

# SNOHOMISH COUNTY PUBLIC UTILITY DISTRICT

**Regular Meeting**

**May 9, 2023**

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The Regular Meeting was convened by President Rebecca Wolfe at 9:00 a.m. Those attending were Sidney Logan, Vice-President; Tanya Olson, Secretary; General Counsel Colin Willenbrock; Assistant General Managers Pam Baley (virtually), 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; Clerk of the Board Allison Morrison; and Deputy Clerk of the Board Jenny Rich.

**\* Items Taken Out of Order**

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

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

A. Updates

1. Media. Media and Public Relations Liaison Aaron Swaney provided a presentation on District related news and articles.
2. Legislative. There were no questions on the report.
3. Other. Power Analyst Ian Hunter updated the Board on the current Regulatory Climate Commitment Act and cost allowances for the next four years.

B. Insurance Program Overview & 2023-2024 Renewal

Manager, Risk Management Luis Fragoso provided an overview of the District's insurance policies and provided staff's recommendations for the renewal period of 2023 through 2024.

The next steps included working with the broker to obtain the best coverage and quotes and return to the Board on May 23, 2023, for approval of a resolution authorizing the CEO/General Manager to bind coverage.

The meeting recessed at 9:48 a.m. and reconvened at 9:53 a.m.

C. Renewal of Third Party Operating Reserves Contract

Power Analyst Ian Hunter presented to the Board the history of the District's Operating Reserves Agreement with Seattle City Light and provided staff's recommendation to renew that agreement for a two-year term, beginning October 1, 2023.

The next step would be consideration for approval of a resolution at the May 23, 2023, Commission meeting.

D. Connect Up Program Customer Repair Policy

Program Manager Tim Epp provided a presentation on customer-side repairs related to the electric meter replacements and recommendations for a temporary policy adoption for the duration of the Connect Up meter deployment.

The next step would be consideration for approval of a resolution at the May 23, 2023, Commission Meeting.

**EXECUTIVE SESSION**

The Regular Meeting recessed at 10:17 a.m. and reconvened at 10:20 a.m. into Executive Session to discuss current or potential litigation, 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 Rebecca Wolfe, Sidney Logan, and Tanya Olson; Chief Financial Officer Scott Jones; General Counsel Colin Willenbrock; and Commission & Executive Services Director Melissa Collins. The Regular Meeting recessed immediately upon conclusion of the Executive Session at 10:39 a.m.

**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; General Counsel Colin Willenbrock; 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; Clerk of the Board Allison Morrison; and Deputy Clerk of the Board Jenny Rich.

**\* Items Taken Out of Order**

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

Changes to the agenda were made as follows: Add item 5A.02 "AT PLACES" Exhibit A Approving Extension for the Time of Day Service Schedule.

**2. RECOGNITION/DECLARATIONS**

A. Employee of the Month for May – Michael Coe.

Michael Coe was recognized as the Employee of the Month for May.

**3. COMMENTS FROM THE PUBLIC**

There were no comments from the public.

**4. CONSENT AGENDA**

A. Approval of Minutes for the Regular Meeting of April 18, 2023, and the Special Meeting of April 22, 2023

B. Bid Awards, Professional Services Contracts and Amendments

Public Works Contract Award Recommendations:

Recommend Rejection for Request for Proposal No. 23-1362-SC

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

None

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

Professional Services Contract No. CW2251486 with Robert Half International Inc.

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

Miscellaneous No. CW2250353 with Doble Engineering Company

Interlocal Agreements and Cooperative Purchase Recommendations:

Contracts:

Purchase Order No. 4500083928 with Global Rental Company

Outline Agreement No. 4600003858 with Petrocard

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:

Purchaser Order No. 4500083403 with The Fab Shop, LLC

Professional Services Contract No. CW2234528 with Wellspring Family Services dba Wellspring EAP

Miscellaneous No. CW2240858 with TT FASTER LLC dba FASTER Asset Solutions

Contract Acceptance Recommendations:

None

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

D. Consideration of a Resolution Approving the Retirement Health Savings Plan for the Chief Executive Officer/General Manager of Public Utility District No. 1 of Snohomish County.

A motion unanimously passed approving Agenda Items 4A – Approval of the Minutes for the Regular Meeting of April 18, 2023, and the Special Meeting of April 22, 2023; 4B - Bid Awards, Professional Services Contracts and Amendments; 4C - Consideration/Ratification and Approval of District Checks and Vouchers; and 4D - Resolution No. 6123 Approving the Retirement Health Savings Plan for the Chief Executive Officer/General Manager of Public Utility District No. 1 of Snohomish County.

## **5. PUBLIC HEARING AND ACTION**

- A. Consideration of a Resolution Extending the District’s Rate Schedule, “Supplemental ‘Time of Day’ Service Schedule”

Exhibit A was provided at places, by reference made a part of the packet.

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. 6124 extending the District’s rate schedule, “Supplemental ‘Time of Day’ Service Schedule” as amended.

## **6. 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. 2023 Treasury, Budget, Forecast, and Major Status Report – March/First Quarter Results

Chief Financial Officer Scott Jones reported on the 2023 Treasury, Budget, Forecast, and Major Project Report and responded to questions from the Board.

- D. Draft Board Retreat Agenda Discussion

President Wolfe facilitated a discussion regarding the Draft Board Retreat Agenda. Following a Board discussion, a motion unanimously passed approving the Draft Board Retreat Agenda.

**7. GOVERNANCE PLANNING**

A. Governance Planning Calendar

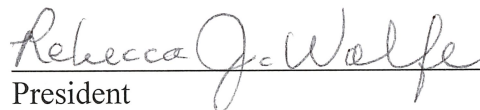
President Wolfe proposed a tour of the Jackson Hydro Electric Facility. Commissioner Logan also advised that he would like to attend. This item will be scheduled for a future date.

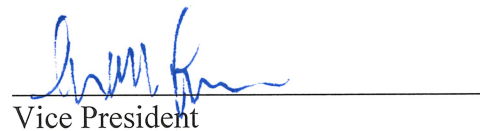
**ADJOURNMENT**

There being no further business or discussion to come before the Board, the Regular Meeting of May 9, 2023, adjourned at 2:26 p.m. An audio file of the meeting is on file in the Commission Office and available for review.

Approved this 23<sup>rd</sup> day of May, 2023.

  
Secretary

  
President

  
Vice President