



1220 Lakeway Dr • Bellingham, WA 98229

## REGULAR SESSION OF THE BOARD OF COMMISSIONERS

# Minutes

*June 26, 2024*

Board President Todd Citron called the Regular Session to order at 8:00 a.m.

**Attendees:**

Commissioner Todd Citron (v)	General Manager Justin Clary
Commissioner John Carter	Engineering Manager Greg Nicoll
Commissioner Bruce Ford	Finance Manager Jenny Signs
Commissioner Jeff Knakal (v)	Recording Secretary Rachael Hope
Commissioner David Holland	

Also in attendance were members of the public: Dr. Louise Schmidt (v), Robert Mittendorf of the Bellingham Herald (v), EJ Ledet (v), Stephen Clark, and Dr. Susan Thomas, representing the non-profit organization Action in Sustainability. Attendees noted with a (v) attended the meeting virtually.

### **Public Comment**

Doctors Schmidt and Thomas and Mr. Clark voiced concerns to the Board in relation to Lake Whatcom Water Quality, specifically in relation to the Old Mill Village multi-family residential development, as well as general development within the Lake Whatcom Watershed.

### **Consent Agenda**

#### **Action Taken**

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

- **Minutes for the 6.12.24 Regular Board Meeting**
- **Payroll for Pay Period #13 (06.08.2024 through 06.21.2024) totaling \$51,445.92**
- **Benefits for Pay Period #13 totaling \$56,115.52**
- **Accounts Payable Vouchers totaling \$121,750.52**

**Motion passed.**

### **Amendment No. 3, 2023-24 Budget**

Signs highlighted that as a best practice, budget amendments are necessary to ensure the District is operating within an approved budget. Amendment No. 3 to the 2023-24 budget reflects necessary changes to recognize additional grant revenue and expenditures associated with ongoing or new capital projects resulting from grant awards not anticipated when the biennial budget was adopted. Discussion followed.

**Action Taken**

**Carter moved, Knakal seconded, to approve Amendment No. 3 to the 2023 -2024 Biennial Budget as presented. Motion passed.**

**Eagleridge Water booster Station Improvement Plan**

Nicoll explained that the District’s Eagleridge system serves 68 residential connections on the north shore of Lake Whatcom with water provided by an intertie with the City of Bellingham (COB). The Eagleridge booster pump station was originally installed in 1989 and the pumps and controls have not been replaced or substantially improved since then.

Based on the typical pump and control system expected useful lives, the pumps and controls are near the end of their useful life. As part of the 2024 system reinvestment plan, staff investigated the condition, operation, and anticipated remaining useful life of the various components of the system and found all five pumps generally in good working order. Nicoll outlined alternatives and staff recommendations for maintenance and future improvement of the station. Discussion followed.

**Draft 2025-2030 Strategic Business Plan**

Clary recalled that the Board of Commissioners adopted the District’s first six-year strategic business plan (2022-2027) in December of 2021. Based on an updated Effective Utility Management Assessment and department-specific goals and trends, staff presented the Board with a draft of the proposed strategic business plan for the coming six years. Discussion followed.

**General Manager’s Report**

Clary updated the Board on several topics, including updates on the Water Resource Inventory Area No. 1 water rights adjudication process and Whatcom County Comprehensive plan, recent inquiries regarding urban densities and urban growth management, and an accepted offer by a candidate for the open Maintenance Worker 1 position. Discussion followed.

**Engineering Department Report**

Nicoll highlighted several projects, including completion of erosion control and clearing at the Division 7 Reservoir Replacement project site, progress on the Rocky Ridge and Lakewood pump station project, and installation of the new alum tank at the Sudden Valley Water Treatment Plant. Discussion followed.

**Finance Department Report**

Signs’ report focused on May financial reports of revenues and expenditures, including status of water and sewer funds, increased expenditures due to the annual move into the construction window/capital projects heavy summer season, updates on the District’s investments over the last month, and progress on the District’s communications with S&P Global regarding reinstatement of the District’s bond rating. Discussion followed.

**Operations & Maintenance Department Report**

Clary touched on operations, including the District’s continued excellent safety record, issuance of the 2023 calendar year consumer confidence reports, and recognized the Operations & Maintenance crew for self-performing changeout of the alum tank, which included a lot of planning and strategic scheduling to accommodate alum deliveries.

**Public Comment**

Dr. Susan Thomas and Stephen Clark each provided further comment related to concerns about development in the watershed.

With no further business, Citron adjourned the regular session at 10:11 a.m.



Board President, Todd Citron

Attest:   
Recording Secretary, Rachael Hope

Minutes approved by motion at  Regular  Special Board Meeting on July 10, 2024

