

PUBLIC UTILITY DISTRICT No. 1 of Whatcom County

Agenda for the Regular Meeting of December 12, 2023

8:15 a.m. at the PUD Office

(In-person, Zoom, & Teleconference)

1. Call to Order | Pledge of Allegiance
2. Approval of Agenda (2 minutes)
3. Consent Agenda (5 min.)
 - a) Approval of the Minutes of the Regular Meeting of November 28, 2023
 - b) Approval of Claims for December 12, 2023
 - c) Commissioner Deshmane Per Diem Expense Reimbursement for Sept/Oct 2023
 - d) Approve Resolution No. 844 – Increasing Monthly Compensation for Commissioners
4. Public Comment (10 minutes – Individual speakers: 3 min.)
5. General Manager Report (10 min.)
6. Old Business (30 min.)
 - a) Broadband Program Update
 - b) Adjudication Update
 - c) Geothermal Update
 - d) Board Retreat Discussion
7. New Business (35 min.)
 - a) Approve Budget Resolutions (to be approved separately)
 - i. Approve Resolution No. 839 – Adopt District Budget for 2024 including an Emergency Reserve Level set at \$360,000
 - ii. Approve Resolution No. 840 – Adopt Industrial Raw Water Utility Rates and Grandview Water Rates for 2024
 - iii. Approve Resolution No. 841 – Adopt Electric Utility Rate for 2024
 - b) Approve Resolution No. 842 – Delegation of Authority
 - c) Approve Resolution No. 843 – Amend Compensation Policy for Administrative Employees
 - d) Approve Commission Meeting Schedule for 2024
 - e) Elect Commission Officers for 2024
 - f) Select Committee Commission Representatives/Staff Alternates for 2024
 - NEW g) Approve Amendment No. 1 – Professional Engineering Services Agreement with RH2
8. Operations Report (10 minutes)
9. Commissioner Reports (10 minutes)
 - a) Upcoming Per Diem Requests
10. Public Comment (10 minutes– Individual speakers: 3 min.)
11. Adjourn (Estimated 10:30 a.m.)

Notice:

All Commissioners will participate either in-person, via Zoom/internet or teleconference.

The public meeting can be accessed: In-person at location announced;

By internet: <https://us02web.zoom.us/j/89003061566>

Or telephone: Dial 1 (253) 215 8782 or 1 (346) 248 7799

Webinar ID: 890 0306 1566

Next Commission Meeting

December 19, 2023 | 8:15 a.m. | Approval of Claims – Zoom/Teleconference Only

1705 Trigg Road, Ferndale, WA 98248 or other location announced

Contact: Ann Grimm, Commission Clerk (360) 384-4288 x 27

www.pudwhatcom.org

AGENDA ITEM #3c
December 12, 2023

Memo

To: Commissioners Arnett, Deshmane and Grant
From: Chris Heimgartner, General Manager
Date: December 12, 2023
Re: **Commissioner Deshmane Expense Reimbursement Requests**

Commissioners,

Two expense reimbursement requests on the Consent Agenda fall outside of our Per Diem Compensation Policies (Resolution No. 797). They are items that would be normally reimbursable as business expenses, but were submitted late.

The Policy was created by the Commission to help give some structure to the reimbursement process. As such, it can be altered, suspended, or set aside by the Commission at their discretion.

I recommend approving these items with the understanding that they are legitimate and also outside of the existing policy.

NEW AGENDA ITEM #7g
December 12, 2023

Action Memo

To: Commissioners Arnett, Deshmane, and Grant
From: Kurt Wank – Director of Utility Operations
Date: December 12, 2023
Re: Approve Amendment No 1 to Professional Engineering Services Agreement with RH2

Requested Action: APPROVE AMENDMENT NO 1 TO AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES (“AGREEMENT”) WITH RH2 ENGINEERING, INC. (RH2) AND AUTHORIZE THE DISTRICT’S GENERAL MANAGER TO EXECUTE THE AMENDMENT WITH RH2.

Background: The Commission approved the Agreement with RH2 on October 13, 2020 after staff approved RH2 as one of the qualified surveying and engineering firms for placement on the 2020 Consultant Roster. The term of the Agreement provides for an initial three-year term, and with agreement of the parties the initial term may be extended for up to two additional one-year terms. The initial term expires on December 31, 2023 and District staff recommends that Commission approve an Amendment to the Agreement for an additional one-year term to extend until December 31, 2024. As work is required, the work scope and budget will be included in a Work Order to be approved by the Commission or General Manager in accordance with the District’s Policy

Fiscal Impact: Approval of the Amendment to the Agreement with RH2 has no financial impact on the District, as any tasks and expenditures for work by the consultant are included in the District’s approved 2024 Budget

Recommended Action: APPROVE AMENDMENT NO. 1 TO AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES (“AGREEMENT”) WITH RH2 ENGINEERING, INC. (RH2) AND AUTHORIZE THE DISTRICT’S GENERAL MANAGER TO EXECUTE THE AMENDMENT WITH RH2.

**AMENDMENT NO. 1
TO
PROFESSIONAL ENGINEERING SERVICES
FOR THE
PUBLIC UTILITY DISTRICT NO. 1 OF WHATCOM COUNTY**

This Amendment No. 1 dated _____, 2023, is between the Public Utility District of Whatcom County (“Whatcom PUD”) and RH2 Engineering, Inc. (“Engineer”) and amends the parties’ Agreement for Professional Engineering Services for the Public Utility District of Whatcom County dated October 13, 2020 (“Agreement”).

Whatcom PUD and Engineer agree to amend and modify their Agreement as follows:

2. Time of Beginning and Completion of Performance. The term of this Agreement shall commence as of the date of the execution of the Agreement and shall extend until December 31, 2024, unless terminated earlier, as provided elsewhere in the Agreement.

IN WITNESS THEREOF, Whatcom PUD and the Engineer have executed this Amendment No. 1 as of the date first above written.

PUBLIC UTILITY DISTRICT NO. 1
OF WHATCOM COUNTY

RH2 ENGINEERING, INC.

By _____
Chris Heimgartner
General Manager

By _____

Date: _____

Date: _____

ATTEST:

Date: _____