



# Lake Whatcom Water & Sewer District

## Board Meeting Access Information

|                 |                                  |
|-----------------|----------------------------------|
| <b>Meeting</b>  | 6:30 pm - 2nd Wed of each month  |
| <b>Schedule</b> | 8:00 am - Last Wed of each month |

### Meeting Access

Meetings are held in person at our Administrative offices at 1220 Lakeway Drive in Bellingham. If you prefer to attend remotely, access information is below.

**Join the meeting from your computer, tablet smartphone:**

<https://meet.goto.com/lwwsd/boardmeeting>

**You can also dial in using your phone.**

**Call:** [+1 \(224\) 501-3412](tel:+12245013412) **Access Code:** 596-307-141

*Press \*6 to mute/unmute your microphone*

New to GoToMeeting? Get the app now and be ready when the meeting starts:

<https://meet.goto.com/install>

### Attending a Meeting

Lake Whatcom Water & Sewer District's regular Board meetings take place on the second Wednesday of each month at 6:30 pm and the last Wednesday of each month at 8:00 am.

Meetings are open to the public per the Open Public Meetings Act.

All meetings are hybrid, available in person or online. If you wish to observe a meeting, but do not plan to actively participate, you may attend anonymously. Turn off your mic & camera, and change your display name to "Observation Only."

### Public Comment Periods

Public comment periods are built in to the agenda, one near the beginning of the meeting and one near the end.

Commissioners will listen, but will not respond or engage in dialogue during the comment period. Direct questions or requests are noted by staff for follow-up.

For the sake of time, and to leave plenty of time for scheduled agenda items, public comments are limited to 3 minutes per person and 45 minutes per comment period.

Comments may be submitted at any time through mail, email, our online contact form, or by phone.

For more information about communicating with the Board of Commissioners, [please visit our website!](#)



### Questions?

If you have questions about attending an upcoming meeting, please contact Administrative Assistant Rachael Hope at [rachael.hope@lwwsd.org](mailto:rachael.hope@lwwsd.org) or 360-734-9224.



## LAKE WHATCOM WATER AND SEWER DISTRICT

1220 Lakeway Drive  
Bellingham, WA 98229

### REGULAR MEETING OF THE BOARD OF COMMISSIONERS

## AGENDA

*August 12, 2026*

6:30 p.m. – Regular Session

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENT OPPORTUNITY  
*At this time, members of the public may address the Board of Commissioners. Please state your name and address prior to making comments, and limit your comments to three minutes. For the sake of time, each public comment period will be limited to 45 minutes.*
4. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA
5. CONSENT AGENDA
6. SPECIFIC ITEMS OF BUSINESS
  - A. Recognition of Abatement of Emergency Associated with Sewage Release
7. OTHER BUSINESS
8. STAFF REPORTS
  - A. General Manager
9. PUBLIC COMMENT OPPORTUNITY
10. ADJOURNMENT



**AGENDA  
BILL  
Item 5**

**Consent Agenda**

|                            |                                                                                    |                                                                 |                                                     |
|----------------------------|------------------------------------------------------------------------------------|-----------------------------------------------------------------|-----------------------------------------------------|
| DATE SUBMITTED:            | August 6, 2026                                                                     | MEETING DATE:                                                   | August 12, 2026                                     |
| TO: BOARD OF COMMISSIONERS | FROM: Rachael Hope                                                                 |                                                                 |                                                     |
| GENERAL MANAGER APPROVAL   |  |                                                                 |                                                     |
| ATTACHED DOCUMENTS         | 1. See below                                                                       |                                                                 |                                                     |
| TYPE OF ACTION REQUESTED   | RESOLUTION<br><input type="checkbox"/>                                             | FORMAL ACTION/<br>MOTION<br><input checked="" type="checkbox"/> | INFORMATIONAL/<br>OTHER<br><input type="checkbox"/> |

**\*\*TO BE UPDATED 08.12.2026\*\***

**BACKGROUND / EXPLANATION OF IMPACT**

- Minutes for the 07.29.26 Regular Board Meeting
- Payroll for Pay Period #16 (07.18.2026 through 07.31.2026) totaling \$53,001.52
- Benefits for Pay Period #16 totaling \$58,173.27
- Accounts Payable Vouchers total to be added

**FISCAL IMPACT**

Fiscal impact is as indicated in the payroll/benefits/accounts payable quantities defined above. All costs are within the Board-approved 2025-2026 Budget.

**RECOMMENDED BOARD ACTION**

Staff recommends the Board approve the Consent Agenda.

**PROPOSED MOTION**

A recommended motion is:

“I move to approve the Consent Agenda as presented.”



1220 Lakeway Dr • Bellingham, WA 98229

## REGULAR SESSION OF THE BOARD OF COMMISSIONERS

# Minutes

*July 29, 2026*

Board President Todd Citron called the Regular Session to order at 8:00 a.m.

|                   |                              |                                    |
|-------------------|------------------------------|------------------------------------|
| <b>Attendees:</b> | Commissioner Todd Citron     | General Manager Justin Clary       |
|                   | Commissioner John Carter (v) | Engineering Manager Greg Nicoll    |
|                   | Commissioner David Holland   | Finance Manager Jenny Signs        |
|                   | Commissioner Jeff Knakal     | Operations Manager Jason Dahlstrom |
|                   | Commissioner Nick Greif      |                                    |

Also in attendance was member of the public Michael Miller (v). Attendees noted with a (v) attended the meeting virtually.

### **Agenda Change**

Staff requested adding item 6.D. Resolution 907: Approving the General Manager's Emergency Proclamation. The Board agreed.

### **Consent Agenda**

#### **Action Taken**

**Knakal moved, Holland seconded, approval of:**

- **Minutes for the 07.08.26 Regular Board Meeting**
- **Payroll for Pay Period #15 (07.04.2026 through 07.17.2026) totaling \$51,013.87**
- **Benefits for Pay Period #15 totaling \$57,672.72**
- **Payroll Taxes for 2026-Q2 totaling \$15,905.83**
- **Accounts Payable Vouchers totaling \$148,070.36**

**Motion passed.**

### **2027-2031 Utility Rate Structure – Final Report**

As part of the 2026 Utility Rate Study, over the past several months staff have evaluated and presented to the Board several rate design scenarios as well as financial scenarios for both the Water Utility Fund and Sewer Utility Fund. Signs presented the board with the final report for the 2026 Rate Study, highlighting changes to the volume threshold for tier 1 water usage and continued minimal increases for customers, with the sewer rate remaining static. Discussion followed, including plans for communicating changes to the District's customer base.

### **Resolution No. 906 Update to Master Fees and Charges Schedule**

In accordance with Revised Code of Washington Section 57.08.007, the Board of Commissioners regularly reviews and updates the District's fees and charges to ensure that rates are sufficient to fund current capital and operational cost projections. The current master fees and charges schedule (Schedule 29) was adopted by the Board via Resolution No. 886 during its regularly scheduled meeting on November 9, 2022. Historically, the District performs a comprehensive analysis of its water and sewer rates approximately every five years. To ease the burden of these necessary increases on customers, the District has previously taken the approach of adopting multi-year rate increases for each utility that "smooth" the increases throughout the five-year planning horizon.

As 2026 is the final year of the most recent multi-year master fees and charges schedule, the District completed a rate study supporting development of the next 5-year rate program. With several significant capital projects on the near-horizon, the Board and staff held multiple discussions pertaining to the magnitude of anticipated capital projects, operational projections, and the corresponding necessary rate increases.

Based upon Board direction provided during its July 8, 2026, meeting, the Master Fees and Charges Schedule was revised to reflect a 4.75% annual increase to water rates for 2027 through 2031, and no increase to sewer rates throughout that same period. Signs presented the Board with Draft Resolution No. 906, incorporating these rate increases as well as administrative cleanup and adjustment to miscellaneous out of date fees.

#### **Action Taken**

**Knakal moved, Greif seconded, to adopt Resolution No. 906, as presented. Motion passed.**

### **Water System Pressure Monitoring Presentation**

Maintaining stable water system pressure is critical to ensuring regulatory compliance, protecting public health, and extending the operational lifespan of District infrastructure. Fluctuation in water pressure can lead to localized water main breaks, accelerated pipe fatigue, service disruptions, and potential contamination risks. Dahlstrom provided the Board with a presentation on the District's current water system pressure monitoring initiatives, highlighting recent efforts to track hydraulic performance across pressure zones, troubleshoot localized pressure anomalies, and implement real-time data collection solutions. Discussion followed.

### **Resolution No. 907 Affirmation of the General Manager's Emergency Declaration associated with Sewage Release**

Clary explained that on the morning of July 27, 2026, District staff discovered wastewater in a stormwater catch basin located at the intersection of Opal Terrace and Agate Heights Road in the Agate Heights neighborhood. District staff mobilized to the site and began investigation of the source. Following dye testing and camera inspection of sewer lateral cleanouts serving upgradient homes and the District-owned sewer main located under Opal Terrace, it was determined that the single-family residence located at 3368 Coral Lane was connected to the subdivision's stormwater collection/conveyance system. District staff notified the homeowners of the issue and requested that they cease all discharge from their home (the homeowners ordered a port-a-potty for use until the connection can be corrected).

The 10-foot depth of the sewer main below the road surface is at the limit of what District resources can correct. As a result, the District general manager declared an emergency on July 27, 2026 to allow for the direct hire of a contractor with the capability of correcting the sewer connection. Upon further evaluation of site conditions, District staff have determined that self-performing the work is feasible and provides the most expedient means of correcting the issue. Staff recommended that the Board affirm the general manager's emergency declaration so that should unanticipated conditions be encountered, the District maintained the flexibility of contracting for assistance without the requirement to follow time-consuming public works bid laws. Discussion followed.

**Action Taken**

**Holland moved, Knakal seconded, to adopt Resolution No. 907, as presented. Motion passed.**

**General Manager's Report**

Clary updated the Board on several topics, including a cyanobacteria (blue-green algae) bloom in Lake Whatcom, including contact with the Washington State Department of Health and negative test results for the presence of toxins. Discussion followed.

**Engineering Department Report**

Nicoll highlighted preparation for upcoming capital projects, including progress on permit applications and FEMA funding agreements, and design progress on several projects including preparation to open bidding for security upgrades to District facilities.

President Citron exited the meeting at 9:07 a.m. to report for jury duty and Secretary Carter assumed governance of the meeting.

**Finance Department Report**

Signs' report covered the 2<sup>nd</sup> quarter financial report, as well as highlighting the District's clean audits, completion of the rate study, delays in FEMA funding, and expense monitoring as project dates shift. Additionally, the Board were provided with a calendar for upcoming budget discussions and a report on account adjustments for the month of June as well as year to date.

**Operations & Maintenance Department Report**

Dahlstrom reported on the District's continued excellent safety record, below typical seasonal usage in the Agate Heights system due to the temporary closure of the Lake Whatcom Treatment Center, completion of standby generator & load testing with no issues, and implementation of standard operating procedures for staff regarding the SCADA system, rolling out common practices for troubleshooting system and alarms.

With no further business, Carter adjourned the regular session at 9:15 a.m.

\_\_\_\_\_  
Board President, Todd Citron

Attest: \_\_\_\_\_  
Recording Secretary, Rachael Hope

Minutes approved by motion at ☐ Regular ☐ Special Board Meeting on \_\_\_\_\_

**CHECK REGISTER****PAYROLL**

Lake Whatcom W-S District

Time: 10:24:34 Date: 08/03/2026

08/06/2026 To: 08/06/2026

Page: 1

| Trans | Date       | Type    | Acct # | Chk # | Claimant | Amount   | Memo                         |
|-------|------------|---------|--------|-------|----------|----------|------------------------------|
| 2084  | 08/06/2026 | Payroll | 5      | EFT   |          | 1,314.05 | 07/18/2026 - 07/31/2026 PP16 |
| 2085  | 08/06/2026 | Payroll | 5      | EFT   |          | 292.48   | 07/18/2026 - 07/31/2026 PP16 |
| 2086  | 08/06/2026 | Payroll | 5      | EFT   |          | 438.72   | 07/18/2026 - 07/31/2026 PP16 |
| 2087  | 08/06/2026 | Payroll | 5      | EFT   |          | 4,136.68 | 07/18/2026 - 07/31/2026 PP16 |
| 2088  | 08/06/2026 | Payroll | 5      | EFT   |          | 4,870.27 | 07/18/2026 - 07/31/2026 PP16 |
| 2089  | 08/06/2026 | Payroll | 5      | EFT   |          | 4,135.24 | 07/18/2026 - 07/31/2026 PP16 |
| 2090  | 08/06/2026 | Payroll | 5      | EFT   |          | 3,263.21 | 07/18/2026 - 07/31/2026 PP16 |
| 2092  | 08/06/2026 | Payroll | 5      | EFT   |          | 2,203.89 | 07/18/2026 - 07/31/2026 PP16 |
| 2093  | 08/06/2026 | Payroll | 5      | EFT   |          | 438.72   | 07/18/2026 - 07/31/2026 PP16 |
| 2094  | 08/06/2026 | Payroll | 5      | EFT   |          | 441.52   | 07/18/2026 - 07/31/2026 PP16 |
| 2095  | 08/06/2026 | Payroll | 5      | EFT   |          | 2,696.83 | 07/18/2026 - 07/31/2026 PP16 |
| 2096  | 08/06/2026 | Payroll | 5      | EFT   |          | 2,688.26 | 07/18/2026 - 07/31/2026 PP16 |
| 2097  | 08/06/2026 | Payroll | 5      | EFT   |          | 438.72   | 07/18/2026 - 07/31/2026 PP16 |
| 2098  | 08/06/2026 | Payroll | 5      | EFT   |          | 3,188.20 | 07/18/2026 - 07/31/2026 PP16 |
| 2099  | 08/06/2026 | Payroll | 5      | EFT   |          | 3,005.91 | 07/18/2026 - 07/31/2026 PP16 |
| 2100  | 08/06/2026 | Payroll | 5      | EFT   |          | 3,092.17 | 07/18/2026 - 07/31/2026 PP16 |
| 2101  | 08/06/2026 | Payroll | 5      | EFT   |          | 2,185.99 | 07/18/2026 - 07/31/2026 PP16 |
| 2102  | 08/06/2026 | Payroll | 5      | EFT   |          | 1,788.33 | 07/18/2026 - 07/31/2026 PP16 |
| 2103  | 08/06/2026 | Payroll | 5      | EFT   |          | 4,566.37 | 07/18/2026 - 07/31/2026 PP16 |
| 2104  | 08/06/2026 | Payroll | 5      | EFT   |          | 2,722.90 | 07/18/2026 - 07/31/2026 PP16 |
| 2105  | 08/06/2026 | Payroll | 5      | EFT   |          | 3,183.13 | 07/18/2026 - 07/31/2026 PP16 |
| 2091  | 08/06/2026 | Payroll | 5      | 17704 |          | 1,909.93 | 07/18/2026 - 07/31/2026 PP16 |

401 Water Fund

15,251.25

402 Sewer Fund

37,750.27

53,001.52 Payroll:

53,001.52

I do hereby certify, under penalty of perjury, that the above is an unpaid, just, and due obligation as described herein, and that I am authorized to certify this claim.

Sign

  
 General Manager, Justin Clary

Date 08.03.2026

Board Authorization - The duly elected board for this district has reviewed the claims listed and approved the payment by motion at the meeting listed below:

Board President, Todd Citron

 Attest : \_\_\_\_\_  
 Recording Secretary, Rachael Hope

 Approved by motion at \_\_\_\_\_ Regular \_\_\_\_\_ Special Board Meeting on \_\_\_\_\_  
 Date Approved

# CHECK REGISTER

# BENEFITS

Lake Whatcom W-S District

Time: 10:32:02 Date: 08/03/2026

08/06/2026 To: 08/06/2026

Page: 1

| Trans          | Date       | Type    | Acct # | Chk # | Claimant                           | Amount    | Memo                                                                                                          |
|----------------|------------|---------|--------|-------|------------------------------------|-----------|---------------------------------------------------------------------------------------------------------------|
| 2106           | 08/06/2026 | Payroll | 5      | EFT   | DEPARTMENT OF RETIREMENT SYSTEMS   | 7,587.00  | Pay Cycle(s) 08/06/2026 To 08/06/2026 - DCP; Pay Cycle(s) 08/06/2026 To 08/06/2026 - ROTH DCP                 |
| 2107           | 08/06/2026 | Payroll | 5      | EFT   | UNITED STATES TREASURY             | 20,553.39 | 941 Deposit for Pay Cycle(s) 08/06/2026 - 08/06/2026                                                          |
| 2108           | 08/06/2026 | Payroll | 5      | EFT   | WA ST PUBLIC EMP RET PLAN 2        | 7,165.66  | Pay Cycle(s) 08/06/2026 To 08/06/2026 - PERS 2                                                                |
| 2109           | 08/06/2026 | Payroll | 5      | EFT   | WA ST PUBLIC EMP RET PLAN 3        | 2,424.64  | Pay Cycle(s) 08/06/2026 To 08/06/2026 - PERS 3                                                                |
| 2110           | 08/06/2026 | Payroll | 5      | EFT   | WA ST SUPPORT ENFORCEMENT REGISTRY | 888.77    | Pay Cycle(s) 08/06/2026 To 08/06/2026 - SUP ENF                                                               |
| 2111           | 08/06/2026 | Payroll | 5      | 17705 | AFLAC                              | 296.36    | Pay Cycle(s) 08/06/2026 To 08/06/2026 - AFLAC PRE-TAX; Pay Cycle(s) 08/06/2026 To 08/06/2026 - AFLAC POST-TAX |
| 2112           | 08/06/2026 | Payroll | 5      | 17706 | AFSCME LOCAL                       | 324.45    | Pay Cycle(s) 08/06/2026 To 08/06/2026 - UNION DUES; Pay Cycle(s) 08/06/2026 To 08/06/2026 - UNION FUND        |
| 2113           | 08/06/2026 | Payroll | 5      | 17707 | HRA VEBA TRUST (PAYEE)             | 530.00    | Pay Cycle(s) 08/06/2026 To 08/06/2026 - VEBA                                                                  |
| 2114           | 08/06/2026 | Payroll | 5      | 17708 | WA ST HEALTH CARE AUTHORITY        | 18,403.00 | Pay Cycle(s) 08/06/2026 To 08/06/2026 - PEBB MEDICAL; Pay Cycle(s) 08/06/2026 To 08/06/2026 - PEBB ADD LTD    |
| 401 Water Fund |            |         |        |       |                                    | 44,248.82 |                                                                                                               |
| 402 Sewer Fund |            |         |        |       |                                    | 13,924.45 |                                                                                                               |

58,173.27 Payroll: 58,173.27

I do hereby certify, under penalty of perjury, that the above is an unpaid, just, and due obligation as described herein, and that I am authorized to certify this claim.

Sign  Date 08.03.2026  
General Manager, Justin Clary

Board Authorization - The duly elected board for this district has reviewed the claims listed and approved the payment by motion at the meeting listed below:

Board President, Todd Citron

Attest : \_\_\_\_\_  
Recording Secretary, Rachael Hope

Approved by motion at \_\_\_\_\_ Regular \_\_\_\_\_ Special Board Meeting on \_\_\_\_\_  
Date Approved





**AGENDA  
BILL  
Item 6.A**

**Recognition of Abatement of  
an Emergency Associated with  
a Sewage Release**

|                            |                                                                                    |                                                                 |                                                     |
|----------------------------|------------------------------------------------------------------------------------|-----------------------------------------------------------------|-----------------------------------------------------|
| DATE SUBMITTED:            | August 3, 2026                                                                     | MEETING DATE:                                                   | August 12, 2026                                     |
| TO: BOARD OF COMMISSIONERS | FROM: Justin Clary, General Manager                                                |                                                                 |                                                     |
| GENERAL MANAGER APPROVAL   |  |                                                                 |                                                     |
| ATTACHED DOCUMENTS         | 1. none                                                                            |                                                                 |                                                     |
| TYPE OF ACTION REQUESTED   | RESOLUTION<br><input type="checkbox"/>                                             | FORMAL ACTION/<br>MOTION<br><input checked="" type="checkbox"/> | INFORMATIONAL/<br>OTHER<br><input type="checkbox"/> |

**BACKGROUND / EXPLANATION OF IMPACT**

On the morning of July 27, 2026, District staff discovered wastewater in a stormwater catch basin located at the intersection of Opal Terrace and Agate Heights Road in the Agate Heights neighborhood. District staff mobilized to the site and began investigation of the source. Following dye testing and camera inspection of sewer lateral cleanouts serving upgradient homes and the District-owned sewer main located under Opal Terrace, it was determined that the single-family residence located at 3368 Coral Lane was connected to the subdivision's stormwater collection/conveyance system (the home was constructed in 2023). District staff notified the homeowners of the issue and requested that they cease all discharge from their home (the homeowners ordered a port-a-potty for use until the connection can be corrected).

The depth of the sewer main (estimated at 10 feet below road surface) was at the limit of what District resources can correct. As a result, the District general manager declared an emergency on July 27, 2026, to allow for the direct hire of a contractor with the capability of correcting the sewer connection. The Board affirmed the emergency declaration via adoption of Resolution No. 907 during its regularly scheduled meeting held on July 29, 2026.

The emergency has since been abated (District crews connected the home to the District's sewer main, capped the existing stormwater service lateral, and remediated the stormwater system on July 29-30; note that a permanent patch of the asphalt removed for excavation will be completed under the District's on-call pavement patching contract). Section 3, Timing and Effect, of Resolution No. 907 requires that the emergency declaration remains in effect until a subsequent Board determination that the emergency has been adequately abated.

**FISCAL IMPACT**

Recognizing that the work was completed by District staff and equipment, the fiscal impact is considered minor (the cost of pipe/fittings, backfill, and site restoration).

**APPLICABLE EFFECTIVE UTILITY MANAGEMENT ATTRIBUTE(S)**

Product Quality

Customer Satisfaction

**RECOMMENDED BOARD ACTION**

Staff recommend that the Board determine via motion that the subject emergency has been abated.

**PROPOSED MOTION**

A recommended motion is:

“I move to determine that the emergency associated with the sewage release at 3368 Coral Lane has been abated, thus terminating the effectiveness of Resolution No. 907.”



**AGENDA  
BILL  
Item 8.A**

**General Manager's  
Report**

|                            |                                                                                    |                                                      |                                                                |
|----------------------------|------------------------------------------------------------------------------------|------------------------------------------------------|----------------------------------------------------------------|
| DATE SUBMITTED:            | August 06, 2026                                                                    | MEETING DATE:                                        | August 12, 2026                                                |
| TO: BOARD OF COMMISSIONERS | FROM: Justin Clary, General Manager                                                |                                                      |                                                                |
| GENERAL MANAGER APPROVAL   |  |                                                      |                                                                |
| ATTACHED DOCUMENTS         | 1. General Manager's Report<br>2.                                                  |                                                      |                                                                |
| TYPE OF ACTION REQUESTED   | RESOLUTION<br><input type="checkbox"/>                                             | FORMAL ACTION/<br>MOTION<br><input type="checkbox"/> | INFORMATIONAL<br>/OTHER<br><input checked="" type="checkbox"/> |

**BACKGROUND / EXPLANATION OF IMPACT**

Updated information from the General Manager in advance of the Board meeting.

**FISCAL IMPACT**

None.

**RECOMMENDED BOARD ACTION**

None required.

**PROPOSED MOTION**

None.



## LAKE WHATCOM WATER AND SEWER DISTRICT

### General Manager's Report

#### Upcoming Dates & Announcements

Regular Meeting – Wednesday, August 12, 2026 – 6:30 p.m.

### Important Upcoming Dates

| Lake Whatcom Water & Sewer District                 |                  |            |                                                                |
|-----------------------------------------------------|------------------|------------|----------------------------------------------------------------|
| Regular Board Meeting                               | Wed Aug 26, 2026 | 8:00 a.m.  | Board Room/Hybrid                                              |
| Employee Staff Meeting                              | Thu Aug 13, 2026 | 8:00 a.m.  | Board Room/Hybrid<br>Commissioner Holland assigned             |
| Investment Comm. Meeting                            | Wed Oct 28, 2026 | 10:00 a.m. | Board Room/Hybrid                                              |
| Safety Committee Meeting                            | Thu Aug 27, 2026 | 8:00 a.m.  | Board Room                                                     |
| Lake Whatcom Management Program                     |                  |            |                                                                |
| Policy Group Meeting                                | Wed Sep 2, 2026  | 3:00 p.m.  | City of Bellingham Pacific St Ops Center, 2221 Pacific Street  |
| Joint Councils Meeting                              | Spring 2027      | TBD        | TBD                                                            |
| Other Meetings                                      |                  |            |                                                                |
| WASWD Section III Meeting                           | Wed Aug 11, 2026 | 6:00 p.m.  | Bob's Burgers<br>8822 Quil Ceda Pkwy, Tulalip, WA              |
| Whatcom County Council of Governments Board Meeting | Wed Oct 14, 2026 | 3:00 p.m.  | Council of Governments Offices<br>314 E Champion Street/Hybrid |

### Committee Meeting Reports

#### Safety Committee:

- No committee meeting has been held since the last board meeting.

#### Investment Committee:

- The committee met on July 29; discussion included performance of District investments and future investment strategy.

### Upcoming Board Meeting Topics

- 2025-26 Budget Amendment No. 2 approval
- 2027-28 Budget development
- Glen Cove Water Association merger consideration
- FEMA hazard mitigation grants amendments approval (authorizing Phase 2—construction)
- Geneva-Division 22-1 Reservoirs Improvements public works contract award
- SVWTP Chlorine Contact Basin Replacement public works contract award

## 2026 Initiatives Status

### Administration and Operations

#### Water Right Adjudication

- Represent the District in the Water Resource Inventory Area (WRIA) 1 water right adjudication to ensure that its certificated and permitted rights are protected.  
*The District received the adjudication claim documents in March 2025. District staff and legal counsel have finalized claim form responses specific to each water right for submittal to the Whatcom County Superior Court (June 1, 2027 deadline).*

#### Water and Sewer Rates Analysis

- With the current multi-year rate structure adopted through 2026, lead the District through a comprehensive review of water and sewer rates with the goal of adopting a new 5-year rate structure prior to development of the 2027-28 biennial budget.  
*The Board adopted the 2027-31 rate structure via Resolution No. 906 during its July 29 meeting.*

#### 2027-28 Biennial Budget

- Develop a balanced budget for the 2027-28 biennium.  
*Budget development is underway.*

#### Succession Plan

- With several staff retirements anticipated over the next five years, update the District's succession plan.  
*An update to the succession plan was completed in December 2025.*

#### EUM Assessment/Strategic Plan

- Facilitate the AWWA Effective Utility Management assessment with board and staff and perform an update of the District's 6-year strategic business plan based upon the outcome of the EUM assessment.  
*The Board postponed the EUM assessment and strategic plan update to 2027 during its April 29 meeting.*

#### APWA Accreditation

- Continue work towards multi-year effort to gain American Public Works Association accreditation.  
*The accreditation team is in the process of reviewing/completing the 273 accreditation practices applicable to the District (152 practices have been completed to-date).*

### Emergency Response/System Security/Safety

#### Emergency Readiness

- Continue use of Whatcom County Department of Emergency Management services to hold tabletop and/or field emergency response exercises.  
*2026 emergency response exercise will be conducted in November 2026.*

#### AWIA Compliance

- Complete an update to the District's facility risk assessment in compliance with the American Water Infrastructure Act of 2018 (AWIA) deadline of June 30, 2026.  
*The updated risk assessment was submitted to USEPA on May 26.*

Complete an update to the District's emergency response plan in compliance with the AWIA deadline of December 31, 2026.

*Update of the District's emergency response plan is underway.*

#### Safety Program Update

- Continue systematic review and revision of District's safety programs by updating nine (9) programs in 2026.

*Staff has finalized updates to eight (8) programs (personal protective equipment, medical emergencies, hearing conservation, office safety, sodium hypochlorite, back injury prevention, welding, cutting & brazing, and heat-related illness) and are reviewing the securing loads and hand & power tools programs.*

#### L&I START Program

- Initiate a multi-year effort to obtain District certification through the Washington State Department of Labor & Industries (L&I) Safety Through Achieving Recognition Together (START) program.

*The risk management assessment component was completed by L&I on February 11 (report received on May 27), and the industrial hygiene and health and safety assessments were conducted on April 30 with employee interviews performed on May 21 (report received on July 21).*

### **Community/Public Relations**

#### General

- Website

*The District's web content is reviewed and updated on a regular basis. The District is considering addition of a function to the website that converts .pdf documents on the website to meet Web Content Accessibility Guidelines (WCAG).*

- Social Media

*Posts are made to District Facebook, LinkedIn, and Nextdoor pages regularly; Nextdoor is also routinely monitored to identify District-related posts.*

- Press Releases

*Press releases were issued on January 30 (Commissioner Ford resignation), April 2 (Rep. Larsen earmark), April 9 (Commissioner Greif appointment), and June 23 (clean audit for 2024-25).*

#### Intergovernmental Relations

- J Clary attended the Washington's Water Future Initiative virtual meeting on August 4.
- J Clary presented at the WASWD quarterly general managers' meeting on August 5.
- J Clary is scheduled to attend the WASWD membership committee and Section III meetings on August 11.

### **Lake Whatcom Water Quality**

#### Lake Whatcom Management Program

- Participate in meetings of Lake Whatcom Management Program partners.

*No LWMP-related meetings were held during the reporting period.*