



***Regular Meeting Board of Commissioners***  
**Thursday, November 16, 2023 – 3:30 PM**  
**In Person and Via Teams**  
**Agenda**

1. Call to Order
2. Attendance
3. Public Comment
4. Approval of Special Meeting Minutes from [October 10, 2023](#) and Regular Meeting Minutes from [October 19, 2023](#), Special Meeting Minutes from [November 1, 2023](#), and Special Meeting Minutes from [November 8, 2023](#).
5. [Finance Manager's Report October 2023](#)
  - a. [Board Approval of Payables](#)
6. [2024 Draft Budget Presentation](#)
7. [Approval of Resolution Amendment B-1410 Service Connection Fees and Charges](#)
8. General Manager's Report
9. [Operation & Maintenance Manager's Report](#)
10. [Engineering Manager's Report](#)
11. [Information Technology Manager's Report](#)
12. [HR Manager's Report](#)
13. Other Business
  - a. Acknowledgment of Employee Wages Increases  
*None this month.*
  - b. Commissioner Barton WASWD update
  - c. Next Commissioners Meeting December 21, 2023 at 3:30 PM.
14. Public Comment
15. Adjourn



**LAKEWOOD WATER DISTRICT  
BOARD OF COMMISSIONERS  
Minutes of Special Meeting  
October 10, 2023  
Boardroom & Via Microsoft Teams**

**1. CALL MEETING TO ORDER**

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

**2. ATTENDANCE**

Present at the meeting: Commissioners J. Korsmo, G. Rediske, and G. Barton; General Manager R. Black, Engineering Manager M. Meyer, Finance Manager P. Mendoza, Operations & Mtn. Manager J. Dean, HR Manager B. Levo, Safety Officer/Foreman S. Rae, O&M Dept. Head B. Gaskins, P&W Dept. Head D. Stanley, and Administrative Assistant J. Clark. Online: Customer Service Manager T. MacDougall, Accounting Specialist II Michelle Kohler, and Accounting Specialist I Carrie Bledsoe.

**3. PUBLIC COMMENT**

None.

**4. STAFF INTRODUCTIONS**

Staff went around the room and shared their name and title.

**5. 2023 Budget And Accomplishments – Introductions (Randy And Marshall) – 5 Minutes**

General Manager Black & Engineering Manager Meyer shared how proud they are of the staff for all of their hard work on this budget and how they are great stewards of the water system. General Manager Black recapped last year's budget goals and where we are today.

**Key Assumptions for 2023 Budget**

- PFAS Mitigation Projects
  - Projected at \$18 million (SAL level) with \$8 million in grant funding; \$10 million out of the District funds.
- Projected borrowing of \$5 million in 2023 to cover PFAS projects.
- Overly conservative revenue projected at 310 million CF for the average consumption - 2023 Actual Projects 340 million CF of retail water sold.
  - SAL level to EPA MCL level for PFAS Mitigation Projects changed the cost from \$18 million to \$37 million (from 2023-2030)
- \$8 million of DWSRF became low-interest loan vs. grant.
- Rate Model Assumptions and Changes:
  - Reduced R&R Projects for 2024 and 2025 to \$1 million per year to reduce pressure on rates.
  - Get awarded the PWB Loan (Low Interest) for \$10 million

- Deferred 2023 Revenue Bond issue for future years

Due to the projections of the loans vs grants, SAL level vs the newly proposed MCL level, water consumption all changing, staff came to the Board to ask for a new direction.

The Board of Commissioners approved the following:

- Reduction of capital projects in addition to approved R&R project deferral
- Programs retain priority and importance.
- Strength in Retail Water Consumption for 2023 and positive outlook for 2024 and onwards
- Better cash position at year-end 2023

With all the changes our rate forecast for 2024 went from 11.4% increase to 8.39%.

We have retained all our annual programs. Mr. Gaskins worked diligently with Mr. Meyer to look at the programs and what goes into each of them. One of the items discovered is that we budget \$100k for degradation fees to the city and we haven't had to pay those since the city incorporated.

**a. Pumping Department (Don & Marshall)—Brief Summary – 10 minutes**

Mr. Stanley shared the following highlights for the pumping department.

- The 2023 pumping season started earlier this year; in the month of May, we pumped 134 mgd more than we did in May of 2022. In July and August, we pumped 100 mgd more through those months. This, coupled with wells being shut down due to PFAS, made it a trying time to keep sources online. The Pumping Department found innovative ways to keep everything online, from ensuring maintenance was done in a timely fashion to head off equipment failures to keeping spare parts available if a piece of equipment were to go down. Their training and determination made 2023 a trying but successful year.
- N1 and N3 wells at View Road are back online to help support the West End of the District and the Town of Steilacoom.
- Wholesale Booster Station had pump go down with fist sized rocks, baskets were installed on all four pumps and two damaged pumps were rebuilt.
- Secured a little over \$22 Million of funding for four PFAS projects. (\$8.2 million at 2.25 percent, \$10 million at 1.78% and just under \$4 million of grant funding)
- Increase security with cameras at different sites.
- Lead and Copper testing (31 samples)
- PFAS testing takes hundreds of samples per year.

**b. Construction and Operations (Bobby & Marshall) —Brief Summary – 10 minutes**

Mr. Gaskins shared the following highlights for the Operations & Maintenance Department.

- Flushing Program - It took longer this year to complete the flushing program due to not doing the program last year.
- Main Breaks – A couple of main breaks caused more flushing because of the turbulence that the break caused in the water system.
- Valve Maintenance Program – 1860 operation checks completed.

- Box Checks – GIS Department has created a program where the field staff can record the box checks on their cell phones and once completed a dot will appear and that will tell staff they are complete. Everything now is a box check when they do a meter repair, locate, etc.
- New Backhoe was received.

**c. Office and IT Update (Teri and Christian) – Brief Summary – 10 minutes**

Ms. MacDougall shared the following highlights for the Customer Service Department.

- New office chairs were purchased for staff.
- The Customer Service Department eliminated one full-time position in the office and things have continued to run smoothly and they are very appreciative of the finance department for stepping in when needed.

Mr. Mendoza provided the IT Department on behalf of C. Fast, IT Manager.

- Cybersecurity is going well. They spam test staff every month.
- Started Wednesday morning Tech Talks with the Field staff.
- Added cameras to the different sites for security.
- Fixed all of the wiring in the District building.

**d. Human Resources Update (Briana) – Brief Summary – 5 minutes**

Ms. Levo shared the following highlights for the HR Department:

- It has been a busy year with the recruitment of the General Manager recruitment, Operations and Maintenance Manager and Engineering Manager recruitment as well.
- Mission, Visions and Value project
- New Logo design project
- Some organizational structure changes, policy updates like travel technology usage, some safety policies.
- Safety duties will be transferred to the HR Department after Sandy retires.

**e. Safety and Fleet Management Update (Sandy) – Brief Summary – 5 minutes**

Mr. Rae provided the following highlights for the Safety and Fleet Management:

- No vehicles were replaced this year. The State changed the way the order vehicles to a shorter ordering window. Orders had to be made the year prior and the dealership controls how many vehicles we would get no matter how many we ordered. The other issue was the price exceeded what was budgeted.
- New backhoe 410P was received this year. It was ordered in October of 2022 and received at the end of August 2023.
- The following classes were completed by staff: Safety Lockout, Tag-Out, Fall Protection, and the forklift recertification will be completed by the end of the year.
- Added a policy for outdoor heat exposure and we purchased shade canopies and electrolyte replacement drinks for work crews.
- Monthly safety committee meetings and safety classes have been completed.
- All the gas detectors are recalibrated every six months. Fire extinguishers from the buildings and vehicles were recertified.
- Mask fittings have been completed along with auditory testing.

- The HVAC system, roofing and gutters have all been placed on preventive maintenance programs and unexpected several times a year.

**f. Capital Projects Update (Marshall) – 10 minutes**

Mr. Meyer provided the following updates:

**Completed**

- Elwood water main replacement project
- Lake Steilacoom Drive Water Main Replacement
- Naomilawn Water Main Replacement
- Washington Blvd WM – North Fort to Interlaaken Dr.
- Scotts Wells Treatment and G-3 Well
- F-2 Well Rehabilitation
- Nyanza Tank Cathodic Protection
- Abitibi Well Evaluation
- Earthquake Early Warning System Sensors at Steilacoom Blvd. Site

**In Process**

- Generators, Electrical and Seismic Improvements
- Steilacoom Blvd Pump Station VFD
- R-2 Well Equipping
- Seismic Retrofit Design at Washington Blvd Tank and 104<sup>th</sup> & Bridgeport Tank
- Front Street Water Main Replacement
- P-2 Well Inspection and Rehabilitation

**Up Coming**

- O-2 Well
- I-3 Well
- New G-4 Well
- New K-3 Well

**6. Goals and Objectives for 2024 Budget (Randy and Marshall)— 10 minutes**

**a. Highlight significant changes that affect the budget – 5 minutes**

- Reduction of R&R
- Reduction of General Capital
- Revenue Forecasting Change
  - 310 Million CF to 325 Million CF
  - 5- Year Average – 330 Million CF
- Borrowing Rates – Low Interest
- Operating Expenses – Closely Examined; positive adjustments made
- Opportunities
  - Grant Funding with DCCA - \$2 Million
  - Grant Funding with Federal Funds (Rep. Strickland) - \$5 Million
  - DOE Toxic Clean-Up - \$5 Million

**i. Key Personnel Retirements**

Randy Black, General Manager; Sandy Rae, Safety Officer/Foreman; Bobby Gaskins, Operations & Maintenance Dept. Head. Ms. Levo will be working on key replacements, and Mr. Meyer will be focusing on cross-training before each one retires.

**ii. PFOA/PFOS and Funding Sources – Mitigation Plan and Future Opportunities**

Over the next seven years we will need \$32 million to address the PFAS issues. We have funding for many of the PFAS projects in 2024. We will continue to seek funding to address PFAS.

**b. Overview of 2024 Pumping Capital Budget (Don and Marshall) – 10 minutes**

- New G-4 well will be funded by two grants (\$1.6M). We expect to have to treat Iron and Manganese.
- K-3 Well drilling down to the E level aquifer. There are two wells already on this site that do not have iron and manganese or PFAS. We don't anticipate finding any in the new well. This will have \$1.6 M in grant funding.
- O-2 Well will be funded by the State Revolving Fund Loan and will be designed and start of drilling.
- I-3 Hipkins Well will be designed in 2024 and probably started drilling in 2025 due to the availability of contractors.
- GAC Filtration Systems – There are plans to build two locations 88<sup>th</sup> & Pine and Country Place. They will be funded by the Public Works Board Loan. Construction will finish in 2025.
- Seismic Upgrade Projects Design: Washington Blvd. and Bridgeport Tank will have final design next year and construction the following year.
- Phillips Tank 8 Million Gallon concrete tank needs a corrosion study.
- Shake Monitor Sensors – we budget for two sites each year; sites are unknown at this time and run around \$45k each.

**Source and Supply Projects**

- Replace Well Pumps and Motors/Main Breaks
- Source Meter Calibration and Replacements
- Motor Starter and Drive Rebuilds (4/yr)
- Supply and Pump Structure Maintenance and Repairs
- Rebuild Booster Pumps (4 pumps)
- Control Valve Maintenance (5/yr)
- Inspect and Rehab H-Wells
- FEMA Seismic and Generators Upgrades
- Expand Capacity and Replace P-2 Well Pump/Motor
- 104th Booster Station Improvement
- Camera Installation - 3 Sites (Country Pl, 88th & Pine and Bridgeport)
- Fence Repairs and Upgrades

**Treatment Projects**

- Ponders GAC Media Replacement
- ATEC Media Replacement at Deepwood and Angle

- Chlorine Generator Replacements (2/yr)
- CL2 Sensor Replacement (4/yr)
- Replace Cl2 Analyzer (4/yr)

**c. Overview of 2024 District R&R Program and Operations Capital Budget (Bobby and Marshall) – 5 minutes**

- Hipkins Road - New (schedule w/ the City of Lakewood)
- Nyanza Road WM Replacement Design 2024 for Construction in 2025
- Water Main Replacement Design for City Project (TBD for construction in 2025)
- Lead Service Line Inventory
- Continued focus on the maintenance side of all our programs (hydrants, leak detections, lead & copper detection.)

**d. Five Year Capital – (Randy and Marshall) – 10 minutes**

**i. Explanation of Project Categories**

**Water Main R&R Projects**

- Hipkins Water Main Replacement – with the City of Lakewood
- Nyanza Road Water Main Design – with the City of Lakewood Construction 2025

**PFAS Response Projects**

- O-2 Well
- I-3 Well
- New G-4 Well
- New K-3 Well
- Country Place GAC Filtration System
- 88th and Pine GAC Filtration System
- Replace Ponders GAC Media

**Storage Projects**

- Seismic Retrofit Design at Wash Blvd Tank and 104th & Bridgeport Tank final design.
- Philips Reservoir Corrosion Study

**Source and Supply Projects**

- Inspect and Rehab H-Wells
- Expand Capacity and Replace P-2 Well Pump/Motor
- 104th Booster Station Improvement
- Lead Service Line Testing approx. 370 tests will be performed.

**e. 2024 O&M Budget Discussion (Philip) – 20 minutes**

**Revenue Forecasting:** In late 2022 we projected to end the year with 305 million cubic feet (mcf) of usage equaling about \$7.2 M in revenues. The 2023 budget is projected to be 310 mcf and we are projected to end the year at 340 mcf equals about \$7.9 M in revenues. The 2024 projections are a little conservative at 325 mcf equaling about \$7.6M in revenues. We see a total sale of water to be projecting about \$11 M versus 2023 budget of about \$10.6 M. This results in a 6.1% higher revenue forecast for 2024 without any rate adjustments.

**Total Operating Revenue:** Both the wholesale and Town of Steilacoom have projected rate increases for some of the joint facilities in the capital budget (we are starting to charge our wholesale partners), this is increasing the wholesale water revenue up to \$6.2 million for 2024 budget, from \$5.7 million for 2023 budget. So total operating revenue is about \$18.7 million for 2024 up from \$17.7 million in 2023 budget.

Mr. Mendoza reviewed the expenditures that will have increases & reductions due to a variety of reasons. The proposed Capital Budget has 62% of the funding going to PFAS projects (includes grant funding).

**f. Rate Increase Benchmark for 2024**

Updated 5-Year rate forecast can be changed from 11.4% to 8.39% in 2024 based off the revenue forecast next year. There were no bonds borrowed in 2023, so we will not need to pay them in 2024.

**7. Staffing, Wage and Benefit Proposals for 2024 (Randy, Marshall, and Briana) – 10 minutes.**

a. Projected Medical and Dental Benefit Renewals January 1, 2024

Ms. Levo shared the rate increases are not finalized and will be final by the November meeting. 3.5% increase to calculate possible rate increase.

b. CPIs, COLA, and Merit

In December 2021 the Board approved the use of the CPI-W. This year's CPI-W is 4.51%, which is down from last year's 9.54%. The annual merit increases up to 3%.

c. General Manager's Recommendations

General Manager Black asked the Board if staff is moving in the correct direction and if there are any questions. The Board agreed with the direction of the budget.

**8. Open Discussion and Comments**

Commissioner Rediske is pleased with the savings we are seeing with the technology with the meters. He is pleased with the direction we are going, but he doesn't want to see the R&R projects deferred too much. The General Manager shared that if we get additional funding, we could always bring back some R&R projects.

Commissioner Korsmo would like to make sure we keep our capital projects going and find the right balance. He appreciates all of the work to keep the Board informed. Having an annual rate increase will help predict an increase instead of a no rate increase and then a large increase when ratepayers are expecting it.

Commissioner Barton appreciated the conversations about how the District responds to emergencies and the different tasks that are needed. He likes seeing that rate increases are not double digits and that we are trying our best to keep rates low.



General Manager Black shared how he is proud of how the staff came together to see how we can save money and be more efficient at checking our boxes.

9. Public Comment

None.

10. Other Business

None.

11. Next BOC Meeting is Thursday, October 19, 2023 at 8:00 AM

12. Adjourn at 11:31 AM.

**13. ADJOURN**

President Korsmo adjourned the meeting at 11:31 AM.

**LAKEWOOD WATER DISTRICT  
BOARD OF COMMISSIONERS**

**BY:**

\_\_\_\_\_  
**ITS PRESIDENT**

**BY:**

\_\_\_\_\_  
**ITS VICE PRESIDENT**

**BY:**

\_\_\_\_\_  
**ITS SECRETARY**

**BY:**

\_\_\_\_\_  
**DISTRICT SECRETARY (DATE)**



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

**1. CALL MEETING TO ORDER**

President Korsmo called the Special Meeting to order at 8:00 AM.

**2. ATTENDANCE**

Present at the meeting: Commissioners J. Korsmo (remote), G. Rediske, and G. Barton; General Manager R. Black, Engineering Manager M. Meyer, Operations & Maintenance Manager Dean, Finance Manager P. Mendoza, HR Manager B. Levo, and Administrative Assistant J. Clark. Guest: Legal Counsel: Curtis Chambers and Tom Pors (remote)

**3. PUBLIC COMMENT**

Avery Meyer is attending a civic project (Marshall Meyer's daughter) she is excited to be here. (Avery excused herself for Executive Session). She returned after the Executive Session closed.

**4. EXECUTIVE SESSION RCW 42.30.110(I) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation.**

Commissioner Korsmo called Executive Session to order at 8:05 AM, estimated meeting time 30 minutes to 8:35 AM. Extended 5 mins to 8:40 AM. Commissioner Korsmo closed the Executive Session at 8:40 AM. Mr. Chambers and Mr. Pors left the meeting at 8:41 AM.

**5. APPROVAL OF MEETING MINUTES FROM 9/28/23 REGULAR MEETING.**

**COMMISSIONER BARTON MOVED TO APPROVE THE SEPTEMBER 28, 2023, SPECIAL MEETING. SECOND BY COMMISSIONER REDISKE. MOTION PASSED UNANIMOUSLY. COMMISSIONER KORSMO APPROVED THE USE OF HIS ELECTRONIC SIGNATURE ON THE 9/28/23 MEETING MINUTES.**

**6. FINANCIAL INFORMATION**

Philip Mendoza, Finance Manager, presented the September 2023 financial to the Board. He shared in September 2023 exceeded the budget for the month.

- *Retail sales* Currently we are 2.14% ahead of the budget and 14.4% higher YTD.
- (Sept 22 – 44.9M CCF vs Sept 23 – 42.9M CCF).
- *Operating revenue* is 1.58% higher than budgeted and 6.9% ahead YTD.
- *Operating Expense* is 15.81% under budget, 7% lower than budget.
- *Pumping Operations* is 25.57% higher than budget and 4% lower than budget YTD.
- *Water Treatment operations* is 38.42% under budget and 19.3% under budget YTD.
- *Transmission and Distribution operations* is 26.54% under than budget and 13.9% under budget YTD.
- *Total operating expense* is 15.81% under budget and 7% lower than budget YTD.
- *Net Operating Revenue* is 10.8% higher than budgeted and 30.1% higher YTD.

**a. Approval of Payables**

Disbursements made from the General Ledger Fund for checks number 46909 through 46986 totaling \$821,787.68, salary direct deposits totaling \$205,525.51, payroll taxes totaling \$74,242.13, and other electronic payments totaling \$370,020.45 for a total of \$1,471,575.77 were presented to the Board for approval.

**COMMISSIONER REDISKE MOVED TO APPROVE THE PAYABLES AS LISTED. COMMISSIONER BARTON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY. COMMISSIONER KORSMO APPROVED THE USE OF HIS ELECTRONIC SIGNATURE ON THE SEPTEMBER PAYABLES.**

**7. SURPLUS PROPERTY AT NYANZA TANK**

General Manager Black shared that the City of Lakewood reached out to see if the District would be willing to donate the surplus property for a City park if the neighbors are willing to have the property turned into a park. We are unable to build on the lots due to the size. In 2018, the value of the two lots was \$195k.

While designing the Nyanza tank in 2018, the Board was presented with three options: Retain the property, sell the property, or make it a park. The Board at that time decided to wait to decide on what to do with the property. During the planning process with the community, they asked if we would be willing to make it a park.

The Commissioners are in favor of donating the property. They would like to add a trail with educational signs about the water tank, the value of water, and that the property was donated.

Commissioner Korsmo would also like to add educational signage at the Western State Tank for those walking the trails.

**8. RECOMMENDATION FOR NEW FEE STRUCTURE FOR PLAN REVIEW AND NEW CONSTRUCTION.**

These fees would address the time staff takes to review plans and put together cost estimates. There is an increase in requests for plan reviews with the addition of the new ADU laws. These charges are for when contractors are seeking a detailed cost estimate. If they are asking basic questions, we would refer them to the District website for standard GFC charges.

**Formal Estimate – Proposed Charge \$200.00**

The property owner, developer, or someone investigating the cost of a water service connection or for service and is now ready to have the service installed. This would be valid for 60 days (about two months) from the date of the estimate. Non-Refundable.

**Plan Review Fees**

Purpose: To recover costs incurred by the District in reviewing plans and coordinating with builders and developers when proposing to connect to the water system. Using our standard fee for inspection at \$100.00 per hour as the baseline. \*This is only for actual plan reviews and not general questions.

Currently, these costs are borne by the entire District, rather than specifically allocated to the developer. These fees would be required to be paid upfront and would not be credited to the owner/developer.

- Two copies of Plan review by Construction Manager/Department Head (1.5hr. ea.) - \$300.00 if approved with basic GFC's and meter cost.
- Red Line / Re-Plan review approval / Estimate (2hrs.) - \$ 200.00\*
- Administration handling of documentation (1hr.) - \$100.00.
- Total Process Fee (6 hrs.) = \$600.00 Per review of plans with main extension for any size development.

\*For every resubmittal for review there will be an additional \$100.00 per review.

Staff will come back in a year with a review of the amount of time spent and are the charges comparable or do they need to be adjusted up or down.

Commissioner Rediske supports the new fee structure; he would like to make sure that everything is clear and very easy to understand.

Commissioner Korsmo wants to make sure that we are growth friendly, development friendly and promote any opportunities within our boundaries.

**MOTION TO APPROVE THE RECOMMENDED FEE STRUCTURE TO BEGIN ON JANUARY 3, 2024, BY COMMISSIONER REDISKE. SECONDED BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.**

## **9. GENERAL MANAGERS REPORT**

Randall Black, General Manager, provided the following updates:

General Manager Black and Engineering Manager Meyer will present the Draft Budget presentation at the November 16, 2023, meeting. They will also present the October 2023 financials as Finance Manager Mendoza will be out of the office.

Spanaway Connection will be wrapping up in the next few weeks. They need to talk with one homeowner about a few items.

Commissioner Barton inquired about the PFAS lawsuit indemnification. General Manager Black shared there is some emerging information that has changed with regard to 3M pulling back on some of the indemnifications. We would like to have a special meeting on November 1, 2023, to have a presentation by Jeff Kray, Marten Law, regarding the PFAS settlements and have your recommendation on how to proceed forward. Another thing to note is that the number of people participating with the District on legal costs has increased, and two of the largest water utilities, Los Angeles Water Authority and Southwest Texas Water Authority, are now a part of the cost-sharing group with Marten Law. Legal costs will be split evenly with all participating utilities.

## **10. OPERATIONS & MAINTENANCE REPORT**

Engineering Manager Meyer shared that Operations and Maintenance has been busy with work orders. The Front Street Water Main project is moving along. The water main has been installed and should be tested and online in the next month. The City of Lakewood sent a letter about a city-owned culvert; there is an abandoned water main underneath, and it has some erosion behind the water main. We are developing a plan to remove the old main and make the repairs. We will be working with Fish and Wildlife to make sure of the requirements and timing.

There was a water main issue that caused flooding in the basement of a home on 112th St. There is suspected asbestos, and staff are gathering bids from authorized remediation companies. We are working with the District's insurance company to fix the issues.

## **11. ENGINEERING MANAGER'S REPORT**

Marshall Meyer, Engineering Manager, shared there is a reduction in pumping from 20 mgd to 12 mgd; the wholesale partners are also down to 5 mgd. N-1 View Road Well is back in service; we only have one well down for mechanical issues.

District staff have been working hard the past few weeks to install a water main on the 112th St Well site near the racquet club. They have prepped and plumbed the site, ready for the pump and motor to go in.

Emergency generator 2 out the 3 remaining generators have been installed (Washington Blvd. & Forester Reservoir). The last one to be installed is the largest on Steilacoom Blvd. (FEMA-funded).

Moving forward with the Country Place U-1 Well GAC design company has a contract in place. The 88th & Pine GAC design contract should be signed in the next few weeks.

Commissioner Rediske had questions on the Lead and Copper rule revision. Mr. Meyer shared that EPA has revised the rule stating all public water systems need to inventory all service lines on both the water system side and the customer side due to having a rule in 1955 that stated that we would only use galvanized or plastic pipes. We only need to look at connections prior to 1955. We need to take a statistically significant sample and expose and observe approximately 370 samples. We haven't found any lead yet. We feel it is unlikely that we will find any due to the glacial till soil; lead lines would not have held up over time.

## **12. INFORMATION TECHNOLOGY MANAGER'S REPORT**

Report is attached.

## **13. HR MANAGER'S REPORT**

HR Manager Levo shared the updated Technology Usage Policy. Adding in some clarifications and additional language around the use of personal devices and restricting that so that our staff does not use their personal cell phones, tablets, and computers to conduct district business.

Commissioner Barton asked if this rule applies to Commissioners. HR Manager Levo shared that it does apply to Commissioners because they are representing the District and would be subject to public disclosure. Commissioners can have SharePoint, Teams, and Outlook installed on their personal phones or can have a District phone (essentially carrying two phones). Commissioner Barton will work with IT Manager Fast to have the applications added to his phone.

**MOTION TO APPROVE THE UPDATED TECHNOLOGY USAGE POLICY BY COMMISSIONER BARTON. SECOND BY COMMISSIONER REDISKE. 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. The Government Relations Committee has been focusing on the 2024 Legislative agenda. They discussed their priorities on the Public Works Trust Funding; SHB 1621 CPARB has pushback from builders and laborers; the report is due in December. Bio-Solids will be back next year, and Policy 2030 and researching utility tax and utility relocation costs. The Workforce Development Committee is working on putting together a packet for job fairs.
- c. Our next Commissioner's meeting will be on November 1, 2023, at 8:30 AM and November 16, at 3:30 PM.
- d. General Manager Black introduced the idea of offering 100% coverage for medical and dental for our staff. HR Manager Levo will share information at the November meeting.

**15. PUBLIC COMMENT**

Avery Meyer shared that she liked the idea of donating the park and informational signs and thanked the Board for letting her attend the meeting.

**16. ADJOURN**

President Korsmo adjourned the meeting at 10:00 AM.

**LAKWOOD WATER DISTRICT  
BOARD OF COMMISSIONERS**

BY:

\_\_\_\_\_  
ITS PRESIDENT

BY:

\_\_\_\_\_  
ITS VICE PRESIDENT

BY:

\_\_\_\_\_  
ITS SECRETARY

BY:

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DISTRICT SECRETARY (DATE)

DRAFT



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

**1. CALL MEETING TO ORDER**

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

**2. ATTENDANCE**

Present at the meeting: Commissioners J. Korsmo (remote), G. Rediske, and G. Barton; General Manager R. Black, Engineering Manager M. Meyer, Operations & Maintenance Manager Dean, Finance Manager P. Mendoza, HR Manager B. Levo, and Administrative Assistant J. Clark. Guest: Legal Counsel: Jeff Kray

\*Commissioner Korsmo introduced item #6 Resolution B-1483 Authorizing Investments of Lakewood Water District Monies in Local Government Investment Pool to add to the agenda.

**MOTION TO ADD RESOLUTION B-1483 AUTHORIZING INVESTMENTS OF LAKEWOOD WATER DISTRICT MONIES IN LOCAL GOVERNMENT INVESTMENT POOL TO THE AGENDA BY COMMISSIONER REDISKE. SECONDED BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.**

**3. PUBLIC COMMENT**

None.

**4. EXECUTIVE SESSION RCW 42.30.110(I) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation.**

Commissioner Korsmo called Executive Session to order at 8:35 AM, estimated meeting time 60 minutes to 9:35 AM. Commissioner Korsmo closed the Executive Session at 9:35 AM.

Mr. Kray is seeking guidance. It is counsels' recommendation that the Board give permission to file objections to each of the 3M and Dupont settlement agreements. Mr. Kray will be providing draft language of the objections for the Board to review.

**MOTION TO FILE OBJECTIONS TO EACH OF THE 3M AND DUPONT SETTLEMENTS BY COMMISSIONER REDISKE. SECONDED BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.**

Mr. Kray asked the Board to consider whether to opt out of the Dupont settlement. The Board has chosen to opt out of the Dupont settlement.

**MOTION TO OPT OUT OF THE DUPONT SETTLEMENT BY COMMISSIONER REDISKE. SECONDED BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.**

Mr. Kray asked the Board whether to opt out of the 3M settlement. The Board has chosen to opt out of the 3M settlement.

**MOTION TO OPT OUT OF THE 3M SETTLEMENT BY COMMISSIONER BARTON. SECONDED BY COMMISSIONER REDISKE. MOTION PASSED UNANIMOUSLY.**

Mr. Kray left the meeting at 9:38 AM.

5. Board Authorize and Direct the District Manager to Accept the Two DOH Loans Hipkins I-3 & Oakbrook O-2 Wells on the Terms as Presented.

General Manager Black shared information on the two loans from DOH for approval to accept the loans for Hipkins I-3 and Oakbrook O-2 replacement wells.

**Oakbrook (O-2) Replacement Well**

Loan information (DWL28230-0)

Amount: \$4,105,448

Fee: \$40,648

Term: 20 years

Rate: 2.25%

**Hipkins (I-3) Replacement Well**

Loan information (DWL28229-0)

Amount: \$4,105,448

Fee: \$40,648

Term: 20 years

Rate: 2.25%

**MOTION TO APPROVE TO ACCEPT THE LOANS FOR THE HIPKINS I-3 AND OAKBROOK O-2 REPLACEMENT WELLS BY COMMISSIONER REDISKE. SECONDED BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.**

6. Resolution B-1483 Authorizing Investments of Lakewood Water District Monies in Local Government Investment Pool.

General Manager Black shared the resolution needs to be updated to reflect Finance Manager instead of Finance Director.

**MOTION TO APPROVE THE CHANGE IN THE TITLE FROM FINANCE DIRECTOR TO FINANCE MANAGER BY COMMISSIONER REDISKE. SECONDED BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.**

**7. PUBLIC COMMENT**

8. Next Commissioners Meeting Thursday, November 16, 2023, at 3:30 PM.

**9. ADJOURN**

President Korsmo adjourned the meeting at 9:45 AM.

**LAKWOOD WATER DISTRICT  
BOARD OF COMMISSIONERS**

BY:

\_\_\_\_\_  
ITS PRESIDENT

BY:

\_\_\_\_\_  
ITS SECRETARY

BY:

\_\_\_\_\_  
ITS VICE PRESIDENT

BY:

\_\_\_\_\_  
DISTRICT SECRETARY (DATE)





**LAKEWOOD WATER DISTRICT  
BOARD OF COMMISSIONERS  
Minutes of Special Meeting  
November 8, 2023  
Boardroom & Via Microsoft Teams**

**1. CALL MEETING TO ORDER**

President Korsmo called the Special Meeting to order at 9:00 AM.

**2. ATTENDANCE**

Present at the meeting: Commissioners J. Korsmo, G. Rediske, and G. Barton (Remote); General Manager R. Black, Engineering Manager M. Meyer, Operations & Maintenance Manager J. Dean, and Administrative Assistant J. Clark. Legal Counsel (Teams): Tom Pors and Curtis Chambers.

**3. PUBLIC COMMENT**

None.

**4. EXECUTIVE SESSION RCW 42.30.110(I) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation.**

Commissioner Korsmo called Executive Session to order at 9:02 AM, estimated meeting time 18 minutes to 9:20 AM. Commissioner Korsmo extended the meeting 10 minutes until 9:30 AM. Commissioner Korsmo closed the Executive Session at 9:30 AM.

**MOTION TO AUTHORIZE AND DIRECT DISTRICT STAFF TO SEND THE MOU AS PRESENTED TO DSHS ALONG WITH A COVER LETTER, THE LANGUAGE OF WHICH HAS BEEN APPROVED BY THE DISTRICT MANAGER AND THE DISTRICT ATTORNEY BY COMMISSIONER BARTON. SECONDED BY COMMISSIONER REDISKE. MOTION PASSED UNANIMOUSLY.**

**5. PUBLIC COMMENT**

**8. Next Commissioners Meeting Thursday, November 16, 2023, at 3:30 PM.**

**9. ADJOURN**

President Korsmo adjourned the meeting at 9:33 AM.

**LAKEWOOD WATER DISTRICT  
BOARD OF COMMISSIONERS**

**BY:**

**BY:**

\_\_\_\_\_  
**ITS PRESIDENT**

\_\_\_\_\_  
**ITS VICE PRESIDENT**

**BY:**

**BY:**

\_\_\_\_\_  
**ITS SECRETARY**

\_\_\_\_\_  
**DISTRICT SECRETARY (DATE)**

**LAKEWOOD WATER DISTRICT**  
**2023**  
**INCOME STATEMENT**

October	<b>CUR MO ACTUAL</b>	<b>CUR MO BUDGET</b>	<b>CUR MO VARIANCE</b>	<b>Y-T-D ACTUAL</b>	<b>Y-T-D BUDGET</b>	<b>Y-T-D VARIANCE</b>
SALE OF WATER	1,436,362	1,395,965	40,397	9,846,388	9,045,009	801,380
OTHER OPERATING REVENUE	105,404	100,385	5,020	1,146,143	1,036,648	109,495
WHOLESALE WATER SALES	499,771	441,379	58,392	4,975,317	4,906,534	68,783
<b>TOTAL OPERATING REVENUE</b>	<b>2,041,538</b>	<b>1,937,729</b>	<b>103,809</b>	<b>15,967,848</b>	<b>14,988,191</b>	<b>979,657</b>
<b>OPERATING EXPENSE</b>						
PUMPING	143,490	101,487	42,002	1,252,162	1,190,137	62,024
WATER TREATMENT	43,876	43,070	805	347,440	430,701	(83,261)
TRANSMISSION & DISTRIBUTION	66,509	104,400	(37,891)	877,592	1,041,401	(163,808)
CUSTOMER ACCOUNTS	61,798	70,246	(8,448)	663,873	702,457	(38,584)
CUSTOMER INFORMATION	-	1,309	(1,309)	1,103	13,086	(11,983)
ADMINISTRATIVE & GENERAL	209,193	234,847	(25,654)	2,262,257	2,391,291	(129,034)
<b>TOTAL OPERATING EXPENSE</b>	<b>524,864</b>	<b>555,359</b>	<b>(30,494)</b>	<b>5,404,427</b>	<b>5,769,072</b>	<b>(364,645)</b>
<b>MAINTENANCE EXPENSE</b>						
SOURCE OF SUPPLY	3,165	3,440	(274)	32,491	34,395	(1,904)
PUMPING	26,327	21,953	4,374	226,347	219,529	6,818
WATER TREATMENT	18,284	16,032	2,252	127,777	160,317	(32,540)
TRANSMISSION & DISTRIBUTION	76,098	101,606	(25,508)	1,007,217	1,016,057	(8,840)
ADMINISTRATIVE & GENERAL	24,283	27,024	(2,740)	385,021	270,239	114,782
<b>SUB-TOTAL</b>	<b>148,158</b>	<b>170,054</b>	<b>(21,896)</b>	<b>1,778,853</b>	<b>1,700,537</b>	<b>78,316</b>
DEPRECIATION EXPENSE	262,000	262,000	-	2,620,000	2,620,000	-
UTILITY EXCISE TAXES	69,247	39,995	29,252	477,305	363,082	114,223
<b>TOTAL MAINTENANCE EXPENSE</b>	<b>479,405</b>	<b>472,049</b>	<b>7,356</b>	<b>4,876,158</b>	<b>4,683,619</b>	<b>192,539</b>
<b>TOTAL OPERATING &amp; MAINT EXPENSE</b>	<b>1,004,269</b>	<b>1,027,408</b>	<b>(23,138)</b>	<b>10,280,585</b>	<b>10,452,692</b>	<b>(172,106)</b>
<b>NET OPERATING REVENUE</b>	<b>1,037,269</b>	<b>910,321</b>	<b>126,947</b>	<b>5,687,263</b>	<b>4,535,500</b>	<b>1,151,764</b>
GAIN (LOSS) ON DISP. OF PROPERTY	854	-	854	1,739	-	1,739
RENTAL OR LEASE INCOME	1,405	1,087	318	6,215	7,718	(1,503)
INTEREST INCOME	50,606	4,000	46,606	409,444	40,000	369,444
MISC NON-OPERATING INCOME	1,012	-	1,012	232,847	-	232,847
INTEREST L-T DEBT	(181,421)	(183,627)	2,206	(1,811,273)	(1,836,268)	24,995
DEBT ISSUANCE COSTS	(2,043)	-	(2,043)	(2,043)	(76,142)	74,099
CARES GRANT FUNDING	-	-	-	-	-	-
<b>TOTAL MISC INCOME/EXPENSE</b>	<b>(129,587)</b>	<b>(178,540)</b>	<b>48,953</b>	<b>(1,163,070)</b>	<b>(1,864,692)</b>	<b>701,622</b>
<b>NET INCOME</b>	<b>907,682</b>	<b>731,781</b>	<b>175,901</b>	<b>4,524,193</b>	<b>2,670,808</b>	<b>1,853,386</b>

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 46988 through  
47101 and all electronic payments for this period are hereby approved for payment in the sum of  
\$1,642,781.76 this 16th day of November 2023.

\_\_\_\_\_  
Commissioner Korsmo

\_\_\_\_\_  
Commissioner Rediske

\_\_\_\_\_  
Commissioner Barton

\_\_\_\_\_  
General Manager

Check no.	Vendor Name	Payment Description	Amount
46988	WA State Support Registry	10/13/23 Payroll	195.50
46989	Anatum	(1) Carbon Fiber GPS Pole - Land Surveying & Engineering	90.00
46990	Associated Petroleum Products	2 Deliveries - (501) Gals Unleaded Fuel & (500) Gals Unleaded Fuel	4,574.42
46991	Atec Water Systems LLC	(2) 4 Inch Back Flush Valves - Angle Lane	1,638.72
46992	Bledsoe, Carrie	Reimburse WFOA 2023 Conference Expenses	86.75
46993	Caselle	November 2023 Contract Support & Maintenance	3,942.68
46994	Centurylink	(1) Site Internet Svcs	86.00
46995	Cintas	10/04/23 Weekly Svcs	163.56
46996	City of Lakewood	3rd Qtr - City Franchise Fee	217,597.47
46997	Enviro-Clean Equipment	Repair Crack in Valve Turner Arm & Perform Maintenance Svcs	3,280.83
46998	Eurofins Eaton Analytical Inc	08/23/23 PFAS Sampling	5,700.00
46999	Ferguson Waterworks	(3) Assorted Sizes Hydrants	10,448.99
47000	Grainger Inc	Reducing Couplings - Check Valves - (10) Brass Plugs - (10) Gaskets	142.38
47001	HD Fowler	(30) Meter Box Covers	1,192.06
47002	Harold Lemay Enterprises Inc	September 2023 - RO Disp/Haul/Lid/Rnt'l Fee - Recycling - Shredding	631.14
47003	Holyroyd	(30) Yards Crushed Rock & Dispose of Asphalt	1,292.76
47004	Lakewood Hardware & Paint	(1) Key (1) Brass Flare Plug (2) T-Handle Hex Keys (1) Faucet (10) Blades	173.00
47005	LASA	3rd Qtr - 2023 CAP Donations	28.61
47006	Les Schwab Tire Center	(4) New Tires - 410J Backhoe	3,723.08
47007	Lowes Companies	Fence Repair Supplies - Concrete Mix - Plastic Clamps - Brackets - Lumber	263.94
47008	Marten Law	August 2023 PFAS Contamination Svcs	51,722.01
47009	McClains Soil Supply	(2) Loads - Haul Yard Waste	80.00
47010	Mooses Auto Tech	Trk# 26 (2) New Rear Tires - Trk# 43 Oil Chg & Svc - Trk# 49 Oil Chg & Svc	672.85
47011	Open Works	October 2023 Janitorial Svcs	1,882.51
47012	Oreilly Automotive Inc	Assorted Fuse Kits	87.50
47013	Pierce County Auditor	(3) Claim of Lien - 8317 Phillips Rd - 8961 Grav Lk Dr - 10510 47th Ave SW	54.00
47014	Pierce County Sewer	September 2023 - 8100 WA Blvd & 11900 Grav Lk Dr - Sewer Chgs	84.28
47015	Pro Call Center	September 2023 After Hours On-Call Svcs	252.65
47016	Puget Sound Signs & Graphics	Lakewood Historical Wall Mural Project - 50% Deposit	6,910.55
47017	Seattle Ace LLC	(4) Washers (1) Box Storage Bags (3) Slip Fittings (1) 12 oz Can Great Stuff	30.63
47018	Stronhold Armored Inc	September 2023 Armored Truck Svcs	375.00
47019	Thomas M Pors - Law Offices	September 2023 W State Hospital - 2030 Municipal Water Law - Attorney Svcs	2,870.00
47020	TMG Services Inc	New Potassium Permanganate Pump - Q-1 Deepwood Well	2,237.45
47021	US Bank	(6) Bond Admin Fees	2,042.80
47022	Airgas USA LLC	(2) Acetylene Rentals	6.06
47023	Associated Petroleum Products	(430) Gals Unleaded Fuel & (175) Gals Diesel Fuel	2,518.46
47024	Bosma Metal Works	(6) #67 Mtr Box Lids (11) #67 Mtr Box Lids (12) #66 Mtr Box Lids	5,228.62
47025	Capital Heating & Cooling	October 2023 - December 2023 Qtrly HVAC Svc Agreement	1,485.52
47026	Centurylink	(2) Sites Internet Svcs	188.62
47027	Chemsearch	(12) Cans Sting-X & (12) Cans Yield Spray	459.61
47028	Cintas	10/11/23 Weekly Svcs	126.92
47029	Core & Main	(1) 18 Inch Resetter	203.69
47030	E H Wachs	Trk# 29 (1) Telescoping Key for Valve Turner	704.65
47031	Eurofins Eaton Analytical Inc	09/07/23 PFAS Sampling	1,200.00
47032	Ferguson Waterworks	(27) Pit Lid Adapters - (75) Radio Antennas (4) 12 Inch Corrugated Pipe	9,997.19
47033	Grainger Inc	(7) Electronic Ball Vlvs (6) Reducing Adptrs (6) Relay Switches (20) Bushings	4,634.62
47034	HD Fowler	Saddles - Saddle Straps - Mtr Box Lids - Hydrants - Hydrant Repair Kits	41,127.02
47035	Hach Company	(1) Pocket Chlorimeter	740.98
47036	Harold Lemay Enterprises Inc	(1) Day Dumpster Rental (Final Bill) - 10424 Bridgeport Tank Site	17.17
47037	HCON Inc	R&R Pay App# 2 - 96th St S & Front St - Main Replacement Project	122,891.63
47038	Inslee Best Doezie & Ryder PS	September 2023 W State Hospital - Sprint Steilacoom Tank - Attorney Svcs	8,679.50
47039	Lakewood Hardware & Paint	(1) 10 Yds Blk Gorilla Glue Tape (1) Super Glue	15.04
47040	Mooses Auto Tech	Trk# 37 - Diagnostic HVAC & Heating Issue	202.26
47041	Northwest Corrosion Engineering	Nyanza Reservoir - Cathodic Protection - Installed Conduit & Junction Box	1,854.08
47042	Pape Machinery	(2) 2.5 Gals Cool-Gard II Antifreeze	115.80
47043	Preferred Roof Services Inc	Roof Replacement Bldg# 1 & Bldg# 2 - Steilacoom Booster	12,298.17
47044	Rainier Supply	(1) 6x6x6 PVC J Electrical Box (1) 8 Pin Relay Socket (1) 2 Pole Relay Switch	54.73
47045	Seattle Ace LLC	Assorted Nipples - Galv Hex Bushings - Wood Screws	24.93
47046	Sound Home Maintenance	(5) Compulsory Backflow Testings - (1) Repair	350.00
47047	Sprague Pest Solutions	September 2023 Pest Control Svcs	115.05
47048	State Auditors Office	Financial - Federal - Accountability Audit 2022	22,865.85
47049	Tross Equity LLC	Refund Portion Labor & Truck Time to Cust - Raised Box to Match Landscape	36.91
47050	Tveten's Auto Tech	Trk# 33 Repaired Rear Axle - Replaced Wheel Bearings - Rear Pinion	2,463.65
47051	Utilities Underground	(305) September 2023 Locates	393.45
47052	Verizon Wireless	September 2023 On-Call Cell Maint & Operations - SCADA Data Chgs	1,132.73
47053	Water Management Labs	(57) Total Coliform P-A3 (1) Nitrate Nitrogen (2) TTHM (2) HAA5 Tests	2,405.00
47054	Employment Security Dept	3rd Qtr WA Cares Fund	1,956.89
47055	Employment Security Dept	3rd Qtr WA PFML	5,807.58
47056	Puget Sound Energy	Sept 23 & Oct 23 - WA Blvd - Deepwood - Grant Ave - 11900 Grav Lk Dr Svcs	46,444.34
47057	Lakewood Water District	10/27/23 Payroll - Employee Fund	315.00
47058	WA State Support Registry	10/27/23 Payroll	195.50
47059	Bullard, Chris	Uniform Reimbursement	59.42
47060	Central Paving LLC	Hydrant Meter Deposit Refund - 47th Ave & 124th	120.00
47061	Cintas	10/18/23 Weekly Svcs	163.56
47062	Dande Awards Co	(9) Name Plates - No Titles	98.59
47063	Dept of Enterprise Svcs	Project Management Essentials - C Bullard	395.00

47064	Grainger Inc	WHS Booster# 1 - Replacement Heater	2,250.35
47065	Horizon	(2) 9V Alkaline Batteries (1) Battery Operated Controller (1) Electrical Vlv	347.94
47066	Kennedy/Jenks Consulting	Sept 23 Scott's PFAS Treatment	1,880.35
47067	Lake City Community Church	Refund Hydrant Meter Deposit	220.00
47068	Lakewood Hardware & Paint	(1) Connector (6) PVC Nipples (1) 6 PC Reciprocating Blade Set	31.23
47069	Lost Lake Apartments	Refund Hydrant Meter Deposit	200.00
47070	MS Enterprise	Refund Hydrant Meter Deposit	200.00
47071	Napa Auto Parts	(30) 20 Amp Fuses (5) 30 Amp Fuses (5) 40 Amp Fuses - Vehicles	126.82
47072	Pape & Sons Construction	Pay# 10 Generator - Electrical - Seismic Improvements	112,160.09
47073	Pierce County Auditor	Claim of Lien - 8905 Veterans Dr - M Copp	18.00
47074	Schwind, Eric	Uniform Reimbursement	97.04
47075	Seattle Ace LLC	(1) Pipe Tee (3) Nipples (1) Adjust Ballcock Vlv - 104th & Bridgeport Brine Tank	45.33
47076	Sound Home Maintenance	(5) Compulsory Backflow Testings	325.00
47077	Water Management Labs	(19) Total Coliform P-A3 & (1) Quanti-tray tests	491.00
47078	Asphalt Patch Systems	7214 Interlaaken Dr - Svc Maint & 5000 Steilacoom Blvd - Meter Maint	4,042.65
47079	Cargill Salt	(1) Pallet Salt (882) 50 lb Bags	9,578.86
47080	Centurylink	(8) Sites - Internet Svcs	703.18
47081	Cintas	10/25/23 Weekly Svcs	126.92
47082	Day Wireless Systems	October 2023 - Communication - Radio Service	636.98
47083	FCS Group	October 2023 - LWD Water Rate Structure Review & PFAS Support Svcs	3,725.00
47084	Ferguson Waterworks	(1) Tilted Disc Check Vlv - (18) Meter Relocators	10,017.80
47085	GC Systems Inc	(2) CRL Rebuild Kits - Wholesale	383.89
47086	Grainger Inc	(2) Fire Lane Parking Signs - (1) 100 Ft Data Cable - Analog Signal Cable	220.22
47087	HD Fowler	(1) Seat Wrench (1) Operating Wrench	394.40
47088	HCON Inc	Pay App# 3 - 96th St S & Front St Main Replacement	170,614.71
47089	KPG PSOMAS	September 2023 - Hipkins Rd Water Main Relocation	13,337.00
47090	Lakewood Hardware & Paint	(10) T-Handle Hex Keys - (3) Pk Brushes (1) Tank Vlv (1) Brass Hex Bushing	117.95
47091	Moses Auto Tech	Trk# 33 - New Battery	241.56
47092	Open Works	Other Floor Care Chgs - Jul23 - Aug23 - Sept23 - Oct23 (Not Chgd Previously)	460.00
47093	Pacific Groundwater Group	September 2023 - Lakewood Aquifer E Study	400.00
47094	Pierce County Auditor	Satisfaction of Lien - Greene's to Go LLC - Lisa Greene - 8317 Phillips Rd	18.00
47095	Randles Sand & Gravel	Remove Stumps & Brush - R-2 Well 112th St Project	1,967.45
47096	Red Quote	October 2023 - Svc Chgs - I Black- Cobra Benefits	26.72
47097	S&B Inc	Scada Svc Call - Tillicum - WSB# 1 - Scotts & Angle Lane	2,311.00
47098	Seattle Ace LLC	(14) Fasteners - Surface Wash Pump - View Rd	18.29
47099	TMG Services Inc	Chlorine Pump Repair - Ponders Site & (2) Fan Blowers	2,486.97
47100	Town of Steilacoom	October 2023 - View Rd Electric & Sewer Chgs	8,658.04
47101	Water Management Labs	(14) Total Coliform P-A3 Tests	336.00

**Sub-Total**

**973,864.65**

October Payroll

**206,777.21**

October Payroll Taxes (PMT# 814 & PMT# 821)

**76,381.30**

<b>Date</b>	<b>Other Electronic Payment</b>	
10/13/23	PMT# 815 - Deferred Comp	3,838.87
10/13/23	PMT# 816 - WA PERS	22,880.01
10/11/23	PMT# 817 - CEP Enterprises	3,496.00
10/11/23	PMT# 818 - Sir Speedy	2,952.84
10/19/23	PMT# 819 - RH2 Engineering	616.02
10/19/23	PMT# 820 - Sir Speedy	1,676.88
10/17/23	PMT# 822 - Aflac	507.55
10/17/23	PMT# 823 - Delta Dental	4,052.00
10/19/23	PMT# 824 - Principal Insurance	2,737.87
10/17/23	PMT# 825 - Regence	61,042.93
10/27/23	PMT# 826 - Deferred Comp	3,838.87
10/27/23	PMT# 827 - WA PERS	23,890.47
11/01/23	PMT# 828 - RH2 Engineering	22,862.66
11/01/23	PMT# 829 - Sir Speedy	328.72

B&O Tax	69,247.67
US Bank CC (Less Power)	23,148.38
US Bank CC Power Costs	110,857.66
Paymentech/Merchant Fees (OCT)	11,499.42
Xpress Bill Pay Fee (OCT)	4,283.63
Key Bank Analysis (OCT)	981.44
3rd Qtr Labor & Industries	7,849.09
3rd Qtr ESD - Unemployment	3,169.62

**385,758.60**

**GRAND TOTAL**

**1,642,781.76**



# 2024 DRAFT BUDGET

## **Theme:**

**“Serving Healthy Communities Through  
Responsible Water Practices”**

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2. P&L Budget—Detail
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4. 2024 Capital & R&R Projects
5. Five-year Forecast of Capital & R&R Projects

LAKWOOD WATER DISTRICT

2024 - BUDGET

8.00 % WEIGHTED AVERAGE RATE INCREASE INTEGRATED ON BUDGET

GENERAL - 8.92%; R&R - 6.00%

10/31/23

	2024 BUDGET	2023 FORECAST	2023 BUDGET	FCST VARIANCE
SALE OF WATER	11,871,161	11,442,612	10,648,833	793,779
OTHER OPERATING REVENUE	1,401,943	1,398,630	1,321,155	77,475
WHOLESALE WATER SALES	6,198,214	6,007,646	5,781,790	225,857
<b>TOTAL OPERATING REVENUE</b>	<b>19,471,318</b>	<b>18,848,887</b>	<b>17,751,777</b>	<b>1,097,110</b>
<b>OPERATING EXPENSE</b>				
PUMPING	1,537,359	1,415,874	1,420,021	(4,147)
WATER TREATMENT	514,911	442,034	516,841	(74,807)
TRANSMISSION & DISTRIBUTION	1,296,354	1,119,526	1,250,200	(130,675)
CUSTOMER ACCOUNTS	914,452	812,813	842,948	(30,136)
CUSTOMER INFORMATION	6,573	1,103	15,703	(14,600)
ADMINISTRATIVE & GENERAL	1,976,228	2,036,770	2,152,086	(115,317)
<b>TOTAL OPERATING EXPENSE</b>	<b>6,245,878</b>	<b>5,828,120</b>	<b>6,197,800</b>	<b>(369,680)</b>
<b>MAINTENANCE EXPENSE</b>				
SOURCE OF SUPPLY	41,732	39,644	41,274	(1,630)
PUMPING	278,271	263,480	263,435	45
WATER TREATMENT	166,564	157,502	192,380	(34,878)
TRANSMISSION & DISTRIBUTION	1,293,504	1,226,356	1,219,268	7,088
ADMINISTRATIVE & GENERAL	342,923	436,184	324,287	111,897
<b>SUB-TOTAL</b>	<b>2,122,994</b>	<b>2,123,167</b>	<b>2,040,644</b>	<b>82,523</b>
DEPRECIATION EXPENSE	3,540,000	3,144,000	3,144,000	-
UTILITY EXCISE TAXES	504,114	539,572	443,073	96,499
<b>TOTAL MAINTENANCE EXPENSE</b>	<b>6,167,107</b>	<b>5,806,739</b>	<b>5,627,717</b>	<b>179,022</b>
<b>TOTAL OPERATING &amp; MAINT EXPENSE</b>	<b>12,412,985</b>	<b>11,634,859</b>	<b>11,825,517</b>	<b>(190,658)</b>
<b>NET OPERATING REVENUE</b>	<b>7,058,333</b>	<b>7,214,029</b>	<b>5,926,260</b>	<b>1,287,769</b>
GAIN (LOSS) ON DISP. OF PROPERTY	(58,000)	58,885	58,000	885
RENTAL OR LEASE INCOME	5,065	8,070	9,892	(1,822)
INTEREST INCOME	450,000	478,838	48,000	430,838
MISC NON-OPERATING REVENUE	-	231,835	-	231,835
INTEREST L-T DEBT	(2,322,410)	(2,180,997)	(2,203,522)	22,525
DEBT ISSUANCE COSTS	(81,296)	-	(76,142)	76,142
<b>TOTAL MISC INCOME/EXPENSE</b>	<b>(2,006,641)</b>	<b>(1,403,368)</b>	<b>(2,163,772)</b>	<b>760,405</b>
<b>NET INCOME</b>	<b>5,051,692</b>	<b>5,810,661</b>	<b>3,762,488</b>	<b>2,048,173</b>

LAKWOOD WATER DISTRICT

2024 BUDGET – DETAIL (8.00% WEIGHTED AVERAGE RATE INCREASE INTEGRATED ON BUDGET; GENERAL - 8.92% AND R&R - 6.00%)

9 MO (ACTUAL). +  
3 MO.  
(PROJECTION)

INCOME STATEMENT

G/L #	ACCOUNT DESCRIPTION	2024 BUD TOTAL	2023 FORECAST TOTAL	2023 BUD TOTAL	"24 BUD VS '23 FCST	"24 BUD VS '23 BUD	% "24 BUD VS '23 BUD	FINANCIAL ANALYSIS NOTE
461.100	METERED SALES TO GEN. CUST.	8,259,156	7,967,050	7,211,881	292,105	1,047,274	14.5%	SEE REVENUE ANALYSIS - 2024 S/S; FROM 315M CF CONSUMPTION TO 325M CF
461.130	R & R FIX CHARGE	3,612,005	3,475,273	3,436,952	136,733	175,053	5.1%	CONSUMPTION (2024 PROJECTED TO BE 340.5M CF)
461.120	CITY OF LAKEWOOD FRANCHISE FEE	712,270	637,150	538,812	75,120	173,458	32.2%	PROJECTED TO BE THE SAME
461.125	FRANCHISE FEE OFFSET	(712,270)	(636,861)	(538,813)	(75,409)	(173,457)	32.2%	
461.200	STEILACOOM VOLUME CHARGE	-	-	-	-	-		
461.300	ADJUSTMENTS TO METERED SALES	-	-	-	-	-		
	<b>TOTAL SALE OF WATER</b>	<b>11,871,161</b>	<b>11,442,612</b>	<b>10,648,833</b>	<b>428,549</b>	<b>1,222,328</b>	<b>11.5%</b>	
466.000	STEILACOOM WATER SALES	585,780	590,853	517,566	(5,073)	68,214	13.2%	3-YR AVERAGE FROM THE TOWN OF STEILACOOM ON A MONTHLY BILL CYCLE; 2024
466.100	WHOLESALE WATER SALES	6,198,214	6,007,646	5,781,790	190,568	416,425	7.2%	RATES
467.000	CROSS CONNECTION	75,142	76,288	66,182	(1,146)	8,959	13.5%	BASED ON 3-YR AVE CONSUMPTION PLUS 2024 RATES PROJECTED
470.000	FEES/PENALTIES/NSF	71,808	74,005	86,110	(2,197)	(14,301)	-16.6%	
471.000	MISC. SERVICE REVENUES	16,000	15,960	16,000	40	-	0.0%	
472.000	RENTAL INCOME (CELL TOWERS)	653,213	641,523	635,297	11,690	17,916	2.8%	BASED ON CELL TOWER S/S (CONTRACTS)
	<b>TOTAL OF OTHER OPERATING REVENUE</b>	<b>7,600,157</b>	<b>7,406,276</b>	<b>7,102,944</b>	<b>497,213</b>	<b>497,213</b>	<b>7.0%</b>	
	<b>TOTAL OPERATING REVENUE</b>	<b>19,471,318</b>	<b>18,848,887</b>	<b>17,751,777</b>	<b>622,431</b>	<b>1,719,541</b>	<b>9.7%</b>	
620.000	OPERATION SUPV. & ENGINEERING	101,908	96,252	97,169	5,656	4,739	4.9%	LABOR RATE CHANGES
623.000	POWER PURCHASED FOR PUMPING	1,033,155	903,599	982,602	129,556	50,553	5.1%	PROJECTED RATE INCREASE FOR POWER COSTS; RECLASSIFICATION OF WHSL
624.000	WHOLESALE FACILITIES O&M	312,696	330,825	272,698	(18,129)	39,998	14.7%	POWER COST
626.000	TELEMETRY OPERATIONS	89,600	85,199	67,552	4,401	22,048	32.6%	PROJECTED RATE INCREASE FOR POWER COSTS; RECLASSIFICATION OF WHSL
	<b>OPERATIONS IN PUMPING</b>	<b>1,537,359</b>	<b>1,415,874</b>	<b>1,420,021</b>	<b>121,485</b>	<b>117,338</b>	<b>8.3%</b>	POWER COST (WHY IT DECREASED EVEN THOUGH POWER RATES INCREASED)
640.000	OPERATION SUPR & ENGINEERING	101,908	96,251	97,169	5,657	4,739	4.9%	INCREASE FROM SCADA COSTS AND ASSOCIATED CYBERSECURITY COSTS
641.000	CHLORINATING	235,485	204,896	251,837	30,589	(16,352)	-6.5%	
642.000	WATER TREATMENT - SAMPLES	82,010	64,107	73,614	17,903	8,396	11.4%	REDUCED OVERALL BUDGET FOR LABOR HOURS - 2600 HRS TO 2200 HRS
642.100	WATER TREATMENT - PFAS TESTING/GAC	95,508	76,780	94,221	18,728	1,287	1.4%	LABOR RATE INCREASE, AND UCMR FOR 2024
	<b>OPERATIONS OF WATER TREATMENT</b>	<b>514,911</b>	<b>442,034</b>	<b>516,841</b>	<b>72,877</b>	<b>(1,930)</b>	<b>-0.4%</b>	RETAIN BUDGET; STILL PROJECTED
660.000	OPERATION SUPV. & ENGINEERING	213,172	200,301	201,046	12,871	12,126	6.0%	
661.000	WATER STORAGE FACILITIES	117,532	121,005	134,860	(3,473)	(17,328)	-12.8%	REDUCED LABOR HOURS FROM 600 TO 300
661.100	PHILLIPS TANK O & M	1,200	300	1,200	900	-	0.0%	
662.000	TRANS. & DISTR. LINES EXPENSES	28,136	27,466	26,309	670	1,827	6.9%	
662.010	FLUSHING	62,356	90,567	64,860	(28,211)	(2,504)	-3.9%	REDUCED LABOR HOURS FROM 864 TO 800; 2023 EXCEPTION W/ MAIN BREAKS
662.020	VALVE OPERATIONS/MAINTENANCE	128,972	87,529	129,963	41,443	(991)	-0.8%	REDUCED AP BY \$8K; TIMING DIFFERENCE FOR 2024 BUDGET VS. 2023 FORECAST
662.100	PARKLAND INTERTIE EXPENSES	3,520	1,666	1,760	1,854	1,760	100.0%	
662.200	FIRE FLOW	1,926	458	1,832	1,468	94	5.1%	
663.000	METER EXPENSES ONS/OFFS	88,412	79,880	82,609	8,532	5,803	7.0%	LABOR RATE INCREASE; HOURS STAY THE SAME
664.100	CROSS CONNECTION EXP/ BACKFLW	178,573	86,304	163,319	92,269	15,254	9.3%	INCREASED IN TEST COST BUT CORRESPONDING WITH INCREASE IN REVENUE; 0.75 FTE BUDGETED

LAKWOOD WATER DISTRICT

2024 BUDGET – DETAIL (8.00% WEIGHTED AVERAGE RATE INCREASE INTEGRATED ON BUDGET; GENERAL - 8.92% AND R&R - 6.00%)

9 MO (ACTUAL). +  
3 MO.  
(PROJECTION)

INCOME STATEMENT

G/L #	ACCOUNT DESCRIPTION	2024 BUD TOTAL	2023 FORECAST TOTAL	2023 BUD TOTAL	"24 BUD VS "23 FCST	"24 BUD VS "23 BUD	% "24 BUD VS "23 BUD	FINANCIAL ANALYSIS NOTE
665.000	MISCELLANEOUS EXP	64,569	65,348	47,866	(779)	16,703	34.9%	INCREASED BY 5 MINUTES PER WEEK; INCREASE ON LABOR RATES
665.100	TOOLS & EQUIPMENT	15,000	14,711	15,000	289	-	0.0%	
665.200	SAFETY EXPENSES	47,908	38,845	50,083	9,063	(2,175)	-4.3%	LABOR RATE INCREASE; BUDGET THE SAME
665.300	LOCATING EXPENSES	203,854	179,729	191,124	24,125	12,730	6.7%	
665.400	ON-CALL	128,399	111,679	123,244	16,720	5,155	4.2%	LABOR RATE INCREASE; BUDGET THE SAME
666.000	UNIFORMS	12,825	13,738	15,125	(913)	(2,300)	-15.2%	
	<b>OPERATIONS OF TRANS &amp; DISTRB</b>	<b>1,296,354</b>	<b>1,119,526</b>	<b>1,250,200</b>	<b>176,829</b>	<b>46,154</b>	<b>3.7%</b>	
902.000	METER READING EXPENSES	56,840	60,647	56,728	(3,807)	112	0.2%	
903.000	CUST. RECORDS & COLLECTION EXP. CUSTOMER ACCOUNTS	857,612	752,165	786,220	105,446	71,391	9.1%	LABOR RATE INCREASE
		<b>914,452</b>	<b>812,813</b>	<b>842,948</b>	<b>101,639</b>	<b>71,503</b>	<b>8.5%</b>	
910.000	CONSERVATION / WATER EDUCATION	6,573	1,103	15,703	5,470	(9,130)	-58.1%	



LAKWOOD WATER DISTRICT

2024 BUDGET – DETAIL (8.00% WEIGHTED AVERAGE RATE INCREASE INTEGRATED ON BUDGET; GENERAL - 8.92% AND R&R - 6.00%)

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(PROJECTION)

INCOME STATEMENT

G/L #	ACCOUNT DESCRIPTION	2024 BUD TOTAL	2023 FORECAST TOTAL	2023 BUD TOTAL	"24 BUD VS "23 FCST	"24 BUD VS "23 BUD	% "24 BUD VS "23 BUD	FINANCIAL ANALYSIS NOTE
920.000	ADMIN. & GENERAL EXPENSES	2,048,933	1,715,361	1,859,537	333,572	189,396	10.2%	LABOR RATE INCREASE
920.700	COMMISSIONER REDISKE	4,828	4,585	4,277	242	551	12.9%	
920.800	COMMISSIONER BARTON	10,064	10,510	7,197	(447)	2,867	39.8%	
920.900	COMMISSIONER KORSMO	5,517	5,274	3,588	242	1,929	53.8%	
921.000	OFFICE SUPPLIES & EXPENSES	50,000	57,022	60,706	(7,022)	(10,706)	-17.6%	REDUCED AP BUDGET
921.100	POSTAGE	10,873	6,207	10,873	4,666	-	0.0%	
921.200	PUBLICATIONS/PRINTING	44,100	44,480	43,400	(380)	700	1.6%	
921.300	ELECTION COSTS	-	22,000	22,000	(22,000)	(22,000)		NO ELECTION FOR 2024
921.400	OUTSOURCED BILLING	88,440	80,515	84,360	7,925	4,080	4.8%	
921.500	PAYMENT PROCESSING	131,268	125,639	115,518	5,629	15,750	13.6%	
921.600	HR EXPENSES	44,417	30,419	20,668	13,999	23,749		RECLASS OF SAFETY ITEMS; INCREASE IN HR PROGRAMS
922.020	TRUCK & CAR EXPENSES	119,557	115,086	112,800	4,471	6,757	6.0%	
922.022	TRUCK & CAR (CREDITS)	(182,038)	(186,904)	(187,513)	4,866	5,475	-2.9%	
922.030	TRACTOR EXPENSES	28,396	21,829	28,152	6,567	244	0.9%	
922.033	TRACTOR (CREDITS)	-	-	-	-	-	#DIV/0!	
922.080	GENERATOR/COMPRESSOR EXPENSE	37,300	29,001	37,300	8,299	-	0.0%	
922.044	GENERATOR/COMPRESSOR (CREDITS)	-	-	-	-	-		
922.050	GIS EXPENSES	156,916	144,699	148,331	12,217	8,585	5.8%	
922.060	OVERHEAD ON OTHER REPAIRS & IMPROVE.	(1,194,180)	-	-	(1,194,180)	(1,194,180)	#DIV/0!	O/H ON CAPITAL
922.100	OVERHEAD ON NEW SERVICES	-	-	-	-	-	#DIV/0!	O/H ON CAPITAL
922.110	OVERHEAD ON R&R & NEW MAINS	(82,250)	(730,899)	(730,899)	648,649	648,649	-88.7%	O/H ON CAPITAL
923.100	ATTORNEY SERVICES	21,000	39,929	22,000	(18,929)	(1,000)	-4.5%	
923.200	OTHER PROFESSIONAL SERVICES	20,000	27,957	17,000	(7,957)	3,000	17.6%	
923.300	ACCTING & AUDITING SERVICE	95,190	76,800	77,877	18,390	17,313	22.2%	
924.000	PROPERTY INSURANCE	228,603	198,434	195,136	30,169	33,467	17.2%	INSURANCE FOR GENERAL + CYBERSECURITY INCREASE
926.500	EDUCATION / TRAINING	168,333	102,225	112,638	66,108	55,695	49.4%	LABOR COST + EDUCATION REIMBURSEMENT PROGRAM + TRAINING PROGRAMS
926.600	MEMBERSHIPS / DUES	43,928	43,784	39,487	144	4,441	11.2%	
929.000	DUPLICATE CHARGES	(19,417)	(21,197)	(19,417)	1,780	-	0.0%	
930.000	MISCELLANEOUS GENERAL EXPENSE	74,244	49,775	44,864	24,469	29,380	65.5%	
930.110	PROPERTY TAX	20,207	19,119	20,207	1,088	-	0.0%	
930.100	RESEARCH & DEVEL. / WATER RIGHTS	2,000	5,119	2,000	(3,119)	-	0.0%	
	<b>TOTAL A&amp;G</b>	<b>1,976,228</b>	<b>2,036,770</b>	<b>2,152,086</b>	<b>(60,542)</b>	<b>(175,858)</b>	<b>-8.2%</b>	
	<b>TOTAL OPERATING EXPENSE</b>	<b>6,245,878</b>	<b>5,828,120</b>	<b>6,197,800</b>	<b>417,758</b>	<b>48,078</b>	<b>0.8%</b>	
	<b>MAINTENANCE EXPENSE</b>							
613.100	MONITORING OF SURFACE WATER	39,418	39,100	39,100	318	318	0.8%	USGS - SAME PROJECTED COST
614.100	WELLHEAD PROTECTION	2,314	544	2,174	1,771	140	6.4%	
	<b>MAINTENANCE OF WATER SUPPLY</b>	<b>41,732</b>	<b>39,644</b>	<b>41,274</b>	<b>2,088</b>	<b>458</b>	<b>1.1%</b>	
631.000	MAINT. STRUCTURES & IMPRVMENTS.	25,186	25,115	24,156	71	1,030	4.3%	
633.000	MAINT. OF PUMPING EQUIPMENT	248,770	237,300	235,198	11,470	13,572	5.8%	LABOR RATE INCREASE
633.100	PHILLIPS PUMPING STATION	4,315	1,065	4,081	3,250	234	5.7%	
	<b>MAINTENANCE OF PUMPING</b>	<b>278,271</b>	<b>263,480</b>	<b>263,435</b>	<b>14,791</b>	<b>14,836</b>	<b>5.6%</b>	

LAKWOOD WATER DISTRICT

2024 BUDGET – DETAIL (8.00% WEIGHTED AVERAGE RATE INCREASE INTEGRATED ON BUDGET; GENERAL - 8.92% AND R&R - 6.00%)

9 MO (ACTUAL). +  
3 MO.  
(PROJECTION)

INCOME STATEMENT

G/L #	ACCOUNT DESCRIPTION	2024 BUD TOTAL	2023 FORECAST TOTAL	2023 BUD TOTAL	"24 BUD VS "23 FCST	"24 BUD VS "23 BUD	% "24 BUD VS "23 BUD	FINANCIAL ANALYSIS NOTE
652.100	PONDERS - PCE/TCE	82,940	71,951	75,094	10,988	7,846	10.4%	INCREASED POWER COSTS @ 4%
652.201	VIEW ROAD - O & M	83,624	85,551	117,286	(1,927)	(33,662)	-28.7%	INCREASED COST FOR N-3 WELL
	<b>MAINT OF WATER TREATMENT</b>	<b>166,564</b>	<b>157,502</b>	<b>192,380</b>	<b>9,062</b>	<b>(25,816)</b>	<b>-13.4%</b>	

LAKWOOD WATER DISTRICT

2024 BUDGET – DETAIL (8.00% WEIGHTED AVERAGE RATE INCREASE INTEGRATED ON BUDGET; GENERAL - 8.92% AND R&R - 6.00%)

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3 MO.  
(PROJECTION)

INCOME STATEMENT

G/L #	ACCOUNT DESCRIPTION	2024 BUD TOTAL	2023 FORECAST TOTAL	2023 BUD TOTAL	"24 BUD VS "23 FCST	"24 BUD VS "23 BUD	% "24 BUD VS "23 BUD	FINANCIAL ANALYSIS NOTE
670.000	MAINT. SUPERVISION	213,172	200,300	201,046	12,872	12,126	6.0%	LABOR RATE INCREASE
672.000	MAINT. OF RESERVOIRS & STANDPIPE	105,190	92,111	103,411	13,079	1,779	1.7%	
673.000	MAINT. OF TRANS. & DISTR. MAINS	149,853	177,808	144,867	(27,955)	4,986	3.4%	RETAIN BUDGET FROM 2023
675.000	MAINTENANCE OF SERVICES	58,298	43,076	59,657	15,222	(1,359)	-2.3%	REDUCED A/P AMOUNTS; OFFSET BY LABOR RATE INCREASE
676.000	MAINTENANCE OF METERS	208,499	249,367	199,604	(40,868)	8,895	4.5%	RETAIN LABOR HOURS; INTRO OF NEW BOX CHECK PROCESS
676.100	CHECK FOR LEAKS	10,267	6,650	9,593	3,617	674	7.0%	
676.200	MTR BILLING EDITS	59,322	48,403	55,428	10,919	3,894	7.0%	LABOR RATE INCREASE
677.000	MAINTENANCE OF HYDRANTS	135,730	93,761	144,610	41,969	(8,880)	-6.1%	LABOR HOURS FROM 1401 TO 1241; REDUCED A/P COSTS AS WELL
678.000	CITY PROJECTS	47,954	15,634	47,055	32,320	899	1.9%	
679.000	PAID TIME OFF	305,219	299,246	253,997	5,973	51,222	20.2%	SAME VACATION AND SICK LEAVE USAGE; INCREASED LABOR RATE
	<b>MAINTENANCE TRANS &amp; DISTRB</b>	<b>1,293,504</b>	<b>1,226,356</b>	<b>1,219,268</b>	<b>67,148</b>	<b>74,236</b>	<b>6.1%</b>	
932.000	MAINTENANCE OF GENERAL PLANT	123,997	199,260	121,488	(75,263)	2,509	2.1%	RETAIN BUDGET FROM 2023
932.100	TECHNOLOGY/OFFICE EQUIPMENT	218,926	236,924	202,799	(17,998)	16,127	8.0%	AP COST INCREASED
	<b>ADMINISTRATIVE</b>	<b>342,923</b>	<b>436,184</b>	<b>324,287</b>	<b>(93,261)</b>	<b>18,636</b>	<b>5.7%</b>	
	<b>SUB-TOTAL</b>	<b>2,122,994</b>	<b>2,123,167</b>	<b>2,040,644</b>	<b>(173)</b>	<b>82,350</b>	<b>4.0%</b>	
403.000	DEPRECIATION EXPENSE	3,540,000	3,144,000	3,144,000	396,000	396,000	12.6%	
408.100	UTILITY EXCISE TAXES	504,114	539,572	443,073	(35,459)	61,041	13.8%	
	<b>TOTAL MAINTENANCE EXPENSE</b>	<b>6,167,107</b>	<b>5,806,739</b>	<b>5,627,717</b>	<b>360,368</b>	<b>539,390</b>	<b>9.6%</b>	
	<b>TOTAL OPERATING &amp; MAINT EXP</b>	<b>12,412,985</b>	<b>11,634,859</b>	<b>11,825,517</b>	<b>778,126</b>	<b>587,468</b>	<b>5.0%</b>	
	<b>NET OPERATING REVENUE</b>	<b>7,058,333</b>	<b>7,214,029</b>	<b>5,926,260</b>	<b>(155,696)</b>	<b>1,132,073</b>		
414.000	GAIN (LOSS) ON DISP. OF PROPERTY	(58,000)	58,885	58,000	(116,885)	(116,000)	0.0%	SALE OF SURPLUS PROPERTY
418.000	RENTAL OR LEASE INCOME	5,065	8,070	9,892	(3,005)	(4,827)	-48.8%	
419.000	INTEREST INCOME	450,000	478,838	48,000	(28,838)	402,000	837.5%	
421.000	MISC NON OPERATING INCOME	-	231,835	-	(231,835)	-		
427.000	INTEREST L-T DEBT	(2,322,410)	(2,180,997)	(2,203,522)	(141,413)	(118,888)	5.4%	DWSRF LOAN SPENDING FOR 2023 \$1.05M (@2.25%) AND PWB LOAN SPENDING FOR 2023 - \$5.84M (@ 1.72%); NO REVENUE BONDS
434.000	DEBT ISSUANCE COSTS	(81,296)	-	(76,142)	(81,296)	(5,154)		
	<b>TOTAL MISC INCOME/EXPENSE</b>	<b>(2,006,641)</b>	<b>(1,403,368)</b>	<b>(2,163,772)</b>	<b>(603,273)</b>	<b>157,131</b>	<b>-7.3%</b>	
	<b>NET INCOME</b>	<b>5,051,692</b>	<b>5,810,661</b>	<b>3,762,488</b>	<b>(758,969)</b>	<b>1,289,204</b>	<b>34.3%</b>	

**LAKESIDE WATER DISTRICT 2024 BUDGET  
PROJECTED CASH FLOW STATEMENT  
as of 1/1/2024, Combined Rate Increase (8.00%)  
and FIVE-YEAR RATE FORECAST**

<b>CASH FROM OPERATIONS</b>	
CASH FROM OPERATIONS - NET INCOME	5,051,692
ADD BACK DEPRECIATION, AMORTIZATION	4,462,995
<b>TOTAL CASH FROM OPERATIONS</b>	<b>\$ 9,514,687</b>
<b>CASH FROM FINANCING</b>	
PRINCIPAL PAID ON REVENUE BOND #5 (06/01/24)	(550,000)
PRINCIPAL PAID ON REVENUE BOND #8A (06/01/24)	(390,000)
PRINCIPAL PAID ON REVENUE BOND #8B (06/01/24)	-
PRINCIPAL PAID ON REVENUE BOND #9A (06/01/24)	(510,000)
PRINCIPAL PAID ON REVENUE BOND #9B (06/01/24)	(110,000)
PRINCIPAL PAID PUBLIC WORKS TRUST FUND #4 (06/01/24)	(42,105)
PRINCIPAL PAID PUBLIC WORKS TRUST FUND #5 (06/01/24)	(40,895)
PWB LOAN AND DWSRF - PMT (10/01/24)	(199,408)
DEBT INTEREST EXPENSE, TOTAL OF	(2,322,410)
INTEREST INCOME	450,000
PWB LOAN AND DWSRF - ISSUE	11,099,550
<b>TOTAL CASH FROM FINANCING</b>	<b>\$ 7,384,732</b>
<b>CASH FOR CAPITAL PROJECTS</b>	
CAPITAL PROJECTS	
R&R PROJECTS	(2,147,250)
PFAS PROJECTS	(12,799,825)
OTHER CAPITAL PROJECTS	(2,475,080)
<b>TOTAL CAPITAL PROJECTS</b>	<b>(17,422,155)</b>
PROCEEDS FROM GENERAL FACILITIES CHARGES	241,816
PROCEEDS FROM GRANT REIMBURSEMENT	3,210,000
<b>NET CASH FLOW FOR THE YEAR</b>	<b>\$ 2,929,080</b>
BOND RESERVE AS OF 01/01/24	805,000
LOCAL GOVT INVEST POOL	8,561,211
GENERAL FUND BANK ACCOUNT	540,164
CASH AS OF 01/01/24	9,906,375
<b>CASH AT THE END OF THE YEAR - 2024</b>	<b>\$ 12,835,455</b>

<b>FIVE-YEAR RATE FORECAST (total, weighted)</b>	<b>7.85%</b>				
	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
<b>Annual Increase % - Weighted Average</b>	8.00%	8.00%	7.74%	7.75%	7.77%
General %	8.92%	8.90%	8.50%	8.50%	8.50%
R&R %	6.00%	6.00%	6.00%	6.00%	6.00%
<b>Combined Debt Coverage Ratio</b> (target 2.0)	2.93	3.19	3.65	3.68	3.94
<b>Debt Issues (Gross)</b>	11,099,550	8,875,000	5,300,000	5,700,000	900,000
<b>Total Ending Cash Balances</b>	12,835,455	13,406,165	11,561,983	12,345,268	8,881,273
<b>Days of Operating Expenses</b> (180 target)	512	538	449	464	322
<b>Average Bi-Monthly Bill of 5/8" Mtr w/ 1500cf</b>	\$ 60.75	\$ 65.13	\$ 69.74	\$ 74.68	\$ 79.99
<b>Bi-Monthly Bill Difference 1500cf</b>	\$ 4.09	\$ 4.39	\$ 4.61	\$ 4.94	\$ 5.30

**OPTION 1 - 8% 2024-2025 AND REDUCTION ONWARD  
 LAKEWOOD WATER DISTRICT 2024 BUDGET  
 PROJECTED CASH FLOW STATEMENT  
 as of 1/1/2024, Combined Rate Increase (8.00%)  
 and FIVE-YEAR RATE FORECAST**

<b>FIVE-YEAR RATE FORECAST (total, weighted)</b>			<b>7.85%</b>		
	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
<b>Annual Increase % - Weighted Average</b>	8.00%	8.00%	7.74%	7.75%	7.77%
General %	8.92%	8.90%	8.50%	8.50%	8.50%
R&R %	6.00%	6.00%	6.00%	6.00%	6.00%
<b>Combined Debt Coverage Ratio</b> (target 2.0)	2.93	3.19	3.65	3.68	3.94
<b>Debt Issues (Gross)</b>	11,099,550	8,875,000	5,300,000	5,700,000	900,000
<b>Total Ending Cash Balances</b>	12,835,455	13,406,165	11,561,983	12,345,268	8,881,273
<b>Days of Operating Expenses</b> (180 target)	512	538	449	464	322
<b>Average Bi-Monthly Bill of 5/8" Mtr w/ 1500cf</b>	\$ 60.75	\$ 65.13	\$ 69.74	\$ 74.68	\$ 79.99
<b>Bi-Monthly Bill Difference 1500cf</b>	\$ 4.09	\$ 4.39	\$ 4.61	\$ 4.94	\$ 5.30

**OPTION 2 - 8.4% 2024**  
**LAKWOOD WATER DISTRICT 2024 BUDGET**  
**PROJECTED CASH FLOW STATEMENT**  
**as of 1/1/2024, Combined Rate Increase (8.40%)**  
**and FIVE-YEAR RATE FORECAST**

<b>FIVE-YEAR RATE FORECAST (total, weighted)</b>			<b>7.94%</b>		
	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
<b>Annual Increase % - Weighted Average</b>	8.40%	8.01%	7.74%	7.76%	7.77%
General %	9.50%	8.90%	8.50%	8.50%	8.50%
R&R %	6.00%	6.00%	6.00%	6.00%	6.00%
<b>Combined Debt Coverage Ratio</b> (target 2.0)	2.94	3.2	3.66	3.69	3.96
<b>Debt Issues (Gross)</b>	11,099,550	8,875,000	5,300,000	5,700,000	900,000
<b>Total Ending Cash Balances</b>	12,870,584	13,487,214	11,693,653	12,532,650	9,129,916
<b>Days of Operating Expenses</b> (180 target)	513	542	454	471	331
<b>Average Bi-Monthly Bill of 5/8" Mtr w/ 1500cf</b>	\$ 60.87	\$ 65.26	\$ 69.88	\$ 74.84	\$ 80.16
<b>Bi-Monthly Bill Difference 1500cf</b>	\$ 4.21	\$ 4.40	\$ 4.62	\$ 4.96	\$ 5.32

**OPTION 3 - 8% ACROSS MULTIPLE YEARS  
LAKEWOOD WATER DISTRICT 2024 BUDGET  
PROJECTED CASH FLOW STATEMENT  
as of 1/1/2024, Combined Rate Increase (8.00%)  
and FIVE-YEAR RATE FORECAST**

<b>FIVE-YEAR RATE FORECAST (total, weighted)</b>		<b>8.00%</b>				
	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	
<b>Annual Increase % - Weighted Average</b>	8.00%	8.00%	8.00%	8.00%	8.00%	
General %	8.92%	8.90%	8.87%	8.85%	8.82%	
R&R %	6.00%	6.00%	6.00%	6.00%	6.00%	
<b>Combined Debt Coverage Ratio</b> (target 2.0)	2.93	3.19	3.65	3.69	3.97	
<b>Debt Issues (Gross)</b>	11,099,550	8,875,000	5,300,000	5,700,000	900,000	
<b>Total Ending Cash Balances</b>	12,835,455	13,406,165	11,588,698	12,434,377	9,072,196	
<b>Days of Operating Expenses</b> (180 target)	512	538	450	467	329	
<b>Average Bi-Monthly Bill of 5/8" Mtr w/ 1500cf</b>	\$ 60.75	\$ 65.13	\$ 69.84	\$ 74.90	\$ 80.33	
<b>Bi-Monthly Bill Difference 1500cf</b>	\$ 4.09	\$ 4.39	\$ 4.71	\$ 5.06	\$ 5.43	



# LAKWOOD WATER DISTRICT - BUDGET 2024

## 2024 Capital Improvement R&R and Source and Supply Projects Summary

					Project Classification	
Project Class	Operations	Project Subtotal	Overhead	Project Total	Total Capital	Total R & R
<b>New Operations Capital and R &amp; R Projects</b>						
R & R	Hipkins Road - New (schedule w/ the City of Lakewood)	1,600,000	80,000	\$ 1,680,000		\$ 1,680,000
R & R	Nyanza Road WM Replacement Design for Construction in 2025	200,000	10,000	\$ 210,000		\$ 210,000
R & R	Water Main Replacement Design for City Project (TBD for construction in 2025)	145,000	7,250	\$ 152,250		\$ 152,250
Capital	Lead Service Line Inventory	100,000	5,000	\$ 105,000	\$ 105,000	
<b>Total Capital and R&amp;R Projects</b>		<b>\$ 2,045,000</b>	<b>\$ 102,250</b>	<b>\$ 2,147,250</b>	<b>\$ 105,000</b>	<b>\$ 2,042,250</b>
					Project Classification	
Project Class	Pumping and Engineering	Project Subtotal	Overhead	Project Total	Total Capital	Total S & S
<b>Capital Projects Pumping and Water Quality / Engineering and Source and supply</b>						
Capital	PFOA/PFAS Mitigation Projects (net of \$3.21 million in grant funding; total of \$11.6 million)	8,413,000	420,650	\$ 8,833,650	\$ 8,833,650	\$ -
Capital	Storage and Seismic Upgrades	460,000	46,000	\$ 506,000	\$ 506,000	\$ -
Capital	Source and Supply Projects	1,086,000	108,600	\$ 1,194,600	\$ 1,194,600	\$ -
Capital	Treatment Projects	542,000	54,200	\$ 596,200	\$ 596,200	\$ -
<b>Total Capital Pumping and Engineering</b>		<b>10,501,000</b>	<b>629,450</b>	<b>\$ 11,130,450</b>	<b>\$ 11,130,450</b>	<b>\$ -</b>
					Project Classification	
Project Class	General	Project Subtotal	Overhead	Project Total	Total Capital	Total S & S
<b>Planning, Legal, General Facilities, Vehicles</b>						
<b>General</b>						
Capital	PFOA/PFAS Legal Proceedings (incl. Marten Law)	350,000	17,500	\$ 367,500	\$ 367,500	\$ -
Capital	Perfection of Water Rights; Extension of Abitibi Use (Tom Pors and PGG)	10,000	500	\$ 10,500	\$ 10,500	\$ -
Capital	PFOA/PFAS Funding (incl. Gene Peterson)	25,000	1,250	\$ 26,250	\$ 26,250	\$ -
Capital	Rates Review and Cost of Service Analysis	31,000	1,550	\$ 32,550	\$ 32,550	
Capital	Small Conference Room Update	5,000	250	\$ 5,250	\$ 5,250	\$ -
<b>Total Capital - General</b>		<b>421,000</b>	<b>21,050</b>	<b>\$ 442,050</b>	<b>\$ 442,050</b>	
<b>Capital IT and Security</b>						
Capital	Laptop Computers, Monitors, & Docks for Staff and GIS WS	20,800	1,040	\$ 21,840	\$ 21,840	\$ -
Capital	VERApp Tablets	1,900	95	\$ 1,995	\$ 1,995	\$ -
Capital	Boardroom Cameras	1,200	60	\$ 1,260	\$ 1,260	\$ -
Capital	Watchguard Firewall, Cyber Locks Replacement	37,300	1,865	\$ 39,165	\$ 39,165	\$ -
<b>Total Capital IT and Security</b>		<b>61,200</b>	<b>3,060</b>	<b>\$ 64,260</b>	<b>\$ 64,260</b>	<b>\$ -</b>
<b>Vehicles and Equipment Capital expenses</b>						
Capital	Tools	28,500	1,425	\$ 29,925	\$ 29,925	\$ -
Capital	Fencing, Asphalt and Roof Improvement - Facilities (\$6k, \$5k and \$15k respectively)	26,000	1,300	\$ 27,300	\$ 27,300	\$ -
Capital	Annual Vehicle Replacement Program	200,900	10,045	\$ 210,945	\$ 210,945	\$ -
<b>Total Capital Vehicles and Equipment and Facilities</b>		<b>255,400</b>	<b>12,770</b>	<b>\$ 268,170</b>	<b>\$ 268,170</b>	<b>\$ -</b>
<b>Total of all Capital expenses, R &amp; R and Source and Supply</b>		<b>\$ 13,283,600</b>	<b>\$ 768,580</b>	<b>\$ 14,052,180</b>	<b>\$ 12,009,930</b>	<b>\$ 2,042,250</b>

**Total Capital Projects**      **\$ 14,052,180**





**Capital Improvements Work Sheet (w/o Overhead)**  
**OPERATIONS DEPARTMENT**

						Project Classification	
Project Class	Operations And Construction - 2024	Portfolio	Project Category	Wholesale, Joint Facility, or District?	Project Total	Total Capital	Total R & R
R & R	Hipkins Road - New (schedule w/ the City of Lakewood)	Water Mains	Replacement	JF	1,600,000		1,600,000
R&R	Nyanza Road WM Replacement Design for Construction in 2025	Water Mains	Replacement	JF	200,000		200,000
R & R	Water Main Replacement Design for City Project (TBD for construction in 2025)	Water Mains	Replacement	JF	145,000		145,000
Capital	Lead Service Line Inventory	Services	Regulatory	D	100,000	100,000	
Capital	Tools	General Facilities	Replacement	D	28,500	28,500	-
Capital	Fencing, Asphalt and Roof Improvement - Facilities (\$6k, \$5k and \$15k respectively)	General Facilities	Renewal	D	26,000	26,000	-
<b>Total Capital and R&amp;R Projects 2024</b>					<b>\$ 2,099,500</b>	<b>\$ 154,500</b>	<b>\$ 1,945,000</b>



Lakewood Water District 2024 Budget

Capital Improvements Work Sheet

Project Class	Pumping Department - 2024	Portfolio	Project Category	Wholesale, Joint Facility, or District?	Project Total
<b>PFOA/PFAS Mitigation Projects (net of \$3.21 million in grant funding; total of \$11.6 million)</b>					
	G-4 Well Drilling, Facility Design, and Construction	Supply	Expansion	JF	1,903,000
	G-4 Well Fe/Mn Treatment	Supply	Expansion	JF	925,000
	G-4 (Grant Funding)	Supply	Expansion	JF	(1,605,000)
	K-3 Well Drilling, Facility Design, and Construction	Supply	Expansion	JF	1,903,000
	K-3 Well (Grant Funding)	Supply	Expansion	JF	(1,605,000)
	O-2 Well Design and Drilling (Replacement Well, DWSRF Loan Funded)	Supply	Replacement	JF	965,000
	I-3 Well Design and Drilling (Replacement Well, DWSRF Loan Funded)	Supply	Replacement	JF	87,000
	U-1 Well (GAC System, PWB Loan Funded) - \$4 million project total	Supply	Regulatory	JF	2,420,000
	88th & Pine Wells (GAC System, PWB Loan Funded) - \$6 million project total	Supply	Regulatory	JF	3,420,000
				<b>Subtotal</b>	<b>\$ 8,413,000</b>
<b>Storage and Seismic Upgrades</b>					
	Vents at Oakbrook and Farwest	Storage	Regulatory	JF	50,000
	Wash Blvd Seismic (Final Design)	Storage	Resiliency	JF	130,000
	104th & Bridgeport Seismic (Final Design)	Storage	Resiliency	JF	160,000
	Philips Corrosion Study	Storage	Resiliency	JF	30,000
	Shake Monitor Sensors	Storage	Resiliency	D	90,000
				<b>Subtotal</b>	<b>\$ 460,000</b>
<b>Source and Supply Projects</b>					
	Replace Well Pumps and Motors/Main Breaks	Supply	Replacement		300,000
	Source Meter Calibration and Replacements	Supply	Replacement		10,000
	Motor Starter and Drive Rebuilds (4/yr)	Supply	Replacement		6,000
	Supply and Pump Structure Maintenance and Repairs	Supply	Renewal		30,000
	Rebuild Booster Pumps (4 pumps)	Pumping	Renewal	Wholesale	50,000
	Control Valve Maintenance (5/yr)	Supply	Renewal		25,000
	Inspect and Rehab H-Wells	Supply	Renewal		150,000
	FEMA Seismic and Generators Upgrades	Supply	Resiliency	JF	50,000
	Expand Capacity and Replace P-2 Well Pump/Motor	Supply	Replacement	JF	185,000
	104th Booster Station Improvement	Supply	Renewal	D	30,000
	Camera Installation - 3 Sites (Country Pl, 88th & Pine and Bridgeport)	Supply	Renewal	JF	100,000
	Fence Repairs and Upgrades	Supply	Resiliency	D	150,000
				<b>Subtotal</b>	<b>\$ 1,086,000</b>
<b>Treatment Projects</b>					
	Ponders GAC Media Replacement	Treatment	Replacement	JF	220,000
	ATEC Media Replacement at Deepwood and Angle	Treatment	Replacement	D	50,000
	Chlorine Generator Replacements (2/yr)	Treatment	Replacement		240,000
	CL2 Sensor Replacement (4/yr)	Treatment	Replacement		7,000
	Replace Cl2 Analyzer (4/yr)				25,000
				<b>Subtotal</b>	<b>\$ 542,000</b>
<b>Total Pumping Dept Capital Project</b>					<b>\$ 10,501,000</b>



**Capital Improvements Work Sheet**

**GENERAL**

Project Class	General Capital Expenditures	Project Subtotal	Project Classification			
			Total	Capital	Total	Other
	PFOA/PFAS Legal Proceedings (incl. Marten Law)	350,000	\$ 350,000	\$		-
	Perfection of Water Rights; Extension of Abitibi Use (Tom Pors and PGG)	10,000	\$ 10,000	\$		-
	PFOA/PFAS Funding (incl. Gene Peterson)	25,000	\$ 25,000	\$		-
	Rates Review and Cost of Service Analysis	31,000	\$ 31,000			
	Small Conference Room Update	5,000	\$ 5,000	\$		-
				\$		-
	<b>Total General Projects 2024</b>	<b>\$ 421,000</b>	<b>\$ 421,000</b>	<b>\$</b>		<b>-</b>



## Lakewood Water District 2024 Budget

### Capital Improvements Work Sheet INFORMATION TECHNOLOGY

Project Class	IT/OFFICE	Project Total
	Laptop Computers for Staff (3Yr) x 8 @ \$1,800	14,400
	6 Laptop Docks @ \$200 per unit	1,200
	Add Eagle Eye Cameras to Pump/Well Sites	-
	Update/Replace GIS Workstation (Digital Storm)	4,000
	Watchguard T-20-W Remote Firewalls (for SCADA/EagleEye) x5	3,300
	6 32" Monitors	1,200
	2 Updated Tablets for VERApp	1,900
	Update boardroom cameras (+2) for streaming meetings	1,200
	Replace Cyber Locks with Card Reader	34,000
	<b>Total IT/Office Projects 2024</b>	<b>\$ 61,200</b>



**Capital Improvements Work Sheet**  
**VEHICLES**

			Vehicles Cost and Return	
			Total Capital	Total Other
Project Class	Vehicle Replacement 2024	Project Total		
	<b>New Vehicles</b>			
2024	Ford E-350 Cab Chassis + Box	77,000	77,000	-
2024	Ford F-150 Ext-cab	41,000	41,000	-
2024	Crane for Chlorine Trk	36,000	36,000	-
2024	Ford Explorer	41,000	41,000	-
	<b>MISC Cost to get Vehicles in to Service</b>			
	Decals, Registration, Warning Lights	487	487	-
	Radio Uninstall and re-install (\$1,700 per) Three Each	5,100	5,100	-
	New Radio If Needed (1,200.00) No New Radios This round	-	-	-
	Dispose of Vehicles, Remove Decals Transfer Tools, Clean Hours Per at \$ 52.20 = \$313.30 per (Sandy)	313	313	-
	<b>Estimated Return Surplus Value</b>			
#25	Estimated Return From Auction E-350 Cab and Chassis 76,000 Miles	(13,000)		(13,000)
#31	Estimated Return From Auction Ford F-150 Ext Cab 74,288 Miles	(10,000)		(10,000)
#32	F-150 Ext Cab	(10,000)		(10,000)
#27	Explorer	(9,000)		(9,000)
#34	Explorer	(9,000)		(9,000)
#36	F-150 Ext Cab 74288 Miles	(7,000)		(7,000)
	<b>Total Vehicles</b>	<b>\$ 142,900</b>	<b>\$ 200,900</b>	<b>\$ (58,000)</b>

**Forecast of District Capital Improvement and R&R Projects for  
2024-2029**

Please note: 5 year forecast is for establishing minimum capital expenditures, and will vary in comparison to the individual capital budgets for the current year. Prices are estimates

		Capital	R&R
<b>2024</b>			
<b>New Operations Capital and R&amp;R Projects</b>			
R&R	Hipkins Road - New (schedule w/ the City of Lakewood)		\$ 1,680,000
R&R	Nyanza Road WM Replacement Design for Construction in 2025		\$ 210,000
R&R	Water Main Replacement Design for City Project (TBD for construction in 2025)		\$ 152,250
Capital	Lead Service Line Inventory	\$ 105,000	
<b>Capital Projects Pumping and Water Quality / Engineering and Source and Supply</b>			
Capital	PFOA/PFAS Mitigation Projects (net of \$3.21m in grant funding; total of \$11.6m)	\$ 8,833,650	
Capital	Storage and Seismic Upgrades	\$ 506,000	
Capital	Source and Supply Projects	\$ 1,194,600	
Capital	Treatment Projects	\$ 596,200	
<b>General, Planning and Legal</b>			
Capital	PFOA/PFAS Legal Proceedings (incl. Marten Law)	\$ 367,500	
Capital	Perfection of Water Rights; Extension of Abitibi Use (Tom Pors and PGG)	\$ 10,500	
Capital	PFOA/PFAS Funding (incl. Gene Peterson)	\$ 26,250	
Capital	Rates Review and Cost of Service Analysis	\$ 32,550	
Capital	Small Conference Room Update	\$ 5,250	
<b>Capital IT and Security</b>			
Capital	Laptop Computers, Monitors, & Docks for Staff and GIS WIS	\$ 21,840	
Capital	VERApp Tablets	\$ 1,995	
Capital	Boardroom Cameras	\$ 1,260	
Capital	Watchguard Firewall, Cyber Locks Replacement	\$ 39,165	
<b>Vehicles and Equipment Capital expenses</b>			
Capital	Tools	\$ 29,925	
Capital	Fencing, Asphalt and Roof Improvement - Facilities	\$ 27,300	
Capital	Annual Vehicle Replacement Program	\$ 210,945	
<b>2024 Total</b>		<b>\$ 12,009,930</b>	<b>\$ 2,042,250</b>
Total			<b>\$14,052,180</b>

2025

R&R	Annual Water Main Replacement Program/Capital Projects		\$ 2,042,250
Capital	PFAS/PFOA Mitigation Projects	\$ 7,443,319	
Capital	Storage and Maintenance Programs	\$ 2,446,500	
Capital	Source and Supply Projects	\$ 1,267,350	
Capital	Pumping Treatment Projects	\$ 605,850	
Capital	Capital Projects (MISC)	\$ 100,000	
Capital	Annual Vehicle Replacements	\$ 130,000	
Capital	Legal Fees	\$ 100,000	
Capital	IT and Office	\$ 75,000	
Capital	Facilities Maintenance	\$ 25,000	
Capital	Building and Yard Expenses Paving and Drainage	\$ 78,750	
<b>2025 Total</b>		<b>\$12,271,769</b>	<b>\$2,042,250</b>
Total			<b>\$14,314,019</b>

2026

R&R	Annual Water Main Replacement Program/Capital Projects		\$ 4,200,000
Capital	PFAS/PFOA Mitigation Projects	\$ 5,290,031	
Capital	Storage and Maintenance Programs	\$ 2,068,500	
Capital	Source and Supply Projects	\$ 600,600	
Capital	Pumping Treatment Projects	\$ 600,600	
Capital	Capital Projects (MISC)	\$ 100,000	
Capital	Annual Vehicle Replacements	\$ 130,000	
Capital	Legal Fees	\$ 100,000	
Capital	IT and Office	\$ 75,000	
Capital	Facilities Maintenance	\$ 25,000	
Capital	Equipment Replacement (Valve Trailer) - 2026	\$ 120,000	
<b>2026 Total</b>		<b>\$9,109,731</b>	<b>\$4,200,000</b>
Total			<b>\$13,309,731</b>

2027

R&R	Annual Water Main Replacement Program/Capital Projects		\$ 4,200,000
Capital	PFAS/PFOA Mitigation Projects	\$ 2,694,038	
Capital	Storage and Maintenance Programs	\$ 1,302,000	
Capital	Source and Supply Projects	\$ 1,372,350	
Capital	Pumping Treatment Projects	\$ 1,340,850	

**Forecast of District Capital Improvement and R&R Projects for  
2024-2029**

Capital	Capital Projects (MISC)		\$	100,000	
Capital	Annual Vehicle Replacements		\$	130,000	
Capital	Legal Fees		\$	100,000	
Capital	IT and Office		\$	75,000	
Capital	Facilities Maintenance		\$	25,000	
<b>2027 Total</b>				<b>\$7,139,238</b>	<b>\$4,200,000</b>
				Total	<b>\$11,339,238</b>

<b>2028</b>	R&R	Annual Water Main Replacement Program/Capital Projects			\$	4,200,000
	Capital	PFAS/PFOA Mitigation Projects		\$	882,000	
	Capital	Storage and Maintenance Programs		\$	2,719,500	
	Capital	Source and Supply Projects		\$	2,380,350	
	Capital	Pumping Treatment Projects		\$	626,850	
	Capital	Capital Projects (MISC)		\$	100,000	
	Capital	Annual Vehicle Replacements		\$	130,000	
	Capital	Legal Fees		\$	100,000	
	Capital	IT and Office		\$	75,000	
	Capital	Facilities Maintenance		\$	25,000	
<b>2028 Total</b>				<b>\$7,038,700</b>	<b>\$4,200,000</b>	
				Total	<b>\$11,238,700</b>	

<b>2029</b>	R&R	Annual Water Main Replacement Program/Capital Projects			\$	4,200,000
	Capital	PFAS/PFOA Mitigation Projects		\$	2,752,050	
	Capital	Storage and Maintenance Programs		\$	2,719,500	
	Capital	Source and Supply Projects		\$	411,600	
	Capital	Pumping Treatment Projects		\$	1,340,850	
	Capital	Capital Projects (MISC)		\$	100,000	
	Capital	Annual Vehicle Replacements		\$	130,000	
	Capital	Legal Fees		\$	100,000	
	Capital	IT and Office		\$	75,000	
	Capital	Facilities Maintenance		\$	25,000	
<b>2029 Total</b>				<b>\$7,654,000</b>	<b>\$4,200,000</b>	
				Total	<b>\$11,854,000</b>	

2024 + 5 Year Projected Total      **\$76,107,868**

**LAKESWOOD WATER DISTRICT  
RESOLUTION No. B-1410**

**A RESOLUTION of the Lakewood Water District, a municipal corporation, providing the fees and charges for water service connections and other associated components and amending Resolution B-1410, including Exhibit A thereto, which is hereby superseded and repealed; and specifying the date upon which this Resolution shall become effective.**

**BE IT RESOLVED** by the Board of Commissioners of Lakewood Water District, Pierce County, Washington,

**SECTION 1: THAT** Resolution B-1410, which amended Section 15, Chapter 3 of Resolution 13, passed September 13, 1945, as heretofore amended (see Resolution No. B-1397 hereby superseded and repealed) and the same is amended now to read as follows:

**“SECTION 15, Fees for Water Service Connections.** The fees or charges to be paid the District for domestic and fire sprinkler system water service connections which shall cover and include the furnishings and installation of the service pipe and appurtenant equipment and the furnishing and installation of the District’s meter, meter box, and owner’s deposit shall be as outlined on Exhibit A.

Prices for replacement Boxes and Lids:

These prices shall be calculated and charged according to the District’s price schedule currently on record.

Larger meters and service connections thereafter will be furnished and installed upon the payment of the actual cost of the meter, meter box, service pipe, fittings and appurtenant equipment, and the cost of the installation plus 20% overhead.”

In addition to whichever of the above charges shall be applicable, if the installation of a service pipe or water service connection requires the cutting and replacement of paving, the charge to be paid the District shall be calculated according to the District price schedule on Exhibit A.

Any service connection which requires over 60 feet of pipe from the main to the meter installation shall be charged on a cost-plus basis. When needed, a charge will be made to cover the cost of right-of-way permits from the City of Lakewood, Town of Steilacoom, and Pierce County.

**SECTION 2:** The rules and regulations herein set forth above and hereby established shall take effect on January 1, 2024, and be effective thereafter until modified, suspended, or superseded by resolution of the Board of Commissioners hereinafter adopted. The new rates set forth in Exhibit A are hereby established and shall take effect on January 1, 2024, and be effective thereafter until modified, suspended, or superseded by revised Exhibit A approved by passed Board motion.

Adopted the 16 day of November 2023.

ATTEST:

LAKESWOOD WATER DISTRICT

\_\_\_\_\_  
District Secretary

\_\_\_\_\_  
Commissioner and President

\_\_\_\_\_  
Commissioner and Vice President

\_\_\_\_\_  
Commissioner and Secretary



## **B-1410 Exhibit A**

### **Plan Review Fees**

Purpose: To recover costs incurred by the District in reviewing plans and coordinating with builders and developers when proposing to connect to the water system. Using our standard fee for inspection at \$100.00 per hour as the base line.

Currently, these costs are borne by the entire District, rather than specifically allocated to the developer. These fees would be required to be paid upfront and would not be credited to the owner/developer.

- Two copies of Plan review by Construction Manager / Department Head 1.5hr. ea. \$300.00 if approved with basic GFC's and meter cost.
- Red Line / Re-Plan review approval / Estimate 2hrs. \$ 200.00\*
- Administration handling of documentation 1hr. \$100.00.

Total Process Hours = 6 hrs.

Total Process Fee = \$600.00 Per review of plans with main extension for any size development.

\*For every resubmittal for review there will be an additional \$100.00 per review.

### **New Service Process and Fee for Giving Estimates**

#### **Informal Estimate - No Charge**

When requests for service pricing on a piece of property looking to purchase. Let them know they can find the service Connections and GFC's by service size on the district website or verbally give them the connection / GFC (General Facility Charge) price and let them know this is not a formal estimate; for a formal estimate, there will be additional charges to follow.

#### **Formal Estimate – Proposed Charge \$200.00**

The property owner, developer, or someone investigating the cost of a water service connection or for an ADU service and is now ready to have the service installed. If approved by the Board of Commissioners, we are advocating adding a surcharge in putting together a formal estimate, which is valid for 60 days (about two months) from the date on top of the estimate.

#### **Below are the tasks needed in providing an estimate when requested.**

- Get the owner's information.
- Site visit, mark for utility locates and call in to determine other utilities in the area, while starting the estimate take off.

- Re-visit the site within 2 business days of calling in the locates to identify what other utilities are there.
- Calculate permit fees and any additional fees required.
- Once the estimate is completed, email the copy to the owner, and put a copy in the price basket in the front office for office staff for verification once payment is received.
- Start the Right of Way Permit application, and traffic control flagging.
- Compaction test if required.

Once the Right of Way permit is received, we will schedule installation and notify owner.

Notify the City inspector 48 hours (about 2 days) before installation through the city permit portal.



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

**OPERATIONS**

**Work ORDERS & PM's (Kevin)**

- 343 Billing/Office Field Service Orders
- 190 Field Work Orders Elements
- 103 Fleet Service Orders
- 636 Total Service Orders

**DELINQUENT ACCOUNTS – Teri**

- 128 Delinquent Accounts
- 84 Paid on Door Hangers or on Disconnect
- 93 Services Disconnected
- 09 Remained Disconnected at the end of the month

**LOCATES - Debbie**

- 244 Locate Requests Received
- 14 Requests were out of LWD Service Area
- 00 Locates were submitted by LWD
- 03 Cancelled Locates
- 227 Locates Completed
- 227 Total amounts owed

**Right of Way Permit: 0**

**Water Availability Letters: 36**

10/3/2023	TAYLOR KAMINSKI	6002 122ND ST SW	10/23/23	\$ 130.00		DMF	R/REMODEL	5310000100
10/5/2023	MKM LEGACY	8520 121ST ST SW	10/23/23	\$ 130.00		DMF	R/NEW CONSTRUCTION	5005003990
10/5/2023	I. CHRIS BRIDGE	11701 INTERLAKEN DR SW	10/23/23	\$ 130.00		DMF	R/SHORT PLAT	4725003132
10/6/2023	GRACE NJUGURA	8506 FOREST AVE SW	10/23/23	\$ 130.00		DMF	R/REMODEL	5005000691
10/9/2023	JAMES R MAUS	6348 SCHOOL ST SW	10/23/23	\$ 130.00		DMF	R/REMODEL	3105000280
10/9/2023	MIKE LARSON	7619 HARMONY PL SW	10/30/23	\$ 130.00		DMF	R/ADDITION	4815000070
10/10/2023	TODD FOSTER	8109 33RD AVE S #46	10/23/23	\$ 130.00		DMF	R/NEW CONSTRUCTION	320312002
10/10/2023	TRACY TAYLOR	6909 75TH ST SW	10/23/23	\$ 130.00		DMF	R/ADDITION	2141030020
10/10/2023	GARRETTE CUSTOM HOMES	8716 104TH ST SW #1	10/26/23	\$ 130.00		DMF	R/NEW CONSTRUCTION	129048008
10/10/2023	GARRETTE CUSTOM HOMES	8716 104TH ST SW #2	10/26/23	\$ 130.00		DMF	R/NEW CONSTRUCTION	129048008
10/10/2023	GARRETTE CUSTOM HOMES	8716 104TH ST SW #4	10/26/23	\$ 130.00		DMF	R/NEW CONSTRUCTION	129048008
10/10/2023	GARRETTE CUSTOM HOMES	8716 104TH ST SW #5	10/30/23	\$ 130.00		DMF	R/NEW CONSTRUCTION	129048008
10/10/2023	GARRETTE CUSTOM HOMES	8716 104TH ST SW #7	10/30/23	\$ 130.00		DMF	R/NEW CONSTRUCTION	129048008
10/11/2023	ANNE BARUGIRA	8122 SHERWOOD FOREST ST SW	10/23/23	\$ 130.00		DMF	R/REMODEL	7570000041
10/16/2023	STERLING O'REILLY LAKEWOOD	10901-11021 PACIFIC HWY SW	10/31/23	\$ 130.00			C/NEW CONSTRUCTION	219014063
10/16/2023	SANDOVAL	10202 88TH AVE SW		\$ 130.00			R/REMODEL	3847300050
10/17/2023	KENDRICK LANDING	11204 KENDRICK ST BLDG A		\$ 130.00			R/NEW CONSTRUCTION	320312002
10/17/2023	KENDRICK LANDING	11204 KENDRICK ST BLDG B		\$ 130.00			R/NEW CONSTRUCTION	320312002
10/17/2023	KENDRICK LANDING	11204 KENDRICK ST BLDG C		\$ 130.00			R/NEW CONSTRUCTION	320312002
10/18/2023	??	10216 108TH AVE SW		\$ 130.00			R/????	2255780260
10/19/2023	LAKEHAS APARTMENTS	11138 GRAVELLY LK DR SW #1		\$ 130.00			R/NEW CONSTRUCTION	219023047
10/19/2023	LAKEHAS APARTMENTS	11138 GRAVELLY LK DR SW #2		\$ 130.00			R/NEW CONSTRUCTION	219023047
10/23/2023	DOWER DELL CREEK	6918 75TH ST SW		\$ 130.00			R/REMODEL, ADDITION	220274055
10/24/2023	TOMMY'S EXPRESS CAR WASH	10204 S TACOMA WAY SW		\$ 130.00			C/REMODEL	6831000060
10/27/2023	ARASA/RATEMO AFH	9711 WILLOWOOD PL SW		\$ 130.00			R/REMODEL	9683000230
10/30/2023	111TH & KENDRICK TOWNHOMES	4500-4504 111TH ST SW BLDG A		\$ 130.00			R/NEW CONSTRUCTION	5080001000
10/30/2023	112th & KENDRICK TOWNHOMES	4500-4504 111TH ST SW BLDG B		\$ 130.00			R/NEW CONSTRUCTION	5080001000
10/30/2023	113th & KENDRICK TOWNHOMES	4500-4504 111TH ST SW BLDG C		\$ 130.00			R/NEW CONSTRUCTION	4935000060
10/30/2023	114th & KENDRICK TOWNHOMES	4500-4504 111TH ST SW BLDG 2		\$ 130.00			R/NEW CONSTRUCTION	5080001000
10/30/2023	115th & KENDRICK TOWNHOMES	4500-4504 111TH ST SW BLDG E		\$ 130.00			R/NEW CONSTRUCTION	5080001000
10/30/2023	116th & KENDRICK TOWNHOMES	4500-4504 111TH ST SW BLDG F		\$ 130.00			R/NEW CONSTRUCTION	4935000060
10/30/2023	117th & KENDRICK TOWNHOMES	4500-4504 111TH ST SW BLDG G		\$ 130.00			R/NEW CONSTRUCTION	5080000973
10/30/2023	118th & KENDRICK TOWNHOMES	4500-4504 111TH ST SW BLDG H		\$ 130.00			R/NEW CONSTRUCTION	5080001000
10/30/2023	119th & KENDRICK TOWNHOMES	4500-4504 111TH ST SW BLDG J		\$ 130.00			R/NEW CONSTRUCTION	219122146
10/31/2023	GLENWOOD ESTATES SHORT PLAT	6341 ESTATES DR SW LOT 5		\$ 130.00			R/SHORT PLAT	
10/31/2023	GLENWOOD ESTATES SHORT PLAT			\$ 130.00				

**MAINTENANCE**

Bobby Gaskin – Department Head

**NEW SERVICES:**

Service relocation at 7704 Walnut Ave SW

**MAINS MAINTENANCE**

None to report this month.

**JOBS**

None to report this month.

**SERVICE MAINTENANCE**

Repair Service line leak at 7751 68<sup>th</sup> Ave W

**STOCK INVENTORY**

None to report this month.

**VALVE MAINT.**

None to report this month.

**VALVE OPERATION MAINTENANCE**

176 Valves - completed the targeted number of valves for the season.

**HYDRANT MAINTENANCE**

Staff received training on repairing AVK Fire Hydrant at 11521 108<sup>th</sup> St SW

**HYDRANT REPLACEMENT:**

None to report this month.

**METER MAINT.**

None to report this month.

**FLUSHING SEASON:**

Flushing Season Completed.

**LEAK DETECTION REPAIR**

Started but to pull off was not able to record data report firewall issues need wait for IT help.

**GROUND MAINT.**

Beauty Bark landscape area out front right front gate.

**CITY FRANCHISE PROJECTS**

Fire hydrant Relocation at 14915 Union Ave SW

Replaced 15 service boxes on Union Ave due to sidewalk restoration project.

### **OPEN METER BOX CHECKS (Kevin)**

738 completed for this month.

### **IDLE METER CHECKS**

None to report this month.

### **TRAINING:**

None to report this month.

### **DEPARTMENT ACTIVITIES Operations and Maintenance:**

- Annual Fire hydrant testing conducted by Pierce County Fire District has been completed for the year and staff is beginning to work on the list of Fire hydrants that require additional repairs and maintenance.
- The new meter box check procedure has been well received and we have now inspected over 90% of meter boxes within the two-year target period.
- The valve operation and maintenance program has been completed for 2023 and the targeted number of valves have been exercised and cleaned. Staff has started mapping the flushing routes and verifying the valves that will be used to isolate the system during the 2024 flushing season.

### **CAPITAL & R & R PROJECTS – Operations Manager Projects**

#### **Design Projects:**

#### **Hemlock Hill Main replacement Project Phase 1: Job # 859**

Topographic survey has been completed for the design of this project. Preliminary design activities are underway. We anticipate pausing work on this project at the approximately 30% design level and finishing the design in later years.

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

Water mains have been installed and the contractor has begun work on the lateral tie-ins, hydrant and service line replacement. We have encountered an unexpected road restoration issue as it was discovered that some of the crossings have concrete panels that will need to be replaced due to some of the services needing to be replaced via open dig instead of using a “bullet” hole hog method.

#### **Spanaway Spur Project – WTME connection: Job # 777**

The project has been completed.

#### **Hipkin’s Road reconstruction With City of Lakewood: Job # 840**

Project was put out to bid on 11/02 bid closes on 11/14/2023. Engineers estimate is approximately 2.5 million.



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

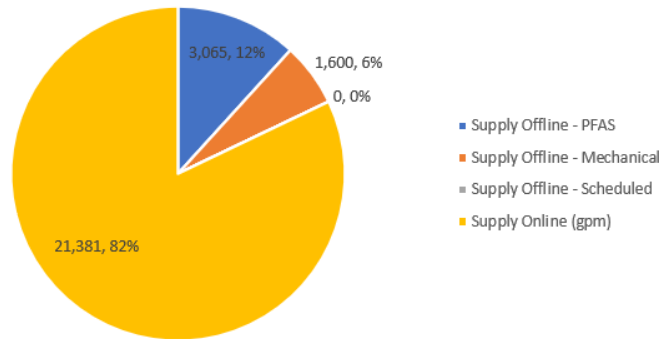
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**SOURCE OF SUPPLY**

**Operations**

1. Total demands have significantly decreased to approximately 10 million gallons per day, including roughly 5 million gallons a day to wholesale partners.
2. 82 percent of total supply capacity is online; 12 percent is offline due to PFAS, 6 percent is offline due to mechanical issues, and 0 percent is offline for scheduled activities.
  - a. Mechanical Issues:
    1. The K-2 Well motor was removed from service and is being rebuilt. This will be back online by early 2024.
    2. The P-1R Well had a motor failure and has been pulled for replacement. The motor was confirmed to have a manufacturing defect and is being replaced under warranty. This motor is still in transit from the manufacturer to our local supplier.
  - b. PFAS - I-3, O-2, O-3, and U-1 wells out of service due to PFAS.

Source of Supply (gpm) by Status



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. Site work has begun by District staff. We will still need to contract for electrical work, but major electrical equipment has already been delivered.
  - b. Pump and motor for the well have been installed.
  - c. This well will be in service prior to next year's high demand season.
2. 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.

- b. We are currently working with the supplier to identify and order the replacement pump and motor so it is onsite and ready for a quick reinstallation following rehabilitation work. This will minimize the amount of time the well is out of service.
3. Emergency Generators and Well Improvements project
  - a. The largest generator is yet to be delivered to the Steilacoom Blvd site and is currently anticipated to be delivered at the end of 2023. All other generators have been delivered.
  - b. FEMA has extended our contract authorization through January 2025 to accommodate the supply chain delays.
4. K-3 and G-4 Wells
  - a. These projects are funded with two grants that are now in place.
  - b. We are finalizing bid documents for the well drilling that addresses the EPA grant requirements. Bids will be advertised in late 2023, with plans to start drilling in 2024. There are still a limited number of well drillers that are qualified to perform the work, so competition and availability may be limited.
5. Oakbrook O-2 Replacement Well
  - a. The loan agreement is being signed and finalized following the recent approval of the loan by the Board of Commissioners. Our next step is to advertise for the selection of a design team according to the process required by the loan agreement.
6. Hipkins I-3 Replacement Well
  - a. The loan agreement is being signed and finalized following the recent approval of the loan by the Board of Commissioners. Our next step is to advertise for selection of a design team according to the process required by the loan agreement.
7. Country Place U-1 Well GAC Facility
  - a. Randy and Marshall met with the Homeowners Association and Condo Association on October 19<sup>th</sup> to give an overview of the project need and timeline. The meeting went well with community members asked good questions about the project, and generally seemed understanding for the needs.
  - b. Initial site survey is complete and design work is underway by the selected design consultant Kennedy/Jenks.
8. 88<sup>th</sup> & Pine J-Wells GAC Facility
  - a. We have finalized the contract with the design consultant, HDR for this project. Next steps include site surveying and preliminary designs.

## **WATER QUALITY**

### **Operations**

1. The field crew completed monthly water quality samples.
2. Annual compliance samples were taken at sources throughout the system.
3. 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. Staff continue to log observed service line materials in our database and work on an interactive map tool that will ultimately be available to the public to find out what their service line material is. This is a requirement of the Lead and Copper Rule Revision. We anticipate a more significant effort in 2024 to complete the service line inventory required by EPA. This effort is included in our proposed budget for 2024.

## **PUMPING**

### **Operations**

1. 100 percent of pump station capacity is online. Wholesale pump stations supply approximately 4.5 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. Seismic retrofits of Washington Boulevard Tank and 104<sup>th</sup> and Bridgeport Tank
  - a. Preliminary design is ongoing for both tanks.
  - b. Our design consultant, RH2 Engineering, has developed some initial materials we intend to submit to FEMA in hopes of securing additional grant funding when applications are open again, hopefully later this year.





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

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**CYBER SECURITY UPDATE**

There are a couple minor Cyber Security Issue to report.

- All Penetration Testing results for October came back with zero findings.
- The October Spam testing campaign resulted in 1 employee clicking on the test link. The employee completed assigned cyber-security 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 malware has been detected on District equipment.

**CROSS CONNECTION UPDATE**

361 Assemblies Tested  
02 New Applications  
06 New Installations  
02 Assemblies Replaced  
08 Repairs  
00 Removals  
361 Test Reports Completed & Entered  
22 48-hour notice  
00 Disconnects for non-compliance.  
06 Compulsory Tests Administered



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

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**Engineering Manager Recruitment Update**

The job posting for the District's Engineering Manager position went live on August 28, 2023 and is open until filled. As of the writing of this report, two candidates have applied and have undergone initial screening interviews, with one potentially advancing to the first interview round. I will keep the Board updated as we move forward.

**2024 Benefits Renewal Update**

I met with our broker on November 3, 2023 to discuss the District's upcoming benefits renewal. For 2024, Regence has posted a rate increase of 4.5%, Delta Dental an increase of 3.5%, and Principal an increase of 4.7%. The plan remains competitive in the small group plan market. Additional details regarding District benefits and industry conditions will be included in the HR sections of the District's budget document.

**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	78,142,665	59,977,885	18,164,780	23.25%	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	90,285,791	68,222,143	22,063,647	24.44%	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	86,872,744	80,706,068	6,166,677	7.10%	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	67,703,917	72,721,832	(5,017,916)	-7.41%	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	48,103,462	68,263,200	(20,159,737)	-41.91%	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%
<b>TOTAL</b>	<b>606,298,660</b>	<b>545,162,886</b>	<b>61,135,775</b>	<b>10.08%</b>	<b>612,784,253</b>	<b>555,743,266</b>	<b>57,040,987</b>	<b>9.31%</b>	<b>648,843,471</b>	<b>599,494,574</b>	<b>49,348,897</b>	<b>7.61%</b>	<b>609,746,718</b>	<b>563,563,163</b>	<b>46,183,556</b>	<b>7.57%</b>
Net loss (WER)			58,712,403	9.68%			54,617,616	8.91%			46,925,526	7.23%			43,760,184	7.18%
	<b>2022 YTD</b>	<b>530,611,816.50</b>	<b>466,069,221</b>	<b>64,542,595.34</b>	<b>12.16%</b>											
	<b>2021 YTD</b>	<b>568,051,464.20</b>	<b>517,105,355</b>	<b>50,946,109.00</b>	<b>8.97%</b>											

**Total Number of Customers Billed**

	<b>2023</b>	BI-MONTHLY	<b>2022</b>	BI-MONTHLY	<b>2021</b>	BI-MONTHLY	<b>2020</b>	BI-MONTHLY	<b>2019</b>	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	8776	16735	8733	16641	8512	16207	8492	16190	8555	16354
July	7957		7937		7698		7707		7779	
August	8279	16236	8745	16682	8522	16220	8526	16233	8488	16267
September	7974		7932		7720		7793		7715	
October	8770	16744	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:		83057		83035		81179		81385		81412
YEARLY TOTAL:		83057		99562		97358		97671		97547

**CUBIC FEET SOLD PER CLASS  
2023**

	fire Mtr	commercial	multi units	residential	schools	Parks /Irrigation	school swim pool							WHSL	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	2,100	3,194,200	9,898,300	15,120,300	519,400	1,874,500		30,608,800	4,138,100	7,074,322	5,783,050	8,069,108	4,304,505	29,369,085	59,977,885
July		3,736,400	7,480,400	21,357,100	1,119,200	2,585,800		36,278,900	4,978,800	7,338,190	5,978,078	8,306,643	5,341,532	31,943,243	68,222,143
August		3,849,000	11,591,300	25,554,500	1,238,900	6,603,000		48,836,700	4,711,100	7,391,793	6,251,303	8,244,486	5,270,686	31,869,368	80,706,068
September	1,200	4,210,200	9,157,700	26,143,900	1,295,200	4,121,000		44,929,200	3,319,300	5,679,588	5,770,485	8,013,768	5,009,491	27,792,632	72,721,832
October	-	4,012,700	11,986,900	21,730,500	1,313,000	6,935,700		45,978,800	2,025,477	4,555,942	5,960,567	5,579,735	4,162,679	22,284,400	68,263,200
November								-	-	-	-	-	-	-	-
December								-	-	-	-	-	-	-	-
<b>Total YTD</b>	<b>5,500</b>	<b>32,358,200</b>	<b>85,062,400</b>	<b>148,702,700</b>	<b>6,631,500</b>	<b>22,529,200</b>	<b>-</b>	<b>295,289,500</b>	<b>28,462,077</b>	<b>58,129,394</b>	<b>58,794,279</b>	<b>63,274,161</b>	<b>41,213,474</b>	<b>249,873,386</b>	<b>545,162,886</b>

<b>2022 YTD</b>	<b>269,994,300</b>	<b>26,072,916</b>	<b>52,491,512</b>	<b>67,293,677</b>	<b>50,216,816</b>	<b>-</b>	<b>196,074,921</b>
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<b>2021 YTD</b>	<b>295,438,500</b>	<b>28,357,004</b>	<b>67,905,360</b>	<b>62,401,684</b>	<b>63,002,807</b>	<b>-</b>	<b>221,666,855</b>
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vs 2022	<b>109.37%</b>	<b>109.16%</b>	<b>110.74%</b>	<b>87.37%</b>	<b>126.00%</b>		<b>127.44%</b>
vs 2021	<b>99.95%</b>	<b>100.37%</b>	<b>85.60%</b>	<b>94.22%</b>	<b>100.43%</b>		<b>112.72%</b>