



LAKE WHATCOM WATER AND SEWER DISTRICT  
1220 LAKEWAY DRIVE  
BELLINGHAM, WASHINGTON 98229

REGULAR MEETING  
OF THE BOARD OF COMMISSIONERS

AGENDA

*February 13, 2013*

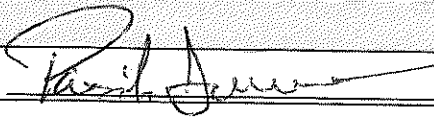
6:30 p.m. – Regular Session

1. CALL TO ORDER
2. PUBLIC COMMENT OPPORTUNITY  
At this time, members of the public may address the Commission. Please state your name prior to making comments.
3. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA
4. CONSENT AGENDA
5. SPECIFIC ITEMS OF BUSINESS:
  - A. Independent Audit Results
  - B. Monthly Budget Analysis
  - C. Summary of Existing District Projects
  - D. Inflow and Infiltration Study
6. OTHER BUSINESS
7. MANAGER'S REPORT
8. PUBLIC COMMENT OPPORTUNITY
9. City of Bellingham Wastewater Treatment Contract  
(Executive Session per RCW 42.30.110(i)(iii) – 30 Minutes)
10. ADJOURNMENT



LAKE WHATCOM WATER AND SEWER DISTRICT

AGENDA BILL

DATE SUBMITTED:	February 5, 2013		
TO BOARD OF COMMISSIONERS			
FROM: Patrick Sorensen	MANAGER APPROVAL 		
MEETING AGENDA DATE:	February 13, 2013		
AGENDA ITEM NUMBER:	5.A.		
SUBJECT:	Independent Audit Results		
LIST DOCUMENTS PROVIDED ⇒ NUMBER OF PAGES INCLUDING AGENDA BILL: _____	1. Independent Accountants' Report dated January 17, 2013		
	2.		
	3.		
TYPE OF ACTION REQUESTED	RESOLUTION <input type="checkbox"/>	FORMAL ACTION/ MOTION <input type="checkbox"/>	INFORMATIONAL/ OTHER <input checked="" type="checkbox"/>

**BACKGROUND / EXPLANATION OF IMPACT**

The results of the internal control audit for the last six months of 2012 are attached. VSH, an independent accounting firm, performed an audit to assist in testing controls over the cash receipts and cash disbursement processes for the District. No compliance issue or internal control flaws are noted in their review.

**FISCAL IMPACT**

None

**RECOMMENDED BOARD ACTION**

None

**PROPOSED MOTION**

None



**CERTIFIED PUBLIC ACCOUNTANTS**  
LISTENING THINKING LEADING

vshcpa.com

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## Independent Accountants' Report on Applying Agreed-Upon Procedures

To the Board of Commissioners  
Lake Whatcom Water and Sewer District  
Bellingham, Washington

We have performed the procedures listed below, which were agreed to by management of Lake Whatcom Water and Sewer District (the District), solely to assist in testing controls over the cash receipts and cash disbursements processes. Management is responsible for the controls over cash receipts and cash disbursements. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

### Internal Control Procedures:

1. We updated our understanding of the District's procedures for cash receipts and disbursements.

Observation:

- There have been no changes in the procedures for cash receipts and disbursements.

2. We updated our understanding of the District's procedures for manual journal entries.

Observation:

- There have been no changes in the procedures for recording manual journal entries.

### Bank Reconciliations:

1. We reviewed all monthly bank reconciliations for the District's checking account for the last six months of 2012.

Observation:

- Each month, the Bank of America account was reconciled to the general ledger accounts in a timely and accurate manner. For July – November 2012, we viewed a sample of outstanding items clearing the bank account in the subsequent month, noting all selected items cleared in a timely manner. At

the time of our procedures, the January 2013 bank statement was not available.

**Cash Receipts:**

1. For the last six months of 2012, we selected a sample of 13 deposits from the bank statements and traced to supporting documentation and posting to the general and subsidiary ledgers.

Observation:

- We viewed supporting documentation for the sample of cash receipts, noting they were deposited and recorded in a timely and accurate manner.

2. For the last six months of 2012, we selected a sample of 12 daily cash receipts from the accounting system and traced to bank statements.

Observation:

- We viewed the batch detail for recorded receipts, and noted they all cleared the Bank of America account in a timely manner.

**Cash Disbursements:**

1. For the last six months of 2012, we selected a sample of 13 disbursements from the bank statements and reviewed for proper authorization, supporting documentation, and posting to the general ledger.

Observation:

- We viewed supporting documentation for the sample of disbursements, noting that they were authorized and recorded in a timely and accurate manner.

2. For the last six months of 2012, we selected a sample of 12 disbursements from the general ledger and reviewed for proper authorization, supporting documentation and inclusion on the bank statements.

Findings:

- A disbursement voucher was not signed by the General Manager for check #9212. The check was written on 10/31/2012 for \$96.51 payable to Aramark Uniform Services.

**Manual Journal Entries:**

1. We selected a sample of 6 manual journal entries from the last six months of 2012 and traced to supporting documentation.

Observation:

- We noted manual journal entries were recorded in a timely and accurate manner. Each entry selected was filed with supporting documentation.

**General Ledger Transactions:**

1. We judgmentally selected a sample of 8 accounts receivable adjustments from the general ledger and traced to supporting documentation.

Observation:

- We noted the transactions were recorded in a timely and accurate manner. Each transaction selected was filed with supporting documentation.

We were not engaged to and did not conduct an examination, the objective of which would be the expression of an opinion on the operation of internal controls. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of management of the District, and is not intended to be, and should not be, used by anyone other than these specified parties.


VSH PLLC

Bellingham, Washington  
January 17, 2013



LAKE WHATCOM WATER AND SEWER DISTRICT

AGENDA BILL

DATE SUBMITTED:	February 5, 2013		
TO BOARD OF COMMISSIONERS			
FROM: Debi Hill	MANAGER APPROVAL 		
MEETING AGENDA DATE:	February 13, 2013		
AGENDA ITEM NUMBER:	5.B.		
SUBJECT:	Monthly Budget Analysis		
LIST DOCUMENTS PROVIDED ⇒ NUMBER OF PAGES INCLUDING AGENDA BILL:	1. Monthly Budget Analysis as of 1/1/2013		
	2.		
TYPE OF ACTION REQUESTED	RESOLUTION <input type="checkbox"/>	FORMAL ACTION/ MOTION <input type="checkbox"/>	INFORMATIONAL/ OTHER <input checked="" type="checkbox"/>

**BACKGROUND / EXPLANATION OF IMPACT**

Information only

**FISCAL IMPACT**

n/a

**RECOMMENDED BOARD ACTION**

n/a

**PROPOSED MOTION**

n/a



**MONTHLY BUDGET ANALYSIS**

		2013	YTD	
		Budget	1/1/2013	
			8%	
<b>OPERATING FUND - 401</b>				
<b>REVENUES</b>				
401-343-20-00	Latecomer Fee	1,000	-	0%
401-343-40-10	Water Sales Metered (9% rate increase) *	1,601,383	120,012	7%
401-343-40-18	Water Sales Lock/Unlock	9,500	1,640	17%
401-343-40-19	Water Sales Other (billing suspension, transfer fee etc.)	25,000	2,471	10%
401-343-50-11	Sewer Service Residential (4.5% rate increase) *	3,357,845	301,161	9%
401-343-50-19	Sewer Service Other (transfer fee, return item etc.)	1,300	182	14%
401-359-80-00	Late Charges / Lien fees	65,000	10,699	16%
401-360-10-00	Bank fees	2,000	-	0%
401-361-11-10	Investment Interest	-	-	
401-369-10-00	Sale of scrap/junk recycle	-	-	
401-379-10-20	Permits Operation portion (5 new connection permits)	15,000	-	0%
401-398-20-00	Insurance Recoveries	-	4,235	
	<b>TOTAL REVENUES</b>	<b>5,078,028</b>	<b>440,400</b>	<b>9%</b>

MONTHLY BUDGET ANALYSIS		Description	2013 Budget	YTD 1/1/2013	
<b>OPERATING FUND - 401</b>				<b>8%</b>	
<b>EXPENDITURES</b>					
401-53X-10-10	Payroll (2.3% cola plus step increases - 2013)		1,406,000	108,983	8%
401-53X-10-20	Personnel Benefits		560,000	43,750	8%
401-53X-10-31	Gen Admin Supplies		25,000	2,087	8%
401-53X-10-32	Meetings/Team building		2,000	186	9%
401-53X-10-40	Bank Fees		8,000	72	1%
	County Auditor filing fees		6,000		
	DataBar (Statement processing)		20,000	1,275	
	Answering Service		1,500	135	
	BIAS Financial Software		20,000	22,695	
	Webcheck		2,000	165	
	GE Scada System Software Maintenance		7,500		
	WA State Auditor		10,000	251	
	Wilson Engineering		10,000	844	
	Sewer Comp Plan Update		60,000		
	Resick and Hansen		35,000	3,322	
	Peninsula Financial Consulting (City Sewer Agreement)		3,500		
	FCS Rate Study		9,500		
	3D - Computer support		15,000	2,104	
	Watchguard		5,000		
	Varner, Systma CPA firm		10,000		
	Tetra Tech		5,000		
	Cartegraph		8,000		
	Auto Desk		1,000		
	Rockwell		500		
	Inovise (Engineering)		2,000		
	Custodial/Building maint. services/Security		11,000	500	
	Landscaping service		4,000	286	
	Interlocal - Lake Whatcom Management Program		25,000		
	Interlocal - Invasive Species		45,000		
	GIS with Whatcom County		1,000		
	Qasys (Docuware/copy machine contract)		5,000	4,872	
	Generator Load Testing		18,000		
	Cyberlock software		1,000		
	South Whatcom Fire Authority				
	Misc (Bid notices etc.)		1,000	180	
401-53X-10-41	Professional Services (TOTAL)		342,500	36,626	11%
401-53X-10-42	Communication		51,500	4,536	9%
401-53X-10-43	Memberships/Dues		13,000	8,878	68%
401-53X-10-44	B&O Taxes		150,000	17,766	12%
401-53X-10-45	Admin Lease		3,000	199	7%
401-53X-10-46	Insurance		96,000	-	0%
401-53X-10-49	Admin Misc.		2,000	-	0%
401-53X-40-43	Training & Travel		30,000	1,725	6%
401-53X-40-44	Tuition reimbursement		6,000	-	0%
401-53X-49-40	Insurance claims		-	-	-
401-53X-50-31	Maintenance Supplies		45,000	6,374	14%
401-53X-50-48	Oper Repair/Maint (includes Asset Mgmt tools)		85,000	8,934	11%
	Edge Analytical - water		10,000		
	Emergency Response - sewer tank trucks		5,000		
	Misc Operations contracted		18,000		
401-53X-60-41	Operations Contracted (TOTAL)		33,000	273	1%
401-534-60-47	Water Ops City of Bellingham		30,000	3,793	13%
401-535-60-47	Sewer Ops City of Bellingham		605,000	-	0%
401-53X-80-31	Operations Gen Supplies		60,000	7,132	12%
401-53X-80-32	Operations Fuel		40,000	481	1%
401-53X-80-34	Safety supplies		12,000	70	1%
401-53X-80-47	General Utilities		200,000	22,012	11%
401-53X-80-49	Laundry		5,000	157	3%
	<b>TOTAL OPERATING EXPENSES</b>		<b>3,810,000</b>	<b>274,037</b>	<b>7%</b>
<b>TRANSFERS</b>					
401-597-10-00	Transfers Out to Capital Projects Fund 420		790,000		
	Transfers Out to 2009 Bond Debt Service Fund 450		445,500		
	Transfers Out to Water Loan Debt Service Fund 470		92,000		
	<b>TOTAL EXPENDITURES</b>		<b>5,137,500</b>	<b>274,037</b>	
<b>OPERATING FUND</b>		<b>REVENUES</b>	<b>5,078,028</b>	<b>440,400</b>	
		<b>EXPENDITURES</b>	<b>(5,137,500)</b>	<b>(274,037)</b>	
		<b>CASH/INVESTMENTS BALANCE</b>		<b>591,985</b>	



<b>MONTHLY BUDGET ANALYSIS</b>		<b>2013</b>	<b>YTD</b>
<b>DESCRIPTION</b>		<b>Budget</b>	<b>11/1/2013</b>
<b>RATE FUNDED SYSTEM REPLACEMENT FUND - 415</b>			
415-361-11-00	Investment Interest	-	-
	<b>TOTAL REVENUES</b>	-	-
415-597-10-00	Transfer out to System Reinvestment Fund 420	13,500	
	<b>TOTAL EXPENDITURES</b>	<b>13,500</b>	
<b>RATE FUNDED SYSTEM REPLACEMENT FUND</b>			
	<b>REVENUES</b>	-	-
	<b>EXPENDITURES</b>	<b>(13,500)</b>	-
	<b>CASH/INVESTMENTS BALANCE</b>		<b>13,538</b>

<b>MONTHLY BUDGET ANALYSIS</b>		Description	2013 Budget	YTD 1/1/2013
<b>SYSTEM REINVESTMENT FUND - 420</b>				
420-343-40-19		DEA Permits	2,500	
420-361-11-00		Investment interest	-	
420-379-10-30		Permits Capital Portion (5 permits for 2012)	35,000	
420-379-10-40		Latecomer Fees	500	
420-397-10-00		Transfers in from Operating Fund 401	790,000	
		Transfer in from System Replacement Fund 415	13,500	
		<b>TOTAL REVENUES</b>	<b>841,500</b>	<b>-</b>
420-534-10-41		DEA Contracted Services	2,500	3,429
420-534-60-41		Contracted Operations	-	
420-534-90-61		DEA Refunds	-	
420-594-38-60		Capital Outlay		
		Previous Projects	271,400	
		C10-06 Sewer Emergency Response Equipment	7,700	1,005
		C12-02 SVWTP Coatings		965
		C12-03 Water Meter Data Collectors	22,000	
		C12-06 Agate WTP Restroom	8,000	
		C12-07 Reservoir drains to daylight	13,000	
		C12-08 Lowell & Oriental PRVs		3,654
		C11-10 SVWTP Raw Motors	4,000	
		C12-10 SVWTP Generator	56,200	
		C12-13 Sewer Camera Equipment	80,000	1,404
		C12-14 Dead end blow offs	38,000	
		C12-16 SVCA Polo Park Bridge	40,000	
		C12-18 Sewer I & I Update	2,500	1,748
		<b>New Projects</b>	<b>565,000</b>	
		Safety Equipment	12,000	
		Shop Facility Improvements	5,000	
		Server upgrade	10,000	
		Thermal Imager	3,000	
		Replace air/vac valves	8,000	
		CMOM Projects	88,000	
		SVWTP Diesel Generator	325,000	
		Cathodic Corrosion protection	75,000	
		Johnson well house	10,000	
		Portable dehumidifiers	3,000	
		Backup benchtop analyzer	3,000	
		Demolition hammer	1,000	
		Water main relocation (Geneva & S Fremont)	10,000	
		Water Service rebuilds	12,000	
		<b>TOTAL EXPENDITURES</b>	<b>838,900</b>	<b>12,205</b>
<b>CAPITAL PROJECTS FUND</b>				
		<b>REVENUES</b>	<b>841,500</b>	<b>-</b>
		<b>EXPENDITURES</b>	<b>(838,900)</b>	<b>(12,205)</b>
		<b>CASH/INVESTMENTS BALANCE</b>		<b>40,209</b>

<b>MONTHLY BUDGET ANALYSIS</b>		<b>Description</b>	<b>2013 Budget</b>	<b>YTD 1/1/2013</b>
<b>SEWER/STORM WATER CONTINGENCY FUND 425</b>				
425-397-10-00		Transfer in from ULID 18 Fund 480	1,000,000	
		Transfer in from Bond Reserve Fund 490	178,175	
		<b>TOTAL REVENUES</b>	<b>1,178,175</b>	<b>-</b>
425-594-38-64		Machinery/Equipment	225,000	
		<b>TOTAL EXPENDITURES</b>	<b>225,000</b>	<b>-</b>
<b>SEWER/STORM WATER CONTINGENCY FUND</b>		<b>REVENUES</b>	<b>1,178,175</b>	<b>-</b>
		<b>EXPENDITURES</b>	<b>(225,000)</b>	<b>-</b>
		<b>CASH/INVESTMENTS BALANCE</b>		<b>-</b>

<b>MONTHLY BUDGET ANALYSIS</b>		<b>Description</b>	<b>2013 Budget</b>	<b>YTD 1/1/2013</b>
<b>CAPITAL BOND PROJECTS FUND (RESTRICTED) - 430</b>				
430-361-11-00		Investment interest	-	
		<b>TOTAL REVENUES</b>	-	
430-594-38-63		Capital Outlay	-	
	C09-01	Cable-Ranch-PM Pump stations	63,000	520
	C09-11	SVWTP Control System	24,000	
		<b>TOTAL EXPENDITURES</b>	<b>87,000</b>	<b>520</b>
<b>CAPITAL BOND PROJECTS FUND</b>		<b>REVENUES</b>	-	
		<b>EXPENDITURES</b>	<b>(87,000)</b>	<b>(520)</b>
		<b>CASH/INVESTMENTS BALANCE</b>		<b>81,754</b>

<b>MONTHLY BUDGET ANALYSIS</b>		<b>Description</b>	<b>2013 Budget</b>	<b>YTD 1/1/2013</b>
<b>2009 BOND DEBT SERVICE FUND - 450</b>				
450-361-11-00		Investment interest		
450-397-10-00		Transfers in from Operating Fund 401	445,500	
		<b>TOTAL REVENUES</b>	<b>445,500</b>	<b>-</b>
450-535-10-41		Bond Admin Fee		
450-591-38-83		Bond Interest payments	225,500	-
450-591-38-72		Redemption of Long Term Debt	220,000	-
		<b>TOTAL EXPENDITURES</b>	<b>445,500</b>	<b>-</b>
<b>2009 BOND DEBT SERVICE FUND</b>		<b>REVENUES</b>	<b>445,500</b>	<b>-</b>
		<b>EXPENDITURES</b>	<b>(445,500)</b>	<b>-</b>
		<b>CASH/INVESTMENTS BALANCE</b>		<b>26</b>

<b>MONTHLY BUDGET ANALYSIS</b>			<b>2013</b>	<b>YTD</b>
	<b>Description</b>		<b>Budget</b>	<b>1/1/2013</b>
<b>2009 BOND RESERVE FUND (RESTRICTED) - 460</b>				
460-361-11-00	Investment interest		3,000	
	<b>TOTAL REVENUES</b>		<b>3,000</b>	<b>-</b>
	<b>TOTAL EXPENDITURES</b>		<b>-</b>	<b>-</b>
<b>2009 BOND RESERVE FUND</b>			<b>3,000</b>	<b>-</b>
	<b>REVENUES</b>		<b>3,000</b>	<b>-</b>
	<b>EXPENDITURES</b>		<b>-</b>	<b>-</b>
	<b>CASH/INVESTMENTS BALANCE</b>			<b>501,181</b>

<b>MONTHLY BUDGET ANALYSIS</b>		<b>Description</b>	<b>2013 Budget</b>	<b>YTD 1/1/2013</b>
<b>WATER LOANS DEBT SERVICE FUND - 470</b>				
470-361-11-10		Investment interest	-	
470-397-10-00		Transfers In from Operating Fund 401	92,000	
		<b>TOTAL REVENUES</b>	<b>92,000</b>	<b>-</b>
470-591-38-79		Redemption of Long Term Debt	74,542	
470-592-34-83		Debt Service Interest Loan 44	6,385	
470-592-34-83		Debt Service Interest Loan 119	894	
470-592-34-83		Debt Service Interest Loan 064	10,395	
		<b>TOTAL EXPENDITURES</b>	<b>92,216</b>	<b>-</b>
<b>WATER LOANS DEBT SERVICE FUND</b>		<b>REVENUES</b>	<b>92,000</b>	<b>-</b>
		<b>EXPENDITURES</b>	<b>(92,216)</b>	<b>-</b>
		<b>CASH/INVESTMENTS BALANCE</b>		<b>373</b>

<b>MONTHLY BUDGET ANALYSIS</b>		Description	2013 Budget	YTD 1/1/2013
<b>ULID 18 LOAN DEBT SERVICE FUND (RESTRICTED) - 480</b>				
480-361-11-10	Investment interest		100	
480-361-50-00	ULID 18 Interest/Penalties		40,000	1,135
480-379-10-30	Latecomers Fee		3,000	-
480-156-40-00	Current ULID 18 Principal Payments		60,000	8,448
480-397-10-00	Transfers In from ULID 18 Reserve Fund 490		178,175	
	<b>TOTAL REVENUES</b>		<b>281,275</b>	<b>9,583</b>
480-535-10-49	Sewer Debt Service Charges Misc		400	
480-591-35-79	Redemption of Long Term Debt		3,000,000	
480-592-35-83	Debt Service Interest Loan 44A			
480-592-35-83	Debt Service Interest Loan 44B			
480-592-35-83	Debt Service Interest Loan 063			
480-597-10-00	Transfers Out to Sewer/SW Contingency Fund 425		1,000,000	
	<b>TOTAL EXPENDITURES</b>		<b>4,000,400</b>	<b>-</b>
<b>ULID 18 LOAN DEBT SERVICE</b>	<b>REVENUES</b>		<b>281,275</b>	<b>9,583</b>
	<b>EXPENDITURES</b>		<b>(4,000,400)</b>	<b>-</b>
	<b>CASH/INVESTMENTS BALANCE</b>			<b>3,787,166</b>



<b>MONTHLY BUDGET ANALYSIS</b>			<b>2013</b>	<b>YTD</b>
	<b>Description</b>		<b>Budget</b>	<b>1/1/2013</b>
<b>ULID 18 LOAN RESERVE FUND (RESTRICTED) 490</b>				
490-361-11-10	Investment interest		175	
	<b>TOTAL REVENUES</b>		<b>175</b>	<b>-</b>
490-597-10-00	Transfers out to Sewer/SW Contingency Fund 425		178,175	
	<b>TOTAL EXPENDITURES</b>		<b>178,175</b>	<b>-</b>
<b>ULID 18 LOAN RESERVE FUND</b>				
	<b>REVENUES</b>			<b>-</b>
	<b>EXPENDITURES</b>			<b>-</b>
	<b>CASH/INVESTMENTS BALANCE</b>			<b>178,202</b>



LAKE WHATCOM WATER AND SEWER DISTRICT

AGENDA BILL

DATE SUBMITTED:	February 5, 2013		
TO BOARD OF COMMISSIONERS			
FROM: Bill Hunter and Staff	MANAGER APPROVAL <i>[Signature]</i>		
MEETING AGENDA DATE:	February 13, 2013		
AGENDA ITEM NUMBER:	5.C.		
SUBJECT:	Summary of Existing District Projects		
LIST DOCUMENTS PROVIDED ⇒	1. February 2013 Summary of Existing District Projects		
NUMBER OF PAGES	2.		
INCLUDING AGENDA BILL:	3.		
TYPE OF ACTION REQUESTED	RESOLUTION <input type="checkbox"/>	FORMAL ACTION/ MOTION <input type="checkbox"/>	INFORMATIONAL/ OTHER <input checked="" type="checkbox"/>

**BACKGROUND / EXPLANATION OF IMPACT**

Information only

**FISCAL IMPACT**

n/a

**RECOMMENDED BOARD ACTION**

Review and discuss

**PROPOSED MOTION**

n/a

## LAKE WHATCOM WATER AND SEWER DISTRICT Summary of Existing District Projects

<b>Meeting Date</b>		<b>Effective Date</b>		<b>Prepared by</b>	
February 13, 2013		February 7, 2013		LE/BH	
<b>Status of Water and Sewer Permit Issuance</b>					
SCOPE	Provide a monthly update on permit activity.				
STATUS			Permits Issued 2013	Permits Issued 2012	
	No of permits issued		0	8	
	No of permits projected 2013		5		

<b>**Completed Capital Projects in 2013**</b>					

<b>**Completed DEAs in 2013**</b>					
D0534	Polly's Plat – Butch Kvamme (AKA Whatcom Overlook Short Plat)				

<b>**State Required Report Status**</b>				
Report Title	Due	Preparation	Due Date	Last Date Submitted
Chlorination Report (Agate Heights)	Monthly	Kevin	Postmarked 10th of month	July 10, 2012
Community Right to Know (Hazardous Materials)	Annually	Bill and Rich	March 2013	January 6, 2012
Consumer Confidence Reports	Annually	Kevin	July	<ul style="list-style-type: none"> <li>• Geneva – 5/12</li> <li>• Sudden Valley 5/12</li> <li>• Eagleridge – 5/12</li> <li>• Agate Heights – 5/12</li> </ul>
CPR/First Aid Training	Biennially	Rich	Nov/Dec 2014	Completed 12/18/12
Department of Revenue	Monthly	Debi	End of following month	February 1, 2013
Flagging Card Training	Triennially	Rich	8/11/13	8/11/10
Hazardous Waste Activity Report	Annual	Rich	Annual 3/31	January 31, 2013
Labor & Industries Payroll Report	Quarterly	Norma	Quarterly	December 2012
OSHA 300 Log	Annually	Rich	February 2014	January 28, 2013
Surface Water Treatment Rule Report (Sudden Valley WTP)	Monthly	Kevin	Postmarked 10th of month	July, 2012
Unemployment Report	Quarterly	Norma	Quarterly	December 2012
WA State Cross Connection Report	Annual	Rich	Annual	May 16, 2012
Washington State Financial Report	Annual	Debi	May 29	April, 2012
Water Use Efficiency Perform Report	Annual	Kevin	July 1	March 8, 2011

### SAFETY PROGRAM SUMMARY (Completed by Rich Munson)

#### **\*\*Annual Safety Training\*\***

Staff has been participating in a local government on-line training system. Each employee is assigned with an individual training course that is relevant to their position. The courses contain check points, quizzes and tests to ensure the training was completed and understood by the employee. Learners can track their progress through the assigned courses and manage their training with their workload.

#### **\*\*Weekly Crew Safety Meetings\*\***

Safety meetings for the field crew take place every Tuesday at 7:30 a.m. (as of 11/13/2012)

#### **\*\*Dates of Safety Committee Meetings\*\***

January 13, 2013 - Complete

<b>**Summary Of Work-Related Injuries &amp; Illnesses (2013)**</b>	
Total Number of Work Related Injuries	1
Total Number of Days of Job Transfer or Restriction	0
Total Number of Days Away From Work	13
<b>**Summary Of Work-Related Injuries &amp; Illnesses (2012)**</b>	
Total Number of Work Related Injuries	9
Total Number of Days of Job Transfer or Restriction/Light Duty	24 days as of 1/3/2013
Total Number of Days Away From Work	9

# Lake Whatcom Water & Sewer District

## Capital Improvement Projects Staff Report

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### **C0911 SVWTP Control System & Telemetry**

*Replace in-plant control system and telemetry system*

#### **C0911-ENG Project Administration**

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#### **C0911-PH1 Design thru Bidding - Tetra Tech**

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- 10/6/2009 Engineering agreement amendment approved by Board on 10/13/2010. Amendment has been executed. Design kick-off meeting with District staff/crew tentatively scheduled for 11/9/2010.
- 9/2/2010 District working with Tetra Tech to develop scope/fee. A draft scope/fee will be presented to Board for approval.
- 10/6/2010 Professional services agreement amendment for design through bidding is on 10/13/2010 Board agenda for review/approval.
- 11/4/2010 Engineering agreement amendment approved by Board on 10/13/2010. Amendment has been executed. Design kick-off meeting with District staff/crew tentatively scheduled for 11/9/2010.
- 12/2/2010 Tetra Tech working on control system design following kick-off meeting with District staff/crew.
- 1/31/2011 Received 95% drawings and specs from Tetra Tech for District review. Planning to advertise for bids mid-February 2011.
- 4/4/2011 Advertise
- 4/5/2011 Re-bid advertisement published in Bellingham Herald on 4/7/2011. Pre-bid meeting 10am 4/19/2011, Bid Opening 2pm 4/28/2011. Tentative contract award at 5/11/2011 Board meeting.
- 4/19/2011 Pre-Bid Meeting 10am
- 4/28/2011 2nd re-bid opening. One bid received.
- 4/28/2011 Bid Opening 2pm
- 5/11/2011 Award

#### **C0911-PH2 Constr Admin, Programming - Tetra Tech**

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- 6/1/2011 Staff reviewing proposal from Tetra Tech for services during construction and programming. Proposal will be tentatively presented to Board at 6/29/11 meeting.
- 6/29/2011 Board authorized scope of work and fee. Staff will execute agreement amendment.
- 10/4/2011 Staff working with Tetra Tech on PLC programming control descriptions. Programming meeting held 10/6/11 to finalize control strategy.
- 11/2/2011 Tetra Tech developing PLC and SCADA programs.
- 11/22/2011 Staff met with Tetra Tech and Contractor to witness factory test of controls and coordinate installation. Staff then met with Tetra Tech to review program logic.
- 1/4/2012 Tetra Tech working with contractor and staff to develop and implement controls programming.
- 7/25/2012 Staff and Tetra Tech waiting to make final PLC operational changes and program updates after summer peak demand (work scheduled for January 15 2013).
- 2/6/2013 Tetra Tech onsite to make final PLC changes (move reservoir level signals from old PLC to new PLC). One reservoir done, one more day needed to complete changes. Last day will be scheduled as soon as possible.

#### **C0911-CON Construction Contract - Technical Systems Inc**

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- 6/1/2011 Contractor preparing bonds, insurance and contract forms.
- 7/12/2011 Notice to Proceed (180 day contract)
- 7/12/2011 Notice to Proceed was given to Technical Systems, Inc. A pre-construction meeting was held 7/12/2011. Substantial completion is 1/7/2012.
- 8/3/2011 District accepts contractors construction schedule. Installation of panels set for 11/9/2011.
- 12/7/2011 Contractor began installation of new controls on 11/28/2011. Installation is about 90% complete as of 12/7/2011. Contractor continuing installation of wiring for chart recorder and other minor work.
- 1/4/2012 Contractor installing remaining components week of 1/2/2012. Work very close to done. Staff and consultant will be developing punch list in the next week or two.
- 1/7/2012 Substantial Completion
- 2/6/2012 Final Completion (30 days after Substantial Completion)
- 3/6/2012 Contractor installing remaining equipment on punch list 3/7/2012.
- 5/31/2012 Contractor provided training to District staff on new equipment. Tetra Tech reviewing O&M manuals submitted by Contractor.

- 7/3/2012 All work appears complete. Tetra Tech reviewing contract requirements and will be issuing a recommendation to close out the project.
- 7/25/2012 Board accepts project as complete. Staff closing out construction contract.

## **C1006 Sewer Emergency Response Equipment (2)**

*Replace stationary generator at Agate Bay, install portable generator receptacles at Edgewood and Rock Ridge, install float in low MH along LWB near Strawberry Point, upgrade Country Club impellers, and restore Old Flat Car Pump Station.*

### **C1006-ADM Project Administration**

- 11/4/2010 Shoreline exemption application paperwork completed. Staff scheduling appointment with County for application submittal.
- 4/5/2011 Staff working on shoreline exemption application for tentative submittal to County April 2011.
- 5/3/2011 Shoreline exemption application paperwork completed. Staff scheduling appointment with County for application submittal.
- 5/9/2011 Staff submitted shoreline exemption permit application to county.
- 8/3/2011 Staff finalizing generator sizing prior to submitting for building permit for slab.
- 9/7/2011 Staff obtaining quotes from contractors to install generator plugs and manual transfer switches at Rocky Ridge and Edgeway Sewer Pump Stations.
- 9/7/2011 60KW generator sized for current and future pump station improvements. Staff gathering weight/dimensions for Wilson to perform structural design. Will have Wilson assist preparation of Whatcom County permit application forms.
- 10/11/2011 Notice To Proceed signed by Riteway Electric. 60 Day contract.
- 11/2/2011 Whatcom County building permit for Agate Bay generator slab pending any day. Quotes were solicited from contractors for work. Low bid was selected, contract ready to execute as soon as permits released. Generator has been ordered.
- 12/7/2011 Agate Bay Generator. Contractor began installation of generator slab, removal of old above ground diesel fuel tank and underground generator. Pad was poured 11/30/2011. As of 12/7/2011, pad ready to receive generator as soon as it arrives.
- 1/3/2012 Agate Bay Generator has been installed on new concrete slab.
- 2/15/2012 Riteway Electric completed installation of generator plugs and manual transfer switches at Rock Ridge and Edgewater Sewer Pump Stations.
- 3/6/2012 Electrical permits and materials to wire new generator and transfer switch have been obtained. District crews to make wiring connection in next week or so. Startup with supply to be scheduled soon after.
- 5/3/2012 District crews almost finished with transfer switch wiring.
- 5/29/2012 Agate Bay generator startup completed by supplier. Training provided to District crew. Generator and automatic transfer switch online. Tetra Tech will update PLC and telemetry to include new generator alarms next time they are here.
- 7/3/2012 Staff and Tetra Tech working together to implement telemetry to monitor generator status.
- 9/6/2012 Float in low MH along LWB near Strawberry Point installed. Crew scheduling Tetra Tech to make PLC programming changes at Strawberry Point PS and SCADA for new alarm.
- 9/19/2012 Strawberry Point MH float alarm put into service.

## **C1203 Replace Water Meter Data Collectors**

*Replace handheld water meter data collectors used for radio reading meters*

### **C1203-ADM Project Administration**

- 7/3/2012 Staff researching meter reading equipment options.

## **C1206 Agate WTP Restroom**

*Add restroom at Agate Water Treatment Plant.*

### **C1206-ENG Project Administration and Engineering**

- 3/28/2012 Task Order executed with Wilson Engineering to assist in permitting, plans, and structural design.
- 5/2/2012 Wilson preparing conditional use permit revision application for submittal to County.
- 6/6/2012 Wilson working with County on conditional use permit revision.
- 7/3/2012 Staff and Wilson working with County to complete project permitting.
- 8/1/2012 Permitting almost complete at County.
- 9/6/2012 Still waiting for County to issue permit.

10/2/2012 County issued building permit. Staff will begin construction this fall.

**C1206-CON Construction Contract**

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11/6/2012 District crews beginning construction.

**C1207 Reservoir Overflow Drains to Daylight**

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*Route reservoir overflow drains to daylight.*

**C1207-ENG Project Administration and Engineering**

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**C1207-CON Construction Contract**

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**C1209 SVWTP Raw Water Motor**

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*Purchase and install new raw motor. Inspect and refurbish old motor for spare.*

**C1209-ADM Project Administration**

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- 10/3/2012 Staff issued purchase order for new motor. Existing motors will be swapped out, inspected, and refurbished. At completion of project District will have one spare motor in stock.
- 11/6/2012 District received new motor. Crews will install new motor.
- 2/6/2013 Crews installed new motor. Existing motor will be reconditioned and replace 2nd motor.

**C1211 Wet Well Pressure Transmitters**

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*Install pressure transmitters at sewer pump station to monitor liquid level in wet wells.*

**C1211-ADM Project Administration**

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- 7/3/2012 Staff preparing materials list for each site.
- 8/1/2012 Staff obtaining quotes for 15 pressure transducers.
- 9/6/2012 Received transducers. Crews beginning installation. Staff will coordinate with Tetra Tech for PLC programming to incorporate new SCADA information and alarms.
- 10/3/2012 Installation and SCADA integration of transducers is in progress.
- 11/6/2012 Transmitters have been installed at Strawberry Point, Edgewater, Geneva, and Dellesta. Crews continue to install equipment.

**C1214 Dead End Blow Offs**

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*Install blow offs at water main dead ends.*

**C1214-ADM Project Administration**

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- 11/28/2012 Crews researching and inspecting dead end mains. Compiling list of dead ends with proposed installation sketches.

**C1214-CON Construction Contract**

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**C1216 SVCA Polo Park Bridge Water Main**

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*Relocate water main to accomodate new SVCA bridge.*

**C1216-CON Construction Contract**

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- 7/16/2012 Email Advertisement for Bids to MRSC Shared Small Works Roster Contractors
- 7/31/2012 Bid Opening 2:05pm
- 8/1/2012 Bid cancelled 7/26/2012. All plan holders were notified 7/27/2012 of cancellation. Cancellation was due to permitting delays on SVCA's project. Project now tentatively scheduled for Summer 2013.

**C1216-ENG Project Administration and Engineering**

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- 6/4/2012 Staff reviewing Task Order scope received from Wilson 6/4/2012. SVCA hoping to get permits mid-July with construction starting in August.

- 6/21/2012 Site visit with staff and Wilson. District staff to install isolation valves in July prior to bridge construction.
- 11/6/2012 Crews in progress of relocating water services to prepare for installation of isolation valves and thrust blocks.
- 11/28/2012 Services have been moved and isolation valves installed on the main. Crews will be installing reverse thrust blocks when weather allows this winter. District will be ready for SVCA construction summer 2013.

### **C1301 Flush Truck, Vac Trailer, Boom Truck**

*Replace existing flush truck and vac truck. Purchase boom truck.*

#### **C1301-ADM**

- 2/6/2013 Staff researching vac trailers, flush trucks, and combo vac/flush trucks. Crews demo'd a vac trailer unit on 1/31/2013 at the shop.
- 2/6/2013 Staff collected pump station site measurements needed to define boom truck performance specs. District advertising for bids to install spec'd boom on truck procured through state bid.

### **C1302 2013 Inflow & Infiltration Projects**

*Projects to reduce inflow and infiltration into District's sewer system. Tasks may include smoke testing, manhole grouting, sewer main spot repairs, and other methods to find and reduce I&I.*

#### **C1302-ADM**

### **C1303 SVWTP Generator**

*Replace undersized SVWTP natural gas generator with larger diesel unit capable of running treatment plant with two booster pumps on plus Afternoon Beach Sewer Pump Station.*

#### **C1303-ENG**

- 1/25/2013 Advertise Request for Proposal in Bellingham Herald. (This request includes 3 other projects: Division 22 Reservoir, Strawberry Point & Boulevard Sewer Pump Stations, and Geneva Area AC Water Main Replacement).
- 2/21/2013 RFP Submittals due 4pm
- 3/5/2013 Tentative notification of short-list for interviews
- 3/12/2013 Tentative interviews
- 3/13/2013 Tentative recommendation to Board

### **C1304 Steel Reservoir Cathodic Protection**

*Install cathodic protection systems in District's steel reservoirs: Geneva, Div 30, Div 22, Div 7, & SVWTP Contact Tank.*

#### **C1304-ADM**

- 2/6/2013 Staff writing contract documents and specifications. Tentative advertisement for bids in April/May 2013 with installation in summer/fall 2013.

### **C1305 Johnson Shed Roof**

*Replace aging cedar roof on Johnson Well shed.*

#### **C1305-ADM**

### **C1306 LLR Sewer Air-Vac Valve Replacement**

*Replace iron/steel air-vac valves with nylon valves.*

#### **C1306-ADM**



**C1307 Replace Treatment Plant Dehumidifiers**

*Replace old portable dehumidifiers used at water treatment plants.*

C1307-ADM

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**C1308 Backup Benchtop Analyzer**

*Procure backup benchtop analyzer used at treatment plants.*

C1308-ADM

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**C1309 Demolition Hammer**

*Procure demolition hammer used to chip out rock/earth for water/sewer main repairs.*

C1309-ADM

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2/6/2013 Done. Staff purchased demolition hammer.

**C1310 Water Service Rebuilds**

*Procure brass and fittings required for water service rebuilds.*

C1310-ADM

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**C1311 Thermal Imager**

*Procure thermal imager used to find electrical panel hot spots and view motor/bearing heat patterns.*

C1311-ADM

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2/6/2013 Staff researching thermal imaging devices.

**C1312 Shop Diesel Tank Concrete Pad**

*Install concrete pad and bollards to protect diesel fuel tank at shop.*

C1312-ADM

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**C1313 Safety Grates at Pump Stations**

*Install safety grates in several sewer pump station wet wells: Sudden Valley, Beaver, Flatcar, & North Point.*

C1313-ADM

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**C1314 Replace Server Hardware**

*Replace District's server hardware. Server runs all of District's accounting, engineering, and operations software and databases.*

C1314-ADM

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LAKE WHATCOM WATER AND SEWER DISTRICT

AGENDA BILL

DATE SUBMITTED:	February 6, 2013		
TO BOARD OF COMMISSIONERS			
FROM: Bill Hunter	MANAGER APPROVAL <i>[Signature]</i>		
MEETING AGENDA DATE:	February 13, 2013		
AGENDA ITEM NUMBER:	5.D.		
SUBJECT:	Inflow and Infiltration Study		
LIST DOCUMENTS PROVIDED ⇨ NUMBER OF PAGES INCLUDING AGENDA BILL:	1. Engineer's Brief Sheet		
	2.		
	3.		
TYPE OF ACTION REQUESTED	RESOLUTION <input type="checkbox"/>	FORMAL ACTION/ MOTION <input type="checkbox"/>	INFORMATIONAL/ OTHER <input checked="" type="checkbox"/>

**BACKGROUND / EXPLANATION OF IMPACT**

The District has prioritized I&I reduction efforts by including an annual budget item in its capital improvement plan. The projects vary in type, but are all aimed at finding and reducing I&I. Over the last several years the District has completed several projects that include sewer main spot repairs, manhole grouting, smoke testing, and installing manhole dishes.

Minimizing I&I is important because it reduces the volume of wastewater sent to the City sewer treatment plant lowering the District's share of treatment costs. It also recaptures capacity of the District's conveyance and sewer pump stations. Smaller peak flows result in more reserve capacity at the pump stations, reducing the chance of overflows.

Wilson Engineering will be presenting the results from their recent Inflow & Infiltration Analysis. The analysis looks at historical flows versus recent flows to see if there have been any realized gains.

**FISCAL IMPACT**

None.

**RECOMMENDED BOARD ACTION**

None.

**PROPOSED MOTION**

None.

### **2011-2012 Update of Inflow and Infiltration Analysis**

#### **Background**

At the request of the District, we have prepared this updated analysis of the sewer collection system's inflow and infiltration (I&I). Inflow is water that enters the sewer collection system from the surface, while infiltration is water that enters the system through cracks, separated joints, or other flaws in the pipes or manholes.

This analysis was last completed using data from 2002-2004 and was included in the District's last Comprehensive Sewer Plan. In the intervening years the District has undertaken several projects to reduce the quantity of I&I that enters the collection system. The District has installed manhole dishes in approximately 39% of the sewer manholes to minimize inflow from the surface. The District also routinely uses video inspection of its sewer pipes during wet weather to locate pipe leaks and then contracts to have the leaks repaired. In recent years staff has inspected about 25% of the system in a year but the quantity should increase with the newly purchased camera system. The District contracted for cure-in-place pipe spot repairs in 2005, 2010, 2011 and 2012.

In 2012 the District also contracted to repair leaking manholes. The contractor's report indicated that they were able to stop approximately 400 gallons per minute of water leaking into the sewer system with the manhole repairs.

The District contracted its first of a series of smoke tests to look for anomalies and illegal drain connections. The first area tested was Geneva in the summer of 2012, with North Shore and Sudden Valley to be smoke tested in subsequent years. The anomalies found through the Geneva smoke tests included the following (a complete list is attached):

1. Three illegal roof drain connections
2. One broken sewer lateral
3. Four buried and/or improperly set sewer manholes
4. 22 broken cleanouts
5. One cleanout in a driveway that had been converted into a catch basin.

As established by the actions described above, the District has an ongoing and active program to reduce the quantity of inflow and infiltration that enters its sewer collection system.

#### **Analysis**

For the I&I analysis we selected several different conditions from high rainfall on presumed saturated ground (Winter-Spring) to no rainfall on presumed dry ground (Summer). In comparing rain events with the previous I&I analysis covering 2002-2004, the 2011-2012 period did not have as many nor as heavy of rainfall events. Given that no two storm events are ever

the same, direct comparison with the previous data is not necessarily a good measure of the efficacy of the District's ongoing efforts.

To analyze the current impact of I&I on the District's collection systems, we reviewed sewer flows and rain data over the last 18 months. Our data set was limited due to the telemetry data being less than reliable for January-May 2011. Our evaluation criteria were based on those outlined in the Sewer System Infrastructure Analysis and Rehabilitation Handbook (EPA/625/6-91/030) for construction grant applicants:

"No further I/I analysis will be necessary if domestic wastewater plus non-excessive infiltration does not exceed 120 gallons per capita per day (gpcd) during periods of high groundwater. The total daily flow during a storm should not exceed 275 gpcd, and there should be no operational problems such as surcharges, bypasses or poor treatment performance resulting from hydraulic overloading of the treatment works during storm events."

Typically, the ground in this area is saturated from November through April. The attached analyses for Spring Weather-Presumed High Groundwater and Winter Weather without a Major Storm Day-Presumed High Groundwater include two-three examples which were used to determine the District's I&I levels for periods of high ground water. Also included in this analysis were examples for Dry Weather-No Rain to indicate a "baseline" level of sewer flows without I&I. Each example is based on the data gathered for the week selected.

#### A. Inflow and Infiltration South Shore

The South Shore (Sudden Valley, Geneva) sewer collection system consists of 6-inch to 10-inch gravity sewers with lift stations and force mains feeding either of two interceptor systems. The District regularly conducts video inspections of the gravity sewers to determine locations and severity of inflow and infiltration.

An analysis of the daily and weekly rainfall and sewer meter flow records show that the South Shore gravity sewer collection system shows a moderate to major flow increase during wet weather events. The attached charts graphically illustrates the total weekly rainfall and the average daily flow by week for the South Shore sewer collection system from May 2011 through November 2012. Weeks with higher rainfall are accompanied by increases in the total weekly flow through the sewer meters. Rainfall has a higher impact on sewer flows when the ground is saturated.

The analyses for Winter Weather without a Major Storm Day-Presumed High Groundwater include examples which were used to determine the District's I&I levels for periods of high ground water. The calculated average daily flow per capita ranged from 69-73 gpcd. Since these values are less than 120 gpcd, the South Shore system does not have excessive I&I due to high groundwater. These values are also less than the previous 2002-2004 values of 72-88 gpcd for Winter - no major storms, which would indicate progress in reducing infiltration from high groundwater.

The analysis of sewer flows during storm events shows a definite impact of rain-influenced infiltration (RII). In the Peak Wet Weather Day with Rainfall on Successive Days analysis, the peak sewer flow occurred on the day after the peak rainfall. The two storm events included in this section were very different in the rain patterns, but the peak daily flows per capita were within 3% of each other (169-174 gpcd).

The Peak Wet Weather Day and Antecedent Rainfall represent the potential worst-case examples of RII since the preceding rain will saturate the ground immediately prior to the major storm. Under these conditions, the calculated peak flow per capita did not exceed the 275 gpcd criteria as it had in the 2002-2004 analyses, but the 121-169 gpcd is closer to the values above for Rainfall on Successive Days. In 2002-2004 there are mitigating circumstances (e.g. the County storm system overflowing which flooded streets and inundated manholes) that resulted in unusually high levels of inflow. Based on these experiences, the District determined areas most susceptible to inflow due to flooding, and installed dish inserts into the manholes in these areas.

Also included in this analysis were examples for Dry Weather-No Rain. The calculated average daily flow per capita ranged from 56-60 gpcd for the dry conditions. These values are about the same as the 57-63 gpcd seen in 2002-2004. The estimated "peaking factor" relating the peak wet weather flow to the peak dry weather flow for South Shore is 2.77.

#### B. Inflow and Infiltration North Shore

The North Shore sewer collection system consists of 8-inch-10-inch gravity lateral sewers feeding an interceptor system with three lift stations and force mains. The District regularly conducts video inspections of the gravity sewers to determine locations and severity of inflow and infiltration.

The North Shore collection system I&I analysis was similar to the analysis described above for the South Shore collection system. We reviewed sewer flows and rain data over the last 18 months. The attached charts graphically illustrates the total weekly rainfall and the average daily flow by week for the South Shore sewer collection system from May 2011 through November 2012.

The analyses for Winter Weather without a Major Storm Day-Presumed High Groundwater include examples which were used to determine the District's I&I levels for periods of high ground water. Each example is based on the data gathered for the week selected. The calculated average daily flow per capita ranged from 58-86 gpcd for Winter (no major storms). Since these values are much less than 120 gpcd, the North Shore collection system does not have excessive I&I due to high groundwater.

The analysis of North Shore sewer flows during storm events does not show as much of an impact of rain-influenced infiltration (RII) as seen in the South Shore collection system. For the analyses including storm events, the peak daily flow per capita was 102-145 gpcd, which is

much less than the 275 gpcd EPA criteria for daily flow defining excessive infiltration during a storm event.

Also included in this analysis were examples for Dry Weather-No Rain. The calculated average daily flow per capita ranged from 57-66 gpcd for the dry conditions. These values are about 6% higher than the South Shore collection system but lower than the 73-77 gpcd seen in 2002-2004. (This may be more indicative of the different water use patterns between North Shore and South Shore than the condition of the sewer collection system.)

The estimated “peaking factor” relating the peak wet weather flow to the peak dry weather flow for North Shore is 1.93.

### **Summary and Recommendations**

In summary, the District’s sewer collection systems substantially exceed the standards set by the EPA for acceptable inflow and infiltration. Furthermore the District has had no operational problems such as surcharges, bypasses or overflows during normal storm events, and has used the Detention Basin only once since the January 2009 flood (rain on snow event) where the volume was of any significance (around 1/2 to 2/3 full). There were a few other times the Basin was used, but the volume stored was insignificant - 1-2 feet deep or less.

In addition, the analyses appear to show a reduction of infiltration from high groundwater and a reduction in peak flows during storm events (though no single event in 2011-2012 matched the intensity of the major storm events of 2002-2004).

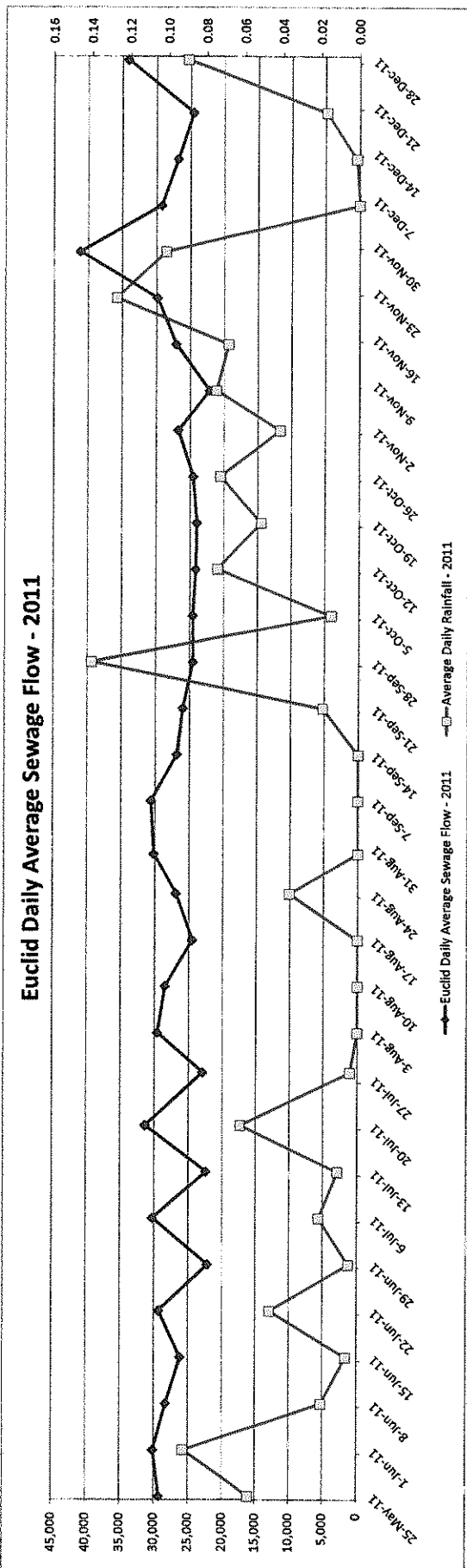
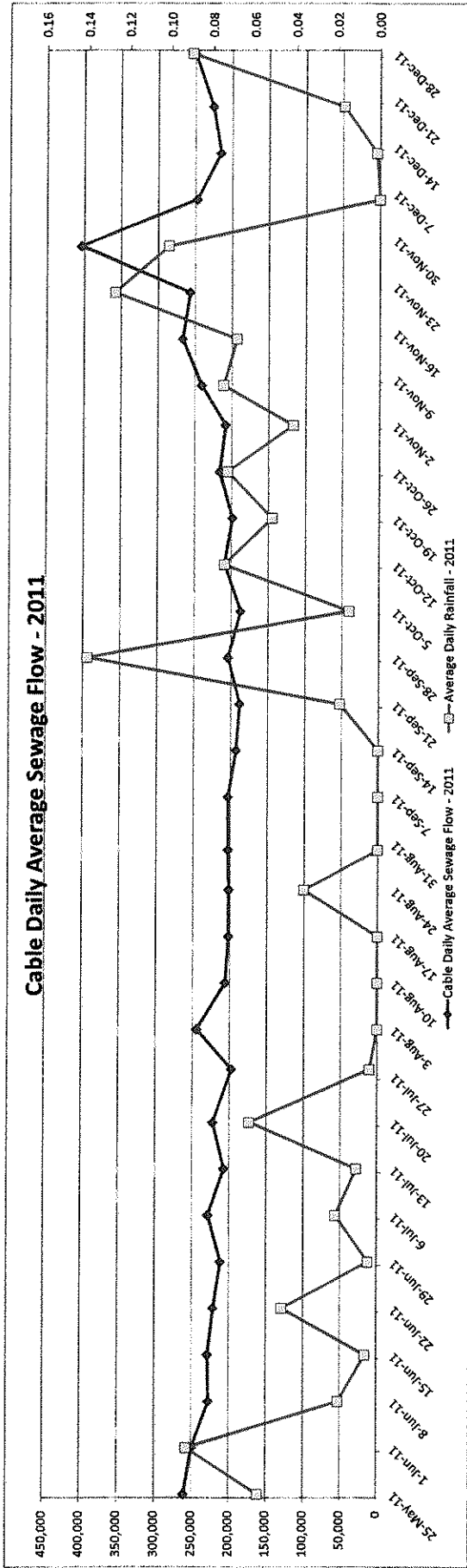
Our recommendations include:

1. Continue video inspection of the sewer collection system to identify defects and contract for those repairs
2. Continue to smoke test areas to find anomalies, illegal connections and “lost” manholes
3. Continue to inspect manholes and have leaks repaired
4. Conduct an I&I analysis every two years.

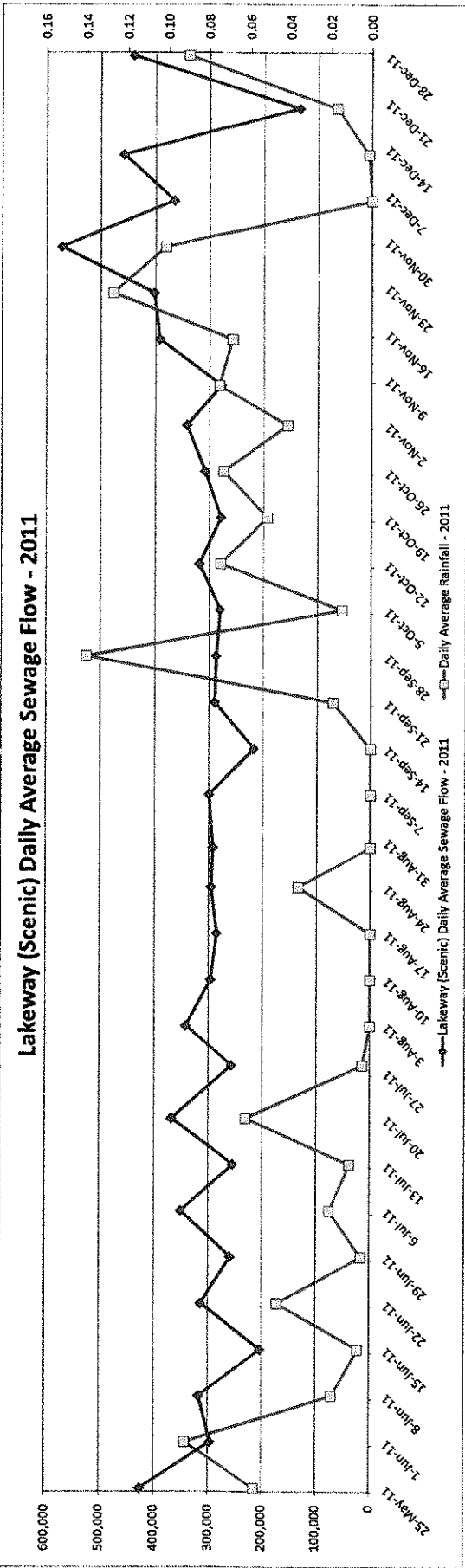
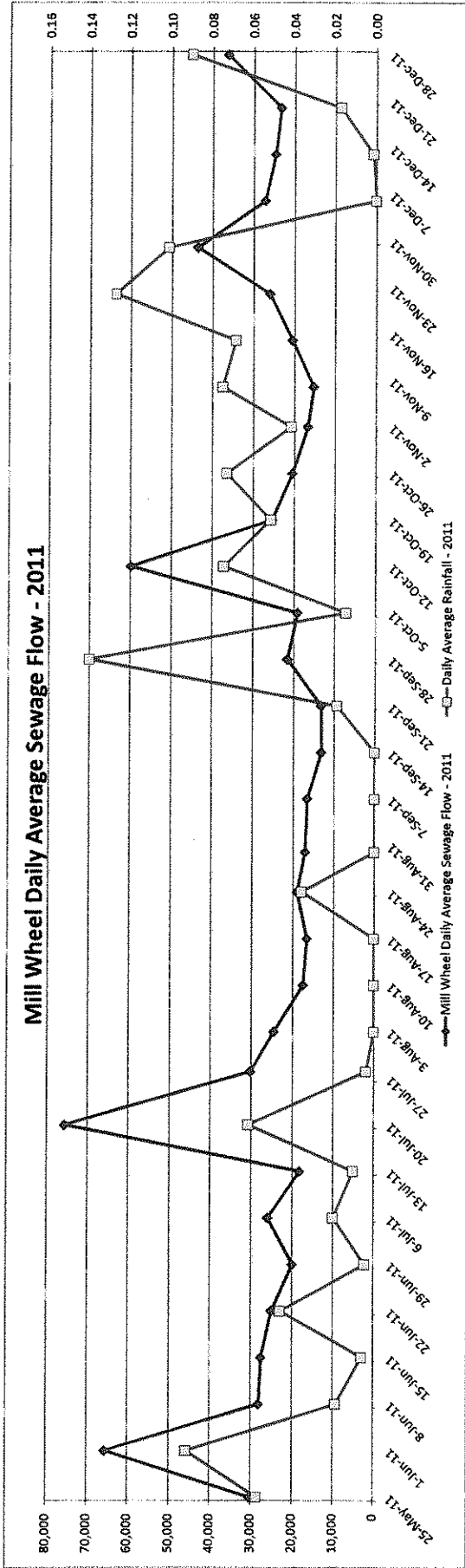
Enclosures:

- Daily Average Flows vs Rain Data charts
- South Shore Collection System Flow Analyses
- North Shore Collection System Flow Analyses
- Geneva Smoke Testing Defects List

AVERAGE DAILY SEWER FLOWS AND RAIN DATA

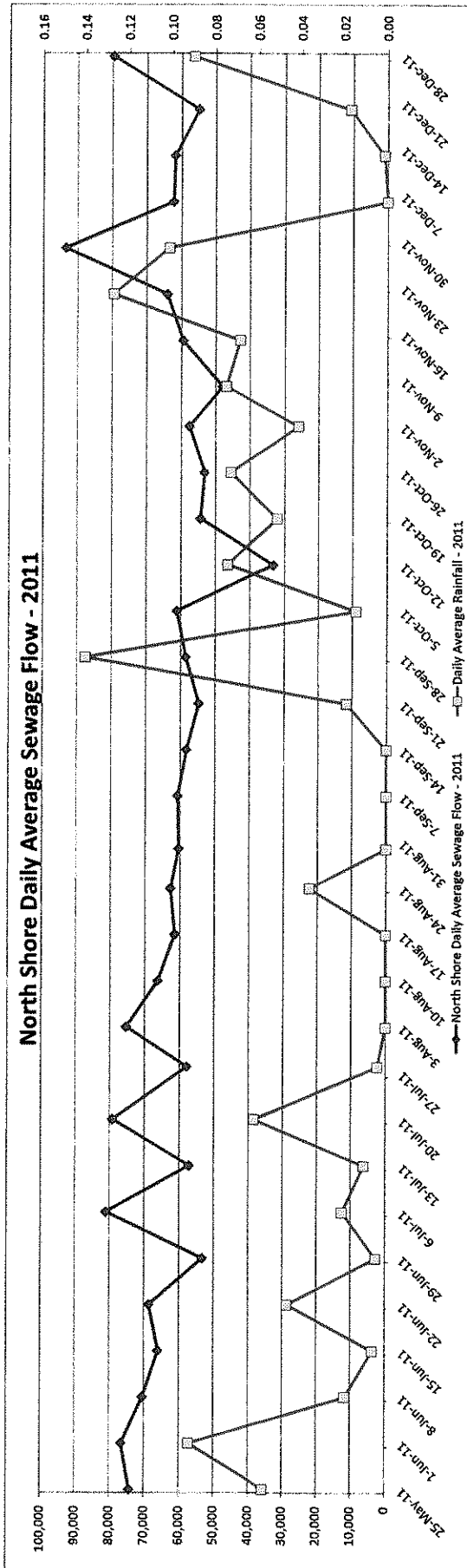
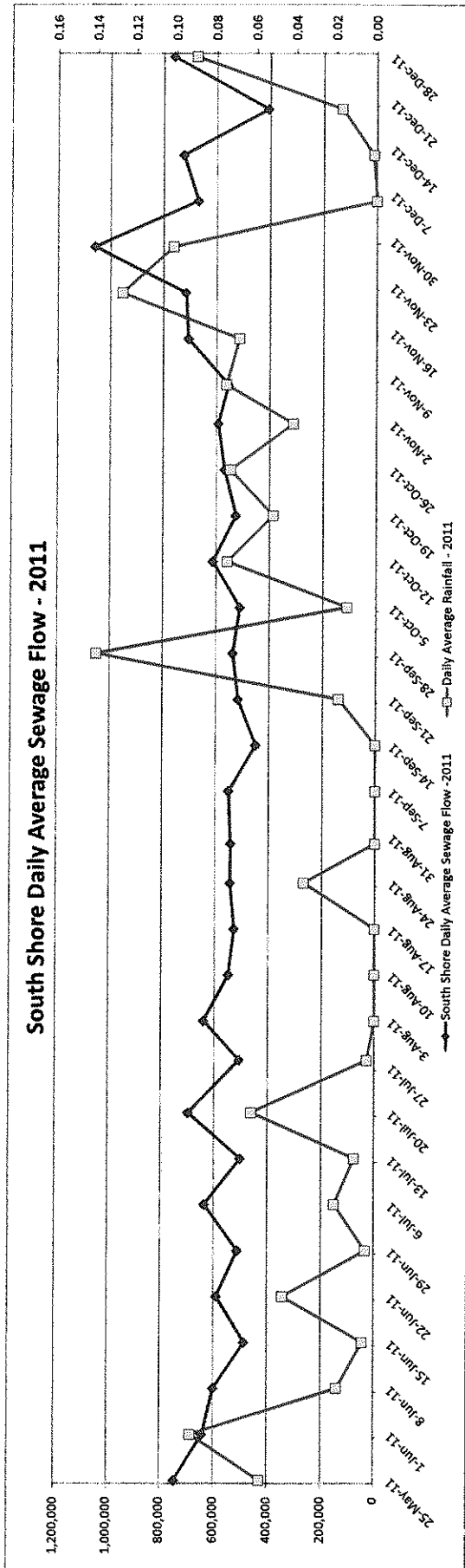


AVERAGE DAILY SEWER FLOWS AND RAIN DATA



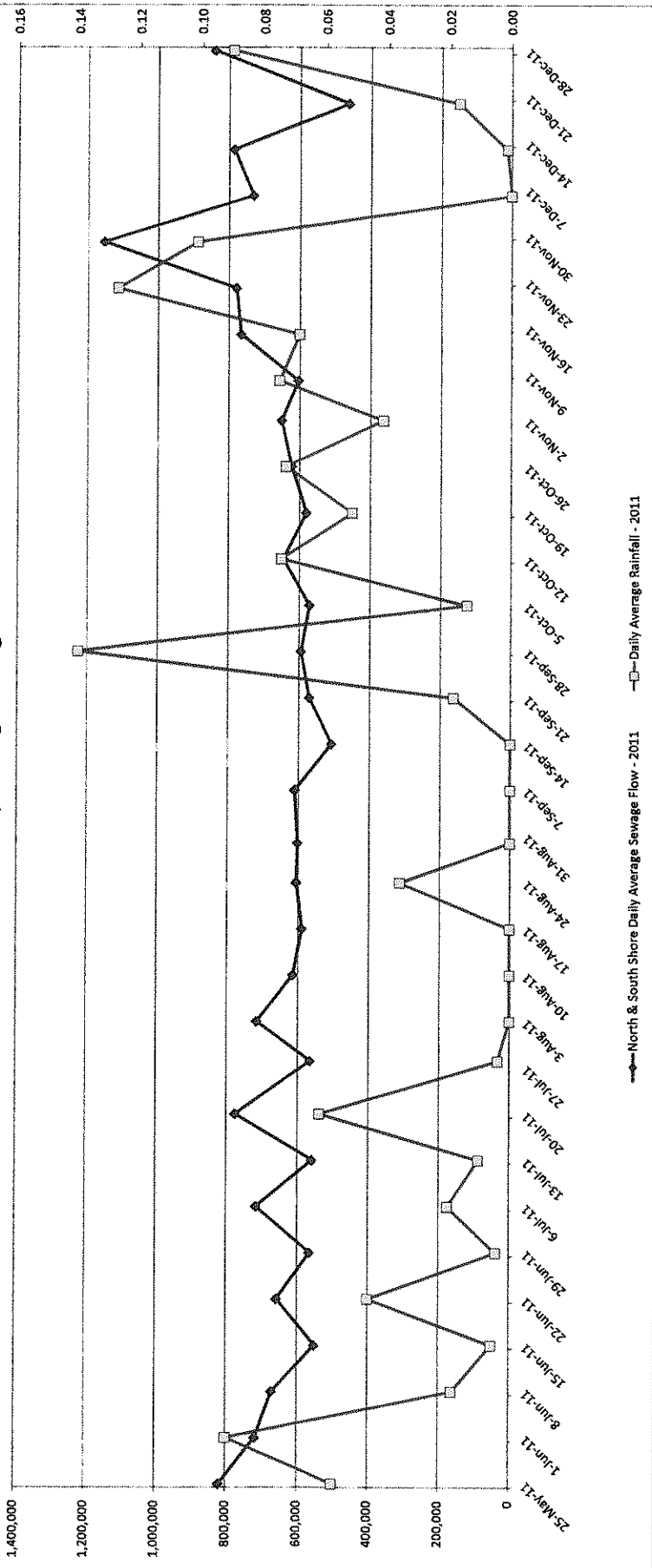


AVERAGE DAILY SEWER FLOWS AND RAIN DATA

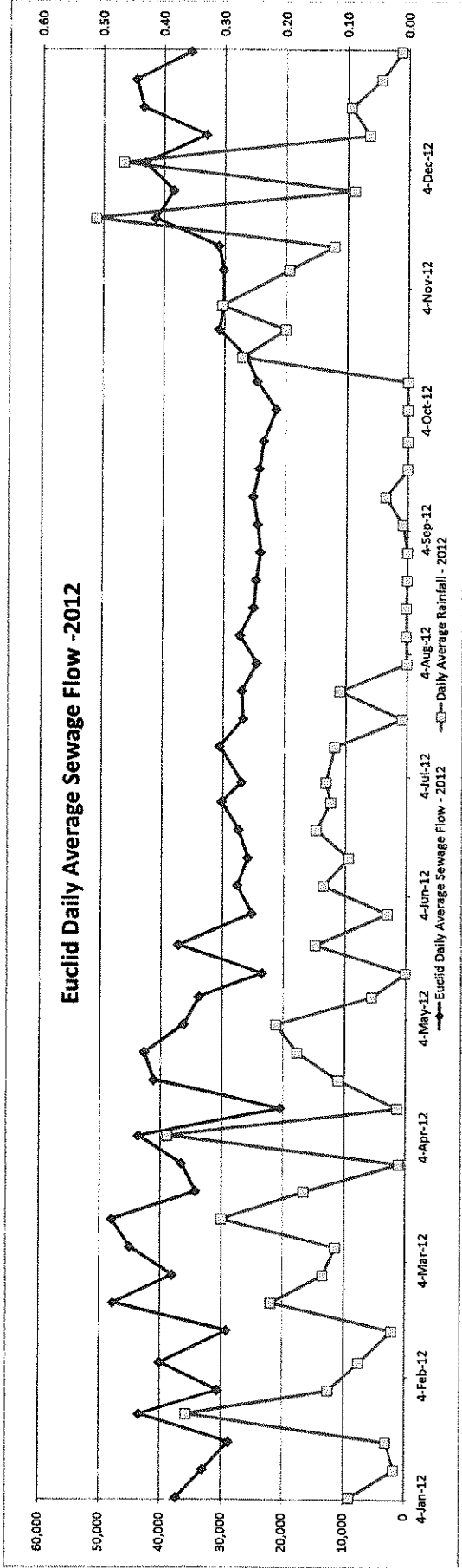
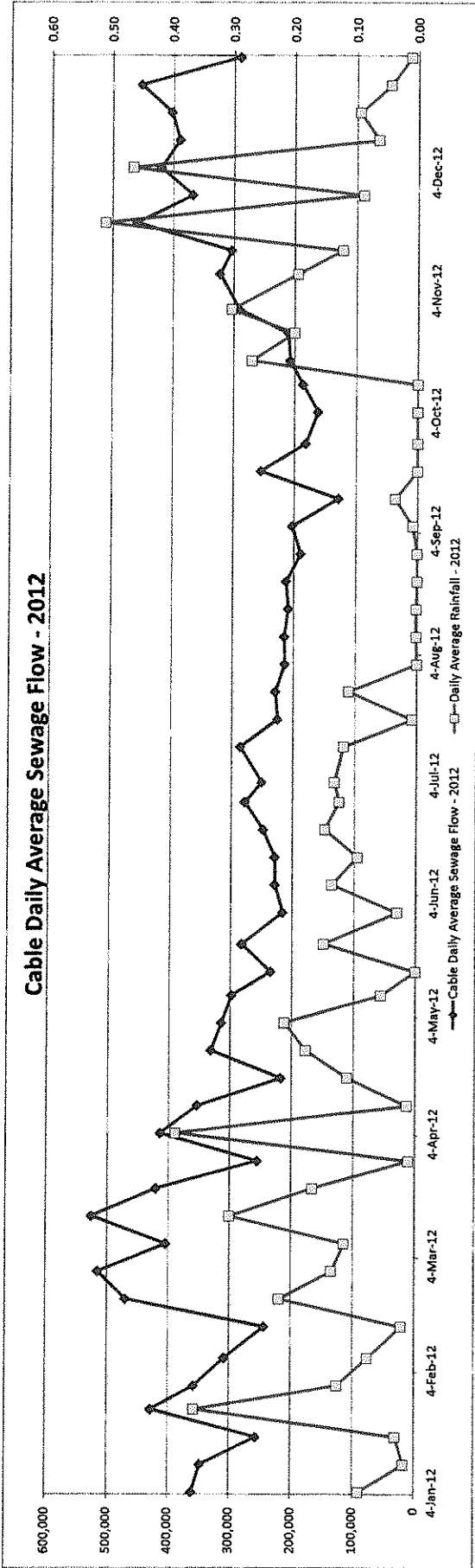


AVERAGE DAILY SEWER FLOWS AND RAIN DATA

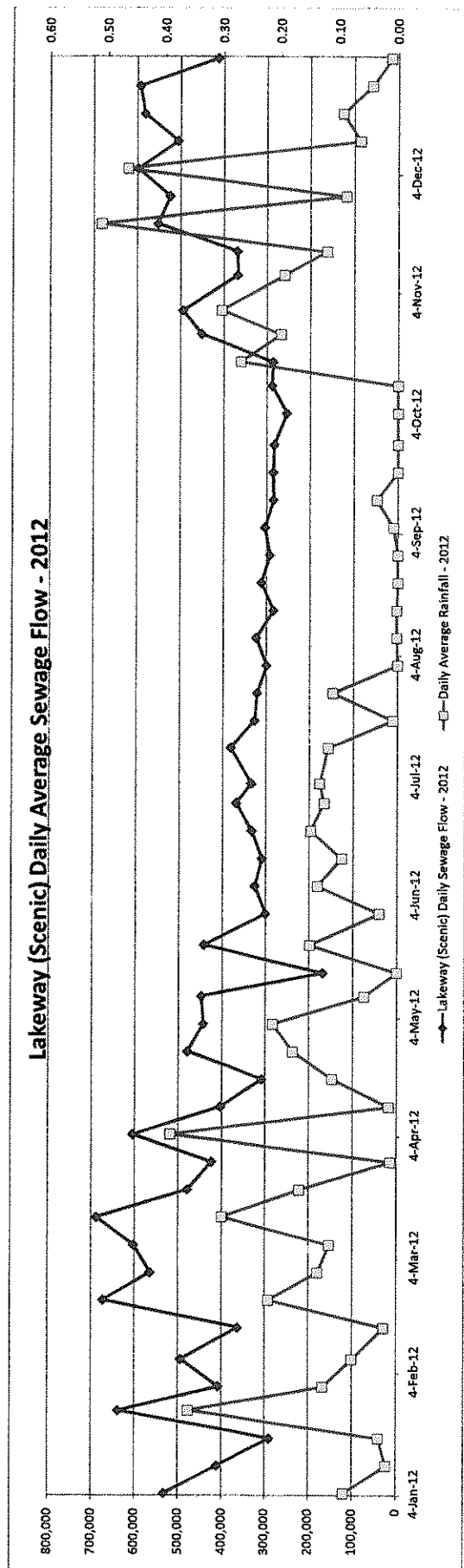
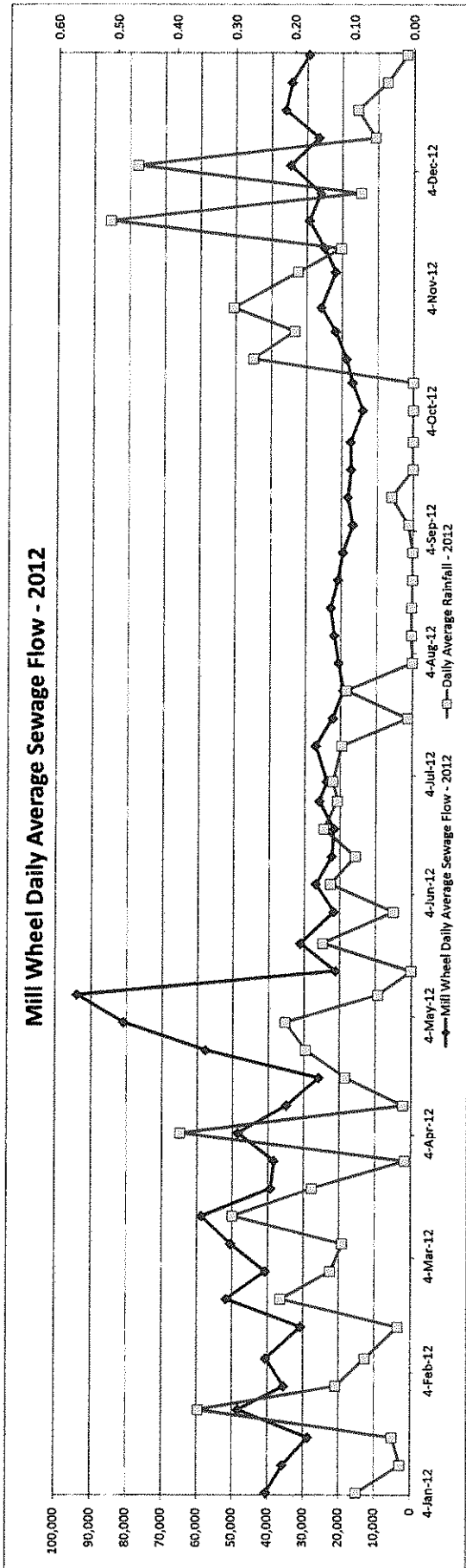
North & South Shore Daily Average Sewage Flow - 2011



AVERAGE DAILY SEWER FLOWS AND RAIN DATA

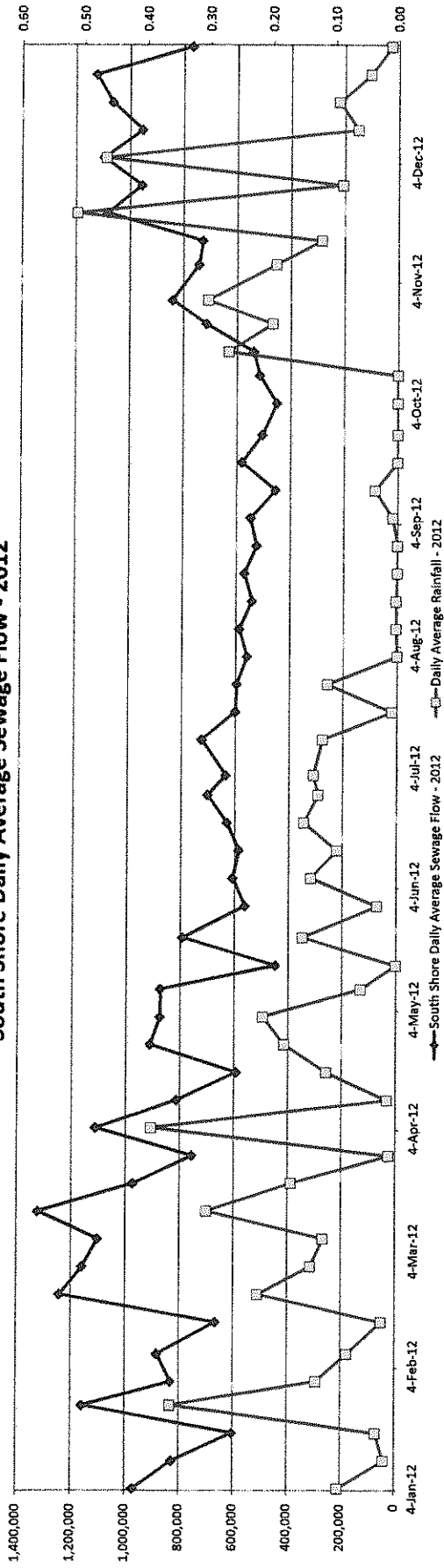


AVERAGE DAILY SEWER FLOWS AND RAIN DATA

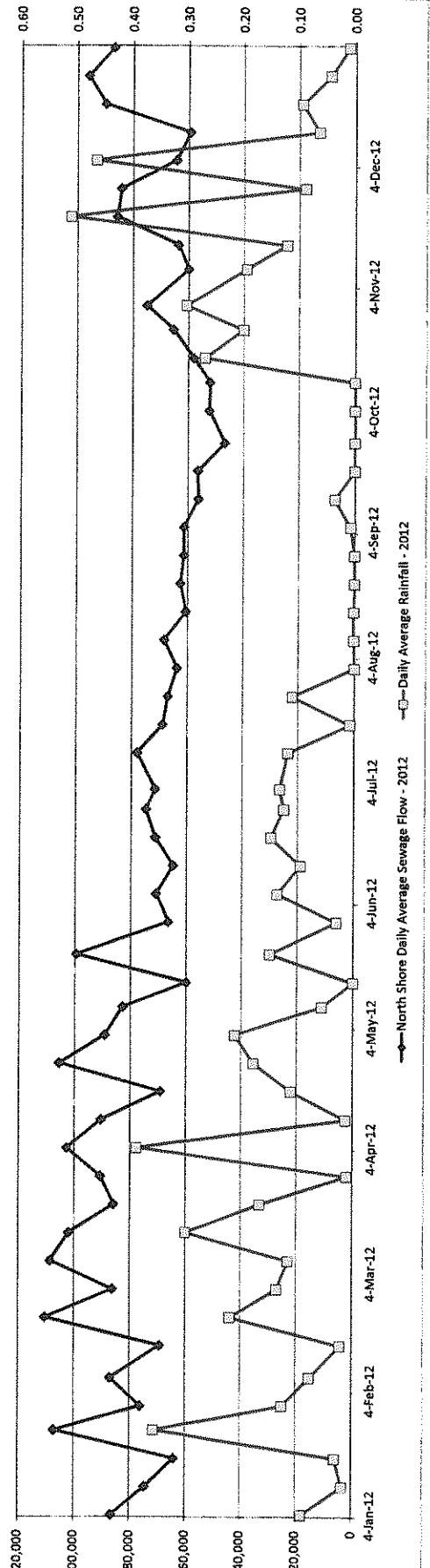


AVERAGE DAILY SEWER FLOWS AND RAIN DATA

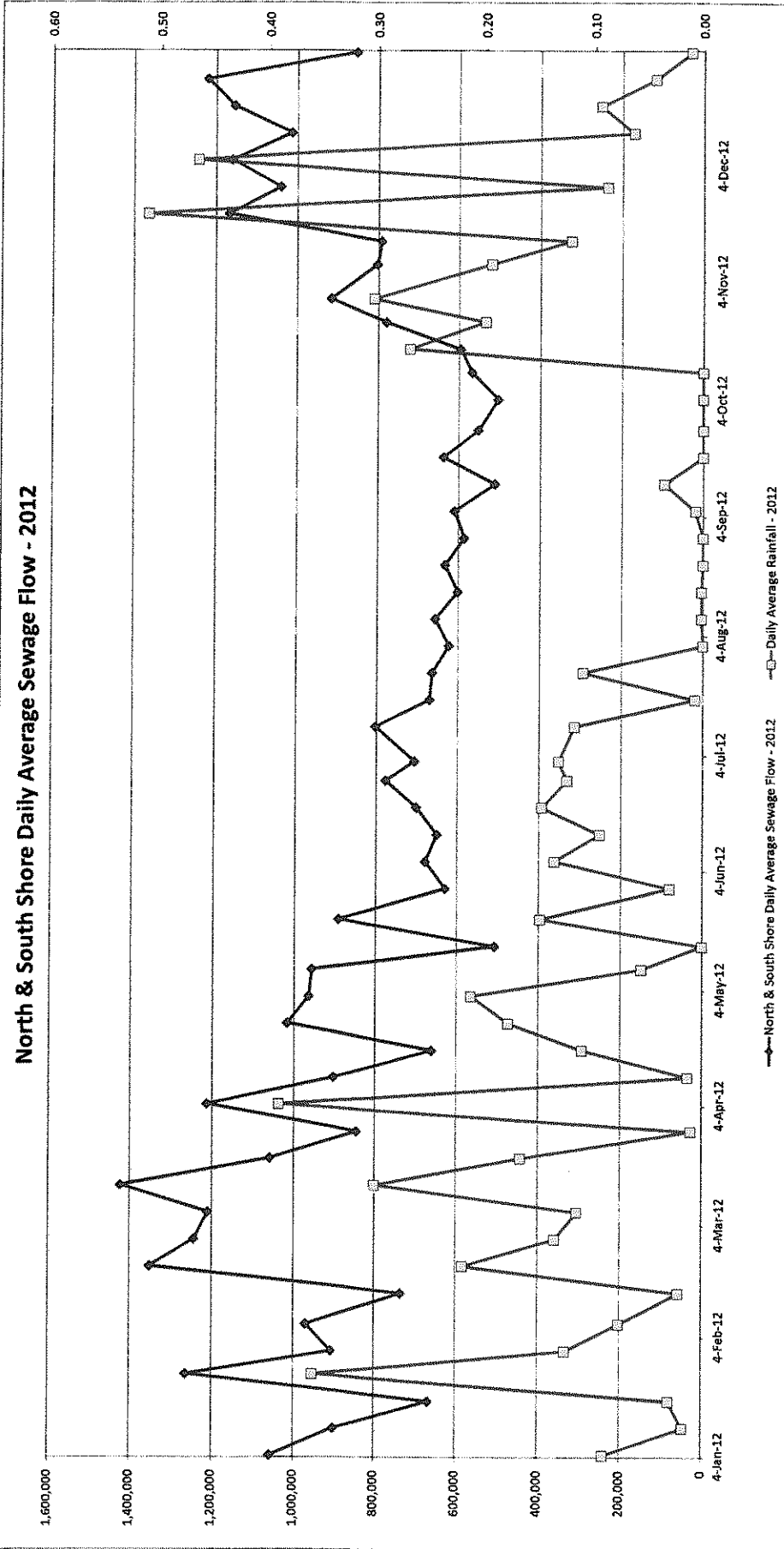
South Shore Daily Average Sewage Flow - 2012



North Shore Daily Average Sewage Flow - 2012

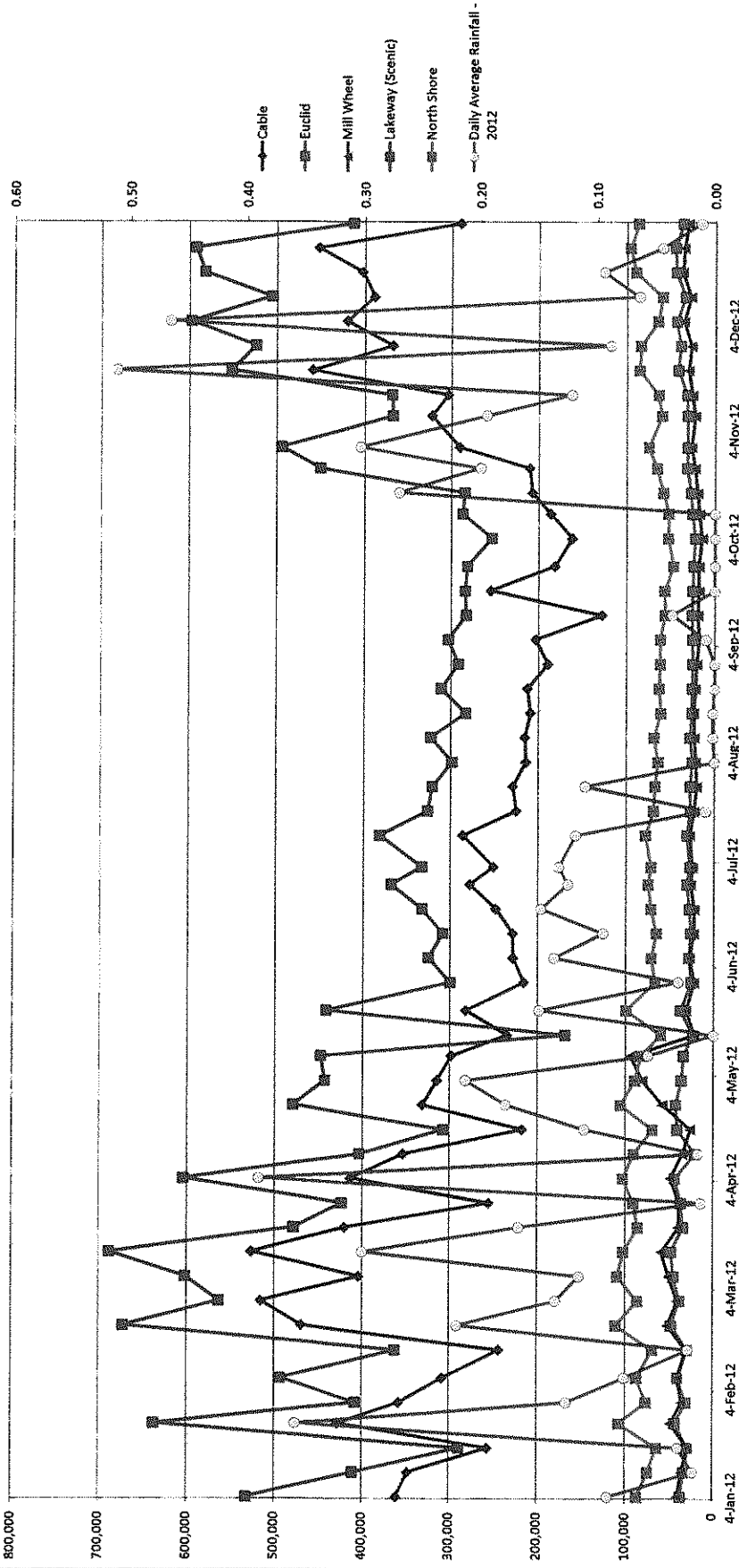


AVERAGE DAILY SEWER FLOWS AND RAIN DATA



AVERAGE DAILY SEWER FLOWS AND RAIN DATA

Sewer Flow Meters Daily Average - 2012



## South Shore Collection System

### Spring Weather, Presumed High Groundwater

	Total Metered Weekly Flow (Million Gal.)	Avg Daily Flow in this Week (Million Gal.)	Min. Daily Flow Observed in This Week (Million Gal.)	Max. Daily Flow Observed in This Week (Million Gal.)	% of Available Interceptor Capacity Used <sup>3</sup> on Max Day	% of Total System Capacity Used <sup>3</sup> on Max Day	
<b>Week Beginning 2/15/2012</b>	<b>Total Rain (in)= 2.4</b>						
Cable	2.55	0.36	0.24	0.59	39%		LWB Interceptor
Euclid	0.26	0.04	0.03	0.05			LWB Interceptor
Scenic	4.70	0.67	N/A	1.08	54%		LLR Interceptor
Mill Wheel	0.28	0.04	0.03	0.06			Gravity
Cable+Euclid+Scenic+Mill Wheel	7.80	1.11	0.29	1.78		60%	Total to B'ham - South Shore
Approx. Active Sewer Connections: 3842							
Approx. Acreage in Basin: 1870							
Calc. Avg Daily Flow per Capita (2.6 per house) <sup>1</sup>		111					
Calc. Peak Daily Flow per Capita (2.6 per house) <sup>1</sup>				178	←	<b>Demonstrates Non-Excessive I&amp;I for storm flow (&lt;275 gpcpd)</b>	
Calc. Gallons per day per acre of service area		595		952			
<b>Week Beginning 3/15/12</b>	<b>Total Rain (in)= 1.4</b>						
Cable	3.02	0.43	0.33	0.52	35%		LWB Interceptor
Euclid	0.30	0.04	0.04	0.05			LWB Interceptor
Scenic	4.09	0.58	0.46	0.69	34%		LLR Interceptor
Mill Wheel	0.33	0.05	0.04	0.05			Gravity
Cable+Euclid+Scenic+Mill Wheel	7.75	1.11	0.87	1.31		44%	Total to B'ham - South Shore
Approx. Active Sewer Connections: 3842							
Approx. Acreage in Basin: 1870							
Calc. Avg Daily Flow per Capita (2.6 per house) <sup>1</sup>		111					
Calc. Peak Daily Flow per Capita (2.6 per house) <sup>1</sup>				132	←	<b>Demonstrates Non-Excessive I&amp;I for storm flow (&lt;275 gpcpd)</b>	
Calc. Gallons per day per acre of service area		592		703			
<b>Week Beginning 4/25/2012</b>	<b>Total Rain (in)= 2.1</b>						
Cable	2.18	0.31	0.28	0.37	25%		LWB Interceptor
Euclid	0.25	0.04	0.03	0.04			LWB Interceptor
Scenic	2.86	0.41	0.36	0.46	23%		LLR Interceptor
Mill Wheel	0.59	0.08	0.04	0.18			Gravity
Cable+Euclid+Scenic+Mill Wheel	5.88	0.84	0.72	1.05		35%	Total to B'ham - South Shore
Approx. Active Sewer Connections: 3842							
Approx. Acreage in Basin: 1870							
Calc. Avg Daily Flow per Capita (2.6 per house) <sup>1</sup>		84					
Calc. Peak Daily Flow per Capita (2.6 per house) <sup>1</sup>				105	←	<b>Demonstrates Non-Excessive I&amp;I for storm flow (&lt;275 gpcpd)</b>	
Calc. Gallons per day per acre of service area		449		562			

**NOTES:**

1. Weighted average of 2.6 residents per household comes from 2/3 SV with 2.5 per house, and 1/3 Geneva with 2.9 per house.
2. Min./Max. Daily Flow data is not reliable for Scenic for all weeks; Min. Flow is N/A and Max is estimated as 1.4 - 1.7 times Avg. Daily Flow (based on LWB max/avg ratios).
3. Capacities based on the following: LWB at 1,150 gpm, LLRI at 1,400 gpm, Mill Wheel gravity at 440 gpm, and Detention Basin at 700,000 gallons.



## South Shore Collection System

Winter Weather without a Major Storm Day, Presumed High Groundwater										
	Total Metered Weekly Flow (Million Gal.)	Avg Daily Flow in this Week (Million Gal.)	Min. Daily Flow Observed in This Week (Million Gal.)	Max. Daily Flow Observed in This Week (Million Gal.)	% of Available Interceptor Capacity Used <sup>3</sup> on Max Day	% of Total System Capacity Used <sup>3</sup> on Max Day				
Week Beginning 11/29/2011										
	Total Rain (in)= 0.1									
Cable	1.83	0.26	0.24	0.32	21%				LWB Interceptor	
Euclid	0.21	0.03	0.03	0.03					LWB Interceptor	
Scenic	2.56	0.37	N/A	0.44	22%				LLR Interceptor	
Mill Wheel	0.21	0.03	0.03	0.04					Gravity	
Cable+Euclid+Scenic+Mill Wheel	4.81	0.69	0.29	0.82		28%			Total to B'ham - South Shore	
Approx. Active Sewer Connections: 3838										
Approx. Acreage in Basin: 1870										
Calc. Avg Daily Flow per Capita (2.6 per house) <sup>1</sup> 69										
Calc. Peak Daily Flow per Capita (2.6 per house) <sup>1</sup> 83 ← Demonstrates Non-Excessive I&I flow (<120 gpcpd)										
Gallons per day per acre of service area 367 441										
Week Beginning 12/6/2012										
	Total Rain (in)= 0									
Cable	1.55	0.22	0.21	0.24	16%				LWB Interceptor	
Euclid	0.20	0.03	0.03	0.03					LWB Interceptor	
Scenic	3.20	0.46	N/A	0.49	24%				LLR Interceptor	
Mill Wheel	0.18	0.03	0.02	0.03					Gravity	
Cable+Euclid+Scenic+Mill Wheel	5.13	0.73	0.26	0.79		26%			Total to B'ham - South Shore	
Approx. Active Sewer Connections: 3842										
Approx. Acreage in Basin: 1870										
Calc. Avg Daily Flow per Capita (2.6 per house) <sup>1</sup> 73										
Calc. Peak Daily Flow per Capita (2.6 per house) <sup>1</sup> 79 ← Demonstrates Non-Excessive I&I flow (<120 gpcpd)										
Gallons per day per acre of service area 392 420										

**NOTES:**

1. Weighted average of 2.6 residents per household comes from 2/3 SV with 2.5 per house, and 1/3 Geneva with 2.9 per house.
2. Min./Max. Daily Flow data is not reliable for Scenic for all weeks; Min. Flow is N/A and Max is estimated as 1.4 - 1.7 times Avg. Daily Flow (based on LWB max/avg ratios).
3. Capacities based on the following: LWB at 1,150 gpm, LLRI at 1,400 gpm, Mill Wheel gravity at 440 gpm, and Detention Basin at 700,000 gallons.

## South Shore Collection System

Peak Wet Weather Day and Antecedent Rainfall										
	Total Metered Weekly Flow (Million Gal.)	Avg Daily Flow in this Week (Million Gal.)	Min. Daily Flow Observed in This Week (Million Gal.)	Max. Daily Flow Observed in This Week (Million Gal.)	% of Available Interceptor Capacity Used <sup>3</sup> on Max Day	% of Total System Capacity Used <sup>3</sup> on Max Day				
<b>Week Beginning 4/16/12 Peak Day April 20, 2012 Total 24 Hour Rain: 0.83 inches, with 0.86 inches in preceding three days</b>										
Cable	2.15	0.31	0.25	0.48	31%		LWB Interceptor			
Euclid	0.25	0.04	0.03	0.04			LWB Interceptor			
Scenic	2.86	0.41	0.34	0.59	29%		LLR Interceptor			
Mill Wheel	0.33	0.05	0.03	0.10			Gravity			
Cable+Euclid+Scenic+Mill Wheel	5.59	0.80	0.66	1.21		41%	Total to B'ham - South Shore			
Approx. Active Sewer Connections: 3842										
Approx. Acreage in Basin: 1870										
Calc. Avg Daily Flow per Capita (2.6 per house) <sup>1</sup> 80										
Calc. Peak Daily Flow per Capita (2.6 per house) <sup>1</sup> 427										
Gallons per day per acre of service area										
← Demonstrates Non-Excessive I&I for storm flow (<275 gpcpd) Includes Rain-Influenced Infiltration										
<b>Week Beginning 11/17/12 Peak Day November 20, 2012 Total 24 Hour Rain: 2.22 inches, with 1.03 inches in preceding two days.</b>										
Cable	3.58	0.51	0.24	0.75	49%		LWB Interceptor			
Euclid	0.31	0.04	0.03	0.06			LWB Interceptor			
Scenic	4.28	0.61	0.35	0.84	41%		LLR Interceptor			
Mill Wheel	0.23	0.03	0.02	0.04			Gravity			
Cable+Euclid+Scenic+Mill Wheel	8.39	1.20	0.63	1.69		56%	Total to B'ham - South Shore			
Approx. Active Sewer Connections: 3842										
Approx. Acreage in Basin: 1870										
Calc. Avg Daily Flow per Capita (2.6 per house) <sup>1</sup> 120										
Calc. Peak Daily Flow per Capita (2.6 per house) <sup>1</sup> 641										
Gallons per day per acre of service area										
← Demonstrates Non-Excessive I&I for storm flow (<275 gpcpd) Includes Rain-Influenced Infiltration										

**NOTES:**

1. Weighted average of 2.6 residents per household comes from 2/3 SV with 2.5 per house, and 1/3 Geneva with 2.9 per house.
2. Min./Max. Daily Flow data is not reliable for Scenic for all weeks. Min. Flow is N/A and Max is estimated as 1.4 - 1.7 times Avg. Daily Flow (based on LWB max/avg ratios).
3. Capacities based on the following: LWB at 1,150 gpm, LLR at 1,400 gpm, Mill Wheel gravity at 440 gpm, and Detention Basin at 700,000 gallons.

## South Shore Collection System

Peak Wet Weather Day with Rainfall on Successive Days									
	Total Metered Weekly Flow (Million Gal.)	Avg Daily Flow in this Week (Million Gal.)	Min. Daily Flow Observed in This Week (Million Gal.)	Max. Daily Flow Observed in This Week <sup>2</sup> (Million Gal.)	% of Available Interceptor Capacity Used <sup>3</sup> on Max Day	% of Total System Capacity Used <sup>3</sup> on Max Day			
<b>Week Beginning 11-22-2011 Peak Rain Day 11-23-11; Total 24 Hour Rain: 0.98 inches, with 1.28 inches in following 2 days.</b>									
<b>Peak Sewer Flow on 11-24-11</b>									
Cable	2.73	0.39	0.25	0.66	43%		LWB Interceptor		
Euclid	0.25	0.04	0.03	0.05			LWB Interceptor		
Scenic	4.00	0.57	N/A	0.97	48%		LLR Interceptor		
Mill Wheel	0.27	0.04	0.03	0.06			Gravity		
Cable+Euclid+Scenic+Mill Wheel	7.25	1.04	0.30	1.73		58%	Total to B'ham - South Shore		
Approx. Active Sewer Connections: 3838									
Approx. Acreage in Basin: 1870									
Calc. Avg Daily Flow per Capita (2.6 per house) <sup>1</sup> 104									
Calc. Peak Daily Flow per Capita (2.6 per house) <sup>1</sup> 174 ← <b>Demonstrates Non-Excessive I&amp;I for storm flow (&lt;275 gpcpd)</b>									
Calc. Gallons per day per acre of service area 554 928 <b>Includes Rain-Influenced Infiltration</b>									
<b>Week Beginning 11-19-2012 Peak Rain Day 11-20-12; Total 24 Hour Rain: 2.22 inches, with 0.81 inches in following 2 days.</b>									
<b>Peak Sewer Flow on (11/21/12)</b>									
Cable	3.78	0.54	0.38	0.75	49%		LWB Interceptor		
Euclid	0.32	0.05	0.04	0.06			LWB Interceptor		
Scenic	4.62	0.66	0.53	0.84	41%		LLR Interceptor		
Mill Wheel	0.23	0.03	0.03	0.04			Gravity		
Cable+Euclid+Scenic+Mill Wheel	8.96	1.28	0.97	1.69		56%	Total to B'ham - South Shore		
Approx. Active Sewer Connections: 3842									
Approx. Acreage in Basin: 1870									
Calc. Avg Daily Flow per Capita (2.6 per house) <sup>1</sup> 128									
Calc. Peak Daily Flow per Capita (2.6 per house) <sup>1</sup> 169 ← <b>Demonstrates Non-Excessive I&amp;I for storm flow (&lt;275 gpcpd)</b>									
Calc. Gallons per day per acre of service area 684 902 <b>Includes Rain-Influenced Infiltration</b>									

**NOTES:**

1. Weighted average of 2.6 residents per household comes from: 2/3 SV with 2.5 per house, and 1/3 Geneva with 2.9 per house.
2. Min./Max. Daily Flow data is not reliable for Scenic for all weeks; Min. Flow is N/A and Max is estimated as 1.4 - 1.7 times Avg. Daily Flow (based on LWB max/avg ratios).
3. Capacities based on the following: LWB at 1,150 gpm, LLR1 at 1,400 gpm, Mill Wheel gravity at 440 gpm, and Detention Basin at 700,000 gallons.

## South Shore Collection System

Dry Weather		Total Metered Weekly Flow (Million Gal.)	Avg Daily Flow in this Week (Million Gal.)	Min. Daily Flow Observed in This Week (Million Gal.)	Max. Daily Flow Observed in This Week <sup>2</sup> (Million Gal.)	% of Available Interceptor Capacity Used <sup>3</sup> on Max Day	% of Total System Capacity Used <sup>3</sup> on Max Day
Week Beginning 8/31/2011		Total Rain (in)= 0					
Cable		1.43	0.20	0.19	0.22	15%	LWB Interceptor
Euclid		0.22	0.03	0.03	0.03		LWB Interceptor
Scenic		2.40	0.34	N/A	0.37	19%	LLR Interceptor
Mill Wheel		0.12	0.02	0.02	0.02		Gravity
Cable+Euclid+Scenic+Mill Wheel		4.16	0.59	0.23	0.65		Total to B'ham - South Shore
Approx. Active Sewer Connections:			3838				
Approx. Acreage in Basin:			1870				
Calc. Avg Daily Flow per Capita (2.6 per house) <sup>1</sup>			60				Lowest likely average per capita flows
Calc. Peak Daily Flow per Capita (2.6 per house) <sup>1</sup>					65		Lowest likely peak per capita flows
Gallons per day per acre of service area			318		347		
Week Beginning 8/11/2012		Total Rain (in)= 0					
Cable		1.45	0.21	0.20	0.22	15%	LWB Interceptor
Euclid		0.18	0.03	0.02	0.03		LWB Interceptor
Scenic		2.09	0.30	0.29	0.32	16%	LLR Interceptor
Mill Wheel		0.16	0.02	0.02	0.03		Gravity
Cable+Euclid+Scenic+Mill Wheel		3.88	0.55	0.54	0.59		Total to B'ham - South Shore
Approx. Active Sewer Connections:			3842				
Approx. Acreage in Basin:			1870				
Calc. Avg Daily Flow per Capita (2.6 per house) <sup>1</sup>			56				Lowest likely average per capita flows
Calc. Peak Daily Flow per Capita (2.6 per house) <sup>1</sup>					59		Lowest likely peak per capita flows
Gallons per day per acre of service area			297		316		

**NOTES:**

1. Weighted average of 2.6 residents per household comes from 2/3 SV with 2.5 per house, and 1/3 Geneva with 2.9 per house.
2. Min./Max. Daily Flow data is not reliable for Scenic for all weeks; Min. Flow is N/A and Max is estimated as 1.4 - 1.7 times Avg. Daily Flow (based on LWB max/avg ratios).
3. Capacities based on the following: LWB at 1,150 gpm, LLRI at 1,400 gpm, Mill Wheel gravity at 440 gpm, and Detention Basin at 700,000 gallons.

## North Shore Collection System

Spring Weather, Presumed High Groundwater		Min. Daily Flow Observed in This Week (Million Gal.)	Max. Daily Flow Observed in This Week (Million Gal.)	% of Available Interceptor Capacity Used on Max Day
Total Metered Weekly Flow (Million Gal.)	2.4	0.08	0.11	7%
Total Rain (in)=	0.59	0.07	0.11	Total to Bham from NS
Northshore Meter				
Approx. Active Sewer Connections: 358				
Approx. Acreage in Basin: 2125				
Calc. Avg Daily Flow per Capita (2.9 per house)	82		102 ←	Demonstrates Non-Excessive I&I for storm flow (<275 gpcpd)
Calc. Peak Flow per Capita (2.9 per house)	40		50	Includes Rain-Influenced Infiltration
Gallons per day per acre of service area				
Week Beginning 3/15/12				
Total Rain (in)=	1.4	0.09	0.11	7%
Northshore Meter				
Approx. Active Sewer Connections: 359				
Approx. Acreage in Basin: 2125				
Calc. Avg Daily Flow per Capita (2.9 per house)	95		0	
Calc. Peak Flow per Capita (2.9 per house)	47		104 ←	Demonstrates Non-Excessive I&I for storm flow (<275 gpcpd)
Calc. Gallons per day per acre of service area			51	Includes Rain-Influenced Infiltration
Week Beginning 4/25/2012				
Total Rain (in)=	2.1	0.08	0.10	7%
Northshore Meter				
Approx. Active Sewer Connections: 359				
Approx. Acreage in Basin: 2125				
Calc. Avg Daily Flow per Capita (2.9 per house)	86		0	
Calc. Peak Flow per Capita (2.9 per house)	42		96 ←	Demonstrates Non-Excessive I&I for storm flow (<275 gpcpd)
Calc. Gallons per day per acre of service area			47	Includes Rain-Influenced Infiltration

## North Shore Collection System

Winter Weather without a Major Storm Day, Presumed High Groundwater						
Total Metered Weekly Flow (Million Gal.)	Avg Daily Flow in this Week (Million Gal.)	Min. Daily Flow Observed in This Week (Million Gal.)	Max. Daily Flow Observed in This Week (Million Gal.)	% of Available Interceptor Capacity Used on Max Day		
<b>Week Beginning 11/29/2011</b>						
Northshore Meter						
Total Rain (in)=	0.1	0.06	0.07	5%	Total to B'ham from NS	
Approx. Active Sewer Connections: 359						
Approx. Acreage in Basin: 2125						
Calc. Avg Daily Flow per Capita (2.9 per house)	58		0			
Calc. Peak Flow per Capita (2.9 per house)	28		67	←	Demonstrates Non-Excessive I&I flow (<120 gpcpd)	
Calc. Gallons per day per acre of service area			33			
<b>Week Beginning 12/6/2011</b>						
Northshore Meter						
Total Rain (in)=	0	0.060	0.07	5%	Total to B'ham from NS	
Approx. Active Sewer Connections: 359						
Approx. Acreage in Basin: 2125						
Calc. Avg Daily Flow per Capita (2.9 per house)	58		67	←	Demonstrates Non-Excessive I&I flow (<120 gpcpd)	
Calc. Peak Flow per Capita (2.9 per house)	28		33			
Calc. Gallons per day per acre of service area						
<b>Week Beginning 3/19/2012</b>						
Northshore Meter						
Total Rain (in)=	0.31	0.090	0.10	7%	Total to B'ham from NS	
Approx. Active Sewer Connections: 359						
Approx. Acreage in Basin: 2125						
Calc. Avg Daily Flow per Capita (2.9 per house)	86		96	←	Demonstrates Non-Excessive I&I flow (<120 gpcpd)	
Calc. Peak Flow per Capita (2.9 per house)	42		47			
Calc. Gallons per day per acre of service area						

## North Shore Collection System

Peak Wet Weather Day and Antecedent Rainfall						
Total Metered Weekly Flow (Million Gal.)	Avg Daily Flow in this Week (Million Gal.)	Min. Daily Flow Observed in This Week (Million Gal.)	Max. Daily Flow Observed in This Week (Million Gal.)	% of Available Interceptor Capacity Used on Max Day		
<b>Week Beginning 10/27/12</b>						
<b>Peak Day October 31, 2012 Total 24 Hour Rain: 1.07 inches, with 1.48 inches in preceding three days</b>						
Northshore Meter	0.54	0.08	0.10	7%	Total to B'ham from NS	
Approx. Active Sewer Connections: 322						
Approx. Acreage in Basin: 2125						
Calc. Avg Daily Flow per Capita (2.9 per house) 86						
Calc. Peak Flow per Capita (2.9 per house) 38						
Calc. Gallons per day per acre of service area						
<b>← Demonstrates Non-Excessive I&amp;I for storm flow (&lt;275 gpcpd) Includes Rain-Influenced Infiltration</b>						
<b>Week Beginning 11/17/12</b>						
<b>Peak Day November 20, 2012 Total 24 Hour Rain: 2.22 inches, with 1.03 inches in preceding two days.</b>						
Northshore Meter	0.66	0.09	0.14	9%	Total to B'ham from NS	
Approx. Active Sewer Connections: 322						
Approx. Acreage in Basin: 2125						
Calc. Avg Daily Flow per Capita (2.9 per house) 96						
Calc. Peak Flow per Capita (2.9 per house) 42						
Calc. Gallons per day per acre of service area						
<b>← Demonstrates Non-Excessive I&amp;I for storm flow (&lt;275 gpcpd) Includes Rain-Influenced Infiltration</b>						

## North Shore Collection System

Peak Wet Weather Day with Rainfall on Successive Days						
Total Metered Weekly Flow (Million Gal.)	Avg Daily Flow in this Week (Million Gal.)	Min. Daily Flow Observed in This Week (Million Gal.)	Max. Daily Flow Observed in This Week (Million Gal.)	% of Available Interceptor Capacity Used on Max Day		
<b>Week Beginning 11-22-2011 Peak Rain Day 11-23-11; Total 24 Hour Rain: 0.98 inches, with 1.28 inches in following 2 days.</b>						
0.59	0.08	0.06	0.13	9%	Total to Bham from NS	
Northshore Meter						
Approx. Active Sewer Connections: 358						
Approx. Acreage in Basin: 2125						
Calc. Avg Daily Flow per Capita (2.9 per house) 77						
Calc. Avg Peak Flow per Capita (2.9 per house) 38						
Calc. Gallons per day per acre of service area						
← Demonstrates Non-Excessive I&I for storm flow (<275 gpcpd) Includes Rain-Influenced Infiltration						
<b>Week Beginning 11-19-2012 Peak Rain Day 11-20-12; Total 24 Hour Rain: 2.22 inches, with 0.81 inches in following 2 days.</b>						
Northshore Meter						
0.70	0.10	0.08	0.14	10%	Total to Bham from NS	
Approx. Active Sewer Connections: 359						
Approx. Acreage in Basin: 2125						
Calc. Avg Daily Flow per Capita (2.9 per house) 96						
Calc. Avg Peak Flow per Capita (2.9 per house) 47						
Calc. Gallons per day per acre of service area						
← Demonstrates Non-Excessive I&I for storm flow (<275 gpcpd) Includes Rain-Influenced Infiltration						



## North Shore Collection System

Dry Weather		Total Metered Weekly Flow (Million Gal.)	Avg Daily Flow in this Week (Million Gal.)	Min. Daily Flow Observed in This Week (Million Gal.)	Max. Daily Flow Observed in This Week (Million Gal.)	% of Available Interceptor Capacity Used on Max Day
Week Beginning 8/30/2011		0	0	0.06	0.06	4%
Northshore Meter		0.42	0.06	0.06	0.06	Total to B'ham from NS
Approx. Active Sewer Connections: 358						
Approx. Acreage in Basin: 2125						
Calc. Avg Daily Flow per Capita (2.9 per house)	57	←		← Lowest likely average per capita flows		
Calc. Avg Peak Flow per Capita (2.9 per house)	28	←		← Lowest likely peak per capita flows		
Gallons per day per acre of service area				61	30	
Week Beginning 8/11/2012						
Northshore Meter		0	0.07	0.06	0.08	5%
Approx. Active Sewer Connections: 359						
Approx. Acreage in Basin: 2125						
Calc. Avg Daily Flow per Capita (2.9 per house)	66	←		← Lowest likely average per capita flows		
Calc. Avg Peak Flow per Capita (2.9 per house)	33	←		← Lowest likely peak per capita flows		
Gallons per day per acre of service area				73	36	


2012 Sewer Smoke Testing Defect List										
Area	US MH	DS MH	Size	Length	Street/Location	Smoke In House/Bldg	Roof Vent Smoke	Smoke From Cleanout	Smoke From Roof Drain	Other Defect
Geneva	G9-100	G8-99	8	267	Easement	NO	YES	YES	YES	ROOF DRAIN HOOKED TO CLEAN OUT
Geneva	G1-25	G1-24	8	393	Lake Whatcom Blvd	NO	YES	YES	YES	SMOKE FROM ROOF DRAIN AT HOUSE 2027
Geneva	G5-20	G5-19	8	128	Strawberry Point	NO	YES	YES	NO	Smoke out of the ground at house 38
Geneva	G15E	G15-21	8	110	alley	NO	YES	NO	NO	Smoke around mh G15-21
Geneva	G15-4	G15-3	8	327	Coronado Ave	NO	YES	NO	NO	Smoke around mh G15-3
Geneva	G6-11	G6-10	8	178	Easement, Geneva	NO	YES	NO	NO	there are 4 mhs above mh G6-12 behind fire
Geneva	G7-11	G7-12	8	245	Lake Whatcom Blvd	NO	YES	NO	NO	Smoke around m/h G7-12 at riser in ditch
Geneva	G4-13	G4-12	8	158	Coronado ave	NO	YES	YES	NO	c/o has a drain top on it in driveway at 1020
Geneva	G9-126	G9-101	8	38	Parkstone ln	NO	YES	NO	NO	SMOKE AROUND M/H G9-126
<b>Medium Priority</b>										
Geneva	G9-110	G9-108	8	331	Parkstone Ln	NO	YES	YES	NO	SMOKE AT CLEAN OUT AT HOUSE 1344
Geneva	GL-4	GL-3	8	119	Lowe Ave	NO	YES	YES	NO	BROKEN CAP AT FIRST CLEAN OUT, BROKEN PIPE AT
Geneva	GL-3	GL-2	8	147	Lowe Ave	NO	YES	NO	NO	2ND CLEAN OUT AT HOUSE# 1440
Geneva	G9-51	G9-50	8	278	Cedarbrook ct	NO	YES	NO	NO	cap off
Geneva	G5-5	G5-4	8	121	Easement	NO	YES	YES	NO	Broken c/o at 2660 and 2672
Geneva	G5-4	G5-3	8	149	Easement	NO	YES	NO	NO	smoke under deck
Geneva	G7-30	G7-29	8	249	Columbus Ave	NO	YES	YES	NO	Broken c/o at 4112 smoke from under front stairs
Geneva	LAS3	LAS2	8	188	Lasalle Ave	NO	YES	YES	NO	Broken c/o at 4736 Lassalle
Geneva	LAS2	LAS1	8	270	Beecher Ave	NO	YES	YES	NO	Smoke outside c/o at 4740 Lassalle
Geneva	G4-14	G4-13	8	345	Coronado ave	NO	YES	YES	NO	Broken c/o at house # 1029
Geneva	G6-10	G6-1	8	272	Austin Ct	NO	YES	YES	NO	station and parking lot broken c/o
Geneva	G1-56	G1-55	8	383	Austin Ct	NO	YES	YES	NO	smoke broken c/o at 1201
Geneva	G6-12	G6-12A	8	154	By play field	YES	YES	NO	NO	under a tree behind house 4540 cable st
Geneva	G12-9	G12-8	8	410	Geneva St	NO	YES	YES	NO	city's clean out broken, c/o not on map
Geneva	G12-2	G12-1	8	375	Fir Way	NO	YES	YES	NO	broken c/o at house 4530
Geneva	G1-4	G1-3	8	210	Euclid Ave	NO	YES	NO	NO	open c/o at house # 1701
Geneva	G12-14	G12-13	8	442	Freemont	NO	YES	NO	NO	broken c/o at house # 4424
Geneva	G9-16	G9-15	8	200	Euclid	NO	YES	YES	NO	BROKEN C/O AT HOUSE 1105
Geneva	G9-25	G9-24	8	342	Lowe Ave	NO	YES	NO	NO	broken c/o at 1322 lowe ave
Geneva	G9-125	G9-121	8	324	Easement	NO	YES	YES	NO	broken c/o at 1209 Lakeview dr in the bushes
Geneva	G9-121	G9-136	8	103	Easement	NO	YES	NO	NO	c/o open at trailer park 1209 lakeview dr
Geneva	G6-3	G6-2	8	313	Austin Ct	NO	YES	YES	NO	Smoke in c/o

Area	US MH	DS/MH	Size	Length	Street/Location	Smoke In House/Bldg	Roof Vent Smoke	Smoke From Cleanout	Smoke From Roof/Drain	Other Defect
Geneva	G9-81	G9-80	8	406	Easement	NO	YES	NO	NO	NO SMOKE AT HOUSE# 1109
Geneva	G9-48	G9-51	8	284	Cedarbrook ct	NO	NO	YES	NO	No smoke at 3925 cleanout
Geneva	G9-59	G9-58	8	269	York st	NO	YES	NO	NO	NO SMOKE AT HOUSE 4104
Geneva	G9-51	G9-65	8	204	willowbrook pl	NO	YES	YES	NO	
Geneva	G9-57	G9-56	8	261	Susan ct	NO	YES	YES	NO	
Geneva	G7-42	G7-41	8	75	Easement	NO	YES	NO	NO	mh G7-42 not found. Mh G7-41 under flower pot next to brick
Geneva	G1-72	G1-51	8	43	Lake Whatcom Blvd	NO	YES	NO	NO	smoke at school
Geneva	G1-89	G1-88	8	336	Lakeview St	NO	YES	NO	NO	no smoke at 1211
Geneva	G1-88	G1-87	8	353	Lakeview St	NO	YES	NO	NO	no smoke at 1218 and 1220
Geneva	G1-87	G1-91	8	166	Lakeview St	NO	YES	NO	NO	no smoke at 1228
Geneva	G1-60	G1-59	8	327	Morgan St	NO	YES	YES	NO	
Geneva	G7-18	G7-4	8	209	Lake Whatcom Blvd	NO	YES	NO	NO	No smoke at house 2757
Geneva	G6-12	G6-11	8	197	Geneva St	YES	YES	NO	NO	Smoke in kitchen at House 4540 Cable St
Geneva	G1-55	G1-54	8	301	Spring St	NO	YES	NO	NO	No smoke at 4720
Geneva	G6-8	G6-7	8	246	Easement, Cable St	NO	YES	NO	NO	No smoke at 4800
Geneva	G6-7	G6-6B	8	201	Easement Cable St	NO	YES	NO	NO	No smoke at 4811
Geneva	G6-12A	G6-12B	8	78	Easement	NO	YES	YES	NO	behind fire station
Geneva	G6-12B	G6-12C	8	112	Easement	NO	YES	NO	NO	behind fire station
Geneva	G6-12C	G6-12D	8	69	Easement	NO	YES	NO	NO	Fire station parking lot
Geneva	G12-11	G12-10	8	296	Fremont St	NO	YES	NO	NO	No smoke at house 4625, 4610
Geneva	G12-10	G6-5A	8	23	Fremont St	NO	YES	NO	NO	No smoke at house , 4645
Geneva	G12-1	G6-3B	8	359	Fir Way	NO	YES	NO	NO	no smoke at house 1125
Geneva	G10-2	G10-1	8	203	Glen Cove Ln	NO	YES	NO	NO	no smoke from house # 1527
Geneva	G1-5	G1-4	8	110	Euclid Ave	NO	YES	NO	NO	no smoke at house # 1623
Geneva	G1-2	G1-1	8	214	Euclid Ave	NO	YES	NO	NO	no smoke at house # 11715
Geneva	G12-15	G12-14	8	353	Lakeview ST	NO	YES	NO	NO	no smoke at house #1116
Geneva	G9-15	G9-14	8	144	Euclid	NO	YES	NO	NO	No smoke on house 1105
Geneva	G9-14	G9-13	8	213	Euclid	NO	YES	NO	NO	No smoke on house 930
Geneva	G9-7	G9-6	8	213	Euclid	NO	YES	NO	NO	No smoke at house 1409
Geneva	G9-77	G9-76	8	141	Ridgewood Ave	NO	YES	NO	NO	no smoke from house 1299 richmond
Geneva	G9-76	G9-25	8	63	Lowe Ave	NO	YES	NO	NO	No smoke from house 1345 Lowe ave
Geneva	G9-22	G9-21	8	282	Lowe Ave	NO	YES	NO	NO	smoke out of pipe house being remodel
Geneva	G9-21	G9-20	8	102	Lakeway Dr	NO	NO	NO	NO	No smoke out of house 4215 Lakeway Dr



LAKE WHATCOM WATER AND SEWER DISTRICT

AGENDA BILL

DATE SUBMITTED:	February 5, 2013		
TO BOARD OF COMMISSIONERS			
FROM: Patrick Sorensen	MANAGER APPROVAL 		
MEETING AGENDA DATE:	February 13, 2013		
AGENDA ITEM NUMBER:	7		
SUBJECT:	Manager's Report		
LIST DOCUMENTS PROVIDED ⇨ NUMBER OF PAGES INCLUDING AGENDA BILL: _____	1. Manager's Report		
	2.		
	3.		
TYPE OF ACTION REQUESTED	RESOLUTION <input type="checkbox"/>	FORMAL ACTION/ MOTION <input type="checkbox"/>	INFORMATIONAL/ OTHER <input checked="" type="checkbox"/>

**BACKGROUND / EXPLANATION OF IMPACT**

Updated information from the General Manager in advance of the Board meeting.

**FISCAL IMPACT**

None

**RECOMMENDED BOARD ACTION**

None required.

**PROPOSED MOTION**

None

## General Manager Comments

February 13, 2013

### Important Upcoming Meetings:

- **Meetings Associated with the Lake Whatcom Management Program:**
  - **Policy Group Meeting:** The next meeting is scheduled for March 4, 2013 at 9:30 a.m. in the Fireplace Room in the Municipal Court Building (east side of building) located at 625 Halleck Street. The Agenda topics have not been set as of this date. Remember, all Policy Group Meetings are publicly noticed by the District.
  - **Joint Councils/Commissioners Meeting:** Scheduled for March 28, 2013 in the Bellingham Central Library Meeting Room at 6:00 p.m.
  - **Management Meeting:** There is not a meeting scheduled at this time.
  - **Staff Technical Team Meeting:** The next meeting has not been scheduled yet.
- **Next Regular Board Meeting:** Is scheduled for Wednesday, February 27, 2013 at 8:00 a.m.
- **Next Employee Staff Meeting:** Is scheduled for Thursday, February 14, 2013 at 8:00 a.m. in the Board Room. Commissioner Weide is scheduled to attend. Scheduling is rotated by alphabetical order each month.
- **Washington Association of Sewer & Water Districts (WASWD) Section III Meeting:** The next Section III meeting will be held at Bob's Burger & Brew in Tulalip on Tuesday, February 12, 2013 starting at 6:00 p.m. All WASWD Section III Meetings are publicly noticed by the District.
- **Next Employee Safety Committee Meeting:** Wednesday, February 13 at 8:00 a.m. in the District Conference Room.
- **Whatcom Water Districts Caucus Meeting:** The next meeting is scheduled for Wednesday, February 27, 2013 at 3:00 p.m. in the District Board Room. This meeting is publicly noticed.

### Other

- **Spring WASWD Conference:** Reminder - The Spring WASWD Conference will be held in Yakima April 4 & 5. We need to get a head count in the near future on who is planning on attending.

- **Update: Rate Study:** FYI. We will plan on initiating the Rate Study project following the finalization of the COB wastewater agreement. We are looking at the early spring. As we get closer staff will, with the help of the consultant, communicate with the Board regarding concerns associated with the rate structure.
- **FYI: Summary of Available Water & Sewer Grant/Loan Programs:** At the end of December the Board and staff had a discussion on upcoming goals and likely issues for 2013. One subject included alternate funding sources for upcoming large capital projects in the event that the Public Works Trust Fund is not available. Commissioner Citron asked for a comprehensive list of other possible public funding sources.

Attached is a summary of grant and loan source programs for both drinking and wastewater projects in Washington. This list was compiled recently for publication by the Association of Washington Cities. Unfortunately most of the public loan programs are small and much more limited in their capacity than the Public Works Trust Fund.

- **FYI: Whatcom Water Districts Caucus Letter to Governor Inslee:** Attached is a copy of a letter sent out recently to the Governor's Office from the Water Caucus regarding our request to restore the full loan list associated with the Public Works Trust Fund.
- **Upcoming Geneva Neighborhood Association Meeting:** The GNA will be holding a neighborhood meeting in late March. The tentative dates are either on the 26<sup>th</sup>, 27<sup>th</sup>, or the 28<sup>th</sup>. The location has not been announced yet, though I have been asked to briefly talk about future rates and the invasive species issue from the District's perspective.

# Summary of Some Grant and Loan Programs for Drinking Water and Wastewater Projects

Updated 2-1-13

Please contact Cathi Read at [cathi.read@commerce.wa.gov](mailto:cathi.read@commerce.wa.gov) if you would like to update your program information or if you would like an electronic copy of this document

**PLANNING**

Program	Eligible Projects	Eligible Applicants	Funding Available	How To Apply
<p><b>CDBG-POG</b> Community Development Block Grant – Planning-Only Grant Program</p>	<ul style="list-style-type: none"> <li>Comprehensive plans</li> <li>Infrastructure plans</li> <li>Feasibility studies</li> <li>Community action plans</li> <li>Low-income housing assessments</li> </ul>	<p>Projects must principally benefit low- to moderate-income people in non-entitlement cities and counties.</p> <ul style="list-style-type: none"> <li>Cities or towns with fewer than 50,000 people</li> <li>Counties with fewer than 200,000 people</li> </ul>	<p>Grant</p> <ul style="list-style-type: none"> <li>Up to \$24,000 for a single jurisdiction</li> <li>Up to \$35,000 for single jurisdiction projects that address urgent public health and safety needs</li> <li>Up to \$40,000 for multiple jurisdictions/joint application</li> </ul>	<p>2013 applications accepted beginning May 2013 through April 2014 on a fund-available basis.</p> <p><b>Contacts:</b> Phyllis Cole, 360-725-4001 <a href="mailto:phyllis.cole@commerce.wa.gov">phyllis.cole@commerce.wa.gov</a></p> <p>Jon Galow, 509-847-5021 <a href="mailto:Jon.galow@commerce.wa.gov">Jon.galow@commerce.wa.gov</a></p>
<p><b>PWTF PLANNING</b> Public Works Trust Fund – Planning Program</p>	<ul style="list-style-type: none"> <li>Single or multiple system plans covering eligible systems</li> <li>Updates to existing capital facilities plans</li> <li>Environmental studies</li> <li>Cultural/historical project reviews</li> </ul>	<p>Counties, cities, and special-purpose districts that meet certain requirements (contact Client Service Representative).</p> <p>No school or port districts</p>	<p>No planning funding is currently available.</p>	<p>Note: Availability of future funds is dependent on approval by the Governor and Legislature.</p> <p><b>Contact:</b> Isaac Huang, Client Service Representative, 360-725-3162, <a href="mailto:isaac.huang@commerce.wa.gov">isaac.huang@commerce.wa.gov</a></p>
<p><b>CERB PLANNING AND FEASIBILITY GRANTS</b> Community Economic Revitalization Board – Project-Specific Planning Program</p>	<p>Project-specific feasibility and pre-development studies that advance community economic development goals for industrial sector business development.</p>	<p>Eligible statewide</p> <ul style="list-style-type: none"> <li>Counties, cities, towns, port districts, special districts</li> <li>Federally recognized tribes</li> <li>Municipal corporations, quasi-municipal corporations w/ economic development purposes</li> </ul>	<p>Grant</p> <ul style="list-style-type: none"> <li>Up to \$50,000 per application</li> <li>Requires 25 percent matching funds</li> </ul>	<p>Applications accepted year-round. The Board meets six times a year.</p> <p><b>Contacts:</b> Janea Eddy, 360-725-3151 <a href="mailto:janea.eddy@commerce.wa.gov">janea.eddy@commerce.wa.gov</a></p> <p>Chris Gagnon, 360-725-3158 <a href="mailto:Christina.gagnon@commerce.wa.gov">Christina.gagnon@commerce.wa.gov</a></p>
<p><b>RCAC RURAL COMMUNITY ASSISTANCE CORPORATION</b> Feasibility and Pre-Development Loans</p>	<p>Water and/or wastewater planning; environmental work; and other work to assist in developing an application for infrastructure improvements</p>	<p>Non-profit organizations, public agencies, tribes, and low-income rural communities with a 50,000 population or less, or 10,000 or less if guaranteed by USDA Rural Development financing</p>	<ul style="list-style-type: none"> <li>Maximum \$50,000 for feasibility loan</li> <li>Maximum \$350,000 for pre-development loan</li> <li>1 year term</li> <li>5.5% interest rate</li> </ul>	<p>Applications accepted anytime</p> <p><b>Contact:</b> Josh Griff 720-951-2163 <a href="mailto:jgriff@rcac.org">jgriff@rcac.org</a></p> <p>Applications available on-line at <a href="http://www.rcac.org">www.rcac.org</a></p>



PLANNING – continued

Program	Eligible Projects	Eligible Applicants	Funding Available	How To Apply
<p><b>ECOLOGICAL INTEGRATED WATER QUALITY FUNDING PROGRAM</b> State Water Pollution Control Revolving Fund Centennial Clean Water Fund</p>	<p>Planning projects associated with publicly-owned wastewater and stormwater facilities.  The integrated program also funds planning and implementation of nonpoint source pollution control activities.</p>	<p>Counties, cities, towns, conservation districts, or other political subdivision, municipal or quasi-municipal corporations, and tribes  <u>Preconstruction Set-aside (Distressed Communities)</u> Jurisdictions listed above with a population of 25,000 or less and a MHI (median household income) below the statewide average receive priority for loan funds.  <u>Preconstruction Set-aside (Distressed Communities)</u> Jurisdictions listed above with a population of 25,000 or less and a MHI below 80% of the statewide average.</p>	<p>Loan, at either: (SFY 2014 interest rates)</p> <ul style="list-style-type: none"> <li>• 2.3% interest for 6-20 year term, or</li> <li>• 1.1% interest for 5 year term</li> </ul> <p><u>Pre-Construction Set-aside (Distressed Communities)</u> 50% forgivable principal loan and 50% loan, at either: (SFY 2014 interest rates)</p> <ul style="list-style-type: none"> <li>• 2.3% interest for 6-20 year term, or</li> <li>• 1.1% interest for 5 year term</li> </ul>	<p>State Fiscal Year 2015 application cycle closes on November 1, 2013.  Applications typically accepted September 1 through first Friday in November.  <b>Contact:</b> David Dunn 360-407-6503 <a href="mailto:david.dunn@ecy.wa.gov">david.dunn@ecy.wa.gov</a>  <a href="http://www.ecy.wa.gov/programs/wq/funding/funding.html">www.ecy.wa.gov/programs/wq/funding/funding.html</a></p>
<p><b>RD PRE-DEVELOPMENT GRANTS (PPD)</b> U.S. Dept. of Agriculture Rural Development – Rural Utilities Service – Water and Waste Disposal Direct Loans and Grants</p>	<p>Water and/or sewer planning; environmental work; and other work to assist in developing an application for infrastructure improvements</p>	<p>Low-income, small communities and systems serving areas under 10,000 population.</p>	<p>Loans; Grants in some cases, depending on funding availability.  Maximum \$25,000 grant Requires minimum 25% match</p>	<p>Applications accepted year-round, on a fund-available basis.  <b>Contact:</b> Gene Dobry 360-704-7733 <a href="mailto:eugene.dobry@wa.usda.gov">eugene.dobry@wa.usda.gov</a> <a href="http://www.rurdev.usda.gov/wa">www.rurdev.usda.gov/wa</a></p>
<p><b>RD 'SEARCH' GRANTS: SPECIAL EVALUATION ASSISTANCE FOR RURAL COMMUNITIES</b> U.S. Dept. of Agriculture Rural Development – Rural Utilities Service – Water and Waste Disposal Direct Loans and Grants</p>	<p>Water and/or sewer planning; environmental work; and other work to assist in developing an application for infrastructure improvements.</p>	<p>Low-income, small communities and systems serving areas under 2,500 population.</p>	<p>Maximum \$30,000 grant. No match required.</p>	<p>Applications accepted year-round, on a fund-available basis  <b>Contact:</b> Gene Dobry 360-704-7733 <a href="mailto:eugene.dobry@wa.usda.gov">eugene.dobry@wa.usda.gov</a> <a href="http://www.rurdev.usda.gov/wa">www.rurdev.usda.gov/wa</a></p>

**PRE-CONSTRUCTION**

Program	Eligible Projects	Eligible Applicants	Funding Available	How To Apply
<p><b>PWTF PRE-CON</b> Public Works Trust Fund – Pre-Construction Program</p>	<p>Low-interest pre-construction loans are available to fund activities that prepare a specific project for construction.</p>	<p>Counties, cities, special purpose districts, and quasi-municipal organizations that meet certain requirements.</p> <p>School districts and port districts are not eligible.</p>	<ul style="list-style-type: none"> <li>The Public Works Board has requested \$22.5 million for FY 2013-15.</li> <li>Availability of future funds is dependent on approval by the Governor and Legislature.</li> <li>Loan terms to be made available once program is funded.</li> </ul>	<p>Check the Public Works Board website periodically at <a href="http://www.pwb.wa.gov">http://www.pwb.wa.gov</a> to obtain the latest information on program details.</p> <p>You can also contact your region's Client Services Representative for current information, or</p> <p><b>Contact:</b> Terry Dale Client Service Representative 360-725-3155 <a href="mailto:terry.dale@commerce.wa.gov">terry.dale@commerce.wa.gov</a></p>
<p><b>ECOLOGICAL INTEGRATED WATER QUALITY FUNDING PROGRAM</b> State Water Pollution Control Revolving Fund Centennial Clean Water Fund</p>	<p>Design projects associated with publicly-owned wastewater and stormwater facilities.</p> <p>The integrated program also funds planning and implementation of nonpoint source pollution control activities.</p>	<p>Counties, cities, towns, conservation districts, or other political subdivision, municipal or quasi-municipal corporations, and tribes</p> <p><u>Preconstruction Set-aside (Distressed Communities)</u> Jurisdictions listed above with a population of 25,000 or less and a MHI (median household income) below the statewide average receive priority for loan funds.</p> <p><u>Preconstruction Set-aside (Distressed Communities)</u> Jurisdictions listed above with a population of 25,000 or less and a MHI below 80% of the statewide average.</p>	<p>Loan, at either: (SFY 2014 interest rates)</p> <ul style="list-style-type: none"> <li>2.3% interest for 6-20 year term, or</li> <li>1.1% interest for 5 year term</li> </ul> <p><u>Pre-Construction Set-aside (Distressed Communities)</u> 50% forgivable principal loan and 50% loan, at either: (SFY 2014 interest rates)</p> <ul style="list-style-type: none"> <li>2.3% interest for 6-20 year term, or</li> <li>1.1% interest for 5 year term</li> </ul>	<p>State Fiscal Year 2015 application cycle closes on November 1, 2013.</p> <p>Applications typically accepted September 1 through first Friday in November.</p> <p><b>Contact:</b> David Dunn 360-407-6503 <a href="mailto:david.dunn@ecy.wa.gov">david.dunn@ecy.wa.gov</a></p> <p><a href="http://www.ecy.wa.gov/programs/wq/funding/funding.html">www.ecy.wa.gov/programs/wq/funding/funding.html</a></p>
<p><b>RCAC RURAL COMMUNITY ASSISTANCE CORPORATION</b> Feasibility and Pre-Development Loans</p>	<p>Water and/or wastewater planning; environmental work; and other work to assist in developing an application for infrastructure improvements</p>	<p>Non-profit organizations, public agencies, tribes, and low-income rural communities with a 50,000 population or less, or 10,000 or less if guaranteed by USDA Rural Development financing</p>	<ul style="list-style-type: none"> <li>Maximum \$50,000 for feasibility loan</li> <li>Maximum \$350,000 for pre-development loan</li> <li>1 year term</li> <li>5.5% interest rate</li> </ul>	<p>Applications accepted anytime</p> <p>Contact: Josh Griff, 720-951-2163 <a href="mailto:jgriff@rcac.org">jgriff@rcac.org</a></p> <p>Applications available on-line at <a href="http://www.rcac.org">www.rcac.org</a></p>

**CONSTRUCTION AND DESIGN/CONSTRUCTION**

Program	Eligible Projects	Eligible Applicants	Funding Available	How To Apply
<p><b>CDBG-GP</b> Community Development Block Grant – General Purpose Grant Program</p>	<p>Final design and construction of wastewater, drinking water, side connections, stormwater, streets, bridge, community facility, economic development, and housing rehabilitation projects.</p>	<p>Projects must principally benefit low- to moderate-income people in non-entitlement cities and counties.</p> <ul style="list-style-type: none"> <li>Cities or towns with fewer than 50,000 people</li> <li>Counties with fewer than 200,000 people</li> </ul>	<p>Grant</p> <ul style="list-style-type: none"> <li>Up to \$250,000 - \$1,000,000, depending on project type, financial need, and past grant awards</li> <li>No match required, but local contribution and gap financing preferred</li> </ul>	<p>Applications due once a year. Due date January 31, 2013.</p> <p><b>Contact:</b> Kaaren Roe 360-725-3018 <a href="mailto:kaaren.roe@commerce.wa.gov">kaaren.roe@commerce.wa.gov</a></p>
<p><b>PWTF</b> Public Works Trust Fund – Construction Program</p>	<p>New construction, replacement, and repair of existing infrastructure for domestic water, sanitary sewer, stormwater, solid waste, road or bridge projects, and reasonable growth.</p>	<p>Counties, cities, special purpose districts, and quasi-municipal organizations that meet certain requirements (contact a Client Service Representative for more information). No school districts or port districts.</p> <p><b>NEW:</b></p> <ul style="list-style-type: none"> <li><u>Affordability Index:</u> Affordability Index (AI) is a measure of the consumers' financial ability to pay for utility services. Applicants that qualify for AI terms can receive lower cost loan terms</li> <li><u>Performance based incentives:</u> Projects that meet contract incentives can qualify for slightly lower interest rate or longer repayment term.</li> </ul>	<p>Loan (pending Legislature approval)</p> <ul style="list-style-type: none"> <li>\$5 million per jurisdiction for the 2015 funding year</li> <li>Must complete work within 60 months</li> </ul> <p>Interest rates are set by loan term:</p> <ul style="list-style-type: none"> <li>10 years – 0.5%</li> <li>15 years – 0.75%</li> <li>20 years – 1.0%</li> <li>25 years – 1.5%</li> <li>30 years – 2.0%</li> </ul> <ul style="list-style-type: none"> <li>Standard loan term is 1% interest at 20 years.</li> <li>The repayment term cannot exceed the life of the improvement.</li> <li>No local match is required.</li> </ul>	<p>2015 Application Cycle opens March 15, 2013 and closes in May 2013.</p> <p>Please visit <a href="http://www.pwb.wa.gov">http://www.pwb.wa.gov</a> for information.</p> <p><b>Contact:</b> Isaac Huang, Client Service Representative 360-725-3162 <a href="mailto:isaac.huang@commerce.wa.gov">isaac.huang@commerce.wa.gov</a></p>
<p><b>RD</b> U.S. Dept. of Agriculture Rural Development - Rural Utilities Service - Water and Waste Disposal Direct Loans and Grants</p>	<p>Pre-construction and construction associated with building, repairing, or improving drinking water, solid waste facilities and wastewater facilities</p>	<ul style="list-style-type: none"> <li>Cities or towns with fewer than 10,000 population</li> <li>Counties, special purpose districts, non-profit corporations or tribes unable to get funds from other sources at reasonable rates and terms</li> </ul>	<p>Loans; Grants in some cases</p> <ul style="list-style-type: none"> <li>Interest rates vary (currently 1.875 – 3.125%)</li> <li>Up to 40-year loan term</li> <li>No pre-payment penalty</li> </ul>	<p>Applications accepted year-round on a fund-available basis</p> <p><b>Contact:</b> Gene Dobry 360-704-7733 <a href="mailto:eugene.dobry@wa.usda.gov">eugene.dobry@wa.usda.gov</a> <a href="http://www.rurdev.usda.gov/wa">www.rurdev.usda.gov/wa</a></p>

**CONSTRUCTION AND DESIGN/CONSTRUCTION – continued**

Program	Eligible Projects	Eligible Applicants	Funding Available	How To Apply
<p><b>DWSRF</b> Drinking Water State Revolving Fund</p>	<p>Drinking water system infrastructure projects aimed at increasing public health protection. The program now includes dedicated funding for subsidy.</p> <p>There is a limited amount of principal forgiveness for communities with high affordability index numbers and water system restructuring/consolidation projects.</p>	<p>Community and non-community water systems (includes for-profit and non-profit systems, but not federal or state-owned systems); both privately- and publicly-owned systems are eligible</p>	<p>Loan</p> <ul style="list-style-type: none"> <li>• 1 percent loan fee (water systems receiving subsidy are not subject to loan fees)</li> <li>• \$12 million per jurisdiction per year</li> <li>• \$24 million for jointly-owned projects</li> <li>• 1 to 1.5 percent interest rate</li> <li>• Loan repayment period: 20 years or life of the project, whichever is less</li> <li>• No local match required</li> </ul>	<p>Applications due March 1, 2013</p> <p><b>Contact:</b> Karen Klocke 360-236-3116 <a href="mailto:karen.klocke@doh.wa.gov">karen.klocke@doh.wa.gov</a></p> <p><a href="http://www.doh.wa.gov/ehp/dw/our_main_pages/dwsrf.htm">www.doh.wa.gov/ehp/dw/our_main_pages/dwsrf.htm</a></p>
<p><b>ECOLOGICAL INTEGRATED WATER QUALITY FUNDING PROGRAM</b> State Water Pollution Control Revolving Fund Centennial Clean Water Fund</p>	<p>Construction projects associated with publicly-owned wastewater and stormwater facilities.</p> <p>The integrated program also funds planning and implementation of nonpoint source pollution control activities.</p>	<p>Counties, cities, towns, conservation districts, or other political subdivision, municipal or quasi-municipal corporations, and tribes</p> <p><u>Hardship Assistance</u> Jurisdictions listed above with a population of 25,000 or less</p>	<p>Loan, at either: (SFY 2014 interest rates)</p> <ul style="list-style-type: none"> <li>• 2.3% interest for 6-20 year term, or</li> <li>• 1.1% interest for 5-year term</li> </ul> <p>Hardship assistance for the construction of wastewater treatment facilities may be available in the form of a reduced interest rate, grant subsidy, or loan forgiveness. Hardship assistance is based on impact to residential ratepayers and the community MHI. Hardship funding is only available for the portion of a facility serving existing residential need.</p>	<p>State Fiscal Year 2015 application cycle closes on November 1, 2013.</p> <p>Applications typically accepted September 1 through first Friday in November.</p> <p><b>Contact:</b> David Dunn 360-407-6503 <a href="mailto:david.dunn@ecy.wa.gov">david.dunn@ecy.wa.gov</a></p> <p><a href="http://www.ecy.wa.gov/programs/wq/funding/funding.html">www.ecy.wa.gov/programs/wq/funding/funding.html</a></p>

**CONSTRUCTION and DESIGN/CONSTRUCTION – continued**

Program	Eligible Projects	Eligible Applicants	Funding Available	How To Apply
<p><b>CERB</b> Community Economic Revitalization Board - Construction Program</p>	<p>Projects must support significant job creation or significant private investment in the state.</p> <ul style="list-style-type: none"> <li>Bridges, roads and railroad spurs, domestic and industrial water, sanitary and storm sewers</li> <li>Electricity, natural gas and telecommunications</li> <li>General purpose industrial buildings, port facilities</li> <li>Acquisition, construction, repair, reconstruction, replacement, rehabilitation</li> </ul>	<ul style="list-style-type: none"> <li>Counties, cities, towns, port districts, special districts</li> <li>Federally-recognized tribes</li> <li>Municipal and quasi-municipal corporations with economic development purposes.</li> </ul>	<p>Loans; grants in unique cases</p> <ul style="list-style-type: none"> <li>Public facility projects required by private sector expansion and job creation</li> <li>Projects without a committed business allowed for rural areas</li> <li>\$1 million maximum per project, per policy</li> <li>Interest rates: 3% for non-distressed and 2.5% for distressed counties</li> <li>20-year term maximum</li> <li>Requires 10% minimum match</li> <li>Applicants must demonstrate gap in public project funding and need for CERB assistance</li> <li>CERB is authority for funding approvals</li> </ul>	<p>Applications accepted year-round. The Board meets six times a year.</p> <p><b>Contacts:</b> Janea Eddy 360-725-3151 <a href="mailto:janea.eddy@commerce.wa.gov">janea.eddy@commerce.wa.gov</a></p> <p>Chris Gagnon 360-725-3158 <a href="mailto:Christina.gagnon@commerce.wa.gov">Christina.gagnon@commerce.wa.gov</a></p>
<p><b>RCAC</b> <b>RURAL COMMUNITY ASSISTANCE CORPORATION</b> Construction Loans</p>	<p>Water, wastewater, solid waste and stormwater facilities that primarily serve low-income rural communities. Can include pre-development costs.</p>	<p>Non-profit organizations, public agencies, tribes, and low-income rural communities with a 50,000 population or less, or 10,000 populations or less if using Rural Development financing as the takeout</p>	<ul style="list-style-type: none"> <li>Maximum \$2 million with commitment letter for permanent financing</li> <li>Security in permanent loan letter of conditions</li> <li>1-3 year term: 5.5% interest rate</li> <li>1% loan fee</li> </ul>	<p>Applications accepted anytime</p> <p><b>Contact:</b> Josh Griff 720-951-2163 <a href="mailto:jgriff@rcac.org">jgriff@rcac.org</a></p> <p>Applications available on-line at <a href="http://www.rcac.org">www.rcac.org</a></p>
<p><b>RCAC</b> <b>RURAL COMMUNITY ASSISTANCE CORPORATION</b> Intermediate Term Loan</p>	<p>Water, wastewater, solid waste and stormwater facilities that primarily serve low-income rural communities.</p>	<p>Non-profit organizations, public agencies, tribes, and low-income rural communities with a 50,000 population or less.</p>	<ul style="list-style-type: none"> <li>For smaller capital needs, normally not to exceed \$100,000</li> <li>Maximum 20 year term</li> <li>5% interest rate</li> <li>1% loan fee</li> </ul>	<p>Applications accepted anytime</p> <p><b>Contact:</b> Josh Griff 720-951-2163 <a href="mailto:jgriff@rcac.org">jgriff@rcac.org</a></p> <p>Applications available on-line at <a href="http://www.rcac.org">www.rcac.org</a></p>



**EMERGENCY**

Project Phase/Program	Eligible Projects	Eligible Applicants	Funding Available	How To Apply
<p><b>PWTF</b> Public Works Trust Fund – Emergency Program</p>	<p>Projects necessary due to natural disaster, or immediate/emergent threat to public health and safety</p> <p>For domestic water systems, sanitary sewer, stormwater, solid waste, roads and bridges</p> <p>Repair unanticipated water, sewer and other public drainage facility damages that pose an immediate, urgent threat to public health and safety. A formal disaster must be declared</p>	<p>Countries, cities, special purpose districts, and quasi-municipal organizations that meet certain requirements (contact a Client Service Representative for more information).</p> <p>No school or port districts.</p> <ul style="list-style-type: none"> <li>• Non-entitlement cities or towns with fewer than 50,000 people</li> <li>• Non-entitlement counties with fewer than 200,000 people</li> </ul>	<p>No emergency funding is currently available.</p>	<p>Note: Availability of future funds is dependent on approval by the Governor and Legislature.</p> <p><b>Contact:</b> Isaac Huang Client Service Representative 360-725-3162 <a href="mailto:Isaac.huang@commerce.wa.gov">Isaac.huang@commerce.wa.gov</a></p>
<p><b>CDBG - IT</b> Community Development Block Grant – Imminent Threat Grant Program</p>	<p>Domestic water projects needing emergency repairs due to an incident such as: a drought; earthquake; flood; chemical spill; fire; etc. A significant decline in quantity or quality of potable water supply that was caused by an emergency</p>	<p>Grant; pending availability of funds</p> <ul style="list-style-type: none"> <li>• Only eligible costs incurred after an emergency is formally declared can be reimbursed</li> </ul>	<p>Applications accepted year-round.</p> <p><b>Contact:</b> Kaaren Roe 360-725-3018 <a href="mailto:kaaren.roe@commerce.wa.gov">kaaren.roe@commerce.wa.gov</a></p>	
<p><b>RD – ECWAG</b> Emergency Community Water Assistance Grants</p>	<p>Water, wastewater, solid waste and stormwater facilities that primarily serve low-income rural communities.</p>	<p>Grant; pending availability of funds</p> <ul style="list-style-type: none"> <li>• \$150,000 limit for incident related emergency repairs to an existing water system</li> <li>• \$500,000 limit to alleviate a significant decline in potable water supply caused by an emergency</li> </ul>	<p>Applications accepted year-round on a fund-available basis</p> <p><b>Contact:</b> Gene Dobry 360-704-7733 <a href="mailto:eugene.dobry@wa.usda.gov">eugene.dobry@wa.usda.gov</a> <a href="http://www.rurdev.usda.gov/wa">www.rurdev.usda.gov/wa</a></p>	
<p><b>RCAC</b> <b>RURAL COMMUNITY ASSISTANCE CORPORATION</b> Intermediate Term Loan</p>	<p>Non-profit organizations, public agencies, tribes, and low-income rural communities with a 50,000 population or less.</p>	<p>• For smaller capital needs, normally not to exceed \$100,000</p> <p>• Maximum 20 year term</p> <p>• 5% interest rate</p> <p>• 1% loan fee</p>	<p>Applications accepted anytime</p> <p><b>Contact:</b> Josh Griff 720-951-2163 <a href="mailto:jgriff@rcac.org">jgriff@rcac.org</a></p> <p>Applications available on-line at <a href="http://www.rcac.org">www.rcac.org</a></p>	



LAKE WHATCOM WATER AND SEWER DISTRICT

AGENDA BILL

DATE SUBMITTED:	February 5, 2013		
TO BOARD OF COMMISSIONERS			
FROM: Patrick Sorensen	MANAGER APPROVAL <i>Patrick Sorensen</i>		
MEETING AGENDA DATE:			
AGENDA ITEM NUMBER:	9.0		
SUBJECT:	City of Bellingham Wastewater Treatment Contract (Executive Session per RCW 42.30.110(i)(iii) – 30 Minutes)		
LIST DOCUMENTS PROVIDED ⇨ NUMBER OF PAGES INCLUDING AGENDA BILL: _____	1.		
	2.		
	3.		
TYPE OF ACTION REQUESTED	RESOLUTION <input type="checkbox"/>	FORMAL ACTION/ MOTION <input type="checkbox"/>	INFORMATIONAL/ OTHER <input checked="" type="checkbox"/>

**BACKGROUND / EXPLANATION OF IMPACT**

Update: Discussion of contract negotiations with the City of Bellingham regarding the District's Wastewater Treatment Contract.

**FISCAL IMPACT**

n/a

**RECOMMENDED BOARD ACTION**

n/a

**PROPOSED MOTION**

n/a