

**SNOHOMISH COUNTY PUBLIC UTILITY DISTRICT  
BOARD OF COMMISSIONERS REGULAR MEETING  
Everett Headquarters Building, 2320 California Street  
Zoom Online Platform Option Available**

**February 4, 2025**

**CONVENE REGULAR MEETING – 9:00 a.m. – Commission Meeting Room**

**Virtual Meeting Participation Information**

Join Zoom Meeting:

- Use link:  
<https://us06web.zoom.us/j/86024444841?pwd=6zStImn4r7vAI2bgbywbaaSU0pNrW.1>
- Dial in: (253) 215-8782
- Meeting ID: 8602444841
- Passcode: 851812

**1. RECOGNITION/DECLARATIONS**

- A. [Employee of the Month for February – Brian Parsley](#)

**2. COMMENTS FROM THE PUBLIC**

If you are attending the meeting virtually (using the link or number provided above) please indicate that you would like to speak by clicking “raise hand” and the Board President will call on attendees to speak at the appropriate time. If you are joining by phone, dial \*9 to “raise hand and \*6 to unmute.”

**3. CONSENT AGENDA**

- A. [Approval of Minutes for the Regular Meeting of January 21, 2025](#)  
B. [Bid Awards, Professional Services Contracts and Amendments](#)  
C. [Consideration of Certification/Ratification and Approval of District Checks and Vouchers](#)

**4. UPDATES**

- A. [Media](#)  
B. [Legislative](#)  
C. Other

**5. PUBLIC HEARING AND ACTION**

- A. [Consideration of a Resolution Amending the District's Water Service Rates and Charges for Single Family, Multiple Family, and Commercial/Industrial Customers for Water Utility Service](#)

**Continued →**

**6. ITEMS FOR INDIVIDUAL CONSIDERATION**

- A. [Consideration of a Resolution Declaring Intent of the Commission to Seek Reimbursement for Certain Electric System Capital Expenditures Through the Issuance of Revenue Bonds](#)
- B. [Consideration of a Resolution Revising the Non-Represented Salary Structure Table and Certain Portions of the Compensation Program](#)

**7. COMMISSION BUSINESS**

- A. [Commission Reports](#)
- B. [Commissioner Event Calendar](#)
- C. [December 2024 District Performance Dashboard](#)

**8. GOVERNANCE PLANNING CALENDAR**

- A. [Governance Planning Calendar](#)

**9. [CEO/GENERAL MANAGERS BRIEFING SESSION](#)**

- A. [Energy Assistance and Income Qualified Weatherization](#)
- B. [Property Purchase in Stanwood for the Water Utility](#)
- C. [Washington Open Government Training](#)

**10. [CEO/GENERAL MANAGER REPORT](#)**

**[EXECUTIVE SESSION](#)** – Recess into Executive Session to Discuss Current or Potential Litigation – Training Center Room 1

**[EXECUTIVE SESSION](#)** – Recess into Executive Session to Discuss the Performance of a Public Employee – Training Center Room 1

**ADJOURNMENT**

February 5 – 7, 2025:

Public Power Council (PPC)/Pacific Northwest Utilities Conference Committee (PNUCC) Meetings – Portland, OR

February 11, 2025:

Economic Alliance of Snohomish County (EASC) – Olympia Day – Olympia, WA

The next scheduled regular meeting is February 18, 2025

Agendas can be found in their entirety on the Snohomish County Public Utility District No. 1 web page at [www.snopud.com](http://www.snopud.com). For additional information contact the Commission Office at 425.783.8611



## BUSINESS OF THE COMMISSION

Meeting Date: February 4, 2025

Agenda Item: 1A

### TITLE

Employee of the Month for February – Brian Parsley

### SUBMITTED FOR: Recognition/Declarations

<u>Human Resources</u>	<u>Traci Brumbaugh</u>	<u>8626</u>
<i>Department</i>	<i>Contact</i>	<i>Extension</i>
Date of Previous Briefing:	_____	
Estimated Expenditure:	_____	Presentation Planned <input checked="" type="checkbox"/>

### ACTION REQUIRED:

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Decision Preparation | <input checked="" type="checkbox"/> Incidental | <input type="checkbox"/> Monitoring Report |
| <input type="checkbox"/> Policy Discussion    | (Information)                                  |  |
| <input type="checkbox"/> Policy Decision      |  |  |
| <input type="checkbox"/> Statutory            |  |  |

### SUMMARY STATEMENT:

Identify the relevant Board policies and impacts:

Brian Parsley began his career at the Public Utility District (PUD) on November 1, 2004, as a Garage Helper. Over the last 20 years, he has taken on various roles, showcasing his dedication and expertise in the field. On May 16, 2008, he was promoted to Maintenance Helper 1 and subsequently moved to Jackson Hydro on April 1, 2009.

Brian's journey continued as he became a Hydro Construction Trainee on December 1, 2009. His hard work and commitment led to his promotion to Hydroelectric Constructor on December 1, 2013, and then to Generation Constructor on May 16, 2014.

From December 1, 2017, to July 1, 2022, Brian took on a temporary assignment as Assistant Generation Supervisor. After voluntarily ending this temporary role, he returned to his position as Generation Constructor, a title he proudly holds today.

Brian is no stranger to the Employee/Team of the Month Program. Brian has been recognized as a member of the Team of the Month July 2024, Jackson Project Team, and a member of the November 2018, Team of the Month, Hancock Creek and Calligan Creek Hydroelectric Project Development Team.

Brian will be presented by his manager, Jessie Pittis, Generation Superintendent.

*List Attachments:*

Employee Profile



## **Congratulations to Brian Parsley, Our February Employee of the Month**

When you're at a job for a long time, sometimes you can just start to sense when things are a little off.

That's the level of knowledge that **Brian Parsley** has. After working on hydro projects at the PUD for over 15 years, Brian has a familiarity with our systems that few possess. Rather than hoard that information for himself, Brian actively seeks to share it with Team PUD and goes out of his way to help however he can.

Brian, a Generation Constructor, is a vital part of his team and is looked to in times of crisis and confusion. Brian's hard work, skills, leadership and commitment to safety have earned him the February Employee of the Month award.

"During Brian's time at the PUD he has demonstrated his leadership, intelligence, abilities and a thoughtful, caring approach," said **Jason Zyskowski**, Chief Energy Resources Officer. "Regardless of what is thrown his way, he will find the best possible solution – while prioritizing his coworkers' safety along the way. This honor is well deserved, and I am very thankful to have Brian at the PUD and a part of the Generation Team."

"I still look up to him, even though I'm his boss," said **Jessie Pittis**, Generation Superintendent. "He has a very good ability to remember what needs to be remembered. He can walk into a building and feel the vibrations on the floor and know something's wrong. Almost daily, we come in here and our plans get uprooted. It never falters Brian. He's like, 'Nope, this is what our job is. Our job is to stay on top of this stuff.' We'd be lost without him."

Brian started at the PUD as a Garage Helper in 2004. Over the last 20 years, he has taken on various roles, showcasing his dedication and expertise in the field. In May 2008, he was promoted to Maintenance Helper and moved to the Jackson Hydro project less than a year later.

He became a Hydro Construction Trainee in December 2009 and was subsequently promoted to Hydroelectric Construction and then Generation Constructor.

Brian is seen as a great leader, willing to mentor other members of the Generation Team and as someone who is willing to make sure everyone is heard.

"Brian, and the culture he fosters, is a large reason why I love coming to work at the PUD, and Jackson specifically," said **Joshua Grisolia**, Generation Constructor. "He always greets us with a smile and truly takes an interest in the success and wellbeing of all that are fortunate enough to work with him."

Jessie recalled a time his truck got stuck in the snow in Snoqualmie, near the Hancock and Calligan Creek hydroelectric projects. It was the end of the workday, and he was by himself, and he called Brian looking for guidance – confident that a little teasing was coming.

"Tail between my legs I called Brian once I got cell service and thought for sure he was going to give me a hard time," Jessie said. "We don't ever get the trucks stuck. But in the moment, it was

more important to him to make sure I was all right. His immediate response was, ‘OK, is it dark yet? Do you have good boots on? Does your radio work?’

“Brian is so good at that. He’s so good at knowing what the priority was, and for him in that moment, it was, ‘Is this person OK?’ Brian is a leader. That’s just what he is.”

While serving a temporary bid as a Foreman, Brian has led several projects. He led some repairs on Unit 1’s needle valves – something that had never been done before and was very difficult, logistically, to get to. It also occurred in mid-November, which happened to coincide with the bomb cyclone that wreaked havoc across Snohomish County.

He was also the lead for pulling the intake gate at Culmback Dam. No one currently at the PUD had ever done that. He handled everything that came with lifting the 30,000 pound, 15 feet tall concrete steel gate up 100 feet to safely secure.

“Safety is another cornerstone of Brian’s leadership,” said **Gabriel Thompson**, Mechanical Constructor. “He prioritizes safety protocols and ensures that all team members are trained and vigilant, creating a culture where everyone feels empowered to speak up about safety concerns. His commitment to maintaining a safe working environment has undoubtedly contributed to our record of safety compliance.”

When he’s not at work, Brian enjoys going on adventures with his wife, April, and children Amos and Clara. They enjoy fishing, camping, hiking and any kind of snow sports. Born in Fort Campbell, Kentucky, Brian loves being in the woods and exploring new places.

He also loves his team that he gets to work with at the PUD.

“I work with some incredible people that would give you the shirt off their back,” Brian said. “I am seriously humbled to receive this. I work with a first-class group of people! They are more than just co-workers they are my friends. And I hope they know that I always have their backs.”

**COMMENTS FROM THE PUBLIC**



## BUSINESS OF THE COMMISSION

Meeting Date: February 4, 2025

Agenda Item: 3A

### TITLE

Approval of the Minutes for January 21, 2025

### SUBMITTED FOR: Consent Agenda

<u>Commission</u>	<u>Allison Morrison</u>	<u>8037</u>
<i>Department</i>	<i>Contact</i>	<i>Extension</i>
Date of Previous Briefing:		
Estimated Expenditure:		Presentation Planned <input type="checkbox"/>

### ACTION REQUIRED:

- |   |                                     |  |
|---|-------------------------------------|--|
| <input type="checkbox"/> Decision Preparation | <input type="checkbox"/> Incidental | <input type="checkbox"/> Monitoring Report |
| <input type="checkbox"/> Policy Discussion    | (Information)                       |  |
| <input type="checkbox"/> Policy Decision      |                                     |  |
| <input checked="" type="checkbox"/> Statutory |                                     |  |

### SUMMARY STATEMENT:

Identify the relevant Board policies and impacts:

*Governance Process, Board Job Description: GP-3(4) ... a non-delegable, statutorily assigned Board duty as defined under RCW 54.12.090 – minutes.*

*List Attachments:*

Preliminary Minutes

**PRELIMINARY  
SNOHOMISH COUNTY PUBLIC UTILITY DISTRICT**

**Regular Meeting**

**January 21, 2025**

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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; Julieta Altamirano-Crosby, 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. COMMENTS FROM THE PUBLIC**

The following public provided comments:

- Gayla Shoemake, Edmonds, WA
- David Barber, Lynnwood, WA

**2. CONSENT AGENDA**

A. Approval of Minutes for the Regular Meeting of January 7, 2025

B. Bid Awards, Professional Services Contracts and Amendments

Public Works Contract Award Recommendations:

Request for Proposal No. 24-1523-SC with Davey Tree Surgery Company

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:

Miscellaneous Contract No. CW2257525 with GeoSpatial Innovations, Inc.

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:

None

Contract Acceptance Recommendations:

None

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

A motion unanimously passed approving Agenda Items 2A – Approval of Minutes for the Regular Meeting of January 7, 2025; 2B – Bid Awards, Professional Services Contracts and Amendments; and 2C – Consideration of Certification/Ratification and Approval of District Checks and Vouchers.

### 3. UPDATES

1. Legislative. State Government & External Affairs Specialist Ryan Collins provided a presentation on the key legislation report.
2. Other. Chief Energy Resources Officer Jason Zyskowski provided the Board with a recap on the recent cold weather event.

### 4. PUBLIC HEARING

- A. 2025 Water Utility General Retail Rates

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 the 2025 Water Utility General Retail Rates to Tuesday, February 4, 2025, at 9:00 a.m. at 2320 California Street in Everett, WA.

### 5. PUBLIC HEARING AND ACTION

- A. Consideration of a Resolution Amending the District's Residential, Commercial, and Industrial Rate Schedules to Implement a 4.6% System-Average Rate Increase

President Logan reconvened the public hearing.

Commissioner Olson provided comment on the resolution. There were no public comments, and the public hearing was closed.

A motion passed approving Resolution No. 6205 amending the District's Residential, Commercial, and Industrial Rate Schedules to implement a 4.6% system-average rate increase. Commissioner Altamirano-Crosby abstained.

- B. Consideration of a Resolution Amending the District's Water Retail Rates and Charges to Pass Through City of Everett Purchased Water Cost Increase

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. 6206 amending the District's water retail rates and charges to pass through City of Everett purchased water cost increase.

## **6. COMMISSION BUSINESS**

- A. Commission Reports

The Board reported on Commission related topics and Board related events.

- B. Commissioner Event Calendar

Commissioner Altamirano-Crosby requested to attend the Sierra Club Microgrid Tour on January 23, 2025, in Arlington. The Board approved the request.

## **7. GOVERNANCE PLANNING**

- A. Governance Planning Calendar

There were no changes to the Governance Planning Calendar.

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

- A. Artificial Intelligence

Senior Manager, Data & Analytics Chris Britsch presented to the Board the AI Maturity Framework, AI Road Map and AI Maturity Curve.

The next steps would be to onboard a data scientist and senior program manager in January and February 2025 and conduct a Microsoft AI adoption and security assessment in March 2025.

**B. 2025 Integrated Resource Plan (IRP) Phase 1 Review Scoping**

Senior Manager Power Supply Garrison Marr and Utility Analyst Kris Scudder provided an informational briefing on the review of what an IRP is, what the public engagement process will be and the projected times for the proposed scoping.

The next step would be to return to the Board with an updated briefing in the first quarter of 2025.

**C. Organized Markets Update**

Power Analyst Adam Cornelius provided a presentation on the Organized Market Updates. Information included a refresher on Regional Organized Market efforts and PUD's engagement, an update on Day-Ahead Market development and a Timeline and Outlook on regional efforts.

The meeting recessed at 10:11 a.m. and reconvened at 10:20 a.m.

The next steps would be for staff to continue engagement in the processes to ensure the best outcomes for the District, while keeping the Board informed of any significant developments.

Due to time constraints, the remainder of the Briefing Session and CEO/General Manager Report was moved to the afternoon session.

**EXECUTIVE SESSION**

The Regular Meeting recessed at 11:59 a.m. and reconvened at 12:05 p.m. into Executive Session for discussion of 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 60 minutes, until 1:00 p.m., with no public announcements. Those in attendance were Commissioners Sidney Logan, Tanya Olson, and Julieta Altamirano-Crosby. At 1:01 p.m. the Executive Session was extended 10 minutes. The Regular Meeting recessed immediately upon conclusion of the Executive Session at 1:11 p.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; Julieta Altamirano-Crosby, 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**

Changes to the agenda were made as follows: Add a continuation of the CEO/General Manager Briefing and Study Session item 8D and CEO/General Manager Report item 9 before New Commissioner Orientation item 10.

**\*\*X. COMMENTS FROM THE PUBLIC**

The following public provided comments:

- Kevin Duncan, WA

**\*8. CEO/GENERAL MANAGER BRIEFING AND STUDY SESSION - Continued****D. Transmission and Resource Remarketing**

Senior Supply Manager Garrison Marr and Short-Term Transmission Scheduler/Trader Kim Haugen presented to the Board the background context and goals of a remarketing effort for transmission and energy resources.

The next steps would be to return to the Board after the review and conclusion of the resource offerings and present the best values and recommendations for PUD customers.

**9. CEO/GENERAL MANAGER REPORT**

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

**10. NEW COMMISSIONER ORIENTATION**

Chief Legal Officer Colin Willenbrock facilitated the following departments presenting to the Commissioners:

- A. Customer Service/Energy Services
- B. Communications
- C. Generation
- D. Operations
- E. Water
- F. Finance

**EXECUTIVE SESSION** – Recess into Executive Session to Discuss Computer and Telecommunications Security Risk Assessments – Training Center Room 1

This item has been moved to a future Commission meeting.

**ADJOURNMENT**

There being no further business or discussion to come before the Board, the Regular Meeting of January 21, 2025, adjourned at 3:11 p.m.

Approved this 4<sup>th</sup> day of February, 2025.

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

\_\_\_\_\_  
Vice President

**PRELIMINARY  
SNOHOMISH COUNTY PUBLIC UTILITY DISTRICT**

**Regular Meeting**

**January 21, 2025**

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**EXECUTIVE SESSION**

This item has been moved to a future Commission meeting due to time restraints.

**ADJOURNMENT**

There being no further business or discussion to come before the Board, the Regular Meeting of January 21, 2025, adjourned at 3:11 p.m.

Approved this 4<sup>th</sup> day of February, 2025.

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Secretary

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President

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Vice President



## BUSINESS OF THE COMMISSION

Meeting Date: February 4, 2025

Agenda Item: 3B

### TITLE

CEO/General Manager's Report of Public Works Contract Award Recommendations; Formal Bid Award Recommendations; Professional Services Contract Award Recommendations; Miscellaneous Contract Award Recommendations; Cooperative Purchase Recommendations; Sole Source Purchase Recommendations; Emergency Declarations, Purchases and Public Works Contracts; Purchases Involving Special Facilities or Market Condition Recommendations; Formal Bid and Contract Amendments; and Contract Acceptance Recommendations

### SUBMITTED FOR: Consent Agenda

<u>Contracts/Purchasing</u>	<u>Clark Langstraat</u>	<u>5539</u>
<i>Department</i>	<i>Contact</i>	<i>Extension</i>
Date of Previous Briefing:		
Estimated Expenditure:		Presentation Planned <input type="checkbox"/>

### ACTION REQUIRED:

- |   |                                     |  |
|---|-------------------------------------|--|
| <input type="checkbox"/> Decision Preparation | <input type="checkbox"/> Incidental | <input type="checkbox"/> Monitoring Report |
| <input type="checkbox"/> Policy Discussion    | (Information)                       |  |
| <input type="checkbox"/> Policy Decision      |                                     |  |
| <input checked="" type="checkbox"/> Statutory |                                     |  |

### SUMMARY STATEMENT:

Identify the relevant Board policies and impacts:

*Governance Process, Board Job Description, GP-3(4) ... non-delegable, statutorily assigned Board duty – Contracts and Purchasing.*

The CEO/General Manager's Report of Public Works Contract Award Recommendations; Formal Bid Award Recommendations \$120,000 and Over; Professional Services Contract Award Recommendations \$200,000 and Over; Miscellaneous Contract Award Recommendations \$200,000 and Over; Cooperative Purchase Recommendations; Sole Source Purchase Recommendations; Emergency Declarations, Purchases and Public Works Contracts; Purchases Involving Special Facilities or Market Condition Recommendations; Formal Bid and Contract Amendments; and Contract Acceptance Recommendations contains the following sections:

Public Works Contract Award Recommendations (Page 1);  
Request for Proposal No. 24-1487-KP with Alamon, 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 (Pages 2 - 7);  
Contracts:

Purchase Order No. 4500096392 with Ivoxy Consulting

Purchase Order No. 4500096394 with Ivoxy Consulting

Purchase Order No. 4500096395 with Semaphore Consulting

Purchase Order No. 4500096396 with TechPower IT Solutions

Purchase Order No. 4500096397 with Ivoxy Consulting

Amendments:

Purchase Order No. 4500003656 with Petrocard

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 (Pages 8 - 11);

Miscellaneous No. CW2236357 with Accelerated Innovations, LLC

Public Works Contract No. CW2255343 with EcoGrind Site Solutions, LLC

Professional Services Contract No. CW2254437 with Hargis Engineers

Contract Acceptance Recommendations (Page 12);

Public Works Contract No. CW2255218 with PELLCO Construction, Inc.

*List Attachments:*

February 4, 2025 Report

**Public Works Contract Award Recommendation(s)**  
**February 4, 2025**

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**RFP No. 24-1487-KP**

2025 Pole Assessment and  
Remedial Treatment

No. of Bids Solicited:	22	
No. of Bids Received:	3	
Project Leader & Phone No.:	Blair Anderson	Ext. 8209
Estimate:	\$1,579,069.00	

Description:

This contract work consists of providing all labor, equipment, material and analysis software for services of pole assessment and treatment for approximately 25,850 in-service poles and structures that support the District's overhead facilities.

<u>Contractor</u>	<u>Subtotal (tax n/a)</u>
<b>Award To: Alamon, Inc.</b>	<b>\$1,513,253.50</b>
Osmose Utility Services, Inc.	\$1,550,908.45
Intec Services, Inc.	\$1,763,840.75

Summary Statement: Staff recommends award to Alamon, Inc., the low evaluated bidder, in the amount \$1,513,253.50, tax n/a.

## **Cooperative Purchase Recommendations**

### **February 4, 2025**

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State law permits a public agency to purchase from a contract entered into by another public agency as long as the contract is determined to have been awarded in compliance with the bidding requirements of the agency seeking to make the purchase, provided that the requirement for advertising or providing notice for bids is deemed satisfied if the awarding entity advertises according to its own bidding requirements, and either (i) posts the advertisement on any website sponsored by a public agency, purchasing cooperative or similar service provider, or (ii) provides an access link on the state's web portal to the notice. District staff have verified through documentation and/or individual questions to the applicable awarding entity that the bid process used for each purchase recommended below meets the District's procurement requirements.

Accordingly, staff recommends approval of the following contracts/amendments:

#### **CONTRACTS:**

Awarded Vendor Name: Ivoxy Consulting \$313,131.54 plus tax

Purchase Order No. 4500096392

Washington State Contract No. 05820, NASPO ValuePoint Master Agreement 23020

Summary Statement: Procure two 45 Terabyte data storage arrays and three years of annual maintenance.

Description: This purchase is essential for providing the key technology storage infrastructure required for the District's planned ADMS / SCADA system upgrade as part of the SnoSmart project to meet functionality, reliability, cyber security, and support needs. This procurement is for two high-performance data storage solutions that will provide all the storage needed for the SnoSmart computing environments.

District staff worked with the vendor to save more than 35% from the NASPO pricing for the necessary infrastructure and maintenance.

Project Lead: Todd Wunder, Ext. 4450

## **Cooperative Purchase Recommendations**

### **February 4, 2025**

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State law permits a public agency to purchase from a contract entered into by another public agency, or group of public agencies as long as the agency has complied with its own statutory requirements for procuring the goods or services and, provided that the awarding agency posted the bid or solicitation notice (i) on a website established and maintained by a public agency, purchasing cooperative or similar service provider, or have provided an access link on the state's web portal to the notice. District staff have verified through documentation and/or individual questions to the applicable awarding entity that the awarding agency complied with its own requirements, met the notice requirements and Districts has an active Cooperative Purchasing Agreement.

Accordingly, staff recommends approval of the following contracts/amendments:

#### **CONTRACTS:**

Awarded Vendor Name: Ivoxy Consulting \$268,128.00 plus tax  
Purchase Order No. 4500096394  
Washington State Contract No. 05116, NASPO ValuePoint Master Agreement AR2472  
Summary Statement: Procure Three Year VMWare Software Subscription

Description: This purchase is essential for providing the hypervisor software solution required for the District's planned ADMS / SCADA system upgrade as part of the SnoSmart project. This procurement will provide all the necessary VMWare software subscriptions needed to support all SnoSmart computing environments. VMware's virtualization technology allows multiple virtual servers to run on a single physical server optimizing the use of computing infrastructure and providing an associated cost savings. VMWare was selected for the SnoSmart computing environments as it is the District's standard hypervisor solution and has a proven track record of increasing system availability, enabling flexible management and monitoring of critical computing infrastructure, and a strong record of cyber security support.

District staff worked with the vendor to save more than 10% from the NASPO pricing for the necessary infrastructure and maintenance.

Project Lead: Todd Wunder, Ext. 4450



## **Cooperative Purchase Recommendations**

### **February 4, 2025**

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State law permits a public agency to purchase from a contract entered into by another public agency, or group of public agencies as long as the agency has complied with its own statutory requirements for procuring the goods or services and, provided that the awarding agency posted the bid or solicitation notice (i) on a website established and maintained by a public agency, purchasing cooperative or similar service provider, or have provided an access link on the state's web portal to the notice. District staff have verified through documentation and/or individual questions to the applicable awarding entity that the awarding agency complied with its own requirements, met the notice requirements and Districts has an active Cooperative Purchasing Agreement.

Accordingly, staff recommends approval of the following contracts/amendments:

#### **CONTRACTS:**

Awarded Vendor Name: Semaphore Consulting

\$303,280.00 plus tax

Purchase Order No. 4500096395

Washington State Contract No. 05819, NASPO ValuePoint Master Agreement No. AR3232

Summary Statement: Procure Juniper Network switches and 3 years of maintenance

Description: This purchase is essential for providing the networking infrastructure required for the District's planned ADMS / SCADA system upgrade as part of the SnoSmart project. This procurement will provide all the network switching infrastructure needed for the SnoSmart computing environments. These switches were selected as they are highly scalable, highly available, highly performant, and offer excellent cyber security features and support.

District staff worked with the vendor to save more than 20% from the NASPO pricing for the necessary infrastructure and maintenance.

Project Lead: Todd Wunder, Ext. 4450

## **Cooperative Purchase Recommendations**

### **February 4, 2025**

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State law permits a public agency to purchase from a contract entered into by another public agency, or group of public agencies as long as the agency has complied with its own statutory requirements for procuring the goods or services and, provided that the awarding agency posted the bid or solicitation notice (i) on a website established and maintained by a public agency, purchasing cooperative or similar service provider, or have provided an access link on the state's web portal to the notice. District staff have verified through documentation and/or individual questions to the applicable awarding entity that the awarding agency complied with its own requirements, met the notice requirements and Districts has an active Cooperative Purchasing Agreement.

Accordingly, staff recommends approval of the following contracts/amendments:

#### **CONTRACTS:**

Awarded Vendor Name: TechPower IT Solutions

\$521,954.00 plus tax

Purchase Order No. 4500096396

Washington State Contract No. 05820, NASPO ValuePoint Master Agreement 23008

Summary Statement: Procure HPE servers and 5 years of maintenance.

Description: This purchase is essential for providing the computing infrastructure required for the District's planned ADMS / SCADA system upgrade as part of the SnoSmart project. This procurement will provide all of the physical server infrastructure necessary for all SnoSmart computing environments. These servers were selected as they meet the District's standard for server technology and have a track record for being highly available, highly performant and offering excellent cyber security support.

District staff worked with the vendor to save more than 60% from the NASPO pricing for the necessary infrastructure and maintenance.

Project Lead: Todd Wunder, Ext. 4450

## **Cooperative Purchase Recommendations**

### **February 4, 2025**

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State law permits a public agency to purchase from a contract entered into by another public agency, or group of public agencies as long as the agency has complied with its own statutory requirements for procuring the goods or services and, provided that the awarding agency posted the bid or solicitation notice (i) on a website established and maintained by a public agency, purchasing cooperative or similar service provider, or have provided an access link on the state's web portal to the notice. District staff have verified through documentation and/or individual questions to the applicable awarding entity that the awarding agency complied with its own requirements, met the notice requirements and Districts has an active Cooperative Purchasing Agreement.

Accordingly, staff recommends approval of the following contracts/amendments:

#### **CONTRACTS:**

Awarded Vendor Name: Ivoxy Consulting

\$1,157,184.00 plus tax

Purchase Order No. 4500096397

Washington State Contract No. 05116, NASPO ValuePoint Master Agreement AR2472

Summary Statement: Renew VMWare Software Subscriptions for 3 Years in the amount of \$1,157,184.00 plus applicable sales tax.

Description: Purchase of a three-year VMWare software subscription for Information Technologies Services. This purchase is necessary because it provides essential technical support and software updates, including critical security patches. VMWare has been the District's standard software for over 15 years and is widely used in the industry. It helps ITS staff efficiently manage and expand computer resources in an efficient and secure manner. Staff to quickly build, manage and scale computing resources as needed for operations. Additionally, VMware's virtualization technology allows multiple virtual servers to run on a single physical server optimizing the use of computing infrastructure and providing an associated cost savings.

District staff worked with the vendor to save more than 20% from the NASPO pricing for the necessary infrastructure and maintenance.

Project Lead: Todd Wunder, Ext. 4450

## **Cooperative Purchase Recommendations**

### **February 4, 2025**

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State law permits a public agency to purchase from a contract entered into by another public agency as long as the contract is determined to have been awarded in compliance with the bidding requirements of the agency seeking to make the purchase, provided that the requirement for advertising or providing notice for bids is deemed satisfied if the awarding entity advertises according to its own bidding requirements, and either (i) posts the advertisement on any website sponsored by a public agency, purchasing cooperative or similar service provider, or (ii) provides an access link on the state's web portal to the notice. District staff have verified through documentation and/or individual questions to the applicable awarding entity that the bid process used for each purchase recommended below meets the District's procurement requirements.

Accordingly, staff recommends approval of the following contracts/amendments:

#### **AMENDMENTS**

Contractor/Consultant/Supplier: Petrocard

Purchase/Contract Number: 4600003656

Amendment No.: 2

Department of Enterprises (DES) Master Usage Agreement Number K2295, State Contract 08721

Summary of Original Contract: Contract to purchase bulk fuel for District Vehicle/Equipment on-site fueling located at the Operations Center.

Summary of Amendment: Amendment to increase the contract amount by \$2,5000.00 and extend contract term to 12/31/2026

Project Lead: Dyaneé Bouton, Ext. 5508

Original Contract Amount:	\$749,180.00	
Present Contract Amount:	\$2,149,180.00	Original Start/End: 11/1/2022 – 12/31/2023
Amendment Amount:	\$2,500,000.00	Present Start/End: 11/1/2022 – 12/31/2024
New Contract Amount:	\$4,649,180.00	New End Date: 12/31/2026

#### Summary of Amendments:

Amendment No. 1 dated September 13, 2023, added \$1,400,000.00 and extended validity date to December 31, 2024.

**Formal Bid and Contract Amendment(s)**  
**February 4, 2025**

**MISC No. CW2236357**

License and Application  
Hosting Agreement  
(MySnoPUD)

Contractor/Consultant/Supplier:	Accelerated Innov
	d/b/a VertexOne
Project Leader & Phone No.:	Mridula Sharma
Amendment No.:	7
Amendment:	\$ 2,354,313.00

In 2019 the District implemented MySnoPUD, a customer self-service (CSS) platform that offers an extensive functionality for customers such as reviewing energy and water usage on interactive graphs, payment options, bill presentment, autopay or paperless billing enrollment and many other features. Since the initial implementation the District has continued to add new features and functionality for customer and communities throughout our service territory, including capturing interval meter data and its presentment to the customer, the Enhanced Energy Star Portfolio Manager (ESPM) module that is crucial for complying with the Washington State Clean Building Act and enabling whole-building aggregation, Customer Move/Transfer, Green Button Connect functionality and Outage Messaging to better communicate with our customers when there is an outage. Additionally, this amendment allows the District to secure the module for Time of Day / Rate Analyzer).

Original Contract Amount:	\$ 593,750.00	
Present Contract Amount:	\$ 1,526,901.00	Original Start/End: 2/14/2019 – 2/13/2024
Amendment Amount:	\$ 2,354,313.00	Present Start/End: 2/14/2019 – 2/13/2025
New Contract Amount:	\$ 3,881,214.00	New End Date: 2/13/2030

Summary Statement: Staff recommends approval of Amendment No. 7 to increase the contract amount by \$2,354,313.00 for new and existing functionality and extend the contract term for five years to November 20, 2030. Accelerated Innovations was recently acquired by VertexOne, and this amendment assigns the contract to VertexOne as well as updates the vendor's name throughout the contract.

**Summary of Amendments:**

Amendment No. 1 dated March 22, 2022 added the Energy Star Portfolio functionality to the platform.

Amendment No. 2 dated May 16, 2022 added the MySnoPUD Mobile App functionality to the platform.

Amendment No. 3 approved by the Board on October 18, 2022 increased the contract amount by \$933,151.00 for new functionality (ESPM and incorporate interval meter data) and extended contract term to February 13, 2025.

Amendment No. 4 dated January 25, 2023 added the Green Button Connect functionality to the platform.

Amendment No. 5 dated December 20, 2023 added the Whole Building ESPM, AMI interval data, Outage Messaging, Owner/Agent, and Stop/Start/Transfer functionality to the platform. The amendment also established a defined process for quarterly true ups of interval meter data and annual payments.

Summary Statement      Amendment No. 6 dated June 21, 2024 added texting functionality to the platform to  
(continued):            better communicate and interact with our customers.

**Formal Bid and Contract Amendment(s)**  
**February 4, 2025**

**PWC No. CW2255343**

Sultan River Side Channel 1 Extension

Contractor/Consultant/Supplier:	EcoGrind Site Solutions, LLC	
Project Leader & Phone No.:	Adam Lewis	Ext. 1782
Amendment No.:	1	
Amendment:	\$184,722.95	

Original Contract Amount: \$957,919.60

Present Contract Amount: \$957,919.60

Amendment Amount: \$184,722.95

New Contract Amount: \$1,142,642.55

Original Start/End: 6/24/24 – 4/30/25

Present Start/End: 6/24/24 – 4/30/25

New End Date: 4/30/25

Summary Statement: Staff recommends approval of Amendment No. 1 to increase the contract value by \$184,722.95. The increase of \$42,248.75 is for: 1) additional work described in ECD-1 and ECD-2, along with; 2) \$142,474.20 for the completion of actual bid units installed for Bid Items 2, 3, and 9.

**Additional Work Added by Engineering Change Directives:** ECD-1 adds \$29,309.28 to clear and establish additional staging areas and an additional haul route, demo of fencing and outdoor stage, disposal of concrete found in area, and relocation and disposal of certain logs. Cooperating landowners-imposed conditions after contracting that required adapting operations and small changes of scope. ECD-2 is for \$12,939.47 for additional equipment and labor associated with mulch quantities. The increased quantities required a different level of labor and equipment for timely placement. This was negotiated separately as a fixed cost rather than increasing the unit price of Bid Item 9 which would have resulted in a much larger price increase.

**Increase In Bid Item Units Received:**

- Additional units of Bid Item 2 for Existing Side Channel 1 Extension Fill added \$60,000.00. The channel design was adapted during construction to fit the conditions below ground, which added to the quantities.
- Additional units of Bid Item 3 for Exported Unsuitable Material added \$47,974.20. Excavated material to be exported exceeded the original bid quantity.
- Additional units of Bid Item 9-Wood Chip Mulch added \$34,500.00. The original bid quantity was inadequate due to a calculation error by the design consultant.

**Formal Bid and Contract Amendment(s)**  
**February 4, 2025**

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**PSC No. CW2254437**

Redesign of the Electric Building  
North Tower Mechanical Room  
and HVAC Equipment

Contractor/Consultant/Supplier:	Hargis Engineers	
Project Leader & Phone No.:	Shawn Wiggins	Ext. 1916
Amendment No.:	1	
Amendment:	\$17,680.00	

Original Contract Amount: \$242,000.00

Present Contract Amount: \$242,000.00

Amendment Amount: \$17,680.00

New Contract Amount: \$259,680.00

Original Start/End: 3/13/2024 – 12/31/2025

Present Start/End: 3/13/2024 – 12/31/2025

New End Date: N/A

Summary Statement: Staff recommends approval of Amendment No. 1 to increase contract by \$17,680.00 to cover adding Assistance with Commissioning and As-Constructed Record Drawings to the Scope of Work.



**Contract Acceptance Recommendations(s)**  
**February 4, 2025**

**Accept Contract(s) as complete and grant approval to release  
Retained fund after full compliance with Departments of Labor  
and Industries, Revenue and Employment Security.**

**PWC No. CW2255218**

Camano Substation Site Construction

Contractor:	PELLCO Construction, Inc.	
Start/End:	6/3/24 – 12/31/24	
Evaluator & Phone No.:	Jacob Dahl	Ext. 5277
No. of Amendments:	1	
Retained Fund:	Retainage Bond on File	

Original Contract Amount:     \$1,901,000.00

Total Amendment Amount:     \$91,916.45

Final Contract Amount:     \$1,992,916.45

Summary                      None.  
Statement:



## BUSINESS OF THE COMMISSION

Meeting Date: February 4, 2025

Agenda Item: 3C

### TITLE

Consideration of Certification/Ratification and Approval of District Checks and Vouchers

### SUBMITTED FOR: Consent Agenda

<u>General Accounting &amp; Financial Systems</u>	<u>Shawn Hunstock</u>	<u>8497</u>
<i>Department</i>	<i>Contact</i>	<i>Extension</i>
Date of Previous Briefing: _____		
Estimated Expenditure: _____		Presentation Planned <input type="checkbox"/>

### ACTION REQUIRED:

- |   |                                     |  |
|---|-------------------------------------|--|
| <input type="checkbox"/> Decision Preparation | <input type="checkbox"/> Incidental | <input type="checkbox"/> Monitoring Report |
| <input type="checkbox"/> Policy Discussion    | (Information)                       |  |
| <input type="checkbox"/> Policy Decision      |                                     |  |
| <input checked="" type="checkbox"/> Statutory |                                     |  |

### SUMMARY STATEMENT:

Identify the relevant Board policies and impacts:

*Governance Process, Board Job Description: GP-3(4)(B)(2)a non-delegable, statutorily assigned Board duty to approve vouchers for all warrants issued.*

The attached District checks and vouchers are submitted for the Board's certification, ratification and approval.

*List Attachments:*  
Voucher Listing



## CERTIFICATION/RATIFICATION AND APPROVAL

We, the undersigned of the Public Utility District No. 1 of Snohomish County, Everett, Washington, do hereby certify that the merchandise or services hereinafter specified have been received, and the Checks or Warrants listed below are ratified/approved for payment this 4th day of February 2025.

### CERTIFICATION:

Certified as correct:

CEO/General Manager

Auditor

F. Colin Willenbrock

Chief Financial Officer/Treasurer

### RATIFIED AND APPROVED:

Board of Commissioners:

President

Vice-President

Secretary

TYPE OF DISBURSEMENT	PAYMENT REF NO.	DOLLAR AMOUNT	PAGE NO.
<b>REVOLVING FUND</b>			
Customer Refunds, Incentives and Other	1133527 - 1133661	\$36,674.26	2 - 6
Electronic Customer Refunds		\$16,104.49	7 - 9
<b>WARRANT SUMMARY</b>			
Warrants	8081074 - 8081258	\$5,093,174.60	10 - 15
ACH	6052231 - 6052524	\$8,099,976.81	16 - 25
Wires	7003515 - 7003531	\$6,085,320.70	26
Payroll - Direct Deposit	5300001183 - 5300001183	\$6,489,772.02	27
Payroll - Warrants	845376 - 845389	\$62,212.45	27
Automatic Debit Payments	5300001182 - 5300001187	\$3,360,754.62	28
	<b>GRAND TOTAL</b>	<b>\$29,243,989.95</b>	

## Detailed Disbursement Report

Revolving Fund - Customer Refunds, Incentives and Other			
Payment Date	Payment Ref Nbr	Payee	Amount
1/13/25	1133527	MICHAEL STAVHEIM	\$11,000.00
1/13/25	1133528	TERRIE WIXSON	\$162.35
1/13/25	1133529	PATRICIA KRASSIN	\$43.34
1/13/25	1133530	CHARLES BIDDLE	\$196.79
1/13/25	1133531	ZIHENG LIU	\$121.48
1/13/25	1133532	CHRIS JOHNSON	\$130.65
1/13/25	1133533	ASHLEY BERRETH	\$247.72
1/13/25	1133534	MICHAEL KENNY	\$353.94
1/13/25	1133535	ROSE LONG	\$102.69
1/13/25	1133536	BRANDYN NICHOLAS	\$61.17
1/13/25	1133537	DEVON PUSEY	\$81.51
1/13/25	1133538	QUINN EDGERTON	\$120.34
1/13/25	1133539	CHELSEA APFELBECK	\$115.60
1/13/25	1133540	JUDITH CORNIS	\$19.96
1/13/25	1133541	SEATTLE PACIFIC HOMES, INC	\$17.70
1/13/25	1133542	WENDY HAUGEN	\$83.96
1/14/25	1133543	ROBERT TRAN	\$440.17
1/14/25	1133544	KYLEE QUALEY	\$1,819.08
1/14/25	1133545	WILLIAMS INVESTMENTS	\$1,468.47
1/14/25	1133546	HOWARD DEMING	\$35.95
1/14/25	1133547	ROBERT TRAN	\$155.65
1/14/25	1133548	CHARLEIN PINKHAM	\$20.80
1/14/25	1133549	PIZZA DEL RAY EVERETT INC	\$100.86
1/14/25	1133550	MATTHEW MILLER	\$8.47
1/14/25	1133551	SELINA LUCAS	\$409.71
1/14/25	1133552	AGNES SAHOTA	\$99.06
1/14/25	1133553	WILLIAM BAIRD	\$77.73
1/14/25	1133554	HM PACIFIC NORTHWEST, INC.	\$197.99
1/14/25	1133555	TUCKER LINDOP	\$7.03
1/14/25	1133556	GUERDA LINDOR	\$156.35
1/14/25	1133557	MATT OVIST	\$71.26
1/14/25	1133558	JOYCE BELL	\$147.57

## Detailed Disbursement Report

Revolving Fund - Customer Refunds, Incentives and Other			
Payment Date	Payment Ref Nbr	Payee	Amount
1/14/25	1133559	KEN BROWN	\$23.79
1/14/25	1133560	JAE HEE KWON	\$656.07
1/14/25	1133561	MARTIN JAUMA	\$67.93
1/14/25	1133562	VICKIE MANTOOTH	\$195.00
1/14/25	1133563	US POST OFFICE	\$148.60
1/15/25	1133564	TEREES GRIPPE	\$60.29
1/15/25	1133565	WILLIAM HUITT	\$21.51
1/15/25	1133566	REINACHELLE DELOS REYES	\$68.35
1/15/25	1133567	ERIK VASYLIUK	\$38.90
1/15/25	1133568	LARRY WILSON	\$294.80
1/15/25	1133569	CHARLENE WILLIAMS	\$351.66
1/15/25	1133570	JOYCE BURBACK	\$51.46
1/15/25	1133571	TIMOTHY SANDERS	\$166.22
1/16/25	1133572	JEFFREY OLSON	\$23.35
1/16/25	1133573	RAYMOND AMADOR	\$82.94
1/16/25	1133574	ANTONIO FARIAS	\$171.96
1/16/25	1133575	JORDAN KOHAGEN	\$12.41
1/16/25	1133576	ANDRE BRYANT	\$255.15
1/16/25	1133577	VOID	\$0.00
1/16/25	1133578	ALEXANDRA HAYES	\$583.58
1/16/25	1133579	TIM MASON	\$109.31
1/16/25	1133580	VOID	\$0.00
1/16/25	1133581	CHARLES MARSHALL	\$97.80
1/16/25	1133582	SYDNEY NAPEAHI	\$201.34
1/16/25	1133583	DANIEL HARBECK	\$308.60
1/16/25	1133584	AGNES OLLESTAD	\$28.57
1/17/25	1133585	EMMA MAYANGA	\$78.40
1/17/25	1133586	THAI EATERY BY GRANITE FALLS LLC	\$58.00
1/17/25	1133587	RANI THORNING	\$28.51
1/17/25	1133588	SARAH TUERK	\$24.34
1/17/25	1133589	ROSMELYS LAROSA	\$92.87
1/17/25	1133590	JR CHARLES BUSKE	\$2,064.63

## Detailed Disbursement Report

Revolving Fund - Customer Refunds, Incentives and Other			
Payment Date	Payment Ref Nbr	Payee	Amount
1/17/25	1133591	LISA GOMEZ	\$80.45
1/17/25	1133592	ANDREW SHERACK	\$311.64
1/17/25	1133593	RACHEL HENTILA	\$429.04
1/17/25	1133594	PHILLIP HOLMES	\$230.73
1/17/25	1133595	WAKEFIELD ALDERWOOD LLC	\$432.65
1/21/25	1133596	TEVITA FONG	\$27.24
1/21/25	1133597	PATROCINIO DALUSAG	\$2,076.03
1/21/25	1133598	ROBERT SLOBIN	\$53.55
1/21/25	1133599	DIANE HONEYCUTT OSKAMP	\$39.61
1/21/25	1133600	EAGLE COUNTRY CONSTRUCTION INC	\$126.71
1/21/25	1133601	TERRI KNIGHT	\$25.00
1/21/25	1133602	LINDA CAMPOS	\$35.42
1/21/25	1133603	ARTURO RAMIREZ	\$104.49
1/21/25	1133604	JAY FACTOR	\$30.38
1/21/25	1133605	KIM TUTTLE	\$31.50
1/22/25	1133606	LYNNWOOD BEAVER CREEK LLC	\$69.91
1/22/25	1133607	MARISSA PIERCY	\$87.12
1/22/25	1133608	SOPHIE HORSTE	\$212.73
1/22/25	1133609	CHERYL KING	\$324.51
1/22/25	1133610	RYAN SEARS	\$24.36
1/22/25	1133611	WAKEFIELD ALDERWOOD LLC	\$61.00
1/22/25	1133612	SPENCER GOERING	\$22.09
1/22/25	1133613	OSAMU YAMADA	\$132.35
1/22/25	1133614	VIERAMIS JIMENEZ ROSARIO	\$126.88
1/22/25	1133615	SHUJAUDDIN SHUJA	\$23.03
1/22/25	1133616	ARMAN TADEVOSIAN	\$156.62
1/22/25	1133617	SAMANTHA BOYER	\$86.45
1/22/25	1133618	SIDELINE COFFEE LLC	\$64.35
1/22/25	1133619	EMILE GUIDRY	\$138.35
1/22/25	1133620	BMCH WASHINGTON LLC	\$23.73
1/22/25	1133621	BELLA CHAVEZ	\$10.51
1/22/25	1133622	LIDD ENTERPRISES LLC DBA KEYLUXE SUITES	\$105.79

## Detailed Disbursement Report

Revolving Fund - Customer Refunds, Incentives and Other			
Payment Date	Payment Ref Nbr	Payee	Amount
1/22/25	1133623	TERESA CARABELLO	\$466.61
1/22/25	1133624	CHANEL LAGERWEY	\$129.05
1/22/25	1133625	ALLEN GULLETTE	\$28.26
1/22/25	1133626	PATRICIA WATSON	\$73.07
1/22/25	1133627	LEONID ZHELEZNYAK	\$757.72
1/22/25	1133628	NASRIN MOUSAZADEHAHANGARI	\$18.46
1/22/25	1133629	ROSEANN DREISBACH	\$17.38
1/23/25	1133630	KURT BARTELHEIMER	\$18.25
1/23/25	1133631	ACACIA TERRACE LLC	\$18.71
1/23/25	1133632	CINDI MARTIN	\$86.96
1/23/25	1133633	COVE TECHNOLOGY CONSULTING LLC	\$604.67
1/23/25	1133634	UDAIVEER CHAUHAN	\$127.79
1/23/25	1133635	LENNAR NORTHWEST INC	\$35.32
1/23/25	1133636	PACIFIC RIDGE - DRH, LLC	\$356.52
1/23/25	1133637	LENNAR NORTHWEST INC	\$11.48
1/23/25	1133638	FREDDY MARTINEZ	\$105.51
1/23/25	1133639	SUNI CHON	\$30.18
1/23/25	1133640	ROBERT PARRY	\$1,000.61
1/23/25	1133641	AARON SMITH	\$31.23
1/23/25	1133642	BRIDGET MOLINA	\$624.82
1/23/25	1133643	ELAINE TEEL	\$21.00
1/23/25	1133644	WENDY SCHON	\$191.06
1/23/25	1133645	PETR UNRU	\$65.05
1/23/25	1133646	ROSEANN DREISBACH	\$62.00
1/23/25	1133647	DR VYACHESLAV A BORISENKO DC PS	\$342.88
1/23/25	1133648	TAJINDERPAL SINGH	\$108.83
1/24/25	1133649	MAKAILA FRANK	\$88.49
1/24/25	1133650	JEREMY GARCIA	\$58.26
1/24/25	1133651	DILAN DUARTE	\$264.98
1/24/25	1133652	MASS ELECTRIC CONSTRUCTION CO	\$71.34
1/24/25	1133653	AMANDA MATERIE	\$217.43
1/24/25	1133654	RAZAN HABASH	\$105.56

### Detailed Disbursement Report

Revolving Fund - Customer Refunds, Incentives and Other			
Payment Date	Payment Ref Nbr	Payee	Amount
1/24/25	<a href="#">1133655</a>	YULIIA KOZACHENKO	\$86.76
1/24/25	<a href="#">1133656</a>	JILLIAN SUMMERS	\$20.02
1/24/25	<a href="#">1133657</a>	GABRIEL CURIEL	\$26.52
1/24/25	<a href="#">1133658</a>	HYUNWOO KIM	\$62.45
1/24/25	<a href="#">1133659</a>	JOHN FOREMAN	\$113.21
1/24/25	<a href="#">1133660</a>	ALDERWOOD APARTMENTS, L.L.C.	\$17.52
1/24/25	<a href="#">1133661</a>	III RICHARD YONKE	\$62.39
Total:			\$36,674.26



## Detailed Disbursement Report

Revolving Fund - Electronic Customer Refunds			
Payment Date	Payment Ref Nbr	Payee	Amount
1/13/25	000529487168	GARY LONGAKER	\$54.27
1/13/25	000529487169	JAYLA CHAMBERS	\$62.60
1/13/25	000529487170	SIDELINE COFFEE LLC	\$35.20
1/13/25	000529487171	JENNY TOVAR	\$13.67
1/13/25	000529487172	CLARKSON REED	\$117.10
1/13/25	000529487173	ANA FRANCISCO	\$87.51
1/13/25	000529487174	SIDELINE COFFEE LLC	\$29.15
1/13/25	000529487175	GARY LONGAKER	\$74.13
1/13/25	000529487176	JOSEPH DOMILSKI	\$71.59
1/13/25	000529487177	JOSEPH DOMILSKI	\$166.34
1/13/25	000529487178	THOMAS MILLER	\$18.88
1/13/25	000529487179	JOSEPH DOMILSKI	\$166.34
1/13/25	000529487180	DANIEL-ANGEL MUNOZ-TREJO	\$10.16
1/13/25	000529487181	MWADA MULENGA	\$49.04
1/13/25	000529487182	CASCARA CAPITAL LLC	\$241.01
1/13/25	000529487183	STACY TEASDALE	\$33.57
1/13/25	000529487184	JACOB CLINE	\$37.31
1/13/25	000529487185	JAYLA CHAMBERS	\$62.60
1/13/25	000529487186	KIYAAN WADHWANI	\$172.95
1/13/25	000529487187	CLARKSON REED	\$119.47
1/13/25	000529487188	DOROTHY KARRAS	\$481.89
1/13/25	000529487189	CLINT MCKIERNAN	\$30.46
1/13/25	000529487190	THE DALE BAUMGARTNER FAMILY LP	\$78.29
1/13/25	000529487191	COLLIN RENNINGER	\$137.97
1/13/25	000529487192	FENGSHUE PROPERTIES	\$48.84
1/13/25	000529487193	MATTHEW JOHNSON	\$13.12
1/13/25	000529487194	OLEH KUCHMICH	\$91.69
1/13/25	000529487195	ALEXANDER PARK	\$332.69
1/13/25	000529487196	HAECHAN CHUNG	\$145.47
1/13/25	000529487197	PHILIP JOHNSON	\$310.56
1/13/25	000529487198	JASON PEDERSEN	\$481.25
1/13/25	000529487199	GREGORY BRIDGES	\$340.00

## Detailed Disbursement Report

Revolving Fund - Electronic Customer Refunds			
Payment Date	Payment Ref Nbr	Payee	Amount
1/13/25	000529487200	CARA ESTRELLA	\$80.49
1/13/25	000529487201	STEVE SLONAKER	\$873.34
1/13/25	000529487202	MELODY GIBSON	\$168.00
1/14/25	000529498791	ABNER VALLE SILVA	\$209.67
1/14/25	000529498792	ABNER VALLE SILVA	\$69.89
1/14/25	000529498793	TERESA WHALEN	\$250.00
1/14/25	000529498794	NATE BENJAMIN	\$400.00
1/14/25	000529498795	MARY QUADE	\$1,441.23
1/14/25	000529498796	NATE BENJAMIN	\$400.00
1/14/25	000529498797	ANGELIKA PIATT	\$165.81
1/14/25	000529498798	MARILYN MAYSEY	\$284.06
1/15/25	000529507927	OCEAN SYSTEMS INC	\$784.06
1/15/25	000529507928	SELENA BLAKE	\$66.86
1/17/25	000529523546	TEGAN QUAICOE	\$195.19
1/17/25	000529523547	APRIL CAVANAUGH	\$204.93
1/17/25	000529523548	DIPALI DUTTA	\$40.77
1/17/25	000529523549	LYNN NELSON	\$37.94
1/17/25	000529523550	CEDRICK HOOSER	\$89.74
1/17/25	000529523551	JEFFERY PETERMEYER	\$576.48
1/17/25	000529523552	HEIDY VELANDIA BARAJAS	\$103.43
1/17/25	000529523553	5A PLUS CORP	\$319.63
1/17/25	000529523554	TONI DEERING	\$72.33
1/17/25	000529523555	DIANA ROUHANI	\$77.30
1/17/25	000529523556	DIANA ROUHANI	\$154.60
1/21/25	000529542101	LILA HENRY	\$190.45
1/21/25	000529542102	TAO ZHANG	\$382.76
1/21/25	000529542103	ROBERT FIELD	\$107.81
1/21/25	000529542104	JORDAN HAMILTON-KERTESZ	\$507.57
1/21/25	000529542105	TAO ZHANG	\$382.76
1/22/25	000529559572	DOMINIC COVEY	\$144.15
1/22/25	000529559573	ALAN OTOOLE	\$37.65
1/22/25	000529559574	MELISSA SMITH	\$177.53

## Detailed Disbursement Report

Revolving Fund - Electronic Customer Refunds			
Payment Date	Payment Ref Nbr	Payee	Amount
1/22/25	000529559575	YANGTIAN LI	\$33.99
1/22/25	000529559576	HAIDER AL-ROBAEI	\$149.30
1/22/25	000529559577	PAVAN MANDALAPARTI	\$69.24
1/22/25	000529559578	ALAN OTOOLE	\$83.83
1/22/25	000529559579	BERNARD VANBEEK	\$7.30
1/22/25	000529559580	JAMES DOUGHTY	\$6.57
1/22/25	000529559581	TREVOR DILLEY	\$12.72
1/22/25	000529559582	JERALD BERNHARDT	\$47.89
1/22/25	000529559583	JOYCE POORE	\$98.44
1/22/25	000529559584	MEHDI FALLAHIAN	\$65.59
1/22/25	000529559585	BRAD MOORE	\$66.44
1/22/25	000529559586	JORDAN GREEN	\$130.88
1/23/25	000529563996	REMEILY PERCIL	\$43.66
1/23/25	000529563997	TOMMY CLARK	\$74.94
1/23/25	000529563998	JILL MUZZY	\$253.32
1/23/25	000529563999	NIKOLE MITCHELL	\$349.25
1/24/25	000529572899	TYLER GORLEY	\$50.13
1/24/25	000529572900	ZHENGYU TANG	\$27.93
1/24/25	000529572901	ZHENGYU TANG	\$136.81
1/24/25	000529572902	MAX KELLY	\$15.23
1/24/25	000529572903	RICARDO TORRES	\$280.50
1/24/25	000529572904	WILLIAM LECLAIR	\$53.84
1/24/25	000529572905	ERIC SANDSTROM	\$53.80
1/24/25	000529572906	DARRYL AUSTIN	\$37.41
1/24/25	000529572907	CHERYL OCZKEWICZ	\$630.19
1/24/25	000529572908	MICHELLE HARDIN	\$98.19
1/24/25	000529572909	SHANNON BATES	\$115.55

**Total: \$16,104.49**

## Detailed Disbursement Report

Accounts Payable Warrants			
Payment Date	Payment Ref Nbr	Payee	Amount
1/14/25	8081074	AT&T CORP	\$58,386.05
1/14/25	8081075	CITY OF EVERETT	\$314.84
1/14/25	8081076	HARGIS ENGINEERS INC	\$7,350.00
1/14/25	8081077	IRON MOUNTAIN QUARRY LLC	\$461.66
1/14/25	8081078	KENT D BRUCE	\$3,797.36
1/14/25	8081079	CITY OF MOUNTLAKE TERRACE	\$8,310.24
1/14/25	8081080	GENUINE PARTS COMPANY	\$2,413.03
1/14/25	8081081	ON HOLD CONCEPTS INC	\$234.70
1/14/25	8081082	CITY OF ARLINGTON	\$1,652.56
1/14/25	8081083	REGIONAL DISPOSAL COMPANY	\$7,270.90
1/14/25	8081084	REPUBLIC SERVICES INC	\$1,553.27
1/14/25	8081085	RIVERSIDE TOPSOIL INC	\$350.00
1/14/25	8081086	SALISH NETWORKS INC	\$470.44
1/14/25	8081087	SILVER LAKE WATER & SEWER DISTRICT	\$97.55
1/14/25	8081088	SNOHOMISH COUNTY	\$10.00
1/14/25	8081089	SNOHOMISH COUNTY	\$10.00
1/14/25	8081090	SNOHOMISH COUNTY	\$10.00
1/14/25	8081091	SNOHOMISH COUNTY	\$812.50
1/14/25	8081092	SOUND PUBLISHING INC	\$147.00
1/14/25	8081093	THE BOEING COMPANY	\$1,000.00
1/14/25	8081094	STATE OF WASHINGTON	\$6,958.93
1/14/25	8081095	WASTE MANAGEMENT OF WASHINGTON INC	\$7,444.93
1/14/25	8081096	WESTERN ENERGY INSTITUTE	\$4,398.00
1/14/25	8081097	BICKFORD MOTORS INC	\$4,725.52
1/14/25	8081098	BLACK CREEK HYDRO INC	\$2,000.00
1/14/25	8081099	CROSS VALLEY WATER DISTRICT	\$218.44
1/14/25	8081100	EBEY HILL HYDROELECTRIC INC	\$2,571.23
1/14/25	8081101	GARY D KREIN	\$879.20
1/14/25	8081102	QUALCO ENERGY	\$12,947.00
1/14/25	8081103	JAMES SIDERIUS	\$750.00
1/14/25	8081104	STATE OF WASHINGTON	\$1,303.80
1/14/25	8081105	PUD NO 1 OF FRANKLIN CO	\$73,367.64

## Detailed Disbursement Report

Accounts Payable Warrants			
Payment Date	Payment Ref Nbr	Payee	Amount
1/14/25	8081106	PENINSULA LIGHT CO	\$172,648.60
1/14/25	8081107	TRAVIS J MIRANDA	\$19,179.75
1/14/25	8081108	LOADMAN NW LLC	\$12,726.42
1/14/25	8081109	SOUTHWEST POWER POOL INC	\$12,223.00
1/14/25	8081110	FSX INC	\$261.84
1/14/25	8081111	OCCUPATIONAL HEALTH CENTERS OF WA P	\$94.00
1/14/25	8081112	WASHINGTON STATE DOT	\$98.05
1/14/25	8081113	T BAILEY INC	\$226,147.55
1/14/25	8081114	KENDALL DEALERSHIP HOLDINGS LLC	\$1,626.01
1/14/25	8081115	THE PAPE GROUP	\$155.58
1/14/25	8081116	VITALSMARTS LC	\$28,799.30
1/14/25	8081117	SKYCORP LTD	\$31,767.28
1/14/25	8081118	RMA GROUP INC	\$2,207.95
1/14/25	8081119	CINTAS CORPORATION NO 2	\$7,329.73
1/14/25	8081120	IRIS GROUP HOLDINGS LLC	\$74,773.09
1/14/25	8081121	VANTAGE POINT SOLUTIONS INC	\$15,000.00
1/14/25	8081122	WATERPLACE HOTEL LLC	\$3,043.73
1/14/25	8081123	PATRICIA J SPENCER KNOWLTON	\$3,224.00
1/14/25	8081124	J R SETINA MANUFACTURING CO INC	\$2,025.18
1/14/25	8081125	GALLAGHER JAMES WILSON	\$4,579.00
1/14/25	8081126	SHARLENE A MCDANIEL	\$2,882.00
1/14/25	8081127	JAMES A CIVARRA	\$1,030.00
1/14/25	8081128	BRENNAN HEATING & AC LLC	\$2,875.00
1/16/25	8081129	COLD CREEK HOMES INC	\$1,036.00
1/16/25	8081130	MAINVUE WA LLC	\$24,293.09
1/16/25	8081131	NW FIBER, LLC, DBA ZIPLY FIBER	\$2,800.00
1/16/25	8081132	CAMANO WATER ASSN	\$96.00
1/16/25	8081133	COMCAST HOLDING CORPORATION	\$740.41
1/16/25	8081134	KENT D BRUCE	\$4,325.04
1/16/25	8081135	MUKILTEO SCHOOL DISTRICT NO 6	\$1,000.00
1/16/25	8081136	GENUINE PARTS COMPANY	\$28.93
1/16/25	8081137	SIX ROBBLEES INC	\$152.46

## Detailed Disbursement Report

Accounts Payable Warrants			
Payment Date	Payment Ref Nbr	Payee	Amount
1/16/25	8081138	WASTE MANAGEMENT OF WASHINGTON INC	\$620.06
1/16/25	8081139	ALDERWOOD WATER & WASTEWATER DISTRI	\$38.08
1/16/25	8081140	BICKFORD MOTORS INC	\$956.14
1/16/25	8081141	CAR WASH ENTERPRISES INC	\$71.00
1/16/25	8081142	DAYVILLE HAY & GRAIN INC	\$440.86
1/16/25	8081143	ENGINUIITY ADVANTAGE LLC	\$320.00
1/16/25	8081144	KING COUNTY TREASURER	\$108,206.05
1/16/25	8081145	GARY D KREIN	\$879.20
1/16/25	8081146	MICROSOFT CORP	\$31,181.00
1/16/25	8081147	BNSF RAILWAY COMPANY	\$2,571.12
1/16/25	8081148	ACHILLES USA INC	\$5,000.00
1/16/25	8081149	NORTH SOUND AUTO GROUP LLC	\$763.15
1/16/25	8081150	REXEL USA INC	\$431.80
1/16/25	8081151	NW METAL FINISHING	\$492.30
1/16/25	8081152	POLESTAR FARMS INC	\$426.60
1/16/25	8081153	ARTHUR J GALLAGHER & CO	\$60,000.00
1/16/25	8081154	PUD 2 OF PACIFIC COUNTY	\$74,835.79
1/16/25	8081155	A AND R SOLAR SPC	\$3,221.07
1/16/25	8081156	PORT OF EVERETT	\$181,617.00
1/16/25	8081157	BLACK FOREST INSULATION LLC	\$3,520.00
1/16/25	8081158	HARTS PLUMBING & EXCAVATION LLC	\$7,486.38
1/21/25	8081159	ALBERT LEE INC	\$111,574.89
1/21/25	8081160	CITY OF DARRINGTON	\$10,893.30
1/21/25	8081161	CITY OF GOLD BAR	\$13,798.70
1/21/25	8081162	CITY OF GOLD BAR	\$518.22
1/21/25	8081163	HARGIS ENGINEERS INC	\$9,220.00
1/21/25	8081164	CITY OF MARYSVILLE	\$254,704.04
1/21/25	8081165	CITY OF MONROE	\$404.94
1/21/25	8081166	CITY OF MOUNTLAKE TERRACE	\$94,850.87
1/21/25	8081167	BEACON PUBLISHING INC	\$660.00
1/21/25	8081168	GENUINE PARTS COMPANY	\$1,658.66
1/21/25	8081169	SIX ROBBLEES INC	\$780.64

## Detailed Disbursement Report

Accounts Payable Warrants			
Payment Date	Payment Ref Nbr	Payee	Amount
1/21/25	8081170	CITY OF SULTAN	\$42,104.18
1/21/25	8081171	STATE OF WASHINGTON	\$39,240.30
1/21/25	8081172	CITY OF ARLINGTON	\$147,297.07
1/21/25	8081173	BICKFORD MOTORS INC	\$389.70
1/21/25	8081174	CITY OF BOTHELL	\$138,250.12
1/21/25	8081175	CITY OF BRIER	\$23,807.53
1/21/25	8081176	CITY OF EDMONDS	\$220,638.20
1/21/25	8081177	CITY OF INDEX	\$1,274.58
1/21/25	8081178	CITY OF LAKE STEVENS	\$150,586.00
1/21/25	8081179	CITY OF LAKE STEVENS	\$46,170.39
1/21/25	8081180	CITY OF MONROE	\$108,108.27
1/21/25	8081181	ROM ACQUISITION CORPORATION	\$221.99
1/21/25	8081182	CITY OF STANWOOD	\$4,249.16
1/21/25	8081183	CITY OF STANWOOD	\$42,341.59
1/21/25	8081184	TOWN OF WOODWAY	\$6,787.12
1/21/25	8081185	CITY OF GRANITE FALLS	\$20,479.86
1/21/25	8081186	VOID	\$0.00
1/21/25	8081187	NOVANTA CORPORATION	\$20,227.58
1/21/25	8081188	S-R BROADCASTING INC	\$110.00
1/21/25	8081189	CITY OF EVERETT	\$776,481.67
1/21/25	8081190	ONSOLVE INTERMEDIATE HOLDING CO	\$32.00
1/21/25	8081191	LIBERTY MUTUAL GROUP INC	\$16,400.00
1/21/25	8081192	THE PAPE GROUP	\$938.36
1/21/25	8081193	CONCENTRIC LLC	\$1,497.85
1/21/25	8081194	CAPFINANCIAL PARTNERS LLC	\$16,250.00
1/21/25	8081195	CAMANO HILLS WATER CO INC	\$136.56
1/21/25	8081196	EDMONDS COLLEGE	\$1,000.00
1/21/25	8081197	CITY OF LYNNWOOD	\$269,807.98
1/21/25	8081198	CITY OF MUKILTEO	\$99,321.28
1/21/25	8081199	CITY OF SNOHOMISH	\$55,493.92
1/23/25	8081200	LANDSVERK QUALITY HOMES, INC	\$14,284.30
1/23/25	8081201	T-MOBILE WEST LLC	\$26,339.39

## Detailed Disbursement Report

Accounts Payable Warrants			
Payment Date	Payment Ref Nbr	Payee	Amount
1/23/25	8081202	JM1 HOLDINGS LLC	\$11,337.27
1/23/25	8081203	JIM LUSSIER	\$40,288.89
1/23/25	8081204	SEATTLE SHORES INVESTMENTS LLC	\$490.00
1/23/25	8081205	BARTLETT & WEST INC	\$150.00
1/23/25	8081206	COMCAST HOLDING CORPORATION	\$379.71
1/23/25	8081207	DISH NETWORK	\$99.80
1/23/25	8081208	CORE & MAIN LP	\$5,661.10
1/23/25	8081209	LANGUAGE LINE SERVICES INC	\$2,734.10
1/23/25	8081210	LEXISNEXIS RISK DATA MANAGEMENT INC	\$219.80
1/23/25	8081211	CITY OF LYNNWOOD	\$838.35
1/23/25	8081212	CITY OF MARYSVILLE	\$160.92
1/23/25	8081213	GENUINE PARTS COMPANY	\$794.03
1/23/25	8081214	SNOHOMISH COUNTY	\$558.00
1/23/25	8081215	SOUND PUBLISHING INC	\$2,127.00
1/23/25	8081216	WASTE MANAGEMENT OF WASHINGTON INC	\$433.56
1/23/25	8081217	ALDERWOOD WATER & WASTEWATER DISTRI	\$40.36
1/23/25	8081218	BICKFORD MOTORS INC	\$1,978.28
1/23/25	8081219	CITY OF BRIER	\$262.50
1/23/25	8081220	DAYVILLE HAY & GRAIN INC	\$736.77
1/23/25	8081221	DIRECTV ENTERTAINMENT HOLDINGS LLC	\$168.99
1/23/25	8081222	EMERALD SERVICES INC	\$347.48
1/23/25	8081223	EDS MCDUGALL LLC	\$385.00
1/23/25	8081224	NW PUBLIC POWER ASSOC	\$33,850.00
1/23/25	8081225	PACIFIC PUBLISHING CO INC	\$365.40
1/23/25	8081226	PUD NO 1 OF OKANOGAN COUNTY	\$99,172.50
1/23/25	8081227	SNOHOMISH COUNTY	\$1,957.00
1/23/25	8081228	SNOHOMISH COUNTY	\$2,550.00
1/23/25	8081229	CITY OF STANWOOD	\$129.66
1/23/25	8081230	STANWOOD REDI MIX INC	\$1,173.17
1/23/25	8081231	TRUE SURVEY SUPPLY INC	\$2,373.84
1/23/25	8081232	VOID	\$0.00
1/23/25	8081233	LAMAR TEXAS LTD PARTNERSHIP	\$3,323.00



## Detailed Disbursement Report

Accounts Payable Warrants			
Payment Date	Payment Ref Nbr	Payee	Amount
1/23/25	8081234	LOADMAN NW LLC	\$1,203.42
1/23/25	8081235	DARLING SON INTL LLC	\$4,208.10
1/23/25	8081236	NORTHWEST FIBER LLC	\$9,634.04
1/23/25	8081237	PAUL POLK	\$21,100.80
1/23/25	8081238	NW METAL FINISHING	\$3,150.72
1/23/25	8081239	DEFINING ENERGY NW LLC	\$605.23
1/23/25	8081240	ACCESS INFO INTERMEDIATE HLDNG I LL	\$4,097.62
1/23/25	8081241	POLITICO MEDIA GROUP HOLDING INC	\$9,646.99
1/23/25	8081242	TCF ARCHITECTURE PLLC	\$3,380.00
1/23/25	8081243	RADIATE HOLDINGS LP	\$3,816.07
1/23/25	8081244	JESSICA V MARQUEZ	\$900.00
1/23/25	8081245	PRICEWATERHOUSECOOPERS LLP	\$37,071.54
1/23/25	8081246	NORTHWEST FIBER LLC	\$7,217.90
1/23/25	8081247	STONE SECURITY LLC	\$14,544.77
1/23/25	8081248	HPTC PROPERTY LLC	\$29,069.90
1/23/25	8081249	MATERIAL FLOW & CONVEYOR SYSTEMS IN	\$14,888.88
1/23/25	8081250	PATRICIA J SPENCER KNOWLTON	\$1,612.00
1/23/25	8081251	CURALINC LLC	\$3,630.00
1/23/25	8081252	ALDERWOOD MALL HOLDING LLC	\$11,139.00
1/23/25	8081253	HILLSIDE FAMILY FARM LLC	\$1,500.00
1/23/25	8081254	BF VENTTURES LLC	\$42,298.62
1/23/25	8081255	ENERGY MANAGEMENT COLLABORATIVE LLC	\$2,006.95
1/23/25	8081256	NORTHWEST PUMP & EQUIPMENT CO	\$10,344.75
1/23/25	8081257	VOID	\$0.00
1/23/25	8081258	DEPARTMENT OF THE TREASURY	\$497,226.23

**Total: \$5,093,174.60**

## Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
1/13/25	6052231	CONSOLIDATED ELECTRICAL DISTRIBUTOR	\$46,204.16
1/13/25	6052232	DAVEY TREE SURGERY COMPANY	\$48,452.56
1/13/25	6052233	FASTENAL COMPANY	\$1,868.66
1/13/25	6052234	ITRON INC	\$65,162.79
1/13/25	6052235	NORTH COAST ELECTRIC COMPANY	\$1,154.92
1/13/25	6052236	NW ENERGY EFFICIENCY ALLIANCE INC	\$45,530.71
1/13/25	6052237	RWC INTERNATIONAL LTD	\$9,077.33
1/13/25	6052238	SHI INTERNATIONAL CORP	\$503.29
1/13/25	6052239	STELLAR INDUSTRIAL SUPPLY INC	\$1,137.26
1/13/25	6052240	STELLA-JONES CORPORATION	\$68,669.29
1/13/25	6052241	SNOHOMISH COUNTY SOCIETY OF	\$3,700.00
1/13/25	6052242	WIDENET CONSULTING GROUP LLC	\$3,680.00
1/13/25	6052243	BENEFITFOCUS COM INC	\$8,508.23
1/13/25	6052244	COLEHOUR & COHEN INC	\$14,177.50
1/13/25	6052245	CUZ CONCRETE PRODUCTS INC	\$1,673.82
1/13/25	6052246	DICKS TOWING INC	\$649.56
1/13/25	6052247	HOGLUNDS TOP SHOP INC	\$164.85
1/13/25	6052248	JUDD & BLACK ELECTRIC INC	\$165,000.00
1/13/25	6052249	LENZ ENTERPRISES INC	\$435.00
1/13/25	6052250	LONE MOUNTAIN COMMUNICATIONS LLC	\$26,825.00
1/13/25	6052251	MT HOOD FASTENER CO	\$1,339.55
1/13/25	6052252	NORTHWEST CASCADE INC	\$187.50
1/13/25	6052253	TOTAL LANDSCAPE CORP	\$16,220.27
1/13/25	6052254	TYNDALE ENTERPRISES INC	\$17,016.11
1/13/25	6052255	ULINE INC	\$1,561.90
1/13/25	6052256	WESTERN SAFETY PRODUCTS INC	\$4,136.58
1/13/25	6052257	SAMPSA M WRIGHT	\$16,554.52
1/13/25	6052258	GRAYBAR ELECTRIC CO INC	\$1,743.32
1/13/25	6052259	ALTEC INDUSTRIES INC	\$3,953.99
1/13/25	6052260	ANIXTER INC	\$45,947.38
1/13/25	6052261	MALLORY SAFETY AND SUPPLY LLC	\$1,061.79
1/13/25	6052262	ROADPOST USA INC	\$1,314.00

## Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
1/13/25	6052263	WILLDAN ENERGY SOLUTIONS INC	\$36,565.50
1/13/25	6052264	ORSI LESSEE LLC	\$25,525.80
1/13/25	6052265	CONSOR NORTH AMERICA INC	\$3,470.50
1/13/25	6052266	OPENSQUARE HOLDINGS LLC	\$14,429.54
1/13/25	6052267	WELLNESS BY WISHLIST INC	\$72.03
1/13/25	6052268	BORDER STATES INDUSTRIES INC	\$709.68
1/13/25	6052269	PURCELL TIRE & RUBBER COMPANY	\$22,622.34
1/13/25	6052270	DNV USA INC	\$10,818.75
1/13/25	6052271	B2T SOLUTIONS LLC	\$6,793.82
1/13/25	6052272	ZONES IT SOLUTIONS INC	\$7,827.94
1/13/25	6052273	STUART C IRBY COMPANY	\$41,871.42
1/13/25	6052274	LUMEN TACTICAL LLC	\$2,250.00
1/13/25	6052275	TESSCO TECHNOLOGIES INC	\$588.05
1/13/25	6052276	ECOGRIND SITE SOLUTIONS LLC	\$302,417.89
1/14/25	6052277	CENTRAL WELDING SUPPLY CO INC	\$625.94
1/14/25	6052278	DAVID EVANS & ASSOCIATES INC	\$2,212.74
1/14/25	6052279	GLOBAL RENTAL COMPANY INC	\$15,386.00
1/14/25	6052280	HOWARD INDUSTRIES INC	\$24,425.28
1/14/25	6052281	KUBRA DATA TRANSFER LTD	\$450.00
1/14/25	6052282	MR TRUCK WASH INC	\$1,088.01
1/14/25	6052283	NW ENERGY EFFICIENCY ALLIANCE INC	\$7,264.25
1/14/25	6052284	PACIFIC TOPSOILS INC	\$222.30
1/14/25	6052285	ROBERT HALF INTERNATIONAL INC	\$11,161.04
1/14/25	6052286	STELLAR INDUSTRIAL SUPPLY INC	\$3,137.25
1/14/25	6052287	TOPSOILS NORTHWEST INC	\$825.20
1/14/25	6052288	OLDCASTLE INFRASTRUCTURE INC	\$4,452.06
1/14/25	6052289	STATE OF WASHINGTON	\$7,430.01
1/14/25	6052290	BONNEVILLE ENVIRONMENTAL FOUNDATION	\$20,403.50
1/14/25	6052291	DICKS TOWING INC	\$249.43
1/14/25	6052292	DUNLAP INDUSTRIAL HARDWARE INC	\$3,745.39
1/14/25	6052293	GENERAL PACIFIC INC	\$60,381.26
1/14/25	6052294	MERCURY FITNESS REPAIR INC	\$378.80

## Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
1/14/25	6052295	ROHLINGER ENTERPRISES INC	\$4,137.72
1/14/25	6052296	RUBATINO REFUSE REMOVAL LLC	\$6,445.77
1/14/25	6052297	SENSUS USA INC	\$8,726.06
1/14/25	6052298	SOUND SAFETY PRODUCTS CO INC	\$76.91
1/14/25	6052299	SUMMIT LAW GROUP PLLC	\$2,175.00
1/14/25	6052300	ULINE INC	\$624.36
1/14/25	6052301	ALTEC INDUSTRIES INC	\$483.17
1/14/25	6052302	ANIXTER INC	\$140,230.26
1/14/25	6052303	MALLORY SAFETY AND SUPPLY LLC	\$5,016.71
1/14/25	6052304	CAPITAL ARCHITECTS GROUP PC	\$4,935.00
1/14/25	6052305	SEATTLE NUT & BOLT LLC	\$2,330.89
1/14/25	6052306	LISTEN AUDIOLOGY SERVICES INC	\$140.00
1/14/25	6052307	BORDER STATES INDUSTRIES INC	\$9,764.38
1/14/25	6052308	HARNISH GROUP INC	\$5,852.99
1/14/25	6052309	PTV LOGISTICS US INC	\$7,257.75
1/14/25	6052310	KEITHLY BARBER ASSOCIATES INC	\$995.00
1/14/25	6052311	COZY HEATING INC	\$2,875.00
1/14/25	6052312	AA REMODELING LLC	\$1,450.00
1/14/25	6052313	COHEN VENTURES INC	\$95,646.16
1/14/25	6052314	CM AIR PROS LLC	\$2,175.00
1/14/25	6052315	WILLIAM MEYER	\$546.60
1/14/25	6052316	CURTIS RODRIGO	\$546.60
1/14/25	6052317	ROBERT STEINER	\$546.50
1/14/25	6052318	MARK HAKSO	\$546.60
1/14/25	6052319	MICHAEL COE	\$602.90
1/14/25	6052320	TROY HAUGSTAD	\$546.60
1/14/25	6052321	SINH TRAN	\$88.32
1/14/25	6052322	JOSHUA ENRIQUEZ	\$1,077.24
1/14/25	6052323	JESSICA RAAB HOLMGREN	\$140.70
1/15/25	6052324	CENTRAL WELDING SUPPLY CO INC	\$212.00
1/15/25	6052325	DAVEY TREE SURGERY COMPANY	\$136,988.68
1/15/25	6052326	D HITTLE & ASSOCIATES INC	\$16,695.17

## Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
1/15/25	6052327	NORTH COAST ELECTRIC COMPANY	\$7,688.13
1/15/25	6052328	NORTHSTAR CHEMICAL INC	\$2,074.60
1/15/25	6052329	PETROCARD INC	\$39,671.96
1/15/25	6052330	ROMAINE ELECTRIC CORP	\$678.82
1/15/25	6052331	RWC INTERNATIONAL LTD	\$3,800.44
1/15/25	6052332	PROLEC-GE WAUKESHA INC	\$1,749,513.18
1/15/25	6052333	TOPSOILS NORTHWEST INC	\$264.00
1/15/25	6052334	TRENCHLESS CONSTR SVCS LLC	\$15,528.18
1/15/25	6052335	UNITED PARCEL SERVICE	\$214.77
1/15/25	6052336	VAN NESS FELDMAN LLP	\$5,000.00
1/15/25	6052337	WW GRAINGER INC	\$266.55
1/15/25	6052338	DOBBS HEAVY DUTY HOLDINGS LLC	\$59.54
1/15/25	6052339	JUDD & BLACK ELECTRIC INC	\$253,134.26
1/15/25	6052340	LENZ ENTERPRISES INC	\$489.19
1/15/25	6052341	NORTHWEST CASCADE INC	\$70.83
1/15/25	6052342	NORTHWEST HANDLING SYSTEMS INC	\$3,606.90
1/15/25	6052343	POWER ENGINEERS INC	\$7,539.24
1/15/25	6052344	RELIANCE MANUFACTURING CORPORATION	\$11,684.99
1/15/25	6052345	RUBATINO REFUSE REMOVAL LLC	\$1,582.41
1/15/25	6052346	SNOHOMISH COUNTY	\$41,212.20
1/15/25	6052347	ULINE INC	\$671.29
1/15/25	6052348	WALTER E NELSON CO OF WESTERN WA	\$3,165.63
1/15/25	6052349	WESTERN ELECTRICITY COORDINATING CO	\$89.13
1/15/25	6052350	ZIPPER GEO ASSOCIATES LLC	\$8,828.89
1/15/25	6052351	ALTEC INDUSTRIES INC	\$2,740.51
1/15/25	6052352	RESOURCE INNOVATIONS INC	\$920.00
1/15/25	6052353	EIP COMMUNICATIONS I LLC	\$6,624.22
1/15/25	6052354	OPENSQUARE HOLDINGS LLC	\$763.48
1/15/25	6052355	PUGET SOUND HARDWARE INC	\$517.89
1/15/25	6052356	WELLNESS BY WISHLIST INC	\$1,544.62
1/15/25	6052357	TOYOTA MATERIAL HANDLING NW INC	\$2,164.69
1/15/25	6052358	KPOCH INTERMEDIATE INC	\$345.00

## Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
1/15/25	6052359	COZY HEATING INC	\$2,875.00
1/15/25	6052360	WASHINGTON ENERGY SERVICES COMPANY	\$18,374.06
1/15/25	6052361	WASHINGTON WATER HEATERS	\$15,199.65
1/15/25	6052362	ROBERT FLAKE	\$546.60
1/15/25	6052363	JAMES SABELLA	\$546.60
1/15/25	6052364	TREVOR MELLICK	\$546.60
1/15/25	6052365	BRIE'N MILLER	\$87.10
1/15/25	6052366	MIKE BLACK	\$546.60
1/15/25	6052367	RYAN WALKER	\$175.00
1/15/25	6052368	MELANIE ROBERTS	\$44.97
1/15/25	6052369	ANDREW HENDERSON	\$179.00
1/15/25	6052370	LIBERTY MUTUAL GROUP INC	\$37,952.27
1/16/25	6052371	ASPLUNDH TREE EXPERT LLC	\$69,321.86
1/16/25	6052372	BLX GROUP LLC	\$8,600.00
1/16/25	6052373	CONSOLIDATED ELECTRICAL DISTRIBUTOR	\$7,306.15
1/16/25	6052374	DAVID EVANS & ASSOCIATES INC	\$12,588.00
1/16/25	6052375	HOWARD INDUSTRIES INC	\$174,409.10
1/16/25	6052376	NORTH COAST ELECTRIC COMPANY	\$2,862.68
1/16/25	6052377	RWC INTERNATIONAL LTD	\$1,445.20
1/16/25	6052378	TOPSOILS NORTHWEST INC	\$132.00
1/16/25	6052379	TRAYER ENGINEERING CORPORATION	\$130,372.00
1/16/25	6052380	GORDON TRUCK CENTERS INC	\$20.58
1/16/25	6052381	WETLAND RESOURCES INC	\$1,500.00
1/16/25	6052382	WW GRAINGER INC	\$361.28
1/16/25	6052383	BRAKE & CLUTCH SUPPLY INC	\$1,767.92
1/16/25	6052384	COLEHOUR & COHEN INC	\$154,929.93
1/16/25	6052385	GENERAL PACIFIC INC	\$190,245.69
1/16/25	6052386	GRATING PACIFIC LLC	\$6,506.08
1/16/25	6052387	LONGS LANDSCAPE LLC	\$15,488.49
1/16/25	6052388	BRIAN DAVIS ENTERPRISES INC	\$7,143.39
1/16/25	6052389	POLY BAG LLC	\$123.63
1/16/25	6052390	LOUIS F MATHESON CONSTRUCTION INC	\$6,412.32

## Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
1/16/25	6052391	ROHLINGER ENTERPRISES INC	\$279.21
1/16/25	6052392	RUBATINO REFUSE REMOVAL LLC	\$417.71
1/16/25	6052393	SOUND SAFETY PRODUCTS CO INC	\$6,857.39
1/16/25	6052394	TRAVIS PATTERN & FOUNDRY INC	\$3,174.36
1/16/25	6052395	TRIANGLE ASSOCIATES INC	\$11,673.17
1/16/25	6052396	ALTEC INDUSTRIES INC	\$9,353.26
1/16/25	6052397	NASH CONSULTING INC	\$15,604.45
1/16/25	6052398	CG ENGINEERING PLLC	\$1,340.00
1/16/25	6052399	JTI COMMERCIAL SERVICES LLC	\$25,797.02
1/16/25	6052400	DS SERVICES OF AMERICA INC	\$127.00
1/16/25	6052401	CALIFORNIA INDPNDNT SYSTEM OPR CORP	\$222,575.14
1/16/25	6052402	K&D SERVICES INC	\$263.76
1/16/25	6052403	BORDER STATES INDUSTRIES INC	\$14,900.30
1/16/25	6052404	PURCELL TIRE & RUBBER COMPANY	\$6,513.39
1/16/25	6052405	AALBU BROTHERS	\$12,485.74
1/16/25	6052406	MONICA DOPPEL	\$696.07
1/16/25	6052407	NICHELE HALL	\$1,132.86
1/17/25	6052408	ALS GROUP USA CORP	\$2,025.00
1/17/25	6052409	EC COMPANY	\$136,930.28
1/17/25	6052410	TFS ENERGY LLC	\$925.00
1/17/25	6052411	TULLETT PREBON AMERICAS CORP	\$1,000.00
1/17/25	6052412	WEST COAST PAPER CO	\$3,151.05
1/17/25	6052413	WETLAND RESOURCES INC	\$1,275.00
1/17/25	6052414	WIDENET CONSULTING GROUP LLC	\$2,080.00
1/17/25	6052415	NORTHWEST CASCADE INC	\$167.00
1/17/25	6052416	RICOH USA INC	\$8,147.07
1/17/25	6052417	TYNDALE ENTERPRISES INC	\$1,009.16
1/17/25	6052418	UTILITY TRAILER & EQUIP SALES NW LL	\$189.77
1/17/25	6052419	TITAN CHEMICAL TRANSFER SOLUTIONS L	\$24,463.81
1/21/25	6052420	ARIBA INC	\$132,621.89
1/21/25	6052421	BENTLEY SYSTEMS INC	\$60,795.94
1/21/25	6052422	CLEAN HARBORS ENVIRONMENTAL	\$2,447.27

## Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
1/21/25	6052423	HOWARD INDUSTRIES INC	\$72,529.60
1/21/25	6052424	IBEW LOCAL 77	\$98,579.00
1/21/25	6052425	INTERWEST CONSTRUCTION INC	\$124,917.40
1/21/25	6052426	MR TRUCK WASH INC	\$5,753.78
1/21/25	6052427	NELSON DISTRIBUTING INC	\$2,657.54
1/21/25	6052428	PARAMETRIX INC	\$1,617.50
1/21/25	6052429	PORTLAND GENERAL ELECTRIC CO	\$1,200.00
1/21/25	6052430	PTC INC	\$3,770.49
1/21/25	6052431	PUGET SOUND ENERGY INC	\$87,675.00
1/21/25	6052432	ROBERT HALF INTERNATIONAL INC	\$6,120.40
1/21/25	6052433	ROMAINE ELECTRIC CORP	\$775.60
1/21/25	6052434	RWC INTERNATIONAL LTD	\$2,599.90
1/21/25	6052435	TOPSOILS NORTHWEST INC	\$44.92
1/21/25	6052436	GORDON TRUCK CENTERS INC	\$457.80
1/21/25	6052437	WETLAND RESOURCES INC	\$1,170.00
1/21/25	6052438	WW GRAINGER INC	\$3,839.24
1/21/25	6052439	DICKS TOWING INC	\$193.15
1/21/25	6052440	GENERAL PACIFIC INC	\$17,788.75
1/21/25	6052441	NORTHWEST CASCADE INC	\$167.00
1/21/25	6052442	NVL LABORATORIES INC	\$72.50
1/21/25	6052443	BEN-KO-MATIC CO	\$2,573.43
1/21/25	6052444	SOUND SAFETY PRODUCTS CO INC	\$2,221.74
1/21/25	6052445	TECH PRODUCTS INC	\$1,111.50
1/21/25	6052446	TOTAL RECLAIM INC	\$331.76
1/21/25	6052447	WESTERN PACIFIC CRANE & EQUIP LLC	\$17,803.80
1/21/25	6052448	ANIXTER INC	\$86,874.41
1/21/25	6052449	NORTHWEST HERITAGE CONSULTANTS LLC	\$1,807.15
1/21/25	6052450	ICONIX WATERWORKS INC	\$18,462.77
1/21/25	6052451	JTI COMMERCIAL SERVICES LLC	\$11,787.45
1/21/25	6052452	TARREN ACKERMANN	\$3,661.94
1/21/25	6052453	QCL INC	\$1,000.00
1/21/25	6052454	BLUEBERRY TECHNOLOGIES LLC	\$13,876.00



## Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
1/21/25	6052455	BORDER STATES INDUSTRIES INC	\$107.91
1/21/25	6052456	ADP INC	\$20,350.16
1/21/25	6052457	PACHECOS LANDSCAPING LLC	\$17,295.21
1/21/25	6052458	MERRILL LYNCH COMMODITIES INC	\$859,100.00
1/21/25	6052459	NORTHWESTERN COPRORATION	\$10,500.00
1/21/25	6052460	TOYOTA MATERIAL HANDLING NW INC	\$833.54
1/21/25	6052461	TESSCO TECHNOLOGIES INC	\$453.80
1/21/25	6052462	UNITED CASCADE ENTERPRISES INC	\$42,339.30
1/21/25	6052463	HP INC	\$10,583.37
1/21/25	6052464	JEFFREY KALLSTROM	\$558.95
1/21/25	6052465	EMILY KUBIAK	\$42.70
1/22/25	6052466	DAVEY TREE SURGERY COMPANY	\$189,181.10
1/22/25	6052467	NELSON DISTRIBUTING INC	\$500.84
1/22/25	6052468	NORTH COAST ELECTRIC COMPANY	\$7,708.88
1/22/25	6052469	ROBERT HALF INTERNATIONAL INC	\$5,060.00
1/22/25	6052470	SHI INTERNATIONAL CORP	\$11,778.24
1/22/25	6052471	SONSRAY MACHINERY LLC	\$311.63
1/22/25	6052472	STELLAR INDUSTRIAL SUPPLY INC	\$6,341.35
1/22/25	6052473	VAN NESS FELDMAN LLP	\$6,875.00
1/22/25	6052474	WEST COAST PAPER CO	\$1,105.42
1/22/25	6052475	WESSPUR TREE AND EQUIPMENT INC	\$1,538.56
1/22/25	6052476	WETLAND RESOURCES INC	\$1,680.00
1/22/25	6052477	INDUSTRIAL SOFTWARE SOLUTIONS I LLC	\$24,299.08
1/22/25	6052478	BRAKE & CLUTCH SUPPLY INC	\$1,310.05
1/22/25	6052479	CUZ CONCRETE PRODUCTS INC	\$2,225.64
1/22/25	6052480	EVERGREEN SAFETY COUNCIL	\$250.00
1/22/25	6052481	LONGS LANDSCAPE LLC	\$16,059.90
1/22/25	6052482	POWER ENGINEERS INC	\$1,299.70
1/22/25	6052483	ROHLINGER ENTERPRISES INC	\$16,107.13
1/22/25	6052484	SWC ENTERPRISES LLC	\$1,578.77
1/22/25	6052485	SOUND SAFETY PRODUCTS CO INC	\$1,428.59
1/22/25	6052486	STOEL RIVES LLP	\$10,773.00

## Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
1/22/25	6052487	TC COMMUNICATIONS INC	\$3,617.85
1/22/25	6052488	UNIVERSAL INFORMATION SERVICES INC	\$125.00
1/22/25	6052489	ALTEC INDUSTRIES INC	\$2,148.41
1/22/25	6052490	TRAFFIC CONTROL PLAN CO OF WA LLC	\$700.00
1/22/25	6052491	AMERICAN WIRE GROUP LLC	\$2,721.60
1/22/25	6052492	CAREER TRANSITIONS INC	\$5,500.00
1/22/25	6052493	GMES LLC	\$271.31
1/22/25	6052494	ELEVATOR SUPPORT COMPANY LLC	\$3,181.61
1/22/25	6052495	TOYOTA MATERIAL HANDLING NW INC	\$401.82
1/22/25	6052496	TESSCO TECHNOLOGIES INC	\$521.51
1/22/25	6052497	REXEL USA INC	\$184.03
1/22/25	6052498	STILLY RIVER MECHANICAL INC	\$2,875.00
1/22/25	6052499	AA REMODELING LLC	\$1,125.00
1/23/25	6052500	ASPLUNDH TREE EXPERT LLC	\$43,367.16
1/23/25	6052501	CLEAN HARBORS ENVIRONMENTAL	\$35,852.50
1/23/25	6052502	CONSOLIDATED ELECTRICAL DISTRIBUTOR	\$56,728.18
1/23/25	6052503	STAR RENTALS INC	\$2,476.30
1/23/25	6052504	UNITED PARCEL SERVICE	\$135.57
1/23/25	6052505	THE COMPLETE LINE LLC	\$628.63
1/23/25	6052506	DICKS TOWING INC	\$314.93
1/23/25	6052507	KEMP WEST INC	\$331,838.42
1/23/25	6052508	LENZ ENTERPRISES INC	\$68.40
1/23/25	6052509	NORTHWEST CASCADE INC	\$26.39
1/23/25	6052510	SOUND SAFETY PRODUCTS CO INC	\$3,005.44
1/23/25	6052511	WALTER E NELSON CO OF WESTERN WA	\$406.26
1/23/25	6052512	ALTEC INDUSTRIES INC	\$66.57
1/23/25	6052513	TRAFFIC CONTROL PLAN CO OF WA LLC	\$1,225.00
1/23/25	6052514	OPENSQUARE HOLDINGS LLC	\$207,215.27
1/23/25	6052515	PURCELL TIRE & RUBBER COMPANY	\$1,671.80
1/23/25	6052516	AINSWORTH INC	\$7,711.20
1/23/25	6052517	GLASS FIX LLC	\$315.41
1/24/25	6052518	ALS GROUP USA CORP	\$663.80

## Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
1/24/25	6052519	HOWARD INDUSTRIES INC	\$18,765.42
1/24/25	6052520	PUGET SOUND ENERGY INC	\$1,058.06
1/24/25	6052521	WIDENET CONSULTING GROUP LLC	\$3,205.00
1/24/25	6052522	NORTHWEST CASCADE INC	\$102.90
1/24/25	6052523	GRAVITEC SYSTEMS INC	\$17,259.00
1/24/25	6052524	HARNISH GROUP INC	\$4,702.76
Total:			\$8,099,976.81

## Detailed Disbursement Report

Accounts Payable Wires			
Payment Date	Payment Ref Nbr	Payee	Amount
1/13/25	7003515	MOBILIZZ INC	\$15,378.55
1/15/25	7003516	THE ENERGY AUTHORITY INC	\$58,000.00
1/15/25	7003517	MOBILIZZ INC	\$21.98
1/17/25	7003518	CRAWFORD & COMPANY	\$6,948.36
1/21/25	7003519	THE ENERGY AUTHORITY INC	\$253,910.30
1/21/25	7003520	CITY OF SEATTLE	\$377,784.63
1/21/25	7003521	US DEPARTMENT OF ENERGY	\$38,463.43
1/21/25	7003522	EDF TRADING NORTH AMERICA LLC	\$19,953.00
1/21/25	7003523	HAMPTON LUMBER MILLS-WA INC	\$113,181.90
1/21/25	7003524	ICMA-RC	\$356,955.39
1/21/25	7003525	MORGAN STANLEY	\$1,647,950.00
1/21/25	7003526	PUBLIC UTILITY DIST NO 1 OF SNOHOMI	\$25,156.52
1/21/25	7003527	ICMA-RC	\$968,168.47
1/21/25	7003528	AVANGRID RENEWABLES HOLDINGS INC	\$352,352.14
1/21/25	7003529	MERCURIA ENERGY COMPANY LLC	\$885,000.00
1/22/25	7003530	ICMA-RC	\$420.77
1/24/25	7003531	WHEAT FIELD WIND POWER PROJECT LLC	\$965,675.26
Total:			\$6,085,320.70

## Detailed Disbursement Report

Payroll			
Period End Date	Payment Ref Nbr	Payee	Amount
1/17/25	<a href="#">5300001183</a>	PUD EMPLOYEES - DIRECT DEPOSIT	\$6,489,772.02
1/22/25	845376 - 845389	PUD EMPLOYEES - WARRANTS	\$62,212.45

## Detailed Disbursement Report

Automatic Debit Payments			
Payment Date	Payment Ref Nbr	Payee	Amount
1/14/25	5300001182	STATE OF WA DEPT OF RETIR	\$1,284,475.01
1/17/25	5300001183	ADP INC	\$1,795,901.83
1/17/25	5300001184	WELLNESS BY WISHLIST INC	\$26,076.79
1/22/25	5300001185	WELLNESS BY WISHLIST INC	\$10,443.30
1/23/25	5300001186	STATE OF WA DEPT OF RETIR	\$204,545.62
1/24/25	5300001187	WELLNESS BY WISHLIST INC	\$39,312.07

**Total: \$3,360,754.62**



*Energizing Life In Our Communities*

# Media Report

Aaron Swaney – Lead Communications Specialist

February 4, 2025



# Media Coverage

SNOHOMISH  
**PUD**  
*Energizing Life In Our Communities*



## MEDIA COVERAGE

# PUD's HEAR Update

Everett Herald reported on our HEAR program and additional request for applicants.

Latino Herald also picked up the news and reported on it.

Other news outlets, including trade press like NWPPA and Mukilteo Beacon, have reported on the program.



## MEDIA COVERAGE

# Newly Elected Commissioner Sworn in

Lynnwood Times covered the swearing in of Commissioner Altamirano-Crosby.

Everett Herald also reported on the swearing in.

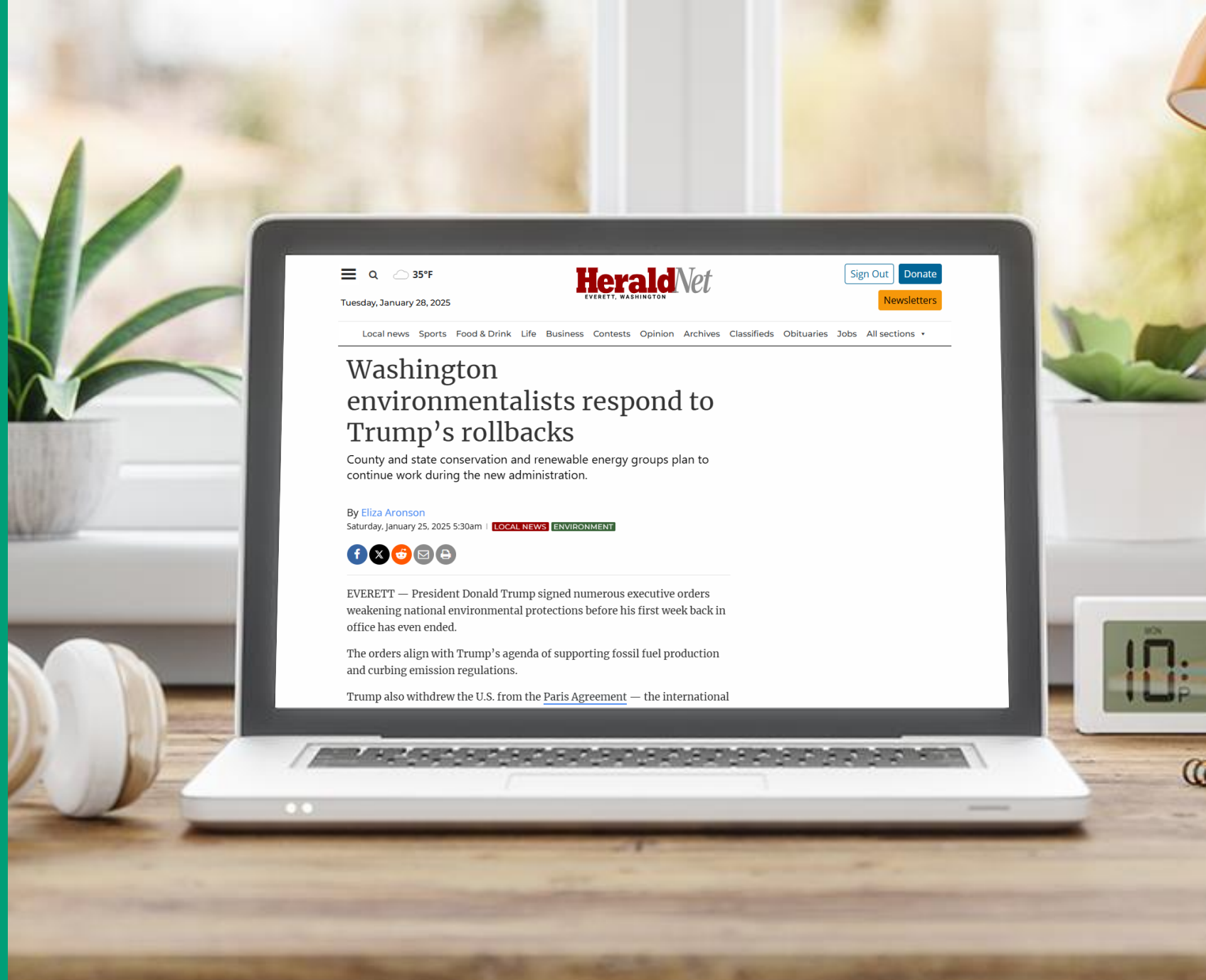


## MEDIA COVERAGE

# Local Leaders Call Out PUD Efforts

Our work around solar and supporting electrification was mentioned in an article.

Nancy Hirsh, Executive Director of NW Energy Coalition also mentioned electric utilities leading the way on clean energy.







# Publications

SNOHOMISH  
**PUD**  
*Energizing Life In Our Communities*

# PUBLICATION

## The Wire

Set to hit mailboxes in February

- North County grand opening celebration
- Grow Paperless campaign
- New Commissioner
- Energy Block Party promo
- Access reminder + Connect Up promo

**PUD**  
Energizing Life in Our Communities

# THE WIRE

FEBRUARY 2025 / SNOPOD.COM

**New PUD Commissioner Takes Office**

Alta Altamirano-Crosby took the oath of office on February 7 and officially began her term as District 2 PUD Commissioner. She represents the southern portion of the service area, including Mukilteo, Lynnwood and Everett.

Visit [snopud.com/commissioner](http://snopud.com/commissioner) for more about the District's Board of Commissioners, including upcoming meetings and past meeting information.

**Energy Block Party: April 26!**

To celebrate the 55th Earth Day, the PUD will be hosting its third annual Energy Block Party at our HQ in downtown Everett April 26 from 10 am to 2 pm. There will be fun for kids and grown-ups, program info, giveaways, classes and more.

Watch [snopud.com/energyblockparty](http://snopud.com/energyblockparty) for details.

**Mindful of Meter Access**

Please assist our staff by providing safe and unobstructed access to your electric or water meter. If you own a dog, please secure it away from your meter. Want to know when your meter read is scheduled to ensure easy access? Call Customer Service at 425-783-1000. Check out [snopud.com/meteraccess](http://snopud.com/meteraccess) for more information.

**CONNECT Up**

Soon all meters will be read remotely thanks to Connect Up! Visit [snopud.com/connectup](http://snopud.com/connectup) for more benefits.

**Get PUD Info Right on your Phone**

Download the MySnoPUD app for easy access to payment tools, usage data and outage information. You'll also receive notifications when you have a new meter or your due date is approaching. Download our app for free from the App Store or Google Play Store.

**Save up to \$2,500 on a Heat Pump**

Heat pumps heat and cool your home plus they can reduce your energy bill 25-50%.

Visit [snopud.com/heating](http://snopud.com/heating) to learn more.

**Join Us for the North County Community Office Grand Opening!**

Saturday, March 22 from 10:30 am to 2 pm  
17601 59th Ave. NE., Arlington

Enjoy a ribbon cutting, learn about our battery storage project, tour the Clean Energy Center, see pole-top rescue demonstrations and more!

Go to [snopud.com/northcounty](http://snopud.com/northcounty) for details.

**Grow Paperless!** Go paperless today and be entered to win a \$100 bill credit or \$100 tree certificate. We'll draw a winner each month. Already paperless? You can win too! Just visit [snopud.com/growpaperless](http://snopud.com/growpaperless) and enter.

View/report outages at [OUTAGEMAP.SNOPOD.COM](http://OUTAGEMAP.SNOPOD.COM) or report at 425-783-1001

**SNOHOMISH COUNTY PUD**  
PUBLIC UTILITY DISTRICT NO. 1

Customer Service: 425-783-1000  
Monday-Friday, 8 am - 5:30 pm  
1-877-783-1000 outside Everett and in Western WA.

Visit us online at [snopud.com](http://snopud.com)

Pay your bill:  
1-888-909-4628  
or online at  
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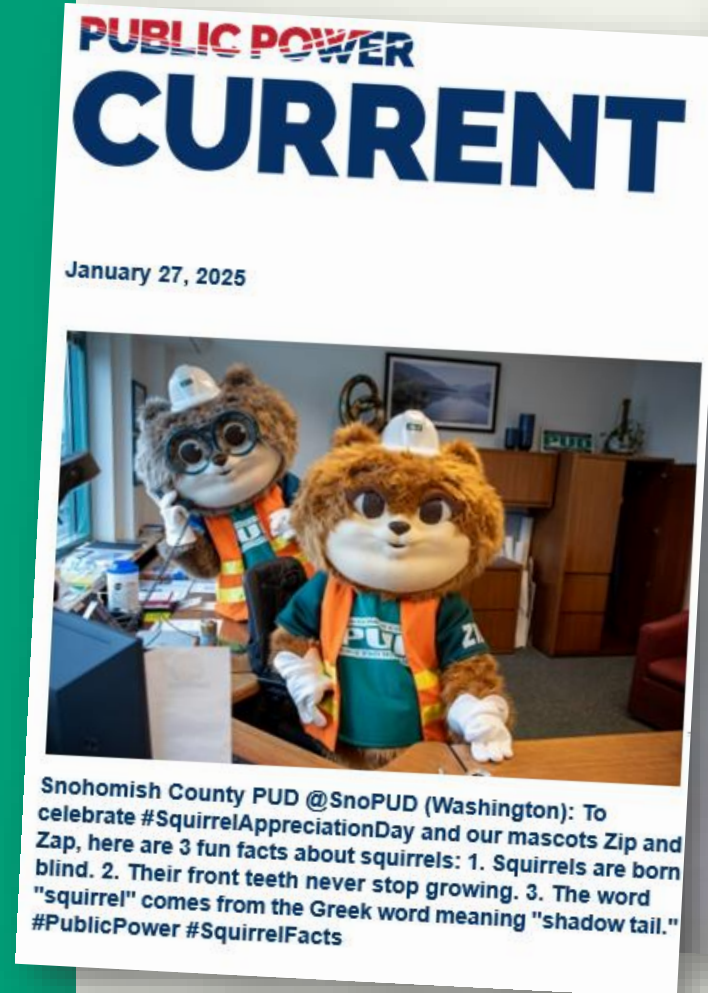
# PUBLICATION

## PUD in Trade News

Zip & Zap on the top of APPA's Current e-newsletter.

Feature in Western Energy Institute's WE Magazine winter edition on our income-qualified assistance program improvements.

NWPPA ad featuring NWPPA President John Haarlow.





# 2025 Legislative Session

Key Legislation Report  
February 4, 2025

Ryan Collins  
State Government & External Affairs Specialist III









# Agenda

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**Purpose:** Update the Commission on Key State Legislation.



# Key Legislation Overview

	House of Origin			Opposite House			Concurrence	Governor Signature
	Policy Cutoff (2/21)	Fiscal Cutoff (2/28)	Floor Vote (3/12)	Policy Cutoff (4/2)	Fiscal Cutoff (4/8)	Floor Vote (4/16)	Floor Vote (4/27)	
<b>County Public Utility Tax</b> <a href="#">SB 5088</a>   <a href="#">HB 1702</a>								
<b>Joint Use Agreements</b> <a href="#">HB 1253</a>								
<b>EFSEC Predictability</b> <a href="#">HB 1237</a>   <a href="#">SB 5246</a>								
<b>CETA No-Coal Fix</b> <a href="#">HB 1329</a>   <a href="#">SB 5401</a>								
<b>IOU Wildfire Mitigation Plan</b> <a href="#">HB 1522</a>   <a href="#">SB 5430</a>								
<b>Critical Energy Infrastructure</b> <a href="#">HB 1610</a>   <a href="#">SB 5583</a>								

# SB 5088 | HB 1702 – Authorizing Counties to Impose a Public Utility Tax

County Public Utility Tax | Sen. Chapman (Co-sponsors); Rep. Wylie (Cosponsors)

Snohomish PUD Position

Under Review

Impacts to Snohomish PUD

The Legislation would authorize Snohomish and Island County to add a pass-through tax of up to three percent on the PUD’s total gross income derived within the counties’ boundaries. This impacts the Commission’s local control by adding costs to consumers that are outside of the control of the Commission.

Similar to how the PUD passes municipal privilege taxes through to residents of the cities who charge it, the PUD would also pass this through to customers in unincorporated parts of our service area.

Summary of Bill

No new changes have been made to the Legislation since the last Key Legislation update

- The bill would authorize counties to impose an excise tax on the privilege of engaging in business as a utility, which includes electric and water services, along with broadband, sewer, and solid waste.
- The bill stipulates that the utility tax is equal to the utilities’ gross income that is derived from providing service to consumers within the county minus residents in incorporated cities.
- The bill states a county may not impose a tax that exceeds three percent of total gross income and that the charge must be added as a separate line item on customers’ bills.
- The tax in the bill is not duplicative of existing privilege taxes and would only apply to utility customers in areas of the county that do not have a city privilege tax.

Commission Update 02/04/2025

- No new actions have occurred since the January 21 Commission update.

Commission Update 01/21/2025

- Referred to the House Local Government Committee on January 13.

No Previous Updates

N/A



# SHB 1253 – Expanding the Ability of Consumer-Owned Utilities to Enter into Joint Use Agreements

COU Joint Use Agreement | Rep. Ybarra ([Cosponsors](#))

## Snohomish PUD Position

Support

### Impacts to Snohomish PUD

The bill would clarify and provide additional flexibility for the PUD to engage in joint use or limited liability company agreements with non-utility generators outside the state as well as other business entities and individuals.

## Summary of Bill

- The bill would amend statutory language over public contracts expanding authority for cities and public utility districts to enter into joint use agreements and limited liability company agreements to develop, use, or own energy generating facilities.
- The bill would update statute by adding renewable energy facilities and related storage and transmission systems as applicable projects for joint use and limited liability agreements.
- The bill would expand the type of entities utilities could contract with to include regulated utilities in other states as well as other independent power producers or individuals.
- **The amendment clarified the bill’s language by distinguishing storage projects from transmission projects, allowing joint use agreements to be applied to both transmission and/or storage projects.**

## Commission Update 02/04/2025

- The bill was [amended and voted out](#) of the House Environment and Energy Committee on January 28.
- Snohomish PUD requested the “energy storage” clarification amendment.

## Commission Update 01/21/2024

- Seattle City Light worked with lawmakers and stakeholders to advance this proposal.
- Received a [public hearing](#) in House Environment & Energy on January 16.
- Snohomish PUD signed in support on January 16.

## No Previous Updates

N/A

Policy  
Committee  
Public Hearing

Policy  
Committee Exec  
Action

Fiscal  
Committee  
Public Hearing

Fiscal  
Committee Exec  
Action

Chamber Floor

Policy  
Committee  
Public Hearing

Policy  
Committee Exec  
Action

Fiscal  
Committee  
Public Hearing

Fiscal  
Committee  
Executive Action

Chamber Floor

Concurrence  
Vote

Governor  
Signature

# HB 1237 | SB 5246 – Facilitating Predictable and Timely Application Decisions by the Energy Facility Site Evaluation Council

EFSEC Predictability | Rep. Fitzgibbon (Cosponsors); Sen. Shewmake (Cosponsors)

Snohomish PUD Position

Under Review

Impacts to Snohomish PUD

The PUD has not engaged in the Energy Facility Site Evaluation Council process and is unlikely to do so.

However, the PUD would benefit from the bill enabling more certainty and predictability in the siting and approval process for third-party developers of major, large-scale clean energy projects.

Summary of Bill

No new changes have been made to the Legislation since the last Key Legislation update

- The Energy Facility Site Evaluation Council (EFSEC) in Washington oversees the siting, permitting, and compliance of major energy facilities in the state.
- It provides a streamlined process to evaluate and authorize energy projects while ensuring environmental and public safety standards.
- At conclusion of review, EFSEC makes a recommendation to the Governor for approval or denial.
- The bill would amend how EFSEC recommends Governor approval and binds the approval of sites if the site provides public benefits such as reducing emissions, aligning with the state’s energy strategy, or promoting the sale of non-emitting energy.
- Additionally, the project must show improvements in public and environmental health, as well as economic benefits resulting from reduced emissions.
- The bill would limit public hearings prior to the Council's recommendations. Hearings would only be required if the Council determines that the proposed site does not comply with existing environmental, zoning, or health regulations.

Commission Update 02/04/2025

- Received a public hearing in House Environment & Energy on January 24.
- Received a public hearing in the Senate Environment, Energy, and Technology Committee on January 21.

Commission Update 01/21/2025

- Referred to House Environment & Energy on January 13.

No Previous Updates

N/A



## CETA “No-Coal” Fix | Rep. Hunt (Cosponsors)

## Support

As the Bonneville Power Administration (BPA)'s largest customer, the PUD wants to ensure Bonneville energy is compliant with all applicable state laws, including the Clean Energy Transformation Act.

This bill would close a source of legal uncertainty regarding the law’s “No-Coal” provision for BPA preference customers helping the PUD avoid unnecessary penalties while maintaining the strict removal of coal-fired generation from utility portfolios.

**No new changes have been made to the Legislation since the last Key Legislation update**

- The bill would clarify that energy purchased under long-term contracts with BPA are excluded from the definition of “coal fired resource” unless BPA contracts with a coal resource directly.
- The bill would clarify that nothing in the Clean Energy Transformation Act (CETA) “No-Coal” provision prohibits an electric utility from purchasing or exchanging power from BPA.
- The bill would amend the current exemption for limited duration unspecified wholesale power purchases in the definition of “coal fired resource” from “not to exceed one month” to “not to exceed three months,” or “not to exceed six months” when it is necessary to meet a utility’s seasonal resource adequacy requirements under a regional resource adequacy program.

- The bill was **voted out** of the House Environment and Energy Committee on January 28.
- Referred to the House Rules Committee and is awaiting floor consideration.

- Referred to House Environment & Energy on January 16.
- Scheduled for a public hearing on January 23.
- Snohomish PUD plans to support the legislation during the public hearing on January 23.

N/A



# HB 1522 | SB 5430 – Concerning Approval of Electric Utility Wildfire Mitigation Plans

IOU Wildfire Mitigation Plans | Rep. Dent (*Cosponsors*); Sen. Chapman (*Cosponsors*)

## Snohomish PUD Position

Neutral

### Impacts to Snohomish PUD

The bill would only apply to Washington’s investor-owned utilities and would not impact the PUD’s operations.

The bill may open the door to a larger discussion on wildfire public policy.

### Summary of Bill

- Starting in 2024, state law requires all Washington’s electric utilities to develop wildfire mitigation plans and review, revise, and adopt those plans every three years.
- All utilities are required to submit a copy of their wildfire mitigation plans to the Department of Natural Resources and Utility Wildland Fire Prevention Advisory Committee.
- The bill, which only impacts Investor-Owned Utilities, would allow those utilities to also file their wildfire mitigation plans with the Utilities and Transportation Commission as soon as reasonably practical to align with current rate cases.
- The bill would require the Utilities and Transportation Commission to approve, reject, or approve with conditions those plans within 60 days of filing.
- The bill would also authorize the Utilities and Transportation Commission to adopt additional departmental rules to implement this bill.

### Commission update 02/04/2025

- Received a public hearing in the House Environment & Energy Committee on January 30.

### No Previous Updates

N/A



# HB 1610 | SB 5582 – Concerning the Disclosure of Critical Energy Infrastructure Information

Critical Energy Infrastructure | Rep. Hunt (Cosponsors); Sen. Boeknke (Cosponsors)

## Snohomish PUD Position

Support

**Impacts to Snohomish PUD**

The bill would enable the PUD to protect information that could be used by bad actors to damage or interfere with critical energy infrastructure.

Creating this exemption is an important step to ensure Washington utilities are not unnecessarily exposed to both cyber and physical attacks, along with other external risks.

This bill would improve the reliability and safety of the energy supply for our community.

**Summary of Bill**

- The bill is Department of Commerce requested Legislation.
- The bill would amend the Public Records Act by exempting critical energy infrastructure information that is collected in support of energy resilience and emergency management.
- The bill would define critical infrastructure as systems and assets both physical and virtual that if disrupted would diminish energy and jeopardize public health, safety and the public’s general welfare.
- The bill would define critical energy infrastructure information as information that is related to critical infrastructure’s location, or other information and records that could be used to threaten, compromise, or incapacitate the use of this infrastructure.

**Commission update 02/04/2025**

- Scheduled for a [public hearing](#) on February 4 in the House State Government and Tribal Relations Committee.

**No Previous Updates**

N/A







## BUSINESS OF THE COMMISSION

Meeting Date: February 4, 2025

Agenda Item: 5A

### TITLE

Consideration of a Resolution Amending the District's Water Service Rates and Charges for Single Family, Multiple Family, and Commercial/Industrial Customers for Water Utility Service

### SUBMITTED FOR: Public Hearing and Action

Water Utility	Christina Arndt	3001
Department	Contact	Extension
Date of Previous Briefing:	<u>January 21, 2025</u>	
Estimated Expenditure:		Presentation Planned <input type="checkbox"/>

### ACTION REQUIRED:

- |   |                                     |  |
|---|-------------------------------------|--|
| <input type="checkbox"/> Decision Preparation       | <input type="checkbox"/> Incidental | <input type="checkbox"/> Monitoring Report |
| <input type="checkbox"/> Policy Discussion          | (Information)                       |  |
| <input checked="" type="checkbox"/> Policy Decision |                                     |  |
| <input checked="" type="checkbox"/> Statutory       |                                     |  |

### SUMMARY STATEMENT:

Identify the relevant Board policies and impacts:

*Governance Process, Board Job Description: GP-3(4)(C)(1) a non-delegable, statutorily assigned Board duty – Rates/Fees. Establish and maintain rates and charges for electric energy and water and various other services, facilities, and commodities sold, furnished or supplied by the District.*

Public Utility District No.1 of Snohomish County (the “District”) has full and exclusive authority under RCW 54.16.030 to regulate and control the use, distribution and price of its Water Utility services, and the Board of Commissioners (the “Board”) has the power and obligation under RCW 54.24.080 to establish, maintain, and collect rates or charges for water and other services supplied by the District which shall be fair, nondiscriminatory, and adequate to provide revenues sufficient for payment of its lawful obligations, to fund its planned improvements, and to provide quality water service to its existing and new water service customers.

District staff and Financial Consulting Solutions Group, Inc. (FCS Group), have reviewed the proposed water general retail rate increase for the period March 1, 2025 - December 31, 2025. The proposed rate increase is based on an in-depth review of the Water Utility's historical and projected revenues, expenses, growth rate, updates to the Water Utility's financial model, 20-year capital improvement plan, Cost-of-Service Analysis (“COSA”), and consideration of applicable issues



impacting retail water rates since the last adjustment, including other factors driving the need for a rate increase.

Factors impacting the proposed increase include the continued emphasis on the replacement of aging water mains and other necessary capital improvements, supply chain issues driving increased costs associated with operations and maintenance, addition of new full time employees, maintaining fiscal policy targets, the phase-in of the recommended enhancement to days cash on hand, continued push to maximize the use of our Lake Stevens Treatment Plant, continued increase in administrative costs shared with the Electric Utility, and the adoption of the City of Everett Pass Through Cost Adjustment by the Board on January 21, 2025.

On December 17, 2024, District staff provided a detailed presentation to the Board including the in-depth COSA and recommended an 8.25 percent water general retail rate increase for Single Family Residential, Multiple-Family and Commercial/Industrial customers effective March 1, 2025, to address the above factors. Upon completion of the presentation, the Board directed staff to provide alternative rate adjustments.

The District held a public hearing on January 21, 2025, to review the Water Utility's projected plans and revenue needs and the two additional retail rate increase alternatives of 7.25 percent and 6.25 percent. The Board discussed and directed staff to move forward with a mid-range 7.25 percent rate increase. See Attachment 1 to this Cover Sheet.

If approved, the amended water service rates and charges for Single Family, Multiple Family, and Commercial/Industrial Customers (and Wholesale Water Service customers) for water utility service will take effect on March 1, 2025.

Note: The water service rate and charge amendment for Commercial/Industrial customers applies to and will take effect thru existing District Wholesale Water Agreements with Twin Falls/Seymours and Sudden View Water System/Illiad. See Exhibit A to Resolution, Table B-9.

*List Attachments:*

Resolution

Exhibit A - redlined

Attachment 1

Presentation – Previously Presented January 21, 2025

<b>PROPOSED CHANGES TO THE DISTRICT'S WATER UTILITY RATES</b> (Effective March 1, 2025)		
<b>Description</b>	<b>Current Rates</b>	<b>2025</b>
<b>General Single-Family Residential - Table B-6</b>		
General and Special Rates		
Monthly Customer Charge	\$25.81	<b>\$27.64</b>
Commodity Rate (per 100 cu ft)	\$3.94	<b>\$4.23</b>
Unmetered Monthly Rate	\$65.36	<b>\$70.09</b>
<b>General Multi-Family Residential - Table B-7</b>		
General and Special Rates		
Monthly Customer Charge	\$27.52	<b>\$29.51</b>
Commodity Rate (per 100 cu ft)	\$3.98	<b>\$4.27</b>
<b>General Commercial / Industrial - Table B-8</b>		
General and Special Rates, except Lake Connor Park		
Monthly Customer Charge	\$59.81	<b>\$64.14</b>
Commodity Rate (per 100 cu ft)	\$3.86	<b>\$4.14</b>
<b>General Commercial / Industrial - Table B-8</b>		
Lake Connor Park Monthly Customer Charge	\$112.43	<b>\$120.58</b>
Lake Connor Park Commodity Rate (per 100 cu ft)	\$4.55	<b>\$4.88</b>
<b>General Commercial / Industrial - Table B-9</b>		
Twin Falls / Seymours and Blue Rock Water Co. / Sudden View / Iliad		
Monthly Customer Charge	\$59.81	<b>\$64.14</b>
Commodity Rate (per 100 cu ft)	\$3.86	<b>\$4.14</b>

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION Amending the District's Water Service Rates and Charges for Single Family, Multiple Family and Commercial/Industrial Customers for Water Utility Service

WHEREAS, on December 5, 2017, the Board of Commissioners of Public Utility District No. 1 of Snohomish County, Washington, (the "District") adopted Resolution No. 5829, Amending the District's Water Utility Service Rates and Establishing Periodic Review of Water Utility Charges; and

WHEREAS, on January 23, 2024, the Commission adopted Resolution No. 6162, Amending the District's Water Service Rates and Charges for Single Family, Multiple Family, and Commercial/Industrial Customers for Utility Service, and the Commission now finds that such rates and charges need further amendment; and

WHEREAS, the District has full and exclusive authority under RCW 54.16.030 to regulate and control the use, distribution, and price of its Water Utility services, and the Commission has the power and obligation under RCW 54.24.080 to establish, maintain, and collect rates or charges for water and other services supplied by the District which shall be fair, nondiscriminatory, and adequate to provide revenues sufficient for payment of its lawful obligations, to fund its planned improvements, and to provide quality water service to its existing and new water service customers; and

WHEREAS, District staff with the assistance of Financial Consulting Solutions Group, Inc. have reviewed and updated the Water Utility's financial model, 20-year capital improvement plan, Cost-of-Service Analysis, and reviewed applicable issues impacting retail water rates since the last adjustment. Impacting factors include increases in the cost of purchased water from the City of Everett, continued emphasis on the replacement of aging water mains and other necessary capital improvements

supply chain issues driving costs associated with operations and maintenance, maintaining fiscal policy targets, recommended enhancement to days cash on hand, continued push to maximize the use of the Lake Stevens Treatment Plant and other necessary system infrastructure improvements, and continued increase in administrative costs shared across the District; and

WHEREAS, District staff originally recommended an 8.25 percent general retail water service rate and charge increase for Single Family Residential, Multiple Family, and Commercial/Industrial customers; and

WHEREAS, the Commission directed District staff to present two additional general retail water service rate and charge increase alternatives of 7.25 percent and 6.25 percent, and after consideration at the January 21, 2025, public hearing the Commission ultimately directed staff to proceed with the 7.25 percent rate increase; and

WHEREAS, District staff have proposed, consistent with the Cost-of-Service Analysis, a 7.25 percent general retail water service rate and charge increase for Single Family Residential, Multiple Family, and Commercial/Industrial customers effective March 1, 2025, to address the factors set forth above; and

WHEREAS, a 7.25 percent general retail water service rate and charge increase for Commercial/Industrial customers shall apply to Wholesale Water Service customers through existing District Wholesale Water Agreements, effective March 1, 2025; and

WHEREAS, on January 21, 2025, a public hearing was held to review the Water Utility's projected plans and revenue needs and the proposed Water Utility retail rates and charges, and to provide District water service customers the opportunity to comment thereon; and

WHEREAS, the Commission has considered the information and comments provided at such meeting; and

WHEREAS, the Commission finds that the proposed amendment of the District's Water Utility service rates and charges is consistent with the Cost-of-Service Analysis, and is reasonable, proper and in the best interests of the District and its customers.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Public Utility District No. 1 of Snohomish County, as follows:

Section 1. The District's rates and charges for Water Utility service shall be amended as set forth in Exhibit "A," which Exhibit is attached hereto and incorporated herein by this reference.

Section 2. The rates and charges amendment hereby imposed shall become effective for the service described in such schedules, beginning on March 1, 2025, as provided in the attached Exhibit "A", and such rate and charge amendments shall remain in effect until further amended. All water consumption prior to March 1, 2025, shall be billed at the rates in effect prior to such date. In preparing customers' bills to implement this resolution on March 1, 2025, the District shall prorate such bills as if water consumption occurred at a constant rate during the billing period.

Section 3. Existing rates and charges not amended by this resolution shall remain in effect and unchanged. Any future proposed changes to Water Utility rates and charges will be periodically reviewed and approved by the Commission as necessary.

Resolution No. \_\_\_\_\_

- 4 -

PASSED AND APPROVED this 4<sup>th</sup> day of February, 2025.

\_\_\_\_\_  
President

\_\_\_\_\_  
Vice-President

\_\_\_\_\_  
Secretary

**EXHIBIT A**

Effective March 1, 2025

Resolution No. XXXX

**Table B-6**  
**Water Service Rates and Charges - Single Family** <sup>(1,2)</sup>

Description	Monthly Customer Charge	Commodity Rate	Unmetered Monthly Rate	Monthly Surcharge
General Rates and Charges	\$ <del>25.81</del> 27.64	\$ <del>3.94</del> 4.23/CCF	\$ <del>65.36</del> 70.09	N/A
Special Rates and Charges				
Lake Roesiger <sup>(3)</sup>	\$ <del>25.81</del> 27.64	\$ <del>3.94</del> 4.23/CCF	\$ <del>73.76</del> 78.49 <sup>(3)</sup>	N/A
Dubuque <sup>(5)</sup>	\$ <del>25.81</del> 27.64	\$ <del>3.94</del> 4.23/CCF	\$ <del>75.36</del> 80.09 <sup>(4)</sup>	10.00 <sup>(5)</sup>
Booster Facilities <sup>(6)</sup>	\$ <del>26.81</del> 28.64	\$ <del>3.94</del> 4.23/CCF	N/A	N/A
T Marks/Joywood <sup>(7)</sup>	\$ <del>25.81</del> 27.64	\$ <del>3.94</del> 4.23/CCF	\$ <del>95.36</del> 100.09 <sup>(4)</sup>	30.00 <sup>(7)</sup>
Kayak Estates Water System <sup>(8)</sup>	\$ <del>25.81</del> 27.64	\$ <del>3.94</del> 4.23/CCF	\$ <del>85.36</del> 90.09 <sup>(4)</sup>	20.00 <sup>(8)</sup>
Cascade Acres <sup>(9)</sup>	\$ <del>25.81</del> 27.64	\$ <del>3.94</del> 4.23/CCF	\$ <del>95.36</del> 100.09 <sup>(4)</sup>	30.00 <sup>(9)</sup>
Warm Beach <sup>(10)</sup>	\$ <del>25.81</del> 27.64	\$ <del>3.94</del> 4.23/CCF	\$ <del>100.36</del> 105.09 <sup>(4)</sup>	35.00 <sup>(10)</sup>

**Notes:**

CCF = 100 Cubic Feet

N/A = Not Applicable

**Footnotes:**

<sup>(1)</sup> Single-family applications shall include single-family residential units; and duplexes and multiple-family residential customers with individual meters to each unit.

<sup>(2)</sup> Rates are subject to proportional increases to compensate for any gross revenue tax imposed by any municipal body upon the District.

<sup>(3)</sup> An additional charge of \$0.84/CCF is charged to Lake Roesiger residents, for septic tank pumping.

<sup>(4)</sup> Includes monthly surcharge.

<sup>(5)</sup> Surcharge ends: July 1, 2026 (Refer to Resolution 4482)

<sup>(6)</sup> This schedule will be on limited accounts (see 2.3.11 Booster Facilities).

<sup>(7)</sup> Surcharge ends: August 1, 2028 for Joywood & March 1, 2018 for duplex units metered individually. (Refer to Resolution 5087)

<sup>(8)</sup> Surcharge ends: November 18, 2026 (Refer to Resolution 5271, plus delay due to actual ownership transfer date)

<sup>(9)</sup> Surcharge ends: December 31, 2034 (Refer to Resolution 5657)

<sup>(10)</sup> Surcharge ends: September 13, 2038 (Refer to Resolution 5864)

**EXHIBIT A**

Effective March 1, 2025

Resolution No. XXXX

**Table B-7**  
**Water Service Rates and Charges - Multiple Family<sup>(1,2)</sup>**

Description	Monthly Customer Charge	Commodity Rate	Monthly Surcharge	Septic Pumping Charge
General Rates and Charges	<del>\$27.52</del> 29.51	<del>\$3.98</del> 4.27/CCF	N/A	N/A
Special Rates and Charges				
Lake Roesiger <sup>(4)</sup>	<del>\$27.52</del> 29.51	<del>\$3.98</del> 4.27/CCF	N/A	\$0.84/CCF
Dubuque <sup>(3)</sup>	<del>\$27.52</del> 29.51	<del>\$3.98</del> 4.27/CCF	\$10.00 <sup>(3)</sup>	N/A
West Machias <sup>(5)</sup>	<del>\$27.52</del> 29.51	<del>\$3.98</del> 4.27/CCF	\$30.00 <sup>(5)</sup>	N/A
Kla-Ha-Ya <sup>(6)</sup>	<del>\$27.52</del> 29.51	<del>\$3.98</del> 4.27/CCF	\$30.00 <sup>(6)</sup>	N/A
Kayak Estates Water System <sup>(7)</sup>	<del>\$27.52</del> 29.51	<del>\$3.98</del> 4.27/CCF	\$20.00 <sup>(7)</sup>	N/A
Cascade Acres <sup>(8)</sup>	<del>\$27.52</del> 29.51	<del>\$3.98</del> 4.27/CCF	\$30.00 <sup>(8)</sup>	N/A
Warm Beach <sup>(9)</sup>	<del>\$27.52</del> 29.51	<del>\$3.98</del> 4.27/CCF	\$35.00 <sup>(9)</sup>	N/A

**Notes:**

CCF = 100 Cubic Feet

N/A = Not Applicable

**Footnotes:**

- <sup>(1)</sup> Multiple-family applications shall include duplexes, triplexes, and other multiple-family residential customers of two units or more, metered through one meter.
- <sup>(2)</sup> Rates are subject to proportional increases to compensate for any gross revenue tax imposed by any municipal body upon the District.
- <sup>(3)</sup> Surcharge ends: July 1, 2026 (Refer to Resolution 4482)
- <sup>(4)</sup> An additional charge of \$0.84/CCF is charged to Lake Roesiger residents for septic tank pumping.
- <sup>(5)</sup> Surcharge ends: November 1, 2025 (Refer to Resolution 5087)
- <sup>(6)</sup> Surcharge ends: February 1, 2025 (Refer to Resolution 5087)
- <sup>(7)</sup> Surcharge ends: November 18, 2026 (Refer to Resolution 5271, plus delay due to actual ownership transfer date)
- <sup>(8)</sup> Surcharge ends: December 31, 2034 (Refer to Resolution 5657)
- <sup>(9)</sup> Surcharge ends: September 13, 2038 (Refer to Resolution 5864)



**EXHIBIT A**

Effective March 1, 2025

Resolution No. XXXX

**Table B-8**  
**Water Service Rates and Charges - Commercial/Industrial** <sup>(1,2)</sup>

Description	Monthly Customer Charge	Commodity Rate	Monthly Surcharge	Monthly Septic Pumping Charge
General Rates and Charges	<del>\$59.81</del> 64.14	<del>\$3.86</del> 4.14/CCF	N/A	N/A
Special Rates and Charges				
Lake Connor Park	<del>\$112.43</del> 120.58	<del>\$4.55</del> 4.88/CCF	N/A	N/A
Lake Roesiger <sup>(3)</sup>	<del>\$59.81</del> 64.14	<del>\$3.86</del> 4.14/CCF	N/A	\$0.84/CCF
Kayak Estates Water System <sup>(4)</sup>	<del>\$59.81</del> 64.14	<del>\$3.86</del> 4.14/CCF	20.00 <sup>(4)</sup>	N/A
Warm Beach <sup>(5)</sup>	<del>\$59.81</del> 64.14	<del>\$3.86</del> 4.14/CCF	35.00 <sup>(5)</sup>	N/A

**Notes:**

CCF = 100 Cubic Feet

N/A = Not Applicable

**Footnotes:**<sup>(1)</sup> Commercial or industrial occupants, including governmental and institutional occupants.<sup>(2)</sup> Rates are subject to proportional increases to compensate for any gross revenue tax imposed by any municipal body upon the District.<sup>(3)</sup> An additional charge of \$0.84/CCF is charged to Lake Roesiger customers for septic tank pumping.<sup>(4)</sup> Surcharge ends: November 18, 2026 (Refer to Resolution 5271, plus delay due to actual ownership transfer date)<sup>(5)</sup> Surcharge ends: September 13, 2038 (Refer to Resolution 5864)

**EXHIBIT A**

Effective March 1, 2025  
Resolution No. XXXX

**Table B-9**  
**Wholesale Water Service <sup>(1,2)</sup>**

	Monthly Customer Charge	Commodity Rate
Twin Falls/Seymours <sup>(3,4)</sup>	\$ <del>59.81</del> 64.14	\$ <del>3.86</del> 4.14/CCF <sup>(5)</sup>

Notes:

CCF = 100 Cubic Feet

**Footnotes:**

- <sup>(1)</sup> Available only for wholesale water service for resale by a wholesale customer to its retail water customers.
- <sup>(2)</sup> Rates are subject to proportional increases to compensate for any gross revenue tax imposed by any municipal body upon the District.
- <sup>(3)</sup> Water will be supplied through one master meter.
- <sup>(4)</sup> Wholesale service to Twin Falls/Seymours is subject to terms as defined in the Wholesale Water Agreement between the District and Twin Falls/Seymours, as amended from time to time, including, but not limited to, Section 2 thereof.
- <sup>(5)</sup> The actual rate for each year will be based on the District's Water Commercial/Industrial Rate as described in Section 3 of the Wholesale Water Agreement with Twin Falls/Seymours.

	Monthly Customer Charge	Commodity Rate
Sudden View/Blue Rock Water Co./Iliad <sup>(3,4)</sup>	\$ <del>59.81</del> 64.14	\$ <del>3.86</del> 4.14/CCF <sup>(5)</sup>

Notes:

CCF = 100 Cubic Feet

**Footnotes:**

- <sup>(1)</sup> Available only for wholesale water service for resale by a wholesale customer to its retail water customers.
- <sup>(2)</sup> Rates are subject to proportional increases to compensate for any gross revenue tax imposed by any municipal body upon the District.
- <sup>(3)</sup> Water will be supplied through one master meter.
- <sup>(4)</sup> Wholesale service to Sudden View/Blue Rock Water Co./Iliad is subject to terms as defined in the Wholesale Water Agreement between the District and Sudden View/Blue Rock Water Co./Iliad, as amended from time to time, including, but not limited to, Section 2 thereof.
- <sup>(5)</sup> The actual rate for each year will be based on the District's Water Commercial/Industrial Rate as described in Section 3 of the Wholesale Water Agreement with Sudden View/Blue Rock Water Co./Iliad.



# 2025 Water General Retail Rate Proposal

January 7, 2025

Presented by:

Christina Arndt – Manager, Water Utility

Brooke Tacia – Project Manager, FCS Group

Last Discussed:

December 17, 2024

# Overview

## Purpose

- Brief the Board on additional scenarios for the proposed 2025 Water General Retail Rates Adjustment

## Board Action Items

- No Action required today

# Discussion Outline

- Additional Water General Retail Rates Adjustment Scenarios and Impacts
- Appendix: December 17, 2024, Water General Retail Rates Adjustment Presentation

# Sample Rate Scenario Impacts

Rate Impacts	Existing Rates	Proposed 2025 Rates 8.25%	Water General Retail Rate Scenarios		Change Per Percent
			7.25%	6.25%	
Single Family Residential					
Monthly Customer Charge	\$ 25.18	\$ 27.89	\$ 27.64	\$ 27.38	\$ (0.25)
Commodity Rate (per 100 cu ft)					
Average User - 7 ccf	\$ 26.95	\$ 29.85	\$ 29.58	\$ 29.31	\$ (0.27)
Average User Total	\$ 52.13	\$ 57.73	\$ 57.21	\$ 56.69	\$ (0.52)
Commodity Rate (per 100 cu ft)					
High User - 10 ccf	\$ 38.50	\$ 42.64	\$ 42.25	\$ 41.87	\$ (0.39)
High User Total	\$ 63.68	\$ 70.53	\$ 69.89	\$ 69.25	\$ (0.64)

- Notes:

- All rates shown above include the 2.50% City of Everett (COE) Pass Through and are for Single Family Residential Customers
- 82% of Water Utility Single Family Residential customers use less than 10 ccf on average per month

# Days Cash on Hand Scenario Impacts

5

Days Cash on Hand Target								
	2025	2026	2027	2028	2029	2030	2031	2032
<b>Single Family Residential - 8.25% Water General Retail Rate Increase</b>								
Projected / Est	99	118*	145	143	150*	186	235	278*
<b>Single Family Residential - 7.25% Water General Retail Rate Increase</b>								
Projected / Est	96	108*	128	119	120*	148	191	227*
<b>Single Family Residential - 6.25% Water General Retail Rate Increase</b>								
Projected / Est	94	98*	111	95	90*	111	146	175*
<b>DCOH Target (Current)</b>	<b>90</b>	<b>100</b>	<b>110</b>	<b>130</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>

- Notes:
  - Years marked with an "\*" indicate the years we anticipate bond issuances
  - All rates shown above include the 2.50% City of Everett (COE) Pass Through and are for Single Family Residential Customers

# Next Steps – General Rate Adjustment <sup>6</sup>

- January 21, 2025 – Public Hearing on 2025 Water Utility General Retail Rate Adjustment
- February 4, 2025 – Board Action on 2025 Water Utility General Retail Rate Adjustment
- March 1, 2025 – 2025 Water Utility General Retail Rates Take Effect
- Continue To Revisit Cost of Service
- Revisit Connection Charges and Wholesale Rates in 2025
- Revisit Conservation Rates at a Future Date



# Next Steps – City of Everett Pass Through

- January 7, 2025 – Public Hearing on City of Everett Pass Through
- January 21, 2025 - Public Hearing and Action on the City of Everett Pass Through
- February 1, 2025 – City of Everett Pass Through Takes Effect (tentative)



# Appendix

December 17, 2024, Water Rate Adjustment Presentation



# 2025 Water General Retail Rate Proposal

December 17, 2024

Presented by:  
Christina Arndt – Manager, Water Utility  
Brooke Tacia – Project Manager, FCS Group

Last Discussed:  
January 23, 2024

# Overview

## Purpose

- Brief the Board on the proposed 2025 Water Retail Rates

## Board Action Items

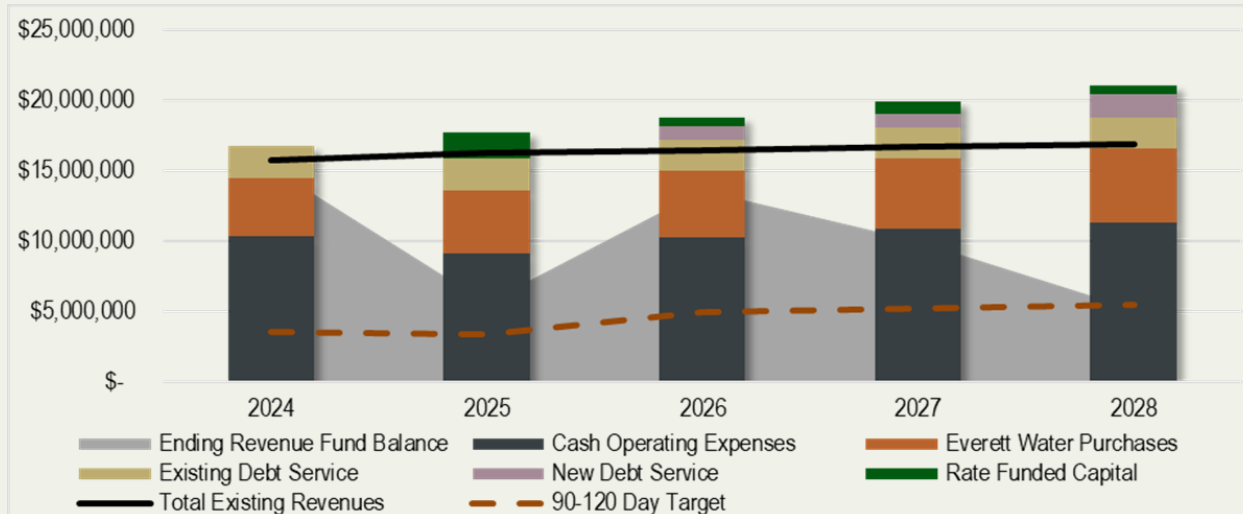
- No action today
- Public Hearing and Action in January 2025 on Water General Retail Rate Increase (Effective March 1, 2025)
- Consideration of a Resolution at the January 7, 2025, meeting to pass-through the City of Everett cost increase (Effective February 1, 2025)

# Discussion Outline

- Background
- Drivers impacting water rates
- Summary of findings
  - Revenue requirement
  - Cost-of-Service Analysis (COSA)
  - Rate design
- Water general retail rate recommendation

# January 2024 Revenue & Rate Projection

12



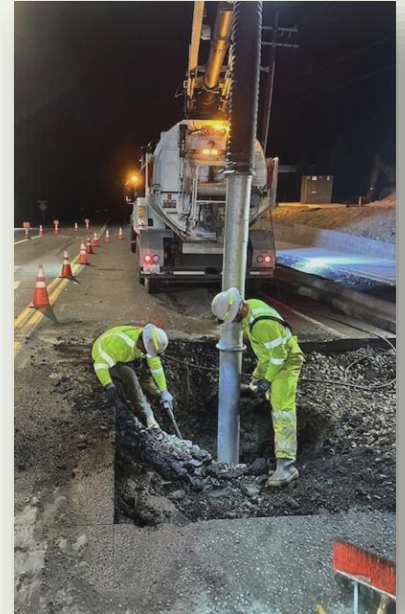
Class	COSA Phase In		Across the Board		
	2024	2025	2026	2027	2028
Single Family	5.26%	5.40%	5.40%	5.40%	5.40%
Multi-Family	6.75%	5.40%	5.40%	5.40%	5.40%
Commercial	6.75%	5.40%	5.40%	5.40%	5.40%
Overall Rate Increase	5.40%	5.40%	5.40%	5.40%	5.40%

Recommended Scenario	Existing	Proposed 2024	Forecasted			
			2025	2026	2027	2028
Everett Pass-Through		2.40%	1.36%	1.30%	1.30%	1.32%
PUD Rate Component		3.00%	4.04%	4.10%	4.10%	4.08%
<b>Proposed Increases</b>		<b>5.40%</b>	<b>5.40%</b>	<b>5.40%</b>	<b>5.40%</b>	<b>5.40%</b>
Sample Residential Monthly Bill	\$ 49.54	\$ 52.22	\$ 55.03	\$ 58.01	\$ 61.14	\$ 64.44
\$ Difference		\$ 2.68	\$ 2.82	\$ 2.97	\$ 3.13	\$ 3.30

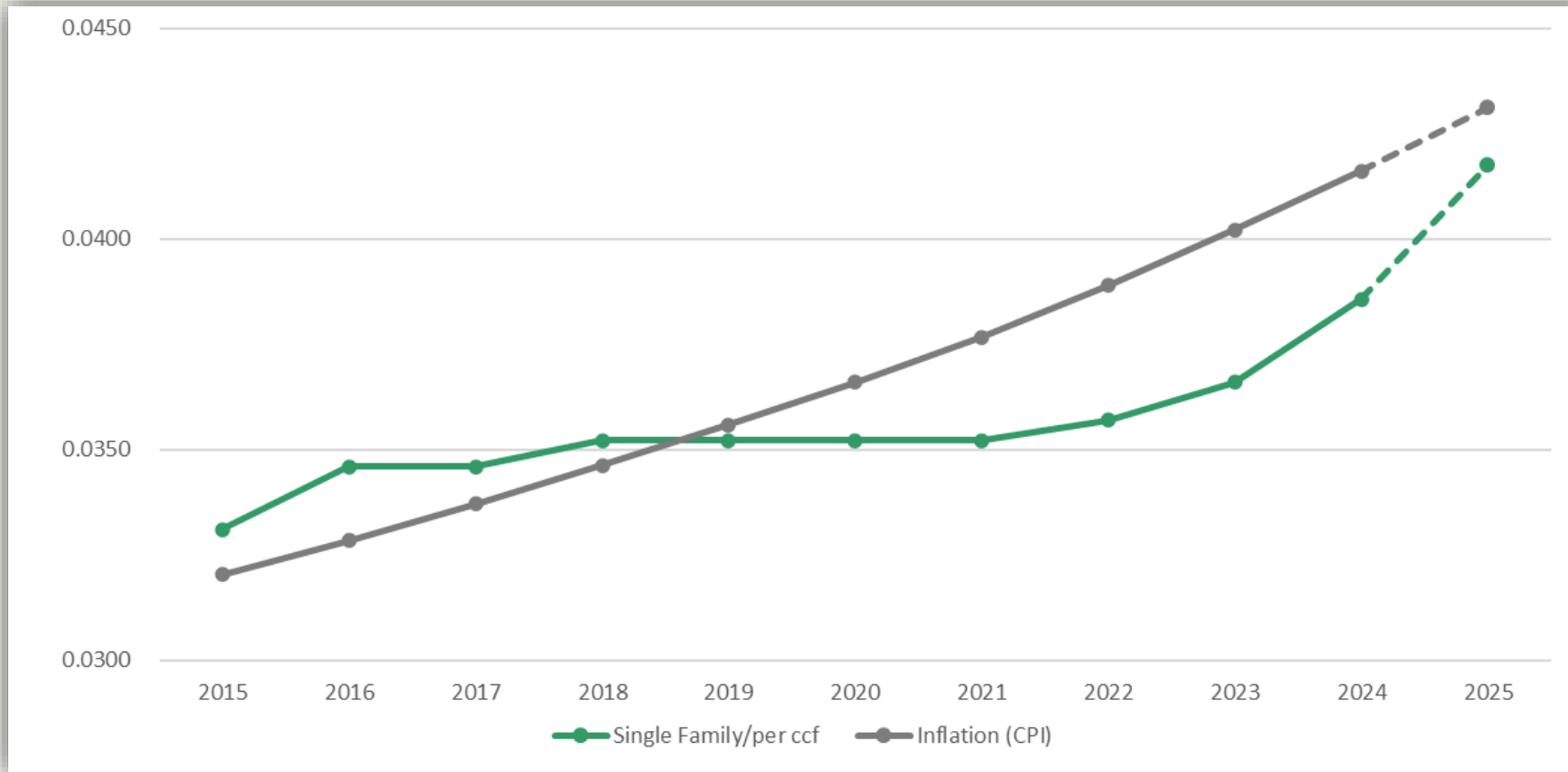
Note: Assumes 5/8" meter and 7 ccf monthly

# Drivers Impacting Water Rates

- Continued increase in purchased water rates from City of Everett
- Supply chain issues, inflation, regulatory requirements, and system growth driving increased costs
- Continued emphasis on the main replacement program
- Labor cost increases (including shared services)
  - New FTEs beginning in 2025
    - No New FTEs in 10+ years
- Continued increase in administrative costs shared with Electric
  - i.e.: Meter Reading, HR, Accounting, IT, Legal, Facilities, etc.
- Enhanced Water Utility fiscal policy targets
  - Adjusted Days Cash on Hand (DCOH)
    - 6-year progression to reach 150 DCOH



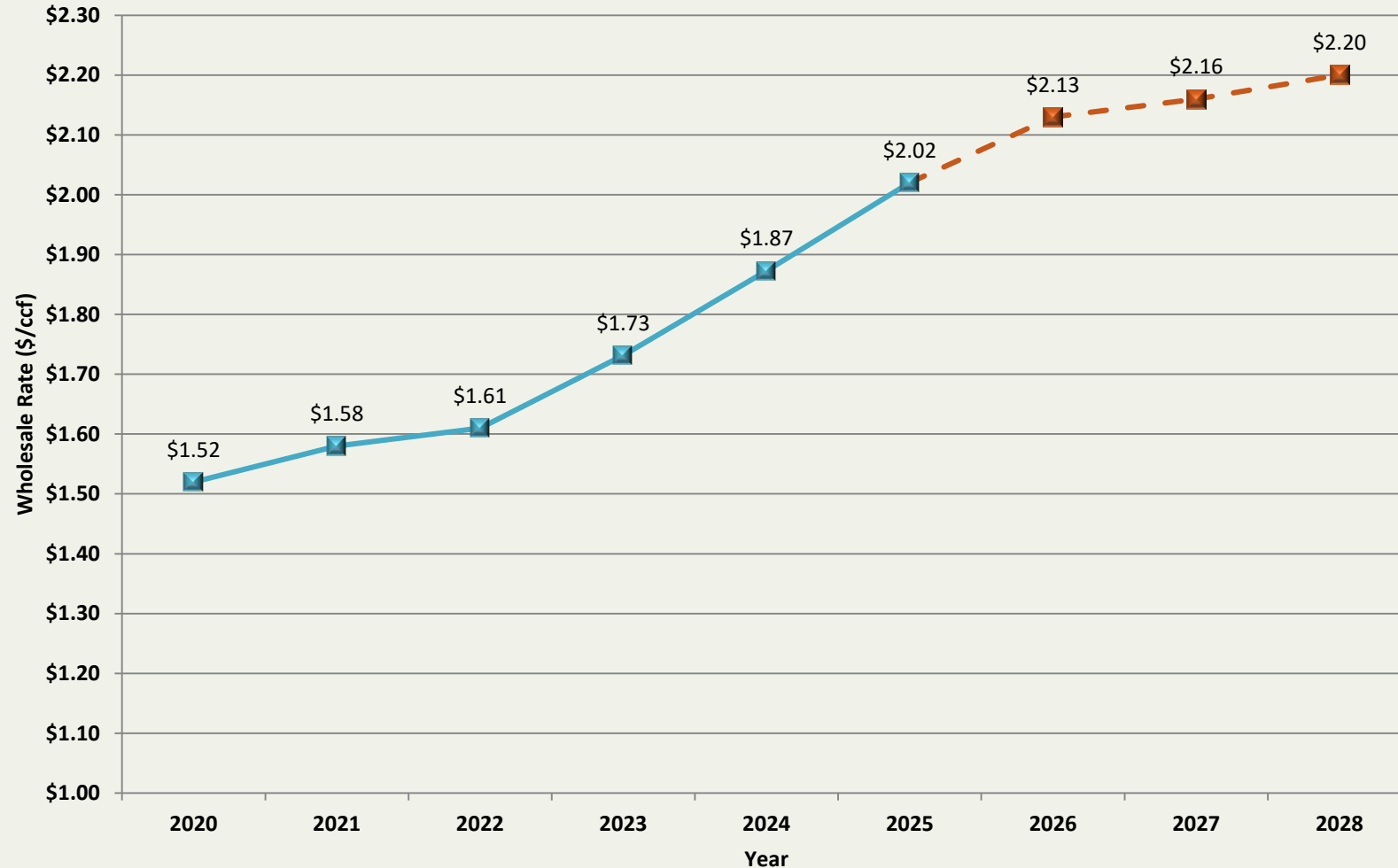
# Water Rates vs. Historical Inflation



- Assumptions:
  - 8.25% Water general retail rate increase
  - 2.50% City of Everett Pass Thru anticipated for 2025
  - 3.50% average inflation assumed from 2025-2030



# City of Everett Wholesale Rate (\$/ccf)<sup>15</sup>



**Spada Lake/City of Everett Source**

# Aging Water Main Replacement

Since 2008, we have replaced approximately 21.5 miles of aging water mains at a cost of \$29.4 million

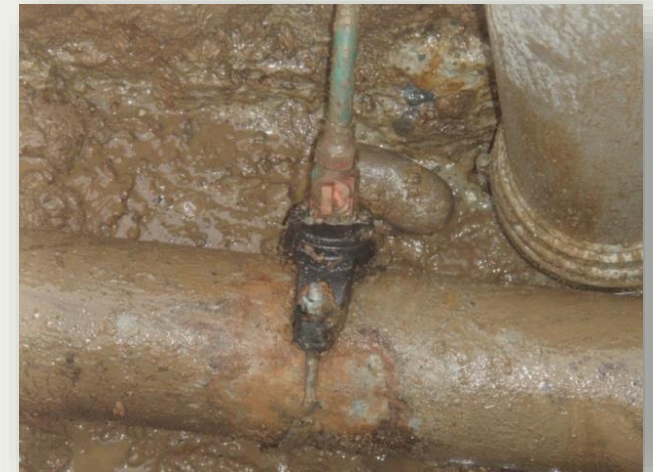
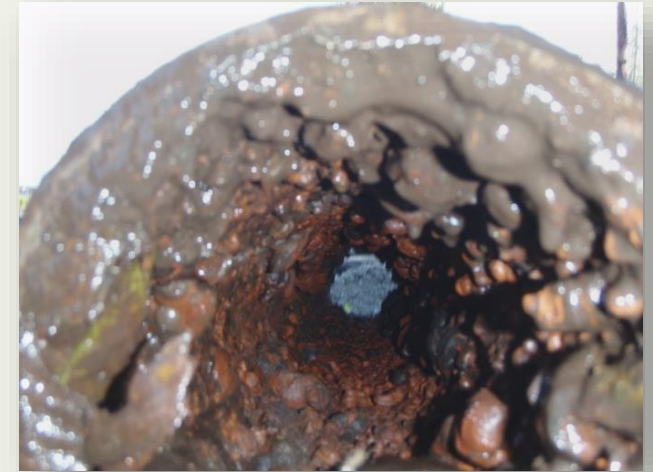
Budgeted and on track to replace another 4,100 feet of aging water main in 2025 at an estimated cost of \$1.561M

Approximately 69% of all aging water mains in our system have been replaced by PUD since 2008

Approximately 13 miles of aging water mains still in need of replacement

Anticipate all aging Asbestos Cement (AC), Steel, and Galvanized Iron water mains replaced by 2031

Since 2008 we've seen a steady increase in the cost of replacement projects





# Lake Stevens Well

LS Well Treatment Plant was completed in September 2012 at a cost of \$1.4M

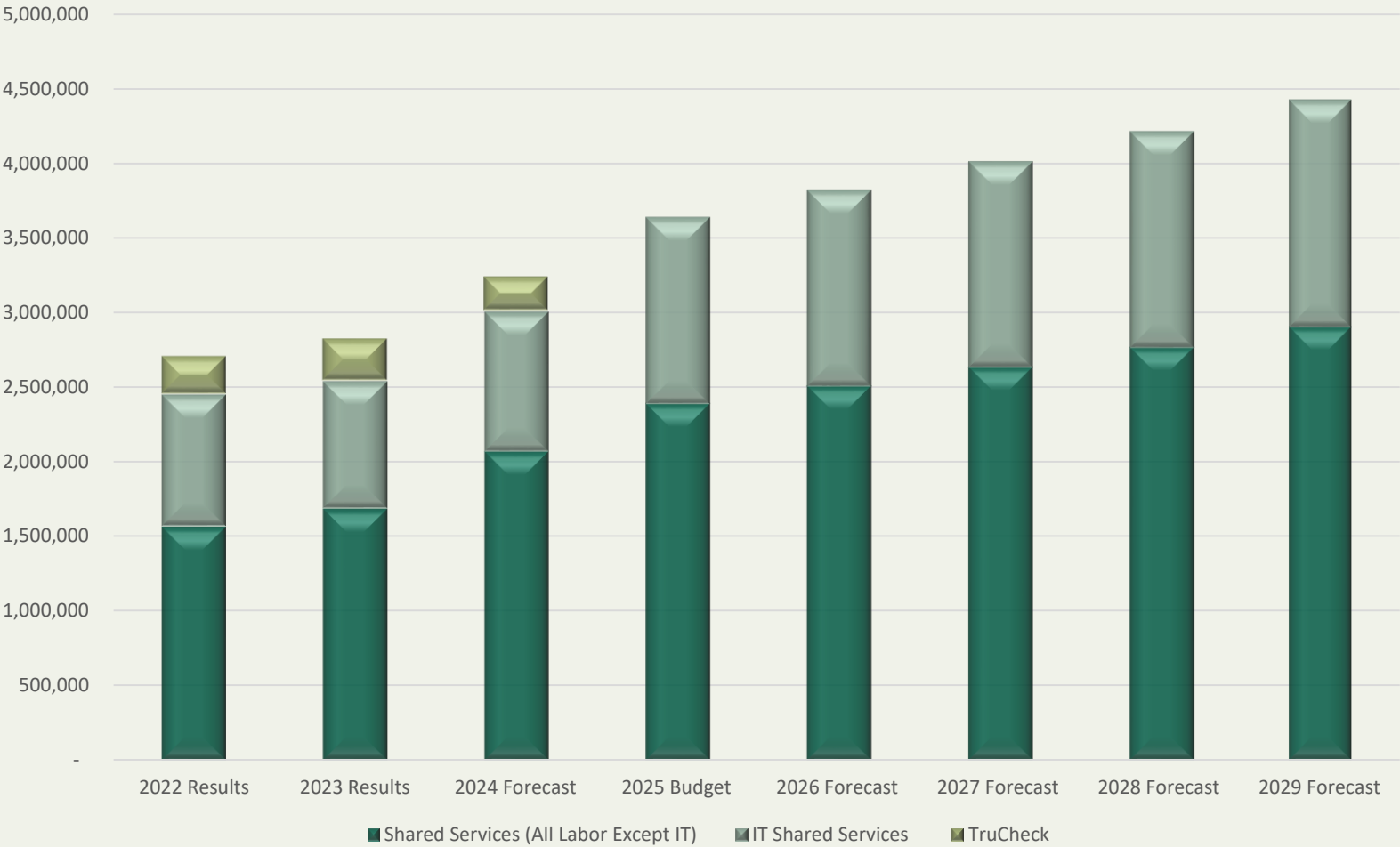
Since startup, the wells have produced and treated 3.9 billion gallons for distribution into our system or approximately 18.4% of our total Lake Stevens system needs

To date the use of the LS wells has saved the District approximately \$7.53M in purchased water costs

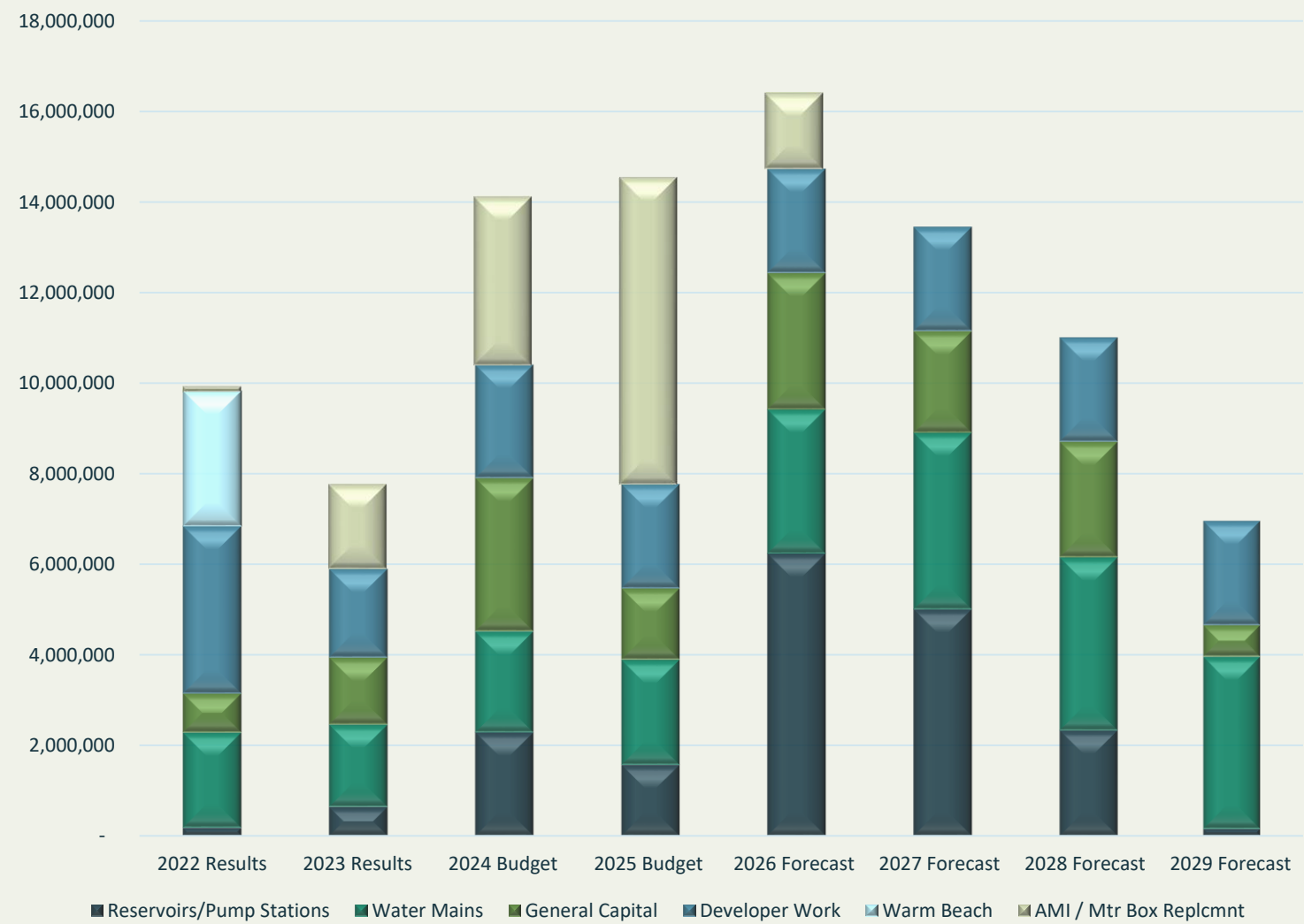
Water meets all State and Federal water quality standards



# Administrative Costs Shared with Electric

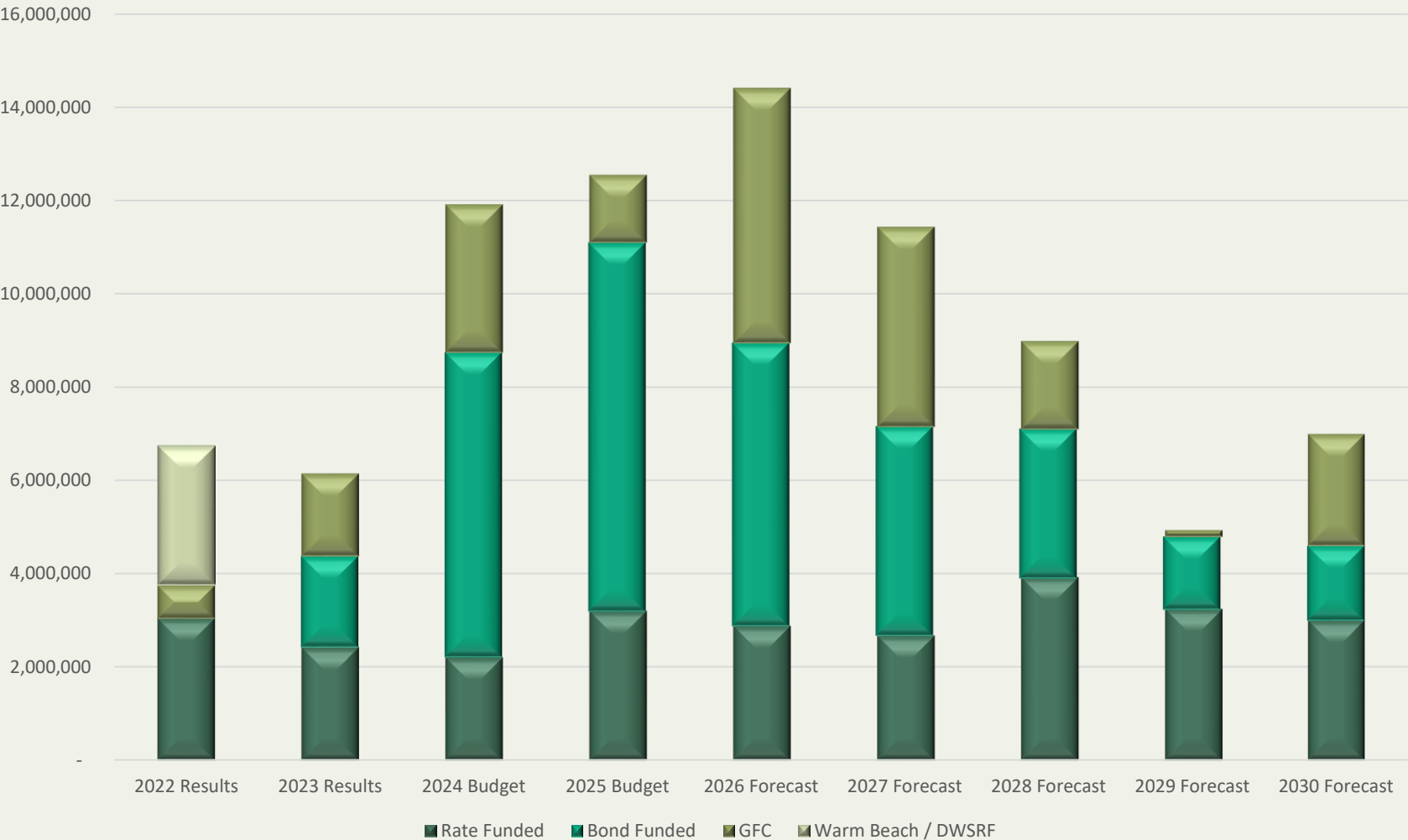


# Water System Capital

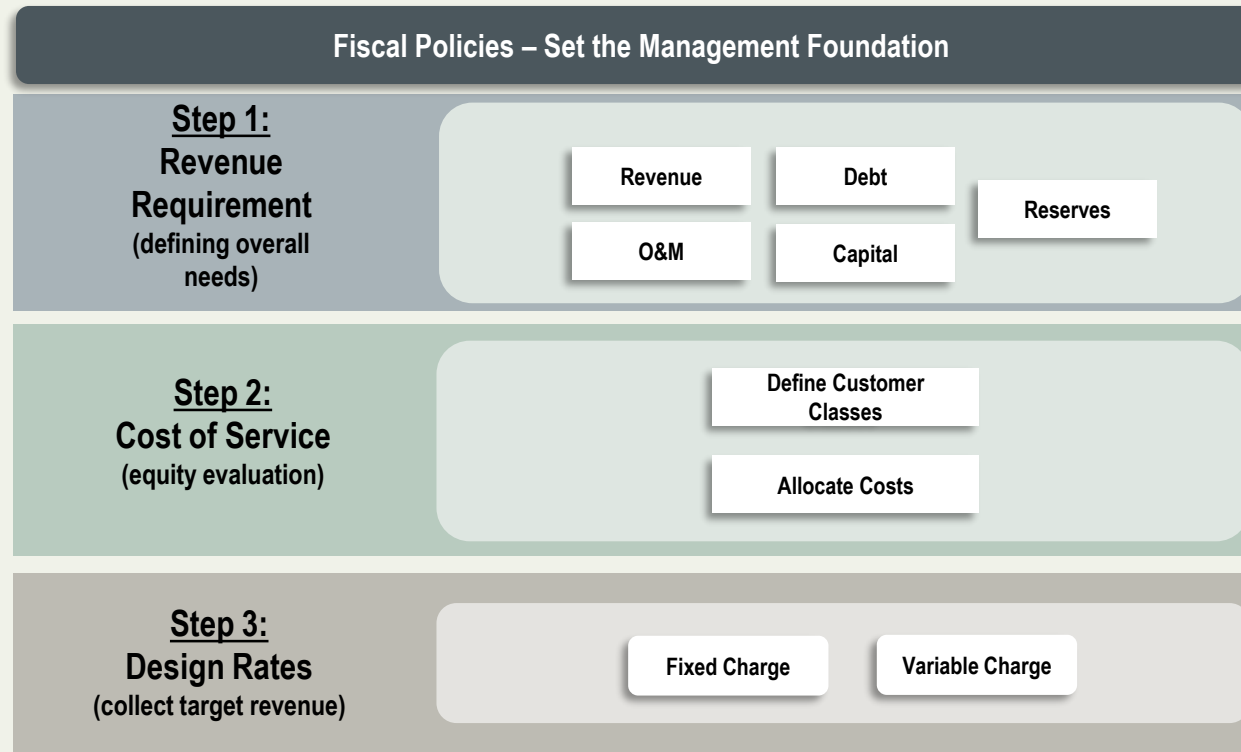




# Capital Funding (Excluding Donated Plant)<sup>20</sup>



# Overview of Rate Setting Process



# Rate Strategy Guidelines

Description	2025	2026	2027	2028	2029
General Cost Inflation	3.0%	3.0%	3.0%	3.0%	3.0%
Construction Cost Escalation	2.8%	2.8%	2.8%	2.8%	2.8%
Labor Inflation	5.0%	4.0%	4.0%	4.0%	4.0%
Customer Growth	1.51% (450 new units)	1.31% (400 new units)	1.31% (400 new units)	1.31% (400 new units)	1.31% (400 new units)
Debt Issuance	\$-	\$10.0M	\$-	\$-	\$5.0M
Days Cash on Hand Min Target	90	100	110	130	150
Debt Service Coverage Min	1.75	1.75	1.75	1.75	1.75

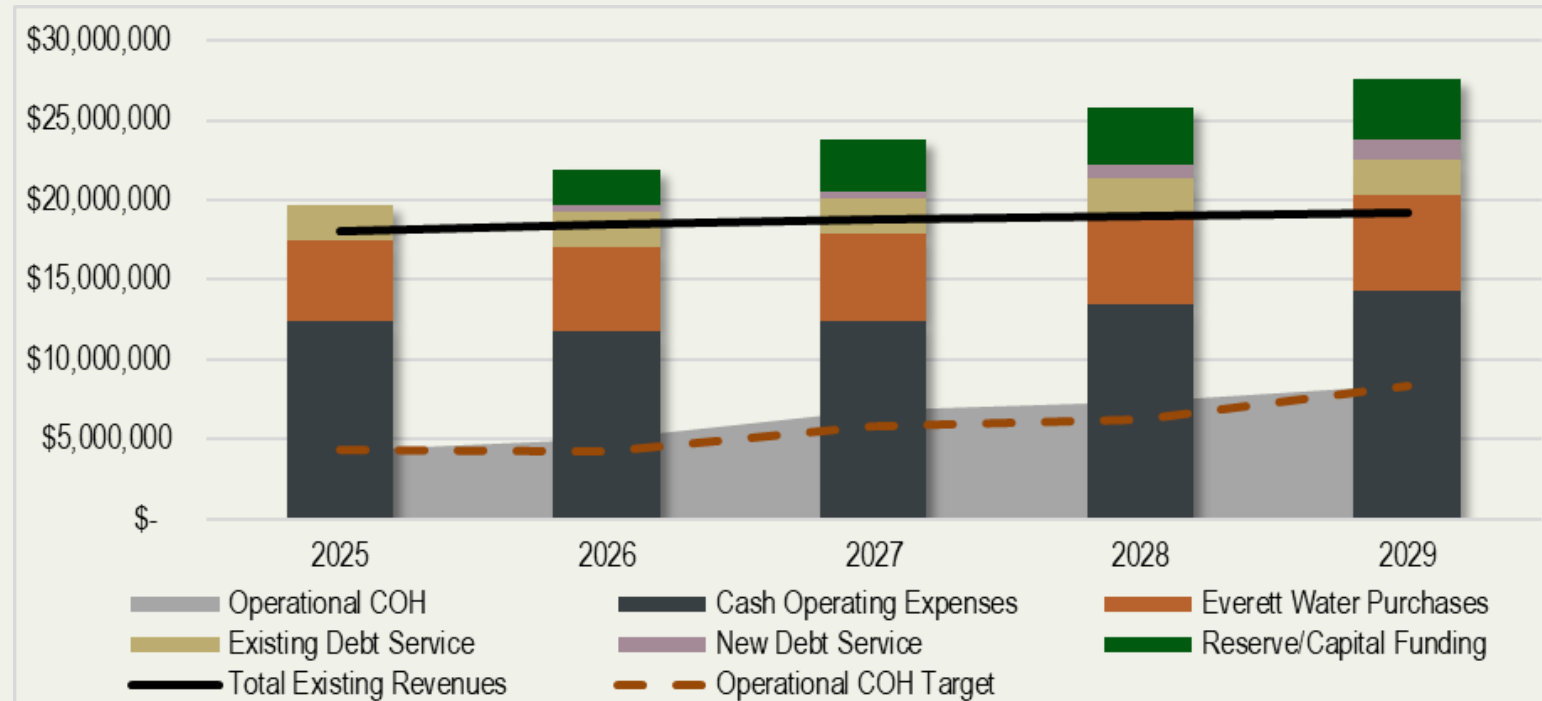


# Rate Strategy Forecast

Description	2025	2026	2027	2028	2029
Water General Rate Increase	8.25%	8.25%	7.25%	7.25%	4.75%
City of Everett Pass-Through	2.50%	2.00%	1.00%	1.00%	1.25%
Total Combined Rate Increase	10.75%	10.25%	8.25%	8.25%	6.00%

- 2026-2029 shows rate increase projections
- Increases are reviewed annually and will include updates to:
  - Revenue generation
  - Expense trending
  - Rate of new FTE hires
  - Regulatory requirements
  - City of Everett increases
  - Capital execution rates

# Revenue Requirement & Rate Scenario



Recommended Scenario	Existing	Proposed 2025	2026	2027	2028	2029
<i>Everett Pass-Through</i>		2.50%	2.00%	1.00%	1.00%	1.25%
<i>PUD Rate Component</i>		8.25%	8.25%	7.25%	7.25%	4.75%
<b>Proposed Increases</b>		<b>10.75%</b>	<b>10.25%</b>	<b>8.25%</b>	<b>8.25%</b>	<b>6.00%</b>
Sample Residential Monthly Bill	\$ 52.13	\$ 57.73	\$ 63.65	\$ 68.90	\$ 74.59	\$ 79.06
\$ Difference		\$ 5.60	\$ 5.92	\$ 5.25	\$ 5.68	\$ 4.48

Note: Assumes 5/8" meter and 7 ccf monthly

109/221

# March 2025 Water Retail Rate Recommendation

25

- Progress made towards rate equitability since initial 2018 adjustments
- No Cost-of-Service changes recommended in 2025
- Apply Water general retail rate increase equally to all classes of service
  - Revisit COSA annually

Rate Class	2025 Water General Retail Rate Increase	2025 City of Everett Pass Through	Overall Rate Increase
Residential / Single Family	8.25%	2.50%	10.75%
Multi Family	8.25%	2.50%	10.75%
Commercial / Industrial	8.25%	2.50%	10.75%

# Forecasted Rate Schedule

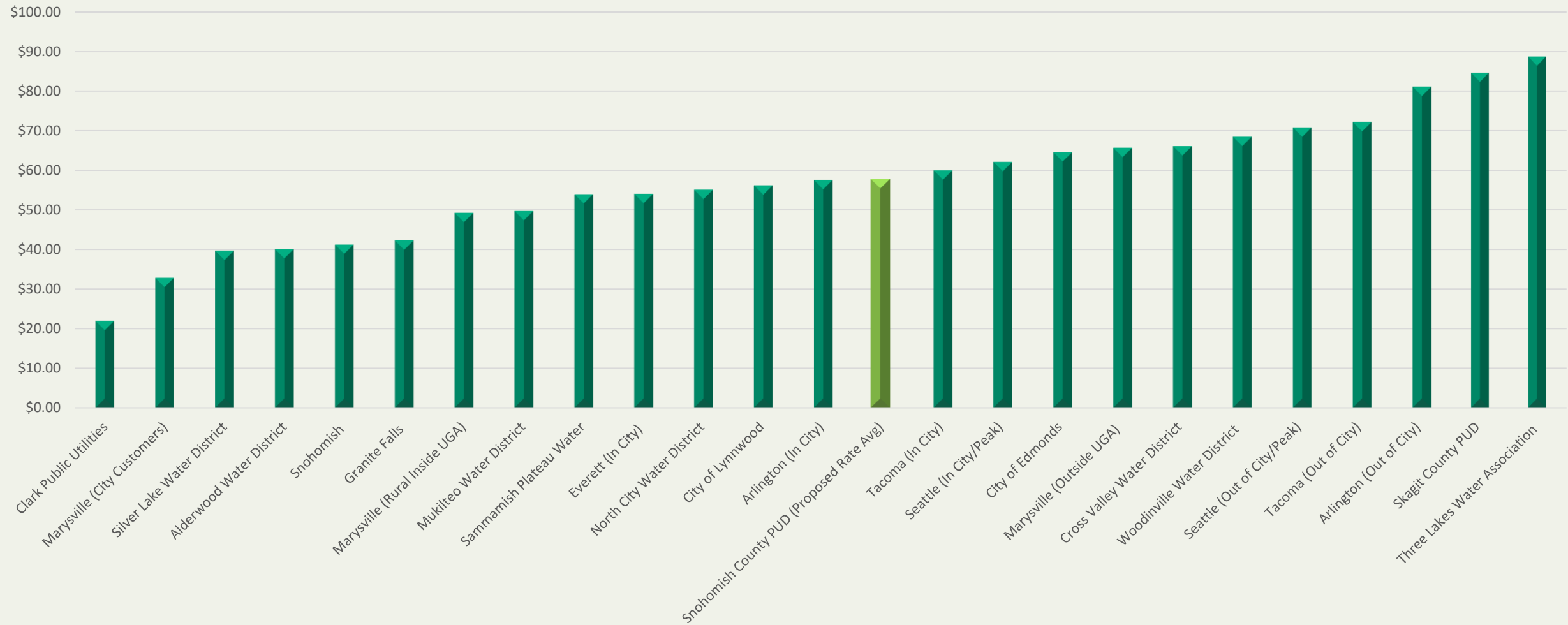
Description	Existing Rates	Proposed Rates 2025	Forecasted Rates			
			2026	2027	2028	2029
Single Family Residential						
Monthly Customer Charge	\$ 25.18	\$ 27.89	\$ 30.75	\$ 33.28	\$ 36.03	\$ 38.19
Commodity Rate (per 100 cu ft)	\$ 3.85	\$ 4.26	\$ 4.70	\$ 5.09	\$ 5.51	\$ 5.84
Multi Family Residential						
Monthly Customer Charge	\$ 26.85	\$ 29.74	\$ 32.79	\$ 35.50	\$ 38.43	\$ 40.74
Commodity Rate (per 100 cu ft)	\$ 3.88	\$ 4.30	\$ 4.74	\$ 5.13	\$ 5.55	\$ 5.88
Commercial / Industrial						
Monthly Customer Charge	\$ 58.35	\$ 64.62	\$ 71.24	\$ 77.12	\$ 83.48	\$ 88.49
Commodity Rate (per 100 cu ft)	\$ 3.77	\$ 4.18	\$ 4.61	\$ 4.99	\$ 5.40	\$ 5.72
Lake Connor Park						
Monthly Customer Charge	\$ 109.69	\$ 121.48	\$ 133.93	\$ 144.98	\$ 156.94	\$ 166.36
Commodity Rate (per 100 cu ft)	\$ 4.44	\$ 4.92	\$ 5.42	\$ 5.87	\$ 6.35	\$ 6.73

# Sample Rate Impacts

Rate Impacts	Existing Rates	Proposed Rates 2025	Forecasted Rates			
			2026	2027	2028	2029
Single Family						
Average User- 7 ccf	\$ 52.13	\$ 57.73	\$ 63.65	\$ 68.90	\$ 74.59	\$ 79.06
Dif		\$ 5.60	\$ 5.92	\$ 5.25	\$ 5.68	\$ 4.48
Multi Family						
Low User - 10 ccf	\$ 65.65	\$ 72.74	\$ 80.19	\$ 86.80	\$ 93.93	\$ 99.54
Dif		\$ 7.09	\$ 7.45	\$ 6.61	\$ 7.13	\$ 5.61
Average User - 20 ccf	\$ 104.45	\$ 115.74	\$ 127.59	\$ 138.10	\$ 149.43	\$ 158.34
Dif		\$ 11.29	\$ 11.85	\$ 10.51	\$ 11.33	\$ 8.91
High User - 40 ccf	\$ 182.05	\$ 201.74	\$ 222.39	\$ 240.70	\$ 260.43	\$ 275.94
Dif		\$ 19.69	\$ 20.65	\$ 18.31	\$ 19.73	\$ 15.51
Commercial						
Low User - 15 ccf	\$ 114.90	\$ 127.32	\$ 140.39	\$ 151.97	\$ 164.48	\$ 174.29
Dif		\$ 12.42	\$ 13.07	\$ 11.58	\$ 12.51	\$ 9.81
Average User - 30 ccf	\$ 171.45	\$ 190.02	\$ 209.54	\$ 226.82	\$ 245.48	\$ 260.09
Dif		\$ 18.57	\$ 19.52	\$ 17.28	\$ 18.66	\$ 14.61
High User - 60 ccf	\$ 284.55	\$ 315.42	\$ 347.84	\$ 376.52	\$ 407.48	\$ 431.69
Dif	Dif	\$ 30.87	\$ 32.42	\$ 28.68	\$ 30.96	\$ 24.21

# Rate Comparison

Average Monthly Bill based on 700 cf/month



# 2025 Water Retail Rate Recommendation

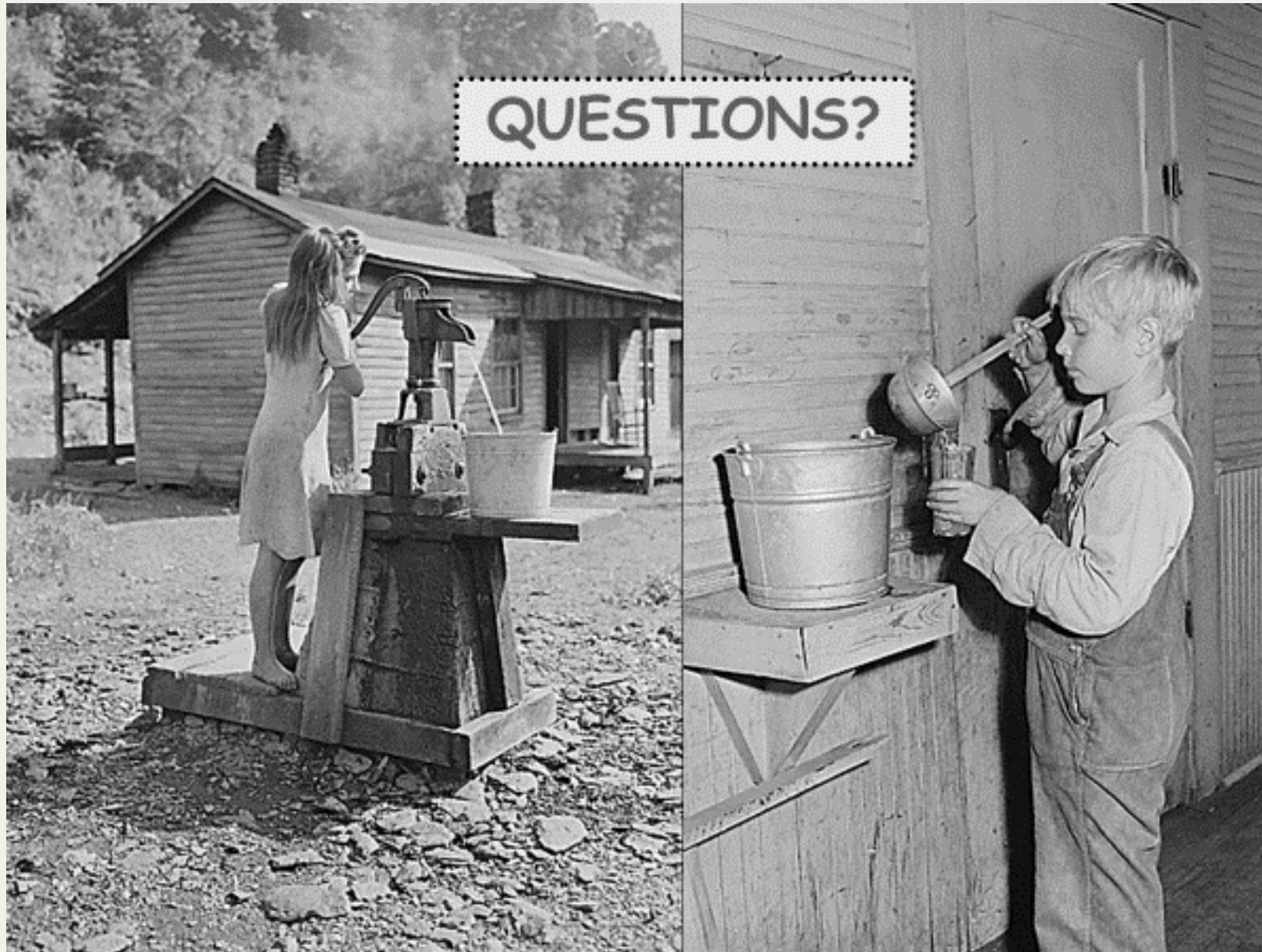
29

- City of Everett Pass-Through of 2.50% (Effective February 1, 2025)
- Water General Retail Rate Increase of 8.25% (Effective March 1, 2025)
- Rate increase applied equally for all classes of service

# Next Steps

- January 7, 2025 – Public Hearing 2025 Water Utility General Retail Rate Increase
- January 7, 2025 – Board Action on City of Everett Pass-Through
- January 21, 2025 – Board Action on 2025 Water Utility General Retail Rate Increase
- February 1, 2025 – City of Everett Pass-Through % Increase Takes Effect
- March 1, 2025 – 2025 Water Utility General Retail Rates Take Effect
- Continue To Revisit Cost of Service
- Revisit Connection Charges and Wholesale Rates in 2025
- Revisit Conservation Rates at a Future Date







## BUSINESS OF THE COMMISSION

Meeting Date: February 4, 2025

Agenda Item: 6A

### TITLE

Consideration of a Resolution Declaring the Intent of the Commission to Seek Reimbursement for Certain Electric System Capital Expenditures Through the Issuance of Revenue Bonds

### SUBMITTED FOR: Items for Individual Consideration

<u>Finance</u>	<u>Angela Johnston</u>	<u>8301</u>
<i>Department</i>	<i>Contact</i>	<i>Extension</i>
Date of Previous Briefing:		
Estimated Expenditure:	<u>N/A</u>	Presentation Planned <input type="checkbox"/>

### ACTION REQUIRED:

- |  |                                     |  |
|--|-------------------------------------|--|
| <input checked="" type="checkbox"/> Decision Preparation | <input type="checkbox"/> Incidental | <input type="checkbox"/> Monitoring Report |
| <input type="checkbox"/> Policy Discussion               | (Information)                       |  |
| <input type="checkbox"/> Policy Decision                 |                                     |  |
| <input checked="" type="checkbox"/> Statutory            |                                     |  |

### SUMMARY STATEMENT:

Identify the relevant Board policies and impacts:

*Utilities are provided at the lowest possible cost consistent with sound business principles (Ends Policy Section VI.5).*

In order to enable the District to use a portion of the bond proceeds to reimburse the Revenue Fund of Capital Expenditures funded with available cash reserves, it is necessary for the Commission to approve a resolution expressing its intent to seek such reimbursement. The attached resolution accomplishes this objective.

### RECOMMENDATIONS/FUTURE ACTIONS:

Staff recommends that the Commission pass a resolution expressing its intent to seek reimbursement for certain electric system capital expenditures through the issuance of revenue bonds.

*List Attachments:*  
Resolution

RESOLUTION NO. \_\_\_\_\_

A Resolution Declaring the Intent of the Commission to Seek  
Reimbursement for Certain Electric System Capital Expenditures  
Through the Issuance of Revenue Bonds

WHEREAS, the Board of Commissioners of Public Utility District No. 1 of Snohomish County, Washington (the “District”), wishes to declare, on behalf of the District, the District’s official intent to reimburse certain expenditures with proceeds of Revenue Bond debt to be incurred by the District.

NOW, THEREFORE, be it resolved by the Board of Commissioners of Public Utility District No. 1 of Snohomish County, Washington, as follows:

Section 1. The District reasonably expects to appropriate funds from the District’s Electric System Revenue Fund (the “Fund”) in order to pay costs of improvements to the District’s Electric System that constitute a part of the District’s capital improvement program for 2025 through 2028, as it may be revised from time to time, including but not limited to construction of capital improvements, new distribution facilities, expansions and upgrades of existing substations, design and construction of new substations, replacement and repair of capital assets such as underground cables, transformers, the construction of local offices, voice radio system, telecom modernization, funding for advanced metering infrastructure and meter deployment, and to reimburse the Fund for such expenditures with the proceeds of Revenue Bond debt to be issued by the District (the “Reimbursement Bonds”).

Section 2. The maximum principal amount of Reimbursement Bonds expected to be issued for the projects described in Section 1 is \$185,000,000.00.

Section 3. This resolution shall become effective immediately upon its passage and approval as required by law.

Section 4. This resolution is adopted by the District solely for the purposes of establishing compliance with Treasury Regulations Section 1.150-2 to allow reimbursement of expenditures from proceeds of Reimbursement Bonds and does not bind the District to incur any indebtedness or to proceed with any project.

PASSED, APPROVED and ADOPTED by the Board of Commissioners of Public Utility District No. 1 of Snohomish County, Washington, at a regular meeting thereof held this 4<sup>th</sup> day of February, 2025.

\_\_\_\_\_  
President

\_\_\_\_\_  
Vice-President

\_\_\_\_\_  
Secretary



## BUSINESS OF THE COMMISSION

Meeting Date: February 4, 2025

Agenda Item: 6B

### TITLE

Consideration of a Resolution Revising the Non-Represented Salary Structure Table and Certain Portions of the Compensation Program

### SUBMITTED FOR: Consent Agenda

Human Resources	Christy Schmidt	2786
<i>Department</i>	<i>Contact</i>	<i>Extension</i>
Date of Previous Briefing:		
Estimated Expenditure:		Presentation Planned <input type="checkbox"/>

### ACTION REQUIRED:

- |  |                                     |  |
|--|-------------------------------------|--|
| <input checked="" type="checkbox"/> Decision Preparation | <input type="checkbox"/> Incidental | <input type="checkbox"/> Monitoring Report |
| <input type="checkbox"/> Policy Discussion               | (Information)                       |  |
| <input type="checkbox"/> Policy Decision                 |                                     |  |
| <input checked="" type="checkbox"/> Statutory            |                                     |  |

### SUMMARY STATEMENT

Identify the relevant Board policies and impacts:

*Governance Process: Board Job Description GP-3(4)(A) Non-delegable, statutorily assigned duty to fix compensation of employees by establishing a scale of salaries for specific classes of work.*

Each year the District reviews its Non-Represented Compensation Program and, as required by the Board's Governance Process No. 3(4)(A) – Board Job Description and Executive Limitation No. 8 – Compensation and Benefits, the Chief Executive Officer/General Manager recommends an adjustment to the non-represented salary structure table. Actual compensation for non-represented employees will be provided through the District's Pay for Performance Program.

This resolution increases the salary structure table by 2.7 percent, which if approved by the Commission, would become effective March 1, 2025. The proposed adjustment maintains a non-represented salary structure that is within the acceptable bandwidth allowed by Executive Limitation No. 8 and is competitive with the labor market.

*List Attachments:*

Resolution

Exhibit B – Non-Represented Position Titles and Grade Listing

Exhibit C – Non-Represented Salary Structure

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION Revising the Non-Represented Salary  
Structure Table and Certain Portions of the Compensation  
Program

WHEREAS, on October 5, 1987, the Commission adopted Resolution No. 3079 which established a Salary Administration Program for all Non-Union Classifications, including a Non-Union Salary Structure and list of Non-Union Positions (by Salary Grade) (Exhibits A and B thereto); and

WHEREAS, on September 5, 2023, the Commission approved Resolution No. 6139 which (1) renamed the Salary Administration Program to the Compensation Program, (2) revised the Compensation Program in order to better reflect its commitment to providing a fair and competitive compensation program that attracts, retains, and rewards employees to fulfill the District's purpose, vision, commitment, values, and strategic priorities, and (3) revised the portion of the former Salary Administration Program setting forth position titles, grades, and salary structure table to incorporate changes to job titles, grades, and salary structure for non-represented employees in order to better align the District's positions, grades, and salary structure with the labor market (Exhibits B and C thereto), with an effective date of January 1, 2024; and

WHEREAS, the Commission has determined that it is necessary to revise (1) that portion of the Compensation Program setting forth position titles and grades to incorporate any changes occurring since the Compensation Program was approved pursuant to Resolution No. 6139 and (2) that portion of the Compensation Program setting for the salary structure table in order to adopt a 2.7 percent increase to the salary structure for employees not

covered by the Collective Bargaining Agreement, which increase shall be effective as of March 1, 2025, in order to keep the District's salary structure competitive in the market.

NOW, THEREFORE, BE IT RESOLVED that the Commission adopts the revised Compensation Program, and all the conditions set forth in such Compensation Program as set out in Exhibits B and C, attached to this Resolution and incorporated herein; and

BE IT FURTHER RESOLVED that Exhibit A from Resolution No. 6139 remains unchanged and, although not attached to this Resolution, is also incorporated herein by reference; and

BE IT FURTHER RESOLVED that all other resolutions or portions of resolutions in conflict with this resolution are hereby repealed.

PASSED AND APPROVED this 4<sup>th</sup> day of February, 2025.

\_\_\_\_\_  
President

\_\_\_\_\_  
Vice-President

\_\_\_\_\_  
Secretary



**Exhibit B**

Resolution No. \_\_\_\_\_

**NON-REPRESENTED POSITIONS (BY GRADE)**

<b>Job Title</b>	<b>Grade</b>
Chief Operations Officer	3078
Chief Energy Resources Officer	3078
Chief Financial Officer	3078
Chief Information Officer	3078
Chief Legal Officer	3078
Chief Customer Officer	3077
Chief Water Operations Officer	3076
Chief Government Relations & Strategy Officer	3076
Chief Human Resources Officer	3076
Chief Communications Officer	3076
Deputy Counsel	2064
Enterprise Architect	2063
IT Program Director	2063
Program Director	2063
Senior Counsel	2063
Senior FERC Counsel	2063
Senior Manager, ITS Applications & Operations Management	2063
Senior Manager, Controller & Auditor	2063
Senior Manager, Information Security	2063
Senior Manager, ITS Information Technology Operations	2063
Senior Manager, Power Supply	2063
Senior Manager, Rates Economics & Energy Risk Management	2063
Senior Manager, Regional Design & Construction Services	2063
Senior Manager, Substation Metering & Telecommunications Services	2063
Senior Manager, Transmission & Distribution System Operations & Engineering	2063
Senior Manager, Transmission Management & NERC Compliance Officer	2063
Senior Manager, Treasury Risk Management & Supply Chain	2063
Applications Architect II	2062
Assistant Counsel	2062
Infrastructure Architect II	2062
IT Program Manager	2062
Lead Government Affairs Coordinator	2062
Manager, Distribution Engineering Services	2062
Manager, Generation Operations & Engineering	2062
Manager, Operational Technologies Engineering	2062
Manager, Substation Engineering	2062
Manager, System Planning & Protection	2062
Manager, Transmission & Standards Engineering	2062
Senior Manager, Data & Analytics	2062
Senior Manager, Generation Engineering Operations & Maintenance	2062
Senior Manager, ITS Program Management	2062
Senior Manager, Power Scheduling	2062
Senior Manager, Safety Security & Emergency Management	2062
Senior Operations Superintendent	2062

**Exhibit B**

Resolution No. \_\_\_\_\_

**NON-REPRESENTED POSITIONS (BY GRADE)**

Applications Architect I	2061
Data Scientist II	2061
Energy Control Superintendent	2061
Generation Superintendent	2061
Infrastructure Architect I	2061
Lead IT Project Manager	2061
Manager, AMI Technologies	2061
Manager, Customer Systems & Support	2061
Manager, Energy Storage & Emerging Technologies	2061
Manager, ITS Application	2061
Manager, ITS Operations Support	2061
Manager, Substation Construction Operations & Apparatus	2061
Manager, Water Engineering & Technical Services	2061
Operations Superintendent	2061
Principal Engineer	2061
Senior Manager, Budget & Financial Planning	2061
Senior Manager, Business Readiness & Training	2061
Senior Manager, Customer Accounting & Meter Reading	2061
Senior Manager, Customer Experience	2061
Senior Manager, District Information Governance	2061
Senior Manager, Energy Services & Customer Innovations	2061
Senior Manager, Facilities Maintenance & Capital Construction	2061
Senior Manager, Finance Systems Support	2061
Senior Manager, Human Resources	2061
Senior Manager, Strategic Partnerships	2061
Senior Manager, Work & Asset Management	2061
Senior Program Manager	2061
Construction Superintendent	2060
Data Scientist I	2060
Energy Management Engineer IV	2060
Federal Government & External Affairs Specialist III	2060
Generation Operational Technology Engineering Specialist II	2060
IT Project Manager IV	2060
Lead Applications Configuration Engineer	2060
Lead Applications Development Engineer	2060
Lead Data & Analytics Engineer	2060
Lead Database Administrator	2060
Lead Hydro Scheduler	2060
Lead Information Systems Security Analyst	2060
Lead Network Administration Engineer	2060
Lead Systems Administration Engineer	2060
Local & Government Affairs Specialist III	2060
Metering Superintendent	2060
Manager, Distribution Services	2060
Manager, ECC NERC Compliance	2060

**Exhibit B**

Resolution No. \_\_\_\_\_

**NON-REPRESENTED POSITIONS (BY GRADE)**

Manager, Enterprise Risk Management	2060
Manager, Environmental Affairs	2060
Manager, Facilities Planning & Engineering	2060
Manager, GIS/Maps Records & Drafting	2060
Manager, Natural Resources	2060
Manager, Plat Engineering	2060
Manager, Real Estate Services	2060
Manager, Risk Management	2060
Manager, Telecommunications	2060
Manager, Treasury & Financial Risk	2060
Operational Technology Engineering Specialist IV	2060
Power Analyst	2060
Principal Economist V	2060
Professional Engineer	2060
Program Manager IV	2060
Short-Term Power Trader	2060
Short-Term Transmission Scheduler/Trader	2060
Senior Account Manager	2060
State Government & External Affairs Specialist III	2060
Water Superintendent	2060
Account Manager III	2059
Applications Configuration Engineer III	2059
Applications Development Engineer III	2059
Database Administrator III	2059
Economist IV	2059
Generation Operational Technology Engineering Specialist I	2059
Human Resources Business Partner	2059
Hydro Scheduler III	2059
IT Project Manager III	2059
Lead Business Analyst	2059
Lead End User Systems Analyst	2059
Lead Engineering Technician	2059
Lead Environmental Compliance Specialist	2059
Lead Real Estate Services Agent	2059
Lead Telecommunications Engineer	2059
Meter Deployment Superintendent	2059
Manager, Accounting	2059
Manager, Contracts & Purchasing	2059
Manager, Customer Accounting	2059
Manager, Customer Service	2059
Manager, Facilities Maintenance & Grounds	2059
Manager, Fleet Maintenance & Operations	2059
Manager, Joint Use & Permits	2059
Manager, Materials Management & Warehouse	2059
Manager, Meter Reading	2059

**Exhibit B**

Resolution No. \_\_\_\_\_

**NON-REPRESENTED POSITIONS (BY GRADE)**

Manager, Security & Emergency Management	2059
Manager, Transportation	2059
Manager, Water Utility Business Services	2059
Network Administration Engineer III	2059
Operational Technology Engineering Specialist III	2059
Principal Architect	2059
Risk Analyst IV	2059
Senior AMI Systems Analyst	2059
Systems Administration Engineer III	2059
Test Manager	2059
Vegetation Management Superintendent	2059
Account Manager II	2058
Architect	2058
Business Analyst III	2058
Clerk of the Board	2058
Data & Analytics Engineer III	2058
Economist III	2058
Energy Management Engineer III	2058
Engineer III	2058
Environmental Specialist III	2058
Hydro Scheduler II	2058
Information Systems Security Analyst III	2058
Lead Communications Specialist	2058
Lead Contracts/Purchasing Specialist	2058
Lead Facilities Planner	2058
Lead GIS Specialist	2058
Lead Human Resources Generalist	2058
Lead IS Contract & Procurement Specialist	2058
Lead Joint Use & Permits Specialist	2058
Lead Operations Analyst	2058
Lead Safety Specialist	2058
Program Manager III	2058
Project Manager III	2058
Regulatory Scientist III	2058
Telecommunications Engineer III	2058
Utility Analyst IV	2058
AMI Systems Analyst III	2057
Applications Configuration Engineer II	2057
Applications Development Engineer II	2057
Business Readiness & Training Specialist III	2057
Communications & Marketing Specialist III	2057
Compliance Specialist III	2057
Contracts/Purchasing Specialist III	2057
Curriculum Design & Development Specialist III	2057
D&E Business Operations & Budget Manager	2057

**Exhibit B**

Resolution No. \_\_\_\_\_

**NON-REPRESENTED POSITIONS (BY GRADE)**

Data & Analytics Engineer II	2057
Database Administrator II	2057
Energy Accountant/Auditor	2057
Engineering Technician III	2057
Facilities Planner III	2057
Fleet Asset Management Specialist	2057
Grant Coordinator III	2057
Human Resources Generalist III	2057
Hydro Scheduler I	2057
IS Contract & Procurement Specialist III	2057
IT Project Manager II	2057
Lead Accountant	2057
Lead Payroll Accountant	2057
Lead Water Services Coordinator	2057
Local & Government Affairs Specialist II	2057
Market Research Analyst III	2057
Media & Public Relations Specialist III	2057
Manager, Custodial Services	2057
Network Administration Engineer II	2057
Operations Analyst III	2057
Operational Technology Engineering Specialist II	2057
Public Education Programs Coordinator III	2057
Real Estate Services Agent III	2057
Risk Analyst III	2057
Safety Specialist III	2057
State Government & External Affairs Specialist II	2057
Systems Administration Engineer II	2057
Telecommunications Engineer II	2057
Treasury Analyst III	2057
Utility Analyst III	2057
Water Engineering Technician III	2057
Account Manager I	2056
Accountant III	2056
Business Analyst II	2056
Communications Designer III	2056
Compliance Specialist II	2056
Economist II	2056
End User Systems Analyst III	2056
Energy Management Engineer II	2056
Engineer II	2056
Environmental Specialist II	2056
Facilities Planner II	2056
Information Systems Security Analyst II	2056
IT Project Manager I	2056
Joint Use & Permit Coordinator III	2056

**Exhibit B**

Resolution No. \_\_\_\_\_

**NON-REPRESENTED POSITIONS (BY GRADE)**

Land Surveyor III	2056
Line Clearance Coordinator	2056
Local & Government Affairs Specialist I	2056
Manager, Mail & Printing Services	2056
Program Manager II	2056
Project Manager II	2056
Real Estate Services Agent II	2056
Regulatory Scientist II	2056
Senior Business Operations Coordinator	2056
Senior Quality Assurance Analyst	2056
Senior Water Services Coordinator	2056
State Government & External Affairs Specialist I	2056
Utility Analyst II	2056
Accountant II	2055
AMI Systems Analyst II	2055
Applications Configuration Engineer I	2055
Applications Development Engineer I	2055
Audio/Video Systems Specialist III	2055
Budget & Accounting Analyst	2055
Business Readiness & Training Specialist II	2055
Business Operations Coordinator III	2055
Communications & Marketing Specialist II	2055
Contracts/Purchasing Specialist II	2055
Curriculum Design & Development Specialist II	2055
Data & Analytics Engineer I	2055
Database Administrator I	2055
Deputy Clerk of the Board III	2055
Economist I	2055
Energy Management Engineer I	2055
Engineer I	2055
Engineering Technician II	2055
Environmental Specialist I	2055
Fleet Management Analyst	2055
GIS Specialist II	2055
Grant Coordinator II	2055
Human Resources Generalist II	2055
Information Systems Security Analyst I	2055
IS Contract & Procurement Specialist II	2055
Joint Use & Permit Coordinator II	2055
Land Surveyor II	2055
Market Research Analyst II	2055
Media & Public Relations Specialist II	2055
Network Administration Engineer I	2055
Operations Analyst II	2055
Operational Technology Engineering Specialist I	2055

**Exhibit B**

Resolution No. \_\_\_\_\_

**NON-REPRESENTED POSITIONS (BY GRADE)**

Paralegal II	2055
Payroll Accountant II	2055
Public Education Programs Coordinator II	2055
Quality Assurance Specialist II	2055
Real Estate Services Agent I	2055
Regulatory Scientist I	2055
Risk Analyst II	2055
Safety Specialist II	2055
Systems Administration Engineer I	2055
Telecommunications Engineer I	2055
Utility Analyst I	2055
Water Engineering Technician II	2055
AMI Systems Analyst I	2054
Audio/Video Systems Specialist II	2054
Business Analyst I	2054
Business Operations Coordinator II	2054
Claims Adjuster II	2054
Communications Designer II	2054
Contracts/Purchasing Specialist I	2054
Curriculum Design & Development Specialist I	2054
Deputy Clerk of the Board II	2054
End User Systems Analyst II	2054
Engineering Technician I	2054
Executive Assistant	2054
Facilities Planner I	2054
GIS Specialist I	2054
IS Contract & Procurement Specialist I	2054
Market Research Analyst I	2054
Operations Accounting Analyst III	2054
Paralegal I	2054
Payroll Accountant I	2054
Program Manager I	2054
Project Coordinator	2054
Project Manager I	2054
Quality Assurance Specialist I	2054
Quality Assurance Analyst	2054
Safety Specialist I	2054
Senior Administrative Assistant	2054
Treasury Analyst II	2054
Water Engineering Technician I	2054
Water Services Coordinator II	2054
Accountant I	2053
Administrative Assistant II	2053
Business Readiness & Training Specialist I	2053
Business Operations Coordinator I	2053

**Exhibit B**

Resolution No. \_\_\_\_\_

**NON-REPRESENTED POSITIONS (BY GRADE)**

Communications & Marketing Specialist I	2053
Compliance Specialist I	2053
Deputy Clerk of the Board I	2053
End User Systems Analyst I	2053
Grant Coordinator I	2053
Human Resources Generalist I	2053
Joint Use & Permit Coordinator I	2053
Media & Public Relations Specialist I	2053
Operations Analyst I	2053
Operations Accounting Analyst II	2053
Public Education Programs Coordinator I	2053
Risk Analyst I	2053
Treasury Analyst I	2053
Water Services Coordinator I	2053
Administrative Assistant I	2052
Audio/Video Systems Specialist I	2052
Claims Adjuster I	2052
Communications Designer I	2052
Land Surveyor I	2052
Operations Accounting Analyst I	2051



**SNOHOMISH COUNTY PUD NON-REPRESENTED SALARY STRUCTURE**

<b>Grade</b>	<b>Minimum</b>	<b>First Quartile</b>	<b>Midpoint</b>	<b>Third Quartile</b>	<b>Maximum</b>
3078	262,113	294,877	349,484	393,170	436,855
3077	229,925	258,666	306,566	344,887	383,208
3076	197,735	222,452	263,646	296,602	329,558
3075	152,669	171,753	203,559	229,004	254,448
3074	133,356	150,026	177,808	200,034	222,260
2065	212,474	239,033	283,298	318,710	354,123
2064	189,709	213,423	252,945	284,563	316,182
2063	169,383	190,556	225,844	254,075	282,305
2062	151,235	170,139	201,646	226,852	252,058
2061	135,031	151,910	180,041	202,546	225,052
2060	120,563	135,633	160,751	180,845	200,938
2059	107,646	121,102	143,528	161,469	179,410
2058	96,113	108,127	128,150	144,169	160,188
2057	85,815	96,542	114,420	128,723	143,025
2056	76,621	86,199	102,161	114,931	127,702
2055	68,411	76,962	91,215	102,617	114,018
2054	61,082	68,717	81,442	91,622	101,803
2053	54,537	61,354	72,716	81,806	90,895
2052	48,694	54,781	64,925	73,041	81,157
2051	43,477	48,912	57,969	65,215	72,462
2050	38,819	43,671	51,758	58,228	64,698

## BUSINESS OF THE COMMISSION

**Meeting Date:** February 4, 2025

**Agenda Item:** 7A

# TITLE

## Commission Reports

**SUBMITTED FOR: Commission Business**

Commission	Allison Morrison	8037
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<i>Department</i>	<i>Contact</i>	<i>Extension</i>
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Date of Previous Briefing:

Estimated Expenditure: \_\_\_\_\_ Presentation Planned ☐

### ACTION REQUIRED:

- ☐ Decision Preparation      ☒ Incidental (Information)      ☐ Monitoring Report  
☐ Policy Discussion  
☐ Policy Decision  
☐ Statutory

**SUMMARY STATEMENT:**

Identify the relevant Board policies and impacts:

The Commissioners regularly attend and participate in meetings, seminars, and workshops and report on their activities.

*List Attachments:*

None

## BUSINESS OF THE COMMISSION

**Meeting Date:** February 4, 2025

**Agenda Item:** 7B

# TITLE

## Commissioner Event Calendar

**SUBMITTED FOR: Commission Business**

<u>Commission</u>	<u>Allison Morrison</u>	8037
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<i>Department</i>	<i>Contact</i>	<i>Extension</i>
-------------------	----------------	------------------

Date of Previous Briefing:

Estimated Expenditure: \_\_\_\_\_ Presentation Planned ☐

### ACTION REQUIRED:

- ☒ Decision Preparation      ☐ Incidental (Information)      ☐ Monitoring Report  
☐ Policy Discussion  
☐ Policy Decision  
☐ Statutory

### SUMMARY STATEMENT:

Identify the relevant Board policies and impacts:

The Commissioner Event Calendar is enclosed for Board review.

*List Attachments:*

## Commissioner Event Calendar

# Commissioner Event Calendar – 2025

## February 2025

### February 5 - 7:

Public Power Council (PPC)/ Pacific Northwest  
Utilities Conference Committee (PNUCC) Meetings  
Portland, OR  
(Logan/Olson/Altamirano-Crosby)

### February 11:

Economic Alliance Snohomish County (EASC)  
Olympia Day - Olympia, WA  
(Logan/Altamirano-Crosby)

### February 19:

Greater Everett Chamber Meeting  
Everett, WA  
(Logan/Olson/Altamirano-Crosby)

### February 24 - 26:

American Public Power Association (APPA)  
Legislative Rally – Washington D.C.  
(Logan/Altamirano-Crosby)

## February 2025

# Commissioner Event Calendar – 2025

## March 2025

### March 5 - 6:

Public Power Council (PPC) Meetings  
Portland, OR

### March 7:

Pacific Northwest Utilities Conference Committee  
(PNUCC) Meeting  
Virtual

## March 2025

# Commissioner Event Calendar – 2025

## April 2025

April 2 - 4:

Public Power Council (PPC)/ Pacific Northwest  
Utilities Conference Committee (PNUCC) Meetings  
Virtual

## April 2025

# Commissioner Event Calendar – 2025

## May 2025

May 7 - 9:

Public Power Council (PPC)/ Pacific Northwest  
Utilities Conference Committee (PNUCC) Meetings  
Portland, OR

May 19 - 22:

Northwest Public Power Association (NWPPA)  
Annual Meeting - Santa Rosa, CA  
(Logan/~~Olsen~~/Altamirano-Crosby)

## May 2025

# Commissioner Event Calendar – 2025

## June 2025

June 4 - 5:

Public Power Council (PPC) Meetings  
Portland, OR

June 6 - 12:

American Public Power Association (APPA) National  
Conference - New Orleans, LA  
(Logan/~~Olson~~/Altamirano-Crosby)

## June 2025



## Commissioner Event Calendar – 2025

# July 2025

July 11:

Pacific Northwest Utilities Conference Committee  
(PNUCC) Meeting  
Virtual

# July 2025

# Commissioner Event Calendar – 2025

## August 2025

August 6 – 8:

Public Power Council (PPC)/ Pacific Northwest  
Utilities Conference Committee (PNUCC) Meetings  
Portland, OR

## August 2025

# Commissioner Event Calendar – 2025

## September 2025

September 3 - 4:

Public Power Council (PPC) Meetings  
Portland, OR

September 5:

Pacific Northwest Utilities Conference Committee  
(PNUCC) Meeting  
Virtual

## September 2025

# Commissioner Event Calendar – 2025

## October 2025

October 1 – 3:

Public Power Council (PPC)/ Pacific Northwest  
Utilities Conference Committee (PNUCC) Meetings  
Portland, OR

## October 2025

# Commissioner Event Calendar – 2025

## November 2025

November 5 – 7:

Public Power Council (PPC)/ Pacific Northwest  
Utilities Conference Committee (PNUCC) Annual  
Meetings  
Portland, OR

## November 2025

# Commissioner Event Calendar – 2025

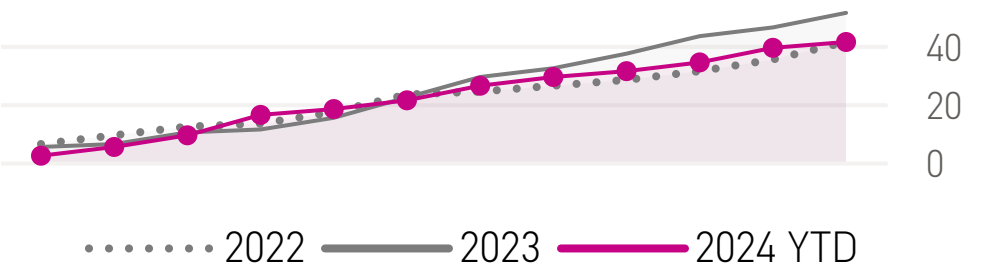
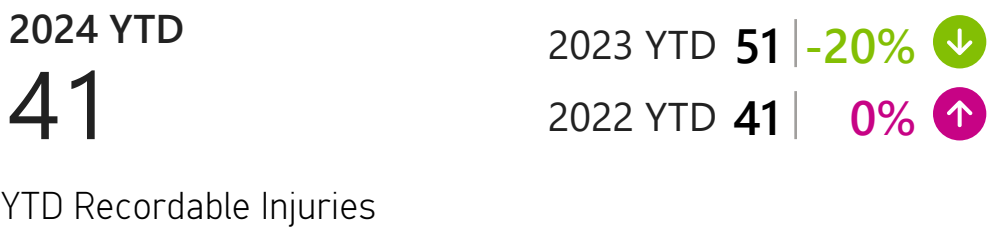
**December 2025**

**December 2025**

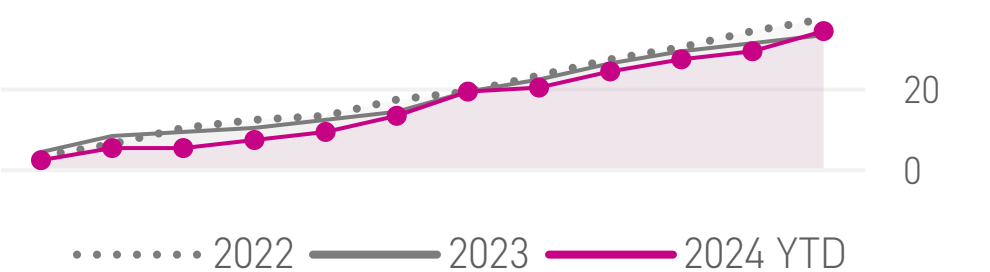
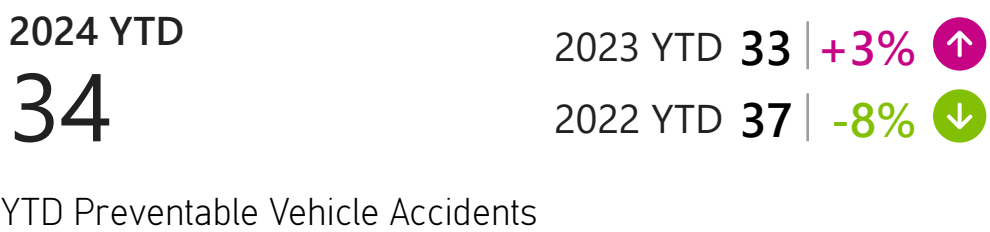
**\*\*For Planning Purposes Only and Subject to Change at any Time\*\***

Safeguard What Matters

OSHA Recordable Injuries



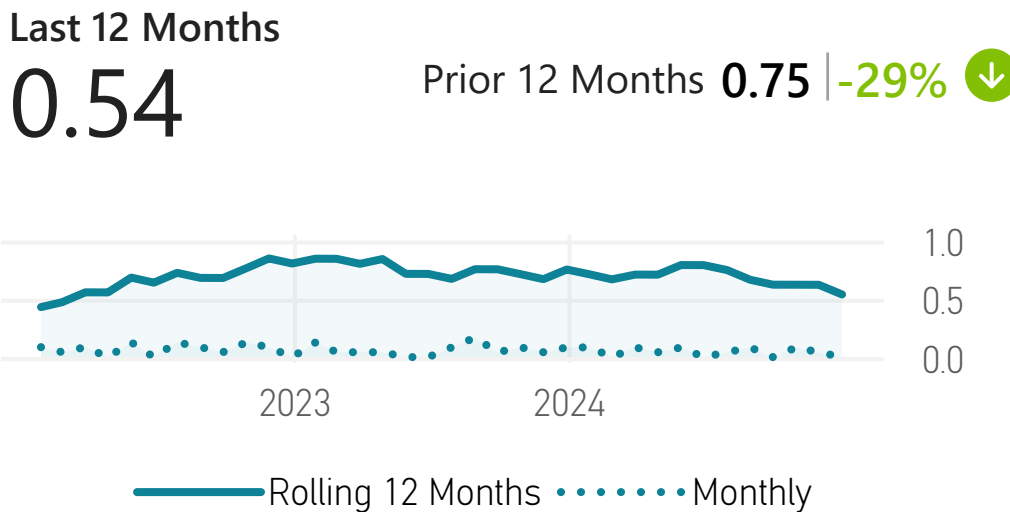
Preventable Vehicle Accidents



Water System Reliability

Year-to-date there have been **13** unplanned water outages. On average, outages impacted **16** customers and lasted **132** minutes.

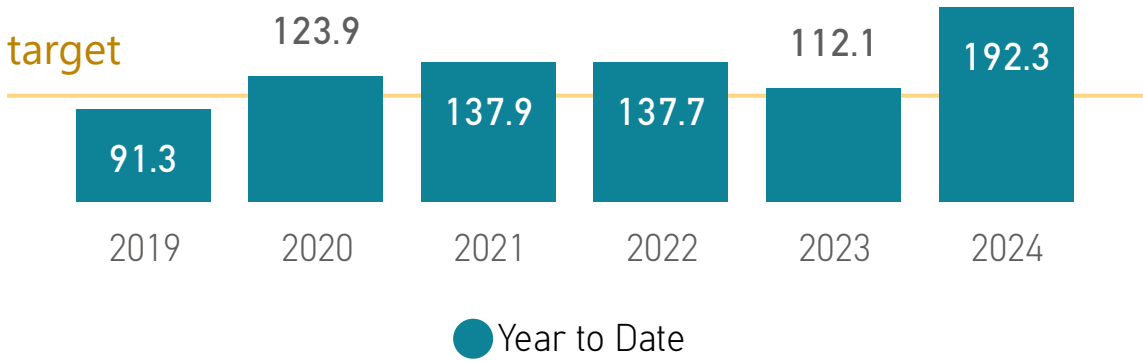
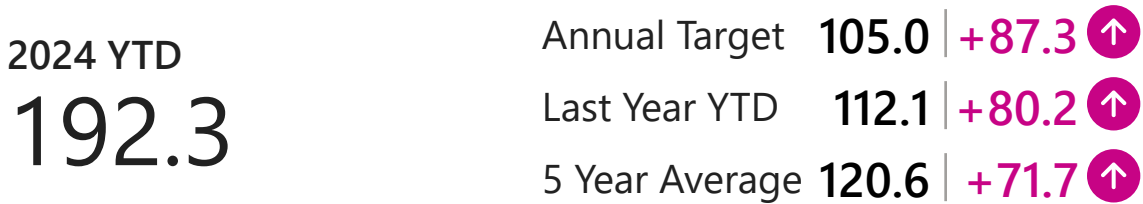
Outages Per 1,000 Customers



Electric System Reliability

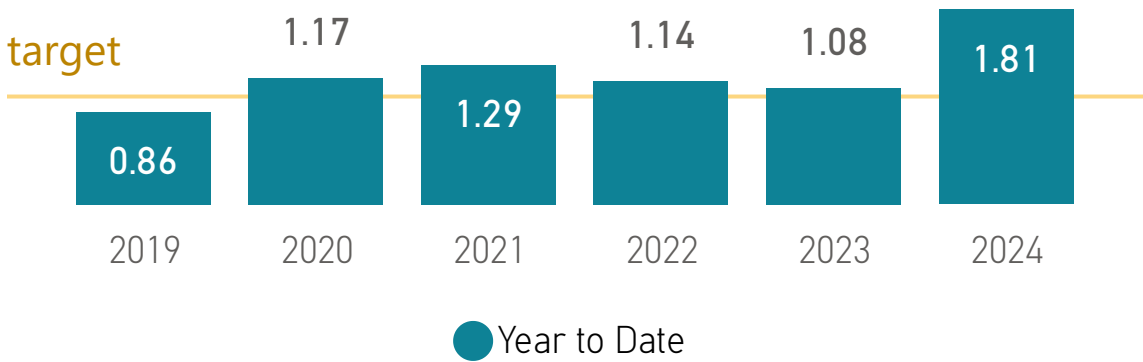
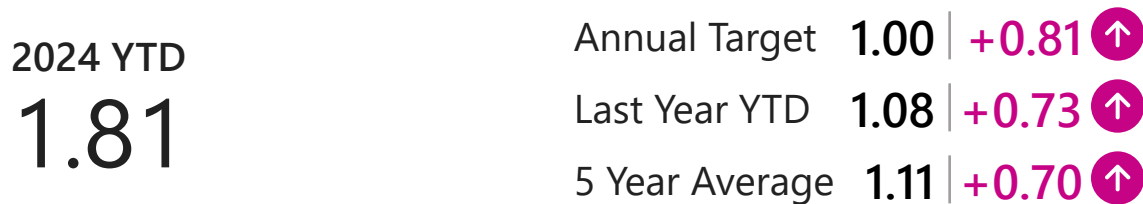
SAIDI | System Average Interruption Duration Index

average total minutes a customer was without power



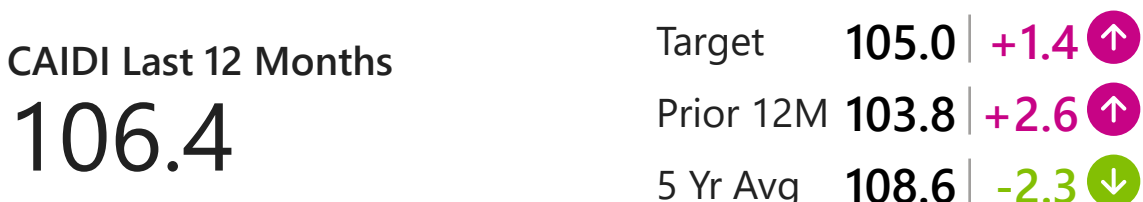
SAIFI | System Average Interruption Frequency Index

average times a customer was without power



CAIDI | Customer Average Interruption Duration Index

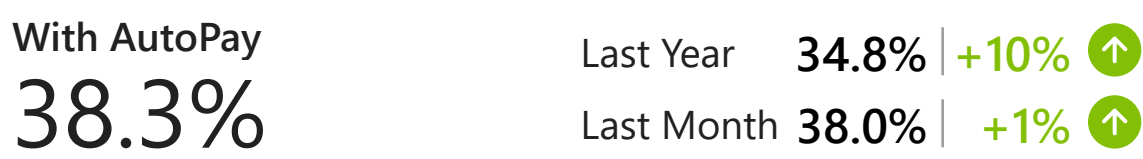
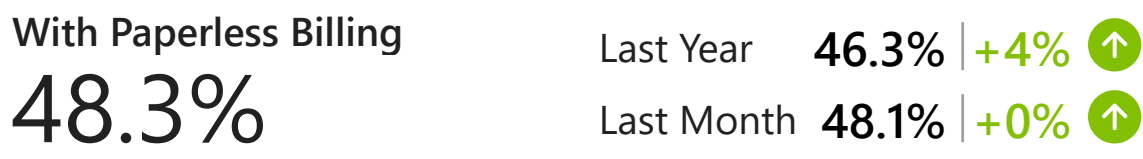
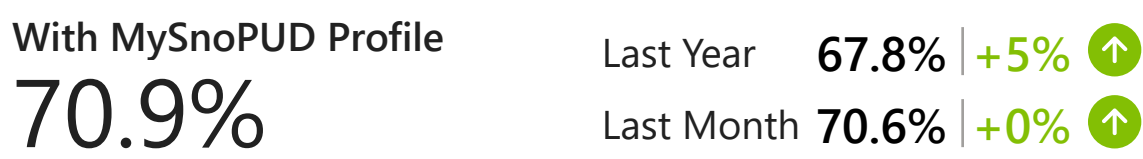
average minutes an outage lasted



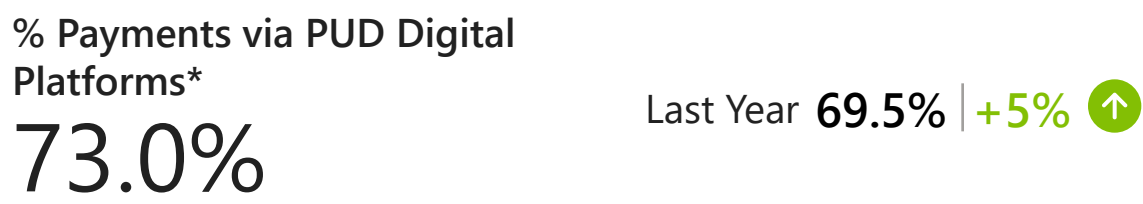
Reliability metrics exclude planned outages and major event days (4 days YTD). 5-year average includes 2019-2023.

Customer Digital Platform Usage

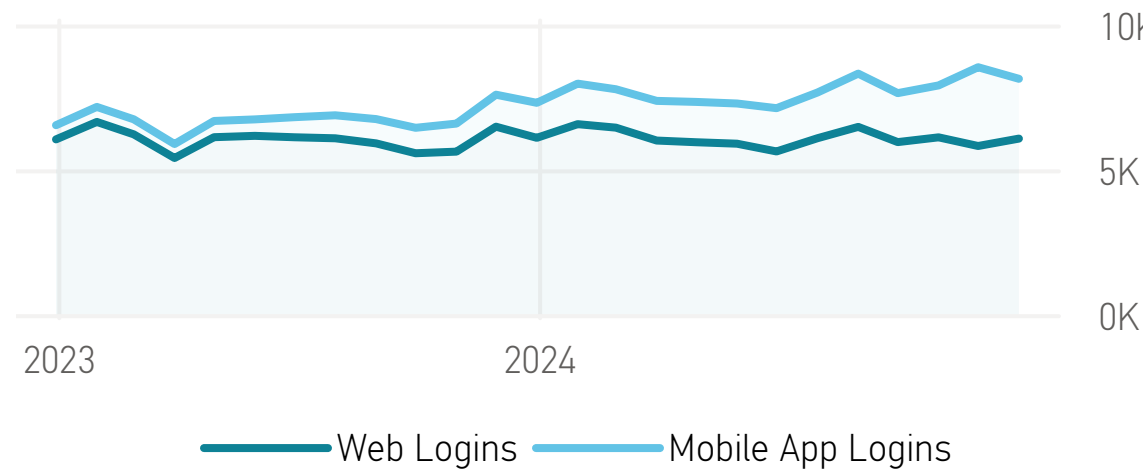
Active Accounts at Month End



Digital Platform Usage | Dec 2024



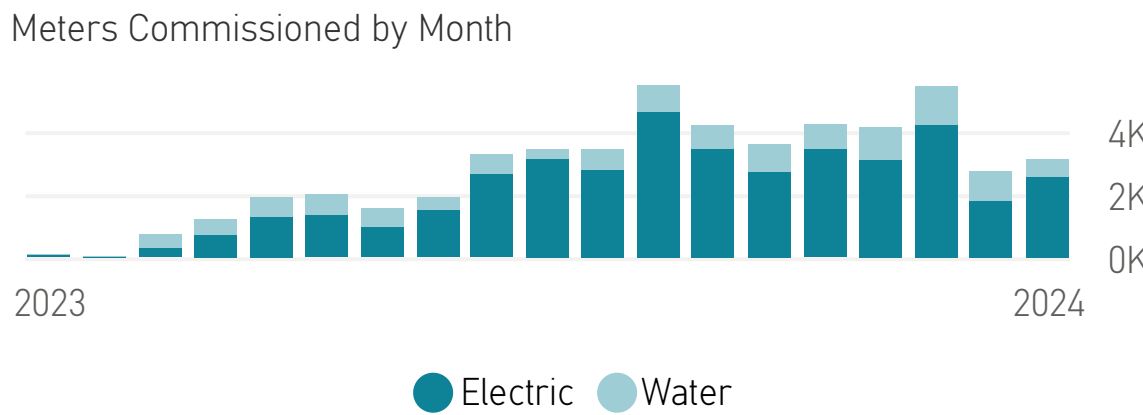
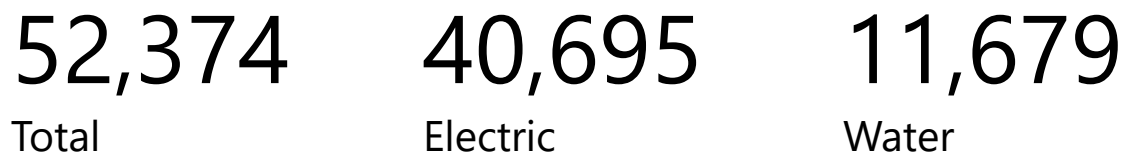
Average Total Daily Interactions by Channel



\* Includes AutoPay, MySnoPUD, one-time payment, and IVR

ConnectUp Program

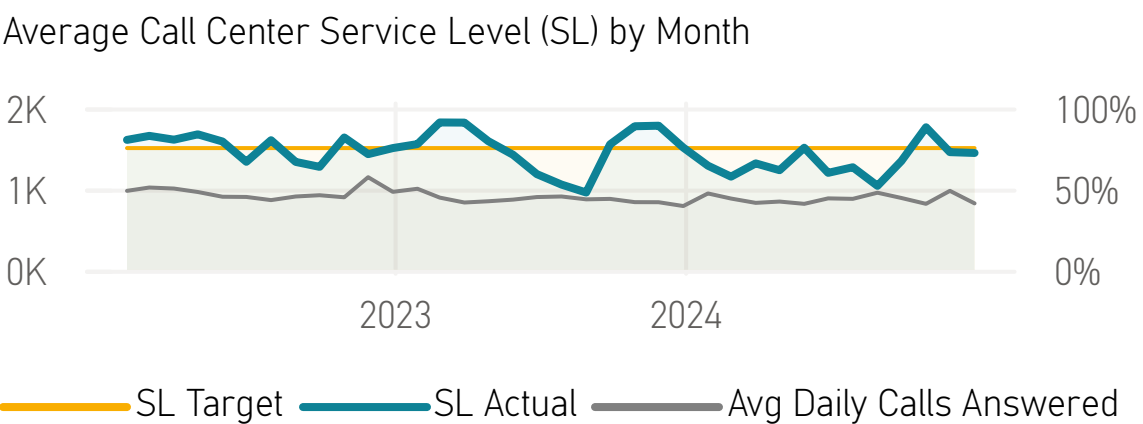
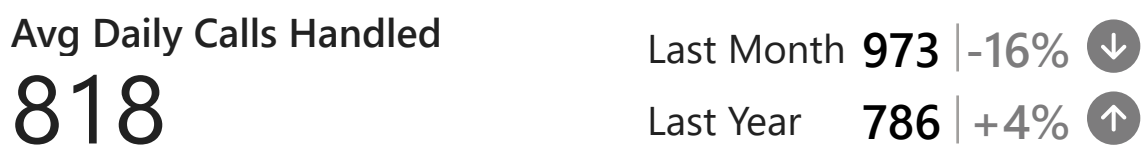
Meters Commissioned Thru Dec 31, 2024



As of Jan 27, 2025:  
138 of 1,316 meter reading routes are ≥ 95% complete.

Call Center Service Level

In **December 2024** | the call center answered a total of **17,187** calls. Customers waited an average of **83** seconds to speak to a customer service representative.

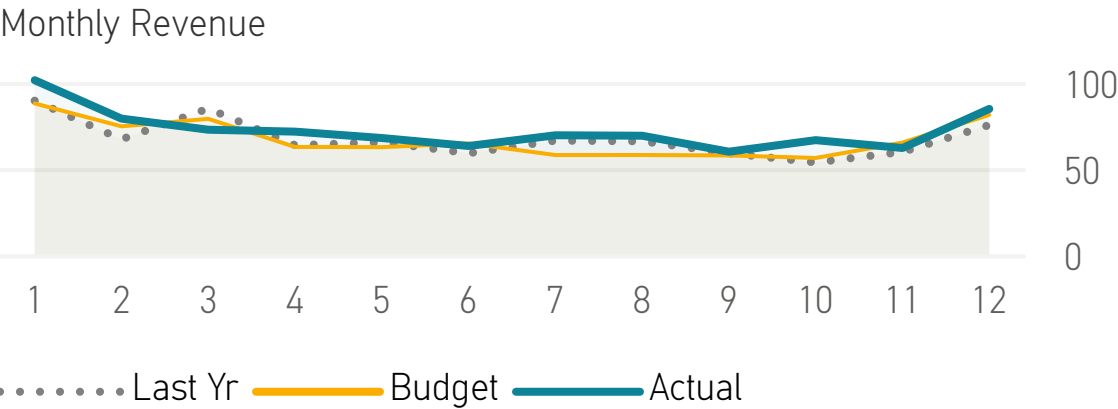


Service Level = % of incoming calls answered within 30 seconds of the customer entering the hold queue

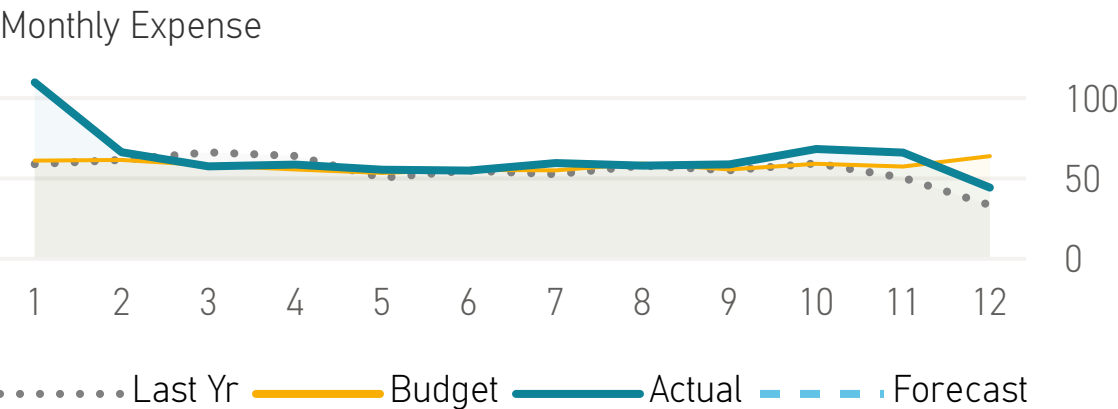
Electric Financials

All \$ are in millions. YTD Actuals are shown as a % of YTD budget. Operating Revenue excludes Unbilled Revenue adjustment for prior year. Operating Expense includes O&M, Transmission, and Purchased Power.

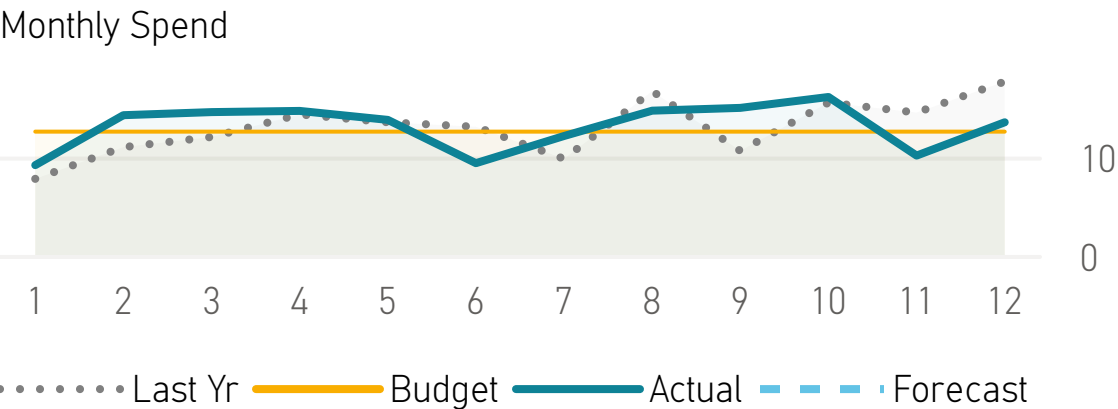
Operating Revenue YTD  
107%  
Budget YTD \$804.3 | +59.8 ↑  
Last Yr YTD \$806.1 | +57.9 ↑



Operating Expense YTD  
109%  
Budget YTD \$680.8 | +62.1 ↑



Capital Spend YTD  
104%  
Budget YTD \$150.4 | +6.5 ↑

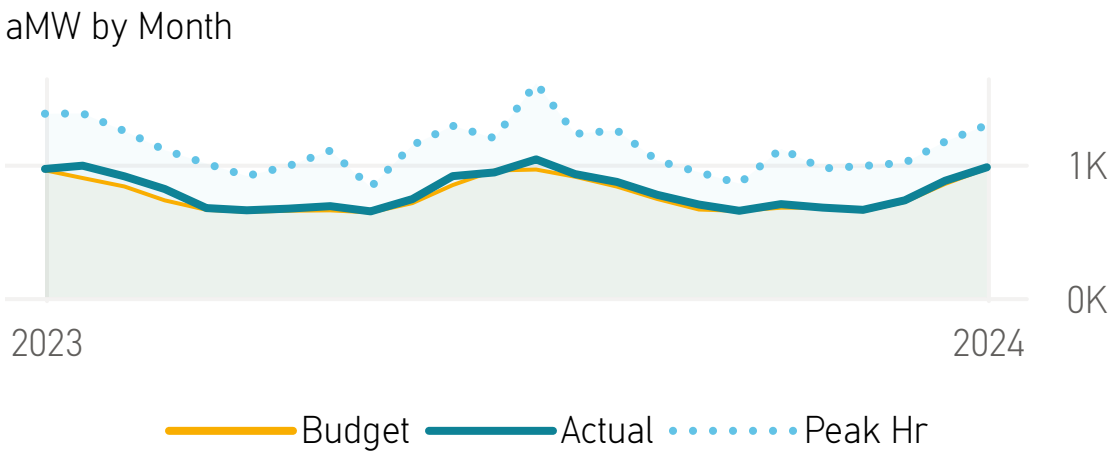


Electric Distribution System

Load is the average real power demand placed on the system by all connected customers. Average Megawatts (aMW) equals the amount of electric energy delivered in megawatt-hours (MWh) during a period of time divided by the number of hours in the period. The 3-year average includes 2021-2023.

aMW YTD  
793  
Budget YTD 769 | +3% ↑  
Last Year YTD 794 | 0% ↓  
3 Year Avg YTD 794 | 0% ↓

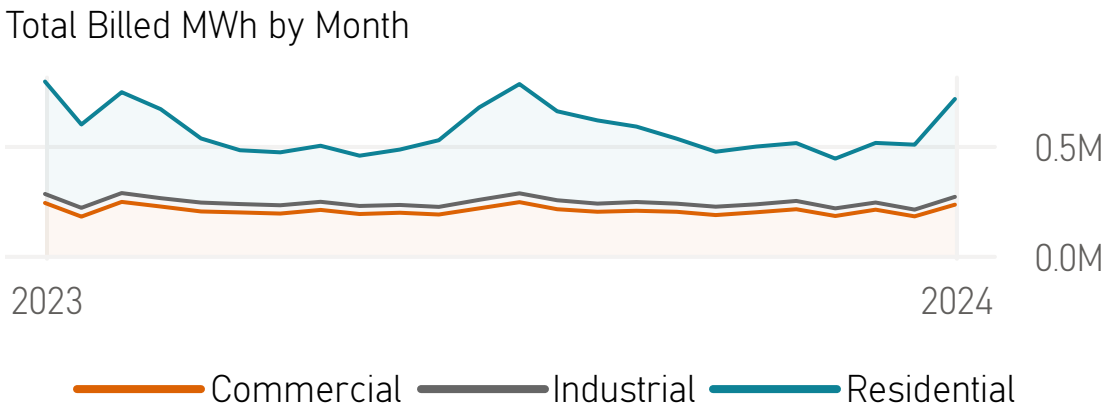
Peak Hour aMW YTD  
1,603  
Prior 3 Years 1,577 | +2% ↑  
Sat Jan 13, 2024 Thu Dec 22, 2022



Billed Retail Customer Energy Usage

A mega-watt hour (MWh) is a measurement of energy usage. 1 MWh = the power that 1,000 space heaters of 1,000 watts use in 1 hour. Because bill periods vary, usage may be billed in a different month than it was used and may not match the load metrics above.

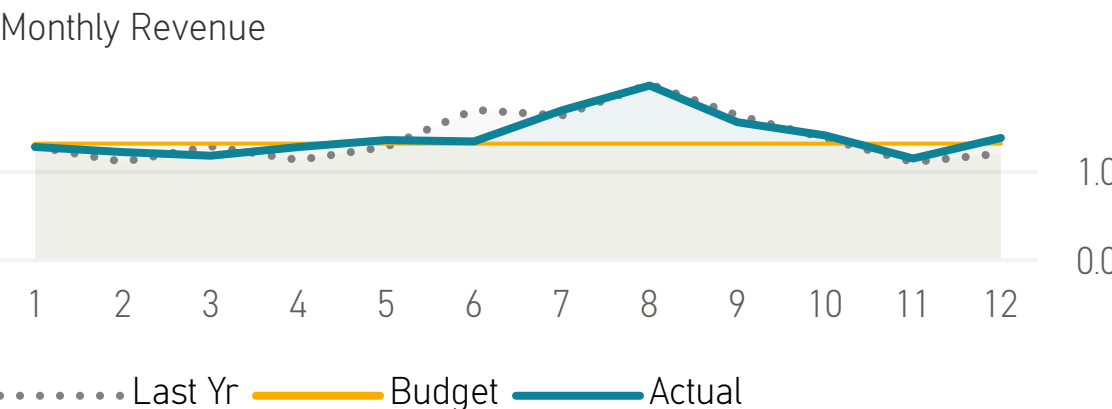
Billed MWh YTD  
6,811K  
Last Year YTD 6,903K | -1% ↓



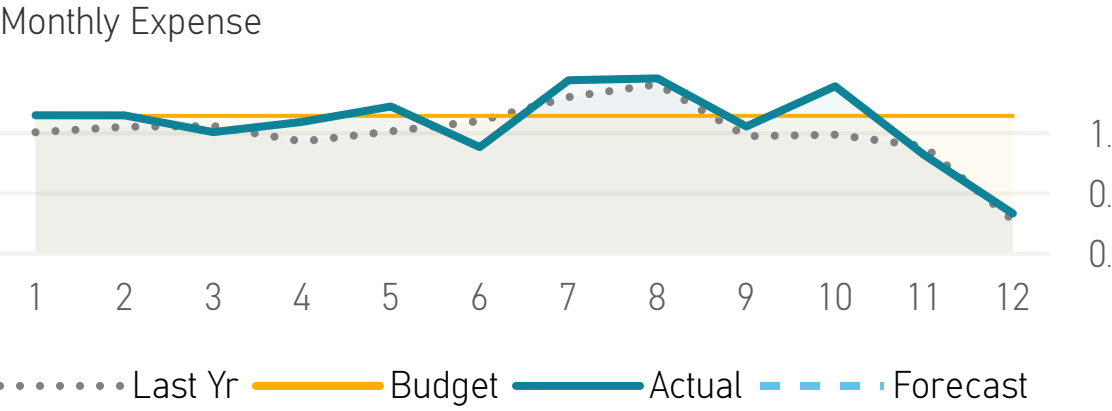
Water Financial Performance

All \$ are in millions. YTD Actuals are shown as a % of YTD budget. Operating Revenue excludes Unbilled Revenue adjustment for prior year. Operating Expense includes O&M and Purchased Water.

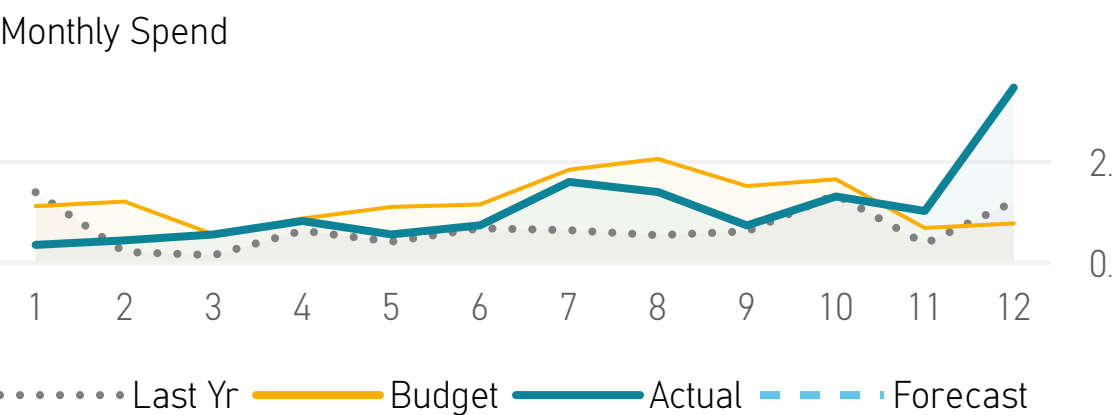
Operating Revenue YTD  
107%  
Budget YTD \$15.5 | +1.0 ↑  
Last Yr YTD \$16.5 | +0.1 ↑



Operating Expense YTD  
95%  
Budget YTD \$13.5 | -0.7 ↓



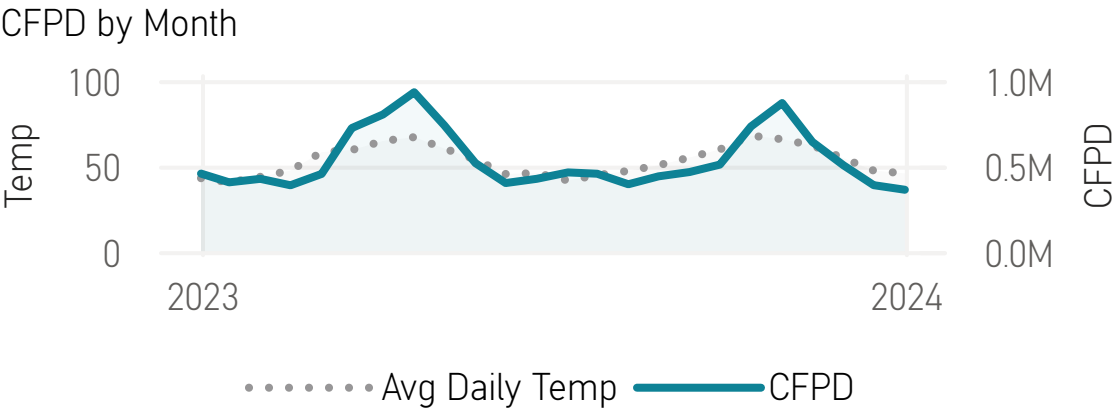
Capital Spend YTD  
89%  
Budget YTD \$14.1 | -1.5 ↓



Water Residential Billed Usage

Measured in cubic feet per day (CFPD)

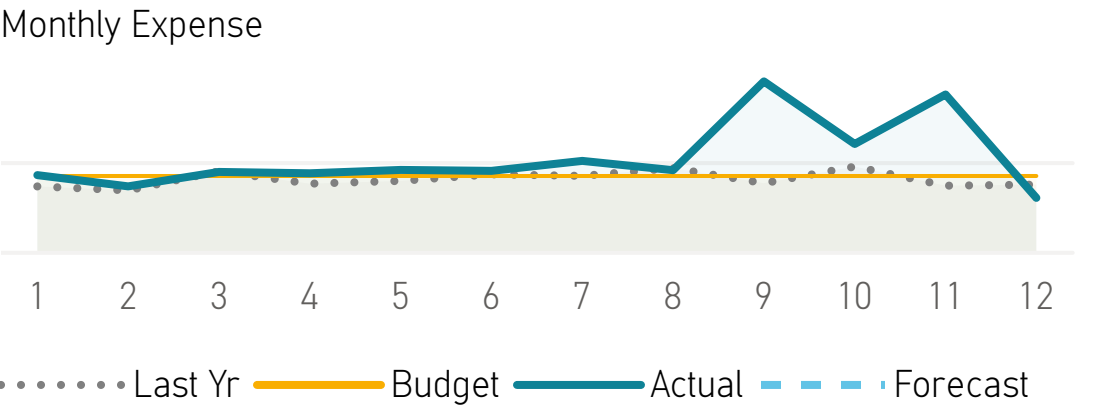
CFPD YTD  
516.8K  
Last Year YTD 554.3K | -7% ↓  
3 Year Avg YTD 535.4K | -3% ↓



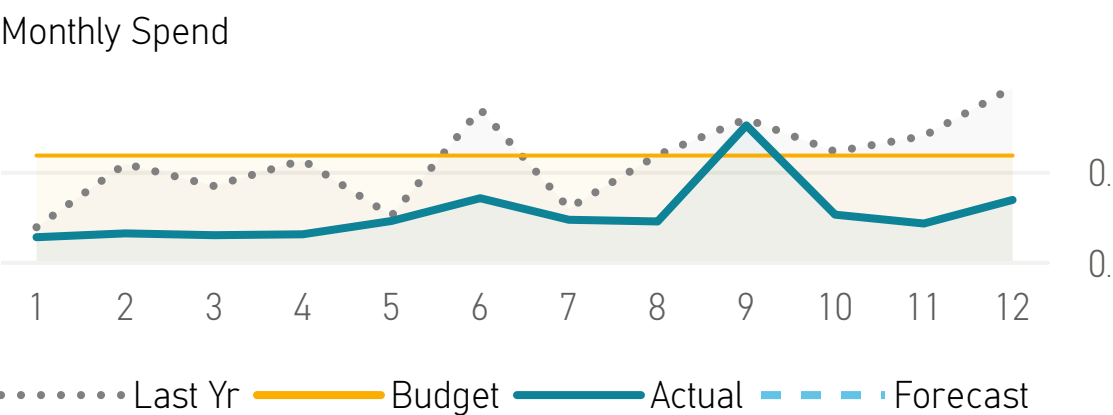
Generation Financial Performance

All \$ are in millions. YTD Actuals are shown as a % of YTD budget. Operating Expense includes O&M. Summing Electric and Generation expenses will not equal the consolidated financials.

Operating Expense YTD  
124%  
Budget YTD \$10.0 | +2.4 ↑  
Last Yr YTD \$9.6 | +2.8 ↑



Capital Spend  
45%  
Budget YTD \$7.0 | -3.9 ↓  
Last Yr YTD \$6.7 | -3.6 ↓





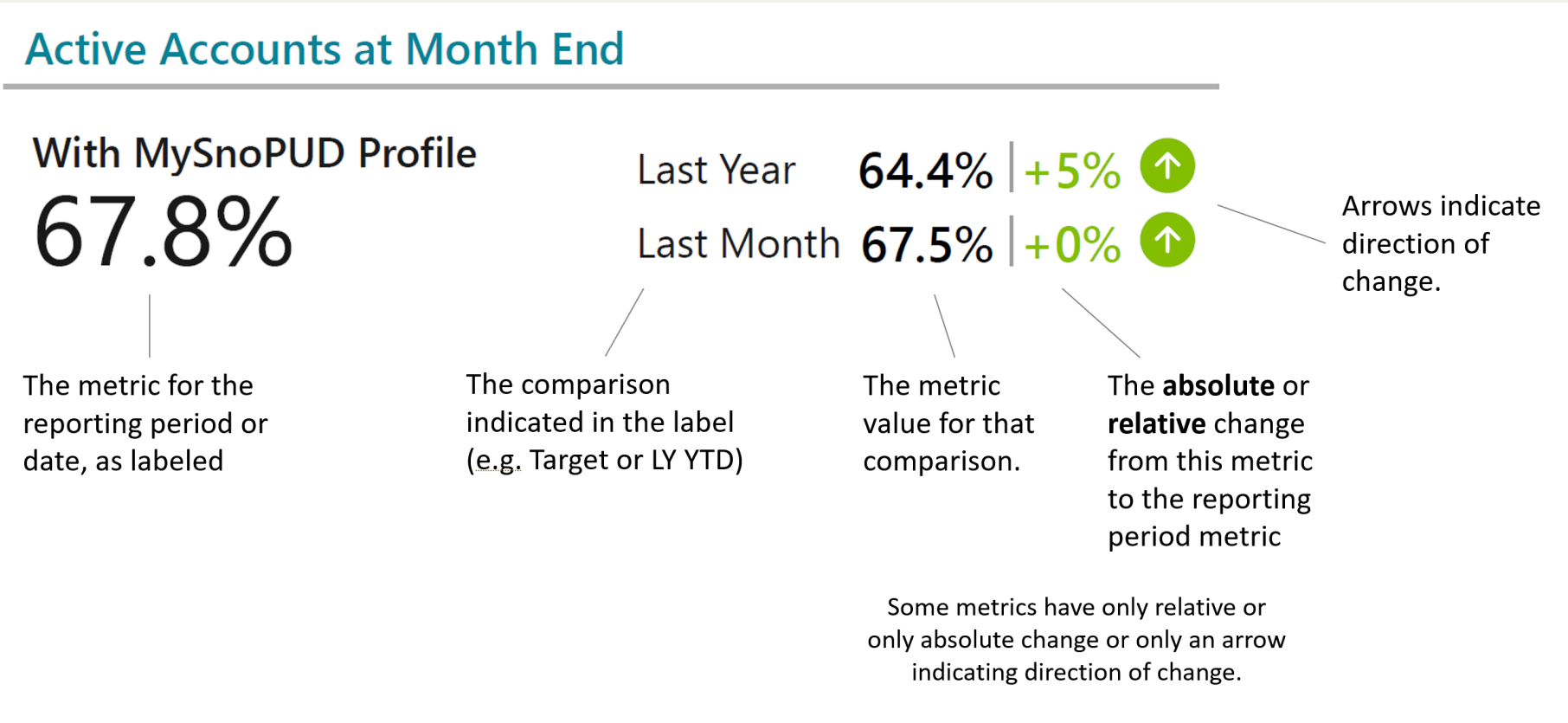
DASHBOARD OVERVIEW

This dashboard is intended to provide key operational performance metrics for Snohomish PUD. The dashboard is updated to the most recent past month when financial close is complete.

If you have questions about the dashboard or the data, please reach out to Laura Lemke.

UNDERSTANDING THE METRIC VISUALIZATIONS

Color of change numbers and/or arrows indicates **positive** or **negative** impact. Color of change numbers and/or arrows are **black** or **gray** where a target is not established or needed.





## BUSINESS OF THE COMMISSION

Meeting Date: February 4, 2025

Agenda Item: 8A

### TITLE

Governance Planning Calendar

### SUBMITTED FOR: Governance Planning

<u>Commission</u>	<u>Allison Morrison</u>	<u>8037</u>
<i>Department</i>	<i>Contact</i>	<i>Extension</i>
Date of Previous Briefing:		
Estimated Expenditure:		Presentation Planned <input type="checkbox"/>

### ACTION REQUIRED:

- |  |                                     |  |
|--|-------------------------------------|--|
| <input checked="" type="checkbox"/> Decision Preparation | <input type="checkbox"/> Incidental | <input type="checkbox"/> Monitoring Report |
| <input type="checkbox"/> Policy Discussion               | (Information)                       |  |
| <input type="checkbox"/> Policy Decision                 |                                     |  |
| <input type="checkbox"/> Statutory                       |                                     |  |

### SUMMARY STATEMENT:

Identify the relevant Board policies and impacts:

*Governance Process, Agenda Planning, GP-4: To accomplish its job products with a governance style consistent with Board policies, the Board will follow an annual agenda ....*

The Planning Calendar is enclosed for Board review.

*List Attachments:*

Governance Planning Calendar

# Governance Planning Calendar – 2025

## To Be Scheduled

- Governance Policies Review and DEI Education Workshop

## To Be Scheduled

- Time of Day Rates
- ~~Connect Up Quarterly Update~~  
(scheduled for March 18<sup>th</sup> )

# Governance Planning Calendar – 2025

## February 4, 2025

- Media
- Legislative
- Public Hearing and Action  
→2025 Water Utility General Retail Rates
- Open Public Meetings Act (OPMA) Training
- Income Qualified Weatherization Program
- Land Purchase 8505 172<sup>nd</sup> St NW, Stanwood
- Governance Planning Calendar

## February 18, 2025

- Legislative
- 2025 Strategic Plan
- ~~PUD Culture Initiative: Feeling Welcomed and Valued~~
- Governance Planning Calendar

# Governance Planning Calendar – 2025

## March 4, 2025

- Media
- Legislative
- Sound Everett Community Solar Project Update
- 2024 Safety Report
- Governance Planning Calendar

## March 13, 2025

### Special Meeting:

- Board Retreat – Policy Training

# Governance Planning Calendar – 2025

## March 18, 2025

- Legislative
- Public Hearing and Action
  - Disposal of Surplus Property – 2<sup>nd</sup> Quarter
- Connect Up Quarterly Update
- **SnoSMART Program Update**
- 2024 Clean Energy Transformation Act (CETA) Report Out
- 2024 Customer Assistance and Energy Burden Reduction Report Out
- Governance Planning Calendar

## March 22, 2025

### Special Meeting:

- North County Office Ribbon Cutting

# Governance Planning Calendar – 2025

## April 8, 2025

- Media
- Legislative
- Governance Planning Calendar
- Legislative Closing Report

## April 22, 2025

- Community Engagement
- Legislative
- Monitoring Report:  
→4<sup>th</sup> Quarter 2025 Financial Conditions and  
Activities Monitoring Report
- Water Supply Update
- Energy Risk Management Report
- 2025 Audit Results Public Utility District No. 1 of  
Snohomish County
- Governance Planning Calendar

# Governance Planning Calendar – 2025

**April 26, 2025**

Special Meeting:

- Energy Block Party



# Governance Planning Calendar – 2025

**May 13, 2025**

- Media
- Legislative
- Monitoring Report:  
→ 1<sup>st</sup> Quarter 2025 Financial Conditions and  
Activities Monitoring Report
- Post Legislative Session Debrief
- Strategic Plan – Quarterly Update
- Governance Planning Calendar

# Governance Planning Calendar – 2025

## June 3, 2025

- Media
- Legislative
- Governance Planning Calendar

## June 17, 2025

- Public Hearing and Action:  
→ Disposal of Surplus Property – 3<sup>rd</sup> Quarter
- Connect Up Quarterly Update
- Governance Planning Calendar

# Governance Planning Calendar – 2025

## July 1, 2025

- Media
- Legislative
- Governance Planning Calendar

## July 15, 2025

- Monitoring Report:  
→Asset Protection Monitoring Report
- Water Supply Update
- Energy Risk Management Report
- Governance Planning Calendar

# Governance Planning Calendar – 2025

## August 5, 2025

- Media
- Legislative
- Monitoring Report:  
→ 2<sup>nd</sup> Quarter Financial Conditions and  
Activities Monitoring Report
- Governance Planning Calendar

## August 19, 2025

- 2026 Budget – Report of Filing and Notice of  
Public Hearing
- Strategic Plan – Quarterly Update
- Governance Planning Calendar

# Governance Planning Calendar – 2025

## September 9, 2025

- Media
- Legislative
- Connect Up Quarterly Update
- Governance Planning Calendar

## September 23, 2025

- Public Hearing and Action:
  - Disposal of Surplus Property – 4<sup>th</sup> Quarter
- Governance Planning Calendar

# Governance Planning Calendar – 2025

## October 6, 2025

- Media
- Legislative
- Public Hearing:  
→ Open 2026 Proposed Budget Hearing
- Governance Planning Calendar

## October 21, 2025

- Water Supply Update
- Energy Risk Management Report
- Governance Planning Calendar

# Governance Planning Calendar – 2025

## November 4, 2025

- Media
- Strategic Plan – Quarterly Update (Questions Only)
- Public Hearing:
  - Continue Public Hearing on the 2026 Proposed Budget
- Monitoring Report:
  - 3<sup>rd</sup> Quarter Financial Conditions and Activities Monitoring Report
- Adopt Regular Commission Meeting Dates for the Year 2026
- Governance Planning Calendar

## November 18, 2025

- Community Engagement
- Public Hearing:
  - Continue Public Hearing on the 2026 Proposed Budget
- Governance Planning Calendar

# Governance Planning Calendar – 2025

## December 2, 2025

- Media
- Legislative
- Public Hearing and Action:
  - Adopt 2026 Budget
- Monitoring Report:
  - Financial Planning and Budgeting Monitoring Report
- Elect Board Officers for the Year 2026
- Connect Up Quarterly Update
- Audit Activity Update
- Proposed 2026 Governance Planning Calendar

## December 16, 2025

- Public Hearing and Action:
  - Disposal of Surplus Property - 1<sup>st</sup> Quarter 2026
  - Confirm Final Assessment Roll for LUD No. 67
- Adopt 2026 Governance Planning Calendar



# Governance Planning Calendar – 2025

January

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**\*\*For Planning Purposes Only and Subject to Change at any Time\*\***



## BUSINESS OF THE COMMISSION

Meeting Date: February 4, 2025

Agenda Item: 9A

### TITLE

CEO/General Manager's Briefing and Study Session

### SUBMITTED FOR: Briefing and Study Session

CEO/General Manager	John Haarlow	8473
Department	Contact	Extension
Date of Previous Briefing:		
Estimated Expenditure:		Presentation Planned <input type="checkbox"/>

### ACTION REQUIRED:

- |  |                                     |  |
|--|-------------------------------------|--|
| <input checked="" type="checkbox"/> Decision Preparation | <input type="checkbox"/> Incidental | <input type="checkbox"/> Monitoring Report |
| <input type="checkbox"/> Policy Discussion               | (Information)                       |  |
| <input type="checkbox"/> Policy Decision                 |                                     |  |
| <input type="checkbox"/> Statutory                       |                                     |  |

### SUMMARY STATEMENT:

Identify the relevant Board policies and impacts:

*Executive Limitations, EL-9, Communications and Support to the Board – the CEO/General Manager shall...marshal for the board as many...points of view, issues and options as needed for fully informed Board choices.*

*List Attachments:*

CEO/General Manager's Briefing and Study Session attachments



# Energy Assistance and Income Qualified Weatherization

**Jeff Feinberg**

Senior Manager, Energy Services and Customer Innovations

**Missy Wilch**

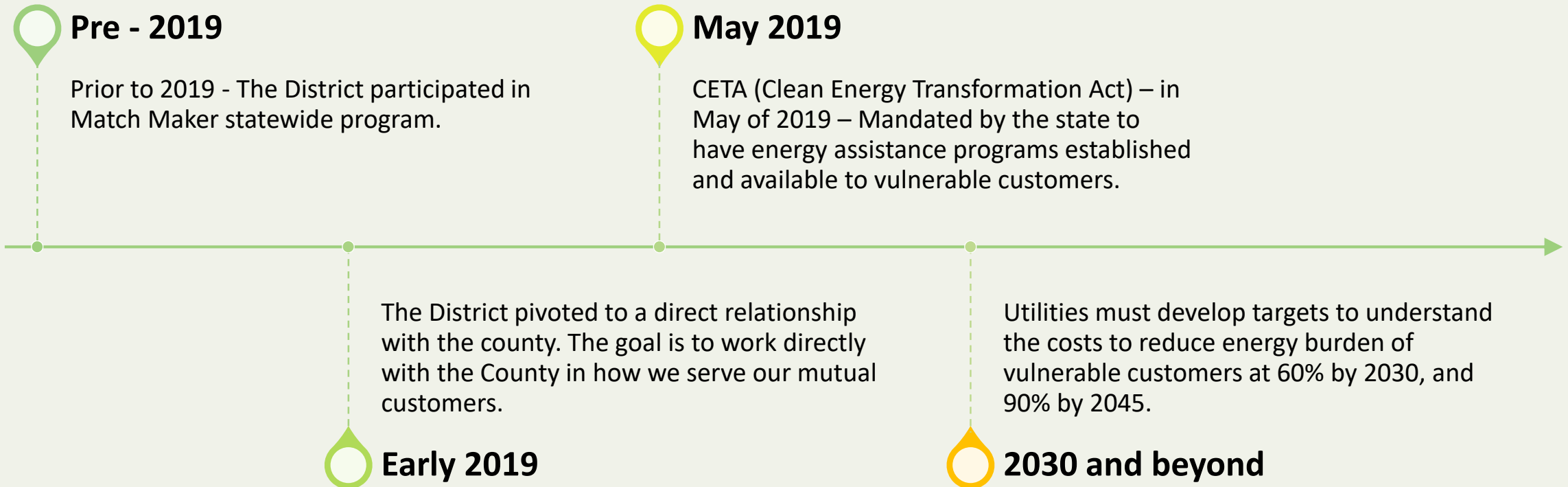
Program Manager III, Energy Services

February 4, 2025

Prior presentation: June 4, 2024



# Looking Back and Looking Ahead



# Partnership With the County

## What we have done:

### 2023:

- \$415,381 incentives paid
- 2684 Average kWh savings per unit
- Households served: 55



### 2024:

- \$461,506 incentives paid
- 2836 Average kWh savings per unit
- Households served: 36

## What is the need:

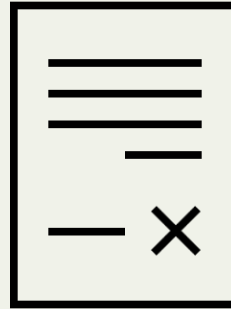
For CETA we identified the total funding need at **\$15.3M**

As of 2023, current funding is **\$9.59M** (exceeding 60% of the need for now)

Prime target for Energy Assistance (EA) is approximately **22,000** high burden customers

**50%** of those customers have high burden/high efficiency potential and are best served by Conservation and Weatherization programs

# Creating Paths to Serving 90% in 2045



**One part of the  
solution to obtain  
our goal**

Formalize the Resolution to adjust incentive contributions to the Income Qualified Weatherization Program, as needed at the program level with mutual agreement

# Next Steps

**No Action today**

**February 18, 2025, Commission meeting:**

Resolution to be brought before the Board to ensure we can approve appropriate projects as changes occur with Bonneville Power Administration (BPA)



# Questions?





# Property Purchase in Stanwood for the Water Utility

Maureen Barnes, Manager Real Estate Services

February 4, 2025

# This Presentation

- The purpose of this presentation is to:
  - Inform the Board of the proposed fee purchase of 4.81-acres located at 8505 – 172<sup>nd</sup> St NW, Stanwood (Parcel No. 00394406501500).
  - Outline the primary terms of the transaction.
- This transaction will be before the Commission for approval by resolution at the February 18, 2025, Commission meeting.

# Background

- In 2018 the Commission passed Resolution No. 5862 authorizing the transfer of ownership of the Warm Beach Water Association Water System to the District.
- As part of this transaction the District also acquired all easements, land and equipment.
- This included an easement where the Warm Beach Water Treatment Plant and Well No. 4, which are located adjacent to the purchase site.
- This leaves the District with no ability to expand or add additional facilities, treatment, storage and source protection.





Water Treatment Plant and Reservoir



# Need for Property Acquisition

- Well No. 4 is the primary water supply for the Warm Beach community.
- Potential development next to the well site could have negative impacts on the well and aquifer.
- Additionally, this ownership would allow for source protection and future expansion of the existing facilities should a reservoir, additional treatment or filtration be required.
- If the property was sold and developed an acquisition for future expansion would be difficult.



## Property Purchase, Due Diligence

- A Purchase and Sale Agreement (PSA) was entered into on November 25, 2024, subject to Commission approval.
- An appraisal was conducted and supports the purchase price of \$295,000.
- Environmental Affairs conducted a review of the site and there are no concerns regarding environmental liability.



# Next Steps

- On February 18, 2025, staff will return to Commission, asking for approval of this transaction via Resolution and allow staff to complete the sale.
- All documents have been approved by the Legal Department.
- The Water Utility and Real Estate staff recommend the District complete the purchase of the property.



Questions?





# Washington Open Government Training

Sara Di Vittorio

Senior Counsel & Public Records Officer

February 4, 2025

Last Presented February 7, 2023

# Training Agenda

- This training complies with Washington's requirement for training elected officials regarding:
  - Records Retention (chapter 40.14 Revised Code of Washington).
  - Public Records Act (chapter 42.56 Revised Code of Washington).
  - Open Public Meetings Act (chapter 42.30 Revised Code of Washington).
- This training is for informational purposes only and no follow-up action or next steps are needed.



# RECORDS MANAGEMENT

# What is a “Public Record”?

- Simply stated, a “public record” is any record which contains information related to the conduct of District business or the performance of any District function. *RCW 40.14.010*
  - Any writing
  - containing information
  - relating to
  - the conduct of government or
  - the performance of any governmental or proprietary function
  - prepared, owned, used, or retained
  - by the District
  - regardless of physical form or characteristics

~ *RCW 42.56.030*

# Two Questions to Ask for Every Public Record

5

## 1. Do I have to retain it?

- If yes, then do it
- If no, then ask the 2<sup>nd</sup> question

## 2. Do I want to retain it?

- If yes, consider the consequences...
  - If no, then delete

# Records Retention Basics

- Types of public records:
  - Conduct of business – must retain
  - Transitory – can destroy
- Obligated to maintain the document in its native format regardless if it is one that you must retain or one that you choose to retain.
- What is the document's native format?
  - The format in which it was created:
    - Email
    - Word Document
    - PDF (can PDF substitute for paper? Yes!)
    - Paper

# Two Basic Rules for Retention

1. Format determines how you retain a record.

*\* Example: If it's an email, keep it as an email.*

2. Content determines how long or if you retain a record.

*\* Example: If it's transitory it can be destroyed as soon as you don't need it anymore.*

*\* Example: If it's an officially adopted policy or directive, one copy has to be kept permanently.*

# Records With Minimal Retention Value<sup>8</sup> “Transitory Records”

- Records created or received by the District.
- Typically, of short-term, temporary information or use.
- Can be deleted/destroyed as soon as the reference purpose has been met.

When in doubt, retain it.



# Examples of Transitory Records

- Copies of agency-generated forms and publications
- Brainstorming and collaborating records
- Contact information
  - Business cards, contact info in Outlook, mailing lists, RSS feeds, undeliverable email messages, and related correspondence/communications
- Drafting and editing
  - Records related to the drafting/editing of correspondence, documents and publications – preliminary drafts, handwritten notes, track changes & comments in Word, electronic records created solely for printing (signs, labels, etc.), and related correspondence/communications
- Electronic documents used to create signed paper records

# More Examples of Transitory Records

- Internet browsing on individual computers
- To-Do Lists, Tasks, Routing Slips, Notes
- Records documented as part of more formalized records
  - Data entry input records (stuff that gets put into a database), working/rough notes, voicemail messages, text messages, social media posts, etc. that have been memorialized/captured in another format such as note-to file, email confirming the conversation, speech-to-text translations, etc., raw data/statistics/survey responses that have been consolidated/aggregated into another record
  - Does not include emails that have been printed to paper
- Reference materials – don't forget RSS feeds
- Requests for basic/routine agency information

# More Examples of Transitory Records

- General information – external – junk mail
- Informational notifications/communications
  - Basic messages, emails notifying of lateness/absence, emails regarding social events, weather/traffic, email deliver receipts, out-of-office emails, etc.
- Scheduling – appointments/meetings
- Secondary copies
- Unsolicited additional materials
- Personal emails that don't discuss District business

# Prevention is the First Step!

- ❖ Do I really need to create a public record?
- ❖ Be mindful of what you put into the public record.
- ❖ Draw a line between your personal life, your candidate life, and your Commission life and DO NOT cross it.

# Personal Mobile Devices



## Text Messages



## Call/Text Logs

If the District is in possession of them



## Affidavit of Search

Sufficiently detailed to demonstrate that a proper search was conducted, and all public records were provided

# Social Media

- District social media sites are archived.
- Personal social media sites should not be used for District business.
- Do not comment on social media in an official capacity.
- Commissioners must be extra cautious to keep separate District, personal, and candidate social media.

# “Personal”

- Nothing is personal on a District device – if it’s on a District device, it belongs to the District.
- Nothing is personal about District business – if it’s about the District, it belongs to the District.
- If the District gets a request for the contents of your computer, smartphone, or iPad it will be turned over – minimal redactions can be taken.

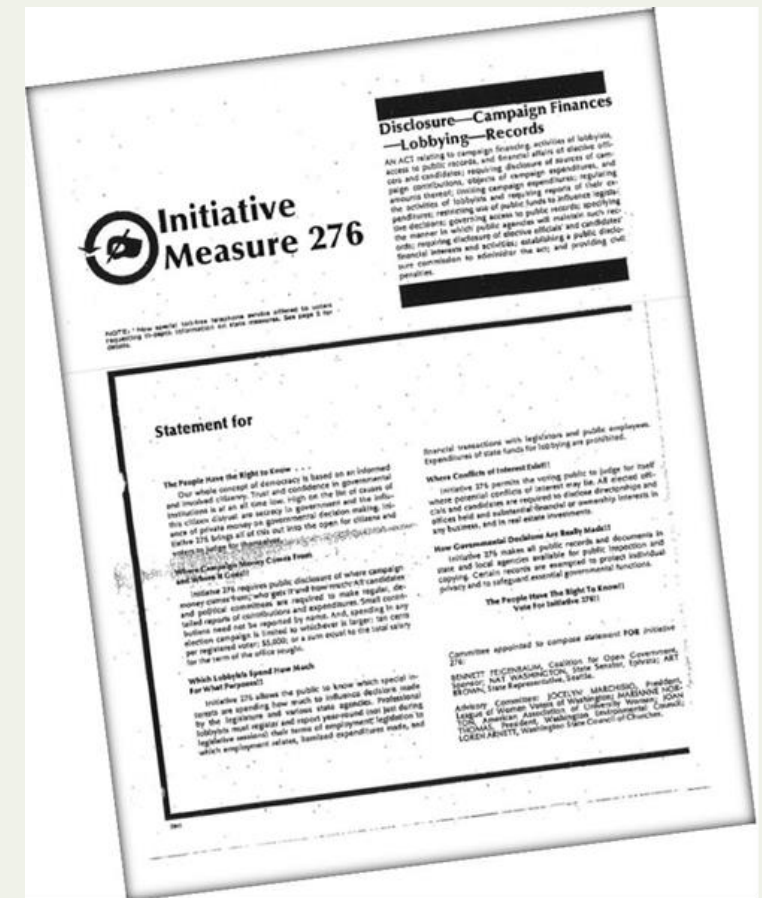


# WASHINGTON'S PUBLIC RECORDS ACT (PRA)



# Washington's PRA

- Passed in 1972 – Initiative 276
- 72 percent of the popular vote
- RCW 42.56 (formerly RCW 42.17)



# Purpose of the PRA

- “The people do not yield their sovereignty to the agencies which serve them.”
- “The people, in delegating authority, do not give public servants the right to decide what is good for the people to know and what is not good for them to know.”
- “The people insist on remaining informed so they may retain control over the instruments they have created.”

~ RCW 42.56.030 (PRA)



# What are Our Responsibilities Under the PRA?

- We, as employees of the District, are obligated to produce all public records, unless a specific exemption applies. Even if an exemption applies, we are obligated to gather the public records and retain them in a separate public records file.
- We must provide the fullest assistance to the requestor and apply exemptions sparingly.

# Requests for Public Records

- A request must be for “**identifiable**” public records:
  - Requestor must provide “fair notice” that they are seeking public records.
  - A request for information is not a request for records under the PRA.
  - At a minimum, the request must identify documents with sufficient clarity to allow the District to locate them.
- Requestors can ask to **inspect** records or request **copies** of records.
- **Directive 37** explains the District’s procedures for public records requests.

*~ RCW 42.56.520; RCW 42.56.080; RCW 42.56.040; RCW 42.56.100*

# Requests for Public Records (cont.)

- Requesters do not:
  - Generally, need to **identify themselves**, unless required by law (e.g., restriction on releasing records related to PUD customers).
  - Generally, need to **identify purpose** of request, unless required by law (e.g., restriction on providing lists of individuals for a commercial purpose).
  - Need to **limit the number** of requests they make.
  - Need to **exhaust an agency's internal appeal procedures** prior to seeking judicial review when a record is denied, and two business days have passed. (Agencies are to have review mechanisms but review deemed completed after 2 business days following the denial of inspection.)

~ RCW 42.56.070; RCW 42.56.520

# The District's Public Records Responsibilities

## 1. GATHER

The District must collect all records that are potentially responsive.

## 2. REVIEW

The District must examine all potentially responsive records to determine if they are truly responsive and to determine if any information should be redacted or withheld.

## 3. PRODUCE

The District must make all responsive records available to the requestor.

## 4. RETAIN

The District must keep a complete copy of all responsive records in a separate file, in both their redacted and unredacted forms.

# Response Due in 5 Days

1

Acknowledge receipt of the request and provide a “reasonable estimate” for a further response

2

Fulfill the request

3

Provide an internet address and link to the records on [snopud.com](http://snopud.com)

4

Seek clarification

5

Deny the request with a written statement of the specific reasons

# What are Your Responsibilities Regarding Public Records?

You, as a Commissioner, are responsible for:

- understanding how to manage your electronic records
- understanding how to manage your paper records
- retaining public records in their “native” format and for keeping them as long as the District requires
- providing public records to the Clerk when requested



# What to do if you Receive a Request Directly

---

Immediately forward it to the Clerk or the Public Records Officer (Sara Di Vittorio, [sjdivittorio@snopud.com](mailto:sjdivittorio@snopud.com))

---

If you are not sure whether the request is a PRA request, play it safe and forward it on

---

Remember the District must respond within 5 business days, so do not hesitate to forward it once

---

Every day a request remains unanswered after those 5 business days is a violation of the law

---

# What to do When the Clerk Tells you to Search for Responsive Records

01

Search thoroughly and promptly.

02

Search in all locations where records are “reasonably likely to be located”.

03

If you can’t complete your search for records right away, notify the Clerk how long it will take for you complete your search.

04

Keep in mind that an electronic search may not be sufficient. A physical search of paper files may be required.

# Consequences if the District Violates the PRA

- We can be sued if we do not respond timely, fail to produce responsive records, or exempt information improperly.
- A court will impose civil penalties. No proof of “damages” required.
  - Up to \$100 per day, per page for records withheld.
- A court must consider a specific set of factors when determining the penalty amount.
- Plus, a court will award the prevailing requester’s attorneys fees and costs.
  - Attorneys' fees are required if we lose.

~ RCW 42.56.550; RCW 42.56.565; *Yousoufian v. Sims*; *Wade’s Eastside Gun Shop v. Department of Labor and Industries*

# Why Should You Care?

- Maintenance of public records is every District employee's responsibility and almost everything you do for the District creates a public record.
- The District's insurance fund does not pay for public records violations.
- Our customers place their trust in us.
- The District has only one public records person and she can't do it all...you are responsible for keeping your records organized and searchable because your failure to do so can be a factor used to increase the penalty the District has to pay if the law is violated.



# WASHINGTON'S OPEN PUBLIC MEETINGS ACT (OPMA)

# Meetings Declared Open and Public

“All meetings of the governing body of a public agency shall be public and all persons shall be permitted to attend any meeting of the governing body of a public agency, except as otherwise provided in this chapter.”

RCW 42.30.030

# OPMA Basic Requirements

All meetings required to be open and public. RCW 42.30.030

Public comment must be allowed prior to or at all regular meetings. RCW 42.30.240

Quorum: Generally, a meeting occurs when a majority of the body is in attendance and action is taken.  
RCW 42.30.020 (2) and (3)

All persons permitted to attend meetings with no preconditions. RCW 42.30.040

No voting by secret ballot. RCW 42.30.060 (2)

Public notice requirements for regular and special meetings. RCW 42.30.070, 42.30.077, and 42.30.080

# OPMA Basic Requirements Cont.

Meeting agendas must be made available online no later than twenty-four hours in advance of the meeting. RCW 42.30.077

Adjournments and continuances of meetings must comply with particular notice requirements under the OPMA. RCW 42.30.090 and 42.30.100

Any action or vote taken in violation of the OPMA shall be “null and void.” RCW 42.30.060

Potential personal liability for knowingly taking actions in violation of the OPMA.  
RCW 42.30.120

OPMA training is mandated by law. RCW 42.30.205



# “Public Agency” Defined

Any state board, commission, committee, department, educational institution, or other state agency which is created by or pursuant to statute; other than the courts and the legislature.

Any county, city, school district, special purpose district or other municipal corporation or political subdivision of the state of Washington.

Any subagency of a public agency which is created by or pursuant to statute, ordinance, or other legislative act, including but not limited to planning commissions, library or park boards, commissions, and agencies.

*RCW 42.30.020 (1)*

# “Governing Body” Defined

“Governing body’ means the multimember board, commission, committee, council, or other policy or rulemaking body of a public agency, or any committee thereof when the committee acts on behalf of the governing body, conducts hearings, or takes testimony or public comment.”

RCW 42.30.020 (2)

# “Meeting” and “Action” Defined



“Meeting” means meetings at which action is taken.



“Action” means the transaction of the official business of a public agency by a governing body, including but not limited to receipt of public testimony, deliberations, discussions, considerations, review, evaluations, and final actions.



“Final action” means a collective positive or negative decision, or an actual vote by a majority of the members of a governing body.

# What Constitutes a “Meeting”?

Under the OPMA, a “meeting” occurs whenever there is “action,” which includes not only a final official vote but also discussion, deliberation, or evaluation. RCW 42.30.020 (3) and (4).

Examples of “meetings” under the OPMA may include study sessions, retreats, conference calls, email exchanges, and text messages.

# Executive Sessions



Common reasons – purchase/sale of land, legal issues, personnel issues.



No final action can be taken. No voting permitted.



Minutes are not required to be taken.



Must cite the purpose to the specific subsection of RCW 42.30.110 and briefly describe the reason in the open public meeting.



Must announce time and abide by it – must formally extend and cannot come back early.



Attorney must be present for discussions of litigation or anticipated litigation.

# Penalties for OPMA Violations

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Actions taken at a meeting not open to public and properly noticed “shall be null and void.” RCW 42.30.060

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Personal Liability: Members of a governing body who attend a meeting where action is taken in violation of the OPMA with knowledge of the violations are subject to personal liability (\$500 first violation, \$1000 for subsequent violations). RCW 42.30.120

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Agency Liability: Any person who prevails in an OPMA case shall be awarded attorney fees and costs. RCW 42.30.120

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Loss of public trust.



# FINAL QUESTIONS?

Please feel free to reach out, via email, to Sara at  
[sjdivittorio@snopud.com](mailto:sjdivittorio@snopud.com)



## BUSINESS OF THE COMMISSION

Meeting Date: February 4, 2025

Agenda Item: 10

### TITLE

CEO/General Manager's Report

### SUBMITTED FOR: CEO/General Manager Report

CEO/General Manager	John Haarlow	8473
<i>Department</i>	<i>Contact</i>	<i>Extension</i>
Date of Previous Briefing:		
Estimated Expenditure:		Presentation Planned <input type="checkbox"/>

### ACTION REQUIRED:

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Decision Preparation | <input checked="" type="checkbox"/> Incidental | <input type="checkbox"/> Monitoring Report |
| <input type="checkbox"/> Policy Discussion    | (Information)                                  |  |
| <input type="checkbox"/> Policy Decision      |  |  |
| <input type="checkbox"/> Statutory            |  |  |

### SUMMARY STATEMENT:

Identify the relevant Board policies and impacts:

The CEO/General Manager will report on District related items.

*List Attachments:*  
None



## **EXECUTIVE SESSION**

**Tuesday, February 4, 2025**

Discussion of Legal Risks of Current Practice or Proposed Action with Legal Counsel –  
Approximately 30 Minutes

## **EXECUTIVE SESSION**

**Tuesday, February 4, 2025**

Discussion of the Performance of a Public Employee – Approximately 60 Minutes