

# SNOHOMISH COUNTY PUBLIC UTILITY DISTRICT

**Regular Meeting**

**February 20, 2024**

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The Regular Meeting was convened by President Sidney Logan at 9:00 a.m. Those attending were Tanya Olson, Vice-President; Rebecca Wolfe, Secretary; CEO/General Manager John Haarlow; General Counsel Colin Willenbrock; Assistant General Managers Guy Payne, Brant Wood, and Jason Zyskowski; Acting Assistant General Manager Shauna Boser; Chief Financial Officer Scott Jones; Chief Information Officer Kristi Sterling; other District staff; members of the public; 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: Add item 1A2 Other "At Places" Everett to Delta 115kV Transmission Line.

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

### A. Updates

1. Legislative. Senior State Government & External Affairs Manager Ryan Collins provided a report on Key Legislation and responded to the Board's questions on the report.
2. Other. Everett to Delta 115kV Transmission Line

Manager Transmission and Standards Engineering Andra Flaherty provided a presentation at places, by reference made a part of the packet on the proposed 115kV transmission line routes in the City of Everett. Included in the presentation were the public outreach timeline and customer concerns.

The next steps would be cost estimates for the various transmission line routes, selection of the preferred route and discussion with stakeholders regarding the chosen route. The estimated selection of the route would be August of 2024.

### B. City of Mountlake Terrace Recreational Trail Easement

Manager Real Estate Services Maureen Barnes informed the Board of a proposed 25-year Interurban Trail Easement with the City of Mountlake Terrace. The presentation included the Interurban Trail background and terms of the proposed easement.

The next step would be a Public Hearing and Action at the March 5, 2024, Commission meeting.

C. Surplus and Sale of an Easement to Zayo Group, LLC.

Manager Real Estate Services Maureen Barnes provided a presentation requesting to declare surplus a portion of District owned land in the City of Arlington and allow execution of an easement with Zayo Group, LLC.

The next step would be a Public Hearing and Action at the March 5, 2024, Commission meeting.

The meeting recessed at 10:09 a.m. and reconvened at 10:15 a.m.

D. East County Community Office Property Purchase

Principal Engineer Doug Wilson presented updated information regarding the East County Community Property Purchase. Project benefits for both the District and the Community were discussed and the terms of the possible development agreement.

The next steps would be to continue the feasibility studies, a draft development agreement, and then return to the Board in the summer of 2024 with a presentation and consideration of approval of the development agreement and property purchase.

E. City of Everett Interurban Recreational Trail Easement Extension

Manager Real Estate Services Maureen Barnes updated the Board on the need for a 3-month extension, to expire on May 31, 2024, with the City of Everett.

The next step would be consideration of a resolution at the afternoon session of the February 20, 2024, Commission meeting.

F. District Cash and Financial Reserves

Chief Financial Officer Scott Jones brought to the Board information concerning the financial impacts of the January 2024 severe weather incident and an overview of District Reserves and Current Funds. The reserve overview focused on the Electric System's Operation and Contingency Reserve Categories and within those two categories debt management and rate stabilization were discussed.

The next steps would be an updated look at risk exposure and the cash reserve strategy, returning to the Board with an update in August or September of 2024.

G. Strategic Plan Quarterly Update

Senior Program Manager Laura Lemke provided a quarterly update on the District's Strategic Plan which included information on current implementation progress, establishing our key performance metrics, and the 2023 achievements.

The next steps would be a written report to the Board on May 21, 2024, a Year-to-Date presentation at the August 20, 2024, Commission meeting, and a written report on November 19, 2024, to the Board.

### **EXECUTIVE SESSION**

The Regular Meeting recessed at 11:25 a.m. and reconvened at 11:30 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 35 minutes, with no public announcements. Those in attendance were Commissioners Sidney Logan, Tanya Olson, and Rebecca Wolfe; CEO/General Manager John Haarlow; General Counsel Colin Willenbrock; and Clerk of the Board Allison Morrison. The Regular Meeting recessed immediately upon conclusion of the Executive Session at 11:49 a.m.

### **RECONVENE REGULAR MEETING**

The Regular Meeting was reconvened by President Sidney Logan at 1:30 p.m. Those attending were Tanya Olson, Vice-President; Rebecca Wolfe, Secretary; CEO/General Manager John Haarlow; General Counsel Colin Willenbrock; Assistant General Managers Guy Payne, Brant Wood, and Jason Zyskowski; Acting Assistant General Manager Shauna Boser; Chief Financial Officer Scott Jones; Chief Information Officer Kristi Sterling; other District staff; members of the public; Commission & Executive Services Director Melissa Collins (virtually); 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: Add item 04A.02 "At Places" an additional slide, page 4, to the 2024 Budget General Electric Revenue Adjustment.

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

The following public provided comments:

- Hans Dunshee, Snohomish, WA

## **3. CONSENT AGENDA**

- A. Approval of Minutes for the Regular Meeting of February 6, 2024
- B. Bid Awards, Professional Services Contracts and Amendments

Public Works Contract Award Recommendations:  
Request for Proposal No. 24-1438-SC with Davey Tree Surgery Company

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

Request for Quotation No. 23-1426-BP with Tyndale Company, Incorporated

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:

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:

Miscellaneous No. 76794 with Automatic Data Processing, Inc.

Contract Acceptance Recommendations:

Public Works Contract No. CW2252144 with K & D Services, Inc.

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 February 6, 2024; 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. 2024 Budget General Electric Revenue Adjustment

President Logan opened the public hearing.

Senior Manager Rates, Economic and Energy Risk Management Peter Dauenhauer, Economist Christina Leinneweber, and Chief Financial Officer Scott Jones provided an updated briefing on the proposed 2024 Budget General Electric Revenue Adjustment. The briefing included information on the 2024 budget and recent events, rate design approach, proposed adjustments, and comparisons.

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 2024 Budget General Electric Revenue Adjustment to Tuesday, March 5, 2024, at 1:30 p.m. at 2320 California Street in Everett, WA.

## **5. ITEMS FOR INDIVIDUAL CONSIDERATION**

- A. Consideration of a Resolution Authorizing the Manager, Real Estate Services, to Execute all Necessary Documents to Purchase Certain Real Property (Tax Parcel Number 27051300200200) With an Address of 8520 180<sup>th</sup> Street SE, Snohomish, Washington, as the Future Location of a 115kV Ring Bus and Other District Facilities, and Recognizing the Current Structures on the Property are Surplus to the Needs of the District

A motion unanimously passed approving Resolution No. 6165 authorizing the Manager, Real Estate Services, to execute all necessary documents to purchase certain real property (Tax Parcel Number 27051300200200) with an address of 8520 180<sup>th</sup> Street SE, Snohomish, Washington, as the future location of a 115kV ring bus and other District facilities, and recognizing the current structures on the property are surplus to the needs of the District.

- B Consideration of a Resolution Authorizing the Manager, Real Estate Services, to Execute an Easement Amendment of an Easement Previously Granted by the District in Favor of the City of Everett That Allows the City to Operate, Repair, and Maintain a Recreational Trail in a Portion of the Power Line Corridor Property of the District Commonly Known as the PNT Right-of-Way Located in the City of Everett, Snohomish County, Washington

A motion unanimously passed approving Resolution No. 6166 authorizing the Manager, Real Estate Services, to execute an easement amendment of an easement previously granted by the District in favor of the City of Everett that allows the City to operate, repair, and maintain a recreational trail in a portion of the power line corridor property of the District commonly known as the PNT Right-of-Way located in the City of Everett, Snohomish County, Washington.

## **6. CEO/GENERAL MANAGER REPORT**

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

## **7. 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. December 2023 District Performance Dashboard

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

D. 2023 Treasury, Budget, Forecast, and Project Status Report – Final Results

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

**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 February 20, 2024, adjourned at 2:23 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 March, 2024.

**(absent)**

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Secretary

  
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President

  
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Vice President