**LAKE FOREST PARK WATER DISTRICT**
**REGULAR MEETING AGENDA**
**TUESDAY OCTOBER 27, 2026**
**6:00 PM**

The Meeting will be held in person at the District office and also remotely, information for remote participation can be found at the bottom of this page and will cover the following topics:

**CALL TO ORDER/ROLL CALL**

**APPROVAL OF AGENDA**

**PUBLIC COMMENT**- approximate length of 5 minutes

Public comment limited to agenda items and District related business

**REVIEW OF VOUCHERS** - approximate length of 25 minutes

**TREASURERS REPORTS**

**CONSENT AGENDA**

**A. Minutes and Resolutions.**

Minutes of the Regular meeting September 22, 2026

Resolution 404 Increasing the District's Petty Cash Fund.

**B. Approval of District Vouchers.**

Vouchers for payments were submitted for approval as follows:

Voucher Approval for January numbered 120588 through 120625 in the amount of $73,950.16

Voucher Approval for February numbered 120626 through 120668 in the amount of $83,987.93

Voucher Approval for March numbered 120669 through 120702 in the amount of $59,922.29

Voucher Approval for April numbered 120702 through 120742 in the amount of $71,526.27

Voucher Approval for May numbered 120743 through 120782 in the amount of $131,419.17

**ACTION ITEMS FROM PREVIOUS MEETING**- None

**NEW INFORMATIONAL ITEMS-** approximate length of 5 minutes

- Direct Deposit

**INFORMATIONAL ITEMS FROM PREVIOUS MEETING** – approximate length of 15 minutes

- Ballinger Way 37th-40th Ave NE. Watermain Project
- Water System Plan Update

**REPORTS**

- Attorney Report - approx. length of 5 minutes
- Advisory Committee Report – approx. length of 5 minutes
- McKinnon Wellfield Community Advisory Panel Report– None
- General Manager's Reports - approx. length of 10 minutes
- Engineer's Report - approx. length of 15 minutes
- Board Report- approx. length of 10 minutes

**NEW ACTION ITEMS-** approximate length of 30 minutes

- Executive Session under RCW 42.30.110 (g) review performance of a public employee.

**MEETING ADJOURNED** - approx. adjournment time of 8:05 PM

Join Zoom Meeting
https://us06web.zoom.us/j/83960044261?pwd=mPIHzkh65Afg2RMvOmqd4VKvXkvZFR.1

Meeting ID: 839 6004 4261
Passcode: 409650

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**If there is any technical issue or conflict such as "Zoom Bombing" the meeting will be reconvened on our call in alternate: Dial 1 (800) 786-1922 Access Code is: 6593850#**

RESOLUTION NO. 404

LAKE FOREST PARK WATER DISTRICT OF KING COUNTY, WASHINGTON

A RESOLUTION confirming and increasing the amount of the District's petty cash fund and replacing Resolution Nos. 64 and 288.

**WHEREAS**, in accordance with Resolution Nos. 63 and 288, the District maintains a petty cash checking account at Bank of America for purchases and payments requiring prompt processing outside of the regular voucher process through King County; and

**WHEREAS**, the existing petty cash fund of $500 is insufficient to accommodate certain necessary District expenditures; and

**WHEREAS**, the Board of Commissioners finds it appropriate to increase the petty cash fund to $1,000 and to restate its governing provisions. Now, therefore

**BE IT RESOLVED** by the Board of Commissioners that:

1. The District's petty cash fund is confirmed and restated in full by this resolution;
2. The District shall continue to maintain a checking account at Bank of America in the name of Lake Forest Park Water District for the purpose of administering the petty cash fund;
3. The petty cash fund balance is increased from $500 to $1,000;
4. Expenditures from the petty cash fund shall be by check drawn on the Bank of America account signed by the General Manager;
5. The petty cash fund shall be replenished on a revolving basis from time to time as determined by the General Manager through the District's regular voucher process;
6. All expenditures from the petty cash fund shall be supported by appropriate documentation and subject to review by the Board of Commissioners; and
7. Resolution Nos. 64 and 288 are replaced and superseded by this resolution.

**PASSED BY** the Board of Commissioners of the Lake Forest Park Water District and signed this 27th day of October, 2026.

President and Commissioner _____

Commissioner _____

Commissioner _____

## GENERAL MANAGERS REPORT OCTOBER 2026

40th PL NE and Ballinger Way RAB: Ready for tie-in. Several delays due to conflicting utility schedules.

Public Events: We hosted a tree give away in partnership with the Lake Forest Park Tree Board at our office parking lot on October 6th. Announcements for the event were posted by the Shoreline Area News and the LFP Town Crier.

Operations and Maintenance Manual: Drafted and at the staff review level.

Field Staff: Busy with water sampling, watermain flushing, meter reading and RAB support.

Emergency Response Plan: Ready for certification.

Telemetry: We set up an alarm for Well # 1 fault at McKinnon.

Office Equipment: The plotter we have here at the District is obsolete and non-functioning. Purchase of a new plotter is around $5,000.00.

New Customer: A residence in the 17800 block of 40th Ave NE have been on a private well since at least 1954. During our watermain replacement in 2012 we ran a long side service in case they ever wanted to hook up. That has proved to be the case and as of November 1st they will be a LFPWD customer.