

Meeting Sign in
Public Comment; 3 min for public;
5 min for agency rep.

AGENDA

Tuesday, March 12, 2013

5:30:00 PM

Administrative

Additions/Adjustments to Agenda?

Handouts:

Minutes, Board Meeting, Feb 26-Final

- | | | |
|---|--|-------------------|
| 1 | Vouchers | Ratify |
| 2 | MWPAAC Contribution | Motion to Approve |
| 3 | 2013 CIP Project Approval | Motion to Approve |
| 4 | Pt. Wells Sewer System; Olympic View Sewer/Water District Letter | Discussion |

Legal: Resolutions; Reports; Legal Matters

Resolutions for Board of Commissioner's Approval and Signatures:

Executive Session: RCW 42.30.110(1)(i)

Executive Session

Personnel:

Maintenance Report:

Commissioners' Report:

General Manager's Report:

Future Topics/City Report: Sick Leave Cash Out to HRA/VEBA: Develop Policy?

MEETINGS

RWD Board Meetings 5:30 p.m.	WASWD Board 1:00 p.m.
March 26	April 1
April 9, 23	May 6
May 14, 28	June 3
MWPAAC 10:00 a.m.	WASWD Sec IV 7:00 p.m.
April 9	March 18 WD 90
May 7	April 22
June 4	May 20

<u>CONFERENCES & WORKSHOPS</u>		
WASWD Spring Conf	Yakima, WA	4/4/2013 - 4/5/2013
WEF Specialty	Sacramento, California	6/9/2013-06/11/2013

Authorized Absence:

Agenda: 3/12/13

**Ronald Wastewater District
MEMORANDUM**

TO: Board of Commissioners

FROM: Michael U. Derrick

DATE: March 5, 2013

SUBJECT: Voucher to be paid : March 8, 2013

The total amount of all Vouchers to be paid is \$ 334,899.40

	Voucher Number		Amount
	From	To	
Accounts Payable Vouchers:	0130161	0130188	\$ 301,010.34
ACH Payroll Vouchers			\$ 24,625.47
Payroll Taxes			\$ 9,263.59
St. of WA, DOR, Excise Tax (2nd PR only)			\$ -
		TOTAL	<u>\$ 334,899.40</u>

Blanket Voucher Approval Documents

Government Unit: Ronald Wastewater District

13

Auditing Officer Certification (if board approves via meeting minutes): I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the above-named governmental unit and that I am authorized to authenticate and certify to said claim.

Signature: Michael J. Demick Title General Manager Date 03/05/13

Board of Commissioner's Approval: We the undersigned Board of Commissioners of Ronald Wastewater District to hereby certify that the merchandise or services hereinafter specified have been received and that the following vouchers are approved for payment.

Commissioners: (1) _____ (2) _____ (3) _____

Line	Claimant	Voucher No.	Amount	Description
1	APWA	0130161	179.00	2013 MEMBERSHIP MD
2	ARTHUR WADEKAMPER	0130162	127.69	0213 MILEAGE
3	AURORA RENTS	0130163	21.68	PIPE TEST PLUG & HOSE-PO #9723
4	BULGER SAFE & LOCK	0130164	257.87	REKEY 3 OFFICE DOORS - PO #9726
5	CASCADE MACHINERY & ELEC	0130165	1,731.32	LS 6 REPLACE MOTOR-PO #9722
6	CHS ENGINEERS LLC	0130166	14,249.50	0213 ENGINEERING SERVICES
7	CITY OF SEATTLE / SCL	0130167	2,342.87	01-0213 LS 5 14 15 OFFICE
8	CITY OF SHORELINE	0130168	196,000.00	1ST QTR 2013 INTERLOCAL AGMT
9	COSTCO RETAIL SERVICE	0130169	484.42	MISC SUPPLIES - PO #3393 3395 3396
10	EVERGREEN RV SERVICE	0130170	12,938.18	WATER PUMP/CCTV - PO #9721 25
11	FRONTIER	0130171	1,225.36	0213 OFFICE LS INTERNET
12	HEALTH CARE AUTHORITY	0130172	15,396.92	0313 MEDICAL PREMIUM
13	HENDRICKS - BENNETT INC	0130173	401.93	ATTY FEE ACCT #024696 & 5437
14	HOME DEPOT	0130174	70.81	MISC SUPPLIES - PO #9727
15	ITWERX	0130175	641.26	INSTALL SERVERS-PO #9730
16	KC RECORDS & LICENSING	0130176	1,854.00	0213 RECORDING FEES
17	LANE POWELL	0130177	3,280.66	WA B & O TAX REFUND CLAIM #22
18	NEW RESOURCE GROUP INC	0130178	1,815.00	500 SHOWERHEADS - PO #3384
19	NEXTEL COMM	0130179	239.06	0213 CELL PHONES
20	OFFICE DEPOT CREDIT PLAN	0130180	306.58	MISC SUPPLIES - PO #3400

Page Total: \$253,564.11

Accounts Payable

Blanket Voucher Approval Documents

Fund: # 11-525-0010

Government Unit: Ronald Wastewater District

Auditing Officer Certification (if board approves via meeting minutes): I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the above-named governmental unit and that I am authorized to authenticate and certify to said claim.

Signature Michael J. Drnick Title General Manager Date 03/05/13

Board of Commissioner's Approval: We the undersigned Board of Commissioners of Ronald Wastewater District to hereby certify that the merchandise or services hereinafter specified have been received and that the following vouchers are approved for payment.

Commissioners: (1) _____ (2) _____ (3) _____

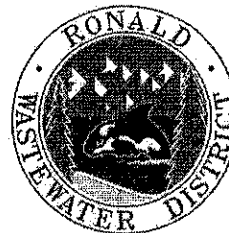
Line	Claimant	Voucher No.	Amount	Description
21	OWEN EQUIPMENT	0130181	42,891.92	VEH 392 REPLACE FAN/DRIVE-PO #9
22	POSTAL EXPRESS	0130182	668.59	0113 COURIER SERVICE
23	PREVAIL CREDIT UNION	0130183	1,440.00	0313 PR #1 DEDUCTIONS
24	PUGET SOUND ENERGY	0130184	223.42	0213 NATURAL GAS
25	ROBERT RANSOM	0130185	118.65	0213 MILEAGE
26	SHORELINE WATER DISTRICT	0130186	275.65	01-0213 LS 8 14 15
27	ST OF WA / SUPPORT REGISTR	0130187	265.00	0313 PR #1 DEDUCTION
28	ST OF WA TREASURER/DEF CO	0130188	1,563.00	0313 PR #1 DEF COMP

Page Total: \$47,446.23

Grand Total: \$301,010.34

Payroll ACH Check Register

User: Louise
Printed: 03/04/2013 - 12:31 PM
Batch: 8-3-2013
Include Partial: No



Check Date	Check Number	Employee Name	Amount
03/08/2013	0	Charles Brooks	1,275.87
03/08/2013	0	Brian Carroll	96.04
03/08/2013	0	Shiao-Jen Chen	1,039.28
03/08/2013	0	Kim Chung	1,573.83
03/08/2013	0	Richard Davies	1,427.92
03/08/2013	0	Michael Derrick	3,221.37
03/08/2013	0	George Dicks	2,829.68
03/08/2013	0	Susan Fogarty	1,032.39
03/08/2013	0	Mark Fry	1,532.47
03/08/2013	0	Cindy James	1,299.87
03/08/2013	0	Arnold Lind	377.16
03/08/2013	0	Richard Matthews	288.14
03/08/2013	0	Louise McDaniel	1,226.44
03/08/2013	0	Brent Proffitt	1,318.98
03/08/2013	0	Clayton Putnam	1,705.93
03/08/2013	0	Robert Ransom	228.41
03/08/2013	0	Jason Sharpe	1,434.66
03/08/2013	0	Denae Shuey	719.78
03/08/2013	0	Allan Unger	1,478.81
03/08/2013	0	Arthur Wadekamper	518.44
		Total Employees: 20	Total: 24,625.47

Payroll

Payroll Deduction Register - Totals



User: Louise
 Printed: 03/04/2013 - 1:37 PM
 Check Date: None
 Period End: None
 Deductions: FED,FICA,FICAR,MEDI,MEDIR
 Batch 008-03-2013
 Check Type: Computer

	Amount
FED	3,573.03
FICA	2,305.98
FICAR	2,305.98
MEDI	539.30
MEDIR	539.30

Report Total: 9,263.59

Ronald Wastewater District

Worksheet for Federal Tax & FICA Deposits

For Month of March 2013, PR # 1 Period 02/16/13 - 02/28/13
 Paid Date 03/08/13

EE Deduction	Fed Tax	3,573.03
	FICA - Social Security	2,305.98
	FICA - Medicare	539.30
		<u>2,845.28</u>
ER Contribution	FICA - Social Security	2,305.98
	FICA - Medicare	539.30
		<u>2,845.28</u>

For Tax Form 941 Online Transmittal & Payment:

TIN 91-6017214
 PIN # 5802
 Type 941
 Period 1st Qtr 2013
 Settlement Date The date assigned by IRS Date 03/11/13
 Payment Amount 9,263.59

Social Security Amount	4,611.96
Medicare Amount	1,078.60
Total FICA Tax	1-00-98-1010-230-20 <u>5,690.56</u>
Withholding Amount	1-00-98-1010-230-10 <u>3,573.03</u>
	<u>9,263.59</u>

Date transmitted 05-Mar-13 initial: _____
 EFT Number confirmation attached

REMEMBER TO FAX COPIES OF THIS TO IRS AFTER FINES

H:\Accounting\Spreadsheets\Payroll\Worksheets\PR EFTPS worksheet.qpw

MEMO

Ronald Wastewater District

TO: Board of Commissioners
FROM: Michael U. Derrick
DATE: Monday, September 10, 2012
SUBJ: Contributions; GMPC/RWQC

GMPC RWQC MWPAAC	
Year	Amount
2001 and before	\$1,250
2002 – 2004	\$1,500
2005	\$1,750
2006	\$2,000
2007	\$1,750
2008	\$2,000
2009	\$2,200
2010	\$2,200
2011	\$2,200
2012	\$2,500
2013	

Invoice

May 3, 2012

King County Special Purpose Districts
2012-2013 Staffing Services for the
Growth Management Planning Council (GMPC),
Regional Water Quality Committee (RWQC)
and
Metropolitan Water Pollution Abatement
Advisory Committee (MWPAAC)

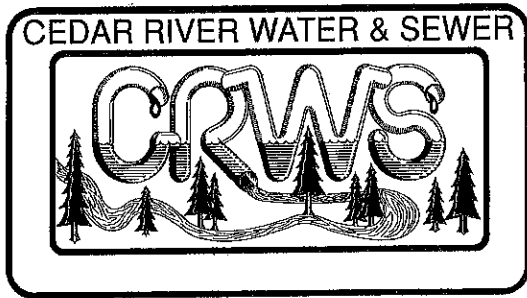
_____ Board of Commissioners has
approved its participation in staffing of the 2012-2013 GMPC, RWQC, and
MWPAAC at its regular meeting, this _____ day of _____
_____ in the amount of _____.

Please submit and make checks payable to:

Highline Water District
23828 30th Avenue South
Kent, WA 98032-0367
(206) 824-0375

Thank you for your participation!

Cedar River Water and Sewer District
Ronald P. Sheadel



18421 SE Petrovitsky Road
Renton, Washington 98058-0552
(425) 255-6370

P.O. Box 1040
Maple Valley, WA 98038-1040
FAX: (425) 228-4880

May 3, 2012

Michael Derrick
General Manager
Ronald Wastewater District
P.O. Box 33490
Shoreline WA 98133

Dear Michael:

We are beginning the sixteenth year of our official ex-officio position on the King County Growth Management Planning Council (GMPC). We continue to make significant progress in advancing our relationships with the various elected officials and staff from King County, the City of Seattle, City of Bellevue, and the Suburban Cities Association. It is important for the special purpose districts to build on these successes.

The *Growth Management Planning Council* work is broader in scope compared with past years, with a concentration on countywide planning policies and growth targets that are important for water and sewer district comprehensive planning. The GMPC's role is to oversee and guide King County's activities relating to the State Growth Management Act. Our Section IV elected representative is the *only* non-city member on the Executive Committee of the GMPC, which is chaired by the County Executive. This year, the GMPC staff group will finalize two remaining Countywide Planning Policies (CPP) that were sidelined in 2011 for additional public comment – affordable housing targets and future school siting in the rural area. This year, again, we will ensure that water *and* sewer districts are involved in conversations with county and city governments to be informed in advance of affordable housing growth targets, to plan for new infrastructure requirements to serve those populations. Much of the staff work and preparation of agenda items for the GMPC occurs in the Interjurisdictional Team (IJT) staff meetings that convene once or twice a month. The issues of water and sewer districts have an influence at this level, before the policies reach the elected officials.

Additionally, we need to continue providing staff assistance to the King County *Regional Water Quality Committee* (RWQC) and *Metropolitan Water Pollution Control Abatement Advisory Committee* (MWPAAC). These two regional and county committees advise the Executive and county council on King County's proposed Regional Reclaimed Water Comprehensive Plan; major project priorities and expenditures, revision of RWSP financial policies on sewer rates, debt, reserve funds, and regional water reuse. The 2012 work program will also address key issues of regional planning efforts, development of rates and capacity charge, use of County/ratepayer funds for the Duwamish Superfund Cleanup, and other wastewater-related capital projects and issues.

Henderson Consulting is currently providing general support to the special purpose districts at the "staff" level. The scope of services related to the GMPC, RWQC and MWPAAC staffing was discussed at the WASWD Spring Conference in Yakima, WA, on April 12, 2012. Vicky Henderson will continue to serve as the lead.

The Henderson Consulting scope of services related to the GMPC will generally consist of these items:

- Attend GMPC meetings; represent Section IV on GMPC staff;
- Prepare staff reports for GMPC meetings;
- Research and negotiate topics related to the GMPC work program;
- Interact and coordinate with special purpose districts' elected official on the GMPC;

- Provide timely written and/or oral reports to King County Section IV of the Washington Association of Sewer & Water Districts;
- Coordinate with Cedar River Water & Sewer District staff to GMPC;
- Coordinate with staff from King County, City of Seattle, City of Bellevue and Suburban Cities; and
- Project scoping and management.

The scope of services related to the RWQC and MWPAAC will generally consist of:

- Attend RWQC meetings and organize a monthly pre-RWQC Section IV caucus meeting;
- Coordinate with special purpose district elected officials on the RWQC;
- Attend MWPAAC general and subcommittee meetings;
- Prepare staff reports for RWQC and MWPAAC meetings;
- Research and negotiate topics related to the RWQC and MWPAAC work programs;
- Provide a timely written and/or oral report to Section IV, Washington Association of Sewer & Water Districts, and provide website updates for WASWD staff;
- Coordinate with Cedar River Water & Sewer District staff on RWQC and MWPAAC scope;
- Coordinate with staff from King County, City of Seattle, City of Bellevue and Suburban Cities; and
- Scoping and project management.

Henderson Consulting will also provide general staff assistance, on an as-directed basis, in support of other regional water and wastewater planning activities. In the past year, at Section IV members' direction, King County and Seattle policy staff provided briefings to Section IV on the feasibility of reclaimed water use, and Vicky was requested to participate in the GMPC's School Siting Task Force- Technical Advisory Committee.

Henderson Consulting (HC) must be paid for this representation and we ask again that you participate with us to create a pool of funds to pay HC for their services. Cedar River Water & Sewer District has again agreed to support my time to staff the GMPC, along with Vicky, and to coordinate her representation on behalf of the special purpose districts. Highline Water District has agreed to continue to perform the accounting support for these staffing needs as well. We are asking that you participate with us to create a pool of funds to pay Henderson Consulting for these services. The budget for this scope of work is \$31,500. Cedar River has again committed \$2,500 plus my time and Walt Canter's time, and requests that your District commit the same amount as last year, or more if possible. If we receive additional participants and generate excess revenue, the money will be carried over towards next year's budget.

Please review and discuss the issue with your Board, and let me know what support your district will provide. Attached you will find a blank invoice for returning to Highline Water District with your contribution. Thank you for your participation.

Sincerely,
Cedar River Water and Sewer District



Ronald P. Sheadel
General Manager

Attachment: 2012-2013 Blank Invoice

cc: Matt Everett, General Manager, Highline Water District
Vicky Henderson, Henderson Consulting

MEMO

Ronald Wastewater District

TO: Board of Commissioners

FROM: Michael U. Derrick



DATE: Monday, February 11, 2013

SUBJ: CIP Projects;
Ridgecrest 1 and 2

Commissioners:

As part of our ongoing Capital Program, CHS Engineers has provided us with a scope and budget to develop the bid documents for the 2013.01 and 2013.02 CIP: Ridgecrest 1 & 2.

Ridgecrest 1 (2013.01):

Scope includes providing:

- bid ready construction drawings
- construction inspection
- support and engineering

5th NE - 152nd to 145th

Cost from design drawings to project completion: **\$94,228.00 (Not to Exceed)**

Ridgecrest 2 (2013.02):

Scope includes providing:

- bid ready construction drawings
- construction inspection
- support and engineering

5th NE - 174th to 170th
155th to 152nd

Cost from design drawings to project completion: **\$89,674.00 (Not to Exceed)**

Total; Both Projects: \$183,902.00 (Not to Exceed)

MEMO**Ronald Wastewater District**

Page 2

Monday, February 11, 2013

SUBJ: CIP Projects;

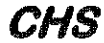
Ridgecrest 1 and 2

Project	Eng & Other ¹	Constr	Total	%Eng&O/Con	%Eng&O/Total
2007 CIP	108,787	425,376	534,162	25.57%	20.37%
2008 CIP	110,341	442,240	552,581	24.95%	19.97%
2009 CIP	105,274	598,001	703,275	17.60%	14.97%
Echo Lake	265,549	1,298,390	1,563,939	20.45%	16.98%
LS 14 & 15	275,318	746,085	1,021,403	36.90%	26.95%
2010.01 CIP	81,863 ²	442,070	523,933	18.52%	15.62%
2010.02 CIP	85,025	607,321	692,346	14.00%	12.28%
LS 16 Rehab*	101,673 ³	86,341	188,014	117.76%	54.08%
2011.01 CIP*	20,040	472,822	492,862	4.24%	4.07%
2011.02 CIP*	18,004	549,420	567,424	3.28%	3.17%
2012.01					
2012.02					

¹Includes Int Capitalized; RW Permits; Newspaper bid posting; Signs

²RW Permit Fee = \$2,175

³\$38,858.54 BNSF permit fee; \$4,533.52 PWTF Loan App; \$1,497 Honey buckets;



CHS ENGINEERS, LLC

Sheet: 1 of 3

By: sc

CLIENT:

Date: 2/11/13

Job # 211302

Ronald Wastewater District

PROJECT FEE ESTIMATE

PROJECT: Ridgecrest 1, 2013.01 CIP Project

PHASE: Design / Bidding

A. TASKS	PM	Engr	Inspect	Tech	Clerical	HRS
	1	2	4	5	6	
1. Project Mgmt & Coord	18	12				30
2. Research Exist Utilities	4	14		8		26
3. Field Research	14	20		10		44
4. Prepare Base Sheets		24		36		60
5. Bypass Requirements	3	6		1		10
6. Review Videos	4	6				10
7. Coordination w/ COSH	4	6				10
8. Prepare ROE	2	4			2	8
9. Plans	8	32		24		64
10. Project Manual	8	16		2	8	34
11. Cost Estimate	4	12				16
12. Bidding/Recommendation	8	16		6	6	36
13.						
SUBTOTAL	77	168	0	87	16	348

B. FEES

LABOR	HOURS	RATE	SUBTOTAL
1. PROJ. MANAGER	77	\$152.00	\$11,704.00
2. ENGINEER	168	\$105.00	\$17,640.00
3. INSPECTOR	0	\$100.00	\$0.00
4. TECHNICIAN	87	\$100.00	\$8,700.00
5. CLERICAL	16	\$64.00	\$1,024.00

\$39,068.00

EXPENSES

Mileage	<u>\$300</u>
Reproduction	<u>\$1,500</u>

SUBTOTAL \$1,800.00

TOTAL ESTIMATED FEE \$40,868.00



CHS ENGINEERS, LLC

Sheet: 2 of 3

By: sc

CLIENT:

Date: 2/11/13

Job # 211302

Ronald Wastewater District

PROJECT FEE ESTIMATE

PROJECT: Ridgecrest 1, 2013.01 CIP Project

PHASE: Constr. Inspection / Support/ Engineering

A. TASKS	PM	Engr	Inspect	Tech	Clerical	HRS
	1	2	4	5	6	
1. Precon.	4	8	4		4	20
2. Shop Drawing Review	4	20				24
3. Inspection	24	12	360			396
4. Process Pay Estimates	6	16				22
5. Prepare Record Drawings	4	8		16		28
6.						0
7.						0
8.						0
9.						0
10.						0
11.						0
12.						0
13.						0
SUBTOTAL	42	64	364	16	4	490

B. FEES

LABOR	HOURS	RATE	SUBTOTAL
1. PROJ. MANAGER	42	\$152.00	\$6,384.00
2. ENGINEER	64	\$105.00	\$6,720.00
3. INSPECTOR	364	\$100.00	\$36,400.00
4. TECHNICIAN	16	\$100.00	\$1,600.00
5. CLERICAL	4	\$64.00	\$256.00

\$51,360.00

EXPENSES

Mileage	<u>\$1,500</u>
Reproduction	<u>\$500</u>

SUBTOTAL \$2,000.00

TOTAL ESTIMATED FEE \$53,360.00



CHS ENGINEERS, LLC

Sheet: 3 of 3

CLIENT:

Ronald Wastewater District

PROJECT FEE ESTIMATE

PROJECT: Ridgecrest 1, 2013.01 CIP Project

SUMMARY

TOTAL ESTIMATED FEE

<u>Design / Bidding</u>	<u>\$40,868.00</u>
<u>Constr. Inspection / Support/ Engineering</u>	<u>\$53,360.00</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

Total	\$94,228.00
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CHS ENGINEERS, LLC

Sheet: 1 of 3

By: sc

CLIENT:

Date: 2/11/13

Job # 211303

Ronald Wastewater District

PROJECT FEE ESTIMATE

PROJECT: Ridgecrest 2, 2013.02 CIP Project

PHASE: Design / Bidding

A. TASKS	PM	Engr	Inspect	Tech	Clerical	HRS
	1	2	4	5	6	
1. Project Mgmt & Coord	16	12				28
2. Research Exist Utilities	4	12		12		28
3. Field Research	12	16		10		38
4. Prepare Base Sheets		20		36		56
5. Bypass Requirements	4	6		2		12
6. Review Videos	4	6				10
7. Coordination w/ COSH	4	8				12
8. Prepare ROE	2	4			2	8
9. Plans	8	26		20		54
10. Project Manual	8	16		2	8	34
11. Cost Estimate	4	16				20
12. Bidding/Recommendation	8	16		6	4	34
13.						
SUBTOTAL	74	158	0	88	14	334

B. FEES

LABOR	HOURS	RATE	SUBTOTAL
1. PROJ. MANAGER	74	\$152.00	\$11,248.00
2. ENGINEER	158	\$105.00	\$16,590.00
3. INSPECTOR	0	\$100.00	\$0.00
4. TECHNICIAN	88	\$100.00	\$8,800.00
5. CLERICAL	14	\$64.00	\$896.00

\$37,534.00

EXPENSES

Mileage	\$300
Reproduction	\$1,500

SUBTOTAL \$1,800.00

TOTAL ESTIMATED FEE \$39,334.00



CHS ENGINEERS, LLC

Sheet: 2 of 3

By: sc

CLIENT:

Date: 2/11/13

Job # 211303

Ronald Wastewater District

PROJECT FEE ESTIMATE

PROJECT: Ridgecrest 2, 2013.02 CIP Project

PHASE: Constr. Inspection / Support/ Engineering

A. TASKS	PM	Engr	Inspect	Tech	Clerical	HRS
	1	2	4	5	6	
1. Precon.	4	8	4		4	20
2. Shop Drawing Review	4	18				22
3. Inspection	24	12	340			376
4. Process Pay Estimates	6	14				20
5. Prepare Record Drawings	4	8		10		22
6.						0
7.						0
8.						0
9.						0
10.						0
11.						0
12.						0
13.						0
SUBTOTAL	42	60	344	10	4	460

B. FEES

LABOR	HOURS	RATE	SUBTOTAL
1. PROJ. MANAGER	42	\$152.00	\$6,384.00
2. ENGINEER	60	\$105.00	\$6,300.00
3. INSPECTOR	344	\$100.00	\$34,400.00
4. TECHNICIAN	10	\$100.00	\$1,000.00
5. CLERICAL	4	\$64.00	\$256.00

\$48,340.00

EXPENSES

Mileage	<u>\$1,500</u>
Reproduction	<u>\$500</u>

SUBTOTAL \$2,000.00

TOTAL ESTIMATED FEE \$50,340.00



CHS ENGINEERS, LLC

Sheet: 3 of 3

CLIENT:

Ronald Wastewater District

PROJECT FEE ESTIMATE

PROJECT: Ridgecrest 2, 2013.02 CIP Project

SUMMARY

TOTAL ESTIMATED FEE

<u>Design / Bidding</u>	<u>\$39,334.00</u>
<u>Constr. Inspection / Support/ Engineering</u>	<u>\$50,340.00</u>

Total	\$89,674.00
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OLYMPIC VIEW WATER & SEWER DISTRICT

8128 228th St SW
Edmonds, WA 98026-8449

Phone (425) 774-7769
Fax (425) 670-1856

Board of Commissioners

.....
John Elsasser
Mike Harrigan
Lora L. Petso

February 27, 2013

RECEIVED

Board of Commissioners
Ronald Wastewater District
17505 Linden Avenue
Shoreline, WA 98133-0490

MAR - 4 2013

RONALD WASTE WATER

Re: Richmond Beach Lift Station

Honorable Commissioners,

The Board of Commissioners of Olympic View Water and Sewer District directed me to contact you to initiating a discussion about the possible acquisition of Lift Station 13 and all directly associated pipes and pumps from Ronald Wastewater District.

Sewer Lift Station 13 is located within the defined water and sewer service boundaries of Olympic View Water and Sewer District and it is my understanding that the lift station was purchased by Ronald Wastewater District.

Olympic View would like to start a dialogue regarding Lift Station 13, please advise me as to when the Board or the Board designee is available to begin a conversation regarding this issue.

Sincerely,

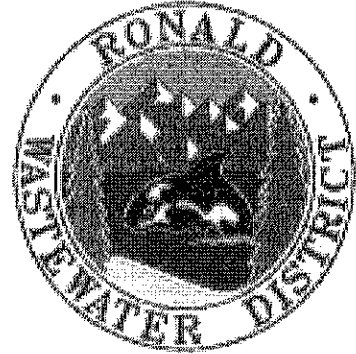
Olympic View Water and Sewer District

A handwritten signature in cursive script that reads "Lynne A. Danielson".

Lynne A. Danielson, General Manager

Cc: File

MEMORANDUM



Date: March 6, 2013

To: Board of Commissioners
Mike Derrick, General Manager

From: George Dicks, Maintenance Manager

Subject: Maintenance Report - February 2013

Maintenance Section is providing the monthly report for your review. The monthly report shows work accomplishments done during February and the March planned maintenance. February information includes the District flows to the Edmond's Treatment Plant and the weather station information. No FOG Inspections were done in February.

February Tasks

<u>Maintenance</u>	<u>February Work Units</u>	<u>YTD Work Units Through February</u>	<u>YTD Planned Through February</u>
Manhole Inspection	516 Ea.	1,439	954
TV Inspection	5,815 Lin.Ft.	5,815	26,322
Pipeline Cleaning			
* General	29,758 Lin.Ft.	29,758	23,336
* Problem Lines - General	5,510 Lin.Ft.	5,510	3,650
Pump Stations/Grinder Pumps			
* Pump Station - Inspection	32 Ea.	112	126
* Pump Station - Maintenance	30 Hrs.	70	38
* Pump Station - Grounds	24 Hrs.	78	28
* Pump Station - Wet Wells	12 Ea.	12	4
Physical Plant Maintenance			
* Vehicle Maintenance	31 Hrs.	75	50
* Building Maintenance	88 Hrs.	125	172
* Landscape Maintenance	36 Hrs.	56	66
Other Work			
* MMIS Data Entry	86 Hrs.	173	72
* Utility Locates	152 Ea.	290	314
* Billing Help	26 Hrs.	55	46

January Highlights

1. Utility locates, pipeline cleaning, pump station maintenance and building maintenance comprised the majority of the work this month.
2. Crews rodded five (5) side sewers to clear roots. Two of the root problems were found in the District stub.
3. Maintenance personnel began scanning District documents into computer data base. Forty-one (41) hours were spent of this project this month.
4. Maintenance personnel used 131 hours of vacation, holiday & sick leave this month.

<u>Planning and Development</u>	<u>January Work Units</u>	<u>YTD Work Units Through January</u>	<u>YTD Planned Through January</u>
Customer Service	79 Hrs	158	120
Programming	19 Hrs	30	26
IT Office Support	48 Hrs	82	84
Data Control	0 Hrs	0	68
Permit Inspection	8 Ea	16	30
Field Checks	6 Ea	10	6
Misc. Admin Errand	9 Hrs	18	24
GIS	41 Hrs	80	48
Meeting	9 Hrs	12	12
Map Work	21 Hrs	55	52
Permit Issuance	16 Ea	29	28
Misc. Document Creation	13 Ea	14	20
General Research	11 Hrs	18	32
Training	0 Hrs	0	6

January Highlights

- Sixteen (16) sewer permits were issued in February.
 - * New - Single Family 0
 - * Repair - Single Family 13
 - * Cap Off - Single Family 1
 - * New - Commercial 0
 - * Repair - Commercial 2
 - * Cap Off - Commercial 0
 - * Coring - Commercial 0
- Eight (8) installations/repairs were completed and inspected.
- Four (4) Certificates of Sewer Availability were issued this month.
- Personnel used thirty-eight (38) hours of vacation, holiday & sick leave this month.

March Planned Work

<u>Maintenance</u>	<u>Unit of Measure</u>	<u>Labor Hours</u>
Manhole Inspection	299 Ea.	48
TV Inspection	6,300 Lin.Ft.	72
Pipeline Cleaning		
* General	10,000 Lin Ft	28
* Problem Lines - General	21,900 Lin Ft	116
* Problem Lines - Grease	12,000 Lin Ft	64
Pump Stations/Grinder Pumps		
* Pump Stations- Inspection	67 Ea	48
* Pump Stations - Maintenance	12 Hr.	12
Physical Plant Maintenance		
* Grounds Maintenance	21 Hrs.	21
* Building Maintenance	34 Hrs.	34
* Vehicle Maintenance	16 Hrs.	16
Other Work		
* MMIS Data Entry	26 Hrs.	26
* Utility Locates	129 Ea.	80
* Billing Help	30 Hrs.	30
* FOG Inspections	25 Ea.	32

<u>Planning & Development</u>	<u>Unit of Measure</u>	<u>Labor Hours</u>
Customer Service	60 Hrs	60
Programming	13 Hrs	13
IT Office Support	42 Hrs	42
Data Control	34 Hrs	34
Permit Inspection	15 Ea	20
Field Checks	2 Ea	12
Misc. Admin Errand	12 Hrs	12
GIS	24 Hrs	24
Meeting	6 Hrs	6
Mapping	26 Hrs	26
Permit Issuance	14 Ea	16
Misc. Document Creation	10 Ea	16
General Research	16 Hrs	16
Training	3 Hrs	3

RONALD WASTEWATER DISTRICT
Flows to Edmonds Treatment Plant
February 2013

<u>Date</u>	<u>Rainfall / Inches</u>	<u>Vault B / MGD</u>	<u>Vault C / MGD</u>
02/01/13	0.00	0.47	0.22
02/02/13	0.00	0.44	0.21
02/03/13	0.03	0.41	0.20
02/04/13	0.00	0.38	0.18
02/05/13	0.10	0.37	0.17
02/06/13	0.12	0.37	0.16
02/07/13	0.11	0.37	0.17
02/08/13	0.00	0.34	0.16
02/09/13	0.02	0.33	0.17
02/10/13	0.00	0.33	0.16
02/11/13	0.03	0.31	0.14
02/12/13	0.00	0.31	0.14
02/13/13	0.01	0.30	0.14
02/14/13	0.08	0.30	0.14
02/15/13	0.00	0.30	0.14
02/16/13	0.23	0.31	0.15
02/17/13	0.00	0.29	0.14
02/18/13	0.00	0.31	0.14
02/19/13	0.00	0.29	0.13
02/20/13	0.09	0.29	0.13
02/21/13	0.02	0.29	0.13
02/22/13	0.02	0.30	0.13
02/23/13	0.00	0.29	0.13
02/24/13	0.00	0.28	0.13
02/25/13	0.10	0.29	0.13
02/26/13	0.02	0.28	0.13
02/27/13	0.17	0.29	0.13
02/28/13	<u>0.11</u>	<u>0.31</u>	<u>0.14</u>
Totals	1.26	9.15	4.24
Average	0.05	0.33	0.15

**RONALD WASTEWATER DISTRICT
WEATHER STATION INFORMATION
February 2013**

<u>Date</u>	<u>Temp</u>	<u>Humidity</u>	<u>Wind Speed</u>	<u>Barometer</u>	<u>Rain</u>
02/01/13	45.0	96.4	0.1	30.4	0.00
02/02/13	40.6	98.0	0.6	30.3	0.01
02/03/13	43.8	95.5	0.8	30.2	0.06
02/04/13	45.8	90.2	0.7	30.1	0.00
02/05/13	45.6	90.6	2.6	29.8	0.06
02/06/13	45.0	88.4	2.6	29.9	0.14
02/07/13	42.9	84.5	2.1	30.0	0.00
02/08/13	40.8	89.5	0.7	30.2	0.00
02/09/13	41.2	94.8	0.2	30.3	0.03
02/10/13	40.2	92.3	0.5	30.3	0.00
02/11/13	43.0	91.9	0.4	20.3	0.04
02/12/13	45.9	94.5	1.7	30.3	0.01
02/13/13	44.7	94.8	0.9	30.4	0.01
02/14/13	44.6	96.0	0.7	30.5	0.08
02/15/13	45.3	92.6	0.9	30.3	0.00
02/16/13	44.0	95.0	1.8	30.1	0.16
02/17/13	40.7	91.5	0.6	30.2	0.01
02/18/13	41.4	88.1	0.7	29.9	0.00
02/19/13	41.6	86.3	0.6	29.8	0.00
02/20/13	42.9	92.0	2.0	30.0	0.00
02/21/13	42.2	89.9	4.6	29.8	0.10
02/22/13	42.2	89.9	4.6	29.8	0.10
02/23/13	41.9	83.5	1.2	30.1	0.00
02/24/13	43.8	78.9	2.8	30.2	0.00
02/25/13	43.1	82.1	3.1	30.0	0.03
02/26/13	42.2	79.0	1.6	30.2	0.01
02/27/13	43.6	91.1	0.9	30.2	0.21
02/28/13	<u>46.4</u>	<u>97.6</u>	<u>2.0</u>	<u>30.2</u>	<u>0.06</u>
TOTALS	43.2	90.5	1.5	29.8	1.12
5 YR AVERAGE	43.0	83.3	1.7	30.0	2.34