



1220 Lakeway Dr • Bellingham, WA 98229

REGULAR SESSION OF THE BOARD OF COMMISSIONERS

Minutes

September 25, 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 (v)
Commissioner John Carter (v)	Finance Manager Jenny Signs
Commissioner Jeff Knakal (v)	Operations Manager Jason Dahlstrom
Commissioner David Holland (v)	Recording Secretary Rachael Hope

Excused Absences: Commissioner Bruce Ford

No public were in attendance. Attendees noted with a (v) attended the meeting virtually.

Consent Agenda

Action Taken

Carter moved, Knakal seconded, approval of:

- Minutes for the September 11, 2024 Regular Board Meeting
- Payroll for Pay Period #19 (08.31.2024 through 09.13.2024) totaling \$50,258.97
- Benefits for Pay Period #19 totaling \$36,303.15
- Accounts Payable Vouchers totaling \$155,452.80

Motion passed.

Draft 2025-2026 Biennial Budget Presentation

Signs explained that the District's biennial budget provides for the forecasting of revenues and expenditures for the following two fiscal years. Using projected revenues based upon rate increases established in the Master Fees & Charges Schedule 29 and projected 2024 operating expenses and projects defined in the District's water and sewer capital improvement plans, District staff developed a preliminary draft of the 2025-2026 budget for Board discussion.

General Manager's Report

Clary updated the Board on several topics, including an update on the Department of Health Lead Service Line Inventory due in October. Clary also recognized Operations & Maintenance Manager Jason Dahlstrom for participation in the American Water Works Association Emerging Leader Program, culminating in a presentation and graduation at the AWWA National Convention the week of September 9.

Engineering Department Report

Nicoll highlighted several projects, including conduit installation work and site restoration at Lakewood and Rocky Ridge sewer lift stations and progress on design for the Geneva Reservoir seismic retrofit project. He also reported on staff and contractor communication with Whatcom County to ensure project sites are secured for the closure of the watershed ground disturbance work window on October 1. Discussion followed.

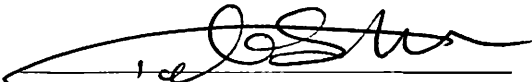
Finance Department Report

Signs' report focused on revenues and expenditures, which tracked as expected in September; as well as touching on expected FEMA funding and reimbursements of grant money, progress on the reinstatement of the District's bond rating, and completion of the Accountability Audit with no findings by the Washington State Auditor's Office.

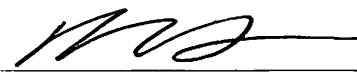
Operations & Maintenance Department Report

Dahlstrom reported on field crew and operations activity, including a recent dog-bite incident and analysis completed by the maintenance department relative to efficiency of pump methods on the Lake Whatcom Boulevard Interceptor.

With no further business, Citron adjourned the regular session at 9:18 a.m.



Board President, Todd Citron

Attest: 

Recording Secretary, Rachael Hope

Minutes approved by motion at Regular Special Board Meeting on Oct 9, 2024