

## Lake Whatcom Water & Sewer District Board Meeting Access Information

Next Meeting:

Wed October 12, 2022 6:30 pm — 8:30 pm

Join the meeting from your computer, tablet smartphone: <u>https://meet.goto.com/881062917</u> You can also dial in using your phone.

Call: <u>+1 (646) 749-3122</u> Access Code: 881-062-917 Press \*6 to mute/unmute your microphone

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https://meet.goto.com/install

## **ATTENDING A MEETING**

How to Participate

### **MEETINGS ARE VIRTUAL**

Our meetings are currently held in a virtual format using the GoTo platform. We'll begin offering hybrid meetings (in-person + virtual) in the near future.

### **COMMUNICATING WITH US**



If you wish to make a public comment, you may submit it in written form via email or the contact form on our website, or utilize the public comment periods during the District's regular meetings.

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### ATTENDING ANONYMOUSLY

If you wish to observe a meeting, but do not plan to actively participate, you may attend anonymously. Turn off your mic & camera, and change display name to "Observation Only."



### ACCESS INFORMATION



We use the GoTo platform for virtual meetings. Download the app, sign in through your browser, or use a phone to call in for audio-only participation. Access information for specific meetings is in the meeting packet.

### **QUESTIONS?**

If you have questions about attending an upcoming meeting, please contact Administrative Assistant Rachael Hope at rachael.hopeelwwsd.org or 360-734-9224.

Comment Periods Lake Whatcom Water & Sewer District's Board of Commissioners values feedback, questions, and concerns from our constituents. The public comment period is.... Public comment periods are A chance built in to the agenda at each Regular Meeting of the to be Board of Commissioners, one near the beginning, and one heard near the end of the meeting. Commissioners will listen A chance but will not respond or to listen engage in a dialogue during the public comment period. Direct questions are noted by staff for follow-up. For the sake of time, and Limited to to leave plenty of time 3 minutes for scheduled agenda per items, public comments are limited to 45 minutes commenter . per comment period. Can't attend a Board Meeting in person? Just one way to Comments can be reach us submitted anytime through mail, email, our online contact form, or by 0 phone 0 Questions? Contact us at ral.inbox@lwwsd.org or 360-734-9224 Our Meetings Regular Meetings of the Board of Commissioners are held on the second Wednesday of each month at 6:30 pm and the

Public

last Wednesday of each month at 8:00 am.



### REGULAR MEETING OF THE BOARD OF COMMISSIONERS

### AGENDA

#### October 12, 2022 6:30 p.m. – Regular Session

- 1. CALL TO ORDER
- 2. ROLL CALL
- 3. CONFIRMATION OF COMPLIANCE WITH REMOTE MEETING ATTENDANCE PROTOCOLS
- 4. PUBLIC COMMENT OPPORTUNITY At this time, members of the public may address the Board of Commissioners. Please state your name prior to making comments.
- 5. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA
- 6. CONSENT AGENDA
- 7. SPECIFIC ITEMS OF BUSINESS
  - A. Sanitary Sewer Inflow and Infiltration Repair Unit Price Public Works Contract Award
  - B. General Facilities Charges Analysis Recommendations
  - C. Preliminary Draft 2023-24 Biennial Budget Presentation
- 8. OTHER BUSINESS
- 9. STAFF REPORTS
  - A. General Manager
- **10. PUBLIC COMMENT OPPORTUNITY**
- **11. EXECUTIVE SESSION**

*Executive Session per RCW 42.30.110(1)(g): To review the performance of a public employee* (General Manager performance evaluation) – *30 minutes* 

**12. ADJOURNMENT** 

whatcom	iENDA BILL em 6	Consent Agenda				
DATE SUBMITTED:	October 6, 2022	MEETING DATE: October 12, 2022				
TO: BOARD OF COMM	SSIONERS	FROM: Rachael Hope				
GENERAL MANAGER A	PPROVAL	Sotollay				
ATTACHED DOCUMEN	TS	1. See below				
TYPE OF ACTION REQU	ESTED	RESOLUTION	FORMAL ACTION/ MOTION	INFORMATIONAL /OTHER		

\*\*TO BE UPDATED 10.12.2022\*\*

#### **BACKGROUND / EXPLANATION OF IMPACT**

- Meeting Minutes for the September 14, 2022 Regular Board Meeting
- Meeting Minutes for the September 28, 2022 Regular Board Meeting
- Payroll for Pay Period #20 (09/17/2022 through 09/30/2022) totaling \$47,119.39
- Payroll Benefits for Pay Period #20 totaling \$53,333.22
- Accounts Payable Vouchers total to be added

#### FISCAL IMPACT

Fiscal impact is as indicated in the payroll/benefits/accounts payable quantities defined above. All costs are within the Board-approved 2022 Budget.

#### **RECOMMENDED BOARD ACTION**

Staff recommends the Board approve the Consent Agenda.

#### PROPOSED MOTION

A recommended motion is:

"I move to approve the Consent Agenda as presented."



#### LAKE WHATCOM WATER AND SEWER DISTRICT 1220 Lakeway Drive Bellingham, WA 98229

#### REGULAR SESSION OF THE BOARD OF COMMISSIONERS

### Minutes September 14, 2022

Board President Laura Abele called the Regular Session to order at 6:30 p.m.

Attendees: Commissioner Laura Abele Commissioner Todd Citron Commissioner John Carter Commissioner Bruce Ford Commissioner Jeff Knakal General Manager Justin Clary District Engineer/Assistant GM Bill Hunter Finance Manager/Treasurer Jenny Signs Operations Manager Brent Winters Recording Secretary Rachael Hope

All attendees participated remotely by phone or video conferencing.

#### Roll Call

General Manager Justin Clary performed a roll call to identify those in attendance, and then verbally confirmed that the meeting was noticed in accordance with Resolution No. 859 allowing remote meeting attendance, as well as in compliance with current statutory requirements. It was confirmed that all participants were able to be heard and hear each other clearly.

#### Changes to Agenda

Clary requested the addition of Item 7C to discuss the City of Bellingham's Post Point Resource Recovery Project. The Board agreed.

#### Consent Agenda

#### Action Taken

Citron moved, Ford seconded, approval of:

- Minutes for the 8/24/22 Special Board Meeting
- Minutes for the 8/31/22 Regular Board Meeting
- Payroll for Pay Period #18 (08/20/2022 through 09/02/2022) totaling \$48,725.28
- Payroll Benefits for Pay Period #18 totaling \$53,900.68
- Accounts Payable Vouchers totaling \$306,724.

Motion passed.

#### Utility Local Improvement District (ULID) No. 18 Reconciliation Discussion

Clary described that as a Washington State special purpose district, the Lake Whatcom Water and Sewer District (District) has from time-to-time established utility local improvement districts (ULIDs) under RCW

36.94.230. ULIDs are special assessments on properties determined to benefit from the associated capital improvement project. The sole remaining active District ULID is ULID No. 18, which was created in 2001 to finance the Lake Louise Road Sewer Interceptor project.

As allowed under statute, some owners of properties located within the ULID No. 18 benefiting area exercised the option to "opt out" of paying the assessment, which resulted in a restrictive covenant being recorded on the property that prohibits its development until January 30, 2028 (25 years). However, the District later determined that there were a number of undeveloped properties within the benefiting area that were neither charged the ULID No. 18 assessment, nor had a restrictive covenant recorded against them due to "opting out" of the ULID assessment. To address this issue, in March 2003, the Board adopted Resolution No. 672, creating a charge in lieu of the ULID assessment that allowed the subject properties to connect to District infrastructure through payment of the ULID No. 18 assessment escalated through a 9.5% multiplier applied annually through the date of connection application.

With the expiration of this fee approaching on December 31, 2022, the question was recently raised as to whether properties whose owner neither formally "opted out" of ULID No. 18, nor paid the ULID No. 18 assessment, will have the ability to develop after the expiration of the charge in lieu of assessment. District staff provided a summary sheet defining the issue and potential policy options. Discussion followed.

#### **General Facilities Charges Cost Basis Analysis**

Under the Revised Code of Washington 57.08.005 (11), the Lake Whatcom Water and Sewer District may fix rates and charges to property owners seeking to connect to the District's water and sewer systems using reasonable connection charges so that property owners bear their equitable share of the cost of the system. The most recent review of the District's cost-based General Facilities Charges (GFCs) was conducted in 2017, with an annual escalation of 2.5% applied to each (water and sewer) GFC since.

Hunter recalled that at the July 27, 2022 board meeting, the board requested additional information on the increase in the proposed sewer GFC relative to the current GFC. Information describing the methodology, including contributing factors for the changes between the 2017 and current GFC analyses was requested. Staff presented a memorandum prepared by staff that provides additional information and proposed considerations for the next iteration of GFC original cost basis calculations. Discussion followed.

#### City of Bellingham Post Point Resource Recovery Project Update

Clary recollected that at the August 31, 2022 board meeting, Eric Johnston from the City of Bellingham gave a brief update on the status of the City of Bellingham's Post Point Resource Recovery capital project; including information about a statement from Bellingham Mayor Seth Fleetwood requesting that the city council pause the project and re-evaluate available options.

In light of the City of Bellingham City Council's decision to formally consider halting efforts on the Post Point Resource Recovery Project during its upcoming September 26 meeting, in alignment with past Board discussion, Clary presented a letter for Board consideration in formal support of Mayor Fleetwood's decision. Discussion followed.

#### Action Taken

Carter moved, Ford seconded to formally support the General Manager signing the letter and sending it to the Bellingham City Council and Mayor Fleetwood. Motion passed.

#### **General Manager's Report**

Clary updated the Board on several topics, including updates to Washington State's Open Public Meetings Act and the end of Governor Inslee's COVID-19 Emergency Proclamations, a leak on the District's emergency intertie with the City of Bellingham, and receipt of paperwork for the final stages of FEMA Hazard Mitigation grants related to the November 2021 flooding event. Discussion followed.

#### Executive Session Per RCW 42.30.140(4) General Manager Performance Evaluation – 30 Minutes

Abele recessed the Regular Session to Executive Session at 7:52 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. Abele recessed the Executive Session and reconvened the Regular Session at 8:09 p.m.

With no further business, Abele adjourned the Regular Session 8:09 p.m.

Board President, Laura Abele

Attest: \_\_\_\_\_ Recording Secretary, Rachael Hope

Minutes approved by motion at Regular Special Board Meeting on \_\_\_\_\_

Date Minutes Approved



#### LAKE WHATCOM WATER AND SEWER DISTRICT 1220 Lakeway Drive Bellingham, WA 98229

#### REGULAR SESSION OF THE BOARD OF COMMISSIONERS

### Minutes September 28, 2022

Board President Laura Abele called the Regular Session to order at 8:00 a.m.

Attendees:	Commissioner Laura Abele	General Manager Justin Clary			
	Commissioner Todd Citron	Assistant GM/District Engineer Bill Hunter			
	Commissioner Bruce Ford	Finance Manager/Treasurer Jenny Signs			
	Commissioner Jeff Knakal	Operations & Maintenance Manager Brent Winters			
	District Legal Counsel Bob Carmichael				
	Recording Secretary Rachael Hope	District Legal Counsel Bob Carmichael			

**Excused Absence:** Commissioner John Carter

Also in attendance was District employee Jason Dahlstrom.

All attendees participated remotely by phone or video conferencing.

#### Roll Call

General Manager Justin Clary performed a roll call to identify those in attendance, and then verbally confirmed that the meeting was noticed in accordance with Resolution No. 859 allowing remote meeting attendance, as well as in compliance with current statutory requirements. It was confirmed that all participants were able to be heard and hear each other clearly.

#### Consent Agenda

#### Action Taken

Citron moved, Knakal seconded, approval of:

- Payroll for Pay Period #19 (09/03/2022 through 09/16/2022) totaling \$50,390.46
- Payroll Benefits for Pay Period #19 totaling \$54,737.01
- Accounts Payable Vouchers totaling \$652,949.39 Motion passed.

#### Resolution 885: Creating a Customer Class Subject to Undeveloped Properties in ULID No. 18 Benefiting Area

Clary recalled that at its regularly scheduled meeting on September 14, 2022, the Board discussed the expiration of the 2003 charge in lieu of assessment related to Utility Local Improvement District No. 18, and directed staff and legal counsel to develop a resolution creating a customer class extending through 2027 the charge in lieu of assessment fee for those properties that had neither "opted out" nor paid the original ULID No. 18 assessment. A draft of the requested resolution was presented for Board consideration. Discussion followed.

#### <u>Action Taken</u> Citron moved, Ford seconded to adopt Resolution 885 as presented. Motion passed.

#### **General Manager's Report**

Clary updated the Board on several topics including the closeout of a Labor & Industries inspection related to the chlorine release at the Sudden Valley Water Treatment Plant, an update on the City of Bellingham's Post Point Resource Recovery project, and the undertaking of an inventory project related to EPA requirements regarding lead and copper pipes and fittings. He also introduced Jason Dahlstrom as the incoming Operations & Maintenance Manager with an effective date of January 1, 2023. Discussion followed.

#### **Engineering Department Report**

Hunter provided an update on district projects, including clearing and installation at the Euclid Sewer Pump Station, design and planning for the Division 7 Reservoir replacement, and coating evaluations at the Division 22 and 30 reservoirs, and progress on a \$2 million hazard mitigation grant related to seismic retrofits at several District sites. Discussion followed.

#### **Finance Department Report**

Signs reported that water and sewer fund revenues have thus far exceeded expenditures as budgeted. She highlighted that past due accounts are down 57% from the same time last year, and touched on the District's bond payments and investment opportunities.

#### **Operations & Maintenance Department Report**

Winters gave a report on field crew operations, including an ongoing focus on safety, progress on annual wet well inspections, an update on the District's camera van, and development as the watershed building window comes to a close.

With no further business, Abele adjourned the Regular Session at 8:39 a.m.

Board President, Laura Abele

Attest:

Recording Secretary, Rachael Hope

Minutes approved by motion at Regular Special Board Meeting on \_

Date Minutes Approved

## PAYROLL

#### CHECK REGISTER

#### Lake Whatcom W-S District

10/06/2022 To: 10/06/2022

Time: 14:33:13 Date: 10/03/2022 Page: 1

Trans	Date	Туре	Acct #	Chk #	Claimant	Amount Memo
2971	10/06/2022	Payroll	5	EFT		3,551.71 09/17/2022 - 09/30/2022 PR 20
2972	10/06/2022	Payroll	5	EFT		2,612.00 09/17/2022 - 09/30/2022 PR 20
2973	10/06/2022	Payroll	5	EFT		4,164.03 09/17/2022 - 09/30/2022 PR 20
2974	10/06/2022	Payroll	5	EFT		1,973.42 09/17/2022 - 09/30/2022 PR 20
2976	10/06/2022	Payroll	5	EFT		1,946.47 09/17/2022 - 09/30/2022 PR 20
2977	10/06/2022	Payroll	5	EFT		3,015.81 09/17/2022 - 09/30/2022 PR 20
2978	10/06/2022	Payroll	5	EFT		2,214.07 09/17/2022 - 09/30/2022 PR 20
2979	10/06/2022	Payroll	5	EFT		3,466.76 09/17/2022 - 09/30/2022 PR 20
2980	10/06/2022	Payroll	5	EFT		3,221.25 09/17/2022 - 09/30/2022 PR 20
2981	10/06/2022	Payroll	5	EFT		2,355.50 09/17/2022 - 09/30/2022 PR 20
2982	10/06/2022	Payroll	5	EFT		2,590.68 09/17/2022 - 09/30/2022 PR 20
2983	10/06/2022	Payroll	5	EFT		1,349.06 09/17/2022 - 09/30/2022 PR 20
2984	10/06/2022	Payroll	5	EFT		2,130.82 09/17/2022 - 09/30/2022 PR 20
2985	10/06/2022	Payroll	5	EFT		3,353.25 09/17/2022 - 09/30/2022 PR 20
2986	10/06/2022	Payroll	5	EFT		1,742.96 09/17/2022 - 09/30/2022 PR 20
2987	10/06/2022	Payroll	5	EFT		363.23 09/17/2022 - 09/30/2022 PR 20
2988	10/06/2022	Payroll	5	EFT		2,965.55 09/17/2022 - 09/30/2022 PR 20
2989	10/06/2022	Payroll	5	EFT		2,617.44 09/17/2022 - 09/30/2022 PR 20
2975	10/06/2022	Payroll	5	13327		1,485.38 09/17/2022 - 09/30/2022 PR 20
		401 Water	r Fund			13,451.69
		402 Sewe	r Fund			33,667.70
						47,119.39 Payroll: 47,119.39

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.

Date 10/3/2022 Sign

General Manager, Justin Clary

Board Authorization - The duly elected board for this district has reviewed the claims listed and approved the payment by motion at the meeting listed below:

Board President, Laura Abele

Attest :

Recording Secretary, Rachael Hope

Approved by motion at \_\_\_\_\_ Regular \_\_\_\_ Special Board Meeting on

**Date Approved** 

### CHECK REGISTER

# BENEFITS

#### Lake Whatcom W-S District

10/06/2022 To: 10/06/2022

Time: 16:04:52 Date: 10/03/2022 Page: 1

Trans	Date	Туре	Acct #	Chk #	Claimant	Amount	Memo
2990	10/06/2022	Payroll	5	EFT	DEPARTMENT OF RETIREMENT SYSTEMS	4,985.50	Pay Cyclc(s) 12/01/2022 To 12/31/2022 - DCP
2991	10/06/2022	Payroll	5	EFT	UNITED STATES TREASURY	17,518.92	941 Deposit for Pay Cycle(s) 10/06/2022 - 10/06/2022
2992	10/06/2022	Payroll	5	EFT	WA ST PUBLIC EMP RET PLAN 2	9,045.40	Pay Cycle(s) 12/01/2022 To 12/31/2022 - PERS 2
2993	10/06/2022	Payroll	5	EFT	WA ST PUBLIC EMP RET PLAN 3	3,224.21	Pay Cycle(s) 12/01/2022 To 12/31/2022 - PERS 3
2994	10/06/2022	Payroll	5	EFT	WA ST SUPPORT ENFORCEMENT REGISTERY	543.87	Pay Cycle(s) 12/01/2022 To 12/31/2022 - SUP ENF
2995	10/06/2022	Payroll	5	13328	AFLAC	354.85	Pay Cycle(s) 12/01/2022 To 12/31/2022 - AFLAC Pre-Tax; Pay Cycle(s) 12/01/2022 To 12/31/2022 - AFLAC Post-Tax
2996	10/06/2022	Payroll	5	13329	AFSCME LOCAL	347.60	Pay Cycle(s) 12/01/2022 To 12/31/2022 - Union Dues; Pay Cycle(s) 12/01/2022 To 12/31/2022 - Union Fund
2997	10/06/2022	Payroll	5	13330	HRA VEBA TRUST (PAYEE)	590.00	Pay Cycle(s) 12/01/2022 To 12/31/2022 - VEBA
2998	10/06/2022	Payroll	5	13331	VANTAGEPOINT TRANSFER AGENTS - 306798	100.00	Pay Cycle(s) 12/01/2022 To 12/31/2022 - ICMA
2999	10/06/2022	Payroll	5	13332	WA ST HEALTH CARE AUTHORITY	16,622.87	Pay Cycle(s) 12/01/2022 To 12/31/2022 - PEBB Medical; Pay Cycle(s) 12/01/2022 To 12/31/2022 - PEBB ADD LTD; Pay Cycle(s) 12/01/2022 To 12/31/2022 - PEBB SMK Surcharge; Pay Cycle(s) 12/01/2022 To 12/31
		401 Water F 402 Sewer F		<u></u>		39,298.36 14,034.86	

53,333.22 Payroll:

53,333.22

#### CHECK REGISTER

Time: 16:04:52 Date: 10/03/2022

Page:

BENEFITS

2

Trans Date Type Chk #

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.

sign Ad Clux	Date	10/3/2022
General Manager, Justin Clark		

Board Authorization - The duly elected board for this district has reviewed the claims listed and approved the payment by motion at the meeting listed below:

**Board President, Laura Abele** 

Attest :

**Recording Secretary, Rachael Hope** 

Approved by motion at \_\_\_\_\_ Regular \_\_\_\_ Special Board Meeting on

**Date Approved** 

Amount Memo

10/06/2022 To: 10/06/2022 Claimant

Lake Whatcom W-S District

Acct #

whatcom	GENDA BILL em 7.A		-	Sewer Misc. ice Contract		
DATE SUBMITTED:	October 5	, 2022	MEETING DATE:	October 12,	2022	
TO: BOARD OF COMM	IISSIONERS		FROM: Bill Hunter, District Engineer / Assistant General Manager and Kristin Hemenway, Construction Engineer			
GENERAL MANAGER A	APPROVAL		Sostol Clay			
ATTACHED DOCUMEN	ITS		1. Bid Tabulation			
TYPE OF ACTION REQU	JESTED		RESOLUTION	FORMAL ACTION/ MOTION	INFORMATIONAL /OTHER	

#### **BACKGROUND / EXPLANATION OF IMPACT**

Finding and repairing inflow and infiltration (I&I) sources, deteriorated sewer manholes, laterals, and mains are part of the District's annual sewer system reinvestments in sewer system rehabilitation and replacement projects. Miscellaneous I&I repairs include: sewer main slip lining (spot repairs), pressure grouting service tees, pressure grouting manhole leaks/voids, rebuild/seal manholes, smoke testing, and other efforts to reduce I&I.

The scope and focus of annual miscellaneous I&I repair work vary based on the type of high priority items discovered during the previous wet season, excluding projects identified as separate capital improvement projects. To efficiently execute an undefined quantity and undefined frequency of work, the District is utilizing a contracting tool authorized by the State Legislature for use by water-sewer districts and other local governments called a "Unit Price Contract" or "On-Call Contract." The District has successfully used this contracting tool for several contracts since 2020.

The intent is to contract with an experienced, qualified contractor over a 12-month period to provide the "on-call" professional repair, rehabilitation and replacement services for portions of the District's sanitary sewer system and related infrastructure as part of the project. The contract will be in effect for 12-months from the date of contract execution with the District's option to extend the contract for an additional one-year period (as allowed by statute).

The District is not obligated to authorize any amount of work under this unit price contract. The District intends to authorize individual work orders under this unit price contract in logical groupings of work that minimize mobilization/demobilization expenses. The District also maintains the option to develop packages of work that can be bid and contracted separately from this unit price contract.

The District estimated the work under this unit price contract to be less than \$350,000 and utilized the small works roster process for bidding. The project was advertised in accordance with the District's small works roster policies by emailing a notice to all contractors on the MRSC Small Works Roster listed in categories for this type of work. Bids were due September 21, 2022, and one bid was received from Olson Brothers Pro-Vac, LLC.

Bid item unit prices for the new 2022-23 contract were compared against the previous 2020 contract. Increases and decreases in the bid item unit prices generally align with staff expectations considering contractor feedback during the previous contract and the rise in construction costs.

Staff has verified mandatory and supplemental bidder responsibility criteria. Olson Brothers Pro-Vac, LLC has demonstrated its experience to the District with the successful completion of the previous 2020 I&I Unit Price Contract. Based on bidder responsibility criteria and previous contract success, staff recommends awarding the new 2022-23 Misc. I&I Repair contract to Olson Brothers Pro-Vac, LLC.

The new 2022-23 contract generally aligns with the previous 2020 contract scope of work. Notable scope additions from the prior contract include:

- Addition of bid items for full and partial manhole renewals for manholes that are found to be degrading due to hydrogen sulfide presence in the wastewater
- Addition of mobilization/demobilization bid items for various specialized bid items that are not normally part of routine I&I repairs (such as cured-in-place top hats and full traffic control).

#### FISCAL IMPACT

The draft 2023-2024 system reinvestment plan includes \$88,000 in 2023 and \$92,000 in 2024 for sewer system rehab and replacement projects (miscellaneous I&I repairs).

NOTE—This contract is a unit price contract. The total amount listed on the Bid Tabulation is only used to determine the low bidder for contract award. It is NOT the amount of work that will be ordered by the District, nor is the District obligated in any way to order a minimum amount of work once the contract is executed.

Work will be defined, prioritized and authorized by Work Order using the unit prices on the Bid Tabulation. Staff will bring forward work orders that align with actual budgetary allocations for authorization by the Board as required by policies established in the administrative code.

#### APPLICABLE EFFECTIVE UTILITY MANAGEMENT ATTRIBUTE(S)

Infrastructure Strategy and Performance Operational Optimization Product Quality

#### **RECOMMENDED BOARD ACTION**

Staff recommends that the Board award the 2022-23 Sanitary Sewer Misc. I&I Repair Unit Price Contract (District Project #C2217) to the lowest responsible bidder, Olson Brothers Pro-Vac, LLC.

#### PROPOSED MOTION

Recommended motion is:

"I move to award the 2022-23 Sanitary Sewer Misc. I&I Repair Unit Price Contract to Olson Brothers Pro-Vac LLC and authorize the general manager to execute the contract by which work will be defined and authorized by individual work orders executed in compliance with the District's administrative code."

#### LAKE WHATCOM WATER & SEWER DISTRICT

1220 LAKEWAY DRIVE

#### BELLINGHAM, WA 982298

(360) 734-9224

## WHA7 Alake whatcor & SEWER

								BID TABL	JLATION
W	ATC		PROJECT NAME	PF	ROJECT #	BID	OPENING DATE & TIME	PAGE # OF #	LOCATION
The state	HATCOM Ke		2022-23 Sanitary Sewer Misc. I&I Repair - Unit Price Contract		C2217		9/21/2022 2:10 PM	1 OF 1	LAKE WHATCOM WATER & MEETING)
EV	VER DIST	/	NAME OF FIRM		Olson Brothers Pro-Vac, LLC				
	Quantity	Unit		U	Init Price		Amount	Unit Price	Amount
k	6	EA		\$	3,500.00	\$	21,000.00		
on nal	3	EA		\$	2,500.00	\$	7,500.00		
	40	HR		\$	145.00	\$	5,800.00		

14,310.00

11,050.00

65,000.00

67,000.00

27,000.00

16,750.00

28,000.00

4,200.00

37,500.00

40,500.00

21,000.00

11,600.00

21,750.00

32,700.00

Item	Description	Quantity	Unit	Unit Price	
	LE A BASE BID				
1	Mobilization and Demobilization for Work Order Final Value up to \$10,000	6	EA	\$ 3,500.00	\$
2	Additional Mobilization and Demobilization per Additional \$10,000 of Work Order Final Value	3	EA	\$ 2,500.00	\$
3	Flagger – 1 Person Crew	40	HR	\$ 145.00	\$
4	Flagger – 2 Person Crew with Single Lane Closure	6	DAY	\$ 2,385.00	\$
5	Mobilization and Demobilization for Bid Item No. 4, 2 Person Flagger Crew with Single Lane Closure	5	EA	\$ 2,210.00	\$
6	CIPP Sectional Liner, 6"-8" Pipe Diameter x 4 ft.	20	EA	\$ 3,250.00	\$
7	CIPP Sectional Liner, 6" - 8" Pipe Diameter x 5 ft.	20	EA	\$ 3,350.00	\$
8	Trim Protruding Lateral	10	EA	\$ 2,700.00	\$
9	Lateral Reconnection and Grouting	5	EA	\$ 3,350.00	\$
10	Top Hat Liner	8	EA	\$ 3,500.00	\$
11	Mobilization and Demobilization for Bid Item No. 10, Top Hat Liner	2	EA	\$ 2,100.00	\$
12	Chemical Grouting 6"-8" Pipe Diameter Sewer Mainline Pipe Joint & Defect	30	EA	\$ 1,250.00	\$
13	Chemical Grouting 10"-12" Pipe Diameter Sewer Mainline Pipe Joint & Defect	30	EA	\$ 1,350.00	\$
14	Chemical Grouting Manholes, Wetwells, Vaults and Other Locations	15	EA	\$ 1,400.00	\$
15	Acrylamide Chemical Grout Material for Pipe Defect Repairs	400	GAL	\$ 29.00	\$
16	Polyurethane Chemical Grout Material for Manholes, Wetwells and Vaults	150	GAL	\$ 145.00	\$
17	Full Manhole Renewal – 48-inch Dia MH	60	VF	\$ 545.00	\$

### DID TADI II ATION

#### & SEWER DISTRICT (BROADCAST VIA GOTO

Unit Price	Amount

### LAKE WHATCOM WATER & SEWER DISTRICT

Partial Manhole Renewal – 48-inch Dia MH

Sewage Bypass Pumping – 8" to 12" Pipe

Sewage Bypass Pumping – 8" to 12" Pipe

Smoke Testing (Mainline Sewer, Manhole

Condition Assessment - Video Inspection of

Mainline Sewer (6" to 12" Pipe Diameter)

Clean Mainline Sewer (6" to 12" Pipe

Mobilization and Demobilization for Bid Item 23, Clean Mainline Sewer (6" to 12"

Diameter, up to 210 GPM

to Manhole)

Diameter)

Pipe Diameter)

Diameter, > 210 to 1400 GPM

1220 LAKEWAY DRIVE

#### BELLINGHAM, WA 982298

(360) 734-9224

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298			DID TADULATION						
XE W	HATC		PROJECT NAME	PROJECT #	<b>BID OPENING DATE &amp; TIME</b>	PAGE # OF #	LOCATION		
Sewer		2022-23 Sanitary Sewer Misc. I&I Repair - Unit Price Contract	C2217	9/21/2022 2:10 PM	1 OF 1	LAKE WHATCOM WATER & SEWER DISTRICT (BROADCAST VIA G MEETING)		ROADCAST VIA GOTO	
whatcom whatcom SEWER DIST NAME OF FIRM		NAME OF FIRM	Olson Brothers Pro-Vac, LLC						
Description	Quantity	Unit		Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
ole Renewal – 48-inch Dia MH	30	VF		\$ 545.00	\$ 16,350.00				
ss Pumping – 8" to 12" Pipe to 210 GPM	10	EA	-	\$ 1,500.00	\$ 15,000.00				
ss Pumping – 8" to 12" Pipe 210 to 1400 GPM	5	EA		\$ 1,500.00	\$ 7,500.00				
g (Mainline Sewer, Manhole	30	EA		\$ 620.00	\$ 18,600.00				
sessment - Video Inspection of er (6" to 12" Pipe Diameter)	10,000	LF		\$ 1.55	\$ 15,500.00				
ne Sewer (6" to 12" Pipe	10,000	LF		\$ 1.55	\$ 15,500.00				
and Demobilization for Bid n Mainline Sewer (6" to 12" r)	5	EA		\$ 2,500.00	\$ 12,500.00				
Total Base Bid (does not include Washington State Sales Tax)		on State Sales Tax)		\$ 533,610.00		\$ -		\$ -	

#### SCHEDULE B ADDITIVE BID ALTERNATE

BID GURANTEE FOR PROJECTS OVER \$35,000? (YES OR NO)	YES	N/A
ADDENDUM ACKNOWLEDGED? (YES OR NO)	N/A	N/A

### **BID TABUI ATION**

N/A
N/A

whatcom	GENDA BILL em 7.B	eral Facilitie sis Recomr	0					
DATE SUBMITTED:	2022							
TO: BOARD OF COMM	ISSIONERS	FROM: Jennifer Signs, Finance Manager						
GENERAL MANAGER A	PPROVAL	Joto Clay	-					
ATTACHED DOCUMEN	TS	none						
TYPE OF ACTION REQU	JESTED		FORMAL ACTION/ MOTION	INFORMATIONAL /OTHER				

#### **BACKGROUND / EXPLANATION OF IMPACT**

Under <u>Revised Code of Washington 57.08.005 (11)</u>, the Lake Whatcom Water and Sewer District may fix rates and charges to property owners seeking to connect to the District's water and sewer systems using reasonable connection charges so that property owners bear their equitable share of the cost of the system. For purposes of calculating a connection charge, the Board determines the share of the cost of existing facilities and facilities planned for expansion over the next ten years.

While the District has some flexibility to define an equitable share of system costs, it is important that the District follows a rational approach to consistently implement costbased General Facilities Charges (GFCs). The most recent review of District GFCs was conducted in 2017, with an annual escalation of 2.5% applied to each (water and sewer) GFC since. Recognizing that much has changed in regards to the water and sewer capital improvement programs over the past five years, the Board authorized within the 2022 Budget funding to review the District's GFCs. FCS Group is assisting the District in reviewing the current GFC rates to determine what the fair and equitable share of those costs should be, and to make recommendations to the Board for GFC rate revisions in subsequent years.

Similar to prior studies, the District has developed a long-range financial forecast that will ensure GFCs recover a proportionate share of the cost of existing and future system assets from new customers as growth occurs. By not updating GFCs, growth doesn't fully pay its equitable share of costs and shifts a portion of those costs to existing rate payers.

During the July 27, 2022, Board meeting, staff was directed to provide an analysis of methodology and data provided to FCS Group as a result of significant increases to the sewer GFC. Staff provided for Board discussion a detailed report of methodology and revised asset valuations to provide a more accurate reporting of system costs going forward during the September 14, 2022, Board meeting. During the September 14 meeting, the Board directed staff to proceed with working with FCS Group to develop

updated water and sewer GFCs based upon the methodology presented during the meeting.

As a result, FCS Group updated their model and provided staff with a revised recommendation for the GFC rates to the sewer. FCS Group is recommending that the sewer GFC be increased from the current rate of \$8,528 to \$11,934. This is much lower than the initial proposal of increasing the sewer GFC to \$16,501. They also maintain recommendation from initial presentation that the water GFC should be increased to \$7,832 from current rate of \$6,338. It would then be at the Board's discretion to determine future escalations to account for construction cost inflation in the coming years.

#### FISCAL IMPACT

The fiscal impact will be dependent upon what the Board sets each GFC at and when they are effective.

APPLICABLE EFFECTIVE UTILITY MANAGEMENT ATTRIBUTE(S)

**Financial Viability** 

**<u>RECOMMENDED BOARD ACTION</u>** No action is recommended at this time.

PROPOSED MOTION

Not applicable.



## AGENDA Preliminary Draft 2023-2024 BILL Biennial Budget Presentation

DATE SUBMITTED:	October 4, 2022	MEETING DATE:	October 12,	2022						
TO: BOARD OF COMM	ISSIONERS	FROM: Jenny Signs, Finance Manager/Treasurer								
GENERAL MANAGER A	PPROVAL	Settley								
ATTACHED DOCUMEN	TS	1. Preliminary D	raft 2023-2024 Bu	udget &						
		Capital Impro	vement Program	Supplemental						
		Documents								
		RESOLUTION	FORMAL ACTION/	INFORMATIONAL						
TYPE OF ACTION REQU	ESTED		MOTION	/OTHER						

#### **BACKGROUND / EXPLANATION OF IMPACT**

Through the powers granted under <u>Revised Code of Washington Title 57</u> (Water-Sewer Districts) and codified under the District's <u>Administrative Code</u> Title 2, Chapter 2.2 (1):

The General Manager shall develop an operating and capital improvement budget biennially for both the water and sewer systems. The biennial budget shall provide for the forecasting of revenues and expenditures for the following two fiscal years. The biennial fiscal period shall start on January 1 of an odd-numbered year and end on December 31 of the following even-numbered year. The budget shall be presented to the Board of Commissioners for review and approval prior to the end of December in advance of the next biennium.

Using projected revenues based upon rate increases established in the Master Fees & Charges Schedule 28 (4.5% water and 3.75% sewer) and projected 2022 operating expenses and projects defined in the District's water and sewer capital improvement plans, District staff have developed the attached 2023-2024 preliminary draft budget for Board discussion.

#### FISCAL IMPACT

The preliminary budget, for the biennium 2023 – 2024, proposes a budget of approximately \$8.6 million for the water utility and a budget of approximately \$9.6 million for the sewer utility, resulting in a total budget of approximately \$18.2 million.

#### APPLICABLE EFFECTIVE UTILITY MANAGEMENT ATTRIBUTE(S)

**Financial Viability** 

#### **RECOMMENDED BOARD ACTION**

No action is recommended at this time.

#### PROPOSED MOTION

Not applicable.

## 2023-2024 PRELIMINARY BUDGET DRAFT

Presented October 12, 2022



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



#### LAKE WHATCOM WATER AND SEWER FUND SUMMARIES 2023-2024 - DRAFT

	401	402		460 BOND RESERVE
	WATER	SEWER	TOTAL	(RESTRICTED)
2023 Projected Beginning Fund Balance	\$1,458,143	\$2,843,420	\$4,301,563	\$772,334
2023 - 2024 Revenues	\$8,555,378	\$9,628,842	\$18,184,220	
2023 - 2024 Expenditures	\$ (9,495,089)	\$ (11,251,342)	\$ (20,746,431)	
Net Surplus/(Deficit)	\$ (939,711)	\$ (1,622,500)	\$ (2,562,211)	\$772,334
2024 Projected Ending Fund Balance	\$518,432	\$1,220,920	\$1,739,352	\$772,334
2023 - 2024 Allocated to Operating Reserve	\$664,000	\$521,000	\$1,185,000	
2023 - 2024 Allocated to Contingency Reserve Fund 2023 - 2024 Rate Study Surplus Assigned*	\$0 \$126.000	0\$ 000 550¢	\$0 \$412.000	
2023 - 2024 Projected Unassigned Year End Fund Balance	\$136,000 - <mark>\$281,568</mark>	\$277,000 \$422,920	\$413,000 \$141,352	
	426	425		
	Water	Sewer	Total	
2023 Contingency Reserve Funds 2024 Contingency Reserve Funds	\$460,000 \$460,000	\$815,000 \$815,000	\$1,275,000 \$1,275,000	

\*Aggregate Rate Study Surplus Assigned 2022 through 2024

#### Lake Whatcom Water and Sewer District 2023 - 2024 Budget Proposal - DRAFT Water Utility Fund (401)

		<b>.</b> .			2021	2022		2022 Projected	2023	2024		2023-2024 Combined
Fund	Dept.	Account	Title		Acutal	Budget		9.19.2022	Proposed	Proposed		Proposed
			Intergovernmental Revenue									
401	330	331 40 10 00	Federal Grants (FEMA)	\$	-	\$ 239,0	00 9	\$ 239,000	\$ 1,995,876	\$	- \$	1,995,876
			Charges For Convises									
401	340	343 40 10 00	Charges For Services Water Sales Metered	\$	2,832,355	\$ 2,894,9	77 9	\$ 2,871,474	\$ 3,025,251	\$ 3,161,38	\$ 1	6,186,638
401	340	343 40 20 01	DEA Permits - Water	ŝ	(7,961)		- 9		\$ 0,020,201	\$ 5,101,50	- \$	
401	340	343 41 10 01	General Facilities Charges - Water	\$	320,536		30 \$					168,060
401	250	359 81 10 00	Fines & Penalties	\$	10,802	\$ 28,0	00 0	( )()	\$ 8,500	\$ 8,500	۰ ¢	17,000
401	350 350	359 81 10 00	Combined Fees Late Fees	۵ ۲	7,141		00 S					120,000
401	550	337 70 00 00		Ŷ	7,141	ψ 30,0		01,210	\$ 00,000	φ 00,000	,	120,000
			Miscellaneous Revenues									
401	360	361 11 00 00	Investment Interest	\$		\$ 20,0			\$ 31,713	\$ 34,09		65,804
401	360	369 10 00 00	Sale Of Surplus	\$	4,176					\$	- \$	-
401	360	369 10 01 00	Miscellaneous	\$	726	\$ 1,0				\$ 1,000		2,000
401 401	360 360	369 40 00 00 369 80 00 00	Project Reimbursement Over/Under	\$ \$		\$ \$	- 9		\$- \$-	\$ \$	-\$ -\$	-
401	300	309 80 00 00	over/onder	Ŷ	-	φ		-	<b>р</b> -	Φ	- •	
			Other Financing Sources									
401	390	395 10 00 00	Sale Of Capital Assets	\$		\$	- 9			\$	- \$	-
401	390	395 20 00 00	Deposits	\$	(1,500)		- 9		\$ -		- \$	-
401 401	390 390	395 20 00 01 398 20 00 01	Compensation For Loss/Impairment (Formerly Ins. Recovery) Insurance Recoveries	¢	127 644	\$ \$	- 9		\$- \$-	\$ \$	- \$ - \$	-
-		nd Revenues	li isul alice Recoveries	\$	137,564 3,352,783	\$ 3,326,0		3,378,925	\$ 5,206,370			8,555,378
Total V	atter i ur	la nevenues		Ŷ	5,552,105	Ψ 0,020,0	07 (	0,010,720	\$ 5,200,570	ψ 0,047,000	γ ψ	0,000,010
			Water Fund Expenditures									
401	534	534 10 10 00	Water - Gen Admin Payroll	\$	369,312	\$ 371,7	70 \$	\$ 343,802	\$ 358,585	\$ 371,432		730,017
401	534	534 10 20 00	Water - Gen Admin Personnel Benefits	\$		\$ 161,0			\$ 183,579			368,224
401	534	534 10 31 00	Water - Gen Admin Supplies	\$	23,446							24,500
401	534	534 10 31 01	Water - Meetings/Team building Water - Merchant Services Fees	\$		\$ 2,0						4,000
401 401	534 534	534 10 40 00 534 10 40 01	Water - Bank Fees	\$ \$	14,146 872	\$ 11,5	00 9 00 9			\$ 14,200 \$ 1,400		28,000 2,800
401	534	534 10 41 00	Water - Quality Assurance Programs	ŝ	76,158	\$ 81,3				\$ 87,810		162,310
401	534	534 10 41 01	Water - Gen Admin Prof Srvc	\$	165,771					\$ 107,92		200,250
401	534	534 10 41 02	Water - Engineering Srvc	\$	10,931	\$ 20,0	00 9	\$ 8,462	\$ 14,000	\$ 14,000	) \$	28,000
401	534	534 10 41 03	Water - Legal Srvc	\$	28,459							62,000
401	534	534 10 41 04	Water - DEA Expenditures	\$	-	*	- 5		\$-		- \$	-
401	534	534 10 41 20	Water - 20 Year SVWTP Plan	\$	41,687		- 3		\$-		- \$	-
401 401	534 534	534 10 42 00 534 10 43 00	Water - Admin Communication	\$ \$	29,745	\$ 31,0 \$	- 90		\$ 33,000 \$ 41,150	\$ 33,000 \$ 41,405		66,000 82,555
401	534	534 10 45 00 534 10 45 00	Water - Software/IT Subscriptions Water - Gen Admin Lease	ې ۲	- 5,919	\$			\$ 41,150 \$ 5,500	\$ 5,500		11,000
401	534	534 10 46 00	Water - Gen Admin Insurance	\$	103,477					\$ 114,000		222,700
401	534	534 10 49 00	Water - Gen Admin Misc.	\$	25		00 9				) \$	400
401	534	534 10 49 01	Water - Memberships/Dues/Permits	\$	17,130	\$ 17,2	50 \$	\$ 19,500	\$ 20,000	\$ 20,500	) \$	40,500
401	534	534 10 49 02	Water - Taxes	\$	149,710					\$ 165,095		323,081
401	534	534 40 43 00	Water - Admin Training & Travel	\$	3,195	\$ 10,0			\$ 13,000			26,000
401	534	534 40 43 01 534 50 31 00	Water - Tuition Reimbursement	\$	-		00 9			\$ 500		1,000
401 401	534 534	534 50 31 00 534 50 31 01	Water - Maintenance Supplies Water - Small Assets	\$ \$	88,477 60,669				\$ 115,000 \$ 45,000	\$ 120,500 \$ 47,250		235,500 92,250
401	534	534 50 48 00	Water - Repair & Maint	ŝ	227,813				\$ 45,000 \$ 115,000			
401	534	534 50 49 00	Water - Insurance Claims	ŝ		\$ 2,5			\$ 2,500	\$ 2,500		5,000
401	534	534 60 41 00	Water - Operations Contracted (Edge Analytical)	\$	7,932					\$ 12,000		24,000
401	534	534 60 47 00	Water - City of Bellingham	\$	47,368		00 9	51,931	\$ 57,200			120,120
401	534	534 80 10 00	Water - Operations Payroll	\$	612,497							1,362,602
401	534	534 80 20 00	Water - Operations Personnel Benefits	\$	250,872							
401 401	534 534	534 80 32 00 534 80 35 00	Water - Operations Fuel Water - Safety Supplies	\$ \$	12,524		00 9					51,200
401 401	534 534	534 80 35 00 534 80 35 01	Water - Safety Supplies Water - Safety Boots	\$ \$	3,207 793		00 9 00 9					20,000 2,800
401	534	534 80 35 01	Water - Emergency Preparedness	\$			00 3		\$ 3,000			6,000
401	534	534 80 43 00	Water - Operation Training/Travel/Certifications	\$	7,270		00 5					26,000
401	534	534 80 47 00	Water - Ops Utilities	\$	120,036				\$ 134,140			
401	534	534 80 49 00	Water - Operations Laundry	\$	1,318	\$ 2,0	00 9	\$ 1,245	\$ 2,000	\$ 2,000	) \$	4,000
		nd Expenditures	Water - Operations Launury		2,632,426				\$ 2,655,667	\$ 2,761,800		

			Debt Service						
401	591	591 34 77 01	Geneva AC Mains Principal	\$ 119,938	\$ 119,938	\$ 119,938	\$ 119,938	\$ 119,938	\$ 239,876
401	591	591 34 77 02	Div. 22 Reservoir Principal	\$ 65,475	\$ 65,475	\$ 65,475	\$ 65,475	\$ 65,475	\$ 130,950
401	591	592 34 83 01	Geneva AC Mains Interest	\$ 26,986	\$ 25,187	\$ 25,187	\$ 23,388	\$ 21,589	\$ 44,977
401	591	592 34 83 02	Div. 22 Reservoir Interest	\$ 16,696	\$ 15,714	\$ 15,714	\$ 14,732	\$ 13,750	\$ 28,482
Total Wa	ater Fur	nd Debt Service		\$ 229,095	\$ 226,314	\$ 226,314	\$ 223,533	\$ 220,752	\$ 444,285

	Lake Whatcom Water and Sewer District 2023 - 2024 Budget Proposal - DRAFT Water Utility Fund (401)												
					2021	2022		022 ected	2023	2024		2023-2024 Combined	
Fund	Dept.	Account	Title		Acutal	Budget	9.19	.2022	Proposed	Propose	d	Proposed	
System	Reinves	tments											
System	Renives	linents	Capital Expenditures										
401	594	594 34 60 01	Capital Outlay - Budget Only			\$ 528,250			\$ 3,034,735	\$ 263,	743 🖇	\$ 3,298,678	
401	594	594 34 62 01	Capital Projects - Water Structures	\$	286,909		\$ 1	73,891			\$		
401	594	594 34 63 01	Capital Projects - Water System	\$	171,349		\$	71,133			9	\$ -	
401	594	594 34 64 01	Capital Outlay - Water Equipment	\$	40,398		\$	27,759			9	\$ -	
401	594	594 34 65 01	Capital Outlay - Small Water Projects	\$	-						9	\$ -	
			Capital Outlay Carryover Projects/Additional Funding	\$	-	\$ 273,000			\$ 320,653	\$ 14,0	000	\$ 334,653	
Total V	/ater Fur	nd Capital Expenditures		\$	498,656	\$ 801,250	\$ 2	272,783	\$ 3,355,388	\$ 277,	943	\$ 3,633,331	
			Other Financing Sources										
401	597	597 10 00 20	Transfers Out To Fund 420	\$		\$ -	\$		\$-	\$	- \$		
401	597	597 10 00 25	Transfers Out To Fund 425	\$			\$			\$	- \$		
401	597	597 10 00 26	Transfers Out To Fund 426	\$		\$-	\$			\$	- \$		
401	597	597 10 00 40	Transfers Out To Fund 440	\$		\$-	\$			\$	- \$		
401	597	597 10 00 50	Transfers Out To Fund 450	\$		\$ -	\$			\$	- \$		
401	597	597 10 00 70	Transfers Out To Fund 450	\$		\$ -	\$			\$	- 9		
lotal v	/ater Fur	nd Other Financing Sources		\$	-	\$-	\$	-	\$-	\$	- 9	\$ -	
Total W	lator Fur	nd Expenditures		\$	3,360,177	\$ 3,590,397	\$ 20	55 55/	\$ 6,234,588	\$ 3 260	501 (	\$ 9,495,089	
TOtal V	aterru	la Experiantares		Ŷ	5,500,177	ψ 3,370,377	Ψ Ζ, /	/33,334	↓ 0,234,300	ψ 5,200,	101 1	¢ 7,473,007	
Fund G	ain/Loss			\$	(7,394)	\$ (264,390)	)\$4	23,371	\$ (1,028,218)	\$ 88,	507 \$	\$ (939,711)	
Fund B	alance Su												
	2022 B	eginning Fund Balance			1,034,772								
		2022 Projected Gain/Loss		\$	423,371								
	2022 P	rojected Ending Fund Balance			1,458,143								
		2023 Projected Gain/Loss			(1,028,218)								
	2023 P	rojected Ending Fund Balance		\$	429,925								
		2024 Projected Gain/Loss		\$	88,507								
	2024 P	rojected Ending Fund Balance		\$	518,432								
Wator	ontingo	ency Reserve Fund Balance Su	mmary										
water		eginning Fund Balance	initial y	\$	460,000								
	2022 D	2022 Projected Gain/Loss		ŝ	-100,000								
	2022 P	rojected Ending Fund Balance		\$	460,000	•							
	2022 F	2023 Projected Gain/Loss		ŝ	-100,000								
	2023 P	rojected Ending Fund Balance		\$	460,000	•							
	20201	2024 Projected Gain/Loss		ŝ									
	2024 P	rojected Ending Fund Balance		\$	460,000								
	-02/1			Ŷ	.00,000								

### Lake Whatcom Water and Sewer District 2023-2024 Budget Proposal - DRAFT Sewer Utility Fund (402)

				2021	2022	Pi	2022 rojected		2023	2024	_	023-2024 ombined
Fund	Dept.	Account	Title	Actual	Budget	9.	19.2022	F	Proposed	Proposed	F	Proposed
			Intergovernmental Revenue									
401	330	331 97 10 02	Federal Grants (FEMA)	\$ -	\$ 182,400	\$	182,400	\$	-	\$ -	\$ \$	-
			Charges For Services								Ŧ	
402	340	343 50 11 00	Sewer Service Residential	\$ 4,314,666	\$ 4,425,315	\$ 4	4,532,188	\$	4,591,264	\$ 4,763,437	\$	9,354,701
402	340	343 50 19 00	Sewer Service Other	\$ 4,961	\$ 4,500	\$	5,723	\$	5,340	\$ 5,540	\$	10,880
402	340	343 50 80 00	Latecomers Fee ULID #18	\$ 250	\$ -	\$	24,297	\$	-	\$ -	\$	-
402	340	343 51 10 02	General Facilities Charges - Sewer	\$ 343,302	\$ 88,600	\$	108,816	\$	88,600	\$ 88,600	\$	177,200
											\$	-
			Miscellaneous Revenues									
402	360	361 11 00 02	Investment Interest	\$ 48,944	\$ 20,000	\$	29,500	\$	31,713	\$ 34,091	\$	65,804
402	360	361 40 00 02	ULID 18 Interest/Penalties	\$ 3,355	\$ 1,800	\$	805	\$	2,531	\$ -	\$	2,531
402	360	368 10 00 02	ULID 18 Principal Payments	\$ 11,416	\$ 8,000	\$	6,277	\$	5,444	\$ -	\$	5,444
402	360	369 10 00 02	Sale Of Surplus	\$ 1,010	\$ 1,000	\$	-	\$	1,000	\$ 1,000	\$	2,000
402	360	369 40 00 02	Project Reimbursement	\$ 4,641	\$ 4,141	\$	4,141	\$	4,141	\$ 4,141	\$	8,282
402	360	369 91 01 02	Miscellaneous	\$ 1,665	\$ 1,000	\$	500	\$	1,000	\$ 1,000	\$	2,000
											\$	
			Other Financing Sources									
402	390	395 10 00 02	Sale Of Capital Assets	\$ -	\$	\$	-	\$		\$ -	\$	-
402	395	395 20 00 02	Compensation for Loss/Impairment of Capital Asset		\$ 13,130	\$	13,130					
402	397	397 10 00 02	Transfers In	\$	\$ -	\$	-	\$	-	\$ -	\$	-
Total Se	ewer Fun	id Revenues		\$ 4,734,210	\$ 4,567,486	\$ 4	4,907,777	\$	4,731,033	\$ 4,897,809	\$	9,628,842

			Sewer Fund Expenditures												
402	535	535 10 10 00	Sewer - Admin Payroll	\$	366,872	\$	371,770	\$	343,802	\$	358,585	\$	371,434	\$	730,019
402	535	535 10 20 00	Sewer - Gen Admin Personnel Benefits	\$	150,051		161,024		142,028		162,646		163,622		326,268
402	535	535 10 31 00	Sewer - Gen Admin Supplies	\$	13,344	\$	16,800	\$	9,828		11,000		11,500		22,500
402	535	535 10 31 01	Sewer - Meetings/Team Building	\$	1,952		2,000		1,550		2,000		2,000		4,000
402	535	535 10 40 00	Sewer - Merchant Services Fees	\$		\$	11,500		13,542		13,800		14,200		28,000
402	535	535 10 40 01	Sewer - Bank Fees	ŝ	872			ŝ	1,433		1,400		1,400		2,800
402	535	535 10 41 01	Sewer - Gen Admin Prof Srvc	\$	123,840			\$	123,167		92,325		107,925		200,250
402	535	535 10 41 02	Sewer - Engineering Srvc	\$	12,068		20.000		5.735		14,000		14,000		28,000
402	535	535 10 41 03	Sewer - Legal Srvc	\$	28,459		22,000		32,614		31,000		31,000		62,000
402	535	535 10 42 00	Sewer - Admin Communication	\$	29,744		31,000		32,173		33,000		33,000		66,000
402	535	535 10 43 00	Sewer - Software/IT Subscriptions	\$		\$		\$		\$	41,150		41,405		82,555
402	535	535 10 45 00	Sewer - Gen Admin Lease	\$	5,918		5,500		5,118		5,500		5,500		11,000
402	535	535 10 46 00	Sewer - Gen Admin Insurance	\$	103,478	\$		\$	103,500		108,700		114,000		222,700
402	535	535 10 49 00	Sewer - Gen Admin Misc.	\$	100,470		200		50		200		200		400
402	535	535 10 49 01	Sewer - Memberships/Dues/Permits	\$	9,420		10,000		12,150		12,500		13,000		25,500
402	535	535 10 49 02	Sewer - Taxes	\$	100,819		122,000		108,136		115,000		115,000		230,000
402	535	535 40 43 00	Sewer - Gen Admin Training & Travel	ŝ	2,848		10,000		7,448		13,000		13,000		26,000
402	535	535 40 43 01	Sewer - Tuition Reimbursement	\$	1	\$	500			\$	500		500		1,000
402	535	535 50 31 00	Sewer - Maintenance Supplies	\$	29,556		45,000		18,154		45,000		45,000		90,000
402	535	535 50 31 00	Sewer - Small Assets	\$	40.840		30,000		62,018		40,000		42,000		82,000
402	535	535 50 48 00	Sewer - Repair & Maint	\$	116,649			\$	212,013		135,000		140,000		275,000
402	535	535 50 49 00	Sewer - Insurance Claims	\$	5,540		2,500	\$	5,000		2,500		2,500		5,000
402	535	535 60 41 00	Sewer - Operations Contracted	\$	22,480			\$		\$	2,500		2,500		5,000
402	535	535 60 47 00	Sewer - City of Bellingham	\$	686,197		816,000		806,000		897,600				1,840,100
402	535	535 80 10 00	Sewer - Operations Payroll	\$		\$	530,481		568,194		568,194				1,156,242
402	535	535 80 20 00	Sewer - Operations Personnel Benefits	\$	200,054		237,606		254,395		254,395		255,921		510,316
402	535	535 80 32 00	Sewer - Operations Fuel	\$	15,116		14,200		32,490		254,395		26,000		51,200
402	535	535 80 35 00	Sewer - Safety Supplies	\$	3,200		10,000		8,885		10,000		10,000		20,000
402	535	535 80 35 00	Sewer - Safety Boots	\$	793		1,400		995		1,400		1,400		2,800
402	535	535 80 35 02	Sewer - Emergency Preparedness	\$		\$	5,000			\$	5,000		5,000		10,000
402	535	535 80 43 00	Sewer - Operations Training/Travel/Certification	\$	4,879	\$	10,000		1,172		13,000		13,000		26,000
402	535	535 80 47 00	Sewer - Ops Utilities	\$	110,361		110,000		131,983		136,602		141,383		277,985
402	535	535 80 49 00	Sewer - Operations Laundry	\$	1,997	.⊅ \$	2,500	۰ \$	1,851	⊅ \$		⊅ \$		⊅ \$	5,000
		nd Expenditures	Sewer - Operations Lauridi y	-				•	3,045,424	•		•			6,420,635
10(a) 30	weitui	iu Experiuitures		Ŷ	2,071,430	φ	3,013,731	\$	3,043,424	φ	3,132,077	φ	3,207,730	φ	0,420,033
			Debt Service												
402	591	591 35 77 02	Bond 2016 Principal	\$	435,000	\$	445,000	\$	445,000	\$	470,000	\$	480,000	\$	950,000
402	591	591 35 83 02	Bond 2016 Interest	\$	205,425		192,376		192,376			\$		\$	343,950
Total Se	wer Fur	nd Debt Service		\$	640,425		637,376	\$	637,376			\$			1,293,950
402	504	504 25 (0.02	Capital Expenditures			¢	005 000			¢	272 100	¢	1 012 050	¢	2 007 050
402	594	594 35 60 02	Capital Outlay - Budget Only	¢	E17 004	\$	805,880	¢	100 771	\$	213,109	\$	1,813,950		2,087,059
402	594	594 35 62 02	Capital Projects - Sewer Structures	\$	517,334			\$	133,771					\$	-
402	594	594 35 63 02	Capital Projects - Sewer System	\$	234,179			\$	290,858					\$	-
402	594	594 35 64 02	Capital Outlay - Sewer Equipment	\$	41,083			\$	62,803					\$	-
402	594	594 35 65 02	Capital Outlay - Small Sewer Projects				4 400 000				1 000 100		453 565	\$	-
402	594	594 35 65 02	Capital Outlay - Carry Over Projects/Additional Funding		702 506		1,138,000				1,292,198		157,500		
O2 leto L		nd Capital Exponditures		¢				\$							

Total Sewer Fund Capital Expenditures

792,596 \$ 1,943,880 \$

\$

487,432 \$ 1,565,307 \$ 1,971,450 \$ 3,536,757

Lake Whatcom Water a 2023-2024 Budget Pr Sewer Utility F	oposal - D					
Fund Dept. Account Title	2021 Actual	2022 Budget	2022 Projected 9.19.2022	2023 Proposed	2024 Proposed	2023-2024 Combined Proposed
Other Financing Sources 402 597 597 10 00 25 Transfer Out To Sewer Contingency Total Other Financing Sources		12 \$ - 12 \$ -				
Total Sewer Fund Expenditures Fund Gain/Loss	\$ 4,143,3 \$ 590,8	91 \$ 5,596,987 19 \$ (1,029,501)		\$ 5,367,029 \$ (635,996)		\$ 11,251,342 \$ (1,622,500)
Fund Balance Summary 2022 Beginning Fund Balance 2022 Projected Gain/Loss 2022 Projected Ending Fund Balance 2023 Projected Gain/Loss 2023 Projected Ending Fund Balance 2024 Projected Gain/Loss 2024 Projected Ending Fund Balance	\$ 2,105,8 \$ 737,5 \$ 2,843,4 \$ (635,9 \$ 2,207,4 \$ (986,5 \$ 1,220,9	45 20 96) 24 04)				
Sewer Contingency Reserve Fund Balance Summary 2022 Beginning Fund Balance 2022 Projected Gain/Loss 2022 Projected Ending Fund Balance 2023 Projected Gain/Loss 2023 Projected Ending Fund Balance 2024 Projected Gain/Loss 2024 Projected Ending Fund Balance	\$ 815,0 \$ 815,0 \$ 815,0 \$ 815,0 \$ 815,0	- 00 - 00 -				

#### Lake Whatcom Water and Sewer District 2023 - 2024 Budget Proposal DRAFT Sewer Contingency Reserve Fund (425) 2021 2022 2022 2023-2024 2023 2024 Projected Combined Fund Dept. Account Title Actual Budget 8.1.2022 Proposed Proposed Proposed Other Financing Sources 397 10 00 25 Transfer In From Sewer Fund 425 397 \$ 18,912 \$ - \$ - \$ - \$ - \$ Total Fund Revenue \$ 18,912 \$ - \$ - \$ - \$ - \$ Other Financing Sources 425 597 597 10 20 00 Transfers Out To Fund 420 \$ - \$ - \$ - \$ - \$ -Total Fund Expenditures \$ \$ \$ \$ - \$ - \$ -Fund Gain/Loss \$ 18,912 \$ \$ \$ \$ \$

#### Sewer Contingency Reserve Fund Balance Summary

2022 Beginning Fund Balance	\$ 815,000
2022 Projected Gain/Loss	\$ -
2022 Projected Ending Fund Balance	\$ 815,000
2023 Projected Gain/Loss	\$ -
2023 Projected Ending Fund Balance	\$ 815,000
2024 Projected Gain/Loss	\$ -
2024 Projected Ending Fund Balance	\$ 815,000

			Lake Whatcom V 2023 - 2023 Bu Water Continge	udget Pro	oposal	DRA	١F	Г						
					2021	202	2	2022 Project		2023		2024		2023-2024 Combined
Fund	Dept.	Account	Title		Actual	Budg	jet	8.1.202	22	Proposed	F	Proposed		Proposed
426	397		er Financing Sources 5 Transfers In From Fund 401	\$	-	\$	-	\$	-	\$-	\$	; -		
Total Fu	nd Revenu	le		\$	-	\$	-	\$	-	\$-	\$	; -	\$	-
	nd Expend		l Balance Summary	\$		\$	-	\$	-	\$-	¢	<u> </u>	44	-
	2022 Pr 2023 Pr	ojected Ending 2023 Project ojected Ending	ted Gain/Loss Fund Balance ted Gain/Loss Fund Balance ted Gain/Loss	\$ \$ \$ \$	460,000 									

Lake Whatcom Water a 2023 - 2024 Budget P Bond Reserve Fi	roposal I	DRAFT				
Fund Program Dept. Sub Dept. Account Title	2021 Actual	2022 Budget	2022 Projected 8.1.2022	2023 Proposed	2024 Proposed	2023-2024 Combined Proposed
Total Fund Revenue	\$	- \$ -	\$-	\$ -	\$ -	\$ -
Total Fund Expenditures	\$	- \$ -	\$-	\$-	\$-	\$-

#### Bond Reserve Fund Balance Summary

2022 Beginning Fund Balance	\$ 772,334
2022 Projected Gain/Loss	\$ -
2022 Projected Ending Fund Balance	\$ 772,334
2023 Projected Gain/Loss	\$ -
2023 Projected Ending Fund Balance	\$ 772,334
2024 Projected Gain/Loss	\$ -
2024 Projected Ending Fund Balance	\$ 772,334

# 2023-2024 PRELIMINARY DRAFT CAPITAL OUTLAY SUPPLEMENTAL DOCUMENTS

### 2023/2024 BUDGET - Continuing Active Project Estimates

Report Last Revised 10/4/2022

Projected Spent Additional Estimated Estimated 2024 Project Budget to Date 2023 Payments as of 9/21/2022 in 2022 Number Project Title / Tasks To Completion Expenses Expenses Dellesta, Edgewater & Euclid Sewer Pump Stations 0 1,816,583 1,130,839 1,236 684,508 C 1802 **Rocky Ridge & Lakewood Predesign and Shoreline Permitting** C 2112 439,000 108,294 11,706 319,000 0 C 2113 Flat Car Reverse Flow to SVPS - Design & Permitting 153,000 10,575 14,425 128,000 0 C 2202 **Replace Sewer Camera Equipment** 150,000 0 0 0 150,000 A 2227 **FEMA Mitigation Creek Crossings** 0 0 0 0 0 Subtotal Sewer 1,131,508 150,000 2,558,583 1,249,708 27,367 C 2012 Austin-Fremont PRV Rebuild 10,000 0 0 10,000 0 C 2111 **Div 7 Reservoir Replacement** 243,080 131,983 43,017 68,080 0 C 2111.1 Phase 1- Wilson Design & Permitting 201,080 131,983 43,017 26,080 0 C 2111.2 Phase 1 - Easements (per Appraisal Group of the NW) 42,000 0 0 42,000 0 C 2210 Reservoir and WTP Site Security Assessment and Plan 0 50,000 0 10,000 40,000 C 2211 South Geneva Booster Standby Generator and ATS 60.000 38.235 0 21.765 0 C 2214 Lead Service Line Inventory Planning 15,000 0 2,500 6,000 6,500 M 2226 Div 30 Reservoir Removal of Hazard Trees 0 20,000 5,882 14,118 0 Subtotal Water 176.100 55.517 6,500 398,080 159.963 C 2006 SCADA Telemetry - Managed Ethernet Switches 0 0 20,000 16,263 3.737 C 2203 Div 30 Booster and SVSPS PLC and UPS Improvements 224,643 45.000 179,643 0 0 0 C 2203.1 RH2 Design, SDC, Programming 94,643 0 45,000 49,643 C 2203.2 Construction 130,000 0 0 0 130,000 C 2216 0 Replace Tool Truck 75,000 0 60,000 15,000 C 2217 0 Stand-alone Temporary Control Panel 20,000 0 20,000 0 M 2218 Spare PLC Components 20,000 0 0 20,000 0 0 C 2219 1000 Gal Diesel Fuel Tank at Shop 20,000 0 20,000 0 M 2221 0 0 Shop Perimeter Fence and Enlarge Rear Gate Opening 10,000 0 10,000 C 2223 0 VHF Radios at Beaver and Flat Car 8,000 0 8,000 0 Subtotal General 397,643 16,263 45,000 321,380 15,000 Grand Total 3.354.306 1.442.071 127.884 1.612.851 171.500

Program Are	ea / CIP Project # / CIP Project Name	Total	2023	2024	2025	2026	2027	2028
	BRE							
apital Out	lay - General (Costs are halved, split 50/50 between Water/Sewer)							
A0005	50 IT Infrastructure - Replace/Update Hardware, Network Security, & OS (newest server	37,343			17,844			19,499
	installed in 2022)							
V0001	18 Replace Tool Truck (7 tool trucks in fleet, oldest 1999 model, newest 2020 model)	156,411		49,088		52,076		55,247
E0007	12 Replace Mini Excavator (2005 model in fleet)	47,435			47,435			
E0002	10 Replace 5-yard Dump Truck (2007 model in fleet)	92,903					92,903	
V0002	9 Replace Admin Staff Vehicle (4 cars in fleet, oldest 2000 model, newest 2017 model)	19,538					19,538	
	Subtotal	353,630		49,088	65,279	52,076	112,441	74,746
apital Out	lay - Sewer							
A0010	35 Update Sewer Comprehensive Plan (Current Plan approved 7/21/2020)	113,079				113,079		
E0003	14 Replace Sewer Camera Vehicle (2003 model in fleet)	116,096					116,096	
	Subtotal	229,175				113,079	116,096	
apital Proj	jects - Sewer							
0222d	36 LWBI CIPP Renewal Project P2 (when all P2 done build-out ERU capacity w/o need for det	532,136				532,136		
	tank)							
0222c	36 LWBI CIPP Renewal Project P1-2024 (when all P1 done current ERU capacity w/o need for	174,366			174,366			
00001	det tank)	105 111						
0222b	36 LWBI CIPP Renewal Project P1-2023 (when all P1 done current ERU capacity w/o need for det tank)	185,111	185,111					
0032a	36 Agate Bay Sewer Pump Station - Predesign and Shorelines Permitting	145,953			145,953			
0032b	36 Agate Bay Sewer Pump Station - Design and Bidding	187,913			i	187,913		
0032c	36 Agate Bay Sewer Pump Station - Construction	812,902					812,902	
0056d	30 Lakewood Pump Station - Construction & SDC Add On - Footpath Access	87,781		87,781				
0055c	30 Rocky Ridge Pump Station - Construction and SDC	742,674		742,674				
0056c	30 Lakewood Pump Station - Construction and SDC	704,559		704,559				
0055d	30 Rocky Ridge Pump Station - Construction & SDC Add On - Stairway and Landing Access	137,447		137,447				-
0171	18 Sudden Valley Sewer Pump Station - Recondition Electrical Controls	248,462						248,462
0172	16 Flat Car Sewer Pump Station - Recondition Electrical Controls	248,462						248,462
0173	16 Beaver Sewer Pump Station- Recondition Electrical Controls	248,462						248,462
S0001a	15 Sewer System Rehab and Replacement Projects	180,399	87,998	92,401				-
S0001b	15 Sewer System Rehab and Replacement Projects	35,689			35,689			
S0001c	15 Sewer System Rehab and Replacement Projects	76,859					37,862	38,998
0202	12 Airport Sewer Crossing Gravity Pipeline Sag - Reinstall 250LF to Remove Sag	51,580					51,580	
S9999	1 Blank	0	0	0	0	0	0	C
-	Subtotal	4,800,755	273,109	1,764,861	356,008	720,049	902,343	784,384

Program Area / CIP Project # / CIP Project Nar	ne		Total	2023	2024	2025	2026	2027	2028
BRE									
		Grand Total	5,383,560	273,109	1,813,950	421,288	885,203	1,130,880	859,130
		Assumed Year over Year Cost Es	timate Escalation:	10.0%	5.0%	3.0%	3.0%	3.0%	3.0%
Annual Budget Targets per 2022	Rate Study ( Study ass	umes 3% annual constructior	Inflation) ===>	\$820k	\$830k	\$840k	\$850k		
Average			s 2 .0.1.8 ₩ 1.6	I					
Annual Total	Over Plan Years		.0 1.0						
1,043,529	Years 1+2		≥ 1.0 1.4						
836,115	Years 1+2+3		1.2						
848,387			1 0.8						
040,307	Years 1+2+3+4		0.8						
904,886	Years 1+2+3+4+5		0.4	+					
897,260	Years 1+2+3+4+5+6		0.2	-					
			0						
				2023	2024	2025	2026	2027	2028

ogram Ar	ea / CIP Project # / CIP Project Name	Total	2023	2024	2025	2026	2027	2028
Ugraffi Are		TOtal	2023	2024	2025	2020	2027	2020
nital Out	BRE lay - General (Costs are halved, split 50/50 between Water/Sewer)							
A0005	50 IT Infrastructure - Replace/Update Hardware, Network Security, & OS (newest server	37.343			17,844			19.499
A0005	installed in 2022)	57,545			17,044			15,455
V0001	18 Replace Tool Truck (7 tool trucks in fleet, oldest 1999 model, newest 2020 model)	156,411		49,088		52,076		55,247
E0007	12 Replace Mini Excavator (2005 model in fleet)	47,435			47,435			
E0002	10 Replace 5-yard Dump Truck (2007 model in fleet)	92,903					92,903	
V0002	9 Replace Admin Staff Vehicle (4 cars in fleet, oldest 2000 model, newest 2017 model)	19,538					19,538	
	Subtotal	353,630		49,088	65,279	52,076	112,441	74,746
pital Out	lay - Water							
W0005	35 Reservoirs - Inspection & Maintenance	85,737	39,297					46,440
V0003	18 Replace Locator / Meter Reading Van (2018 model in fleet)	52,632						52,632
W0009	16 SVWTP - Replace 6 Turbidimeters and 2 Chlorine Analyzers	58,824						58,824
0219b	1 Misc 2024 Water Capital Outlay	63,526		63,526				
0219a	1 Misc 2023 Water Capital Outlay	27,499	27,499					
	Subtotal	288,218	66,796	63,526				157,896
pital Proj	iects - Water							
1001	72 SVWTP - Core - Alum System Improvements	87,998	87,998					
0145a	70 Div 7 Reservoir Phase 2 Construction	2,879,940	2,879,940					
0228	36 Eagleridge - Replace High Flow Pumps Control Panel, Integrate with Low Flow Pumps	115,501		115,501				
1004	32 SVWTP - Core - Replace Transfer Pumps - Design and Construction	542,072						542,072
0110	18 Security - Intrusion Alarms at Reservoirs, Cameras at SVWTP AHWTP	183,796				183,796		
0215	16 1237 Lakeview St - Replace 2" PVC with 2" HDPE	64,580			64,580			
0226	12 Division 30 Reservoir - Impressed Current Cathodic Protection	35,828		35,828				
	Subtotal	3,909,716	2,967,939	151,330	64,580	183,796		542,072
az Mit Gra	ant Funds (87.5% Grant) - Amounts do NOT include 12.5% local match							
0145c	70 Div 7 Reservoir Phase 2 Construction - Grant Funding \$1,602,174 (which is 87.5% of \$1,831,055)	-1,602,174	-1,602,174					
0145b	70 Div 7 Reservoir Phase 1 - Grant Funding \$393.702 (which is 87.5% of \$449,975)	-393,702	-393,702					
								-

Program Area / CIP Project # / CIP Project Name		Total	2023	2024	2025	2026	2027	2028
BRE	Grand Total	2,555,688	1,038,858	263,943	129,859	235,872	112,441	774,714
	Grand Total	2,555,000	1,038,858	203,545	129,839	255,872	112,441	//4,/14
	Assumed Year over Year Cost Estim	nate Escalation:	10.0%	5.0%	3.0%	3.0%	3.0%	3.0%
	Annual Budget Targets per 2022 Ra	te Study ===>	\$260k	\$270k	\$280k	\$290k		
		თ 1.2 ⊤						
Average Annual Total Over Plan Year		s 1.2 - IIIion M						
651,401 Years 1+2		≥ 0.8 -						
477,554 Years 1+2+3		0.6 -						
<b>417,133</b> Years 1+2+3+4		0.4 -						
<b>356,195</b> Years 1+2+3+4+5		0.2 -						
<b>425,948</b> Years 1+2+3+4+5+6		0 -		-				
			2023	2024	2025	2026	2027	2028

### Division 7 Reservoir Replacement Project Expense and Funding Summary

Project #C2111

Project Estimates as of 10/4/2022

Year			Estimated Project Costs
	\$	201,080.00	Phase 1 - Wilson Agreeement
	\$	42,000.00	Phase 1 - Easements (per Appraisal Group of the NW)
2022/2023	\$	243,080.00	Subtotal Phase 1
	\$	2,400,000.00	Phase 2 - Construction estimate presented to board 5/25/2022 (incl. 20% contingency and tax)
	\$	240,000.00	Assume 10% escalation from 2022 to 2023
2023/2024	\$	2,640,000.00	Subtotal Phase 2 Construction Contract in 2023 Dollars
2023/2024	\$	240,000.00	Phase 2 - Wilson Services During Construction
	\$	3,123,080.00	Total Estimated Project Cost
			Funding Sources
			Funding Sources Grant Funding
2022/2023	\$	393,701.88	-
2022/2023 2023/2024	\$ \$	393,701.88 1,602,173.13	Grant Funding
	\$ \$ \$	•	Grant Funding Phase 1 - Design, Permitting, Etc
	\$ \$ \$	1,602,173.13	Grant Funding Phase 1 - Design, Permitting, Etc Phase 2 - Construction
	\$ \$ \$	1,602,173.13	Grant Funding Phase 1 - Design, Permitting, Etc Phase 2 - Construction
2023/2024	•	1,602,173.13 1,995,875.00	Grant Funding Phase 1 - Design, Permitting, Etc Phase 2 - Construction Subtotal Grant Funding (FEMA 75%, State 12.5%) per Grant Agreement
2023/2024	•	1,602,173.13 1,995,875.00	Grant Funding Phase 1 - Design, Permitting, Etc Phase 2 - Construction Subtotal Grant Funding (FEMA 75%, State 12.5%) per Grant Agreement
2023/2024	\$	1,602,173.13 1,995,875.00 285,125.00	Grant Funding Phase 1 - Design, Permitting, Etc Phase 2 - Construction Subtotal Grant Funding (FEMA 75%, State 12.5%) per Grant Agreement LWWSD Local Match Commitment (12.5%) per Grant Agreement
2023/2024 2023/2024	\$	1,602,173.13 1,995,875.00 285,125.00	Grant Funding Phase 1 - Design, Permitting, Etc Phase 2 - Construction Subtotal Grant Funding (FEMA 75%, State 12.5%) per Grant Agreement LWWSD Local Match Commitment (12.5%) per Grant Agreement Total Original Project Funding Plan
2023/2024	\$	1,602,173.13 1,995,875.00 285,125.00	Grant Funding Phase 1 - Design, Permitting, Etc Phase 2 - Construction Subtotal Grant Funding (FEMA 75%, State 12.5%) per Grant Agreement LWWSD Local Match Commitment (12.5%) per Grant Agreement

						2023/2024 CAPITAL OUTLAY
						Report Last Revised 10/4/2022
CoF	PoF	RF	BRE	2023 Budget Amount	2024 Budget Amount	Description
						Sewer
				\$0	\$0	Total Sewer
						Water
6	10	1.00	60	\$15,000		RESERVOIRS - Division 30 Reservoir Isolation Valve. Existing valve has failed, install new insert-a-valve.
2	10	1.00	20	\$5,000		BOOSTER - Eagleridge Diesel Fuel Tank Replacements.
2	9	1.00	18		\$18,000	SVWTP - Replace 4 filter flow meters.
2	9	1.00	18		\$5,000	SVWTP - Replace backwash flow meter.
2		1.00			\$7,000	SVWTP - Replace Div 22 flow meterDUPLICATE REQUEST?
2		1.00			\$12,000	SVWTP - Two Finish-Water Flow Meters.
3		1.00		\$5 <i>,</i> 000		DISTRIBUTION - Agate Heights Decommission Unused LWRTC Well.
1		1.00			\$10,000	DISTRIBUTION - Install Autoflushers on deadend water mains on Wood Rush (towards lake) and Big Leaf (Div 30 area).
1	1	1.00	1.		\$3,000	DISTRIBUTION - Install Flow Meter at Pinto Creek for leak detection and usage.
				\$25,000	\$55,000	Total Water
						General (costs split 50/50 between water/sewer)
				\$0	\$0	Total General
			•	\$25,000	\$55,000	Grand Total
						— This appears as CIP #0219a "Misc 2023 Water Capital Outlay" on the 6-year Water System Reinvestment Plan
				\$27,500 ┥	\$63,525	Inflated to 2023 Dollars (10% from 2022 to 2023) Inflated to 2024 Dollars (5% from 2023 to 2024)
						This appears as CIP #0219b "Misc 2024 Water Capital Outlay" on the 6-year Water System Reinvestment Plan

	Debt/Grant Fundin	g Plan 2023 t	thru 202	8				
Program Ar	ea / CIP Project # / CIP Project Name	Fund Total	2023	2024	2025	2026	2027	2028
Contingent	on Receiving Grant Funding (note: unknown if/when obtained)							
1010	36 SVWTP - Core Seismic - WTP Main Bldg Seismic Retrofits (Grant Contingent)	193,690						193,690
1009	35 SVWTP - Core Security - Site Security Improvements (Grant Contingent)	193,690						193,690
1011	32 SVWTP - Core Seismic - Finished Water Pump Bldg Seismic Retrofits (Grant Contingent)	464,076						464,076
1012	27 SVWTP - Medium Config - Chlorine Gas Modifications (Grant Contingent)	395,179						395,179
1013	18 SVWTP - Medium Config - Rehabilitate & Repurpose Existing CCB (Grant Contingent)	1,598,916						1,598,916
	Subtotal	2,845,550						2,845,550
New Sewer	Debt - Bond, PWTF, Etc							
0193	100 COB Post Point WWTP Biosolids Handling (LWWSD Cost Share 4.8%) - As of 4/28/2022 Est Completion 2027	t. 12,620,512					12,620,512	
	Subtotal	12,620,512					12,620,512	
New Water	Debt - Bond, PWTF, Etc							
1002a	72 SVWTP - Core - New 0.3MG Welded Steel CCB - Design, Permitting	245,062				245,062		
1002b	72 SVWTP - Core - New 0.3MG Welded Steel CCB - Design, Permitting (continued)	315,513					315,513	
1002c	72 SVWTP - Core - New 0.3MG Welded Steel CCB - Construction	1,968,097						1,968,097
1006	54 SVWTP - Medium Config - Rehab Existing Filters 1 & 2	282,676						
1003	32 SVWTP - Core - Replace Finished Water Pumps	1,173,838						1,173,838
W9999	1 Blank	0	0	0	0	0	0	0
	Subtotal	3,985,185	0	0	0	245,062	315,513	3,141,935
	Assumed Year over Year Cost	Estimate Escalation:	10.0%	5.0%	3.0%	3.0%	3.0%	3.0%
	Grand Total	19,451,248	0	0	0	245,062	12,936,024	5,987,485

### Master List of System Reinvestment Projects (Scheduled and Unscheduled)

#### Legend

Purple = Project is included in 6-year plan (Years 2023 thru 2028)

Gold = Project is included in 10-year plan (Years 2029 thru 2032)

Black = 11+ years out or not scheduled (Years 2033 and beyond)

Unscheduled project have a Start Year of 9999

Start Year	Project Name	Cost Est in Ye	ar\$	CoF	PoF	RF	BRE
Capital	Outlay - General (Costs are halved, split 50/50 between Water/Sewer)						
2025	A0005 IT Infrastructure - Replace/Update Hardware, Network Security, & OS (newest server installed in 2022)	\$30,000.00	2022	10	5	1	50
2024	V0001 Replace Tool Truck (7 tool trucks in fleet, oldest 1999 model, newest 2020 model)	\$85,000.00	2022	2	9	1	18
2040	E0008 Replace Flush and Vac Truck (2020 model in fleet)	\$525,000.00	2021	3	6	1	18
2025	E0007 Replace Mini Excavator (2005 model in fleet)	\$65,000.00	2017	2	6	1	12
2027	E0002 Replace 5-yard Dump Truck (2007 model in fleet)	\$120,000.00	2017	2	5	1	10
2027	V0002 Replace Admin Staff Vehicle (4 cars in fleet, oldest 2000 model, newest 2017 model)	\$26,000.00	2018	1	9	1	9
2030	V0004 Replace Light-Duty Truck (2018 model in fleet)	\$40,000.00	2018	1	9	1	9
2033	E0001 Replace Backhoe (2017 model in fleet)	\$104,000.00	2018	1	9	1	9
9999	0100 Car-Port Along Fence to Cover District Vehicles/Equipment	\$250,000.00	2012	1	1	1	1
9999	0134 Kubota Jack Hammer Attachment	\$11,500.00	2017	1	1	1	1
9999	0142 Upgrade Shop Security Cameras and Coverage	\$15,000.00	2016	1	1	1	1
	Subtotal	\$1,271,500.00					
Capital	Outlay - Sewer						
2026	A0010 Update Sewer Comprehensive Plan (Current Plan approved 7/21/2020)	\$85,000.00	2021	5	7	1	35
9999	0153 Pigging - Cable Street Force Main	\$35,000.00	2016	7	5	1	35
9999	0151 Pigging - Lake Whatcom Boulevard Interceptor	\$50,000.00	2016	6	5	1	30
9999	0154 Pigging - Plum Basin Gravity Outlet at Lake Whatcom Boulevard Interceptor	\$20,000.00	2016	6	3	1	18
2027	E0003 Replace Sewer Camera Vehicle (2003 model in fleet)	\$65,000.00	2012	2	7	1	14
9999	0152 Pigging - Lake Louise Road Interceptor	\$30,000.00	2016	5	2	1	10
2032	E0004 Replace Camera Equipment (last purchase in 2012, last funded in 2022)	\$150,000.00	2022	2	4	1	8
	Subtotal	\$435,000.00					
Capital	Outlay - Water						
2023	W0005 Reservoirs - Inspection & Maintenance	\$30,000.00	2018	7	5	1	35
2028	V0003 Replace Locator / Meter Reading Van (2018 model in fleet)	\$34,000.00	2018	2	9	1	18
2028	W0009 SVWTP - Replace 6 Turbidimeters and 2 Chlorine Analyzers	\$38,000.00	2018	2	8	1	16
9999	0214 SVWTP Raw Water Intake - Emergency Pumps (water only portable pump)	\$50,000.00	2021	2	2	1	4
2023	0219a Misc 2023 Water Capital Outlay	\$25,000.00	2022	1	1	1	1
2024	0219b Misc 2024 Water Capital Outlay	\$55,000.00	2022	1	1	1	1
9999	0135 Automatic Valve Exerciser (need to get quote)	\$25,000.00	2016	1	1	1	1
	Subtotal	\$257,000.00					
Capital	Projects - Sewer						
2023	0222b LWBI CIPP Renewal Project P1-2023 (when all P1 done current ERU capacity w/o need for det tank)	\$155,000.00	2021	6	6	1	36

Start Year	Project Name	Cost Est in Ye	ar\$	CoF	PoF	RF	BRE
2025	0222c LWBI CIPP Renewal Project P1-2024 (when all P1 done current ERU capacity w/o need for det tank)	\$135,000.00	2021	6	6	1	36
2025	0032a Agate Bay Sewer Pump Station - Predesign and Shorelines Permitting	\$100,000.00	2017	4	9	1	36
2026	0032b Agate Bay Sewer Pump Station - Design and Bidding	\$125,000.00	2017	4	9	1	36
2026	0222d LWBI CIPP Renewal Project P2 (when all P2 done build-out ERU capacity w/o need for det tank)	\$400,000.00	2021	6	6	1	36
2027	0032c Agate Bay Sewer Pump Station - Construction	\$525,000.00	2017	4	9	1	36
2024	0055c Rocky Ridge Pump Station - Construction and SDC	\$643,000.00	2022	3	10	1	30
2024	0056c Lakewood Pump Station - Construction and SDC	\$610,000.00	2022	3	10	1	30
2024	0056d Lakewood Pump Station - Construction & SDC Add On - Footpath Access	\$76,000.00	2022	3	10	1	30
2024	0055d Rocky Ridge Pump Station - Construction & SDC Add On - Stairway and Landing Access	\$119,000.00	2022	3	10	1	30
2028	0171 Sudden Valley Sewer Pump Station - Recondition Electrical Controls	\$150,000.00	2016	2	9	1	18
9999	0232 North Shore Sewer Flow Meter - Replace with Larger Meter and Pipe to Remove Flow Restriction	\$1.00	2022	6	3	1	18
2028	0172 Flat Car Sewer Pump Station - Recondition Electrical Controls	\$150,000.00	2016	2	8	1	16
2028	0173 Beaver Sewer Pump Station- Recondition Electrical Controls	\$150,000.00	2016	2	8	1	16
2023	S0001a Sewer System Rehab and Replacement Projects	\$80,000.00	2022	5	3	1	15
2025	S0001b Sewer System Rehab and Replacement Projects	\$30,000.00	2022	5	3	1	15
2027	S0001c Sewer System Rehab and Replacement Projects	\$30,000.00	2022	5	3	1	15
9999	0235 Division 22-1 Reservoir Coatings (pending results of coating assessment)	\$1.00	1	2	7	1	14
9999	0160 Sudden Valley Sewer Pump Station - Recondition Drywell Pumps and Motors	\$20,000.00	2016	2	7	1	14
2027	0202 Airport Sewer Crossing Gravity Pipeline Sag - Reinstall 250LF to Remove Sag	\$35,000.00	2019	3	4	1	12
2029	0157 Install Ball Check Valves at Cable, Ranch House, Flat Car, Beaver	\$100,000.00	<b>2016</b>	2	6	1	12
9999	0156 Austin Sewer Pump Station - Install Ball Check Valves and Flow Meter	\$15,000.00	2016	2	6	1	12
9999	0162 Lowe Sewer Pump Station - Retrofit Overhead Power to Underground Power	\$50,000.00	2016	2	6	1	12
9999	0231 Lake Louise Sewer Pump Station - Increase Wet Well Volume and Depth	\$1.00	2022	2	2	1	4
9999	0159 Airport Sewer Pump Station - Increase Pump Capacity (higher head pumps)	\$30,000.00	2016	2	2	1	4
2029	0161 Stationary Generator Closed Loop Cooling Retrofit - North Point, SV, Flat Car, Beaver	\$200,000.00	2016	5	5	0.1	2.5
2023	S9999 Blank	\$0.01	2021	1	1	1	1
9999	0234 Sudden Valley Detention Basin - Add Inlet and Outlet Flow Meters	\$1.00	1	1	1	1	1
9999	0233 Large Towable Engine Driven Pump for High-Head / High Flow Sewer Pump Station Backup	\$1.00	2022	5	3	0.02	0.3
	Subtotal	\$3,928,005.01					
•	Projects - Water						
2023	1001 SVWTP - Core - Alum System Improvements	\$80,000.00	2022	9	8	1	72
2023	0145a Div 7 Reservoir Phase 2 Construction	\$2,618,181.82	2022	7	10	1	70
2029	0146 1971 Division 22 0.5MG Reservoir Seismic Retrofit and Coatings - Priority 3	\$367,000.00	2016	7	10	1	70
2030	0147 1973 Division 30 0.15MG Reservoir Seismic Retrofit and Coatings - Priority 4	\$541,000.00	2016	6	10	1	60
9999	1119 SVWTP - P3 Alum Storage and Injection Modifications	\$65,000.00	2021	6	10	1	60
2031	0148 1979 Geneva 0.5MG Reservoir Seismic Retrofit - and Coatings Priority 5	\$505,000.00	2016	5	10	1	50
9999	1133 SVWTP - S3 Equipment Seismic Support and Bracing Improvements	\$410,000.00	2021	9	5	1	45
2024	0228 Eagleridge - Replace High Flow Pumps Control Panel, Integrate with Low Flow Pumps	\$100,000.00	2022	4	9	1	36
2031	1005 SVWTP - Core - Replace Raw Water Pumps	\$298,000.00	2022	9	4	1	36
9999	1120 SVWTP - P4 Soda Ash Storage and Injection Modifications	\$1,100,000.00	2021	6	6	1	36
9999	1113 SVWTP - E8 AC/DC Power Backup Improvements ??????FINISH	\$1.00	2021	9	4	1	36

Tuesday, October 4, 2022

Start Year	Project Name	Cost Est in Ye	ar\$	CoF	PoF	RF	BRE
2028	1004 SVWTP - Core - Replace Transfer Pumps - Design and Construction	\$417,000.00	2022	8	4	1	32
9999	1118 SVWTP - P2 Gas Chlorine Modifications	\$0.00	2021	9	5	0.5	22.5
9999	1103 SVWTP - A3 Fire and Smoke Alarm Improvements	\$125,000.00	2021	7	3	1	21
9999	1110 SVWTP - E4 MCC Improvements	\$136,400.00	2021	7	3	1	21
9999	0229 AH & Beecher Boosters, Scenic PRV PLC and UPS Improvements	\$315,000.00	2022	2	10	1	20
2026	0110 Security - Intrusion Alarms at Reservoirs, Cameras at SVWTP AHWTP	\$150,000.00	2022	9	2	1	18
2029	W0002a Water System Rehab and Replacement Projects	\$150,000.00	2022	2	9	1	18
2029	W0002b Water System Rehab and Replacement Projects	\$180,000.00	2022	2	9	1	18
2029	W0002c Water System Rehab and Replacement Projects	\$250,000.00	2022	2	9	1	18
9999	1111 SVWTP - E5 MCC3 Improvements	\$65,600.00	2021	6	3	1	18
9999	1121 SVWTP - P5 Clearwell and CCB Level Switch Replacement	\$110,000.00	2021	3	6	1	18
2025	0215 1237 Lakeview St - Replace 2" PVC with 2" HDPE	\$50,000.00	2021	2	8	1	16
9999	0227 Replace Galvanized Iron Pipe and 2" PVC Water Mains	\$1.00	2022	2	8	1	16
2024	0226 Division 30 Reservoir - Impressed Current Cathodic Protection	\$27,000.00	2020	6	2	1	12
9999	1132 SVWTP - S2 Filter, Floc Tank, and Soda Ash Tank Coating Improvements	\$100,000.00	2021	6	4	0.5	12
2041	1008 SVWTP - Medium Config - Implement Backwash Recycling (use exist CCB)	\$1,250,000.00	2022	9	1	1	9
9999	1129 SVWTP - P14 Spare Finished Water Pump Motors	\$95,000.00	2021	6	3	0.5	9
9999	1130 SVWTP - P15 Pump Testing	\$70,000.00	2021	6	3	0.5	9
9999	1135 SVWTP - S5 CCB Seismic Deficiency Improvements	\$205,000.00	2021	3	3	1	9
9999	1131 SVWTP - S1 Replace Corroded Steel Equipment Supports	\$45,000.00	2021	2	4	1	8
9999	1122 SVWTP - P6 Flocculation Tank Rehabilitation	\$110,000.00	2021	2	3	1	6
9999	1128 SVWTP - P13 Flocculation Tank Level Switch	\$15,000.00	2021	2	3	1	6
9999	0084c Agate Heights Phase 2 WTP Upgrade 2/3 capacity, Tank 1 of 2, Main Ext to Trailer Park and Forks Restaurant	\$1,350,000.00	2017	6	1	1	6
9999	0084d Agate Heights Phase 3 WTP Upgrade 3/3 capacity, Tank 2 of 2, Main Ext	\$7,000,000.00	2017	6	1	1	6
9999	0180 South Shore Water System - New South Geneva Reservoir	\$200,000.00	2017	5	1	1	5
9999	1134 SVWTP - S4 Main Bldg Ceiling Rebar Rehabilitation	\$10,000.00	2021	2	2	1	4
9999	0186 Water Main Extension - Lake Whatcom Boulevard between Strawberry Pt and Sudden Valley (funded by DEA or ULID)	\$1.00	2018	4	1	1	4
9999	0178 South Shore Water System - Glen Cove System Consolidation	\$600,000.00	2017	4	1	1	4
9999	0179 South Shore Water System - Main Extension to Sudden Valley Campground (funded by DEA)	\$1.00	2018	4	1	1	4
9999	1104 SVWTP - A4 Existing Restroom Improvements	\$10,000.00	2021	1	3	1	3
9999	0200 Division 30 Reservoir Safety Railing Around Perimeter	\$30,000.00	2021	1	2	1	2
9999	0185 South Shore Water System - SVWTP - Fiber Comm from SVPS to WTP (completes circuit from Shop to WTP)	\$200,000.00	2018	2	1	1	2
9999	0182 All Water Systems - Pressure Monitoring and Alarming for Major Pressure Zone Areas	\$25,000.00	2018	1	2	1	2
9999	0181 South Shore Water System - Reduce Number of Pressure Reducing Valves	\$10,000.00	2018	1	2	1	2
9999	1127 SVWTP - P12 Operator In Trouble Alarming Equipment	\$41,000.00	2021	1	1	1	1
9999	1123 SVWTP - P7 Raw Water Pump Floor Improvements	\$20,000.00	2021	1	1	1	1
9999	1126 SVWTP - P11 Install Additional Filter Vessel Ladders	\$20,000.00	2021	1	1	1	1
9999	1116 SVWTP - M1 Heat and Energy Audit	\$20,000.00	2021	1	1	1	1
9999	1125 SVWTP - P9 Confined Space Equipment Procurement	\$10,000.00	2021	1	1	1	1
9999	1115 SVWTP - E10 Transfer Pump Pad Modifications	\$10,000.00	2021	1	1	1	1
9999	1124 SVWTP - P8 Backwash Flowmeter Procurement	\$21,000.00	2021	1	1	1	1

Start Year	Project Name	Cost Est in Ye	ar\$	CoF	PoF	RF	BRE
9999	1112 SVWTP - E7 LED Lighting Installation	\$41,000.00	2021	1	1	1	1
9999	1114 SVWTP - E9 Conduit & Existing Panel Improvements	\$41,000.00	2021	1	1	1	1
9999	1108 SVWTP - E2 Electrical System Audit	\$45,000.00	2021	1	1	1	1
9999	1117 SVWTP - M2 Generator Exhaust Piping Repair AAAAAAAA	\$10,000.00	2021	1	1	1	1
9999	1101 SVWTP - A1 Roof Debris Removal	\$55,000.00	2021	1	1	1	1
9999	1102 SVWTP - A2 Safety Shower and Eyewash Improvements	\$140,000.00	2021	1	1	1	1
9999	1105 SVWTP - A5 Window and Wall Seepage Improvements	\$22,550.00	2021	1	1	1	1
9999	1107 SVWTP - E1 Electrical Record Drawings	\$45,000.00	2021	1	1	1	1
9999	1109 SVWTP - E3 Electrical Usage/Demand Analysis	\$20,000.00	2021	1	1	1	1
9999	1106 SVWTP - A6 Floor Drainage Improvements	\$35,000.00	2021	1	1	1	1
9999	0230 Eagleridge Replace Domestic Pumps and Retrofit High Flow Pump Control Valves	\$135,000.00	2021	1	10	0.1	1
	Subtotal	\$20,116,735.82					
Conting	ent on Receiving Grant Funding (note: unknown if/when obtained)						
2028	1010 SVWTP - Core Seismic - WTP Main Bldg Seismic Retrofits (Grant Contingent)	\$149,000.00	2022	6	6	1	36
2028	1009 SVWTP - Core Security - Site Security Improvements (Grant Contingent)	\$149,000.00	2022	7	5	1	35
2028	1011 SVWTP - Core Seismic - Finished Water Pump Bldg Seismic Retrofits (Grant Contingent)	\$357,000.00	2022	8	4	1	32
2028	1012 SVWTP - Medium Config - Chlorine Gas Modifications (Grant Contingent)	\$304,000.00	2022	9	3	1	27
2028	1013 SVWTP - Medium Config - Rehabilitate & Repurpose Existing CCB (Grant Contingent)	\$1,230,000.00	2022	9	2	1	18
	Subtotal	\$2,189,000.00					
Haz Mit	: Grant Funds (87.5% Grant) - Amounts do NOT include 12.5% local match						
2023	0145c Div 7 Reservoir Phase 2 Construction - Grant Funding \$1,602,174 (which is 87.5% of \$1,831,055)	(\$1,602,174.25)	2022	7	10	1	70
2023	0145b Div 7 Reservoir Phase 1 - Grant Funding \$393.702 (which is 87.5% of \$449,975)	(\$393,702.00)	2022	7	10	1	70
	Subtotal	(\$1,995,876.25)					
New Se	wer Debt - Bond, PWTF, Etc						
2027	0193 COB Post Point WWTP Biosolids Handling (LWWSD Cost Share 4.8%) - As of 4/28/2022 Est. Completion 2027	\$10,000,000.00	2022	10	10	1	100
	Subtotal	\$10,000,000.00					
New W	ater Debt - Bond, PWTF, Etc						
2026	1002a SVWTP - Core - New 0.3MG Welded Steel CCB - Design, Permitting	\$200,000.00	2022	9	8	1	72
2027	1002b SVWTP - Core - New 0.3MG Welded Steel CCB - Design, Permitting (continued)	\$250,000.00	2022	9	8	1	72
2028	1002c SVWTP - Core - New 0.3MG Welded Steel CCB - Construction	\$1,514,000.00	2022	9	8	1	72
2036	1007 SVWTP - Medium Config - Chemical Sys Impr - Design, Permitting, Construction	\$1,389,000.00	2022	6	10	1	60
2031	1006 SVWTP - Medium Config - Rehab Existing Filters 1 & 2	\$199,000.00	2022	9	6	1	54
2028	1003 SVWTP - Core - Replace Finished Water Pumps	\$903,000.00	2022	8	4	1	32
2023	W9999 Blank	\$0.01	2022	1	1	1	1
	Subtotal	\$4,455,000.01	_				

AGENDA BILL Item 9.A		General Manager's Report			
DATE SUBMITTED:	October 6, 2022	MEETING DATE:	October 12,	2022	
TO: BOARD OF COMMISSIONERS		FROM: Justin Clary, General Manager			
GENERAL MANAGER APPROVAL		Sotollay			
ATTACHED DOCUMENTS		1. General Manager's Report			
TYPE OF ACTION REQUESTED		RESOLUTION	FORMAL ACTION/ MOTION	INFORMATIONAL /OTHER	

### **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.



#### LAKE WHATCOM WATER AND SEWER DISTRICT

#### **General Manager's Report**

**Upcoming Dates & Announcements** 

Regular Meeting – Wednesday, October 12, 2022 – 6:30 p.m.

#### **Important Upcoming Dates**

Lake Whatcom Water & Sewer District						
Regular Board Meeting	Wed Oct 26, 2022	8:00 a.m.	Remote Attendance			
Employee Staff Meeting	Thu Oct 13, 2022	8:00 a.m.	Board Room			
			Commissioner Carter to attend			
Investment Comm. Meeting	Wed Oct 26, 2022	10:00 a.m.	Remote Attendance			
Safety Committee Meeting	Thu Oct 27, 2022	8:00 a.m.	Remote Attendance			
Lake Whatcom Management Program						
Policy Group Meeting	Wed Dec 7, 2022	3:00 p.m.	Remote Attendance			
Joint Councils Meeting	March 2023	TBD	TBD			
Other Meetings						
MASMD Section III Meeting	Tue Oct 11, 2022	6:00 p.m.	Bob's Burgers			
WASWD Section III Meeting			8822 Quil Ceda Pkwy, Tulalip, WA			
Whatcom Water Districts	Wed Oct 19, 2022	2:00 p.m.	Remote Attendance			
Caucus Meeting						
Whatcom County Council of	Wed Oct 12, 2022	3:00 p.m.	Remote Attendance			
Governments Board Meeting						

#### **Committee Meeting Reports**

Safety Committee:

> No committee meeting has been held since last board meeting.

Investment Committee:

> No committee meeting has been held since last board meeting.

#### **Upcoming Board Meeting Topics**

- Master Fees and Charges Schedule adoption (GFCs and ULID No. 18 charges)
- > Josephs Short Plat developer extension agreement approval
- Facility security risk assessment contract award
- Scenic intertie leak repair construction contract award
- 2023-24 biennial budget development/adoption
- City of Bellingham Post Point Resource Recovery Project shift implications on District
- Glen Cove Water Association assumption consideration
- > DISH Wireless proposed cell tower public hearing/resolution consideration

#### **2022** Initiatives Status

#### **Administration and Operations**

#### Capital Improvement Project Financing Plan

Develop a financial plan that proactively prepares the District for significant capital projects on the near-term horizon while maintaining Board-defined operational levels-of-service. The board adopted an updated rate structure in 2021 and a review of general facilities charges is underway, both of which incorporate anticipated CIP costs over the next decade. To lessen the financial impact of borrowing for anticipated large-scale projects, surplus reserves have been created in the water and sewer utility funds to build funds designated for these projects. In addition, external funding is aggressively being sought, primarily in the form of FEMA Hazard Mitigation Grants.

#### General Facilities Charges Review

 Conduct a review of District water and sewer general facilities (connection) charges (GFCs) to ensure appropriate fees are being assessed to new development.
Project kick-off presentation was provided during the April 27 board meeting and a presentation on the analysis was provided during the July 27 meeting. Staff presented a memorandum describing the methodology used to update the infrastructure asset inventory during the September 14 meeting. Consideration of adoption of updated GFCs is scheduled for the October 26 meeting.

#### Records Management System Overhaul

Complete transition of the District's current records management system to a more robust system that ensures compliance with statutory requirements and gains efficiencies in document management.

District staff are evaluating the three records management software systems available under the State contract and are on track to proceed with procurement by yearend.

#### Safety Program Update

Continue systematic review and revision of District's safety programs by updating nine programs in 2022.

The safety committee has finalized updates to eight programs (PPE, safety responsibilities, slips, trips and falls, heat-related illness, wildfire smoke, respiratory protection, back injury prevention, and medical emergencies).

#### Capital Improvement Program Support

Support the Engineering Department through management of specific capital improvement project(s).

The general manger is managing the Eagleridge Water Booster Station Conversion (District Project No. C2011) and Division 30 Reservoir Hazardous Tree Removal (District Project No. M2226) projects, and completed the Commissioner Boundary update (District Project No. A2116).

#### **Emergency Response/System Security**

#### **Emergency Readiness**

Re-engage with Whatcom County Department of Emergency Management to hold tabletop emergency response exercises, as well as a field exercise (pandemic-dependent).
District held a tabletop exercise May 25 at the Whatcom County Division of Emergency Management facility—topic was cybersecurity awareness.
Whatcom Conservation District staff conducted facility audits (SVWTP, Division 30 reservoir, Beaver sewer lift station) on May 16 regarding wildfire resilience preparedness.
Recommendations have been applied to those facilities, and lessons learned will be applied to other District facilities.

#### Cybersecurity Assessment

Hire an IT-service provider to perform a third-party assessment of the District's vulnerability to cybercriminal attack.

To be initiated fall 2022.

#### **Community/Public Relations**

#### <u>General</u>

> Website

The District's web content is reviewed and updated on a regular basis.

Social Media

Posts are made to District Facebook and LinkedIn pages regularly; Nextdoor is regularly monitored for District-related posts. Nextdoor has also recently revised its policy to allow special purpose districts to create agency accounts—District staff is in the process of creating a District account in Nextdoor.

Press Releases

Press releases were issued on March 2 (commissioner redistricting public hearing), March 21 (sewage overflow at North Point lift station), June 29 (Commissioner McRoberts resignation), and September 1 (Commissioner Knakal appointment).

#### Intergovernmental Relations

- > J Clary attended (and presented at) the WASWD Fall Conference September 28-30.
- > J Clary attended the Public Works Board annual retreat and monthly meeting on October 6-7.
- > J Clary scheduled to attend FEMA emergency response training on October 11.
- J Clary scheduled to attend a Whatcom Water Alliance tour of the Bellingham water treatment plant on October 12.

#### Lake Whatcom Water Quality

#### Lake Whatcom Management Program

Participate in meetings of Lake Whatcom Management Program partners. No LWMP meetings have been held since last board meeting.

#### Onsite Septic System Conversion Program

Pursue connection of the one remaining septic-served parcel located within 200 feet of District sewer system identified in the memorandum to the Board dated April 9, 2020. To be initiated.