



Lake Whatcom Water & Sewer District

Board Meeting Access Information

Meeting Schedule

6:30 pm - 2nd Wed of each month

8:00 am - Last Wed of each month

Meeting Access

Meetings are held in person at our Administrative offices at 1220 Lakeway Drive in Bellingham. If you prefer to attend remotely, access information is below.

Join the meeting from your computer, tablet smartphone:

<https://meet.goto.com/lwwsd/boardmeeting>

You can also dial in using your phone.

Call: +1 (224) 501-3412 Access Code: 596-307-141

*Press *6 to mute/unmute your microphone*

New to GoToMeeting? Get the app now and be ready when the meeting starts:

<https://meet.goto.com/install>

Attending a Meeting

Lake Whatcom Water & Sewer District's regular Board meetings take place on the second Wednesday of each month at 6:30 pm and the last Wednesday of each month at 8:00 am.

Meetings are open to the public per the Open Public Meetings Act.

All meetings are hybrid, available in person or online. 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 your display name to "Observation Only."

Public Comment Periods

Public comment periods are built in to the agenda, one near the beginning of the meeting and one near the end.

Commissioners will listen, but will not respond or engage in dialogue during the comment period. Direct questions or requests are noted by staff for follow-up.

For the sake of time, and to leave plenty of time for scheduled agenda items, public comments are limited to 3 minutes per person and 45 minutes per comment period.

Comments may be submitted at any time through mail, email, our online contact form, or by phone.

For more information about communicating with the Board of Commissioners, [please visit our website!](#)



Questions?

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



LAKE WHATCOM WATER AND SEWER DISTRICT

1220 Lakeway Drive
Bellingham, WA 98229

REGULAR MEETING OF THE BOARD OF COMMISSIONERS

AGENDA

February 25, 2026


8:00 a.m. – Regular Session

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENT OPPORTUNITY
At this time, members of the public may address the Board of Commissioners. Please state your name and address prior to making comments and limit your comments to three minutes. For the sake of time, each public comment period will be limited to 45 minutes.
4. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA
5. CONSENT AGENDA
6. SPECIFIC ITEMS OF BUSINESS
 - A. City of Bellingham Post Point Wastewater Treatment Plant Capital Improvement Program Presentation
7. OTHER BUSINESS
8. STAFF REPORTS
 - A. General Manager
 - B. Engineering Department
 - C. Finance Department
 - D. Operations Department
9. PUBLIC COMMENT OPPORTUNITY
10. ADJOURNMENT



**AGENDA
BILL
Item 5**

Consent Agenda

DATE SUBMITTED:	February 19, 2026	MEETING DATE:	February 25, 2026
TO: BOARD OF COMMISSIONERS	FROM: Rachael Hope		
GENERAL MANAGER APPROVAL			
ATTACHED DOCUMENTS	1. See below		
TYPE OF ACTION REQUESTED	RESOLUTION <input type="checkbox"/>	FORMAL ACTION/ MOTION <input checked="" type="checkbox"/>	INFORMATIONAL/ OTHER <input type="checkbox"/>

****TO BE UPDATED 02.24.2026****

BACKGROUND / EXPLANATION OF IMPACT

- Minutes for the 1.28.26 Regular Board Meeting
- Payroll for Pay Period #04 (01.31.2026 through 02.13.2026) totaling \$58,630.79
- Benefits for Pay Period #04 totaling \$62,834.62
- 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 2025-2026 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.”



1220 Lakeway Dr • Bellingham, WA 98229

REGULAR SESSION OF THE BOARD OF COMMISSIONERS

Minutes

February 11, 2026

Board President Todd Citron called the Regular Session to order at 6:30 p.m.

Attendees:	Commissioner Todd Citron (v)	General Manager Justin Clary
	Commissioner John Carter	Finance Manager Jenny Signs
	Commissioner Jeff Knakal	Operations Manager Jason Dahlstrom
	Commissioner David Holland	Recording Secretary Rachael Hope
		Legal Counsel Bob Carmichael

One member of the public (v) was in attendance, in observation only. Attendees noted with a (v) attended the meeting virtually.

Consent Agenda

Action Taken

Knakal moved, Holland seconded, approval of:

- **Minutes for the 01.14.26 Regular Board Meeting**
- **Minutes for the 01.28.26 Regular Board Meeting**
- **Payroll for Pay Period #03 (01.17.2026 through 01.30.2026) totaling \$56,153.84**
- **Benefits for Pay Period #03 totaling \$62,298.79**
- **Accounts Payable Vouchers totaling \$159,116.18**

Motion passed.

Scenic Intertie Temporary Supply Agreement with City of Bellingham

Clary explained that prior to the 2002 construction of the watermain that connects the District's distribution system in Sudden Valley with its distribution system in Geneva, the District purchased water from the City of Bellingham (City) via an intertie located at the intersection of Lakeway Drive and Scenic Avenue. Water was purchased through an interlocal agreement (ILA) executed between the District and City in 1970. Since connection of Geneva to the Sudden Valley system, the intertie has not been used but remains available for emergency use via an ILA executed between the District and City in 2020.

In 2024, the District was awarded a FEMA Hazard Mitigation Grant to perform seismic upgrades to the Geneva Reservoir, a 500,000-gallon welded steel reservoir located adjacent to the District's maintenance facility. The reservoir serves much of the Geneva community, which includes approximately 1,100 connections. To perform the project work, anticipated to be completed between 2026 and 2028, the reservoir must be taken off-line, which will require use of the Scenic Intertie to provide water service to Geneva customers throughout construction. As allowed under the emergency use ILA, the District has negotiated a temporary use agreement

with the City that enables the use of the Scenic Intertie (purchase of City water) throughout the duration of work on the Geneva Reservoir. Discussion followed.

Action Taken

Holland moved, Knakal seconded, to authorize the General Manager and Board President to execute the Scenic Intertie temporary supply agreement with the City of Bellingham as presented. Motion passed.

Personnel Policies Manual Update

Clary outlined that in tandem with the current collective bargaining agreement with the local chapter of the American Federation of State, County and Municipal Employees (AFSCME) that governs employment practices specific to union-represented employees, the District’s personnel policies manual defines the District’s philosophy, and employment practices, policies, and benefits provided to all District staff. As state and case law evolves and new issues arise, the manual is revised periodically to keep abreast of current practices and laws. Since adoption of the last revision in April 2025, District legal counsel has recommended revision of Section 9.10, Substance Abuse. The proposed revisions were provided in redline/strikeout mode for ease of identification.

Action Taken

Holland moved, Knakal seconded, to approve the personnel policies manual with revisions incorporated, as presented. Motion passed.

General Manager’s Report

Clary updated the Board on several topics, including recruitment efforts for the vacant Commissioner District 3 position and kicking off the process with Washington State Department of Labor & Industries towards membership in their Safety Through Achieving Recognition Together (START) program. Discussion followed.

Executive Session Per RCW 42.30.110(1)(i)

Citron recessed the Regular Session to Executive Session at 6:50 p.m. It was estimated that the Executive Session would take 15 minutes and end at 7:05 p.m. The purpose of the Executive Session was to discuss with legal counsel active litigation. Citron recessed the Executive Session and reconvened the Regular Meeting at 7:05 p.m. No action was taken.

With no further business, Citron adjourned the regular session at 7:05 p.m.

Board President, Todd Citron

Attest: _____
Recording Secretary, Rachael Hope

Minutes approved by motion at ☐ Regular ☐ Special Board Meeting on _____

CHECK REGISTER**PAYROLL**

Lake Whatcom W-S District

Time: 10:55:44 Date: 02/17/2026

02/19/2026 To: 02/19/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
443	02/19/2026	Payroll	5	EFT		438.72	01/31/2026 - 02/13/2026 PR04
444	02/19/2026	Payroll	5	EFT		584.95	01/31/2026 - 02/13/2026 PR04
445	02/19/2026	Payroll	5	EFT		4,135.07	01/31/2026 - 02/13/2026 PR04
446	02/19/2026	Payroll	5	EFT		3,363.68	01/31/2026 - 02/13/2026 PR04
447	02/19/2026	Payroll	5	EFT		4,317.34	01/31/2026 - 02/13/2026 PR04
449	02/19/2026	Payroll	5	EFT		2,072.35	01/31/2026 - 02/13/2026 PR04
451	02/19/2026	Payroll	5	EFT		2,263.71	01/31/2026 - 02/13/2026 PR04
452	02/19/2026	Payroll	5	EFT		3,588.99	01/31/2026 - 02/13/2026 PR04
453	02/19/2026	Payroll	5	EFT		735.87	01/31/2026 - 02/13/2026 PR04
454	02/19/2026	Payroll	5	EFT		2,720.39	01/31/2026 - 02/13/2026 PR04
455	02/19/2026	Payroll	5	EFT		3,967.17	01/31/2026 - 02/13/2026 PR04
456	02/19/2026	Payroll	5	EFT		1,164.97	01/31/2026 - 02/13/2026 PR04
457	02/19/2026	Payroll	5	EFT		3,123.26	01/31/2026 - 02/13/2026 PR04
458	02/19/2026	Payroll	5	EFT		3,005.81	01/31/2026 - 02/13/2026 PR04
459	02/19/2026	Payroll	5	EFT		3,100.27	01/31/2026 - 02/13/2026 PR04
460	02/19/2026	Payroll	5	EFT		2,297.75	01/31/2026 - 02/13/2026 PR04
461	02/19/2026	Payroll	5	EFT		1,946.59	01/31/2026 - 02/13/2026 PR04
462	02/19/2026	Payroll	5	EFT		1,788.61	01/31/2026 - 02/13/2026 PR04
463	02/19/2026	Payroll	5	EFT		5,138.41	01/31/2026 - 02/13/2026 PR04
464	02/19/2026	Payroll	5	EFT		2,561.61	01/31/2026 - 02/13/2026 PR04
465	02/19/2026	Payroll	5	EFT		3,966.11	01/31/2026 - 02/13/2026 PR04
448	02/19/2026	Payroll	5	17240		438.72	1/7/2026, 1/14/2026 & 1/28/2026
450	02/19/2026	Payroll	5	17241		1,910.44	01/31/2026 - 02/13/2026 PR04

401 Water Fund

14,052.44

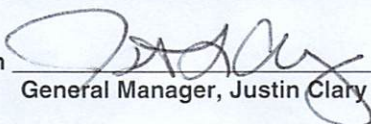
402 Sewer Fund

44,578.35

58,630.79 Payroll:

58,630.79

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  Date 02.17.2026
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, Todd Citron

Attest : _____
Recording Secretary, Rachael Hope

Approved by motion at ☒ Regular _____ Special Board Meeting on 2/25/2026
Date Approved

CHECK REGISTER**BENEFITS**

Lake Whatcom W-S District

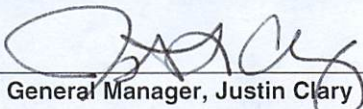
Time: 11:17:29 Date: 02/17/2026

02/19/2026 To: 02/19/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
466	02/19/2026	Payroll	5	EFT	DEPARTMENT OF RETIREMENT SYSTEMS	7,911.50	Pay Cycle(s) 02/19/2026 To 02/19/2026 - DCP; Pay Cycle(s) 02/19/2026 To 02/19/2026 - ROTH DCP
467	02/19/2026	Payroll	5	EFT	UNITED STATES TREASURY	21,327.12	941 Deposit for Pay Cycle(s) 02/19/2026 - 02/19/2026
468	02/19/2026	Payroll	5	EFT	WA ST PUBLIC EMP RET PLAN 2	6,814.39	Pay Cycle(s) 02/19/2026 To 02/19/2026 - PERS 2
469	02/19/2026	Payroll	5	EFT	WA ST PUBLIC EMP RET PLAN 3	3,330.03	Pay Cycle(s) 02/19/2026 To 02/19/2026 - PERS 3
470	02/19/2026	Payroll	5	EFT	WA ST SUPPORT ENFORCEMENT REGISTRY	888.77	Pay Cycle(s) 02/19/2026 To 02/19/2026 - SUP ENF
471	02/19/2026	Payroll	5	17242	AFLAC	296.36	Pay Cycle(s) 02/19/2026 To 02/19/2026 - AFLAC PRE-TAX; Pay Cycle(s) 02/19/2026 To 02/19/2026 - AFLAC POST-TAX
472	02/19/2026	Payroll	5	17243	AFSCME LOCAL	396.55	Pay Cycle(s) 02/19/2026 To 02/19/2026 - UNION DUES; Pay Cycle(s) 02/19/2026 To 02/19/2026 - UNION FUND
473	02/19/2026	Payroll	5	17244	HRA VEBA TRUST (PAYEE)	590.00	Pay Cycle(s) 02/19/2026 To 02/19/2026 - VEBA
474	02/19/2026	Payroll	5	17245	WA ST HEALTH CARE AUTHORITY	21,279.90	Pay Cycle(s) 02/19/2026 To 02/19/2026 - PEBB MEDICAL; Pay Cycle(s) 02/19/2026 To 02/19/2026 - PEBB ADD LTD; Pay Cycle(s) 02/19/2026 To 02/19/2026 - PEBB SMK Surcharge
401 Water Fund						46,086.84	
402 Sewer Fund						16,747.78	
						62,834.62	Payroll: 62,834.62

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  Date 02.17.2026
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, Todd Citron

Attest : _____
Recording Secretary, Rachael Hope

Approved by motion at ☒ Regular ☐ Special Board Meeting on 2/25/2026
Date Approved



**AGENDA City of Bellingham Post Point
BILL Wastewater Treatment Plant
Item 6.A Capital Improvement Program**

DATE SUBMITTED:	February 12, 2026	MEETING DATE:	February 25, 2026
TO: BOARD OF COMMISSIONERS	FROM: Justin Clary, General Manager		
GENERAL MANAGER APPROVAL			
ATTACHED DOCUMENTS	1. none		
TYPE OF ACTION REQUESTED	RESOLUTION <input type="checkbox"/>	FORMAL ACTION/ MOTION <input type="checkbox"/>	INFORMATIONAL /OTHER <input checked="" type="checkbox"/>

BACKGROUND / EXPLANATION OF IMPACT

Since the development of our collection and conveyance system shortly after formation of the District in 1968, all wastewater generated by District customers is discharged to the City of Bellingham's system for conveyance to and treatment at the City's Post Point Wastewater Treatment Plant (WWTP). The City's acceptance and treatment of District wastewater is governed by an interlocal agreement (the current revision of which was executed in 2014).

Per the ILA, the District pays the City a volumetric rate (e.g., per gallon) for wastewater discharged to the City (the District is the City's largest sewer customer). The volumetric rate does not include a component for financing capital improvements, as is customary of most utility rates (during development of the ILA it was recognized that District wastewater has limited impact to the City's wastewater conveyance system and was, therefore, omitted). To ensure the District proportionately contributes to capital improvements at the WWTP, the ILA includes a provision for the District to finance 4.8% (percentage of the District's peak projected flows relative to permitted WWTP capacity) for any major capital improvements (defined as capital projects exceeding \$5 million). District and City Public Works Department management meet regularly to remain apprised of planned projects. The City has the following capital projects planned in the near-term:

- Generators/Controls Improvement Project; \$5.9 million; complete in 2027
- Sludge Tank Replacement Project; \$20 million; complete in 2028
- Incinerators Improvement Project; \$40 million; complete in 2031

Mike Olinger, Deputy Public Works Director, and Mike Wilson, City Engineer, will provide a presentation to the Board on the City's capital improvement program for the Post Point WWTP.

FISCAL IMPACT

Per the ILA, the District's share (4.8%) of major capital improvements at the WWTP is due upon project completion. The District created and has been funding for several years a capital reserve fund to mitigate fiscal impacts of WWTP projects (currently \$4.1 million available). Using this reserve, the District anticipates the ability to cash fund the District's share of currently projected improvements.

APPLICABLE EFFECTIVE UTILITY MANAGEMENT ATTRIBUTE(S)

Financial Viability

RECOMMENDED BOARD ACTION

No action is recommended.


PROPOSED MOTION

Not applicable.



**AGENDA
BILL
Item 8.A**

**General Manager's
Report**

DATE SUBMITTED:	February 19, 2026	MEETING DATE:	February 25, 2026
TO: BOARD OF COMMISSIONERS	FROM: Justin Clary, General Manager		
GENERAL MANAGER APPROVAL			
ATTACHED DOCUMENTS	1. General Manager's Report 2.		
TYPE OF ACTION REQUESTED	RESOLUTION <input type="checkbox"/>	FORMAL ACTION/ MOTION <input type="checkbox"/>	INFORMATIONAL /OTHER <input checked="" type="checkbox"/>

BACKGROUND / EXPLANATION OF IMPACT

Updated information from the General Manager in advance of the Board meeting.

FISCAL IMPACT

None.

RECOMMENDED BOARD ACTION

None required.

PROPOSED MOTION

None.



LAKE WHATCOM WATER AND SEWER DISTRICT
General Manager's Report
Upcoming Dates & Announcements
Regular Meeting – Wednesday, February 25, 2026 – 8:00 a.m.

Important Upcoming Dates

Lake Whatcom Water & Sewer District			
Regular Board Meeting	Wed Mar 11, 2026	6:30 p.m.	Board Room/Hybrid
Employee Staff Meeting	Thu Mar 12, 2026	8:00 a.m.	Board Room/Hybrid Commissioner Holland to attend
Investment Comm. Meeting	Wed Apr 29, 2026	10:00 a.m.	Board Room/Hybrid
Safety Committee Meeting	Thu Feb 26, 2026	8:00 a.m.	Board Room
Lake Whatcom Management Program			
Policy Group Meeting	Wed Jun 3, 2026	3:00 p.m.	City of Bellingham Pacific St Ops Center, 2221 Pacific Street
Joint Councils Meeting	Wed Apr 1, 2026	6:30 p.m.	Bellingham City Hall 210 Lottie Street
Other Meetings			
WASWD Section III Meeting	Tue Mar 10, 2026	6:00 p.m.	Bob's Burgers 8822 Quil Ceda Pkwy, Tulalip, WA
Whatcom County Council of Governments Board Meeting	Wed May 13, 2026	3:00 p.m.	Council of Governments Offices 314 E Champion Street/Hybrid

Committee Meeting Reports

Safety Committee:

- No committee meeting has been held since the last board meeting.

Investment Committee:

- No committee meeting has been held since the last board meeting.

Upcoming Board Meeting Topics

- 2025-26 Budget amendment
- Commissioner Position No. 3 applicant interviews, nomination, and appointment
- Records management policy adoption
- Washington State Department of Enterprise Services interagency agreement approval
- Geneva-Division 22-1 Reservoirs Improvements public works contract award
- District utility rate structure overview (work session)

2026 Initiatives Status

Administration and Operations

Water Right Adjudication

- Represent the District in the Water Resource Inventory Area (WRIA) 1 water right adjudication to ensure that its certificated and permitted rights are protected.
The District received the adjudication claim documents in March 2025. District staff and legal counsel are now finalizing claim forms specific to each water right for submittal to Whatcom County Superior Court by the May 1, 2026, deadline.

Water and Sewer Rates Analysis

- With the current multi-year rate structure adopted through 2026, lead the District through a comprehensive review of water and sewer rates with the goal of adopting a new 5-year rate structure prior to development of the 2027-28 biennial budget.
The rate analysis is scheduled to begin Spring 2026.

2027-28 Biennial Budget

- Develop a balanced budget for the 2027-28 biennium.
Budget development is scheduled to begin in Summer 2026 following adoption of a new multi-year rate structure.

Succession Plan

- With several staff retirements anticipated over the next five years, update the District's succession plan.
An update to the succession plan was completed in December 2025.

EUM Assessment/Strategic Plan

- Facilitate the AWWA Effective Utility Management assessment with board and staff and perform an update of the District's 6-year strategic business plan based upon the outcome of the EUM assessment.
The EUM assessment is scheduled for Spring 2026.

APWA Accreditation

- Continue work towards multi-year effort to gain American Public Works Association accreditation.
The accreditation team is reviewing/completing the 273 accreditation practices applicable to the District (106 practices have been completed to-date).

Emergency Response/System Security/Safety

Emergency Readiness

- Continue use of Whatcom County Department of Emergency Management services to hold tabletop and/or field emergency response exercises.
2026 emergency response exercises will be scheduled for Fall 2026.

AWIA Compliance

- Complete an update to the District's facility risk assessment in compliance with the American Water Infrastructure Act of 2018 (AWIA) deadline of June 30, 2026.
District staff have initiated risk assessment activities.

- Complete an update to the District's emergency response plan in compliance with the AWIA deadline of December 31, 2026.

Update of the District's ERP will be initiated following completion of the facility risk assessment update.

Safety Program Update

- Continue systematic review and revision of District's safety programs by updating nine programs in 2026.

Staff are reviewing the hearing conservation, personal protective equipment, and office safety programs.

L&I START Program

- Initiate a multi-year effort to obtain District certification through the Washington State Department of Labor & Industries Safety Through Achieving Recognition Together (START) program.

The risk management assessment component was completed by L&I on February 11; currently coordinating industrial hygiene, and health and safety assessments (targeting March).

Community/Public Relations

General

- Website

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

- Social Media

Posts are made to District Facebook, LinkedIn, and Nextdoor pages regularly; Nextdoor is also regularly monitored for District-related posts.

- Press Releases

A press release was issued on January 30 (Commissioner Ford resignation).

Intergovernmental Relations

- J Clary and J Dahlstrom teamed with Birch Bay WSD staff to host a WASWD booth at Western Washington University's career fair on February 19.

Lake Whatcom Water Quality

Lake Whatcom Management Program


- Participate in meetings of Lake Whatcom Management Program partners.

J Clary attended the data group meeting on February 12 and interjurisdictional coordinating team meeting on February 19.



**AGENDA
BILL
Item 8.B**

**Engineering Department
Report**

DATE SUBMITTED:	February 19, 2026	MEETING DATE:	February 25, 2026
TO: BOARD OF COMMISSIONERS	FROM: Greg Nicoll, Engineering Manager/District Engineer		
GENERAL MANAGER APPROVAL			
ATTACHED DOCUMENTS	1. Engineering Annual Summary Report		
	2. Summary of Capital Improvement Projects		
TYPE OF ACTION REQUESTED	RESOLUTION <input type="checkbox"/>	FORMAL ACTION/ MOTION <input type="checkbox"/>	INFORMATIONAL /OTHER <input checked="" type="checkbox"/>

BACKGROUND / EXPLANATION OF IMPACT

Updated information regarding District projects and current priorities in advance of the Board meeting.

FISCAL IMPACT

None.

RECOMMENDED BOARD ACTION

None required.

PROPOSED MOTION

None.



Lake Whatcom Water & Sewer District Engineering Department Report

Prepared for the February 25, 2026 Board Meeting
Data Compiled 2/2/2026

Status of Water and System Capacities				
	South Shore ID# 95910	Eagleridge ID# 08118	Agate Heights ID# 52957	Johnson Well ID# 04782
DOH Approved ERUs	**	85	81	2
Connected ERUs	4033	70	48	2
Remaining Capacity (ERUs)	**	15	33	0
Permitted ERUs Under Construction	9	0	0	0
Pre-paid Connection Certificates & Expired Permits	12	0	3	0
Water Availabilities	67	0	0	0
Subtotal - Commitments not yet connected	88	0	3	0
Available ERUs	**	15	30	0

** Per DOH, water system capacity is sufficient for buildout. Oct 2018

Agate Heights approved ERUs increased from 57 to 81 with DOH approval on August 10, 2021

Annual Reports		
Name Of Report	Deadline	Completed
Report Number of Sewer ERUs to City of Bellingham Prepared by: Greg Nicoll	January 15	January 15, 2026
Other Reports		
Name Of Report	Deadline	Last Completed
Water Right Permit No. G1-22681 Development Extension	Next Due February 15, 2033	Time Extension Granted July 15, 2024
Water Right Permit No. S1-25121 Development Extension	Due Every 10 Years Next Due March 30, 2033	Time Extension granted May 3, 2024

SUMMARY OF CAPITAL IMPROVEMENT PROJECTS

Updated: 2/18/2026

Prepared by: G. Nicoll



LEGEND:

WATER

SEWER

SHARED

MAJOR PROJECTS IN CONSTRUCTION:

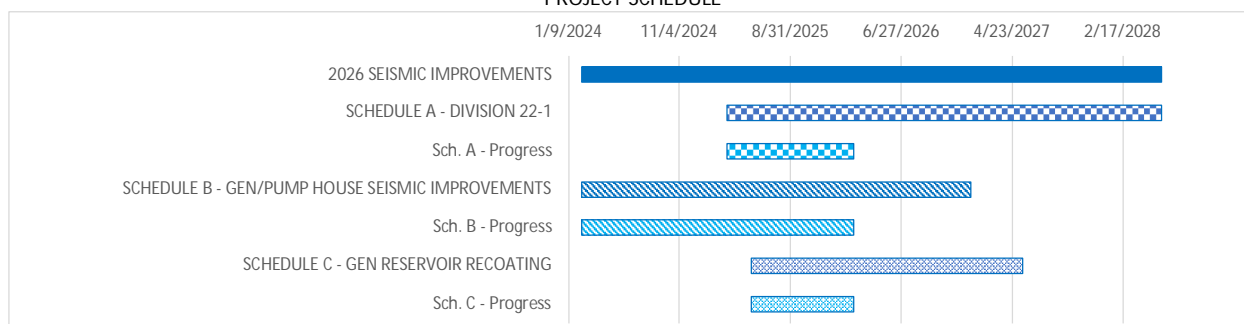
No Capital Projects Currently in Construction

MAJOR PROJECTS IN DESIGN:

2026 WATER SYSTEM SEISMIC IMPROVEMENTS PROJECT

The 2026 Water System Seismic Improvements Project is a composite project of three separately budgeted and separately funded projects that will be bid and constructed under a single construction contract. The project will consist of three schedules of work as summarized below. Bid documents will be prepared to maintain completely separate cost accounting for each of the three projects to ensure compliance with grant funding requirements. Sequencing of the project will be at the discretion of the contractor.

PROJECT SCHEDULE



SCHEDULE A: C2517 - DIVISION 22-1 RESERVOIR REPLACEMENT

Project Summary: Construct a new reservoir to replace the existing Division 22-1 Reservoir to improve seismic resiliency of critical infrastructure (FEMA Hazard Mitigation Grant 5456-10).

Project Status: Permit applications for a conditional use permit and building permit have been submitted to Whatcom County and staff is awaiting County review. 90% design documents have been provided to the District for review. Staff is currently working with WA EMD to execute the Phase 2 grant agreement to fund the construction phase of the project.

Budget Summary

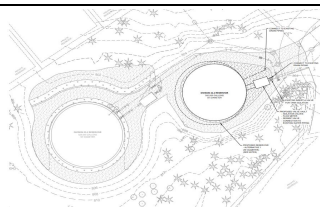
Budget: \$ 2,870,000.00

Spent to Date: \$ 101,792.83

Balance: \$ 2,768,207.17

87.5% grant funded

Budget Year: 2025-2027



SCHEDULE B: C2402 - SVWTP PUMPHOUSE AND GENEVA RESERVOIR SEISMIC UPGRADES

Project Summary: Construct improvements at the SV WTP Finished Water Pump Building and the Geneva Reservoir to improve seismic resiliency of critical infrastructure (FEMA Hazard Mitigation Grant 5395-10R). Reservoir recoating, which will be District funded, will be completed concurrently.

Project Status: Wilson Engineering has submitted the 90% design documents to the District and District staff have completed review and returned comments to Wilson. Staff is currently awaiting County scheduling of the Pre-Application meeting to confirm permit requirements for the project.

Budget Summary

Budget: \$ 1,428,895.00

Spent to Date: \$ 239,269.34

Balance: \$ 1,189,625.66

95% grant funded

Budget Year: 2024-2026



Geneva Reservoir



SCHEDULE C: C2518 - GENEVA RESERVOIR RECOATING

Project Summary:	Recoat the existing Geneva reservoir including complete removal of the existing coating and recoating the reservoir with a primer and top coat. The reservoir hasn't been recoated since original construction in 1979.
Project Status:	Recoating will be completed concurrently with the seismic improvement project to maximize cost effectiveness and minimize impact to the system. Evergreen Engineers has provided 90% specifications to Wilson Engineering for inclusion with in the bid package for the combined project.

Budget Summary	
Budget:	\$ -
Spent to Date:	\$ 6,181.05
Balance:	\$ (6,181.05)

Budget Year: 2027 (to be reallocated to 2026)

Design costs funded by internal cost savings

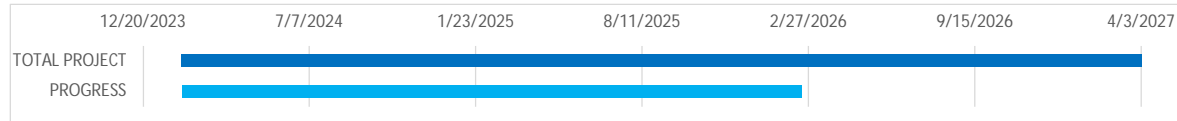


Geneva Reservoir

C2316 - SUDDEN VALLEY WTP CHLORINE CONTACT BASIN REPLACEMENT

Project Summary:	Replace existing chlorine contact basin with a new basin that will include seismic restraints and will be sized for sufficient contact time at buildout flows. (FEMA Hazard Mitigation Grant 5395-10R).
Project Status:	Gray & Osborne is finalizing the 90% design documents. Permit applications for a conditional use permit and building permit have been submitted to Whatcom County and staff is awaiting County review. A DWSRF Loan has been awarded to fund the projected budget shortfall. This project is currently scheduled to be advertised for bids in early 2027.

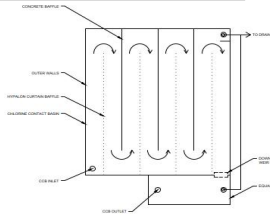
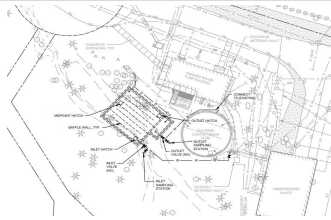
PROJECT SCHEDULE



Budget Summary	
Budget:	\$ 1,963,000.00
Spent to Date:	\$ 164,332.59
Balance:	\$ 1,798,667.41

Budget Year: 2024-2026

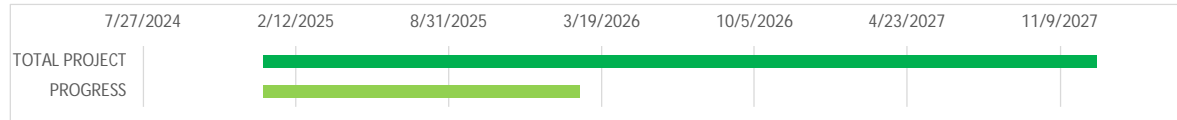
87.5% grant funded



C2510 - AGATE BAY SEWER LIFT STATION REHABILITATION

Project Summary:	Agate Bay Lift Station is one of the last remaining original sewer lift stations that has not been rehabilitated and this project will renovate this station, which could include reconfiguration to a submersible station.
Project Status:	District Engineering staff has completed the final Pre-Design Report and is proceeding with design and preparation of contract documents. Design is scheduled to be completed by the end of 2026 in anticipation of bidding the project for construction at the beginning of 2027.

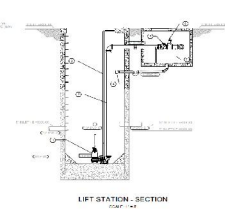
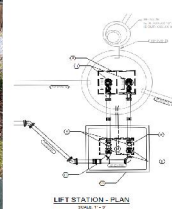
PROJECT SCHEDULE



Budget Summary	
Budget:	\$ 334,000.00
Spent to Date:	\$ 10,559.43
Balance:	\$ 323,440.57

Budget Year: 2025-2027

Design & Pre-Design




PROJECTS COMPLETED IN PAST 12 MONTHS

Project #	Project Name	Budget	Spent	Balance
C 2111	Division 7 Reservoir Replacement	\$ 3,301,000.00	\$ 3,146,082.24	\$ 154,917.76
C 2113	Flat Car LS Reverse Flow to Sudden Valley LS	\$ 280,000.00	\$ 262,339.19	\$ 17,660.81
C 2506	Physical Security Improvements	\$ 37,000.00	\$ 34,703.53	\$ 2,296.47
C 2516	Sudden Valley WTP Pump House Skylight Replacement	O&M	\$ 17,408.00	N/A
C 2511	Lake Whatcom Boulevard Interceptor Cured In Place Pipe	\$ 195,000.00	\$ 192,271.36	\$ 2,728.64
C 2505	Scenic Intertie Rehabilitation	\$ 78,000.00	\$ 64,030.29	\$ 13,969.71
C 2509	Eagleridge Booster Station Building Roof	\$ 21,000.00	\$ 15,669.84	\$ 5,330.16
C 2513	Administration Building HVAC Improvements	O&M	\$ 20,282.37	N/A
C 2112	Rocky Ridge and Lakewood Lift Stations Rehabilitation	\$ 2,116,353.00	\$ 1,791,512.87	\$ 324,840.13



**AGENDA
BILL
Item 8.C**

**Finance Department
Report**

DATE SUBMITTED:	February 19, 2026	MEETING DATE:	February 25, 2026
TO: BOARD OF COMMISSIONERS	FROM: Jennifer Signs, Finance Manager		
GENERAL MANAGER APPROVAL			
ATTACHED DOCUMENTS	1. January 2026 Financial Report 2. January 2026 Cash & Investments 3. January 2026 Utility Account Adjustments		
TYPE OF ACTION REQUESTED	RESOLUTION <input type="checkbox"/>	FORMAL ACTION/ MOTION <input type="checkbox"/>	INFORMATIONAL /OTHER <input checked="" type="checkbox"/>

BACKGROUND / EXPLANATION OF IMPACT

Updated information regarding District finances in advance of the Board meeting.

FISCAL IMPACT

None

APPLICABLE EFFECTIVE UTILITY MANAGEMENT ATTRIBUTE(S)

Financial Viability

RECOMMENDED BOARD ACTION

None required.

PROPOSED MOTION

None

2026 BUDGET POSITION

Lake Whatcom W-S District

Time: 08:17:37 Date: 02/19/2026

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401 Water Fund

Revenues	Amt Budgeted	January	YTD	Remaining	
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330 State Generated Revenues

333 97 00 02	Federal Indirect Grant Homeland Security	2,287,825.00	0.00	0.00	2,287,825.00	100.0%
334 01 80 01	State Grant From Military Department	266,134.00	0.00	0.00	266,134.00	100.0%
330 State Generated Revenues		2,553,959.00	0.00	0.00	2,553,959.00	100.0%

340 Charges For Services

343 40 10 00	Water Sales Metered	3,385,455.00	181,161.16	181,161.16	3,204,293.84	94.6%
343 41 10 01	General Facilities Charges - Water	107,540.00	0.00	0.00	107,540.00	100.0%
340 Charges For Services		3,492,995.00	181,161.16	181,161.16	3,311,833.84	94.8%

350 Fines & Forfeitures

359 81 10 00	Combined Fees	12,500.00	317.29	317.29	12,182.71	97.5%
359 90 00 00	Late Fees	65,000.00	3,908.17	3,908.17	61,091.83	94.0%
350 Fines & Forfeitures		77,500.00	4,225.46	4,225.46	73,274.54	94.5%

360 Misc Revenues

361 11 00 00	Investment Interest	70,000.00	6,106.35	6,106.35	63,893.65	91.3%
369 91 01 00	Miscellaneous	1,000.00	0.00	0.00	1,000.00	100.0%
360 Misc Revenues		71,000.00	6,106.35	6,106.35	64,893.65	91.4%

Fund Revenues:	6,195,454.00	191,492.97	191,492.97	6,003,961.03	96.9%
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Expenditures	Amt Budgeted	January	YTD	Remaining	
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534 Water Utilities

534 10 10 00	Water - Gen Admin Payroll	410,405.00	31,707.08	31,707.08	378,697.92	92.3%
534 10 20 00	Water - Gen Admin Personnel Benefits	168,206.00	13,925.55	13,925.55	154,280.45	91.7%
534 10 31 00	Water - Gen Admin Supplies	12,500.00	1,030.87	1,030.87	11,469.13	91.8%
534 10 31 01	Water - Meetings/Team building	3,200.00	147.78	147.78	3,052.22	95.4%
534 10 40 00	Water - Merchant Services Fees	20,300.00	2,350.10	2,350.10	17,949.90	88.4%
534 10 40 01	Water - Bank Fees	750.00	55.14	55.14	694.86	92.6%
534 10 41 00	Water - Quality Assurance Programs	87,800.00	0.00	0.00	87,800.00	100.0%
534 10 41 01	Water - Gen Admin Prof Svc	110,915.00	7,772.86	7,772.86	103,142.14	93.0%
534 10 41 02	Water- Engineering Svc	9,000.00	322.50	322.50	8,677.50	96.4%
534 10 41 03	Water - Legal Svc	31,900.00	6,503.50	6,503.50	25,396.50	79.6%
534 10 42 00	Water - Admin Communication	35,400.00	969.54	969.54	34,430.46	97.3%
534 10 43 00	Water - Software/IT Subscriptions	73,010.00	10,361.37	10,361.37	62,648.63	85.8%
534 10 46 00	Water - Gen Admin Insurance	93,450.00	233.54	233.54	93,216.46	99.8%
534 10 49 00	Water - Gen Admin Misc	200.00	0.00	0.00	200.00	100.0%
534 10 49 01	Water- Memberships/Dues/Permits	21,750.00	11,918.49	11,918.49	9,831.51	45.2%
534 10 49 02	Water - Taxes	185,800.00	16,238.08	16,238.08	169,561.92	91.3%
534 40 43 00	Water - Admin Training & Travel	13,000.00	169.84	169.84	12,830.16	98.7%
534 40 43 01	Water- Tuition Reimbursement	500.00	0.00	0.00	500.00	100.0%
534 50 31 00	Water - Maintenance Supplies	120,500.00	3,378.80	3,378.80	117,121.20	97.2%

2026 BUDGET POSITION

Lake Whatcom W-S District

Time: 08:17:37 Date: 02/19/2026

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401 Water Fund

Expenditures		Amt Budgeted	January	YTD	Remaining	
534 Water Utilities						
534 50 31 01	Water- Small Assets	48,000.00	3,214.23	3,214.23	44,785.77	93.3%
534 50 48 00	Water - Repair & Maint	150,800.00	4,294.07	4,294.07	146,505.93	97.2%
534 50 49 00	Water - Insurance Claims	5,000.00	0.00	0.00	5,000.00	100.0%
534 60 41 00	Water - Operations Contracted (Edge Analytical)	12,900.00	1,018.00	1,018.00	11,882.00	92.1%
534 60 47 00	Water - City of Bellingham	62,920.00	2,762.97	2,762.97	60,157.03	95.6%
534 80 10 00	Water - Operations Payroll	756,778.00	60,327.67	60,327.67	696,450.33	92.0%
534 80 20 00	Water - Operations Personnel Benefits	350,964.00	27,599.81	27,599.81	323,364.19	92.1%
534 80 32 00	Water - Operations Fuel	33,200.00	3,965.83	3,965.83	29,234.17	88.1%
534 80 35 00	Water - Safety Supplies	10,000.00	774.09	774.09	9,225.91	92.3%
534 80 35 01	Water - Safety Boots	1,400.00	0.00	0.00	1,400.00	100.0%
534 80 35 02	Water - Emergency Preparedness	3,000.00	0.00	0.00	3,000.00	100.0%
534 80 43 00	Water - Operation Training/Travel/Certifications	13,000.00	130.50	130.50	12,869.50	99.0%
534 80 47 00	Water - Ops Utilities	162,500.00	13,881.12	13,881.12	148,618.88	91.5%
534 80 49 00	Water - Operations Laundry	2,000.00	143.80	143.80	1,856.20	92.8%
534 Water Utilities		3,011,048.00	225,197.13	225,197.13	2,785,850.87	92.5%
580 Non Expenditures						
589 99 99 99	Payroll Benefit Liabilities	0.00	5,496.71	5,496.71	(5,496.71)	0.0%
580 Non Expenditures		0.00	5,496.71	5,496.71	(5,496.71)	0.0%
591 Debt Service						
591 34 77 01	Geneva AC Mains Principal	119,938.00	0.00	0.00	119,938.00	100.0%
591 34 77 02	Div 22 Reservoir Principal	65,475.00	0.00	0.00	65,475.00	100.0%
591 34 77 03	Public Works Board Loan - Division 7 Principal	33,854.00	0.00	0.00	33,854.00	100.0%
592 34 83 01	Geneva AC Mains Interest	17,991.00	0.00	0.00	17,991.00	100.0%
592 34 83 02	Div 22 Reservoir Interest	11,785.00	0.00	0.00	11,785.00	100.0%
592 34 83 03	Public Works Board Loan - Division 7 Interest	13,760.00	0.00	0.00	13,760.00	100.0%
591 Debt Service		262,803.00	0.00	0.00	262,803.00	100.0%
594 Capital Expenditures						
594 34 60 01	Capital Outlay - Budget Only	3,016,000.00	0.00	0.00	3,016,000.00	100.0%
594 34 62 01	Capital Projects - Water Structures	0.00	56,939.07	56,939.07	(56,939.07)	0.0%
594 34 65 01	Capital Outlay - Small Water Projects	0.00	326.59	326.59	(326.59)	0.0%
594 Capital Expenditures		3,016,000.00	57,265.66	57,265.66	2,958,734.34	98.1%
Fund Expenditures:		6,289,851.00	287,959.50	287,959.50	6,001,891.50	95.4%
Fund Excess/(Deficit):		(94,397.00)	(96,466.53)	(96,466.53)		

2026 BUDGET POSITION

Lake Whatcom W-S District

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402 Sewer Fund

Revenues	Amt Budgeted	January	YTD	Remaining	
340 Charges For Services					
343 50 11 00 Sewer Service Residential	5,236,856.00	351,632.95	351,632.95	4,885,223.05	93.3%
343 50 19 00 Sewer Service Other	5,950.00	439.11	439.11	5,510.89	92.6%
343 51 10 02 General Facilities Charges - Sewer	128,520.00	0.00	0.00	128,520.00	100.0%
340 Charges For Services	5,371,326.00	352,072.06	352,072.06	5,019,253.94	93.4%

360 Misc Revenues

361 11 00 02 Investment Interest	70,000.00	6,106.37	6,106.37	63,893.63	91.3%
369 40 00 02 Project Reimbursement	4,142.00	0.00	0.00	4,142.00	100.0%
369 91 01 02 Miscellaneous	1,000.00	0.00	0.00	1,000.00	100.0%
360 Misc Revenues	75,142.00	6,106.37	6,106.37	69,035.63	91.9%

Fund Revenues:	5,446,468.00	358,178.43	358,178.43	5,088,289.57	93.4%
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Expenditures	Amt Budgeted	January	YTD	Remaining	
535 Sewer					
535 10 10 00 Sewer - Admin Payroll	410,405.00	31,706.94	31,706.94	378,698.06	92.3%
535 10 20 00 Sewer - Gen Admin Personnel Benefits	168,206.00	13,924.96	13,924.96	154,281.04	91.7%
535 10 31 00 Sewer - Gen Admin Supplies	12,500.00	871.21	871.21	11,628.79	93.0%
535 10 31 01 Sewer - Meetings/Team Building	3,200.00	147.79	147.79	3,052.21	95.4%
535 10 40 00 Sewer -Merchant Services Fees	18,000.00	2,350.10	2,350.10	15,649.90	86.9%
535 10 40 01 Sewer - Bank Fees	750.00	55.14	55.14	694.86	92.6%
535 10 41 01 Sewer - Gen Admin Prof Svc	110,915.00	6,341.54	6,341.54	104,573.46	94.3%
535 10 41 02 Sewer - Engineering Svc	9,000.00	0.00	0.00	9,000.00	100.0%
535 10 41 03 Sewer - Legal Svc	31,900.00	5,616.00	5,616.00	26,284.00	82.4%
535 10 42 00 Sewer - Admin Communication	35,400.00	969.53	969.53	34,430.47	97.3%
535 10 43 00 Sewer - Software/IT Subscriptions	82,660.00	6,630.01	6,630.01	76,029.99	92.0%
535 10 46 00 Sewer - Gen Admin Insurance	93,450.00	233.54	233.54	93,216.46	99.8%
535 10 49 00 Sewer - Gen Admin Misc	200.00	0.00	0.00	200.00	100.0%
535 10 49 01 Sewer - Memberships/Dues/Permits	16,700.00	11,615.50	11,615.50	5,084.50	30.4%
535 10 49 02 Sewer - Taxes	134,500.00	12,612.51	12,612.51	121,887.49	90.6%
535 40 43 00 Sewer - Gen Admin Training &Travel	13,000.00	169.92	169.92	12,830.08	98.7%
535 40 43 01 Sewer - Tuition Reimbursement	500.00	0.00	0.00	500.00	100.0%
535 50 31 00 Sewer - Maintenance Supplies	46,800.00	7,941.21	7,941.21	38,858.79	83.0%
535 50 31 01 Sewer - Small Assets	43,700.00	2,465.98	2,465.98	41,234.02	94.4%
535 50 48 00 Sewer - Repair & Maint	150,000.00	6,179.94	6,179.94	143,820.06	95.9%
535 50 49 00 Sewer - Insurance Claims	2,500.00	0.00	0.00	2,500.00	100.0%
535 60 47 00 Sewer - City of Bellingham	926,000.00	135,075.09	135,075.09	790,924.91	85.4%
535 80 10 00 Sewer - Operations Payroll	644,639.00	50,840.03	50,840.03	593,798.97	92.1%
535 80 20 00 Sewer - Operations Personnel Benefits	293,495.00	24,554.27	24,554.27	268,940.73	91.6%
535 80 32 00 Sewer - Operations Fuel	33,200.00	3,965.84	3,965.84	29,234.16	88.1%
535 80 35 00 Sewer - Safety Supplies	10,000.00	774.08	774.08	9,225.92	92.3%
535 80 35 01 Sewer - Safety Boots	1,400.00	0.00	0.00	1,400.00	100.0%
535 80 35 02 Sewer - Emergency Preparedness	5,000.00	0.00	0.00	5,000.00	100.0%
535 80 43 00 Sewer - Operations Training/Travel/Certification	13,000.00	130.50	130.50	12,869.50	99.0%
535 80 47 00 Sewer - Ops Utilities	164,800.00	16,922.78	16,922.78	147,877.22	89.7%

2026 BUDGET POSITION

Lake Whatcom W-S District

Time: 08:17:37 Date: 02/19/2026

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402 Sewer Fund

Expenditures		Amt Budgeted	January	YTD	Remaining	
535 Sewer						
535 80 49 00	Sewer - Operations Laundry	2,500.00	143.73	143.73	2,356.27	94.3%
535 Sewer		3,478,320.00	342,238.14	342,238.14	3,136,081.86	90.2%
591 Debt Service						
591 35 77 02	Bond 2016 Principal	520,000.00	0.00	0.00	520,000.00	100.0%
591 35 83 02	Bond 2016 Interest	107,925.00	0.00	0.00	107,925.00	100.0%
591 Debt Service		627,925.00	0.00	0.00	627,925.00	100.0%
594 Capital Expenditures						
594 35 60 02	Capital Outlay - Budget Only	2,056,000.00	0.00	0.00	2,056,000.00	100.0%
594 35 62 02	Capital Projects - Sewer Structures	0.00	480.34	480.34	(480.34)	0.0%
594 35 63 02	Capital Projects- Sewer System	0.00	11,817.00	11,817.00	(11,817.00)	0.0%
594 Capital Expenditures		2,056,000.00	12,297.34	12,297.34	2,043,702.66	99.4%
597 Interfund Transfers						
597 10 00 25	Transfer Out	86,000.00	0.00	0.00	86,000.00	100.0%
597 Interfund Transfers		86,000.00	0.00	0.00	86,000.00	100.0%
Fund Expenditures:		6,248,245.00	354,535.48	354,535.48	5,893,709.52	94.3%
Fund Excess/(Deficit):		(801,777.00)	3,642.95	3,642.95		

2026 BUDGET POSITION

Lake Whatcom W-S District

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425 Sewer Contingency Reserve Fund						
Revenues	Amt Budgeted	January	YTD	Remaining		
397 Interfund Transfers						
397 10 00 25 Transfer In	86,000.00	0.00	0.00	86,000.00	100.0%	
397 Interfund Transfers	86,000.00	0.00	0.00	86,000.00	100.0%	
Fund Revenues:	86,000.00	0.00	0.00	86,000.00	100.0%	
Fund Excess/(Deficit):	86,000.00	0.00	0.00			



LAKE WHATCOM WATER AND SEWER

INVESTMENTS/CASH AS OF 1/31/2026

Petty Cash	\$	1,600	
Cash	\$	913,373	
Debt Service Account	\$	646,125	
Public Funds Account	\$	31,955	2.940%
WA Federal	\$	1,593,053	
Local Gov't Investment Pool	\$	3,754,673	3.880%

		PRINCIPAL COST	MARKET VALUE	MATURITY DATE	YIELD
US Treasury Note	Non-callable	\$ 797,274	\$ 855,000	Jan-26	3.950%
US Treasury Note	Non-callable	\$ 467,667	\$ 500,000	Jun-26	4.500%
US Treasury Note	Non-callable	\$ 499,508	\$ 510,000	Oct-26	3.707%
US Treasury Note	Non-callable	\$ 497,683	\$ 515,000	Feb-27	3.470%
US Treasury Note	Non-callable	\$ 534,034	\$ 515,000	Jun-27	3.724%
US Treasury Note	Non-callable	\$ 496,879	\$ 525,000	Sep-27	3.410%
US Treasury Note	Non-callable	\$ 474,654	\$ 500,000	Dec-27	3.300%
US Bank Short-Term Money Market	Holding Account	\$ 407,288			3.360%
US Bank Trust		\$ 4,174,987	\$ 3,920,000		

TOTAL \$ 9,522,713

USE OF FUNDS:

Bond Reserve - Restricted	\$	646,125
Contingency - Assigned	\$	1,298,355
Operating Reserves	\$	1,185,000
Operating Assigned	\$	6,393,233
	\$	<u>9,522,713</u>

Fund Balance Summary

Water Utility Fund (401)	\$	2,066,550
Sewer Utility Fund (402)	\$	5,535,038
Sewer Contingency Fund (425)	\$	815,000
Water Contingency Fund (426)	\$	460,000
Bond Reserve Fund (460)	\$	646,125
	\$	<u>9,522,713</u>




LAKE WHATCOM WATER AND SEWER DISTRICT
January 2026 Utility Account Adjustments

Sudden Valley Adjustments		Year to Date	Notes
Late Fee Credits	\$ 287.43	\$ 287.43	
High Use/Leak Credits	\$ -	\$ -	
North Shore/Geneva			
Late Fee Credits	\$ 213.01	\$ 213.01	
High Use/Leak Credits	<u>\$ 1,936.41</u>	<u>\$ 1,936.41</u>	4027 Lakeway Drive
Total Account Adjustments	\$ 2,436.85	\$ 2,436.85	



**AGENDA
BILL
Item 8.D**

**Operations Department
Report**

DATE SUBMITTED:	February 18, 2026	MEETING DATE:	February 25, 2026
TO: BOARD OF COMMISSIONERS	FROM: Jason Dahlstrom, Operations & Maintenance Manager		
GENERAL MANAGER APPROVAL			
ATTACHED DOCUMENTS	1. Operations Department Report		
	2. Status of District Water & Sewer Systems		
TYPE OF ACTION REQUESTED	RESOLUTION <input type="checkbox"/>	FORMAL ACTION/ MOTION <input type="checkbox"/>	INFORMATIONAL /OTHER <input checked="" type="checkbox"/>

BACKGROUND / EXPLANATION OF IMPACT

Updated information regarding District operations in advance of the Board meeting.

FISCAL IMPACT

None.

RECOMMENDED BOARD ACTION

None required.

PROPOSED MOTION

None.



Lake Whatcom Water & Sewer District Operations & Maintenance Department Report

Prepared for the February 25, 2026 Board Meeting
Data Compiled 2/17/2026

State Required Report Status														
Monthly Reports														
Name Of Report		Completed												
Chlorination Report Agate Heights Prepared by: K Cook	Postmarked by the 10th of month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	
		x	x											
Surface Water Treatment Rule Report (SVWTP) Prepared by: K Cook	Postmarked by the 10th of month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	
		x	x											
Annual Reports														
Name Of Report	Deadline	Completed												
WA State Cross Connection Report Prepared by: R Munson	May	April 22, 2025												
OSHA 300 Log Prepared by: R Munson	February 1	January 13, 2026												
Water Use Efficiency Performance Report Prepared by: K Cook	July 1	January 22, 2025												
Community Right to Know (Hazardous Materials) Prepared by: R Munson	March 31	January 13, 2026												
Northwest Clean Air Emissions Report	February 1	January 14, 2026												
Consumer Confidence Reports Prepared by: K Cook	June 30	Geneva		SV		EagleR		Agate Ht						
Other Reports														
Name Of Report	Deadline	Last Completed												
CPR/First Aid Training Coordinated by: R Munson	Due Biennially Next Due 2027	February 27, 2025												
Flagging Card Training Coordinated by: R Munson	Due Triennially Next Due 2025	All complete as of 10/22/25												

Safety Program Summary	
Completed by Rich Munson	
Summary of Annual Safety Training	
<i>2025/26 Testing Period - Dec 2025 to April 4, 2026</i>	
	% Complete
Engineering - Managers	In progress
Engineering - Staff	100%
Field Crew - Managers	In progress
Field Crew - Staff	In progress
Office - Managers	100%
Office - Staff	100%
Overall	100%

Safety meetings for the field crew take place every Thursday at 8 a.m.

Dates of Completed Safety Committee Meetings						
1/23/2026						
2/26/26 (scheduled)						
Summary of Work-Related Injuries & Illnesses						
	Current Month	2026	2025	2024	2023	2022
Total Number of Work Related Injuries						
Defined as a work related injury or illness that results in:						
Death						
Medical treatment beyond first aid						
Loss of consciousness	0	0	0	0	0	0
Significant injury or illness diagnosed by a licensed health care professional						
Days away from work (off work)						
Restricted work or job transfer						
Total Number of Days of Job Transfer or Restriction (light duty or other medical restriction)	0	0	0	0	0	0
Total Number of Days Away from Work (at home, in hospital, not at work)	0	0	0	0	0	0
Near Misses	0	0	0	0	0	0
Safety Coordinator Update						

Status of District Water and Sewer Systems
Prepared by Jason Dahlstrom - Operations and Maintenance Manager
2/25/2026 Board Meeting

Safety Activities	
<ol style="list-style-type: none"> 1. No time-loss injuries or near misses. 2. Daily safety reminders directly relevant to the day's tasks. Weekly safety trainings based on District specific safety programs. 3. Jobsite tailgate meetings by project lead. 	
Water Utility Activities	
<p><i>Water Treatment Plants</i></p> <ol style="list-style-type: none"> 1. Sudden Valley <ol style="list-style-type: none"> a. Plant is operating well, averaging 0.5 million gallons per day (MGD) at 700 GPM. b. Water use is consistent with typical seasonal usage. 2. Agate Heights <ol style="list-style-type: none"> a. Plant is operating well. b. Water use is consistent with typical seasonal usage. c. Raw water flowmeter replacement project complete (C2310) <p><i>Distribution System</i></p> <ol style="list-style-type: none"> 1. 2 water leaks repaired this month 2. Annual reservoir cathodic protection inspections scheduled for March 	
Sewer Utility Activities	
<p><i>Lift Stations</i></p> <ol style="list-style-type: none"> 1. Nothing new to report <p><i>Collection System</i></p> <ol style="list-style-type: none"> 1. Sewer camera inspections focused on infiltration have identified many repairs needed. Repair project being compiled by Engineering 	
Fleet	
<p><i>Vehicles</i></p> <ol style="list-style-type: none"> 1. All vehicles are functional 2. Annual maintenance ongoing <p><i>Equipment</i></p> <ol style="list-style-type: none"> 1. All equipment is functional 	
Facilities	
<ol style="list-style-type: none"> 1. Facilities module active in OpenGov asset management software 	
Training	
<ol style="list-style-type: none"> 1. Two maintenance workers attending Certified Erosion Control & Sediment Lead training 	
Development	
<ol style="list-style-type: none"> 1. There are 14 permits currently in stages of development 2. Annual development team seasonal kickoff meeting 2/23 	