

SNOHOMISH COUNTY PUBLIC UTILITY DISTRICT

Regular Meeting

May 3, 2022

The Regular Meeting, held virtually, was convened by President Tanya Olson at 9:00 a.m. Those attending were Rebecca Wolfe, Vice-President; Sidney Logan, Secretary; CEO/General Manager John Haarlow; General Counsel Anne Spangler; Assistant General Managers Pam Baley, Guy Payne, Brant Wood, and Jason Zyskowski; Chief Financial Officer Scott Jones; Chief Information Officer Kristi Sterling; other District staff; members of the public; Commission & Executive Services Director Melissa Collins; Assistant Clerk of the Board Allison Morrison; and Deputy Clerk of the Board Jenny Rich.

*** Items Taken Out of Order**

****Non-Agenda Items**

**Commissioner Olson read the following statement:

In accordance with the governor's Proclamation 20-28.15, we are holding meetings remotely.

1. CEO/GENERAL MANAGER BRIEFING AND STUDY SESSION

A. Updates

- *1. Media. Communications, Marketing & Business Readiness Director Julee Cunningham reported on District related news and articles.
2. Legislative. Staff responded to Board questions on the Legislative Report.
3. Other. There were no other topics.

B. Insurance Program Overview & 2022-2023 Renewal

Senior Manager Treasury, Risk Management and Supply Jim Herrling provided an overview of the District's insurance policies and provided staff's recommendations for the renewal period of 2022 through 2023.

The next steps included working with the broker to obtain the best coverage and quotes and to return to the Board on May 17, 2022, for approval of a Resolution authorizing the CEO/General Manager or Treasurer to bind coverage.

C. Draft Long-Term District Strategy

Strategy & Performance Planning Leader Laura Lemke presented a draft overview of the District Long-Term Strategy.

Next steps will be developing the 2023-2027 objectives for each priority and drafting a strategic plan. The draft will be shared with the Board for their feedback and review summer of 2022.

D. Rate Update for Public Electric Vehicle Fast Chargers at PUD Headquarters

Senior Manager Rates, Economics and Energy Risk Management Brian Booth provided an update and timeline for the installation of Public Electric Fast Chargers at the District Headquarters.

The next step was to seek Board approval of the rate adjustment at the May 17, 2022, Commission meeting.

E. Surplus and Sale of Land for Future County Road

Manager Real Estate Service Maureen Barnes provided details on a property acquisition with JM1 Holdings, LLC.

The next steps included a Public Hearing and Action on May 17, 2022, for approval of a Resolution declaring the land as surplus and allowing Real Estate Services to execute a Quit Claim Deed for the transfer of the property.

F. Puget Sound Energy (PSE) Easement for a District Gas Regulator

Manager Real Estate Service Maureen Barnes provided a presentation on an easement for a gas regulator with Puget Sound Energy (PSE).

The next steps included a Public Hearing and Action on May 17, 2022, for approval of a Resolution declaring the land surplus and allowing Real Estate Services to execute an easement for the gas regulator.

****X. COMMENTS FROM THE PUBLIC**

Gayla Shoemake commented on the Lower Snake River Dam (LSRD) workshop.

RECONVENE REGULAR MEETING

The Regular Meeting, held virtually, was reconvened by President Tanya Olson at 1:30 p.m. Those attending were Rebecca Wolfe, Vice-President; Sidney Logan, Secretary; CEO/General Manager John Haarlow; General Counsel Anne Spangler; Assistant General Managers Pam Baley, Guy Payne, Brant Wood, and Jason Zyskowski; Chief Financial Officer Scott Jones; Chief Information Officer Kristi Sterling; other District staff; members of the public; Commission & Executive Services Director Melissa Collins; Assistant Clerk of the Board Allison Morrison; and Deputy Clerk of the Board Jenny Rich.

*** Items Taken Out of Order******Non-Agenda Items**

**Commissioner Olson read the following statement:

In accordance with the governor's Proclamation 20-28.15, we are holding meetings remotely.

2. RECOGNITION/DECLARATION**A. Employee of the Month for May – Aaron Swaney**

Aaron Swaney was recognized as Employee of the Month for May.

3. COMMENTS FROM THE PUBLIC

James Deal commented on the District's Connect-Up Program.

4. CONSENT AGENDA**A. Approval of Minutes for the Regular Meeting of April 19, 2022, and the Special Meeting of April 26, 2022****B. Bid Awards, Professional Services Contracts and Amendments****C. Consideration of Certification/Ratification and Approval of District Checks and Vouchers**

Public Works Contract Award Recommendations Over \$25,000:

None

Formal Bid Award Recommendations \$120,000 and Over:

Request for Quotation No. 22-1253-CS with Myers Power Products, Incorporated c/o Gore

Electric Company, Inc.

Professional Services Contract Award Recommendations \$200,000 and Over:

None

Miscellaneous Contract Award Recommendations \$200,000 and Over:

None

Interlocal Agreements and Cooperative Purchase Recommendations:

Contracts:

None

Amendments:

None

Sole Source Purchase Recommendations:

None

Emergency Declarations, Purchases and Public Works Contracts:

None

Purchases Involving Special Facilities or Market Condition Recommendations:

None

Formal Bid and Contract Amendments :

Request for Quotation No. 21-1172-CS with Howard Industries, Incorporated

Request for Quotation No. 21-1195-CS with Wireless Structures Consulting, Incorporated

Professional Services Contract No. CW2246129 with Critical Insight dba CI Security

Contract Acceptance Recommendations:

None

- D. Consideration of a Resolution Designating an Authorized Representative and Alternate for Coordinating Matters Relating to the District's Request for Certain Disaster Assistance Funds from Appropriate Federal and State Agencies for the November 5, 2021 Through December 2, 2021 Severe Storms, Straight-line Winds, Flooding, Landslides and Mudslides

A motion unanimously passed approving Agenda Items 4A – Approval of the Minutes for the Regular Meeting of April 19, 2022, and the Special meeting of April 26, 2022; 4B – Bid Awards, Professional Services Contracts and Amendments; 4C – Consideration of Certification/Ratification and Approval of District Checks and Vouchers; and 4D – Approving Resolution No. 6054 designating an authorized representative and alternate for coordinating matters relating to the District's request for certain Disaster Assistance Funds from appropriate Federal and State agencies for the November 5, 2021 through December 2, 2021 severe storms, straight-line winds, flooding, and mudslides.

5. PUBLIC HEARING AND ACTION

- A. Consideration of a Resolution Declaring Certain Property Interests of the District in a Portion of Certain Real Property (Tax Parcel No. 00373000601302) Situated in the City of Bothell, Snohomish County, Washington, to be Surplus and Authorizing Transfer of Said Property Interests to Harbour Homes, LLC.

A motion unanimously passed approving Resolution No. 6055 declaring certain property interests of the District in a portion of certain real property (Tax Parcel No. 00373000601302) situated in the City of Bothell, Snohomish County, Washington, to be surplus and authorizing transfer of said property interests to Harbour Homes, LLC.

6. ITEMS FOR INDIVIDUAL CONSIDERATION**A. 1st Quarter 2022 Financial Conditions and Activities Monitoring Report**

Senior Manager Controller & Auditor Julia Anderson provided the 1st Quarter 2022 Financial and Budget report.

A motion unanimously passed accepting the 1st Quarter 2022 Financial Conditions and Activities Monitoring Report.

7. CEO/GENERAL MANAGER REPORT

CEO/General Manager John Haarlow reported on District related topics and accomplishments.

8. COMMISSION BUSINESS**A. Commission Reports**

The Commissioners reported on Commission related activities and Board related topics.

B. Commissioner Event Calendar

There were no changes to the Commissioner Event Calendar.

C. 2022 Budget, Forecast, and Major Project Status Report – First Quarter Results

Staff responded to questions regarding the 2022 Budget, Forecast, and Major Project Status Report.

****D. Return to In-person Meetings**

Commissioner Olson advised that with Proclamation 20-28 being rescinded effective June 1, 2022, the District would be required to return to in-person meetings. The Board agreed to return to in-person meetings beginning on June 7, 2022.

****E. Board Training Opportunities**

Commissioner Olson brought to the Board an opportunity to have a refresher and training session with Ann Macfarlane on the best of *Robert's Rules of Order* to provide guidelines, tips, and tools to run effective district board meetings. The cost of \$1,900 is for approximately 3 hours of training. The Board concurred and asked that staff return with a recommendation on available dates.

9. GOVERNANCE PLANNING

A. Governance Planning Calendar

There were no changes to the Governance Planning Calendar.

ADJOURNMENT

There being no further business or discussion to come before the Board, the Regular Meeting of May 3, 2022, adjourned at 2:46 p.m. An audio file of the meeting is on file in the Commission Office and available for review.

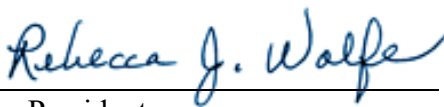
Approved this 17th day of May, 2022.



Secretary



President



Vice President