



1220 Lakeway Dr • Bellingham, WA 98229

REGULAR SESSION OF THE BOARD OF COMMISSIONERS

Minutes

June 25, 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 Engineering Manager Greg Nicoll
Commissioner Bruce Ford Recording Secretary Rachael Hope
Commissioner David Holland

Excused Absence: Commissioner Jeff Knakal

One member of the public was in attendance, but did not share their name. Attendees noted with a (v) attended the meeting virtually.

Consent Agenda

Action Taken

Holland moved, Carter seconded, approval of:

- Minutes for the 5.28.2025 Regular Board Meeting
- Payroll for Pay Period #13 (6.07.2025 through 6.20.2025) totaling \$58,122.00
- Benefits for Pay Period #13 totaling \$64,327.61
- Accounts Payable Vouchers totaling \$28,328.71

Motion passed.

Geneva Reservoir and SVWTP Booster Station Seismic Retrofits Professional Services Agreement Amendment No. 2 Approval

Nicoll explained that in early 2024, the District was awarded a FEMA Hazard Mitigation Grant (HMG) to complete seismic retrofits to the Geneva Reservoir and the Sudden Valley Water Treatment Plant Booster Station building. Subsequently, the District contracted with Wilson Engineering for preliminary evaluation and design services. In October 2024, the Board approved Amendment No. 1 to complete a seismic evaluation and develop preliminary designs for retrofitting the two structures. Wilson Engineering has now completed preliminary design work authorized under Amendment No. 1 and has prepared a scope of work for completing final design and bidding assistance of the project for the Board's consideration (Amendment No. 2). Discussion followed.

Action Taken

Carter moved, Ford seconded, to authorize the general manager to execute Amendment No. 2 to the professional services agreement with Wilson Engineering for design of the Geneva Reservoir and SVWTP Booster Station Seismic Retrofits Project as presented. Motion passed.

General Manager's Report

Clary updated the Board on several topics, including issuance of the 2024 Consumer Confidence Reports, responses to the 2025 Cross Connection Survey, and an upcoming event at the Division 7 Reservoir Replacement Project. Discussion followed.

Engineering Department Report

Nicoll highlighted several projects, including filling of the new Division 7 Reservoirs, progress toward closing the Rocky Ridge and Lakewood Lift Stations improvement project, ongoing design work and project scheduling, and security improvements at District facilities. Discussion followed.

Finance Department Report

In Signs' absence, the Finance Department report was presented in the meeting packet.

Operations & Maintenance Department Report

In Dahlstrom's absence, the Operations & Maintenance Department report was included in the meeting packet. Clary noted an expected increase in water usage as the weather warms.

With no further business, Citron adjourned the regular session at 8:43 a.m.


Board President, Todd Citron

Attest: 
Recording Secretary, Rachael Hope

Minutes approved by motion at ☒ Regular ☐ Special Board Meeting on July 9, 2025