



1220 Lakeway Dr • Bellingham, WA 98229

REGULAR SESSION OF THE BOARD OF COMMISSIONERS

Minutes

March 26, 2025

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 (v) Engineering Manager Greg Nicoll
Commissioner Bruce Ford Finance Manager Jenny Signs
Commissioner David Holland Operations Manager Jason Dahlstrom
Commissioner Jeff Knakal Recording Secretary Rachael Hope

Also in attendance: Hayli Hruza, Whatcom County Health and Community Services
 Cathy Craver, Whatcom County Public Works Department
 Gary Stoyka, Whatcom County Public Works Department (v)

Attendees noted with a (v) attended the meeting virtually.

Consent Agenda

Action Taken

Holland moved, Knakal seconded, approval of:

- Payroll for Pay Period #06 (03.01.2025 through 03.14.2025) totaling \$54,914.35
- Benefits for Pay Period #06 totaling \$63,694.79
- Accounts Payable Vouchers totaling \$186,635.26

Motion passed.

Whatcom County On-site Sewage System Monitoring Program and North Shore Drainage Investigation Presentation

Clary recalled that the potential impacts of on-site sewage systems (OSS; commonly referred to as septic systems) within the Lake Whatcom Watershed has been an ongoing concern of the District for the past several years. Whatcom County Health and Community Services (WCHCS) is responsible for administering the regulations throughout Whatcom County, including the 789 recorded OSS in the Lake Whatcom Watershed.

WCHCS staff provided a presentation during the Board's February 28, 2024 meeting on the OSS management program. Following the board meeting presentation, WCHCS staff developed a strategy for enhancing OSS program compliance along the north shore of Lake Whatcom. Hayli Hruza from WCHCS and Cathy Craver from Whatcom County Public Works Department provided a presentation to the Board on program improvements and activities over the past year. Discussion followed.

District Mission, Vision, and Values Statements Review

Clary explained that one goal within the District’s 2025-2030 strategic business plan is to obtain accreditation through the American Public Works Association (APWA). The accreditation process promotes excellence in all aspects of the agency’s management, operations, programs and employees. One business practice under the APWA accreditation Organization and Strategic Planning functional area is the periodic review of the agency’s mission, vision, and values statements.

The District’s current mission and goals have remained relatively unchanged for decades. The current revision was adopted by the Board in August 2024 as part of the development of the 2025-2030 strategic business plan. Based on the recent update to the mission statement and goals, District staff recommend review of the District values (a version from 2011 was recently found) and development of a vision statement that aligns with the mission statement. Discussion followed, and a draft vision statement will be presented for approval at a future meeting.

General Manager’s Report

Clary updated the Board on several topics, including forward movement on the Water Rights Inventory Area 1 adjudication process, a recent meeting with interim public works director at the City of Bellingham, and the upcoming Lake Whatcom Management Program Joint Councils and Commission annual meeting. Discussion followed.

Engineering Department Report

Nicoll highlighted several projects, including the completion of concrete pouring for the new Division 7 Reservoirs with an expected online date in mid-June, progress on the Rocky Ridge & Lakewood sewer lift stations, and a recent design meeting for the upcoming Geneva reservoir project. Discussion followed.

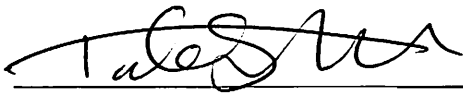
Finance Department Report

Signs’ report focused on recent reimbursement funds received from FEMA, recent revenues and expenditures, and completion of year end financials for 2024 and the District’s current financial audit.

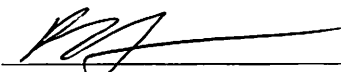
Operations & Maintenance Department Report

Dahlstrom reported on field crew and operations activity, including upcoming water main flushing in Sudden Valley, an update on the District’s service fleet, and upcoming trenching and shoring training for field crew members.

With no further business, Citron adjourned the regular session at 9:55 a.m.



Board President, Todd Citron

Attest: 

Recording Secretary, Rachael Hope

Minutes approved by motion at Regular Special Board Meeting on 4/9/2025