



Regular Meeting Board of Commissioners
Thursday, June 22, 2023 - 3:30PM
In Person and Via Teams
Agenda

1. Call to Order
2. Attendance
3. Public Comment
4. [Approval of Regular Meeting Minutes from May 18, 2023, June 1, 2023, and June 7, 2023](#)
5. [Finance Manager's Report May 2023](#)
 - a. [Board Approval of Payables](#)
6. General Manager's Report
7. [Operation Report](#)
8. [Engineering Manager's Report](#)
 - a. [Conditional Acceptance Abitibi Well Evaluation](#)
9. [Office Manager's Report](#)
10. [Information Technology Manager's Report](#)
 - a. [Disposal of Surplus Items](#)
11. [HR Manager's Report](#)
12. Other Business
 - a. Acknowledgment of Employee Wages Increases
 - b. Lakewood City Council and District Commissioner meeting on June 26, 2023.
 - c. Commissioner Barton WASWD update
 - d. Next Commissioners Meeting July 20, 2023
13. Public Comment
14. Adjourn



**LAKESWOOD WATER DISTRICT
BOARD OF COMMISSIONERS
Minutes of Regular Meeting
May 18, 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, IT Manager C. Fast, Administrative Assistant J. Clark.

3. PUBLIC COMMENT

None.

4. PRESENTATION OF THE FEMA VIDEO

Presentation of a video from FEMA Hazard Mitigation and they selected our Steilacoom Blvd. tank as the project for the video. The video can be viewed on YouTube at: <https://youtu.be/vjggwTpgDLE>

5. APPROVAL OF MEETING MINUTES FROM 04/20/23 REGULAR MEETING.

COMMISSIONER REDISKE MOVED TO APPROVE THE APRIL 20, 2023, REGULAR MEETING, SECOND BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.

6. FINANCIAL INFORMATION

Philip Mendoza, Finance Manager, presented the April 2023 financials to the Board. He shared that *retail sales* in April 2023 were 4.29% lower than budgeted and 2.84% higher YTD. *Wholesale water sales* are 3.68% lower than projected and 2.56% lower YTD, *Operating revenue* is 2.88% lower than budgeted and within 1% of the budget. *Pumping operations* is 20.8% lower than budget and 12.6% under budget YTD; *Water Treatment operations* are 56.15% under budget and 12.6% under budget YTD. *Transmission and Distribution operations* is 6.74% under budget and 12.3% under budget YTD. *Total operating expense* is 24.2% under budget and 15.9% under budget YTD. Maintenance Expense 3.83% under budget and 5.2% higher budget YTD (Water main break).

a. Approval of Payables

Disbursements made from the General Ledger Fund for checks number 45888 through 45988 totaling \$1,525,999.01, salary direct deposits totaling \$207,223.88, payroll taxes totaling \$79,434.55, and other electronic payments totaling \$325,264.12 for a total of \$2,137,921.56 were presented to the Board for approval.

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

7. GENERAL MANAGERS REPORT

Randall Black, General Manager, provided the following updates:

Water Week was a success! We had 31 donations and raised \$1,746.00 for LASA to distribute to customers through our CAP (Customer Assistance Program). Thank you to Teri McDougall & Jeri-Lynn Clark for their hard work on this event, and a big thank you to Sandy Rae for getting great donations!

Western State Hospital

General Manager Black shared an update on Western State Hospital. The District sent DSHS the DEA. He received a call from Larry Covey and Jeanne Rodriguez (DSHS) to better understand the District's requirements. There was a lengthy conversation about the GFC charges, the value of water rights, and what giving us water rights means. Water rights are not calculated in our GFC charges because we don't pay for them. Water rights are given through the State of Washington. Some expenses are associated with it, such as hydrogeologist and consultant time.

GFC charge takes storage, distribution, and fire flow to calculate the charge. DSHS would give the District water rights to meet their current needs because they would no longer be pumping, distributing, or treating that water; the District would be taking care of it. After talking with them, they now have a better understanding of water rights. The most urgent is getting the DEA signed so that we can continue to work on this project; without it, we can't move forward. Next would be the agreement for the project and the conditional assessment. They do not have any issues with the DEA. Once we have the DEA signed, we will start submitting for reimbursement of staff time for any work done on the analysis and Conditional Acceptance.

The District is concerned about the proposed geothermal wells. They are planning 50-100, three-hundred-foot-deep geothermal wells; this is a concern for the District if they have a leak or other contamination and cause possible cross-contamination. We want to know their safety plan for these wells.

General Manager Black will keep the Commissioners updated as it progresses.

PFAS Partnership Meeting with potential allies is June 6, 2023, at 10 AM in the boardroom and will be available in person and on Teams. District attorney Jeff Kray and his staff will be here to discuss the impacts other districts are dealing with and what help they have received through the state agencies (DOH, DOE, and the Attorney General's office), and what the agencies can do to help the military bases to start moving forward on treatments. Commissioner Barton will attend on behalf of the Commission.

Legislative Bills There are a few new legislative bills that affect water districts.

SHB 1329: Utility Shutoffs – Extreme Heat. Effective July 2023

Water (and power) service to residential customers may not be disconnected for lack of payment on any day when the national weather service has issued or has announced that it intends to issue a heat-related alert. District legal counsel is working on a resolution to address the new utility shutoffs regulation.

HB 1491: Prohibiting Unjustified Employer Searches of Employee Personal Vehicles. HB 1491 Recently passed, and we will update the resolution and staff handbook to reflect the changes.

SHB 1181: Improving the State’s Response to Climate Change.

We will need to update the comp plan to reflect on how we will look at low-carbon construction; low-carbon heating and air conditioning are now required if you add on or extend your building. The District will need to look at all the different alternatives when making construction decisions.

General Manager shared concerns regarding Clover Creek Watershed Council (CCWC). Their requests have taken a lot of staff time, and it is frustrating when staff take time to research information, and then it appears that CCWC members are sharing different and/or inaccurate information.

Commissioner Rediske asked who is on the committee and how a person gets on the committee. General Manager Black shared that CCWC is a volunteer position for Pierce County and is overseen by a Pierce County staff member who staffs the committee. Each member has a term of four years and is appointed by Pierce County Councilmembers.

Commissioner Barton recommends giving a presentation to the County Commissioners, so they are aware of the facts. General Manager Black shared that would work, and he was also thinking of writing an article in The Suburban Times. The only fix is doing a basin study. The last one was in 2003; it wasn't completed due to the tribes pulling out of the study due to the lack of data and facts concerning other aspects of usage within the basin.

Commissioner Korsmo shared his concerns about the elimination of the single-family home zoning. This is a concern of how many water connections could occur from this new rule. General Manager Black shared that per legal counsel, nothing in the bill states you have to grant a discount or lower your costs. The GFC charge and resolution we did last year to address ADUs covers the District. General Manager Black shared that this will be a more significant issue for the City of Lakewood.

Operations Manager Black shared that this greatly impacts our water growth plan. We could have water demands in areas where we would never have that demand. The number of residential homes in Lakewood may double, triple, or quadruple now. There's an unlimited number of homes per lot. This will have an impact on the number of services that are put in the road. Putting four units on one property will be four water, sewer, and telephone connections.

8. OPERATIONS REPORT

Ian Black, Operations Manager, shared some recaps from his report provided in the packet. The flushing program is taking a little longer than planned due to not flushing last year, should be done by mid-June. The fire hydrant program is about 75-80% done. Two projects are starting on Elwood and Dresden (in partnership with the City of Lakewood) and the 96th and Front St. project (the last of the projects in aid of the wholesale transmission). The Spanaway Wholesale connection project is scheduled to have the final paving on May 24, 2023.

Western State Hospital – Operations Manager Black shared he has been working with Scott Muran from KPFF, the civil engineering firm working on this project. He shared it has been a bit of a challenge; they sent us plans that were 50% complete and didn't have a lot of the needed details. Usually, at this point, you're zeroed in on many things. Operations Manager Black commented, "You haven't put any water going to the generator buildings or your power plant. You might want to consider that." He shared it has been broad-based at this stage. We're hoping to get more into the details very soon.

Commissioner Barton inquired about the Western State Hospital line "would never have had non-chlorinated water." Operations Manager Black shared that we would not want a system that did not have chlorinated water. Their phasing plan for the existing hospital has them building the loop in phases and using Western State Hospital water until the project is complete. The District will not have a non-chlorinated system. If you are building it, build the loop in its entirety and have chlorinated water. Every time they build another section, they have to break that line down and add another connection that needs to come out of service. We suggested taking six weeks and adding the 5,000 feet of pipe to build the loop. Then fill it full of water, then we can start the service line connections. The hospital is not looking at anything except for the building and not what it will take to build the proper water main and water connections.

General Manager Black also shared that we have not received any water quality samples, so we do not want to risk it going into the new system. We don't know if they have been tested for PFAS. There is a lot to still figure out.

Commissioner Korsmo shared that he appreciated the map with which are AC mains, and which are ductile mains.

9. ENGINEERING MANAGER'S REPORT

Marshall Meyer, Engineering Manager, shared that most of the information is in his report. He did share that water production is up from 11gmd-12gmd to 16gmd-17gmd. He shared that the staff have been great in preparing for the upcoming warmer weather and made some adjustments to the valves, so when the weekend hit was smooth sailing the entire time.

Wholesale Pump Station 1 - Pump inlet screens have now been installed on all four pumps at Wholesale Booster Pump Station 1 to protect them from additional rocks that may be in the pipeline and could cause damage. The staff did a great job working

quickly to prepare the pumps for service by PumpTech. The entire process took two working days, and there was no water service interruption.

N-3 Well View Rd. – Is now installed and hooked up; we will be flushing and doing bacteriological testing.

Engineering Manager Meyer shared that his team noticed that one of the wells hadn't been doing as well as they would like in removing that manganese over the last year or so. They have invested a lot of time and research into figuring out the challenge. They changed some of the chemical dosing and changed some locations where they physically injected some of the chemicals to give it more time to react. They never gave up trying to figure out how to make it better. They changed a couple of our operational parameters and have been able to put it back in service, running reliably and getting good results.

Engineer Manager Meyer wanted to share how pleased he is with their dedication and high standards. The key staff working on this project are Jacob Lea, Zac Smith, and Ryan Alvis.

Engineering Manager Meyer gave a presentation on Lakewood Water District Well Maintenance Program. We have 33 wells, ranging in depth from 100' to 1,100'. We pump from four aquifers A-8 wells, C-9 wells, E-14 wells, and G-2 wells. The average age of the wells is 52 years and were constructed between 1952-2022.

He shared information on the different well components (casing, seal, and wellhead), as well as the types of pumps and motors, both submersible and turbine well pumps. He shared the District has started moving towards the turbine well motors for easier repairs. Next, he showed photos of the ground well screen and pack. We track well construction logs, flow rate and volume pumped, water quality information (pH, hardness, temperature, minerals, etc.), static and pumping water levels, and water level recovery. On a regular basis, we do well inspection and testing (water quality testing, video inspection, measure well pack, and pump testing). Some common well problems are (sand through the well screening, screen damage, casing damage, biofouling, well screen plugging, and well pack loss). We use rehabilitation methods such as (brush and bail, surge, jetting, and chemical treatment). The typical life expectancy is 50 years, but it can be extended with a good maintenance and rehabilitation schedule. The typical schedule of activities: water level tracking (continuous), motor and pump performance (monthly), video inspections (every 5 years), brush and bail (every 5 years), redevelopment (as needed), and pump replacement (every 15-20 years).

10. IT MANAGER'S REPORT

No cyber security issues this month. Dish is now at Oakbrook, making its fourth cell tower site. Clover Park School District has expressed interest in the Hemlock site for three private radio antennae. They would use the antennas for communication throughout their district headquarters and the bus yard.

11. HR REPORT

General Manager Black shared that the travel policy has been updated in the employee handbook. Commissioner Rediske inquired how many staff travel each year. General Manager Black shared on average that around twelve staff travel to the different conferences. We make sure all departments have a chance to attend a conference.

12. OTHER BUSINESS:

- a. There were no wage increases this month.
- b. General Manager Black would like to schedule a special meeting presenting PFAS funding options on June 1, 2023, at 9:00 AM. The board agreed to the special meeting date and time.
- c. Commissioner Barton provided a brief update on the WASWD Legislative Committee. At the last government relation committee, they started working on the 2024 legislative agenda. PFAS, Bio-Solids, and Utility Tax are some items they will be working on.

They did a survey to see who is paying utility tax, and 44 districts responded; the average response was 6%-12%, and one district in Vancouver has a 40% tax on their base fee.

The Public Works Trust fund was funded at \$400 million, which is close to the revenues they take in. The loans are low-interest 1% loans, and he would encourage the District to apply early before the funds run out.

Next is expanding the in-house public works project to match cities. Districts can now select a different contractor who is not the lowest bidder if there are existing challenges with that contractor.

Commissioner Barton recapped the capital budget and some of the highlights that could benefit the District: \$400M Public Works Fund; \$1.38M State Revolving Fund.

Thank you to Rep. Mari Leavitt for working to get the District \$1.86M.

- d. Our next Special Commissioner's meeting will be on June 1, 2023, at 9:00 AM.
Our next Regular Commissioner's meeting will be on June 22, 2023, at 3:30 PM.

12. PUBLIC COMMENT

None.

13. ADJOURN

President Korsmo adjourned the meeting at 5:03 PM.

**LAKWOOD WATER DISTRICT
BOARD OF COMMISSIONERS**

BY:

ITS PRESIDENT

BY:

ITS SECRETARY

BY:

ITS VICE PRESIDENT

BY:

DISTRICT SECRETARY (DATE)

DRAFT



**LAKESWOOD WATER DISTRICT
BOARD OF COMMISSIONERS
Minutes of Special Meeting
June 1, 2023
Boardroom & Via Microsoft Teams**

1. CALL MEETING TO ORDER

President Korsmo called the Regular Meeting to order at 8:30 AM.

**Technical difficulties, no sound until 8:39 AM.*

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, and Administrative Assistant J. Clark.

3. PUBLIC COMMENT

None.

4. PFAS PLAN UPDATE PRESENTATION

Engineering Manager Meyer gave a presentation on how the new proposed MCL will affect four additional wells for a total of eight.

Four wells effected under DOH SAL Previously approved:

2023 Projects

- New wells Scotts G-4 and Lake Ave K-3
- Oakbrook O-2 replacement well
- Hipkins Rd I-3 replacement well

2024 Projects

- Oakbrook O-3 replacement well
- Country Pl. U-1 replacement well or treatment

With the new MCL at 4ppt we will have four additional wells that will need to be shut off and treated.

- 88th & Pine well site J-1, and J-3
- Washington Blvd. E-3
- Yard Well D-3

EPA Proposed Rule
MCL 4ppt for PFOS and PFOA and 4 other chemicals.

	PFOA	PFOS	PFNA	PFHxS	PFBS	GenX
SAL	10	15	9	65	365	N/A
Proposed MCL	4	4	10*	9*	2000*	10*

**EPA's Proposed MCL used a Hazard Index to consider the combination of four contaminants.*

EPA uses a weighted average to determine chemicals according to the rules. Under the Safe Drinking Water Act, you can't combine chemicals to lead to a cause or effect on the consumer. They need to take each chemical as it is and then show what the health risk is for that chemical.

General Manager Black shared that there were over 1,000 comments submitted to the EPA regarding the new MCL, sharing concerns about the timeline, the combination of chemicals to come up with the MCL, and the cost of treatment.

EPA has estimated the treatment costs 3x lower than the actual. Their estimate for treating 1mgd is \$550K; the actual amount for the two treatment plants we put in is \$1.6M. Timing is also a challenge; there are only 5 manufacturers that make the GAC equipment (4 in the United States and 1 in Canada). The EPA's rule says you have to be able to identify and implement a program and treatment within three years. The Scotts project took almost three years due to how long it took to make the equipment. It takes around 48 weeks to get the GAC cylinders and containers, and that is before the rush of everyone testing. It won't be possible for everyone to get done in 3 years if the new rule goes through.

The data that has been collected is on 1/16 of the number of utilities that are in the United States alone. Under UCMR 5, in the next few months, EPA will get over 200,000 samples nationwide. They're going to give a broad look at what the issues really are and whether these are the right chemicals, are there different ones, or what the new information will show. AWWA is asking that the EPA start at 10ppt under the proposed rule until they get the data and look at everything that comes in through the testing under UCMR 5.

Engineering Manager Meyer shared charts showing when we will start seeing the effects of having the additional wells down. The ideal running pumping capacity is 20 hrs. a day; we will need to run 24 hrs. a day to meet the water demand. If the new MCL starts in 2028, we will not have the capacity to keep up.

Options

Do Nothing Additional

- 0.25 MGD shortfall by 2028, increasing to 1 MGD by 2030 and 3.5 MGD by 2043

Wait until the rule is finalized in early 2024.

- Miss funding opportunities.
- Unknowns remain.
- Risk of project delay and supply shortfall.

Exceed desired run time of pumps to meet demands.

- Increased risk to pump/motor failure, significant lead times still impact replacement equipment.
- Likely increase in overtime costs for O&M of sources in summer.

Proposed projects

- Increases near-term capital project spending.
- Supply meets demand forecast.
- Spread costs through multiple years.
- Allows for additional funding opportunities in the future.
- Allows for adjustment if rule is delayed or MCLs increase.

Under the proposed rule, we have three years to conform and address PFAS; being in Washington State, we have an additional two years because they have a conformance agreement with the EPA. The proposed timeline is based on the five-year timeline.

Recommended Projects:

Country Place

- 1 Well (U-1 Well)
- GAC Facility (Smaller than Ponders)
- 900 gpm
- Small project site, requires homeowner coordination
- High voltage overhead power lines at site
- Estimated cost - \$4.5M

The first project we're recommending is a GAC treatment facility at the Country Place U-1 well, which is at the District's northern end. This would be a smaller facility than Ponders, about 900 gallons per minute. It's about half the flow rate of the Ponders well site. There are certainly some constraints on the site dealing with the homeowner association and nearby homes. Due to our existing facility being in an easement and some high-voltage power lines, we would need to have shorter treatment vessels and a bigger footprint.

88th & Pine

- 3 Wells (J-1, J-2, J-3 Wells)
- J-2 Well off due to hydrogen sulfide
- GAC facility similar size to Ponders
- Benefit – J-2 Well will come online too
- 1,800 gpm combined capacity
- Estimated cost - \$5M
- Future tank replacement project at site

There are three wells at the site. One of the wells, J2 well, is already turned off due to hydrogen sulfide. It's more of an aesthetic concern. One of the primary treatment techniques for treating hydrogen sulfide is activated carbon; by adding an activated

carbon system here for the two wells, J-1 and J-3, that have PFAS, we will be able to turn on J-2 and get some additional capacity back. In 2006 we tried to go deeper into the aquifer but couldn't find it or at least any significant production. We ended up pulling the casing back and finishing in the same shallower aquifer. In this case, even though we've got the property, the deeper aquifer was not found at this location and was ruled out. The property will fit a GAC treatment facility. It's a similar capacity to the Ponders well site of 1,800 gallons per minute.

General Manager Black shared that this is the quickest response time to address PFAS. We've taken a look at everything that is affected by PFAS, and we've taken a look at what gives us the quickest response time to address more sources, and these are the two sites that do that because we are limited. We can't do much more at J at any of the Pine. We've already tried drilling deeper. We know there's no water there deeper, so we are limited.

Recommendations

- Continue with projects approved in 2023
- Move forward with
 - U-1 GAC Facility – start design in 2023; construction/material orders in 2024
 - J-1, J-2, J-3 GAC Facility – start design in 2023; construction/material orders in 2024

Assuming the Board approves the loan application to the Public Works Trust Fund Board, we would immediately go out with an RFP. By August of this year, we would have the consultants contracted and started on the design. Doing this will help mitigate that big dip that we anticipated in 2028 because we would not need to turn off our 88th and Pine wells when the MCL goes into place, and we would also be able to turn on some additional sources with the E-1 well. This help flat lines the supply and projections moving forward with these projects, we'll have our 20-hour supply above our maximum daily demand.

Also, as noted, that does significantly increase the program costs because of these two projects and additional measures that we would need to take in later years for our D-3 well and our E-3 well. This would buy us time to address those other two remaining wells and develop additional funding opportunities. If the EPA changes its rule, those two wells will drop off. Those two are lowest at about 6ppt and 7ppt. They are just above the proposed MCL. If approved, then this would continue to have the first four wells online.

Summary

If approved:

- G-4 Online – online 2025 (underway with grant funds)
- K-3 Online – online 2025 (underway with grant funds)
- I-3 Online – online 2025 (awarded loan funds through DWSRF)
- O-2 Online – online 2025 (awarded loan funds through DWSRF)
- Country Place GAC online 2026 (new project)
- 88th & Pine GAC – online 2026 (new project)
- New projects represent an additional \$10 Million.
- Apply for Public Works Board Loan (1.72% interest for 20 years) to fund new projects.
- Looking at options to offset impacts to rates in budgeting process.

One slight revision is the I-3 well. If we have these additional projects approved, we could shift that project out a bit so that it would be online in late 2026.

The two projects represent around \$10 million of additional capital projects. We would like to apply for the Public Works Trust loan at a 1.72% interest rate for 20 years to fund these new projects, and then we would look at options to offset impacts on rates in the budget process. We're working with FCS Group to take a closer look at that, and at the July Board meeting, we provide an update on what options are available.

Financial Overview

Capital program to meet SAL - \$19.69 million (previously) from 2024 – 2027,
 Capital program to meet MCL - \$31.86 million from 2024-2030

	2023	2024	2025	2026	2027	2028	2029	2030	TOTAL
SAL	\$2.68M	\$7.48M	\$6.37M	\$-	\$-	\$-	\$-	\$-	\$19.69M
Grants of \$3.81M secured, loans of \$8.20M secured, leaving \$7.68M to fund									
MCL	\$3.28M	\$8.49M	\$7.25M	\$4.94M	\$2.57M	\$0.84M	\$2.62M	\$1.87M	\$31.86
Grants of \$3.81M secured, loans of \$8.20M secured, leaving \$19.85M to fund									

Proposed MCL further increases rates unless additional grant funding is secured, or other spending is cut.

Borrowing \$10M from PWTB does not have a negative impact on rates compared to budget as borrowing was already planned and leaves future funding need of \$9.85M.

Request

- Authorize loan application to Public Works Board Loan of \$10 million for U-1 and 88th & Pine GAC facilities – allow staff to start design process on these two sites.
- Authorize resolution for GHG Emission policy as required for loan application.

MOTION TO AUTHORIZE A LOAN APPLICATION TO THE PUBLIC WORKS TRUST BOARD FOR \$10M BY COMMISSIONER REDISKE. SECONDED BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.

5. APPROVAL OF RESOLUTION B-1481 ESTABLISHING A GREENHOUSE GAS EMISSION REDUCTION POLICY

MOTION TO APPROVE RESOLUTION B-1481 ESTABLISHING A GREENHOUSE GAS EMISSION REDUCTION POLICY BY COMMISSIONER REDISKE. SECONDED BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.

After the motion, Commissioner Barton would like to see language added to the policy regarding waste reduction and the R&R program. Continue the program of replacing aging water mains to reduce leaks and reduce the energy used to supply water that is

ultimately lost through leaks. Clarification language will be presented in July for approval.

Due to Commissioner Barton wanting language change in Attachment A,
COMMISSIONER BARTON WITHDREW HIS SECOND, COMMISSIONER REDISKE WITHDREW HIS MOTION.

MOTION TO APPROVE RESOLUTION B-1481 ESTABLISHING A GREENHOUSE GAS EMISSION REDUCTION POLICY WITH THE ADDITION OF R&R PROGRAM WHICH MAKES OUR SYSTEM MORE ENERGY EFFICIENT BY COMMISSIONER BARTON. SECONDED BY COMMISSIONER REDISKE. MOTION PASSED UNANIMOUSLY.

MOTION TO APPROVE RESOLUTION B-1481 ESTABLISHING A GREENHOUSE GAS EMISSION REDUCTION BY COMMISSIONER REDISKE. SECONDED BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.

6. AUTHORIZATION TO APPLY FOR PUBLIC WORKS TRUST LOAN
See above item #4.

7. APPROVAL OF THE NEW DISTRICT LOGO
HR Manager Levo presented the new logo in a primary standard and a secondary use logo format.

MOTION TO APPROVE NEW DISTRICT LOGO AS PRESENTED BY COMMISSIONER REDISKE. SECONDED BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.

8. PUBLIC COMMENT
None.

9. ADJOURN
President Korsmo adjourned the meeting at 9:36 AM.

**LAKWOOD WATER DISTRICT
BOARD OF COMMISSIONERS**

BY:

ITS PRESIDENT

BY:

ITS VICE PRESIDENT

BY:

ITS SECRETARY

BY:

DISTRICT SECRETARY (DATE)

DRAFT



**LAKESWOOD WATER DISTRICT
BOARD OF COMMISSIONERS
Minutes of Special Meeting
June 7, 2023
Boardroom & Via Microsoft Teams**

1. CALL MEETING TO ORDER

President Korsmo called the Regular Meeting to order at 4:08 PM.

2. ATTENDANCE

Present at the meeting: Commissioners J. Korsmo, G. Rediske, and G. Barton; General Manager R. Black, HR Manager B. Levo, and Administrative Assistant J. Clark.

3. PUBLIC COMMENT

None.

4. EXECUTIVE SESSION RCW 42.30.110(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

Commissioner Korsmo called Executive Session to order at 4:10 PM, estimated time 30 minutes. Commissioner Korsmo called for a 10-minute extension. Commissioner Korsmo called for a 15-minute extension. Commissioner Korsmo called for a 15-minute extension. Commissioner Korsmo ended Executive Session at 5:20 PM.

5. PERFORMANCE EVALUATIONS OF PUBLIC EMPLOYEE

Board concurs with General Manager's decision to move forward with employee situation.

6. PUBLIC COMMENT

None.

7. ADJOURN

President Korsmo adjourned the meeting at 5:22 PM.

**LAKWOOD WATER DISTRICT
BOARD OF COMMISSIONERS**

BY:

ITS PRESIDENT

BY:

ITS VICE PRESIDENT

BY:

ITS SECRETARY

BY:

DISTRICT SECRETARY (DATE)

DRAFT

**LAKWOOD WATER DISTRICT
2023
INCOME STATEMENT**

MAY	CUR MO ACTUAL	CUR MO BUDGET	CUR MO VARIANCE	Y-T-D ACTUAL	Y-T-D BUDGET	Y-T-D VARIANCE
SALE OF WATER	627,505	648,740	(21,235)	3,382,314	3,327,570	54,744
OTHER OPERATING REVENUE	131,734	121,446	10,288	527,238	500,994	26,244
WHOLESALE WATER SALES	511,641	490,789	20,852	2,334,670	2,361,803	(27,133)
TOTAL OPERATING REVENUE	1,270,881	1,260,975	9,905	6,244,222	6,190,367	53,855
OPERATING EXPENSE						
PUMPING	109,197	114,702	(5,504)	506,106	561,471	(55,365)
WATER TREATMENT	29,879	43,070	(13,191)	139,859	215,350	(75,492)
TRANSMISSION & DISTRIBUTION	106,757	105,628	1,130	463,679	520,714	(57,035)
CUSTOMER ACCOUNTS	64,371	70,246	(5,874)	321,515	351,228	(29,713)
CUSTOMER INFORMATION	-	1,309	(1,309)	113	6,543	(6,430)
ADMINISTRATIVE & GENERAL	211,290	237,922	(26,632)	1,071,755	1,215,738	(143,984)
TOTAL OPERATING EXPENSE	521,495	572,876	(51,381)	2,503,026	2,871,045	(368,019)
MAINTENANCE EXPENSE						
SOURCE OF SUPPLY	3,484	3,440	45	16,139	17,198	(1,059)
PUMPING	18,546	21,953	(3,407)	98,674	109,765	(11,091)
WATER TREATMENT	8,629	16,032	(7,403)	52,356	80,158	(27,802)
TRANSMISSION & DISTRIBUTION	59,573	101,606	(42,033)	516,020	508,028	7,991
ADMINISTRATIVE & GENERAL	19,751	27,024	(7,273)	197,017	135,120	61,898
SUB-TOTAL	109,983	170,054	(60,071)	880,206	850,268	29,937
DEPRECIATION EXPENSE	262,000	262,000	-	1,310,000	1,310,000	-
UTILITY EXCISE TAXES	41,093	42,313	(1,219)	199,281	171,548	27,732
TOTAL MAINTENANCE EXPENSE	413,076	474,366	(61,290)	2,389,486	2,331,817	57,669
TOTAL OPERATING & MAINT EXPENSE	934,571	1,047,242	(112,671)	4,892,513	5,202,862	(310,349)
NET OPERATING REVENUE	336,310	213,734	122,577	1,351,709	987,505	364,205
GAIN (LOSS) ON DISP. OF PROPERTY	-	-	-	845	-	845
RENTAL OR LEASE INCOME	310	620	(310)	1,605	3,230	(1,625)
INTEREST INCOME	42,400	4,000	38,400	193,712	20,000	173,712
MISC NON-OPERATING INCOME	202,995	-	202,995	215,350	-	215,350
INTEREST L-T DEBT	(181,121)	(183,627)	2,506	(905,603)	(918,134)	12,531
DEBT ISSUANCE COSTS	-	-	-	-	-	-
CARES GRANT FUNDING	-	-	-	-	-	-
TOTAL MISC INCOME/EXPENSE	64,584	(179,007)	243,591	(494,091)	(894,904)	400,813
NET INCOME	400,894	34,727	366,168	857,618	92,601	765,018

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 45989 through
46081 and all electronic payments for this period are hereby approved for payment in the sum of
\$3,381,047 this 22nd day of June 2023.

Commissioner Korsmo

Commissioner Rediske

Commissioner Barton

General Manager

Check no.	Vendor Name	Payment Description	Amount
45989	Alvis, Ryan	Reimburse CDL License Fee	102.00
45990	Aperture EQ	De-Escalation Hostile Customer Training	3,850.00
45991	Aqua Terra	12/27/22- 3/31/23 Cultural Resources - K-3 & G-4	7,226.73
45992	Ceccanti Inc	Pay App #13 - Scotts Well Site Treatment	458,407.77
45993	Cintas Corporation	4/26/23 & 5/03/23 Weekly Svcs	352.17
45994	City of Lakewood	Pay# 14 - R&R - Grav, WA, Nyanza	108,583.32
45995	Dept of Commerce	PWTF Loan# 1 WHS & Loan# 2 Springbrook	84,972.75
45996	Enviro-Clean Equipment Inc	New Motor - Jetter Trailer (Power Washer)	1,200.10
45997	Fastenal	(40) Surveyor Vests & (2) LG First Aid Kits	1,345.18
45998	H D Fowler	(24) Meter Box Lids	937.73
45999	Harold LeMay Enterprises Inc	April 2023 - Dumpster, Recycling, Shredding	489.44
46000	HCON Inc	Main Break - 104th St & Butte Dr	2,308.91
46001	Ian Black	Reimburse CDL License Fee	136.00
46002	Jonas, Peter	Reimburse x2 Wtr Avail App Fees - Not Needed	260.00
46003	Keep Safety LLC	2023 Lock Out & Tag Out Training	1,466.20
46004	KPG PSOMAS	Eng Svcs - Hipkins Rd R&R (March 2023)	30,737.50
46005	Lakewood Hardware & Paint	Toilet Flapper W Wing; Vlv Kit Downstairs Rstrm	29.99
46006	Lowes Company	PVC Part/Wood/Sht Metal/Hose/Nozzle/H2O Filter	346.76
46007	Mooses Auto Tech	Trk# 25 (1) Wheel & Tire - Trk# 42 Oil Chg/Svc	680.65
46008	Old Castle Precast Inc	(1) Thick Slab Concrete Box Lid - Heavy Traffic	5,234.07
46009	Pierce County Sewer	April 2023 WA Blvd & Grav Lk Dr - Sewer Chgs	84.28
46010	Pro Call Center	April 2023 After Hours On-Call Svcs	312.41
46011	Pumptech LLC	(4) Basket Strainers - Wholesale	3,971.54
46012	S&B Inc	SCADA Upgrades (software + hardware)	44,408.00
46013	Tveten's Auto Tech	Trk# 51 Replaced Drivers Side Window Switch	211.86
46014	Utilities Underground	April 2023 - (329) Locates	424.41
46015	Water Management Labs	(37) Total Coliform Tests - (2) Silica Tests	895.00
46016	WA State Support Registry	May Payroll - 05/12/2023	195.50
46017	Airgas	(2) Acetylene Rentals	23.10
46018	Associated Petroleum Products	(570.20) Gals Unleaded & (35.10) Diesel Fuel	2,503.65
46019	Bill Clarke Attorney at Law	April 2023 WA State Legislative	3,500.00
46020	Brooks, Bob	Uniform Reimbursement	280.13
46021	Caselle	June 2023 Contract Support & Maintenance	3,630.00
46022	Centurylink Inc	Internet Svcs - (2) Sites	161.71
46023	Cintas Corporation	5/10/23 Weekly Svcs	157.78
46024	Construction Testing Labs	April 2023 Scotts Well Site - Concrete Work	735.00
46025	Cosco Fire Protection	2023 Annual Inspection	1,275.00
46026	Eurofins Eaton Analytical Inc	2/28/23 PFAS Test	600.00
46027	Ferguson Enterprises	(2) 140 Vita-D Chlor Tablets	1,396.89
46028	Ferguson Waterworks	(10) 2 Inch C2 Omni Meters	19,366.79
46029	Grainger	(2) Steel Sockets - X-Long - Zinc Plated	145.33
46030	Kennedy/Jenks Consulting	April 2023 Scotts PFAS Treatment	7,658.55
46031	Lakewood Hardware & Paint	Bolts - Threaded Rod - Misc Supplies WSB# 1	48.63
46032	Marten Law	April 2023 PFAS Svcs	66,158.43
46033	Mooses Auto Tech	Trk# 48 (1) New Tire	181.98
46034	Old Castle Precast Inc	(1) Thick Slab Concrete Box Lid - Heavy Traffic	5,234.08
46035	Pacific Groundwater Group	April 2023 LKWD WD 3-Well Rehab Project	1,585.00
46036	Petty Cash	Propane/Ice/Moss B Ware/Parts Equip Repair/Mileage	429.17
46037	Rainier Supply	(10) Heat Shrink Caps - (1) 125 AMP Panel - Gskt	343.04
46038	Seattle Ace	Weather Stripping/Plastic Anchors/Corner Braces	36.39
46039	Tveten's Auto Tech	Trk# 54 Oil Chg & Svc	110.01
46040	Verizon Wireless	April 2023 SCADA Data Chgs	1,065.42
46041	Vermeer Northwest Sales	(1) Pulling Cable	187.85
46042	Zoro	(1) Exit Sign - W/Emergency Lights	70.42
46043	Auburn Avery	May Payroll - OT Correction	52.06
46044	Kegan Rounds	May Payroll - OT Correction	209.15
46045	Seth Skipworth	May Payroll - OT Correction	311.33
46046	Cargill Salt	(1) Pallet Salt - (882) 50 lb Bags	9,501.70

46047	Cintas Corporation	5/17/23 Weekly Svcs	194.39
46048	Core & Main	(4) Bonnet Gaskets/(2) Hydrants/(6) Storz Adptrs	9,754.64
46049	Day Wireless Systems	(2) Radio Antenna's	162.98
46050	Ferguson Waterworks	(24) 1 Inch Iperl Meters - (2) 140 Pk D-Chlor Tablets	7,570.64
46051	Grainger	(3) Assorted Size Reducers - 104th St Booster	63.59
46052	H D Fowler	Brass Svcs - Elwood & Hipkins Phase# 1	22,473.96
46053	Horizon	(1) Box 12 Each - Splice Kits	280.50
46054	KPG PSOMAS	02/23 & 04/23 Hipkins Rd Water Main Relocation	54,822.00
46055	Legacy Tapping	(1) 8x6 Hot Tap & Svc - 9505 So Tacoma Way	4,152.50
46056	Seattle Ace	Connectors/Clamps/Adptrs/Glv Unions, Cplgs, Elbows	183.99
46057	Tveten's Auto Tech	Trk# 49 Oil Chg & Svc	79.94
46058	Water Management Labs	(14) Total Coliform P-A 3 Tests	294.00
46059	West Pierce Fire & Rescue	2023 Fire Protection Contract	40,232.11
46060	Lakewood Water District	May Payroll 5/25/23 - Employee Fund	315.00
46061	WA State Support Registry	May Payroll 5/25/23	195.50
46062	American Landscape Svc	Various Wells Sites/Main Office/NY Ave/115th St WHS	6,924.50
46063	Centurylink Inc	(8) Sites - Internet Svcs	694.87
46064	Cintas Corporation	5/24/23 Weekly Svcs	157.78
46065	Day Wireless Systems	May23 Communication & Radio Svcs	636.41
46066	Grainger	(2) 6 Pk Key Tags/(10) Filter Cartridges/(1) Ck Vlv Sckt	606.68
46067	Horizon	Assorted Shovels & Hand Pumps	947.66
46068	Loren & Tatsiana Hohn	Reimburse Hoses, Sprinklers, & Gate Sensor	1,220.83
46069	Mooses Auto Tech	Trk# 42 Repairs, Parts AC Unit & Trk# 52 Oil Chg/Svc	784.94
46070	Pierce County Auditor	(2) Lien Release - 8305 71st Ave Ct & 9222 Hipkins Rd	36.00
46071	Rainier Supply	15A Plug/Bushings/Compression Lugs/Plastic Tape	615.03
46072	Seattle Ace	N-3 Surge Protector/Electrical Tape/Ball Vlvs/Nipples	163.74
46073	Sprague Pest Solutions	May23 Pest Control Svcs	104.50
46074	Town of Steilacoom	May23 View Rd Electric & Sewer Chgs	646.47
46075	Tveten's Auto Tech	Trk# 41 Oil Chg & Svc	79.94
46076	USPS	Consolidated Press - Annual Reports Postage (VOID)	-
46077	Water Management Labs	(52) Total Coliform P-A3 Tests & (2) MMO-Mug Tests	1,134.00
46078	Whitney Equipment Company	Repaired Brine Pump - Angle Lane	1,399.20
46079	WA State Support Registry	May Payroll (06/09/23)	195.50
46080	Ceccanti Inc	Pay App #14 - Scotts Well Site Treatment	473,964.00
46081	USPS	Consolidated Press - Annual Reports Postage Expense	7,518.60

Sub-Total

1,524,735.25

May Payroll	209,101.46
May Payroll Taxes (PMT# 729, PMT# 737)	80,549.80

Date

Other Electronic Payment

05/11/23	PMT# 730 - CEP Enterprises	2,299.00
05/11/23	PMT# 731 - Sir Speedy	1,268.50
05/12/23	PMT# 732 - WA Deferred Comp	3,835.35
05/12/23	PMT# 733 - WA PERS	25,088.39
05/18/23	PMT# 734 - Sir Speedy	1,732.73
05/24/23	PMT# 735 - RH2 Engineering	53,018.80
05/24/23	PMT# 736 - Sir Speedy	1,752.84
05/24/23	PMT# 738 - Aflac	546.45
05/24/23	PMT# 739 - WA Deferred Comp	3,835.35
05/24/23	PMT# 740 - Delta Dental	3,996.40
05/24/23	PMT# 741 - Principal Insurance	2,822.85
05/24/23	PMT# 742 - Regence	59,792.72
05/24/23	PMT# 743 - WA PERS	25,171.72
06/01/23	PMT# 744 - RH2 Engineering	35,719.19
06/01/23	PMT# 745 - Sir Speedy	1,826.96

B&O Tax	41,093.32
Key Bank Analysis Svc Charge (MAY)	900.16
US Bank CC (Less Power)	110,496.59
US Bank CC Power Costs	96,109.68
Paymentech/Merchant Fees (MAY)	6,165.33
Xpress Bill Pay Fee (MAY)	3,449.82
Revenue Bond, 2014 - Interest Only	193,725.00
Revenue Bond, 2017 - Interest Only	136,356.25
Revenue Bond, 2019A - Interest Only	437,025.00
Revenue Bond, 2019B - Interest Only	167,550.00
Revenue Bond, 2021A - Interest Only	149,175.00
Revenue Bond, 2021B - Interest Only	1,907.50

1,566,660.90

GRAND TOTAL

3,381,047.41



Operations Report
June 22, 2023
Board of Commissioners Meeting

OPERATIONS

Work ORDERS & PM's

359	Billing/Office Field Service Orders
72	Field Work Orders Elements
123	Fleet Service Orders
554	Total Service Orders

DELINQUENT ACCOUNTS – Debbie

134	Delinquent Accounts
90	Paid on Door Hangers or on Disconnect
97	Services Disconnected
7	Remained Disconnected at the end of the month

LOCATES - Debbie

310	Locate Requests Received
38	Requests were out of LWD Service Area
00	Locates were submitted by LWD
10	Cancelled Locates
262	Locates Completed
262	Total amounts owed

Right of Way Permit: 0

Water Availability Letters: 41

See next page for chart.

5/3/2023	NEW PREFABRICATED SHED	38 LAGOON LN SW	5/9/23	\$ 130.00			R/ADDITION
5/3/2023	COLEMAN 47TH AVE TOWNHOMES	11001 47TH AVE SW - UNIT 1	5/5/23	\$ 130.00			R/NEW CONSTRUCTION
5/3/2023	COLEMAN 47TH AVE TOWNHOMES	11001 47TH AVE SW - UNIT 2	5/5/23	\$ 130.00			R/NEW CONSTRUCTION
5/3/2023	COLEMAN 47TH AVE TOWNHOMES	11001 47TH AVE SW - UNIT 3	5/5/23	\$ 130.00			R/NEW CONSTRUCTION
5/3/2023	COLEMAN 47TH AVE TOWNHOMES	11001 47TH AVE SW - UNIT 4	5/5/23	\$ 130.00			R/NEW CONSTRUCTION
5/3/2023	COLEMAN 47TH AVE TOWNHOMES	11001 47TH AVE SW - UNIT 5	5/5/23	\$ 130.00			R/NEW CONSTRUCTION
5/3/2023	COLEMAN 47TH AVE TOWNHOMES	11001 47TH AVE SW - UNIT 6	5/5/23	\$ 130.00			R/NEW CONSTRUCTION
5/3/2023	MTT PNW LLC	10307 113TH ST CT SW	5/9/23	\$ 130.00			R/NEW CONSTRUCTION
5/3/2023	MTT PNW LLC	10313 113TH ST CT SW	5/9/23	\$ 130.00			R/NEW CONSTRUCTION
5/3/2023	MTT PNW LLC	10401 113TH ST CT SW	5/9/23	\$ 130.00			R/NEW CONSTRUCTION
5/3/2023	MTT PNW LLC	10407 113TH ST CT SW	5/9/23	\$ 130.00			R/NEW CONSTRUCTION
5/3/2023	MTT PNW LLC	10413 113TH ST CT SW	5/9/23	\$ 130.00			R/NEW CONSTRUCTION
5/3/2023	MTT PNW LLC	10419 113TH ST CT SW	5/9/23	\$ 130.00			R/NEW CONSTRUCTION
5/3/2023	MTT PNW LLC	10425 113TH ST CT SW	5/9/23	\$ 130.00			R/NEW CONSTRUCTION
5/3/2023	MTT PNW LLC	10426 113TH ST CT SW	5/9/23	\$ 130.00			R/NEW CONSTRUCTION
5/3/2023	MTT PNW LLC	10420 113TH ST CT SW	5/9/23	\$ 130.00			R/NEW CONSTRUCTION
5/3/2023	MTT PNW LLC	10414 113TH ST CT SW	5/9/23	\$ 130.00			R/NEW CONSTRUCTION
5/3/2023	MTT PNW LLC	10408 113TH ST CT SW	5/9/23	\$ 130.00			R/NEW CONSTRUCTION
5/3/2023	MTT PNW LLC	10402 113TH ST CT SW	5/9/23	\$ 130.00			R/NEW CONSTRUCTION
5/3/2023	MTT PNW LLC	10320 113TH ST CT SW	5/9/23	\$ 130.00			R/NEW CONSTRUCTION
5/3/2023	MTT PNW LLC	10314 113TH ST CT SW	5/9/23	\$ 130.00			R/NEW CONSTRUCTION
5/3/2023	MTT PNW LLC	10302 113TH ST CT SW	5/9/23	\$ 130.00			R/NEW CONSTRUCTION
5/4/2023	MARGARET REMODEL	7227 ZIRCON DR SW	5/16/23	\$ 130.00			R/REMODEL
5/4/2023	BEST, LAURNE DECK REPLACEMENT	10036 DEKOVEN DR SW	5/16/23	\$ 130.00			R/REMODEL
5/5/2023	CARR'S RESTAURANT REMODEL	11006 BRIDGEPORT WAY SW	5/16/23	\$ 130.00			C/REMODEL
5/9/2023	SINGLE FAMILY HOME	11813 VERNON AVE SW	5/16/23	\$ 130.00			R/NEW CONSTRUCTION
5/9/2023	GARAGE/ACCESSORY STRUCTURE	14716 PORTLAND AVE SW	5/16/23	\$ 130.00			R/ADDITION
5/10/2023	GITHIRI REMODEL	8117 65TH AVE CT SW	5/16/23	\$ 130.00			R/REMODEL
5/11/2023	BUFFALO WILD WINGS GO	10011 BRIDGEPORT WAY SW	5/30/23	\$ 130.00			C/ T/I REMODEL
5/16/2023	ADD RAMP - ADULT FAMILY HOME	9607 ONYX DR SW	5/23/23	\$ 130.00			R/ T/I REMODEL
5/17/2023	GOTCHER GARAGE	8923 104TH ST SW	6/2/23	\$ 130.00			R/ADDITION
5/19/2023	TAC GOLF & COUNTRY CLUB LOT 33	XXX COUNTRY CLUB LN LOT 33	5/30/23	\$ 130.00			R/NEW CONSTRUCTION
5/19/2023	AFH REMODEL	9021 26TH AVE S	5/30/23	\$ 130.00			R/REMODEL
5/19/2023	ADU UNIT	8930 108TH ST SW	5/30/23	\$ 130.00			R/NEW CONSTRUCTION
5/24/2023	RACQUET CLUB ESTATES	5501 116TH ST SW		\$ 130.00			R/NEW CONSTRUCTION
5/24/2023	RICHARDS DOUBLE GARAGE ADU	8118 SOUTH WAY SW					R/REMODEL
5/24/2023	MACEDONIA AFH	9715 73RD ST SW	5/30/23	\$ 130.00			R REMODEL
5/26/2023	LINCOLN AVE VILLAGE APTS BLDG A	5508 BOSTON AVE		\$ 130.00			R/NEW CONSTRUCTION
5/26/2023	LINCOLN AVE VILLAGE APTS BLDG B	5508 BOSTON AVE		\$ 130.00			R/NEW CONSTRUCTION
5/30/2023	LUXIE NAILS AND SPA	7304 LAKEWOOD DR W STE 17		\$ 130.00			C/ T/I REMODEL
5/31/2023	KAMGETHE TENANT IMPROVEMENT	12907 NAOMILAWN DR SW		\$ 130.00			R/ T/I REMODEL

MAINTENANCE

Bobby Gaskin – Department Head

NEW SERVICES:

1 – 1”x 5/8” at 8014 112th St SW

1 – 1” x 1” at Avalon 96th St S & S Tac Wy

3 – 2” x 2” at Meadow Park Garden Project 7702 Lakewood Dr. W

MAINS MAINTENANCE

None this month.

JOBS

- Private Job Glenwood Ave Tucci & Son Short Plat Installed 20’ 8” pipe – 138’ 6” pipe – 1 Fire hydrant assembly and 7 – 1” x 5/8” water services.
- Job 0861 RR Dresden Elwood – Sound Pacific Construction installed 653’ 8” – 310’ 6” – 1 Fire hydrant assembly.
- Job 0841 Avalon Project Fire Hydrant assembly 96th St S & S Tac Wy

SERVICE MAINTENANCE

Relocated two long service from within customers properties back out to City right of way installed over 40 years ago at 8602 & 8606 Maple St SW.

VALVE MAINT.

None to report this month.

VALVE OPERATION CHECKS

None to report this month.

HYDRANT MAINTENANCE

None to report this month.

HYDRANT REPLACEMENT:

None to report this month.

METER MAINT.

None to report this month.

FLUSHING SEASON:

Program continues and is $\frac{3}{4}$ done for the season.

LEAK DETECTION REPAIR

None to report this month.

GROUND MAINT.

None to report this month.

CITY FRANCHISE PROJECTS

None to report this month.

OPEN METER BOX CHECKS

511 completed for this month.

IDLE METER CHECKS

None to report this month.

TRAINING:

None to report this month.

DEPARTMENT ACTIVITIES Operations and Maintenance:

6-22-2023 The flushing program continues and will be complete in June.

CAPITAL & R & R PROJECTS – Operations Manager Projects

Design Projects:

Hemlock Hill Main replacement Project Phase 1: Job # 0856

6-22-23 Topographic survey has been completed for the design of this project. Preliminary design activities are starting.

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

6-22-23 The construction contract for this project was awarded to HCON. HCON mobilized and performed a portion of the work in early June. Based on requirements and follow up discussions with the City, the contractor was notified to stop work on June 6, 2023. HCON has

indicated they will be available to start work on the project again in mid-August. We anticipate having all required permits by the end of June or early July.

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

6-22-23 The new G-1 building structure is complete. Final electrical work is being completed now and will be complete this week. A small situation arose with the MCC panel expected to be arriving in December. We are having to design a temporary system to operate over the summer.

Spanaway Spur Project – WTME connection # 777

6-22-23 Paving within Pierce County ROW is now complete for this project. A couple of items remain to be resolved including settlement in the Hohn's driveway and a replacement lid for the intertie vault.

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

6-22-23 The main replacement for this project has been broken out into multiple phases due to scheduling constraints. The project is being administered by the City of Lakewood. Approximately 900 feet of pipe has been installed to date.

Western States Hospital: JOB #0856

6-22-23 We have still not received a signed agreement with DSHS for this work and have limited the time spent by District staff on this effort as we do not currently have any guarantee of being reimbursed. The hospital design team continues to progress on their work, and we continue to be in contact with DSHS about District standards and terms of an agreement.

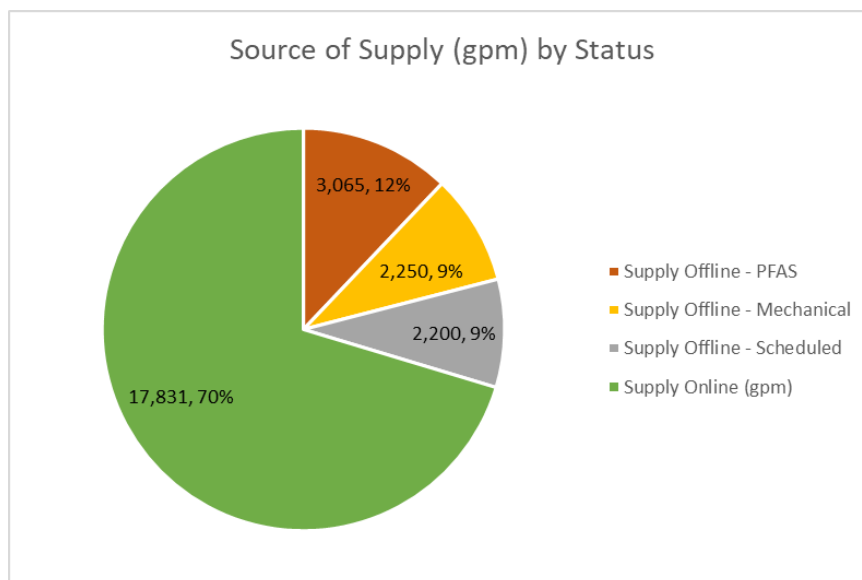


Engineering Manager's Report
June 22, 2023
Board of Commissioners Meeting

SOURCE OF SUPPLY

Operations

1. Total demands are approximately 20 million gallons per day, including roughly 6.25 million gallons a day to wholesale partners.
2. 70 percent of total supply capacity is online; 12 percent is offline due to PFAS, 9 percent is offline due to mechanical issues, and 9 percent is offline for scheduled activities.
 - a. Mechanical Issues:
 1. The P-1R Well had a motor failure and has been pulled for replacement. The motor is at the repair facility and being diagnosed.
 2. 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 is still being put together with the required connection pieces to be able to put into service.
 3. The F-2 pump and motor continues to be offline. New equipment was ordered and is now available. PumpTech's boom truck is being repaired, but we are first in line to have the pump installed once repairs are complete. We anticipate this to be done by the end of June.
 4. 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 complete and electrical work is finishing up, with startup scheduled for June 27th.
 - 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.
2. Completed monthly lake and stream monitoring tasks, which support our water rights perfection process.

Capital Projects

1. R-2 Well
 - a. Installing equipment for this well is included in the 2023 budget. The pump and motor are ready to be installed once the site is ready.
 - b. Design of the site and facility improvements are underway. We have ordered the longest lead items as the designs are being finalized. Due to supply chain issues the longest lead item, an electrical distribution panel, isn't anticipated to be ready until the end of July. We plan to have construction work underway ahead of that part arriving but won't be able to commission the well until it arrives.
 - c. Permitting through the State Department of Health has begun for this new well source.
 - d. The City site development permit has been submitted and is being processed by the City now.
2. F-2 Well Redevelopment
 - a. New equipment is ready to be installed in late June after PumpTech's installation equipment is repaired.
3. 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 being out of service due to mechanical issues.
4. Emergency Generators and Well Improvements project –
 - a. Contract was awarded to Pape & Sons at the March 17, 2022, Board Meeting.
 - b. Generators are suffering from supply chain issues and are currently anticipated to be delivered in August 2023.
5. Abitibi Well Evaluation
 - a. Holt Services completed this evaluation and has submitted their final pay application. Conditional acceptance is now requested for this project.
6. K-3 and G-4 Wells
 - a. EPA has approved the District's cost share waiver, in effect saving the District \$395,000.
 - b. EPA has accepted the application paperwork and anticipates final documents ready for signature in mid-July.
7. Defense Community Compatibility Account (DCCA) – The total grant award was \$1.86 million of grants for the District's G-4 and K-3 Well projects. The grant can be used to reimburse costs that are incurred after July 1, 2023. Final grant paperwork is still forthcoming from the Department of Commerce.
8. 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 anticipate having final agreements for the Board to consider at the July meeting.
9. Public Works Board Funding – The Public Works Board opened applications for low-interest loans in early May, with applications being due by July 7, 2023, for funding in 2024. The loan has an interest rate of 1.72% for a 20-year term. We are working on two applications for the 88th & Pine Well site and the Country Place Well site as discussed at the June 1, 2023, Board Meeting.

WATER QUALITY

Operations

1. The field crew completed monthly water quality samples.
2. PFAS testing continues throughout the system.

Maintenance

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

Capital Projects

1. EPA published its proposed PFAS MCLs in March and is anticipated to finalize the rule in late 2023 or early 2024. The District provided official comments about the rule to EPA. We continue to monitor the status of the rule's finalization.
2. Using District and County information, we estimate approximately 12,350 of the 18,500 services in the District were installed prior to 1988, when lead components were no longer allowed in water plumbing. Staff will continue to review records to complete our service line inventory, which is due in October 2024. We were able to locate documentation that shows only copper and galvanized service lines were approved in 1955 at the latest, which greatly helps demonstrate the lack of lead service lines in the District.

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.

Capital Projects

1. We are awaiting delivery of a variable frequency drive for one of the pumps at the Steilacoom Blvd Pump Station. The VFD was ordered early in the 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. Nyanza Tank Cathodic Protection System
 - a. A cathodic protection system for the new Nyanza Tank was designed and components are beginning to be delivered.
2. Seismic retrofits of Washington Boulevard Tank and 104th and Bridgeport Tank
 - a. This budgeted project includes design of improvements in 2023 with construction planned for 2024. Preliminary design is underway.



MEMORANDUM

TO: Board of Commissioners

FROM: Marshall Meyer, Engineering Manager

RE: Request for Conditional Acceptance of Completion for the Abitibi Well Evaluation Project by Holt Services

DATE: June 22, 2023

This memo is to recommend and respectfully request the Board's conditional acceptance of completion for the Abitibi Well Evaluation Project, LWD Job #829. This conditional acceptance will transition to final acceptance of the project pending the final release requirements being met per the contract specifications.

Holt Services has completed all the work required under the specifications and reached substantial completion on December 31, 2022, with final project completion on December 31, 2022. Holt Services was very delayed in submitting the required certified payroll information for 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



Office Manager's Report
June 22, 2023
Board of Commissioners Meeting

No Tenant Update—I am happy to report that since the no tenant policy has been in place, the office staff have been able to offer more help with the backflow program on a more routine basis. Prior to the backflow department restructuring, the office staff contributed approximately 20 percent to backflow duties, and currently are contributing approximately 90 percent. This, coupled with the elimination of 1 FTE, has saved the District a substantial amount of money as well as allowed the previous cross connection specialist to help out on the maintenance crew full-time. I again want to thank the Board for allowing us to eliminate the process of signing up tenants.



IT Manager's Report
May 18, 2023
Board of Commissioners Meeting

CYBER SECURITY UPDATE

There is 0 minor Cyber Security Issue to report.

- All Penetration Testing results for April came back with zero findings.
- The March Spam testing campaign resulted in 0 employees clicking on the test link. The user completed additional training.
- 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

The District will be switching its telephone line provider back to Microsoft on June 27, 2023. Momentum, the District's current provider, has had issues with response time to support calls, call quality and configuration of after-hours calls. Some services such as internet and e-fax will stay with Momentum. A successful test port was conducted on June 5, 2023, and we don't anticipate any issues at this time.

Intermediate level Excel training is scheduled for the office and select field staff on June 20, 2023. The training topics will cover pivot tables, text logic, conditional statements, and conditional formatting. Basic Excel training will begin for field staff at our Wednesday Tech talk meetings.

CELL TOWER UPDATE

Dish is moving forward with our American Lake Garden location as a potential cell service site. We are working with Dish to collect all the required information as this is a new site with no prior cell tenants. Pierce County Emergency Services has completed its acquisition of the Pierce Transit site at Hemlock. This was primarily a change in name only but required a new contract.

CROSS CONNECTION UPDATE

- 340 Assemblies Tested
- 08 New Applications
- 03 New Installations
- 03 Assemblies Replaced
- 04 Repairs
- 03 Removals
- 4656 Existing installations permitted.
- 340 Test Reports Completed & Entered
- 01 48-hour notice
- 00 Disconnects for non-compliance.

Asset Disposals

- 1 Office Desk
- 2 Office Chairs
- 2 Old Lobby Chairs



Memorandum

To: Board of Commissioners
From: Christian Fast, IT Manager
Date: 6/22/2023
Re: Surplus & Disposal

The following items are for Disposal:

Disposal

Item	Qty
Office Desk	1
Office Chairs	2
Old Lobby Chairs	2



HR Manager's Report
June 22, 2023
Board of Commissioners Meeting

General Manager Recruitment

The General Manager posting went live on June 05 and will run through June 30. The position is posted on the District website; additional postings can be found on WASWD, the Co-Op, PNWS AWWA, AWWA, AWC, and APWA and direct interested candidates to visit our website. As of June 20, we have had eight candidates apply: seven externals and one internal. Five of the externals are local to the greater Seattle area, two are from out-of-state.

Jeri-Lynn has set up a series of special meetings at different points in the recruitment process so I can update the Board as a full group:

- July 11, 2023 Review screened candidates.
- July 27, 2023 Discuss candidates to move to second round of interviews.
- August 08, 2023 Discuss candidates to move to the final meet and greet round.
- August 23, 2023 Discuss finalists, top candidate, and recommended offer package.

She sent out Outlook calendar invites for each meeting.

Upcoming:

Employee Handbook Mid-Year Update

We will be making some updates to the Employee Handbook to reflect changes in internal policies as well as changes to applicable law. These changes will be presented to the Board for approval at the July regular meeting.

Mission, Vision, and Values Statements (MVV) Project

The committee is excited to present new mission, vision, and values statements to the Board for consideration at the July meeting. I will be attending Randy's one-on-ones with each commissioner to present the project, with a summary presentation and request for approval at the regular meeting.

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General Manager Recruitment

The General Manager posting went live on June 05 and will run through June 30. The position is posted on the District website; additional postings can be found on WASWD, the Co-Op, PNWS AWWA, AWWA, AWC, and APWA and direct interested candidates to visit our website. As of June 13, we have had six candidates apply: five externals and one internal. Three of the externals are local to the greater Seattle area, two are from out-of-state.

Jeri-Lynn is currently working to set up a series of special meetings at different points in the recruitment process so I can update the Board as a full group to:

- Review screened candidates.
- Discuss candidates to move to second round of interviews.
- Discuss candidates to move to the final meet and greet round.
- Discuss finalists, top candidate, and recommended offer package.

The first of these meetings is targeted for the second week of July.

**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	44,346,210	38,331,958	6,014,252	13.56%	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	44,712,204	39,940,390	4,771,814	10.67%	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	63,582,943	40,800,481	22,782,463	35.83%	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	235,190,082	195,271,758	39,918,324	16.97%	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)			38,794,544	16.49%			55,917,207	9.13%			48,225,117	7.43%			45,059,775	7.39%
2022 YTD	#####	#####	175,229,051	29,550,925.12	14.43%											
2021 YTD	#####	#####	186,080,769	31,820,314.26	14.60%											

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	7922		7896		7679		7630		9143	
April	8755	16677	8704	16600	8472	16151	8494	16124	8528	17671
May	7959		7908		7695		7698		7799	
June		7959	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:		41301		40989		40203		40251		40408
YEARLY TOTAL:		41301		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		2,762,600	5,729,500	7,680,200	332,000	56,700		16,561,000	1,603,200	5,202,647	5,960,701	4,826,761	4,177,650	21,770,958	38,331,958
April		2,499,000	8,549,600	7,387,800	155,100	81,600		18,673,100	1,639,700	5,196,230	5,765,807	4,644,566	4,020,986	21,267,290	39,940,390
May	800	2,570,000	5,283,000	7,504,200	228,000	166,700		15,752,700	3,068,500	6,436,172	5,970,057	5,428,151	4,144,900	25,047,781	40,800,481
June								-	-	-	-	-	-	-	-
July								-	-	-	-	-	-	-	-
August								-	-	-	-	-	-	-	-
September								-	-	-	-	-	-	-	-
October								-	-	-	-	-	-	-	-
November								-	-	-	-	-	-	-	-
December								-	-	-	-	-	-	-	-
Total YTD	2,200	13,355,700	34,947,800	38,796,400	1,145,800	409,200	-	88,657,100	9,289,300	26,089,560	29,050,795	25,060,420	17,124,582	106,614,658	195,271,758

2022 YTD	89,260,800	7,849,951	20,355,835	35,251,170	22,511,295	-	85,968,251
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2021 YTD	92,943,300	9,054,592	31,076,460	29,716,482	23,289,935	-	93,137,469
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vs 2022	99.32%	118.34%	128.17%	82.41%	111.32%		124.02%
vs 2021	95.39%	102.59%	83.95%	97.76%	107.60%		114.47%