

# SNOHOMISH COUNTY PUBLIC UTILITY DISTRICT

**Regular Meeting**

**October 7, 2024**

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The Regular Meeting was convened by President Sidney Logan at 9:00 a.m. Those attending were Rebecca Wolfe, Secretary; CEO/General Manager John Haarlow; Chief Legal Officer Colin Willenbrock; other District staff; members of the public; Clerk of the Board Allison Morrison; and Deputy Clerks of the Board Jenny Rich and Morgan Stoltzner. Vice-President Toni Olson arrived at 9:01 a.m.

**\* Items Taken Out of Order**

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

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

A. Modular Microgrid Display

The Modular Microgrid Team provided a presentation and demonstration with Snohomish County Councilmember Nate Nehring on the Modular Microgrid Display.

B. Updates

1. Media. Lead Communications Specialist Aaron Swaney provided a presentation on District related news and articles.

Commissioner Logan requested an Artificial Intelligence (AI) informational update at a future Commission meeting and the Board concurred.

2. Other. There were no other topics.

C. 2024 Wildfire Mitigation Plan Update

Senior Manager Transmission & Distribution, System Operations & Engineering Mark Flury and Engineer David Popach provided a presentation on the 2024 Wildfire Mitigation Plan Update. Information included an overview of updates to the District's Wildfire Mitigation Plan, background information, required elements, workforce training, and plan evaluation & revision.

The next step would be to return at the October 22, 2024, Commission meeting for a resolution approving the 2024 Wildfire Mitigation Plan update.

The meeting recessed at 10:02 a.m. and reconvened at 10:10 a.m.

D. Connect Up Quarterly Update

Program Director Tim Epp provided an update on Connect Up program. Information included meter deployment status, AMI network and daily operations/billing, and the progress on Connect Up 2.0.

**EXECUTIVE SESSION**

The Regular Meeting recessed at 10:24 a.m. and reconvened at 10:27 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 30 minutes, with no public announcements. Those in attendance were Commissioners Sidney Logan, Tanya Olson, and Rebecca Wolfe; CEO/General Manager John Haarlow; Chief Legal Officer Colin Willenbrock; and Clerk of the Board Allison Morrison. The Regular Meeting recessed immediately upon conclusion of the Executive Session at 10:53 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; Chief Financial Officer Scott Jones; Chief Legal Officer Colin Willenbrock; 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 04B.02 "AT PLACES" page 1 Bid Awards, Professional Services Contracts and Amendments

**2. RECOGNITION/DECLARATIONS**

A. Team of the Month for October – The Outage Communication Team

The Outage Communication Team was recognized as Team of the Month for October.

**3. COMMENTS FROM THE PUBLIC**

There were no comments from the public.

**4. CONSENT AGENDA**

A. Approval of Minutes for the Regular Meeting of September 17, 2024

**B. Bid Awards, Professional Services Contracts and Amendments**

Public Works Contract Award Recommendations:

None

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

Recommend Rejection of Request for Quotation No. 24-1477-CS

Request for Quotation No. 24-1478-CS with Wireless Structures Consulting, Inc. dba Western Utility Telecom, Inc.

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

Professional Services Contract No. CW2256429 with Hatch

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

Miscellaneous Contract No. CW2256244 with NewsData LLC

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 Contract No. CW2245083 with Access Info Intermediate Holding I LLC. dba AccessProfessional Services Contract No. CW2246475 with Burns & McDonnell Engineering Company, Inc.

Professional Services Contract No. CW2251486 with Robert Half International Inc.

Contract Acceptance Recommendations:

Public Works Contract No. CW2244437 with Queen City Sheet Metal & Roofing

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

An amended page 1 of Agenda Item 04B was provided at places, by reference made a part of the packet.

A motion unanimously passed approving Agenda Items 4A – Approval of Minutes for the Regular Meeting of September 17, 2024; 4B – Bid Awards, Professional Services Contracts and Amendments, as amended; and 4C - Consideration of Certification/Ratification and Approval of District Checks and Vouchers.

**5. PUBLIC HEARING**

A. Open the 2025 Proposed Budget Hearing

President Logan opened the public hearing.

Chief Financial Officer Scott Jones and Senior Business Operations Coordinator Andrea Bourdo provided a presentation to introduce the 2025 proposed Electric, Generation, and Water System budgets.

The 2025 Budget remaining hearing schedule was as follows:

November 5, 2024  
2025 Proposed Budget Presentation

November 19, 2024  
Discuss any potential changes to the 2025 Proposed Budget

December 3, 2024  
Adoption of the 2025 Budget

There were no public comments.

A motion unanimously passed continuing the hearing on the 2025 Proposed Budget to Tuesday, November 5, 2024, at 1:30 p.m., at 2320 California Street in Everett, WA.

B. Public Hearing for Approving Increased Fees Payable by Licensees of Space on District Utility Poles

President Logan 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 approving increased fees payable by Licensees of space of District Utility Poles to Tuesday, October 22, 2024, at 1:30 p.m. at 2320 California Street in Everett, WA.

**6. PUBLIC HEARING AND ACTION**

- A. Consideration of a Resolution Authorizing the Manager, Real Estate Services, to Execute an Agreement to Grant Easements, Easement Agreement and Temporary Construction Easement With the Port of Everett to Facilitate Construction, Operation and Maintenance of District Electric Utility Infrastructure Necessary to Provide Electricity to Hat Island

President Logan opened the public hearing.

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

A motion unanimously passed approving Resolution No. 6194, authorizing the Manager, Real Estate Services to execute an agreement to Grant Easements, Easement Agreement, and Temporary Construction Easement with the Port of Everett to facilitate construction, operation and maintenance of District electric utility infrastructure necessary to provide electricity to Hat Island.

**7. ITEMS FOR INDIVIDUAL CONSIDERATION**

- A. Consideration of A Resolution Authorizing the CEO/General Manager or Designee to Execute a U.S. Department of Energy Assistance Agreement DE-GD0000905 With Public Utility District No. 1 of Snohomish County for Bipartisan Infrastructure Law (BIL) – Snohomish County PUD’s Secure Modern Automated and Reliable Technology Project (SnoSMART)

A motion unanimously passed approving Resolution No. 6195, authorizing the CEO/General Manager or designee to execute a U.S. Department of Energy Assistance Agreement DE-GD0000905 with Public Utility District No. 1 of Snohomish County for Bipartisan Infrastructure Law (BIL) – Snohomish County PUD’s Secure Modern Automated and Reliable Technology Project (SnoSMART).

- B. Consideration of a Resolution Amending Section 2 General Terms, Conditions and Policies for Water Service of the District’s Water Service Policies and Procedures Manual to add a Discretionary Purchased Water Cost Adjustment Clause

A motion unanimously passed approving Resolution No. 6196, amending section 2 General Terms, Conditions and Policies for Water Service of the District’s Water Service Policies and Procedures Manual to add a discretionary purchased water cost adjustment clause.

**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

There were no changes to the Commissioner Event Calendar.

C. August 2024 District Dashboard

There were no questions on the August 2024 District Dashboard.

D. 2024 Treasury, Budget, and Project Status Report - August

There were no questions on the 2024 Treasury, Budget, and Project Status Report – August.

**10. GOVERNANCE PLANNING**

A. Governance Planning Calendar

The Board requested that an Artificial Intelligence (AI) update be added to the Governance Planning Calendar.

**ADJOURNMENT**

There being no further business or discussion to come before the Board, the Regular Meeting of October 7, 2024, adjourned at 2:36 p.m.

Approved this 22<sup>nd</sup> day of October, 2024.

Rebecca J. Wolfe  
Secretary

[Signature]  
President

Tanya Olson  
Vice President