

SNOHOMISH COUNTY PUBLIC UTILITY DISTRICT

Regular Meeting

August 22, 2023

The Regular Meeting was convened by President Rebecca Wolfe at 9:00 a.m. Those attending were Sidney Logan, Vice-President; Tanya Olson, Secretary; CEO/General Manager John Haarlow; 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 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 provided a presentation on District related Community Engagement activities.
2. Legislative. There were no questions regarding the report.
3. Other. There were no other updates.

B. Time of Day Rate Implementation AMI Customer Enablement

Senior Manager Strategic Partnership Shelley Pattison and Senior Customer & Energy Services Program Manager Cathy Patterson provided a presentation on the implementation of Time of Day rates.

The next steps included a Project Governance Board review of resources, formal project kick-off, formal rate proposal in Q4 of 2023, and developing internal and external engagement plans.

C. Interlocal Agreement with Snohomish County for Culvert Repair

Principal Engineer Brian Li provided a presentation on an Interlocal Agreement with Snohomish County for a culvert repair which included cost and final plan for repair.

The next step would be Board consideration of a resolution authorizing the Interlocal Agreement with Snohomish County at the September 5, 2023, Commission Meeting.

D. 2023 Water System Bond Issuance Update

Deputy Treasurer Lauren Way provided an update on the 2023 Water System Bond issuance, which covered the size and structure of the issuance.

The next step would be Board consideration of a resolution approving the 2023 Water System Bonds at the September 5, 2023, Commission Meeting.

The meeting recessed at 9:46 a.m. and reconvened at 9:51 a.m.

E. Job Description Project Compensation Philosophy Preview

Human Resources Consultant Christy Schmidt provided an update on the job description and compensation philosophy project, which included a preview of the compensation philosophy proposal.

The next steps included Board consideration of a resolution approving the Compensation Philosophy at the September 5, 2023, Commission Meeting, and a tentative implementation date of January 2024.

EXECUTIVE SESSION

The Regular Meeting recessed at 10:40 a.m. and reconvened at 10:45 a.m. into Executive Session to discuss legal risks of current practice or proposed action with legal counsel 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; CEO/General Manager John Haarlow; General Counsel Colin Willenbrock; Chief Financial Officer Scott Jones; and Commission & Executive Services Director Melissa Collins. At 11:14 a.m. the Executive Session was extended 10 minutes. The Regular Meeting recessed immediately upon conclusion of the Executive Session at 11:24 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; CEO/General Manager John Haarlow; 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 Clerks of the Board Jenny Rich and Morgan Stoltzner.

*** Items Taken Out of Order******Non-Agenda Items****2. RECOGNITION/DECLARATIONS****A. Employee of the Month for August – Brenda Johns**

Brenda Johns was recognized as Employee of the Month for August.

B. General Manager's Life Saving Award – Lynnwood Line Crew

Construction Superintendent Keith Ellison introduced Entry Helper-2 Justin Atkinson, Journeyman Lineman Kellan Bulman (absent), Journeyman Lineman Tre Harris, and Apprentice Lineman-5 Anthony Haugstad, who were presented the General Manager's Life Saving Award.

3. COMMENTS FROM THE PUBLIC

The following public provided comments:

- Steven Keeler, Edmonds
- Suzanna McCarthy, Everett
- Lianne Shea, Marysville
- Shelley Mortinson, Marysville
- Ray Harker, Marysville
- Nancy Johnson, Edmonds
- Donald Miller, Arlington

4. CONSENT AGENDA**A. Approval of Minutes for the Regular Meeting of August 8, 2023**

B. Bid Awards, Professional Services Contracts and Amendments

Public Works Contract Award Recommendations:
Invitation to Bid No. 23-1373-KS with Granite Construction Company
Recommend Rejection for Invitation to Bid No. 23-1406-KS
Formal Bid Award Recommendations \$120,000 and Over:
Recommend Rejection for Request for Quotation No. 23-1401-CS
Request for Quotation No. 23-1404-BP with American Wire Group LLC
Recommend Rejection for Request for Quotation No. 23-1360-CS
Professional Services Contract Award Recommendations \$200,000 and Over:
None
Miscellaneous Contract Award Recommendations \$200,000 and Over:
Recommend Rejection for Request for Proposal No. 23-1400-SF
Miscellaneous Contract No. CW2252516 with Cascade Energy, Inc.
Interlocal Agreements and Cooperative Purchase Recommendations:
Contracts:
Purchase Order No. 4500086039 with Pape Kenworth
Purchase Order No. 4500086015 with Harnish Group, 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:
Miscellaneous No. CW2234812 with Open Text, Inc.
Contract Acceptance Recommendations:
Public Works Contract No. CW2249278 with Laser Underground & Earthworks, Inc.
Public Works Contract No. CW2247792 with Kemp West, Inc.
Public Works Contract No. CW2251293 with Davey Tree Surgery Company

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

A motion unanimously passed approving Agenda Items 4A – Approval of Minutes for the Regular Meeting of August 8, 2023; 4B – Bid Awards, Professional Services Contracts and Amendments; 4C – Consideration of Certification/Ratification and Approval of District Checks and Vouchers.

5. ITEMS FOR INDIVIDUAL CONSIDERATION**A. 2024 Budget Notice of Public Hearing**

A motion unanimously passed approving the proposed Notice of Public Hearing for the 2024 Preliminary Budget as presented in the packet (October 2, 2023, November 7, 2023, November 21, 2023, and December 5, 2023).

B. Consideration of a Resolution Amending District Water Utility Policies and Establishing Certain Charges for Water Utility

A motion unanimously passed to remove the Resolution from the table for consideration.

A motion unanimously passed approving Resolution No. 6104 amending District Water Utility policies and establishing certain charges for Water Utility.

C. Consideration of a Resolution Authorizing the CEO/General Manager of Public Utility District No. 1 of Snohomish County to Execute Amendment No. 3 to an Interlocal Agreement With Snohomish County Regarding Weatherization of Low-Income Residences

A motion unanimously passed approving Resolution No. 6135 authorizing the CEO/General Manager of Public Utility No. 1 of Snohomish County to execute Amendment No. 3 to an Interlocal Agreement with Snohomish County regarding weatherization of low-income residences.

D. Consideration of a Resolution Declaring a Portion of the Hat Island Submarine Cable Project to be “Special Facilities” for the Purposes of RCW 39.04.280

A motion unanimously passed approving Resolution No. 6136 declaring a portion of the Hat Island Submarine Cable Project to be “Special Facilities” for the purposes of RCW 39.04.280.

6. CEO/GENERAL MANAGER REPORT

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

7. COMMISSION BUSINESS

A. Commission Reports

The Board discussed Elected Official visits and concurred that the opportunity to attend would be offered to the Commissioner in that voting district first.

The Commissioners reported on other 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 Project Status Report – July

There were no questions regarding the report.

D. July 2023 District Performance Dashboard

There were no questions on the July 2023 District Performance Dashboard.

8. GOVERNANCE PLANNING

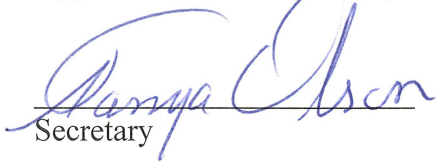
A. Governance Planning Calendar

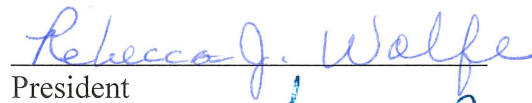
There were no changes to the Governance Planning Calendar.

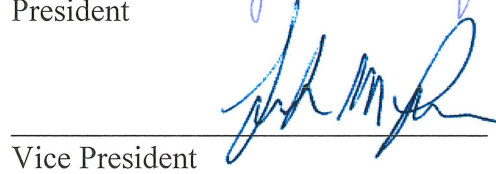
ADJOURNMENT

There being no further business or discussion to come before the Board, the Regular Meeting of August 22, 2023, adjourned at 2:46 p.m. An audio file of the meeting is on file in the Commission Office and available for review.

Approved this 5th day of September, 2023.


Secretary


President


Vice President