



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

REGULAR MEETING
OF THE BOARD OF COMMISSIONERS

AGENDA

December 13, 2017

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. Meeting Schedule for 2018
 - B. Approval of Non-Union Employee COLA
 - C. Geneva Pump Station Neighbor Concerns
 - D. Herrera Report Update
 - E. Acceptance of Water Comp Plan
6. OTHER BUSINESS
7. MANAGER'S REPORT
8. PUBLIC COMMENT OPPORTUNITY
9. ADJOURNMENT



LAKE WHATCOM WATER AND SEWER DISTRICT

AGENDA BILL

DATE SUBMITTED:	November 28, 2017		
TO BOARD OF COMMISSIONERS			
FROM: Staff	MANAGER APPROVAL <i>[Signature]</i>		
MEETING AGENDA DATE:	November 29, 2017		
AGENDA ITEM NUMBER:	4		
SUBJECT:	Consent Agenda		
LIST DOCUMENTS PROVIDED ⇒	1. See list below		
NUMBER OF PAGES	2.		
INCLUDING AGENDA BILL:	3.		
TYPE OF ACTION REQUESTED	RESOLUTION <input type="checkbox"/>	FORMAL ACTION/ MOTION <input checked="" type="checkbox"/>	INFORMATIONAL/ OTHER <input type="checkbox"/>

BACKGROUND/EXPLANATION

To be updated 12/12/17

- Minutes for the November 29, 2017 meeting.
- Accounts Payable Vouchers totaling \$xx,xxx.xx.
- Payroll for Pay Period #25 (11/18/2017 through 12/01/2017) totaling \$40,357.18.
- Payroll Benefits for Pay Period #25 totaling \$44,596.92

Lake Whatcom Water and Sewer District
Regular Meeting of the Board of Commissioners
November 29, 2017

Board President Laura Weide called the Regular Session to order at 8:00 a.m. Other District representatives present included Commissioners Todd Citron, John Carter and Bruce Ford; General Manager Patrick Sorensen; District Engineer Bill Hunter; Finance Manager Debi Denton; consulting engineer Melanie Mankamyer; and Recording Secretary Rachael Hope. Commissioner Curtis Casey had an excused absence. A list of interested participants is on file.

- Public Comment

Water District resident Kris Halterman requested an update on whether the board had done anything with the letter discussed in the last meeting.

Sudden Valley resident E.J. Ledet stated his concerns about the lack of oxygen in the lake and the current plans to mitigate the issue.

A Geneva resident had questions about who the stakeholders are in the discussion around the County creating a Stormwater Utility District, and what the District's stake is in that.

North Shore resident Gwen Hunter stated concerns about whether the District would be forcing sewer connections along the north shore of Lake Whatcom to replace septic systems that are currently in place.

- Consent Agenda

- Action Taken

- **Carter moved, Ford seconded, approval of:**

- **Minutes for the November 8, 2017 Board Meeting**
 - **Minutes for the November 15, 2017 Board Meeting**
 - **Accounts Payable Vouchers totaling \$131,012.11.**
 - **Payroll for Pay Period #24 (11/04/2017 through 11/17/2017) totaling \$41,848.06.**
 - **Payroll Benefits for Pay Period #24 totaling \$44,826.66.**

- **Motion passed.**

- Draft Water Comprehensive Plan

Sorensen informed the Board that public notice was issued for this meeting to serve as the required Public Meeting for the update to the Water Comprehensive plan. No one attended the scheduled Public Hearing and no public comment was received. Comments may also be submitted to the District through December 13, 2017.

Melanie Mankamyer of Wilson Engineering presented the Board with the first draft of the District's updated 10-year Water Comprehensive Plan, requesting feedback on content and policy. Hunter introduced the first draft of the Unscheduled Capital Projects List. The Board hopes to accept the final draft of the Water Comprehensive Plan at the December 13, 2017 regular board meeting. Some discussion followed.

- Disposal of Surplus Items

Hunter explained that the District must periodically dispose of unsafe, dated, and surplus items. He went over some of the larger items on the current surplus list, and explained that items will be disposed of through auction, recycling, donation, or disposal in accordance with state law.

Action Taken

Carter moved, Citron seconded, to declare the presented list of items dated November 21, 2017 as surplus and authorize the General Manager to dispose of the property in a manner consistent with state law. Motion passed.

- **Proposed Fiscal Year 2018 Budget**

Denton recapitulated that at the November 8, 2017 meeting, the Board was presented a draft copy of the proposed 2018 budget for discussion purposes. She introduced the final form of the proposed budget including operating and capital budget documentation, as well as November 8 comments and other minor adjustments.

Action Taken

Carter moved, Ford seconded, to adopt the 2018 budget as presented. Motion passed.

- **Summary of Existing District Projects**

Hunter highlighted the Country Club Sewer Pump Station project, and reported to the Board that he had a positive meeting with the Sudden Valley Community Association to discuss the project, and we are about a week from submitting permitting.

- **Other Business**

Accident Report

Sorensen briefly spoke to the board about the car accident that happened November 22 involving a District vehicle. Neither party suffered major injuries, nor was citation was issued.

December 27, 2017 Meeting

The Board discussed whether they would like to reschedule the Regular Meeting scheduled for December 27, 2017. They decided to keep the meeting date and time as is.

- **Manager's Report**

Sorensen summarized upcoming dates to remember.

- **Public Comment**

Water District Resident Kris Halterman suggested that the Board allow E.J. Ledet to give a presentation regarding the research he has done about the lake.

Commissioner Ford made a statement that he believes things have gone too far in the direction of people believing that the District has something to do with managing the lake. Though some Board members have feelings about it, the Board has not stated a policy regarding the methods planned to clean Lake Whatcom up, or the creation of a Stormwater Utility District.

Commissioner Citron reminded those present that the Board had supported the formation of a Stormwater District two years ago in a prior configuration of Commissioners. In regards to the request for Ledet to make a presentation, he reminded those in attendance that the TMDL has been a 10 year process, so any presentation or comment made at this point is somewhat of an "11th hour pitch."

Commissioner Ford was excused from the meeting at 9:15 a.m.

- **Executive Session Per RCW 42.30.140(4) General Manager Performance Evaluation – 20 Minutes**

Weide recessed the Regular Session to Executive Session at 9:24 p.m. It was estimated that the Executive Session would take about 30 minutes. The purpose of the Executive Session was to

discuss the General Manager's Performance Evaluation. Weide recessed the Executive Session and reconvened the Regular Session at 9:50 p.m.

With no further business, Weide adjourned the Regular Session at 9:50 a.m.

Recording Secretary, Rachael Hope

Date Minutes Approved

Laura Weide

Todd Citron

Bruce R. Ford

excused

Curtis J. Casey

John Carter

CHECK REGISTER

PAYROLL

Lake Whatcom W-S District
MCAG #: 2330

12/07/2017 To: 12/07/2017

Time: 16:22:08 Date: 12/05/2017

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3869	12/07/2017	Payroll	5	EFT		3,570.05	11/18/2017 - 12/01/2017 PR 25
3870	12/07/2017	Payroll	5	EFT		2,615.16	11/18/2017 - 12/01/2017 PR 25
3871	12/07/2017	Payroll	5	EFT		2,263.11	11/18/2017 - 12/01/2017 PR 25
3872	12/07/2017	Payroll	5	EFT		3,075.89	11/18/2017 - 12/01/2017 PR 25
3873	12/07/2017	Payroll	5	EFT		1,485.04	11/18/2017 - 12/01/2017 PR 25
3875	12/07/2017	Payroll	5	EFT		1,256.78	11/18/2017 - 12/01/2017 PR 25
3876	12/07/2017	Payroll	5	EFT		2,377.41	11/18/2017 - 12/01/2017 PR 25
3877	12/07/2017	Payroll	5	EFT		1,535.15	11/18/2017 - 12/01/2017 PR 25
3878	12/07/2017	Payroll	5	EFT		3,173.47	11/18/2017 - 12/01/2017 PR 25
3879	12/07/2017	Payroll	5	EFT		1,672.09	11/18/2017 - 12/01/2017 PR 25
3880	12/07/2017	Payroll	5	EFT		1,786.15	11/18/2017 - 12/01/2017 PR 25
3881	12/07/2017	Payroll	5	EFT		2,378.32	11/18/2017 - 12/01/2017 PR 25
3882	12/07/2017	Payroll	5	EFT		2,276.39	11/18/2017 - 12/01/2017 PR 25
3883	12/07/2017	Payroll	5	EFT		1,436.60	11/18/2017 - 12/01/2017 PR 25
3884	12/07/2017	Payroll	5	EFT		1,767.46	11/18/2017 - 12/01/2017 PR 25
3885	12/07/2017	Payroll	5	EFT		4,175.10	11/18/2017 - 12/01/2017 PR 25
3886	12/07/2017	Payroll	5	EFT		2,259.93	11/18/2017 - 12/01/2017 PR 25
3874	12/07/2017	Payroll	5	7292		1,253.08	11/18/2017 - 12/01/2017 PR 25
401 Operating Fund						40,357.18	
						40,357.18	Payroll: 40,357.18

I do hereby certify, under penalty of perjury, that the above is an unpaid, just, and due obligation as described herein, and that I am authorized to certify this claim.



12-06-17 A08:32 OUT

Sign _____ Date _____

Board Authorization - As the duly elected board for this district we have reviewed the claims listed and approve the payment with our signatures below.

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

CHECK REGISTER

BENEFITS

Lake Whatcom W-S District
MCAG #: 2330

12/01/2017 To: 12/31/2017

Time: 08:25:57 Date: 12/06/2017

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3894	12/07/2017	Payroll	5	EFT	UNITED STATES TREASURY	14,905.47	941 Deposit for Pay Cycle(s) 12/07/2017 - 12/07/2017
3895	12/07/2017	Payroll	5	7293	AFLAC	120.75	Pay Cycle(s) 12/07/2017 To 12/07/2017 - AFLAC Pre-Tax
3896	12/07/2017	Payroll	5	7294	AFSCME LOCAL	364.52	Pay Cycle(s) 12/07/2017 To 12/07/2017 - Union Dues; Pay Cycle(s) 12/07/2017 To 12/07/2017 - Union Fund
3897	12/07/2017	Payroll	5	7295	DEPARTMENT OF RETIREMENT SYSTEMS	2,760.50	Pay Cycle(s) 12/07/2017 To 12/07/2017 - DCP
3898	12/07/2017	Payroll	5	7296	HRA VEBA TRUST (PAYEE)	515.00	Pay Cycle(s) 12/07/2017 To 12/07/2017 - VEBA
3899	12/07/2017	Payroll	5	7297	VANTAGEPOINT TRANSFER AGENTS - 306798	588.00	Pay Cycle(s) 12/07/2017 To 12/07/2017 - ICMA
3900	12/07/2017	Payroll	5	7298	WA ST PUBLIC EMP RET PLAN 2	10,491.41	Pay Cycle(s) 12/07/2017 To 12/07/2017 - PERS 2
3901	12/07/2017	Payroll	5	7299	WA ST PUBLIC EMP RET PLAN 3	1,358.55	Pay Cycle(s) 12/07/2017 To 12/07/2017 - PERS 3
3902	12/07/2017	Payroll	5	7300	WA ST SUPPORT ENFORCEMENT REGISTRY	208.34	Pay Cycle(s) 12/07/2017 To 12/07/2017 - SUP ENF
3903	12/07/2017	Payroll	5	7301	WASHINGTON STATE HEALTH CARE AUTHORITY	13,284.38	Pay Cycle(s) 12/07/2017 To 12/07/2017 - PEBB Medical; Pay Cycle(s) 12/07/2017 To 12/07/2017 - PEBB ADD LTD; Pay Cycle(s) 12/07/2017 To 12/07/2017 - PEBB SMK Surcharge

401 Operating Fund

44,596.92

44,596.92 Payroll: 44,596.92

BENEFITS

CHECK REGISTER

Lake Whatcom W-S District
MCAG #: 2330

12/01/2017 To: 12/31/2017

Time: 08:25:57 Date: 12/06/2017
Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
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I do hereby certify, under penalty of perjury, that the above is an unpaid, just, and due obligation as described herein, and that I am authorized to certify this claim.



12-01-17 A08:32 OUT

Sign _____ Date _____

Board Authorization - As the duly elected board for this district we have reviewed the claims listed and approve the payment with our signatures below.

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner



LAKE WHATCOM WATER AND SEWER DISTRICT

AGENDA BILL

DATE SUBMITTED:	December 5, 2017		
TO BOARD OF COMMISSIONERS			
FROM: Patrick Sorensen	MANAGER APPROVAL 		
MEETING AGENDA DATE:	December 13, 2017		
AGENDA ITEM NUMBER:	5.A.		
SUBJECT:	Regular Meeting Dates & Times for 2018		
LIST DOCUMENTS PROVIDED ⇒ NUMBER OF PAGES INCLUDING AGENDA BILL:	1. Resolution 841		
	2. Proposed Schedule of Meetings for 2018		
	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

At one of the last meetings of each year, or the first meeting in January of each year, the Board establishes the regular meeting dates and times by Resolution. For 2017, the regular board meetings were held on the second Wednesday of each month at 6:30 p.m. with a second meeting on the last Wednesday of each month at 8:00 a.m.

At this time, the Board has the option of changing the regular meeting dates and times for the year if they wish to do so. With the attached schedule, there are no scheduling conflicts with the Spring or Fall WASWD Conferences.

FISCAL IMPACT

None at this time.

RECOMMENDED BOARD ACTION

To review and approve or amend the regular meeting schedule for 2018.

PROPOSED MOTION

To adopt resolution #841 Establishing the Regular Meeting Dates and Times for 2018 as the second Wednesday of each month at 6:30 p.m. and the last Wednesday of the month at 8:00 a.m..

LAKE WHATCOM WATER AND SEWER DISTRICT

RESOLUTION No 841

A Resolution of the Board of Commissioners Establishing the
Regular Meeting Dates and Times for 2018

(Rescinds Resolution #822)

WHEREAS, RCW 42.30.070 requires that the governing body of a public agency, including special purpose districts, shall provide the time for holding regular meetings by resolution;

NOW, THEREFORE, BE IT RESOLVED that a regular meeting will be held at 6:30 p.m. on the second Wednesday of each month and a second meeting will be held at 8:00 a.m. on the last Wednesday of the month.

ADOPTED by the Board of Commissioners of Lake Whatcom Water and Sewer District, Whatcom County, Washington, at a Regular Meeting thereof, on the 13th day of December, 2017.

Laura Weidi, Commissioner

Todd Citron, Commissioner

Bruce Ford, Commissioner

Curtis Casey, Commissioner

John Carter, Commissioner

Approved as to form, District legal counsel

List of Proposed Regular Meeting Dates and Times for 2018

Second and Last Wednesday of Each Month

<u>JANUARY</u> January 10, 2018 @ 6:30 p.m. January 31, 2018 @ 8:00 a.m.	<u>JULY</u> July 11, 2018 @ 6:30 p.m. July 25, 2018 @ 8:00 a.m.
<u>FEBRUARY</u> February 14, 2018 @ 6:30 p.m. February 28, 2018 @ 8:00 a.m.	<u>AUGUST</u> August 15, 2018 @ 6:30 p.m. August 29, 2018 @ 8:00 a.m.
<u>MARCH</u> March 14, 2018 @ 6:30 p.m. March 28, 2018 @ 8:00 a.m.	<u>SEPTEMBER</u> September 12, 2018 @ 6:30 p.m. September 26, 2018 @ 8:00 a.m.
<u>APRIL</u> April 11, 2018 @ 6:30 p.m. April 25, 2018 @ 8:00 a.m.	<u>OCTOBER</u> October 10, 2018 @ 6:30 p.m. October 31, 2018 @ 8:00 a.m.
<u>MAY</u> May 9, 2018 @ 6:30 p.m. May 30, 2018 @ 8:00 a.m.	<u>NOVEMBER</u> November 14, 2018 @ 6:30 p.m. November 28, 2018 @ 8:00 a.m.
<u>JUNE</u> June 13, 2018 @ 6:30 p.m. June 27, 2018 @ 8:00 a.m.	<u>DECEMBER</u> December 12, 2018 @ 6:30 p.m. December 26, 2018 @ 8:00 a.m.

Other Important Dates:

- The Spring WASWD Conference is April 4-6.
- The Fall WASWD Conference is September 19-21.

Calendar for Year 2018 (United States)

January						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
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28	29	30	31			

February						
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March						
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April						
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29	30					

May						
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27	28	29	30	31		

June						
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July						
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29	30	31				

August						
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September						
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30						

October						
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28	29	30	31			

November						
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18	19	20	21	22	23	24
25	26	27	28	29	30	

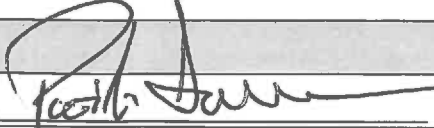
December						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Calendar generated on www.timeanddate.com/calendar



LAKE WHATCOM WATER AND SEWER DISTRICT

AGENDA BILL

DATE SUBMITTED:	November 30, 2017		
TO BOARD OF COMMISSIONERS			
FROM: Patrick Sorensen	MANAGER APPROVAL 		
MEETING AGENDA DATE:	December 13, 2017		
AGENDA ITEM NUMBER:	5.B.		
SUBJECT:	Non-union Staff COLA for 2018		
LIST DOCUMENTS PROVIDED ⇒ NUMBER OF PAGES INCLUDING AGENDA BILL:	1.		
	2.		
	3.		
TYPE OF ACTION REQUESTED	RESOLUTION	FORMAL ACTION/ MOTION	INFORMATIONAL/ OTHER
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

BACKGROUND / EXPLANATION OF IMPACT

Traditionally the non-represented employees have received the same annual COLA increase as the represented (union) employees. Non-union employees include the District Engineer/Assistant General Manager, Finance Manager/Treasurer, General Manager, Administrative Assistant and the Maintenance Supervisor. For 2018 the represented employee's COLA will be 3.0%.

FISCAL IMPACT

Based upon the proposed 3.0% COLA increase for the five non-represented employees the cost is \$16,218. This amount like the COLA for the represented employees is allowed for in the 2018 Budget.

RECOMMENDED BOARD ACTION

That the five non-represented employees receive the same COLA increase for 2018 as the represented employees will receive, which is 3.0%.

PROPOSED MOTION

To authorize a 3.0% COLA for the five non-represented employees, effective January 1, 2018.



LAKE WHATCOM WATER AND SEWER DISTRICT

AGENDA BILL

DATE SUBMITTED:	November 30, 2017		
TO BOARD OF COMMISSIONERS			
FROM: Bill Hunter	MANAGER APPROVAL <i>Bill Hunter</i>		
MEETING AGENDA DATE:	December 13, 2017		
AGENDA ITEM NUMBER:	5.C.		
SUBJECT:	Geneva Sewer Pump Station – Neighbor Concerns		
LIST DOCUMENTS PROVIDED ⇨ NUMBER OF PAGES INCLUDING AGENDA BILL: _____	1. Site Plan and Photo Renderings		
	2. August 9 th Board Meeting Minutes		
	3. RH2 Memo from Pre-Design Report		
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 went through a pre-design process last summer to determine project parameters for subsequent design and permitting. Part of that process was meeting with neighbors and learning what issues are important to them. Four design alternatives were developed and presented to the Board on August 9th, 2017. Each alternate has pros and cons for each stakeholder in the project: the District which owns, operates, and maintains the facility, Whatcom County through permitting and control of public right-of-way, and neighbors.

Staff's preferred alternative presented to the Board has the electrical panels and generator situated right next to the pump station wet well, which is along the west side of the public right-of-way. Unfortunately this alternative conflicts with the west neighbor's preference of panels and generator located on the east side of the right-of-way (farthest from their property and the pump station wet well).

As part the Whatcom County Substantial Development Permit process all property owner's within 1000-feet of the project were notified of the project and invited to submit their comments to the Hearing Examiner. The west neighbors have asked for an opportunity to discuss with the Board the proposed location of electrical panels and generator, and request moving them to the east side of the right-of-way.

To facilitate a Board discussion with the neighbors, below are key considerations made by Staff which led to a preference of Alternate 4 (panels and generator on the west side of the right-of-way):

- Distance from control panel to wet well.
 - Operations. Field crew manually turn pumps on and off, and monitor levels visually for bi-weekly inspection, routine maintenance, annual maintenance, and repairs. The closer the controls are to the pumps and sensors the better to minimize going back and forth. Closer panels also create a safer environment - an open wet well hatch would be right next to the operator in full view, as opposed to their back when looking at the controls.
 - Motor leads and sensor cables. Shorter distances are better. Lower initial cost, lower replacement costs, less work to pull and re-pull cables through short conduits.
- Fueling and maintaining the generator. Farther from the lake and closer to the end of the paved road is better.
- Consideration of the east neighbor's use of property. The east neighbor has many day-camp children walking down from The Firs and using the beach during the summer. The area can get quite congested. Electrical panels and generator on the west side of the right-of-way helps separate an attractive nuisance from the children. It also separates District operations and maintenance activities.
- Consideration of the west neighbor's view to the east. The view from the deck would include a cedar fence, awning roof, top of the generator, and maybe some landscaping on the backside of the electrical panels and generator (see rendering). There is much more opportunity for screening if located on the west side. If equipment is moved to the east side, the industrial-looking panels would be fully exposed (see rendering) to the deck with little to no screening opportunity.
- Environmental permitting. Shorelines development regulations encourage facilities be located away from the lake shore if possible.

Staff's opinion is that panels and generator located on the west side provide the best compromise for all of the stakeholders.

FISCAL IMPACT

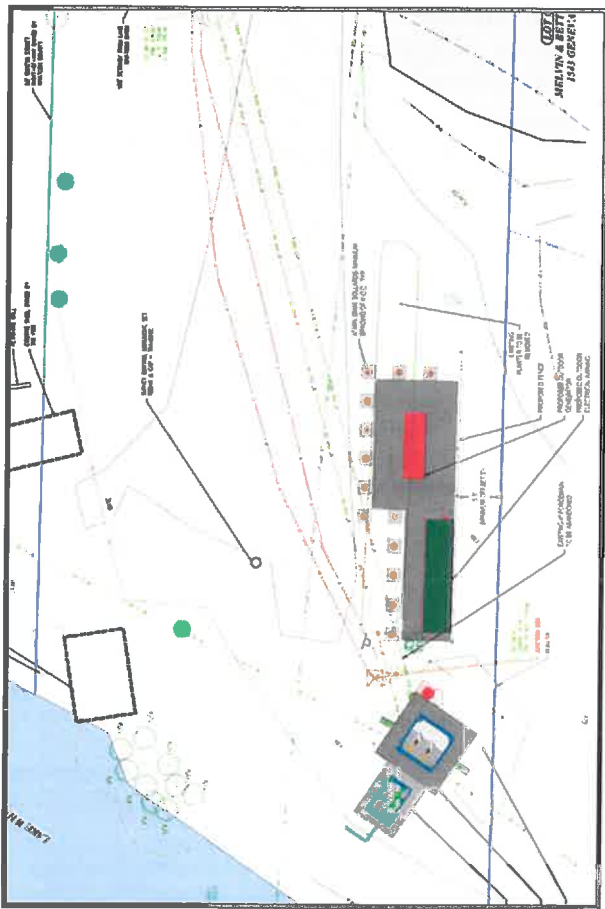
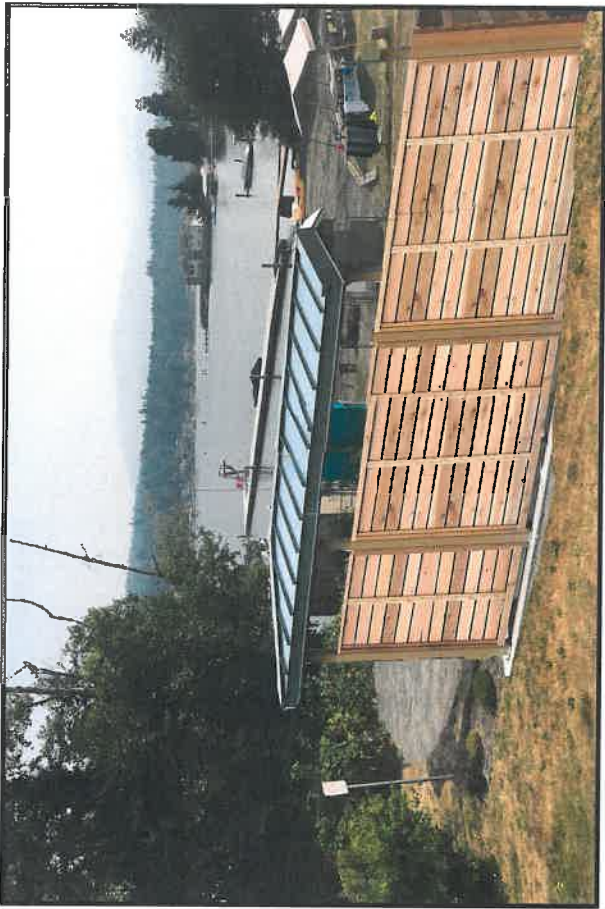
Relocation of equipment has potential for additional costs for re-design and revisions to permit application documents.

RECOMMENDED BOARD ACTION

Consider neighbor comments, ideas, and preferences and how they might be incorporated into the project while also meeting the interests of other neighbors and stakeholders.

PROPOSED MOTION

None.





MEMORANDUM

Client: Lake Whatcom Water and Sewer District
Project: Geneva Pump Station
Project File: 417-065 Project Manager: Dan Burwell
Composed by: Dan Burwell
Reviewed by: Orin Paul
Subject: West Neighbor Predesign Input
Date: 8/4/17

SCHUMER RESIDENCE – ON SITE DISCUSSION

Kristin Hemenway, Rich Munson (District) and I met with the property owners, Jim Schumer (son) and Betty (mom), who live in the waterfront home immediately adjacent and west of the Geneva Pump Station. The property owners understood that the station was 42 years old and in need of replacement. Betty mentioned a time when the station was loud and vibrating. Betty contacted the District concerned about the noise and vibration. District staff were on site to rehabilitate one of the pumps.

Betty has lived at the house since the station was installed.

Their concerns were:

1. Noise and vibration.
2. Access to their waterfront including dock with 2012 Dodge 1500 crew cab truck around north and west of wetwell.
3. Removal of blackberries at north end of Geneva Street
4. Not having the end of Geneva be a turnaround. They have cones and ribbons up restricting the public from using their driveway.
5. Keeping bushes and fence around the wetwell as is.
6. They would like the dead topped Alder trees removed.

Of the alternatives we presented, they preferred Alternative 3 with panels placed near the lake front and generator set placed just south; all in line with the east ROW line. Betty and her son prefer to have a fence to block views to the Firs beach.

Due to noise and vibration concerns from the property owners the District concluded submersible pumps would be a better alternative. Kristin confirmed that Bill (District) agreed with using submersibles as the preferred alternative. To allow continued access to the waterfront via the property owner’s truck the valve vault northeast of the wetwell should have a H-20 rated hatch which could be driven on.

Jim and Betty appreciated the District and RH2 meeting with them as well as aiming to incorporate their concerns into the design. We left them copies of the alternatives we had developed to date and a schematic of the generator set size in an outdoor enclosure. They understood that construction should

begin the summer of 2018 and that construction would be noisy at times. The District and RH2 proposed to meet with them one more time during design to get their final thoughts.

Kirstin and I took pictures from the Schumer's upper deck to show the Board their view and relay their concerns.

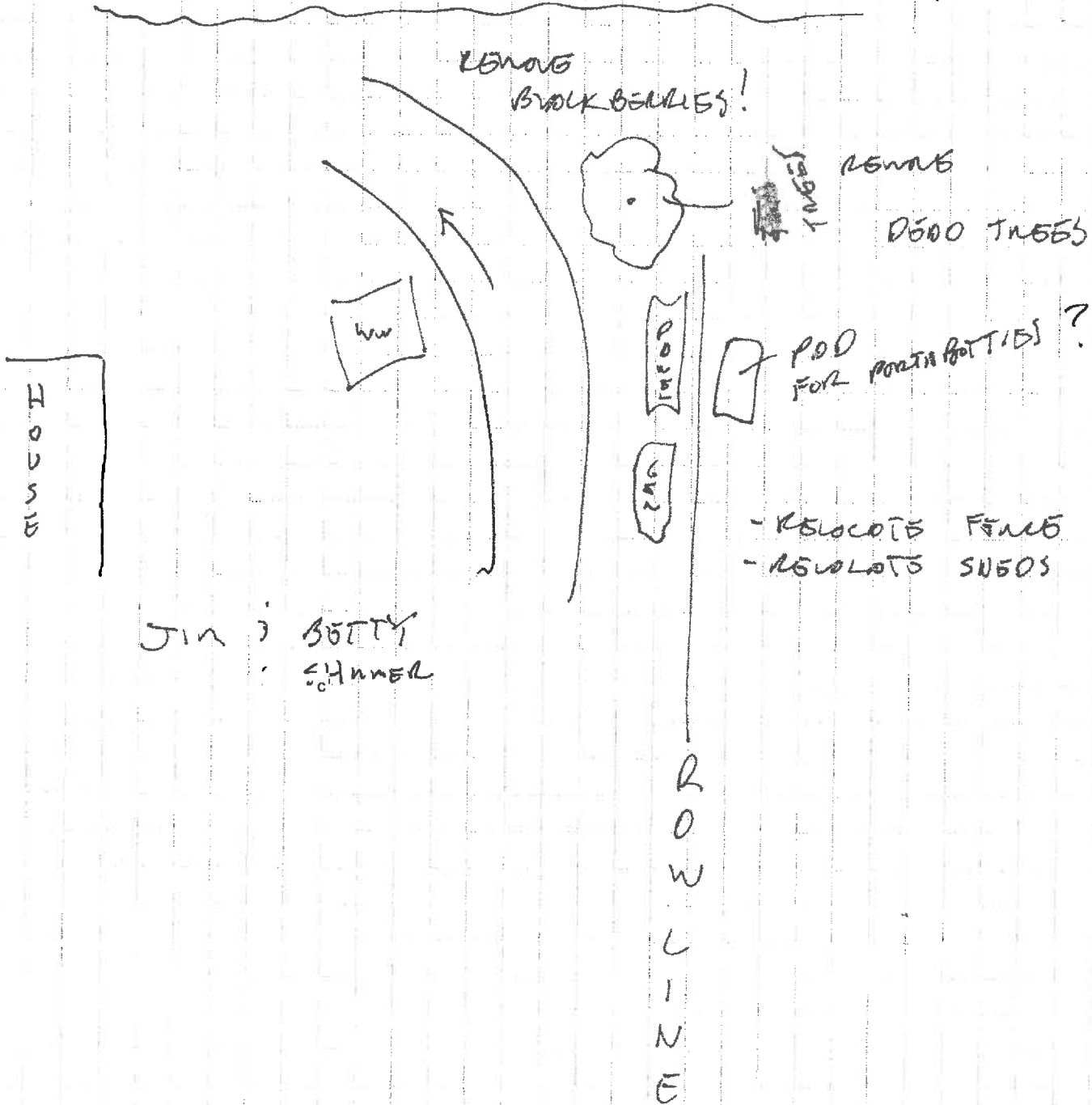
Other site ideas that Kristin, Rich and I discussed after meeting with the neighbors were as follows:

1. The Alder trees are likely rotting and a hazard to the new station.
2. Blackberries are an invasive species and Whatcom County will want them removed.
3. For every tree we remove, Whatcom County will likely want them replaced with two new trees. Smaller native trees such as Red Dogwood or Vine Maple could be possible. They do not get very tall and therefore would improve views.
4. A concrete pad could be placed to allow the Firs to have a flat place to set porta-potties.
5. A gravity sewer line could be installed and the Firs could connect to it and build a permanent toilet building if desired. They would need water and sewer connection fees.
6. We do not know how the Firs will react to a new fence on the ROW line and relocation of their sheds to east of the ROW line.
7. The sheds are likely on minimal foundations and simple to relocate.
8. Kristin mentioned using pavers instead of concrete for landing area in front of the panels and generator for a softer look (and less impervious area).

8/3/17

POOLS 1500 2012 KUG LAB TRUCK

ACCESS AROUND WEST SIDE
LAKE WATSON



Lake Whatcom Water and Sewer District
Regular Session of the Board of Commissioners
August 09, 2017

Board President Laura Weide called the Regular Session to order at 6:30 p.m. Other District representatives present included Commissioners Todd Citron and Bruce R. Ford, General Manager Patrick Sorensen, District Engineer Bill Hunter, consulting engineer Melanie Mankamyer, and Recording Secretary and Rachael Hope. Commissioner Casey had an excused absence, and Commissioner John Carter arrived at 6:55 p.m due to traffic. Staff member Ken Zangari, Dan Burwell of RH2 Engineering, and Brian Smith of Wilson Engineering were also present. There were no members of the public present.

• Consent Agenda

Action Taken

Weide moved, Ford seconded, approval of:

- Accounts Payable Vouchers totaling \$144,633.35
- Payroll for Pay Period #16 (7/15/2017 through 7/28/2017) totaling \$44,624.56
- Payroll Benefits for Pay Period #16 totaling \$49,292.02
- Second Quarter 2017 Unemployment and L & I Payroll taxes totaling \$8,307.05
- Minutes for the July 26, 2017 Meeting

Motion passed.

• Geneva Sewer Pump Station Predesign Report

Dan Burwell from RH2 Engineering presented a predesign report for Geneva Sewer Pump Station improvements. In Spring 2017 the District contracted with RH2 for predesign services. The initial scope of work includes topographic surveying, predesign, and permitting. Burwell ran through 4 possible alternatives for improvements on the Geneva Sewer Pump Station. Alternates 1, 3, and 4 were similar in cost (within 4%) and include outdoor housed generators and panels. Alternative 2 included a building to house the generator and electrical panels at a 16% added expense to the lowest priced alternative. Staff recommendation was to proceed with permitting design on Alternative 4, an outdoor generator with submerged pumps.

Action Taken

Ford moved, Citron seconded, to authorize staff to proceed with permitting design Alternative #4 and to begin scope of work and fee negotiations with RH2 for detailed design through bidding for the Geneva Sewer Pump Station Improvements Project. Motion passed.

Burwell and Hunter also gave an update on the status of the Par Sewer Pump Station project. Preliminary information shows there is enough elevation difference to install a gravity pipe. Staff and RH2 are still in the process of gathering information on the feasibility of installing the pipe and potential permitting requirements, with a feasibility study to be presented at a future date.

• Draft Water Consolidation Report and Discussion

Sorensen recounted that last year the District received a \$30,000 grant from the Washington State Department of Health (WDOH) to evaluate the feasibility of consolidating small private water systems and other water users within the North Shore into the District's larger system.

Melanie Mankamyer of Wilson Engineering briefly presented a draft copy of Wilson's evaluation report for discussion. This report was compiled from public opinion gathered at a special meeting held on June 20, 2017; from mailed surveys returned from property owners; and from Wilson's evaluation of options for consolidation.



LAKE WHATCOM WATER AND SEWER DISTRICT

AGENDA BILL

DATE SUBMITTED:	December 6, 2017		
TO BOARD OF COMMISSIONERS			
FROM: Patrick Sorensen	MANAGER APPROVAL <i>Patrick Sorensen</i>		
MEETING AGENDA DATE:	December 13, 2017		
AGENDA ITEM NUMBER:	5.D.		
SUBJECT:	Water Quality/Herrera Consulting Update		
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 type="checkbox"/>

BACKGROUND / EXPLANATION OF IMPACT

A brief phone conference up date with Rob Zisette will be provided to the Board of Commissioners regarding the status of water quality testing along the North Shore area that we entered into previously with Herrera Consulting. This will include discussion around the phosphorus loading evaluation and the February 5, 2018 Lake Whatcom Policy Group presentation.

FISCAL IMPACT

Not applicable for this discussion.

RECOMMENDED BOARD ACTION

None required.

PROPOSED MOTION

None proposed.



LAKE WHATCOM WATER AND SEWER DISTRICT

AGENDA BILL

DATE SUBMITTED:	December 5, 2017		
TO BOARD OF COMMISSIONERS			
FROM: Patrick Sorensen	MANAGER APPROVAL <i>Patrick Sorensen</i>		
MEETING AGENDA DATE:	December 13, 2017		
AGENDA ITEM NUMBER:			
SUBJECT:	Resolution No. 840 Adopting the 2017 Comprehensive Water Plan Update		
LIST DOCUMENTS PROVIDED ⇒ NUMBER OF PAGES INCLUDING AGENDA BILL:	1. Resolution No. 840		
	2. North Shore Consolidation Report Amendment		
	3. Capital Improvement Plan (Appendix I)		
TYPE OF ACTION REQUESTED	RESOLUTION <input type="checkbox"/>	FORMAL ACTION/ MOTION <input type="checkbox"/>	INFORMATIONAL/ OTHER <input type="checkbox"/>

BACKGROUND / EXPLANATION OF IMPACT

At the November 22, 2017 Board meeting a public hearing was held to present and receive comments regarding the Draft 2017 Water Comprehensive Plan. This topic was advertised in advance in both the Bellingham Herald and on the District Website. After a presentation by Wilson Engineering the Board reviewed and discussed the proposed 10 – year plan. Public comments can be submitted be to the District through December 13, 2017. To date we have received no public comments.

Wilson Engineering has made minor text changes to the body of the report that do not materially change the content, and updated the District staff certifications table. There were minor tweaks to the Design and Construction Standards (Appendix H) which were also incorporated into the 2018 New Customer Packet (Appendix G). These change pages are available upon request. Attached are the change pages for the North Shore Consolidation Report Amendment (Appendix C) and the updated Capital Improvement Plan (Appendix I) for review.

FISCAL IMPACT

Not applicable at this time.

RECOMMENDED BOARD ACTION

That the Board adopts Resolution No. 840 .

PROPOSED MOTION

Motion to adopt Resolution No. 840 approving the 2017 Comprehensive Water Plan Update.

LAKE WHATCOM WATER AND SEWER DISTRICT

RESOLUTION # 840

A Resolution of the Board of Commissioners Adopting Water System Comprehensive Plan Update

WHEREAS, RCW 57.16.010 and WAC 246-290-100 requires the District to adopt and periodically update a Comprehensive Plan for water services within its jurisdiction, and

WHEREAS, the District retained the engineering firm of Wilson Engineering, L.L.C. to prepare a proposed update of the District's Water System Comprehensive Plan, and several drafts of a proposed plan have been prepared by the engineers and reviewed by the Board at various public meetings during the past year, and

WHEREAS, a SEPA environmental checklist was prepared for the District's Water System Comprehensive Plan and the District SEPA official made a Determination of Non-significance therefor on November 28, 2017, and

WHEREAS, the SEPA environmental checklist and Determination of Non-significance for the District's Water System Comprehensive Plan was distributed to all governmental agencies and tribes legally entitled to such distribution on November 28, 2017, and

WHEREAS, notice of said Determination of Non-significance was published in the Bellingham Herald on December 1, 2017, and

WHEREAS, no written comments were received by the District within the required time published for comments, and

WHEREAS, the District's Board of Commissioners notified its water system consumers that the proposed District Water System Comprehensive Plan was available for public inspection at the District office and on the District's website, and

WHEREAS, an informational meeting was held on November 29, 2017 on the subject of the proposed District Water System Comprehensive Plan, no one attended this scheduled Public Hearing and no public comment was received, and

WHEREAS, the Board of Commissioners of the District have carefully and thoroughly considered all public comment and testimony concerning the plan and made adjustments and revisions in all places where the Board considers such changes to be appropriate and in the best interests of the District, now, therefore,

NOW BE IT RESOLVED by the Board of Commissioners of Lake Whatcom Water and Sewer District, Whatcom County, Washington, that the attached Comprehensive Water System Plan for the provision of water services for Lake Whatcom Water and Sewer District, including a capital construction and improvement plan, is hereby adopted by Lake Whatcom Water and Sewer District and forwarded for approval to the Whatcom County Council, Whatcom County Engineer, and Whatcom County Health Officer. In accordance with WAC 246-290-100, the District also forwards the plan to the Washington State Department of Health for approval and to adjacent utilities to assess consistency in planning efforts.

ADOPTED by the Board of Commissioners of Lake Whatcom Water and Sewer District, Whatcom County, Washington, at a regular meeting thereof held this 13th day of December, 2017.

Laura Wiede, Board President

Todd Citron, Commissioner


Bruce Ford, Commissioner

Curtis Casey, Commissioner

John Carter, Commissioner

Approved as to form, District Legal Counsel

TO: Patrick Sorensen, General Manager, Lake Whatcom Water & Sewer District
Bill Hunter, PE, District Engineer / Assistant Manager, Lake Whatcom Water & Sewer District

FROM: Melanie Mankamy, PE 

SUBJECT: North Shore Water System Consolidation Feasibility Study
Amendment Incorporating Comprehensive Water System Plan Updates

JOB NO.: 2016-093

DATE: December 7, 2017

Purpose

The purpose of this technical memorandum is to present the revised cost estimates for the North Shore Water System Consolidation Study that incorporate updates to several base assumptions that came out of the recent Comprehensive Water System Plan.

Background

In June 2017 the District completed a study of several alternatives for extending water along the North Shore Road, consolidating existing water systems, and making potable water available to adjacent residential properties. The analyses were based on the design standards in the District's 2010 Comprehensive Water System Plan

With the recent work to update the Comprehensive Water System Plan nearing completion, several of the design standards were revised. This Amendment incorporates those changes into the cost analyses and the results are presented below.

Analysis

The change in the design standards that had the greatest impact on the water system consolidation cost estimate was lowering the required fire flow from 750 gpm to 500 gpm. The North Shore service area is zoned rural and is not in a UGA where it would be important to match the fire flow requirements of the adjacent water purveyors (in case the area was annexed). By reducing the fire flow requirements, the locations where water main size was previously twelve inches could be reduced to eight inches in diameter.

The second change was to reduce the projected water demands for the service area. There have been substantial reductions in water use since the last Comprehensive Water System Plan, and the potential future water system customers are anticipated to have water use patterns closer to the Agate Heights area than the Eagleridge area. This allowed the water treatment plant size to be reduced.



Overall the reduction in the projected costs was approximately 10%. As before, the cost share per connection was determined using three participation levels - 50%, 75% and 90%. The updated cost share range shown in Table 1 below is based on the Alternative Project Costs divided by the projected number of participants for each Alternative. The lowest value represents Alternative 2 which has the highest potential number of new connections.

Table 1. Updated Estimated Cost Share Per Connection

	Cost Share per Connection	
	Lump Sum Fee (range)	Annualized Fee (based on 20-year Bond repayment at 2.73%)
50% Participation	\$42,800 - \$50,300	\$2,800 - \$3,300
75% Participation	\$29,900 - \$35,100	\$1,960 - \$2,300
90% Participation	\$25,500 - \$29,900	\$1,670 - \$1,960

** Lump sum fee includes an estimate for the service connection including the meter assembly. If the District pursues and secures a DWSRF Loan with up to 50% principal forgiveness for a consolidation project, then the project costs would be greatly reduced and the connection share would also be much less.*

Planning

Also as part of the Comprehensive Water System Plan planning effort, the District reviewed options for phasing the implementation of the North Shore water system consolidation, and making it possible for small developer extensions to accomplish portions of the water main work. This effort defined three potential phases for implementation, with the first two phases having a significantly reduced scope.

Currently the Agate Heights water system has very few uncommitted water service connections. In order to increase the number of connections available, and improve the water treatment plant reliability and resiliency, the Agate Heights Phase 1 improvements would replace the existing plant with a package plant that has twice the capacity and multiple filter units. With this increase in plant capacity, storage capacity becomes the limiting factor, but over 50 additional connections would become available.

The potential Agate Heights Phase 2 improvements extend the distribution main to the two closest Group A water systems - the Agate Bay Trailer Park (25 ERUs) and the Russell Group (The Forks Restaurant). This phase would add a new reservoir, a second water plant module, and about 3,000 feet of 8-inch water mains. This project would qualify for a Drinking Water Consolidation Loan which provides up to 50% principal forgiveness (depending on the availability of funds). The principal forgiveness would substantially reduce the project costs to the District, and the amount needed to be recovered from new connections.

The final Phase 3 improvements would add a second new reservoir, additional plant capacity and consolidate the District’s Eagleridge water system. It may also extend the distribution system to the east end of North Shore Road.

Active Capital Improvement Projects

(values updated 11/17/2017)

Category	Project #	Project Title / Tasks	Projected Budget to Completion	Spent to Date	Amount Remaining	Notes
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Grant, Loan, and Bond Funded Projects

Sewer	C1705	Geneva and Par Sewer Pump Stations				
		Geneva Pump Station Construction Estimate	\$ 500,000.00	\$ -	\$ 500,000.00	RH2 estimate \$493k
		Geneva Force Main Construction Estimate	\$ 90,622.83	\$ -	\$ 90,622.83	RH2 estimate range \$65k - \$100k
		Assign Remaining 2016 Revenue Bond Funds	\$ 590,622.83	\$ -	\$ 590,622.83	

Sewer/Storm Water Contingency Fund Projects

Sewer	C1607	Lake Whatcom North Shore Water Quality Testing				
		Herrera - Quality Assurance Project Plan	\$ 18,052.00	\$ 18,052.00	\$ -	Coordination with City/County Original Agreement
		Herrera - Sampling, Data Analysis, Reporting	\$ 69,295.00	\$ 69,295.00	\$ -	Amendment #1
		T&M Consultants for 2017 (Herrera, Attorney, Wilson)	\$ 18,000.00	\$ 15,006.95	\$ 2,993.05	Misc Support
		T&M Consultants for 2018	\$ 50,000.00	\$ -	\$ 50,000.00	Misc Support
		Grand Total for Sewer/Storm Water Contingency Projects	\$ 155,347.00	\$ 102,353.95	\$ 52,993.05	

Rate Funded Projects

Sewer	C1407	Low Sewer PS VFD	\$ 10,000.00	\$ 6,548.68	\$ 3,451.32	
Water	C1504	Reservoir Site Security	\$ 5,000.00	\$ 3,049.89	\$ 1,950.11	
Water	C1605	Water System Plan Update	\$ 111,813.00	\$ 95,038.00	\$ 16,775.00	Incl T/O Amend #1
Water	C1610	Little Strawberry Water Leak on Bridge	\$ 10,000.00	\$ -	\$ 10,000.00	
Sewer	C1611	Country Club Sewer Pump Station				
		BHC Design, Permitting, Bidding	\$ 206,222.00	\$ 55,774.44	\$ 150,447.56	Incl Amend #3
		BHC Services During Construction - Estimate	\$ 80,000.00	\$ -	\$ 80,000.00	BHC estimate \$75k
		Construction - Estimate	\$ 450,000.00	\$ -	\$ 450,000.00	BHC estimate \$435k
General	C1704	Replace Server Hardware and Reorganize Virtual Servers	\$ 35,000.00			
Sewer	C1705	Geneva and Par Sewer Pump Stations				
		RH2 Design, Permitting, Bidding	\$ 269,288.00	\$ 118,069.50	\$ 151,218.50	Incl Amend #2
		RH2 Services During Construction - Estimate	\$ 80,000.00	\$ -	\$ 80,000.00	
		Par Construction Estimate	\$ 400,000.00	\$ -	\$ 400,000.00	RH2 estimate \$386k
		Geneva Pump Station Construction Estimate	\$ -	\$ -	\$ -	See bond funded projects above
		Geneva Force Main Construction Estimate	\$ -	\$ -	\$ -	See bond funded projects above
Sewer	C1707	Beaver, Flat Car Level Transmitter Replacement	\$ 50,000.00	\$ 2,538.42	\$ 47,461.58	
Sewer	C1709	CMOM	\$ 25,000.00	\$ -	\$ 25,000.00	
Water	C1710	Eagleridge Booster Station - Fire Pump Controls	\$ 10,000.00	\$ -	\$ 10,000.00	
Water	C1713	Eagleridge Booster Station - Decommission Pumps	\$ 45,000.00	\$ -	\$ 45,000.00	
Sewer	C1716B	Geneva Booster Station - PRV's, Backflow, Roof	\$ 40,000.00	\$ 5,429.43	\$ 34,570.57	
		Grand Total for Rate Funded Projects	\$ 1,827,323.00	\$ 286,448.36	\$ 1,505,874.64	

Lake Whatcom Water and Sewer District - Capital Improvement Plan 2018 thru 2027

Program Area / CIP Project # / CIP Project Name	Fund	Total	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Both Water and Sewer												
0175 Shake Alert Pilot Program - Integrate Device Into SCADA - Auto Close Exist. Seismic Valve at Div 22 Res		15,000	15,000									
A0005 Accounting & Administration Server - Replaces/Update Hardware, Network Security, & OS		75,000			25,000			25,000				25,000
E0001 Replace Backhoe and Add Trailer		87,550			87,550							
E0002 Replace 5-yard Dump Truck		123,600				123,600						
E0007 Replace Mini Excavator		66,950								66,950		
E0008 Replace Flush and Vac Truck		420,000		420,000								
V0001 Replace Tool Truck (7 tool trucks in fleet)		325,000		65,000		65,000		65,000		65,000		65,000
V0002 Replace Administrative Staff Vehicle (4 cars in fleet)		52,000			26,000			26,000				
V0003 Replace Locator / Meter Reading Van		28,000										28,000
V0004 Replace Light-Duty Truck		35,000		35,000								
Subtotal		1,428,100	15,000	520,000	112,550	91,000	123,600	90,000		157,950	53,000	65,000
Sewer System												
0032a Agate Bay Sewer Pump Station - Pre-design and Shorelines Permitting		100,000					100,000					
0032b Agate Bay Sewer Pump Station - Design and Bidding		125,000						125,000				
0032c Agate Bay Sewer Pump Station - Construction		525,000							525,000			
0044a Edgewater Pump Station - Pre-design and Shorelines Permitting		100,000				100,000						
0044b Edgewater Pump Station - Design and Bidding		100,000					100,000					
0044c Edgewater Pump Station - Construction		500,000									500,000	
0053a Dellesta Pump Station - Pre-design and Shorelines Permitting		100,000					100,000					
0053b Dellesta Pump Station - Design and Bidding		100,000						100,000				
0053c Dellesta Pump Station - Construction		500,000							500,000			
0055a Rocky Ridge Pump Station - Pre-design and Shorelines Permitting		100,000		100,000								
0055b Rocky Ridge Pump Station - Design and Bidding		100,000			100,000							
0055c Rocky Ridge Pump Station - Construction		555,000								555,000		
0056a Lakewood Pump Station - Pre-design and Shorelines Permitting		100,000	100,000									
0056b Lakewood Pump Station - Design and Bidding		100,000										
0056c Lakewood Pump Station - Construction		595,000										
0128c Camp Firwood Stationary Generator Design/Permitting/Easement		25,000	25,000									
0128d Install Camp Firwood and Airport Sewer Pump Station Stationary Generators		115,000		115,000								
0157 Install Ball Check Valves at Cable, Ranch House, Flat Car, Beaver		106,090										
0161 Stationary Generator Closed Loop Cooling Retrofit - North Point, SV, Flat Car, Beaver		212,180							106,090			
0163 Euclid Sewer Pump Station - Replace Controls, Add Transfer Switch, and Stationary Generator		159,135		159,135								
0171 Sudden Valley Sewer Pump Station - Recondition Electrical Controls		159,135							159,135			
0172 Flat Car Sewer Pump Station - Recondition Electrical Controls		159,135								159,135		
0173 Beaver Sewer Pump Station - Recondition Electrical Controls		159,135									159,135	
A0010 Update Sewer Comprehensive Plan (Current Plan Dated 6-14-2014)		142,055		71,027								71,027

Program Area / CIP Project # / CIP Project Name	Fund	Total	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
E0003 Replace Sewer Camera Vehicle		77,613				77,613						
E0004 Replace Camera Equipment		39,140				39,140						
S0001 EPA Capacity, Management, Operations, & Maintenance (CMOM) Projects - Sewer I&I		1,485,000	165,000	165,000	165,000	165,000	165,000	165,000	165,000	165,000	165,000	165,000
	Subtotal	6,538,618	125,000	710,162	960,000	1,026,090	984,753	1,002,180	849,135	395,162	324,135	165,000
Water System												
0083 South Shore Water System - SWWTP - Transfer and Transmission Pump VFD's		554,529								554,529		
0084a Agate Heights Water System - Phase 1 WTP Upgrade 1/3 capacity (from 30gpm to 60gpm)		82,400		82,400								
0144 South Shore Water System - 1992 SWWTP 0.255MG Chlorine Contact Tank Seismic Retrofit - Priority 2		165,500							165,500			
0145 South Shore Water System - 1971 Division 7 1.0MG Reservoir Seismic Retrofit and Coatings - Priority 1		764,909									764,909	
0146 South Shore Water System - 1971 Division 22 0.5MG Reservoir Seismic Retrofit and Coatings - Priority 3		389,350										389,350
0147 South Shore Water System - 1973 Division 30 0.15MG Reservoir Seismic Retrofit and Coatings - Priority 4		573,947										573,947
0164 Demolish Old Concrete Reservoir at 1010 Lakeview Street		35,000			35,000							
0166 South Shore Water System - SWWTP - Convert from Chlorine Gas to Liquid		106,090						106,090				
0176 SWWTP - Replace 6 Turbimeters and 2 Chlorine Analyzers		38,000	38,000									
0177 Water Meter Registers		284,000	284,000									
W0002 Water System Rehab and Replacement Projects		1,760,000			220,000	220,000	220,000	220,000	220,000	220,000	220,000	220,000
W0002b Water System Rehab and Replacement Projects		140,000		140,000								
W0003 SWWTP Filter 3&4 Media - Replace		24,238								24,238		
W0005 Reservoirs - Inspection & Maintenance		60,000	30,000					30,000				
W0007 SWWTP Filter 1&2 Media - Replace		24,238									24,238	
	Subtotal	5,002,201	352,000	222,400	255,000	220,000	220,000	250,000	491,590	798,767	1,005,147	1,183,297
	Grand Total	12,766,919	492,000	1,452,562	1,327,550	1,357,090	1,325,353	1,342,180	1,340,725	1,351,879	1,386,282	1,413,297

* Note: Cost Estimates in 2016 Dollars



Capital Improvement Project List

Unscheduled Projects

CIP #	Project Name	Cost Est in Year \$	Business Risk Exposure
Both Water and Sewer			
0169	Centimeter-Grade GPS Receiver	\$15,000.00 in 2015	1
0142	Upgrade Shop Security Cameras and Coverage	\$15,000.00 in 2016	1
0100	Car-Port Along Fence to Cover District Vehicles/Equipment	\$250,000.00 in 2012	1
0143	Public Art at Cable Street (need to develop scope/fee and see if Board is interested)	\$10,000.00 in 2016	1
0134	Kubota Jack Hammer Attachment	\$11,500.00 in 2017	1
	Subtotal	\$301,500.00	
Sewer System			
0124	Rehabilitate Old Flat Car Sewer Pump Station - Construction	\$75,000.00 in 2015	42
0151	Pigging - Lake Whatcom Boulevard Interceptor	\$50,000.00 in 2016	21
0152	Pigging - Lake Louise Road Interceptor	\$30,000.00 in 2016	21
0153	Pigging - Cable Street Force Main	\$35,000.00 in 2016	21
0154	Pigging - Plum Basin Gravity Outlet at Lake Whatcom Boulevard Interceptor	\$20,000.00 in 2016	18
0160	Sudden Valley Sewer Pump Station - Recondition Drywell Pumps and Motors	\$20,000.00 in 2016	14
0170	Telemetry-SCADA Reconfiguration between Beaver and Flat Car	\$25,000.00 in 2015	14
0156	Austin Sewer Pump Station - Install Ball Check Valves and Flow Meter	\$15,000.00 in 2016	12
0162	Lowe Sewer Pump Station - Retrofit Overhead Power to Underground Power	\$50,000.00 in 2016	12
0155	Lake Whatcom Boulevard - Replace ~200LF at Gravity Outlet	\$50,000.00 in 2016	9
0159	Airport Sewer Pump Station - Increase Pump Capacity (higher head pumps)	\$30,000.00 in 2016	4
	Subtotal	\$400,000.00	
Water System			
0148	South Shore Water System - 1979 Geneva 0.5MG Reservoir Seismic Retrofit - and Coatings Priority 5	\$505,000.00 in 2016	50
0184	South Shore Water System - SVWTP - Replace Alum Tank	\$10,000.00 in 2018	18
0110	Security - Intrusion Alarms at Reservoirs, Cameras at SVWTP AHWTP	\$10,000.00 in 2015	18
0084c	Agate Heights Water System - Phase 3 WTP Upgrade 3/3 capacity, Tank 2 of 2, Main Ext	\$7,000,000.00 in 2017	6
0084b	Agate Heights Water System - Phase 2 WTP Upgrade 2/3 capacity, Tank 1 of 2, Main Ext to Trailer Park and Forks Restaurant	\$1,350,000.00 in 2017	6
0183	South Shore Water System - SVWTP - Remodel Entrance to have Roll-Up Door	\$50,000.00 in 2018	5
0180	South Shore Water System - New South Geneva Reservoir	\$200,000.00 in 2017	5
0179	South Shore Water System - Main Extension to Sudden Valley Campground (funded by DEA)	\$1.00 in 2018	4
0178	South Shore Water System - Glen Cove System Consolidation	\$600,000.00 in 2017	4
0186	Water Main Extension - Lake Whatcom Boulevard between Strawberry Pt and Sudden Valley (funded by DEA or ULID)	\$1.00 in 2018	4
0181	South Shore Water System - Reduce Number of Pressure Reducing Valves	\$10,000.00 in 2018	2
0182	All Water Systems - Pressure Monitoring and Alarming for Major Pressure Zone Areas	\$25,000.00 in 2018	2
0185	South Shore Water System - SVWTP - Fiber Comm from SVPS to WTP (completes circuit from Shop to WTP)	\$200,000.00 in 2018	2
0135	Automatic Valve Exerciser (need to get quote)	\$25,000.00 in 2016	1
0165	South Shore Water System - SVWTP - Spare Transfer Pump	\$10,000.00 in 2016	1
	Subtotal	\$9,995,002.00	



LAKE WHATCOM WATER AND SEWER DISTRICT

AGENDA BILL

DATE SUBMITTED:	December 5, 2017		
TO BOARD OF COMMISSIONERS			
FROM: Patrick Sorensen	MANAGER APPROVAL <i>Patrick Sorensen</i>		
MEETING AGENDA DATE:	December 13, 2017		
AGENDA ITEM NUMBER:	7.0		
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

Wednesday

December 13, 2017

Regular Meeting

6:30 p.m.

Important Upcoming Dates:

- **Meetings Associated with the Lake Whatcom Management Program:**
 - **Policy Group Meeting:** The next meeting is tentatively scheduled for February 5, 2018.
 - **Management Meeting:** Another meeting has not been planned for at this time.

- **Next Regular Board Meeting:** Will be held on **Wednesday, December 27, 2017** at 8:00 a.m.

- **Employee Staff Meeting:** The next staff meeting is set for **Thursday, December 14, 2017 at 8:00 a.m.** in the Board Room. Commissioner Citron is scheduled to attend this meeting.

- **Employee Safety Committee Meeting:** The next meeting is set for **December 14, 2017 at 9:00 a.m.** in the small conference room.

- **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 **December 12, 2017** at 6:15 p.m.

- **Whatcom Water District's Caucus Meeting:** The Caucus meeting is set for **December 20, 2017** at 1:00 p.m. in the Board Room.

Other:

- **Committee Meeting Reports as Needed:** This is a place holder for Board and staff members to report on recent committee meetings, such as the Lake Whatcom Policy Group, since the last Board Meeting.

- **Upcoming Important Agenda Topics:**
 - The annual Commissioners work shop is going to be held on Saturday, January 27, 2018 in Tukwila (near I-5 & 405 merge). This starts in the morning and goes into the mid-afternoon. So far I am aware that Commissioner Carter will be attending. I will

likely be attending. It will be at the Embassy Suites. We recommend that you spend Friday night down there. A block of rooms is set aside.

- Our annual employee appreciation/State of the District dinner with Commissioners & staff is going to be held on Friday, January 26. This starts between 5:30 and 6:00 p.m. and is done between 7:00 p.m. and 8:00 p.m. The location is not set yet, but information will be out soon.