



1220 Lakeway Dr • Bellingham, WA 98229

REGULAR SESSION OF THE BOARD OF COMMISSIONERS

Minutes

July 10, 2024

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

Attendees: Commissioner Todd Citron (v) General Manager Justin Clary
Commissioner Jeff Knakal Engineering Manager Greg Nicoll
Commissioner David Holland Finance Manager Jenny Signs
Recording Secretary Rachael Hope Operations Manager Jason Dahlstrom
District Legal Counsel Bob Carmichael

Excused Absence: Commissioner John Carter
Commissioner Bruce Ford

Attendees noted with a (v) attended virtually.

Consent Agenda

Action Taken

Holland moved, Knakal seconded, approval of:

- Payroll for Pay Period #14 (06.22.2024 through 07.05.2024) totaling \$47,855.45
- Benefits for Pay Period #14 totaling \$55,084.99
- Accounts Payable Vouchers totaling \$333,304.78

Motion passed.

2025-2030 Six-year Strategic Business Plan

Clary recalled that a draft of the District's next Six-year Strategic Business Plan was presented at the June 26 regular meeting. He highlighted requests and suggestions made by the Board of Commissioners that were incorporated into the plan. Discussion followed.

Action Taken

Knakal moved, Holland seconded, to adopt the 2025-2030 Strategic Business Plan as presented. Motion passed.

Washington Water and Sewer Risk Management Pool Amended Interlocal Agreement

Clary explained that for several years, the Lake Whatcom Water and Sewer District has been insured through the Washington Water and Sewer Risk Management Pool (WSRMP). WSRMP is a public-entity insurance pool that was established in 1987 by Washington water and sewer special purpose

districts, as allowed under Revised Code of Washington (RCW) Chapter 48.62. WSRMP currently insures approximately 75 public agencies (primarily water and sewer districts). After recent review by WSRMP's legal counsel of the interlocal agreement between WSRMP and each WSRMP member, some revisions were recommended. The proposed revisions were then approved by the WSRMP Board of Directors on March 21, after which WSRMP requested member approval of the revisions. Clary highlighted the content of the changes presented for Board approval.

Action Taken

Holland moved, Knakal seconded, to approve the amendments to the interlocal agreement with the Washington Water and Sewer Risk Management Pool and authorize the general manager to execute the amended interlocal agreement with the revisions incorporated, as presented. Motion passed.

2024-25 Miscellaneous Asphalt Repair Unit Price Public Works Contract Award

Nicoll recounted that during regular business, the District sometimes removes portions of asphalt surfaces that subsequently need replacement or repair. In addition, the District owns and maintains asphalt surfaces through the various District-owned properties that need periodic repair and replacement.

The scope and focus of annual miscellaneous asphalt repair work varies each year. In previous years, District Operations staff advertised and awarded multiple asphalt repair contracts annually as repair needs arose. To more efficiently execute an undefined quantity and frequency of work, District staff recommended utilizing a "Unit Price Contract" or "On-Call Contract" for the 2024-25 asphalt repairs.

The District estimated the work under this unit price contract to be less than \$350,000 and utilized the small works roster process for bidding. Three bids were received by the June 18, 2024 due date, with Huizenga Enterprises, LLC having the lowest responsive bid. Based on bidder responsibility criteria and previous contract success, staff recommended awarding the 2024-25 Asphalt Repair Unit Price Contract to Huizenga Enterprises, LLC

Action Taken

Knakal moved, Holland seconded, to award the 2022-23 2024-25 Asphalt Repair Unit Price Contract to Huizenga Enterprises, LLC and authorize the general manager to execute the contract by which work will be defined and authorized by individual work orders executed in compliance with the District's administrative code. Motion passed.

Public Concern Regarding Old Mill Village Redevelopment

Clary detailed that during its regularly scheduled meeting on June 26, the Board received comments from members of the public regarding the City of Bellingham's recent lifting of a development moratorium on the Silver Beach neighborhood and amending its municipal code regarding the allowed development density and stormwater management requirements of multifamily-zoned areas in the neighborhood. Specific concerns were related to the potential redevelopment of the Old Mill Village property immediately adjacent to Lake Whatcom, and the possible impacts on the Lake's water quality. Recognizing that Lake Whatcom is the primary source of water treated and distributed to District customers, and that protection of the Lake's water quality is core to the District's mission, the topic was included for discussion. Dialogue followed.

General Manager's Report

Clary updated the Board on several topics, including the most recent Lake Whatcom Policy Group Meeting focused on reviewing the draft 5-year work plan, progress on the Division 7 Reservoir

Replacement Project, a tabletop exercise completed by staff in collaboration with the Whatcom County Sherrif's Office Division of Emergency Management, and the adjudication of water rights in Water Resource Inventory Area 1, including the possible formation of a steering committee. Discussion followed.

With no further business, Citron adjourned the regular session at 7:24 p.m.



Board President, Todd Citron

Attest: 

Recording Secretary, Rachael Hope

Minutes approved by motion at Regular Special Board Meeting on 7/31/2024