

# SNOHOMISH COUNTY PUBLIC UTILITY DISTRICT

Regular Meeting

December 20, 2022

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The Regular Meeting was convened by President Tanya Olson (virtually) at 9:00 a.m. Those attending were Rebecca Wolfe, Vice-President (virtually); Sidney Logan, Secretary; CEO/General Manager John Haarlow; Interim General Counsel Shawn Aronow (virtually); Assistant General Managers Pam Baley (virtually), Guy Payne, and Jason Zyskowski; Interim Assistant General Manager Karen Latimer; Chief Financial Officer Scott Jones (virtually); Chief Information Officer Kristi Sterling; other District staff; members of the public; Commission & Executive Services Director Melissa Collins (virtually); 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. Community Engagement. Communications & Marketing Consultant Laura Zorick reported on District related Community Engagement updates.
2. Legislative. There were no questions on the Legislative Report.
3. Other. Senior Manager, Energy Services & Customer Innovations Jeff Feinberg provided an update on the Utility Grant Award.

\* B. 2023 Cost of Service Analysis & Rate Adjustment Recommendations

Senior Manager, Rates, Economics & Energy Risk Management Brian Booth provided a presentation on the 2023 Cost of Service Analysis & Rate Adjustment Recommendations.

The next step would be the consideration of a resolution for approval of the rate adjustment to be implemented effective April 1, 2023, during the January 10, 2023, Commission meeting.

C. Western Resource Adequacy Program Update and Phase 3B Work Order Briefing

Senior Manager Power Supply Garrison Marr briefed the Board with updates on the Western Resource Adequacy Program (WRAP) and Phase 3B work order.

The next steps would be Board consideration of a resolution during the afternoon session, allowing the District to execute a stop-gap WRAP Work Order, a Memorandum of Understanding, and a Non-Disclosure Agreement.

The meeting recessed at 11:00 a.m. and reconvened at 11:05 a.m.

D. 2021 Water System Plan Update

Principal Engineer Karen Heneghan provided a presentation updating the Board on the 2021 Water System Plan.

The next step would be for Public Hearing and Action at the January 10, 2023, Commission meeting for approval of a resolution authorizing the approval of the District's 2021 Water System Plan.

E. Water Policy and Procedure Updates

Principal Engineer Max Selin provided a presentation on the Water Policy and Procedure updates.

The next step would be to return at the January 10, 2023, Commission meeting for consideration of a resolution approving the District's revised Water Policy and Procedure.

F. 2023 Retail Rate Proposal Water Utility

Manager, Water Utility Business Services Christina Arndt provided a presentation on the Water Utility 2023 Retail Rate Proposal.

The next steps would be to return for Public Hearing on the 2023 Water Utility Rates at the January 10, 2023, Commission meeting, followed by consideration of a resolution authorizing the 2023 Retail Rates at the January 24, 2023, Commission meeting.

The meeting recessed at 12:38 p.m.

**RECONVENE REGULAR MEETING**

The Regular Meeting was reconvened by Sidney Logan, Secretary at 1:30 p.m. Those attending were Tanya Olson, President (virtually); Rebecca Wolfe, Vice-President (virtually); CEO/General Manager John Haarlow; Interim General Counsel Shawn Aronow (virtually); Assistant General Managers Pam Baley (virtually), Guy Payne, and Jason Zyskowski; Interim Assistant General Manager Karen Latimer; Chief Financial Officer Scott Jones (virtually); Chief Information Officer Kristi Sterling; other District staff; members of the public; Commission & Executive Services Director Melissa Collins (virtually); 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**

\*\*A moment of silence was observed in honor of District employee Omar Jamaludin.

Changes to the agenda were made as follows: Item 05D.00 add "At Places" for the Declaring Mt. Index River Community Club Access Easement Coversheet.

## 2. RECOGNITION/DECLARATIONS

### A. General Manager's Life Saving Award – Paul Kiss

Senior Manager Regional Design and Construction Services, Aaron Janisko introduced Operations Superintendent Paul Kiss, who was presented the General Manager's Life Saving Award.

## 3. COMMENTS FROM THE PUBLIC

The following public provided comments:

- Gayla Shoemake, Edmonds

## 4. CONSENT AGENDA

- A. Approval of Minutes for the Regular Meeting of December 6, 2022, and the Special Meeting of December 13, 2022
- B. Bid Awards, Professional Services Contracts and Amendments

Public Works Contract Award Recommendations:

Request for Proposal No. 22-1328-KS with Asplundh Tree Expert, LLC

Request for Proposal No. 22-1333-SC with Davey Tree Surgery Company

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

Request for Quotation No. 22-1331-CS with Electro Technical Industries, Incorporated,

dba ETI

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

Request for Proposal No. 22-1281-AR with Eyemed

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

Request for Proposal No. 21-1200-HL with AT&T

Interlocal Agreements and Cooperative Purchase Recommendations:

Contracts:

Purchase Order No. 4500080777 with Cellco Partnership dba Verizon Wireless

Contract No. CW2248381 with Clean Harbors Environmental Services, 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:

Public Works Contract No. CW2244780 with Trico Companies LLC

Public Works Contract No. CW2248032 with Reece Construction Company

Contract Acceptance Recommendations:

None

- C. Consideration of Certification/Ratification and Approval of District Checks and Vouchers
- D. Consideration to Prequalify Contractors as Bidders for Electrical Line Work for the District During 2023

A motion unanimously passed approving Agenda Items 4A – Approval of Minutes for the Regular Meeting of December 6, 2022, and the Special Meeting of December 13, 2022; 4B – Bid Awards, Professional Services Contracts and Amendments; 4C – Consideration of Certification/Ratification and Approval of Checks and Vouchers; and 4D – Consideration to Prequalify Contractors as Bidders for Electrical Line Work for the District During 2023.

## 5. PUBLIC HEARING AND ACTION

- A. Disposal of Surplus Property – 1<sup>st</sup> Quarter 2023

Secretary Logan opened the public hearing.

Manager Materials Management and Warehouse Hud Allworth responded to questions from the Board.

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

Based on staff's recommendations that the items were no longer necessary or useful to the District, a motion unanimously passed approving those items listed on Exhibits A and B of the Surplus Property Recommendation Report be declared surplus and be sold for high bid or disposed of according to the policy in the 1<sup>st</sup> Quarter of 2023.

- B. Consideration of a Resolution Ordering, Approving, Ratifying and Confirming the Construction and Installation of the Plan or Systems of Additions to the District's Water Utility, as Adopted on November 15, 2022, and Applicable to the Local Utility District Hereinafter Described, Forming Local Utility District No. 65 of Snohomish County, Washington, and Confirming the Final Assessment Roll

Secretary Logan 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. 6097 ordering, approving, ratifying, and confirming the construction and installation of the plan or systems of additions to the District's Water Utility, as adopted on November 15, 2022, and applicable to the Local Utility District hereinafter described, forming Local Utility District No. 65 of Snohomish County, Washington, and confirming the final assessment roll.

- C. Consideration of a Resolution Amending the District's "Pilot Small Distributed Generation Rate Schedule"

Secretary Logan opened the public hearing.

Senior Manager Rates, Economics and Energy Risk Management Brian Booth responded to questions from the Board.

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

A motion unanimously passed approving Resolution No. 6098 amending the District's "Pilot Small Generation Rate Schedule".

- D. Consideration of a Resolution Declaring Certain Property Interests Over a Portion of Certain District Property (Tax Parcel Nos. 27102900100200, 27102900101300, 27102900100900) to be Surplus and Authorizing the Granting of an Access and Use Easement in Favor of Mt. Index River Sites Community Club, Inc.

Item 05D.00 Declaring Mt. Index River Community Club Access Easement Coversheet was provided at places, by reference made a part of the packet.

Secretary Logan opened the public hearing.

Manager Real Estate Services Maureen Barnes responded to questions from the Board.

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

A motion unanimously passed approving Resolution No. 6099 declaring certain property interests over a portion of certain District property (Tax Parcel Nos. 27102900100200, 27102900101300, 27102900100900) to be surplus and authorizing the granting of an Access and Use Easement in favor of Mt. Index River Sites Community Club, Inc.

## **6. ITEMS FOR INDIVIDUAL CONSIDERATION**

- A. Consideration of a Resolution Authorizing and Approving an Updated District Investment Policy

A motion unanimously passed approving Resolution No. 6100 authorizing and approving an updated District Investment Policy.

- B. Consideration of a Resolution Authorizing the CEO/General Manager or His Designee to Execute a Work Order With the Western Power Pool for Participation in Phase 3B of the Western Resource Adequacy Program Implementation

A motion unanimously passed approving Resolution No. 6101 authorizing the CEO/General Manager or his Designee to execute a work order with the Western Power Pool for participation in Phase 3B of the Western Resource Adequacy Program implementation.

## **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.

Commissioner Logan requested information on what plans are in/could be in place in the event of attacks on PUD substations. The Board concurred with staff returning with the information.

- B. Commissioner Event Calendar

There were no changes to the Commissioner Event Calendar.

- C. 2022 Budget, Forecast, and Major Project Status Report - November

CEO/General Manager John Haarlow responded to questions from the Board.

**9. GOVERNANCE PLANNING**

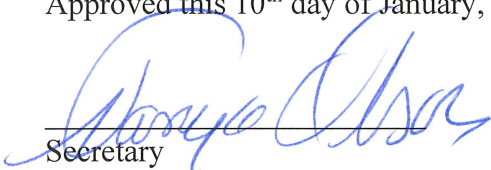
A. Adoption of the 2023 Governance Planning Calendar

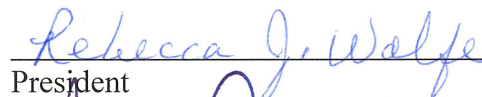
A motion unanimously passed adopting the 2023 Governance Planning Calendar.

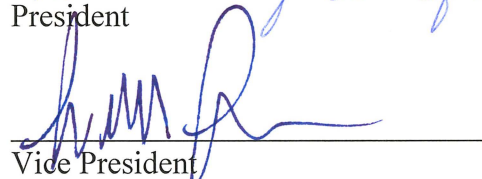
**ADJOURNMENT**

There being no further business or discussion to come before the Board, the Regular Meeting of December 20, 2022, adjourned at 2:11 p.m. An audio file of the meeting is on file in the Commission Office and available for review.

Approved this 10<sup>th</sup> day of January, 2023.

  
Secretary

  
President

  
Vice President