

# SNOHOMISH COUNTY PUBLIC UTILITY DISTRICT

Regular Meeting

December 5, 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; General Counsel Colin Willenbrock; Assistant General Managers Brant Wood and Jason Zyskowski (virtually); Acting Assistant General Manager Jeff Feinberg; 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 Morgan Stoltzner.

**\* Items Taken Out of Order**

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

**1. RECOGNITION/DECLARATIONS**

A. Recognition of the Meter Reading Team

The Meter Reading Team was recognized for their performance.

**2. 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. Other. Assistant General Manager Generation, Power, Rates & Transmission Management Jason Zyskowski updated the Board on the Columbia River System Operations (CSCO) litigation and settlement agreement.

B. APPA – DEED Grant

Customer and Energy Services Program Manager Sheri Miller provided a presentation on the American Public Power Association (APPA) Energy & Efficiency Developments program grant. Information included program goals, the program development team, Tree Power program components, and timeline.

C. Audit Activity Update

Senior Manager, Controller & Auditor Shawn Hunstock provided the annual summary of the District's various audit activities that were completed this year or were still in progress and planned for 2024.

The meeting recessed at 9:59 a.m. and reconvened at 10:05 a.m.

#### D. Strategic Plan Quarterly Update

Strategy & Performance Planning Leader Laura Lemke provided a quarterly update on the District's Strategic Plan which included information on current implementation progress, future implementations for Q4 2023 and Q1 2024, and the Q3 Strategic Plan report.

The Board concurred to have bi-annual Strategic Plan updates that will include information on accomplishments, challenges, and risks.

The meeting recessed at 10:43 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 Brant Wood and Jason Zyskowski (virtually); Acting Assistant General Manager Jeff Feinberg; 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 Morgan Stoltzner.

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

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

### **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 November 21, 2023

B. Bid Awards, Professional Services Contracts and Amendments

Public Works Contract Award Recommendations:

Public Works Contract No. 23-1424-KP with Kemp West, Inc.

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

None

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

None

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

None

Interlocal Agreements and Cooperative Purchase Recommendations:

Contracts:

Purchase Order Nos. 4500088055, 4500088056 and 4500088057 with Global Rental Company

Amendments:

None

Sole Source Purchase Recommendations:

Purchase Order No. 4500088009 with Fiber Marketing International, Inc. dba FMI Sales

Emergency Declarations, Purchases and Public Works Contracts:

None

Purchases Involving Special Facilities or Market Condition Recommendations:

None

Formal Bid and Contract Amendments:

Professional Services Contract No. CW2248530 with Sound Grid Partners, LLC

Public Works Contract No. CW2250891 with Shinn Mechanical, Inc.

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 2024

A motion unanimously passed approving Agenda Items 4A – Approval of Minutes for the Regular Meeting of November 21, 2023; 4B – Bid Awards, Professional Services Contracts and Amendments; 4C – Consideration of Certification/Ratification and Approval of District Checks and Vouchers; and 4D – Consideration to Prequalify Contractors as Bidders for Electrical Line Work for the District During 2024, as amended.

## 5. PUBLIC HEARING

- A. Public Hearing on Proposed 2023 Integrated Resource Plan

President Wolfe opened the public hearing.

There were no comments from the Board or the Public, the public hearing was continued.

A motion unanimously passed continuing the public hearing on the Proposed 2023 Integrated Resource Plan to Tuesday, December 19, 2023, at 1:30 p.m. at 2320 California Street in Everett, WA.

**6. PUBLIC HEARING AND ACTION**

- A. Consideration of a Resolution Adopting the 2024 Budget for the Public Utility District No. 1 of Snohomish County, Washington

President Wolfe opened the public hearing.

Steven Keeler of Edmonds provided public comment.

Commissioner Olson requested the Board's support in committing to revisiting EL 4.6 in the 1<sup>st</sup> Quarter of 2024. Commissioners Wolfe and Logan concurred.

There being no additional questions from the Board or the public, the public hearing was closed.

A motion unanimously passed approving Resolution No. 6155 adopting the 2024 Budget for Public Utility District No. 1 of Snohomish County, Washington.

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

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. 6156 amending the District's "Pilot Small Distributed Rate Schedule".

**7. ITEMS FOR INDIVIDUAL CONSIDERATION**

- A. Consideration of a Motion Accepting the Financial Planning and Budgeting Monitoring Report

A motion unanimously passed accepting the Financial Planning and Budgeting Monitoring report.

**8. CEO/GENERAL MANAGER REPORT**

Chief Financial Officer Scott Jones reported on District related topics and accomplishments.

**9. COMMISSION BUSINESS**

## A. Commission Reports

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

## B. Commissioner Event Calendar

The Commissioners reported that they would attend the Public Power Council's (PPC) FUEL virtual meeting on December 6, 2023.

## C. 2023 Treasury, Budget, Forecast, and Major Project Status Report – October

There were no questions on the 2023 Treasury, Budget, Forecast, and Major Project Status Report.

## D. October 2023 District Performance Dashboard

Staff responded to questions regarding the October 2023 District Performance Dashboard.

## E. Consideration of Election of Commission Officers for the Year 2024

A motion unanimously passed electing the Commission Officers for the year 2024 as follows: Sidney Logan, President; Tanya Olson, Vice-President; and Rebecca Wolfe, Secretary.

**10. GOVERNANCE PLANNING**

## A. Governance Planning Calendar

There were no changes to the Governance Planning Calendar.

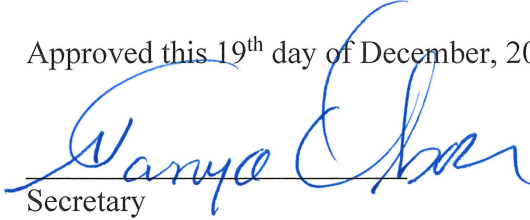
## B. Proposed 2024 Governance Planning Calendar

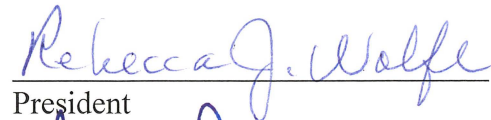
There were no changes to the 2024 Governance Planning Calendar.

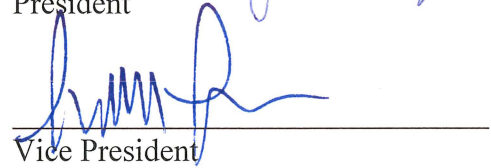
**ADJOURNMENT**

There being no further business or discussion to come before the Board, the Regular Meeting of December 5, 2023, adjourned at 2:04 p.m. An audio file of the meeting is on file in the Commission Office and available for review.

Approved this 19<sup>th</sup> day of December, 2023.

  
Secretary

  
President

  
Vice President