



## Utility Committee Meeting

**November 1, 2023, at 4:00 PM**

### **HYBRID MEETING:**

Please join the meeting in-person at the Lake Stevens Sewer District Jim Mitchell Conference Room or virtually via GoToMeeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/415356613>

You can also dial in using your phone.

United States (Toll Free): 1 866 899 4679

United States: +1 (571) 317-3116

Access Code: 415-356-613

## Agenda

1. **Call to order**
2. **Roll Call** (2.17<sup>i</sup>)
3. **Public Forum** – Non-action items (please limit comments to 3 minutes)
4. **Information sharing:** planning, coordination, management (4.20)
  - a. Accelerated Assumption
  - b. Sewer Utility Tax
5. **Project Review** (4.20)
  - a. Capital projects (6) – LS 2C Upgrade, gravity main, forcemain (projects E2-A, -B, -C, 2022)
  - b. Capital project – LS 5C Decommissioning (project E4, 2022)
  - c. Capital project – 131<sup>st</sup> Ave NE (project E5-B, 2025)
  - d. Capital project – Machias New LS E8 and forcemain (project E8-A, 2027)
6. **Development review** (4.20)
7. **Action Items:** Approval of September 27, 2023, Meeting Minutes
8. **Next Meeting** (7.2)
9. **Adjourn**

---

<sup>i</sup> City of Lake Stevens and Lake Stevens Sewer District Unified Sewer Services and Annexation Agreement, May 23, 2005



## Utility Committee Meeting Minutes September 27, 2023, 4:00 pm

City of Lake Stevens / Lake Stevens Sewer District  
In person and by remote participation via Go To Meeting, Lake Stevens, Washington

1. **Called to Order:** 4:05 PM by Andrea Wright
2. **Roll Call (2.17):**  
Attendees Representing the District: Commissioners Dan Lorentzen, Andrea Wright, and Kevin Kosche; Staff: Mariah Low and Rosalind Gorc  
  
Attendees Representing the City of Lake Stevens: Councilmembers Gary Petershagen, Ryan Donahue, and Mayor Brett Gailey. City Staff: Gene Brazel, Aaron Halvorson, Russ Wright, and Anya Warrington
3. **Public Forum:** No Comments
4. **Information Sharing:** planning, coordination, management (4.20)
  - a. Financial records (9.2) – District Mid-Year Financials Review, Mariah Low presented the highlights of the Districts financials. \$30.8 million in cash on hand, under budget across the board, and the monthly sewer rate breakdown was shared. Discussion ensued.
  - b. Accelerated Assumption Update – Mariah Low stated that staff have been attending moderated meetings over the last few months. The merger timeline is being accessed and should be ready to share with the committee soon. Discussion ensued.
5. **Project Review (4.20):**
  - a. Capital Projects (6) – LS 2C Upgrade, gravity main, forcemain (projects E2-A, -B, -C, 2022) – Mariah Low shared updates: E2-A and E2-B are ready to go with permits, the Lift Station permit is still in process of being finalized by the City.
  - b. Capital Project – LS 5C Decommissioning (project E4, 2022) – This project is out for bid and openings will be on October 4, 2023.
  - c. Capital Project – 131<sup>st</sup> Ave NE (projects E5-B, 2025) – 60% design from PACE received by the City. Work ongoing.
  - d. Capital Project – Machias New LS E8 and forcemain (project E8-A, 2027) – The City has entered into a contract with PACE for the lift station design.
6. **Development Review (4.20)** – A list of updated development projects was provided. No changes since last Utility Committee Meeting.

7. **Action Items:**
  - a. Approve Minutes from June 21, 2023 – Mayor Gailey made the Motion, Gary Petershagen seconded the Motion. The Motion passed.
8. **Next Meeting (7.2)** – November 1, 2023, will be the next scheduled meeting.
9. **Adjourn** – At 4:24 PM, Councilman Lorentzen made a Motion to adjourn the meeting. Mayor Gailey seconded the Motion. The Motion passed.

2023 Utility Committee Chair:

---

Andrea Wright, Lake Stevens Sewer District

District Development Name	District Development Name	District Project No	Development Location	ERU Count	Project Open Date	DEA Approval Date	Construction started
<a href="#">BATCHELDOR DEA</a>	BATCHELDOR DEA	12205	11927 & 12009 20TH St SE	106	4/29/2022	6/27/2022	N
<a href="#">CENTENNIAL SHORT PLAT</a>	CENTENNIAL SHORT PLAT	12005	2105 131st Ave NE	9	9/17/2020	10/22/2020	Y
<a href="#">DUNHAM HEIGHTS DEA</a>	DUNHAM HEIGHTS DEA	12207	7xxx 10th St SE	18	6/2/2022	7/28/2022	Y
<a href="#">FAGERLIE DEA</a>	FAGERLIE DEA	12209	12014 20th St SE & 12207 Williams Rd	69	11/9/2022	2/8/2023	N
<a href="#">GOLD CREEK LAKE STEVENS</a>	GOLD CREEK LAKE STEVENS	12104	8002 8th St SE	3	7/14/2021	10/28/2021	N
<a href="#">HISEY I DEA</a>	HISEY I DEA	12204	119XX Machias Cutoff	36	4/7/2022	4/28/2022	Y
<a href="#">MATTSON HILL</a>	MATTSON HILL	12206	Lot 21, Rucker's Mill Plant No. 2	8	5/18/2022	11/18/2022	N
<a href="#">MSR LAKE STEVENS</a>	MSR LAKE STEVENS	12302	Grade Rd	24	2/27/2023		N
<a href="#">NORTH VILLAGE TOWNHOMES</a>	NORTH VILLAGE TOWNHOMES	12301	2309 & 2311 123rd Ave NE	13	2/9/2023	3/14/2023	N
<a href="#">SMITH PROPERTY</a>	SMITH PROPERTY	12103	9929 South Lake Stevens RD	15	7/8/2021	10/14/2021	N
<a href="#">STILLWATER DEA</a>	STILLWATER DEA	12202	524 S Davies Rd	23	3/17/2022	8/11/2022	N
<a href="#">VINJE HILLS ESTATES</a>	VINJE HILLS ESTATES	12203	1317 71ST Ave SE	23	4/6/2022	5/11/2022	Y
<a href="#">WEST LAKE TOWNHOMES</a>	WEST LAKE TOWNHOMES	12101	10230 9th St SE	13	4/14/2021	6/22/2021	Y
<a href="#">83rd AVE TOWNHOMES</a>	83 <sup>rd</sup> AVE TOWNHOMES	12303	1323 83 <sup>rd</sup> Ave SE	4	9/26/2023	10/9/2023	N
<a href="#">228 NORTH DAVIES RD</a>	228 NORTH DAVIES RD	12304	228 North Davies Rd		10/5/2023		N
<a href="#">LANARK LANDING</a>	LANARK LANDING	12305	10720 S Lake Stevens Rd	96	10/27/2023		N
<a href="#">DAWSON</a>	DAWSON	12306	1622 & 1626 S Lake Stevens Rd	28	10/27/2023		N

Notes

10/31/2023 MTG

TOTAL OPEN DEA ERU COUNT	488
TOTAL OPEN DEA ERU TO BE PAID	488
TOTAL OPEN DEA ERU TO BE PAID UNDER CONSTRUCTION	99