



**LAKE STEVENS
SEWER DISTRICT**
Serving You Since 1957

1106 Vernon Road, Suite A
Lake Stevens, WA 98258
(425) 334-8588 Fax (425) 335-5947
Website: www.lkstevenssewer.org

Mission Statement: Meeting the challenge of protecting the environment and providing quality sewer service to the community.

**AGENDA
COMMISSIONER MEETING
JANUARY 25, 2024 at 9:00 AM**

IN PERSON /VIRTUAL MEETING:

Please join our meeting at 1106 Vernon Rd, James B Mitchell Conference Room or join virtually via **Go To Meeting:** (You will be asked to identify yourself for our sign in sheet)

<https://global.gotomeeting.com/join/646704685>

You can dial in using your phone:

United States (Toll Free): [1 877 309 2073](tel:18773092073)

United States: [+1 \(312\) 757-3129](tel:+13127573129)

Access Code: 646-704-685

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. PUBLIC FORUM – Non-action Items** (please limit comments to 3 minutes)
- 4. AGENDA APPROVAL**
- 5. CONSENT ITEMS** (The Commissioners have previously reviewed these in detail):

	AMOUNT	CHECK #'s
A. Minutes: Jan 11 th & 17 th		
B. Lien Placements (0)		
Lien Releases (0)		
Lien Foreclosure Lawsuit (0)		
C. Investments	\$916,289.58	
Withdrawals	\$400,235.35	
Transfers	\$407,563.29	
D. 40 – Maintenance	\$32,817.80	EFT179
E. 58 – Capital Expenditures	\$32,152.17	11666 - 11668

6. OLD BUSINESS - None

7. NEW BUSINESS

- A. 2024 Budget Guidelines -
- B. Godwin SD150M Pump Purchase, \$47,604.25 -
- C. Chevy Bolt Purchase Approval, \$37,507.48 -

8. MANAGERS' REPORTS

- A. General Manager

9. CITY REPORT

10. COMMISSIONERS' REPORT

11. EXECUTIVE SESSION

12. CONCLUDE

NOTICE: All proceedings of this meeting are audio recorded, except Executive Sessions

****PLEASE NOTE:** The Lake Stevens Sewer District will accept verbal citizen comments during the regular meetings in-person or virtually. Citizen comments submitted prior to the meeting to management@lkssd.org will be addressed during the public comment period.



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**MINUTES OF
COMMISSIONER MEETING
DECEMBER 11, 2024, at 9:00 AM**

Attendees: Commissioners Kevin Kosche and Dan Lorentzen, District Staff: Mariah Low, District Engineers: Keith Stewart, G&O, and Pat Kohlbrenner, PACE, Legal Counsel: Jordan Stephens, City of Lake Stevens: Gene Brazel, City Administrator

- 1. CALL TO ORDER** – At 9:00 AM Commissioner Lorentzen called the meeting to order and excused Commissioner Wright.
- 2. PLEDGE OF ALLEGIANCE** –
- 3. PUBLIC FORUM** – Non-action Items (please limit comments to 3 minutes) Commissioner Lorentzen asked if there were any public comments or questions submitted. None received and no one in attendance.
- 4. AGENDA APPROVAL** – Commissioner Kosche moved to approve the agenda as submitted. Commissioner Lorentzen seconded the Motion. The Motion passed.
- 5. CONSENT ITEMS** (The Commissioners have previously reviewed these in detail) – Commissioner Kosche moved to approve Consent Items A through H. Commissioner Lorentzen seconded the Motion. The Motion passed.

	AMOUNT	CHECK #'s
A. Minutes: Dec 28 th		
B. Lien Placements (64)	NA	
Lien Releases (62)	NA	
C. Investments	NA	
Withdrawals	\$409,683.38	
Transfers	NA	
D. Payroll	\$281,954.10	
E. 40 – Maintenance	\$691,959.08	11593-11638
F. 48 – SRF Principle & Interest Payment	\$135,201.29	11639
G. 58 – Capital Expenditures	\$32,523.01	11640-11641
H. 60 – PWTF Principle & Interest Payment	NA	

6. OLD BUSINESS –

- A. Dawson DEA Authorization for GM to execute – Mariah Low stated that this DEA for 28 units requires a small lift station to service the development. Initially District engineers thought that a Comp Plan amendment might be required. Ultimately, it was decided no amendment was needed because it will only service this DEA area and does not trigger an Ecology review. Commissioner

Kosche made a motion to approve the General Manager to execute the DEA. Commissioner Lorentzen seconded the Motion. The Motion passed.

7. NEW BUSINESS –

- A. Lift Station 11 Upgrade Proposal for engineering Services, PACE, \$289,350 – Mariah Low stated that Lift Station 11 is located at 20th St SE and 90th Ave SE and was built in 1983. The District reached out to Pace for an engineering proposal which was included in this packet. Pace engineer, Pat Kohlbrenner, stated that this upgrade includes retrograde fit for new pumps, wet well improvements or replacement, electrical control improvements, and a new generator. The proposal also fully includes sub-contractors for soil boring and electrical services, construction support, bid support, and some site inspections. Commissioner Kosche made a Motion to approve the General Manager to execute the Pace proposal for Lift Station 11 upgrade. Commissioner Lorentzen seconded the Motion. The Motion passed.

8. MANAGERS' REPORTS

- A. General Manager – Mariah Low stated that the Caring by Sharing has \$30.54. The plant flows are 3.62 MGD. The plant treated 1.076 billion gallons in 2023. Total TIN for 2023 was 80% of annual limit at 101,286 lbs. The District has collected 0 GFCs and 6 permits have been issued year to date. The District had a total of 71.07 GFCs in 2023. The District extended a contract with CLA for financial services through 2024. Lift Station 5C Decommissioning project started in January. Mariah also requested approval to remove Theresa Williams from the District bank accounts at all financial institutions and add Angela Evans, who will be replacing Theresa who is retiring today from the District. Commissioner Kosche made a Motion to approve the removal of Theresa Williams from bank accounts and add Angela Evans. Commissioner Lorentzen seconded the Motion. The Motion passed.

- 9. CITY REPORT** – Gene Brazel stated that the City is preparing for snow and ice all around the City. Business as usual.

- 10. COMMISSIONERS' REPORT** – Commissioner Kosche stated that he attended staff meeting with City and District regarding the merger and all is going smoothly. Both Commissioners thanked staff and congratulated Theresa Williams on her retirement.

- 11. EXECUTIVE SESSION** – None

- 12. CONCLUDE** – Commissioner Kosche made a Motion to adjourn the Board Meeting. Commissioner Lorentzen seconded the Motion. The Motion passed at 9:35 AM.

Signed at a regular open public meeting this January 25th day of 2024.

Dan Lorentzen, Secretary and Commissioner

Andrea Wright, President and Commissioner

Kevin Kosche, Commissioner



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**MINUTES
OF SPECIAL MEETING
BOARD OF COMMISSIONERS**

January 17, 2024

Utility Committee

**By Remote Participation via GoToMeeting.com and in person at
1106 Vernon Rd, Lake Stevens, WA 98258**

Attendees: Commissioners Dan Lorentzen and Kevin Kosche; Staff: Mariah Low and Rosalind Gorc.

Guests from the City of Lake Stevens: Councilmembers Gary Petershagen, and Mayor Brett Gailey and City Staff: Anya Warrington, Gene Brazel, Russ Wright, Barb Stevens, and Aaron Halverson. Councilmember Ryan Donoghue arrived virtually at 4:07 PM.

1. **Called to Order** at 4:00 PM by Commissioner Lorentzen. He moved into the meeting agenda item "Utility Committee Meeting".
2. **Utility Committee Meeting** – The Committee discussed mutual projects and planning for the District and City merger.
3. **Conclude** – There being no further business, Commissioner Kosche made a Motion to conclude the meeting. Commissioner Lorentzen seconded the Motion. The Motion passed and the meeting was concluded at 4:51 PM.

Signed at a regular open public meeting this 25th day of January 2024.

Dan Lorentzen, Secretary and Commissioner

Andrea Wright, President and Commissioner

Kevin Kosche, Commissioner



**LAKE STEVENS
SEWER DISTRICT**
Serving You Since 1957

2024

DRAFT

Operating Revenue & Expenses,
Debt, and Capital
Budgetary Guidelines

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SCHEDULE 1

2024 BUDGET CASH FLOWS

	2023 Budget	2024 Budget	Source
OPERATING CASH FLOWS			
1. START OF YEAR OPERATING CASH	4,774,523	8,440,728	
2. (+) TOTAL OPERATING REVENUES	18,155,175	19,401,375	Schedule 2 Line 9
3. (+) INTEREST INCOME ON NON-CAPITAL INVESTMENTS ⁽¹⁾	278,722	156,800	
4. (-) TOTAL DISTRICT DEBT PAYMENTS	(6,934,888)	(6,920,752)	Schedule 3 Line 13
5. (+) RENTAL REVENUE (NET)	31,000	0	
6. (-) RATE REVENUE CONTRIBUTION TO CAPITAL	(1,609,091)	(1,727,273)	9% Schedule 2 Line 1
7. NET OPERATING CASH AVAILABLE FOR O&M EXPENSES	14,695,441	19,350,878	
8. O&M EXPENSES	(9,174,605)	(10,467,145)	Schedule 4 Line 120
9. END OF YEAR OPERATING CASH	5,520,836	8,883,733	90-Days Operating Reserve Required
CAPITAL CASH FLOWS			
10. START OF YEAR CAPITAL CASH	18,363,105	21,267,923	
11. (+) PROJECTED CONNECTION CHARGES	1,350,000	1,755,000	Assumes 130 New GFCs
12. (+) INTEREST INCOME ON CAPITAL INVESTMENTS ⁽¹⁾	772,384	500,000	Interest on CF \$'s only
13. (+) BASIN CHARGES & FORFIETED REIMBURSABLES	25,000	2,000	
14. (+) NEW DEBT	0	0	
15. (+) RATE REVENUE CONTRIBUTION TO CAPITAL	1,609,091	1,727,273	
16. (-) TOTAL CAPITAL COSTS	(391,488)	(19,088,974)	Schedule 5 Line 24
17. END OF YEAR CAPITAL RESERVES	21,728,092	6,163,221	\$1.5M Capital Reserves Required
OTHER CASH			
18. RESTRICTED BY BOND/LOAN COVENANTS ⁽³⁾	3,200,898	3,200,898	
19. ULID #13 ASSESSMENT REVENUE ⁽²⁾	1,508	1,508	
20. OTHER FUNDS FOR DEBT PAYMENTS	0	3,459,228	
21. END OF YEAR OTHER RESTRICTED CASH	3,202,406	6,661,634	

Notes

(1) The District's Weighted Average ROI for County and State pools is 3.907%

(2) Revenue from ULID assessments are based on the calculated straight line amounts to be collected annually based on outstanding balances, interest rates, and remaining years.

(3) SRF Reserve

SCHEDULE 2

2024 PROJECTED OPERATING REVENUES

	# of ERUs	Rate	2023 MY Budget	2024 MY Budget
1. DISTRICT RATE REVENUE	15,027	\$99	\$ 17,700,000	\$ 19,000,000
2. PERMIT FEES	130	\$100-\$550	\$ 75,000	\$ 99,500
3. INTEREST CHARGES ON LATE SEWER FEES		PLR + 4%	\$ 26,000	\$ 29,000
4. LATE FEES & PENALTIES		10%	\$ 260,000	\$ 200,000
5. PRETREATMENT (FOG) PROGRAM FEES	101	\$150, \$325, \$500	\$ 63,675	\$ 44,375
6. OTHER SEWER REVENUES			\$ 3,500	\$ 1,500
7. FIELD INSPECTION HOURS		\$100, \$150	\$ 13,000	\$ 13,000
8. PROPERTY SALES			\$ 14,000	\$ 14,000
9. TOTAL PROJECTED OPERATING REVENUE			<u>\$ 18,155,175</u>	<u>\$ 19,401,375</u>

SCHEDULE 3
DEBT PRINCIPAL AND INTEREST OBLIGATIONS

	2023	2024
1. 2019 Refunding Bonds	\$ 2,042,050	\$ 2,036,800
2. STP2 Const L0800014	\$ 1,076,628	\$ 1,076,628
3. STP2 Const L0900004	\$ 1,853,867	\$ 1,853,867
4. STP2 Const L150112	\$ 270,403	\$ 270,403
5. STP2 Const PC08-951-023	\$ 325,873	\$ 324,365
6. STP2 Const PW06-962-020	\$ 417,730	\$ 415,683
7. STP2 Design PW05-691-PRE-137	\$ 55,789	\$ 54,737
8. STP2 Const PC08-951-024	\$ 325,873	\$ 324,365
9. STP2 Design PR08-951-054	\$ 54,211	\$ 53,947
10. STP2 Const PW07-962-013	\$ 404,880	\$ 402,905
11. STP2 Design PW05-691-PRE-107	\$ 53,421	\$ 53,158
12. STP2 Design PW05-691-PRE-133	\$ 54,163	\$ 53,896
13. TOTAL DEBT OBLIGATIONS	\$ 6,934,888	\$ 6,920,752

SCHEDULE 3b
FIVE YEAR DEBT PRINCIPAL AND INTEREST OBLIGATIONS

	2025	2026	2027	2028
1. 2019 Refunding Bonds	2,038,550	2,036,800	2,036,550	2,032,550
2. STP2 Const L0800014	1,076,628	1,076,628	1,076,628	1,076,628
3. STP2 Const L0900004	1,853,867	1,853,867	1,853,867	1,853,867
4. STP2 Const L150112	270,403	270,403	270,403	270,403
5. STP2 Const PC08-951-023	322,856	321,347	319,839	318,330
6. STP2 Const PW06-962-020	413,635	411,587	-	-
7. STP2 Design PW05-691-PRE-137	53,684	-	-	-
8. STP2 Const PC08-951-024	322,856	321,347	319,839	318,330
9. STP2 Design PR08-951-054	53,684	53,421	53,158	52,895
10. STP2 Const PW07-962-013	400,930	398,955	396,980	-
11. STP2 Design PW05-691-PRE-107	52,895	-	-	-
12. STP2 Design PW05-691-PRE-133	53,629	-	-	-
TOTAL DEBT OBLIGATIONS	\$ 6,913,616	\$ 6,744,355	\$ 6,327,262	\$ 5,923,002

2030 Total Debt Payments	\$5,861,722	TOTAL \$ 59,570,582
2031 Total Debt Payments	\$5,856,505	
2032 Total Debt Payments	\$4,388,240	
2033 Total Debt Payments	\$891,976	
2034 Total Debt Payments	\$888,958	
2035 Total Debt Payments	\$885,941	
2036 Total Debt Payments	\$882,924	
2037 Total Debt Payments	\$609,504	
2038 Total Debt Payments	\$606,486	
2039 Total Debt Payments	\$0	

SCHEDULE 4

MAINTENANCE AND OPERATION EXPENSES

	GL Acct	Description	2023 Mid-Year Budget	2024 Budget	2024 Incr (Decr) from 2023
		ADMINISTRATION M&O			
1.	508-10	ADMIN MEDICARE PR TAX	11,250	12,575	1,325
2.	508-11	ADMIN FICA PR TAX	47,850	50,886	3,036
3.	508-50	MERCHANT SERVICES FEE	12,000	10,000	(2,000)
4.	623-05	DIST UTILITIES OFFICE	6,240	11,000	4,500
5.	903-00	CUSTOMER BILLINGS & COLLECTION	125,000	121,808	(3,192)
6.	903-01	LIEN FILING EXPENSE	100	100	0
7.	903-02	FORECLOSURE EXPENSE	2,500	2,000	(500)
8.	920-00	ADMIN REGULAR SALARIES	778,700	832,320	53,620
9.	920-01	ADMIN COMP TIME EXPENSE	5,000	12,100	7,100
10.	920-02	ADMIN HOLIDAY PAYOUT	1,000	3,000	2,000
11.	920-03	ADMIN SICK & VACATION EXPENSE	20,000	96,600	76,600
12.	920-30	COMMISSIONERS SALARIES	25,000	24,000	(1,000)
13.	921-00	ADMIN SUPPLIES	22,000	22,000	0
14.	921-01	EMPLOYEE APPRECIATION	5,000	5,000	0
15.	921-02	ELECTION COSTS	25,000	25,000	0
16.	921-03	ADMIN COMPUTER MAINTENANCE	55,000	58,000	3,000
17.	921-04	OFFICE FURNITURE & EQUIPMENT	500	500	0
18.	921-05	ADV/PROMOTION/PUBLIC EDUC	6,000	5,500	(500)
19.	921-06	ADMIN COMPUTER SOFTWARE MAINT	31,000	40,000	9,000
20.	921-10	ADMIN VEHICLE EXPENSE	1,000	1,000	0
21.	921-12	ADMIN CONF/TRAVEL/MILEAGE/MEAL	6,000	12,000	6,000
22.	921-16	DUES CERTS & SUBSCRIPTIONS	34,000	50,000	16,000
23.	921-31	ADMIN SAFETY	2,000	1,000	(1,000)
24.	926-00	ADMIN L&I PR TAX	3,450	3,937	487
25.	926-10	ADMIN WA SL PR TAX	4,600	4,431	(169)
26.	926-30	ADMIN MEDICAL INSURANCE	150,000	173,840	23,840
27.	926-40	ADMIN PERS	80,100	78,718	(1,382)
28.	926-50	ADMIN DCP (ER)	7,795	8,323	528
29.	930-00	MISC GENERAL EXPENSE	500	500	0
30.	930-30	ADMIN TELEPHONE	5,200	5,000	(200)
31.	930-34	ADMIN CELLULAR PHONE	2,200	2,200	0
32.	932-00	VBC FACILITY MAINTENANCE	41,500	35,000	(6,500)
33.	933-00	CASH OVER AND SHORT	0		0
		ADMINISTRATION TOTAL	1,517,485	1,708,338	190,593
		TAXES & INSURANCE			
34.	508-00	EXCISE TAX (1)	405,000	430,000	25,000
35.	508-30	PROPERTY & DIKING TAX	33,000	35,000	2,000
36.	508-40	OPERATING LICENSES & PERMITS	60,000	60,000	0
37.	924-00	DIST PROPERTY INSURANCE	370,000	529,000	159,000
		TAXES & INSURANCE TOTAL	868,000	1,054,000	186,000
		ADVISOR EXPENSE			
38.	923-11	STATE AUDITOR	25,000	40,000	15,000
39.	923-12	CPA	76,000	80,000	4,000
40.	923-13	HUMAN RESOURCES	500	500	0
41.	923-14	FINANCIAL	1,000	21,000	20,000
42.	923-20	LEGAL	200,000	225,000	25,000
43.	923-30	ENGINEERS	20,000	110,000	90,000
44.	923-40	OUTSIDE HELP	3,000	1,000	(2,000)
45.	923-80	GASB 65 Bond Issuance Cost	1,500	1,500	0
		ADVISOR TOTAL	327,000	479,000	152,000

	GL Acct	Description	2023 Mid-Year Budget	2024 Budget	2024 Incr (Decr) from 2023
	FIELD M&O				
46.	508-12	FIELD MEDICARE PR TAX	21,800	25,553	3,753
47.	508-13	FIELD FICA PR TAX	93,000	103,405	10,405
48.	613-00	MAINTENANCE OF LINES	8,000	8,000	0
49.	613-01	INFLOW & INFILTRATION	9,000	13,000	4,000
50.	613-02	MANHOLE ADJUSTMENTS	15,000	15,000	0
51.	623-00	LIFT STATIONS UTILITIES	201,880	184,000	(17,880)
52.	623-10	FIELD MNT BLDG UTILITIES	15,600	15,000	(600)
53.	626-00	LIFT STATIONS MAINTENANCE	146,000	184,000	38,000
54.	626-10	FIELD BLDG MAINTENANCE	9,600	10,000	400
55.	626-12	DECANT MAINTENANCE	6,000	18,000	12,000
56.	640-00	FIELD REGULAR SALARIES	1,373,000	1,536,321	163,321
57.	640-01	FIELD COMP TIME EXPENSE	117,300	89,100	(28,200)
58.	640-02	FIELD HOLIDAY PAYOUT	3,000	3,000	0
59.	640-03	FIELD SICK & VACATION EXPENSE	3,000	165,600	162,600
60.	640-04	FIELD CERTIFICATION PAY	35,000	39,600	4,600
61.	641-05	FIELD ODOR CONTROL	55,000	55,000	0
62.	643-00	FIELD MAINT TOOLS & SUPPLIES	30,000	20,000	(10,000)
63.	921-07	FIELD ADMIN SUPPLIES & EQUIP	3,000	3,000	0
64.	921-08	FIELD COMPUTER SOFTWARE MAINT	165,000	170,000	5,000
65.	921-09	FIELD VEHICLE EQUIPMENT	10,000	18,000	8,000
66.	921-11	FIELD VEHICLE EXPENSE	25,000	34,000	9,000
67.	921-13	FIELD CONF/TRAVEL/MILEAGE/MEAL	30,000	30,000	0
68.	921-30	FIELD SAFETY	80,000	131,000	51,000
69.	926-01	FIELD L&I PR TAX	19,600	24,566	4,966
70.	926-11	FIELD WA SL PR TAX	8,900	9,005	105
71.	926-31	FIELD MEDICAL INSURANCE	285,300	282,938	(2,362)
72.	926-42	FIELD PERS	162,000	158,517	(3,483)
73.	926-51	FIELD DCP (ER)	11,000	15,605	4,605
74.	930-10	FIELD TELEPHONE SERVICES	4,100	13,700	9,600
75.	930-38	FIELD CELLULAR PHONE	13,000	12,000	(1,000)
76.	931-10	FACILITY RENT PUD BUILDING	37,740	38,000	260
		FIELD TOTAL	2,996,820	3,424,910	428,090

	GL Acct	Description	2023 Mid-Year Budget	2024 Budget	2024 Incr (Decr) from 2023
		PLANT M&O			
77.	508-14	PLANT MEDICARE PR TAX	14,400	18,325	3,925
78.	508-15	PLANT FICA PR TAX	64,200	74,155	9,955
79.	640-50	PLANT REGULAR SALARIES	1,014,000	1,071,420	57,420
80.	640-51	PLANT COMP TIME EXPENSE	91,000	81,400	(9,600)
81.	640-52	PLANT HOLIDAY PAYOUT	8,000	10,000	2,000
82.	640-53	PLANT SICK & VACATION EXPENSE	15,000	105,000	90,000
83.	640-54	PLANT CERTIFICATION PAY	16,000	19,400	3,400
84.	801-01	PLANT ELECTRICITY	410,000	390,000	(20,000)
85.	801-02	PLANT NATURAL GAS	25,000	35,000	10,000
86.	801-03	PLANT WATER	3,000	3,150	150
87.	801-04	PLANT GARBAGE	14,000	33,000	19,000
88.	802-01	POLYMERS	235,000	300,000	65,000
89.	802-02	PH CONTROL	100,000	100,000	0
90.	802-03	SODIUM HYPOCHLORITE	75,000	75,000	0
91.	802-04	CITRIC ACID	0	15,000	15,000
92.	802-05	PLANT ODOR CONTROL	0	30,000	30,000
93.	803-01	BIOSOLIDS HAULING/DISPOSAL	230,000	240,000	10,000
94.	803-02	BIOSOLIDS ANALYSIS	4,000	4,000	0
95.	804-01	PLANT MAJOR SERVICE CONTRACTS	224,000	250,000	26,000
96.	804-02	PLANT EQUIP MAINT & OPE SUPPLI	200,000	242,000	42,000
97.	805-02	PLANT TELEPHONE	5,200	8,700	3,500
98.	805-03	PLANT INTERNET	10,000	6,500	(3,500)
99.	805-04	PLANT TELEMETRY	4,000	0	(4,000)
100.	805-05	PLANT CELLULAR PHONE	7,000	7,000	0
102.	806-01	PLANT COMPUTER SOFTWARE MAINT	175,000	178,500	3,500
101.	807-01	MILLIPORE (LAB DI WTR SYSTEM)	7,500	8,000	500
104.	807-04	PLANT JANITORIAL	8,700	8,316	(384)
105.	807-05	PLANT OTHER SERVICES	33,000	13,000	(20,000)
106.	808-01	LABORATORY SUPPLIES	25,000	25,000	0
107.	808-02	LABORATORY QA/QC SAMPLES	1,600	1,600	0
108.	808-03	LABORATORY ACCREDITATION	2,600	1,000	(1,600)
109.	808-04	LABORATORY OUTSIDE ANALYSIS	12,000	10,000	(2,000)
110.	809-01	PLANT SAFETY	45,000	60,000	15,000
111.	809-02	PLANT CONF/TRAVEL/MILEAGE/MEAL	7,000	7,000	0
112.	809-04	PLANT OTHER ADMIN SUPPLIES	2,000	2,000	0
113.	809-05	PLANT VEHICLE EXPENSE	1,500	1,500	0
114.	926-02	PLANT L&I PR TAX	14,250	18,277	4,027
115.	926-12	PLANT WA SL PR TAX	6,600	6,300	(300)
116.	926-32	PLANT MEDICAL INSURANCE	211,600	202,098	(9,502)
117.	926-43	PLANT PERS	120,150	113,268	(6,882)
118.	926-52	PLANT DCP (ER)	8,000	10,988	2,988
		PLANT TOTAL	3,450,300	3,785,897	335,597
		OTHER RATE EXPENSES			
119.	508-42	CITY OPERATING FEE (2)	15,000	15,000	0
		OTHER RATE TOTAL	15,000	15,000	0
120.		TOTAL O&M	9,174,605	10,467,145	\$ 1,292,280

Notes

- (1) Excise tax expense is based on 2.1% times the total revenue as shown in Schedule 2 and 1.5% applied to GFC inc
- (2) Amount set by the Sewer Utility Committee

SCHEDULE 4
MAINTENANCE AND OPERATION EXPENSES
BUDGET SUMMARY

	2023 Mid- Year Budget	2024 Budget	2024 Incr (Decr)	% Incr/ Decr
OFFICE & ADMIN	1,517,485	1,708,338	190,853	12.58%
TAXES & INSURANCE	868,000	1,054,000	186,000	21.43%
ADVISOR	327,000	479,000	152,000	46.48%
FIELD	2,996,820	3,424,910	428,090	14.28%
PLANT	3,450,300	3,785,897	335,597	9.73%
OTHER RATE	15,000	15,000	0	0.00%
TOTAL O&M EXPENSES	9,174,605	10,467,145	1,292,540	14.09%

SCHEDULE 5

CAPITAL PROJECTS

COMPREHENSIVE PLAN PROJECTS		Estimated Cost ⁽¹⁾	Actuals ⁽²⁾	Remaining Budget
1.	Gravity Sewer System Repair & Replacement	3,750,000	-	3,750,000
2.	Main & 18th St Imp/20th St NE & Bus. Loop Rd LS 2C (E2-B)	1,150,000	126,548	1,023,452
3.	24th & SR9 Gravity Crossing (G7-B)	500,000	265,508	234,492
4.	LS 2C Upgrade (E2-A)	2,700,000	351,551	2,348,449
5.	LS 2C Upgrade - Force Main (E2-C)	2,730,000	177,272	2,552,728
6.	LS 5C Decommission (E4)	491,000	49,322	441,678
7.	LS 4C Rehab(E4)	504,000	41,501	462,499
8.	LS 6C Rehab (E4)	715,000	40,868	674,132
9.	LS 11 Rehab (G4)	590,000	-	590,000
10.	Mixed Liquor Alkalinity Addition Sys Improvement (WWTF)	130,300	20,388	109,912
11.	Carbon Addition System (WWTF)	231,100	-	231,100
12.	VBC Office Upgrades - Generator & 2nd Floor (VBC-A &-B)	500,000	31,363	468,637
13.	Membrane Replacement (WWTF)	964,500	-	964,500
14.	LS 1C Rehab (E1-A)	740,000	22,761	717,239
15.	LS 3C Rehab (E7)	550,000	-	550,000
16.	LS 1 Rehabilitation (B2)	779,000	-	779,000
17.	LS 6 Rehabilitation (D5)	793,000	-	793,000
18.	LS H8 and FM (H8)	447,500	-	447,500
19.	Gravity Line - Industrial Area (D7-A)	520,000	-	520,000
20.	131st Avenue NE (E5-B)	1,020,000	-	1,020,000
21.	By-pass Pump	78,000	-	78,000
22.	Diesel Fuel Software Upgrade (WWTF)	20,000	-	20,000
23.	Boiler Upgrade	71,500	-	71,500
24.	UV System Upgrade	63,000	-	63,000
Subtotal		20,037,900	1,127,082	18,910,818
DETAILED CAPITAL PROJECTS		Estimated Cost ⁽¹⁾	Actuals ⁽²⁾	Remaining Budget
25.	SR204/SR9 Realignment	56,518	63,846	(7,327)
26.	Vehicle Replacements	230,000	57,543	172,457
27.	COLS Downtown Plan - Pre-Design	40,000	26,973	13,027
Subtotal		326,518	148,362	178,157
28.	TOTAL CAPITAL PROJECTS	20,364,418	1,275,444	19,088,974

Notes

(1) Estimate from Comp plan, does not include allied costs (such as engineering, legal, etc.)

(2) Actuals through December 31, 2023

December 27, 2023

Johnathan Dix
Lake Stevens Sewer District
1106 Vernon Road - Suite A
Lake Stevens, WA 98258

Phone: 425-334-8588
Email: johnathan.dix@lkssd.org

**RE: HGAC / Lake Stevens / SD150M CS
Sale Quotation 120020953**

Dear Johnathan:

Xylem Dewatering Solutions is pleased to offer the attached quotation for the equipment that was requested for your pumping application. Should there be any questions or concerns regarding this quotation, please feel free to contact me at the phone number provided.

This quote reflects pricing when purchased as an eligible member of the H-GAC cooperative purchasing program

Sincerely,

Charles Bacon
Outside Sales Representative

CB / vm

SALE QUOTATION

ITEM	QTY	DESCRIPTION	UNIT PRICE	SALE TOTAL
A	1	Dri-Prime SD150M Critically <ul style="list-style-type: none"> • Silenced Sound Attenuated Enclosure • 6" 150# Flange Suction and Discharge • 260mm Imp, Isuzu 4LE2T FT4 PV380 Engine • Global Series 6 Skid-mounted, • Spill Containment, 110% Fuel Containment 	\$ 38,259.75	\$ 38,259.75
B	1	Global Series 6 Trailer Kit <ul style="list-style-type: none"> • with Bolt on Tongue, Fenders, • Axle with Electric Brakes, • and Wiring Harness • Fits N32-10374 	4,418.25	4,418.25
C	1	PG2 Panel, Isuzu FT4, R2	1,000.00	1,000.00
D	1	6" Female Cam & Groove x 150# Flange <ul style="list-style-type: none"> • Mounting Kit includes Adapter, • Flange Gasket, Bolts & Nuts 	337.50	337.50
E	1	6" Male Cam & Groove x 150# Flange <ul style="list-style-type: none"> • Mounting Kit includes Adapter, • Flange Gasket, Bolts & Nuts 	259.50	259.50
F	45	Fuel Surcharge by the Mile	0.65	29.25
G	1	Estimated Inbound Freight	3,000.00	3,000.00

THE PRICE PROVIDED IS BASED UPON XYLEM'S REVIEW OF THE APPLICABLE PLAN DRAWINGS AND RELEVANT TECHNICAL SPECIFICATION SECTIONS BEARING ON THE EQUIPMENT DESCRIBED IN THIS QUOTATION. SUBMISSION OF THIS QUOTATION SHOULD NOT BE MISCONSTRUED AS XYLEM'S ACCEPTANCE OF ANY OTHER PROVISIONS OF THE PRIME CONTRACT BETWEEN CONTRACTOR AND PROJECT OWNER (HOWSOEVER REFERENCED) AND ATTEMPTS IN ANY SUBSEQUENT SUBCONTRACT TO BIND XYLEM TO SUCH OWNER DOCUMENTS ARE HEREBY REJECTED AND SHALL BE OF NO FORCE AND EFFECT, IRRESPECTIVE OF ANYTHING STATED ELSEWHERE TO THE CONTRARY.

Please note all sale pricing is in U.S. Dollars. The price does not include freight, export boxing, duties, taxes, or any other items not specifically mentioned.

This pricing information is for internal use only. We ask that these items and terms be kept confidential. All applicable tax and freight charges will be added to invoices. All quotations are subject to credit approval. All quotations are valid for 30 days. All prices quoted in US dollars.

This order is subject to the Standard Terms and Conditions of Sale - Xylem Americas effective on the date the order is accepted which terms are available at <https://www.xylem.com/en-US/support/xylem-americas-standard-terms-and-conditions/> and incorporated herein by reference and made a part of the agreement between the parties.

SALE QUOTATION

ITEM	QTY	DESCRIPTION	UNIT PRICE	SALE TOTAL
------	-----	-------------	------------	------------

Our current delivery lead-times associated with this Quotation are best estimates at this time. Due to the outbreak of the COVID-19 virus pandemic and its global effects on commerce, supply chain, and logistics, these lead-times are an estimate only and not a commitment. Xylem is and will continue to use all commercially reasonable efforts to minimize any delivery delay impacts.

A signed copy of this Quotation is acceptable as a binding contract.

Signature:	Name:
Company/Utility:	(PLEASE PRINT)
Address:	Reference #:
	Date:
	Phone:
	Email:
	Fax:

NET SALE TOTAL	\$ 47,304.25
DELIVERY CHARGE	\$ 300.00

THE PRICE PROVIDED IS BASED UPON XYLEM'S REVIEW OF THE APPLICABLE PLAN DRAWINGS AND RELEVANT TECHNICAL SPECIFICATION SECTIONS BEARING ON THE EQUIPMENT DESCRIBED IN THIS QUOTATION. SUBMISSION OF THIS QUOTATION SHOULD NOT BE MISCONSTRUED AS XYLEM'S ACCEPTANCE OF ANY OTHER PROVISIONS OF THE PRIME CONTRACT BETWEEN CONTRACTOR AND PROJECT OWNER (HOWSOEVER REFERENCED) AND ATTEMPTS IN ANY SUBSEQUENT SUBCONTRACT TO BIND XYLEM TO SUCH OWNER DOCUMENTS ARE HEREBY REJECTED AND SHALL BE OF NO FORCE AND EFFECT, IRRESPECTIVE OF ANYTHING STATED ELSEWHERE TO THE CONTRARY.

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Godwin SD150M Dri-Prime® Pump



The Godwin SD150M Dri-Prime pump is a versatile, general purpose dewatering pump designed for use in the industry's most challenging construction, municipal, industrial and emergency response applications. This rugged pump is ideally suited for tough dewatering jobs, and is the reliable choice for portable and permanent solutions.

The SD150M is a member of the Godwin Standard Dewatering Series - the same Godwin quality at an affordable price. The SD150M has been engineered to meet your standard dewatering needs with mechanical efficiencies and durability. Ready to go at a moments notice with the iconic Godwin Dri-Prime and dry-running oil bath mechanical seal. The SD150M can be deployed in your toughest applications on an as needed basis.

Specifications

Suction connection	6 in (150 mm) flange
Delivery connection	6 in (150 mm) flange
Max capacity	2135 USGPM (485 m ³ /hr) ¹
Max impeller diameter	10.2 in (260 mm)
Max solids handling	3 in (75 mm)
Max operating temperature	176°F (80°C) ²
Max pressure	64 psi (4.4 bar)
Max suction pressure	58 psi (4.0 bar)
Max casing pressure	138 psi (9.5 bar)
Max operating speed	2200 rpm

¹ Larger diameter pipes may be required for maximum flows.

² Please contact our sales and product support for applications in excess of 80°C (176°F).

Features and benefits

- Simple maintenance normally limited to checking fluid levels and filters.
- Godwin Dri-Prime is a continuously operated venturi air ejector priming device which requires no periodic adjustment or control.
- Extensive application flexibility. It will handle sewage, slurries and liquids with solids up to 3 in (75 mm) in diameter.
- Dry-running high pressure oil bath mechanical seal, with high abrasion resistant silicon carbide faces.
- A close-coupled centrifugal pump with Godwin Dri-Prime system mounted to a diesel engine or electric drive.
- All cast iron construction with cast steel impeller.
- Also available in a sound attenuated unit which reduces noise levels down to 70 dBA at 30'.
- Standard engine Isuzu 4LE2T (FT4) 48HP.

Godwin SD150M Dri-Prime® Pump



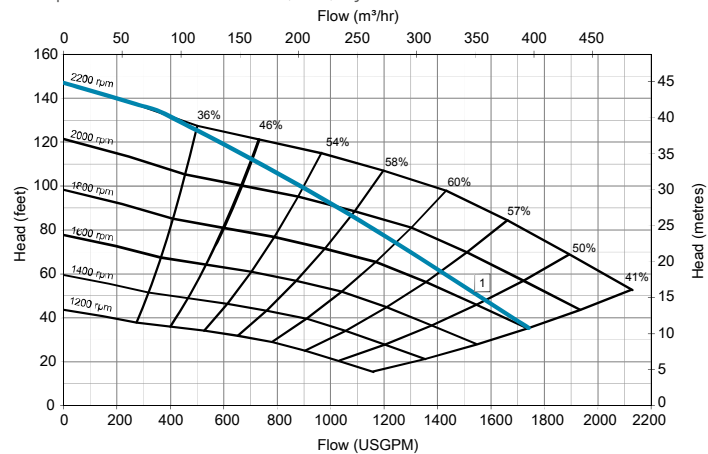
Suction lift table 1800 rpm

Performance data provided in tables is based on water tests at sea level and 68°F (20 °C) ambient.

Total suction head (ft)	Total delivery head (ft)				
	17	26	37	48	71
	Output (USGPM)				
10	1689	1650	1614	1464	1050
15	1593	1500	1407	1218	900
20	1125	1125	1125	1032	657
25	975	939	864	750	375

Performance curve

Pump curve is based on 0 ft (0 m) dynamic suction lift.



Materials

Pump casing	Cast iron BS EN 1561 - 1997
Pump shaft	Carbon steel BS970:1991 817M40T
Impeller	Cast Steel BS3100 A5 Hardness to 200 HB Brinell
Mechanical seal faces	Silicon carbide face; Viton elastomers; Stainless steel body

Driver options

Option	Driver	Power hp (kW)	Energy Use 1800 rpm	Emissions Rating
1	Isuzu 4LE2T	48.3 (36)	2.6 US Gal/hr	EPA FT4



Open skidbase trailer mounted

Fuel capacity	60 US Gal (227 L)
Weight dry	2,655 lb (1,204 kg)
Weight wet	3,090 lb (1,402 kg)
Dimensions (L x W x H)	119 in x 66 in x 87 in (3,023 mm x 1,676 mm x 2,210 mm)



Sound attenuated enclosure

Noise @ 7 m (23 ft)	66 dBA
Fuel capacity	80 US Gal (303 L)
Weight dry	3,005 lb (1,363 kg)
Weight wet	3,585 lb (1,626 kg)
Dimensions (L x W x H)	101 in x 43 in x 70 in (2,565 mm x 1,092 mm x 1,778 mm)

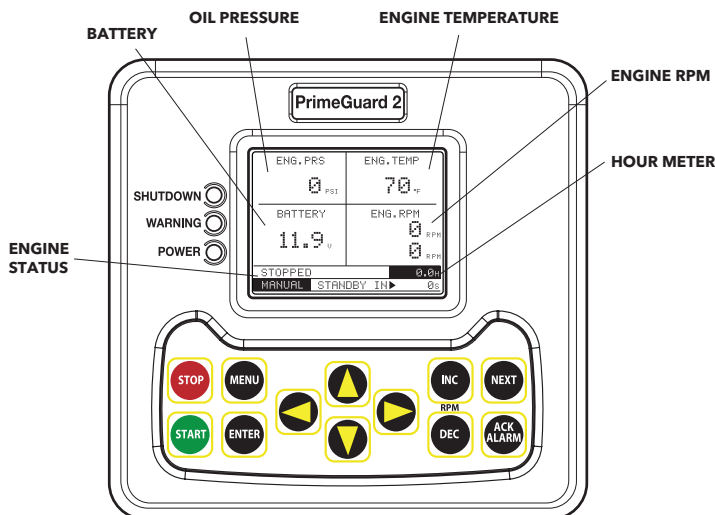
Godwin PrimeGuard 2 Controller

WITH FIELD SMART TECHNOLOGY

Godwin's diesel-driven automatic Dri-Prime® pumps include the Godwin PrimeGuard 2 automatic level controller, standard on all electronic diesel engines and available for mechanical diesel engines. PrimeGuard 2 is designed for use with diesel engines - up to and including Final Tier 4 - to communicate with the Engine Control Unit (ECU). The Godwin PrimeGuard 2 is a fully programmable microprocessor engine control system that allows for inputs from flow meters, level transducers, pressure transducers or standard floats. Using any of these systems, your Godwin Dri-Prime pump can start and stop automatically with no operator intervention required.

Features

- High performance, state-of-the-art, touch sensing digital controller
- Manual, automatic, or remote starting capabilities
- Security levels allow limited to full access of controller functionality
- Includes eight programmable relays and 66 selectable features, including pump running, pump failure, and others
- RS-485 communication ports enable communication with SCADA and other alarm equipment
- Capable of being run by pressure/level transducer with backup float switch operation
- Maintains an "event history" of all warning alarms (up to 32)
- User can pre-set engine rpm to maintain flow and head parameters when running unattended
- Tracks oil and filter usage and alerts operator when replacement is recommended
- Diesel engine warm up/cool down cycle available
- Real-time clock with battery back-up
- For interim and Final Tier 4 diesel engines, shows level of soot in the diesel particulate filter (DPF) and if engine needs regeneration. When the filter needs regeneration, the Godwin PrimeGuard 2 can be used to initiate the cycle.



Default "Home" screen illustrated above.

Godwin PrimeGuard Controller Basic Operation

- | | | | |
|--------------|---|------------------|--|
| START | One-touch engine starting | DEC | Decrease RPM |
| STOP | One-touch engine stopping | NEXT | Exits parameter menu screen returns to engine status display |
| | Directional arrows for screen navigation and data input | ACK ALARM | Acknowledges alarms |
| MENU | Menu | | |
| ENTER | Enters selected data | | |
| INC | Increase RPM | | |

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Remote Monitoring and Control

Field Smart Technology expands the PrimeGuard's functionality by collecting engine and pump data in one-minute intervals. Data is transmitted to a password protected website for viewing and reporting. FST communicates through both cellular and satellite networks to provide a reliable connection in the most remote locations. FST allows users full control over the unit with the ability to start, stop, and vary speed remotely. The website displays the same information that is shown on the PrimeGuard 2 panel so operators know exactly what their remote equipment is doing. These features allow for the optimal use of labor and can eliminate the need for on-site pump watch.



FST Features and Benefits

- Monitor engine and pump parameters
 - Troubleshoot remotely with ECU codes
 - Ensure proper system operation
 - Bypass without pump watch
- Start, stop, and vary speed remotely for improved system control
- Cellular and satellite communication offers a reliable and strong connection
- Log data and hours for accurate, easy reporting
- Alarm for engine off/on, and failure
- Automatic geofence alerts with streamlined tracking
- Integrate with asset management software to manage equipment from a single platform

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Pump data as displayed on the website

Fleet Summary

Fleet Number	Commands	Location	Date	Time	Eng Hrs	Eng Status	Eng Temp	Eng RPM	Batt Volt	Oil Press	Fuel Rate	Fuel Level	Eng Load	Eng Soot	Last Run Date	Pump Data	Alarms
NC350 B2858	▶	Raleigh, NC	2013-10-01	16:14:16	24.1	ON	190 °F	1266	28.4	44 PSI	4.1 GPH	0 %	43 %	0 %	2013-10-01	P	

Asset History - NC350 B2858

Location	Date	Time	Eng Hrs	Eng Status	Eng Temp	Eng RPM	Batt Volt	Oil Press	Fuel Rate	Fuel Level	Eng Load	Eng Soot	Suct Press	Disch Press	Flow Rate	Sump Level	Clutch Count	Alarms
Raleigh, NC	2013-10-01	16:14:16	24.1	ON	190 °F	1266	28.4	44 PSI	4.1 GPH	0 %	43 %	0 %	0.0 PSI	17.3 PSI	4092 GPM	3.4 ft	0	
Raleigh, NC	2013-10-01	14:01:49	21.9	ON	190 °F	1258	28.3	45 PSI	3.8 GPH	0 %	42 %	0 %	0.0 PSI	16.5 PSI	4092 GPM	4.3 ft	0	
Raleigh, NC	2013-10-01	13:17:35	21.1	ON	190 °F	1258	28.3	47 PSI	3.8 GPH	0 %	39 %	0 %	0.0 PSI	18.4 PSI	3758 GPM	4.7 ft	0	



Dewatering Solutions
84 Floodgate Road
Bridgeport, NJ 08014
Tel +1.856.467.3636
www.xyleminc.com/dewatering

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www.xyleminc.com/dewatering

Becky Davis

From: NOREPLY@des.wa.gov
Sent: Tuesday, October 3, 2023 6:52 AM
To: Becky Davis
Cc: descarsystem@des.wa.gov
Subject:

Vehicle Quote Number:

[Create Purchase Request](#)

[View organization purchase requests](#)

This is a **quote** only. You must create a purchase request to order this vehicle(s)

Contract & Dealer Information

Contract #: 05916

Dealer: Bud Clary Chevrolet (W262)

Dealer Contact: Becky Davis

Dealer Phone: (360) 423-1700

Organization Information

Organization:

Email: becky.davis@budclary.com

Quote Notes: WA244

Vehicle Location:

Color Options & Qty

Gray Ghost Metallic(GRC) - 1

Tax Exempt: N

Vehicle Options

Order Code	Option Description	Qty	Unit Price	Ext. Price
2023-0125-001	2023 Chevrolet Bolt EUV EV LT(1FF48) LT	1	\$30,966.00	\$30,966.00
2023-0125-004	(WPT)Comfort Package includes (A2X) driver 8-way power seat adjuster, driver 2-way power lumbar, (KA1) heated driver and front passenger seats, (N34) leather-wrapped flat-bottom steering wheel and (KI3) heated steering wheel(Requires and includes (WPA) Driver Confidence Package.)	1	\$1,390.00	\$1,390.00
2023-0125-005	(WPU)Convenience Package includes (H0Y) Jet Black/Nightshift Blue leather-appointed seating, (KU1) ventilated driver seat, (KU3) ventilated front passenger seat, (DD8) inside rearview auto-dimming mirror, (E91) front passenger seatback map pocket, (DA5) rear center armrest with 2 additional cup holders and (PJE) 17" Dark Android painted aluminum wheels with Silver painted inserts(Requires (WPT) Comfort Package.)	1	\$1,695.00	\$1,695.00
2023-0125-008	LPO(VAV)LPO, All-weather floor mats, front and rear	1	\$200.00	\$200.00
2023-0125-009	LPO(VLI)LPO, All-weather cargo mat	1	\$150.00	\$150.00
2023-0125-014	Emergency roadside kit includes: Flares, triangle kit, and fire extinguisher	1	\$200.00	\$200.00

Quote Totals

Total Vehicles: 1
Sub Total: \$34,601.00
8.4 % Sales Tax: \$2,906.48
Quote Total: \$37,507.48