



LAKE WHATCOM WATER AND SEWER DISTRICT

1220 Lakeway Drive
Bellingham, WA 98229

REGULAR SESSION OF THE BOARD OF COMMISSIONERS

Minutes

July 27, 2022

Board President Laura Abele called the Regular Session to order at 8:00 a.m.

Attendees:

Commissioner Laura Abele	General Manager Justin Clary
Commissioner Todd Citron	Finance Manager/Treasurer Jenny Signs
Commissioner John Carter	Operations & Maintenance Manager Brent Winters
Commissioner Bruce Ford	Recording Secretary Rachael Hope

Also in attendance were:

- Kristin Hemenway, District Construction Engineer
- Rich Munson, District Safety Officer/Engineering Technician
- Tage Aaker, Zech Hazel, and John Ghilarducci of FCS Group

All attendees participated remotely by phone or video conferencing.

Roll Call

General Manager Justin Clary performed a roll call to identify those in attendance, and then verbally confirmed that the meeting was noticed in accordance with Resolution No. 859 allowing remote meeting attendance, as well as in compliance with current statutory requirements. It was confirmed that all participants were able to be heard and hear each other clearly.

Consent Agenda

Action Taken

Citron moved, Ford seconded, approval of:

- Minutes for the 6/29/22 Regular Board Meeting
- Minutes for the 7/13/22 Regular Board Meeting
- Payroll for Pay Period #15 (07/09/2022 through 07/22/2022) totaling \$50,035.76
- Payroll Benefits for Pay Period #15 totaling \$53,990.13
- Second Quarter 2022 Payroll Taxes totaling \$11,058.25
- Accounts Payable Vouchers totaling \$80,015.64

Motion passed.

Preliminary General Facilities Charges Analysis Presentation

Signs explained that under Revised Code of Washington 57.08.005 (11), the Lake Whatcom Water and Sewer District may fix rates and charges to property owners seeking to connect to the District's water and sewer systems using reasonable connection charges so that property owners bear their equitable share of the cost of the system. The most recent review of the District's cost-based General Facilities Charges (GFCs) was conducted in 2017, with an annual escalation of 2.5% applied to each (water and sewer) GFC since.

Recognizing that much has changed regarding the water and sewer capital improvement programs over the past five years, the Board authorized within the 2022 Budget funding to review the District's GFCs. FCS Group is assisting the District in reviewing the current GFC rates to determine what the fair and equitable share of those costs should be, and to make recommendations to the Board for GFC rate revisions in subsequent years. Tage Aaker of FCS Group gave a report on this analysis, assisted by Zech Hazel and John Ghilarducci. Discussion followed.

At 9:00, Abele was excused from the meeting due to a prior commitment, and Citron assumed governance of the meeting.

Appointment of Board Representative to the Lake Whatcom Management Program Policy Group

Clary recalled that the Board annually appoints a representative to serve on the Lake Whatcom Management Program Policy Group. During its January 12 meeting, the Board appointed Commissioner McRoberts to represent the District for 2022. However, with Commissioner McRoberts's recent resignation, a new representative was needed to attend the remaining two Policy Group meetings in September and December of 2022.

Action Taken

Ford moved, Carter seconded to appoint Commissioner Citron to serve as the District's representative on the Lake Whatcom Management Program Policy Group for the remainder of the 2022 calendar year. Motion passed.

General Manager's Report

Clary updated the Board on several topics including a recent meeting with City of Bellingham staff regarding the Post Point Resource Recovery Project, a potential future visit to the District from Congressman Rick Larsen, and an update on the vacant commissioner position. Discussion followed.

Engineering Department Report

In Hunter's absence, Clary provided a brief update on district projects, including inflow and infiltration (I&I) repairs and projects currently out to bid. Discussion followed.

Finance Department Report

Signs reported that the District's recent investment in US Treasury Notes is doing well, and that interest earnings in the local government investment pool have surpassed predictions. She also highlighted the District's fund balances and gave an update on customer delinquencies.

Operations & Maintenance Department Report

Winters gave a report on field crew operations, including continued safety & tailgate meetings, increased seasonal demand at the Sudden Valley Water Treatment Plant, and development activity in the District. Discussion followed.

With no further business, Citron adjourned the Regular Session at 9:31 a.m.

Laura Abele
Board President, Laura Abele

Attest: [Signature]
Recording Secretary, Rachael Hope

Minutes approved by motion at Regular Special Board Meeting on 8/31/22
Date Minutes Approved