

SNOHOMISH COUNTY PUBLIC UTILITY DISTRICT

Regular Meeting

January 10, 2023

The Regular Meeting was convened by President Rebecca Wolfe at 10:00 a.m. Those attending were Sidney Logan, Vice-President; Tanya Olson, Secretary; CEO/General Manager John Haarlow; Interim General Counsel Shawn Aronow; Assistant General Managers Pam Baley, and Jason Zyskowski; Interim Assistant General Manager Karen Latimer; Chief Financial Officer Scott Jones; Chief Information Officer Kristi Sterling; other District staff; members of the public; Commission & Executive Services Director Melissa Collins; 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 and articles.
2. Other. There were no other reports.

B. Washington State 2023 Legislative Preview

Senior State Government & External Affairs Manager Ryan Collins provided a review of the 2022 legislative session and the context and preview of the upcoming 2023 session.

C. Commercial Strategic Energy Management (CSEM) Agreement

Customer & Energy Services Program Manager Kelsey Lewis provided the Board with information regarding the new Commercial Strategic Energy Management (CSEM) Professional Services Contract with Stillwater Energy. Senior Manager, Energy Services and Customer Innovation Jeff Feinberg responded to Board questions regarding the program.

The next step would be consideration for approval of the contract at the January 24, 2023, Commission meeting.

EXECUTIVE SESSION

The Regular Meeting recessed at 10:34 a.m. and reconvened at 10:44 a.m. into Executive Session to discuss qualifications of an applicant for public employment, under the terms set forth in the Open Public Meetings Act. Those in attendance were Commissioners, Rebecca Wolfe, Sidney Logan, and Tanya Olson; CEO/General Manager John Haarlow; Interim General Counsel Shawn Aronow; Assistant General Counsel Branda Andrade; and Commission & Executive Services Director Melissa Collins. The Executive Session concluded at 11:07 a.m. with no public announcements.

RECONVENE REGULAR MEETING

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

Changes to the agenda were made as follows: Table Item 7A Consideration of a Resolution Amending District Water Utility Policies and Establishing Certain Charges for the Water Utility and Add an Executive Session to the end of the meeting to Review the Performance of a Public Employee

2. RECOGNITION/DECLARATIONS**A. Employee of the Month for January – Jeff Roberts**

Jeff Roberts was recognized as Employee of the Month for January.

3. COMMENTS FROM THE PUBLIC

The following public provided comments:

- Steven Keeler, Edmonds
- Gayla Shoemaker, Edmonds

4. CONSENT AGENDA

A. Approval of Minutes for the Regular Meeting of December 20, 2022

B. Bid Awards, Professional Services Contracts and Amendments

Public Works Contract Award Recommendations:

Request for Proposal No. 22-1336-BI with Kemp West, Inc.

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

None

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

Request for Quotation No. 22-1287-SR with Opinion Dynamics

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 Proposal No. 10280 with Tyndale

Miscellaneous No. CW2227694 with Achilles USA Inc.

Contract Acceptance Recommendations:

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

A motion unanimously passed approving Agenda Items 4A – Approval of the minutes for the Regular Meeting of December 20, 2022; 4B - Bid Awards, Professional Services Contracts and Amendments; and 4C - Consideration of Certification/Ratification and Approval of District Checks and Vouchers.

5. PUBLIC HEARING

A. 2023 Retail Rate Proposal Water Utility

President Wolfe opened the public hearing.

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

A motion unanimously passed continuing the public hearing on the 2023 Retail Rate Proposal Water Utility to Tuesday, January 24, 2023, at 1:30 p.m. at 2320 California Street in Everett.

6. PUBLIC HEARING AND ACTION

- A. Consideration of a Resolution Adopting the District's 2021 Water System Plan and Updating Water Use Efficiency Goals

President Wolfe 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. 6102 adopting the District's 2021 water system plan and updating water use efficiency goals.

- B. Consideration of a Resolution Amending the District's Retail Electric Rate Schedules to Implement a 2.0 Percent System Average Rate Increase

A motion passed approving Resolution No. 6103 amending the District's retail electric rate schedules to implement a 2.0 percent system average rate increase. The vote was Commissioner Wolfe: Aye; Commissioner Logan: Nay; Commissioner Olson: Aye.

7. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Consideration of a Resolution Amending District Water Utility Policies and Establishing Certain Charges for the Water Utility

Commissioner Olson made a motion to table the Resolution until a future regular Commission meeting, to allow Water Utility staff additional time to clarify stakeholder comments. The motion passed unanimously.

- B. Consideration of a Resolution Authorizing the CEO/General Manager to Execute an Employment Agreement With F. Colin Willenbrock

A motion unanimously passed approving Resolution No. 6105 authorizing the CEO/General Manager to execute an employment agreement with F. Colin Willenbrock.

8. CEO/GENERAL MANAGER REPORT

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

9. COMMISSION BUSINESS**A. Commission Reports**

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

Director, Government/External Affairs and Strategy Kim Johnston responded to Board questions on the upcoming Legislative Rally.

B. Commissioner Event Calendar

There were no changes to the Commissioner Event Calendar.

C. Discussion of Representatives to Organizations and Committees for 2023

Representatives for 2023 were to remain as adopted for 2022, as follows:

American Public Power Association (APPA) & Legislative Relations Committee	Delegate: Sidney (Sid) Logan Alternate No. 1: Tanya (Toni) Olson
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Energy Northwest (ENW)	Delegate: Sidney (Sid) Logan Alternate No. 1: Rebecca Wolfe
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Northwest Public Power Association	Delegate: Rebecca Wolfe Alternate No. 1: Tanya (Toni) Olson
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APPA Policy Makers Council	Delegate: Sidney (Sid) Logan
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10. GOVERNANCE PLANNING**A. Governance Planning Calendar**

Commissioner Wolfe requested a Board Retreat be scheduled to discuss Board policies. A discussion ensued and it was unanimously decided that each Board member would bring their topics for a future retreat to the January 24, 2023, Commission Meeting for further discussion.

There were no other changes to the Governance Planning Calendar.

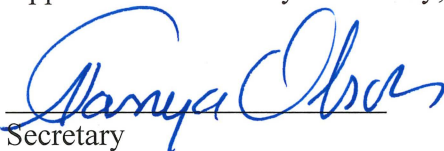
****EXECUTIVE SESSION**

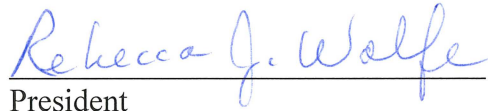
The Regular Meeting recessed at 2:29 p.m. and reconvened at 2:33 p.m. into Executive Session to review the performance of a public employee, under the terms set forth in the Open Public Meetings Act. Those in attendance were Commissioners, Rebecca Wolfe, Sidney Logan, and Tanya Olson; Interim General Counsel Shawn Aronow; Assistant General Counsel Branda Andrade; and Commission & Executive Services Director Melissa Collins. The Executive Session concluded at 2:44 p.m. with no public announcements. The Regular Meeting adjourned upon conclusion of the Executive Session.

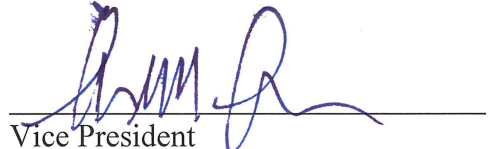
ADJOURNMENT

There being no further business or discussion to come before the Board, the Regular Meeting of January 10, 2023, adjourned at 2:44 p.m. An audio file of the meeting is on file in the Commission Office and available for review.

Approved this 24th day of January, 2023.


Secretary


President


Vice President