

SNOHOMISH COUNTY PUBLIC UTILITY DISTRICT

Regular Meeting

December 6, 2022

The Regular Meeting was convened by Vice President Rebecca Wolfe at 8:03 a.m. Those attending were Sidney Logan, Secretary; Interim General Counsel Jeff Kallstrom; Assistant General Managers Pam Baley (virtually), and Jason Zyskowski; Interim Assistant General Manager Karen Latimer; Chief Financial Officer Scott Jones; other District staff; members of the public; Commission & Executive Services Director Melissa Collins; Clerk of the Board Allison Morrison; and Deputy Clerk of the Board Jenny Rich. President Tanya Olson joined the meeting at 8:06 a.m.

*** Items Taken Out of Order**

****Non-Agenda Items**

1. OFFICE OF THE WASHINGTON STATE AUDITOR (SAO)

A. Exit Conference

Thomas Bernard, Courtney Amonsens, and Kristina Baylor with the Office of the Washington State Auditor (SAO) provided a presentation and facilitated a discussion of the State Auditor's office review on the Clean Energy Transformation Act (CETA), renewables and affirmed the work performed by Moss Adams for the financial statement and grant audit work.

The meeting recessed at 8:37 a.m.

RECONVENE REGULAR MEETING

The Regular Meeting was reconvened by Vice President Rebecca Wolfe at 9:00 a.m. Those attending were Tanya Olson, President; Sidney Logan, Secretary; Interim General Counsel Jeff Kallstrom; Assistant General Managers Pam Baley (virtually), and Jason Zyskowski; Interim General Manager Karen Latimer; Chief Financial Officer Scott Jones; Chief Information Officer Kristi Sterling (virtually); other District staff; members of the public; Commission & Executive Services Director Melissa Collins; Clerk of the Board Allison Morrison; and Deputy Clerk of the Board Jenny Rich.

2. 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. Other. There were no other topics.

B. Audit Activity Update

Senior Manager Controller and Auditor Julia Anderson provided the annual summary of the District's various audit activities that were completed this year or were still in progress.

C. Mt. Index River Sites Community Club Access Easement

Manager Real Estate Services Maureen Barnes presented to the Board a request to declare surplus a portion of road located across District fee owned land and allow Real Estate Services to execute an easement for access.

The next step was a Public Hearing and Action at the December 20, 2022, Commission meeting for approval of a resolution declaring the land as surplus and allowing Real Estate Services to execute an easement for access.

D. Investment Policy Updates

Banking & Fiscal Coordinator Lauren Way briefed the Board on proposed changes to the Investment Policy.

The next step would be the consideration of a resolution for approval of proposed investment policy changes at the December 20, 2022, Commission meeting.

E. Pilot Small Distributed Generation Rate Schedule

Senior Manager Rates, Economics, & Energy Risk Management Brian Booth presented an update to the pilot rate schedule for distributed generation, that included recommendations for a one-year extension, an update on pricing, and opening the pilot to general customers.

The next step would be a Public Hearing at the December 20, 2022, Commission meeting for consideration to extend the pilot rate schedule and if the extension would be approved; develop a long-term pricing strategy for Board consideration in late 2023.

EXECUTIVE SESSION

The Regular Meeting recessed at 10:06 a.m. and reconvened at 10:12 a.m. in Executive Session to discuss 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 30 minutes, with no public announcements. Those in attendance were Commissioners Tanya Olson, Rebecca Wolfe, and Sidney Logan; Interim General Counsel Jeff Kallstrom; and Commission & Executive Services Director Melissa Collins. The Regular Meeting recessed immediately upon conclusion of the Executive Session at 10:21 a.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; Interim General Counsel Jeff Kallstrom; Assistant General Managers Pam Baley (virtually), and Jason Zyskowski; Interim General Manager Karen Latimer; Chief Financial Officer Scott Jones; Chief Information Officer Kristi Sterling (virtually); other District staff; members of the public; Commission & Executive Services Director Melissa Collins; Clerk of the Board Allison Morrison; and Deputy Clerk of the Board Jenny Rich.

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

The meeting recessed at 1:34 p.m. for technical difficulties and reconvened at 1:39 p.m.

3. RECOGNITION/DECLARATIONS**A. Employee of the Month for December - Suzy Oversvee**

Suzy Oversvee was recognized as Employee of the Month for December.

4. COMMENTS FROM THE PUBLIC

There were no comments from the public.

5. CONSENT AGENDA**A. Approval of Minutes for the Regular Meeting of November 15, 2022****B. Bid Awards, Professional Services Contracts and Amendments**

Public Works Contract Award Recommendations:

Request for Proposal No. 22-1329-SC with Sturgeon Electric Company, Inc.

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

None

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

Professional Services Contract No. CW2249615 with US Bank, National Association

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

None

Interlocal Agreements and Cooperative Purchase Recommendations:

Contracts:

Outline Agreement Number: 4600003687 with Anixter, Inc.

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:

Professional Services Contract No. CW2239483 with Z2 Solutions LLC

Professional Services Contract No. CW2241732 with Confluence Engineering Group LLC

Professional Services Contract No. CW2242399 with Stoel Rives LLP

Professional Services Contract No. CW2242537 with Robert Half International Inc. dba Accountemps

Professional Services Contract No. CW2244435 with Goldfarb & Huck, Roth, Riojas PLLC

Contract Acceptance Recommendations:

Public Works Contract No. CW2238556 with JR Merit, Inc.

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

A motion unanimously passed approving Agenda Items 5A – Approval of Minutes for the Regular Meeting of November 15, 2022; 5B – Bid Awards, Professional Services Contracts and Amendments; and 5C - Consideration of Certification/Ratification and Approval of Checks and Vouchers.

6. PUBLIC HEARING AND ACTION

A. Consideration of a Resolution Adopting the 2023 Budget for Public Utility District No. 1 of Snohomish County, Washington

A motion unanimously passed approving Resolution No. 6093 adopting the 2023 budget for Public Utility District No. 1 of Snohomish County, Washington.

7. ITEMS FOR INDIVIDUAL CONSIDERATION

A. Consideration of a Motion Accepting the Financial Planning and Budgeting Monitoring Report

A motion unanimously passed accepting the Financial Planning and Budgeting Monitoring Report.

B. Consideration of a Resolution Authorizing the Assistant General Manager, Distribution and Engineering Services, of Public Utility District No. 1 of Snohomish County to Execute a Master License Agreement With DISH Wireless, LLC., Establishing Terms and Conditions Regarding the Licensing of Wireless Communication Facilities on District Property

A motion unanimously passed approving Resolution No. 6094 authorizing the Assistant General Manager, Distribution and Engineering Services, of Public Utility District No. 1 of Snohomish County to execute a Master License Agreement with DISH Wireless, LLC., establishing terms and conditions regarding the licensing of wireless communication facilities on District property.

- C. Consideration of a Resolution Authorizing the Assistant General Manager, Distribution and Engineering Services, of Public Utility District No. 1 of Snohomish County to Execute a Master License Agreement With SNO911 and a Memorandum of Understanding With SNO911 and the City of Mountlake Terrace

A motion unanimously passed approving Resolution No. 6095 authorizing the Assistant General Manager, Distribution and Engineering Services, of Public Utility District No. 1 of Snohomish County to execute a Master License Agreement with SNO911 and a Memorandum of Understanding with SNO911 and the City of Mountlake Terrace.

- D. Consideration of a Resolution Amending the 2021 Clean Energy Implementation Plan With a Climate Commitment Act Appendix

A motion unanimously passed approving Resolution No. 6096 amending the 2021 Clean Energy Implementation Plan with a Climate Commitment Act appendix.

8. COMMISSION BUSINESS

- A. Commission Reports

There were no Commission reports.

- B. Commissioner Event Calendar

There were no changes to the Commissioner Event Calendar.

- C. Consideration of Election of Commission Officers for the Year 2023

A motion passed electing the Commission Officers for the year 2023 as follows: Rebecca Wolfe, President; Sidney Logan, Vice President; and Tanya Olson, Secretary. Following a discussion about the nominations, the vote was Commissioner Olson: Aye, Commissioner Wolfe: Aye; Commissioner Logan: Nay.

- D. 2022 Budget, Forecast, and Major Project Status Report – October

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

9. GOVERNANCE PLANNING

A. Governance Planning Calendar

There were no changes to the Governance Planning Calendar.

B. Proposed 2023 Governance Planning Calendar

There were no changes to the Proposed 2023 Governance Planning Calendar.

ADJOURNMENT

There being no further business or discussion to come before the Board, the Regular Meeting of December 6, 2022, adjourned at 2:08 p.m. An audio file of the meeting is on file in the Commission Office and available for review.

Approved this 20th day of December, 2022.


Secretary


President


Vice President