



1220 Lakeway Dr • Bellingham, WA 98229

REGULAR SESSION OF THE BOARD OF COMMISSIONERS

Minutes

April 29, 2026

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 David Holland (v)	Finance Manager Jenny Signs
Commissioner Jeff Knakal	Operations Manager Jason Dahlstrom
Commissioner Nick Greif	Recording Secretary Rachael Hope

One member of the public joined virtually in observation only mode. Attendees noted with a (v) attended the meeting virtually.

Consent Agenda

Action Taken

Knakal moved, Holland seconded, approval of:

- Payroll for Pay Period #08 (03.28.2026 through 04.10.2026) totaling \$53,531.11
- Benefits for Pay Period #08 totaling \$59,080.56
- Payroll taxes for 1st quarter 2026 totaling \$14,566.23
- Payroll for Pay Period #09 (04.11.2026 through 04.24.2026) totaling \$56,437.92
- Benefits for Pay Period #09 totaling \$32,390.42
- Accounts Payable Vouchers totaling \$209,190.10

Motion passed.

Effective Utility Management Assessment Update Discussion

Clary recalled that in 2022 and 2024, District staff, management, and board participated in the Effective Utility Management (EUM) assessment process, the results of which were used to develop the District's 2022-27 and 2025-30 six-year strategic business plans. Executive Department Goal No. 2 of the current 2025-30 six-year strategic business plan includes biennial EUM assessment and update to the six-year strategic business plan. However, following completion of the EUM assessment in 2024, the results did not vary greatly from the 2022 assessment. Staff proposed that the District postpone the EUM assessment until 2027 to better identify trends and realize goal accomplishments. Discussion followed, during which the Board agreed with postponement of the assessment to 2027.

Utility Rate Structure Discussion

The District's current water rate structure has been in-place since 2014 following a comprehensive rate analysis conducted by FCS Group. Signs provided the Board with an overview of the history of and reasoning behind the District's rate design to facilitate a discussion to evaluate whether the Board desires to evaluate alternative rate structures for water as part of the current rate study. The Board directed staff to include some basic analysis of rate design alternatives as the rate study progresses.

General Manager's Report

Clary updated the Board on several topics, including the Glen Cove Water Association's potential desire to merge with the District, Dahlstrom's recent certification as an APWA Certified Public Works Professional in Management, and Signs' recent presentation at the WASWD Spring Conference. Discussion followed.

Engineering Department Report

Nicoll highlighted current work by contractor Iron Horse LLC on the District's annual infiltration and inflow reduction project with cured in place pipe lining and grouting of manholes, updates on the District's FEMA funded projects, and progress on the District's asset management program. Discussion followed.

Finance Department Report

Signs' report focused on the first quarter financial report, receipt of the final payment from USEPA for the Division 7 Reservoir Replacement Project, and details on performance of the District's investment portfolios in the first quarter of 2026.

Operations & Maintenance Department Report

Dahlstrom reported on the District's continued excellent safety record, and highlighted the crew's efficiency in water main flushing, finishing significantly earlier than expected. He also touched on a crew member's successful completion of training to receive a commercial driver license, and the reduction in water demand in Agate Heights due to temporary lack of inhabitants at the Lake Whatcom Treatment Center.

With no further business, Citron adjourned the regular session at 9:42 a.m.



Board President, Todd Citron

Attest: 
Recording Secretary, Rachael Hope

Minutes approved by motion at Regular Special Board Meeting on May 13, 2026