



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

SPECIAL MEETING
OF THE BOARD OF COMMISSIONERS

AGENDA

November 25, 2013

8:00 a.m. – Special 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. Aquatic Invasive Species Program Update – Claire Fogelson from the City of Bellingham
 - B. 2014 Budget
6. OTHER BUSINESS
7. MANAGER'S REPORT
8. PUBLIC COMMENT OPPORTUNITY
9. Contract Negotiations/Potential Litigation (Executive Session per RCW 42.30.110(i) – 30 Minutes)
10. ADJOURNMENT



LAKE WHATCOM WATER AND SEWER DISTRICT

AGENDA BILL

DATE SUBMITTED:	November 20, 2013		
TO BOARD OF COMMISSIONERS			
FROM: Patrick Sorensen	MANAGER APPROVAL <i>Patrick Sorensen</i>		
MEETING AGENDA DATE:	November 25, 2013		
AGENDA ITEM NUMBER:	5.A.		
SUBJECT:	Aquatic Invasive Species Program Update – Claire Fogelsong from the City of Bellingham		
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

Claire Fogelsong from the City of Bellingham will provide an update on the Aquatic Invasive Species Program (AIS). The Lake Whatcom Management Program's Aquatic Invasive Species Prevention Program is transitioning from boat inspections to writing the Annual Report and preparing for the 2014 program. This presentation will highlight 2013 AIS inspection program activities, identify several potential changes to the program and describe the changes recommended by staff.

FISCAL IMPACT

Not applicable at this time.

RECOMMENDED BOARD ACTION

No action at this time.

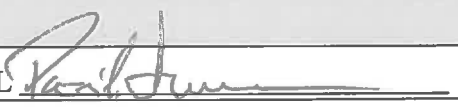
PROPOSED MOTION

No proposed motion at this time.



LAKE WHATCOM WATER AND SEWER DISTRICT

AGENDA BILL

DATE SUBMITTED:	November 20, 2013		
TO BOARD OF COMMISSIONERS			
FROM: Patrick Sorensen	MANAGER APPROVAL 		
MEETING AGENDA DATE:	November 25, 2013		
AGENDA ITEM NUMBER:	5.B.		
SUBJECT:	2014 Budget		
LIST DOCUMENTS PROVIDED ⇒ NUMBER OF PAGES INCLUDING AGENDA BILL: _____	1.		
	2.		
	3.		
TYPE OF ACTION REQUESTED	RESOLUTION <input type="checkbox"/>	FORMAL ACTION/ MOTION <input checked="" type="checkbox"/>	INFORMATIONAL/ OTHER <input type="checkbox"/>

BACKGROUND / EXPLANATION OF IMPACT

Attached is a copy of the proposed 2014 Budget for your adoption. This document includes the Board's suggested changes as provided at the November 13th meeting.

FISCAL IMPACT

See attached Budget as proposed.

RECOMMENDED BOARD ACTION

That the Board adopt the proposed 2014 Budget as shown in the attached document.

PROPOSED MOTION

To adopt the 2014 Budget as presented.



LAKE WHATCOM WATER AND SEWER DISTRICT

2014 ANNUAL BUDGET



FY 2014 BUDGET

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FY 2014 Budget

Lake Whatcom Water & Sewer District
1220 Lakeway Drive
Bellingham, Washington
98229

Approved: **November 25, 2013**

Board of Commissioners:

Leslie McRoberts, President

Todd Citron, Secretary

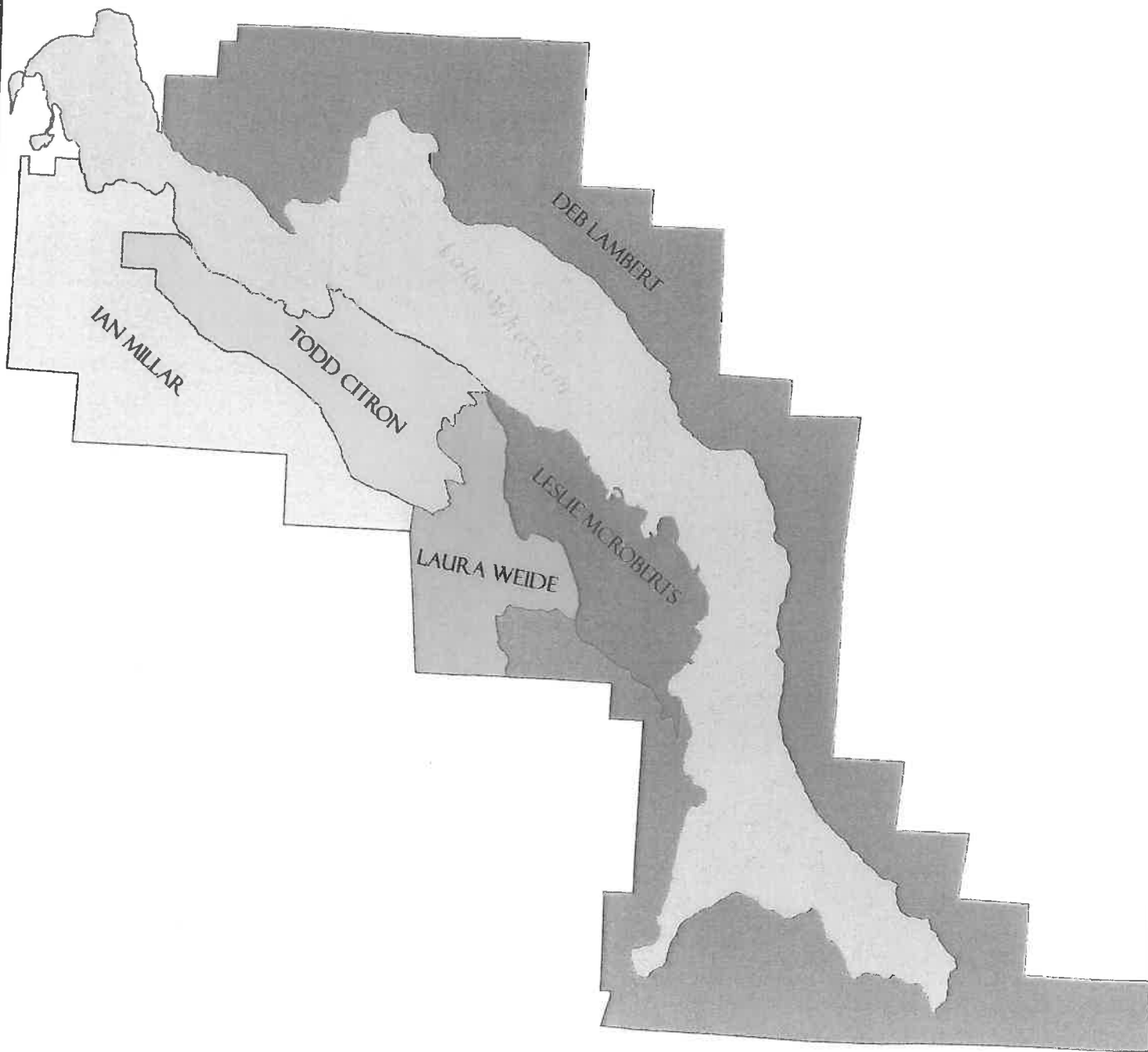
Deborah Lambert, Commissioner

Laura Weide, Commissioner

John Millar, Commissioner

General Manager
Patrick Sorensen

November 25, 2013



07



LAKE WHATCOM WATER & SEWER DISTRICT COMMISSIONER DISTRICTS



November 25, 2013

Board of Commissioners
Lake Whatcom Water and Sewer District
1220 Lakeway Drive
Bellingham, WA 98229

Re: Proposed 2014 Budget

Dear Commissioners:

Attached is a copy of the proposed 2014 budget for your consideration and discussion:

Expenditure & Revenue Assumptions

As illustrated within the Operations section of the budget, overall expenditures are proposed to increase by approximately 7% over last years approved budget. This includes a cost of living increase in January of 1.5% and step increases for those that are qualified as required through our labor agreement with AFSCME Local 114WD. Other increases include personnel benefit costs such as health insurance (approximately 1%), higher fees for general liability insurance, anticipated new debt service associated with the City of Bellingham's Post Point Sewer Plant improvements, and continued funding of our System Reinvestment program as called for in the Comprehensive Sewer and Water Plans.

Revenue assumptions for 2014 are projected to increase by approximately 7% in 2014. As called for within the District's adopted water and sewer rate plan, water rates will increase by 9% and sewer rates by 3% in 2014. In addition, we are conservatively budgeting for 5 new connections. Finally, as discussed last year, ULID No. 18 payments will now be unrestricted and available for general operations.

2013 Capital Improvements and Other Accomplishments and On-going Projects

Each year the District initiates projects from its ongoing Capital Improvement Program that are critical to maintaining our existing water and sewer systems. In 2013 the following projects were completed: the Sudden Valley Water Treatment Plant control system and telemetry improvements, Agate Heights Water Treatment Plant restrooms, and the Sudden Valley Water Treatment Plant dehumidifier installation. In addition, the ongoing sewer inflow and infiltration program was extended into Sudden Valley in 2013. The District also installed a new diesel-powered emergency generator at the Sudden Valley Water Treatment Plant replacing the older natural gas fueled generator.

Finally the District replaced the sewer pump truck with a newer unit, while also purchasing a new boom truck used to safely remove and reinsert heavy equipment in and out of confined spaces. Both of these vehicles are critical in safely servicing District

infrastructure. In addition, the District initiated other important projects that will be completed in 2014. These included a steel reservoir cathodic system protection program to prevent corrosion in each of our existing reservoirs, the initiation of the pre-design engineering process used to replace the Boulevard Sewer Pump Station, and lastly the process to replace and update the District's outdated computer server.

In 2013 the District also initiated through Wilson Engineering a required update to the Sewer Comprehensive Plan along with a first time storm water analysis section addressing many of the issues involving storm water run-off encountered within the District. We continue to work with the City of Bellingham regarding calculations for sewage treatment costs. Likewise, an updated sewer and water rate study was initiated in 2013 and will be completed and presented to the Board in early 2014. As of the beginning of October a total of 16 new permits have been processed by staff. Finally, the District was awarded approximately \$2.4 million in the form of a low interest loan from the Washington State Department of Health for use in two new capital projects as described below.

New Capital Projects in 2014

As 2014 begins the District will continue to move forward and work within the framework of its existing critical planning documents such as our Water and Sewer Comprehensive Plans and the previously adopted water and sewer rate schedule. Together these documents along with the policy direction provided by the Board of Commissioners serve the District well in matching up needed resources to implement critical capital improvements and ongoing maintenance requirements.

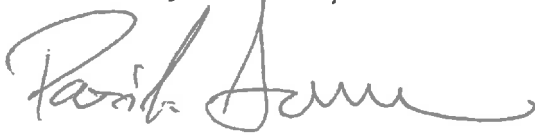
Noteworthy projects in 2014 include the development of a new Division 22 reservoir in Sudden Valley which will better provide for existing demand and projected fire flows. Also, the District will be replacing approximately 2.5 miles of old asbestos concrete water mains with ductile iron mains. These two projects will be funded through the Department of Health loan described previously. In addition, staff will initiate the predesign work for the Strawberry Point sewer pump station replacement project. In addition, we will continue our program to replace older fire hydrants in 2014. We will also continue to implement our sewer line inflow and infiltration repair efforts along with completing the projects initiated in 2013 as described previously.

In Conclusion

In addition to the ongoing repairs and enhancements that are required to maintain our existing water and sewer system, we continue to follow long established conservative financial budgeting practices. The District's financial condition is healthy; debt service requirements are being met and resources are being saved for future capital requirements. The rate structure matches our projected operating and capital improvement needs. This on-going effort of planning and preparing for the future along with the day-to-day financial and operational maintenance requirements of the District are being met. This is a consequence of the dedication and diligence exhibited by the Board of Commissioners in establishing governing policies and by the commitment and

efficiency of staff in carrying out these policies. In particular recognition needs to be given to the employees of the District who, on a daily basis, are responsible for doing a great job in managing the resources we are entrusted with on behalf of the ratepayers.

Respectively submitted,

A handwritten signature in dark ink, appearing to read "Patrick Sorensen", written in a cursive style.

Patrick Sorensen
General Manager



OPERATING FUND SUMMARY 401

This fund is maintained as the primary operating fund of the District. The majority of the revenue is derived from rates charged to water and sewer customers. Other revenue sources are interest income, late payment fees, recording fees, permit fees and miscellaneous charges and fees. All fees and charges are set by the Board of Commissioners. Funds collected are used to pay for operating and maintenance expenditures in accordance with the annual operating budget. (see pages 13-15)



SYSTEM REINVESTMENT FUND SUMMARY 420

The System Reinvestment Fund is a special fund intended to receive and disburse funds for capital construction projects. This fund is primarily funded through interfund income from the General Fund. Per the FCS Group rate study recommendation effective January 1, 2009, it is additionally funded annually in an amount established through the rate study. Other income is in the form of grants, loans, latecomer fees and permits. The System Reinvestment Fund expenses are derived from the Capital Improvement and Maintenance Plan attached to the fiscal year 2014 budget (see page 16)

SEWER/STORM WATER CONTINGENCY FUND SUMMARY 425

The Sewer/Storm Water Contingency Fund was created to ensure that unforeseen projects related to sewer system and storm water system expenses will have funding, as approved by the Board. This fund was established with the remaining ULID 18 Fund balance after paying off all Public Works Trust Fund and Department of Ecology loans associated with the ULID (see page 17)

CAPITAL BOND PROJECTS FUND SUMMARY 430

The Capital Bond Projects Fund is a special fund for the utilization of the 2009 bond issuance funds. The bonds were issued for the purpose of constructing upgrades to water and sewer pump stations, replacing telemetry equipment, and reimbursing other projects contained within the District's Capital Improvement Plan dated December 10, 2008 (see page 18)

DWSRF PROJECTS FUND SUMMARY 440 (DRINKING WATER STATE REVOLVING FUND)

The DWSRF Projects Fund is a special fund for the utilization of two Drinking Water State Revolving Fund loans. One project replaces aging water mains including all of the asbestos concrete (AC) water mains in the Geneva service area with ductile iron (DI) water mains. The other project constructs a new .5 MG (million gallon) reservoir to keep up with population growth primarily due to infilling in Geneva and Sudden Valley (see page 19)



DEBT SERVICE FUNDS

Debt Service describes all expenses in connection with the issuance and initial sale of evidences of debt, such as loans, the sale of revenue bonds, etc. The District has two debt service funds which are used to pay off loans and bonds. A Revenue Bonds and Loan Funds Summary is included in the budget document (see page

2009 BOND DEBT SERVICE FUND SUMMARY 450

The 2009 Bond Debt Service Fund serves to provide redemption of the 2009 Bond issue. Interest is paid semi-annually, and the principal is paid annually from General Fund revenues (see page 35)

2009 BOND RESERVE FUND SUMMARY 460

This fund was established by the covenants of the 2009 bond sale and is restricted by definition. A reserve limitation is required to be held in the Reserve Fund until the outstanding 2009 bonds are paid in full. The bond reserve is fully funded. (see page 38)

WATER LOANS DEBT SERVICE FUND SUMMARY 470

The Water Loans Debt Service Fund serves to provide redemption of long term water project loans. Principal and interest are paid entirely from General Fund revenues (see page 36)



ULID 18 FUND SUMMARY

480

The ULID 18 Fund is to provide for the revenue which comes from assessments against the properties within the ULID service area, as well as the interest earned on assessments collected prior to bond payments. All debt has been satisfied for this project, and therefore funds are unrestricted. In 2013 the remaining fund balance was utilized to set up the 425 Sewer/Water Contingency Fund. This revenue source is transferred to the Operating Fund 401 and will cease in 2023 upon satisfaction of all assessments by the customer base (see page 39)



LAKE WHATCOM WATER AND SEWER FUND SUMMARY 2014

401	420	425	430	440	450	460	470	480	TOTAL
OPERATING	SYSTEM REINVESTMENT	SEWER/ STORM WATER	2009 BOND PROJECTS	DWSRF PROJECTS	2009 BOND DEBT SERVICE	2009 BOND RESERVE (RESTRICTED)	WATER LOAN DEBT SERVICE	ULID 18	
5,442,420	943,000	930	-	-	447,450	500	65,500	83,000	6,982,800
(5,503,836)	(1,178,433)	(4,921)	(57,250)	-	(447,450)	100	(65,413)	(83,000)	(7,340,203)
500,000	300,000	933,450	57,250	-	-	501,170	-	-	2,291,870
\$438,584	\$64,567	\$929,459	\$0	\$0	\$0	\$501,770	\$87	\$0	\$1,934,467

2014 REVENUES AND TRANSFERS IN

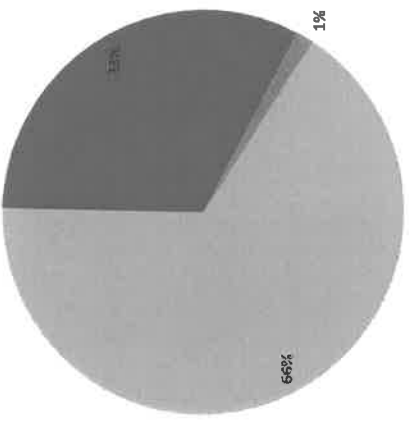
2014 EXPENDITURES AND TRANSFERS OUT

CASH/INVESTMENTS 2013 CARRYOVER

PROPOSED 2014 YEAR END BALANCE

LAKE WHATCOM WATER AND SEWER DISTRICT
YEAR 2014 TRANSFERS

DESCRIPTION	FROM FUND	AMOUNT	TO FUND	AMOUNT
For System Reinvestment	001	700,000	420	700,000
For System Reinvestment (per rate study)	001	200,000	420	200,000
For 2009 Bond Debt Service	001	447,450	450	447,450
For Water Loans Debt Service	001	65,500	470	65,500
From ULID 18 payments	480	83,000	401	83,000
TOTAL TRANSFERS		\$ 1,495,950		\$ 1,495,950

	Description	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Adopted 2013	Projected 2013	2014 Budget
OPERATING FUND - 401								
REVENUES								
401-343-20-00	Latecomer Fee		976	976	976	1,000		
401-343-40-10	Water Sales Metered (9% rate increase) *	1,208,756	1,259,901	1,373,547	1,488,188	1,601,383	1,560,850	-
401-359-80-00	Water Sales Late Charges	53,781	63,176	65,751	65,156	65,000	85,200	1,701,326
401-343-40-18	Water Sales Lock/Unlock	11,640	9,435	7,040	9,340	9,500	2,495	65,000
401-343-40-19	Water Sales Other	26,234	23,277	22,259	27,601	25,000	33,540	3,000
401-343-50-11	Sewer Service Residential (3% rate increase) *	2,647,278	2,918,830	3,074,699	3,212,626	3,357,845	3,434,363	30,000
401-343-50-19	Sewer Service Other	2,115	2,020	1,070	1,070	1,300	9,460	3,537,994
401-360-10-00	Bank fees		229	1,421	2,165	2,000	2,784	9,500
401-361-11-10	Investment Interest		2,353	4,709	-	-	245	3,000
401-369-10-00	Sale of scrap metal	6,101	1,028	11,283	652		24,526	200
401-379-10-20	Permits Operation portion (5 new connection permits)	34,140	40,390	16,134	25,607	15,000	33,870	-
401-398-20-00	Insurance recovery	7,595					5,082	10,000
401-397-10-40-80	Transfer in from ULID 18 Fund 480						165,000	-
	TOTAL REVENUES	3,998,616	4,321,615	4,578,889	4,833,381	5,078,028	5,357,414	5,442,420
<div>  <p>Legend:</p> <ul style="list-style-type: none"> 66% Sewer Service 33% Water Sales 1% Fees/Charges/Permits/Other </div>								
* Per Resolution 747 effective 1/1/2009 Scheduled annual rate increase								

	Description	Actual 2008	Actual 2010	Actual 2011	Actual 2012	Adopted 2013	Projected 2013	Budget 2014
OPERATING FUND - 401								
EXPENDITURES								
401-53X-10-10	Payroll (1.5% cola plus step increases - 2014)	998,470	1,072,233	1,210,935	1,370,178	1,406,000	1,455,407	1,450,000
401-53X-10-20	Personnel Benefits (2% increase - 2014)	392,192	401,827	470,142	487,173	580,000	527,950	570,000
401-53X-10-31	Gen Admin Supplies	47,194	72,150	48,808	45,187	50,000	23,513	25,000
401-53X-10-32	Meetings/Team building	-	-	500	978	2,000	2,254	2,500
401-53X-10-40	Bank Fees	-	-	5,269	9,432	8,000	10,993	9,500
	County Auditor Filing Fees (Simplifile)							6,000
	Data Bar (Statement processing)							20,000
	Answering Service							1,500
	Data Pro (Time clock system)							1,500
	BIAS Financial Software							20,000
	Web check services							2,000
	GE Scada System Software Maintenance - Operations							7,500
	WA State Auditor (2 year audit)							18,500
	Wilson Engineering							10,000
	Sewer Comp Plan Update (See Active Projects C1315 PH1)							20,886
	Resick and Hansen							33,000
	3D - Computer support. (includes new server install)							35,000
	Varner, Systma CPA firm							10,000
	Microsoft Exchange							2,000
	Rate Study (approved in 2013)							48,500
	Camera Van Software							1,500
	SCADA/PLC Support - Engineering/Operations							5,000
	Cartograph - Engineering/Operations							8,000
	Auto Desk - Engineering							1,000
	Rockwell - Engineering/Operations							500
	Inovise - Engineering							2,000
	Master Meter							2,000
	Custodial/Building maint. services/Security							11,000
	Landscaping service							4,000
	Interlocal - Lake Whatcom Tributary Monitor							5,000
	Interlocal - Lake Whatcom Management Program							25,000
	Interlocal - Invasive Species							60,000
	Interlocal - GIS with Whatcom County							1,000
	Docuware/Web site maintenance and upgrade							5,000
	Generator Load Testing							20,000
	Cyberlock software							1,000
	Watchguard							1,000
	Misc (Bid notices etc.)							1,000
401-53X-10-41	Professional Services (TOTAL)	75,568	175,505	285,389	208,315	337,500	290,048	380,386
401-53X-10-42	Communication	42,034	48,596	53,040	42,784	51,500	45,918	40,000
401-53X-10-43	Memberships/Dues	-	13,401	16,313	10,755	13,000	14,621	16,000
401-53X-10-44	Advertising	2,786	3,679	-	-	-	-	-
401-53X-10-45	WA State Dept of Revenue Taxes	113,952	127,842	138,971	146,410	150,000	163,682	175,000
401-53X-10-46	Admin Lease	9,578	2,323	3,031	2,850	3,000	2,387	2,500
401-53X-10-47	Property Insurance	84,200	67,578	137,158	94,276	96,000	104,148	102,000
401-53X-10-48	Admin Misc.	2,156	38,816	(3,484)	-	2,000	157	1,000
401-53X-10-49	Training & Travel	15,303	12,659	27,518	28,136	30,000	30,232	30,000
401-53X-10-50	Tuition reimbursement	-	-	-	-	6,000	-	6,000
401-53X-10-51	Insurance Claims	-	-	5,000	7,455	-	3,000	5,000
401-53X-10-52	Maintenance Supplies	58,808	106,713	94,592	96,088	105,000	142,969	145,000
401-53X-10-53	Operations Repair/Maint	103,923	107,947	68,496	78,807	85,000	33,731	35,000
401-53X-10-54	Operations Contracted	59,227	10,824	14,416	25,883	33,000	8,848	12,000
401-53X-10-55	Water City of Bellingham	29,483	23,840	13,848	32,057	30,000	26,642	30,000
401-53X-10-56	Sewer City of Bellingham (Treatment fee and capital share)	870,660	761,577	800,320	588,095	605,000	540,000	800,000

	Description	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Adopted 2013	Projected 2013	Budget 2014
401-53X-80-32	Operations Fuel		30,302	39,135	35,834	40,000	26,122	30,000
401-53X-80-34	Safety Supplies	18,760	10,996	9,175	8,763	12,000	9,055	12,000
401-53X-80-35	Small Tools	101	-	-	976	-	-	-
401-53X-80-41	Custodial	3,999	6,867	-	-	-	-	-
401-53X-80-47	General Utilities	171,908	183,074	213,061	197,435	200,000	207,976	210,000
401-53X-80-49	Laundry	2,527	2,636	4,337	4,092	5,000	1,933	2,000
	OPERATING EXPENDITURES	3,102,818	3,281,005	3,655,970	3,519,939	3,830,000	3,671,588	4,090,886
TRANSFERS								
401-597-10-00	Transfers Out to System Reinvestment Fund 420	238,500	205,060	1,140,000	425,063	728,000	488,000	700,000
	Transfers Out to System Reinvestment Fund 420 (per rate study)					100,000	-	200,000
	Transfers Out to 2009 Bond Debt Service Fund 450	221,150	434,175	297,250	295,500	445,500	445,500	447,450
	Transfers Out to Water Loan Debt Service Fund 470	75,000		93,350	92,500	92,000	92,000	65,500
	Transfers Out to ULID 18 Loan Debt Service Fund 480 (re-payment)		113,335	113,335	113,335	-	-	-
	Transfers Out to ULID 18 Loan Reserve Fund 490 (removed in 2014)	94,678						
	TOTAL EXPENDITURES	3,732,146	4,033,575	5,298,905	4,446,337	5,195,500	4,697,088	5,503,836
OPERATING FUND								
	OPERATING REVENUES	3,998,616	4,321,615	4,578,889	4,833,381	5,078,028	5,357,414	5,442,420
	EXPENDITURES	3,732,146	4,033,575	5,298,905	4,446,337	5,195,500	4,697,088	(5,503,836)
	CASH/INVESTMENTS BALANCE CARRYOVER							500,000
	PROPOSED 2014 YEAR END BALANCE							438,584

	Description	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Adopted 2013	Projected 2013	Budget 2014
	SYSTEM REINVESTMENT FUND - 420							
420-343-40-19	DEA Permits	69,207	40,015	2,250	59,996	2,500	2,250	2,500
420-361-11-00	Investment Interest	562	17,885					
420-379-10-10	GTED Grant		26,946					
420-379-10-30	Permits Capital Portion (5 new connection permits)	65,748	74,932	30,561	48,676	35,000	56,000	40,000
420-379-10-40	Latecomer Fees	10,389	300	10,389	19,074	500		500
420-397-10-00	Transfers in from Operating Fund 401	238,500	205,060	1,140,000		828,000	500,000	700,000
	Transfers in from Geneva Reserve Fund 410							200,000
	Transfers in from System Replacement Fund 415			138,823		13,500	13,500	
	TOTAL REVENUES	384,426	364,938	1,422,023	125,746	879,500	571,750	943,000
420-534-10-41	DEA Contracted Services	21,612	29,865	13,488	6,586	2,500	6,000	2,500
420-534-90-61	DEA Refunds	28,915		19,617				
420-534-60-41	Contracted Professional Services	36,555	4,211					
420-594-38-62	Capital Outlay - Structures		71,351	1,005,927	45,065		15,000	
420-594-38-63	Capital Outlay - Water/Sewer Systems	478,345	137,366		465,860		220,000	
420-594-38-64	Capital Outlay - Machinery/Equipment			240,881	106,158		405,000	
	Active Projects					271,400		231,933
	2014 Capital Projects (see CIP detail - 2014)					603,000		944,000
	TOTAL EXPENDITURES	565,427	242,793	1,279,913	623,669	876,900	646,000	1,178,433
	REVENUES							
	EXPENDITURES	384,426	364,938	1,422,023	125,746	879,500	571,750	943,000
	CASH/INVESTMENTS BALANCE CARRYOVER	565,427	242,793	1,279,913	623,669	876,900	646,000	(1,178,433)
	PROPOSED 2014 YEAR END BALANCE							300,000
								64,567

	Description	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Adopted 2013	Projected 2013	Budget 2014
CAPITAL BOND PROJECTS FUND (RESTRICTED) - 430								
430-361-11-00	Investment Interest	42,505	24,155	11,785	10	-	-	-
430-382-20-00	2009 Bond Proceeds	5,500,000						
	TOTAL REVENUES	5,542,505	24,155	11,785	10	-	-	-
430-594-38-63	Capital Outlay - Water/Sewer Systems	930,354	2,149,001	1,607,281	174,894	87,000	25,018	57,250
430-597-10-00	Transfers Out to Bond Debt Service Fund 450				150,000			
	TOTAL EXPENDITURES	930,354	2,149,001	1,607,281	324,894	87,000	25,018	57,250
	REVENUES	5,542,505	24,155	11,785	10	-	-	-
	EXPENDITURES	930,354	2,149,001	1,607,281	324,894	87,000	25,018	(57,250)
	CASH/INVESTMENTS BALANCE CARRYOVER							57,250
	PROPOSED 2014 YEAR END BALANCE							-

	Description	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Adopted 2013	Projected 2013	Budget 2014
DWSRF PROJECTS FUND - 440								
440-382-90-31	Division 22 Reservoir							
440-382-90-43	Geneva AC Mains							
	TOTAL REVENUES							
440-594-34-62	Division 22 Reservoir							
440-594-34-63	Geneva AC Mains							
	TOTAL EXPENDITURES							
DWSRF PROJECTS FUND	REVENUES							
	EXPENDITURES							
	CASH/INVESTMENTS BALANCE CARRYOVER							
	PROPOSED 2014 YEAR END BALANCE							
Expenditures offset by draws as projects progress.								

2013 DWSRF Loans									
Category	Project #	Project Title / Tasks	Original Budget for 2013 Loan	Projected Budget to Completion (adjusted 11/04/13)	Spent to Date (11/5/2013)	Amount Remaining	BARS		
Water	C1401	Division 22 Reservoir	\$ 994,850.00	\$ 994,850.00	\$ -	\$ 994,850.00	440-594-34-62-40		
Water	C1402	Geneva Area AC Main Replacement	\$ 2,398,750.00	\$ 2,398,750.00	\$ -	\$ 2,398,750.00	440-594-34-63-40		
		Total for 2013 DWSRF Loan Projects	\$ 3,393,600.00	\$ 3,393,600.00	\$ -	\$ 3,393,600.00			
ACTIVE PROJECTS									
Category	Project #	Project Title / Tasks	Original Project Budget	Projected Budget to Completion (adjusted 11/04/13)	2013 Year End	2014 Amount Remaining	BARS		
Water	C1207	Reservoir Drains to Daylight ENG - Engineering - Estimate CON - Construction - Estimate	\$ - \$ 13,000.00 \$ 37,960.00	\$ - \$ 13,000.00 \$ 37,960.00	\$ - \$ - \$ -	\$ - \$ 13,000.00 \$ 37,960.00		420-594-38-63-20	
General	C1214-ADM	Dead End Blow Offs							
General	C1216	Water Main Replacement at SVCA Polo Park Bridge ENG - Engineering - Estimate CON - Construction - Estimate	\$ 18,199.00 \$ 35,000.00 \$ 325,000.00	\$ 30,301.00 \$ 33,852.00 \$ 379,700.80	\$ 14,801.76 \$ - \$ 379,700.80	\$ 15,499.24 \$ 33,852.00 \$ -		420-594-38-63-20	
Water	C1303	SWWTP Generator Generator and Xfer Switch GSA Permitting PH1 - Predesign, Design & Bidding PH2 - Services During Construction CON - Construction		\$ 60,514.05 \$ 3,219.31 \$ 85,832.03 \$ 39,234.00 \$ 190,901.41	\$ 60,514.05 \$ 3,219.31 \$ 85,832.03 \$ 39,234.00 \$ 190,901.41	\$ - \$ - \$ - \$ - \$ -		420-594-38-64-20	
Water	C1304-ADM	Steel Reservoir Cathodic Protection	\$ 75,000.00	\$ 75,000.00	\$ -	\$ 75,000.00	420-594-38-63-20		
Water	C1308-ADM	Backup Benchtop Analyzer	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 3,000.00	420-594-38-64-20		
Sewer	C1313-ADM	Safety Grates at Pump Stations	\$ 12,000.00	\$ 12,000.00	\$ 2,624.00	\$ 9,376.00	420-594-38-62-00		
General	C1314-ADM	Replace Server Hardware	\$ 10,000.00	\$ 25,000.00	\$ 20,000.00	\$ 5,000.00	420-594-38-64-20		
Sewer	C1315	Sewer Comprehensive Plan Update PH1 - Engineering - Sewer Comp Plan Update PH2 - Engineering - Stormwater Chapter	\$ 60,000.00 \$ 15,000.00	\$ 59,974.00 \$ 26,895.00	\$ 39,087.75 \$ 22,073.75	\$ 20,886.25 \$ 4,821.25	401-535-10-41-00 425-594-38-63-25		
Sewer	C1316	Boulevard Sewer Pump Station PH1 - Predesign	\$ 89,771.00	\$ 89,771.00	\$ 50,525.00	\$ 39,246.00	420-594-38-63-20		
						\$ 20,886.25	401		
						\$ 231,933.24	420		
						\$ 4,821.25	425		

Lake Whatcom Water and Sewer District - Capital Improvement Plan 2014 thru 2019

Program Area / CIP Project # / CIP Project Name		Fund	Total	2014	2015	2016	2017	2018	2019
Both Water and Sewer									
0121	Admin Building (1220 Lakeway) Irrigation System	420	10,000	10,000					
A0005	Accounting & Administration Server - Replace/Update Hardware, Network Security, & OS		20,600			10,300			10,300
V0001	Replace Tool Truck (6 tool trucks in fleet)		154,500		51,500		51,500		51,500
V0002	Replace Administrative Staff Vehicle (3 cars in fleet)		25,133				25,133		
V0003	Replace Locator / Meter Reading Van		25,335				25,335		
V0004	Replace Light Truck		31,669				31,669		
0119	Gravel/Asphalt Material Bin Improvements at Shop	420	5,000	5,000					
	Subtotal		272,237	15,000	51,500	10,300	133,637		61,800
Sewer System									
0032	Agate Bay Pump Station Replacement		669,500						
0033a	Strawberry Point Pump Station Replacement - Pre-design	420	100,000	100,000					
0033b	Strawberry Point Pump Station Replacement (subtracted \$100k for pre-design in 2014)		592,250		592,250				
0049	Country Club Pump Station Replacement		669,500			669,500			
0038	Geneva Pump Station Replacement		669,500					669,500	
0021	Boulevard Pump Station Replacement (subtracted \$90k for pre-design in 2013)	420	570,000	570,000					
0055	Rocky Ridge Pump Station Replacement		721,000						721,000
S0001b	EPA Capacity, Management, Operations, & Maintenance (CMOM) Projects - Sewer I&I	420	103,000	103,000					
0113	Lowes Sewer Pump Station - Replace Rotophase with VFD	420	7,000	7,000					
0117	Sewer Push Camera for 2" to 4" Pipe	420	7,000	7,000					
0124	Rehabilitate Old Flat Car Sewer Pump Station		100,000	100,000					
0125	Flow Meter for Sudden Valley Sewer Pump Station Drywell Pumps		10,000	10,000					
A0010	Update Sewer Comprehensive Plan		61,800						61,800
S0001	EPA Capacity, Management, Operations, & Maintenance (CMOM) Projects - Sewer I&I		824,000		164,800	164,800	164,800	164,800	164,800
	Subtotal		5,104,550	787,000	867,050	834,300	834,300	834,300	947,600
Water System									
0108	Replace SVWTP Booster Station Roof		25,750		25,750				
0110	Security - Intrusion Alarms at Reservoirs, Cameras at SVWTP AHWTP		10,300			10,300			
0072	SVWTP Clearwell Overflow Drain		75,000				75,000		
0060	Eagleridge Fire Pump Control Upgrade		63,339		63,339				
W0002b	Water System Rehab and Replacement Projects		480,000			120,000	120,000	120,000	120,000
W0002	Water System Rehab and Replacement Projects	420	120,000	120,000					
0084	Agate Heights Treatment Plant Additional Capacity		499,550						499,550
0043	Sudden Valley Replace AC and 2" PVC Water Lines		93,108			93,108			
0122	Security Sensors at Reservoir and WTP Sites		19,417		19,417				
W0007	SVWTP Filter 1&2 Media - Replace		20,268			20,268			

Program Area / CIP Project # / CIP Project Name		Fund	Total	2014	2015	2016	2017	2018	2019
W0005	Reservoirs - Inspection & Maintenance		25,750				25,750		
W0003	SVWTP Filter 3&4 Media - Replace		20,268		20,268				
W0001	Water Service Rebuilds	420	36,000	12,000	12,000	12,000			
A0007	Update Water Comprehensive Plan		109,273		109,273				
0123	SVWTP Spare Raw Water Pump VFD	420	5,000	5,000					
0118	Leak Locator Equipment		10,000		10,000				
0114	SVWTP and AHWTP - New Dehumidifiers	420	5,000	5,000					
0126	Mechanical Staff Gauge for SVWTP Clearwell Reservoir		10,000				10,000		
Subtotal			1,628,023	142,000	260,047	255,676	230,750	120,000	619,550

Water System - Funding by Loan or Bond

0116	Reservoir Seismic Restraints (Place-Holder. Need to develop cost est.)		500,000			500,000			
0115	Division 7 and Geneva Reservoir Coating and Structural Repairs (Place-Holder. Need to develop cost est.)		500,000			500,000			
Subtotal			1,000,000			1,000,000			
Grand Total			8,004,810	944,000	1,178,597	2,100,276	1,198,687	954,300	1,628,950

* Note: Cost Estimates in 2014 Dollars

CAPITAL PROJECT NARRATIVE

Project Name:	Boulevard Pump Station Replacement
CIP #:	0021

Asset Register:	LWWSD → Sewer → Pump Stations → Boulevard				
Failure Mode:	Capacity	Level of Service	Mortality	Efficiency	
Business Risk Exposure:	36	= 9 x 4 x 1 (PoF x CoF x Redundancy)			
Remaining Life:	1 years	Consumed Life:	39 years	Effective Life:	40 years

PURPOSE and DESCRIPTION OF THE PROJECT

Project includes retrofitting existing Smith & Loveless wet well mounted pump station with new pumps, controls, telemetry, and pole mounted work light manually switched at control panel.

The existing pump station was installed in 1974. Two existing 10 HP pumps each have a design point of 100 GPM at 80-feet TDH. Check valves are inaccessible for maintenance or cleaning. If a check valve ever jams, it would be a major project to access them for service. The retrofit is part of a District wide pump station plan to replace all 30+ year old equipment.

The wet well diameter is 6-feet and the power service is currently 3-phase/ 230V. Access is off of Lake Whatcom Blvd.

Budget Estimate

Work in progress (2013 Project #C1316)

Pre-Design and Permitting: \$90,000.00 (not incl in total below)

Work in 2014

Design, Contract Admin & Inspection:	\$240,000.00
Construction:	\$330,000.00
Total for Work in 2014:	\$570,000.00

Cost estimate in 2013 dollars.

Revision History

- Created 7/26/2006.
- Revised 8/28/2006 by MMM: Revised project scope, added budget.
- Revised 12/5/2007 by BH: Updated budget estimate to reflect Plum/Strawberry Canyon PS Project costs.
- Revised 8/6/2009 by BH: Revised budget to reflect recent Tomb PS project.
- Revised 10/4/2011 by BH: Updated budget numbers to be a bit more conservative.
- Revised 11/18/2013 by BH: Split budget up into two parts spanning two years.

CAPITAL PROJECT NARRATIVE

Project Name:	Strawberry Point Pump Station Replacement
CIP #:	0033

Asset Register:	LWWSO → Sewer → Pump Stations → Strawberry Point				
Failure Mode:	Capacity	Level of Service	Mortality	Efficiency	
Business Risk Exposure:	32	= 8 x 4 x 1 (PoF x CoF x Redundancy)			
Remaining Life:	1 year	Consumed Life:	39 years	Effective Life:	40 years

PURPOSE and DESCRIPTION OF THE PROJECT

Project includes retrofitting existing Smith & Loveless wet well mounted pump station with new pumps, controls, telemetry, and pole mounted work light manually switched at control panel.

The existing pump station was installed in 1974. Two existing 3 HP pumps each have a design point of 100 GPM at 23-feet TDH. Check valves are inaccessible for maintenance or cleaning; if a check valve ever jams, it would be a major project to access them for service. This station has problems keeping prime. The wet well diameter is 6-feet and the power service is currently 3-phase/ 230V. Access is off of Lake Whatcom Blvd. and pump station is surrounded by concrete walls on three sides and overhead. The retrofit is part of a District wide pump station plan to replace all 30+ year old equipment.

This pump station is a critical station located adjacent to Lake Whatcom. As part of the Lake Whatcom Boulevard Interceptor pump upgrade plan, the wet well level will be monitored via pressure transducer with backup high/low floats and the pumps will be controlled via VFD. Wet well levels and VFD control will allow the District to better manage and control pumping from the office SCADA computer during high flow wet weather events.

Budget Estimate

Work in 2014 (0033a)	
Pre-Design and Permitting:	\$100,000.00
Work in 2015 (0033b)	
Design, Contract Admin & Inspection:	\$262,250.00
Construction:	<u>\$330,000.00</u>
Total:	\$692,250.00

Cost estimate in 2013 dollars.

Revision History

- Created 8/1/2006.
- Revised 8/2/2006 by MMM: Revised project scope, added budget.
- Revised 8/3/2006 by BH: Added minor note to purpose, added VFD budget.

CAPITAL PROJECT NARRATIVE

- Revised 12/6/2007 by BH: Adjusted budget to reflect recent Plum/Strawberry Canyon PS project costs.
- Revised 8/6/2009 by BH: Adjusted budget to reflect recent Tomb PS project.
- Revised 9/28/2010 by BH: Adjusted budget.
- Revised 10/18/2013 by BH: Adjusted budget and separated work into 2 years.

CAPITAL PROJECT NARRATIVE

Project Name:	Lowe Sewer Pump Station – Replace Rotophase with VFD
CIP #:	0113

Asset Register:	LWWSD → Sewer → Pump Stations → Lowe St.				
Failure Mode:	Capacity	Level of Service	Mortality	Efficiency	
Business Risk Exposure:	1	= 1 x 8 x 0.1 (PoF x CoF x Redundancy)			
Remaining Life:	7 years	Consumed Life:	23 years	Effective Life:	30 years

PURPOSE and DESCRIPTION OF THE PROJECT

Low St. Sewer Pump Station motors run on 240v 3-phase power. Utility power to the station is 240v 1-phase. A mechanical device called a rotophase converts 1-phase power to 3-phase power for the motors. The rotophase device installed with the station in 1990 is nearing the end of its useful life.

The current industry standard is to use variable frequency drives (VFD's) which are purely electrical, not mechanical. VFD's are installed at almost all newer District pump stations.

Installation of two new VFD's will be done by District's electrician and crews.

Budget Estimate: \$7,000

Cost in 2013 dollars.

For further information about this project contact Bill Hunter.

Revision History

- Created 11/20/2013 by Bill Hunter.

CAPITAL PROJECT NARRATIVE

Project Name:	SVWTP and AHWTP – New Dehumidifiers
CIP #:	0114

Asset Register:	LWWSD → Water → Treatment Plant				
Failure Mode:	Capacity	Level of Service	Mortality	Efficiency	
Business Risk Exposure:	N/A	= _ x _ x _ (PoF x CoF x Redundancy)			
Remaining Life:		Consumed Life:		Effective Life:	

PURPOSE and DESCRIPTION OF THE PROJECT

Purchase dehumidifiers for Sudden Valley Water Treatment Plant (SVWTP) and Agate Heights Water Treatment Plants (AHWTP). There is a significant amount of moisture in plant spaces. A dehumidifier will keep the air dry and should help reduce condensation and corrosion of metal components as well as electron controls.

In 2013 a new dehumidifier was installed at SVWTP. It made a significant difference in the amount of condensation on tanks, piping, valves, building structure, etc. One additional unit is needed at SVWTP to remove moisture at the back corner of the plant as well as a new replacement unit for the smaller AHWTP.

Budget Estimate

Materials: \$5,000.00

Cost estimate in 2013 dollars.

For further information about this project call Bill Hunter

Revision History

- Created 8/20/2013 by BH.

CAPITAL PROJECT NARRATIVE

Project Name:	Sewer Push Camera for 2" to 4" Pipe
CIP #:	0117

Asset Register:	LWWSD → General → Admin Building → Facility				
Failure Mode:	Capacity	Level of Service	Mortality	Efficiency	
Business Risk Exposure:	N/A	= _ x _ x _ (PoF x CoF x Redundancy)			
Remaining Life:		Consumed Life:		Effective Life:	

PURPOSE and DESCRIPTION OF THE PROJECT

The District's new sewer camera used for sewer mains can be inserted into pipe as small as 6" diameter. The larger camera must be inserted at manholes.

There are occasions when the ability to camera smaller pipe (down to 2" diameter) would be very helpful for maintenance and customer service issues. A small sewer push camera can be inserted at the customer's cleanout at the property line to verify structural integrity and find blockages of District owned sewer stubs to the main. The ability to snake around bends and see inside small diameter pipe would be a valuable tool to District operations and maintenance.

The small sewer push camera is self-contained and mounted on a reel with 125 feet of cable. Budget estimate is based on USA BlueBook Stock #68992 Gen-Eye MINI-POD Camera System.

Budget Estimate: \$7,000

Cost in 2013 dollars.

For further information about this project contact Bill Hunter.

Revision History

- Created 11/20/2013 by Bill Hunter.

CAPITAL PROJECT NARRATIVE

Project Name:	Gravel/Asphalt Material Bin Improvements at Shop (1010 Lakeview St)
CIP #:	0119

Asset Register:	LWWSD → General → Shop → Facility			
Failure Mode:	Capacity	<u>Level of Service</u>	Mortality	Efficiency
Business Risk Exposure:	3	= 3 x 1 x 1 (PoF x CoF x Redundancy)		
Remaining Life:		Consumed Life:		Effective Life:

PURPOSE and DESCRIPTION OF THE PROJECT

Currently gravel and asphalt materials are stockpiled on dirt with concrete ecology blocks on 3-side of each bin. As crews load material from bin with a backhoe, dirt is also taken out. The bottoms have been dug out over time, getting deeper and deeper each year.

Improvements include pouring a concrete slab and adding a vertical row of concrete ecology blocks to the back and dividing walls.

Work to be done by District crews.

<u>Materials for Improvements:</u>	<u>\$5,000</u>
Total:	\$5,000

Cost in 2013 dollars.

For further information about this project contact Bill Hunter.

Revision History

- Created 11/18/2013 by Bill Hunter.

CAPITAL PROJECT NARRATIVE

Project Name:	Admin Building (1220 Lakeway) Irrigation System
CIP #:	0121

Asset Register:	LWWSD → General → Admin Building → Facility			
Failure Mode:	Capacity	<u>Level of Service</u>	Mortality	Efficiency
Business Risk Exposure:	3	= 3 x 1 x 1 (PoF x CoF x Redundancy)		
Remaining Life:		Consumed Life:		Effective Life:

PURPOSE and DESCRIPTION OF THE PROJECT

Each summer beginning with summer 2010 (when the District first occupied the new building) staff has had to improvise a temporary irrigation system to water landscape vegetation. Even though landscape vegetation is mostly native and was selected for drought tolerance, it still requires some watering during the hot dry months to stay healthy and maintain a good appearance.

The temporary systems use garden hoses that have to cross asphalt parking areas, sidewalks and the main public entrance to the building. The hoses pose a public tripping hazard and are unsightly for most of July, all of August, and part of September.

Staff has obtained a budget estimate from the District's landscape maintenance company to install a soaker hose system. The estimate only included the system in the planter areas and did not include mainline plumbing from the building to planters. District crew or another contractor will need to install the mainline plumbing.

Soaker Hoses System:	\$5,000
<u>Install Mainlines from Bldg to Planters:</u>	<u>\$5,000</u>
Total:	\$10,000

Cost in 2013 dollars.

For further information about this project contact Bill Hunter.

Revision History

- Created 11/7/2013 by Bill Hunter.

CAPITAL PROJECT NARRATIVE

Project Name:	SWWTP Spare Raw Water Pump VFD
CIP #:	0123

Asset Register:	LWWSD → Water → Treatment Plant → Sudden Valley WTP				
Failure Mode:	Capacity	Level of Service	Mortality	Efficiency	
Business Risk Exposure:	N/A	= _ x _ x _ (PoF x CoF x Redundancy)			
Remaining Life:		Consumed Life:		Effective Life:	

PURPOSE and DESCRIPTION OF THE PROJECT

Purchase spare raw water pump variable frequency drive (VFD) for Sudden Valley Water Treatment Plant. VFD's can fail and lead times to get a replacement could be a couple weeks. This is a critical component for operation of the plant. Water treatment plant operator and electrician recommend having a spare in stock.

Budget Estimate

Materials: \$5,000.00

Cost estimate in 2013 dollars.

For further information about this project call Bill Hunter

Revision History

- Created 8/2/2006 by BH.

CAPITAL PROJECT NARRATIVE

Project Name:	EPA Capacity, Management, Operations, & Maintenance (CMOM) Projects – Sewer I&I
CIP #:	S0001

Asset Register:	LWWSD → Sewer → Collection System			
Failure Mode:	<u>Capacity</u>	Level of Service	Mortality	<u>Efficiency</u>
Business Risk Exposure:	15	= 3 x 5 x 1 (PoF x CoF x Redundancy)		
Remaining Life:		Consumed Life:		Effective Life:

PURPOSE and DESCRIPTION OF THE PROJECT

Combines several separate District projects into one annual project. The goal is to find and repair inflow and infiltration (I&I) sources. District crews camera sewer mains during wet season months searching for I&I.

The annual project scope and focus will vary based on the type of high priority items discovered during the previous wet season. Types of work include: sewer main slip lining (spot repairs and full lengths), pressure grouting service tees, pressure grouting manhole leaks/voids, rebuild/seal manholes, smoke testing, and other efforts to reduce I&I.

Engineering (Plans, Specs & Est.):	District Staff
Bid & Contract Administration:	District Staff
<u>Construction:</u>	<u>\$164,800 (annual target)</u>

Annual Budget: **2014 Reduced to \$103,000 to allocate more \$ for other major sewer projects (Boulevard and Strawberry Point Pump stations)**

2015 and beyond = \$164,800

Cost estimate in 2013 dollars.

For further information about this project call Bill Hunter.

Revision History

- 10/26/2011. Combined separate I&I related projects into one annual project budget. Bill Hunter. Footnote: October 2011 Pro-Vac Estimate (Hank) for Smoke Testing: \$0.65/LF and can test approximately 10,000 LF per day.
- 11/18/2013. Minor budget updates. Bill Hunter.

CAPITAL PROJECT NARRATIVE

Project Name:	Water Service Rebuilds
CIP #:	W0001

Asset Register:	LWWSD → Water → Distribution System → Services			
Failure Mode:	Capacity	Level of Service	<u>Mortality</u>	Efficiency
Business Risk Exposure:	N/A	= _ x _ x _ (PoF x CoF x Redundancy)		
Remaining Life:		Consumed Life:		Effective Life:

PURPOSE and DESCRIPTION OF THE PROJECT

Rebuild old water services that do not meet District standards. Rebuilds include new brass fittings, check valves, shut off valves and meter boxes. There are approximately 166 water services that have been identified to be rebuilt.

Target is for 40 to 50 rebuilds per year

Budget Estimate

Materials: \$12,000.00

Cost estimate in 2013 dollars.

For further information about this project call Rich Munson.

Revision History

- Created 8/2/2006.
- Revised 1/5/2010 by BH: Adjusted materials cost to closer match recent brass bids. Deleted labor since it is already in the general budget.
- Revised 10/26/2011 by BH: Reduced annual budget from \$30k (85 rebuilds/year) to 15k (40-50 rebuilds/year) to better match available District labor resources.
- Revised 11/20/2013 by BH. Updated number of remaining rebuilds and annual budget.

CAPITAL PROJECT NARRATIVE

Project Name:	Water System Rehabilitation and Replacement Projects
CIP #:	W0002

Asset Register:	LWWSD → Water → Distribution System			
Failure Mode:	Capacity	<u>Level of Service</u>	<u>Mortality</u>	Efficiency
Business Risk Exposure:	9	= 9 x 2 x 0.5 (PoF x CoF x Redundancy)		
Remaining Life:		Consumed Life:	Effective Life:	

PURPOSE and DESCRIPTION OF THE PROJECT

Combines several separate District projects into one recurring annual project. The intent is to rehabilitate or replace aging water distribution system mains, service lines, hydrants, and valves.

As infrastructure is assessed and found nearing end of useful life, it will be scheduled for renewal using this annual project budget. The annual project scope and focus will vary based on the type of high priority items discovered during the previous year.

Annual project budget

Engineering (Plans, Specs & Est.):
 Bid & Contract Administration:
 Construction:

District Staff
 District Staff
 \$164,800 (annual target)

Infrastructure identified for renewal as of 11/20/2013.

- 1. Fire Hydrant Replacement.** Throughout the District there are approximately 391 Iowa hydrants and 52 M&H hydrants between 30 and 40 years old. The Iowa and M&H hydrants are no longer manufactured and parts are becoming more and more difficult to find. Target is to replace 30 hydrants per year and take 15 years to complete.

2014 CIP target project budget 40 hydrants x \$4,000/each = \$160,000

- 2. Other item will be listed here as found....**

Cost estimates in 2013 dollars.

For further information about this project call Bill Hunter.

Revision History

- Created 8/2/2006.
- 11/20/2013. Combined separate water related projects into one recurring annual project budget. Bill Hunter.

	Description	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Adopted 2013	Projected 2013	Budget 2014
2009 BOND DEBT SERVICE FUND - 450								
450-361-11-00	Investment Interest	26,698						
450-397-10-00	Transfers In from Operating Fund 401	221,150	434,175	447,250	295,500	297,000	443,900	447,450
	Transfers in from Bond Capital Projects Fund 430				150,000	150,000	-	-
	TOTAL REVENUES	247,848	434,175	447,250	445,500	447,000	443,900	447,450
450-535-10-41	Bond Admin Fee		305	303				300
450-535-10-89	Bond Interest Payments	118,165	238,100	231,950	225,500	220,000	218,900	235,000
450-582-35-00	Redemption of Long Term Debt	120,000	206,000	215,000	220,000	225,500	225,000	212,150
	TOTAL EXPENDITURES	238,165	443,405	447,253	445,500	445,500	443,900	447,450
2009 BOND DEBT SERVICE FUND								
	REVENUES	247,848	434,175	447,250	445,500	447,000	443,900	447,450
	EXPENDITURES	238,165	443,405	447,253	445,500	445,500	443,900	(447,450)
	CASH/INVESTMENTS BALANCE CARRYOVER				-	-	-	-
	PROPOSED 2014 YEAR END BALANCE							-

	Description	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Adopted 2013	Projected 2013	Budget 2014
WATER LOANS DEBT SERVICE FUND - 470								
470-361-11-10	Investment Interest		129	129				
470-397-10-00	Transfers In from Operating Fund 401	5,225		93,350	92,500	92,000	92,000	65,500
	Transfers In from ULID Fund 480	114,000						
	TOTAL REVENUES	194,225	129	93,479	92,500	92,000	92,000	65,500
470-591-34-77	Redemption of Long Term Debt	74,542	74,541	74,541	74,541	74,542	174,542	56,193
470-592-34-83-71	Debt Service Interest Loan 44	8,780	7,982	7,184	8,385	6,385	5,587	-
470-592-34-83-72	Debt Service Interest Loan 119	1,162	1,073	983	894	894	805	716
470-592-34-83-73	Debt Service Interest Loan 064	13,231	12,286	11,340	10,395	10,395	9,450	8,505
470-592-34-83-74	Debt Service Interest Div 22 Reservoir							
470-592-34-83-75	Debt Service Interest General AC Mains							
	TOTAL EXPENDITURES	97,715	95,882	94,048	92,215	92,216	190,384	65,413
WATER LOANS DEBT SERVICE FUND	REVENUES	194,225	129	93,479	92,500	92,000	92,000	65,500
	EXPENDITURES	97,715	95,882	94,048	92,215	92,216	190,384	(65,413)
	CASH/INVESTMENTS BALANCE CARRYOVER							
	PROPOSED 2014 YEAR END BALANCE							87

Revenue Bonds and Loans Summary

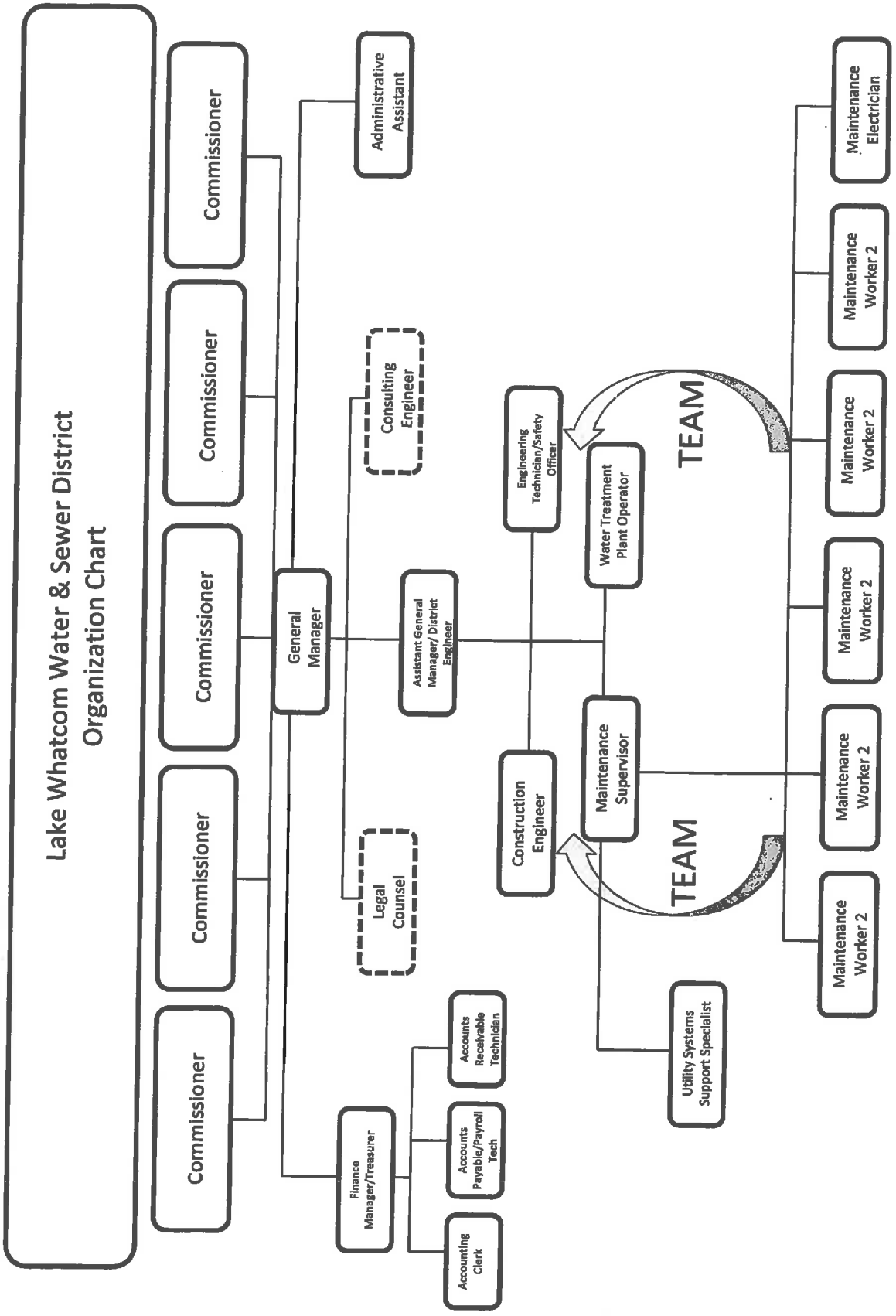
The District has obtained publicly funded loans to construct projects. The project title, loan remaining, agency loan number, payment number and interest rates are noted as follows:

Project Title/Loan Source	Loan Balance Remaining 1/1/2014	Funding Source	Agency, Loan Number	End Date	Interest on Loan
Geneva/Sudden Valley Water Distribution Pre- Construction costs	71,524	Rates	PWTF-#PW-01-691-PRE-119	2021	1.0%
Geneva/Sudden Valley Water Distribution Construction	<u>425,268</u>	Rates	PWTF #PW-02-691-064	2022	2.0%
Total Loans Outstanding – 1/1/2014	\$496,792				
09 Rev Bonds Outstanding – 1/1/2014	\$5,095,000	Rates		2029	3.0%
Total Combined Debt Outstanding – 1/1/2014	\$5,591,792				

PWTF – Public Works Trust Fund

	Description	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Adopted 2013	Projected 2013	Budget 2014
2009 BOND RESERVE FUND (RESTRICTED) - 460								
460-361-11-00	Investment Interest	1,806	8,349	6,677	3,369	3,000	-	500
	Transfers In From ULID 18 Fund 480	340,000						
	TOTAL REVENUES	341,806	8,349	6,677	3,369	3,000	-	500
460-535-10-89	Debt Service Charges							100
	TOTAL EXPENDITURES							100
2009 BOND RESERVE FUND (RESTRICTED)								
	REVENUES	341,806	8,349	6,677	3,369	3,000	-	500
	EXPENDITURES	-	-	-	-	-	-	100
	CASH/INVESTMENTS BALANCE CARRYOVER							501,170
	PROPOSED 2014 YEAR END BALANCE							501,170

	Description	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Adopted 2013	Projected 2013	Budget 2014
ULID 18 FUND - 480								
480-361-11-00	Investment Interest	107,408	63,026	59,793	50,356	100	18,136	-
480-361-50-00	ULID 18 Interest/Penalties	69,971	51,045	47,834	39,218	40,000	40,000	30,000
480-379-10-30	Latecomers Fee	4,660	2,808	5,181	5,446	3,000	5,800	3,000
480-368-10-00	Current ULID 18 Principal Payments	121,170	63,948	66,417	53,041	60,000	74,000	50,000
480-397-10-00	Transfers in from Operating Fund 401 (re-payment)	113,335	113,335	113,335	113,335	-	-	-
	TOTAL REVENUES	416,534	294,162	292,560	261,396	103,100	137,936	83,000
480-535-10-89	Sewer Debt Service Charges	296	425	400	1,221	400	158	-
480-591-35-73	Redemption of Long Term Debt	227,981	232,237	236,683	241,383	-	-	-
480-592-35-81	Debt Service Interest Loan 44A	8,212	7,633	7,029	6,396	-	-	-
480-592-35-82	Debt Service Interest Loan 44B	67,732	64,054	60,212	58,227	-	-	-
480-592-35-83	Debt Service Interest Loan 063	9,261	8,599	7,938	7,276	-	-	-
480-597-10-00	Payoff of Loans					3,000,000	2,663,577	-
	Transfers Out to Sewer/Storm Water Contingency Fund 425					1,000,000	1,000,000	-
	Transfers Out to Operating Fund 401						165,000	83,000
	TOTAL EXPENDITURES	313,482	312,948	312,262	314,503	4,000,400	3,828,735	83,000
ULID 18 LOAN DEBT SERVICE								
	REVENUES	416,534	294,162	292,560	261,396	103,100	137,936	83,000
	EXPENDITURES	313,482	312,948	312,262	314,503	4,000,400	3,828,735	(83,000)
	CASH/INVESTMENTS BALANCE CARRYOVER							
	PROPOSED 2014 YEAR END BALANCE							



Effective July 11, 2012

LAKE WHATCOM WATER AND SEWER DISTRICT

PERSONNEL SUMMARY

2014 BUDGET DATA

POSITION	NO. OF EMPLOYEES	ANNUAL GROSS	ADMINISTRATION	OPERATIONS
General Manager	1	\$ 134,990	\$ 134,990	
Asst. Manager/Engineer	1	118,227	118,227	
Finance Manager/Treasurer	1	98,213	98,213	
Administrative Assistant	1	72,583	72,583	
Accounts Receivable	1	59,726	59,726	
Accounts Payable/Payroll	1	59,726	59,726	
Accounting Clerk	1	51,598	51,598	
Construction Engineer	1	77,692	77,692	
Engineering Tech/Safety Officer	1	65,848	65,848	
Utility Systems Specialist	1	65,848		\$ 65,848
Water Treatment Plant Operator	1	72,583		72,583
Maintenance Supervisor	1	92,639		92,639
Maintenance Worker 2	5	321,705		321,705
Maintenance Worker 1	0			
Maintenance Electrician	1	84,005		84,005
Sub-Totals	18	\$1,375,383	\$ 738,603	\$ 636,780
Social Security		\$ 105,217	\$ 56,503	\$ 48,714
PERS		126,673	68,025	58,647
Unemployment		32,198	16,099	16,099
Worker's Comp (L&I)		26,919	9,254	17,665
Medical/Dental Benefits		264,666	130,472	134,194
Sub-Totals		\$ 555,673	\$ 280,354	\$ 275,319
GRAND TOTALS		<u>\$1,931,056</u>	<u>\$ 1,018,957</u>	<u>\$ 912,099</u>



LAKE WHATCOM WATER AND SEWER DISTRICT

AGENDA BILL

DATE SUBMITTED:	November 19, 2013		
TO BOARD OF COMMISSIONERS			
FROM: Patrick Sorensen	MANAGER APPROVAL <i>Patrick Sorensen</i>		
MEETING AGENDA DATE:	November 25, 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

November 25, 2013

Board Meeting

Important Upcoming Dates:

- **Meetings Associated with the Lake Whatcom Management Program:**
 - **Policy Group Meeting:** The next meeting will be held on **December 2, 2013 at 9:30 a.m.** in the Garden Room at the County's Civic Center (Public Works) Building. An agenda has not been developed yet. Remember, all Policy Group Meetings are publicly noticed by the District.
 - **Management Meeting:** The next meeting with the Mayor and County Executive is scheduled to be held on **December 12, 2013**. Topics will include a follow-up on invasive species issues and storm water.
- **Next Regular Board Meeting:** The next regular meeting is scheduled for **Wednesday, December 11, 2013 at 6:30 p.m.**
- **Next Employee Staff Meeting:** Scheduled for **Thursday, December 12, 2013 at 8:00 a.m.** in the Board Room. Commissioner Citron would be scheduled next to attend this coming meeting. 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 at **6:15 p.m.** on **Tuesday, December 10, 2013**. All WASWD Section III Meetings are publicly noticed by the District.
- **Whatcom Water District's Caucus Meeting:** The next regular meeting is scheduled for **Monday, December 23, 2013 at 3:00 p.m.** in the District's Board room. All Water Caucus meetings are publicly noticed.
- **WRIA 1 Planning Unit Meeting:** The date for the next Planning Unit meeting has not been set yet. These meetings are publicly noticed in the event that a quorum of the Board is present.

Other:

- **Board Members & Staff Out of the Area:** Reminder:
 - ✓ Commissioner Mc Roberts will be out of the area and miss the **December 11, 2013** Board Meeting.



LAKE WHATCOM WATER AND SEWER DISTRICT

AGENDA BILL

FYI

**ESTIMATED
ULID 18 ASSESSMENT COLLECTIONS**



INTEREST

2010	565,683	50,911
2011	501,683	45,151
2012	435,266	39,174
2013	382,225	34,400
2014	308,576	27,772
2015	253,576	22,822
2016	203,576	18,322
2017	163,576	14,722
2018	123,576	11,122
2019	93,576	8,422
2020	63,576	5,722
2021	43,576	3,922
2022	23,576	2,122
2023	8,576	772

PRINCIPAL

2010	565,683	64,000
2011	501,683	66,417
2012	435,266	53,041
2013	382,225	72,963
2014	308,576	55,000
2015	253,576	50,000
2016	203,576	40,000
2017	163,576	40,000
2018	123,576	30,000
2019	93,576	30,000
2020	63,576	20,000
2021	43,576	20,000
2022	23,576	15,000
2023	8,576	10,000

**TOTAL
PAYMENT
RECEIVED**

2010	114,911
2011	114,251
2012	92,215
2013	107,363
2014	82,772
2015	72,822
2016	58,322
2017	54,722
2018	41,122
2019	38,422
2020	25,722
2021	23,922
2022	17,122
2023	10,772