.12
Paymentech/Merchant Fees (JAN)	5,381.94
Xpress Bill Pay Processing Fee (JAN)	3,275.10
	308,893.20

GRAND TOTAL

1,838,440.45



Memorandum

To: Board of Commissioners

From: Ian Black, Operations Manager

Date: 2/16/2023

Re: **Bid Award** 96th St S and Front St S Water Main Replacement, Job #781

The District received nine bids and the lowest bidder was HCON \$1,274,350.00.

We are asking approval to award HCON the 96th St S and Front St S Water Main Replacement, Job #781 project.

96th and Front Street Water Main Replacement
 Job# 0781
 Date: 2-14-2023

Engineers Estimate : \$ 1,463,660.00

Indicates calculation Correction
 Bids Listed in Order they arrived.

Bid Item	Description	Estimate Qty	Unit	Lazer Underground		RW Scott		Miles Resources		HCON		New X Inc		Pape And Sons Inc		Rodarte	
				Price	Extension	Price	Extension	Price	Extension	Price	Extension	Price	Extension	Price	Extension	Price	Extension
1	Mobilization	1	LS	\$ 140,000.00	\$ 140,000.00	\$ 123,000.00	\$ 123,000.00	\$ 75,210.00	\$ 75,210.00	\$ 110,000.00	\$ 110,000.00	\$ 66,952.00	\$ 66,952.00	\$ 45,000.00	\$ 45,000.00	\$ 120,000.00	\$ 120,000.00
2	Potholing	15	EA	\$ 600.00	\$ 9,000.00	\$ 656.25	\$ 9,843.75	\$ 342.75	\$ 5,141.25	\$ 500.00	\$ 7,500.00	\$ 838.99	\$ 12,584.85	\$ 500.00	\$ 7,500.00	\$ 750.00	\$ 11,250.00
3	Furnish and Install 16-inch Water Main	2,800	LF	\$ 170.00	\$ 476,000.00	\$ 167.34	\$ 468,552.00	\$ 154.50	\$ 432,600.00	\$ 160.00	\$ 448,000.00	\$ 163.51	\$ 457,828.00	\$ 161.00	\$ 450,800.00	\$ 172.00	\$ 481,600.00
4	Furnish and Install 12-Inch Water Main	1000	LF	\$ 160.00	\$ 160,000.00	\$ 134.92	\$ 134,920.00	\$ 112.35	\$ 112,350.00	\$ 111.00	\$ 111,000.00	\$ 126.92	\$ 126,920.00	\$ 125.00	\$ 125,000.00	\$ 125.00	\$ 125,000.00
5	Furnish and Install 8-Inch Water Main	200	LF	\$ 110.00	\$ 22,000.00	\$ 105.53	\$ 21,106.00	\$ 103.30	\$ 20,660.00	\$ 75.00	\$ 15,000.00	\$ 129.84	\$ 25,968.00	\$ 72.00	\$ 14,400.00	\$ 158.00	\$ 31,600.00
6	Furnish and Install 6-Inch water main	80	LF	\$ 100.00	\$ 8,000.00	\$ 94.14	\$ 7,531.20	\$ 111.85	\$ 8,948.00	\$ 69.00	\$ 5,520.00	\$ 113.79	\$ 9,103.20	\$ 66.00	\$ 5,280.00	\$ 135.00	\$ 10,800.00
7	Furnish and Install 16-Inch Gate Valve	2	EA	\$ 17,500.00	\$ 35,000.00	\$ 12,751.20	\$ 25,502.40	\$ 12,240.00	\$ 24,480.00	\$ 12,500.00	\$ 25,000.00	\$ 13,932.19	\$ 27,864.38	\$ 15,000.00	\$ 30,000.00	\$ 12,500.00	\$ 25,000.00
8	Furnish and Install 12-Inch Gate Valve	2	EA	\$ 4,000.00	\$ 8,000.00	\$ 4,285.89	\$ 8,571.78	\$ 4,425.00	\$ 8,850.00	\$ 3,800.00	\$ 7,600.00	\$ 4,436.56	\$ 8,873.12	\$ 5,200.00	\$ 10,400.00	\$ 4,500.00	\$ 9,000.00
9	Furnish and Install 8-Inch Gate Valve	8	EA	\$ 2,000.00	\$ 16,000.00	\$ 2,207.68	\$ 17,661.44	\$ 2,700.00	\$ 21,600.00	\$ 2,000.00	\$ 16,000.00	\$ 2,419.12	\$ 19,352.96	\$ 3,100.00	\$ 24,800.00	\$ 2,500.00	\$ 20,000.00
10	Furnish and Install 6-Inch Gate Valve	1	EA	1500	\$ 1,500.00	1779.23	\$ 1,779.23	2025	\$ 2,025.00	1500	\$ 1,500.00	1596.85	\$ 1,596.85	2100	\$ 2,100.00	1800	\$ 1,800.00
11	Furnish and Install Fire Hydrant Assembly	7	EA	\$ 10,000.00	\$ 70,000.00	\$ 8,574.81	\$ 60,023.67	\$ 9,570.00	\$ 66,990.00	\$ 7,500.00	\$ 52,500.00	\$ 8,806.64	\$ 61,646.48	\$ 10,500.00	\$ 73,500.00	\$ 9,000.00	\$ 63,000.00
12	Furnish and Install 2-Inch Air / Vac Assembly	1	EA	\$ 10,000.00	\$ 10,000.00	\$ 7,014.53	\$ 7,014.53	\$ 6,815.00	\$ 6,815.00	\$ 10,000.00	\$ 10,000.00	\$ 6,981.19	\$ 6,981.19	\$ 7,250.00	\$ 7,250.00	\$ 9,000.00	\$ 9,000.00
13	Connection to Existing System	13	EA	\$ 8,500.00	\$ 110,500.00	\$ 3,650.37	\$ 47,454.81	\$ 3,740.00	\$ 48,620.00	\$ 3,600.00	\$ 46,800.00	\$ 2,052.28	\$ 26,679.64	\$ 5,000.00	\$ 65,000.00	\$ 6,000.00	\$ 78,000.00
14	Furnish and Install D.I. Fittings	55	EA	\$ 500.00	\$ 27,500.00	\$ 662.68	\$ 36,447.40	\$ 920.00	\$ 50,600.00	\$ 500.00	\$ 27,500.00	\$ 894.02	\$ 49,171.10	\$ 875.00	\$ 48,125.00	\$ 800.00	\$ 44,000.00
15	Reconnect Existing Far Side Service	8	EA	\$ 4,500.00	\$ 36,000.00	\$ 2,960.97	\$ 23,687.76	\$ 5,555.00	\$ 44,440.00	\$ 3,000.00	\$ 24,000.00	\$ 2,098.86	\$ 16,790.88	\$ 3,450.00	\$ 27,600.00	\$ 4,000.00	\$ 32,000.00
16	Reconnect Existing Far Side dual service	1	EA	\$ 6,000.00	\$ 6,000.00	\$ 4,394.17	\$ 4,394.17	\$ 8,275.00	\$ 8,275.00	\$ 5,500.00	\$ 5,500.00	\$ 3,564.25	\$ 3,564.25	\$ 4,552.00	\$ 4,552.00	\$ 6,000.00	\$ 6,000.00
17	Trench Excavation Safety System	1	LS	\$ 4,000.00	\$ 4,000.00	\$ 10,080.00	\$ 10,080.00	\$ 500.00	\$ 500.00	\$ 2,500.00	\$ 2,500.00	\$ 8,522.25	\$ 8,522.25	\$ 2,500.00	\$ 2,500.00	\$ 1.00	\$ 1.00
18	Traffic Control	1	LS	\$ 90,000.00	\$ 90,000.00	\$ 142,000.00	\$ 142,000.00	\$ 103,985.00	\$ 103,985.00	\$ 60,500.00	\$ 60,500.00	\$ 50,953.10	\$ 50,953.10	\$ 85,000.00	\$ 85,000.00	\$ 65,000.00	\$ 65,000.00
19	Siltation Control	1	LS	\$ 6,000.00	\$ 6,000.00	\$ 6,670.65	\$ 6,670.65	\$ 14,325.00	\$ 14,325.00	\$ 10,000.00	\$ 10,000.00	\$ 10,780.00	\$ 10,780.00	\$ 1,000.00	\$ 1,000.00	\$ 7,500.00	\$ 7,500.00
20	Compaction Tests	30	EA	\$ 200.00	\$ 6,000.00	\$ 500.00	\$ 15,000.00	\$ 310.00	\$ 9,300.00	\$ 300.00	\$ 9,000.00	\$ 461.23	\$ 13,836.90	\$ 125.00	\$ 3,750.00	\$ 90.00	\$ 2,700.00
21	Crushed Rock	1,060	TN	\$ 30.00	\$ 31,800.00	\$ 30.21	\$ 32,022.60	\$ 26.75	\$ 28,355.00	\$ 24.00	\$ 25,440.00	\$ 40.74	\$ 43,184.40	\$ 35.00	\$ 37,100.00	\$ 50.00	\$ 53,000.00
22	Pavement Sawcutting	4600	LF	\$ 3.00	\$ 13,800.00	\$ 0.73	\$ 3,358.00	\$ 3.33	\$ 15,318.00	\$ 1.90	\$ 8,740.00	\$ 9.08	\$ 41,768.00	\$ 5.00	\$ 23,000.00	\$ 6.00	\$ 27,600.00
23	Cement Concrete Sidewalk	40	SY	\$ 200.00	\$ 8,000.00	\$ 112.00	\$ 4,480.00	\$ 251.00	\$ 10,040.00	\$ 120.00	\$ 4,800.00	\$ 207.21	\$ 8,288.40	\$ 119.00	\$ 4,760.00	\$ 250.00	\$ 10,000.00
24	Cement Concrete Traffic Curb and Gutter	50	LF	\$ 150.00	\$ 7,500.00	\$ 84.50	\$ 4,225.00	\$ 98.00	\$ 4,900.00	\$ 160.00	\$ 8,000.00	\$ 123.75	\$ 6,187.50	\$ 50.00	\$ 2,500.00	\$ 130.00	\$ 6,500.00
25	Permanent Asphalt Pavement Trench Resto	270	TN	\$ 250.00	\$ 67,500.00	\$ 158.18	\$ 42,708.60	\$ 102.00	\$ 27,540.00	\$ 240.00	\$ 64,800.00	\$ 182.64	\$ 49,312.80	\$ 220.00	\$ 59,400.00	\$ 160.00	\$ 43,200.00
26	Permanent Asphalt Pavement for overlay	180	TN	\$ 280.00	\$ 50,400.00	\$ 227.26	\$ 40,906.80	\$ 241.65	\$ 43,497.00	\$ 210.00	\$ 37,800.00	\$ 203.50	\$ 36,630.00	\$ 300.00	\$ 54,000.00	\$ 275.00	\$ 49,500.00
27	Temporary Asphalt Pavement	135	TN	\$ 1.00	\$ 135.00	\$ 213.60	\$ 28,836.00	\$ 141.00	\$ 19,035.00	\$ 100.00	\$ 13,500.00	\$ 158.77	\$ 21,433.95	\$ 150.00	\$ 20,250.00	\$ 230.00	\$ 31,050.00
28																	
29																	
	Base Bid			\$ 1,420,635.00	\$ 1,327,777.79	\$ 1,214,399.25	\$ 1,158,500.00	\$ 1,212,774.20	\$ 1,234,567.00	\$ 1,364,101.00							
	Sales Tax @ 10%			\$ 142,063.50	\$ 132,777.78	\$ 121,439.93	\$ 115,850.00	\$ 121,277.42	\$ 123,456.70	\$ 136,410.10							
	Total Bid			\$ 1,562,698.50	\$ 1,460,555.57	\$ 1,335,839.18	\$ 1,274,350.00	\$ 1,334,051.62	\$ 1,358,023.70	\$ 1,500,511.10							

#3

#1

#2

2023 Developer's Extension Agreement

Substantive changes made to the 2022 Developers Extension Agreement/Design-Construction Specifications & Standards document for review by Board of Commissioners: February 16, 2023

THROUGHOUT

1. General revisions to standardize language and abbreviations throughout document.

2022 Design and Construction Specifications

Substantive changes made to the 2022 Design-Construction Specifications & Standards document for review by Board of Commissioners: February 16, 2023

GENERAL PROVISIONS AND DESIGN STANDARDS FOR THE WATER DISTRIBUTION SYSTEM

1. **Page 8 – Section 12, WORKING DAYS AND NON-WORKING DAYS:** Updated hourly rate to reflect current labor costs for inspection during normal work hours.
2. **Page 8 – Section 13, WORK ON NON-WORKING DAYS:** Updated hourly rate to reflect current labor costs for inspection outside normal work hours.
3. **Page 8 – Section 16, PLANNING THE WORK:** Added language requiring a detailed schedule be provided for construction work.
4. **Page 15 – Section 27 - B, MATERIALS – DOMESTIC AND IMPORTED DUCTILE IRON FITTINGS:** Updated approved manufacturers to include Star Pipe Products, who submitted technical information and references which were evaluated by District staff prior to adding to list. Fittings manufactured in China are still not allowed for Developer Extension projects.
5. **Page 20 – Section 30, LAYING OF PIPE:** Updated text to remove statement that tracer wire is provided by the District for ductile iron mains to clarify that the Contractor is responsible for supplying tracer wire for water main installation. This in effect requires wire to be installed along all water main, which significantly increases locating accuracy and ease.

DESIGN AND CONSTRUCTION SPECIFICATIONS FOR DEVELOPERS & CONTRACTORS

1. **Page 30 – Section 2, INSPECTION & INSPECTORS:** Updated hourly rate charged for District Inspectors to \$120.00 per hour during working hours and \$145.00 per hour outside of working hours to reflect increased staff costs.

2. **Page 31 – Section 5, CONNECTION TO THE EXISTING WATER SYSTEM & SYSTEM MATERIALS:** Added language to clarify requirement that connections to existing mains be “hot tapped” unless otherwise approved by the District.
3. **Page 33 – Section 9, WATER SERVICES:** Added AY McDonald to the list of approved water service material manufacturers.
4. **Page 36 – Section 18, WATER METER YOKES:** Added Ford and AY McDonald to the list of approved manufacturers.
5. **Page 36 – Section 21, BEDDING:** Clarified language to refer to the City of Lakewood, Town of Steilacoom, or Pierce County for road restoration requirements. Clarified language stating that the District has approval of bedding materials.
6. **Page 37 – Section 23, GENERAL REQUIREMENTS & PROJECT COMPLETION:** Clarified language to refer to the City of Lakewood, Town of Steilacoom, or Pierce County for road restoration requirements.
7. **Page 39 – Section 25 – A.6.c, FIRE SYSTEMS – DEDICATED FIRE SYSTEMS – GENERAL REQUIREMENTS:** Added language to reference the fire system bypass meter is to be provided by the District, and installed by the Contractor. The AMI Radio will be provided and installed by the District. Costs will be charged to the customer on a time and expense basis.
8. **Page 41 – Section 26 - Q, HYDRANT METER REQUIREMENTS:** Revised language requiring contractor to provide regular reads for hydrant meters. If reads are not provided by the Contractor, District staff will locate and read the meter, and charge the Contractor on a time and expense basis in addition to the water use charges.
9. **Page 42 – Section 27 – A.5, CROSS CONNECTION CONTROL – BACKFLOW PREVENTION, TESTING:** Removed paragraph A.5.c. which described the timeline for backflow assembly tests waivers.
10. **Page 43 – Section 27 - B, CROSS CONNECTION CONTROL – BACKFLOW ASSEMBLIES:** Updated inspection fees shown in Paragraph B to be consistent with current fee schedule.
11. **Page 43 – Section 27 - B, CROSS CONNECTION CONTROL – BACKFLOW ASSEMBLIES:** Updated language in Paragraph B to require that assemblies be “lead free” and be ANSI/NSF 61 certified.
12. **Page 44 – Section 27 – B.3, CROSS CONNECTION CONTROL – BACKFLOW ASSEMBLIES:** Updated language in Paragraph B.3 to clarify that Spill Resistant Pressure Vacuum Breakers (SRPVBs) are not an approved assembly for the District’s Cross Connection Control Program.
13. **Page 44 – Section 27 - C, CROSS CONNECTION CONTROL – INSTALLATION REQUIREMENTS FOR BACKFLOW ASSEMBLIES:** Updated language in Paragraph C to clarify that Spill Resistant Pressure Vacuum Breakers (SRPVBs) are not an approved assembly for irrigation systems.

14. Page 44 – Section 27 - C, CROSS CONNECTION CONTROL – INSTALLATION REQUIREMENTS FOR BACKFLOW ASSEMBLIES: Removed Paragraph C.2 to clarify that Pressure Vacuum Breaker Assemblies (PVBAs) are not an approved assembly for the District's Cross Connection Control Program.

15. Page 44 – Section 27 - C, CROSS CONNECTION CONTROL – INSTALLATION REQUIREMENTS FOR BACKFLOW ASSEMBLIES: Updated language in Paragraph C to clarify that Atmospheric Vacuum Breakers (AVBs) are not an approved assembly for the District's Cross Connection Control Program.

STANDARD DISTRICT DRAWING DETAILS

- 1. DETAIL 7A, TYPICAL WATER SERVICE FOR A 5/8" AND 1" ASSEMBLY** – Revised to reflect District's current meter box manufacturer and model number.
- 2. DETAIL 7B, TYPICAL WATER SERVICE FOR A 1.5" AND 2" ASSEMBLY** – Revised to reflect District's current meter box manufacturer and model number.
- 3. DETAIL 9, FIRE HYDRANT** – Revised to allow Foster Adapter at Hydrant Tee.



Operations Manager's Report
 February 16, 2023
 Board of Commissioners Meeting

OPERATIONS

Work ORDERS & PM's

295 Billing/Office Field Service Orders
 191 Field Work Orders Elements
 75 Fleet Service Orders
 561 Total Service Orders

DELINQUENT ACCOUNTS – – Debbie

153 Delinquent Accounts
 43 Paid on Door Hangers or on Disconnect
 110 Services Disconnected
 102 Paid on Disconnect
 8 Remained Disconnected at the end of the month

LOCATES- Debbie

302 Locate Requests Received
 24 Requests were out of LWD Service Area
 00 Locates were submitted by LWD
 03 Cancelled Locates
 275 Locates Completed
 275 Total amounts owed

Right of Way Permit: 0

Water Availability Letters: 15

Date Paid	Name	Address	Date Completed	Paid	Applied	Balance		Type
1/4/2023	PT MOBI BLDG 6 IMPROVEMENTS	9622 40TH AVE SW	1/17/23	\$ 130.00				C/TI
1/6/2023	PENA REMODEL	8501 SPRUCE ST SW	1/17/23	\$ 130.00				R/REMODEL ADDITON
1/10/2023	PADDOCK NEW CONSTRUCTION	11530 GRAVELLY LK DR SW	1/17/23	\$ 130.00	N/A			R/NEW CONSTRUCTION
1/12/2023	HARRINGTON OUTBUILDING	12303 GLENWOOD AVE SW	1/26/23	\$ 130.00				R/ADDITION
1/18/2023	JOHN VU	9821 79TH ST SW	1/26/23	\$ 130.00				R/REMODEL
1/23/2023	KIARIE AFH	7814 CODY ST W	1/27/23	\$ 130.00				R/REMODEL
1/23/2023	BAKERVUEV MOBILE T/1	9533 GRAVELLY LK DR SW STE 106	2/2/23	\$ 130.00				C/TI - ADDITION
1/25/2023	TACOMA TOWING	3803 94TH ST S BLDG #1	1/27/23	\$ 130.00				C/TI - ADDITION
1/31/2023	SATAR RES FIRE DAMAGE REBUILD	8420 S TACOMA WAY BLDG 4		\$ 130.00				R/NEW CONSTRUCTION

MAINTENANCE

Bobby Gaskin – Department Head

NEW SERVICES:

1" x 5/8" connection off of 104th Street SW for Customers with a huge leak @ 10224 Superior St.

MAINS MAINTENANCE

Replaced broken water sample station @ 100th St SW & Dekoven Dr. SW hit by vehicle (filing for accident report)

JOBS

None to report this month.

SERVICE MAINTENANCE

Abandon 1"x 5/8" service connection @ 9828 American Ave SW per customer request A time & materials.

Relocated 1" x 5/8" service connection at 12012 LK City Blvd from off the Washington Blvd main onto the water main on 121st St eliminating a 200 ft service line when the Washington Blvd is replaced.

Abandon 1"x 5/8" service connection @ 10224 Superior St SW per customer request @ time & materials customer private line has huge leak within 200 feet from their property.

VALVE MAINT.

None to report this month.

VALVE OPERATION CHECKS

Performed 178 valve operations checks this month.

HYDRANT MAINTENANCE

Replaced broken Fire Hydrant 70H16 & concrete Guard Posts hit by vehicle (filing accident Report with LPD)

HYDRANT REPLACEMENT:

None to report this month.

METER MAINT.

None to report this month.

FLUSHING SEASON:

Starting in March

LEAK DETECTION REPAIR

None to report this month.

GROUND MAINT.

Ordered new lights for the office that will be more reliable, and easier to replace.

CITY FRANCHISE PROJECTS

None to report this month.

OPEN METER BOX CHECKS

1468 for this month

IDLE METER CHECKS

None to report this month.

TRAINING:

None to report this month.

DEPARTMENT ACTIVITIES Operations and Maintenance:

2-7-2023: We have suffered some delays in the valve turning program with some equipment failures we have been liming along awaiting the new components to repair the valve turning machine. The hydrant maintenance program is underway, and new inventory materials have arrived as has the new list of potential repairs from the Pierce County Fire Department. We do not anticipate starting the flushing program until later in March to assure there is no more freezing weather.

We have made the changes to the DEA and the Specifications for the year and are preparing these changes for the board's consideration at the 2-16-23 meeting. Changes include allowing additional non-domestic supplier Star Pipe Products, for Ductile iron fitting only and no products from China. And the acceptance of AY McDonald as an additional Brass supplier for Domestic Brass products. We have also changed the fire meter language to read that the District will provide the meter for the contractor to install and provide and install the radio unit all on a T & M basis. There are changes being written up for the cross connection and control program as well that will be added to the DEA and Specifications during this process. The list above is not inclusive of all changes it is provided to give you some heads up to the areas that we anticipate changes happening in.

CAPITAL & R & R PROJECTS – Operations Manager Projects

Design Projects:

1-5-2023 Design continues the projects listed above; I have identified 11 other projects to be put in the R & R lineup which will take the next several years. I am meeting with the City of Lakewood's Capital projects manager to discuss our projects, and theirs and see what priority I will need to assign to possible areas the City wants to work in. This way we can work together as much as is practical and we don't get stuck with main we want to replace under Pavement moratoriums etc.

2-7-2023: We have been working with the City of Lakewood on the design of Hipkins road and working with them to try to align our larger projects and I think we have made some good progress in this area. We will be working with them on several projects over the next few years the largest of these will be the reconstruction of Interlaaken from Lake Steilacoom Dr to Washington, and Nyanza Road between Gravelly and 112th south to intersection of Gravelly Lake Drive and Nyanza to the south. We are also planning to

take new main back on the side streets along Nyanza to help remove the undersized main in the area.

Front Street / 96th Main Improvements: Job#: 781

1-5-2023 We have come to terms with the City on the permit pricing for this project. We will pay the 17,000.00 plus, but we are going to work with the City to explore ways to mitigate the PDF's and of course look toward combining work with the city to avoid these fees altogether. We are anticipating putting this project out for bid the last week of January, for board acceptance at the Feb 16th Meeting.



2-7-2023: We have advertised this project, and we are planning to open the bids on the 14th of this month and hoping to recommend an approval of the low bidder by the board on the regular scheduled board meeting on the 16th.

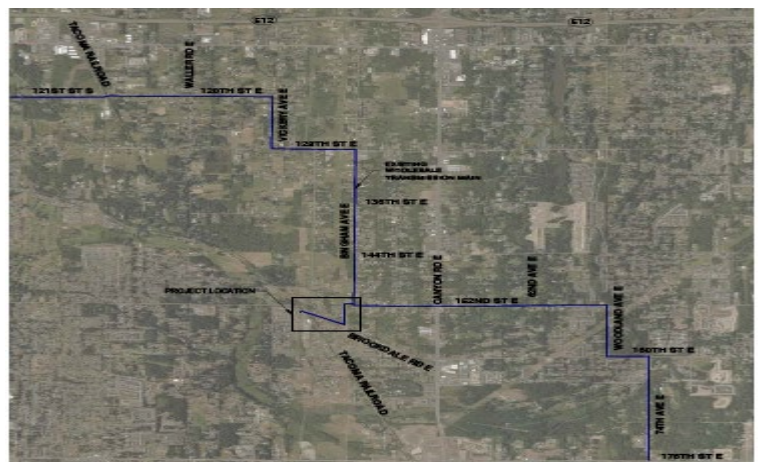
Scott well site GAC and Iron and Manganese Treatment # 757, # 758, and #778

1-5-2023: The City of Lakewood has been recovering from a malware attack since the week before Christmas, the information and final permit language has been with them since the end of November. This is the last step in starting the G-1 building replacement. Our engineers have been expressing their concerns with the City folks and we are in hope we will receive this soon.

2-7-2023: We have everything in order to proceed with the G-1 Building change but for one signature on the permitting paperwork we have see a bit of buck passing between the structural engineers but are hoping to have resolution to this very shortly.

Spanaway Spur Project – WTME connection # 777

1-5-2023 The main is connected the line is ready to serve since before Christmas. The SCADA system has been installed, and calibration of that system is happening today. Spanaway Water has chosen to delay the delivery of water to the 24th of January. They have concerns about the potential maximum pressure that the water will be delivered at, and the potential increased operating pressure this could produce to their customers. Please note this was pointed out to them by our engineering team during design, this is not a new concern. Spanaway is taking the measured approach and placing the needs of their customer's first which is certainly

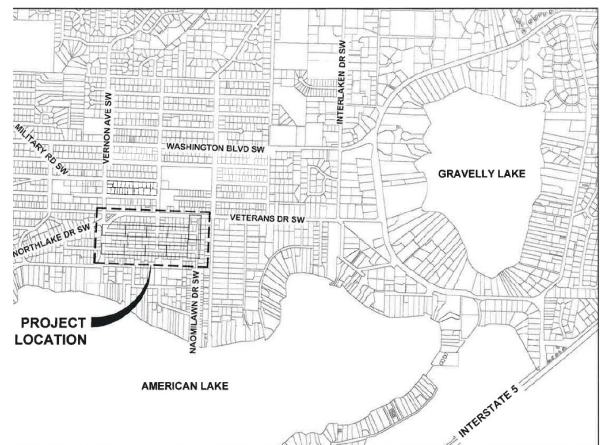


admirable, and completely understand able. The contractor still has restoration work to accomplish much of which is weather dependent. We will likely need to wait until April for final completion.

2-7-2023: This project is in winter shutdown awaiting better weather to finish the final restoration and seeding. The project is operational, and we are delivering water to Spanaway as of the 24th of this month. We started on with 1 MGD and we will be moving up to 2 MGD shortly. Spanaway wanted to see how their system handled the new source and pressures.

Naomi Lawn, New Grove, Highland Water Main Replacement Job (719)

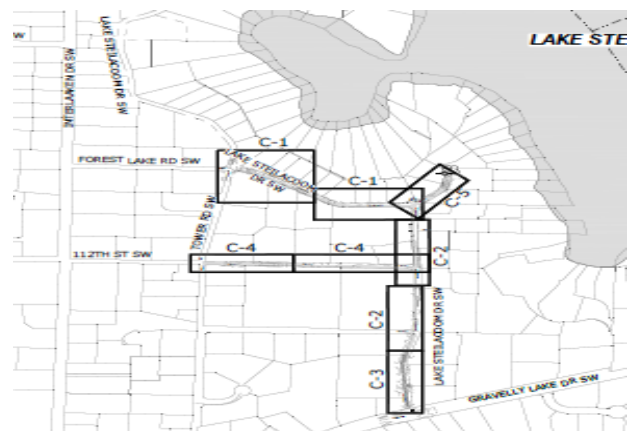
1-5-2023: Pape and Son's have progressed very well, and the main was tied in on the 3rd of January. They are starting on Service line connections of which there are over 100 so this will take some time to get completed. But the work is progressing very well, and they have been responsive to any customer concerns.



2-7-2023: Pape and Sons has really done a great job on this project and is very close to the completion of all the mains and services. We have 3 tie ins to the existing main, and 12 services to complete then we prep for repaving. We would anticipate they will be complete in February well ahead of Schedule.

Lake Steilacoom Drive SA Phase 2: Job (799)

1-5-2023: Project on this project is starting next Monday with Mob and potholing. The installation of the main is scheduled to start on the 17th of January. Survey has been completed and the located are all painted out. Customer letter have been sent out and a handful of calls have been fielded with all satisfied results. Most of the calls were asking for what to expect.



2-7-2023: This project is well underway, HCON has done a great job on this challenging project. This project has been wrought with changes. The existing water not being where we anticipated, and neither was the sewer, and then duct banks wandering in and out of the alignment. The LWD team and the contractor has been very cooperative and worked well together to solve these issues as they arose.

Hipkin's Road reconstruction With City of Lakewood Job (840)

1-5-2023: KPG Psomas is designing this project with the City of Lakewood. KPG is designing the waterline work and coordinating placement and construction activities with the City Engineering staff. This project is on track to be bid out in March or April through the City for June construction.

2-7-2023: We have received 30% drawings and made comments and took a long walk through of the project with the design team yesterday. We feel like we have a good plan moving forward and are anticipating 60% drawings in next 3 weeks or so. This project is on a fast track and the design team from Psomas has done well keeping pace.



Engineering Manager's Report
February 16, 2023
Board of Commissioners Meeting

Source of Supply

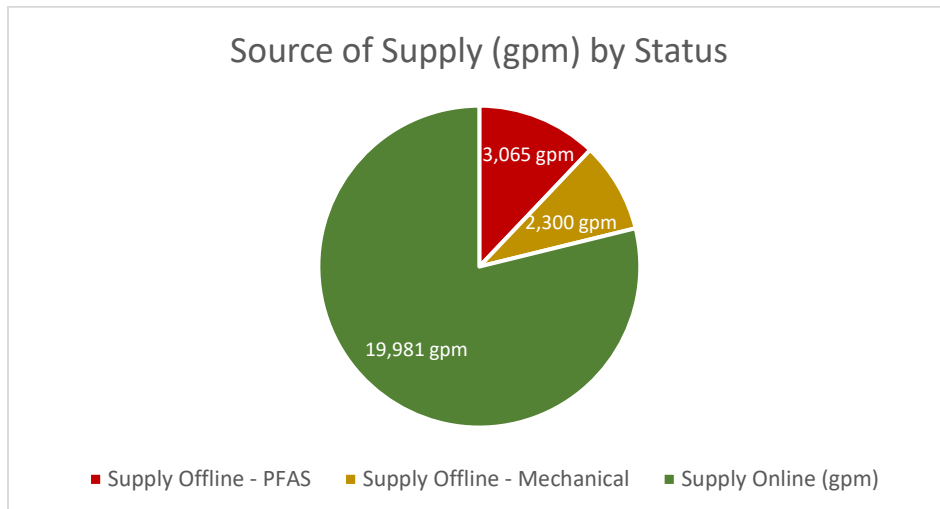
Operations

1. Total demands are approximately 11 million gallons per day, including roughly 5 million gallons a day to wholesale partners.
2. 79 percent of total supply capacity is online; 12 percent is offline due to PFAS, 9 percent is offline due to mechanical issues.

a. Mechanical Issues:

1. We have ordered a new pump and motor for the N-3 Well. Due to the challenges of the submersible motors used at this well, we've elected to convert it to a vertical turbine pump and motor, which will both reduce the likelihood of a motor failure and make it easier to repair. The equipment is scheduled for delivery in early spring.
2. The P-1R Well had a motor failure and has been pulled for replacement. The motor is under warranty and the replacement has been ordered.
3. In early January, the N-1 pump failed. It was pulled for diagnosing on January 12th. It is currently believed that a coupling failed between the motor and the pump. It is being repaired as quickly as possible to return to service. We are working with the supplier to install one of our older pumps that is still functional until the new equipment can be installed.
4. The F-2 pump and motor continues to be offline. New equipment is being ordered to replace the 40+year old equipment. This well will be converted from a submersible pump to a vertical turbine to improve reliability and ease of maintenance.

b. PFAS - I-3, O-2, O-3, and U-1 wells out of service due to PFAS.



Summary of supply capacity available

Maintenance

1. Field crews continue to work on preventative maintenance tasks. The new work order management system is working well to schedule and track activities. The tracked information and reporting will be greatly beneficial in future budgeting and task scheduling.
2. The crew did a great job of responding quickly to some intermittent issues caused by the high winds, which caused some power issues. They worked quickly to respond to alarms, reset things and get everything in good order ahead of the weekend, which saved potential overtime costs.
3. Completed monthly lake and stream monitoring tasks, which support our water rights perfection process.
4. Crews are paying close attention to identifying any vibration issues at well pumps to prioritize any additional repairs or maintenance to keep things available for the summer. We had one well pump balanced and have changed some settings to keep it running within the optimal range for reliability.

Capital Projects

1. The N-3 Well motor failed in May of 2022. Given the poor reliability of the submersible pumps and motors at this site, we have decided to convert this well to a vertical turbine pump, which keeps the motor above ground in a better operating environment. We have also ordered a sound deadening enclosure to place over the motor given the relatively close distance to residents.
2. R-2 Well Drilling
 - a. Installing equipment for this well is included in the 2023 budget. The pump and motor were sized and have been ordered.
 - b. Design of the site and facility improvements is underway. We are working with the design team to develop the final design documents and identify opportunities to expedite equipment ordering and construction to get this new source online as soon as possible.
3. F-2 Well Redevelopment
 - a. Holt Services completed cleaning, inspection, testing and redevelopment of this well. Unfortunately, we were not able to expand the capacity of this source, but the maintenance activities will help to maximize the useful life of the well. New equipment is being ordered to replace the older equipment.
4. P-2 Well Redevelopment
 - a. Redevelopment and expansion of the P-2 Well has been postponed until after the fall due to the current number of wells out of service due to mechanical issues.
5. Emergency Generators and Well Improvements project –
 - a. Contract was awarded to Pape & Sons at the March 17, 2022 Board Meeting.
 - b. Site work including flexible couplings on the well piping began in October and now complete for all five sites.
 - c. Generators are suffering from supply chain issues and are currently anticipated to be delivered in August 2023.
6. Abitibi Well Evaluation
 - a. Holt Services completed this evaluation, and the project will now be closed out.

7. K-3 and G-4 Wells

- a. We continue to work with Senator Murray's office and EPA regarding the grant funds we've received for two new groundwater wells to help offset the sources impacted by PFAS. EPA, who is administering the funds, has published its final guidelines on the program. We are submitting the required application documents to finalize the grant agreement with EPA.
 - b. Mott MacDonald has prepared the technical specifications for the well drilling. We are working to advertise the work for bids as soon as possible, but is impacted by the timing of the grant agreement. Drilling work will begin this year, but the wells will not be online in 2023 based on the timeline required to drill the well, design and permit improvements, and then build the wellhouses and associated facilities.
8. We are continuing to track the progress of our well project applications for the DCCA program. list of projects. All of our proposed projects scored very well, but one condition of the program is that Federal funding be in place for the projects. Fortunately the K-3 and G-4 projects have this in place and we are optimistic that those two wells will be funded, and that the program will support the District as we look for additional federal funds for the other projects.
 9. We submitted four applications to the State Department of Health's Drinking Water State Revolving Fund (DWSRF) program in late November. As discussed at the January 19, 2023 Board of Commissioners meeting, we are continuing along the process to secure a total of \$8.2 million of low interest loans to fund construction of two replacement wells – one at our Oakbrook site, and one at the Hipkins site. Based on discussions with DOH, the agreement terms should be available for review in March, with final agreements ready to execute in June of 2023.

Water Quality

Operations

1. The field crew completed monthly water quality samples.
2. PFAS testing continues throughout the system. We have come up with a revised PFAS sampling schedule that includes the newest PFAS treatment system. The crews did a great job of coming up with a schedule that balances protecting water quality with the costs associated with increased treatment system monitoring.

Maintenance

1. Field crews continue to work on preventative maintenance tasks.
2. Crew members believe we can extend the lifespan of some of our chlorine generation equipment and have put this into effect with an initial test. We will monitor the equipment to confirm it's effective, but the first couple of weeks have been promising.

Capital Projects

1. We are waiting for an update from EPA regarding PFAS regulations and standards, which was initially anticipated in January. Currently, it sounds like that may be in March. Once available, we will update our PFAS response plan if needed.
2. EPA released its guidance document on how to conduct a lead service line inventory in early August and in January, the state DOH issued additional guidance. We are using those documents to develop a plan to complete our initial inventory as required by the rule. We will use this plan to support our application for grant funds to complete the inventory. DOH has indicated the applications for this grant program will open in April.

Pumping

Operations

1. 100 percent of pump station capacity is online. Wholesale pump stations are supplying approximately 5 MGD.

Maintenance

1. Field crews continue to work on preventative maintenance tasks.
2. To prevent potential damage to the Wholesale Pump Station 1 equipment, some pump inlet screens have been ordered and will be installed when they are delivered. These screens will help prevent any additional rocks from entering the pump impeller and causing damage.

Capital Projects

1. ShakeMonitor sensors for the Steilacoom Boulevard site have been ordered and will be installed soon. Installation will not require interruption of service to any of our facilities. The sensors will detect and report the structural condition of each of the three buildings and the tank. This information will be accessible remotely so that staff can be dispatched efficiently throughout the system where the largest needs are following an earthquake. We have budgeted for additional installations in 2023.

Storage

Operations

1. 100 percent of storage capacity is online.

Maintenance

1. Field crews continue to work on preventative maintenance tasks.

Capital Projects

1. Steilacoom Boulevard Tank Seismic Retrofits
 - a. The Steilacoom Boulevard Seismic Retrofit project is completed and back in service. The contract will be closed out and we are working with FEMA to provide their requested information for the grant.



IT Manager's Report
February 16, 2023
Board of Commissioners
Meeting

CYBER SECURITY UPDATE

There are 0 Cyber Security Issues to report.

- All Penetration Testing results for January came back with zero findings.
- The January Spam testing campaign resulted in 0 employees clicking on the test link.
- All operations networks are patched up to date and report no suspicious activity.
- All production devices and networks are patched up to date and reporting no suspicious activity.
- No user accounts have been flagged for suspicious activity.
- No malware has been detected on District equipment.

CROSS CONNECTION UPDATE

268 Assemblies Tested
01 New Applications
00 New Installations
02 Assemblies Replaced
11 Repairs
02 Removals
4653 Existing installations permitted.
268 Test Reports Completed & Entered
00 Disconnects for non-compliance.

TECHNOLOGY UPDATE

All old network cable has been demoed and replaced with new CAT6 wiring. New Network switches, Firewalls, and Wi-Fi access points have been installed, and all network equipment has been relocated to the EOC from the basement. This allows the District to share resources such as power protection equipment, Internet connections, and racking between the SCADA and Production networks while keeping the resources separated.

Seven new Notebook PCs have been issued to field staff, replacing Getac Tablets. All staff are now on the same HP Envy notebook platform. Vehicle mounts have been acquired for all field staff to mount notebook PCs securely.

CELL TOWER UPDATE

We believe we have come to an agreement with Dish regarding the insurance issues that arose in December. Dish is a self-insured entity with self-insured retention ranging from \$500,000 to \$1,000,000 based on the policy type. Chubb holds the retention as a cash reserve to pay claims up to the limit of the retention. Once the retention limit is reached, Chubb pays any claims over the retention limit. Dish has asked for the ability to adjust the retention without notifying the District of the change and having to have an amendment for each modification. We believe that setting a cap of \$1,500,000 on the retention amount if Dish maintains \$2,000,000 in cash and assets is a good compromise and have worked with Inslee-Best to negotiate these terms as well as language that protects the District if Dish decides to adopt a more traditional deductible based approach to their coverage. Because this is outside the limits previously established by the District and the Board of Commissioners, we seek the Board's approval to proceed.

INSURANCE UPDATE

The District's Insurance carrier, Philadelphia Insurance, is requiring that the District add PhlyTrac GPS units to all District Vehicles. Our broker was only aware of this change after the policy renewal had already been received, and he was unaware when the renewal was presented to the Board. There is no cost to the District for this service or the devices. The devices will track each vehicle's location, hard braking, heavy acceleration, seatbelt usage, and vehicle error codes and collisions. District management will be able to see vehicle location and status in real time, receive regular reports, and establish geofenced borders for notification in the event a vehicle leaves or enters District-defined and/or status-defined geographic regions. In return for agreeing to use PhlyTrac, Philadelphia will keep the District in its discounted rate tier for its business auto coverage. The estimated saving to the District for participation is \$18,500 on the District's Business Auto policy (2022 Rate: \$69,500. 2023 Rate: \$51,000 difference of 26.6%). The discount rate will be reviewed annually based on reporting experience.

Additionally, we have been investigating the potential for adding Dash Cameras for District vehicles. Although there is no discount for adding dash cameras to the vehicles, having an active dash camera can help document facts and provide evidence when an event such as a collision occurs.



Memorandum

To: Board of Commissioners

From: Christian Fast, IT Manager

Date: 2/16/2023

Re: **Bid Award** Backflow Tester

Emailed 18 backflow testers and placed the ad in the newspaper. Received two quotes back. The lowest quote was from Backflows Northwest Inc. at \$29.99 per test.

We are asking approval to award the contract to Backflows Northwest Inc. for 2022-2023.



Memorandum

To: Board of Commissioners
From: Christian Fast, IT Manager
Date: 2/16/2023
Re: Surplus & Disposal

The following items are for Surplus or ECycle & Disposal:

Surplus

Item	Qty
Getac UX10	11
Getac Keyboard	3
Dell Inspiron 3493	4
Lenovo Miix 10.....	13
Dell Poweredge T430 Server (No Disks).....	1
Lenovo 710q	4
iphone 7	1
iphone 6.....	2
Lenovo Dock.....	5
Dell Optiplex 7050.....	3
Dell Optiplex 7040.....	2
Dell Precision T3600	1
USB Dock	2
Dell N3024 Switch.....	1
iPhone S	1
Getac Dock for UX10	1
Getac Battery Charge Station and 10 Batteries.....	1
Meraki MR18 Wifi AP	3
Meraki MR74 Wifi AP	2
Audiocodes IP Phones.....	15
Audiocodes MP112 Analog Interface	1
POE Injector	4
Dlink 10/100 8 Port Switch	1
Netgear 10/100/100 8 Port Switch.....	1
Control Device Master 99453.....	1
Dell Monitor Mount Speakers	10
Plantronics Headset.....	2
iPad Air Gen 3.....	2
Electric Letter Opener	1
Check Endorser	1
Dell Monitors	6
Lenovo Monitors (No Stands).....	10

Projector Lamp.....	1
Audiocodes IP Phone.....	1
Wire Management Arm for Dell Server.....	1
USB to IDE adapter	1
Rack rails for Dell Switch	1
Credit Card Authorizer	1
Cat 5 Patch Panel 48 port	2
Various CAT5 Cables.....	25+
Various Power Cords	25+
RJ-11 Crimp Tool.....	1
GeoExplorer 6000 Series GPS Receiver.....	1
Zephyr Model 2 GNSS Antenna.....	1
GeoExplorer 7x.....	1
Pump (Wacker) 2750462	1

ECycle & Disposal

Item	Qty
Meraki MR18 WiFi Access Points	2
Lenovo 710q PC's.....	2
iPad Air	1
Samsung Printer	2
Epson Printer	1
APC 750	1
APC 1500	1
Tripplite UPS.....	1
Dell 17 LCD Monitor.....	2
Samsung 24 Monitor.....	1
Dell 19 Wide Screen Monitor.....	2
Keyboards.....	9
Mice	11
Office Desks	4

Local Auction

Item	Qty
Server Rack.....	1



Office Manager's Report

February 16, 2023
Board of Commissioners Meeting

Rate Increase - Since my last report, office staff has received eight calls regarding the rate increase letter that went out the beginning of January. There was no report of any angry calls, mainly just inquiries about the letter. I may have more to report next month after the statements reflecting the increase go out.

Adoption of Resolution #1480 - Randy will be requesting the adoption of Resolution #1480, updating Resolution #1388, the Account Set-up and Deposit Policy and Procedure. This Resolution states "Activation of water service will be made at the request of an owner/tenant for service" as well as "No deposit shall be required by an owner, but a tenant will pay a mandatory deposit". The new Resolution eliminates the mention of tenants and deposits pursuant to the new No Tenant Policy. The reason for this discovery was because the office staff suggested not charging the R&R fee on a final bill of 15 days or less. Chances are a new owner will set up service and that first billing will include the R&R fee for that billing period, rather than charge it twice in a billing cycle for two different customers.

Office Staffing—The office continues to run very well with the elimination of one office staff employee. The implementation of the No Tenant Policy has allowed the remaining staff more time to fit more work in. An example of the efficiency it has created is the move in/move out count has decreased by approximately 45 percent. This is opening up time for staff to take on and learn new roles.

**LAKWOOD WATER DISTRICT
PIERCE COUNTY, WASHINGTON**

RESOLUTION NO. B-1480

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE LAKEWOOD WATER DISTRICT, A MUNICIPAL CORPORATION, PIERCE COUNTY, WASHINGTON, AS FOLLOWS AND SETTING THE DATE UPON WHICH THIS RESOLUTION SHALL BECOME EFFECTIVE. SUPERCEDING AND RESCINDING RESOLUTION NO. B-13 SECTION 22 OF CHAPTER 5, B-652, B-1388.

WHEREAS the Board of Commissioners wish to revise and update its policies regarding account set-up and deposit policy and procedure,

BE IT RESOLVED THAT:

SECTION I The attached "Account Set-up and Procedure" is hereby adopted;

Pursuant to the Account Set-up:

Activation of water service will be made at the request of an owner for service provided for in Section 2 of Chapter 1 of these rules. The District will no longer require an application card to be completed and signed by an account holder of an established service. The District will require that all New Service and Temporary Service agreement accounts shall complete an application card with a signature of the account holder. No deposit shall be required by an owner.

SECTION II The General Manager is charged with the responsibility of maintaining the Account Set-up and keeping it current. Any changes or additions shall be approved by the Board via motion before they take effect.

SECTION III This resolution rescinds Paragraph "B" Turn-On Deposits in Section 22 of Chapter 5 as amended by Resolution No. B-1388.

Adopted this 16th day of February 2023.

President, Commissioner

Vice President, Commissioner

Secretary, Commissioner

Attest:

District Secretary

**LAKWOOD WATER DISTRICT
SUMMARY WATER PUMPED vs WATER SOLD**

Month	2023				2022				2021				2020			
	Cubic Feet Pumped	Cubic Feet Sold	Difference	%	Cubic Feet Pumped	Cubic Feet Sold	Difference	%	Cubic Feet Pumped	Cubic Feet Sold	Difference	%	Cubic Feet Pumped	Cubic Feet Sold	Difference	%
January	41,872,076	35,603,735	6,268,341	14.97%	41,387,515	34,674,736	6,712,779	16.22%	41,220,158	36,637,933	4,582,225	11.12%	27,159,738	24,247,970	2,911,768	10.72%
February	-	-	-	0.00%	36,185,002	36,151,676	33,327	0.09%	36,773,025	37,339,181	(566,156)	-1.54%	36,354,899	34,981,066	1,373,833	3.78%
March	-	-	-	0.00%	40,461,436	32,837,120	7,624,316	18.84%	40,087,421	33,194,888	6,892,533	17.19%	43,862,184	35,802,043	8,060,141	18.38%
April	-	-	-	0.00%	41,117,097	37,025,639	4,091,457	9.95%	44,891,458	39,438,720	5,452,738	12.15%	46,432,964	40,884,037	5,548,927	11.95%
May	-	-	-	0.00%	45,628,927	34,539,880	11,089,046	24.30%	54,929,020	39,470,047	15,458,973	28.14%	55,684,695	41,628,051	14,056,644	25.24%
June	-	-	-	0.00%	49,768,213	41,799,240	7,968,973	16.01%	69,323,486	53,653,437	15,670,049	22.60%	57,152,119	48,327,384	8,824,735	15.44%
July	-	-	-	0.00%	75,016,041	48,363,233	26,652,807	35.53%	86,524,262	63,988,514	22,535,748	26.05%	71,659,137	47,368,813	24,290,324	33.90%
August	-	-	-	0.00%	80,450,608	66,218,472	14,232,137	17.69%	86,496,992	81,965,711	4,531,281	5.24%	77,244,887	63,879,455	13,365,432	17.30%
September	-	-	-	0.00%	67,214,677	63,459,075	3,755,602	5.59%	63,893,463	66,644,741	(2,751,278)	-4.31%	64,934,501	71,454,736	(6,520,235)	-10.04%
October	-	-	-	0.00%	53,382,302	71,000,151	(17,617,849)	-33.00%	43,912,178	64,772,184	(20,860,006)	-47.50%	46,779,040	68,624,173	(21,845,133)	-46.70%
November	-	-	-	0.00%	40,830,771	46,023,357	(5,192,586)	-12.72%	39,948,002	42,584,231	(2,636,229)	-6.60%	40,032,349	44,079,544	(4,047,195)	-10.11%
December	-	-	-	0.00%	41,341,666	43,650,688	(2,309,022)	-5.59%	40,844,005	39,804,988	1,039,017	2.54%	42,450,207	42,285,891	164,316	0.39%
TOTAL	41,872,076	35,603,735	6,268,341	14.97%	612,784,253	555,743,266	57,040,987	9.31%	648,843,471	599,494,574	49,348,897	7.61%	609,746,718	563,563,163	46,183,556	7.57%
Net loss (WER)							56,897,290	9.29%			49,205,199	7.58%			46,039,858	7.55%
2022 YTD	41,387,515.01	34,674,736	6,712,779.12	16.22%												
2021 YTD	41,220,157.80	36,637,933	4,582,225.23	11.12%												

Total Number of Customers Billed

	2023	2022	2021	2020	2019
	BI-MONTHLY	BI-MONTHLY	BI-MONTHLY	BI-MONTHLY	BI-MONTHLY
January	7922	7786	7781	7759	7869
February	7922	8695	8576	8670	7069
March		7896	7679	7630	9143
April	0	8704	8472	8494	8528
May		7908	7695	7698	7799
June	0	8733	8512	8492	8555
July		7937	7698	7707	7779
August	0	8745	8522	8526	8488
September		7932	7720	7793	7715
October	0	8699	8524	8616	8467
November		7914	7664	7827	7666
December	0	8613	8515	8459	8469
BILLS YTD:	7922	7786	7781	7759	7869
YEARLY TOTAL:	7922	99562	97358	97671	97547

**CUBIC FEET SOLD PER CLASS
2023**

	fire Mtr	commercial	multi units	residential	schools	Parks /Irrigation	school swim pool							TOTAL	
	FM/MISC	1C/CR	MUR	1R	1S/1S2	1PK	1SP	TOTAL INTERNAL	STEILACOOM	SUMMIT	WA WATER	FIRGROVE	SPANAWAY	WHSL SUBTOTAL	CU FT SOLD
January		2,733,100	5,973,200	8,069,700	275,400	71,800		17,123,200	1,585,200	4,544,179	5,965,780	5,363,320	1,022,056	18,480,535	35,603,735
February								-	-	-	-	-	-	-	-
March								-	-	-	-	-	-	-	-
April								-	-	-	-	-	-	-	-
May								-	-	-	-	-	-	-	-
June								-	-	-	-	-	-	-	-
July								-	-	-	-	-	-	-	-
August								-	-	-	-	-	-	-	-
September								-	-	-	-	-	-	-	-
October								-	-	-	-	-	-	-	-
November								-	-	-	-	-	-	-	-
December								-	-	-	-	-	-	-	-
Total YTD	-	2,733,100	5,973,200	8,069,700	275,400	71,800	-	17,123,200	1,585,200	4,544,179	5,965,780	5,363,320	1,022,056	18,480,535	35,603,735

2022 YTD	15,943,700	1,801,080	5,121,641	7,131,400	4,676,915	-	18,731,036
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2021 YTD	17,521,300	1,472,200	6,618,500	5,979,281	5,046,652	-	19,116,633
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vs 2022	107.40%	88.01%	88.73%	83.66%	114.68%		98.66%
vs 2021	97.73%	107.68%	68.66%	99.77%	106.27%		96.67%