



## LAKE WHATCOM WATER AND SEWER DISTRICT

1220 Lakeway Drive  
Bellingham, WA 98229

### REGULAR MEETING OF THE BOARD OF COMMISSIONERS

## AGENDA

*June 24, 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. 2027-31 Utility Rate Structure—First Review
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:	June 18, 2026	MEETING DATE:	June 24, 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 06.23.2026\*\***

**BACKGROUND / EXPLANATION OF IMPACT**

- Minutes for the 06.10.26 Regular Board Meeting
- Payroll for Pay Period #13 (06.06.2026 through 06.19.2026) total to be added
- Benefits for Pay Period #13 total to be added
- 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

*June 10, 2026*

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

<b>Attendees:</b>	Commissioner Todd Citron	General Manager Justin Clary
	Commissioner John Carter (v)	Engineering Manager Greg Nicoll
	Commissioner David Holland	Finance Manager Jenny Signs
	Commissioner Jeff Knakal	Operations Manager Jason Dahlstrom
	Commissioner Nick Greif	Recording Secretary Rachael Hope
		Legal Counsel Bob Carmichael

Also in attendance were Aryan Chawla of Waterworth (v), and two members of the public in observation only (v). Attendees noted with a (v) attended the meeting virtually.

## Consent Agenda

### Action Taken

**Knakal moved, Holland seconded, approval of:**

- **Minutes for the 05.27.26 Regular Board Meeting**
- **Payroll for Pay Period #12 (05.23.2026 through 06.05.2026) totaling \$52,614.95**
- **Benefits for Pay Period #12 totaling \$56,593.96**
- **Accounts Payable Vouchers totaling \$81,635.37**

**Motion passed.**

## Approval of Retrospective Rating Plan Agreement with the Washington Association of Sewer & Water Districts

Clary explained that the District has participated for several years in the Washington Association of Sewer and Water Districts (WASWD) Retrospective Rating (Retro) Program; which offers qualified members a potential cost-saving benefit through the Washington State Department of Labor and Industries (L&I). The program is a risk pool that rewards employers who minimize their industrial insurance losses. Through Program participation, the District receives refunds on L&I premiums when total claims for the pool members are less than the L&I premiums paid by the participants. Over the past three years, the District has received just over \$37,000 in refunds based on the pool's performance.

The WASWD Retro Program is administered by Archbright, with a current administrative fee of 4% of the collective workers' compensation premiums paid to L&I. This premium has remained unchanged for the 5 years they have administered the plan, and Archbright has requested to increase the fee to 5% to address increased operational/staffing costs. Staff presented the board with a revised agreement between WASWD

and the District, the only change being an increase to 4.5% for fiscal year 2026 and subsequent increase to 5% for fiscal year 2027. Discussion followed.

**Action Taken**

**Greif moved, Holland seconded, to authorize the General Manager to execute the updated Retrospective Rating Plan Agreement with the Washington Association of Sewer and Water Districts, as presented. Motion passed.**

**Water Utility Rate Design Alternatives Discussion**

Signs recalled that during the regularly scheduled Board meeting on May 27, 2026, the Board requested the evaluation of three water rate design scenarios to support their selection of a preferred rate design prior to moving forward with the 2026 rate study. The scenarios were compared in multiple areas, including affect on customer bills, debt service coverage, and the long-term financial sustainability of the Water Utility Fund. Ary Chawla from Waterworth provided visuals of multiple scenarios created with the District’s finance management software comparing financial projections and customer bill comparisons under each potential rate design. Discussion followed.

**General Manager’s Report**

Clary updated the Board on several topics, including wrap up of the District’s financial audit by the Washington State Auditor’s Office, results of Apollo Solutions’ energy audit on several District facilities, and a recent Washington Association of Sewer and Water Districts section meeting.

With no further business, Citron adjourned the regular session at 7:53 p.m.

\_\_\_\_\_  
Board President, Todd Citron

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

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



**AGENDA  
BILL  
Item 6.A**

**2027-2031 Utility Rate  
Structure—First Review**

DATE SUBMITTED:	June 16, 2026	MEETING DATE:	June 24, 2026
TO: BOARD OF COMMISSIONERS	FROM: Jenny Signs, Finance Manager		
GENERAL MANAGER APPROVAL			
ATTACHED DOCUMENTS	1. Rate Structure Scenarios		
TYPE OF ACTION REQUESTED	RESOLUTION <input type="checkbox"/>	FORMAL ACTION/ MOTION <input type="checkbox"/>	INFORMATIONAL/ OTHER <input checked="" type="checkbox"/>

**BACKGROUND / EXPLANATION OF IMPACT**

During the regularly scheduled Board meeting on June 10, 2026, the Board requested the evaluation of three rate design scenarios for the Water Utility Fund. As a result of that discussion, the Board directed staff to proceed with designing a rate structure for the next five years in which the current design (Base = 0 - 600 cubic feet, Tier 1 = 601 – 2,500 cubic feet, and Tier 2 = greater than 2,500 cubic feet) was revised to reflect a change in consumption levels (Base = 0 - 600 cubic feet, Tier 1 = 601 – 1,800 cubic feet, and Tier 2 = greater than 1,800 cubic feet).

As part of the District’s ongoing long-term financial planning efforts, staff have evaluated several policy-based financial scenarios for both the Water Utility Fund and the Sewer Utility Fund. The analysis provides options for contingency reserve funding and whether to continue contributions to the capital surplus fund, and associated rate impacts for fiscal years 2027 – 2031. The attached materials summarize the financial implications of each scenario and highlight key differences related to contingency reserve funding, capital planning, cash position targets, and future needs. The discussion goal will be that the Board provide direction regarding reserve funding objectives and preferred financial planning assumptions for incorporation into the final rate structure.

**FISCAL IMPACT**

The scenarios presented have varying impacts on future utility revenues, reserve balances, debt service coverage ratios, and customer rates.

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

- Financial Viability
- Customer Satisfaction

**RECOMMENDED BOARD ACTION**

None.

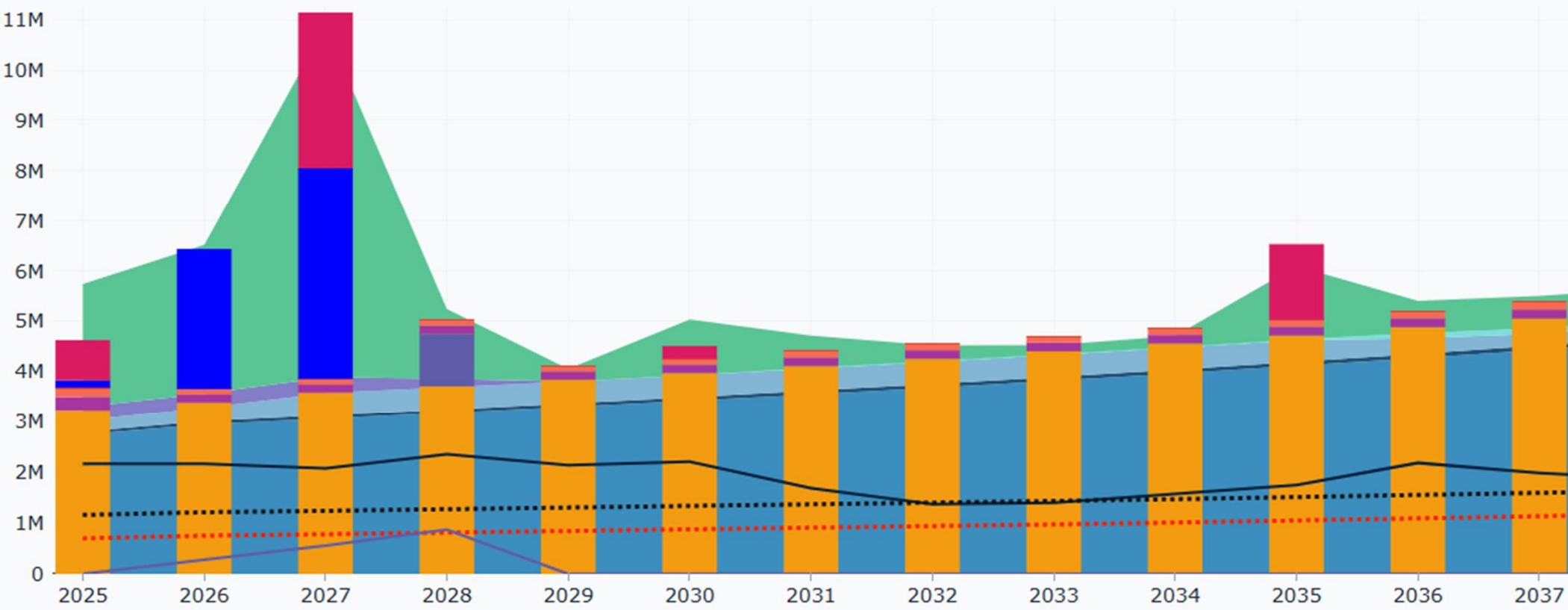
**PROPOSED MOTION**

Not applicable.

# Water Utility Fund



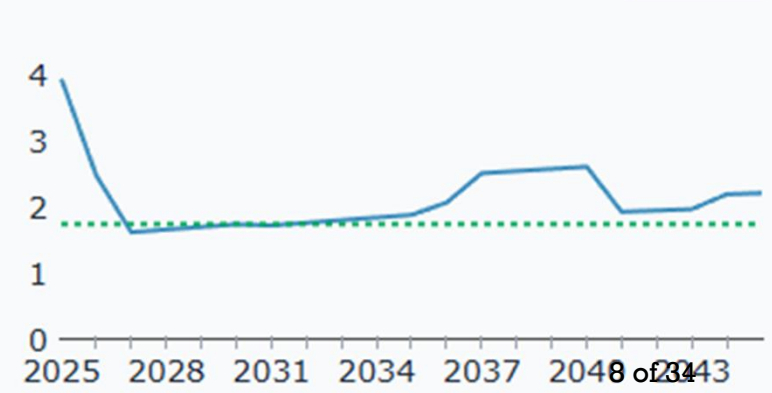
# No Change In Contingency



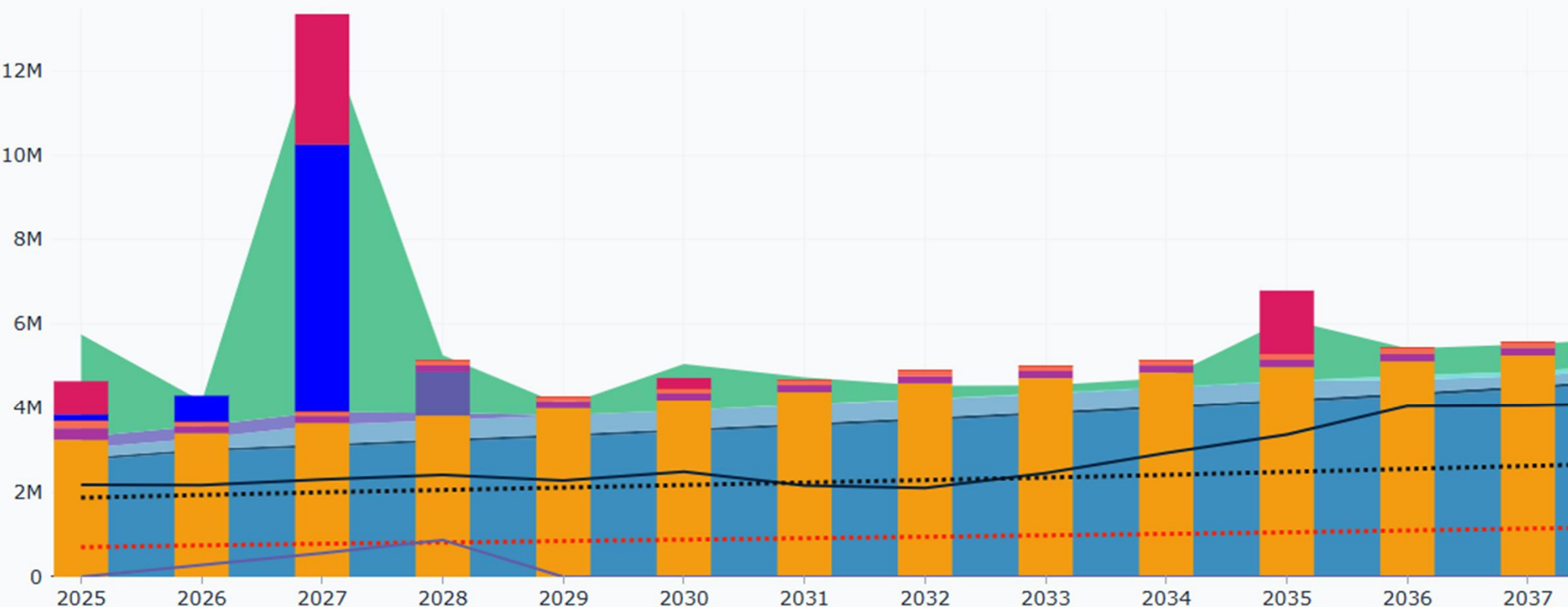
## Key Points to Note:

- Maintain \$460,000 Contingency (Black Dotted Line + Red Dotted Line)
- Discontinued Capital Surplus contributions in 2028
- 3.5% Rate Increases YOY
- 1.63 Debt Service Coverage in 2027
- 2027 Projected Revenue in Sales = \$3,582,757
- Generates 5.8% more revenue in 2027 compared to current 2026 budget

## Debt Service Coverage Target 1.75



# Full Contingency



## Key Points to Note:

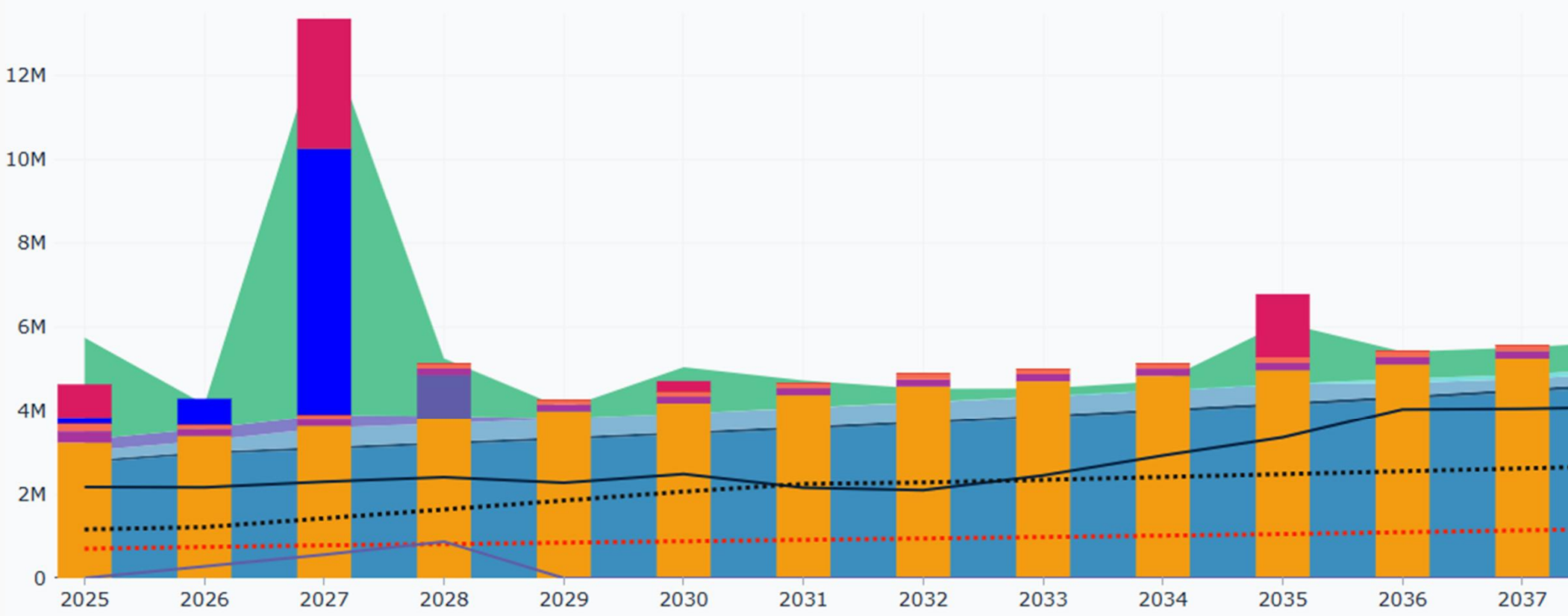
- Increased contingency to \$1,163,474 in 2027; escalates YOY based on inflation
- Discontinued Capital Surplus contributions in 2028
- 4.75% Rate Increases YOY through 2032; Drops to 2.75 after
- Drop slightly below Cash Position Target in 2032
- 1.72 Debt Service Coverage in 2027
- 2027 Projected Revenue in Sales = \$3,625,812

## Debt Service Coverage

Target **1.75**



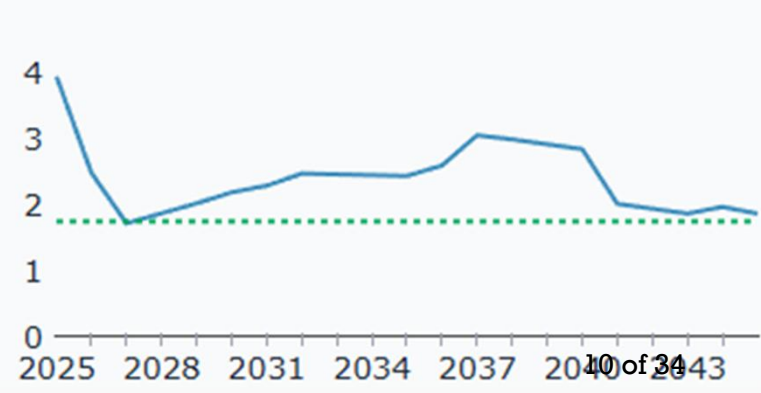
# Gradually Increase Contingency



## Key Points to Note:

- Increase contingency by \$181,293 YOY through 2031 to arrive at 2032 contingency of \$1,336,466; Increase by inflation thereafter
- Discontinued Capital Surplus contributions in 2028
- 4.75% Rate Increases YOY through 2032; Drops to 2.75 after
- Provides more unassigned cash in the early years
- Drop slightly below Cash Position Target in 2032
- 1.72 Debt Service Coverage in 2027
- 2027 Projected Revenue in Sales = \$3,625,812

## Debt Service Coverage Target 1.75



# Comparisons

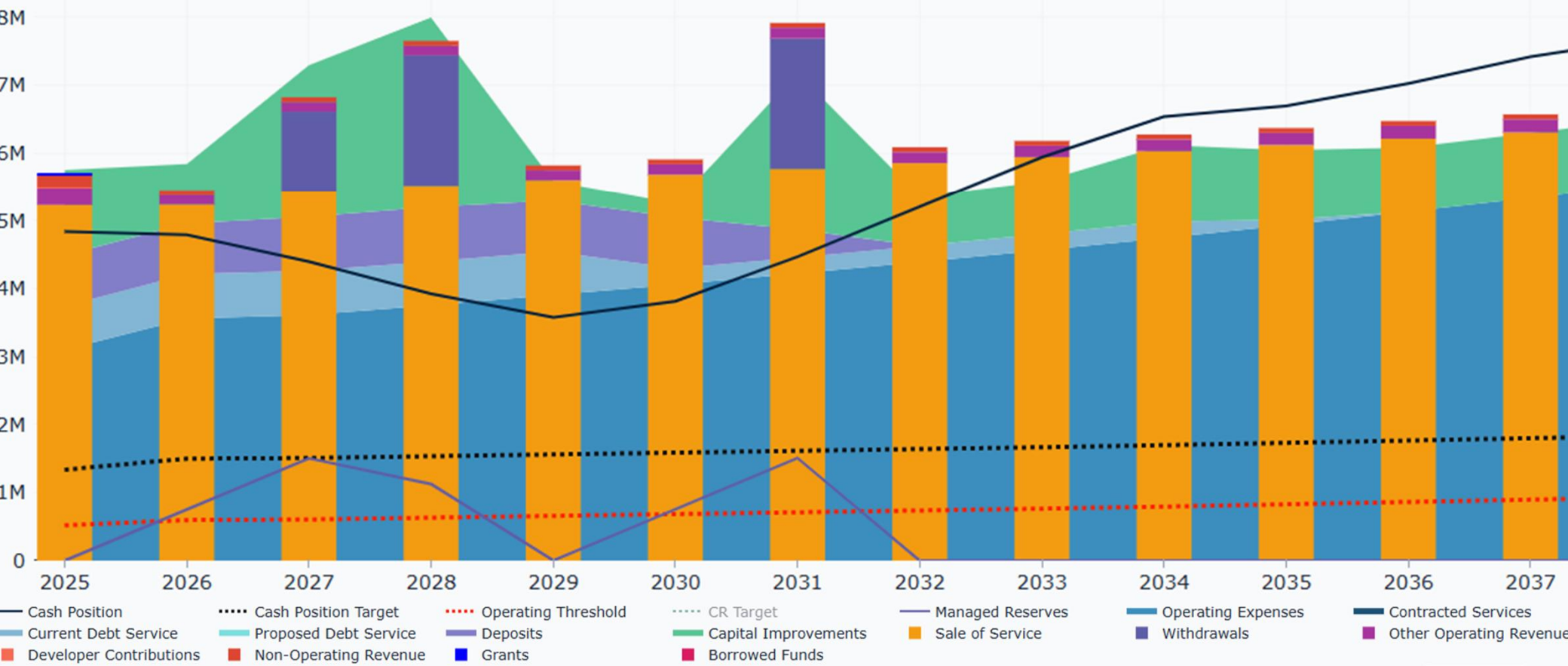
	Alternative 1 No Contingency Increase	Alternative 2 Fully Increase Contingency	Alternative 3 Gradually Increase Contingency
2027 Projected Revenue	\$3,582,757	\$3,625,812	\$3,625,812
Debt Service Coverage (DSC) in 2027*	1.63	1.72	1.72
Proposed Rate Increase	3.5% YOY	4.75% YOY	4.75% YOY
Bimonthly 2027 Rates	Base \$98.09 Tier 1 \$13.91 Tier 2 \$17.41	Base \$99.24 Tier 1 \$14.07 Tier 2 \$17.62	Base \$99.24 Tier 1 \$14.07 Tier 2 \$17.62
Key Differences	<ul style="list-style-type: none"> <li>• More Unassigned Cash in Early Years</li> <li>• Lower Rate Increase Compared to Other Alternatives &amp; Current Rate Structure</li> <li>• Lower DSC</li> <li>• Doesn't Implement District Reserve Policy</li> </ul>	<ul style="list-style-type: none"> <li>• Little to No Unassigned Cash</li> <li>• Slightly Higher Rates than Alternative 1</li> <li>• Improved DSC</li> <li>• Fully Implements District Reserve Policy</li> </ul>	<ul style="list-style-type: none"> <li>• More Unassigned Cash in Early Years</li> <li>• Same Rate Increase as Alternative 2</li> <li>• Improved DSC</li> <li>• Works Toward Implementing District Reserve Policy</li> </ul>

\*Water Utility Fund & Sewer Utility Fund Debt Service Coverage policy is 1.75 (2.7 Combined in 2026)

# Sewer Utility Fund

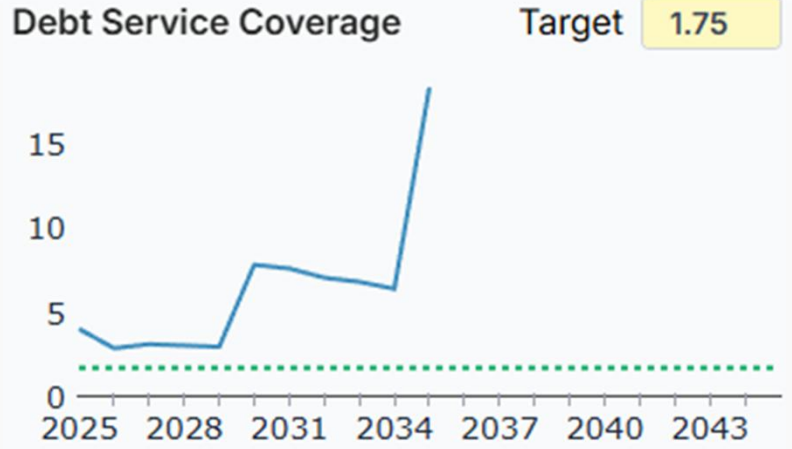


# Current Model

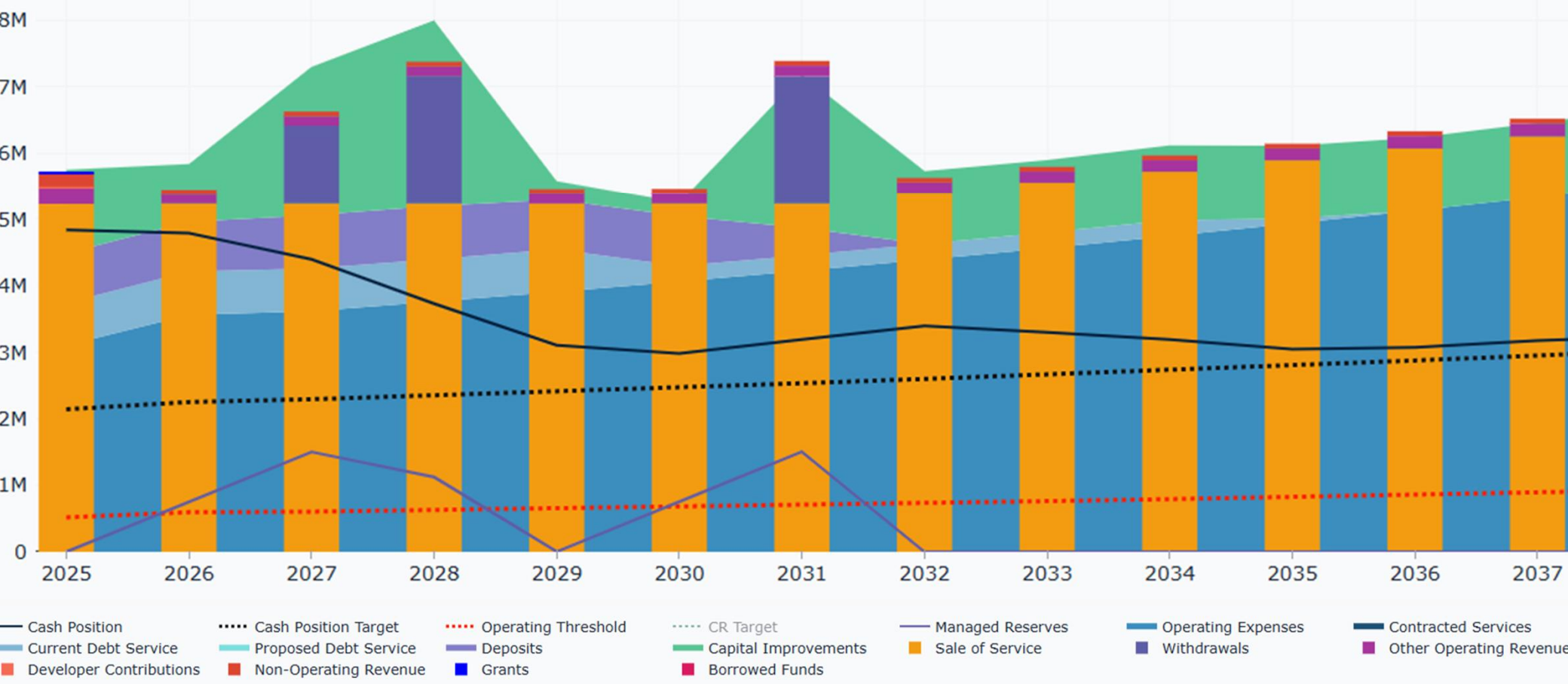


## Key Points to Note:

- Maintains Current Contingency Reserve (\$901,000)
- Cash flush due to past projected costs of the City of Bellingham's (COB) Post Point Wastewater Recovery Project
  - Planned for \$11 million due in 2025-2026
  - Revised projections \$1.2 M in 2027; \$1.9 M in 2028; \$1.9 M in 2031
- Suggested Rate Increases 3.75% in 2027, 1.5% YOY thereafter
- Debt Service Coverage in 2027 - 3.16
- Underfunded capital budget in outlier years
- Discontinues capital surplus contributions after last known COB Project in 2031

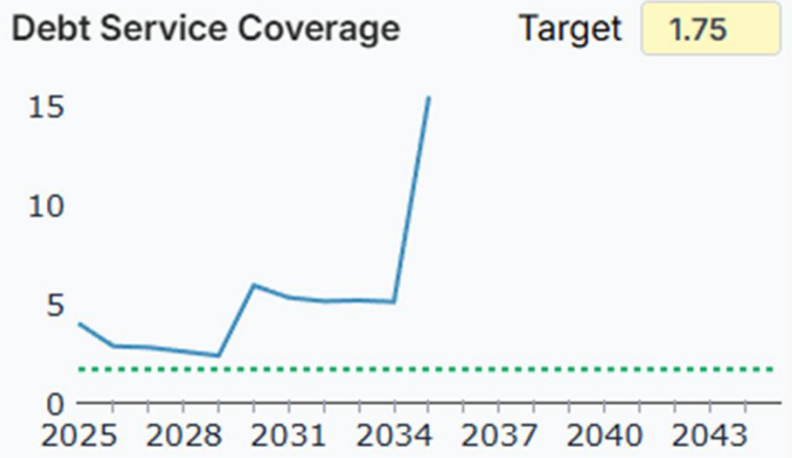


# Proposed Model



## Key Points to Note:

- Fully fund contingency reserve at \$1.7 M in 2027 (Current \$901,000) and \$1.9M by 2032 to keep with inflation
- Increased capital budget in outlier years to \$1.1M in 2036 increase at inflationary rate of 2% (Current \$860,000 increase \$10k each year)
- Suggested Rate Increases 0% 2027 – 2031; 3% YOY thereafter
- Debt Service Coverage Ratio in 2027 – 2.85
- Discontinues capital surplus contributions after last known COB Project in 2031



# Comparisons

	Current Model	Proposed Model
2027 Projected Revenue	\$5,433,238	\$5,236,856
Debt Service Coverage (DSC) in 2027*	3.16	2.85
Proposed Rate Increase	3.75%	0%
Bimonthly 2027 Rates	\$214.10	\$206.36
Key Differences	<ul style="list-style-type: none"> <li>• Underfunded Contingency</li> <li>• Underfunded Capital Budget in Outlier Years</li> <li>• Rate Increases YOY next 5 Years</li> <li>• Discontinues Capital Surplus Contributions after 2031</li> </ul>	<ul style="list-style-type: none"> <li>• Fully Funds Contingency</li> <li>• Fully Funds Capital Budget in Outlier Years</li> <li>• No Rate Increases Next Five Years (Unless a Major Change Occurs) 3% YOY thereafter</li> <li>• Discontinues Capital Surplus Contributions after 2031</li> </ul>

\*Water Utility Fund & Sewer Utility Fund Debt Service Coverage policy is 1.75 (2.7 Combined in 2026)



**AGENDA  
BILL  
Item 8.A**

**General Manager's  
Report**

DATE SUBMITTED:	June 18, 2026	MEETING DATE:	June 24, 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, June 24, 2026 – 8:00 a.m.

**Important Upcoming Dates**

Lake Whatcom Water & Sewer District			
Regular Board Meeting	Wed Jul 8, 2026	6:30 p.m.	Board Room/Hybrid
Employee Staff Meeting	Thu Jul 9, 2026	8:00 a.m.	Board Room/Hybrid Commissioner Carter assigned
Investment Comm. Meeting	Wed Jul 29, 2026	10:00 a.m.	Board Room/Hybrid
Safety Committee Meeting	Thu Jun 25, 2026	8:00 a.m.	Board Room
Lake Whatcom Management Program			
Policy Group Meeting	Wed Sep 2, 2026	3:00 p.m.	City of Bellingham Pacific St Ops Center, 2221 Pacific Street
Joint Councils Meeting	Spring 2027	TBD	TBD
Other Meetings			
WASWD Section III Meeting	Wed Jul 14, 2026	6:00 p.m.	Bob’s Burgers 8822 Quil Ceda Pkwy, Tulalip, WA
Whatcom County Council of Governments Board Meeting	Wed Oct 14, 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**

- 2027-31 utility rate structure review/adoption
- On-call engineering services contract award
- 2025-26 Budget Amendment No. 2 approval
- Glen Cove Water Association merger consideration
- FEMA hazard mitigation grants amendments approval (authorizing Phase 2—construction)
- Geneva-Division 22-1 Reservoirs Improvements public works contract award

## 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 have finalized claim form responses specific to each water right for submittal to the Whatcom County Superior Court (June 1, 2027 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.  
*Review of the District's rate structure was initiated during the April 8 board meeting and has since been discussed during several subsequent meetings; the analysis remains on schedule for completion in July.*

#### 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 program.*

#### 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 board postponed the EUM assessment and strategic plan update to 2027 during its April 29 meeting.*

#### APWA Accreditation

- Continue work towards multi-year effort to gain American Public Works Association accreditation.  
*The accreditation team is in the process of reviewing/completing the 273 accreditation practices applicable to the District (149 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 exercise 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.  
*The updated risk assessment was submitted to USEPA on May 26.*

- 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 emergency response plan is underway.*

#### Safety Program Update

- Continue systematic review and revision of District’s safety programs by updating nine (9) programs in 2026.  
*Staff has finalized updates to eight (8) programs (personal protective equipment, medical emergencies, hearing conservation, office safety, sodium hypochlorite, back injury prevention, welding, cutting & brazing, and heat-related illness) and are reviewing the securing loads program.*

#### L&I START Program

- Initiate a multi-year effort to obtain District certification through the Washington State Department of Labor & Industries (L&I) Safety Through Achieving Recognition Together (START) program.  
*The risk management assessment component was completed by L&I on February 11 (report received on May 27), and the industrial hygiene and health and safety assessments were conducted on April 30 with employee interviews performed on May 21.*

### **Community/Public Relations**

#### General

- Website  
*The District’s web content is reviewed and updated on a regular basis. The District is considering addition of a function to the website that converts .pdf documents on the website to meet Web Content Accessibility Guidelines (WCAG).*
- Social Media  
*Posts are made to District Facebook, LinkedIn, and Nextdoor pages regularly; Nextdoor is also routinely monitored to identify District-related posts.*
- Press Releases  
*Press releases were issued on January 30 (Commissioner Ford resignation), April 2 (Rep. Larsen earmark), and April 9 (Commissioner Greif appointment).*

#### Intergovernmental Relations

- *J Clary attended WWU Professor Bob Mitchell’s retirement event on June 11.*
- *J Clary and G Nicoll met with Bellingham Public Works management on June 15.*
- *J Clary is scheduled to attend the Whatcom County Natural Hazards Mitigation Plan virtual open house on June 23.*

### **Lake Whatcom Water Quality**

#### Lake Whatcom Management Program

- Participate in meetings of Lake Whatcom Management Program partners.  
*J Clary attended the data team meeting on June 11 and is scheduled to attend the interjurisdictional coordinating team meeting on June 22.*



**AGENDA  
BILL  
Item 8.B**

**Engineering Department  
Report**

DATE SUBMITTED:	June 18, 2026	MEETING DATE:	June 24, 2026
TO: BOARD OF COMMISSIONERS	FROM: Greg Nicoll, Engineering Manager/District Engineer		
GENERAL MANAGER APPROVAL	<i>Greg Nicoll</i>		
ATTACHED DOCUMENTS	1. 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.

# SUMMARY OF CAPITAL IMPROVEMENT PROJECTS

Updated: 6/17/2026  
 Prepared by: G. Nicoll



**LEGEND:**

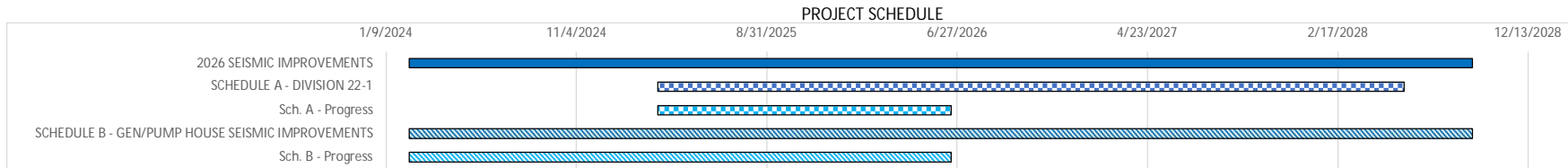
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MAJOR PROJECTS IN CONSTRUCTION: No Capital Projects Currently in Construction

MAJOR PROJECTS IN DESIGN:

## 2027 WATER SYSTEM SEISMIC IMPROVEMENTS PROJECT

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



### 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).

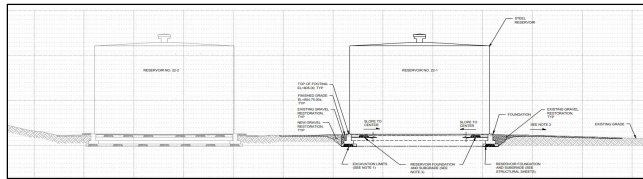
**Project Status:** Gray & Osborne is finalizing bid documents. Bidding of the project is now scheduled for January 2027 due to permitting and grant funding delays. Permit applications for a conditional use permit and building permit have been submitted to Whatcom County and public notice has been advertised by the County. Staff and G&O met with County permitting staff to understand and address permitting concerns and will be submitting clarification documents in the coming weeks.

**Budget Summary**

Budget:	\$ 2,870,000.00
Spent to Date:	\$ 163,426.44
Balance:	\$ 2,706,573.56

87.5% grant funded

Budget Years: 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 (District Project #C2518), which, per WA EMD, is eligible for grant funding, will be completed concurrently.

**Project Status:** Design is 90%+ complete and is on-hold pending permits and funding. Bidding of the project is now scheduled for January 2027 due to permitting and grant funding delays. The building permit for the Pump House seismic improvements is ready to issue and review of the Geneva Reservoir seismic improvements building permit is in review by Whatcom County. Staff has submitted all required documents for Phase 2 HMG funding and responded to two requests for information from FEMA.

**Budget Summary - C2402**

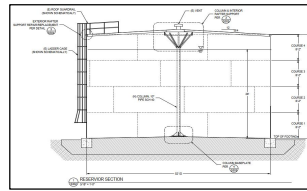
Budget:	\$ 1,428,895.00
Spent to Date:	\$ 254,716.35
Balance:	\$ 1,174,178.65

95% grant funded

Budget Year: 2025-2026

**Budget Summary - C2518**

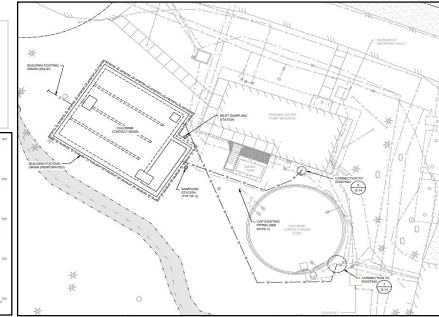
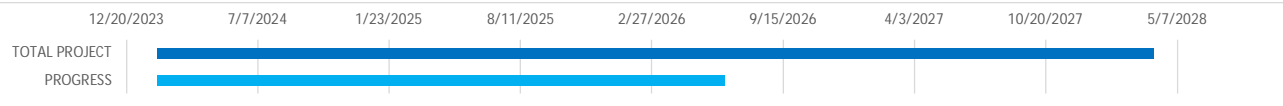
Budget:	\$ -
Spent to Date:	\$ 6,181.05
Balance:	\$ (6,181.05)



**C2316 - SUDDEN VALLEY WTP CHLORINE CONTACT BASIN REPLACEMENT**

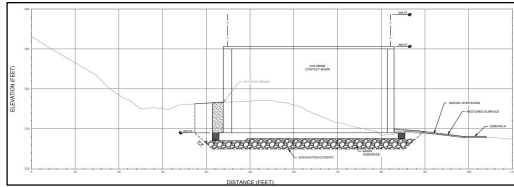
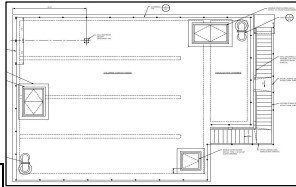
<b>Project Summary:</b>	Replace existing chlorine contact basin with a new basin that will include seismic restraints and will be sized for sufficient contact time at buildout flows. (FEMA Hazard Mitigation Grant 5395-10R).
<b>Project Status:</b>	90% design is complete and has been reviewed by staff. However, G&O is working on design revisions to relocate the new CCB to avoid an existing drainage ditch. In addition, FEMA has provided preliminary approval of the District's request for additional HMG grant funds, increasing the total project budget from \$1,963,000 to \$3,800,000, which, if approved, will allow the District to construct a two train basin rather than the one train alternative that was previously selected due to funding constraints. (Note that this additional funding is pending a final Phase 2 funding agreement from FEMA and Board approval.) This change will require some re-design but will be the best long term solution for the District. District staff and G&O met with County staff to understand stormwater concerns so that permitting can proceed. 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:	\$ 221,827.31
Balance:	\$ 1,741,172.69
Budget Year:	2024-2026

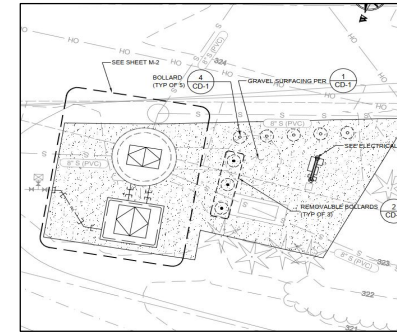
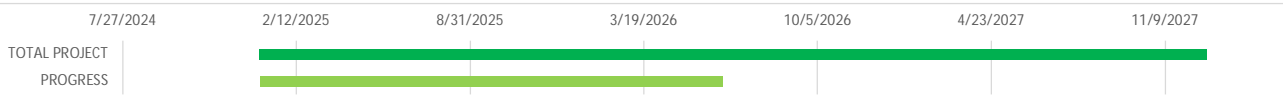
87.5% grant funded



**C2510 - AGATE BAY SEWER LIFT STATION REHABILITATION**

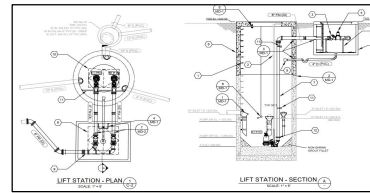
<b>Project Summary:</b>	Agate Bay Lift Station is one of the last remaining original sewer lift stations that has not been rehabilitated and this project will renovate this station, which could include reconfiguration to a submersible station.
<b>Project Status:</b>	District Engineering staff has completed 60% design drawings and has submitted an application for a pre-application meeting with Whatcom County on June 2, 2026. The electrical design team has started design for the electrical and controls systems and Kingworks structural engineers will begin design for the awning that will cover the electrical panels once the layout of control and electrical panels has been designed.

**PROJECT SCHEDULE**



Budget Summary	
Budget:	\$ 334,000.00
Spent to Date:	\$ 16,670.21
Balance:	\$ 317,329.79
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:	June 15, 2026	MEETING DATE:	June 24, 2026
TO: BOARD OF COMMISSIONERS	FROM: Jennifer Signs, Finance Manager		
GENERAL MANAGER APPROVAL			
ATTACHED DOCUMENTS	1. May Financial Report 2. May Cash & Investments Report 3. May Utility Account Adjustments Report		
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: 14:46:02 Date: 06/15/2026

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### 401 Water Fund

Revenues	Amt Budgeted	May	YTD	Remaining		
<b>330 State Generated Revenues</b>						
331 66 00 01	Federal Direct Grant - EPA	0.00	0.00	220,000.00	(220,000.00)	0.0%
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%
<b>330 State Generated Revenues</b>		<b>2,553,959.00</b>	<b>0.00</b>	<b>220,000.00</b>	<b>2,333,959.00</b>	<b>91.4%</b>
<b>340 Charges For Services</b>						
343 40 10 00	Water Sales Metered	3,385,455.00	209,273.21	1,224,074.54	2,161,380.46	63.8%
343 41 10 01	General Facilities Charges - Water	107,540.00	10,654.21	21,308.42	86,231.58	80.2%
<b>340 Charges For Services</b>		<b>3,492,995.00</b>	<b>219,927.42</b>	<b>1,245,382.96</b>	<b>2,247,612.04</b>	<b>64.3%</b>
<b>350 Fines &amp; Forfeitures</b>						
359 81 10 00	Combined Fees	12,500.00	3,537.60	6,929.96	5,570.04	44.6%
359 90 00 00	Late Fees	65,000.00	4,587.76	26,807.45	38,192.55	58.8%
<b>350 Fines &amp; Forfeitures</b>		<b>77,500.00</b>	<b>8,125.36</b>	<b>33,737.41</b>	<b>43,762.59</b>	<b>56.5%</b>
<b>360 Misc Revenues</b>						
361 11 00 00	Investment Interest	70,000.00	6,996.46	67,190.03	2,809.97	4.0%
369 91 01 00	Miscellaneous	1,000.00	86.55	21,683.02	(20,683.02)	0.0%
<b>360 Misc Revenues</b>		<b>71,000.00</b>	<b>7,083.01</b>	<b>88,873.05</b>	<b>(17,873.05)</b>	<b>0.0%</b>
<b>Fund Revenues:</b>		<b>6,195,454.00</b>	<b>235,135.79</b>	<b>1,587,993.42</b>	<b>4,607,460.58</b>	<b>74.4%</b>

Expenditures	Amt Budgeted	May	YTD	Remaining		
<b>534 Water Utilities</b>						
534 10 10 00	Water - Gen Admin Payroll	410,405.00	32,667.91	178,228.22	232,176.78	56.6%
534 10 20 00	Water - Gen Admin Personnel Benefits	168,206.00	11,990.93	64,768.10	103,437.90	61.5%
534 10 31 00	Water - Gen Admin Supplies	12,500.00	1,541.17	3,551.14	8,948.86	71.6%
534 10 31 01	Water - Meetings/Team building	3,200.00	37.46	1,690.72	1,509.28	47.2%
534 10 40 00	Water - Merchant Services Fees	20,300.00	2,346.54	10,731.93	9,568.07	47.1%
534 10 40 01	Water - Bank Fees	750.00	62.50	427.92	322.08	42.9%
534 10 41 00	Water - Quality Assurance Programs	87,800.00	0.00	8,221.60	79,578.40	90.6%
534 10 41 01	Water - Gen Admin Prof Svc	110,915.00	23,160.03	68,835.06	42,079.94	37.9%
534 10 41 02	Water- Engineering Svc	9,000.00	0.00	322.50	8,677.50	96.4%
534 10 41 03	Water - Legal Svc	31,900.00	5,639.50	21,481.50	10,418.50	32.7%
534 10 42 00	Water - Admin Communication	35,400.00	2,354.81	10,660.49	24,739.51	69.9%
534 10 43 00	Water - Software/IT Subscriptions	73,010.00	13,166.37	42,604.20	30,405.80	41.6%
534 10 46 00	Water - Gen Admin Insurance	93,450.00	0.00	246.04	93,203.96	99.7%
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	138.50	19,301.11	2,448.89	11.3%
534 10 49 02	Water - Taxes	185,800.00	16,126.51	68,883.98	116,916.02	62.9%
534 40 43 00	Water - Admin Training & Travel	13,000.00	377.96	1,969.43	11,030.57	84.9%
534 40 43 01	Water- Tuition Reimbursement	500.00	0.00	1,000.00	(500.00)	0.0%

## 2026 BUDGET POSITION

Lake Whatcom W-S District

Time: 14:46:02 Date: 06/15/2026

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### 401 Water Fund

Expenditures	Amt Budgeted	May	YTD	Remaining		
<b>534 Water Utilities</b>						
534 50 31 00	Water - Maintenance Supplies	120,500.00	7,907.36	49,377.46	71,122.54	59.0%
534 50 31 01	Water- Small Assets	48,000.00	294.69	14,396.59	33,603.41	70.0%
534 50 48 00	Water - Repair & Maint	150,800.00	11,026.56	57,490.18	93,309.82	61.9%
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	397.00	4,479.00	8,421.00	65.3%
534 60 47 00	Water - City of Bellingham	62,920.00	4,126.09	18,311.17	44,608.83	70.9%
534 80 10 00	Water - Operations Payroll	756,778.00	55,165.45	319,015.45	437,762.55	57.8%
534 80 20 00	Water - Operations Personnel Benefits	350,964.00	21,186.01	120,304.11	230,659.89	65.7%
534 80 32 00	Water - Operations Fuel	33,200.00	475.60	10,714.40	22,485.60	67.7%
534 80 35 00	Water - Safety Supplies	10,000.00	1,592.09	2,695.96	7,304.04	73.0%
534 80 35 01	Water - Safety Boots	1,400.00	0.00	108.01	1,291.99	92.3%
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	150.00	5,623.31	7,376.69	56.7%
534 80 47 00	Water - Ops Utilities	162,500.00	15,278.67	79,872.34	82,627.66	50.8%
534 80 49 00	Water - Operations Laundry	2,000.00	115.04	637.47	1,362.53	68.1%
<b>534 Water Utilities</b>		<b>3,011,048.00</b>	<b>227,324.75</b>	<b>1,185,949.39</b>	<b>1,825,098.61</b>	<b>60.6%</b>
<b>580 Non Expenditures</b>						
589 99 99 99	Payroll Benefit Liabilities	0.00	(2,652.68)	1,646.15	(1,646.15)	0.0%
<b>580 Non Expenditures</b>		<b>0.00</b>	<b>(2,652.68)</b>	<b>1,646.15</b>	<b>(1,646.15)</b>	<b>0.0%</b>
<b>591 Debt Service</b>						
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	43,985.12	43,985.12	(10,131.12)	0.0%
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	7,963.30	7,963.30	5,796.70	42.1%
<b>591 Debt Service</b>		<b>262,803.00</b>	<b>51,948.42</b>	<b>51,948.42</b>	<b>210,854.58</b>	<b>80.2%</b>
<b>594 Capital Expenditures</b>						
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	901.55	182,656.44	(182,656.44)	0.0%
594 34 65 01	Capital Outlay - Small Water Projects	0.00	0.00	792.35	(792.35)	0.0%
<b>594 Capital Expenditures</b>		<b>3,016,000.00</b>	<b>901.55</b>	<b>183,448.79</b>	<b>2,832,551.21</b>	<b>93.9%</b>
<b>Fund Expenditures:</b>		<b>6,289,851.00</b>	<b>277,522.04</b>	<b>1,422,992.75</b>	<b>4,866,858.25</b>	<b>77.4%</b>
<b>Fund Excess/(Deficit):</b>		<b>(94,397.00)</b>	<b>(42,386.25)</b>	<b>165,000.67</b>		

## 2026 BUDGET POSITION

Lake Whatcom W-S District

Time: 14:46:02 Date: 06/15/2026

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### 402 Sewer Fund

Revenues	Amt Budgeted	May	YTD	Remaining	
<b>340 Charges For Services</b>					
343 50 11 00 Sewer Service Residential	5,236,856.00	339,245.33	2,126,238.51	3,110,617.49	59.4%
343 50 19 00 Sewer Service Other	5,950.00	487.47	2,490.69	3,459.31	58.1%
343 51 10 02 General Facilities Charges - Sewer	128,520.00	13,391.61	26,783.22	101,736.78	79.2%
<b>340 Charges For Services</b>	<b>5,371,326.00</b>	<b>353,124.41</b>	<b>2,155,512.42</b>	<b>3,215,813.58</b>	<b>59.9%</b>
<b>360 Misc Revenues</b>					
361 11 00 02 Investment Interest	70,000.00	6,996.48	67,190.12	2,809.88	4.0%
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	86.56	2,470.03	(1,470.03)	0.0%
<b>360 Misc Revenues</b>	<b>75,142.00</b>	<b>7,083.04</b>	<b>69,660.15</b>	<b>5,481.85</b>	<b>7.3%</b>
<b>Fund Revenues:</b>	<b>5,446,468.00</b>	<b>360,207.45</b>	<b>2,225,172.57</b>	<b>3,221,295.43</b>	<b>59.1%</b>

Expenditures	Amt Budgeted	May	YTD	Remaining	
<b>535 Sewer</b>					
535 10 10 00 Sewer - Admin Payroll	410,405.00	32,667.89	178,227.96	232,177.04	56.6%
535 10 20 00 Sewer - Gen Admin Personnel Benefits	168,206.00	11,990.76	64,766.25	103,439.75	61.5%
535 10 31 00 Sewer - Gen Admin Supplies	12,500.00	1,541.12	3,391.34	9,108.66	72.9%
535 10 31 01 Sewer - Meetings/Team Building	3,200.00	37.46	1,691.43	1,508.57	47.1%
535 10 40 00 Sewer -Merchant Services Fees	18,000.00	2,346.56	10,731.99	7,268.01	40.4%
535 10 40 01 Sewer - Bank Fees	750.00	62.50	777.94	(27.94)	0.0%
535 10 41 01 Sewer - Gen Admin Prof Srvc	110,915.00	23,160.02	60,069.68	50,845.32	45.8%
535 10 41 02 Sewer - Engineering Srvc	9,000.00	168.00	832.00	8,168.00	90.8%
535 10 41 03 Sewer - Legal Srvc	31,900.00	633.00	12,498.50	19,401.50	60.8%
535 10 42 00 Sewer - Admin Communication	35,400.00	2,329.32	10,609.42	24,790.58	70.0%
535 10 43 00 Sewer - Software/IT Subscriptions	82,660.00	23,866.38	46,278.60	36,381.40	44.0%
535 10 46 00 Sewer - Gen Admin Insurance	93,450.00	0.00	246.04	93,203.96	99.7%
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	936.92	12,981.42	3,718.58	22.3%
535 10 49 02 Sewer - Taxes	134,500.00	11,819.24	50,640.14	83,859.86	62.3%
535 40 43 00 Sewer - Gen Admin Training &Travel	13,000.00	332.58	1,924.15	11,075.85	85.2%
535 40 43 01 Sewer - Tuition Reimbursement	500.00	0.00	1,000.00	(500.00)	0.0%
535 50 31 00 Sewer - Maintenance Supplies	46,800.00	3,176.18	18,620.76	28,179.24	60.2%
535 50 31 01 Sewer - Small Assets	43,700.00	294.68	10,421.39	33,278.61	76.2%
535 50 48 00 Sewer - Repair & Maint	150,000.00	12,158.58	62,842.47	87,157.53	58.1%
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	57,331.84	425,952.05	500,047.95	54.0%
535 80 10 00 Sewer - Operations Payroll	644,639.00	43,463.46	269,097.56	375,541.44	58.3%
535 80 20 00 Sewer - Operations Personnel Benefits	293,495.00	17,337.96	104,334.29	189,160.71	64.5%
535 80 32 00 Sewer - Operations Fuel	33,200.00	475.63	10,194.96	23,005.04	69.3%
535 80 35 00 Sewer - Safety Supplies	10,000.00	112.96	1,216.81	8,783.19	87.8%
535 80 35 01 Sewer - Safety Boots	1,400.00	0.00	108.01	1,291.99	92.3%
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	150.00	5,323.33	7,676.67	59.1%
535 80 47 00 Sewer - Ops Utilities	164,800.00	19,698.44	92,747.19	72,052.81	43.7%

## 2026 BUDGET POSITION

Lake Whatcom W-S District

Time: 14:46:02 Date: 06/15/2026

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### 402 Sewer Fund

Expenditures	Amt Budgeted	May	YTD	Remaining	
<b>535 Sewer</b>					
535 80 49 00 Sewer - Operations Laundry	2,500.00	115.00	637.24	1,862.76	74.5%
535 Sewer	3,478,320.00	266,206.48	1,458,162.92	2,020,157.08	58.1%
<b>591 Debt Service</b>					
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	63,062.50	44,862.50	41.6%
591 Debt Service	627,925.00	0.00	63,062.50	564,862.50	90.0%
<b>594 Capital Expenditures</b>					
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	0.00	38,417.16	(38,417.16)	0.0%
594 35 63 02 Capital Projects- Sewer System	0.00	29,765.56	57,423.10	(57,423.10)	0.0%
594 Capital Expenditures	2,056,000.00	29,765.56	95,840.26	1,960,159.74	95.3%
<b>597 Interfund Transfers</b>					
597 10 00 25 Transfer Out	86,000.00	0.00	21,500.00	64,500.00	75.0%
597 Interfund Transfers	86,000.00	0.00	21,500.00	64,500.00	75.0%
<b>Fund Expenditures:</b>	<b>6,248,245.00</b>	<b>295,972.04</b>	<b>1,638,565.68</b>	<b>4,609,679.32</b>	<b>73.8%</b>
<b>Fund Excess/(Deficit):</b>	<b>(801,777.00)</b>	<b>64,235.41</b>	<b>586,606.89</b>		

2026 BUDGET POSITION

Lake Whatcom W-S District

Time: 14:46:02 Date: 06/15/2026

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425 Sewer Contingency Reserve Fund

Revenues	Amt Budgeted	May	YTD	Remaining	
397 Interfund Transfers					
397 10 00 25 Transfer In	86,000.00	0.00	21,500.00	64,500.00	75.0%
397 Interfund Transfers	86,000.00	0.00	21,500.00	64,500.00	75.0%
Fund Revenues:	86,000.00	0.00	21,500.00	64,500.00	75.0%
Fund Excess/(Deficit):	86,000.00	0.00	21,500.00		



LAKE WHATCOM WATER AND SEWER

INVESTMENTS/CASH AS OF 5/31/2026

Petty Cash	\$	1,600	
Cash	\$	1,265,404	
Debt Service Account	\$	646,125	
Public Funds Account	\$	<u>32,113</u>	2.030%
WA Federal	\$	1,945,242	
Local Gov't Investment Pool	\$	4,203,855	3.670%

		PRINCIPAL COST	MARKET VALUE	MATURITY DATE	YIELD
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	\$ 950,654	\$ 1,000,000	Dec-27	3.290%
US Treasury Note	Non-callable	\$ 479,300	\$ 500,000	Feb-28	3.280%
US Bank Short-Term Money Market	Holding Account	\$ 321,531			3.360%
US Bank Trust		\$ 4,247,255	\$ 4,065,000		
TOTAL		<u>\$ 10,396,352</u>			

USE OF FUNDS:

Bond Reserve - Restricted	\$	646,125
Contingency - Assigned	\$	1,296,500
Operating Reserves	\$	1,185,000
Operating Assigned	\$	7,268,727
		<u>\$ 10,396,352</u>

Fund Balance Summary

Water Utility Fund (401)	\$	2,328,016
Sewer Utility Fund (402)	\$	6,125,711
Sewer Contingency Fund (425)	\$	836,500
Water Contingency Fund (426)	\$	460,000
Bond Reserve Fund (460)	\$	646,125
		<u>\$ 10,396,352</u>




**LAKE WHATCOM WATER AND SEWER DISTRICT  
May 2026 Utility Account Adjustments**

		<b>Year to Date</b>	<b>Notes</b>
<b>Sudden Valley Adjustments</b>			
Late Fee Credits	\$ 319.19	\$ 1,342.32	
High Use/Leak Credits	\$ 758.21	\$ 1,571.81	11 Spring Rd; 19 Yearling Pl; 23 Lost Fork Ln
<b>North Shore/Geneva</b>			
Late Fee Credits	\$ 100.53	\$ 729.59	
High Use/Leak Credits	\$ -	\$ 2,710.89	
<b>Total Account Adjustments</b>	<b>\$ 1,177.93</b>	<b>\$ 6,354.61</b>	



**AGENDA  
BILL  
Item 8.D**

**Operations Department  
Report**

DATE SUBMITTED:	June 18, 2026	MEETING DATE:	June 24, 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	FORMAL ACTION/ MOTION	INFORMATIONAL /OTHER
	<input type="checkbox"/>	<input type="checkbox"/>	<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 June 24, 2026 Board Meeting  
Data Compiled 6/17/2026

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	x	x	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	x	x	x	x						
Annual Reports													
Name Of Report	Deadline	Completed											
WA State Cross Connection Report Prepared by: R Munson	May	February 25, 2026											
OSHA 300 Log Prepared by: R Munson	February 1	January 13, 2026											
Water Use Efficiency Performance Report Prepared by: K Cook	July 1	January 12, 2026											
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								
		Expected to be mailed week of 6/16/26											
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											

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

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

<b>Dates of Completed Safety Committee Meetings</b>		
1/23/2026	5/28/2026	
2/26/2026	6/25/2026 (scheduled)	
3/26/2026		
4/23/2026		

<b>Summary of Work-Related Injuries &amp; Illnesses</b>						
	Current Month	2026	2025	2024	2023	2022
<b>Total Number of Work Related Injuries</b>						
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						
<b>Total Number of Days of Job Transfer or Restriction (light duty or other medical restriction)</b>	0	0	0	0	0	0
<b>Total Number of Days Away from Work (at home, in hospital, not at work)</b>	0	0	0	0	0	0
<b>Near Misses</b>	0	0	0	0	0	0

<b>Safety Coordinator Update</b>	

**Status of District Water and Sewer Systems**  
**Prepared by Jason Dahlstrom - Operations and Maintenance Manager**  
**6/24/2026 Board Meeting**

<b>Safety Activities</b>	
	<ul style="list-style-type: none"> <li>• No time-loss injuries or near misses.</li> <li>• Daily safety reminders directly relevant to the day’s tasks. Weekly safety trainings based on District specific safety programs.</li> <li>• Jobsite tailgate meetings by project lead.</li> </ul>
<b>Water Utility Activities</b>	
	<p><i>Water Treatment Plants</i></p> <ul style="list-style-type: none"> <li>• Sudden Valley <ul style="list-style-type: none"> <li>○ Plant is operating well, averaging 0.6 million gallons per day (MGD) at 700 GPM.</li> <li>○ Water use is consistent with typical seasonal usage.</li> </ul> </li> <li>• Agate Heights <ul style="list-style-type: none"> <li>○ Plant is operating well.</li> <li>○ Water use is consistent with typical seasonal usage.</li> </ul> </li> </ul> <p><i>Distribution System</i></p> <ul style="list-style-type: none"> <li>• 1 water leak repaired this month</li> <li>• Geneva &amp; North Shore water pressure reducing valves inspected</li> <li>• Water reservoir cleaning completed</li> </ul>
<b>Sewer Utility Activities</b>	
	<p><i>Lift Stations</i></p> <ul style="list-style-type: none"> <li>• Nothing new to report</li> </ul> <p><i>Collection System</i></p> <ul style="list-style-type: none"> <li>• Sewer camera inspections focused on maintenance issues</li> </ul>
<b>Fleet</b>	
	<p><i>Vehicles</i></p> <ul style="list-style-type: none"> <li>• VEH55 New Vactor electrical issue</li> </ul> <p><i>Equipment</i></p> <ul style="list-style-type: none"> <li>• Standby generator maintenance and load testing ongoing</li> </ul>
<b>Facilities</b>	
	<ul style="list-style-type: none"> <li>• Nothing new to report</li> </ul>
<b>Training</b>	
	<ul style="list-style-type: none"> <li>• Nothing new to report</li> </ul>
<b>Development</b>	
	<ul style="list-style-type: none"> <li>• There are 7 permits currently in stages of development</li> <li>• There have been 4 water/sewer availability inquiries</li> </ul>