

# SNOHOMISH COUNTY PUBLIC UTILITY DISTRICT

**Regular Meeting**

**April 16, 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 John Hoffman, Guy Payne (virtually), Jeff Kallstrom, and Jason Zyskowski; Chief Financial Officer Scott Jones; 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**

Changes to the agenda were made as follows: Add item 01F.01 "At Places" an additional slide No. 13 Proposed Leave Program Changes Non-Represented Employees.

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

A. Updates

1. Other. CEO/General Manager John Haarlow updated the Board on Net Metering and Customer Minimum Bills.

B. 2023 Audit Results Public Utility District No. 1 of Snohomish County

Senior Manager, Controller and Auditor Shawn Hunstock introduced Olga Darlington, with the public accounting firm Moss Adams, who presented the 2023 Financial Fiscal Year Audit results for the District.

C. Water Supply Update

Short-Term Power Trader Mike Shapley provided a presentation on the District's Water Supply. The information included an Energy Portfolio Mix, a summary of Water Year 2024 (WY'24) and the Water Year 2025 (WY'25) forecast.

D. Energy Risk Management Report

Senior Manager Rates, Economic and Energy Risk Management Peter Dauenhauer and Economist Anna Kruglova provided an overview of the 2023 – 2024 Bi-Annual Risk Report that included background and Energy Risk fundamentals, Sources of Risk, Q4 2023 and Q1 2024 Risk in Retrospect, Risk Tests and Risk Program improvements.

The meeting recessed at 10:32 a.m. and reconvened at 10:40 a.m.

E. Benefit Program for Changes Non-Represented Employees

Senior Manager Human Resources Dana Pollow provided a presentation on Benefit Program changes for non-represented employees. Information included proposed changes to Medical, Dental, and Vision coverage, changes to Life, AD&D, and Voluntary Benefits, District contribution changes, part-time employee changes, retiree program changes, and miscellaneous benefit changes.

The next steps would be to return at the May 7, 2024, Commission meeting for approval and to provide education sessions to non-represented employees in May 2024.

F. Proposed Leave Program Changes Non-Represented Employees

Lead Human Resources Generalist Renee MacWatters provided a presentation on Leave Program changes for non-represented employees. The information included proposed changes to replace the current Paid Family and Medical Leave Program with a new SnoLeave program, Extended Sick Leave and Bereavement changes, Short Term and Long Term Disability changes, and the newly proposed Floating Holiday.

The next step would be to return at the May 7, 2024, Commission meeting for approval.

**EXECUTIVE SESSION**

The Regular Meeting recessed at 11:18 a.m. and reconvened at 11:21a.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 Sidney Logan, Tanya Olson, and Rebecca Wolfe; CEO/General Manager John Haarlow; General Counsel Colin Willenbrock; other District staff; and Commission & Executive Services Director Melissa Collins. The Regular Meeting recessed immediately upon conclusion of the Executive Session at 11:33 a.m.

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**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 Jeff Kallstrom, and Jason Zyskowski; Chief Financial Officer Scott Jones; 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. COMMENTS FROM THE PUBLIC**

The following public provided comments:

- Steven Keeler, Edmonds, provided documents at places, by reference made a part of the packet.

**3. CONSENT AGENDA**

A. Approval of Minutes for the Regular Meeting of April 2, 2024

B. Bid Awards, Professional Services Contracts and Amendments

Public Works Contract Award Recommendations:

Invitation to Bidders No. 23-1419-KS—Warm Beach Well 4 Facility Upgrades with Interwest Construction, Inc

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

Request for Quotation No. 24-1444-CS—115 kV Dead-End Steel Structures and Anchor

Cages Camano Island Substation 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:

Miscellaneous No. CW2254886—Legal Research with Thomson Reuters - West

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:

Public Works Contract No. CW2248363—North County Community Office with Faber

Construction Corporation

Miscellaneous No. CW2251542—Mobile Security Solutions Camera Trailers with LiveView Technologies Inc.

Miscellaneous No. CW2251550—South Everett Landscape Maintenance with Pacheco's

Landscaping, LLC

Contract Acceptance Recommendations:

None

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

A motion passed unanimously approving Agenda Items 3A – Approval of Minutes for the Regular Meeting of April 2, 2024; 3B – Bid Awards, Professional Services Contracts and Amendments; and 3C – Consideration of Certification/Ratification and Approval of District Checks and Vouchers.

#### **4. ITEMS FOR INDIVIDUAL CONSIDERATION**

- A. Consideration of a Motion Accepting the 4<sup>th</sup> Quarter 2023 Financial Conditions and Activities Monitoring Report

Senior Manager, Controller and Auditor Shawn Hunstock provided a presentation on the 4<sup>th</sup> Quarter 2023 Financial Conditions and Activities Monitoring Report.

A motion unanimously passed accepting the 4<sup>th</sup> Quarter 2023 Financial Conditions and Activities Monitoring Report.

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

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

**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. Consideration of a Resolution Amending Resolution No. 5924 and Adopting Amendments to the Board of Commissioners Governance Policies Entitled Executive Limitations, Governance Process, Board-CEO/General Manager Linkage Policies, and Board & Owner Linkage Plan**

Commission Olson requested that the Board review sections of GP4 and the titled section of Clerk of the Board as it relates to portions associated with coordination and process at the next Governance Policies workshop or Special Meeting. The Board concurred with the request to review the proposed sections and to ask the Clerk of the Board to add to the agenda.

A motion unanimously passed approving Resolution No. 6143 amending Resolution No. 5924 and adopting amendments to the Board of Commissioners Governance Policies entitled Executive Limitations, Governance Process, Board-CEO/General Manager Linkage Policies, and Board & Owner Linkage Plan.

**7. GOVERNANCE PLANNING****A. Governance Planning Calendar**

There were no changes to the Governance Planning Calendar.

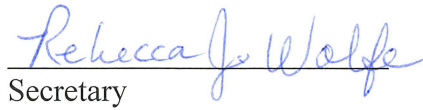
**EXECUTIVE SESSION**

The Regular Meeting recessed at 2:05 p.m. and reconvened at 2:07 p.m. into Executive Session to the performance of a public employee, 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 Sidney Logan, Tanya Olson, and Rebecca Wolfe. The Commission immediately adjourned the Regular Meeting upon the conclusion of the Executive Session at 2:35 p.m.

**ADJOURNMENT**

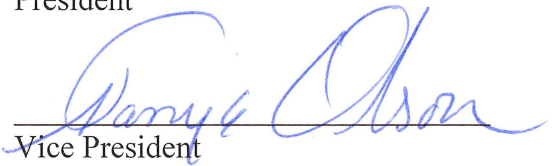
There being no further business or discussion to come before the Board, the Regular Meeting of April 16, 2024, adjourned at 2:35 p.m. An audio file of the meeting is on file in the Commission Office and available for review.

Approved this 7<sup>th</sup> day of May, 2024.

  
Secretary

**(absent)**

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President

  
Vice President