

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

**September 3, 2024**

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

**Virtual Meeting Participation Information**

Join Zoom Meeting:

- Use link  
<https://us06web.zoom.us/j/89110059631?pwd=9Iq6t3mPDci9ar2erpDy36cAsYrkHi.1>
- Dial in: (253) 215-8782
- Meeting ID: 891 1005 9631
- Passcode: 784772

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

- A. Updates
  - 1. [Media](#)
  - 2. Other
- B. [Cash Reserve Policy Updates](#)

**EXECUTIVE SESSION** – Recess into Executive Session to Discuss the Legal Risks of Current Practice or Proposed Action – Training Center Room 1

**RECONVENE REGULAR MEETING - 1:30 p.m. – Commission Meeting Room/Virtual Meeting Participation**

**2. RECOGNITION/DECLARATIONS**

- A. [Employee of the Month for September – Jenny Zimmerman](#)

**3. 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.”

**Continued →**

**4. CONSENT AGENDA**

- A. [Approval of Minutes for the Regular Meeting of August 20, 2024](#)
- B. [Bid Awards, Professional Services Contracts and Amendments](#)
- C. [Consideration of Certification/Ratification and Approval of District Checks and Vouchers](#)
- D. [Consideration of a Resolution Changing the Reporting Relationship of the Clerk of the Board and Repealing Prior Resolutions or Portions of Resolutions in Conflict With the Effective Language and Terms of This Resolution](#)
- E. [Consideration of a Resolution Eliminating the Position of Commission and Executive Services Director](#)

**5. ITEMS FOR INDIVIDUAL CONSIDERATION**

- A. [Consideration of a Resolution Approving, Ratifying, and Authorizing the CEO/General Manager or his Designee, on Behalf of Public Utility District No. 1 of Snohomish County, to Execute a Separation Agreement and General Release With a District Employee](#)
- B. [Consideration of a Resolution Authorizing the CEO/General Manager or his Designee, on Behalf of Public Utility District No. 1 of Snohomish County to Execute a Resource Management Agreement, and Associated Task Orders With The Energy Authority, Inc](#)

**6. CEO/GENERAL MANAGER REPORT**

**7. COMMISSION BUSINESS**

- A. [Commission Reports](#)
- B. [Commissioner Event Calendar](#)
- C. [July 2024 District Performance Dashboard](#)
- D. [2024 Treasury, Budget, Forecast, and Project Status Report - July](#)

**8. GOVERNANCE PLANNING**

- A. [Governance Planning Calendar](#)

**ADJOURNMENT**

[September 4 - 6, 2024:](#)

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

The next scheduled regular meeting is September 17, 2024

**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: September 3, 2024

Agenda Item: 1

**TITLE**

CEO/General Manager’s Briefing and Study Session

**SUBMITTED FOR: Briefing and Study Session**

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:**

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

**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



SNOHOMISH  
**PUD**

*Energizing Life In Our Communities*

# Media Report

Aaron Swaney, Lead Communications Specialist

September 3, 2024



# Media Coverage

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

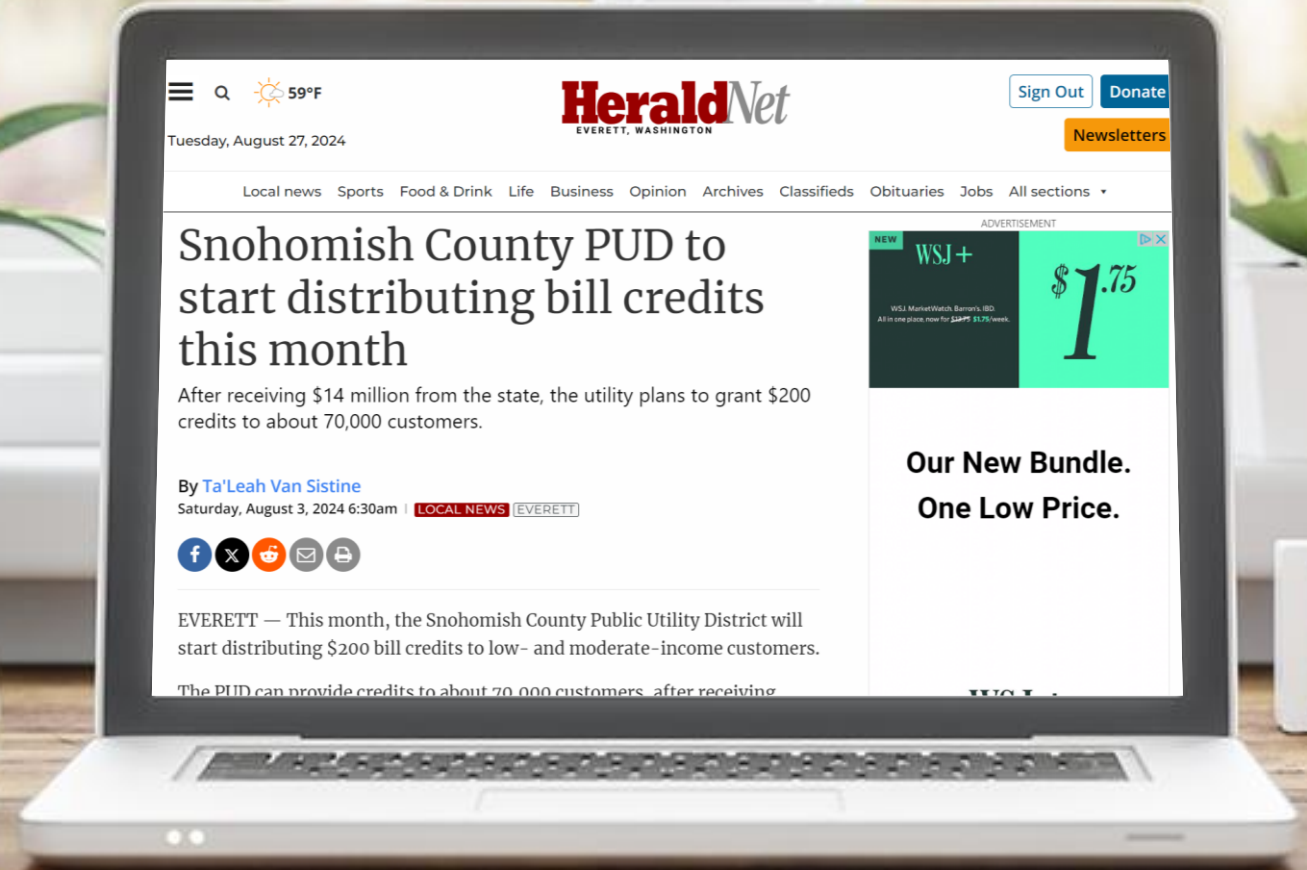
# MEDIA COVERAGE

## Bill Credits Coverage

Herald story highlighted bill credits going out to customers

Additional local coverage from press release

To date, team has sent \$200 bill credits out to more than 67,000 customers



# MEDIA COVERAGE

## IRP Meeting Promotion

Coverage in local publications

Upcoming meetings in  
Lynnwood and Snohomish

Power Talks presentation with  
IRP team on August 12, 2024



# MEDIA COVERAGE

# Battery Project in Bulletin

Mention of our battery project in  
the August Bulletin



## Snohomish PUD Pursues 25-MW Battery Storage Project

Snohomish County PUD (Everett, Wash.) has signed a contract with cleantech integrator Ameresco for construction of a battery energy storage system with a 20-year guaranteed capacity of 25 megawatts and 100 megawatt-hours.

The installation represents the largest standalone battery project to date in the Pacific Northwest. The 25-year agreement keeps Ameresco as the asset owner and Snohomish PUD as the exclusive customer of the project. The BESS will provide the PUD with enhanced electrical system reliability and flexibility while reducing exposure to energy price volatility, making the project a significant milestone in the advancement of sustainable energy solutions in Washington.

Construction on the energy storage asset is currently expected to begin in late 2024 and be operational in late 2025. It allows Ameresco to provide Snohomish PUD the flexibility to utilize the battery energy storage system for charging and discharging activities under the agreement. This long-term arrangement underscores both organizations' commitments to driving innovation and sustainability within the region.

"We're excited to work with Ameresco on making this new battery energy storage project a reality," said John Haarlow, Snohomish PUD CEO/general manager. "Energy storage is a critical component to helping us keep the grid reliable and affordable while also meeting our clean energy goals." NWPPA

## Inland Power Promotes Jennifer Lutz and Kim Gentle

Inland Power & Light (Spokane, Wash.) recently announced the pro-

## Big B Over

Big B  
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# Publications

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

# PUBLICATION

# Community Energy Fund

Project PRIDE re-branded to Community Energy Fund

Engagement team worked with Energy Services, St. Vincent de Paul and others to develop new brand

Intent of rebrand is to create clarity for those seeking help

New brand will debut at October's Run for Warmth

## What the Community Energy Fund Means to My Family

*Testimonials from people your support has helped*

“Thank you so much, **this is such a huge help** especially with school starting back and all things needed for 3 kiddos.”

I just wanted to extend our heartfelt thanks for paying our PUD bill. **We are so thankful and can breathe a little easier now.** Thank you so very much from our family.

“

I would like to thank you all for your support towards me during my lowest moments. **You don't know the positive impact it has created in me.** I'll forever be at the forefront in helping when I am blessed. Thank you so much.

”

“Thank you, thank you, thank you forever. Thank you.”

I just saw that you guys had helped me and paid part of my PUD bill... **thank you so much for all that you do.** ”



[snopud.com/cef](http://snopud.com/cef)



EVENT

# Evergreen State Fair

Huge thank you to all who volunteered!





# Cash Reserve Policy Updates

Presented By: Scott Jones, Chief Financial Officer

September 3, 2024

# Overview

## Purpose

- To brief the Board on recommended changes to the Electric, Generation, and Water System Cash Reserve Policies.

## Board Action Items

- No action today. We will be back at the September 17, 2024, Commission Meeting to request approval of the revised Electric, Generation, and Water System Cash Reserve Policies.

# Why we are here...



*Our commitment: provide exceptional value through fiscally responsible planning and management*

- Current Reserve Policies indicate a 5-year review cycle
- Regular evaluation of cash reserves support our Strategic Objective of preserving exceptional customer value
  - *Ensure long-term financial health and stability through robust planning, cost and risk management, and adequate reserves*
- Recent financial events have prompted us to take a close look at the sufficiency of, and how we manage, cash reserves
- Cash reserves support our ability to:
  - Provide liquidity to meet day-to-day operating expenses with seasonal cash flow variability
  - Mitigate risks that could impact financial health and our ability to deliver power and water to customers in a safe, sustainable and reliable manner
  - Fund unanticipated projects or contingencies
  - Comply with laws, contractual obligations, and/or bond covenants

# Overview of Existing Reserves

## *Electric System*

### Operating Reserves

- Revenue Fund
- Debt Management Fund

### Contingency Reserves

- Rate Stabilization Fund
- Self-Insurance Reserve

### Benefits Reserves

- Post Employment Benefit Fund
- Retiree Health Reimbursement Arrangement Fund

### Project Reserves

- Bond Construction Funds (multiple)
- Customer Deposit Fund

### Sinking Reserves

- Bond Principal and Interest Sinking Funds (multiple)
- Privilege Tax Fund

### Bond Debt Service Reserves

- Bond Debt Service Reserve Funds (multiple)



# Overview of Existing Reserves

## Generation System

### Operating Reserves

- Revenue Funds (multiple)
- Debt Management Fund

### Project Reserves

- Bond Construction Funds (multiple, inactive)
- Jackson Fish Habitat Fund
- Jackson License Commission Fund

### Sinking Reserves

- Bond Principal and Interest Sinking Funds (multiple)

### Bond Debt Service Reserves

- Bond Debt Service Reserve Funds (multiple)





# Overview of Existing Reserves

## Water System

### Operating Reserves

- Revenue Fund

### Contingency Reserves

- Rate Stabilization Fund

### Project Reserves

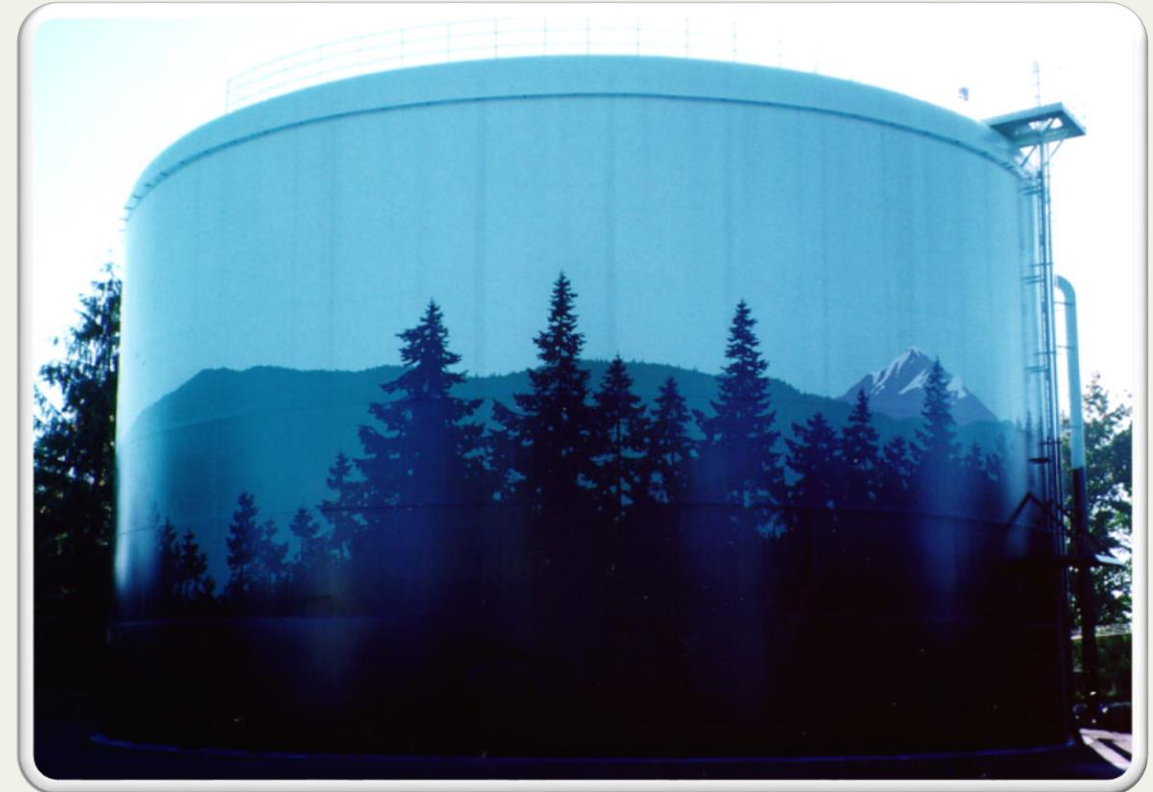
- Bond Construction Funds
- General Facility Charge Fund
- Lake Roesiger Septic Fund
- Warm Beach Fund

### Sinking Reserves

- Bond Principal and Interest Sinking Funds (multiple)
- State Loan Sinking Funds (multiple)

### Bond Debt Service Reserves

- Bond Debt Service Reserve Funds (multiple)



# Structural Updates

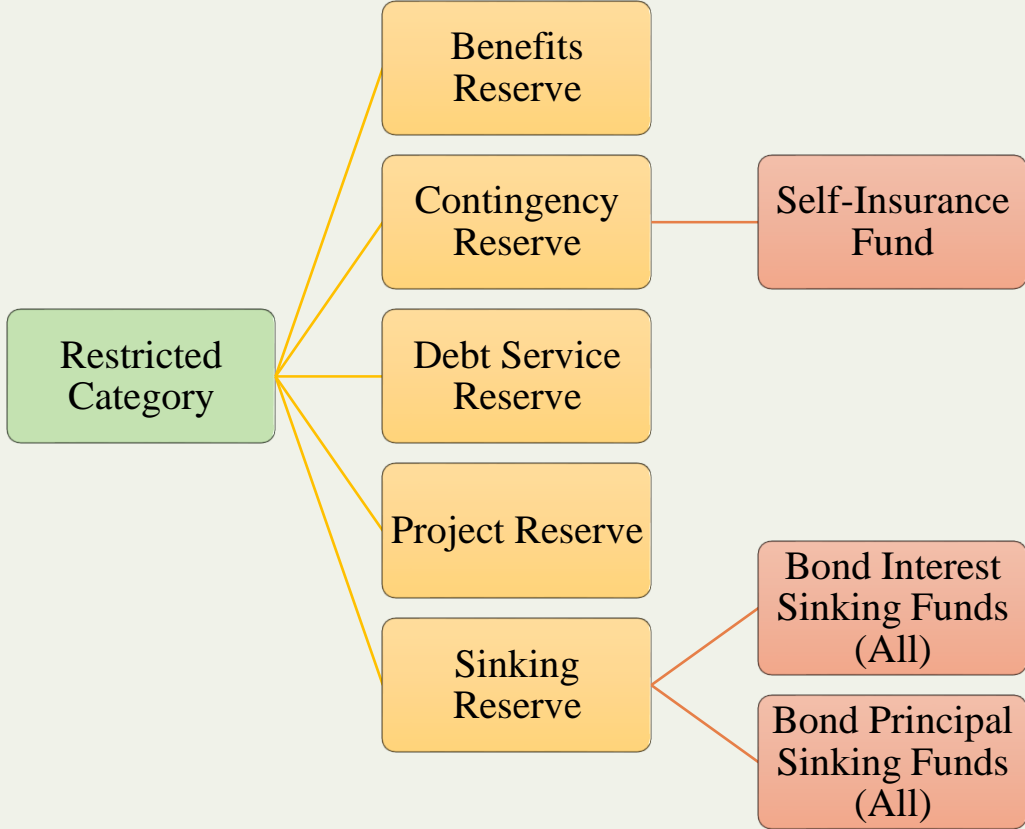
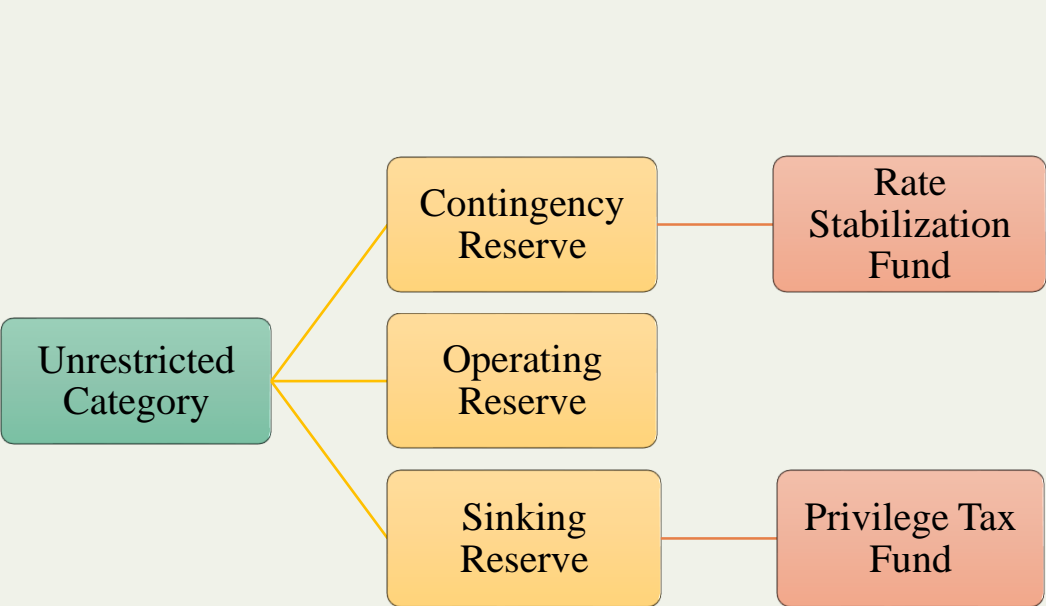
## *Electric System*

- Close the Debt Management Fund and transfer \$80 million balance to the Revenue Fund.

## *All Systems*

- Create an Unrestricted and Restricted category for high-level reporting.
  - Unrestricted Category: funds may be used, or redirected for use by the Commission, to meet any operating obligations.
    - *Operating Reserves, Privilege Tax Fund, Rate Stabilization Fund*
  - Restricted Category: contain a legally enforceable requirement through the Master Bond Resolution, law, contractual agreement, or as committed by the Commission to be used only for a defined purpose.
    - *Benefits Reserves, Debt Service Reserves, Principal and Interest Sinking Funds, Self-Insurance Fund, Project Reserves*

# Unrestricted and Restricted Categories

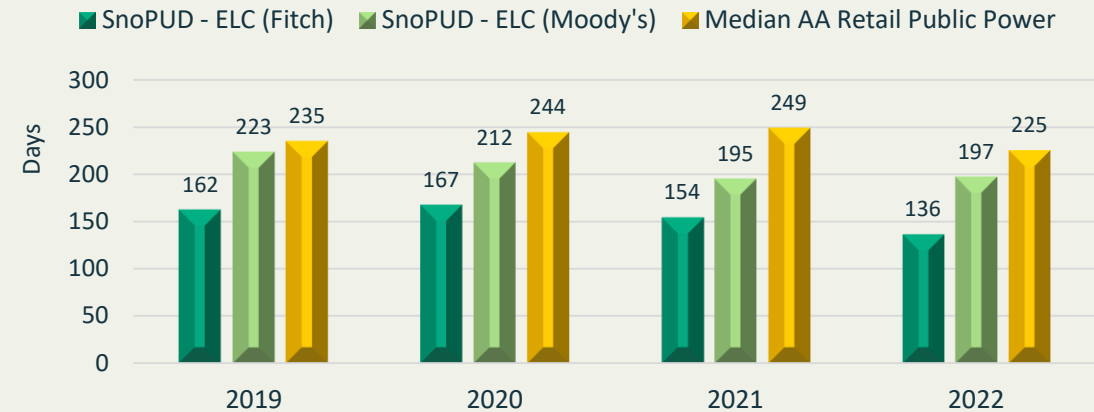


# Reserve Level Research

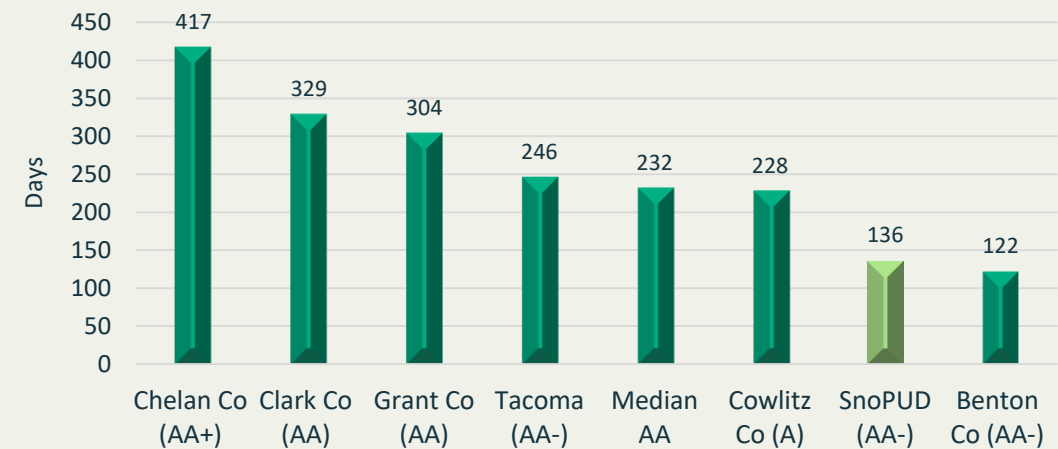
## Unrestricted Funds - Electric

- Policy level and actual level of Reserves are important considerations for credit ratings
- Rating agencies look for Days Cash on Hand (DCOH) between 200 – 220 days for an AA rated Public Power entity
- There is inconsistency in how rating agencies view the Rate Stabilization Fund
- District’s policy and actual reserve levels currently lag AA medians and peer comparisons

**SnoPUD DCOH Comparison to AA Median**



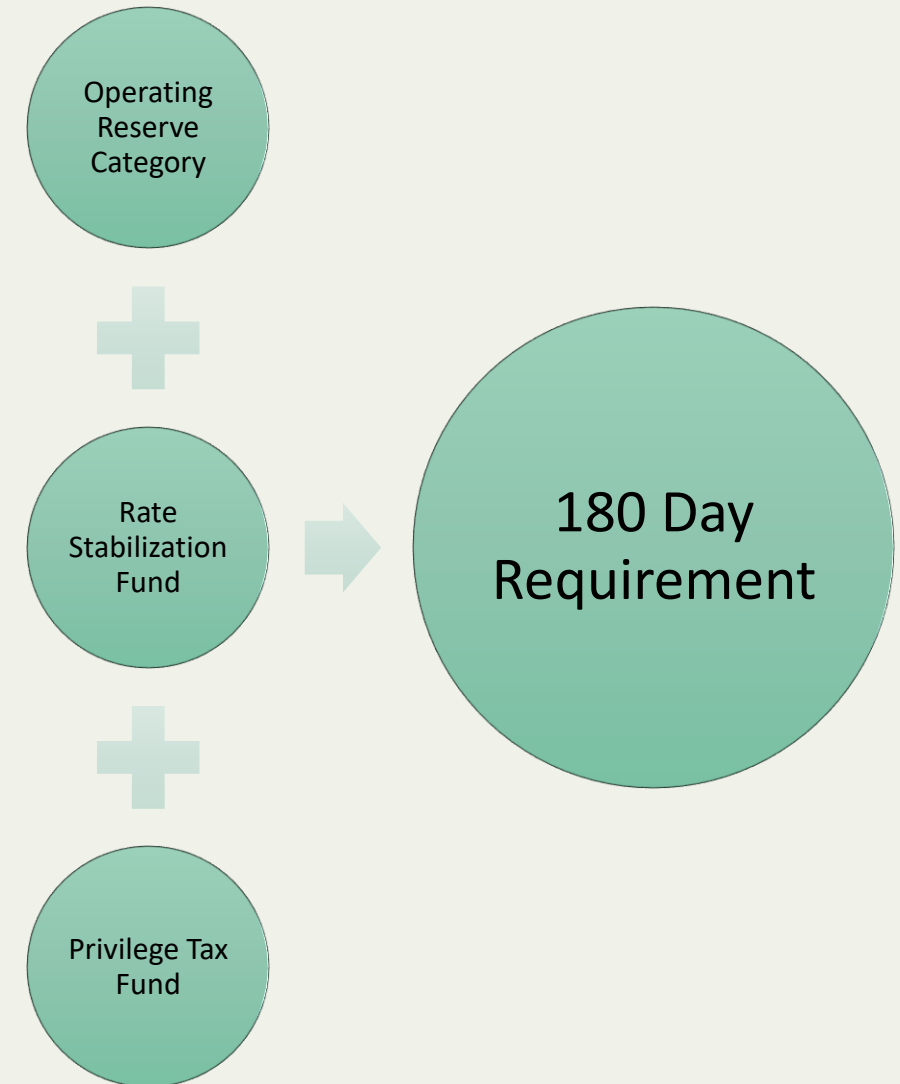
**2022 DCOH Compared to Peers**



# Reserve Level Updates

## Unrestricted Funds - Electric

- Increase the budgeted Days Cash on Hand (DCOH) requirement for the sum of all Unrestricted Funds to 180 Days:
  - 3-year phase-in, required in 2027 budget year
  - Update calculation methodology to industry standard, consistent with rating agency methodology:
    - All operating expenses, less depreciation expense
    - All unrestricted funds considered
- Establish a floor of 165 Days:
  - Notification to the Board required at the next regularly scheduled meeting
  - A plan for replenishment must be established to restore the balance to 180 Days within two budget cycles

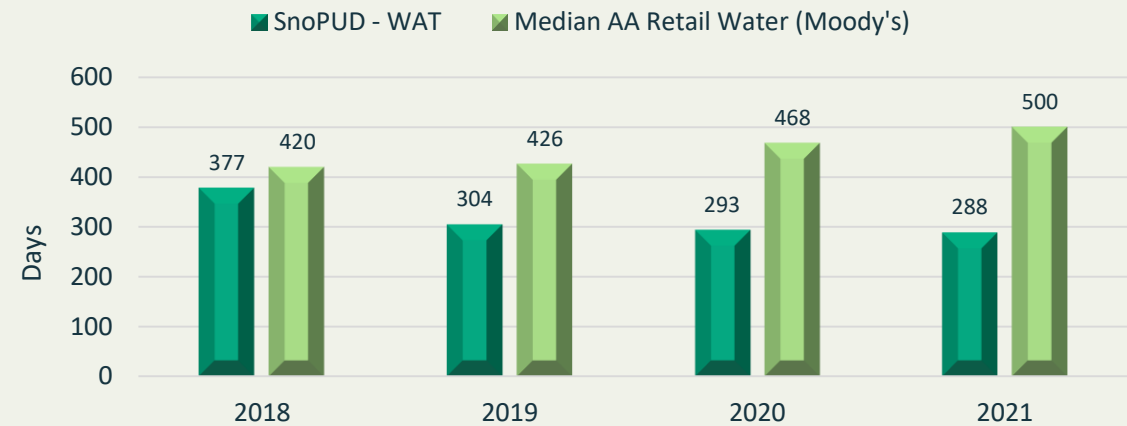


# Reserve Level Research

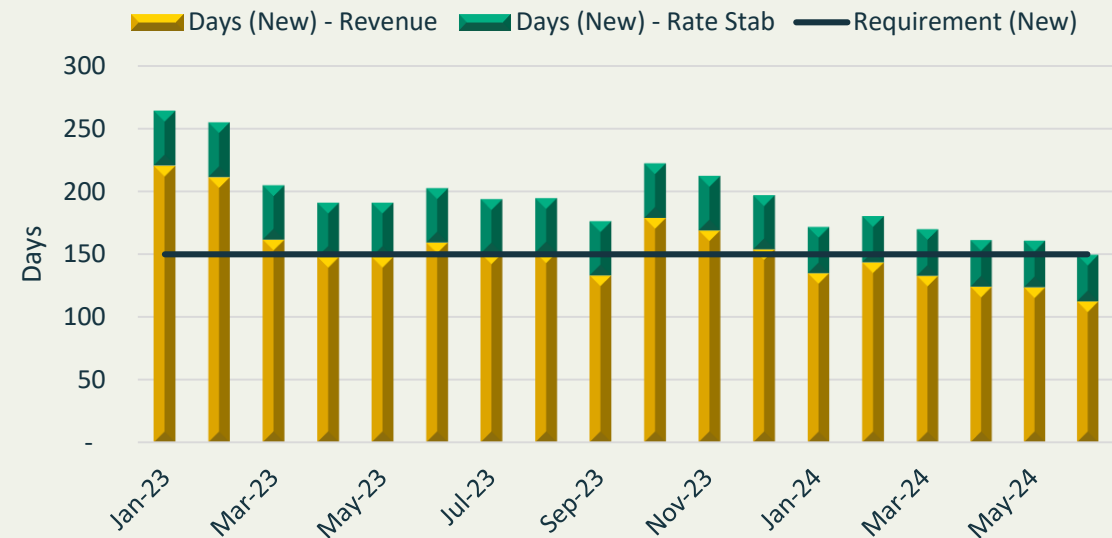
## Unrestricted Funds - Water

- Policy level and actual level of Reserves are important considerations for credit ratings
- Water System may face lower financial reserve risks and volatility compared to the Electric System
- Rating agencies look for Days Cash on Hand (DCOH) between 150 – 250 days for an AA rated Water System
- There is inconsistency in how rating agencies view the Rate Stabilization Fund
- District’s policy and actual reserve levels currently lag AA medians and peer comparisons

SnoPUD DCOH Comparison to AA Median

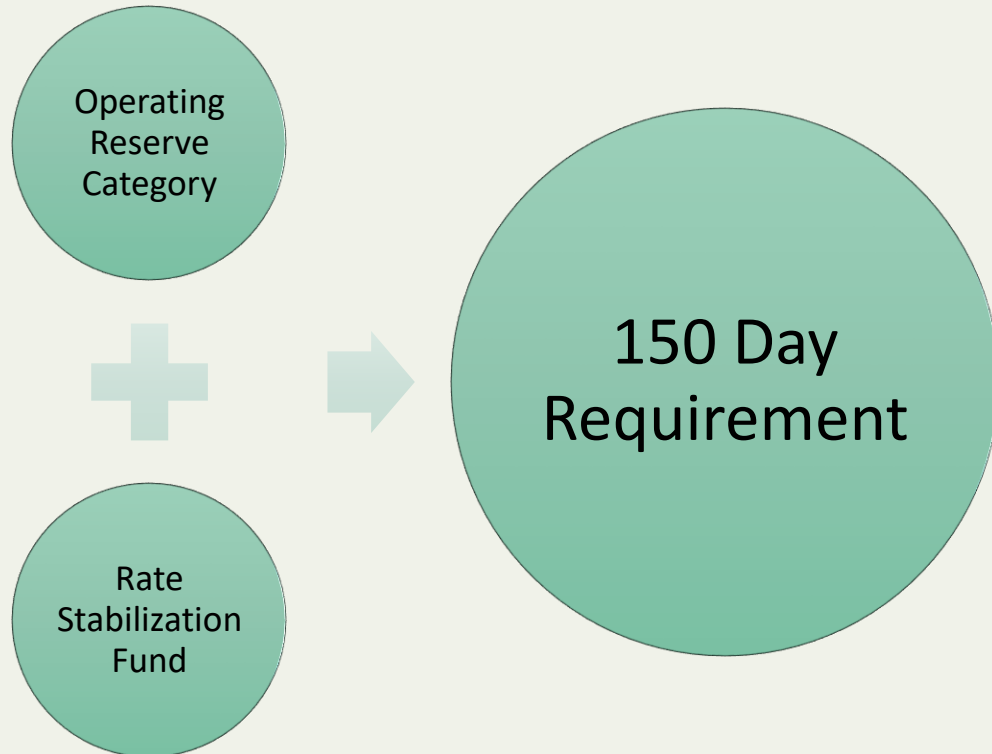


Days Cash on Hand  
Actual vs. Future Requirement



# Reserve Level Updates

## Unrestricted Funds - Water



- Increase the budgeted Days Cash on Hand (DCOH) requirement for the sum of all Unrestricted Funds to 150 Days:
  - 3-year phase-in, required in 2027 budget year
  - Update calculation methodology to industry standard, consistent with rating agency methodology:
    - All operating expenses, less depreciation expense
    - All unrestricted funds considered
- Establish a floor of 135 Days:
  - Notification to the Board required at the next regularly scheduled meeting
  - A plan for replenishment must be established to restore the balance to 150 Days within two budget cycles

# Administrative Updates

## *Rate Stabilization Fund*

- Staff are directed to develop a procedural calculation for the balance required within the Rate Stabilization Fund
  - Balance required in the Rate Stabilization Fund may be influenced by the switch to BPA's Load Following Product
- Deposits to/withdrawals from the fund will be informed by and reported annually through the budget
- Unbudgeted withdrawals from the fund, as approved by the Board, are required to be replenished within two budget cycles





# Other Updates

## Post Employment Benefit Fund

- Currently funded at 100% of the Post Employment Liability. Updates allow for the balance in the fund to represent 70-100% of the liability to allow flexibility in annual cash flow fluctuations as the liability changes, as determined by actuarial reports.

## Self-Insurance Fund

- Updates increase CEO/General Manager's authorization for claim payment from \$25k to \$100k, in alignment with Executive Limitation 5.

## Multiple Funds

- Updated language to allow for operational withdrawals from or deposits to funds with contractual or Commission defined purpose in line with their intent.
  - Funds impacted: Electric Hat Island Surcharge, Jackson Fish Habitat, Jackson License Commission, Water General Facility Charge, Water Lake Roesiger Septic, Water Warm Beach

# Next Steps

- With Legal's support, finalize the revised Electric, Generation and Water System Cash Reserve Policies
- Request approval of the Electric, Generation, and Water System Cash Reserve Policies at the September 17, 2024, Commission Meeting



**Thank you!**

**Questions?**

# **EXECUTIVE SESSION**

**Tuesday, September 3, 2024**

Discussion of the Legal Risks of Current Practice or Proposed Action – Approximately  
30 minutes



**BUSINESS OF THE COMMISSION**

Meeting Date: September 3, 2024

Agenda Item: 2A

**TITLE**

Employee of the Month for September – Jenny Zimmerman

**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:**

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

**SUMMARY STATEMENT:**

Identify the relevant Board policies and impacts:

Jenny embarked on her journey with the PUD as an Office Support Specialist III at the Lynnwood Office on February 24, 2020.

In April 2021, her role was updated to Office Technician II and by August 2021, her exemplary performance earned her a promotion to Office Technician III, a role she proudly fulfills to this day.

The EOM/TOM Nomination Review Committee was presented with five nominations for Jenny, a testament to the high regard and appreciation her colleagues have for her, and their support for her recognition across the district.

Jenny will be presented by her manager Lisa Hornung, Manager Distribution Services.

*List Attachments:*  
Employee Profile

Jenny Zimmerman's desk is located near her manager's at the Lynnwood office. But her reach extends far beyond the building at South County.

Jenny, Lynnwood's Office Technician, is known for going out of her way to help people across the PUD. From outer offices to Ops, there are countless stories of Jenny reaching out and finding a way to help. Back at her desk, her Lynnwood officemates modified her name tag so that her position said, "General Manager," and no one fought the change.

"She takes supporting the team to another level," said Lisa Hornung, Manager Distribution Services at the Lynnwood Office. "I know that she really enjoys helping out the Engineering Techs and supporting them any way she can. Not just the ones in our office in Lynnwood, Arlington, Snohomish, Monroe, and Everett – pretty much anyone who needs help, she's always willing to go above and beyond. She's a hard worker but she's a lot of fun to work with. Everybody should have a Jenny!"

"Jenny is an invaluable member of Team PUD and her work – and incredible personality – can be felt far beyond the Lynnwood office," said Guy Payne, Assistant General Manager, Distribution and Engineering. "She goes above and beyond to do so much for so many people. Jenny exemplifies what it means to be a team player and this honor is so incredibly well deserved."

At the South County office, Jenny is the life of the party – picking up treats, decorations and doing all she can to make celebrations festive.

"Jenny is nothing short of amazing and goes above and beyond in everything that she does," said Karl Haack, Engineering Technician. "When working with her, you are guaranteed to receive better results than you could have hoped for. Whichever group has the pleasure of working with her, they are in the absolute best of hands. Beyond just her work ethic and quality of work, Jenny is also an amazing person. Her kindness and generosity are overwhelming."

Jenny made an impact the instant she arrived at the South County office over four years ago, despite it being right before the COVID-19 pandemic.

"Jenny has always been a joy to work with from day one," said April Sullivan, Accountant. "She started a new job here at the PUD with big responsibilities and maybe had two weeks of in-person training before we were all sent home due to COVID. She persevered during the toughest of times. She has the highest degree of ethics both professionally and personally and her smile brightens any room or mood."

"She is a huge asset to the PUD," said Sue Martin, Warehouse General Foreman. "She is one of those people that just gets stuff done! No matter what it is she is on it. She always gets back to me right away and she does it with a smile."

Jenny likes the variety of work her job entails and admits that she likes to stay busy. She even learned how to help Engineering Techs with data entry in SAP for their jobs. Her new skill, while time-consuming for Jenny, saves them hours of work to focus on other tasks.

“Jenny has stepped up and into a role that doesn’t even exist for East County because that is the type of team player she is!” said Cassie Dahlbeck, Operations Super Intendent, Monroe. “It is impossible to give Jenny enough work. Just when I think I have overloaded her, she is begging for more. I am extremely grateful to have someone so passionate and unyielding in their belief that we can all be better.”

“Jenny is amazing and deserves being Employee of the Month more than she realizes,” said Robyn Kalina, Office Technician. “Jenny is a go getter who is literally the glue that holds her department together. Jenny’s patience, perfection and amazing work ethic impacts not only her department, but each department that she works with. Her contagious smile can change the mood in the room instantly.”

“Payroll appreciates anytime we get to work with Jenny because she speaks our language of sarcasm!” added Jennifer Jagnow, Payroll Accountant. “She is always responsive when we need her, and she asks great questions. Jenny is also a great resource for us. If she doesn’t know the answer to one of our questions, we can always depend on her to figure it out and get back to us in a timely manner.”

When Jenny was informed of her Employee of the Month honor, she immediately tried to deflect the attention back to her coworkers.

And maybe seek a little vengeance on those who nominated her.

“I honestly can't believe you did this to me. You know I hate any attention so I will be getting you all back for this.” Jenny said. “But in all seriousness, thanks for making me feel loved and appreciated, not only with this honor, but every single day. It is a joy to work alongside all of you and call you, my friends.”

**COMMENTS FROM THE PUBLIC**





**BUSINESS OF THE COMMISSION**

Meeting Date: September 3, 2024

Agenda Item: 4A

**TITLE**

Approval of the Minutes for the Regular Meeting of August 20, 2024

**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:**

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

**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**

**August 20, 2024**

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The Regular Meeting was convened by President Sidney Logan at 9:00 a.m. Those attending were Tanya Olson, Vice-President; Rebecca Wolfe, Secretary; CEO/General Manager John Haarlow; General Counsel Colin Willenbrock; Assistant General Managers John Hoffman, Guy Payne, and Jason Zyskowski; Chief Financial Officer Scott Jones; Chief Information Officer Kristi Sterling; other District staff; members of the public; Clerk of the Board Allison Morrison; and Deputy Clerk of the Board Morgan Stoltzner.

**\* Items Taken Out of Order**

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

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

A. Updates

1. Legislative. Director Government & External Affairs Kim Johnston introduced Senior Manager Energy Services & Customer Innovations Jeff Feinberg who provided an update on the Washington Families Clean Energy Credit.

B. Strategic Plan Quarterly Update

Senior Program Manager Laura Lemke provided a semi-annual update on the 2023-2027 Strategic Plan implementation. Information included Key Performance Metrics, Q1-Q2 2024 Key Achievements, and Q2 2024 Key Achievements by Strategic Objective.

C. Contingency Services

Senior Manager Power Scheduling Rhyan Kyle provided a presentation on Contingency Services. Information included an overview of Contingency Services and a planned approach to Contingency Service contracts.

The next steps include bringing forward a package of contracts to the Board in September 2024 with the expectation that contingency service provisions would be available starting October 1, 2024.

The meeting recessed at 9:55 a.m. and reconvened at 10:00 a.m.

#### D. SnoSMART Commission Program Overview

Program Director Kevin Lavering provided a presentation on the SnoSMART Program. Information included a program overview of the grant background, goals and scope, the team, program components, schedule and budget, and planned resolution.

The next steps included returning for approval of a resolution at a September Commission meeting and a planned program update to the Board in January 2025.

The meeting recessed at 10:35 a.m.

### **RECONVENE REGULAR MEETING**

The Regular Meeting was reconvened by President Sidney Logan at 1:30 p.m. Those attending were Tanya Olson, Vice-President; Rebecca Wolfe, Secretary; CEO/General Manager John Haarlow; General Counsel Colin Willenbrock; Assistant General Managers John Hoffman, Guy Payne, Jeff Kallstrom, and Jason Zyskowski; Chief Financial Officer Scott Jones; Chief Information Officer Kristi Sterling; other District staff; members of the public; Clerk of the Board Allison Morrison; and Deputy Clerk of the Board Morgan Stoltzner.

#### **\* Items Taken Out of Order**

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

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

There were no comments from the public.

### **3. CONSENT AGENDA**

A. Approval of Minutes for the Special Meeting of August 1, 2024, and the Regular Meeting of August 6, 2024

B. Bid Awards, Professional Services Contracts and Amendments

Public Works Contract Award Recommendations:

Request for Proposal No. 24-1473-SC Jackson Powerhouse Switchyard Coating Repair  
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:

Contracts:

Purchase Order No. 4500092979 with Clary Longview Ford

Amendments:

None

Sole Source Purchase Recommendations:

Purchase Order No. 4500093003 with S & C Electric Company

Emergency Declarations, Purchases and Public Works Contracts:

None

Purchases Involving Special Facilities or Market Condition Recommendations:

None

Formal Bid and Contract Amendments:

Professional Services Contract No. CW2242537 with Robert Half International Inc.  
dba Accountemps

Contract Acceptance Recommendations:

None

- C. Consideration of Certification/Ratification and Approval of District Checks and Vouchers
- D. Consideration of a Resolution Authorizing the CEO/General Manager or his Designee to Execute Separation Agreements Between Individual Members of the Customer Energy Services Department's Meter-2-Cash Team and Public Utility District No. 1 of Snohomish County

A motion unanimously passed approving Agenda Items 3A – Approval of Minutes for the Special Meeting of August 1, 2024, and the Regular Meeting of August 6, 2024; 3B – Bid Awards, Professional Services Contracts and Amendments; 3C - Consideration of Certification/Ratification and Approval of District Checks and Vouchers; and 3D – Resolution No. 6184 authorizing the CEO/General Manager or his designee to execute separation agreements between individual members of the Customer Energy Services Department's Meter-2-Cash Team and Public Utility District No. 1 of Snohomish County.

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

- A. 2025 Preliminary Budget – Report of Filing and Notice of Public Hearing

A motion unanimously passed approving the proposed Notice of Public Hearing for the 2025 Preliminary Budget as presented in the packet (October 7, 2024, November 5, 2024, November 19, 2024, and December 2, 2024).

B. Consideration of a Motion Accepting the 2<sup>nd</sup> Quarter 2024 Financial Conditions and Activities Monitoring Report

Senior Manager, Controller and Auditor Shawn Hunstock provided a presentation on the 2<sup>nd</sup> Quarter 2024 Financial Conditions and Activities Monitoring Report.

A motion unanimously passed accepting the 2<sup>nd</sup> Quarter 2024 Financial Conditions and Activities Monitoring Report.

C. Consideration of a Resolution Authorizing the CEO/General Manager or his Designee, on Behalf of Public Utility District No. 1 of Snohomish County, to Execute Second Employee Retention Agreements With the Employees of the District Power Scheduling Department and the International Brotherhood of Electrical Workers, Local No. 77

A motion unanimously passed approving Resolution No. 6185 authorizing the CEO/General Manager or his designee on behalf of Public Utility District No. 1 of Snohomish County, to execute second employee retention agreements with the employees of the District Power Scheduling Department and the International Brotherhood of Electrical Workers, Local No. 77.

**5. CEO/GENERAL MANAGER REPORT**

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

**6. COMMISSION BUSINESS**

A. Commission Reports

The Commissioners reported on Commission related activities and Board related topics.

B. Commissioner Event Calendar

There were no changes to the Commissioner Event Calendar.

C. 2024 Treasury, Budget, Forecast, and Major Project Status Report – June

Staff responded to questions on the 2024 Treasury, Budget, Forecast, and Major Project Status Report.

**7. GOVERNANCE PLANNING**

A. Governance Planning Calendar

There were no changes to the Governance Planning Calendar.

**ADJOURNMENT**

There being no further business or discussion to come before the Board, the Regular Meeting of August 20, 2024, adjourned at 2:07 p.m. An audio file of the meeting is on file in the Commission Office and available for review.

Approved this 3<sup>rd</sup> day of September, 2024.

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

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



**BUSINESS OF THE COMMISSION**

Meeting Date: September 3, 2024

Agenda Item: 4B

**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:**

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

**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;  
None

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 (Page 1);  
Contracts:  
Contract No. CW2254901 with Clean Harbors Environmental Services, Inc.  
Amendments:  
None

Sole Source Purchase Recommendations (Page 2);  
Purchase Order No. 4500093003 with S&C Electric Company

Emergency Declarations, Purchases and Public Works Contracts;  
None

Purchases Involving Special Facilities or Market Condition Recommendations;  
None

Formal Bid and Contract Amendments (Pages 3 - 6);  
Miscellaneous No. CW2234812 with Open Text, Inc.  
Miscellaneous No. CW2243135 with US Department of Interiors  
Miscellaneous No. CW2243188 with US Department of Interiors

Contract Acceptance Recommendations (Page 7);  
Public Works Contract No. CW2252533 with A & R Solar

*List Attachments:*  
September 3, 2024 Report



## Cooperative Purchase Recommendations September 3, 2024

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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: **Clean Harbors Environmental Services, Inc.**

Contract Number: CW2254901

Amendment No.:1

Washington State Department of Enterprise Services (DES) Master Usage Agreement Number K2295  
State Contract No. 03614

Summary of Original Contract: MESA-2 Phase 2: Battery Removal and Disposal (Hazardous waste transportation, treatment, and disposal services)

Summary of Amendment: Additional labor is required for demolition of the 32 electrolyte tanks due to their large wall thickness (0.75 to 1 inches) and the heavy pump/filter housing unit on each tank. Also, flushing the residual electrolyte from the batteries and piping systems is more complex and requires more labor than originally planned. Both situations were unforeseeable due to the lack of available information regarding the design of the system.

Project Lead: Bob Anderson

Approximate Original Contract Amount:	\$1,907,913.76	Original Start/End:	06/06/24 – 12/20/24
Present Contract Amount:	\$1,907,913.76	Present Start/End:	06/06/24 – 12/20/24
Amendment Amount:	\$ 187,860.60	New End Date:	N/A
Approximate New Contract Amount:	\$2,095,774.36		

**Sole Source Purchase Recommendation(s) \$120,000 And Over  
September 3, 2024**

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**PO No. 4500093003**

S&C Electric Company 115kV Circuit Switcher

Project Leader & Phone No.:	Sanjeev Farwaha Ext. 5502
Estimate:	\$155,000.00

The District requires a supply of Material ID 5006459 115kV Circuit Switcher. Circuit Switchers are used in Substations for protecting power transformers from short circuits and overloads. They are operated manually, by SCADA or with protective relays. Staff has determined by standardizing on S&C, this will reduce inventory and labor cost while increasing system reliability. S&C Electric Company, Incorporated is providing a direct source pricing model and will not provide pricing to distribution channels.

	<u>Vendor</u>	<u>Qty</u>	<u>Subtotal (w/o tax)</u>
<b>Award To:</b>	<b>S&amp;C Electric Company</b>	<b>1</b>	<b>\$154,625.00</b>

Summary Statement: Staff recommends award to S&C Electric Company, the sole provider of District approved 115kV Circuit Switcher in the amount of \$154,625.00, plus tax.

**Formal Bid and Contract Amendment(s)  
September 3, 2024**

**MISC No. CW2234812**

Open Text Enterprise  
Content Management  
Solution and Services

Contractor/Consultant/Supplier:	Open Text, Inc.	
Project Leader & Phone No.:	Steve Eaton	x1763
Business Lead & Phone No.:	Melissa Mashita	x8328
Amendment No.:	2	
Amendment:	\$ 1,475,773.00	

Approximate Original Contract Amount:	\$ 1,750,000.00	
Present Contract Amount:	\$ 2,110,500.00	Original Start/End: 9/6/2018 – 9/6/2023
Amendment Amount:	\$ 1,475,773.00	Present Start/End: 9/6/2018 – 9/6/2024
Approximate New Contract Amount:	\$ 3,586,273.00	New End Date: 9/6/2027

**Summary Statement:** Staff recommends approval of Amendment No. 2 to extend the services for three years through September 6, 2027, for \$1,475,773.00. The cost includes a required upgrade that will modernize our version of the application, support product security enhancements, make future updates more frequent and less expensive, and align us with future OpenText customers.

On September 4, 2018, the Board approved the award of a contract with OpenText for Enterprise Content Management hosted infrastructure and services to include five (5) years of managed services. The OpenText enterprise content management solution supports the District’s Data Information Governance strategy and objectives with enhanced business capabilities, including document management, retention and records discovery.

**Summary of Amendment(s):**

Amendment No. 1 approved by Commission on August 22, 2023 extended the contract term to September 6, 2027 and increased the contract amount by \$360,500.00.

**Formal Bid and Contract Amendment(s)**  
**September 3, 2024**

**MISC No. CW2243135**  
USGS South Fork Sultan River  
Stream Gaging Agreement

Contractor/Consultant/Supplier:	US Department of Interiors
Project Leader & Phone No.:	Andrew McDonnell EXT 1841
Amendment No.:	5
Amendment:	\$25,430.00

Original Contract Amount:	\$ 9,410.00	Original Start/End:	09/02/2011 – 9/30/2012
Present Contract Amount:	\$189,238.00	Present Start/End:	09/02/2011 - 9/30/2024
Amendment Amount:	\$25,430.00	New End Date:	9/30/2025
New Contract Amount:	\$214,668.00		

**Summary  
Statement:**

This contract is for a third-party independent authority to document and demonstrate the District’s compliance with the terms of the District’s FERC license for the Jackson Project. The Jackson Project involves the storage, release, and regulation of water, the measurement of flow volumes, rate of change, and water quality.

The District received from the Federal Energy Regulatory Commission (FERC) a new license for the existing 111.8-megawatt (MW) Henry M. Jackson Hydroelectric Project (FERC No. 2157) (Project) on September 2, 2011. The Project was originally licensed in 1961 and amended in 1981. In 1984, construction of the hydroelectric portion of the Project as it exists today was completed. The Project includes a 262-foot rock-fill dam (Culmback Dam); a 1,870-acre reservoir (Spada Lake Reservoir) operated for the City of Everett’s water supply, fisheries habitat enhancement, hydroelectric power generation, and incidental flood control; a Powerhouse and various other facilities; wildlife mitigation lands; and several developed and undeveloped recreation and river access sites.

By annual agreement with the USGS, and at the appropriate stream gage location, the District pays for stream flow and water temperature data processing, gage calibration and maintenance, and satellite telemetry services. The data is available in 15-minute intervals and accessible on the USGS website via remote satellite telemetry, or by means of a link on the District’s web site. This is standard practice across the country and the USGS is only authority recognized to provide this unbiased service. The monitoring location for streamflow and water temperature is USGS Station No. 12137290 (South Fork Sultan River near Sultan, WA). The monitoring location for water temperature only is USGS Station No. 12134500 (Skykomish River near Gold Bar, WA).

Monitoring of streamflow at the Diversion Dam (USGS Station No. 12137800) and Powerhouse (USGS Station No. 12138160) is available by remote satellite telemetry and accessible by contacting the USGS on their website or by means of a link on the District’s web site. By annual agreement with the USGS, the District pays for stream flow and water temperature data processing, gage calibration and maintenance, and satellite telemetry services. The data is available in 15-minute intervals. This is standard practice across the country and the USGS is only authority recognized to provide this unbiased service.

While drafting this amendment Staff discovered that the original agreement was executed on October 1, 2011, and has been amended thirteen times for a total of \$189,238.00 without

Summary  
Statement  
(continued):

required Commission approval. This action formalizes the agreement with US Department of Interiors and documents required approvals.

Term	Starting Date	Ending Date	Amount
1	10/01/2011	09/30/2012	\$9,410.00
2	10/01/2012	09/30/2013	\$9,550.00
3	10/01/2013	09/30/2014	\$10,022.00
4	10/01/2014	09/30/2015	\$10,320.00
5	10/01/2015	09/30/2016	\$10,630.00
6	10/01/2016	09/30/2017	\$11,010.00
7	10/01/2017	09/30/2018	\$12,045.00
8	10/01/2018	09/30/2019	\$12,531.00
9	10/01/2019	09/30/2020	\$17,256.00
10	10/01/2020	09/30/2021	\$17,685.00
11	10/01/2021	09/30/2022	\$25,925.00
12	10/01/2022	09/30/2023	\$23,212.00
13	10/01/2023	09/30/2024	\$23,920.00
		Subtotal	\$189,238.00

Staff recommends that Commission ratify all prior amendments in the amount of \$189,2380; approve an award to US Department of Interiors for an additional amount of \$25,430.00, brings this contract amount to \$214,668.00 and extend to September 30, 2025. This contract will be amended yearly to add funds and terms through September 30, 2056, per a license requirement.

Summary of Amendments:

Amendment No.1 dated October 1, 2021, added \$25,925.00 and extended the contract date to September 30, 2022 for term 11.

Amendment No. 2 dated July 5, 2022, added \$3,550.00 due to a revision of paragraph B of the agreement. This added temperature monitoring for a duration for July-September.

Amendment No. 3 dated October 3, 2022, added \$23,212.00 and extended the contract date to September 30, 2023 for term 12

Amendment No. 4 dated November 6, 2023, added \$23,920.00, extended the contract date to September 30, 2024 for term 13 and approve prior Amendments totaled \$86,706.00 that was not included in the contract amount.

**Formal Bid and Contract Amendment(s)**  
**September 3, 2024**

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**MISC No. CW2243188**  
USGS Sultan River Stream  
Gaging Agreement

Contractor/Consultant/Supplier:	US Department of Interiors	
Project Leader & Phone No.:	Andrew McDonnell	Ext. 1841
Amendment No.:	4	
Amendment:	\$64,580.00	

Original Contract Amount:	\$45,720.00	Original Start/End:	09/02/2011 – 9/30/2012
Present Contract Amount:	\$693,912.00	Present Start/End:	10/01/2011 – 9/30/2024
Amendment Amount:	\$64,580.00	New End Date:	9/30/2025
New Contract Amount:	\$758,492.00		

Summary Statement: Staff recommends approval of Amendment No. 4 to increase contract amount by a “Not to Exceed” amount of \$64,580.00 and extend the end date to September 30, 2025.

This contract provides the District with the capability to meet the requirement of a third-party independent authority to document and demonstrate compliance with the terms of the Jackson Project license. The Jackson Project involves the storage, release, and regulation of water, the measurement of flow volumes, rate of change, and water quality.

Summary of Amendments:

Amendment No. 1 dated October 1, 2021, added \$60,908.00 and extended the contract date to September 30, 2022.

Amendment No. 2 dated October 3, 2022, added \$58,930.00 and extended the contract date to September 30, 2023.

Amendment No. 3 dated November 21, 2023, added \$65,465.00, extended the contract date to September 30, 2024, and approved all prior Amendments totaled \$628,447.00 that were not approved by Commission prior.

**Contract Acceptance Recommendations(s)  
September 3, 2024**

**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. CW2252533**  
Arlington Microgrid Solar  
Array Relocation

Contractor:	A & R Solar
Start/End:	08/25/2023 / 04/03/2024
Evaluator & Phone No.:	Jessica Spahr      Ext. 8132
No. of Amendments:	0
Retained Fund:	\$39,528.50

Original Contract Amount:	\$790,570.00
Total Amendment Amount:	\$0
Final Contract Amount:	\$790,570.00

Summary                      None  
Statement:



**BUSINESS OF THE COMMISSION**

Meeting Date: September 3, 2024

Agenda Item: 4C

**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

**ACTION REQUIRED:**

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

**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 3rd day of September 2024.

**CERTIFICATION:**

Certified as correct:

CEO/General Manager

*Shawn Hunstock*

Auditor

J. Scott Jones

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	1130065 - 1130244	\$50,732.56	2 - 7
Electronic Customer Refunds		\$12,870.09	8 - 11
<b>WARRANT SUMMARY</b>			
Warrants	8079268 - 8079391	\$2,579,643.12	12 - 15
ACH	6048485 - 6048774	\$7,376,146.55	16 - 25
Wires	7003361 - 7003375	\$3,428,460.56	26
Payroll - Direct Deposit	5300001088 - 5300001088	\$5,133,884.82	27
Payroll - Warrants	845267 - 845275	\$23,127.62	27
Automatic Debit Payments	5300001086 - 5300001089	\$3,596,851.44	28
	<b>GRAND TOTAL</b>	<b>\$22,201,716.76</b>	

**Detailed Disbursement Report**

<b>Revolving Fund - Customer Refunds, Incentives and Other</b>			
<b>Payment Date</b>	<b>Payment Ref Nbr</b>	<b>Payee</b>	<b>Amount</b>
8/12/24	1130065	LIPT 27TH AVENUE SE LLC	\$32.42
8/12/24	1130066	JAMES WAITE	\$16.77
8/12/24	1130067	DORENE DABIR	\$78.50
8/12/24	1130068	ARONNETIA MCKINNEY KELLER	\$463.31
8/12/24	1130069	CINDY LIM	\$5.95
8/12/24	1130070	WAKEFIELD ALDERWOOD LLC	\$22.23
8/12/24	1130071	JADE CASTINO	\$425.44
8/12/24	1130072	ANN SUSOL	\$159.29
8/12/24	1130073	BARRY THOMPSON	\$62.00
8/13/24	1130074	DARRYL JONES	\$100.00
8/13/24	1130075	TRAVIS DAVIS	\$56.34
8/13/24	1130076	RAM ACQUISITION LLC	\$463.94
8/13/24	1130077	MELVINA DANQUAH	\$37.64
8/13/24	1130078	REEF PAINE FIELD II LLC	\$10.20
8/13/24	1130079	ROBERT ROMAN	\$75.67
8/13/24	1130080	DENNIS CRISTOFANI	\$63.74
8/13/24	1130081	SEYEDDAVOUD JOUDI	\$334.89
8/13/24	1130082	SAURABH PRASAD	\$15.00
8/13/24	1130083	EMILY SAUNDERS	\$72.12
8/13/24	1130084	THUY LE	\$94.82
8/13/24	1130085	MEHRDAD MASTALI	\$122.19
8/13/24	1130086	GLORIA GREEN	\$89.68
8/13/24	1130087	MEZS BEAUTY CLUB LLC	\$178.59
8/13/24	1130088	NICOLE REED	\$75.77
8/13/24	1130089	DAVID WILSON	\$207.78
8/13/24	1130090	KENIA VALDIVIEZO	\$175.62
8/13/24	1130091	LGI HOMES - WASHINGTON, LLC	\$92.86
8/13/24	1130092	LGI HOMES - WASHINGTON, LLC	\$5.00
8/13/24	1130093	HIMANSHU GODHWANI	\$47.50
8/13/24	1130094	CLYDE PETERSON	\$242.23
8/13/24	1130095	KENDRA LONG	\$79.64
8/13/24	1130096	WILLIAM FLANDERS	\$6.31

### Detailed Disbursement Report

Revolving Fund - Customer Refunds, Incentives and Other			
Payment Date	Payment Ref Nbr	Payee	Amount
8/13/24	1130097	CITYCENTER APARTMENTS LYNNWOOD PARTNERS	\$291.49
8/13/24	1130098	LIPT 27TH AVENUE SE LLC	\$9.00
8/13/24	1130099	LIPT 27TH AVENUE SE LLC	\$25.31
8/13/24	1130100	MIKE GILMORE	\$1,157.30
8/13/24	1130101	JOANN JONES	\$2,091.86
8/13/24	1130102	NATALIE HARPER	\$251.71
8/14/24	1130103	CHARLES ANDREWS	\$2,259.36
8/14/24	1130104	ANGELA MEDAL	\$1,879.43
8/14/24	1130105	MCCLELLAN RING CO	\$64.49
8/14/24	1130106	JAVIER GOMEZ	\$322.32
8/14/24	1130107	HANGAR 128 APARTMENTS, LLC	\$6.82
8/14/24	1130108	TOR SACCO	\$63.02
8/14/24	1130109	TASHANE HALL	\$36.60
8/14/24	1130110	PACIFIC RIDGE - DRH, LLC	\$9.44
8/14/24	1130111	GREENCITY DEVELOPMENT LLC	\$23.42
8/14/24	1130112	MUHINA SUNDI	\$88.24
8/14/24	1130113	JUDY STREET	\$94.58
8/14/24	1130114	FAIRWAY APARTMENTS LLC	\$11.38
8/14/24	1130115	V AUTO REPAIR	\$50.74
8/14/24	1130116	TITAN FRAMING LLC	\$7.54
8/14/24	1130117	SAMUEL KOKEN	\$676.67
8/14/24	1130118	BRYAN KING	\$238.82
8/14/24	1130119	WARM BEACH CAMP	\$38.55
8/14/24	1130120	CHERYLE KRAFT	\$167.27
8/14/24	1130121	CRAIG BARTON	\$83.28
8/14/24	1130122	PARK LANE APTS LLC	\$60.02
8/14/24	1130123	RANDY SCHELHAMER	\$137.81
8/14/24	1130124	VALERIE ALEXANDER	\$1,188.05
8/15/24	1130125	HEATHERWOOD APARTMENTS	\$7.98
8/15/24	1130126	BRILHANTE DUPLEXES	\$17.96
8/15/24	1130127	WHISPERING CEDARS ASSOCIATES	\$10.55
8/15/24	1130128	ERIC WILMOT	\$28.62

**Detailed Disbursement Report**

<b>Revolving Fund - Customer Refunds, Incentives and Other</b>			
<b>Payment Date</b>	<b>Payment Ref Nbr</b>	<b>Payee</b>	<b>Amount</b>
8/15/24	1130129	THOMAS BOSH	\$15.44
8/15/24	1130130	DOBYNS FAMILY LLC	\$70.84
8/15/24	1130131	APPLIANCE SERVICE AND PARTS	\$19.00
8/15/24	1130132	ROBERT BENDER	\$32.85
8/15/24	1130133	MICHAEL SECRIST	\$414.28
8/15/24	1130134	MADISEN KERFOOT	\$105.71
8/15/24	1130135	ROYCE BIRD	\$28.04
8/15/24	1130136	ISAAC GRAMS	\$156.63
8/15/24	1130137	KATERYNA CHERNYSHOVA	\$129.00
8/15/24	1130138	MATTHEW SIMMONS	\$107.40
8/15/24	1130139	BLAGOJE VRANJIN	\$9.66
8/15/24	1130140	JEFF HARRIS	\$24.38
8/15/24	1130141	BILLY DAVID	\$93.14
8/16/24	1130142	OLGIERD FRENCHOWICZ	\$11.20
8/16/24	1130143	MARYANN NERA	\$22.07
8/16/24	1130144	ZHI HU	\$94.19
8/16/24	1130145	GREENBRIER APTS	\$70.00
8/16/24	1130146	JORDAN ANDREWS	\$19.54
8/16/24	1130147	OCTAVIANO VERA HERNANDEZ	\$762.83
8/16/24	1130148	BRUCE JACOBSON	\$649.54
8/16/24	1130149	STEINRAUSCH LLC	\$5.99
8/16/24	1130150	MARK MEIDINGER	\$39.95
8/16/24	1130151	MICHAEL GABRIELS	\$23.55
8/16/24	1130152	LARIDAN GRIFFIN	\$68.99
8/16/24	1130153	MIKENZIE MORGAN	\$38.92
8/16/24	1130154	KRISTIAN OLSEN	\$109.73
8/19/24	1130155	WILLIAM SANDERSON	\$271.11
8/19/24	1130156	AJEY TATAKE	\$134.27
8/19/24	1130157	OLEKSANDR PRYKHODKO	\$135.93
8/19/24	1130158	PACIFIC RIDGE - DRH, LLC	\$13.39
8/19/24	1130159	PACIFIC RIDGE - DRH, LLC	\$17.18
8/19/24	1130160	E JANE MOYLAN	\$185.77

**Detailed Disbursement Report**

<b>Revolving Fund - Customer Refunds, Incentives and Other</b>			
<b>Payment Date</b>	<b>Payment Ref Nbr</b>	<b>Payee</b>	<b>Amount</b>
8/19/24	1130161	HEIDI SANDERS	\$258.28
8/19/24	1130162	SMOKEY POINT APARTMENTS IV LLC	\$7.29
8/20/24	1130163	RICHARD LUXMORE	\$4,003.72
8/20/24	1130164	NANCY SMITH	\$118.38
8/20/24	1130165	TERRI KNIGHT	\$25.00
8/20/24	1130166	MICHAEL MARVEL	\$73.32
8/20/24	1130167	SANDRA KAESTLE	\$353.45
8/20/24	1130168	JACOB DUNN	\$91.14
8/20/24	1130169	LEVI KLEIN	\$14.72
8/20/24	1130170	SAMANTHA DARLING	\$275.56
8/20/24	1130171	TIMOTHY MORGAN	\$441.94
8/20/24	1130172	SUNDANY SAING	\$29.62
8/20/24	1130173	JAYDA COLEMAN	\$303.47
8/20/24	1130174	MONICA BUTLER	\$76.85
8/20/24	1130175	RODNEY KAUTZ	\$2,171.39
8/20/24	1130176	SINH NGUYEN	\$35.02
8/20/24	1130177	ROSE BERTRAM	\$112.90
8/20/24	1130178	MELINA HERNANDEZ	\$55.00
8/20/24	1130179	STEPHEN VANTASSELL	\$200.00
8/20/24	1130180	ABHISHEK PATHAK	\$18.47
8/21/24	1130181	CITY DRY CLEANING	\$142.37
8/21/24	1130182	JESSICA LEAL	\$142.64
8/21/24	1130183	DAVID PAVENKO	\$136.95
8/21/24	1130184	BRYCE DENMARK	\$239.78
8/21/24	1130185	DIEGO LEVI	\$719.09
8/21/24	1130186	KOZ DEVELOPMENT, LLC	\$422.98
8/21/24	1130187	ARCADIA HOMES LLC	\$115.77
8/21/24	1130188	SHEILA MCKINNON	\$144.58
8/21/24	1130189	RUBY LEWIS ALTMAN	\$140.00
8/21/24	1130190	GLORIA WILLIAMS	\$92.22
8/21/24	1130191	WOLFE PROPERTY HOLDINGS, LLC	\$712.82
8/21/24	1130192	SHELLIE WORNELL	\$98.33

### Detailed Disbursement Report

Revolving Fund - Customer Refunds, Incentives and Other			
Payment Date	Payment Ref Nbr	Payee	Amount
8/21/24	1130193	JARED AZZAAHIR	\$532.96
8/21/24	1130194	HAERI LLC	\$615.38
8/21/24	1130195	TERRI MICKA	\$1,000.00
8/21/24	1130196	MICHAEL TODD	\$64.74
8/21/24	1130197	AMIE JOHNSON	\$3,571.21
8/22/24	1130198	MARY MURRAY	\$18.50
8/22/24	1130199	ROBERT PEPITO	\$120.44
8/22/24	1130200	JUSTIN STAFFORD	\$10.28
8/22/24	1130201	DANNY KIKE	\$132.19
8/22/24	1130202	JASON HODSON	\$68.71
8/22/24	1130203	RYKER GROTTTE	\$154.83
8/22/24	1130204	MICHAEL DIETRICK	\$152.97
8/22/24	1130205	VANESSA JARRETT	\$94.91
8/22/24	1130206	AARON FONCECA	\$204.32
8/22/24	1130207	WONDERFUL PLACE LLC	\$148.12
8/22/24	1130208	JEFFREY SUGIANTO	\$250.77
8/22/24	1130209	ABDULHAMID MUHAMMAD DIB BARMEH	\$72.57
8/22/24	1130210	DARREN KLEISATH	\$130.00
8/22/24	1130211	SHIVANI SANAN	\$41.73
8/22/24	1130212	TEKLE KULU	\$25.00
8/22/24	1130213	RICK ROBERT	\$172.11
8/22/24	1130214	LUELLA COLVIN	\$231.06
8/22/24	1130215	RYAN STOVALL	\$70.79
8/22/24	1130216	SAMUEL SCHMECKPEPER	\$126.61
8/22/24	1130217	JUSTIN LANSING	\$131.65
8/22/24	1130218	BAY COURT AT HARBOUR POINTE #19227	\$65.37
8/22/24	1130219	SHARON SMITH	\$43.11
8/22/24	1130220	JOSUE OLIVEIRA SILVA	\$100.49
8/22/24	1130221	MASK PROPERTIES LLC	\$5.88
8/22/24	1130222	PERRY LIGHTFOOT	\$56.39
8/22/24	1130223	HANSON HOMES	\$29.17
8/23/24	1130224	PATRICIA APARTMENTS	\$41.70

### Detailed Disbursement Report

Revolving Fund - Customer Refunds, Incentives and Other			
Payment Date	Payment Ref Nbr	Payee	Amount
8/23/24	1130225	PAULA WERTENBERGER	\$63.00
8/23/24	1130226	SANDRA ELIE	\$41.93
8/23/24	1130227	WILLIAMS INVESTMENTS	\$883.42
8/23/24	1130228	*DO NOT USE*REAL PROPERTY MANAGEMENT	\$67.77
8/23/24	1130229	PAUL ECKLEY	\$31.82
8/23/24	1130230	JENNAFER GARGARITANO	\$122.34
8/23/24	1130231	FEVEN SAHILE	\$123.76
8/23/24	1130232	MASON REILEY	\$134.80
8/23/24	1130233	NAISA WILLIAMS	\$78.34
8/23/24	1130234	BIANDRI JIMENEZ HIDALGO	\$43.04
8/23/24	1130235	JONATHAN FRANCO	\$120.72
8/23/24	1130236	CHONG CHAN LYU	\$5.75
8/23/24	1130237	JANCO, LLC	\$141.18
8/23/24	1130238	SEASONS LYNNWOOD, LLC	\$74.74
8/23/24	1130239	ADAMANT HOMES INC	\$167.14
8/23/24	1130240	MGP XI PROPERTIES, LLC	\$8,651.77
8/23/24	1130241	SUNI CHON	\$30.18
8/23/24	1130242	SEHYI YIN	\$51.29
8/23/24	1130243	LIN HAN	\$156.15
8/23/24	1130244	ASHLEY KENDRICK	\$292.82

**Total: \$50,732.56**

### Detailed Disbursement Report

Revolving Fund - Electronic Customer Refunds			
Payment Date	Payment Ref Nbr	Payee	Amount
8/12/24	000528338280	DAVID MENDOZA VICENTE	\$38.70
8/12/24	000528338281	AYESHA GAMAGE	\$54.07
8/12/24	000528338282	ELIZABETH BRACKEN	\$11.13
8/12/24	000528338283	DAVID MENDOZA VICENTE	\$3.47
8/12/24	000528338284	HANNAH DAVIS	\$100.96
8/12/24	000528338285	EMILY SHIRLEY	\$8.37
8/12/24	000528338286	HANNAH DAVIS	\$11.11
8/12/24	000528338287	DAVID MENDOZA VICENTE	\$41.40
8/12/24	000528338288	AYESHA GAMAGE	\$69.63
8/12/24	000528338289	MATTHEW HAYWARD	\$45.75
8/12/24	000528338290	HANNAH DAVIS	\$112.07
8/12/24	000528338291	EMILY SHIRLEY	\$132.00
8/12/24	000528338292	DANIELLE RORKE	\$157.00
8/12/24	000528338293	MICHAEL KEPLEY	\$11.81
8/12/24	000528338294	JACOB GUTHEIL	\$78.94
8/13/24	000528347393	YASMINE ETTENGER	\$104.84
8/13/24	000528347394	JEFF CAMPBELL	\$766.76
8/13/24	000528347395	BRENT WALTON	\$22.26
8/13/24	000528347396	DWIGHT HARRIS	\$460.93
8/13/24	000528347397	YASMINE ETTENGER	\$161.44
8/13/24	000528347398	MARIA MANRIQUEZ	\$225.64
8/14/24	000528357287	JUXIA ZHOU	\$41.38
8/14/24	000528357288	GABRIELLE SCHLEMMER	\$74.84
8/14/24	000528357289	GABRIELLE SCHLEMMER	\$4.76
8/14/24	000528357290	JIA-YU SU	\$69.63
8/14/24	000528357291	PRIYANKA ERRAWALLA	\$203.99
8/14/24	000528357292	NATALY SANMARTIN	\$83.16
8/14/24	000528357293	JUXIA ZHOU	\$80.68
8/14/24	000528357294	GANZORIG BUYANJARGAL	\$234.28
8/14/24	000528357295	RONALD KEOLKER	\$139.52
8/14/24	000528357296	GRACE BURNS	\$6.96
8/14/24	000528357297	MARY RAYMOND	\$9.55



**Detailed Disbursement Report**

<b>Revolving Fund - Electronic Customer Refunds</b>			
<b>Payment Date</b>	<b>Payment Ref Nbr</b>	<b>Payee</b>	<b>Amount</b>
8/14/24	000528357298	AEROSPACE TESTING ENGINEERING & CERT INC	\$535.09
8/14/24	000528357299	WILLIAM WAKEFIELD II	\$27.24
8/14/24	000528357300	RAHUL SHARMA	\$137.26
8/14/24	000528357301	ANA LANGSTON	\$139.51
8/14/24	000528357302	HIROTAKA MASUDA	\$29.98
8/14/24	000528357303	DARLENE KENNAUGH	\$408.00
8/14/24	000528357304	EMILY TUPPER	\$29.27
8/14/24	000528357305	JULIUS LEDGETT	\$94.38
8/14/24	000528357306	GENO PUDELEK	\$107.59
8/15/24	000528366078	JENNIFER ROBISON	\$90.90
8/15/24	000528366079	CHRISTOPHER SCOTT	\$76.59
8/15/24	000528366080	KELLI WILHARM	\$78.77
8/15/24	000528366081	CHRISTOPHER SCOTT	\$53.51
8/15/24	000528366082	KELSEE WEHAGE	\$31.05
8/15/24	000528366083	DAVID SCALES	\$24.54
8/15/24	000528366084	MURIEL BATAYA	\$21.77
8/15/24	000528366085	CHRISTY DENNIS	\$25.25
8/15/24	000528366086	DOUGLAS HALL	\$46.24
8/15/24	000528366087	CHANDA SANDERS	\$80.71
8/15/24	000528366088	LAURA CABLE	\$90.39
8/16/24	000528377305	CHRISTOPHER MUELLER	\$54.03
8/16/24	000528377306	SAUMIL MEHTA	\$157.23
8/16/24	000528377307	CHRISTOPHER MUELLER	\$53.31
8/16/24	000528377308	CHRISTOPHER MUELLER	\$20.98
8/16/24	000528377309	KATHRYN LYBEER	\$129.34
8/16/24	000528377310	KATHRYN LYBEER	\$87.71
8/16/24	000528377311	VICTOR OLIVEIRA BONFIM	\$34.53
8/16/24	000528377312	TYI RICHARDS	\$124.43
8/16/24	000528377313	MOISES GARCIA	\$135.64
8/16/24	000528377314	WALLACE CAUFFMAN	\$20.49
8/16/24	000528377315	DEV THIRWANI	\$185.38
8/16/24	000528377316	FAWZIA MCDANIEL	\$100.00

### Detailed Disbursement Report

Revolving Fund - Electronic Customer Refunds			
Payment Date	Payment Ref Nbr	Payee	Amount
8/16/24	000528377317	DAVID NGUYEN	\$270.97
8/16/24	000528377318	MEGAN WINSTON	\$200.00
8/16/24	000528377319	SERGEY YEMELIANOV	\$61.33
8/16/24	000528377320	GABRIELA ROMA	\$114.13
8/19/24	000528392059	LILLY FEE	\$250.00
8/19/24	000528392060	LONNIE MCCALL	\$150.00
8/19/24	000528392061	CALEB KO	\$126.24
8/19/24	000528392062	RICHARD ANDERSON	\$150.51
8/19/24	000528392063	ROBERT STROM	\$302.61
8/19/24	000528392064	CORTNEY OLSEN	\$99.32
8/19/24	000528392065	RAVEENA CHAVAN	\$90.39
8/19/24	000528392066	AURORA CLEMENS	\$149.31
8/19/24	000528392067	TETIANA HUDIMOVA	\$161.26
8/20/24	000528401386	HEATHER HONAKER	\$22.42
8/20/24	000528401387	ABIGAIL CONNELL	\$59.91
8/20/24	000528401388	SARA ELBASHIR	\$47.35
8/20/24	000528401389	TYLER YOUNG	\$90.06
8/20/24	000528401390	JEREMY MIRO	\$60.13
8/20/24	000528401391	SARA ELBASHIR	\$80.10
8/20/24	000528401392	TIFFANY SHERIDAN	\$2.00
8/20/24	000528401393	TIFFANY SHERIDAN	\$85.22
8/20/24	000528401394	MICHAEL BRINDLE	\$346.04
8/20/24	000528401395	JANAE GIBSON	\$200.00
8/20/24	000528401396	JOSE SEQUEIRA	\$60.84
8/20/24	000528401397	MICHAEL MEYERS	\$142.35
8/20/24	000528401398	TERRY WREN	\$262.64
8/21/24	000528411898	NIOMI DEPPE	\$81.17
8/21/24	000528411899	ZHONGHE YAO	\$97.10
8/21/24	000528411900	ROBIN RENFROE	\$110.80
8/21/24	000528411901	CHRISTOPHER PATRICK	\$94.37
8/21/24	000528411902	CHRISTOPHER PATRICK	\$34.77
8/21/24	000528411903	DAVID CHUNG	\$19.47

### Detailed Disbursement Report

Revolving Fund - Electronic Customer Refunds			
Payment Date	Payment Ref Nbr	Payee	Amount
8/21/24	000528411904	RABIA KAMBOJ	\$16.66
8/21/24	000528411905	AHMED ALSAADI	\$41.26
8/21/24	000528411906	AKANKSHA BHAT	\$31.19
8/22/24	000528419211	CLIFFORD BROWN	\$198.65
8/22/24	000528419212	LUGUY RAMON CTCHOUPET TATDJA	\$143.93
8/22/24	000528419213	KEMBUN SHU	\$95.93
8/22/24	000528419214	ORION STANGER	\$284.17
8/22/24	000528419215	BARBARA ZAMBRANO	\$180.28
8/22/24	000528419216	JUSTIN CONNERY	\$134.03
8/22/24	000528419217	THOMAS BARBANO	\$491.92
8/23/24	000528427962	YOLANDA TAMARA ANDRADE	\$108.59
8/23/24	000528427963	JOSE GUARDADO PINEDA	\$115.90
8/23/24	000528427964	BROOKE ADAMS	\$206.63

**Total: \$12,870.09**

### Detailed Disbursement Report

Accounts Payable Warrants			
Payment Date	Payment Ref Nbr	Payee	Amount
8/13/24	8079268	THE EDMONDS PROJECT, LLC	\$21,565.92
8/13/24	8079269	COOPERATIVE PERSONNEL SERVICES	\$604.90
8/13/24	8079270	CITY OF EDMONDS	\$719.57
8/13/24	8079271	CITY OF EVERETT	\$204.95
8/13/24	8079272	GLOBAL RENTAL COMPANY INC	\$21,980.00
8/13/24	8079273	CORE & MAIN LP	\$5,447.47
8/13/24	8079274	IRON MOUNTAIN QUARRY LLC	\$209.80
8/13/24	8079275	CITY OF MONROE	\$1,267.64
8/13/24	8079276	MUKILTEO WATER & WASTEWATER DIST	\$298.85
8/13/24	8079277	GENUINE PARTS COMPANY	\$278.95
8/13/24	8079278	CITY OF ARLINGTON	\$1,886.87
8/13/24	8079279	SALISH NETWORKS INC	\$480.42
8/13/24	8079280	SIX ROBBLEES INC	\$222.58
8/13/24	8079281	UNUM LIFE INSURANCE CO OF AMERICA	\$39,931.64
8/13/24	8079282	WESTERN ENERGY INSTITUTE	\$26,218.55
8/13/24	8079283	WILBUR-ELLIS HOLDINGS II INC	\$12,915.89
8/13/24	8079284	BICKFORD MOTORS INC	\$9,425.56
8/13/24	8079285	DIRECTV ENTERTAINMENT HOLDINGS LLC	\$222.98
8/13/24	8079286	STILLAGUAMISH TRIBE OF INDIANS	\$4,383.00
8/13/24	8079287	TWELVE THIRTY ONE INCORPORATED	\$222.00
8/13/24	8079288	WYNNE AND SONS INC	\$219.80
8/13/24	8079289	CITY OF EVERETT	\$248.40
8/13/24	8079290	THE BANK OF NEW YORK MELLON TRUST	\$2,145.00
8/13/24	8079291	THE PAPE GROUP INC	\$3,421.09
8/13/24	8079292	WELCOME RAMP SYSTEMS INC	\$1,235.96
8/13/24	8079293	OCCUPATIONAL HEALTH CENTERS OF WA P	\$239.50
8/13/24	8079294	IBEAM SYSTEMS INC	\$2,405.70
8/13/24	8079295	WILLDAN ENERGY SOLUTIONS INC	\$43,136.08
8/13/24	8079296	KENDALL DEALERSHIP HOLDINGS LLC	\$648.14
8/13/24	8079297	THE PAPE GROUP	\$1,286.49
8/13/24	8079298	FAIRBANKS ENERGY SERVICES LLC	\$8,325.04
8/13/24	8079299	ACI LEARNING HOLDINGS LLC	\$1,540.00

## Detailed Disbursement Report

Accounts Payable Warrants			
Payment Date	Payment Ref Nbr	Payee	Amount
8/13/24	8079300	CINTAS CORPORATION NO 2	\$7,366.50
8/13/24	8079301	SMOKEY POINT ELECTRIC INC	\$217.36
8/13/24	8079302	WALTER E NELSON OF N WASHINGTON	\$707.07
8/13/24	8079303	CAL-LINE EQUIPMENT INC	\$304.86
8/13/24	8079304	CITY OF SNOHOMISH	\$665.78
8/15/24	8079305	JEFF HAMRICK	\$275.00
8/15/24	8079306	SPECIALIZED PAVEMENT MARKING	\$275.00
8/15/24	8079307	GENUINE PARTS COMPANY	\$1,275.60
8/15/24	8079308	PACIFIC SAFETY SUPPLY INC	\$6,889.16
8/15/24	8079309	RIVERSIDE TOPSOIL INC	\$500.00
8/15/24	8079310	SIX ROBBLEES INC	\$220.67
8/15/24	8079311	SKAGIT LAW GROUP PLLC	\$9,521.50
8/15/24	8079312	SOUND PUBLISHING INC	\$461.58
8/15/24	8079313	JIT MANUFACTURING INC	\$896.78
8/15/24	8079314	JAMES SIDERIUS	\$500.00
8/15/24	8079315	PUBLIC UTILITY DIST NO 1 OF	\$7,923.58
8/15/24	8079316	WYNNE AND SONS INC	\$79.13
8/15/24	8079317	US MOWER	\$130.68
8/15/24	8079318	KENDALL DEALERSHIP HOLDINGS LLC	\$317.23
8/15/24	8079319	R&L GLASS INSTALLATION	\$7,745.00
8/15/24	8079320	MARY WICKLUND	\$10.00
8/20/24	8079321	CITY OF DARRINGTON	\$6,523.12
8/20/24	8079322	CITY OF EVERETT	\$292,394.98
8/20/24	8079323	GLOBAL RENTAL COMPANY INC	\$10,469.00
8/20/24	8079324	CITY OF GOLD BAR	\$10,786.76
8/20/24	8079325	CITY OF GOLD BAR	\$620.41
8/20/24	8079326	CORE & MAIN LP	\$5,912.22
8/20/24	8079327	CITY OF MARYSVILLE	\$192,848.13
8/20/24	8079328	CITY OF MOUNTLAKE TERRACE	\$65,416.73
8/20/24	8079329	GENUINE PARTS COMPANY	\$993.66
8/20/24	8079330	RIVERSIDE TOPSOIL INC	\$300.00
8/20/24	8079331	SIX ROBBLEES INC	\$527.52

**Detailed Disbursement Report**

<b>Accounts Payable Warrants</b>			
<b>Payment Date</b>	<b>Payment Ref Nbr</b>	<b>Payee</b>	<b>Amount</b>
8/20/24	8079332	CITY OF SULTAN	\$29,546.42
8/20/24	8079333	WESCO GROUP INC	\$4,557.34
8/20/24	8079334	WESTERN ENERGY INSTITUTE	\$2,996.00
8/20/24	8079335	ALDERWOOD WATER & WASTEWATER DISTRI	\$694.02
8/20/24	8079336	CITY OF ARLINGTON	\$126,643.48
8/20/24	8079337	BICKFORD MOTORS INC	\$3,571.48
8/20/24	8079338	CITY OF BOTHELL	\$297.93
8/20/24	8079339	CITY OF BOTHELL	\$116,222.29
8/20/24	8079340	CITY OF BRIER	\$17,259.81
8/20/24	8079341	EBEY HILL HYDROELECTRIC INC	\$83.08
8/20/24	8079342	CITY OF EDMONDS	\$129,842.63
8/20/24	8079343	CITY OF INDEX	\$638.92
8/20/24	8079344	GARY D KREIN	\$879.20
8/20/24	8079345	CITY OF LAKE STEVENS	\$117,526.35
8/20/24	8079346	CITY OF LAKE STEVENS	\$52,445.66
8/20/24	8079347	LAKE STEVENS SEWER DIST	\$147.35
8/20/24	8079348	CITY OF MONROE	\$84,692.82
8/20/24	8079349	CITY OF STANWOOD	\$30,288.92
8/20/24	8079350	TOWN OF WOODWAY	\$5,341.05
8/20/24	8079351	CITY OF GRANITE FALLS	\$16,943.82
8/20/24	8079352	TRAVIS J MIRANDA	\$1,738.75
8/20/24	8079353	ERGOGENESIS WORKPLACE SOLUTIONS LLC	\$3,412.45
8/20/24	8079354	NORTH SOUND AUTO GROUP LLC	\$456.81
8/20/24	8079355	THE PAPE GROUP INC	\$3,085.95
8/20/24	8079356	CITY OF EVERETT	\$587,402.73
8/20/24	8079357	CRAWFORD & COMPANY	\$1,012.00
8/20/24	8079358	WASHINGTON STATE DOT	\$620.05
8/20/24	8079359	KENDALL DEALERSHIP HOLDINGS LLC	\$635.22
8/20/24	8079360	REECE CONSTRUCTION COMPANY	\$200.00
8/20/24	8079361	ARTHUR J GALLAGHER & CO	\$100.00
8/20/24	8079362	WALTER E NELSON OF N WASHINGTON	\$235.69
8/20/24	8079363	CITY OF LYNNWOOD	\$183,268.22

### Detailed Disbursement Report

Accounts Payable Warrants			
Payment Date	Payment Ref Nbr	Payee	Amount
8/20/24	8079364	CITY OF MUKILTEO	\$81,927.88
8/20/24	8079365	CITY OF SNOHOMISH	\$41,350.43
8/20/24	8079366	STILLY RIVER MECHANICAL INC	\$2,550.00
8/22/24	8079367	LANDSVERK QUALITY HOMES, INC	\$3,650.00
8/22/24	8079368	AT&T CORP	\$411.16
8/22/24	8079369	CLEAN HARBORS ENVIRONMENTAL	\$1,402.30
8/22/24	8079370	COMCAST HOLDING CORPORATION	\$452.64
8/22/24	8079371	DISH NETWORK	\$92.80
8/22/24	8079372	CITY OF EVERETT	\$47,389.33
8/22/24	8079373	CITY OF MARYSVILLE	\$183.37
8/22/24	8079374	GENUINE PARTS COMPANY	\$24.36
8/22/24	8079375	SNOHOMISH COUNTY	\$10.00
8/22/24	8079376	SNOHOMISH COUNTY	\$10.00
8/22/24	8079377	SNOHOMISH COUNTY	\$10.00
8/22/24	8079378	SNOHOMISH COUNTY	\$10.00
8/22/24	8079379	SNOHOMISH COUNTY	\$10.00
8/22/24	8079380	AABCO BARRICADE CO INC	\$456.37
8/22/24	8079381	SNOHOMISH COUNTY	\$2,295.00
8/22/24	8079382	CRAWFORD & COMPANY	\$807.60
8/22/24	8079383	NORTHWEST FIBER LLC	\$14,948.42
8/22/24	8079384	ROSS D RADER	\$2,500.00
8/22/24	8079385	SCAN2CORE INC	\$675.00
8/22/24	8079386	RADIATE HOLDINGS LP	\$205.27
8/22/24	8079387	KAYLA M LURAGHI	\$1,250.00
8/22/24	8079388	DOUGLAS CAVIT	\$3,004.00
8/22/24	8079389	MARIA C RUVALCABA	\$1,650.00
8/22/24	8079390	VANESSA M DESALOME	\$2,103.00
8/22/24	8079391	AA REMODELING LLC	\$1,064.00

**Total: \$2,579,643.12**

**Detailed Disbursement Report**

<b>Accounts Payable ACH</b>			
<b>Payment Date</b>	<b>Payment Ref Nbr</b>	<b>Payee</b>	<b>Amount</b>
8/12/24	6048485	AAA MONROE ROCK CORP	\$338.95
8/12/24	6048486	CERIUM NETWORKS INC	\$125,931.02
8/12/24	6048487	CONSOLIDATED ELECTRICAL DISTRIBUTOR	\$900.86
8/12/24	6048488	DAVID EVANS & ASSOCIATES INC	\$4,404.97
8/12/24	6048489	INTERWEST CONSTRUCTION INC	\$253,900.00
8/12/24	6048490	NORTH COAST ELECTRIC COMPANY	\$452.61
8/12/24	6048491	NORTHSTAR CHEMICAL INC	\$805.80
8/12/24	6048492	ON HOLD CONCEPTS INC	\$71.44
8/12/24	6048493	PTC INC	\$1,984.00
8/12/24	6048494	ROBERT HALF INTERNATIONAL INC	\$7,969.60
8/12/24	6048495	RWC INTERNATIONAL LTD	\$2,184.83
8/12/24	6048496	SHI INTERNATIONAL CORP	\$5,552.27
8/12/24	6048497	STAR RENTALS INC	\$2,913.30
8/12/24	6048498	TOPSOILS NORTHWEST INC	\$264.00
8/12/24	6048499	WESSPUR TREE AND EQUIPMENT INC	\$131.88
8/12/24	6048500	WW GRAINGER INC	\$641.88
8/12/24	6048501	CELLCO PARTNERSHIP	\$1,361.74
8/12/24	6048502	CHAMPION BOLT & SUPPLY INC	\$194.56
8/12/24	6048503	COLEHOUR & COHEN INC	\$10,772.75
8/12/24	6048504	EDGE ANALYTICAL INC	\$450.00
8/12/24	6048505	GENERAL PACIFIC INC	\$21,517.54
8/12/24	6048506	LONE MOUNTAIN COMMUNICATIONS LLC	\$10,995.00
8/12/24	6048507	NORTHWEST CASCADE INC	\$275.00
8/12/24	6048508	GARY PETERSEN	\$12,062.00
8/12/24	6048509	GARY PETERSEN	\$2,773.30
8/12/24	6048510	ROHLINGER ENTERPRISES INC	\$1,285.06
8/12/24	6048511	SENSUS USA INC	\$90,629.46
8/12/24	6048512	TOTAL LANDSCAPE CORP	\$16,220.27
8/12/24	6048513	TYNDALE ENTERPRISES INC	\$489.34
8/12/24	6048514	THE FAB SHOP LLC	\$82,735.39
8/12/24	6048515	ARCOS LLC	\$188,765.73
8/12/24	6048516	ANIXTER INC	\$7,390.15



**Detailed Disbursement Report**

<b>Accounts Payable ACH</b>			
<b>Payment Date</b>	<b>Payment Ref Nbr</b>	<b>Payee</b>	<b>Amount</b>
8/12/24	6048517	MORSE DISTRIBUTION INC	\$1,245.41
8/12/24	6048518	BALLARD INDUSTRIAL INC	\$6,632.21
8/12/24	6048519	QURIUS OR TEDIUS LLC	\$3,886.06
8/12/24	6048520	CENVEO WORLDWIDE LIMITED	\$5,761.51
8/12/24	6048521	HARMSEN LLC	\$5,142.50
8/12/24	6048522	EIP COMMUNICATIONS I LLC	\$1,500.00
8/12/24	6048523	SHERELLE GORDON	\$5,613.30
8/12/24	6048524	BORDER STATES INDUSTRIES INC	\$1,703.36
8/12/24	6048525	TRIPLE 7S INC	\$3,615.71
8/12/24	6048526	FIL UP	\$2,791.46
8/12/24	6048527	MACHO MACHO LLC	\$1,195.71
8/12/24	6048528	JAVIER HERNANDEZ	\$3,493.72
8/12/24	6048529	TIER RACK LLC	\$4,934.65
8/12/24	6048530	COHEN VENTURES INC	\$71,364.25
8/12/24	6048531	OXBOW LLC	\$15,000.00
8/12/24	6048532	SUSAN MARTIN	\$77.34
8/12/24	6048533	JARED EGGER	\$497.02
8/12/24	6048534	MICHAEL CLOUGH	\$529.42
8/12/24	6048535	NICHOLAS JOHNSTON	\$526.07
8/12/24	6048536	SIDNEY LOGAN	\$221.77
8/12/24	6048537	AIDAN CORDERO	\$136.00
8/13/24	6048538	DAVID EVANS & ASSOCIATES INC	\$942.00
8/13/24	6048539	NORTHSTAR CHEMICAL INC	\$991.00
8/13/24	6048540	PETROCARD INC	\$52,252.92
8/13/24	6048541	PTC INC	\$668.78
8/13/24	6048542	ROMAINE ELECTRIC CORP	\$1,129.98
8/13/24	6048543	RWC INTERNATIONAL LTD	\$2,266.47
8/13/24	6048544	STELLAR INDUSTRIAL SUPPLY INC	\$467.30
8/13/24	6048545	TOPSOILS NORTHWEST INC	\$396.00
8/13/24	6048546	GORDON TRUCK CENTERS INC	\$533.76
8/13/24	6048547	CASCADE SAWING & DRILLING INC	\$2,508.68
8/13/24	6048548	COLEHOUR & COHEN INC	\$79,139.71

**Detailed Disbursement Report**

<b>Accounts Payable ACH</b>			
<b>Payment Date</b>	<b>Payment Ref Nbr</b>	<b>Payee</b>	<b>Amount</b>
8/13/24	6048549	DESIGNER DECAL INC	\$2,307.90
8/13/24	6048550	EDGE ANALYTICAL INC	\$66.00
8/13/24	6048551	LOUIS F MATHESON CONSTRUCTION INC	\$4,253.06
8/13/24	6048552	ROHLINGER ENTERPRISES INC	\$1,531.13
8/13/24	6048553	SENSUS USA INC	\$206,062.50
8/13/24	6048554	ULINE INC	\$435.37
8/13/24	6048555	ANIXTER INC	\$44,866.63
8/13/24	6048556	FINANCIAL CONSULTING SOLUTIONS GROU	\$1,111.25
8/13/24	6048557	SEATTLE NUT & BOLT LLC	\$1,437.71
8/13/24	6048558	OPENSQUARE HOLDINGS LLC	\$12,092.84
8/13/24	6048559	HALEY & ALDRICH INC	\$20,998.80
8/13/24	6048560	SUNBELT RENTALS INC	\$3,063.34
8/13/24	6048561	PACHECOS LANDSCAPING LLC	\$2,666.92
8/13/24	6048562	VNB CONSULTING SERVICES INC	\$1,320.00
8/13/24	6048563	NICHOLAS BELISLE	\$436.52
8/13/24	6048564	STEVE INGRUM	\$131.00
8/13/24	6048565	JEFFREY FINCH	\$436.52
8/13/24	6048566	JONATHAN KUBAT	\$431.16
8/13/24	6048567	SHAUNA BOSER	\$75.00
8/13/24	6048568	ANGELA FORBES	\$958.48
8/13/24	6048569	GENIE BROVOLD	\$46.90
8/13/24	6048570	SCOTT CASHMORE	\$463.87
8/13/24	6048571	COLT SANSAVER	\$393.64
8/13/24	6048572	KYLE FITZHUGH	\$131.00
8/13/24	6048573	ADAM CORNELIUS	\$642.02
8/13/24	6048574	HEATH RAY	\$102.00
8/13/24	6048575	MIGUEL MENA ENCARNACION	\$136.00
8/13/24	6048576	JENNY ZIMMERMAN	\$19.16
8/13/24	6048577	JAKE LACKIE	\$436.52
8/13/24	6048578	CAITLIN AUSTIN	\$57.62
8/13/24	6048579	CAMERON NIXON	\$393.64
8/14/24	6048580	EXPRESS IMAGING SYSTEMS LLC	\$378.69

**Detailed Disbursement Report**

<b>Accounts Payable ACH</b>			
<b>Payment Date</b>	<b>Payment Ref Nbr</b>	<b>Payee</b>	<b>Amount</b>
8/14/24	6048581	NELSON DISTRIBUTING INC	\$7,117.11
8/14/24	6048582	STAR RENTALS INC	\$2,825.80
8/14/24	6048583	TACOMA SCREW PRODUCTS INC	\$87.64
8/14/24	6048584	TOPSOILS NORTHWEST INC	\$396.00
8/14/24	6048585	GORDON TRUCK CENTERS INC	\$527.41
8/14/24	6048586	VAN NESS FELDMAN LLP	\$5,000.00
8/14/24	6048587	WESSPUR TREE AND EQUIPMENT INC	\$5,158.72
8/14/24	6048588	RS AMERICAS INC	\$50.63
8/14/24	6048589	BRAKE & CLUTCH SUPPLY INC	\$691.38
8/14/24	6048590	DICKS TOWING INC	\$299.30
8/14/24	6048591	EDGE ANALYTICAL INC	\$1,366.00
8/14/24	6048592	GENERAL PACIFIC INC	\$25,056.03
8/14/24	6048593	NORTHWEST CASCADE INC	\$427.73
8/14/24	6048594	ZIPPER GEO ASSOCIATES LLC	\$14,930.74
8/14/24	6048595	ANIXTER INC	\$28,881.72
8/14/24	6048596	TRAFFIC CONTROL PLAN CO OF WA LLC	\$700.00
8/14/24	6048597	WELLNESS BY WISHLIST INC	\$69.09
8/14/24	6048598	STUART C IRBY COMPANY	\$7,170.98
8/14/24	6048599	PIPE & PILING SUPPLIES USA LTD	\$46,635.39
8/14/24	6048600	LEROY GREENMAN	\$409.72
8/14/24	6048601	CARL O'BRIEN	\$25.00
8/14/24	6048602	SHAY CAMPBELL	\$409.72
8/14/24	6048603	JORDAN HAWTHORNE	\$409.72
8/14/24	6048604	WYATT HAWTHORNE	\$131.00
8/14/24	6048605	TRAVIS WITTERS	\$409.72
8/14/24	6048606	STEVEN CHENOWETH	\$409.72
8/14/24	6048607	MICHAEL SORENSON	\$131.00
8/14/24	6048608	JACQUELINE ENGSTROM	\$10.00
8/14/24	6048609	BRADLEY CLARK	\$409.72
8/14/24	6048610	CLAYTON STANLEY	\$409.72
8/14/24	6048611	JOSE BARAJAS TORRES	\$131.00
8/15/24	6048612	ASPLUNDH TREE EXPERT LLC	\$34,888.87

**Detailed Disbursement Report**

<b>Accounts Payable ACH</b>			
<b>Payment Date</b>	<b>Payment Ref Nbr</b>	<b>Payee</b>	<b>Amount</b>
8/15/24	6048613	TACOMA SCREW PRODUCTS INC	\$61.07
8/15/24	6048614	TOPSOILS NORTHWEST INC	\$264.00
8/15/24	6048615	GORDON TRUCK CENTERS INC	\$347.20
8/15/24	6048616	B&L UTILITY INC	\$498,016.24
8/15/24	6048617	DUNLAP INDUSTRIAL HARDWARE INC	\$131.49
8/15/24	6048618	EDGE ANALYTICAL INC	\$550.00
8/15/24	6048619	ALTEC INDUSTRIES INC	\$4,150.86
8/15/24	6048620	ICONIX WATERWORKS INC	\$2,383.43
8/15/24	6048621	REXEL USA INC	\$5,944.87
8/15/24	6048622	HM PACIFIC NORTHWEST INC	\$4,572.92
8/15/24	6048623	ERIC LONGFELLOW	\$520.00
8/15/24	6048624	GMES LLC	\$494.00
8/15/24	6048625	PTV LOGISTICS US INC	\$11,512.50
8/15/24	6048626	TOYOTA MATERIAL HANDLING NW INC	\$507.02
8/15/24	6048627	TROY HAUGSTAD	\$175.00
8/15/24	6048628	KEVIN LAVERING	\$402.67
8/15/24	6048629	GARRISON MARR	\$1,136.37
8/15/24	6048630	PAUL KISS	\$496.42
8/15/24	6048631	TONYA HUGHES	\$42.88
8/15/24	6048632	LIBERTY MUTUAL GROUP INC	\$27,244.20
8/16/24	6048633	CDW LLC	\$18,236.94
8/16/24	6048634	TURLOCK IRRIGATION DIST	\$500.00
8/16/24	6048635	JULIE MAINSTONE	\$1,234.54
8/16/24	6048636	JASON ZYSKOWSKI	\$292.05
8/16/24	6048637	RICHARD FLURY	\$116.00
8/16/24	6048638	JAMIE CONTRERAS	\$257.28
8/19/24	6048639	CLATSKANIE PEOPLES UTILITY DISTRICT	\$375.00
8/19/24	6048640	DAVID EVANS & ASSOCIATES INC	\$3,375.50
8/19/24	6048641	DAY MANAGEMENT CORPORATION	\$66.47
8/19/24	6048642	DOBLE ENGINEERING CO	\$189.00
8/19/24	6048643	ELECTRO-MECHANICAL CORP	\$44,705.12
8/19/24	6048644	FASTENAL COMPANY	\$123.64

### Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
8/19/24	6048645	NORTH COAST ELECTRIC COMPANY	\$4,264.17
8/19/24	6048646	PUGET SOUND ENERGY INC	\$23,569.32
8/19/24	6048647	ROBERT HALF INTERNATIONAL INC	\$6,883.20
8/19/24	6048648	RWC INTERNATIONAL LTD	\$156.94
8/19/24	6048649	SISKUN INC	\$933.88
8/19/24	6048650	TOPSOILS NORTHWEST INC	\$1,056.00
8/19/24	6048651	TFS ENERGY LLC	\$925.00
8/19/24	6048652	TULLETT PREBON AMERICAS CORP	\$1,168.00
8/19/24	6048653	VAN NESS FELDMAN LLP	\$28,170.00
8/19/24	6048654	WEST PUBLISHING CORPORATION	\$6,193.31
8/19/24	6048655	WW GRAINGER INC	\$7,275.74
8/19/24	6048656	BRAKE & CLUTCH SUPPLY INC	\$106.23
8/19/24	6048657	DESIGNER DECAL INC	\$6,242.04
8/19/24	6048658	DUNLAP INDUSTRIAL HARDWARE INC	\$5,450.82
8/19/24	6048659	EDGE ANALYTICAL INC	\$250.00
8/19/24	6048660	GENERAL PACIFIC INC	\$33,315.16
8/19/24	6048661	LENZ ENTERPRISES INC	\$688.57
8/19/24	6048662	NVL LABORATORIES INC	\$33.00
8/19/24	6048663	QUALCO ENERGY	\$11,390.74
8/19/24	6048664	ROHLINGER ENTERPRISES INC	\$783.37
8/19/24	6048665	SENSUS USA INC	\$63,895.04
8/19/24	6048666	SOUND SAFETY PRODUCTS CO INC	\$2,668.44
8/19/24	6048667	BRENT STAINER	\$1,725.00
8/19/24	6048668	TYNDALE ENTERPRISES INC	\$189.14
8/19/24	6048669	WALTER E NELSON CO OF WESTERN WA	\$2,174.40
8/19/24	6048670	ZIPPER GEO ASSOCIATES LLC	\$5,689.39
8/19/24	6048671	THE FAB SHOP LLC	\$7,521.40
8/19/24	6048672	ALTEC INDUSTRIES INC	\$8,987.58
8/19/24	6048673	ANIXTER INC	\$35,069.53
8/19/24	6048674	JA HANSEN COMPANY	\$676.55
8/19/24	6048675	CG ENGINEERING PLLC	\$1,725.00
8/19/24	6048676	HARMSEN LLC	\$1,590.00

### Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
8/19/24	6048677	MCG ENERGY HOLDINGS LLC	\$14,726.60
8/19/24	6048678	ELEVATOR SUPPORT COMPANY LLC	\$2,912.36
8/19/24	6048679	MERRILL LYNCH COMMODITIES INC	\$3,460,800.00
8/19/24	6048680	CLOUD CREEK SYSTEMS INC	\$131.25
8/19/24	6048681	HOL-MAC CORP	\$2,626.40
8/19/24	6048682	ECOGRIND SITE SOLUTIONS LLC	\$94,094.62
8/19/24	6048683	AA REMODELING LLC	\$1,625.00
8/19/24	6048684	MICHAEL SHAPLEY	\$449.38
8/20/24	6048685	DAVID EVANS & ASSOCIATES INC	\$3,642.50
8/20/24	6048686	HARGIS ENGINEERS INC	\$33,385.00
8/20/24	6048687	NORTH COAST ELECTRIC COMPANY	\$16,337.85
8/20/24	6048688	RWC INTERNATIONAL LTD	\$2,435.04
8/20/24	6048689	STELLAR INDUSTRIAL SUPPLY INC	\$3,517.82
8/20/24	6048690	TOPSOILS NORTHWEST INC	\$528.00
8/20/24	6048691	GORDON TRUCK CENTERS INC	\$238.28
8/20/24	6048692	WW GRAINGER INC	\$308.62
8/20/24	6048693	HD FOWLER COMPANY INC	\$2,486.75
8/20/24	6048694	SENSUS USA INC	\$391,901.24
8/20/24	6048695	GRAYBAR ELECTRIC CO INC	\$5,935.13
8/20/24	6048696	ANIXTER INC	\$60,557.82
8/20/24	6048697	MALLORY SAFETY AND SUPPLY LLC	\$780.40
8/20/24	6048698	SEATTLE NUT & BOLT LLC	\$338.49
8/20/24	6048699	ACCELERATED INNOVATIONS LLC	\$1,723.23
8/20/24	6048700	WARANGKANA ZIMMERMAN	\$1,758.40
8/20/24	6048701	SUNBELT RENTALS INC	\$432.54
8/20/24	6048702	VNB CONSULTING SERVICES INC	\$440.00
8/21/24	6048703	CONSOLIDATED ELECTRICAL DISTRIBUTOR	\$1,188.24
8/21/24	6048704	ELECTRO-MECHANICAL CORP	\$178,820.49
8/21/24	6048705	HARGIS ENGINEERS INC	\$15,700.00
8/21/24	6048706	IBEW LOCAL 77	\$95,035.15
8/21/24	6048707	NELSON DISTRIBUTING INC	\$550.27
8/21/24	6048708	NORTHSTAR CHEMICAL INC	\$2,445.00

### Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
8/21/24	6048709	ON HOLD CONCEPTS INC	\$71.44
8/21/24	6048710	ROMAINE ELECTRIC CORP	\$1,292.05
8/21/24	6048711	SCHWEITZER ENGINEERING LAB INC	\$3,106.52
8/21/24	6048712	STAR RENTALS INC	\$2,825.80
8/21/24	6048713	STELLA-JONES CORPORATION	\$37,368.95
8/21/24	6048714	TOPSOILS NORTHWEST INC	\$132.00
8/21/24	6048715	UNITED PARCEL SERVICE	\$962.77
8/21/24	6048716	WIDENET CONSULTING GROUP LLC	\$3,680.00
8/21/24	6048717	OTC GLOBAL HOLDINGS LP	\$2,316.00
8/21/24	6048718	ALLIED BODY WORKS INC	\$1,126.24
8/21/24	6048719	CELLCO PARTNERSHIP	\$1,777.90
8/21/24	6048720	OTC GLOBAL HOLDINGS LP	\$1,702.50
8/21/24	6048721	DESIGNER DECAL INC	\$384.65
8/21/24	6048722	DICKS TOWING INC	\$529.17
8/21/24	6048723	EDGE ANALYTICAL INC	\$492.00
8/21/24	6048724	NORTHWEST CASCADE INC	\$425.50
8/21/24	6048725	RICHARDSON BOTTLING COMPANY	\$223.89
8/21/24	6048726	LOUIS F MATHESON CONSTRUCTION INC	\$5,278.62
8/21/24	6048727	ROHLINGER ENTERPRISES INC	\$830.84
8/21/24	6048728	SOUND SAFETY PRODUCTS CO INC	\$256.55
8/21/24	6048729	T-MOBILE USA INC	\$1,212.83
8/21/24	6048730	STATE OF WASHINGTON	\$5,969.88
8/21/24	6048731	OFFICE OF THE SECRETARY OF STATE	\$1,812.00
8/21/24	6048732	ALTEC INDUSTRIES INC	\$5,604.61
8/21/24	6048733	ANIXTER INC	\$5,623.59
8/21/24	6048734	CAPITAL ARCHITECTS GROUP PC	\$20,678.75
8/21/24	6048735	ARNETT INDUSTRIES LLC	\$23,564.18
8/21/24	6048736	SIDNEY LOGAN	\$212.31
8/21/24	6048737	LIBERTY MUTUAL GROUP INC	\$13,099.88
8/22/24	6048738	ALS GROUP USA CORP	\$292.20
8/22/24	6048739	ASPLUNDH TREE EXPERT LLC	\$38,708.98
8/22/24	6048740	SCHWEITZER ENGINEERING LAB INC	\$293.21

### Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
8/22/24	6048741	TOPSOILS NORTHWEST INC	\$132.00
8/22/24	6048742	NORTHWEST CASCADE INC	\$1,363.69
8/22/24	6048743	PORTAGE BAY SOLUTIONS INC	\$1,767.00
8/22/24	6048744	RUBATINO REFUSE REMOVAL LLC	\$667.09
8/22/24	6048745	SOUND SAFETY PRODUCTS CO INC	\$3,543.03
8/22/24	6048746	WIRELESS STRUCTURES CONSULTING	\$74,545.17
8/22/24	6048747	ANIXTER INC	\$5,568.96
8/22/24	6048748	LISTEN AUDIOLOGY SERVICES INC	\$3,165.00
8/22/24	6048749	FLEET SERVICE VEHICLE REPAIR LLC	\$492.76
8/22/24	6048750	MARIAN DACCA PUBLIC AFFAIRS LLC	\$9,683.00
8/22/24	6048751	HARNISH GROUP INC	\$72.69
8/22/24	6048752	TECH DATA CORP	\$32,386.43
8/22/24	6048753	GIUSEPPE FINA	\$1,432.32
8/22/24	6048754	MATTHEW HOFFMAN	\$293.23
8/22/24	6048755	GUY PAYNE	\$444.72
8/22/24	6048756	REBECCA BRADLEY	\$82.41
8/22/24	6048757	CHRISTIAN CHAVEZ	\$855.17
8/22/24	6048758	EMILY KUBIAK	\$1,494.84
8/23/24	6048759	CONSOLIDATED ELECTRICAL DISTRIBUTOR	\$422.02
8/23/24	6048760	INTERWEST CONSTRUCTION INC	\$20,058.10
8/23/24	6048761	PUGET SOUND ENERGY INC	\$1,063.09
8/23/24	6048762	OLDCASTLE INFRASTRUCTURE INC	\$32,212.87
8/23/24	6048763	WILLIAMS SCOTSMAN INC	\$1,484.69
8/23/24	6048764	BRAKE & CLUTCH SUPPLY INC	\$106.23
8/23/24	6048765	CELLCO PARTNERSHIP	\$309.18
8/23/24	6048766	RUBATINO REFUSE REMOVAL LLC	\$6,061.39
8/23/24	6048767	ANIXTER INC	\$4,824.61
8/23/24	6048768	PACHECOS LANDSCAPING LLC	\$729.30
8/23/24	6048769	BREEZE FREE INC	\$1,675.00
8/23/24	6048770	COZY HEATING INC	\$8,425.00
8/23/24	6048771	CM AIR PROS LLC	\$53,825.00
8/23/24	6048772	KEGAN FRIDDLE	\$436.52



### Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
8/23/24	6048773	MIGUEL MENA ENCARNACION	\$436.52
8/23/24	6048774	JEROME DRESCHER	\$199.66
<b>Total:</b>			<b>\$7,376,146.55</b>

### Detailed Disbursement Report

Accounts Payable Wires			
Payment Date	Payment Ref Nbr	Payee	Amount
8/14/24	7003361	CRAWFORD & COMPANY	\$965.89
8/19/24	7003362	US DEPARTMENT OF ENERGY	\$22,197.75
8/20/24	7003363	THE ENERGY AUTHORITY INC	\$200,479.50
8/20/24	7003364	CITY OF SEATTLE	\$392,440.20
8/20/24	7003365	CITY OF TACOMA WASHINGTON	\$4,336.00
8/20/24	7003366	EDF TRADING NORTH AMERICA LLC	\$945.00
8/20/24	7003367	HAMPTON LUMBER MILLS-WA INC	\$97,572.86
8/20/24	7003368	LL&P WIND ENERGY INC	\$352,937.53
8/20/24	7003369	MORGAN STANLEY	\$46,875.00
8/20/24	7003370	AVANGRID RENEWABLES HOLDINGS INC	\$1,259,449.38
8/21/24	7003371	ICMA-RC	\$281,867.13
8/21/24	7003372	PUBLIC UTILITY DIST NO 1 OF SNOHOMI	\$24,928.52
8/21/24	7003373	ICMA-RC	\$732,658.58
8/21/24	7003374	CRAWFORD & COMPANY	\$4,542.41
8/23/24	7003375	CRAWFORD & COMPANY	\$6,264.81

**Total: \$3,428,460.56**

### Detailed Disbursement Report

Payroll			
Period End Date	Payment Ref Nbr	Payee	Amount
8/20/24	5300001088	PUD EMPLOYEES - DIRECT DEPOSIT	\$5,133,884.82
8/22/24	845267 - 845275	PUD EMPLOYEES - WARRANTS	\$23,127.62

### Detailed Disbursement Report

Automatic Debit Payments			
Payment Date	Payment Ref Nbr	Payee	Amount
8/13/24	<a href="#">5300001086</a>	STATE OF WA DEPT OF RETIR	\$2,260,457.24
8/16/24	<a href="#">5300001087</a>	WELLNESS BY WISHLIST INC	\$15,951.01
8/20/24	<a href="#">5300001088</a>	ADP INC	\$1,313,367.23
8/22/24	<a href="#">5300001089</a>	WELLNESS BY WISHLIST INC	\$7,075.96
<b>Total:</b>			<b>\$3,596,851.44</b>



**BUSINESS OF THE COMMISSION**

Meeting Date: September 3, 2024

Agenda Item: 4D

**TITLE**

Consideration of a Resolution Changing the Reporting Relationship of the Clerk of the Board and Repealing Prior Resolutions or Portions of Resolutions in Conflict With the Effective Language and Terms of This Resolution

**SUBMITTED FOR: Consent Agenda**

Human Resources Sara Kurtz 8634  
*Department Contact Extension*  
 Date of Previous Briefing: \_\_\_\_\_  
 Estimated Expenditure: N/A Presentation Planned

**ACTION REQUIRED:**

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

**SUMMARY STATEMENT:**

Identify the relevant Board policies and impacts:

Pursuant to Resolution No. 6085, passed on October 18, 2022, the Board of Public Utility District No. 1 of Snohomish County changed the reporting relationship of the Clerk of the Board from one reporting to the CEO/General Manager to one reporting to the Commission and Executive Services Director. The Board of Commissioners desires to defer to the CEO/General Manager’s delegated authority to establish the appropriate organizational reporting relationship for the Clerk of the Board.

**RECOMMENDATIONS/FUTURE ACTIONS:**

Staff recommends that the Commission pass a resolution deferring to the CEO/General Manager’s delegated authority to establish the appropriate organizational reporting relationship for the Clerk of the Board.

*List Attachments:*  
 Resolution

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

A RESOLUTION Changing the Reporting Relationship of the Clerk of the Board and Repealing Prior Resolutions or Portions of Resolutions in Conflict With the Effective Language and Terms of This Resolution

WHEREAS, pursuant to Resolution No. 6085, passed on October 18, 2022, the Board of Public Utility District No. 1 of Snohomish County changed the reporting relationship of the Clerk of the Board from one reporting to the CEO/General Manager to one reporting to the Commission and Executive Services Director; and

WHEREAS, the Board of Commissioners desires to defer to the CEO/General Manager's delegated authority to establish the appropriate organizational reporting relationship for the Clerk of the Board.

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

1. The internal reporting relationship for the Clerk of the Board shall be determined by the District's CEO/General Manager.
2. Any prior resolutions or portions of resolutions in conflict herewith, including but not limited to Resolution No. 6085, are hereby repealed.

PASSED AND APPROVED this 3<sup>rd</sup> day of September, 2024.

\_\_\_\_\_  
President

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

\_\_\_\_\_  
Secretary



**BUSINESS OF THE COMMISSION**

Meeting Date: September 3, 2024

Agenda Item: 4E

**TITLE**

Consideration of a Resolution Eliminating the Position of Commission and Executive Services Director

**SUBMITTED FOR: Consent Agenda**

Human Resources _____	Sara Kurtz _____	8634 _____
<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:**

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

**SUMMARY STATEMENT:**

Identify the relevant Board policies and impacts:

The position of Commission and Executive Services Director was established in July 2019. It is understood that the District Board of Commissioners desires to eliminate the position of Commission and Executive Services Director. Accordingly, the attached resolution eliminating the position is offered for Board consideration and possible approval.

**RECOMMENDATIONS/FUTURE ACTIONS:**

Staff recommends that the Commission pass the attached resolution eliminating the position of Commission and Executive Services Director.

*List Attachments:*  
Resolution



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

A RESOLUTION Eliminating the Position of Commission and Executive Services Director

WHEREAS, the position of Commission and Executive Services Director was established in July 2019; and

WHEREAS, the District Board of Commissioners desires to eliminate the position of Commission and Executive Services Director.

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

1. The position of the Commission and Executive Services Director is hereby eliminated, effective February 16, 2025.
2. Any prior resolutions or portions of resolutions in conflict herewith are hereby repealed.

PASSED AND APPROVED this 3<sup>rd</sup> day of September, 2024.

\_\_\_\_\_  
President

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

\_\_\_\_\_  
Secretary



**BUSINESS OF THE COMMISSION**

Meeting Date: September 3, 2024

Agenda Item: 5A

**TITLE**

Consideration of a Resolution Approving, Ratifying, and Authorizing the CEO/General Manager or his Designee, on Behalf of Public Utility District No. 1 of Snohomish County, to Execute a Separation Agreement and General Release With a District Employee

**SUBMITTED FOR: Items for Individual Consideration**

Human Resources	<u>Sara Kurtz</u>	<u>8634</u>
<i>Department</i>	<i>Contact</i>	<i>Extension</i>
Date of Previous Briefing:	_____	
Estimated Expenditure:	<u>\$214,063.68</u>	Presentation Planned <input type="checkbox"/>

**ACTION REQUIRED:**

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

**SUMMARY STATEMENT:**

Identify the relevant Board policies and impacts:

*Governance Policy:*

*Executive Limitation – EL-5(7)(A)– With respect to the actual, ongoing financial condition and activities, the CEO/General Manager shall not cause or allow the development of fiscal jeopardy or a material deviation of actual expenditures from Board priorities established in Ends policies. Accordingly, he or she shall not:*

- 7. *Without prior approval of the Board, compromise or settle:*
  - A. *An uninsured employee claim when the settlement is greater than \$100,000, including attorney fees or other expenses, but not including the value of any outplacement or educational assistance, increased length of notice of termination or other non-cash benefits.*

*EL-8 – With respect to employment, compensation, and benefits to employees, the CEO/General Manager shall not cause or allow jeopardy to fiscal integrity or deviate materially from the established compensation and benefit program as approved by the Board.*

Melissa Collins has been employed at the District since July 23, 2012, and was last employed in the position of Commission and Executive Services Director. The District has determined that the position of Commission and Executive Services Director is no longer necessary.

In consideration of Ms. Collins service to the District, the District desires to provide sufficient notice and consideration to Ms. Collins prior to her separation from service. To this end, the District and Ms. Collins have reached a tentative and amicable agreement regarding the separation terms and conditions which are represented in a proposed separation agreement and general release.

#### RECOMMENDATIONS/FUTURE ACTIONS:

Staff recommends that the Commission pass the resolution approving, ratifying and authorizing the Separation Agreement and General Release with Melissa Collins.

*List Attachments:*

Resolution  
Exhibit A

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

A RESOLUTION Approving, Ratifying, and Authorizing the CEO/General Manager or his Designee, on Behalf of Public Utility District No. 1 of Snohomish County, to Execute a Separation Agreement and General Release With a District Employee

WHEREAS, Melissa Collins (“Ms. Collins”) has been employed at the District since July 23, 2012, and was last employed in the position of Commission and Executive Services Director; and

WHEREAS, the District has determined that the position of Commission and Executive Services Director is not necessary; and

WHEREAS, in consideration of Ms. Collins’ service to the District, the District desires to provide sufficient notice and consideration to Ms. Collins prior to her separation from service; and

WHEREAS, the District and Ms. Collins have reached a tentative and amicable agreement regarding the separation terms and conditions which are represented in the Separation Agreement and General Release attached hereto as Exhibit “A” (“Separation Agreement”); and

WHEREAS, the Board of Commissioners has reviewed the Separation Agreement, considered the recommendations of staff, and finds that approving, ratifying and authorizing the Separation Agreement is in the best interests of the District and its ratepayers.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Public Utility District No. 1 of Snohomish County hereby approves, ratifies, and authorizes the District CEO/General Manager or his designee to execute the Separation Agreement with Melissa Collins, in substantially the form set forth as Exhibit A, provided that the final form

of the Separation Agreement shall be subject to the review and approval of the District's General Counsel or his designee.

PASSED AND APPROVED this 3<sup>rd</sup> day of September, 2024.

\_\_\_\_\_  
President

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

\_\_\_\_\_  
Secretary

## SEPARATION AGREEMENT AND GENERAL RELEASE

This Separation Agreement and General Release (“Agreement” or “Separation Agreement”) is made by and between Public Utility District No. 1 of Snohomish County (“District”) and Melissa Collins (“Ms. Collins”). The District and Ms. Collins are also referred to individually as “Party” and collectively as “Parties.”

WHEREAS, Ms. Collins has been employed at the District since July 23, 2012, and currently holds the title of Director, Commission and Executive Services.

WHEREAS, the District has determined that the Director, Commission and Executive Services, is not necessary and the position will be eliminated.

WHEREAS, in consideration of Ms. Collins’ service to the District, the District would like to provide sufficient notice and consideration to Ms. Collins prior to separating her from service.

WHEREAS, the District and Ms. Collins desire to enter into this Separation Agreement to resolve any issues between them and reach an amicable separation of Ms. Collins’ employment, including a release of all claims arising out of or in any way relating to her employment.

NOW, THEREFORE, based on the mutual promises and conditions outlined herein, the Parties agree as follows:

**1. Non-Admission.** Neither this Separation Agreement, nor the consideration exchanged, shall be construed in any way as an admission by either Party that it has acted wrongfully or unlawfully or that Ms. Collins has any claims whatsoever against the District. The District affirmatively denies any wrongful conduct or liability on its part. This Agreement results from the Parties’ desire to reach an amicable separation of Ms. Collins’ employment with the District and resolve any potential claims relating to Ms. Collins’ employment and is not an admission of liability.

**2. Consideration.** In the absence of a contested proceeding, there is no prevailing party, and therefore, Ms. Collins acknowledges that she is not otherwise entitled to any of the following consideration and benefits in the absence of this Agreement. The District has offered Ms. Collins three separation options, described below. By initially one of the three options identified in this Subsection and upon the expiration of the revocation period as described in Subsection 4(D) below, Ms. Collins agrees to the following consideration:

**A. Option 1: Paid Administrative Leave Plus Lump Sum Payment.**

- i. Ms. Collins’ last day of work will be August 15, 2024. Beginning August 16, 2024, Ms. Collins will be placed on Paid Administrative Leave (PAL) for a period of six (6) months, until close of business on February 15, 2025, when Ms. Collins’ employment will be terminated. During this time, Ms. Collins will be paid for all regular workdays (including District-recognized holidays), will receive the District’s contribution toward her benefits, and will continue to earn Paid Time Off (PTO) and Extended Sick Leave (ESL) benefits as if she were actually working.

- ii. On the pay period ending February 15, 2025, which is paid on February 21, 2025, Ms. Collins will be paid a pre-tax lump sum payment equal to six (6) months' salary, in the amount of one hundred and seven thousand, thirty-one dollars and eighty-four cents (\$107,031.84), which is subject to required federal and state deductions or withholdings.
- iii. On the pay period ending February 15, 2025, which is paid on February 21, 2025, Ms. Collins will be paid any accrued, unused PTO in a lump sum, which is subject to required federal and state deductions or withholdings.

I accept Option 1 as described above: \_\_\_\_\_ [Initial]

**B. Option 2: Separation Plus Lump Sum Payment.**

- i. Ms. Collins' last day of employment will be August 15, 2024.
- ii. On the pay period ending August 15, 2024, which is paid on August 22, 2024, Ms. Collins will be paid a pre-tax lump sum payment equal to twelve (12) months' salary, in the amount of two hundred and fourteen thousand, sixty-three dollars and sixty-eight cents (\$214,063.68), which is subject to required federal and state deductions or withholdings.
- iii. On the pay period ending August 15, 2024, which is paid on August 22, 2024, Ms. Collins will be paid any accrued, unused PTO in a lump sum, which is subject to required federal and state deductions or withholdings.

I accept Option 2 as described above: \_\_\_\_\_ [Initial]

**C. Unemployment Benefits.** The District agrees to not contest Ms. Collins' entitlement to unemployment benefits. Ms. Collins understands and acknowledges that while the District agrees to not contest her entitlement to unemployment benefits, the District makes no guarantee or representation of any particular outcome of her claim for benefits and that the sole authority to determine her eligibility for benefits lies with the Washington State Employment Security Department.

**D. COBRA Continuation Coverage Benefits.** Following her separation from employment, if Ms. Collins elects to continue her medical and/or dental coverage with the District under the provisions of the Consolidated Omnibus Budget Reconciliation Act (COBRA), the District will pay the premiums applicable to Employee Only coverage, for a period of six (6) consecutive months commencing on Ms. Collins' COBRA eligibility date.

**E. Educational Assistance Program.** Ms. Collins will be eligible to receive one year of continued benefits under the District's current Educational Assistance Program. These benefits cannot exceed \$2,000 from the date of separation. Ms. Collins understands that the District is required to assess federal income tax on any benefits paid under the Educational Assistance Program, whether or not she is a District employee at the time she

utilizes these funds. The District will deduct the appropriate federal income tax from the amount Ms. Collins submits for reimbursement and remit that amount to the Internal Revenue Service

- F. Outplacement Services.** The District will pay for outplacement services through Transitions Team if Ms. Collins elects to access those services within three (3) months from the date of separation.
- G. Neutral Reference to Prospective Employers.** The parties agree that the District will provide inquiring prospective employers with only Ms. Collins' dates of employment, wage rates, and identification of position held.
- H. Reemployment Prior to Separation of Employment.** Ms. Collins understands she will be able to apply for other District positions as a current employee until her employment ends. If Ms. Collins is offered and accepts another position with the District before her separation date, she understands that this Separation Agreement will be null and void. In this event, she will not be eligible for the consideration contained in this Agreement or any other assistance under the Transition Assistance Policy (Directive 77).
- I. Reemployment After Separation of Employment.** If Ms. Collins returns to District employment after her separation date but prior to August 15, 2025 (the period of time covered by the lump sum payment under either Option), Ms. Collins shall refund the portion of the lump sum covering the period after the date she returns to work. For example, , if Ms. Collins returns to District employment on April 15, 2025, she must repay the District the equivalent of four (4) months' salary.

**3. Full Release of Claims.** Ms. Collins (including her heirs, executors, administrators, successors and assigns) knowingly and voluntarily releases and forever discharges the District (defined, for release purposes, to include its elected officials, officers, employees, and agents) from any and all claims (known or unknown), demands, liabilities, causes of action of every kind arising out of or in any way related to Ms. Collins' employment by the District or the termination of the employment relationship. For the purpose of implementing a full and complete release, the District and Ms. Collins acknowledge that this Agreement and General Release is intended to include, without limitation, all claims that Ms. Collins does not know or suspect to exist in her favor at the time of execution, and that this Agreement and General Release contemplates the extinguishment of any such claim or claims. This release specifically covers any and all claims under any federal, state, or local laws which prohibit employment discrimination or retaliation or which otherwise regulate the employment relationship, including, but not limited to, any alleged violation of:

- The National Labor Relations Act, as amended;
- The Equal Pay Act, as amended;
- Title VII of the Civil Rights Act, as amended;
- Sections 1981 through 1988 of Title 42 of the United States Code, as amended;
- The Employment Retirement Income Security Act of 1974, as amended;
- The Immigration Reform Control Act of 1990, as amended;
- The Age Discrimination in Employment Act of 1967, as amended;
- The Older Workers Benefit Protection Act, as amended;



- The Americans with Disabilities Act of 1990, as amended;
- The Rehabilitation Act of 1973, as amended;
- Uniform Services Employment and Reemployment Rights Act of 1994, as amended;
- The Genetic Information Nondiscrimination Act of 2008, as amended;
- The Occupational Safety and Health Act, as amended;
- The Consolidated Omnibus Budget Reconciliation Act, as amended;
- The Family and Medical Leave Act of 1993, as amended;
- The Fair Labor Standards Act, as amended;
- The Lilly Ledbetter Fair Pay Act of 2009, as amended;
- The Washington State Law Against Discrimination, as amended;
- The Washington Minimum Wage Act, as amended;
- The Industrial Insurance Act, as amended;
- The Industrial Welfare Act, as amended;
- The Washington Family Care Act, as amended;
- The Washington Paid Family and Medical Leave Act, as amended;
- The Washington Paid Sick Leave Law, as amended;
- The Washington Equal Pay and Opportunity Act, as amended;
- Washington statutes, including, but not limited to, safety and health, whistleblower protection, and equal pay and opportunity;
- Any and all other statutory, public policy, contract, tort or common law action, including but not limited to torts, wrongful termination, breach of express or implied contract or any covenant of good faith and fair dealing, slander, libel, defamation, negligent supervision or retention, loss of consortium, intentional or negligent infliction of emotional distress, and any claim arising under any District directive; and
- Any allegation for costs, fees, or other expenses, including attorney fees incurred.

**4. Age Discrimination Claims - Older Workers Benefit Protection Act Acknowledgment.**

By signing this Agreement and General Release, Ms. Collins has waived and released any and all rights and claims that she has or may have as of this date under the Age Discrimination in Employment Act (ADEA), pursuant to 29 U.S.C. Section 626, and other applicable law including but not limited to the Older Workers Benefit Protection Act. The ADEA forbids discrimination in employment practices on the basis of age against certain individuals (i.e., age 40 and above). Ms. Collins understands that, among other claims, she is giving up all claims against the District that she might have under the ADEA or the Older Workers' Benefit Protection Act.

- A. Ms. Collins specifically intends to knowingly and voluntarily waive any rights she may have under the ADEA and intends to release the District from any and all claims for damages or other remedies she may have under the ADEA. This waiver and release of ADEA rights is not to be construed as a waiver or release of claims or rights under the ADEA that may arise after the execution of this Agreement.
- B. Ms. Collins acknowledges by executing this Agreement and General Release that she has been advised to consult with an attorney before signing this Agreement and General Release. She further acknowledges that signing this Agreement and General Release is a voluntary act and that she understands the terms of this Agreement and General Release. She further acknowledges the terms of this Agreement and General Release are written in language that is readily understandable.

- C. Ms. Collins understands that pursuant to law she has twenty-one (21) calendar days from receipt of this Agreement and General Release, until July 30, 2024, to review and consider whether to accept the terms of this Agreement and General Release and understands that she may sign this Agreement and General Release before the expiration of this 21-day period. By executing this Agreement and General Release on the date set forth below, Ms. Collins has knowingly and voluntarily waived the balance of that period, if any.
- D. Ms. Collins understands that she may revoke this Agreement and General Release within seven (7) calendar days following its signing. Any revocation within this period must be submitted in writing to the District and state, "I hereby revoke my acceptance of our Agreement and General Release." The revocation must be delivered to John Haarlow at the District at 2320 California Street, Everett, Washington, 98201. If the revocation is mailed, it must be postmarked within the seven (7) calendar day period. This Agreement and General Release shall not become effective or enforceable until the revocation period has expired. If the last day of the revocation period is a Saturday, Sunday or legal holiday in Washington State, then the revocation period shall not expire until the next following day that is not a Saturday, Sunday, or legal holiday. If Ms. Collins timely submits a revocation to the District, the entire Agreement and General Release is null and void.
- E. Ms. Collins understands that she is relinquishing any claim for age discrimination which she might assert as of the date of the Agreement and General Release, and that the monies and benefits which Ms. Collins is receiving for signing this Agreement and General Release is over and above anything the District may owe Ms. Collins as a result of her employment and termination.
- F. Ms. Collins agrees that any changes to this Agreement and General Release, whether material or immaterial, do not restart the running of the 21-day period.
- 5. No Other Claims Exist.** Ms. Collins confirms that no claim, charge, complaint, or action now exists in any forum or form, and that she will not institute the filing of any claim, charge, complaint or action, against the District in any court, administrative agency or other forum based on any claim arising out of her District employment, including but not limited to her separation therefrom. If any such claim, charge, complaint or action is filed, Ms. Collins shall request that the matter be terminated and shall not be entitled to recover any relief or recovery therefrom, including but not limited to actual or punitive damages, attorneys' fees, costs and equitable relief. This provision does not prohibit the filing of a claim with an administrative agency where such right is granted under state or federal law, nor does it prohibit participation in any investigation or proceeding conducted by the EEOC; however, Ms. Collins expressly waives any right she may have against the District to recover any award or other benefit (including but not limited to actual or punitive damages, attorneys' fees, costs and equitable relief).
- 6. No Participation in Claims.** Ms. Collins understands that, if this Agreement were not signed, she would have the right to voluntarily assist other individuals or entities in bringing claims against the District. Ms. Collins hereby waives that right and will not provide any such assistance other than responding to court or other official agency process or assisting in an investigation or proceeding conducted by an agency of state or federal government.

7. **Confidentiality.** Ms. Collins agrees that she will not directly use, divulge, or disclose for any purpose any confidential and/or proprietary information of the District.

8. **Cooperation with the District.** Ms. Collins agrees to make herself available to District representatives to provide testimony or litigation assistance, if the District believes such to be necessary, relative to matters Ms. Collins participated in while with the District.

9. **Venue, Governing Law, and Interpretation.** This Separation Agreement shall be governed in accordance with the laws of the State of Washington without regard to its conflict of law provisions, and the parties hereby agree that any disputes regarding this Separation Agreement will be resolved in the state courts located in Snohomish County, Washington and/or federal district court located in Washington. Should any provision of this Separation Agreement be declared illegal or unenforceable by any court of competent jurisdiction and cannot be modified to be enforceable (excluding the general release language), then such provision shall immediately become null and void, leaving the remainder of this Separation Agreement in full force and effect. However, if any portions of the release language (paragraphs 3, 4, and 5, above) are ruled to be unenforceable for any reason, Ms. Collins shall promptly return and/or repay to the District the monies and benefits paid by the District.

10. **Representation of Comprehension of Document and Voluntary Signing.** In entering into this Separation Agreement and General Release, Ms. Collins represents that she has had a full and complete opportunity to review this Separation Agreement and to seek the advice of counsel, and that she fully understands and voluntarily accepts the terms of this Separation Agreement and General Release.

11. **Qualifications or Amendments.** This Separation Agreement and General Release may not be modified, altered or changed except upon written consent of both parties and specific reference is made to this Separation Agreement and General Release.

12. **Entire Agreement, No Qualifications or Amendments.** This Separation Agreement sets forth the full, final and entire agreement between Ms. Collins and the District with regard to the matters set forth in it and shall be binding upon and inure to the benefit of the executors, administrators, personal representatives, heirs, and successors and assigns of each. This Agreement fully supersedes any prior agreements or understandings between the parties. Ms. Collins acknowledges that at the time of execution of this Agreement she is relying only upon the representations set forth in this Agreement. This Agreement may not be modified, altered or changed except upon express written consent of the Parties wherein specific reference is made to this "Separation Agreement and General Release."

13. **Attorney's Fees.** Each Party hereto shall bear all attorney's fees and costs arising from this matter, if any. In the event a suit is brought to enforce any provision of this Agreement, the prevailing party shall be awarded all costs incurred in prosecuting or defending the action, including attorney and paralegal fees. In the event the District is the prevailing party, the hourly rate to be paid to the District for the work of attorneys and paralegals in the General Counsel's Office shall be the hourly rate charged by persons in downtown Everett law firms having similar experience.

**PLEASE READ CAREFULLY. THIS SEPARATION AGREEMENT AND GENERAL RELEASE INCLUDES A RELEASE OF ALL KNOWN AND UNKNOWN CLAIMS. MELISSA COLLINS ACKNOWLEDGES THAT SHE HAS CAREFULLY READ AND FULLY UNDERSTAND ALL ASPECTS OF THIS SEPARATION AGREEMENT, AND THAT SHE HAS NOT RELIED UPON ANY REPRESENTATION(S) OR STATEMENT(S) NOT SET FORTH HEREIN OR MADE BY THE DISTRICT OR ITS REPRESENTATIVES.**

DATED this \_\_\_\_ day of \_\_\_\_\_, 2024.

MELISSA COLLINS

PUBLIC UTILITY DISTRICT NO. 1  
OF SNOHOMISH COUNTY

\_\_\_\_\_

By: \_\_\_\_\_

John Haarlow  
CEO/General Manager

Date Signed: \_\_\_\_\_

Date Signed: \_\_\_\_\_



provide, should such an occurrence arise. The services are designed to be modular such that the District could call upon none, some, or all of the services contemplated, as dictated by District needs. Services include: (1) a technology integration service, which allows for data flows between entities to enable appropriate power portfolio balancing, (2) a license for a software service that would dispatch rights to BPA power under the Block/Slice contract, and (3) contingency services that would provide power portfolio balancing through wholesale market purchases and sales. All services would be governed by a master Resource Management Agreement that provides terms and conditions for those services.

District Staff recommend that the Commission authorize the CEO/General Manager or his designee to execute the Resource Management Agreement between the District and TEA, including its associated Task Order Nos. 1 through 3, in substantially the form set forth as Exhibits A through D; *provided*, the final form of the Resource Management Agreement and Task Order Nos. 1 through 3 shall be subject to the review and approval of both the District's General Counsel and Assistant General Manager for Facilities, Generation, Power, Rates & Transmission Management, or their respective designees. Exhibits A through D are available at the Commission Office upon request.

*List Attachments:*  
Resolution

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

A RESOLUTION Authorizing the CEO/General Manager or his Designee, on Behalf of Public Utility District No. 1 of Snohomish County, to Execute a Resource Management Agreement, and Associated Task Orders, With The Energy Authority, Inc.

WHEREAS, after extensive analysis and consideration, the District has elected to pursue switching products under its contract with Bonneville Power Administration from a Block and Slice product to a Load Following product effective October 1, 2025; and

WHEREAS, throughout the decision making process the District recognized that such a product switch had the potential to significantly alter the manner in which the District purchases and sells electricity and manages its resources, and may affect the employment of several District employees performing those functions; and

WHEREAS, the District must ensure continuous operations, and therefore desires to secure contingency services through The Energy Authority, Inc. (“TEA”), whereby TEA would provide various power-resource management services when called upon by the District; and

WHEREAS, the Board of Commissioners has reviewed the Resource Management Agreement between TEA and the District, along with the associated Task Order Nos. 1 through 3, considered the recommendations of staff, and finds that authorizing the execution of the Resource Management Agreement and associated Task Orders is in the best interests of the District and its ratepayers.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Public Utility District No. 1 of Snohomish County hereby authorizes the District CEO/General Manager or his designee to execute the Resource Management Agreement between the District

and The Energy Authority, Inc., including its associated Task Order Nos. 1 through 3, in substantially the form set forth as Exhibits A through D; *provided*, the final form of the Resource Management Agreement and Task Order Nos. 1 through 3 shall be subject to the review and approval of both the District's General Counsel and Assistant General Manager for Facilities, Generation, Power, Rates & Transmission Management, or their respective designees.

PASSED AND APPROVED this 3<sup>rd</sup> day of September, 2024.

\_\_\_\_\_  
President

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

\_\_\_\_\_  
Secretary





**BUSINESS OF THE COMMISSION**

Meeting Date: September 3, 2024

Agenda Item: 6

**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:**

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

**SUMMARY STATEMENT:**

Identify the relevant Board policies and impacts:

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

*List Attachments:*  
None



**BUSINESS OF THE COMMISSION**

Meeting Date: September 3, 2024

Agenda Item: 7A

**TITLE**

Commission Reports

**SUBMITTED FOR: Commission Business**

<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:**

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

**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: September 3, 2024

Agenda Item: 7B

**TITLE**

Commissioner Event Calendar

**SUBMITTED FOR: Commission Business**

<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:**

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

**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 – 2024

## September 2024

September 4 - 6:  
Public Power Council/PNUCC Meetings  
Portland, OR  
(Wolfe)

## September 2024

# Commissioner Event Calendar – 2024

## October 2024

### October 2 - 3:

Public Power Council Meetings

Portland, OR

### October 4:

PNUCC Meeting

Virtual

### October 23:

EASC State of the Station

Everett, WA 11:00 a.m. – 1:00 p.m.

(Logan/Olson/Wolfe)

## October 2024

# Commissioner Event Calendar – 2024

## November 2024

November 6 - 8:

Public Power Council/PNUCC Meetings

Portland, OR

## November 2024

# Commissioner Event Calendar – 2024

**December 2024**

**December 2024**

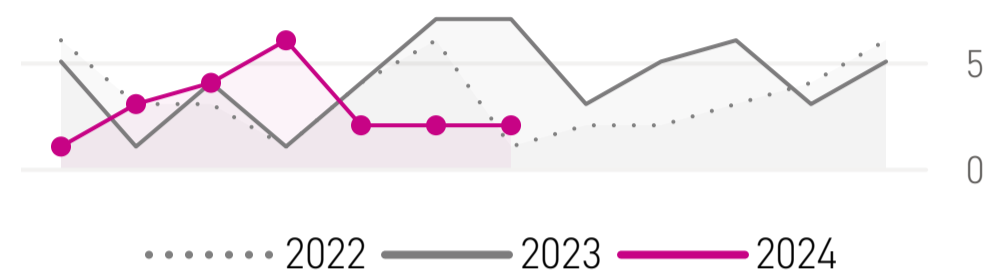
**\*\*For Planning Purposes Only and Subject to Change at any Time\*\***

## Safeguard What Matters

### OSHA Recordable Injuries

2024 YTD **20** | 2023 YTD **29** | -31% ↓  
 2022 YTD **24** | -17% ↓

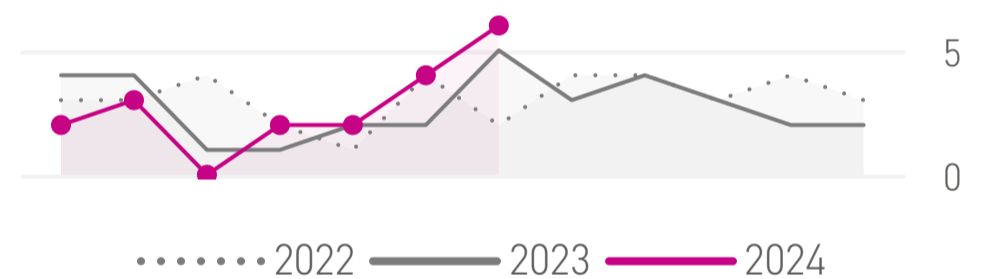
Recordable Injuries, by Month



### Preventable Vehicle Accidents

2024 YTD **19** | 2023 YTD **19** | 0% ↑  
 2022 YTD **19** | 0% ↑

Preventable Vehicle Accidents, by Month



## Water System Reliability

Year-to-date there have been **8** unplanned water outages. On average, outages impacted **12** customers and lasted **150** minutes.

### Outages Per 1,000 Customers

Last 12 Months **0.7** | Prior 12 Months **0.7** | +11.3% | +0.1 ↑

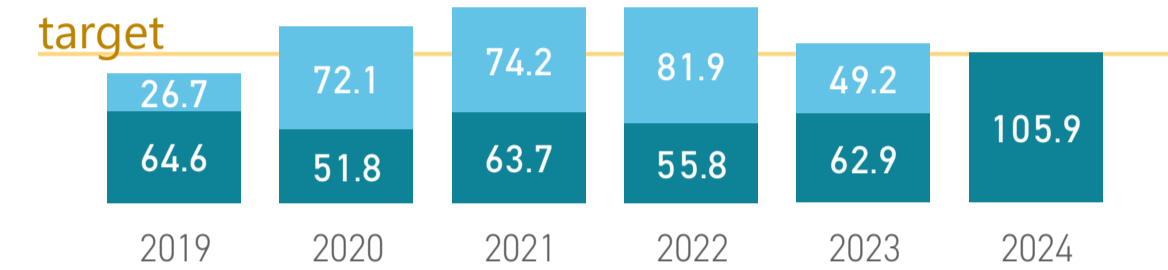


## Electric System Reliability

### SAIDI | System Average Interruption Duration Index

average total minutes a customer was without power

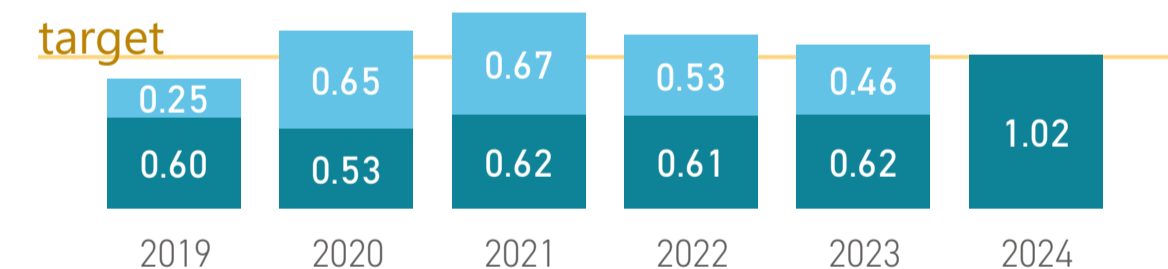
2024 YTD **105.9** | Annual Target **105.0** | +0.9 ↑  
 Last Year YTD **62.9** | +43.0 ↑  
 5 Year Average **59.8** | +46.1 ↑



### SAIFI | System Average Interruption Frequency Index

average times a customer was without power

2024 YTD **1.02** | Annual Target **1.00** | +0.02 ↑  
 Last Year YTD **0.62** | +0.40 ↑  
 5 Year Average **0.60** | +0.42 ↑



### CAIDI | Customer Average Interruption Duration Index

average minutes an outage lasted

CAIDI Last 12 Months **104.9** | Target **105.0** | -0.1 ↓  
 Prior 12M **125.8** | -20.8 ↓  
 5 Yr Avg **108.6** | -3.7 ↓

Reliability metrics exclude planned outages and major event days (0 days YTD). 5-year average includes 2019-2023.

## Customer Digital Platform Usage

### Active Accounts at Month End

With MySnoPUD Profile **69.5%** | Last Year **66.3%** | +5% ↑  
 Last Month **69.3%** | +0% ↑

With Paperless Billing **47.2%** | Last Year **45.2%** | +4% ↑  
 Last Month **47.1%** | +0% ↑

With AutoPay **36.7%** | Last Year **33.6%** | +9% ↑  
 Last Month **36.4%** | +1% ↑

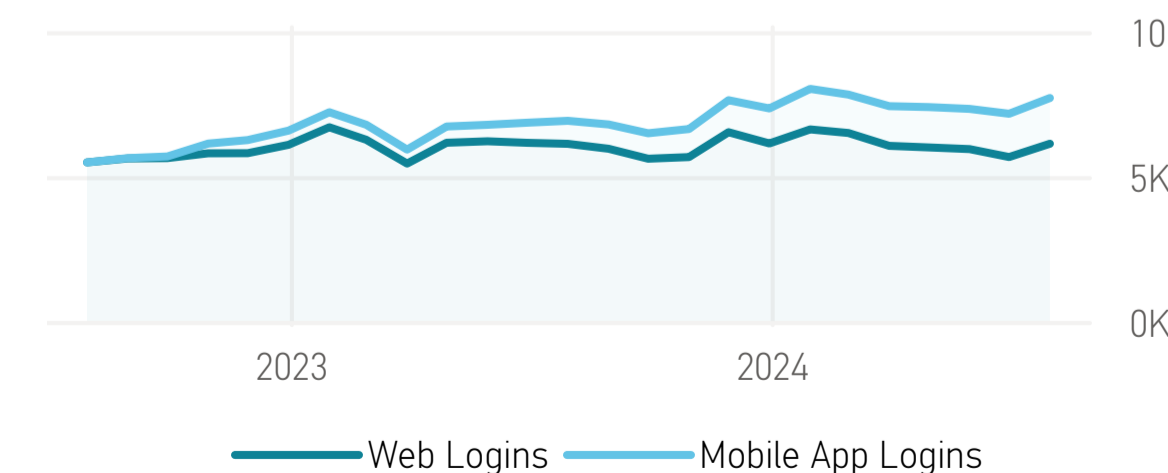
### Digital Platform Usage | Jul 2024

% Payments via PUD Digital Platforms\* **72.9%** | Last Year **69.1%** | +6% ↑

MySnoPUD Web Logins **189.7K** | Last Year **189.6K** | +0% ↑

MySnoPUD App Logins **48.9K** | Last Year **24.6K** | +99% ↑

Average Total Daily Interactions by Channel



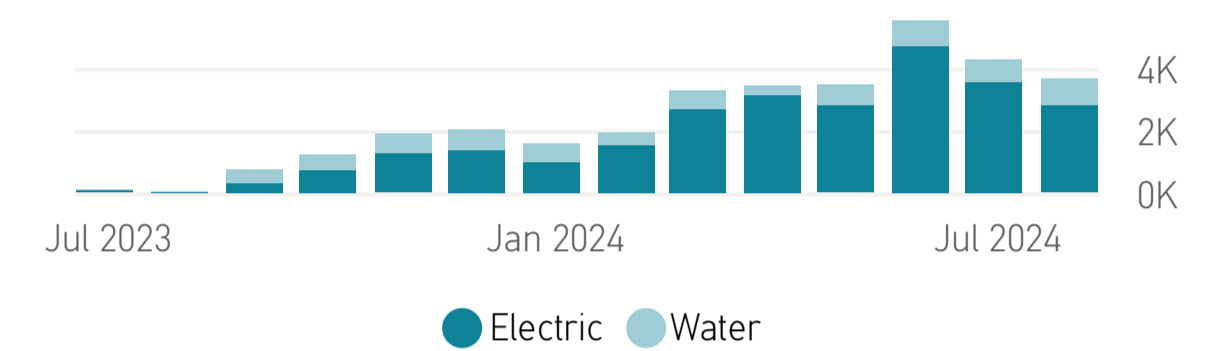
\* Includes AutoPay, MySnoPUD, one-time payment, and IVR

## ConnectUp Program

### Meters Commissioned Thru Jul 31, 2024

**33,035** Total | **25,824** Electric | **7,211** Water

Meters Commissioned by Month



As of Aug 26, 2024:  
**78** of **1,291** meter reading routes are ≥ 95% complete.

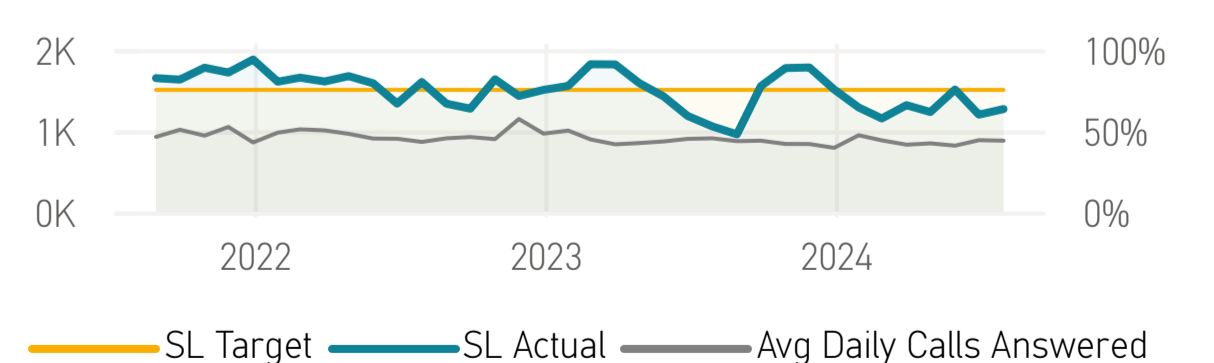
## Call Center Service Level

In **July 2024** | the call center answered a total of **19,234** calls. Customers waited an average of **93** seconds to speak to a customer service representative.

Service Level **63%** | Target **75%** ↓  
 Last Month **60%** ↑  
 Last Year **52%** ↑

Avg Daily Calls Handled **874** | Last Month **880** | -1% ↓  
 Last Year **903** | -3% ↓

Average Call Center Service Level (SL) by Month



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

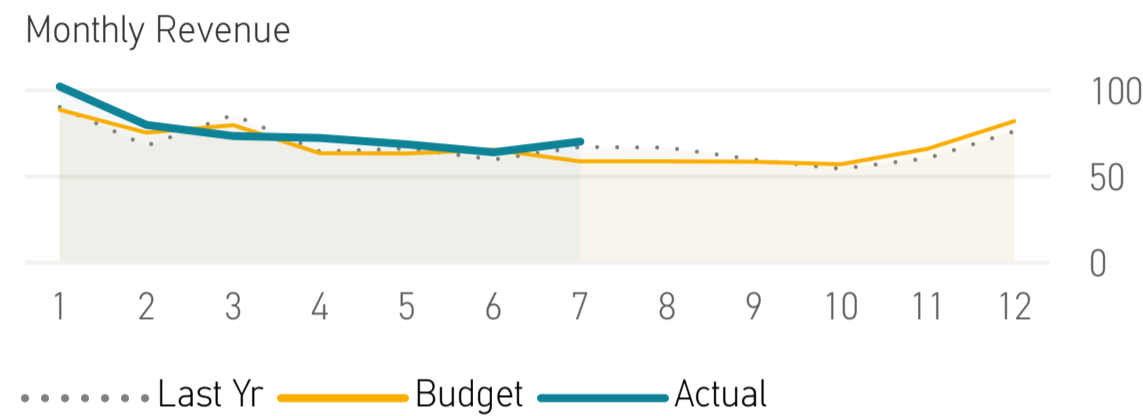


# Snohomish PUD Key Operational Performance Metrics | July 2024

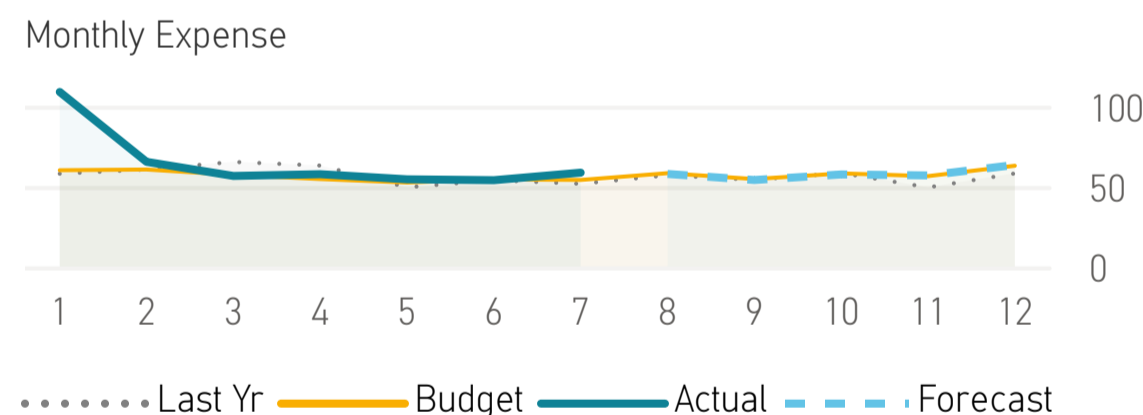
## Electric Financials

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.

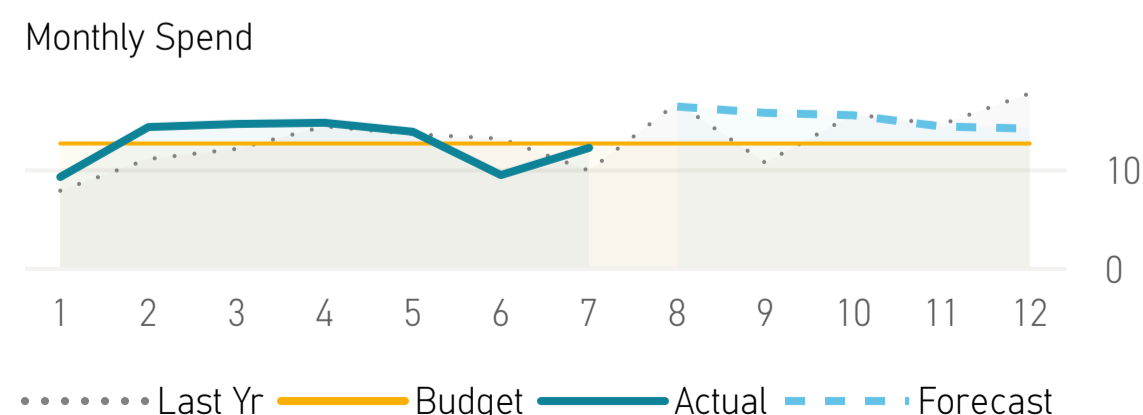
**Operating Revenue YTD**  
 Budget YTD **\$487.3** | +35.8 ↑  
 Last Yr YTD **\$493.9** | +29.2 ↑



**Operating Expense YTD**  
 Budget YTD **\$391.7** | +61.9 ↑



**Capital Spend YTD**  
 Budget YTD **\$87.8** | -0.1 ↓

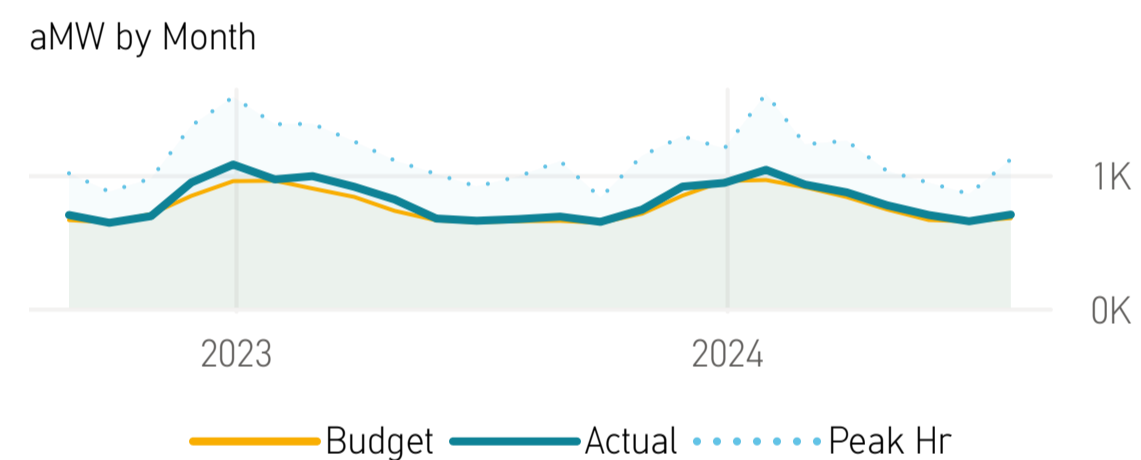


## Electric Distribution System

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**  
 Budget YTD **770** | +4% ↑  
 Last Year YTD **804** | 0% ↓  
 3 Year Avg YTD **796** | +1% ↑

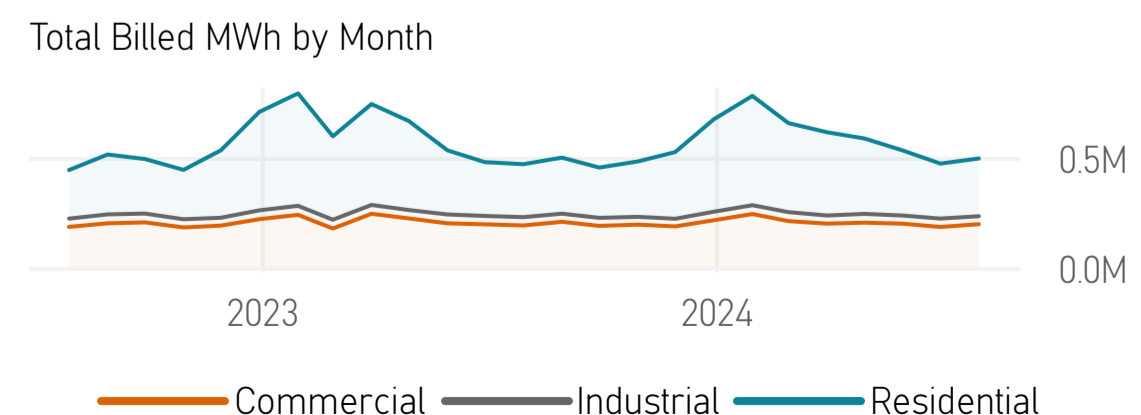
**Peak Hour aMW YTD**  
**1,603**  
 Sat Jan 13, 2024  
 Fri Feb 24, 2023  
 Prior 3 Years **1,377** | +16% ↑



### 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.

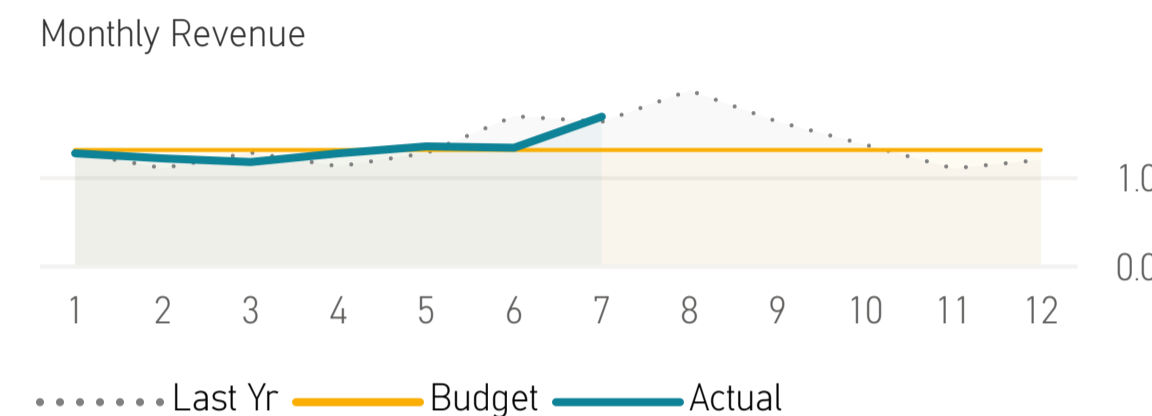
**Billed MWh YTD**  
**4,133K**  
 Last Year YTD **4,274K** | -3% ↓



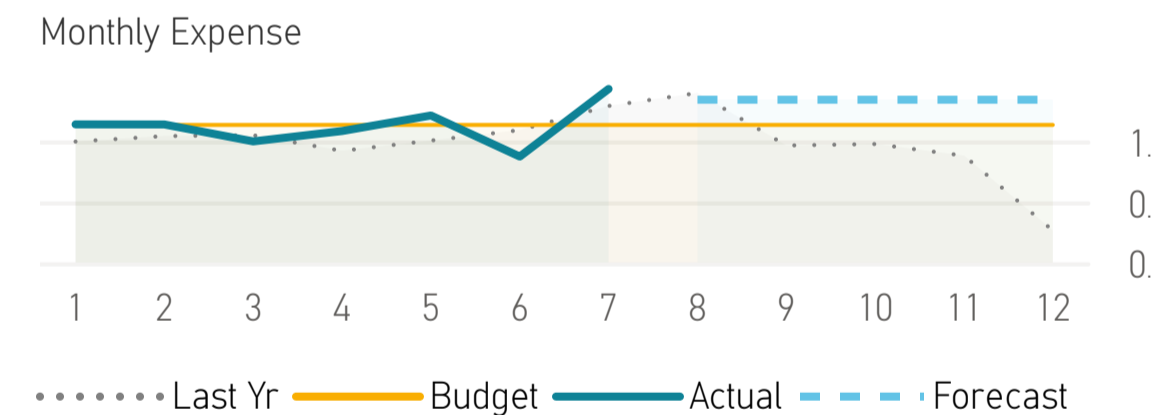
## Water Financial Performance

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.

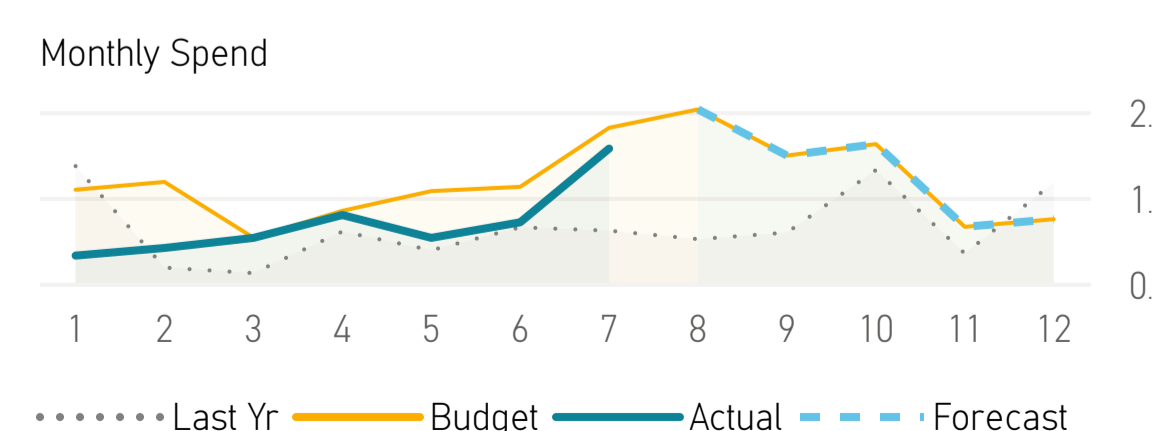
**Operating Revenue YTD**  
 Budget YTD **\$9.1** | +0.1 ↑  
 Last Yr YTD **\$9.3** | -0.1 ↓



**Operating Expense YTD**  
 Budget YTD **\$7.9** | -0.1 ↓



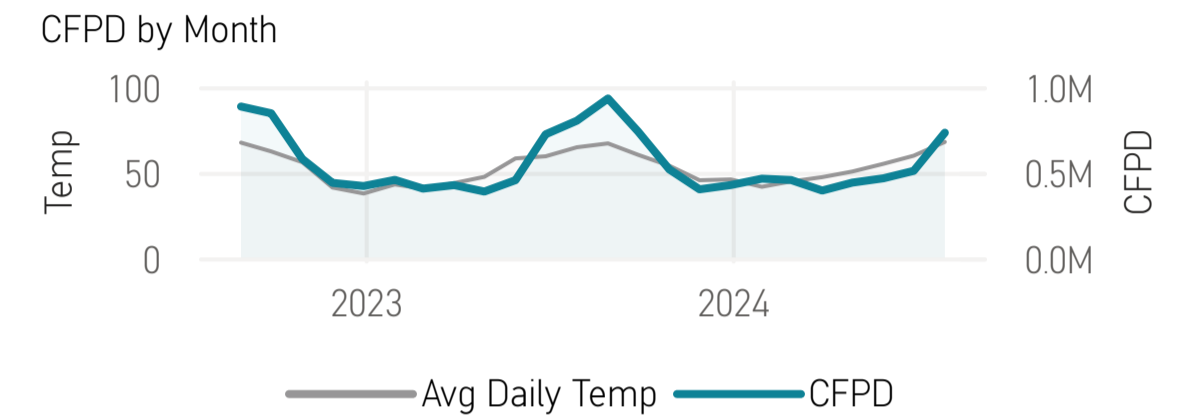
**Capital Spend YTD**  
 Budget YTD **\$7.6** | -2.8 ↓



## Water Residential Billed Usage

Measured in cubic feet per day (CFPD)

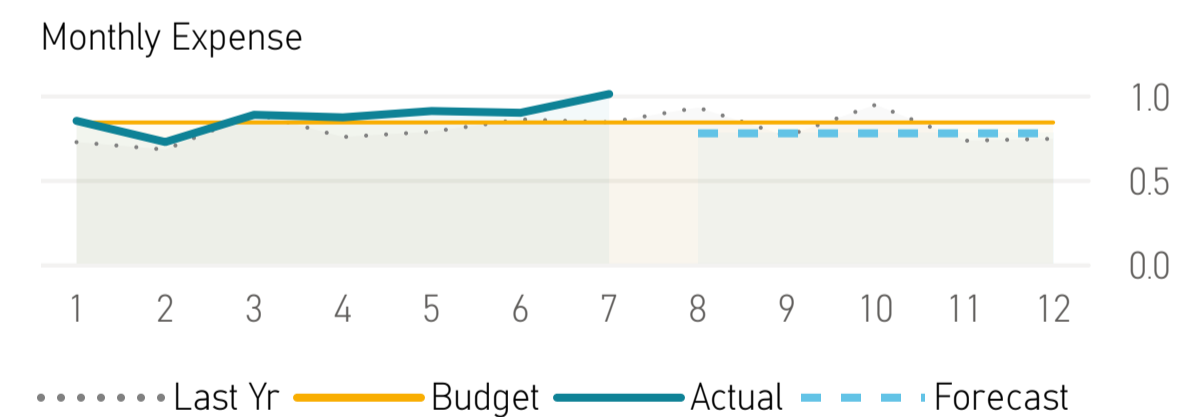
**CFPD YTD**  
**492.2K**  
 Last Year YTD **520.8K** | -5% ↓  
 3 Year Avg YTD **483.6K** | +2% ↑



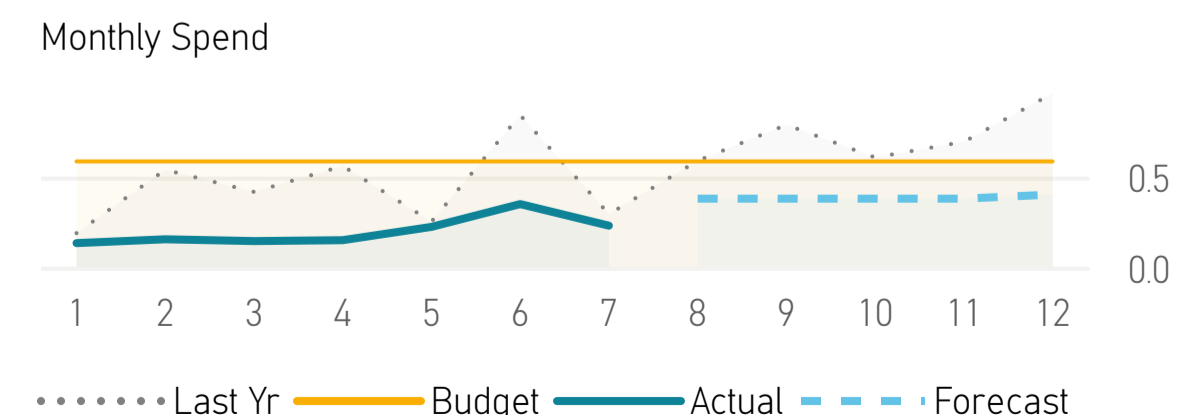
## Generation Financial Performance

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**  
 Budget YTD **\$5.8** | +0.3 ↑  
 Last Yr YTD **\$5.5** | +0.6 ↑



**Capital Spend**  
**33%**  
 Budget YTD **\$4.1** | -2.7 ↓  
 Last Yr YTD **\$3.1** | -1.7 ↓



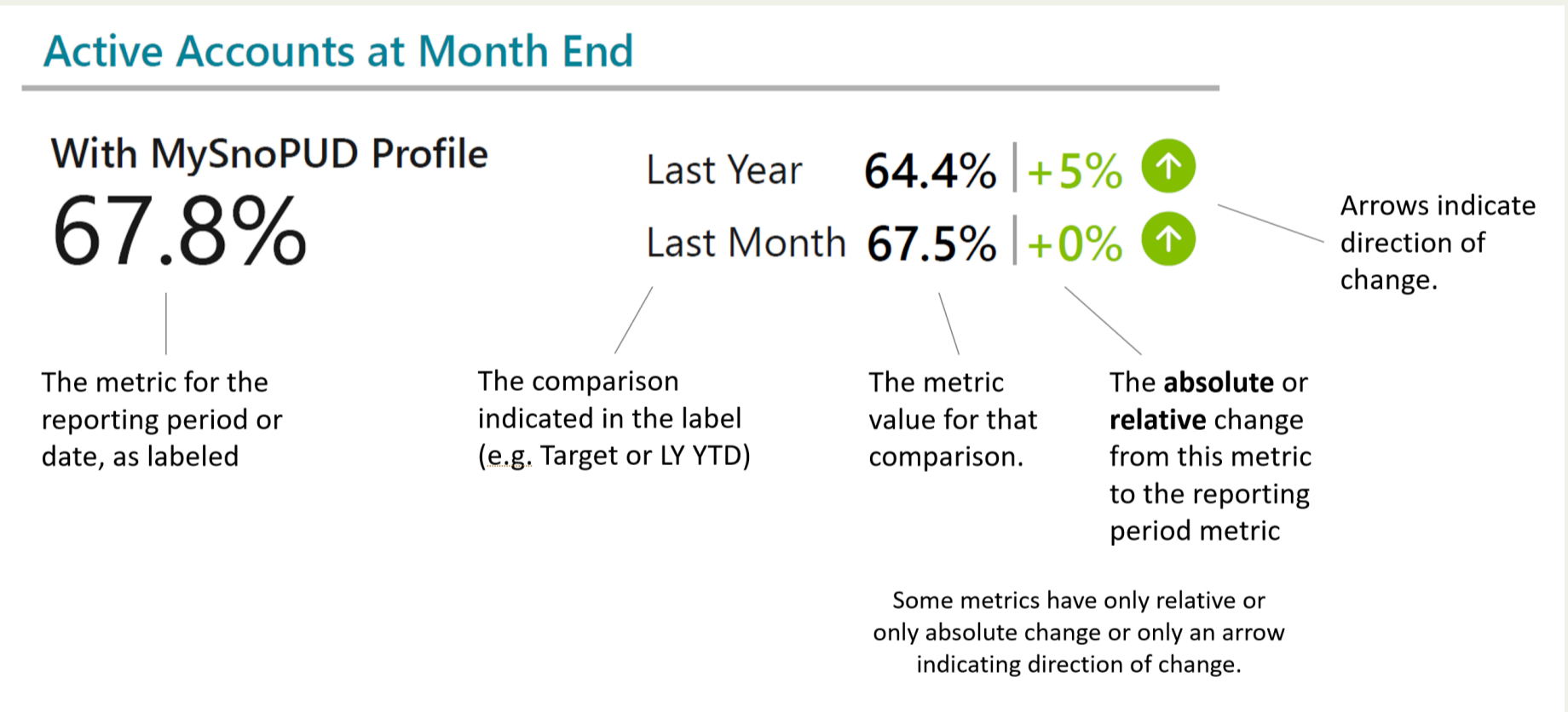
## DASHBOARD OVERVIEW

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.



## DEFINITIONS AND ADDITIONAL RESOURCES

### Safety Metrics:

OSHA Recordable Injuries: Injuries that meet OSHA definitions. OSHA defines a recordable injury as including: any work-related injury or illness requiring medical treatment beyond first aid; any work-related fatality.

Preventable Vehicle Accidents: determined by the PUD's Driving Committee.

### Electric System Reliability Metrics:

SAIDI | System Average Interruption Duration Index - the average total number of minutes a customer was without power in a given period of time.

SAIFI | System Average Interruption Frequency Index - the average number of times a customer was without power in a given period of time.

CAIDI | Customer Average Interruption Duration Index - the average number of minutes an outage lasted. Calculation = SAIDI / CAIDI.

### Water Outages per 1000 Customers:

this calculation multiplies the number of unplanned water outages each month by 1000 and then divides it by the number of active water connections.

### Customer Self-Service (CSS) Metrics:

Accounts with MySnoPUD Profile - the portion of active PUD accounts in a given month that were associated to one or more MySnoPUD profiles as of the last day of the month.

Accounts with Paperless Billing - the portion of active PUD accounts that receive only an electronic bill as of the last day of the month.

Accounts with AutoPay - the portion of active PUD accounts with an active AutoPay set up as of the last day of the month.

Payments via CSS Tools - this metric does not include electronic payments that customers make through their own bank portal or PUD payment partner sites.

### Call Center Metrics:

Service Level - the percent of incoming calls that are answered by a customer service rep within 30 seconds of the customer entering the hold queue.

**Financial Metrics:** These metrics reflect the close of the month. 2024 results are unaudited.

**Electric Distribution System Load:** reported at the system level based on when the energy was used. The metric is a leading indicator for future meter reads and billed consumption.

**Billed Retail Customer Energy Usage:** based on billed meter reads. This metric lags the Distribution System Load because usage may be billed in a different month than it was used.

**Water Residential Billed Usage:** measured in cubic feet per day (CFPD). Usage is based on bill periods and may not be reflected in the month consumed.

# 2024 Treasury, Budget, and Project Status Report

Report to the Board of  
Commissioners

September 3, 2024



# Highlights July 2024

July's results were positive, largely due to strong retail revenues spurred by the hot summer weather. Both market purchases and revenues surpassed budget expectations, balancing each other out.

The 2024 projections have been revised to incorporate identified budget reductions, which will help mitigate some of the initial financial impacts from market purchases.



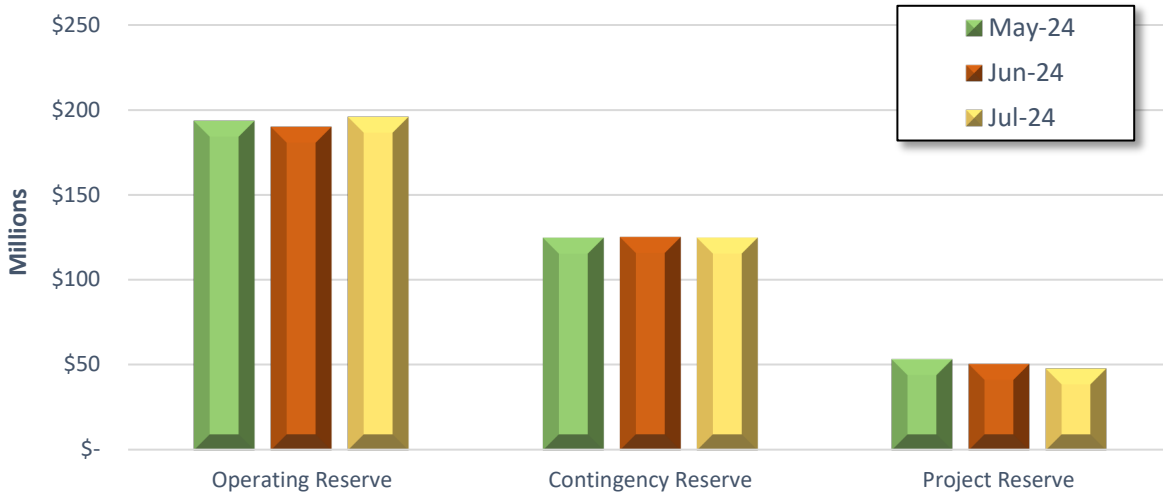
# Electric System Treasury Report

## Key Performance Indicators

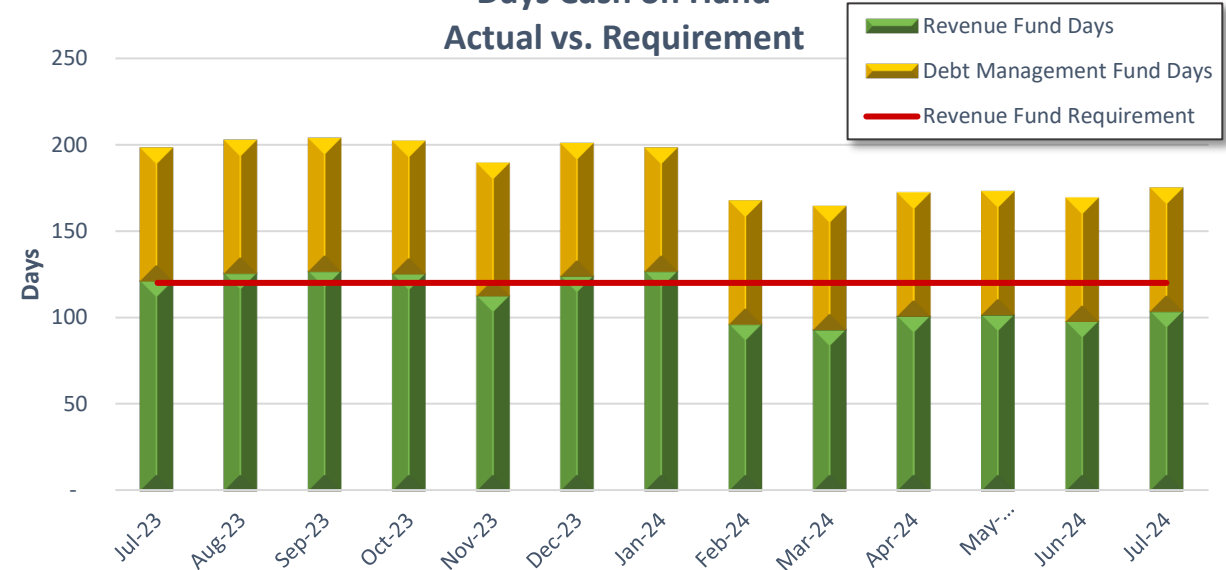
**Revenue Fund**  
**Days Cash on Hand**  
 07/31/2024: 104 Days  
 Requirement: 120 Days

**Return on Investments**  
 07/31/2024: 4.01%  
 07/31/2023: 3.11%

Investment Portfolio Balance Trends by Month  
 Prior Three Months



Days Cash on Hand  
 Actual vs. Requirement



- The portfolio decreased by \$32 million since December 31, 2023, primarily due to significant wholesale market energy purchases made from the Operating Reserve in the first quarter.
- Proceeds received from the 2022 bond issuance, held in the Project Reserve, are transferred to the Operating Reserve after eligible capital expenditures are paid.
  - \$20.5 million of bond funds have been transferred from the Project Reserve to the Operating Reserve through July 2024.
  - \$44.6 million of bond funds remain to be spent and will be transferred to the Operating Reserve through July 2025.

- The Revenue Fund (within the Operating Reserve) increased \$6 million in July due primarily to strong consumptive receipts, 16% above average for the month, as well as favorable receipts from wholesale sales.
- The Days cash on hand for the combined Operating Reserve is reported above. The Debt Management Fund is expected to be combined with the Revenue Fund through Resolution in the Fall.
- The average return on District investments continues to rise as investments are made at favorable interest rates observed in the current market environment.
  - \$9.8 million of cash interest income has been earned year to date, compared to \$8.1 million through July 2023.

# Electric System Budget and Forecast

## Highlights Through July 2024

- **Energy Retail Sales** are expected to be higher than budget due to higher loads and larger than budgeted rate increase.
- **Energy Wholesale Sales** are higher than budget due to extreme market conditions in January. This has helped to partially reduce the impact of the higher market purchases incurred in the same month.
- **Other Operating Revenues** reflect unbudgeted revenue related to the RDC (Reserves Distribution Clause) from BPA.
- **Purchased Power** results reflect substantially higher market purchases in January due to extreme weather and market events.
- **Operations & Maintenance** costs reflect additional Transmission and Ancillary costs in January due to the extreme weather events and current departmental forecasts.

	(\$000's)		(\$000's)	
	YTD Budget through July	YTD Results through July	2024 Budget	2024 Projection
<b>Operating Revenues</b>				
Energy Retail Sales	\$ 413,074	\$ 432,620	\$ 681,891	\$ 701,657
Energy Wholesale Sales	54,269	68,456	87,017	101,205
Other Operating Revenues	20,637	27,176	35,377	44,674
<b>Total Operating Revenues</b>	<b>\$ 487,979</b>	<b>\$ 528,252</b>	<b>\$ 804,285</b>	<b>\$ 847,535</b>
<b>Operating Expenses</b>				
Purchased Power	\$ 216,334	\$ 273,921	\$ 386,240	\$ 437,882
Operations & Maintenance	171,125	179,778	293,357	303,024
Taxes	25,745	27,107	42,500	44,815
Depreciation	38,977	39,048	66,818	66,809
<b>Total Operating Expenses</b>	<b>\$ 452,181</b>	<b>\$ 519,854</b>	<b>\$ 788,914</b>	<b>\$ 852,530</b>
<b>Net Operating Income</b>	<b>\$ 35,798</b>	<b>\$ 8,398</b>	<b>\$ 15,371</b>	<b>\$ (4,995)</b>
Interest Income & Other	10,048	14,723	17,226	21,260
Interest Charges	(10,936)	(10,339)	(18,747)	(19,085)
Contributions	20,291	18,586	34,785	35,080
<b>Net Income</b>	<b>\$ 55,201</b>	<b>\$ 31,368</b>	<b>\$ 48,634</b>	<b>\$ 32,260</b>
Capital Expenditures	\$ 87,762	\$ 87,664	\$ 149,589	\$ 163,480

Capital variance explanations on subsequent slides

# Electric System Project Status Reports

YTD Budget	YTD Results	2024 Budget	2024 Forecast
\$19,238	\$16,202	\$32,979	\$34,108

**Substation:**

In 2024, there are twenty-two substation projects in various stages of design with ten slated for construction this year (4 major, 6 minor). **New:** Jennings Park substation: electrical construction underway; to be energized Q4 2024. Crosswind Substation: civil construction started in late July; energize Q3 2025. **Upgrades:** Camano Substation rebuild: civil construction underway; energize Q3 2025. Clearview Substation: switchgear replacement Q2 – Q4 2024.

**System Reliability:**

Six Substation System Reliability projects are planned for 2024. Four are complete, one is under construction, and one is in design. Others: The final removal of the MESA-2 battery, (estimated cost \$3.3M - unbudgeted), has started and will finish in early Q4 2024.

**Telecom:**

The South County fiber diversity and Stanwood-to-Camano fiber projects were completed early Q1 2024 and the AMI network deployment is on track to be completed by the end of the year. Telecom will deploy 29 sites of the new Next Generation transport network by Q3 2024 and 12 of 17 sites for the Radio Replacement project by Q4 2024. A critical fiber transport system between the Operations center and ARDC (Arlington Data Center) will be upgraded by Q3 2024 to provide additional bandwidth for IT Networks.

YTD Budget	YTD Results	2024 Budget	2024 Forecast
\$26,804	\$30,391	\$45,950	\$54,393

**Transmission and Distribution Projects:**

Approximately 346 bad order poles including 23 transmission poles and 3.6 miles of depreciated cable have been replaced to date in 2024. New transmission line associated with Jennings Park Substation has been completed. Underground relocation associated with the County's Larch Way/Locust Way roundabout project was completed in Q1 2024, as was the final segment of the Ballinger Substation 5th Feeder. A relocation project in support of Lynnwood's new overpass project at Poplar Way is expected to be constructed this summer. Transmission Line inspections have ramped up with 2/3 of the lines being complete. Due to budget concerns, the remaining distribution work associated with Twin City substation will be deferred until 2025.



# Electric System Project Status Reports

YTD Budget	YTD Results	2024 Budget	2024 Forecast
\$11,487	\$14,140	\$19,693	\$23,320

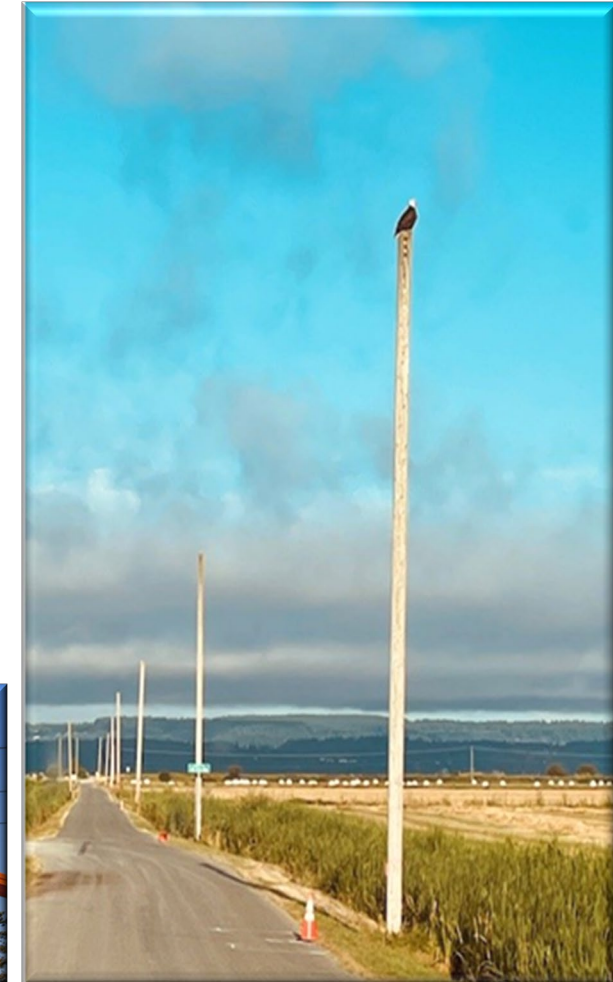
## Regional Design and Construction:

Budget over YTD due to some large Customer Reimbursable projects (Cathcart Crossing, Smokey Point Apartments).

YTD Budget	YTD Results	2024 Budget	2024 Forecast
\$3,208	\$4,477	\$5,500	\$7,209

## Emergency Work and Major Storms:

Higher than expected callout work in addition to transfers of dollars from Operating and Maintenance to Capital for wind events not budgeted.





# Electric System Project Status Reports

YTD Budget	YTD Results	2024 Budget	2024 Forecast
\$10,171	\$6,312	\$17,439	\$13,943

YTD Budget	YTD Results	2024 Budget	2024 Forecast
\$427	\$1,719	\$732	\$2,482

**Connect Up Program:**

The AMI Network deployment is at 95% with final sites expected to finish by early 2025. Electric meter deployment has exceeded 28k meters (~7% of total) and remains focused on the Hwy 2 corridor. Water deployments are over 7.5k meters (~30% of total). Electric meter supply remains the biggest challenge to faster deployment.

**Information Technology Systems:**

The District’s network, computer, and storage infrastructure requires regular investments to remain reliable, secure, compliant, and maintainable. IT will spend the entire capital budget by the end of the year to keep infrastructure up to date. The forecast includes strategic and operational technology projects happening across the District such as the KloudGin Schedule & Dispatch and Energy Services Platform, as well as the procurement of additional data storage hardware due to increasing District growth. The variance between the budget and the forecast is primarily due to GASB 96 accounting standards/rules regarding capitalization of cloud/software-as-a-service software.

YTD Budget	YTD Results	2024 Budget	2024 Forecast
\$5,134	\$4,372	\$8,801	\$8,617

**Transportation:**

The Transportation Services team is striving to maintain budget compliance while continuing to deal with extended manufacture lead times, supply chain issues and unforeseen cost fluctuations.

# Electric System Project Status Reports

YTD Budget	YTD Results	2024 Budget	2024 Forecast
\$10,140	\$9,745	\$17,382	\$16,987

## Facilities - North County Local Office:

The new Community Office is still under construction. We are working cross-functionally with groups across the District for system set up and other functional details. The office is tentatively set to open in March 2025.



YTD Budget	YTD Results	2024 Budget	2024 Forecast
\$817	\$490	\$1,401	\$1,074

## Facilities - Other Projects:

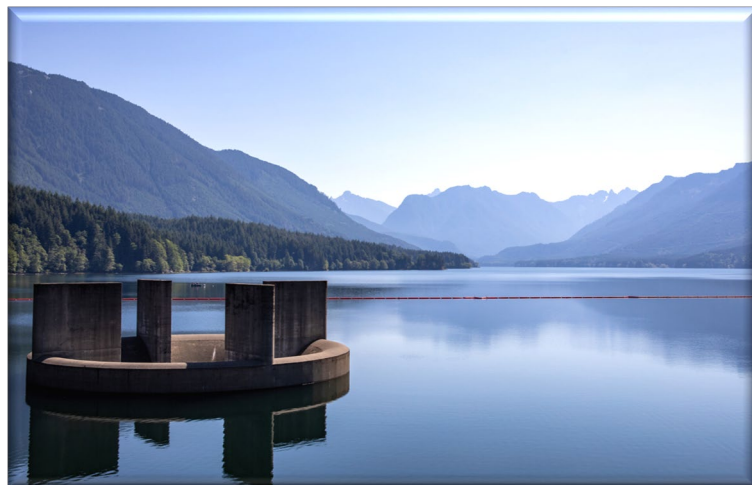
We have several projects in flight including:

- VMB Lift Replacements
- Warehouse repair
- Warehouse painting
- Design for EB HVAC upgrades

# Generation System Budget and Forecast

## Highlights Through July 2024

- **Wholesale Sales** to Electric are lower than budget due to the timing of capital projects early in the year, we are currently forecasting to be under budget by year end.
- **Generation through July:** 269,194 MWh; precipitation over last 12-months 89% of average.



	(\$000's)		(\$000's)	
	YTD Budget through July	YTD Results through July	2024 Budget	2024 Projection
<b>Operating Revenues</b>				
Wholesale Sales	\$ 15,514	\$ 13,855	\$ 26,595	\$ 24,937
Other Operating Revenues	-	283	-	283
<b>Total Operating Revenues</b>	<b>\$ 15,514</b>	<b>\$ 14,139</b>	<b>\$ 26,595</b>	<b>\$ 25,220</b>
<b>Operating Expenses</b>				
Operations & Maintenance	\$ 5,403	\$ 6,174	\$ 9,262	\$ 10,033
Taxes	57	55	98	96
Depreciation	3,594	3,657	6,161	6,224
<b>Total Operating Expenses</b>	<b>\$ 9,054</b>	<b>\$ 9,886</b>	<b>\$ 15,521</b>	<b>\$ 16,353</b>
<b>Net Operating Income</b>	<b>\$ 6,460</b>	<b>\$ 4,253</b>	<b>\$ 11,074</b>	<b>\$ 8,867</b>
Interest Income & Other	581	905	996	1,320
Interest Charges	(2,227)	(1,803)	(3,817)	(3,393)
Contributions	29	31	50	52
<b>Net Income</b>	<b>\$ 4,843</b>	<b>\$ 3,387</b>	<b>\$ 8,303</b>	<b>\$ 6,846</b>
Capital Expenditures	4,094	1,371	7,018	3,285

# Generation System Project Status Reports

YTD Budget	YTD Results	2024 Budget	2024 Forecast
\$4,094	\$1,371	\$7,018	\$3,285

### Jackson Switchyard:

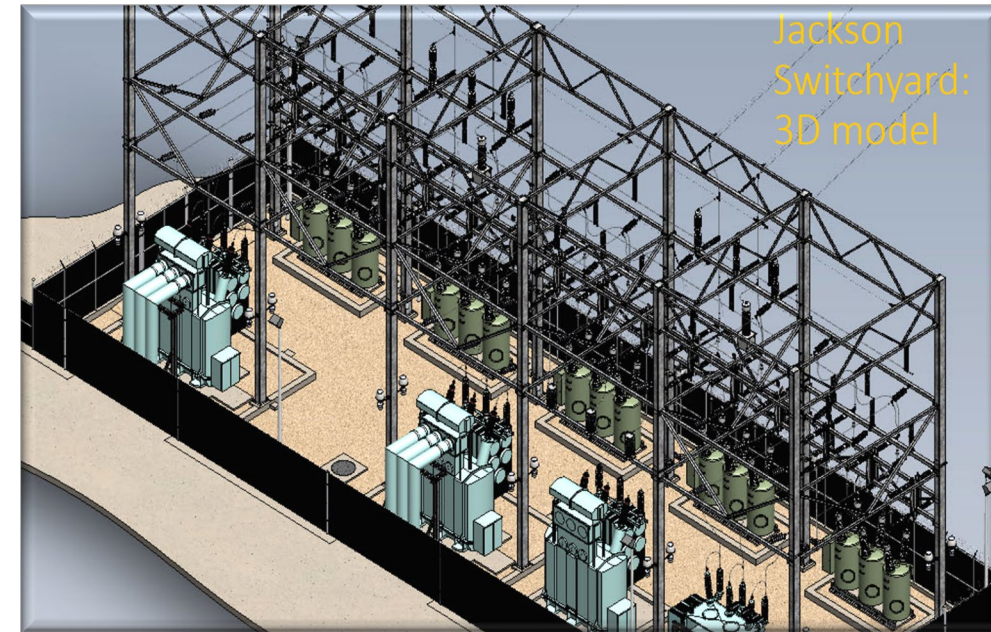
Completed procurement specifications to Contracts for new Transformers. Advertised in June 2024, open September for award in December 2024, delivery and install is expected in 2027-28.

### Protective Relays 115kV:

Generation and Substation Construction have procured relays and are in process of assembling panels to be installed during the September 2024 shutdown.

### Unit 3 / Unit 4 Valve Replacements:

Bidding has been postponed as a cost-reduction measure.



# Water System Budget and Forecast

## Highlights Through July 2024

- Water Retail Sales are trending close to budget.
- Water Wholesale Sales are slightly under budget due to City of Snohomish and other wholesale customers with lower consumption.
- Purchased Water is under budget due to less water needing to be purchased.
- Contributions are lower than budget due to less developer activity in the service area.



	(\$000's)		(\$000's)	
	YTD Budget through July	YTD Results through July	2024 Budget	2024 Projection
<b>Operating Revenues</b>				
Water Retail Sales	\$ 8,460	\$ 8,606	\$ 14,503	\$ 14,649
Water Wholesale Sales	389	369	668	647
Other Operating Revenues	220	228	377	385
<b>Total Operating Revenues</b>	<b>\$ 9,069</b>	<b>\$ 9,203</b>	<b>\$ 15,548</b>	<b>\$ 15,681</b>
<b>Operating Expenses</b>				
Purchased Water	\$ 2,433	\$ 2,186	\$ 4,171	\$ 3,924
Operations & Maintenance	5,709	5,648	9,787	10,586
Taxes	451	463	773	786
Depreciation	2,234	2,162	3,830	3,758
<b>Total Operating Expenses</b>	<b>\$ 10,827</b>	<b>\$ 10,459</b>	<b>\$ 18,561</b>	<b>\$ 19,054</b>
<b>Net Operating Income</b>	<b>\$ (1,758)</b>	<b>\$ (1,257)</b>	<b>\$ (3,013)</b>	<b>\$ (3,373)</b>
Interest Income & Other	111	992	191	1,397
Interest Charges	(623)	(463)	(1,069)	(989)
Contributions	2,748	847	4,711	2,931
<b>Net Income</b>	<b>\$ 478</b>	<b>\$ 119</b>	<b>\$ 820</b>	<b>\$ (33)</b>
Capital Expenditures	7,614	4,825	14,128	11,336

# Water System Project Status Reports (\$000's)

YTD Budget	YTD Results	2024 Budget	2024 Forecast
\$7,614	\$4,825	\$14,125	\$11,336



## Projects in Progress:

- Warm Beach Well #4 construction started May 20th. Interwest Construction, Inc. has 154 calendar days to complete. ICI is currently working on the gate and fencing portion of the project.
- Kayak Reservoir 2 Building permits are pending with Snohomish County. Currently reviewing material submittals.
- Lake Stevens Treatment Plant is with Contracts and currently working on permitting with the City of Lake Stevens. Advertisement will be after all permits are secured.
- Marine Drive Water Main Extension has water main installed and connected to the existing system. Waiting for PRV vault to be delivered for install, plumbing and complete the project.
- Soper Hill Road Water Main Replacement went to bid on July 22nd. Low bid was Reece Construction Co. and is anticipated to be awarded at the August 6th Commission meeting.
- Jordan Creek Bridge Water Main Relocation's final planset is being sent over to Snohomish County in August with the project set to bid in September as an ILA with the Snohomish County project.
- Burn Road Reservoir is in design phase at 60% complete with permitting later this year.
- AMI / Connect Up Water deployment continues to move forward. Approx. 30-35% complete.

118/125



**BUSINESS OF THE COMMISSION**

Meeting Date: September 3, 2024

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:**

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

**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 – 2024

To Be Scheduled

To Be Scheduled

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



# Governance Planning Calendar – 2024

## September 3, 2024

### Morning Session:

- Media
- Cash Reserve Policy Updates

### Afternoon Session:

- Governance Planning Calendar

## September 17, 2024

### Morning Session:

- Legislative
- Pole Attachment Rates
- Diversity, Equity, & Inclusion Initiative Update
- Easement from City of Everett for Hat Island Underwater Cable
- City of Everett Pass-Through

### Afternoon Session:

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

# Governance Planning Calendar – 2024

## October 7, 2024

### Morning Session:

- Media
- Connect Up Quarterly Update
- Wildfire Mitigation Plan

### Afternoon Session:

- Public Hearing:
  - Open 2025 Proposed Budget Hearing
  - Pole Attachment Rates
  - Easement from City of Everett for Hat Island Underwater Cable
- Governance Planning Calendar

## October 22, 2024

### Morning Session:

- Legislative
- Energy Risk Management Report
- Water Supply Update

### Afternoon Session:

- Public Hearing and Action:
  - Pole Attachment Rates
- Governance Planning Calendar

# Governance Planning Calendar – 2024

## November 5, 2024

### Morning Session:

- Media
- Strategic Plan – Quarterly Update (Questions Only)

### Afternoon Session:

- Public Hearing:  
→Continue Public Hearing on the 2025 Proposed Budget
- Monitoring Report:  
→3<sup>rd</sup> Quarter Financial Conditions and Activities Monitoring Report
- Governance Planning Calendar

## November 19, 2024

### Morning Session:

- Community Engagement
- Legislative

### Afternoon Session:

- Public Hearing:  
→Continue Public Hearing on the 2025 Proposed Budget
- Adopt Regular Commission Meeting Dates for the Year 2025
- Governance Planning Calendar

# Governance Planning Calendar – 2024

## December 3, 2024

### Morning Session:

- Media
- Connect Up Quarterly Update
- Audit Activity Update

### Afternoon Session:

- Public Hearing and Action:
  - Adopt 2025 Budget
- Monitoring Report:
  - Financial Planning and Budgeting Monitoring Report
- Elect Board Officers for the Year 2025
- Proposed 2025 Governance Planning Calendar

## December 17, 2024

### Morning Session:

- Legislative

### Afternoon Session:

- Public Hearing and Action:
  - Disposal of Surplus Property - 1<sup>st</sup> Quarter 2025
  - Confirm Final Assessment Roll for LUD No. 67
- Adopt 2025 Governance Planning Calendar

# Governance Planning Calendar – 2024

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	29		

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
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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
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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
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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				

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