

# SNOHOMISH COUNTY PUBLIC UTILITY DISTRICT

**Regular Meeting**

**November 21, 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; CEO/General Manager John Haarlow; General Counsel Colin Willenbrock; Assistant General Managers Guy Payne and Jason Zyskowski; Acting Assistant General Manager Derek Hermann; Chief Financial Officer Scott Jones (virtually); Chief Information Officer Kristi Sterling; other District staff; Commission & Executive Services Director Melissa Collins; Clerk of the Board Allison Morrison; and Deputy Clerk of the Board Morgan Stoltzner.

**\* Items Taken Out of Order**

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

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

A. Updates

1. Legislative. There were no questions on the report.
2. Other. Outage Customer Communications Consultant Cassidy Warren provided an outage map storm update for the board.

B. Wood Creek Sustainability Center

Senior Environmental Coordinator Dawn Presler and Senior Facilities Planner Shelby Johnson provided an update on the Woods Creek Sustainability Center which included outdoor enhancements, future community events, and building enhancements.

C. Carbon Solutions Rate Change

Customer and Energy Services Program Manager Sheri Miller provided a presentation on the Carbon Solutions rate change which included information on the RCW 19.29a.090 requirement, program history, and reasons for the proposed rate change.

The next step would be Consent Agenda Board approval at the December 5, 2023, Commission meeting.

The meeting recessed at 9:38 a.m. and resumed at 9:45 a.m.

#### D. Pilot Small Distributed Generation Rate Schedule Extension

Senior Manager Rates Economics and Energy Risk Management Peter Dauenhauer provided a presentation on the Pilot Small Distributed Generation Rate Schedule Extension, which included background information, pilot goals and mechanics, state of the pilot, and pricing update.

The meeting recessed at 9:56 a.m. due to technical difficulties and resumed at 10:05 a.m.

The next step would be a Public Hearing at the December 5, 2023, Commission meeting.

#### E. 2023 IRP Overview

Senior Manager, Power Supply Garrison Marr, Senior Utility Analyst Landon Snyder, and Principal Analyst Kris Scudder presented the 2023 IRP Overview. The presentation reviewed Phases 1-4 and the review and close out of Phase 5 which included the resource strategy and action plan.

The next steps include Board consideration of a resolution adopting the 2023 IRP Update and Board consideration of a resolution adopting the Biennial Conservation Targets and IRP at the December 5, 2023, Commission meeting.

The meeting recessed at 10:52 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 Guy Payne and Jason Zyskowski; Acting Assistant General Manager Derek Hermann; Chief Financial Officer Scott Jones (virtually); 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 Morgan Stoltzner.

#### **\* Items Taken Out of Order**

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

### **2. COMMENTS FROM THE PUBLIC**

The following public provided comments:

- Nancy Johnson, Co-chair of Sno-Isle Sierra Club

**3. CONSENT AGENDA**

A. Approval of Minutes for the Regular Meeting of November 7, 2023

B. Bid Awards, Professional Services Contracts and Amendments

Public Works Contract Award Recommendations:

None

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

Request for Quotation No. 23-1421-CS with Wireless Structures Consulting, Inc. dba Western Utility Telecom, Inc.

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

None

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

Request for Proposal No. 23-1425-KP with Pacheco's Landscaping, LLC

Interlocal Agreements and Cooperative Purchase Recommendation:

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:

Amendment of Interlocal Agreement with Port of Everett

Miscellaneous No. CW2243188 with US Department of Interior

Professional Services Contract No. CW2235869 with USIC Locating Services LLC dba

Onecall Holdings, Inc.

Professional Services Contract No. CW2238467 with David Evans and Associates, Inc.

Contract Acceptance Recommendations:

None

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

A motion unanimously passed approving Agenda Items 3A – Approval of Minutes for the Regular Meeting of November 7, 2023; 3B – Bid Awards, Professional Services Contracts and Amendments; and 3C – Consideration of Certification/Ratification and Approval of District Checks and Vouchers.

**4. PUBLIC HEARING**

A. Continue Public Hearing on the Proposed 2024 Budget

President Wolfe opened the public hearing.

Budget and Financial Planning Manager Sarah Bond provided a presentation continuing the discussion of the 2024 proposed budget for the electric and water systems 5-year forecast.

The 2024 Budget remaining hearing schedule was as follows:

December 5, 2023

Adoption of the 2024 Budget

A motion unanimously passed continuing the public hearing on the 2024 Proposed Budget to Tuesday, December 5, 2023, at 1:30 p.m. at 2320 California Street in Everett, WA.

**5. PUBLIC HEARING AND ACTION**

A. Consideration of a Resolution Declaring Certain Property Interests of the District in a Portion of Certain Real Property Situated in Snohomish County, Washington, to be Surplus and Authorizing the Granting of an Easement in Favor of the United States of America, Department of Energy, Bonneville Power Administration

President Wolfe opened the public hearing.

There being no questions from the Board nor the public, the public hearing was closed.

A motion unanimously passed approving Resolution No. 6152 declaring certain property interests of the District in a portion of certain real property situated in Snohomish County, Washington, to be surplus and authorizing the granting of an Easement in favor of the United States of America, Department of Energy, Bonneville Power Administration.

**6. ITEMS FOR INDIVIDUAL CONSIDERATION**

- A. Consideration of a Resolution Adopting a Plan or System of Additions to and Extensions of the District's Water Utility, Declaring the Intention of the Board of Commissioners to Form Water Local Utility District No. 66 to Carry out That Plan; and Fixing the Date, Time and Place for a Public Hearing on Formation of the Proposed Local Utility District and Confirmation of the Assessment Roll

A motion unanimously passed approving Resolution No. 6153 adopting a plan or system of additions to and extensions of the District's Water Utility, declaring the intention of the Board of Commissioners to form Water Local Utility District No. 66 to carry out that plan and fixing the date, time and place for a Public Hearing on formation of the proposed Local Utility District and confirmation of the assessment roll.

- B. Consideration of a Resolution Authorizing the Manager, Real Estate Services, to Execute all Necessary Documents to Purchase Certain Real Property (Tax Parcel No. 28083000201200) With an Address of 12326 Trout Farm Road, Sultan, Washington, for Future use for Fish Habitat Improvement Activities

A motion unanimously passed approving Resolution No. 6154 authorizing the Manger, Real Estate Services, to execute all necessary documents to purchase certain real property (Tax Parcel No. 28083000201200) with an address of 12326 Trout Farm Road, Sultan, Washington, for future use for fish habitat improvement activities.

**7. CEO/GENERAL MANAGER REPORT**

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

**8. COMMISSION BUSINESS**

- A. Commission Reports

The Board reported on Commission related topics.

- B. Commissioner Event Calendar

There were no changes to the Commissioner Event Calendar.

**9. GOVERNANCE PLANNING**

- A. Governance Planning Calendar

There were no changes to the Governance Planning Calendar.

**EXECUTIVE SESSION**

The Regular Meeting recessed at 2:30 p.m. and reconvened at 2:40 p.m. into Executive Session to discuss computer and telecommunications security and risk assessments, under the terms set forth in the Open Public Meetings Act. It was anticipated the Executive Session would last approximately 90 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 Information Officer Kristi Sterling; other District staff; and Commission & Executive Services Director Melissa Collins. The Commission immediately adjourned the Regular Meeting upon the conclusion of the Executive Session at 3:47 p.m.

**ADJOURNMENT**

There being no further business or discussion to come before the Board, the Regular Meeting of November 21, 2023, adjourned at 3:47 p.m. An audio file of the meeting is on file in the Commission Office and available for review.

Approved this 5<sup>th</sup> day of December, 2023.

  
Secretary  
President  
Vice President