



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

1. Call to Order
2. Attendance
3. Public Comment
4. USGS Model Update Presentation – Burt Clothier
5. [Approval of Regular Meeting Minutes from February 16, 2023](#)
6. [Finance Manager’s Report February 2023](#)
 - a. [Board Approval of Payables](#)
7. General Manager’s Report
 - a. Executive Session pursuant to RCW 42.30.110(1)(i) to discuss legal risk of proposed action.
8. [Operations Manager’s Report](#)
 - a. [Request for Conditional Acceptance for the Naomilawn, Newgrove and Highland Watermain replacement project Job #0719](#)
9. [Engineering Manager’s Report](#)
 - a. [Request for Conditional Acceptance of Completion for the Seismic Retrofit of Steilacoom Reservoir Project by T Bailey, Inc.](#)
10. [Information Technology Manager’s Report](#)
 - a. Board Approval of the Administrative Backflow Fees.
 - b. [Board Approval of Surplus/Disposal/ECycle items](#)
11. [Office Manager’s Report](#)
 - a. [Board Approval of 2022 Write-Offs](#)
12. [Human Resources Manager’s Report](#)
 - a. [Succession Plan Update](#)
13. Other Business
 - a. Acknowledgment of Employee Wages Increases
 - b. Commissioner Barton WASWD update
 - c. Next Commissioners Meeting April 20, 2023
14. Public Comment
15. Adjourn



**LAKESWOOD WATER DISTRICT
BOARD OF COMMISSIONERS
Minutes of Regular Meeting
February 16, 2023
Boardroom & Via Microsoft Teams**

1. CALL MEETING TO ORDER

President Korsmo called the Regular Meeting to order at 3:30 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, Office Manager T. MacDougall, IT Manager C. Fast, Administrative Assistant J. Clark and District Counsel Tom Pors.

3. PUBLIC COMMENT

None.

4. WATER RIGHTS UPDATE – TOM PORS, ATTORNEY

General Manager Black shared some history on SB5517. Mr. Pors and other water rights attorneys have been working on a bill that addresses the problems because of the Foster court case entangling the water rights process for all new water rights applications and providing guidance on how utilities can facilitate mitigation regarding water rights. USGS is coming out with a new model, and some items that have come out of the court case and some of the interpretations by the DOE have been beyond what the Foster decision was meant to put forward. Last week Mr. Pors, Mr. Clarke, and General Manager Black testified to the legislative committee. They made great remarks about the need for the legislature to fix the challenges resulting from the Foster case.

Mr. Pors shared he has been working on water rights, especially on an additional deep aquifer groundwater application that has been pending for the last 12-13 years. This application is to supplement the Districts' supply of wholesale water.

Mr. Pors reviewed the history of the Foster Task Force and SB5517 – enacting recommendations from the joint legislative task force on water resource mitigation. This bill will allow for clarity and consistency regarding how groundwater modeling is used around the state. The Foster decision jeopardizes public health by requiring perfect mitigation and prevents water purveyors from using smart mitigation to protect public and fish habitats; this bill addresses that issue. There have been changes to the application for groundwater applications that the DOE processes.

Unfortunately, the bill did not make it out of committee. Mr. Pors will continue to work with Bill Clarke, Lobbyist, on how to move forward and what changes are needed for next year to ensure groundwater is more feasible. He shared that we will work harder by breaking

it down to separate bills and with more negotiations before the session and hopefully head off the opposition to this legislation.

General Manager Black shared a letter from DSHS regarding Western State Hospital as part of the giving value of their water rights, pumps, and wells. In some of the negotiations, we will need to come up with the quantity of water certificates they have been given and come up with a price to negotiate with that would go as credits for those water rights to go towards the infrastructure improvements needed for the hospital.

Mr. Pors shared that there will need to be a lot of work done between now and next year's session to make things change. We need to start looking at how to craft some legislation that is focused on the District regarding its retail and wholesale service area, what the needs are in this basin, and how to solve the problems that are getting worse due to PFAS.

We have a need to deepen wells and go into other aquifers, which raises some of the same legal issues with groundwater modeling and the Foster case. To fix those issues due to an emergency such as PFAS, there has to be a legislative focus on what is needed in the basin. If we work with the local tribes, and local representatives of the environmental organizations, we probably have a better chance to work out a special purpose legislation for the District rather than trying to craft statewide changes for groundwater law.

5. APPROVAL OF MEETING MINUTES FROM 1/19/23 REGULAR MEETING.

COMMISSIONER REDISKE MOVED TO APPROVE THE JANUARY 19, 2023, SPECIAL MEETING, SECOND BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.

6. FINANCIAL INFORMATION

Philip Mendoza, Finance Manager, presented the December 2022 and January 2023 financials to the Board. He shared that *Retail Sales* in December 2022 were 15.55% higher than budgeted and 0.12% higher than budgeted YTD. We had 95% consumption YTD vs 2021. *Operating Revenue* is 2.70% higher than budgeted and within 0.75% of the budget (3 pay periods in December). *Pumping Operations* is 65.02% over budget and 4% over budget YTD (Telemetry costs throughout the year 4% higher). *Admin & General Expenses* 11.69% under budget, 21.9% over budget YTD (additional mailings costs, membership costs, job allocation costs, software, etc.). *Water Treatment Operations* are 23.7% under budget and 19.7% under budget YTD. Total operating expense is 0.42% over budget (additional mailings costs, membership costs, job allocation costs). *Transmission and Distribution Operations* is 48.6% over budget and 1.15% under budget YTD (main break \$147k). *Total Operating and Maintenance* expense is 0.38% within budget YTD. *Net Operating Revenue* 12.5% under budget and 1.35% YTD (significant interest income and the wholesale true-up.)

Mr. Mendoza shared that *Retail Sales* in January 2023 were 8.43% higher than budgeted. *Operating Revenue* is 3.44% higher than budgeted. *Pumping Operations* is 14.24% under budget. *Water Treatment Operations* are 45.1% under budget. *Transmission and Distribution Operations* is 30.3% under budget. *Total Operating Expense* is 17.7% under budget. *Total Operating and Maintenance Expense* is 9.2% under budget.

A. Approval of Payables

Disbursements made from the General Ledger Fund for checks number 45567 through 45668 totaling \$1,238,373.12, salary direct deposits totaling \$212,576.20, payroll taxes totaling \$78,597.93, and other electronic payments totaling \$308,893.20 for a total of \$1,838,440.45 were presented to the Board for approval.

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

7. BID AWARD 96TH ST S AND FRONT ST S WATER MAIN REPLACEMENT, JOB #781.

Operations Manager Ian Black shared that nine bids were received, and the lowest bidder was HCON Inc. with a bid of \$1,274,350.00. Staff recommends the approval of HCON Inc. for the 96th St S and Front St S Water Main Replacement, Job #781.

COMMISSIONER REDISKE MOVED TO APPROVE THE AWARD HCON INC IN THE AMOUNT OF \$1,278,350.00 FOR THE 96TH ST S AND FRONT ST S WATER MAIN REPLACEMENT, JOB #781. COMMISSIONER BARTON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

8. BOARD APPROVAL OF CHANGES TO THE DEVELOPER EXTENSION AGREEMENT AND DESIGN & CONSTRUCTION SPECIFICATIONS & STANDARDS.

General Manager Black shared that every February, staff bring updates that occurred over the past year with the Design and Construction Specification and Standards for approval.

Operating Manager Black and Engineering Manager Meyer compiled changes, and the major changes are the addition of Star Pipe Products and AY McDonald to the approved manufacturers. The other major update was the changes to the Cross-Connection/Backflow section.

Staff is seeking approval of the 2023 Developer Extension Agreement and Design & Construction Specifications & Standards.

COMMISSIONER REDISKE MOVED TO APPROVE THE CHANGES TO THE DEVELOPER EXTENSION AGREEMENT AND DESIGN & CONSTRUCTION SPECIFICATIONS & STANDARDS. COMMISSIONER BARTON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

9. GENERAL MANAGERS REPORT

Randall Black, General Manager, provided the following updates:

A. Western State Hospital

We had a great conversation with DSHS and DOH regarding the new Western State Hospital. Operations Manager Black and Engineering Manager Meyer attended a design meeting with the design team. There were some concerns about proceeding with many unknowns, such as fire protection, connection to the existing system and dead ends, etc.

They shouldn't add new infrastructure without knowing what is happening with the current system. DOH agreed, and there is a meeting coming up with DSHS and DOH to work together to avoid negative costs impacts.

B. PFAS

General Manager Black spoke with Jeff Kray, who shared that the City of Moses Lake has retained Martin Law regarding PFAS; this helps keep the costs down for everyone by having a fourth agency join the fight.

Commissioner Rediske inquired if it would benefit the Districts to meet with the Sierra Club and the Tribes to share how utilities are operating and clarify information that is being shared incorrectly. General Manager Black shared that Bill Clarke has suggested this, and they will see what can be done after the legislative session.

Additional information is available in his report.

10. OPERATIONS REPORT

Ian Black, Operations Manager, shared that Pape & Sons finished the last tie-in today on Naomilawn and will start restoration and paving next week. Lake Steilacoom main is in, and they have started on the services, and we hope they will be done by the end of the month and doing restoration by the end of March.

Operations Manager Black shared a map of the current AC main. The District originally had 180 miles out of 256 miles, approximately 70% of AC mains, and we are down to 52%.

General Manager commented that the majority of the AC mains were installed before the District moved to ductile iron and PVC in 1980. Operations Manager Black shared a majority of the system was built in the 1950-1960s.

The last project two projects of 2024 are with the consultants for design.

11. ENGINEERING MANAGER'S REPORT

Marshall Meyer, Engineering Manager, was not present at the meeting. Please see his submitted report.

12. INFORMATION TECHNOLOGY MANAGER'S REPORT

IT Manager Christian Fast shared that all the 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. All the wires have been labeled and moved up out of the way in case of flooding.

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.

Dish Network 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 will pay any claim 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 \$1.5M on the retention amount as long as Dish maintains \$2.0B 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.

IT Manager Fast also shared that AT&T has interest with the Nyanza Tank, we will know more in a month.

COMMISSIONER KORSMO MOVED TO APPROVE DISH NETWORK INSURANCE LIMITS OF CAP OF \$1.5 MILLION ON THE RETENTION AMOUNT AND AS LONG AS DISH MAINTAINS \$2.0 BILLION IN CASH AND ASSETS. SECONDED BY COMMISSIONER REDISKE. MOTION PASSED UNANIMOUSLY.

District Insurance Update

The District's Insurance carrier, Philadelphia Insurance, requires the District to 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 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.

General Manager shared the installation of the GPS units are only being installed due to cost savings and requirements from the insurance company to keep our rates low, and we are not doing this to monitor staff movements.

BOARD APPROVED THE INSTALLATION OF THE GPS UNITS.

a. Bid Award Backflow Testers

IT Manager Christian Fast shared he received two quotes back, and the lowest bidder is Backflows Northwest Inc. with \$29.99 per test. Staff is asking for Board approval for Backflows Northwest Inc. for the 2023 contract.

COMMISSIONER REDISKE MOVED TO APPROVE BACKFLOWS NORTHWEST INC. CONTRACT AT \$29.99 PER TEST. COMMISSIONER KORSMO SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

IT Manager Christian Fast shared that the District currently charges a \$10 admin fee, and due to streamlining the process, we recommend lowering the amount to \$5, which will keep the rates the same as in 2022. Mr. Fast will bring the resolution for the proposed change to the March 2023 meeting.

b. Approval of Surplus & Disposal

IT Manager Christian Fast provided the list of items to surplus and dispose of. The items have been categorized into four categories: surplus to the State for auction, disposed of, recycled, and for public auction.

MOTION TO APPROVE THE SURPLUS & DISPOSAL BY COMMISSIONER BARTON, SECONDED BY COMMISSIONER REDISKE. MOTION PASSED UNANIMOUSLY.

13. OFFICE MANAGER'S REPORT

a. Approval of Resolution B-1480 amending and replacing B-1388 Account Set Up and Procedure.

General Manager shared that we need to replace resolution B-1388 with resolution B-1480 removing the tenant language.

MOTION TO APPROVAL OF RESOLUTION B-1480 AMENDING AND REPLACING B-1388 ACCOUNT SET UP AND PROCEDURE BY COMMISSIONER REDISKE AND SECONDED BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.

14. Other Business:

- a. The Board acknowledged the wage increase this month.
- b. Commissioner Barton provided a brief update on the WASWD Legislative Committee. He will forward the updates from the WASWD lobbyist to General Manager Black and he will forward the updates to the Commissioners.
- c. Our next Commissioner's meeting will be on March 16, 2022, at 3:30 PM.

15. PUBLIC COMMENT

None.

16. TOUR OF THE BACK PROPERTY

Board recessed the Board meeting to walk to the back property at 5:00 PM and resumed at 5:05 PM at the new steel building. The Board toured the new steel building and was impressed with the building and the ability with the drive-through access for the larger equipment. They also liked the roof's insulation and the ease of raising the large garage doors.

Commissioner Korsmo recommended that we have a policy in place that staff needs to review the area before leaving the garage to make sure the area is clear. General Manager Black stated he would make sure that was added.

Meeting recessed to walk back at 5:13 PM. Meeting was called to order at 5:15 PM.

17. ADJOURN

President Korsmo adjourned the meeting at 5:16 PM.

**LAKWOOD WATER DISTRICT
BOARD OF COMMISSIONERS**

BY:

ITS PRESIDENT

BY:

ITS VICE PRESIDENT

BY:

ITS SECRETARY

BY:

DISTRICT SECRETARY (DATE)

DRAFT

LAKEWOOD WATER DISTRICT
2023
INCOME STATEMENT

FEBRUARY

	CUR MO ACTUAL	CUR MO BUDGET	CUR MO VARIANCE	Y-T-D ACTUAL	Y-T-D BUDGET	Y-T-D VARIANCE
SALE OF WATER	748,475	708,116	40,359	1,389,753	1,299,533	90,220
OTHER OPERATING REVENUE	68,280	63,925	4,354	146,395	142,923	3,472
WHOLESALE WATER SALES	454,507	460,188	(5,680)	896,870	912,777	(15,907)
TOTAL OPERATING REVENUE	1,271,262	1,232,229	39,033	2,433,019	2,355,234	77,785
OPERATING EXPENSE						
PUMPING	112,196	107,009	5,187	215,061	223,628	(8,567)
WATER TREATMENT	36,552	43,070	(6,518)	66,323	86,140	(19,817)
TRANSMISSION & DISTRIBUTION	71,647	103,483	(31,836)	153,338	206,656	(53,318)
CUSTOMER ACCOUNTS	63,319	70,246	(6,926)	128,176	140,491	(12,315)
CUSTOMER INFORMATION	-	1,309	(1,309)	26	2,617	(2,591)
ADMINISTRATIVE & GENERAL	241,969	269,660	(27,691)	456,187	507,551	(51,364)
TOTAL OPERATING EXPENSE	525,684	594,777	(69,093)	1,019,111	1,167,084	(147,972)
MAINTENANCE EXPENSE						
SOURCE OF SUPPLY	353	3,440	(3,087)	3,441	6,879	(3,438)
PUMPING	16,468	21,953	(5,484)	30,850	43,906	(13,056)
WATER TREATMENT	15,675	16,032	(356)	32,452	32,063	388
TRANSMISSION & DISTRIBUTION	78,380	101,606	(23,226)	166,279	203,211	(36,932)
ADMINISTRATIVE & GENERAL	18,492	27,024	(8,532)	61,451	54,048	7,403
SUB-TOTAL	129,368	170,054	(40,686)	294,473	340,107	(45,635)
DEPRECIATION EXPENSE	262,000	262,000	-	524,000	524,000	-
UTILITY EXCISE TAXES	34,904	31,664	3,240	84,512	61,239	23,273
TOTAL MAINTENANCE EXPENSE	426,272	463,718	(37,446)	902,984	925,346	(22,362)
TOTAL OPERATING & MAINT EXPENSE	951,956	1,058,494	(106,539)	1,922,096	2,092,430	(170,334)
NET OPERATING REVENUE	319,306	173,735	145,571	510,923	262,804	248,119
GAIN (LOSS) ON DISP. OF PROPERTY	-	-	-	-	-	-
RENTAL OR LEASE INCOME	-	925	(925)	405	1,810	(1,405)
INTEREST INCOME	33,398	4,000	29,398	70,105	8,000	62,105
MISC NON-OPERATING INCOME	-	-	-	-	-	-
INTEREST L-T DEBT	(181,121)	(183,627)	2,506	(362,241)	(367,254)	5,012
DEBT ISSUANCE COSTS	-	-	-	-	-	-
CARES GRANT FUNDING	-	-	-	-	-	-
TOTAL MISC INCOME/EXPENSE	(147,722)	(178,702)	30,980	(291,732)	(357,444)	65,712
NET INCOME	171,584	(4,967)	176,551	219,191	(94,640)	313,831

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 45669 through
45764 and all electronic payments for this period are hereby approved for payment in the sum of
\$1,767,785.40 this 16th day of March 2023.

Commissioner Korsmo

Commissioner Rediske

Commissioner Barton

General Manager

Check no.	Vendor Name	Payment Description	Amount
45669	WA State Support Registry	February Payroll - 02/03/2023	195.50
45670	Beyond Trust Corporation	Remote Cloud Access Software	6,558.75
45671	Brent Davison	Uniform Reimbursement	76.95
45672	Cargill Salt Inc	(1) Pallet Salt (882) 50 lb bags	9,605.56
45673	Centurylink	(1) Site Service	85.99
45674	Core & Main Inc	(106) Hydrant Gaskets - Angle Meter Ck Valves	6,346.79
45675	Daily Journal of Commerce	Legal Ad - R&R 96th St Water Main Replacement	467.50
45676	Dept of Health	2023 Annual Operating Permit	30,310.05
45677	DP Nicoli	Hydrant Meter Deposit Refund	65.00
45678	Fastenal Company	(6) Assorted Bandages (2) Tylenol (4) Ibuprofen	328.60
45679	Ferguson Waterworks	Sleeve Conduit - Teflon Tape - Buckets - Wrenches	3,329.39
45680	Grainger Inc	Bolt Cutters - Female Adapter - Reduced Bushing - Batteries	1,980.64
45681	Harold Lemay Enterprises	01/23 Dumpster - Recycles - Shredding Bin	742.80
45682	Jorgensen, Shaun	Uniform Reimbursement	346.94
45683	Lakewood Chamber of Commerce	2023 Membership Dues	373.00
45684	Lowes Companies	Impact Drivers - PVC Fittings & Couplings - Drain Pipes	333.59
45685	MB Electric LLC	Troubleshoot Fan - Ponders	2,045.31
45686	Miles Resources LLC	Waste Clean-up - Remove Concrete	157.12
45687	Mooses Auto Tech	Truck# 34 & Truck# 39 Replaced Batteries	1,674.92
45688	Multicare Centers of Medicine	(4) Respirator Questionnaires - CB, CP, CR, & DS	216.00
45689	Napa Auto Parts	(10) Anti-Freeze (1) Grease (2) Glass Cleaner (4) Car Wash	257.92
45690	Open Works	February 2023 Janitorial Services	1,997.51
45691	Pape & Sons Construction	Pay# 3 Naomilawn - Newgrove - Highland Ave - R&R Project	253,793.30
45692	Pierce County Sewer	01/23 - 8100 WA Blvd & 11900 Grav Lk Dr Sewer Chgs	84.28
45693	Pro Call Center	01/23 After Hours On-Call Service	289.09
45694	Pumpstech LLC	G-1 Scotts Pump Replacement (Partial Billing)	29,285.32
45695	Rainier Supply	(1) Extra Duty - Weather Resistance Outlet Cover	28.81
45696	Randles Sand & Gravel	Quarry Spoils - Upper Lot Drainage & Restoration	363.42
45697	Seattle Ace LLC	Spray Paint - Connector Wire - Buckets - Latch & Tools	389.59
45698	South Sound Systems	New Network Cabling - Entire Office	19,450.20
45699	Sprague Pest Solutions	January 2023 Pest Control Services	104.50
45700	Stronghold Armored Inc	January 2023 Armored Truck Services	375.00
45701	Thomas M Pors - Law Office	01/23 & 02/23 - Abitibi, G-4 and K-3 Wells, Misc	2,380.00
45702	Utilities Underground	(299) January 2023 Locates	385.71
45703	Water Management Labs Inc	(1) Manganese Test	426.00
45704	Zoro	Pipe Thread Die Cutter Wheels	287.49
45705	Lakewood Water District	February Payroll - 02/17/2023	320.00
45706	WA State Support Registry	February Payroll - 02/17/2023	195.50
45707	Airgas USA	(2) Acetylene Rentals	23.87
45708	American Landscape Svc LLC	January 2023 - Office - Well Sites & NY Ave Landscape Svcs	6,594.50
45709	Anatum	Receiver Brackets Replacement	91.00
45710	Brown & Brown of Wash Inc	2023 Cyber Security Insurance	17,744.98
45711	Builders Exch of Wash	Publish Online Projects - 96th St & Front St	57.15
45712	Caselle	March 2023 - Contract Support & Maintenance	3,547.50
45713	CDW Government	April 2023 - March 2024 Sophos - Cyber Security Software	4,392.30
45714	Ceccanti Inc	Pay# 4 - Jan 2023 WTME Connection	74,705.49
45715	Centurylink	Service (1) Site - Internet	110.98
45716	Fastenal Company	(600) Hydration Sticks (24) Purell Sanitizers	622.18
45717	HCON Inc	January 2023 - App# 1 - Lake Steilacoom Drive	431,629.75
45718	McClatchy Company	Legal Ad - Backflow Tester - 96th St & Front St Project	1,138.62
45719	Novotx LLC	2023 Elements XS - Annual License	25,500.00
45720	Regional Water Coop of Pierce Cty	2023 Annual Dues	9,750.00
45721	T Bailey	Pay# 12 January 2023 Steilacoom Seismic	14,272.87
45722	Verizon Wireless	January 2023 SCADA Data Chgs	1,074.73
45723	Water Management Labs Inc	(2) Manganese Tests	54.00
45724	Wyckoff, Kevin	Uniform Reimbursement	144.00
45725	WA State Support Registry	March Payroll - 03/03/2023	195.50
45726-45729	Void Check - Printing Error	Voided - Check Misprint	-
45730	All Seasons Window Cleaning	Office Windows Cleaning	375.00
45731	American Landscape Svc LLC	Oakbrook Tank and 115th St Landscaping	594.00
45732	Anatum	GPS Quick Connect Adapter Kit	89.00
45733	Asphalt Patch Systems	Various Jobs - 8721 Dolly, 7711 Dean, 8420 S Tacoma	5,435.16
45734	Associated Petroleum	(500) Gal Unleaded and (13) Gals Diesel	2,400.56
45735	Bowen, Rod	Uniform Reimbursement	195.83
45736	Centurylink	Internet Svc - 8 Sites	696.70

45737	Cintas	Multiple Weekly Svcs - December 2022 to February 2022	1,170.99
45738	Consolidated Supply	R-2 Well - 8" Meter and Accessories	4,257.19
45739	Day Wireless Systems	02/23 - Radio Svcs	636.41
45740	Dykman Electric	R-2 Well - VFD Enclosure	266.81
45741	E.H. Wachs	New Motor for Valve Turning Machine	4,455.74
45742	Eurofins Eaton Analytical	02/23 - PFAS Sampling	5,700.00
45743	Fastenal Company	(4) Packing PTFE Valves; (3) Absorb Pads	434.41
45744	Ferguson Waterworks	(2,000) ft Locate Wire	275.74
45745	Grainger Inc	Bolt Cutter Heads; (50) Elbow Socks; (10) Unions	785.37
45746	Insless, Best, Doezie, & Ryder	Atty Svcs - January 2023 - Genl Svcs, Woodland, Cell Tower	4,682.00
45747	Kelley Connect	2023 Annual Copier Svcs and Agreement	2,951.95
45748	Kennedy/Jenks Consultants	Eng Svcs - Scotts Well Site	2,299.06
45749	Lakewood Hardware & Paint	RTU Batteries; Keys	20.77
45750	LASA	4th Quarter 2022 - Customer Assistance Program (CAP)	351.66
45751	Marten Law	01/2023 - PFAS Svcs	63,712.42
45752	Mooses Auto Tech	Trk# 33 - Tires; Trk# 35 - Oil Change; Trk# 33 - Tires	1,648.57
45753	Napa Auto Parts	Hose Fittings and Clamps	9.43
45754	Pacific Groundwater Group	Jan23 - R-2 Construction, D-3 Well Rehab, Abitibi, Aquifer	13,443.14
45755	Parametrix	Jan23 - Eng Svcs - R&R - 96th St and Front St	21,454.57
45756	Pierce County Auditor	Claim of Lien - 7615 88th Ave SW	18.00
45757	Pierce County Finance	2023 Property Taxes	18,756.97
45758	Rae, Alexander	Uniform Reimbursement	185.32
45759	Rainier Supply	N-3 View RD - PVC Adapters and Connectors	138.84
45760	Sprague Pest Solutions	02/23 Pest Control Svcs	104.50
45761	Taurus Power and Control	E-2 Well - Troubleshoot VFD	694.65
45762	Tveten's Auto Tech	Oil Change and Svc for Trk# 54, #48, #37, #47	383.70
45763	US Postal Service	Replenish Advance Postage	300.00
45764	Water Management Labs Inc	(37) Total Coliform P-A3 Tests; (1) C18 Test	873.00

Sub-Total

1,127,100.92

February Payroll

216,045.23

February Payroll Taxes - (PMT# 680, & PMT# 685)

80,232.16

Date

Other Electronic Payment

2/3/2023	PMT# 681 - Deferred Comp	3,785.35
2/3/2023	PMT# 682 - WA PERS	26,502.91
2/10/2023	PMT# 683 - CEP Enterprises LLC	4,180.00
2/10/2023	PMT# 684 - Sir Speedy	588.39
2/21/2023	PMT# 686 - Deferred Comp	3,785.35
2/21/2023	PMT# 687 - WA Pers	24,765.59
2/21/2023	PMT# 688 - Aflac	507.55
2/21/2023	PMT# 689 - Delta Dental	3,996.40
2/21/2023	PMT# 690 - Regence	60,105.36
3/3/2023	PMT# 692 - Deferred Comp	3,785.35
3/3/2023	PMT# 693 - WA PERS	25,106.21

B&O Tax	34,904.28
US Bank CC (Less Power)	52,289.66
US Bank CC Power Costs	92,189.73
Key Analysis service charge (FEB)	806.35
Paymentech / Merchant Fees (FEB)	4,503.15
Xpress Bill Pay (FEB)	2,605.46

344,407.09

GRAND TOTAL

1,767,785.40



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

OPERATIONS

Work ORDERS & PM's

273 Billing/Office Field Service Orders
 331 Field Work Orders Elements
 85 Fleet Service Orders
 689 Total Service Orders

DELINQUENT ACCOUNTS – Debbie

118 Delinquent Accounts
 26 Paid on Door Hangers or on Disconnect
 92 Services Disconnected
 86 Paid on Disconnect
 6 Remained Disconnected at the end of the month

LOCATES - Debbie

300 Locate Requests Received
 46 Requests were out of LWD Service Area
 00 Locates were submitted by LWD
 05 Cancelled Locates
 249 Locates Completed
 249 Total amounts owed

Right of Way Permit: 0

Water Availability Letters: 20

Date Paid	Name	Address	Date Completed	Paid	Applied	Balance	Type
2/3/2023	PAUL THOMPSON REMODEL	5615 109TH ST SW	2/14/23	\$ 130.00			R/REMODEL
2/3/2023	BATT ADU	12621 GRAVELLY LK DR SW	2/14/23	\$ 130.00			R/ADU
2/7/2023	CARPORT TO GARAGE	10906 83RD AVE SW	2/14/23	\$ 130.00			R/REMODEL
2/10/2023	KAGUNDAH REMODEL	7405 95TH AVE SW	2/16/23	\$ 130.00			R/REMODEL AFH
2/10/2023	CIUGA GARAGE REMODEL	6311 76TH ST SW	2/16/23	\$ 130.00			R/REMODEL
2/13/2023	TACO TIME REMODEL	10507 S TACOMA WAY SW	2/16/23	\$ 130.00			C/REMODEL
2/14/2023	FLETT CREEK APTS	8702 BRIDGEPORT WAY SW	2/16/23	\$ 130.00			R/NEW CONSTRUCTION
2/14/2023	SWAN GROVE APTS	8920 GRAVELLY LK DR SW BLDG A	2/28/23	\$ 130.00			R/NEW MULTI UNITS
2/14/2023	SWAN GROVE APTS	8921 GRAVELLY LK DR SW BLDG B	2/28/23	\$ 130.00			R/NEW MULTI UNITS
2/14/2023	SWAN GROVE APTS	8922 GRAVELLY LK DR SW BLDG C	2/28/23	\$ 130.00			R/NEW MULTI UNITS
2/14/2023	SWAN GROVE APTS	8923 GRAVELLY LK DR SW BLDG D	2/28/23	\$ 130.00			R/NEW MULTI UNITS
2/14/2023	SWAN GROVE APTS	8924 GRAVELLY LK DR SW BLDG E	2/28/23	\$ 130.00			R/NEW MULTI UNITS
2/14/2023	SWAN GROVE APTS	8925 GRAVELLY LK DR SW BLDG F	2/28/23	\$ 130.00			R/NEW MULTI UNITS
2/15/2023	GACHERU/GITHIRE REMODEL	5609 109TH ST SW	2/28/23	\$ 130.00			R/REMODEL
2/17/2023	WARREN PREFABRICATED GARAGE	8920 DALWYN CT SW	3/1/23	\$ 130.00			R/ADDITION
2/21/2023	TILlicum CHEVRON	15408 UNION AVE SW	3/1/23	\$ 130.00			C/ADDITION
2/22/2023	UNION AVE REMODEL	14706 UNION AVE SW	3/1/23	\$ 130.00			R/REMODEL
2/23/2023	MBURU ADULT FAMILY HOME	7711 DEAN ST W		\$ 130.00			R/REMODEL
2/27/2023	LOMAR HILLS LOT 25 B2	8933 107TH ST SW		\$ 130.00			R/NEW CONSTRUCTION
2/28/2023	CHRIS CUNNINGHAM REMODEL	7119 FOSTER ST SW		\$ 130.00			R/REMODEL

MAINTENANCE

Bobby Gaskin – Department Head

NEW SERVICES:

None to report this month.

MAINS MAINTENANCE

Main Break at 104th and Butte Full length Crack in 12” C-900 pipe. Estimated 200,000 gallons lost. Roadway restoration required.

JOBS

None to report this month.

SERVICE MAINTENANCE

9510 Farwest Dr. SW – water meter relocated out of new driveway approach at time & materials billed to owner.

VALVE MAINT.

None to report this month.

VALVE OPERATION CHECKS

None to report this month.

HYDRANT MAINTENANCE

Hydrant	Source	Fix/Repair
1H15	Fire Department Report	Dry bonnet, required oil. Disassembled top of hydrant and found upper stem sleeve cracked, made repairs.
73H12	Fire Department Report	Leaking coming upper stem, made repairs.
1H21	Fire Department Report	Dry bonnet- made repairs.
5H8	Fire Department Report	Leaking out bonnet area. made repairs.
1H9	Fire Department Report	Bad 2.5” side port gasket. Made repair.
5H3	Fire Department Report	Bad 2.5” Side Port gasket, Made repair.
39HV27	Fire Department Report	Broken hydrant flange, broken side port cap, Made Repair.
23H7	Fire Department Report	Bad side port gasket, Made repair.
7H13	Fire Department Report	Bad side port gasket, made repair.
13H1	Fire Department Report	Bad side port gasket, made repair.
15H10	Fire Department Report	Bad side port gasket, made repair.
23Hv9	Fire Department Report	Bad side port gasket, made repair.

Hydrant	Source	Fix/Repair
23Hv11	Fire Department Report	Bad side port gasket, made repair.
23HV15	Fire Department Report	Bad side port gasket, made repair.
23HV16	Fire Department Report	Bad gasket and rough threads, made repairs.
27H2	Fire Department Report	Side port leaking, replaced gasket and greased.
27H3	Fire Department Report	Side port leaking replaced gasket.
27H4	Fire Department Report	Small leak from packing and side port, made repairs.
27H6	Fire Department Report	Leaking side port replaced gasket.
25H13	Fire Department Report	Leaking from operating nut, Replaced O- ring gaskets & bonnet gaskets.
18HV9	Fire Department Report	Training Facility, broken hydrant flange, Replaced safety flange.
37H7	Fire Department Report	Leaking side port, replaced side port gasket.
39HV3	Fire Department Report	Leaking side port, replaced side port gasket.
39HV4	Fire Department Report	Leaking side port, replaced gasket.
39HV5	Fire Department Report	Side port leaking, replace gasket.
39HV23	Fire Department Report	Low bonnet oil, Bonnet had some oil, topped off and will recheck back to make sure it is holding.
25H1	Fire Department Report	leaking from bonnet, replaced old packing and bonnet gasket.
61H2	Fire Department Report	Bad side port gasket, replaced.

HYDRANT REPLACEMENT:

None to report this month.

METER MAINT.

None to report this month.

FLUSHING SEASON:

Starting in Late March

LEAK DETECTION REPAIR

None to report this month.

GROUND MAINT.

New Lights for the office have been installed and are working well.

CITY FRANCHISE PROJECTS

None to report this month.

OPEN METER BOX CHECKS

234 for this month

IDLE METER CHECKS

None to report this month.

TRAINING:

None to report this month.

DEPARTMENT ACTIVITIES Operations and Maintenance:

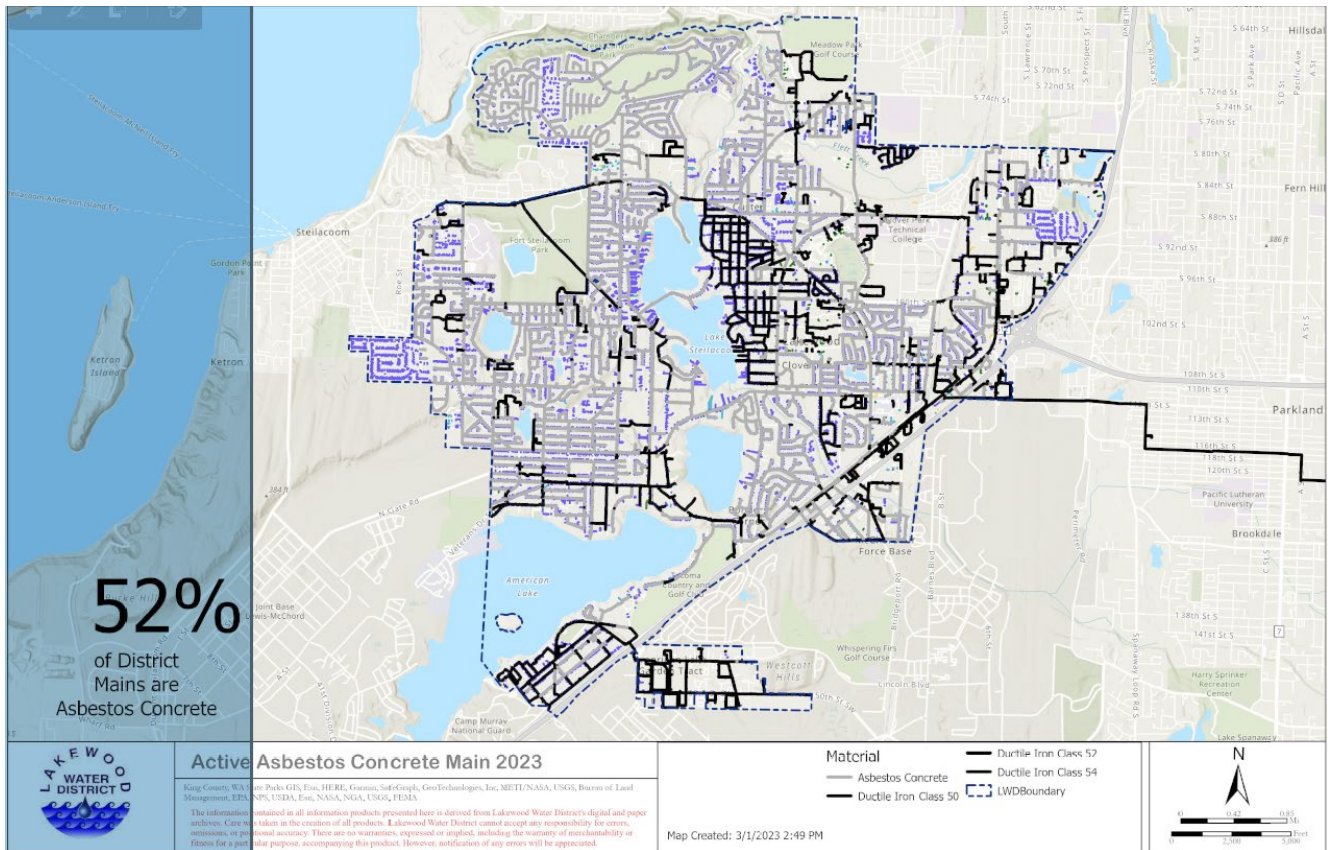
3-1-2023

We finally have all the parts and pieces to get the Valve Turning Machine up and running. The mechanic will be in on Friday the 3rd to get the machine vacuum system up and operation after nearly 6 weeks. But the valve turning program has continued if not quite as efficiently as we would like we have moved forward. We will be breaking around the 3rd week of March and moving away from the valve turning and moving to Flushing, we will pick up where we left off once the flushing is complete for the year. And the Hydrant program has been on going.

We did suffer a significant main break on the 23rd of February at the intersection of 104th and Butte. We had a full stick of C-900 crack and open about 1/4" this was exacerbated by the fact that we have a booster station less than 100 feet from the break. This line was not putting any customers out of service, as this is a transmission main from the Booster to the Hemlock Tank. We lost approximately 200,000 gallons of water and are awaiting a bid for the restoration work on the pavement and curb and gutter. There was a significant amount of damage that the water caused to the Sidewalk Curb and Gutter as well as the pavement and filling the catch basins. We did just receive the restoration estimate from Asphalt Patch and they are at 97,000.00 plus sales tax.



Main Break 104th & Butte



This is update map of Ductile Iron Main in Black compared to remaining A/C main to be replaced. Main in Black is Ductile Iron, Silver is A/C Main.

CAPITAL & R & R PROJECTS – Operations Manager Projects

Design Projects:

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.

3-2-2023: We have settled on the design work for 2023 we will be continuing with RH2 Designing Francis Folsom, and 121st Street, David Evans and associates is lining up for designing North and Forest Project, and KPG Psomas completing Hipkins. We will be putting out Phase 1 of Hipkins water main replacement but have not selected a consultant for that at this stage.

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

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.



3-2-2023: This project bid, and was awarded at the last BOC meeting, with HCON Inc being the successful Low Bid Contractor. They have ordered materials but likely the end of May before they can start due to the 16” main which is not a typical stock pipe size these days.

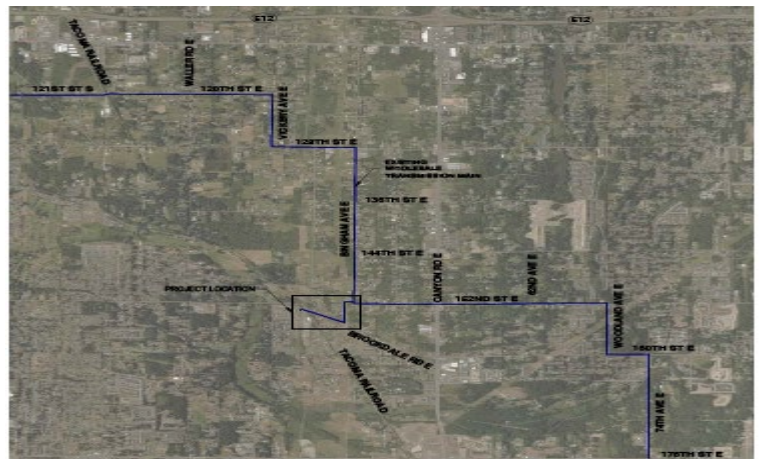
Scott well site GAC and Iron and Manganese Treatment # 757, # 758, and #778

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 seen a bit of passing the buck between the structural engineers but are hoping to have resolution to this very shortly.

3-2-2023 with Permit in hand we have started working on the G-1 Building replacement, they migrated the controls for the G-3 well over to G-3 and now it is running independently of the other two wells, and this allows for the placing of the footings shutting off the power to those sites and the ultimate demolition of the G-1 Building. They have 2-3 months allotted for this work.

Spanaway Spur Project – WTME connection # 777

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.

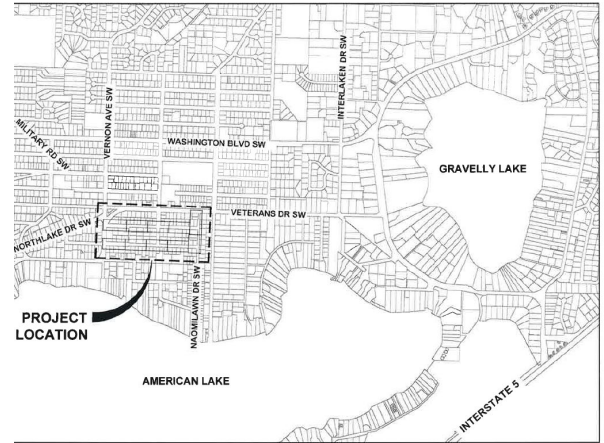


3-2-2023 This project remains in suspension pending better weather to pave and Hydro seed and complete the balance of the restoration projects for completion. We have been pumping 1 MGD to Spanaway since the 24th of Jan, they are working with RH2 to figure out some higher pressure and tank issue within their system before we move up to the 2 MGD.

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

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.

3-2-2023 Pape and Sons are just finishing the clean-up of the Site. The main and services are all operational, and the paving was completed last week. The project was a huge success, with Pape doing a great job prosecuting the work and taking great care of our ratepayers. We will be issuing Substantial completion shortly. There is only one piece of work to complete, and we anticipate the flat work will be done by the end of Next week.



Lake Steilacoom Drive SA Phase 2: Job (799)

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.

3-2-2023 HCON has all the main in and nearly all of the service in and connected; we anticipate that by the end of the month, they will be completed with the project, including restoration. They have done a great job and really worked with us on the issues as they arose. We do look forward to working with them on the 96th Street project in late May.



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

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.

3-2-2023: We have been working with the City on this project, but they are experiencing some ROW issues on Hipkins, so they are looking to build the angle lane part of the project first and then move on to the Hipkins portion. They are hoping to do so by July or August, but we all know how long the condemnation process can take. Due to the delay and desire to complete this project as soon as possible, the City has asked us if we would consider ordering and supplying the long lead time items for the contract. Typically, this would be a contractor supply, but with Meter boxes and Service brass being out so long, this might be the only option; we are now working with Suppliers to define our time parameters.



MEMORANDUM

TO: Board of Commissioners

FROM: Ian M. Black, Operations Manager

RE: Request for Conditional Acceptance for the Naomilawn, Newgrove and Highland Watermain replacement project Job#0719

DATE: March 16, 2023

This memo is to recommend and respectfully request the Board's conditional acceptance of completion for the Naomilawn, Newgrove and Highland Watermain Replacement project #0719. This conditional acceptance will transition to final acceptance of the project pending the final release requirements being met per the contract specifications.

Pape and Sons has completed all the work required under the specifications and reached substantial completion on March 6, 2023, with final project completion on March 27, 2023. The one-year warranty period started on the March 27, 2023. The final completion dates.

Should you conditionally accept this project as completed, the District will send a letter to the contractor stating the conditions above, and the District staff will request the final pay request, and closing documents from the State of Washington, upon the receipt of those documents the project will be final.

Thank you for your time and consideration of this important matter.

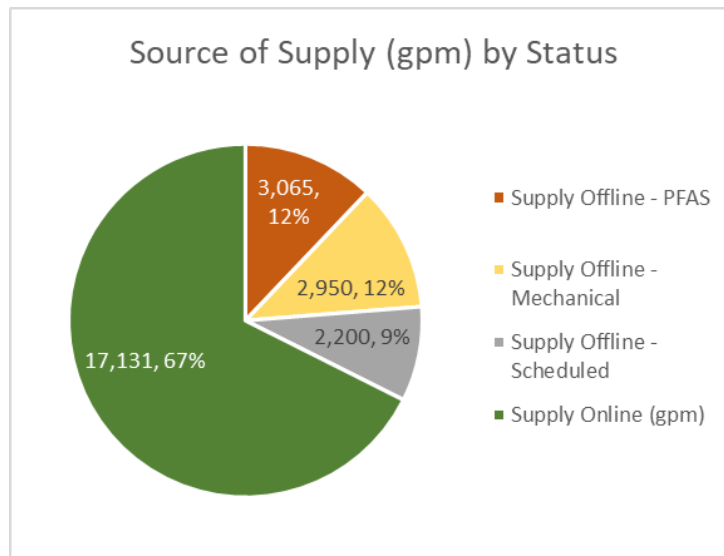
IMB:RMB



Engineering Manager's Report
 March 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. 67 percent of total supply capacity is online; 12 percent is offline due to PFAS, 12 percent is offline due to mechanical issues, and 9 percent is offline for scheduled activities.
 - a. Mechanical Issues:
 1. We have ordered a new pump and motor for the N-3 Well. The equipment is scheduled to be installed in early April. 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.
 2. The P-1R Well had a motor failure and has been pulled for replacement. The motor is at the repair facility and being diagnosed.
 3. In early January, the N-1 pump failed. It was pulled for diagnosing on January 12th. We are working with the vendor to install an older pump temporarily while the N-1 pump is being diagnosed and repaired. The temporary pump should be installed in mid-April.
 4. The F-2 pump and motor continues to be offline. New equipment was ordered and is anticipated to be installed in May. This well will be converted from a submersible pump to a vertical turbine to improve reliability and ease of maintenance.
 5. G-1 and G-2 Wells are offline for construction of the new G-1 well building (the G-2 Well is supplied with power from the G-1 building). The building is scheduled for completion in May and the wells will be back in service once the building is completed.
 - 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. Completed monthly lake and stream monitoring tasks, which support our water rights perfection process.
3. 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.
4. The N-3 Well was inspected recently as part of the new equipment selection process. During the inspection, it appeared that the pack material is reduced in the well screen area. We are working to have this measured and have additional pack material installed prior to the new mechanical equipment being installed.

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. The new pump and motor are anticipated to be in service by April 2023.
2. R-2 Well Drilling
 - a. Installing equipment for this well is included in the 2023 budget. The pump and motor were ordered and anticipated to be ready in May.
 - 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. Some of the electrical equipment will not be available until June, but other work can commence ahead of this.
 - c. Permitting through the State Department of Health has begun for this new well source.
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 has been ordered and should be installed in June.
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 be closed out following required paperwork being received from the contractor.
7. K-3 and G-4 Wells
 - a. We submitted the required application forms and paperwork to EPA to receive funds from the grant.

- 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.
 - c. Based on funding requirements, we have advertised for professional services to support the well drilling work. We anticipate selecting a hydrogeologic consultant through this process in April. This consultant will support the District in the field during well drilling activities.
 - d. The Tacoma, Pierce County Health District has completed their site visits and are reviewing our variance requests for these two wells. No issues are anticipated.
8. Defense Community Compatibility Account (DCCA) – In late 2022, applications were submitted four grant funding requests for 5 wells. All of our proposed projects scored very well, ranking projects 3, 4, 5, and 6 on the list. The request for the K-3 and G-4 wells are included in the Governor’s funding request in the biennial budget being debated now. but one condition of the program is that Federal funding be in place for the projects. There are ongoing efforts to request additional funding for this program so that more projects can be funded. We have been in contact with DCCA staff and funding may be available as soon as September 2023.
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 (\$4.1 million), and one well at the Hipkins site (\$4.1 million). We recently received award letters which offer a 20-year term and 2.25 percent interest rate, significantly lower than current municipal bond rates. We will need the Board’s approval to move forward with either of these loans. In order to meet projected demands, it is recommended we continue forward with these loans to keep the projects moving forward on schedule.

Water Quality Operations

1. The field crew completed monthly water quality samples.
2. PFAS testing continues throughout the system.
3. Several sampling stations were more accurately located using GPS and have been updated in our maps and other documents.

Maintenance

1. Field crews continue to work on preventative maintenance tasks.
2. We continue to monitor the iron and manganese treatment at our Deepwood Well site as it appears to be less effective than originally designed. The budget includes some money to replace the media, which may be needed, pending results of our testing.

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.

3. DOH recently advertised funding available to complete service line inventories. There are some grants available, but only for rural water systems, or systems serving less than 3,300 people. With the requirements attached to the funding, we do not plan to pursue loans for the inventory work.

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, pump inlet screens were ordered and scheduled to be installed in mid-March.

Capital Projects

1. ShakeMonitor sensors for the Steilacoom Boulevard site are scheduled to be installed in early April. 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. We have budgeted for additional installations later this year.

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. We are working with FEMA to provide their requested information for the grant. The contractor has provided their required information to close the project.
 - b. A cathodic protection system for the new Nyanza Tank is being designed and will be installed in the Spring. The cathodic protection system will help increase the service life of the facility and will be similar to the other systems at our other steel tanks.



MEMORANDUM

TO: Board of Commissioners

FROM: Marshall Meyer, Engineering Manager

RE: Request for Conditional Acceptance of Completion for the Seismic Retrofit of Steilacoom Reservoir Project by T Bailey, Inc.

DATE: March 16, 2023

This memo is to recommend and respectfully request the Board's conditional acceptance of completion for the Seismic Retrofit of Steilacoom Reservoir Project, LWD Job #788. This conditional acceptance will transition to final acceptance of the project pending the final release requirements being met per the contract specifications.

T Bailey, Inc. has completed all the work required under the specifications and reached substantial completion on June 25, 2022, with final project completion on October 24, 2022. The one-year warranty period started on the 24th of October 2022. There were some discussions and negotiations regarding additional work performed by T Bailey on the project, which delayed this request of conditional acceptance.

Should you conditionally accept this project as completed, the District will send a letter to the contractor stating the conditions above, and the District staff will request the closing documents from the State of Washington.

Thank you for your time and consideration of this important matter.

Marshall Meyer



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

CYBER SECURITY UPDATE

There are 0 Cyber Security Issues to report.

- All Penetration Testing results for February came back with zero findings.
- The February 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.

TECHNOLOGY UPDATE

Wiring replacement project is completed. IT Focus has shifted back to Elements and building in additional functionality. Weekly training continues with field staff to ensure they are comfortable with elements and have a solid foundation on how to use the application.

CELL TOWER UPDATE

Dish is in possession of the executable agreements for the four sites (Washington, Oakbrook, Steilacoom and Grant Ave). I expect to receive the executed agreements in the next two weeks for signature. Dish is also looking at adding an additional location at Farwest Tank as the former USWEST PCS site will be available next year.

CROSS CONNECTION UPDATE

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

BACKFLOW TESTING PROGRAM FEE

Over the last two years we have implemented changes to the Backflow department processes that have resulted in gains to efficiency and reduced the amount of time required to administer the day-to-day processes within the department. Production of testing notices used to take 1 full-time person multiple days to complete and are now accomplished in less than an hour. Entering and filing of test results has been converted to electronic and the test entry process has been reduced to under 60 seconds per test for most test results. We are proposing to pass these gains in efficiency along to our rate payers by reducing the Districts \$10.00 administrative fee on the Districts Backflow Testing program to \$5.00. This will result in a Net 0 increase to the District backflow testing program for 2023 and keep the fee at \$34.00 per tested assembly.



Memorandum

To: Board of Commissioners
From: Christian Fast, IT Manager
Date: 3/16/2023
RE: Surplus & Disposal

The following items are for Surplus or ECycle & Disposal:

Surplus

Item	Qty
Netgear NAS 8TB	1
Dell Powervault SAN.....	1
Dell Poweredge Server	2
Lobby Chairs.....	2

Disposal

Item	Qty
Office Desk (Don)	1
Cabinet	1
HP Printer (Broken).....	1
HP Plotter (Broken).....	1
TV 48" (Broken)	1
Guest Chair (Blue)	1

ECycle

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
GeoExplorer 6000 Series GPS Receiver.....	1
Zephyr Model 2 GNSS Antenna	1
GeoExplorer 7x	1
Office Desks	4



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

Rate Increase—Since my last report, we have received no calls regarding the rate increase letter that went out at the beginning of January. We are anticipating the calls to start coming in soon with the increase showing in customers' bills beginning in March.

2022 Write-Off's— Randy will be requesting the Boards approval the 2022 write-offs. Attached to my report you will find a summary of the requested write-offs from the last two years. Here is a brief summary of each category:

- ~ Miscellaneous A/R are invoices for such things as hydrant meter rentals or damage to a meter box, etc.
- ~ Small Balances are terminated accounts that have credit or debit balances of \$8.00 or less.
- ~ Collection Write-Offs are terminated accounts that have been sent to our collection agency for non-payment. The reason for not turning water off is generally because there is a new owner at the property.
- ~ 50% Leak Adjustments are adjustments that were approved for customers that had a leak on their side of the meter, repaired it, and the water bill was a hardship. This is allowed one time per lifetime of the customers' account.
- ~ Meter Leak Adjustments are accounts that had a meter leak on the District side of the meter, and the District adjusted their balance to the average usage for that timeframe.
- ~ Miscellaneous Adjustments are adjustments such as waiving fees or accounts that were not billed properly.

CUSTOMER WRITE-OFF FOR 2021

SUMMARY	2022
Miscellaneous A/R write-off	\$ 1,345.67
Small Balance write-off 2019 & 2020	\$ (19.54)
Collection Write-off's 2020 & 2021	\$ 1,483.04
50% Leak Adjustments	\$ 4,679.81
Meter Leak Adjustments	\$ 3,411.40
Miscellaneous Adjustments	<u>\$ 2,412.49</u>
TOTAL	\$ 13,312.87

2022 YEAR END/OTHER ACCOUNT'S RECEIVABLE

DATE	INV #	CUSTOMER	AMOUNT	REASON
4/12/2022	7242	R L ALIA	268.82	NO CHARGE, WRITE OFF PER IAN B
11/4/2019	6772	DAWKINS BOYS TREE SVC	435.47	COLLECTIONS
11/12/2019	6789	FRONTIER BORING SOLUTIONS	36.00	COLLECTIONS
3/26/2021	7058	SEKOLASITKA LEMANA	205.38	COLLECTIONS
11/23/2021	7176	IVERSON CONSTRUCTION	400.00	COLLECTIONS
			1,345.67	

Small Balance Write-Off's

Date	Customer Name	Account/ Inv #	Write off amount
9/16/2022	ORTEGA ABSHER, CONSOLACION	24320	(\$2.53)
9/16/2022	APRIL, RENE	14337.1	\$0.47
9/16/2022	WEST, AUSTIN	25476	(\$2.59)
9/16/2022	AR DEVELOPERS LLC	42053	(\$2.50)
9/16/2022	OSERA, SHEILA	24521	(\$2.50)
9/16/2022	MARK, CHRISTOPHER & SARA	20539	(\$2.67)
9/16/2022	REENAN, LARRY	15285	(\$2.50)
9/16/2022	WARD, TERRI	10927.1	\$1.20
9/16/2022	GEORGESHAN, VYACHESLAV	23222.1	(\$2.50)
9/16/2022	JONES, ALICIA	17674	\$2.46
9/16/2022	SURBER, STEVE	19689	(\$0.04)
9/16/2022	ALLIGOOD, DELMA	25329	(\$2.41)
9/16/2022	LEGARRETA, CELIA	26098	\$2.46
9/16/2022	RAY, HUDSON	24581	\$1.99
9/16/2022	CHAMERS, RANDI	12893	\$0.43
9/16/2022	SIMMONS, SHAVONDA	27220	(\$1.53)
9/16/2022	HARGROVE, JAMAR	14193.1	(\$1.53)
9/16/2022	WAHLER, ROGER & JUDY	22944	(\$1.42)
9/16/2022	BAYLIS, RONNELL	27211.1	(\$1.53)
9/16/2022	SUN-RAMSEY, CHINI	23295	\$2.46
11/22/2022	ANDERSON, MARLENE E	21139	\$0.11
11/22/2022	TOLOLI, WIL	22795	(\$0.88)
11/22/2022	CREATIVE HOME CONSTRUCTION	25337	(2.41)
11/22/2022	DENNARD, LEWIS E	27107	(1.53)
11/22/2022	SCHLEGEL, ERIKA	14758.1	(1.53)
11/22/2022	AUMUA, ANAMALIA & MATAIO	18401	0.47
11/22/2022	SHILLEY, TJ	25071.1	(2.39)
11/22/2022	BILBRAY, MICHAEL	14097.1	0.09
11/22/2022	KEEFAUVER, DELBERT R	25804	1.91
1/7/2022	FIRGROVE MUTUAL WATER CO	7192	0.10
4/25/2022	MICHAEL HEARD	7244	1.00
5/5/2022	SUMMIT WATER SUPPLY CO	7252	0.01
6/14/2022	SUMMIT WATER SUPPLY CO	7266	0.29
			(19.54)

COLLECTION WRITE-OFF'S 2022

2020 SENT TO COLLECTIONS

Date Assigned	Customer Name	Account Number	Amount
8/27/2020	Jason Esters	21402.02	\$93.70
8/27/2020	Phyllis Fox-Moore	26380.06	\$44.93
5/18/2020	Samuel Washington	14576.1	\$61.87
3/27/2020	Brenda L Lynch	19978.06	\$74.35
1/17/2020	Naomi & Juan Gonzalez	18469.01	\$112.53
1/17/2020	Scott Conklin	11177.05	\$29.23
1/16/2020	Fredric Cornell	12673.02	\$124.78
1/16/2020	James Marshall Jr	17076.02	\$40.00
TOTAL			\$581.39

COLLECTION WRITE-OFF'S 2023

2021 SENT TO COLLECTIONS

Date Assigned	Customer Name	Account Number	Amount
5/6/2021	Cynthea Hubacheck	21056.02	\$143.19
3/16/2021	Christina Luton	18019.07	\$43.12
1/22/2021	Wisteria Walk	18204.02	\$691.34
10/1/2021	Michael McCartin	10035.02	\$80.00
TOTAL			\$957.65

2022 ADJUSTMENTS

BATCH	DATE	AMT	CUST CFL 50% ADJ	LWD MTR LEAK ADJ	MISC ADJ		MISC ADJ EXPLAIN.
16427.06	1/4/2022	(40.00)			(40.00)	\$	Reverse Dispatch Fee
24721.01	1/24/2022	(398.10)			(398.10)	\$	Reverse Late Fee Pierce College-Mail issues, agreed to adjust late fee
12182.03	2/2/2022	(46.85)			(46.85)	\$	Water was turned on and shouldn't have been. Ended up with leak.
15667.01	2/3/2022	(80.91)		(80.91)		\$	Leak adjustment
12871.07	2/9/2022	(199.94)	(199.94)			\$	One-time only leak adjustment
11682.04	2/14/2022	(7.47)		(7.47)		\$	LWD Facilities, leak at gasket
14952.03	2/14/2022	(316.53)		(316.53)		\$	LWD Facilities, leak on backside of meter
17465.06	2/14/2022	(321.74)			(321.74)	\$	LWD Issue - meter info was swapped with another address
17356.12	2/14/2022	316.58			316.58	\$	LWD Issue - meter info was swapped with another address
14107.08	2/15/2022	(452.00)	(452.00)			\$	50% Leak adjustment
23866.01	2/16/2022	(14.92)		(14.92)		\$	Meter Leak Adjustment
20856.03	2/22/2022	(24.50)			(24.50)	\$	Write off late fees
23598.01	2/24/2022	(35.00)			(35.00)	\$	Waive NSF Fee
17021.03	2/28/2022	(182.92)		(182.92)		\$	LWD Facilities - leak at gasket
26191.04	2/28/2022	(48.14)		(48.14)		\$	LWD Facilities - meter cracked on backside
12466.08	3/3/2022	(215.72)		(215.72)		\$	LWD Facilities - pinhole on backside of meter
14952.03	3/3/2022	(152.00)		(152.00)		\$	LWD Facilities - leak on backside of meter
22580.01	3/7/2021	(35.00)			(35.00)	\$	Reverse NSF Fee
25926.01	3/15/2022	(220.00)			(220.00)	\$	Agreed to write off door hanger fees Woodland Estates-Agreed to w/o those who had already paid
16169.03	3/23/2022	(332.17)	(332.17)			\$	One-time only leak adjustment, customer had plumbing leak
12466.08	3/29/2022	(68.77)		(68.77)		\$	LWD Facilities - pinhole on backside of meter
11682.04	3/29/2022	(7.97)		(7.97)		\$	LWD Facilities, leak at gasket
10342.05	3/30/2022	(40.00)			(40.00)	\$	Reverse Dispatch Fee - one time only
16907.02	4/5/2022	(779.91)	(779.91)			\$	Leak adjustment
17021.03	4/5/2022	(49.78)	(49.78)			\$	Meter Leak Adjustment
22149.06	4/14/2022	(40.00)			(40.00)	\$	Reverse Disaptch fee
17045.01	4/18/2022	(92.87)		(92.87)		\$	Leak at meter and on customer's side. Split the difference with customer.
21115.04	4/26/2022	(119.61)		(119.61)		\$	LWD Facilities - root broke meter
14536.01	4/29/2022	(120.00)			(120.00)	\$	Reversed after hour turn on fee
14944.03	5/4/2022	(140.00)			(140.00)	\$	Waive 50% door hanger fees
14943.03	5/4/2022	(140.00)			(140.00)	\$	Waive 50% door hanger fees
14885.02	5/4/2022	(120.00)			(120.00)	\$	Waive 50% door hanger fees Mulit-unit complex-per RB agreed to go halves with late fees--good account
14964.04	5/4/2022	(120.00)			(120.00)	\$	Waive 50% door hanger fees
14963.04	5/4/2022	(200.00)			(200.00)	\$	Waive 50% door hanger fees
14888.04	5/4/2022	(115.00)			(115.00)	\$	Waive 50% door hanger fees
10635.06	5/5/2022	(15.94)		(15.94)		\$	LWD Facilities - leak on backside of meter
11087.08	5/5/2022	(43.42)		(43.42)		\$	LWD Facilities - backside of setter was cracked
	5/5/2022	(220.18)		(220.18)		\$	LWD Facilities - leak at the meter

2022 ADJUSTMENTS

BATCH	DATE	AMT	CUST CFL 50% ADJ	LWD MTR LEAK ADJ	MISC ADJ		MISC ADJ EXPLAIN.
	5/5/2022	(61.73)		(61.73)		\$ -	LWD Facilities - leak at the meter
14337.06	5/17/2022	(42.50)			(42.50)	\$ -	No usage for less than 15 days
16978.03	6/6/2022	(35.00)			(35.00)	\$ -	Reverse NSF Fee
16449.02	6/7/2022	(37.35)			(37.35)	\$ -	Reverse late fee
19411.01	6/8/2022	(77.12)		(77.12)		\$ -	LWD Facilities - leak at the meter
21037.06	6/22/2022	(106.38)		(106.38)		\$ -	LWD Facilities - leak at the meter
24199.02	7/8/2022	(35.00)			(35.00)	\$ -	Reverse NSF Fee
20087.02	7/18/2022	(256.25)		(256.25)		\$ -	LWD Facilities - leak at the meter
14230.04	7/26/2022	(269.48)		(269.48)		\$ -	Meter Leak Adjustment
11728.05	8/3/2022	(108.53)		(108.53)		\$ -	LWD Facilities - leak at meter, backside of line setter
11697.02	8/3/2022	(59.70)		(59.70)		\$ -	LWD Facilities - leak at meter
11610.02	8/5/2022	(201.61)			(201.61)	\$ -	Waive door hanger and late fees
21037.06	8/11/2022	(24.97)		(24.97)		\$ -	LWD Facilities - leak at meter, pinched gasket
20307.01	8/23/2022	(35.00)			(35.00)	\$ -	Reverse NSF Fee
11369.02	8/24/2022	(161.84)	(161.84)			\$ -	One time only meter leak adjustment
19793.03	9/12/2022	(1481.37)	(1481.37)			\$ -	One time only meter leak adjustment
13550.01	9/13/2022	(143.82)		(143.82)		\$ -	LWD Facilities - leak at meter
14230.04	9/13/2022	(60.63)		(60.63)		\$ -	LWD Facilities - leak at meter
14285.04	9/13/2022	(186.98)	(186.98)			\$ -	One time only leak adjustment
22825.08	9/30/2022	(40.00)			(40.00)	\$ -	Waived cut fee as customer agreed to sign up for ACH
12324.01	10/6/2022	(35.00)			(35.00)	\$ -	Waive NSF Fee
10935.05	#####	(260.25)	(260.25)			\$ -	One time leak adjustment
15667.01	#####	(39.27)		(39.27)		\$ -	LWD Facilities - leak at meter
11887.02	11/3/2022	(111.81)		(111.81)		\$ -	LWD Facilities - leak at meter
22548.02	#####	(584.52)	(584.52)			\$ -	One time only meter leak adjustment
15241.01	12/1/2022	(34.38)		-34.38		\$ -	LWD Facilities - leak at meter
14209.05	12/1/2022	(237.96)		(237.96)		\$ -	LWD Facilities - leak at meter
23321.01	12/9/2022	(78.35)		(78.35)		\$ -	One time leak adjustment
10611.05	#####	(111.42)			(111.42)	\$ -	Adjust 2 bills. Meter was OLT and account should have been closed.
19107.09	#####	(153.65)		(153.65)		\$ -	LWD Facilities - leak at meter
23386.02	#####	(191.05)	(191.05)			\$ -	One time only leak adjustment
						\$ -	
			(4679.81)	(3411.40)	(2412.49)	\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	

Customer paid but applied it to the wrong account



HR Manager's Report
March 16, 2023
Board of Commissioners Meeting

Succession Planning

Included in your packets this month is the updated succession planning worksheet for 2023. In partnership with the General Manager, Human Resources is responsible for maintaining this plan in order to define key roles within the District and identify suitable replacements should they become vacant.

For 2023, there were a couple of changes and/or additions to the retirement status column, with two employees retiring in 2023, two in 2025, one projected in 2027, and one projected in 2028. Additional potential incumbents were also added to the Operations & Maintenance Department Head and Lead positions. As approved by the Board, we will not be replacing the Foreman position, rather parsing out his responsibilities to others.

Mission, Vision, and Values Statements (MVV) Project

The first committee meeting for the MVV project went well and served as an introduction to the project, laying out project goals and timeline. The second meeting is scheduled for the morning of this month's Board meeting. I intend to provide periodic progress updates to the Board via the HRM report and anticipate completion of the project in time for the June meeting.

Employee Appreciation Day

Employee Appreciation Day occurs on the first Friday of March each year. This year, we recognized three employees who consistently went above and beyond this past year, demonstrating exceptional leadership, teamwork, and initiative – one from Customer Service, one from Operations & Maintenance, and one from Pumping & Water Treatment. We appreciate the Board for allowing this recognition event to occur.

Lakewood Water District Succession Planning Worksheet - 2023

Position Title	Urgency if Vacant	Employee Name	Potential Incumbent Name	Retirement Status	Criticality	Ready Now	Ready 1-2 Years	Planning Priorities
General Manager	1	Randy Black	Unknown/Outside	A - 2023	1	0	0	High
IT Manager	2	Christian Fast	Outside	F	1	0	0	High
Engineering Manager	3	Marshall Meyer	Outside	F	2	0	0	High
Operations Manager	4	Ian Black	Within District/Outside	F	2	0	0	High
Finance Manager	5	Philip Mendoza	Outside	F	1	0	1	High
Human Resources Manager	6	Briana Levo	Outside	F	2	0	0	Medium
Office Manager	9	Teri MacDougall	Outside	F	2	0	2	Medium
Pumping & Water Treatment Department Head	7	Donald Stanley	Zac Smith, Jacob Lea	C - 2028	2	1	1	Low
Operations & Maintenance Department Head	8	Robert Gaskin	Chris Bullard, Eric Schwind, Bob Brooks, Shaun Jorgensen	A - 2025	2	0	4	Low
Pumping & Water Treatment Lead	10	Zachary Smith	Jacob Lea	F	2	1	4	Low
Operations & Maintenance Lead	11	Donald Chris Bullard	Eric Schwind, Bob Brooks, Shaun Jorgensen	F	2	4	4	Low
Construction Inspector II		Samuel Bosma	Jordan Daulbaugh, Eric Schwind, Shaun Jorgensen	A - 2025	3	2	1	Medium
Construction Inspector I		Jordan Daulbaugh	Chris Randich	F	3	0	1	Medium
GIS Coordinator		Kevin Wyckoff	Outside	F	1	0	0	Medium
Billing Specialist		Amber Dickens	Doreen Funderburk, Megan Starkel	F	2	1	1	Low
Administrative Assistant		Jeri-Lynn Clark	Outside	F	2	0	1	Medium
Accounting Specialist I		Michelle Kohler	Non-Critical	F	2	1	2	Medium
Accounting Specialist I		Carrie Bledsoe	Non-Critical	F	3	1	2	Low
Customer Service Representative III		Doreen Funderburk	Non-Critical	F	3	N/A	N/A	Low
Customer Service Representative II		Megan Starkel	Non-Critical	F	3	N/A	N/A	Low
Customer Service Representative II		Deborah Fast	Non-Critical	F	3	N/A	N/A	Low
Customer Service Representative I		Luke Nishiko	Non-Critical	F	3	N/A	N/A	Low
Water Utility Worker III		Jacob Lea	Non-Critical	F	3	N/A	N/A	Low
Water Utility Worker III		Eric Schwind	Non-Critical	F	3	N/A	N/A	Low
Water Utility Worker III		Shaun Jorgensen	Non-Critical	F	3	N/A	N/A	Low
Water Utility Worker III		Robert Brooks	Non-Critical	F	3	N/A	N/A	Low
Water Utility Worker II		Kyle Lawson	Non-Critical	F	3	N/A	N/A	Low
Water Utility Worker II		Brent Davison	Non-Critical	F	3	N/A	N/A	Low
Water Utility Worker II		Rodney Bowen	Non-Critical	F	3	N/A	N/A	Low
Water Utility Worker II		Tyler Marsh	Non-Critical	F	3	N/A	N/A	Low
Water Utility Worker II		Lucas Robinson	Non-Critical	F	3	N/A	N/A	Low
Water Utility Worker II		Ryan Alvis	Non-Critical	F	3	N/A	N/A	Low
Water Utility Worker I		Clark Pulk	Non-Critical	C - 2027	3	N/A	N/A	Low
Water Utility Worker I		Christopher Randich	Non-Critical	F	3	N/A	N/A	Low
Foreman/Safety Officer		Alexander Rae	Not replacing the Foreman position	A - 2023	N/A	N/A	N/A	N/A

Retirement Status	
A	Likely within 2 years
B	Likely within 3 years
C	Likely within 6 years
D	Likely within 8 years
F	10+ years

Criticality	
1	Critical, must hit ground running
2	Very important, fully functional within six months
3	Important, must be able to perform within 18 months

Color Key	
	Employed 5 or less years with LWD
	Position currently vacant
	Next retiring

Recruitment	
General Manager	Position Open June 2023
O&M Department Head	Position Open March 2024
Construction Inspector II	Position Open September 2024

**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	40,676,648	40,595,194	81,454	0.20%	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	82,548,723	76,198,929	6,349,795	7.69%	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)			6,349,795	7.69%			56,712,956	9.25%			49,020,866	7.56%			45,855,525	7.52%
2022 YTD	77,572,517.03	70,826,411	6,746,105.63	8.70%												
2021 YTD	77,993,182.87	73,977,113	4,016,069.68	5.15%												

Total Number of Customers Billed

	2023	BI-MONTHLY	2022	BI-MONTHLY	2021	BI-MONTHLY	2020	BI-MONTHLY	2019	BI-MONTHLY
January	7922		7786		7781		7759		7869	
February	8743	16665	8695	16481	8576	16357	8670	16429	7069	14938
March			7896		7679		7630		9143	
April		0	8704	16600	8472	16151	8494	16124	8528	17671
May			7908		7695		7698		7799	
June		0	8733	16641	8512	16207	8492	16190	8555	16354
July			7937		7698		7707		7779	
August		0	8745	16682	8522	16220	8526	16233	8488	16267
September			7932		7720		7793		7715	
October		0	8699	16631	8524	16244	8616	16409	8467	16182
November			7914		7664		7827		7666	
December		0	8613	16527	8515	16179	8459	16286	8469	16135
BILLS YTD:		16665		16481		16357		16429		14938
YEARLY TOTAL:		16665		99562		97358		97671		97547

**CUBIC FEET SOLD PER CLASS
2023**

	fire Mtr	commercial	multi units	residential	schools	Parks /Irrigation	school swim pool							WWSL	TOTAL
	FM/MISC	1C/CR	MUR	1R	1S/1S2	1PK	1SP	TOTAL INTERNAL	STEILACOOM	SUMMIT	WA WATER	FIRGROVE	SPANAWAY	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	1,400	2,791,000	9,412,500	8,154,500	155,300	32,400		20,547,100	1,392,700	4,710,333	5,388,451	4,797,621	3,758,989	20,048,094	40,595,194
March								-	-	-	-	-	-	-	-
April								-	-	-	-	-	-	-	-
May								-	-	-	-	-	-	-	-
June								-	-	-	-	-	-	-	-
July								-	-	-	-	-	-	-	-
August								-	-	-	-	-	-	-	-
September								-	-	-	-	-	-	-	-
October								-	-	-	-	-	-	-	-
November								-	-	-	-	-	-	-	-
December								-	-	-	-	-	-	-	-
Total YTD	1,400	5,524,100	15,385,700	16,224,200	430,700	104,200	-	37,670,300	2,977,900	9,254,511	11,354,231	10,160,941	4,781,045	38,528,629	76,198,929

2022 YTD	36,407,700	3,190,266	8,881,968	13,582,008	8,764,470	-	34,418,711
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2021 YTD	37,959,700	2,785,626	12,526,133	11,487,769	9,217,885	-	36,017,413
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vs 2022	103.47%	93.34%	104.19%	83.60%	115.93%		111.94%
vs 2021	99.24%	106.90%	73.88%	98.84%	110.23%		106.97%