

SNOHOMISH COUNTY PUBLIC UTILITY DISTRICT

Regular Meeting

December 17, 2024

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; 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**

1. CEO/GENERAL MANAGER BRIEFING AND STUDY SESSION

A. Updates

1. Legislative. There were no questions on the report.
2. Other. There were no other reports.

B. 2024 Bomb Cyclone Windstorm

Senior Manager Regional Design & Construction Services Aaron Janisko provided a presentation discussing storm preparation, impacts and final results.

C. SnoSMART Commission Update

Program Director Kevin Lavering updated the Board on the SnoSMART program and the TRC Engineering contract.

The next steps would be Board approval for the TRC Engineering ADMS contract on the consent agenda at the December 17, 2024, Commission meeting; and the AVEVA corporate historian contract in January 2025. A SnoSMART update is planned for the 1st quarter 2025.

D. Renewable Request for Proposals

Power Analyst Ian Hunter provided an overview and timeline for the planned Renewable Resource Request for proposals.

The next steps would be a staff internal development and review before returning to the Board at a future date for consideration.

The meeting recessed at 9:57 a.m. and reconvened at 10:05 a.m.

E. 2025 Water General Retail Rate Proposal

Manager Water Utility Business Services Christina Arndt provided a presentation to the Board discussing general retail rates for 2025.

Commissioner Logan requested additional information that would show model of rates at less than 10% and discussion on its impacts on the utility.

The next steps would be to return at the January 7, 2025, Commission meeting for consideration of a resolution for the City of Everett Pass-Through and provide an updated presentation on the 2025 General Water Retail Rates. The next steps also include returning at the January 21, 2025, Commission meeting for Public Hearing and at the February 4, 2025, meeting for Public Hearing and Action. The City of Everett Pass-Through rate increase will be effective February 1, 2025, and the 2025 General Water Retail Rate will take effect March 1, 2025.

F. Cost-of-Service Analysis and Preliminary Rate Design 2025 - 2029

Senior Manager Rates, Economics & Energy Risk Manager Peter Dauenhauer and Principal Economist Christina Leinneweber discussed the preliminary rate design details for 2025 – 2029.

The next steps would be to return at the January 7, 2025, Commission meeting for a Public Hearing and the January 21, 2025, meeting for approval. Pending approval, rates would be effective April 1, 2025.

EXECUTIVE SESSION

The Regular Meeting recessed at 11:04 a.m. and reconvened at 11:10 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 60 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; other District staff; and Clerk of the Board Allison Morrison. The Regular Meeting recessed immediately upon conclusion of the Executive Session at 11:58 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; 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**

**Commissioner Olson requested to add an employee recognition item to be put under Commission Business.

2. COMMENTS FROM THE PUBLIC

The following public provided comments:

- Steven Keeler, Edmonds, WA.

3. CONSENT AGENDA

A. Approval of Minutes for the Regular Meeting of December 3, 2024, and the Special Meeting of December 10, 2024

B. Bid Awards, Professional Services Contracts and Amendments

Public Works Contract Award Recommendations:

Request for Proposal No. 24-1510-KS with Asplundh Tree Expert, LLC

Request for Proposal No. 24-1511-SC with Trenchless Construction Services LLC

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:

Request for Proposal No. 23-1432-HL with TRC Engineers, Inc.

Interlocal Agreements and Cooperative Purchase Recommendations:

Contracts:

Purchase Order No. 4500095421 with Sabre Industries

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. CW2232311 with Drilling Info Inc., dba Enverus

Professional Services Contract No. CW2243088 with Van Ness Feldman, LLP

Contract Acceptance Recommendations:

Public Works Contract No. CW2255222 with D & G Backhoe, Inc.

Public Works Contract No. CW2255322 with B & L Utility, Inc.

- C. Consideration of Certification/Ratification and Approval of District Checks and Vouchers
- D. Consideration to Prequalify Contractors as Bidders for Electrical

A motion unanimously passed approving Agenda Items 3A – Approval of Minutes for the Regular Meeting of December 3, 2024, and the Special Meeting of December 10, 2024; 3B – Bid Awards, Professional Services Contracts and Amendments; 3C - Consideration of Certification/Ratification and Approval of District Checks and Vouchers; and 3D - Consideration to Prequalify Contractors as Bidders for Electrical Line Work for the District During 2025.

4. PUBLIC HEARING AND ACTION

- A. Disposal of Surplus Property – 1st Quarter

President Logan opened the public hearing.

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

Based on staff's recommendations that the items were no longer necessary or useful to the District, a motion unanimously passed approving those items listed on Exhibit A and Exhibit B of the Surplus Property Recommendation Report be declared surplus and be sold for high bid or disposed of according to the policy in the 1st Quarter of 2025.

- B. Consideration of a Resolution Adopting the 2025 Budget for Public Utility District No. 1 of Snohomish County, Washington

President Logan reconvened 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. 6202 adopting the 2025 Budget for Public Utility District No. 1 of Snohomish County, Washington.

- C. Consideration of a Resolution Extending the District’s Rate Schedule, “Supplemental ‘Time of Day’ Service Schedule”

President Logan reconvened 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. 6203 extending the District’s Rate Schedule, “Supplemental ‘Time of Day’ Service Schedule”.

- D. Consideration of a Resolution Creating the District’s “NET Billing Permanent Rate”

President Logan reconvened 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. 6204 creating the District’s “NET Billing Permanent Rate”.

5. 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.

6. CEO/GENERAL MANAGER REPORT

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

7. COMMISSION BUSINESS

- A. Commission Reports

Commissioner Olson provided an Employee recognition to Clerk of the Board Allison Morrison for obtaining her Master Municipal Clerk (MMC) designation from the International Institute of Municipal Clerks (IIMC).

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 Election of Commission Officers for the Year 2025

A motion unanimously passed electing Commission Officers for the year 2025 as follows: Sidney Logan, President; Tanya Olson, Vice-President; and Julieta Altamirano-Crosby, Secretary.

D. Commissioner Appreciation

Commissioners Logan and Olson presented Commissioner Wolfe with an appreciation award for her service as Commissioner for the Public Utility District No. 1 of Snohomish County.

9. GOVERNANCE PLANNING

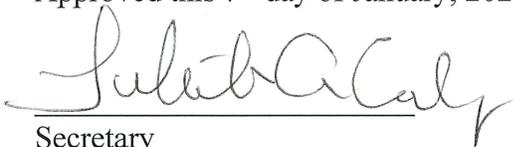
A. Governance Planning Calendar

A motion unanimously passed adopting the 2025 Governance Planning Calendar.

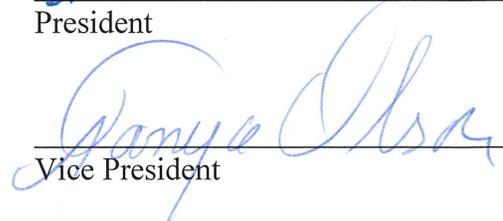
ADJOURNMENT

There being no further business or discussion to come before the Board, the Regular Meeting of December 17, 2024, adjourned at 2:04 p.m.

Approved this 7th day of January, 2025.


Secretary


President


Vice President