

# SNOHOMISH COUNTY PUBLIC UTILITY DISTRICT

Regular Meeting

August 16, 2022

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The Regular Meeting 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 Brant Wood and Jason Zyskowski (virtually); Chief Financial Officer Scott Jones; Chief Information Officer Kristi Sterling; other District staff; Commission & Executive Services Director Melissa Collins; Assistant Clerk of the Board Allison Morrison; and Deputy Clerks of the Board Jenny Rich and Morgan Stoltzner.

**\* Items Taken Out of Order**

**\*\*Non-Agenda Items**

**1. CEO/GENERAL MANAGER BRIEFING AND STUDY SESSION**

A. Updates

1. Media. Communications, Marketing & Business Readiness Director Julee Cunningham reported on District related news, articles, and Community Engagement updates.
2. Legislative. Director, Government/External Affairs and Strategy Kim Johnston responded to the Board's questions on the report.
3. Other. There were no other updates.

B. SnoPud Reliability 2021

System Planning and Protection Senior Design Engineer Dave Popach and Principal Engineer Zack Scott provided a presentation on SnoPud Reliability data for 2021.

C. District Strategic Planning Update

An update on the District's Strategic Plan was provided by Strategy and Performance Planning Leader Laura Lemke.

Next steps would be to hold Strategic Planning Workshops, developing a 2023-2027 Strategic Plan Draft, followed by approval of the Strategic Plan.

The meeting recessed at 10:19 a.m. and reconvened at 10:29 a.m.

D. Sale of Surplus Property

Manager Real Estate Services Maureen Barnes provided an update on the Sale of Surplus Property in Lynnwood.

The next step would be Board consideration of a Resolution during the afternoon session.

E. City of Everett Interurban Recreational Trail Easement Extension

Manager Real Estate Services Maureen Barnes provided a presentation on the City of Everett Interurban Recreational Trail Easement Extension.

Next steps would be Commission approval for a six-month extension to the current Recreational Trail Easements and staff will continue to work with the City of Everett to put the new agreements in place prior to the February 2023 expiration.

**EXECUTIVE SESSION**

The Regular Meeting recessed at 10:36 a.m. and reconvened at 10:40 a.m. into Executive Session to discuss legal risks of current practice or proposed action and to review the performance of a public employee, under the terms set forth in the Open Public Meetings Act. It was anticipated the Executive Session would last approximately 1 hour and 40 minutes, with no public announcements. Those in attendance were Commissioners Sidney Logan, Rebecca Wolfe, and Tanya Olson; CEO/General Manager John Haarlow; General Counsel Anne Spangler; Assistant General Counsel Joanne Jones; Commission & Executive Services Director Melissa Collins; and other District staff. At 12:20 p.m. the Executive Session was extended 15 minutes. The Regular Meeting recessed immediately upon conclusion of the Executive Session at 12:30 p.m.

**RECONVENE REGULAR MEETING**

The Regular Meeting 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 Brant Wood and Jason Zyskowski (virtually); 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 Clerks of the Board Jenny Rich and Morgan Stoltzner.

**\* Items Taken Out of Order**

**\*\*Non-Agenda Items**

**2. COMMENTS FROM THE PUBLIC**

The following public provided comments:

- Gayla Shoemake

**3. CONSENT AGENDA**

A. Approval of Minutes for the Regular Meeting of August 2, 2022

B. Bid Awards, Professional Services Contracts and Amendments

Public Works Contract Award Recommendations:

Recommend Rejection for Request for Proposal No. 22-1302-KS

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

Recommend Rejection for Request for Quotation No. 22-1252-CS

Request for Quotation No. 22-1303-CS with Enterprise Fabricators 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:

Order Agreement No. 4600003237 with McWane Inc.

Emergency Declarations, Purchases and Public Works Contracts:

None

Purchases Involving Special Facilities or Market Condition Recommendations:

None

Formal Bid and Contract Amendments:

Professional Services Contract No. CW2243799 with Murraysmith Inc.

Contract Acceptance Recommendations:

Public Works Contract No. CW2239251 with Trenchless Construction Services LLC.

C. Consideration of Certification/Ratification and Approval of District Checks and Vouchers

A motion unanimously passed approving Agenda Items 3A – Approval of the Minutes for the Regular Meeting of August 2, 2022; 3B - Bid Awards, Professional Services Contracts and Amendments; and 3C – Consideration of Certification/Ratification and Approval of Checks and Vouchers.

**4. PUBLIC HEARING AND ACTION**

- A. Consideration of a Resolution Authorizing the Manager, Real Estate Services, to Execute an Easement Amendment of an Easement Previously Granted by the District in Favor of the City of Everett that Allows the City to Operate, Repair, and Maintain a Recreational Trail in a Portion of the Power Line Corridor Property of the District Commonly Known as the PNT Right-of-Way Located in the City of Everett, Snohomish County, Washington

President Olson opened the public hearing.

There being no questions from the Board or the public; the public hearing was closed.

A motion unanimously passed approving Resolution No. 6073 authorizing the Manager, Real Estate Services, to execute an easement amendment of an easement previously granted by the District in favor of the City of Everett that allows the City to operate, repair, and maintain a recreational trail in a portion of the power line corridor property of the District commonly known as the PNT Right-of-Way located in the City of Everett, Snohomish County, Washington.

**5. ITEMS FOR INDIVIDUAL CONSIDERATION**

- A. 2023 Budget Notice of Public Hearing

A motion unanimously passed approving the proposed Notice of Public Hearings for the 2023 Preliminary Budget as presented in the packet (October 3, 2022, November 1, 2022, November 15, 2022, and December 6, 2022).

- B. Consideration of a Motion Accepting the 2<sup>nd</sup> Quarter 2022 Financial Conditions and Activities Monitoring Report

Chief Financial Officer Scott Jones provided a presentation on the 2<sup>nd</sup> Quarter 2022 Financial and Budget report.

A motion unanimously passed accepting the 2<sup>nd</sup> Quarter 2022 Financial Conditions and Activities Monitoring Report.

- C. Consideration of a Resolution Authorizing the CEO/General Manager or his Designee to Execute an Environmental Attribute Purchase and Services Agreement With Degrees3 Transportation Solutions, LLC. and a Clean Fuels Program Reporting Requirements Agreement With Qualco Energy Corporation

A motion unanimously passed approving Resolution No. 6074 authorizing the CEO/General Manager or his designee to execute an environmental attribute purchase and

services agreement with Degrees3 Transportation Solutions, LLC. and a clean fuels program reporting requirements agreement with Qualco Energy Corporation.

- D. Consideration of a Resolution Ratifying Amendment No. 1 of a License Agreement With EIP Communications I, LLC., and Authorizing the Assistant General Manager, Distribution and Engineering Services, of Public Utility District No. 1 of Snohomish County to Execute Amendment No. 2 of Said License Agreement

A motion unanimously passed approving Resolution No. 6075 ratifying Amendment No. 1 of a license agreement with EIP Communications I, LLC., and authorizing the Assistant General Manager, Distribution and Engineering Services, of Public Utility District No. 1 of Snohomish County to execute Amendment No. 2 of said license agreement.

- E. Consideration of a Resolution Amending Prior Resolutions Designating an Authorized Representative and Alternate to Obtain Funding From and Coordinate Matters Relating to the District's Requests for Certain Disaster Assistance Funds From Appropriate Federal and State Agencies for Multiple FEMA Events

A motion unanimously passed approving Resolution No. 6076 amending prior resolutions designating an authorized representative and alternate to obtain funding from and coordinate matters relating to the District's requests for certain disaster assistance funds from appropriate federal and state agencies for multiple FEMA events.

- F. Consideration of a Resolution Appointing Shawn D. Hunstock as Deputy Auditor for the District

A motion unanimously passed approving Resolution No. 6077 appointing Shawn D. Hunstock as Deputy Auditor for the District.

- G. Consideration of a Resolution Appointing Angela Johnston as Treasurer of the District

A motion unanimously passed approving Resolution No. 6078 appointing Angela Johnston as Treasurer of the District.

## **6. CEO/GENERAL MANAGER REPORT**

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

**7. COMMISSION BUSINESS**

A. Commission Reports

There were no Commission Reports.

B. Commissioner Event Calendar

There were no changes to the Commissioner Event Calendar.

**8. 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 August 16, 2022, adjourned at 2:19 p.m. An audio file of the meeting is on file in the Commission Office and available for review.

Approved this 6<sup>th</sup> day of September, 2022.

  
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Secretary

  
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President

  
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Vice President