

Commissioners:
William F. Donahue
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LAKE FOREST PARK WATER DISTRICT

(KCWD 83)



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COMMISSIONER REQUIREMENTS, RESPOSIBILITIES AND PRIVILIGES

Lake Forest Park Water District is indebted to its Commissioners, past and present, who have invested their time, expertise and leadership ability in serving the community. Persons interested in becoming a District Commissioner should inform themselves as to the relevant requirements, responsibilities and privileges before registering with Washington Secretary of State Elections Division. The intent is to provide guidelines on the primary roles and responsibilities to be carried out by the board of commissioners. The objective is to provide general awareness, basic understanding, and guidelines in administering fundamental duties.

Water and sewer districts were created by the legislature to provide a critical public utility service ensuring public health and safety. They are governed by a non-partisan board of Commissioners elected by their constituents. The district's residents hold the elected commissioners accountable for representing their best interest in ensuring the efficient operation and financial well being of the district.

Water districts and their commissioners are subject to statutory laws and regulations enacted by the State of Washington. The pertinent State rules and regulations are referred to as Washington Administrative Code and are covered in a number of regulatory documents.

The expressly given powers of this District include the power to:

- a) Acquire, construct and operate a water supply system.
- b) Provide water for fire fighting services for residents of the district.

REQUIREMENT, RESPONSIBILITY OR PRILEGE	SUMMARY
Statutory Power and Authority	<p>The Board of Commissioners possesses the powers and authority as set forth in Title 57 RCW and other applicable provisions of the Revised Code of Washington (RCW). Specific powers and responsibilities may be granted by resolution of the Board. Each Commissioner is an elected representative of the residents of the District. Chapter 42.30 RCW, the Open Public Meetings Act, provides that actions of the Board of Commissioners may only take place at meetings authorized by statute. Individual Commissioners do not have authority to manage the affairs of the District.</p> <p>Ref: Ethics Handbook and other sources provided by Washington Association of Sewer and Water Districts.</p>
Principal Duties	<ol style="list-style-type: none"> 1. Establish Policy (adopt goals and objectives and resolutions) 2. Supervise appointed officials (District Water Manager and Administrator) 3. Provide public leadership including communication of District’s vision and goals to ratepayers. 4. Decision making (determine best course of public policy)
Participation	<p>Attendance is expected at all regular monthly and special meetings unless excused by a decision of the Board. A Commissioner position may be declared vacant after three unexcused absences. If any Board members are absent from the District for more than 15 days they are requested to notify the District Administrator of such absence. Ref. RCW 57.12.020 and “Commissioner Protocol Manual” as presented by WASWD 2009.</p>
Commissioner Compensation	<p>RCW 57.12.010 authorizes payment to each Commissioner for each day or portion of a day in attendance at a Board meeting or when performing other services for the District. Commissioners of the District shall be entitled to receive up to \$90.00 per diem compensation for attendance at regular monthly meetings and other approved activities.</p>
Residency	<p>Must be a Registered Voter and must reside in District boundaries.</p> <p>Ref. RCW 29A.20.021 RCW 29A.04.151</p>
Conflict of Interest	<p>All District officers, elected and appointed are subject to the conflict of interest law as outlined in RCW 42.23</p>
Standard of Conduct	<p>All Commissioners shall:</p> <ol style="list-style-type: none"> 1. Respect and comply with the law. 2. Act at all times in a manner that promotes public confidence in the office of commissioner. 3. Exhibit unquestionable integrity, character and moral principle as a leader. 4. Never forget that public office requires public trust and confidence. <p>Ref: Ethics Handbook and other sources provided by Washington Association of Sewer and Water Districts.</p>
Commissioner Term	<p>6 years, starting Jan 1st following election, except where two more Commissioners are beginning terms on the same year. RCW 57.12.030 specifies details regarding variations.</p>
Dual Office Holding	<p>The Doctrine of “Incompatible Office” as established by the courts provides that the same person may not hold two or more public offices that are incompatible. Ref. AGO (Washington Attorney General) 1978 No. 12, RCW 35A.12.030</p>
Filing for Elective Office	<p>All candidates are required to submit to the Washington Secretary of State Elections Division a declaration of candidacy when filing for public office. For more information contact www.wei.secstate.wa.gov or call (360) 902-4180.</p>