



Regular Meeting Board of Commissioners
Thursday, January 19, 2023 - 3:30PM
In Person and Via Teams
AGENDA

1. Call to Order
2. Attendance
3. Public Comment
4. 2023 Annual Election of Board President, Vice President, and Secretary
5. Executive Session pursuant to RCW 42.30.110(1)(i)(iii) to discuss legal risks.
6. [Approval of Regular Meeting Minutes from December 15, 2022](#)
7. [Finance Manager's Report November 2022](#)
 - a. [Board Approval of Payables](#)
8. Abitibi Well Update
9. General Manager's Report
10. [Operations Manager's Report](#)
 - a. [Request for Conditional Acceptance for the LWD Steel Building Project #0806](#)
11. [Engineering Manager's Report](#)
12. [Information Technology Manager's Report](#)
13. [Office Manager's Report](#)
14. Human Resources Manager's Report - Provided during Executive Session
15. Other Business
 - a. Acknowledgment of Employee Wages Increases
 - b. Commissioner Barton WASWD update
 - c. Next Commissioners Meeting February 16, 2023
16. Executive Session pursuant to RCW 42.30.110(g) – To evaluate the qualifications of an applicant for public employment.
17. Public Comment
18. Adjourn



**LAKWOOD WATER DISTRICT
BOARD OF COMMISSIONERS
Minutes of Special Meeting
December 15, 2022
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; Operations Manager I. Black; Engineering Manager M. Meyer; Finance Manager P. Mendoza; Office Manager T. MacDougall; IT Manager C. Fast; HR Manager B. Levo, and Administrative Assistant J. Clark.

3. PUBLIC COMMENT

None.

4. BROWN & BROWN INSURANCE RENEWAL 2023 - BRYAN DUNN

IT Manager Fast shared that renewal with Brown & Brown went well this year. The District added the Scott Well site, and the rate only went up \$270. Mr. Dunn shared that he worked with the underwriter to get the best deal. The market is still challenging, and he can't promise this kind of deal next year, but he will do his best to maximize our coverage at the best cost. He shared the water pool group had an increase of 16%, and the District benefited this year by being independent. The pool groups are not good or bad but has its own challenges. He has many districts that change coverage between private and pools. He will watch both to make sure we are getting the best deal.

Mr. Dunn shared that Brown & Brown also provides driver training and can come in and meet during a driver meeting. Commissioner Korsmo inquired if we take part in their trainings. Mr. Fast shared that we currently participate in their online training. Commissioner Korsmo inquired if we have dash cams. We currently do not. Mr. Dunn shared that having a dash cam will not lower your policy but can be a benefit if there is a situation where an incident occurs, that it could show that the District was not at fault.

5. APPROVAL OF MEETING MINUTES FROM 11/17/22 REGULAR MEETING.

COMMISSIONER REDISKE MOVED TO APPROVE THE NOVEMBER 17, 2022, SPECIAL MEETING, SECONDED BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.

6. FINANCIAL INFORMATION

Finance Manager Mendoza shared that he will not be presenting the November 2022 financials, they will be presented at the January 2023 meeting, and the December 2022 & January 2023 financials will be presented at the February 2023 meeting.

He did share November had \$610K in sales, and the budget was \$430K. Revenues were still down around \$170K. Wholesale was up \$22K ahead for the month and up about \$70K for the year.

a. Approval of Payables

Disbursements made from the General Ledger Fund for checks number 46874 through 45456 totaling \$710,63894, salary direct deposits totaling \$188,50.61, payroll taxes totaling \$66,224.08, and other electronic payments totaling \$2,542,746.58 for a total of \$3,508,130.21 were presented to the Board for approval.

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

7. 2023 FINAL BUDGET PRESENTATION

Commissioner Korsmo shared that he felt the budget was clear, professional, and informative, and he is very proud of it. The information is there, makes sense and shows what the District has been doing.

General Manager Black agreed with Commissioner Korsmo, and he is very proud of the staff and all their hard work and input that was provided to make this budget possible.

This was a very challenging budget due to PFAS and the unknowns. The theme was "*Minimizing PFAS Impacts While Delivering on Customer Expectations.*" We have a plan in place to address the PFAS issue.

General Manager Black highlighted a few changes that were different from the budget presentation at the November 17, 2022, meeting.

- Saving on the designing of the R&R projects (\$100k)
- Remodel of the annex/on-call station (accommodate up to 7 staff) \$150K
- Savings on the 10 yr. Master Plan (City of Lakewood no longer requires) (\$25K)
- New Mission Statement, Vision, Goals, Rebranding \$15K
- Historical Wall and 80th Anniversary celebration \$5K

There was no change to the capital, staff, etc. with these changes.

Commissioner asked that the mission statement be short, concise, and to the point.

General Manager Black asked for approval of the 2023 Budget and approval of the Resolution B-1748 2023 rate increase of 6.77 percent.

MOTION TO APPROVE RESOLUTION B-1478 2023 RATE INCREASE BY COMMISSIONER REDISKE, SECONDED BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.

MOTION TO ADOPT THE 2023 ANNUAL BUDGET AS PRESENTED BY COMMISSIONER REDISKE, SECONDED BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.

8. RESOLUTION B-1477 SOLE SOURCE LIST, REPEALING B-1404

General Manager Black shared there were a few changes to the sole source list due to companies going out of business. Tooling Cable Well Drilling services are going away and leaving Holt Services to be able to perform the tasks that we require. General Manager Black reached out to the State Auditor to verify that they could list them as the sole source. The State Auditor was fine as long as the District's attorney was fine. Mr. Chambers reviewed the changes and is fine with them.

MOTION TO APPROVE RESOLUTION B-1477, SOLE SOURCE BY COMMISSIONER REDISKE, SECONDED BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.

9. GENERAL MANAGERS REPORT

Randall Black, General Manager, provided updates in his report but wanted to share an update on the PFAS meeting he attended at JBLM with Mr. Meyer. The base held its second TPP meeting. The Army is engaged in a CERCLA process. This process is usually 10 years, and they say it may be as long as 14 years (2031). CERCLA stands for Comprehensive Environmental Response Compensation and Liability Act, which was set up through Congress. What we learned was this is a bigger problem than what they knew, or we knew of. There are twenty-four points of interest: Landfills, areas where they practiced where they used AFFF (Aquas Fire Fighting Foam), and two facilities where they waterproofed military equipment. One of the concerns is that the end of a landfill has 4000 parts per trillion in the water. It is a more significant undertaking than they thought. There is a constant change in the scope of work related to the extensions and rescoping of work.

The letter to the base asking for more participation from this district helped to have us invited. The District provided twelve questions and we are waiting for their response. The article that was in the Seattle Times, he had three different directors approach him, to find out what private wells are located out of the base and they want to start investigating them in 2023-2024 and asked for our help finding out who has them. Pierce County Dept. of Health has a list of those well.

They have reached out to their PIO to start communicating with the community more and working with the District to partner in the message going out to the community. Posting information on each other's pages to refer for more information, please see... The biggest problem is not knowing what is going on with the base.

General Manager Black said he is very pleased to report that one of the places we applied for grants was from the Department of Commerce on Defense Community

Compatibility program; the District is ranked 3-6 out of 15. To be ranked as high as the District is great news. There is an excellent chance of getting funding through this program. It will require a strategy to message our loan to our legislative folks to support the process in the upcoming legislative session.

The City of Lakewood would like to partner with their legislative lobbyist along with our lobbyist Bill Clarke to keep this in front of the legislators.

8. OPERATIONS REPORT

Ian Black, Operations Manager, shared a progress report on the Spanaway wholesale water connection project. The construction is complete, and we are connected to Spanaway Water Company. The final step is connecting the SCADA system to monitor and control the water. Spanaway Water is concerned about the increased water pressure; we will start at a lower capacity and work the volume up each week. They should be at full winter capacity by the end of January.

Pape & Sons Naomilawn has 500 ft – 600 ft of main left to be installed, and they should be done by the end of January, a few months early. The Lake Steilacoom Dr project will start after the beginning of the year. The next project is a City of Lakewood Hipkins project; it is moving ahead sooner than planned. The Front Street project is moving forward for 2023, this is the project that has a high permit fee, and the District will be talking with them about the new fees.

The Steel building is on track for paving the front driveway area and installing storage racks.

General Manager Black shared that Spanaway Water is contemplating paying down some of its share of the capital costs; they are trying to figure out how this will translate into their monthly fixed cost. They are looking to pay \$2.3 million to buy down their fixed cost. They have yet to make a final decision.

Commissioner Rediske inquired if the Hipkins Road project would change from the curves. Operations Manager Black shared that the designs are still in the early stage, and he has not seen any plans. Partnering with the city is beneficial to the District and saves an average of 40% due to not having to do the restoration.

We will not participate in the project if the facilities are new enough. We only participate if the project location falls within the R&R timeline. The primary concern is removing the undersized mains (the oldest mains). Will the main last an additional 20 years? If yes, we can wait (because of the 20-year pavement moratorium); if not, we will partner to save funds.

Commissioner Korsmo is happy to hear that projects are finishing on schedule or ahead of schedule. The District was completing the projects when we said we would.

9. ENGINEERING MANAGER'S REPORT

Marshall Meyer, Engineering Manager, shared Steilacoom Blvd reservoir is repaired and up and running. The repairs were fixed by District staff.

We applied for the Drinking Water State Revolving Funds loan for approximately \$17M for the five wells. He thanked the finance department for their help in applying for the loans, stopping their work, taking the time to figure out the application process, and submitting them before the deadline. The loan administrator shared that 44 applications have been received; we were four of them. We should find out more in mid-January; if we made the list, we should be perceived favorably.

General Manager Black shared that Mike Means reported that before the Infrastructure Job Act Funds were available, there were about \$200 million in Federal funds designated for local governments. Mr. Means will try to have those funds moved over.

The F-2 Well at 104th & Bridgeport hasn't been out of service for the past forty years. They cleaned it and hoped they could get another 1,000 gpm capacity after the cleaning; this was not the case. They will do more surging to remove more fines and do another pump test. They will still have 1,000 gpm.

Abitibi Wells – Holt Service finished the video inspection on one of the two artesian wells. They went down approximately 1,070 ft deep and found many issues with the well casing, breaks in the wells, separation of the screen sections, and a lot of sand impacting.

They decided it was not worth the cost of testing the pumps, and they capped the well and decided it was not worth the cost it would take to repair it. This was not surprising, but still disappointing.

10. IT MANAGER'S REPORT

IT Manager Fast shared there were no cyber security issues in November. Last week, sixteen staff attended Cross Connection training over the past few weeks. He thanked the staff and District for allowing this training. Everyone who has taken the test has passed and has received their CCS - Cross Connection Control Specialist certificate.

11. OFFICE MANAGER'S REPORT

Office Manager MacDougall shared an update on the No Tenant sign-up. Staff have received a few negative calls but have also received positive calls with thankful housing providers being able to see if their tenant is behind on their water bill. Overall, the changeover has been a success.

12. HR MANAGER'S REPORT

HR Manager Levo shared a brief recap on the changes made to the sick and vacation payout at the end of employment. Request to approve resolution B-1479 - Sick Leave and Retirement Provisions - Repealing 1474.

MOTION TO APPROVE RESOLUTION B-1479 - SICK LEAVE AND RETIREMENT PROVISIONS - REPEALING 1474 BY COMMISSIONER REDISKE, SECONDED BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.

HR Manager Levo shared the 2023 Employee Handbook changes to the sick leave and retirement, State Paid Family Medical Leave annual rate change, and legislation language changes on the waiting period before you can take the leave.

Commissioner Barton appreciated the employee handbook's detail and asked clarifying questions. He shared he learned a lot about the District when reviewing the employee handbook.

MOTION TO APPROVE THE 2023 EMPLOYEE HANDBOOK BY COMMISSIONER REDISKE, SECONDED BY COMMISSIONER BARTON. MOTION PASSED UNANIMOUSLY.

11. Other Business:

- a. The Board acknowledged the wage increase this month.
- b. Robert Gaskin has submitted his retirement notice. He will retire in June of 2025 with 37 years of service with the District. In the next few years, we will lose four long term employees: Randall M. Black (2023); Sandy Rae (2023); Robert Gaskin (2025); and Sam Bosma (2025).
- c. Commissioner Barton provided a brief update on the WASWD Legislative Committee.

Public Works Trust Fund (PWTF): He shared that some of the capital funding might be moved from the PWTF to rebuild Western State Hospital.

Bio-Solids: They also talked about the Bio-Solids bill to ensure not to allow Bio-Solids with detection of PFAS from being applied. WASWD lobbyists are working on this topic.

Water Quantity: Ecology is backing away temporarily from a full right of the water code, which could jeopardize some municipal water rights.

In House Public Works: The legislatures are saying it is reasonable to put Water and Sewer districts at the same level as the city government's amounts of \$ 150K- \$ 300K instead of the current amount of \$50K.

- d. Our next Commissioner's meeting will be on January 19, 2023, at 3:30 PM.

12. PUBLIC COMMENT

None.

13. ADJOURN

President Korsmo adjourned the meeting at 10:00 AM.

(signature page follows)

**LAKWOOD WATER DISTRICT
BOARD OF COMMISSIONERS**

BY:

ITS PRESIDENT

BY:

ITS VICE PRESIDENT

BY:

ITS SECRETARY

BY:

DISTRICT SECRETARY (DATE)

DRAFT

**LAKWOOD WATER DISTRICT
2022
INCOME STATEMENT**

NOVEMBER	CUR MO ACTUAL	CUR MO BUDGET	CUR MO VARIANCE	Y-T-D ACTUAL	Y-T-D BUDGET	Y-T-D VARIANCE
SALE OF WATER	874,806	687,452	187,354	9,497,067	9,598,334	(101,266)
OTHER OPERATING REVENUE	113,147	77,037	36,109	1,091,914	961,326	130,588
WHOLESALE WATER SALES	395,821	380,306	15,514	4,238,437	4,183,370	55,067
TOTAL OPERATING REVENUE	1,383,773	1,144,796	238,978	14,827,418	14,743,030	84,388
OPERATING EXPENSE						
PUMPING	93,470	91,280	2,190	1,067,640	1,078,917	(11,277)
WATER TREATMENT	28,069	40,247	(12,178)	357,222	442,712	(85,490)
TRANSMISSION & DISTRIBUTION	78,022	90,084	(12,062)	872,997	990,919	(117,923)
CUSTOMER ACCOUNTS	58,646	71,742	(13,096)	716,349	789,165	(72,816)
CUSTOMER INFORMATION	(400)	1,612	(2,012)	4,501	17,735	(13,234)
ADMINISTRATIVE & GENERAL	183,443	178,611	4,833	2,150,397	1,996,716	153,680
TOTAL OPERATING EXPENSE	441,250	473,575	(32,326)	5,169,105	5,316,164	(147,060)
MAINTENANCE EXPENSE						
SOURCE OF SUPPLY	1,917	2,299	(382)	24,630	25,289	(659)
PUMPING	12,465	21,542	(9,078)	200,163	236,967	(36,804)
WATER TREATMENT	12,058	16,989	(4,931)	156,984	186,882	(29,898)
TRANSMISSION & DISTRIBUTION	86,001	103,311	(17,311)	1,071,891	1,136,426	(64,535)
ADMINISTRATIVE & GENERAL	22,068	24,545	(2,476)	311,251	269,990	41,261
SUB-TOTAL	134,508	168,687	(34,178)	1,764,918	1,855,553	(90,635)
DEPRECIATION EXPENSE	226,083	226,083	(0)	2,486,913	2,486,917	(4)
UTILITY EXCISE TAXES	71,448	39,995	31,453	469,321	412,933	56,387
TOTAL MAINTENANCE EXPENSE	432,039	434,765	(2,726)	4,721,152	4,755,403	(34,251)
TOTAL OPERATING & MAINT EXPENSE	873,289	908,341	(35,052)	9,890,257	10,071,567	(181,311)
NET OPERATING REVENUE	510,485	236,455	274,029	4,937,162	4,671,463	265,699
GAIN (LOSS) ON DISP. OF PROPERTY	-	-	-	1,236	-	1,236
RENTAL OR LEASE INCOME	1,235	1,087	148	9,325	11,953	(2,628)
INTEREST INCOME	37,165	900	36,265	152,797	11,700	141,097
MISC NON-OPERATING INCOME	-	-	-	345,084	-	345,084
INTEREST L-T DEBT	(183,627)	(184,104)	477	(2,024,435)	(2,025,140)	705
DEBT ISSUANCE COSTS	-	-	-	(2,289)	-	(2,289)
CARES GRANT FUNDING	-	-	-	(17,868)	-	(17,868)
TOTAL MISC INCOME/EXPENSE	(145,227)	(182,117)	36,890	(1,536,151)	(2,001,487)	465,336
NET INCOME	365,258	54,338	310,919	3,401,011	2,669,976	731,035

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 45457 through
45566 and all electronic payments for this period are hereby approved for payment in the sum of
\$2,415,573.57 on this 19th day of January 2023.

Commissioner Korsmo

Commissioner Rediske

Commissioner Barton

General Manager

Check no.	Vendor Name	Payment Description	Amount
45457	Michael G Malaier, Trustee	Payroll 12/09/2022	825.00
45458	WA State Support	Payroll 12/09/2022	195.50
45459	Bailey & Sons Spraying	Quarterly Inspect/Pest Control - Various Sites	781.88
45460	Blyton Gutter & Sheet Metal	Install New Gutters - Metal Bldg	4,824.60
45461	Cargill Salt	(1) Pallet Salt - (882) 50 lb bags	9,638.14
45462	Caselle	01/23 Contract Support & Maintenance	3,547.50
45463	Centurylink	Internet Service (1) Site	85.99
45464	Cintas Corporation	11/30/22 Weekly Service	140.17
45465	Consolidated Supply Co	WTME - (1,008) Ft Pipe/Gskts/Reducers/Flg Gate Vlv, etc	102,386.08
45466	Dept of Health	Review & Approval of WTME Construction Documents	1,172.00
45467	Ferguson Waterworks	(20) 20x20 Ft PVC Pipe - (3) 3 Ft Valve Extensions	637.97
45468	Grainger	(1) Mini Circuit Breaker	405.79
45469	Harold Lemay Enterprises	11/22 Disposal/Lid/Dumpster Rental/Recycling	391.25
45470	Kennedy/Jenks Consulting	10/22 Scotts PFAS Treatment Svcs	1,737.26
45471	Lakewood Hardware & Paint	(1) 2x4 Scotts G-3 - (1) Chainsaw Sharpening (1) Dead Lock	42.98
45472	Legacy Tapping	(1) 8x8 Hot Tap - Avalon Project (Paid Job)	4,917.00
45473	Lowes Company	Lumber/LED Lights/Topsoil/Concrete/Drill Bits/Cans/Bckt	1,500.40
45474	Mooses Auto Tech	(4) Tire Replacements; (2) Oil Changes & Svc	1,072.77
45475	Ogden Murphy Wallace PLLC	10/22 Triangle Pump & Equipment Dispute Svcs	99.00
45476	Pierce County Auditor	Release of Lien - 4403 Hayden St	18.00
45477	Pierce County Sewer	11/22 Wash Blvd & Gravelly Lk Dr Sewer Chgs	44.12
45478	Pitney Bowes Postage	11/17/22 Refilled Postage Meter	1,020.99
45479	Pro Call Center	12/22 After Hours On-Call Svcs	261.09
45480	Rainier Supply	(15) Fluorescent Lamps	26.24
45481	S&B Inc	Cloud Upgrades/Eng Svcs/Remote SCADA WTME	21,289.40
45482	Sprague Pest Solutions	11/22 Pest Control Svcs	104.50
45483	Thomas M Pors	08/22 & 11/22 Foster Tank Svc & 09/22 & 10/22 JLTF Svc	6,440.00
45484	Utilities Underground	11/22 Locates Svcs	297.99
45485	Water Management Labs Inc	(36) Total Coliform Tests (P-A3 & C18)	788.00
45486	Wrights Logging & Tree Service	Removed (3) Trees West Gate & (1) Tree East Gate	3,300.00
45487	Airgas USA LLC	(2) Acetylene Rentals	23.10
45488	American Landscape Svc	12/22 Landscaping Svcs - Various Well Sites & Main Office	6,924.50
45489	APP	(499) Gals Unleaded Fuel	1,519.34
45490	Ceccanti Inc	Pay App # 2 - 10/22 Spanaway Connection - WTME	148,455.57
45491	Center Electric Inc	Motor Repair - Clean Parts - Test & Paint	566.88
45492	Cintas Fire Protection	11900 Grav Lk Dr & Hemlock Monitoring	767.22
45493	City of Lakewood	Pay# 11 - Phase# 2 PW-01582 - Gravelly - WA - Nyanza	513,339.18
45494	Confluence Engineer	07/01/22 - 11/30/22 - Phase #2 PFAS Response Program	9,726.50
45495	Core & Main	Hydrant/Angle Ck Mtr Vlvs/Rubber Gskts/Pipe Bevels/Ells	6,965.68
45496	Grainger	(2) 10 Pack O-Rings	35.81
45497	Horizon	(1) 50 lb Bag Grass Seed	190.85
45498	Lakewood Hardware & Paint	(1) Tower Heater - G-2 Bldg	64.40
45499	McClatchy Company LLC	Legal Ad - 2023 Draft Budget	438.87
45500	Pape & Sons Construction	Pay #4 Gen/Elec/Seismic; Pay #1 Naomi/New G/Highland	201,747.58
45501	Puget Sound Energy	10/31/22 - 12/01/22 - 11900 Grav Lk Dr - Metal Bldg	71.67
45502	Rainier Supply	(7) Ground Rods (7) Clamps to Locate Groundwire	136.29
45503	S&B Inc	View Rd PLC (Control Panel) Svcs - Data Loss	437.80
45504	Seattle Ace LLC	(1) Ea Nipple/Ball Vlv/Hex Head Plug/8 PC Screwdriver Set	54.59
45505	Stronghold Armored LLC	11/22 Armored Truck Svcs	375.00
45506	TMG Services Inc	R-1 & R-2 Start Up - Testing - Operation	49,911.15
45507	Verizon Wireless	11/22 SCADA Data Chgs	881.92
45508	Water Management Labs Inc	(1) Manganese Test	27.00
45509	Lakewood Water District	Payroll 12/23/22	315.00
45510	Michael G Malaier, Trustee	Payroll 12/23/22	825.00
45511	WA State Support	Payroll 12/23/22	195.50
45512	Ablegeneral Contracting	Pay App #1 and 2 - Office Basement Project	37,673.63
45513	Asphalt Patch	2606 92nd St SW - Woodland Estates	49,700.00
45514	Associated Petroleum Products	(280) Gals Unleaded Fuel (200) Gals Diesel Fuel	1,636.70
45515	Berschauer Construction	Pay App #7 Steel Bldg	47,712.00
45516	CDW Government	2023 Beyond Trust Software Renewal & (6) SSD Drives	6,955.21
45517	Centurylink	Service (9) Sites	810.68
45518	Cintas Corporation	10/22 Weekly Svcs & (3) Boxes Nitrile Gloves	288.67
45519	Core & Main	(35) Insta-tites (1) Vlv Box Top & (1) Vlv Box Lid	2,253.37
45520	Cosco Fire Protection	Fire System Repairs - Deficiency Corrections	962.51
45521	Day Wireless Systems	12/22 Radio Svcs	636.41

45522 Eurofins Eaton Analytical	11/01/22 & 11/02/22 PFAS Sampling	7,500.00
45523 Ferguson Waterworks	(1) 1 & 1/2 Inch Register	379.34
45524 Grainger	(5) Portable Heaters (1) Red Beacon Light (1) LED Base	552.55
45525 Gray & Osborne Inc	Eng Svcs - R&R November 2022 - Naomilawn, Newgrove	8,249.47
45526 HC Homes	Refund Hydrant Meter Deposit	125.00
45527 Holroyd	(30) Yards Gravel	940.51
45528 Inslee Best Doezie & Ryder	11/22 Condemnations WTM & Dish, AT&T, Pierce Svcs	3,812.00
45529 iWater Inc	Valve Trailer - Software Program	2,820.00
45530 Keep Safety LLC	2022 Fall Protection - Harness Inspections	323.20
45531 Kennedy/Jenks Consulting	11/22 Scotts PFAS Treatment	3,986.13
45532 Marten Law	11/22 PFAS - Atty Svcs	59,746.66
45533 Pacific Groundwater Group	12/21, 4/22, 8/22, & 11/22 WHPP-R2 Well & WD-3 Rehab	16,200.00
45534 Pape Machinery	(10) Back Hoe Keys & (1) Mini Excavator Battery	338.02
45535 Pitney Bowes Postage	10/01/22 - 12/31/22 Qtrly USPS Meter Rental	230.51
45536 ProMark	(30) Bucket Hats	701.25
45537 Star Rentals	(12) Day Rental - 2 Ton Roller Machine	1,657.35
45538 State Auditors Office	2021 Financial & Accountability Audit	1,044.90
45539 TMG Services Inc	(5) Electrolyzer Cartridges	8,951.25
45540 Town of Steilacoom	12/22 View Rd Electric & Sewer Chgs	11,250.92
45541 Varius Inc	Shake Alert Steilacoom Tank & EEW/Verapp Chgs	48,988.00
45542 Water Management Labs Inc	(35) Total Coliform Tests - (7) Gross Alpha - (7) Radium	2,975.00
45543 Williams Oil Filter Service	Repair Hydraulic Hose - Vactor Truck	35.41
45544 WA State Support	Payroll 01/06/23	195.50
45545 Central Square Technologies	01/01/23 - 12/31/23 Annual Lucity Software	1,733.54
45546 Centurylink	(1) Site Svcs	85.99
45547 Core & Main	(28) Adapters (12) Nipples (8) Bevel Tools (30) Unions	4,338.63
45548 Fastenal	(6) Ear Muffs	332.64
45549 Grainger	(3) 3 Inch Ball Valves - Scotts GAC	1,997.79
45550 Innovyze	2023 Hydraulic Modeling Software	6,748.51
45551 Lakewood Hardware & Paint	(8) Assorted Nipples (2) Galv Tees (2) Hex Busings	63.01
45552 Lakewood United	2023 Annual Dues - RB	25.00
45553 Lowes Company	Concrete Blocks - Cable Ties 104th & Bridgeport	24.42
45554 Pape & Sons Construction	Pay #2 Naomilawn - Newgrove - Highland Ave	267,981.32
45555 Pitney Bowes Inc	(1) Red Ink Cartridge - Postage Meter	146.07
45556 Pro Call Center	December 2022 After Hours Svc	419.65
45557 Robinson, Lucas	Uniform Reimbursement	389.37
45558 S&B Inc	Remote SCADA & Controls WTM Intertie	52,700.18
45559 Seattle Ace LLC	(1) Flush Lever - Handle	7.91
45560 Smith, Zachary	Reimburse - Supplies for WTM	113.61
45561 Sound Home Maintenance	Repair & Test Backflow Assembly - 8015 WA Blvd	247.50
45562 Sprague Pest Solutions	December 2022 Pest Control Svcs	104.50
45563 Trevor E Benz	Refund Overpmt- Woodland Estates Project	2,294.07
45564 WASWD	2023 Membership Dues & 07/22-06/23 Retro Admin Fee	23,568.80
45565 Water Management Labs	(17) Total Coliform P-A3 & (18) Total Coliform CPRG Tests	735.00
45566 Weston B Hutchings	Refund Overpmt - Woodland Estates Project	2,294.07

Sub-Total

1,807,971.74

December Payroll

202,084.10

December Payroll Taxes (PMT# 648, & PMT# 655)

69,338.84

Date	Other Electronic Payment	
12/1/2022	PMT# 647 - RH2 Engineering	5,446.41
12/9/2022	PMT# 649 - WA Deferred Comp	3,586.75
12/9/2022	PMT# 650 - WA PERS	32,304.83
12/8/2022	PMT# 651 - CEP Enterprises	6,137.00
12/8/2022	PMT# 652 - Sir Speedy	520.99
12/15/2022	PMT# 653 - RH2 Engineering	4,245.47
12/15/2022	PMT# 654 - Sir Speedy	2,763.39
12/23/2022	PMT# 656 - Aflac	365.57
12/23/2022	PMT# 657 - WA Deferred Comp	3,686.75
12/23/2022	PMT# 658 - Delta Dental	3,872.10
12/23/2022	PMT# 659 - Principal Life Ins.	2,855.87
12/23/2022	PMT# 660 - Regence	58,533.71
12/23/2022	PMT# 661 - WA PERS	22,240.07
12/29/2022	PMT# 662 - RH2 Engineering	310.04
12/29/2022	PMT# 663 - Sir Speedy	4,150.45
1/5/2023	PMT# 665 - Sir Speedy	1,352.18
1/6/2023	PMT# 666 - WA PERS	22,241.07
1/6/2023	PMT# 667 - WA Deferred Comp	3,777.75

Paymentech/Merchant Fees (DEC)

6,744.18

Xpress Bill Pay Fee (DEC)

2,997.11

B&O Taxes

48,743.01

4th Qtr - Labor and Industries

6,639.66

4th Qtr - Unemployment Tax

900.90

4th Qtr - WA PFML

3,071.90

Key Bank Analysis Svc Charge (NOV)	867.58	
US Bank CC (Less Power)	290.57	
US Bank CC Power Costs	87,533.58	
		<hr/>
		336,178.89
GRAND TOTAL		<u>2,415,573.57</u>



Operations Manager's Report
 January 19, 2023
 Board of Commissioners Meeting

OPERATIONS

Work ORDERS & PM's

- 296 Billing/Office Field Service Orders
- 248 Field Work Orders Elements
- 58 Fleet Service Orders
- 602 Total Service Orders

DELINQUENT ACCOUNTS -- Debbie -- Note no Disco's 12-19-22 & 12-26-22

- 90 Delinquent Accounts
- 30 Paid on Door Hangers or on Disconnect
- 65 Services Disconnected
- 62 Paid on Disconnect
- 2 Remained Disconnected at the end of the month

LOCATES- Debbie

- 180 Locate Requests Received
- 20 Requests were out of LWD Service Area
- 00 Locates were submitted by LWD
- 04 Cancelled Locates
- 156 Locates Completed
- 156 Total amounts owed

Right of Way Permit: 0

Water Availability Letters: 15

Name	Address	Date Completed	Paid	Applied	Balance		Type
ADULT FAMILY HOME	11003 114TH AVE SW	12/6/22	\$ 130.00				R/REMODEL
2ND STORY DECK	6404 75TH ST W	12/1/22	\$ 130.00				R/ADDITION
GREYHAWK CROSSING	11210 MILITARY RD SW	12/12/22	\$ 130.00				R/NEW CONST
16x28 DETACHED GARAGE	491 LAKE LOUISE DR SW	12/6/22	\$ 130.00				R/ADDITION
COVERED PARKING W/SHED	7008 86TH ST SW	12/20/22	\$ 130.00				R/ADDITION
BOSSEN REMODEL/ADDITION	7214 INTERLAAKEN DR SW	12/20/22	\$ 130.00				R/ADDITION-REMODEL
REMODEL BASEMENT & GAR	10309 HIPKINS RD SW	12/20/22	\$ 130.00				R/REMODEL
KIDANE HOME REMODEL	7839 78TH AVE S	12/20/22	\$ 130.00				R/REMODEL
NEIGHBORHOOD FULFILLMENT CTR	10901 PACIFIC HWY SW		\$ 130.00				C/REMODEL
8505 STEILACOOM	8505 STEILACOOM BLVD SW	12/28/22	\$ 130.00				C/REMODEL
EMERGENCY FOOD NETWORK	3311 S 92ND ST	12/28/22	\$ 130.00				C/ADDITION
LINCOLN AVE MULTIFAMILY	12622 LINCOLN AVE SW	1/28/22	\$ 130.00				R/NEW CONST
ALINA KANONIK	10525 IDLEWILD RD SW	12/28/22	\$ 130.00				R/NEW CONST
CENATUS ADDITION	3330 92ND ST S	12/28/22	\$ 130.00				R/ADDITION
JACKSON DECK PROJECT	9138 WAVERLY DR SW		\$ 130.00				R/REMODEL

MAINTENANCE

Bobby Gaskin – Department Head

NEW SERVICES:

3-1" x 5/8" connection @ 8721 Dolly Madison

1-1"x5/8" connection 10215 Decovon Dr. SW

MAINS MAINTENANCE

Potholed water main on 121st street and Lake City for water service relocation from Washington BLVD. This would connect the service to a mush closer main that is available now and eliminate it from the Washington Blvd project.

JOBS

None to report this month.

SERVICE MAINTENANCE

None to report this month.

VALVE MAINT.

None to report this month.

VALVE OPERATION CHECKS

Performed 198 valve operations checks this month.

HYDRANT MAINTENANCE

Straightened up hydrant # 12H4 inside Steilacoom Lake Park, Cleared Hydrant Drain Holes on 14H3 at Nixon Ave SW and Gramercy Pl.

HYDRANT REPLACEMENT:

None to report this month.

METER MAINT.

None to report this month.

FLUSHING SEASON:

Cancelled due to PFOS in Oakbrook

LEAK DETECTION REPAIR

None to report this month.

GROUND MAINT.

Placed Gravel for New Warehouse and installed Storage Racks in the building.

CITY FRANCHISE PROJECTS

None to report this month.

OPEN METER BOX CHECKS

506 for this month

IDLE METER CHECKS

None to report this month.

TRAINING:

Two Days of Cross Connection Training with testing afterwards all passed we have two that haven't taken the test yet.

DEPARTMENT ACTIVITIES Operations and Maintenance:

1-5-2023 We have been getting a jump start on the programs but ran in to a significant hurdle when the Pressure water system pump failed, and the engine on the valve turning machine experienced significant mechanical failure. We are pricing options and alternatives, but the machine could be down for months awaiting new parts. This of course would negatively impact this and other programs.

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

The biggest department news is that Bobby Gaskin has put in his retirement notice and will be retiring in 2024. We are very happy for his future opportunities he has worked hard and deserve his just rewards. We are already looking at ways to accommodate Sandy Rae's retirement and this will pose some new opportunities to restructure the department and look at ways to expand that role within the department. This will provide that last opportunity for career advancement withing this department for a considerable time to come.

CAPITAL & R & R PROJECTS – Operations Manager Projects

Design Projects:

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

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

12-1-2022: We have held off paying for the permit and moving the project forward waiting on the workshop between LWD and the City of Lakewood. We are in hope we can get all the information necessary to calculate these fees in advance, so we understand the magnitude while in the design process. We are also hoping that we can get the city to take a look at their pavement ranking at present the average road in Lakewood has been assigned a 76 out a 100 ranking this seems fairly high and we would like to understand more about how this number was reached. We are hopeful that we can get some adjustments to make the costs more palatable for the work we need to do to continually upgrade our system.



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

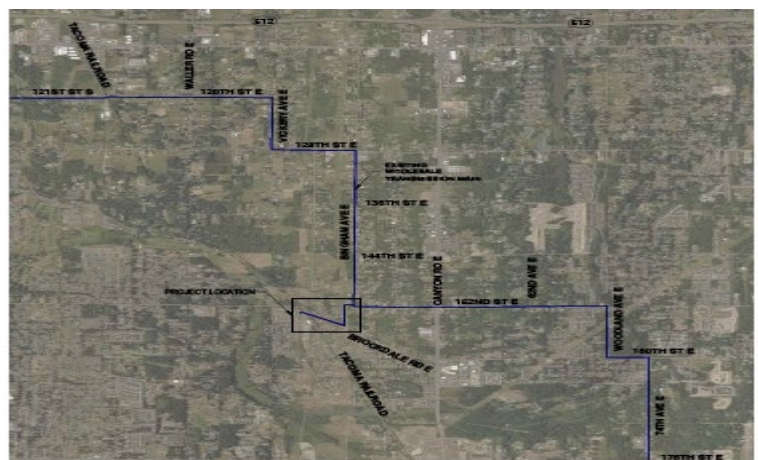
Scott well site GAC and Iron and Manganese Treatment # 757, # 758, and #778

12-1-2022: The Backup Generator for the Scotts G-1 and G-2 Sites has arrived. We are having the contractor price the work to set it and wire up the Automatic Transfer Switch. The Steel building is on Site and the final calculations are into the City of Lakewood on the structural design and assuming the numbers jive we will get our permit for the G-1 Building work.

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

Spanaway Spur Project - WTME connection # 777

12-1-2022: The contractor is scheduled to make The Connection to the Spanaway System on Monday the 5th and the connection to the WTME at Bingham later that week. This will allow water to be delivered to Spanaway manually. The SCADA and control components are being delivered tomorrow and we are hoping that



by the end of the month we will have not only the manual capacity to deliver, but also our full SCADA compliment in place. The clean-up and planting and paving operations will have to wait for weather openings to be completed.

1-5-2023 The main is connected the line is ready to serve since before Christmas. The SCADA system has been installed, and calibration of that system is happening today. Spanaway Water has chosen to delay the delivery of water to the 24th of January. They have concerns about the potential maximum pressure that the water will be delivered at, and the potential increased operating pressure this could produce to their customers. Please note this was pointed out to them by our engineering team during design, this is not a new concern. Spanaway is taking the measured approach and placing the needs of their customer's first which is certainly admirable, and completely understand able. The contractor still has restoration work to accomplish much of which is weather dependent. We will likely need to wait until April for final completion.



LWD Steel Building Project #0806:

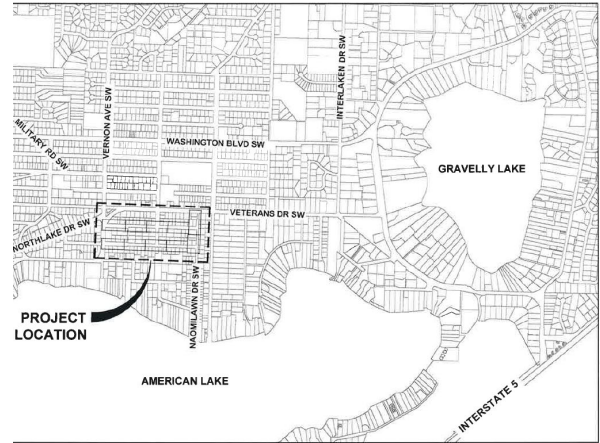
12-1-2022: Projects is completed and finalized by L&I for the electrical and approved for occupancy. We are now placing racks and kitting out the building so we can start utilizing this. We have paving contractor coming in mid-month weather dependent to grade and pave the approaches to the building.

1-5-2023 we are submitting the request for conditional acceptance of this project to the BOC at the 1-19-2022 meeting. After that the request will go to the taxing authority's for final approval.



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

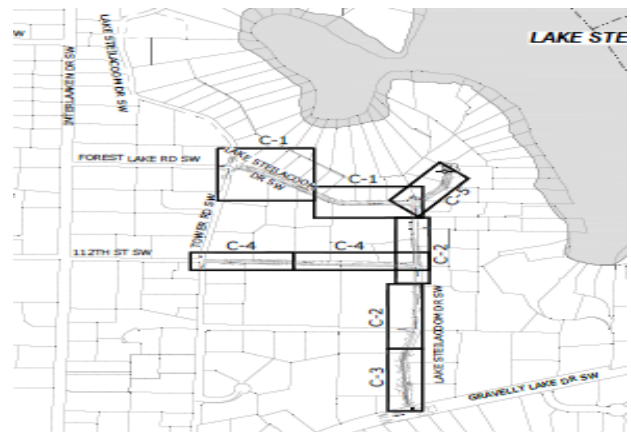
12-1-2022: Pape and Sons has begun work on the project and have placed over 1500 feet of 8” main through the end of November. We are anticipating this project being under construction through early March.



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

Lake Steilacoom Drive SA Phase 2: Job (799)

12-1-2022: Work on this project has been moved to the 3rd of January. This fits our Budget well, as well as the contractors schedule. We are hoping to set a Preconstruction meeting with them on the 8th so there is plenty prior to start.



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

Francis Folsom Main Replacement: Job # 843

1-5-2023 RH2 has started the design of this project, and has been provided the LWD specifications, DEA and GIS base maps. This project is being designed for construction in 2024 so no work will be done on this project until after 2023.

121st Street SW Water Main Replacement Project Job # 844

1-5-2023 Same as above this is under design now with eyes toward construction early in 2024.

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

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

MEMORANDUM

TO: Board of Commissioners

FROM: Ian M. Black, Operations Manager

RE: Request for Conditional Acceptance for the LWD Steel Building Project #0806

DATE: January 13, 2023

This memo is to recommend and respectfully request the Board's conditional acceptance of completion for the LWD Steel Building Project #0806. This conditional acceptance will transition to final acceptance of the project pending the final release requirements being met per the contract specifications.

Berschauer Construction, Inc has completed all the work required under the specifications and reached substantial completion on November 15th, 2022, with final project completion on November 30th, 2022. The one-year warranty period started on the November 30th, 2022. The final completion dates.

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

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

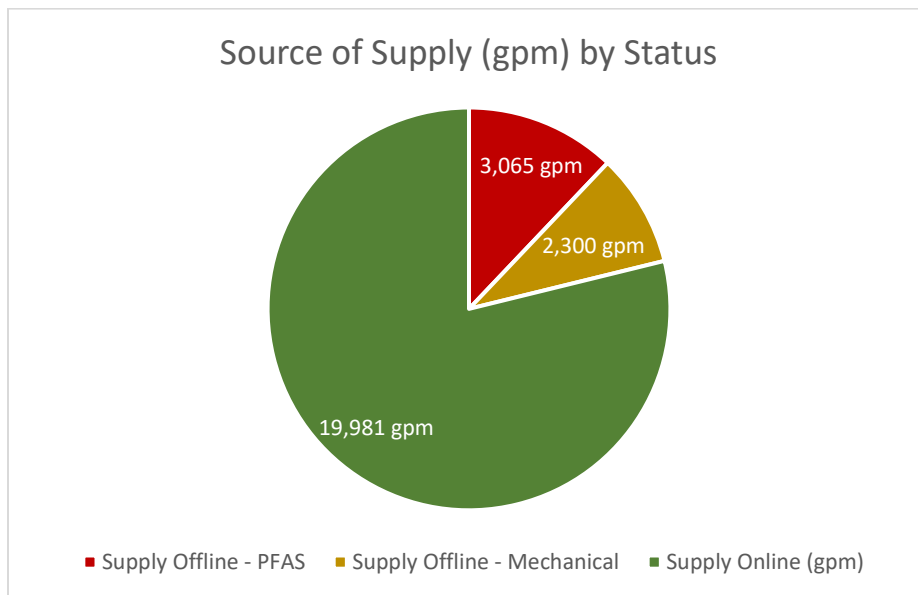
IMB:RMB



Engineering Manager's Report
January 19, 2023
Board of Commissioners Meeting

**Source of Supply
Operations**

1. Total demands are approximately 10 million gallons per day, including roughly 4 million gallons a day to wholesale partners.
2. 79 percent of total supply capacity is online; 12 percent is offline due to PFAS, 9 percent is offline due to mechanical issues.
 - a. Mechanical Issues:
 1. We are continuing to work with the supplier to diagnose the N-3 pump and motor's cause of failure.
 2. The P-1R Well had a motor failure and has been pulled for replacement. The motor is under warranty and the replacement is currently being ordered.
 3. In early January, the N-1 pump failed. It was pulled for diagnosing on January 12th. It is currently believed that a coupling failed between the motor and the pump. It is being repaired as quickly as possible to return to service.
 4. The F-2 pump and motor continues to be offline as the well is rehabilitated. New equipment will be ordered to replace the aging equipment.
 - b. PFAS - I-3, O-2, O-3, and U-1 wells out of service due to PFAS.



Summary of supply capacity available

Maintenance

1. Field crews continue to work on preventative maintenance tasks. The new work order management system is working well to schedule and track activities. The tracked information and reporting will be greatly beneficial in future budgeting and task scheduling.
2. Completed monthly lake and stream monitoring tasks, which support our water rights perfection process.
3. Crews are paying close attention to identifying any vibration issues at well pumps to prioritize any additional repairs or maintenance to keep things available for the summer.

Capital Projects

1. The N-3 Well motor is still being diagnosed at the supplier's facility. District staff met with the supplier and both reviewed installation records for the well. Through the documentation review, it was determined that the pump was installed in May 2020, approximately 1 year earlier than originally believed. This, unfortunately, means that it failed outside of its warranty period. The well is needed to meet anticipated summer demands on the west side of the District and we are ordering a replacement. Staff is looking at alternative manufacturers given the poor performance history of this motor manufacturer.
2. R-2 Well Drilling
 - a. Development activities at the new R-2 Well were completed and measured performance of the well was improved from the previous efforts completed in May. Final evaluation was completed, and the hydrogeologist recommended a flow rate of up to 700 gpm, more than the originally anticipated flow rate of 500 gpm.
 - b. The pump is being selected and ordered currently.
 - c. Design of the site and facility improvements has begun, RH2 Engineering was selected to assist with the design and permitting work.
3. F-2 Well Redevelopment
 - a. Holt Services completed cleaning, inspection and testing of the F-2 Well. The work required additional redevelopment work but was successful in cleaning the well screen. Through the pump testing work, the hydrogeologist determined that additional flow capacity was not advisable from this well due to increased drawdown and sand production above its current flow rate. New equipment is being ordered to replace the older equipment.
4. P-2 Well Redevelopment
 - a. Redevelopment and expansion of the P-2 Well has been postponed until after the fall due to the current number of wells out of service due to mechanical issues.
5. Emergency Generators and Well Improvements project –
 - a. Contract was awarded to Pape & Sons at the March 17, 2022 Board Meeting.
 - b. Site work including flexible couplings on the well piping began in October and now complete for all five sites.
 - c. Generators are suffering from supply chain issues and are currently anticipated to be delivered in August 2023.

6. Abitibi Well Evaluation
 - a. Two bids were received for this project on September 1, 2022. Holt Services was the low bidder and was awarded the contract. Holt services performed a video inspection of both wells, and it was determined that they were not in very good condition and would not be a good use of ratepayer funds at this time. Holt was directed to shut the wells in and demobilize from the site. We have let the property owner know of our determination and they elected to not have Holt perform any additional work at this time. The contract will now be closed out.

7. K-3 and G-4 Wells
 - a. We continue to work with Senator Murray's office and EPA regarding the grant funds we've received for two new groundwater wells to help offset the sources impacted by PFAS. EPA, who is administering the funds, has published its final guidelines on the program. Based on the final guidelines, the District may be eligible for a waiver of the cost-share requirements and is being explored further. These funds will be used for the proposed K-3 and G-4 Wells. To meet the Federal funding requirements proposals for some historical preservation and environmental studies were solicited, reviewed, and scored. Work on these tasks is now complete and the reports are being finalized. Following completion of these reports, we will submit those along with other application materials to finalize the funding agreement.

 - b. Mott MacDonald is working on initial permitting and specification development work for these two wells. We will have to go through a more involved procurement process for additional professional services for this project and are working now to get that underway and not lose any time.

8. We have some very good news to report on our Department of Commerce grant applications. We were informed on December 5, 2022, that the four project applications we submitted were ranked numbers 3, 4, 5, and 6 on the program's (DCCA program) list of projects. To secure funding, the DCCA program projects need to be approved in the State's 2023-2025 capital budget, anticipated to be determined by September 2023. Currently, the draft budget includes funding for one of the District's projects, but we are looking into ways to have more of our projects funded.

9. We submitted four applications to the State Department of Health's Drinking Water State Revolving Fund (DWSRF) program in late November. This is the program that will be used to award grant funds from the Infrastructure and Jobs Act. We submitted applications totaling a request for a total of approximately \$18.17 million for the replacement of five wells. We received a call regarding our applications in early January informing us that the applications were eligible for low interest loans, but would not receive any grants due to the number of PFAS project funding requests that came in and that we had already received some State grant money for PFAS treatment. Randy and I had a follow up call with the DWSRF staff to express our questions and concerns. There are some options to consider, which we can discuss at the January BOC meeting.

Water Quality

Operations

1. The field crew completed monthly water quality samples.
2. PFAS testing continues throughout the system.
3. Crews have worked on optimizing the operations at our new G-3 Well treatment system and we are seeing some improved process optimization. The pumping crew has done a great job of working to dial the treatment process in to save on costs and ensure high quality water is provided.

Maintenance

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

Capital Projects

1. We are anticipating an update from EPA regarding PFAS regulations and standards any day now. Once available, we will update our PFAS response plan if needed.
2. EPA released its guidance document on how to conduct a lead service line inventory in early August. Water systems need to complete an inventory of our service lines by October 26, 2024. Some very positive news was presented recently by the state department of health. In early December, they reported that galvanized service lines downstream of leaded goosenecks do NOT need to be replaced as was previously presented by EPA and other agencies. This represents a potentially significant cost savings for the District as we have not found any lead service lines in the District but have many galvanized service lines and have found some leaded goosenecks randomly throughout the system. We are working on developing a strategy to complete this inventory in a cost-effective manner and will start with information review. We have already implemented some easy steps to gather more information during the course of day-to-day work.

Pumping

Operations

1. 100 percent of pump station capacity is online. Wholesale pump stations are supplying approximately 4 MGD.

Maintenance

1. Field crews continue to work on preventative maintenance tasks.
2. Repairs to remove rocks in the impeller of one of the Wholesale Booster Pump Station 1 pumps are complete. Crews worked with PumpTech to reinstall the repaired pump and removed additional rocks in a second pump at the facility. We will schedule additional work to inspect and repair the final two pumps soon.

Capital Projects

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

Storage

Operations

1. 100 percent of storage capacity is online.

Maintenance

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

Capital Projects

1. Steilacoom Boulevard Tank Seismic Retrofits
 - a. The Steilacoom Boulevard Seismic Retrofit project is completed and back in service.



Tank with shell stiffeners around exterior; with intermediate and topcoat in progress, with topcoat nearly complete (Left to Right).



IT Manager's Report
January 19, 2023
Board of Commissioners Meeting

CYBER SECURITY UPDATE

There are 0 Cyber Security Issue to report.

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

TECHNOLOGY UPDATE

ElementsXS

The ElementsXS training for Pumping staff is nearing completion. Work has begun to move to the Caselle Integration and historical data from Lucity. Novotx (ElementsXS Developer) has completed their portion of the integration. We are still waiting for Caselle to complete changes to accommodate the Elements integration.

CELL TOWER UPDATE

Waiting on Dish to accept newly updated insurance terms as we found out late in the process that they are self-insured. Inslee-Best is re-working the executable agreements for all four sites.

CROSS CONNECTION UPDATE

337 Assemblies Tested
02 New Applications
02 New Installations
00 Assemblies Replaced
19 Repairs
06 Removals
4653 Existing installations permitted
314 Test Reports Completed & Entered
04 Disconnects for non-compliance



Office Manager's Report
January 19, 2023
Board of Commissioners Meeting

As of my last report, the no tenant policy continues to run smoothly.

The rate increase letter was mailed out the first of this month. As of today's report, we have received nine calls with two being negative or angry about the increase and seven as just inquiries. Not too many at this point, however we usually receive the majority of calls regarding the rate increase when the first billings that reflect the increase go out in March. I will update you at that time.

No other reports to share at this point.

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

	2022				2021				2020			
Month	Cubic Feet Pumped	Cubic Feet Sold	Difference	%	Cubic Feet Pumped	Cubic Feet Sold	Difference	%	Cubic Feet Pumped	Cubic Feet Sold	Difference	%
January	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	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	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	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	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	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	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	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	67,214,677	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	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	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	41,341,666	43,650,688	(2,309,022)	-5.59%	40,844,005	39,804,988	1,039,017	2.54%	42,450,207	42,285,891	164,316	0.39%
TOTAL	612,784,253	555,743,266	57,040,987	9.31%	648,843,471	599,494,574	49,348,897	7.61%	609,746,718	563,563,163	46,183,556	7.57%
Net loss (WER)			54,603,746	8.91%			46,911,656	7.23%			43,746,315	7.17%
	2021 YTD	648,843,471	599,494,574	49,348,897	7.61%							
	2020 YTD	609,746,718	563,563,163	46,183,556	7.57%							

Total Number of Customers Billed

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

**CUBIC FEET SOLD PER CLASS
2022**

	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	SUBTOTAL	CU FT SOLD
January	400	2,163,000	5,524,500	7,836,400	265,400	154,000		15,943,700	1,801,080	5,121,641	7,131,400	4,676,915	18,731,036	34,674,736
February	500	2,751,000	9,446,200	8,088,600	129,600	48,100	-	20,464,000	1,389,186	3,760,326	6,450,608	4,087,555	15,687,676	36,151,676
March	100	2,258,500	5,560,300	7,528,500	325,800	48,100	-	15,721,300	1,563,086	3,749,365	7,127,523	4,675,845	17,115,820	32,837,120
April		2,840,700	9,333,500	8,051,200	165,200	83,800	-	20,474,400	1,430,801	3,480,551	7,105,066	4,534,822	16,551,239	37,025,639
May		2,550,700	5,713,400	8,040,900	286,600	65,800	-	16,657,400	1,665,798	4,243,951	7,436,573	4,536,158	17,882,480	34,539,880
June		3,042,900	9,415,800	9,043,700	256,600	569,400	-	22,328,400	2,363,100	5,110,279	7,375,084	4,622,377	19,470,840	41,799,240
July		3,028,000	6,307,100	12,619,000	529,700	984,700	-	23,468,500	4,671,100	7,660,473	7,075,257	5,487,903	24,894,733	48,363,233
August		3,809,600	11,058,700	21,089,700	971,400	4,340,200	-	41,269,600	4,985,765	7,980,217	5,965,914	6,016,976	24,948,872	66,218,472
September		4,009,600	8,351,500	26,354,100	997,000	3,197,900	-	42,910,100	3,506,200	5,722,631	5,659,939	5,660,206	20,548,975	63,459,075
October		4,570,000	13,404,100	24,379,400	1,365,600	7,037,800	-	50,756,900	2,696,800	5,662,077	5,966,315	5,918,059	20,243,251	71,000,151
November		3,557,200	7,023,200	15,350,700	759,400	1,418,100	-	28,108,600	1,471,100	5,220,960	5,781,714	5,440,984	17,914,757	46,023,357
December		3,101,700	10,320,200	10,840,100	369,800	1,371,200	-	26,003,000	1,534,200	4,853,095	5,935,570	5,324,823	17,647,688	43,650,688
Total YTD	1,000	37,682,900	101,458,500	159,222,300	6,422,100	19,319,100	-	324,105,900	29,078,216	62,565,566	79,010,961	60,982,623	231,637,366	555,743,266

2021 YTD	340,868,200	31,915,218	78,453,035	76,115,092	72,143,029	258,626,374
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2020 YTD	324,645,462	33,235,172	65,412,111	64,787,328	75,483,090	238,917,701
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vs 2021	95.08%	91.11%	79.75%	103.80%	84.53%	89.56%
vs 2020	99.83%	87.49%	95.65%	121.95%	80.79%	96.95%