

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

September 17, 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/84841555438?pwd=Ks6ys3HSYqZorDMXNxlXsTaSzLbieB.1>
- Dial in: (253) 215-8782
- Meeting ID: 848 4155 5438
- Passcode: 743729

1. CEO/GENERAL MANAGER BRIEFING AND STUDY SESSION

- A. Updates
 - 1. Other
- B. [2025 Pole Attachment Rates](#)
- C. [Snohomish PUD’s Journey to Inclusive Excellence](#)
- D. [Easement From the Port of Everett for the Hat Island Submarine Cable](#)
- E. [Discretionary Purchased Water Cost Adjustment Language](#)

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

2. RECOGNITION/DECLARATIONS

- A. [Consideration of a Resolution Recognizing and Designating the Week of October 7 Through October 11, 2024, as Customer Service Appreciation Week to Honor and Celebrate District Employees for the Outstanding Customer Service They Have Provided Over the Past 12 Months](#)

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 September 3, 2024](#)
- B. [Bid Awards, Professional Services Contracts and Amendments](#)
- C. [Consideration of Certification/Ratification and Approval of District Checks and Vouchers](#)

5. PUBLIC HEARING AND ACTION

- A. [Disposal of Surplus Property – 4th Quarter 2024](#)

6. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. [Consideration of a Resolution Modifying the District’s Electric System Financial Reserve Policy](#)
- B. [Consideration of a Resolution Modifying the District's Water System Financial Reserve Policy](#)
- C. [Consideration of a Resolution Modifying the District's Generation System Financial Reserve Policy](#)

7. CEO/GENERAL MANAGER REPORT

8. COMMISSION BUSINESS

- A. [Commission Reports](#)
- B. [Commissioner Event Calendar](#)

9. GOVERNANCE PLANNING

- A. [Governance Planning Calendar](#)

ADJOURNMENT

October 2 - 3, 2024:

Public Power Council (PPC) Meeting – Portland, OR

October 4, 2024:

Pacific Northwest Utilities Conference Committee (PNUCC) Meeting (Virtual)

The next scheduled regular meeting is October 7, 2024

Agendas can be found in their entirety on the Snohomish County Public Utility District No. 1 web page at www.snopud.com. The public is invited to attend. Parking and meeting rooms are accessible for persons with disabilities. Contact the Commission Office at 425.783.8611 for special accommodations or additional information.



BUSINESS OF THE COMMISSION

Meeting Date: September 17, 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



2025 Pole Attachment Rates

Felicienne Ng, Principal Economist

Beth Haskin, Lead Joint Use and Permits Specialist

September 17, 2024

Previous Presentation: October 2, 2023

Purpose and Expectations

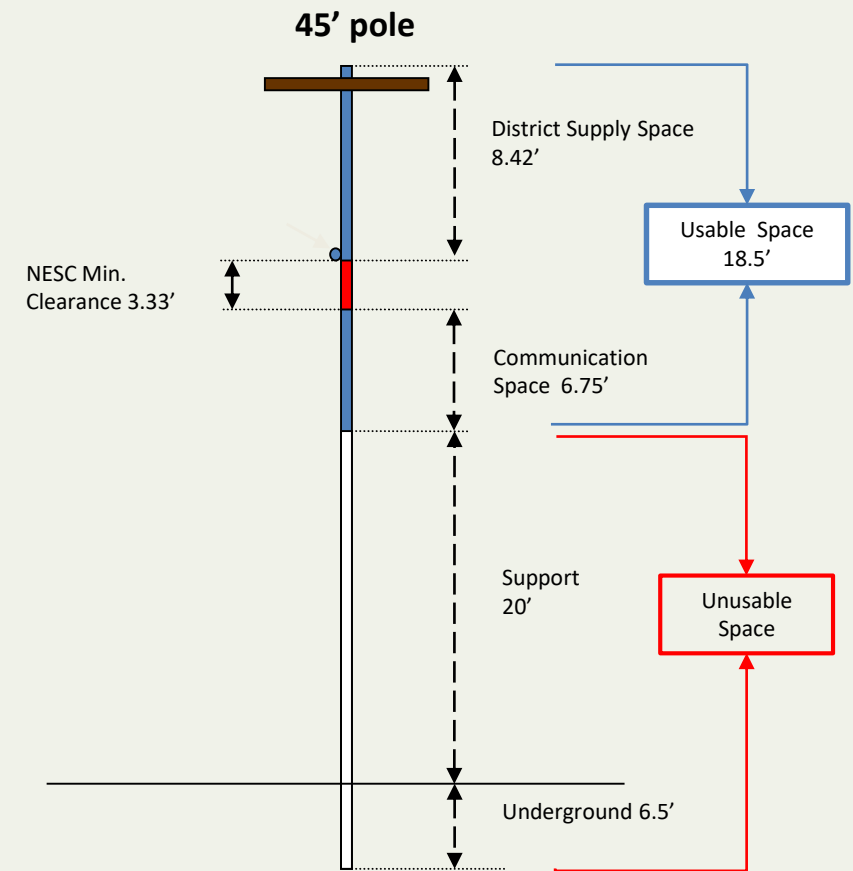
- The purpose of this presentation is to update the Commission on the new pole attachment rates that will go into effect January 1, 2025
- October 7, 2024 – Public Hearing
- October 22, 2024 - Public Hearing & Action

Background

- The District currently has 87,015 attachments
 - 28,154 on District Owned poles
 - 59,368 on Jointly Owned poles (District's share: 55%)
 - Approximately \$2M of revenue in total
- 2023 Rate increase was 5%
 - \$1.54 (District Owned) and \$0.85 (Jointly Owned)

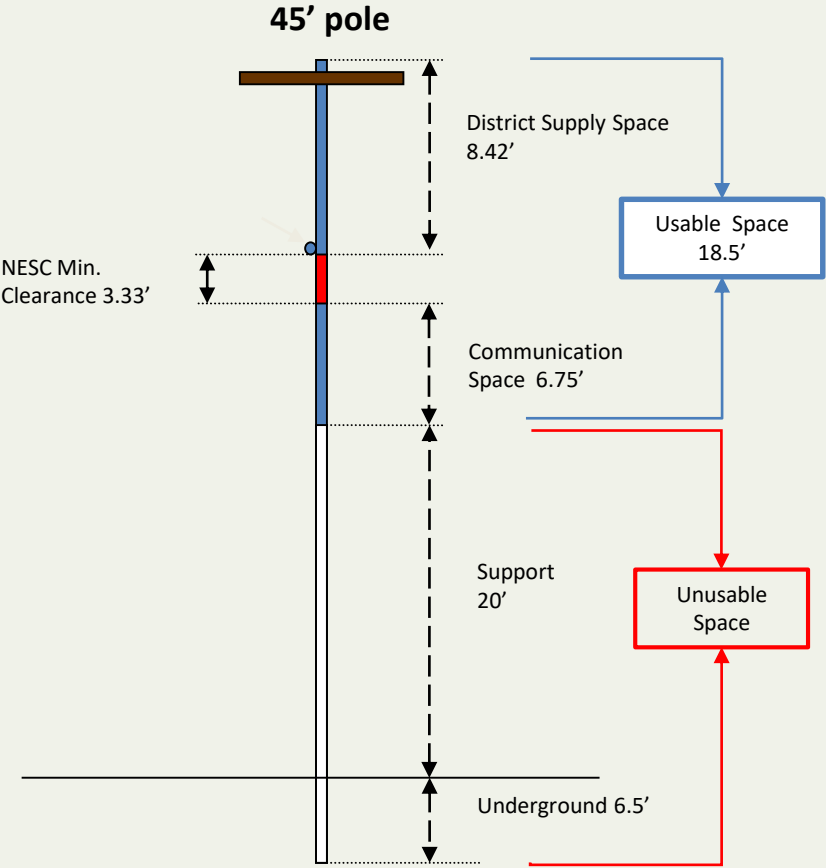
Rate Methodology

- Washington State Method - RCW 54.04.045.
- Enacted June 2008.
- 50% Federal Communications Commission (FCC) Telecom Method.
 - Formula only considers usable space of the pole.
 - Intended to provides subsidies for cable attachments to foster growth.
- 50% American Public Power Association (APPA) Shared Cost Method.
 - Equal allocation of common space.



Snohomish Assumptions

- Space Occupied
 - Standard FCC & APPA assumptions use 1 linear foot per attachment.
 - District and attachers have agreed to use ½ linear foot to allow for more attachments.
 - This reduces the attachment rate.
- Pole Size
 - Standard FCC & APPA assumptions use 37.5ft.
 - District uses 45ft.
 - This reduces the attachment rate.
- Safety Space
 - District did not factor the National Electrical Safety Code (NESC) Safety Space of 3.33ft as 'Unusable Space' -- prior agreement with customers.
 - This reduces the attachment rate.



New Rates

	DISTRICT OWNED POLES (annual per attachment)	JOINTLY OWNED POLES (annual per attachment)
Current Rate	\$30.93	\$17.01
Proposed Rate	\$32.58	\$17.92
% Change	5%	5%

- Expected annual revenue increase: \$123k
- Attachers were notified of rate increase on July 1, 2024

Rate Comparison



Application Fees

- Current application fee: \$185 + \$12/pole
- Fees have not been reviewed since 2011
- A review of 2023 costs shows a shortfall in application fee revenues of approximately \$138k (64%)
 - For full cost recovery, fees will need to increase to \$494 + \$32/pole
 - The District is proposing a two-year phase in starting with \$340 + \$22/pole

Next Steps

- Public Hearing: October 7, 2024
- Public Hearing & Action: October 22, 2024
- Rates Effective: January 1, 2025



Snohomish PUD's Journey to Inclusive Excellence

An overview of Snohomish PUD's commitment to fostering an inclusive workplace culture

Presented by: Sherelle Gordon, MBA.

CEO RootWorks, LLC.

September 17, 2024

Introduction



ELT COMMITMENT TO INCLUSION

Emphasizing the organization's dedication to fostering a diverse, and inclusive work environment for all employees where everyone feels welcomed and valued.



ORGANIZATIONAL ASSESSMENT FINDINGS

Introduction to the key focus areas identified for improvement through a comprehensive organizational assessment.



COLLABORATIVE APPROACH

Highlighting the collaborative nature of the assessment process, involving employees at all levels to gather insights.

The Start: Organizational Assessment and Key Findings

- **ADDRESS ISSUES THAT RESULT IN WOMEN FEELING UNWELCOMED AND UNDERVALUED**

Identify and address specific challenges and barriers faced by women in the organization, such as bias, discrimination, lack of career advancement opportunities, or exclusion from decision-making processes. Ensure that all employees, regardless of gender, feel respected, supported, and able to contribute fully to the organization's success.

- **ADDRESS PERCEIVED MANAGEMENT INCONSISTENCIES THAT RESULT IN EMPLOYEES FEELING UNWELCOMED AND UNDERVALUED**

Examine management practices and policies to ensure they are applied fairly and consistently across the organization. Identify and address any perceptions of favoritism, bias, or lack of transparency that may make employees feel undervalued or unwelcome. Strive for a work culture that promotes trust, fairness, and open communication.

- **PROMOTE A WORK CULTURE OF ACCOUNTABILITY TO SUPPORT ALL EMPLOYEES FEELING WELCOMED AND VALUED**

Establish clear expectations, performance standards, and accountability measures to ensure that all employees are treated equitably and have the opportunity to thrive. Encourage a culture of continuous improvement, where feedback is welcomed, and issues are addressed proactively. Foster a sense of belonging and inclusion, where every employee feels valued for their unique contributions.

Formation of the Inaugural Inclusion Committee



IDENTIFIED GAPS

The organization recognized the need to address gaps in diversity, equity, and inclusion within the company.



ESTABLISHED INCLUSION AS A CORE PRINCIPLE

The Inclusion Committee was formed to make inclusion a fundamental part of the organization's values and culture.



CREATED SPACES FOR OPEN DIALOGUE

The committee engaged in honest and transparent discussions about inclusion-related opportunities.



SPEARHEADED INCLUSION EFFORTS

The Inclusion Committee was tasked with leading and coordinating the organization's Blueprint recommendations to promote inclusive excellence.



The Blueprint: A Roadmap for Inclusion

The PUD Blueprint lays out a comprehensive framework for fostering inclusion across the organization. This strategic initiative embeds inclusion efforts into the long-term vision and operations of the PUD, ensuring that inclusion is central to the company's success.

Inclusion Committee 2.0: Policy Development and Completion of the Blueprint



The second Inclusion Committee focused on informing policies in partnership with the HR and Legal Team to support the implementation of the Blueprint recommendations. This included participating in creating new policies, processes or revising existing ones to ensure alignment with the goals of inclusive excellence.

The committee also worked to build the necessary infrastructure to sustain the changes outlined in the Blueprint, finalized the Inclusion Committee Charter, and proposed staffing configuration to sustain the ongoing inclusion efforts.

The committee completed nearly all implementation of the Blueprint recommendations, ensuring that all the necessary components were in place to bring the organization's vision for inclusive excellence to fruition.

Next Steps: Establishing Practices and Strengthening HR's Role

ESTABLISH LONG-TERM PRACTICES

Develop and implement sustainable processes and procedures to support the PUD's inclusion efforts.

EMPOWER HR TO LEAD INITIATIVES

Elevate the role of Human Resources to spearhead culture change, learning opportunities, and communication efforts.

STRENGTHEN HR'S ROLE IN CULTURE CHANGE

Equip HR to drive organizational mindset shifts and foster an inclusive work environment.

CREATE LEARNING AND DEVELOPMENT OPPORTUNITIES

Provide ongoing training and education to build understanding and skills around diversity and inclusion.

CONDUCT ROADSHOWS

Engage employees through interactive presentations and discussions to build awareness and gather feedback.

Learning Opportunities



ENGAGEMENT NORMS

The PUD has established a set of Engagement Norms (14) to create a culture of respect, understanding, and open dialogue among employees.



LEARNING OPPORTUNITIES

The PUD has introduced a variety of monthly learning opportunities modeled after safety learning opportunities to promote continuous learning and development.



CUSTOMIZED TRAININGS

Trainings encourage employees to engage in inclusive dialogue, where everyone feels empowered to share their perspectives and ideas.

BY ESTABLISHING ENGAGEMENT NORMS AND PROVIDING REGULAR LEARNING OPPORTUNITIES, THE PUD IS FOSTERING A CULTURE CONTINUOUS IMPROVEMENT, WHICH ALIGNS WITH OUR JOURNEY TO INCLUSIVE EXCELLENCE.

Sustaining Progress: A Future Built on Inclusion



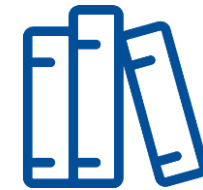
STRATEGIC PRIORITY

The PUD has made inclusion a strategic priority, shaping the organization's future direction.



STRENGTHENING HR

The next phase will focus on strengthening the HR function to support inclusive practices.



EMPLOYEE LEARNING

The PUD will provide learning opportunities to support employees in developing their skills and knowledge.

THE PUD'S COMMITMENT TO INCLUSION WILL GUIDE ITS STRATEGIC DIRECTION, WITH A FOCUS ON STRENGTHENING HR AND SUPPORTING EMPLOYEE LEARNING.



Open Discussion and Questions



Easement From the Port of Everett for the Hat Island Submarine Cable

Mark Flury, Senior Manager, Transmission & Distribution, System Operations & Engineering

Maureen Barnes, Manager Real Estate Services

September 17, 2024

- The purpose of this presentation is to:
 - Inform the Board of the proposed purchase of both a permanent easement and a temporary construction easement from the Port of Everett for placement of a submarine distribution cable to provide power to Hat Island.
 - Outline the primary terms of the transaction.
- This transaction will be before the Commission for approval by resolution at the October 7, 2024, Commission meeting.

Power Supply to Hat Island Background

- The District has provided electricity to the residents of Hat Island since 1974 via a submarine power distribution cable.
- Historically, service has been provided by an existing submarine cable from the Tulalip Substation across Tribal lands and tidelands with easement rights conveyed by the Tulalip Tribe and the Bureau of Indian Affairs (BIA).
- After 50 years the existing cable is nearing the end of its serviceable life and is at risk of continued failure.
- A new cable installation is proposed to avoid a potential emergency which would isolate the residents of Hat Island from electrical services.
- Several new routes were studied for the new cable, with the decision made to utilize Port of Everett property.

Project Overview

- This project will launch from the south end of the Port of Everett property and extend 32,200 feet of subsea cable to the Hat Island Marina.
- The route travels through deep water, avoiding eelgrass sanctuaries and anchorage area.
- Each end of the new cable will be installed through a Horizontally Directionally Drilled (HDD) conduit.

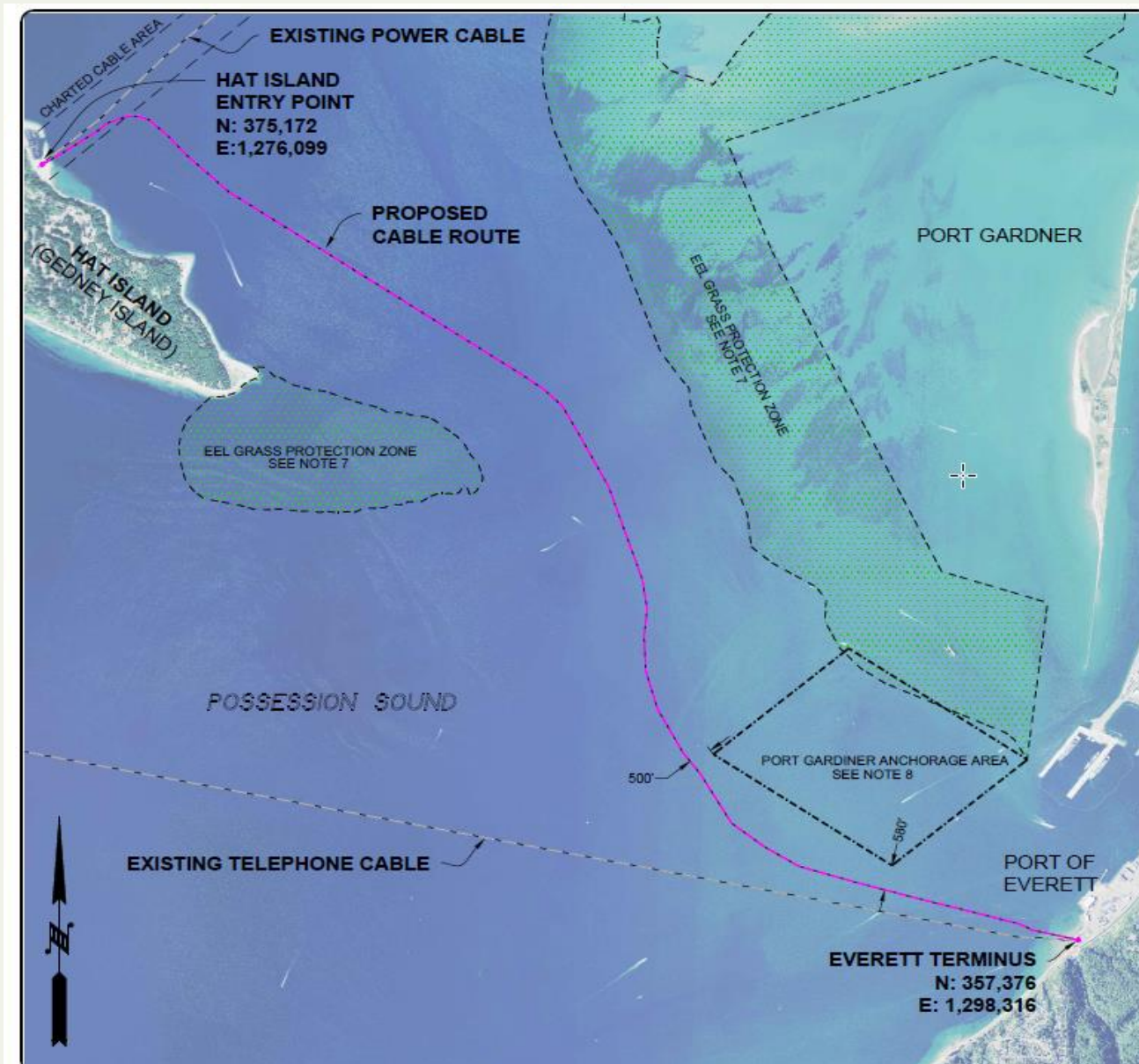




Image © 2024 Airbus

Google Earth

Permanent and Temporary Easements

- Easements will consist of a 15-foot-wide permanent easement which extends approximately 778 feet across Port of Everett property.
- As well as an 18-month temporary construction easement for staging of approximately 23,100 SF in area.
- The fees for the subject easements, as determined by an appraisal, are:
 - \$74,000 for the permanent easement.
 - \$91,300 for the temporary construction easement.

Due Diligence

- Environmental, cultural and geotechnical studies have been conducted by District consultants, which support the project.
- Appraisals were conducted to determine the value of the permanent easement and temporary construction easement.
- Legal staff has reviewed and approved the documents as well as the Port of Everett legal representatives.
- Staff recommends approval of the permanent easement and temporary construction easement at the October 7, 2024, Commission meeting.

Questions



Discretionary Purchased Water Cost Adjustment Language

September 17, 2024

Presented by Christina Arndt, Manager, Water Utility Business Services



Overview

Purpose

- To brief the Board on a proposed revision to the PUD Water Policies to establish a cost adjustment process for purchased water rate changes.
- No General Water Retail Rate adjustment is currently being proposed.

Board Action Items

- Consider cost adjustment language at the October 7, 2024, Commission meeting.

Background

- City of Everett purchased water accounts for approximately 25% of the Water Utility's O&M costs.
- City of Everett overall cumulative rate increases since 2018 were around 29%.
 - As of January 2024, the cumulated rate increases impacted the Water Utility's O&M costs by 8%.
- Current proposed City of Everett wholesale rate increases are 12% in 2025 and 8% in 2026.



Current Process

- City of Everett sets rates on a 4-year cycle with mid-cycle adjustments, if necessary.
- PUD's purchased water costs incorporated into annual budget.
- PUD rate adjustments meld all costs into a single adjustment.



Purpose of Adjustment Clause

- Approximately 75% of the water we deliver to our retail and wholesale customers is purchased from the City of Everett.
- An adjustment clause allows the Commission to adjust rates to reflect fluctuations in the wholesale cost of purchased water to the District's Water Utility.
- A separate adjustment will increase transparency regarding the cost of wholesale water purchased by the District's Water Utility.

Discretionary Adjustment

- Staff considered automatic and discretionary pass-through mechanisms.
- A discretionary mechanism is recommended because:
 - Preserves public hearing and process.
 - Retains the Board's governance role and responsibility.
 - Ensures transparency.

Proposed Cost Adjustment Clause

From time to time the City of Everett adjusts its wholesale water rates to the District. At the discretion of the Commission, the rates charged by the District may be adjusted to reflect City of Everett rate adjustments, either up or down, on the same date the City of Everett rate changes become effective or such following date the Commission may determine. The adjusted rate will be developed by incorporating the City of Everett cost changes into the Water Utility's Cost of Service Model and rate design policies adopted by the Commission in the most recent rate proceeding.

Next Steps

- At the October 7, 2024, Commission meeting, present for Commission consideration of a Resolution modifying PUD Water Policies to establish a cost adjustment process.
- Implement the cost adjustment process through future Commission action as needed.

Thank you!
Questions?





BUSINESS OF THE COMMISSION

Meeting Date: September 17, 2024

Agenda Item: 2A

TITLE

Consideration of a Resolution Recognizing and Designating the Week of October 7 Through October 11, 2024, as Customer Service Appreciation Week to Honor and Celebrate District Employees for the Outstanding Customer Service They Have Provided Over the Past 12 Months

SUBMITTED FOR: Recognition/Declarations

<u>Customer Service</u>	<u>Shauna Boser/Gen Barnhart</u>	<u>9887/8409</u>
<i>Department</i>	<i>Contact</i>	<i>Extension</i>
Date of Previous Briefing:	<u>N/A</u>	
Estimated Expenditure:	<u></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:

National Customer Service Week was established by the International Customer Service Association in 1988 and proclaimed a national event by the U.S. Congress in 1992, to be celebrated on the first full week in October. The main purpose of celebrating Customer Service Appreciation Week is to recognize the contributions, benefits and great service provided by customer service professionals.

The District wishes to recognize and celebrate the achievements and outstanding service provided to District customers by the Customer Service Department, as well as all other District employees, over the past 12 months. Accordingly, it is requested and recommended that the Commission consider and pass the attached resolution formally recognizing and designating the week of October 7 through October 11, 2024, as Customer Service Appreciation Week to honor and celebrate District employees for their outstanding customer service.

List Attachments:
Resolution

RESOLUTION NO. _____

A RESOLUTION Recognizing and Designating the Week of October 7 Through October 11, 2024, as Customer Service Appreciation Week to Honor and Celebrate District Employees for the Outstanding Customer Service They Have Provided Over the Past 12 Months

WHEREAS, National Customer Service Week was established by the International Customer Service Association in 1988 and proclaimed a national event by the U.S. Congress in 1992, to be celebrated on the first full week in October; and

WHEREAS, the main purpose of celebrating Customer Service Appreciation Week is to recognize the contributions, benefits and great service provided by customer service professionals; and

WHEREAS, exceptional customer service is one of the District's Corporate Initiatives and is practiced throughout all departments in the District; and

WHEREAS, the District wishes to recognize and celebrate the achievements and outstanding service provided to District customers by the Customer Service Department, as well as all other District employees, over the past 12 months.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No.1 of Snohomish County that the week of October 7 through October 11, 2024, is recognized and designated as Customer Service Appreciation Week to honor and celebrate District employees for the outstanding customer service they have provided over the past 12 months.

PASSED AND APPROVED this 17th day of September, 2024.

President

Vice-President

Secretary

COMMENTS FROM THE PUBLIC



BUSINESS OF THE COMMISSION

Meeting Date: September 17, 2024

Agenda Item: 4A

TITLE

Approval of the Minutes for the Regular Meeting of September 3, 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

September 3, 2024

The Regular Meeting was convened by President Sidney Logan at 9:00 a.m. Those attending were Tanya Olson, Vice-President; Rebecca Wolfe, Secretary; CEO/General Manager John Haarlow; General Counsel Colin Willenbrock; Assistant General Managers John Hoffman, 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 Clerks of the Board Jenny Rich (virtually) and Morgan Stoltzner.

*** Items Taken Out of Order**

****Non-Agenda Items**

1. CEO/GENERAL MANAGER BRIEFING AND STUDY SESSION

A. Updates

1. Media. Lead Communications Specialist Aaron Swaney provided a presentation on District related news and articles.
2. Other. There were no other reports.

B. Cash Reserves Policy Updates

Chief Financial Officer Scott Jones and Manager Treasury and Financial Risk Lauren Way briefed the Board on the recommended changes to the Electric, Generation and Water System Reserve Policies. Other Updates included information on the Post Employment Benefit Fund, Self-Insurance Fund and other Multiple Funds.

The next steps would be to return at the September 17, 2024, Commission Meeting for approval.

EXECUTIVE SESSION

The Regular Meeting recessed at 10:40 a.m. and reconvened at 10:45 a.m. into Executive Session to discuss the legal risk of current practice or proposed action, under the terms set forth in the Open Public Meetings Act. It was anticipated the Executive Session would last approximately 30 minutes, with no public announcements. Those in attendance were Commissioners, Sidney Logan, Tanya Olson, and Rebecca Wolfe; CEO/General Manager John Haarlow; General Counsel Colin Willenbrock; Clerk of the Board Allison Morrison; and other District staff. The Regular Meeting recessed immediately upon conclusion of the Executive Session at 11:03 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, 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 Clerks of the Board Jenny Rich (virtually) and Morgan Stoltzner.

*** Items Taken Out of Order******Non-Agenda Items****2. RECOGNITION/DECLARATIONS****A. Employee of the Month for September – Jenny Zimmerman**

Jenny Zimmerman was recognized as the Employee of the Month for September.

3. COMMENTS FROM THE PUBLIC

There were no comments from the public.

4. CONSENT AGENDA**A. Approval of Minutes for the Regular Meeting of August 20, 2024****B. Bid Awards, Professional Services Contracts and Amendments**

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:

Contracts:

Contract No. CW2254901 with Clean Harbors Environmental Services, Inc.

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:

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:

Public Works Contract No. CW2252533 with A & R Solar

- C. Consideration of Certification/Ratification and Approval of District Check 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.

A motion unanimously passed approving Agenda Items 4A – Approval of Minutes for the Regular Meeting of August 20, 2024; 4B – Bid Awards, Professional Services Contracts and Amendments; 4C – Consideration of Certification/Ratification and Approval of District Checks and Vouchers; 4D - Resolution No. 6186 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; and 4E - Resolution No. 6187 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

A motion unanimously passed approving Resolution No. 6188 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 , and Associated Task Orders With The Energy Authority, Inc

A motion unanimously passed approving Resolution No. 6189 authorizing the CEO/General Manager or his designee, on behalf of Public Utility District No. 1 of Snohomish County to execute a resource management, and associated task orders with The Energy Authority, Inc

6. CEO/GENERAL MANAGER REPORT

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

7. 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. July 2024 District Performance Dashboard

There were no questions on the July 2024 District Performance Dashboard.

D. 2024 Treasury, Budget, Forecast, and Project Status Report – July

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

8. 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 September 3, 2024, adjourned at 1:54 p.m.

Approved this 17th day of September, 2024.

Secretary

President

Vice President



BUSINESS OF THE COMMISSION

Meeting Date: September 17, 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 (Page 1);
Request for Proposal No. 24-1484-SC with Davey Tree Surgery Company

Formal Bid Award Recommendations \$120,000 and Over (Page 2);
Request for Proposal No. 23-1411-BP with WaveGuide Networks, Inc.

Professional Services Contract Award Recommendations \$200,000 and Over (Pages 3-5);
Professional Service Contract No. CW2256266 with Willdan Energy
Solutions, Inc.
Professional Service Contract No. CW2256314 with Sherelle Gordon DBA RootWorks, LLC

Miscellaneous Contract Award Recommendations \$200,000 and Over;
None

Interlocal Agreements and Cooperative Purchase Recommendations;
Contracts:
None
Amendments:
None

Sole Source Purchase Recommendations;
None

Emergency Declarations, Purchases and Public Works Contracts;
None

Purchases Involving Special Facilities or Market Condition Recommendations;
None

Formal Bid and Contract Amendments (Pages 6 - 10);
Professional Services Contract No. CW2223323 with HDR Engineering, Inc.
Miscellaneous No. CW2237965 with Ocera, Inc.
Miscellaneous No. CW2238675 with MCG Energy Holdings

Contract Acceptance Recommendations;
None

List Attachments:
September 17, 2024 Report

Public Works Contract Award Recommendation(s)
September 17, 2024

RFP No. 24-1484-SC

Lake Chaplain Circuits 12-2034, 12-2035,
12-2036; Transmission & Distribution
Line Clearance

No. of Bids Solicited:	5	
No. of Bids Received:	2	
Project Leader & Phone No.:	Randy Gusa	Ext. 5608
Estimate:	\$452,000.00	

Description:

Work consists of providing all labor, tools, materials, supplies and equipment necessary to prune, cut, treat, remove, clear, and dispose of trees and brush, as well as perform any reseeding work or herbicide application, under and along the District's transmission and/or distribution system near Monroe. The total distance to be covered on this project is approximately 31.5 pole miles.

<u>Contractor</u>	<u>Subtotal (w/o tax)</u>
Award To: Davey Tree Surgery Company	\$497,846.00
Kemp West Inc.	\$517,540.00
Wright Tree Service	No Bid

Summary Statement: Staff recommends award to Davey Tree Surgery Company, the low evaluated bidder, in the amount \$497,846.00 excluding tax.

**Formal Bid Award Recommendation(s) \$120,000 And Over
September 17, 2024**

RFP 23-1411-BP

Hat Island Submarine Cable
Procurement

No. of Bids Solicited:	11	
No. of Bids Received:	3	
Project Leader & Phone No.:	Eric Schneider	Ext. 8624
Material Estimates:	\$4,000,000.00	

The District is seeking a manufacturer to design, manufacture and deliver a submarine power and fiber optic cable to serve Hat (aka Gedney) Island and provide oversight during installation. This encompasses:

- Submarine cable requirements for installation between two splice vaults
- Sea splices, if needed for future repairs
- Total length of approx. 34,850 feet, (6.6 miles) of one continuous length

The Board authorized the use of an RFP process per Resolution No. 6136, August 22, 2023.

The RFP was issued on January 31, 2024, and responses were received from three vendors: WaveGuide Networks, Inc., Anixter, Inc. and MVA Power, Inc.

The Evaluation Team reviewed the proposals using the following criteria:

- Design and alternate designs submitted with proposals
- Experience with projects of similar size
- Pricing
- Proposed methods of shipping and handling
- Delivery Schedule
- Financial viability and longevity
- Exceptions to Contract documents
- General completeness of Proposal

Based on an evaluation of the criteria above, the Evaluation Team unanimously selected WaveGuide Networks, Inc.

<u>Vendor</u>	<u>Subtotal (w/o tax)</u>
WaveGuide Networks, Inc.	\$2,850,000.00

Summary Statement:

Award

Staff recommends award to WaveGuide Networks, Inc., to provide the submarine cable for Hat Island project in the amount of \$2,850,000.00, plus tax.

By approval of this award recommendation, the Board authorizes the District's CEO/General Manager or his designee to enter into the necessary agreements with WaveGuide Networks, Inc., in a form approved by General Counsel, for provision of the specified material, in accordance with the terms and conditions described above and additional terms and conditions mutually acceptable to the parties.

**Professional Services Contract Award Recommendation(s) \$200,000 And Over
September 17, 2024**

PSC No. CW2256266

Energy Efficiency Program for
Telecommunication Customers

No. of Bids Solicited:	4
No. of Bids Received:	2
Project Leader & Phone No.:	Allison Grinczel Ext. 8275
Contract Term:	12/31/27

This program will be a targeted market program focused on Snohomish County PUD’s telecommunication customers. “Telecommunication customers” will include, among others: datacenters or rooms with IT load of 100 kW or more, dedicated data rooms within customer buildings and telecommunications, cable or broadband service companies. The program is expected to provide technical assistance, project support and financial incentives to encourage these customers to implement cost effective energy efficiency projects within their facilities. Energy efficiency measures include a mix of capital, operations and maintenance and tune-up measures specific to this targeted market segment.

The District issued RFP 24-1466-SR on May 16, 2024 and responses were received from Willdan Energy Solutions, Inc. and Frontier Energy, Inc.

The evaluation team used the following criteria for evaluating and selecting the consultant:

- Ability to meet the District’s requirements
- Quality of proposed resource and work plan
- Proposer’s past experience and references
- Competitiveness of pricing

Based on these criteria, the evaluation team selected Willdan Energy Solutions, Inc. based on their experience, local knowledge and price. The Willdan RFP was significantly less money, more detailed and since the team is already working in the Pacific Northwest will be able to have an immediate impact in this market segment.

	<u>Consultant</u>	<u>Not-to-Exceed Amount (tax n/a)</u>
Award To	Willdan Energy Solutions, Inc.	\$1,000,000.00

Summary Statement: Staff recommends award to Willdan Energy Solutions, Inc., to provide the energy efficiency program for telecommunication customers. The contract value is for the entire term of the contract.

**Professional Services Contract Award Recommendation(s) \$200,000 And Over
September 17, 2024**

PSC No. CW2256314

Educate, Develop and Support
SNOPUD Diversity, Equity and
Inclusion Initiative

No. of Bids Solicited:	1
No. of Bids Received:	1
Project Leader & Phone No.:	John Haarlow Ext. 8100
Contract Term:	12/31/26

This two-year contract (with an optional third year) is for transitioning the ongoing SNOPUD Diversity, Equity, and Inclusion initiative to an internally self-sustaining organizational function that is focused on creating a more inclusive and equitable organization that eliminates systemic and institutionalized bias (including but not limited to bias related to race, gender, sexual orientation, age, disability, etc.).

The consultant will provide the following transitional services:

1. Year 1: Capacity Building (January 1, 2025—December 31, 2025)
 - a. Coaching and Leadership Development
 - b. Specialized Leadership Training
 - c. Curriculum Development
 - d. Road Shows/Listening Tours
 - e. DEI Learning Opportunities (DEILO)
 - f. Inclusion Committee
 - g. Advisement
2. Year 2: Internal Practice (January 1, 2026—December 31, 2026)
 - a. Visioning and Direction regarding DEI Program
 - b. Continued Coaching and Leadership Development
 - c. Specialized Leadership Training
 - d. Curriculum Development
 - e. Continue Road Shows/Listening Tours
 - f. Continue DEI Learning Opportunities (DEILO)
 - g. Inclusion Committee
 - h. Advisement
3. Year 3 (Optional): Ongoing Support (January 1, 2027—December 31, 2027)
 - a. Complete any unfinished tasks from Year 1 and Year 2
 - b. ELT Advisement
 - c. HR Advisement

- d. Strategic Plan Advisement
- e. Inclusion Committee Advisement

	<u>Consultant</u>	<u>Not-to-Exceed Amount (tax n/a)</u>
Award To	Sherelle Gordon DBA RootWorks, LLC	\$1,500,000.00

Summary Statement: The District has contracted with Sherelle Gordon DBA Rootworks, LLC since 2020 to create, communicate, train, coach, organize, evaluate, and support SNOPUD leadership and staff in creating a more welcoming and inclusive corporate workplace. With that foundation, the District now desires to transition this work to an internally self-sustaining organizational function. Therefore, staff recommends award to Sherelle Gordon DBA Rootworks, LLC in the amount of \$1,500,000.00 for the services described above.

**Formal Bid and Contract Amendment(s)
September 17, 2024**

PSC No. CW2223323

Professional Engineering Services
for Part 12 Consulting,
Jackson Hydroelectric Project

Contractor/Consultant/Supplier:	HDR Engineering, Inc	
Project Leader & Phone No.:	Eric Schneider	Ext. 8624
Amendment No.:	7	
Amendment:	\$450,000.00	

Original Contract Amount:	\$ 40,000.00	Original Start/End:	1/25/2016 - 12/31/2018
Present Contract Amount:	\$211,897.56	Present Start/End:	1/25/2016 - 12/31/2026
Amendment Amount:	\$450,000.00	New End Date:	1/31/2027
New Contract Amount:	\$661,897.56		

Summary Statement: As the owner of a High Hazard Potential dam facility (Henry M. Jackson Project, FERC No. 2157), the District is obligated to update what is referred to as a Part 12D Inspection by an Independent Consultant. The Part 12D inspection is a comprehensive assessment of the current health and long-term safety of the dam. This includes a review of the design, maintenance, physical condition, emergency management and Potential Failure Modes. The latest Part 12D Inspection for the Jackson Project was prepared by HDR and submitted on December 15, 2021. This amendment will allow HDR to continue assisting the District in the review and response to FERC Comments.

Staff is seeking approval to add \$450,000.00 and extend the contract term to allow for additional scope of work related to the continuation of the same general scope, including a request by the Federal Energy Regulatory Commission (FERC) for a Part 12D comprehensive assessment (CA) for the Jackson Hydroelectric Project dam (Project), associated periodic consultation, consultant engineering, and technical services.

Summary of Amendments:

Amendment No. 1 Executed 5/17/17. Added \$27,063.00 and modified scope per attachment A - adding Task No. 5 Periodic Consultation, Task No. 6 Consultant Engineering and Technical Services, Task No. 7 Audit of Owner's Dam Safety Program and Task No. 8 Supplemental Construction PFMA for the Water Temperature Condition Project.

Amendment No. 2 Executed 1/15/18. Added \$24,914.56 and modified scope for additional hours to continue support for Tasks 5, 6 & 8.

Amendment No. 3 Executed 2/17/18. Added \$29,920.00, extended term to 12/31/2019, changed project lead to Scott Spahr, modified Tasks 5 & 6 for additional hours for continue support; added Task No. 9 Technical Review of the Jackson Spillway Analysis and Task No. 10 Spillway Focused Potential Failure Modes Analysis (PFMA) for the Jackson Project Spillway and replaced Exhibit B - Rates.

Summary Statement
(continued):

Amendment No. 4 Executed 2/17/19. Extended term to 12/31/2020.

Amendment No. 5 Executed 10/12/20. Added \$60,000.00, extended term to 12/15/2026, modified scope for FERC Independent Consultant Safety Inspection Services and eleventh Independent Consultant Report for the Henry M Jackson Hydroelectric Project.

Amendment No. 6 approved by Commission 2/15/22 added \$30,000.00, replaced Exhibit B Rate Sheet and Modified Scope for the same general scope, including periodic consultation, consultant engineering, technical services and response to additional requests from the Federal Energy Regulatory Commission (FERC) associated with the 2021 Part 12D inspection.

**Formal Bid and Contract Amendment(s)
September 17, 2024**

MISC No. CW2237965
LeaveSource Enterprise
Agreement (SAAS)

Contractor/Consultant/Supplier:	Qcera, Inc.	
Project Leader & Phone No.:	Steve Eaton	Ext. 1763
Project Leader & Phone No.:	Sharon Reijonen	Ext. 8655
Amendment No.:	3	
Amendment:	\$88,869.22	

Original Contract Amount:	\$ 95,657.17		
Present Contract Amount:	\$ 148,172.23	Original Start/End:	8/1/2019 – 10/29/2022
Amendment Amount:	\$ 88,869.69	Present Start/End:	8/1/2019 – 10/29/2024
New Contract Amount:	\$ 237,041.92	New End Date:	10/29/2027

Summary Statement: Staff recommends approval of Amendment No. 3 to extend the services for three years to October 29, 2027, and increase the contract value by for \$88,869.69.

On March 3, 2019, the District issued a Request for Proposal (RFP) to firms to provide the District with a Software as a Service (SAAS) solution for an integrated leave management product, including the necessary software, hardware, professional services, and ongoing support.

The District received five responses, which staff reviewed and confirmed that all met the minimum requirements and moved forward to the next stage of the evaluation process. Staff evaluated each proposal and short-listed three vendors to have them participate in a demonstration of their solutions. Based on the evaluation, demonstrations, and references, staff determined that Qcera’s solution best met the District’s needs based on Qcera having a large customer base, this is their sole line of business, they are based in California where they have complex leave laws, they do security reports, and they had a good user interface for both administrators and employees.

The selected SAAS solution provides a self-service portal that enables District employees, managers, or Human Resources (HR) staff to initiate a leave request, check the status of the leave, report absences for a leave, and submit documentation directly through the SAAS solution. The solution allows the District to increase its accuracy and efficiency within their leave management policies and practices and effectively administer the upcoming Washington (WA) Paid Family & Medical Leave (PFML) regulations.

Over the past 5 years of the contract, Qcera has met expectations and was invaluable during COVID-19 to help administer leaves for our employees. It is an important application to continue during the District’s implementation of SnoLeave in 2026.

Summary of Amendments:

Amendment No. 1 dated July 29, 2022, increased the contract by \$24,645.84 and extended the contract term to 10/29/2023 for continued services.

Summary Statement
(continued):

Amendment No. 2 dated August 15, 2023, added one Leave Administrator Account license, increased the contract by \$27,869.22, extended the contract term to 10/29/2023 for continued services.

**Formal Bid and Contract Amendment(s)
September 17, 2024**

MISC No. CW2238675
Software Services Agreement
for IAM, EAS & HDS

Contractor/Consultant/Supplier:	MCG Energy Holdings	
Project Leader & Phone No.:	Steve Eaton	Ext. 1763
Amendment No.:	4	
Amendment:	\$279,156.00	

Original Contract Amount:	\$1,098,000.00	
Present Contract Amount:	\$1,182,100.00	Original Start/End: 10/22/19 – 10/22/24
Amendment Amount:	\$ 279,156.00	Present Start/End: 10/22/19 – 10/22/24
New Contract Amount:	\$1,461,256.00	New End Date: 10/22/2025

Summary Statement: Staff recommends approval of Amendment No. 4 to increase the contract by a “Not to Exceed” amount of \$279,156.00, plus applicable tax, and extend the contract term to October 22, 2025. The amendment will also allow staff to use an additional module within the MCG Energy Solutions applications that provides for automated file submissions for an amount of \$6,000.00 during the term. The module supports the new integration between MCG and The Energy Authority (TEA).

The District’s Power and Energy Trading solution supports the mission critical business functions and operations of the Power Rates and Transmission Management Division. On January 1, 2019, the District requested proposals from various firms for an automated and integrated solution to provide a single point of entry for deal capture, and streamline the management of the District’s energy contracts, transmission usage, support of transaction scheduling, counterparty credit and financial settlement. Based on review and evaluation of the proposals received, and in accordance with the evaluation criteria included in the RFP, staff selected MCG Energy Solutions LLC for award.

Summary of Amendments:

Amendment No. 1 dated September 11, 2020, replaced Appendix A, Pricing in the original contract with an updated Appendix A, Pricing (dated September 2020). There was no change to the overall dollar amount or terms.

Amendment No. 2 was approved by the Commission on March 8, 2022, and added the Energy Imbalance Market (EIM) Non-Entity Shadow module software license to the contract to allow for validation settlement services within the module. Increased the contract value by \$84,100.00 for the additional module.

Amendment No. 3 dated September 15, 2023, added the new WRAP software license to the contract to allow for automated file submissions. There was no change to the overall dollar amount or terms.



BUSINESS OF THE COMMISSION

Meeting Date: September 17, 2024

Agenda Item: 4C

TITLE

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

SUBMITTED FOR: Consent Agenda

<u>General Accounting & 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 17th 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.
REVOLVING FUND			
Customer Refunds, Incentives and Other	1130245 - 1130523	\$59,036.17	2 - 10
Electronic Customer Refunds		\$6,836.78	11 - 12
WARRANT SUMMARY			
Warrants	8079392 - 8079547	\$1,532,211.48	13 - 17
ACH	6048775 - 6049100	\$7,153,582.28	18 - 28
Wires	7003376 - 7003386	\$27,686,050.21	29
Payroll - Direct Deposit	5300001095 - 5300001095	\$5,321,472.77	30
Payroll - Warrants	845276 - 845283	\$19,940.97	30
Automatic Debit Payments	5300001090 - 5300001100	\$3,854,536.92	31
	GRAND TOTAL	\$45,633,667.58	

Detailed Disbursement Report

Revolving Fund - Customer Refunds, Incentives and Other			
Payment Date	Payment Ref Nbr	Payee	Amount
8/26/24	1130245	JUDITH BAFUS	\$325.00
8/26/24	1130246	MANJINDER MASOUN	\$158.65
8/26/24	1130247	TULALIP HOUSING LP #3	\$134.37
8/26/24	1130248	MICHAEL FENNER	\$1,678.55
8/26/24	1130249	JAMES CAIN	\$501.00
8/26/24	1130250	JIM BOZEK	\$2,000.00
8/26/24	1130251	CAROL BRITAIN	\$32.40
8/26/24	1130252	WAKEFIELD ALDERWOOD LLC	\$6.42
8/26/24	1130253	WAKEFIELD ALDERWOOD LLC	\$83.61
8/26/24	1130254	BORDEAUX VENTURE LLC	\$8.99
8/26/24	1130255	BORDEAUX VENTURE LLC	\$148.58
8/26/24	1130256	BORDEAUX VENTURE LLC	\$44.09
8/26/24	1130257	BORDEAUX VENTURE LLC	\$74.91
8/26/24	1130258	BORDEAUX VENTURE LLC	\$15.55
8/26/24	1130259	BORDEAUX VENTURE LLC	\$43.43
8/26/24	1130260	PUGET PARK LLC	\$43.66
8/26/24	1130261	ANGELA JONES	\$126.92
8/26/24	1130262	JACOB BRYANT	\$39.00
8/26/24	1130263	AARON NORSWORTHY	\$266.00
8/26/24	1130264	TJ NISBET CONSTRUCTION INCORPORATED	\$2,112.52
8/26/24	1130265	FLUID MOTION LLC	\$1,002.80
8/27/24	1130266	GLEN STERLEY	\$35.95
8/27/24	1130267	RUTH PABLO	\$24.92
8/27/24	1130268	MESHEANYA GARNER	\$192.72
8/27/24	1130269	URBAN LIFESTYLE 10 LLC	\$14.82
8/27/24	1130270	EQUITY RESIDENTIAL PROP	\$42.73
8/27/24	1130271	DOBYNS FAMILY LLC	\$32.72
8/27/24	1130272	JUNG CHANG	\$42.73
8/27/24	1130273	PORTSMITH APARTMENTS LLC	\$16.39
8/27/24	1130274	NASRATULLAH MISKINYAR	\$137.86
8/27/24	1130275	BRODY LUSK	\$120.96
8/27/24	1130276	WILSON RANSOM	\$84.36

Detailed Disbursement Report

Revolving Fund - Customer Refunds, Incentives and Other			
Payment Date	Payment Ref Nbr	Payee	Amount
8/27/24	1130277	LIUDMYLA BOSA	\$115.05
8/27/24	1130278	ASHLEY MITCHELL	\$143.06
8/27/24	1130279	SACHIN YADUWANSHI	\$159.56
8/27/24	1130280	DANIEL BLACKMAN	\$119.25
8/27/24	1130281	MAINVUE WA LLC	\$27.25
8/27/24	1130282	MARIA GUILA GUTIERREZ	\$122.59
8/27/24	1130283	WEIKANG SONG	\$190.71
8/27/24	1130284	IVAN BORISENKO	\$139.04
8/27/24	1130285	BMCH WASHINGTON LLC	\$391.71
8/27/24	1130286	BMCH WASHINGTON LLC	\$213.86
8/27/24	1130287	ANTHONY MANNING	\$230.92
8/27/24	1130288	BUDDY SCHMIDT	\$150.00
8/27/24	1130289	FRANK MARCELL	\$1,511.69
8/27/24	1130290	2709 LINCOLN APARTMENTS LLC	\$45.52
8/27/24	1130291	TEVITA FONG	\$259.43
8/27/24	1130292	III ROBERT JORGENSEN	\$12.85
8/27/24	1130293	DANIEL SMITH	\$715.20
8/27/24	1130294	LIPT 27TH AVENUE SE LLC	\$75.51
8/27/24	1130295	TAKAO SATO	\$45.02
8/27/24	1130296	ALEX SANSONI	\$37.73
8/28/24	1130297	ESSEX PORTFOLIO, L.P.	\$22.15
8/28/24	1130298	SHARON NUNN	\$222.84
8/28/24	1130299	MARCIE RANDOLPH	\$71.96
8/28/24	1130300	GREG LONG	\$27.37
8/28/24	1130301	BOYDEN ROBINETT & ASSOC LP	\$30.62
8/28/24	1130302	MARY JONES	\$15.49
8/28/24	1130303	BEN MAGNUSON	\$26.81
8/28/24	1130304	LISA STETTLER	\$11.31
8/28/24	1130305	PAULA HOWARD	\$109.40
8/28/24	1130306	TAMI NEWMAN	\$182.24
8/28/24	1130307	COMMERCIAL CONSTRUCTION AND	\$552.39
8/28/24	1130308	JORDAN MCCASKILL	\$37.96

Detailed Disbursement Report

Revolving Fund - Customer Refunds, Incentives and Other			
Payment Date	Payment Ref Nbr	Payee	Amount
8/28/24	1130309	SAEID POORZAMAN	\$207.84
8/28/24	1130310	VIMAS PAINTING COMPANY INC	\$32.47
8/28/24	1130311	KHANH NGUYEN	\$196.47
8/28/24	1130312	IANA SKIDANOVA	\$139.53
8/28/24	1130313	SANTIAGO REYNAGA MORAN	\$107.35
8/28/24	1130314	ARNOLD YANG	\$35.81
8/28/24	1130315	NATIONAL CORPORATE HOUSING	\$42.18
8/28/24	1130316	AILEEN JIMENEZ	\$149.88
8/28/24	1130317	TITAN FRAMING LLC	\$55.86
8/28/24	1130318	SARGYLAANA NIKOLAEVA	\$127.30
8/28/24	1130319	STANISLAV BRAILA	\$63.70
8/28/24	1130320	PACIFIC RIDGE - DRH, LLC	\$8.80
8/28/24	1130321	SENAL PERERA	\$55.80
8/28/24	1130322	NATHALIA WOOD	\$8.04
8/28/24	1130323	BRIANA GUTIERREZ	\$41.95
8/28/24	1130324	HEATHERWOOD APARTMENTS	\$108.62
8/29/24	1130325	ALDERBROOKE INVESTMENTS, L.L.C	\$13.52
8/29/24	1130326	HADDY NJIE	\$157.36
8/29/24	1130327	MATTIE REPAS	\$197.03
8/29/24	1130328	YASMINE JUDEH CASTILLO	\$67.25
8/29/24	1130329	MADRONE GROUP TWO LLC	\$32.47
8/29/24	1130330	MINGZHE ZHU	\$110.07
8/29/24	1130331	SHAKTI SINGH	\$107.50
8/29/24	1130332	MALALO PROPERTIES LLC	\$209.80
8/29/24	1130333	KEIRA SYLVIN	\$241.01
8/29/24	1130334	THE FARM BY VINTAGE LP	\$39.02
8/29/24	1130335	EDRA RICHARDSON	\$470.34
8/29/24	1130336	ALEXANDER HATCH	\$64.19
8/29/24	1130337	JACK HARBICK	\$45.24
8/29/24	1130338	ANN YOUNG	\$41.11
8/29/24	1130339	BRADLEY UNCK	\$65.65
8/29/24	1130340	DIGNA SANCHEZ GONZALEZ	\$349.90

Detailed Disbursement Report

Revolving Fund - Customer Refunds, Incentives and Other			
Payment Date	Payment Ref Nbr	Payee	Amount
8/29/24	1130341	JIA-YU SU	\$69.63
8/29/24	1130342	PULTE HOMES OF WASHINGTON, INC.	\$1,408.13
8/29/24	1130343	HOUSING HOPE	\$19.75
8/29/24	1130344	TRI POINTE HOMES WASHINGTON INC	\$78.58
8/29/24	1130345	BMCH WASHINGTON LLC	\$18.41
8/29/24	1130346	BMCH WASHINGTON LLC	\$7.96
8/29/24	1130347	CHRISTINE BREVICK	\$156.68
8/29/24	1130348	COUNTRY CLUB SENIOR ESTATES LLC	\$25.01
8/29/24	1130349	SILVERLINE PROPERTIES LLC	\$109.00
9/3/24	1130350	BALAJI RATHINAM SOUNDARRAJAN	\$101.74
9/3/24	1130351	KRISTIN PRYDE	\$116.24
9/3/24	1130352	PROJECT PRIDE	\$1,967.21
9/3/24	1130353	FAMILY TREE APTS	\$23.84
9/3/24	1130354	MARK ROSS	\$41.71
9/3/24	1130355	PSCC HOMES LLC	\$18.29
9/3/24	1130356	EMILY BETZ	\$6.30
9/3/24	1130357	CFW 888 INVESTMENT, L.L.C.	\$1,000.00
9/3/24	1130358	SCOT STOKES	\$304.81
9/3/24	1130359	CHERYL DECKARD	\$799.65
9/3/24	1130360	VINTAGE AT URBAN CENTER LLC	\$211.72
9/3/24	1130361	PAULA SMITH	\$747.59
9/3/24	1130362	AUDACITY BREWING LLC	\$74.83
9/3/24	1130363	ZELALEM TAFERE	\$47.26
9/3/24	1130364	DONNA SHROCK	\$155.17
9/3/24	1130365	WILLIAM COBB	\$606.05
9/3/24	1130366	DEREJE ABERRA	\$142.22
9/3/24	1130367	LORI THOMPSON	\$129.73
9/3/24	1130368	KANE REED	\$236.07
9/3/24	1130369	JI SOOK JUNG	\$130.12
9/3/24	1130370	JOE BARRATT	\$98.10
9/3/24	1130371	JESSICA RYLAND	\$56.34
9/3/24	1130372	AMA VENTURES LLC	\$105.71

Detailed Disbursement Report

Revolving Fund - Customer Refunds, Incentives and Other			
Payment Date	Payment Ref Nbr	Payee	Amount
9/3/24	1130373	LENNAR NORTHWEST INC	\$95.22
9/3/24	1130374	KRISTINE ROSNER	\$2,389.86
9/3/24	1130375	CAMERON ELLIS	\$5.04
9/3/24	1130376	KEY BANK NATIONAL ASSOCIATION	\$50.36
9/3/24	1130377	SKANSKA CONSTRUCTORS L300	\$438.73
9/3/24	1130378	CRYSTAL SPRINGS APTS	\$12.67
9/3/24	1130379	MATT MEYRICK	\$75.91
9/4/24	1130380	BRISTOL SQUARE APTS	\$50.38
9/4/24	1130381	NATURAL MILK LLC	\$96.50
9/4/24	1130382	THELMA FRANCIS	\$30.56
9/4/24	1130383	MITCHELL DRAPER	\$51.11
9/4/24	1130384	EVANA MAUER	\$105.37
9/4/24	1130385	THIERNO THIAW	\$118.11
9/4/24	1130386	DONALD MACK	\$64.87
9/4/24	1130387	MAINVUE WA LLC	\$40.64
9/4/24	1130388	BRENDEN CROSS	\$51.35
9/4/24	1130389	KAZUNARI ONAGANO	\$101.44
9/4/24	1130390	SHEA KAIN	\$65.67
9/4/24	1130391	ELOISA CONTI HARTLEY	\$118.50
9/4/24	1130392	ANTONIO RAMIREZ	\$69.58
9/4/24	1130393	JABREEL STEWART	\$7.64
9/4/24	1130394	NADIIA VOLOKITINA	\$128.45
9/4/24	1130395	YURIANNY ORTIZ COLMENAREZ	\$108.80
9/4/24	1130396	PACIFIC RIDGE - DRH, LLC	\$20.03
9/4/24	1130397	PACIFIC RIDGE - DRH, LLC	\$190.75
9/4/24	1130398	ELIZABETH JESNESS	\$79.11
9/4/24	1130399	JUSTIN DOBRINIC	\$23.53
9/4/24	1130400	HEARTLAND CONSTRUCTION LLC	\$72.62
9/4/24	1130401	HEARTLAND CONSTRUCTION LLC	\$80.54
9/4/24	1130402	HEARTLAND CONSTRUCTION LLC	\$74.36
9/4/24	1130403	HEARTLAND CONSTRUCTION LLC	\$72.70
9/4/24	1130404	HEARTLAND CONSTRUCTION LLC	\$80.89

Detailed Disbursement Report

Revolving Fund - Customer Refunds, Incentives and Other			
Payment Date	Payment Ref Nbr	Payee	Amount
9/4/24	1130405	HEARTLAND CONSTRUCTION LLC	\$61.41
9/4/24	1130406	HEARTLAND CONSTRUCTION LLC	\$75.77
9/4/24	1130407	HEARTLAND CONSTRUCTION LLC	\$76.88
9/4/24	1130408	HEARTLAND CONSTRUCTION LLC	\$75.31
9/4/24	1130409	HEARTLAND CONSTRUCTION LLC	\$69.87
9/4/24	1130410	INNOVATION GROUP LLC	\$28.55
9/4/24	1130411	NICOLE HUFF	\$7.96
9/4/24	1130412	DAYLIN PIERCE	\$137.53
9/4/24	1130413	AMA VENTURES LLC	\$183.56
9/4/24	1130414	COOPER HENRY	\$6.26
9/4/24	1130415	PACIFIC RIDGE - DRH, LLC	\$63.68
9/4/24	1130416	MALIYAH PETTAWAY	\$64.46
9/4/24	1130417	MICHAEL MCWILIAMS	\$34.22
9/4/24	1130418	ESTATE OF KAREN SALWITZ EVERITT-EMERY	\$15.71
9/4/24	1130419	SAMANTHA BARNFATHER	\$133.84
9/4/24	1130420	JULIANA QUETHEMAN LEMOS VILANOVA NOVAES	\$63.84
9/4/24	1130421	KATE WILLIAMS	\$830.88
9/4/24	1130422	SCOTT LAWSON	\$2,150.10
9/4/24	1130423	HEARTLAND CONSTRUCTION LLC	\$296.57
9/4/24	1130424	PETER AYE	\$92.32
9/4/24	1130425	SANDRA LOPEZ	\$79.06
9/4/24	1130426	FRANK SONG	\$50.59
9/4/24	1130427	MCCLELLAN RING CO	\$34.79
9/4/24	1130428	MELISSA HANENBURG	\$193.11
9/4/24	1130429	KORBYN DANIELS	\$16.88
9/4/24	1130430	TAMI PLAISANCE	\$140.58
9/4/24	1130431	VOID	\$0.00
9/4/24	1130432	SHANNESH WILLIAMS	\$171.45
9/4/24	1130433	HANNA KALASHNYK	\$280.34
9/4/24	1130434	EGELSTAD INC	\$2,254.12
9/4/24	1130435	MCCLELLAN RING CO	\$14.86
9/4/24	1130436	MCCLELLAN RING CO	\$13.88

Detailed Disbursement Report

Revolving Fund - Customer Refunds, Incentives and Other			
Payment Date	Payment Ref Nbr	Payee	Amount
9/4/24	1130437	JENISE MONTREUIL	\$197.57
9/4/24	1130438	EDWARD KIRBY	\$125.00
9/4/24	1130439	LORREN SHADKO	\$20.25
9/4/24	1130440	JULIE CALZADA	\$86.22
9/4/24	1130441	CLARA SERRANO ESCOBEDO	\$120.15
9/4/24	1130442	JR ERNEST SMITH	\$108.41
9/4/24	1130443	INVESTORS MANAGEMENT CO., LLC	\$31.90
9/4/24	1130444	SHIREL KAMPF	\$162.94
9/4/24	1130445	LAGO DE PLATA VILLA LLC	\$35.53
9/4/24	1130446	FATEMA AL GHAZALI	\$93.60
9/4/24	1130447	JAMES FLEMING	\$20.75
9/4/24	1130448	JORDYN ALBRECHT	\$114.29
9/4/24	1130449	ETHAN ROGERS	\$149.76
9/4/24	1130450	SUZANNE CHICKERING	\$33.71
9/4/24	1130451	CASCADE CUSTOM CABINETS LLC	\$800.93
9/4/24	1130452	GLORIA ANTONIO MARTINEZ	\$98.06
9/4/24	1130453	LORETTA JESSOP	\$44.72
9/4/24	1130454	GRANDVIEW NORTH LLC	\$17.00
9/4/24	1130455	101 WEST LLC	\$162.46
9/4/24	1130456	KELLYN SIMONSON	\$334.86
9/4/24	1130457	ANGELA BONDS	\$199.77
9/4/24	1130458	SONIA CASTANEDA	\$157.35
9/5/24	1130459	HYONG SU KIM	\$183.46
9/5/24	1130460	HAWTHORNE AT MILL CREEK APTS	\$8.41
9/5/24	1130461	HOUSING HOPE	\$171.66
9/5/24	1130462	JOSHUA FARRELL	\$136.97
9/5/24	1130463	WILLIAM SOTH	\$33.96
9/5/24	1130464	PATRICK OLMSTED	\$290.05
9/5/24	1130465	SILVANO RIVERA	\$73.73
9/5/24	1130466	IH5 PROPERTY WASHINGTON, L.P.	\$15.62
9/5/24	1130467	MARYSVILLE 136TH ST LLC	\$56.95
9/5/24	1130468	GERRIT AYERS	\$159.41

Detailed Disbursement Report

Revolving Fund - Customer Refunds, Incentives and Other			
Payment Date	Payment Ref Nbr	Payee	Amount
9/5/24	1130469	DEBRA WATSON	\$76.18
9/5/24	1130470	BMCH WASHINGTON LLC	\$26.74
9/5/24	1130471	ANA LILIA MORENO SANCHEZ	\$73.82
9/5/24	1130472	JAYLA SAMUELS	\$27.47
9/5/24	1130473	EVELYN MELTON	\$99.89
9/5/24	1130474	SAYAK MAJUMDAR	\$40.37
9/5/24	1130475	CYNTHIA BENSON	\$168.68
9/5/24	1130476	WINDSTONE APARTMENTS LLC	\$256.37
9/5/24	1130477	SARAH CASTLE	\$63.72
9/5/24	1130478	PAUL MUMM	\$177.41
9/5/24	1130479	DOBYNS FAMILY LLC	\$62.49
9/5/24	1130480	BRUCE PIPKIN	\$174.80
9/5/24	1130481	LAURA O'REILLY	\$131.95
9/5/24	1130482	SHERRY WILLIAMS	\$46.29
9/5/24	1130483	ALDERWOOD HEIGHTS APTS	\$191.04
9/5/24	1130484	EMILY ROBBINS	\$58.57
9/5/24	1130485	MARYSVILLE QUILCEDA MEADOWS	\$134.66
9/5/24	1130486	HAROLD WETMORE	\$77.12
9/5/24	1130487	JAMES CROWE	\$163.78
9/5/24	1130488	AMANDA ANDERSON	\$31.92
9/5/24	1130489	JEREMY CUMBOW	\$268.30
9/5/24	1130490	CASEY BABYLON	\$83.75
9/5/24	1130491	FLOWING ROBIN	\$125.50
9/5/24	1130492	MICHAEL KRAFT	\$148.01
9/6/24	1130493	HEATHERWOOD APARTMENTS	\$1,682.93
9/6/24	1130494	MILL POINTE LP	\$1,521.99
9/6/24	1130495	TIMOFEY OVSIANIKOV	\$147.52
9/6/24	1130496	LOAN NGUYEN	\$40.47
9/6/24	1130497	MARK GALACGAC	\$158.51
9/6/24	1130498	MEGAN LALLIER	\$156.13
9/6/24	1130499	HOWARD BIEMECK	\$217.63
9/6/24	1130500	THOMAS SIPES	\$46.44

Detailed Disbursement Report

Revolving Fund - Customer Refunds, Incentives and Other			
Payment Date	Payment Ref Nbr	Payee	Amount
9/6/24	1130501	PAUL YANG	\$64.72
9/6/24	1130502	BALTIC AVENUE PROPERTIES INC	\$39.49
9/6/24	1130503	JESSICA CHANDLER	\$2,200.00
9/6/24	1130504	KIRKLAND VILLAS LLC	\$277.42
9/6/24	1130505	CRAIG MORROW	\$52.10
9/6/24	1130506	FOUR CORNERS LLC	\$17.52
9/6/24	1130507	DIVYANSH OJHA	\$132.74
9/6/24	1130508	KATHLEEN MCDONALD	\$377.87
9/6/24	1130509	GATEWAY LLC	\$1,397.24
9/6/24	1130510	MARY GATLUAK	\$118.05
9/6/24	1130511	SANDRA DAVIS	\$189.39
9/6/24	1130512	ANTHONY PAGALAN	\$61.55
9/6/24	1130513	OCEAN WEST, LLC	\$147.88
9/6/24	1130514	WILLOW TREE GROVE 1, LLC	\$1,511.75
9/6/24	1130515	BORDEAUX VENTURE LLC	\$25.57
9/6/24	1130516	BORDEAUX VENTURE LLC	\$44.46
9/6/24	1130517	BORDEAUX VENTURE LLC	\$148.87
9/6/24	1130518	BORDEAUX VENTURE LLC	\$53.68
9/6/24	1130519	BORDEAUX VENTURE LLC	\$66.14
9/6/24	1130520	BORDEAUX VENTURE LLC	\$44.48
9/6/24	1130521	PARADISE COVE INVESTMENTS LLC	\$13.86
9/6/24	1130522	MOUNTLAKE TERRACE INVESTORS LLC	\$16.49
9/6/24	1130523	VANESA GARCIA GARCIA	\$203.32

Total: \$59,036.17

Detailed Disbursement Report

Revolving Fund - Electronic Customer Refunds			
Payment Date	Payment Ref Nbr	Payee	Amount
8/26/24	000528442014	OLGA SIROTINSKY	\$33.53
8/26/24	000528442015	RAVEN CLINCH	\$149.14
8/26/24	000528442016	JOC LOPEZ-SOLIS	\$636.02
8/27/24	000528451973	LEE DOTSON	\$34.64
8/27/24	000528451974	DMITRII RIABOV	\$27.19
8/27/24	000528451975	SANDRA MEJIA	\$148.24
8/27/24	000528451976	GILBERT MONSON	\$14.47
8/27/24	000528451977	LEONARDO BELL	\$68.44
8/27/24	000528451978	ZACH KNISLEY	\$69.52
8/27/24	000528451979	HERIVERTO RODRIGUEZ	\$21.62
8/27/24	000528451980	MARCIA STEINBACHER	\$90.07
8/28/24	000528461863	CARLOS VALERIN	\$63.99
8/28/24	000528461864	SUBRAMANYA MUDRABETTA	\$130.18
8/28/24	000528461865	KAREN FERREIRA SIRINO	\$92.34
8/28/24	000528461866	WYATT NIELSEN	\$90.97
8/28/24	000528461867	TRUDY SHANE	\$61.83
8/28/24	000528461868	KEITH THOMAS	\$29.11
8/28/24	000528461869	JENNIFER HAYES	\$156.03
8/28/24	000528461870	TRUDY SHANE	\$42.82
8/28/24	000528461871	CARRIE NOBLE	\$26.67
8/28/24	000528461872	TRUDY SHANE	\$50.50
8/28/24	000528461873	DUY NGUYEN	\$54.54
8/28/24	000528461874	CASEY IMMOOR	\$12.36
8/28/24	000528461875	MARJORY WHITE	\$43.44
8/28/24	000528461876	STEVEN LOVE	\$38.76
8/28/24	000528461877	GARRETT MORGAN	\$51.22
8/28/24	000528461878	BO NOONKESTER	\$114.73
8/28/24	000528461879	ROBBERT OBINYA	\$268.90
8/28/24	000528461880	KATHRYN TROUTMAN	\$150.00
8/28/24	000528461881	RACHEL CHRISTENSEN	\$100.00
8/29/24	000528472186	ZACHARY TUCKER	\$189.93
9/3/24	000528498273	MARTIN DOMINGUEZ MEZA	\$98.74

Detailed Disbursement Report

Revolving Fund - Electronic Customer Refunds			
Payment Date	Payment Ref Nbr	Payee	Amount
9/4/24	000528515380	DEBORAH VENABLE	\$294.00
9/4/24	000528515381	PATRICIA BUCHANAN	\$43.00
9/4/24	000528515382	VERONICA GONZALEZ MENDOZA	\$62.99
9/4/24	000528515383	CHELSEY KALANICK	\$213.07
9/4/24	000528515384	KELLY BARBER	\$57.52
9/4/24	000528515385	KATHY WAISANEN	\$200.00
9/4/24	000528515386	VERONICA GONZALEZ MENDOZA	\$125.98
9/4/24	000528515387	ANGEL MASENGU	\$145.88
9/4/24	000528515388	KARLI SHOVLIN	\$34.77
9/4/24	000528515389	ROSMELYS LAROSA	\$47.65
9/4/24	000528515390	LUIGI LEIVA	\$225.28
9/5/24	000528525485	BRYAM GALARZA CRIOLLO	\$120.89
9/5/24	000528525486	SAMUEL PERSHING	\$37.93
9/5/24	000528525487	MICHAEL SNYDER	\$80.56
9/5/24	000528525488	JOHNATHAN BAKER	\$82.46
9/5/24	000528525489	JULIE WELLMAN	\$73.18
9/5/24	000528525490	ANGELA KING	\$17.32
9/5/24	000528525491	RUSLAN PETROVSKYI	\$11.24
9/5/24	000528525492	YUJUN DONG	\$47.00
9/5/24	000528525493	LYNNETTE SHULTS	\$18.97
9/5/24	000528525494	PRAVEEN LOKAM	\$49.15
9/5/24	000528525495	EMILY ANN FOSHEIM	\$64.20
9/5/24	000528525496	ADAM GOULD	\$11.52
9/5/24	000528525497	LILIAN DAVIES	\$53.10
9/5/24	000528525498	DOUGLAS PAYNE	\$1,230.24
9/5/24	000528525499	ANGELINA VAEFAGA	\$152.35
9/5/24	000528525500	MATTHEW IRWIN	\$29.57
9/5/24	000528525501	PEDRO PEREZ COTO	\$147.02

Total: \$6,836.78

Detailed Disbursement Report

Accounts Payable Warrants			
Payment Date	Payment Ref Nbr	Payee	Amount
8/27/24	8079392	M A MORTENSON COMPANY	\$79,577.37
8/27/24	8079393	DKS INC	\$18,318.09
8/27/24	8079394	ALLDATA LLC	\$1,450.68
8/27/24	8079395	COMCAST HOLDING CORPORATION	\$154.46
8/27/24	8079396	CO-OP SUPPLY INC	\$1,057.24
8/27/24	8079397	DUNN LUMBER CO INC	\$881.94
8/27/24	8079398	CITY OF EVERETT	\$169.98
8/27/24	8079399	GLOBAL RENTAL COMPANY INC	\$15,386.00
8/27/24	8079400	CORE & MAIN LP	\$1,139.53
8/27/24	8079401	LANGUAGE LINE SERVICES INC	\$6,060.35
8/27/24	8079402	LEXISNEXIS RISK DATA MANAGEMENT INC	\$219.80
8/27/24	8079403	BEACON PUBLISHING INC	\$660.00
8/27/24	8079404	GENUINE PARTS COMPANY	\$929.96
8/27/24	8079405	SCADA AND CONTROLS ENGINEERING INC	\$14,760.00
8/27/24	8079406	SOUND PUBLISHING INC	\$5,646.80
8/27/24	8079407	STEWART TITLE COMPANY	\$29.26
8/27/24	8079408	SEPTIC SERVICES INC	\$1,456.65
8/27/24	8079409	STATE OF WASHINGTON	\$30,303.43
8/27/24	8079410	STATE OF WASHINGTON	\$650.00
8/27/24	8079411	AAA OF EVERETT FIRE	\$703.36
8/27/24	8079412	ALDERWOOD WATER & WASTEWATER DISTRI	\$379.69
8/27/24	8079413	BICKFORD MOTORS INC	\$1,480.88
8/27/24	8079414	CINTAS CORPORATION NO 2	\$54.40
8/27/24	8079415	D & G BACKHOE INC	\$121,810.30
8/27/24	8079416	DIRECTV ENTERTAINMENT HOLDINGS LLC	\$168.99
8/27/24	8079417	ENGINUITY ADVANTAGE LLC	\$288.00
8/27/24	8079418	EDS MCDUGALL LLC	\$375.00
8/27/24	8079419	HARBOR MARINE MAINTENANCE & SUPPLY	\$324.73
8/27/24	8079420	GARY D KREIN	\$2,417.80
8/27/24	8079421	PACIFIC COAST MEMORIALS INC	\$571.48
8/27/24	8079422	PACIFIC PUBLISHING CO INC	\$730.80
8/27/24	8079423	SEVEN LAKES WATER ASSOC INC	\$63.00

Detailed Disbursement Report

Accounts Payable Warrants			
Payment Date	Payment Ref Nbr	Payee	Amount
8/27/24	8079424	SNOHOMISH COUNTY	\$1,107.25
8/27/24	8079425	PUBLIC UTILITY DIST NO 1 OF	\$5,797.92
8/27/24	8079426	SPRINGBROOK NURSERY AND TRUCKING IN	\$3.23
8/27/24	8079427	WELLSPRING FAMILY SERVICES	\$3,119.20
8/27/24	8079428	WORDEN SAFETY PRODUCTS LLC	\$2,300.00
8/27/24	8079429	WYNNE AND SONS INC	\$780.29
8/27/24	8079430	CITY OF EVERETT	\$3,505.50
8/27/24	8079431	STEWART TITLE COMPANY	\$2,076.70
8/27/24	8079432	ELECTROIMPACT INC	\$4,857.55
8/27/24	8079433	CROWN CASTLE INTERNATIONAL CORP	\$7,548.07
8/27/24	8079434	AUTOMATIC ENTRIES INC	\$3,910.24
8/27/24	8079435	PNG MEDIA LLC	\$708.64
8/27/24	8079436	VERTIV CORPORATION	\$6,950.63
8/27/24	8079437	OVERTON SAFETY TRAINING INC	\$14,670.00
8/27/24	8079438	TENNANT SALES & SERVICE COMPANY	\$1,073.94
8/27/24	8079439	PERFORMANCE VALIDATON INC	\$8,994.03
8/27/24	8079440	MARTIN ENERGY GROUP SERVICES LLC	\$7,112.02
8/27/24	8079441	KENDALL DEALERSHIP HOLDINGS LLC	\$738.33
8/27/24	8079442	THE PAPE GROUP	\$128.90
8/27/24	8079443	TRIDENT SEAFOODS CORPORATION	\$13,800.00
8/27/24	8079444	TCF ARCHITECTURE PLLC	\$1,167.50
8/27/24	8079445	DDMK INC	\$1,051.74
8/27/24	8079446	RADIATE HOLDINGS LP	\$3,610.80
8/27/24	8079447	RMA GROUP INC	\$3,358.81
8/27/24	8079448	LEVEL 3 FINANCING INC	\$579.51
8/27/24	8079449	DARYL JAN HABICH ESTATE	\$8,750.00
8/27/24	8079450	ROGER BELL REAL ESTATE HOLDINGS	\$6,000.00
8/27/24	8079451	PELLETIER & SCHAAR LLC	\$6,688.00
8/27/24	8079452	EARTHWORK SOLUTIONS LLC	\$534.11
8/27/24	8079453	CUSTOM TRUCK ONE SOURCE INC	\$8,078.00
8/27/24	8079454	METER READINGS HOLDING I CORP	\$16,411.68
8/27/24	8079455	NAVEX GLOBAL INC	\$21,104.92

Detailed Disbursement Report

Accounts Payable Warrants			
Payment Date	Payment Ref Nbr	Payee	Amount
8/27/24	8079456	SANDPIPER SOLUTIONS LLC	\$8,550.00
8/27/24	8079457	KEYSTONE COMPLIANCE LLC	\$2,650.00
8/27/24	8079458	BITCO SOFTWARE LLC	\$16,395.00
8/27/24	8079459	SAMISH RIVER CONSTRUCTION LLC	\$2,200.00
8/27/24	8079460	ARROW INSULATION INC	\$2,887.00
8/27/24	8079461	THE BARTELL DRUG COMPANY	\$32.66
8/27/24	8079462	PORT OF EVERETT	\$3,034.86
8/27/24	8079463	SUPERIOR GLASS INSTALLATIONS INC	\$1,035.00
8/27/24	8079464	AA REMODELING LLC	\$1,004.00
8/29/24	8079465	PACIFIC RIDGE - DRH, LLC	\$972.00
8/29/24	8079466	KIRK KUBEC	\$275.00
8/29/24	8079467	COMCAST HOLDING CORPORATION	\$184.61
8/29/24	8079468	CITY OF EDMONDS	\$615.45
8/29/24	8079469	EAN HOLDINGS LLC	\$451.90
8/29/24	8079470	CITY OF EVERETT	\$111.26
8/29/24	8079471	CITY OF LYNNWOOD	\$341.01
8/29/24	8079472	CITY OF MARYSVILLE	\$1,828.13
8/29/24	8079473	GENUINE PARTS COMPANY	\$387.00
8/29/24	8079474	PUGET SOUND ENERGY INC	\$165,498.38
8/29/24	8079475	RIVERSIDE TOPSOIL INC	\$100.00
8/29/24	8079476	WESTERN ENERGY INSTITUTE	\$2,097.00
8/29/24	8079477	BICKFORD MOTORS INC	\$1,086.23
8/29/24	8079478	COONER SALES COMPANY	\$12,244.43
8/29/24	8079479	TWELVE THIRTY ONE INCORPORATED	\$3,079.40
8/29/24	8079480	HDR ENGINEERING INC	\$1,818.75
8/29/24	8079481	THE PAPE GROUP INC	\$58,817.63
8/29/24	8079482	EXELE INFORMATION SYSTEMS INC	\$24,993.75
8/29/24	8079483	BAXTER AUTO PARTS INC	\$1,721.25
8/29/24	8079484	GUARD PEST CONTROL	\$2,061.40
8/29/24	8079485	QUALUS LLC	\$1,126.34
8/29/24	8079486	WALTER E NELSON OF N WASHINGTON	\$942.77
9/3/24	8079487	COMCAST HOLDING CORPORATION	\$556.69

Detailed Disbursement Report

Accounts Payable Warrants			
Payment Date	Payment Ref Nbr	Payee	Amount
9/3/24	8079488	EQUIFAX INFORMATION SERVICES LLC	\$15,491.01
9/3/24	8079489	CITY OF EVERETT	\$425,196.40
9/3/24	8079490	CORE & MAIN LP	\$3,424.44
9/3/24	8079491	GENUINE PARTS COMPANY	\$116.37
9/3/24	8079492	SIX ROBBLEES INC	\$511.84
9/3/24	8079493	SOUND PUBLISHING INC	\$49.98
9/3/24	8079494	SOUND SECURITY INC	\$537.29
9/3/24	8079495	TALLEY INC	\$345.51
9/3/24	8079496	STATE OF WASHINGTON	\$65.00
9/3/24	8079497	WASTE MANAGEMENT OF WASHINGTON INC	\$6,561.97
9/3/24	8079498	WESCO GROUP INC	\$342.80
9/3/24	8079499	AABCO BARRICADE CO INC	\$282.88
9/3/24	8079500	ALDERWOOD WATER & WASTEWATER DISTRI	\$85.56
9/3/24	8079501	BICKFORD MOTORS INC	\$553.73
9/3/24	8079502	D & G BACKHOE INC	\$280.00
9/3/24	8079503	ENERGY EFFICIENCY FUNDING GROUP INC	\$16,908.00
9/3/24	8079504	EDS MCDUGALL LLC	\$765.00
9/3/24	8079505	PROVEN COMPLIANCE SOLUTIONS INC	\$9,988.75
9/3/24	8079506	QUALITY STAKE AND LATH	\$693.34
9/3/24	8079507	THE VON CORPORATION	\$16,690.60
9/3/24	8079508	THE PAPE GROUP INC	\$6,878.63
9/3/24	8079509	OCCUPATIONAL HEALTH CENTERS OF WA P	\$27.00
9/3/24	8079510	THE INTERPUBLIC GROUP OF COMPANIES	\$42,993.69
9/3/24	8079511	SNOHOMISH COUNTY 911	\$525.00
9/3/24	8079512	WILLDAN ENERGY SOLUTIONS INC	\$23,425.12
9/3/24	8079513	NORTHWEST FIBER LLC	\$3,528.10
9/3/24	8079514	NEWCO INC	\$1,036.63
9/3/24	8079515	BAXTER AUTO PARTS INC	\$12,108.92
9/3/24	8079516	ACCESS INFO INTERMEDIATE HLDNG I LL	\$3,012.54
9/3/24	8079517	JESSICA V MARQUEZ	\$365.51
9/3/24	8079518	DLR GROUP INC	\$8,481.25
9/3/24	8079519	NORTHWEST FIBER LLC	\$2,400.00

Detailed Disbursement Report

Accounts Payable Warrants			
Payment Date	Payment Ref Nbr	Payee	Amount
9/3/24	8079520	METER READINGS HOLDING I CORP	\$16,377.84
9/3/24	8079521	WSB SHEET METAL	\$2,175.00
9/3/24	8079522	CASCADE ENERGY SERVICES LLC	\$2,175.00
9/3/24	8079523	DVAC HEATING & AIR LLC	\$2,875.00
9/5/24	8079524	ANIXTER INC	\$338.27
9/5/24	8079525	CORE & MAIN LP	\$175.62
9/5/24	8079526	CITY OF LYNNWOOD	\$2,888.98
9/5/24	8079527	GENUINE PARTS COMPANY	\$2,563.36
9/5/24	8079528	RIVERSIDE TOPSOIL INC	\$40.00
9/5/24	8079529	SNOHOMISH COUNTY	\$1,666.00
9/5/24	8079530	STATE OF WASHINGTON	\$300.00
9/5/24	8079531	WASTE MANAGEMENT OF WASHINGTON INC	\$544.06
9/5/24	8079532	BICKFORD MOTORS INC	\$1,254.25
9/5/24	8079533	CAR WASH ENTERPRISES INC	\$106.00
9/5/24	8079534	DIRECTV ENTERTAINMENT HOLDINGS LLC	\$222.98
9/5/24	8079535	ENGINUITY ADVANTAGE LLC	\$800.00
9/5/24	8079536	IDAHO POWER COMPANY	\$24,644.77
9/5/24	8079537	GARY D KREIN	\$1,758.40
9/5/24	8079538	PUBLIC UTILITY DIST NO 1 OF	\$1,831.04
9/5/24	8079539	SNOHOMISH COUNTY SOCIETY OF	\$7,057.21
9/5/24	8079540	WESTON SERVICES INC	\$7,974.75
9/5/24	8079541	CITY OF EVERETT	\$19,663.57
9/5/24	8079542	LAMAR TEXAS LTD PARTNERSHIP	\$3,323.00
9/5/24	8079543	FSX INC	\$523.68
9/5/24	8079544	KINSHIP GROUP LLC	\$12,858.30
9/5/24	8079545	KENDALL DEALERSHIP HOLDINGS LLC	\$325.66
9/5/24	8079546	NMC METALS INC	\$19,764.50
9/5/24	8079547	GBL II INC	\$475.00

Total: \$1,532,211.48

Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
8/26/24	6048775	ALS GROUP USA CORP	\$678.20
8/26/24	6048776	CONSOLIDATED ELECTRICAL DISTRIBUTOR	\$1,192.69
8/26/24	6048777	DAVID EVANS & ASSOCIATES INC	\$4,356.10
8/26/24	6048778	TOPSOILS NORTHWEST INC	\$528.00
8/26/24	6048779	TRENCHLESS CONSTR SVCS LLC	\$13,811.36
8/26/24	6048780	GORDON TRUCK CENTERS INC	\$1,063.82
8/26/24	6048781	CHAMPION BOLT & SUPPLY INC	\$103.00
8/26/24	6048782	CUZ CONCRETE PRODUCTS INC	\$5,604.90
8/26/24	6048783	DESIGNER DECAL INC	\$7,042.39
8/26/24	6048784	DICKS TOWING INC	\$522.03
8/26/24	6048785	DUNLAP INDUSTRIAL HARDWARE INC	\$131.49
8/26/24	6048786	HOGLUNDS TOP SHOP INC	\$12,848.56
8/26/24	6048787	ANIXTER INC	\$104,123.10
8/26/24	6048788	TRAFFIC CONTROL PLAN CO OF WA LLC	\$1,575.00
8/26/24	6048789	BORDER STATES INDUSTRIES INC	\$229,339.32
8/26/24	6048790	UTILITY TRAILER & EQUIP SALES NW LL	\$79,168.30
8/26/24	6048791	TECH DATA CORP	\$5,764.78
8/26/24	6048792	PIPE & PILING SUPPLIES USA LTD	\$89,352.75
8/26/24	6048793	COZY HEATING INC	\$2,875.00
8/26/24	6048794	GRANITE CONSTRUCTION COMPANY	\$187,426.81
8/26/24	6048795	AA REMODELING LLC	\$2,575.00
8/26/24	6048796	CM AIR PROS LLC	\$10,625.00
8/26/24	6048797	LISA HORNUNG	\$262.64
8/26/24	6048798	AARON SWANEY	\$499.00
8/26/24	6048799	SHONTE GOOLD	\$418.88
8/26/24	6048800	ANDREW PARTINGTON	\$408.38
8/26/24	6048801	AMANDA BENNETT	\$4,000.00
8/26/24	6048802	KELSEY LEWIS	\$111.00
8/26/24	6048803	COLE RICCARDO	\$175.00
8/27/24	6048804	AAA MONROE ROCK CORP	\$140.35
8/27/24	6048805	ALS GROUP USA CORP	\$1,021.00
8/27/24	6048806	CENTRAL WELDING SUPPLY CO INC	\$71.54

Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
8/27/24	6048807	DOBLE ENGINEERING CO	\$693.00
8/27/24	6048808	ELECTRO-MECHANICAL CORP	\$223,525.61
8/27/24	6048809	HOWARD INDUSTRIES INC	\$39,884.91
8/27/24	6048810	JACO ANALYTICAL LAB INC	\$671.40
8/27/24	6048811	MYERS & SONS HIWAY SAFETY INC	\$5,287.40
8/27/24	6048812	NORTHSTAR CHEMICAL INC	\$1,516.00
8/27/24	6048813	NW SUBSURFACE WARNING SYSTEM	\$8,352.96
8/27/24	6048814	PARAMETRIX INC	\$3,617.50
8/27/24	6048815	PETROCARD INC	\$76,203.50
8/27/24	6048816	PITNEY BOWES PRESORT SERVICES LLC	\$265.77
8/27/24	6048817	ROBERT HALF INTERNATIONAL INC	\$2,283.84
8/27/24	6048818	RWC INTERNATIONAL LTD	\$2,801.66
8/27/24	6048819	SHI INTERNATIONAL CORP	\$10,403.42
8/27/24	6048820	SOUTHERN STATES LLC	\$6,090.43
8/27/24	6048821	STELLAR INDUSTRIAL SUPPLY INC	\$6,654.54
8/27/24	6048822	STELLA-JONES CORPORATION	\$22,081.65
8/27/24	6048823	STONEWAY ELECTRIC SUPPLY CO	\$16,661.58
8/27/24	6048824	TOPSOILS NORTHWEST INC	\$1,056.00
8/27/24	6048825	TRAYER ENGINEERING CORPORATION	\$278,868.00
8/27/24	6048826	VAN NESS FELDMAN LLP	\$6,870.00
8/27/24	6048827	WW GRAINGER INC	\$758.86
8/27/24	6048828	GENERAL PACIFIC INC	\$72,139.64
8/27/24	6048829	LI IMMIGRATION LAW PLLC	\$4,450.90
8/27/24	6048830	LONE MOUNTAIN COMMUNICATIONS LLC	\$1,339.35
8/27/24	6048831	LONGS LANDSCAPE LLC	\$1,367.50
8/27/24	6048832	MERCURY FITNESS REPAIR INC	\$375.45
8/27/24	6048833	DAVID JAMES PERKINS	\$4,800.00
8/27/24	6048834	RICOH USA INC	\$1,606.61
8/27/24	6048835	LOUIS F MATHESON CONSTRUCTION INC	\$1,453.09
8/27/24	6048836	RMG FINANCIAL CONSULTING INC	\$1,000.00
8/27/24	6048837	ROHLINGER ENTERPRISES INC	\$3,716.64
8/27/24	6048838	WESTERN SAFETY PRODUCTS INC	\$2,022.16

Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
8/27/24	6048839	UNITED RENTALS NORTH AMERICA INC	\$738.45
8/27/24	6048840	GRAYBAR ELECTRIC CO INC	\$250.18
8/27/24	6048841	ANIXTER INC	\$295,883.30
8/27/24	6048842	ICONIX WATERWORKS INC	\$550.82
8/27/24	6048843	ATWORK COMMERCIAL ENTERPRISES LLC	\$70,707.98
8/27/24	6048844	REXEL USA INC	\$1,186.03
8/27/24	6048845	BALLARD INDUSTRIAL INC	\$6,632.21
8/27/24	6048846	SOUTHWEST POWER POOL INC	\$28,101.80
8/27/24	6048847	DS SERVICES OF AMERICA INC	\$8,384.74
8/27/24	6048848	QCERA INC	\$2,053.50
8/27/24	6048849	BANK OF AMERICA NA	\$322,929.57
8/27/24	6048850	TWILIO INC	\$4,585.83
8/27/24	6048851	OPENSQUARE HOLDINGS LLC	\$1,576.74
8/27/24	6048852	SHERELLE GORDON	\$32,000.00
8/27/24	6048853	QCL INC	\$1,394.00
8/27/24	6048854	JACKAREN CONSULTING	\$13,941.60
8/27/24	6048855	USIC HOLDINGS INC	\$91,253.67
8/27/24	6048856	REACH SPORTS MARKETING GROUP INC	\$32.67
8/27/24	6048857	QUALITROL COMPANY LLC	\$2,509.21
8/27/24	6048858	UNIT PROCESS COMPANY	\$2,598.33
8/27/24	6048859	TERNIO II INC	\$330.00
8/27/24	6048860	XIOLOGIX LLC	\$4,864.52
8/27/24	6048861	SCI NETWORKS USA	\$25,352.50
8/27/24	6048862	PERFORMANCE SYSTEMS	\$33,333.33
8/27/24	6048863	FORTERRA NW	\$1,347.50
8/27/24	6048864	STUART C IRBY COMPANY	\$645.66
8/27/24	6048865	IHEARTMEDIA ENTERTAINMENT INC	\$4,080.00
8/27/24	6048866	LOOMIS ARMORED US LLC	\$4,776.74
8/27/24	6048867	TOYOTA MATERIAL HANDLING NW INC	\$3,933.92
8/27/24	6048868	AMERICAN CRAWLSPACE & PEST SERVICES	\$1,079.00
8/27/24	6048869	R&L GLASS INSTALLATION	\$725.00
8/27/24	6048870	STILLWATER ENERGY LLC	\$36,045.78

Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
8/27/24	6048871	JAMES RUIZ	\$117.25
8/27/24	6048872	HUGH GIBSON	\$743.91
8/27/24	6048873	MONICA GORMAN	\$133.10
8/27/24	6048874	GILLIAN ANDERSON	\$90.45
8/28/24	6048875	CDW LLC	\$173.80
8/28/24	6048876	CLEAN HARBORS ENVIRONMENTAL	\$17,664.01
8/28/24	6048877	DAVID EVANS & ASSOCIATES INC	\$20,166.75
8/28/24	6048878	IIA LIFTING SERVICES INC	\$3,980.00
8/28/24	6048879	KUBRA DATA TRANSFER LTD	\$82,811.42
8/28/24	6048880	NELSON DISTRIBUTING INC	\$206.43
8/28/24	6048881	ON HOLD CONCEPTS INC	\$234.70
8/28/24	6048882	PACIFIC TOPSOILS INC	\$138.95
8/28/24	6048883	ROMAINE ELECTRIC CORP	\$1,067.91
8/28/24	6048884	TOPSOILS NORTHWEST INC	\$396.00
8/28/24	6048885	UNITED PARCEL SERVICE	\$403.32
8/28/24	6048886	GORDON TRUCK CENTERS INC	\$23.74
8/28/24	6048887	WEST COAST PAPER CO	\$1,013.30
8/28/24	6048888	WEST PUBLISHING CORPORATION	\$6,216.54
8/28/24	6048889	WETLAND RESOURCES INC	\$11,770.00
8/28/24	6048890	WW GRAINGER INC	\$444.20
8/28/24	6048891	CELLCO PARTNERSHIP	\$6,097.25
8/28/24	6048892	GRATING PACIFIC LLC	\$2,310.90
8/28/24	6048893	LONGS LANDSCAPE LLC	\$14,186.36
8/28/24	6048894	NORTHWEST CASCADE INC	\$2,822.00
8/28/24	6048895	PACIFIC MOBILE STRUCTURES INC	\$3,337.10
8/28/24	6048896	TYNDALE ENTERPRISES INC	\$17,111.76
8/28/24	6048897	ZIPPER GEO ASSOCIATES LLC	\$4,344.79
8/28/24	6048898	UNITED RENTALS NORTH AMERICA INC	\$551.97
8/28/24	6048899	GRAYBAR ELECTRIC CO INC	\$8,121.09
8/28/24	6048900	Z2SOLUTIONS LLC	\$16,637.50
8/28/24	6048901	MORSE DISTRIBUTION INC	\$593.46
8/28/24	6048902	CURTIS A SMITH	\$10,030.58

Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
8/28/24	6048903	THEODORE BLAINE LIGHT III	\$1,140.00
8/28/24	6048904	EVERFI INC	\$24,807.25
8/28/24	6048905	PUGET SOUND HARDWARE INC	\$41,849.92
8/28/24	6048906	PURCELL TIRE & RUBBER COMPANY	\$8,540.72
8/28/24	6048907	PACHECOS LANDSCAPING LLC	\$17,295.21
8/28/24	6048908	LIVEVIEW TECHNOLOGIES INC	\$19,361.06
8/28/24	6048909	NOKIA OF AMERICA CORP	\$35,167.56
8/28/24	6048910	TESSCO TECHNOLOGIES INC	\$237.18
8/28/24	6048911	STILLWATER ENERGY LLC	\$32,111.09
8/28/24	6048912	OXBOW LLC	\$15,000.00
8/28/24	6048913	KEVIN LAVERING	\$3,098.64
8/28/24	6048914	PAUL MCMURRAY	\$322.57
8/28/24	6048915	JANET KLOOS	\$10.72
8/29/24	6048916	ASPLUNDH TREE EXPERT LLC	\$52,099.19
8/29/24	6048917	RWC INTERNATIONAL LTD	\$589.98
8/29/24	6048918	TOPSOILS NORTHWEST INC	\$396.00
8/29/24	6048919	WEST COAST PAPER CO	\$3,151.05
8/29/24	6048920	CHAMPION BOLT & SUPPLY INC	\$90.10
8/29/24	6048921	NORTHWEST TOWER ENGINEERING PLLC	\$3,000.00
8/29/24	6048922	RELIANCE MANUFACTURING CORPORATION	\$518.55
8/29/24	6048923	SNOHOMISH COUNTY	\$46,528.49
8/29/24	6048924	WETHERHOLT & ASSOCIATES INC	\$1,905.86
8/29/24	6048925	UNITED RENTALS NORTH AMERICA INC	\$576.98
8/29/24	6048926	FABER CONSTRUCTION CORP	\$664,653.30
8/29/24	6048927	AMERICAN AIR FILTER CO INC	\$285.74
8/29/24	6048928	NASH CONSULTING INC	\$860.80
8/29/24	6048929	MOTION & FLOW CONTROL PRODUCTS INC	\$4,795.09
8/29/24	6048930	REXEL USA INC	\$1,599.88
8/29/24	6048931	RESOURCE INNOVATIONS INC	\$2,420.00
8/29/24	6048932	TRC ENGINEERS INC	\$59,376.37
8/29/24	6048933	SOUND GRID PARTNERS LLC	\$582.50
8/29/24	6048934	TESSCO TECHNOLOGIES INC	\$12.55

Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
8/29/24	6048935	GRANITE CONSTRUCTION COMPANY	\$593.33
8/29/24	6048936	VIKKI BELMONT	\$37.52
8/29/24	6048937	KATIE HIGGINS	\$21.44
8/29/24	6048938	JOHN HAARLOW	\$1,099.96
8/29/24	6048939	JOHN ROVER	\$251.25
8/29/24	6048940	SARA AMUNDSON	\$10.72
8/29/24	6048941	COLT SANSAVER	\$251.25
8/29/24	6048942	BRANDON LAM	\$150.00
8/29/24	6048943	JEFFREY SELLENTIN	\$442.20
8/29/24	6048944	ALYSSA MARTIN	\$38.86
8/29/24	6048945	CHRIS BALLOU	\$120.60
8/30/24	6048946	SHI INTERNATIONAL CORP	\$48,218.63
8/30/24	6048947	PRATT HORSTMAN & STRATTON PLLC	\$3,963.90
8/30/24	6048948	WETLAND RESOURCES INC	\$2,200.00
8/30/24	6048949	SYNOPTIC DATA PBC	\$1,750.00
8/30/24	6048950	CLOUD CREEK SYSTEMS INC	\$8,000.00
8/30/24	6048951	TOYOTA MATERIAL HANDLING NW INC	\$96,344.97
8/30/24	6048952	LINEROOTS SUPPLY LLC	\$22,778.31
8/30/24	6048953	SHELLEY PATTISON	\$465.53
8/30/24	6048954	NICHOLAS NISKA	\$234.50
8/30/24	6048955	CAITLIN AUSTIN	\$22.78
8/30/24	6048956	KAYLA BEASLEY	\$10.72
8/30/24	6048957	LIBERTY MUTUAL GROUP INC	\$36,147.41
9/3/24	6048958	CONSOLIDATED ELECTRICAL DISTRIBUTOR	\$2,433.29
9/3/24	6048959	DAVID EVANS & ASSOCIATES INC	\$15,093.37
9/3/24	6048960	ELECTRO-MECHANICAL CORP	\$270,811.19
9/3/24	6048961	FASTENAL COMPANY	\$756.66
9/3/24	6048962	INTERCONTINENTAL EXCHANGE HOLDINGS	\$5,450.00
9/3/24	6048963	MR TRUCK WASH INC	\$6,959.16
9/3/24	6048964	NORTH COAST ELECTRIC COMPANY	\$8,306.91
9/3/24	6048965	PTC INC	\$1,211.01
9/3/24	6048966	ROBERT HALF INTERNATIONAL INC	\$2,537.60

Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
9/3/24	6048967	ROMAINE ELECTRIC CORP	\$1,076.10
9/3/24	6048968	RWC INTERNATIONAL LTD	\$8,308.76
9/3/24	6048969	SCHWEITZER ENGINEERING LAB INC	\$4,241.17
9/3/24	6048970	SISKUN INC	\$2,445.40
9/3/24	6048971	STELLAR INDUSTRIAL SUPPLY INC	\$6,168.70
9/3/24	6048972	STELLA-JONES CORPORATION	\$30,457.26
9/3/24	6048973	SUBURBAN PROPANE	\$631.86
9/3/24	6048974	TOPSOILS NORTHWEST INC	\$1,188.00
9/3/24	6048975	UNIVERSAL LANGUAGE SERVICE INC	\$44.05
9/3/24	6048976	GORDON TRUCK CENTERS INC	\$572.98
9/3/24	6048977	VAN NESS FELDMAN LLP	\$5,000.00
9/3/24	6048978	BENEFITFOCUS COM INC	\$8,183.81
9/3/24	6048979	EDGE ANALYTICAL INC	\$258.00
9/3/24	6048980	EDM INTERNATIONAL INC	\$24,510.00
9/3/24	6048981	ENERGY NORTHWEST	\$62,594.00
9/3/24	6048982	GENERAL PACIFIC INC	\$167,919.51
9/3/24	6048983	HERRERA ENVIRONMENTAL CONSULTANTS I	\$3,738.68
9/3/24	6048984	HOGLUNDS TOP SHOP INC	\$1,516.62
9/3/24	6048985	LENZ ENTERPRISES INC	\$63.04
9/3/24	6048986	MT HOOD FASTENER CO	\$351.47
9/3/24	6048987	NORTHWEST CASCADE INC	\$5,754.00
9/3/24	6048988	PELLCO CONSTRUCTION INC	\$234,324.68
9/3/24	6048989	ROHLINGER ENTERPRISES INC	\$1,518.20
9/3/24	6048990	SOUND SAFETY PRODUCTS CO INC	\$1,422.72
9/3/24	6048991	TOTAL LANDSCAPE CORP	\$397.80
9/3/24	6048992	TRAVIS PATTERN & FOUNDRY INC	\$6,311.28
9/3/24	6048993	WALTER E NELSON CO OF WESTERN WA	\$9,330.53
9/3/24	6048994	GRAYBAR ELECTRIC CO INC	\$285.49
9/3/24	6048995	ALTEC INDUSTRIES INC	\$393.62
9/3/24	6048996	ANIXTER INC	\$812,588.97
9/3/24	6048997	SEMAPHORE CORP	\$281.25
9/3/24	6048998	BNSF RAILWAY COMPANY	\$6,009.12

Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
9/3/24	6048999	CG ENGINEERING PLLC	\$13,995.00
9/3/24	6049000	TRAFFIC CONTROL PLAN CO OF WA LLC	\$525.00
9/3/24	6049001	MCWANE INC	\$45,784.32
9/3/24	6049002	CENVEO WORLDWIDE LIMITED	\$2,803.11
9/3/24	6049003	INFOSOL INC	\$3,225.00
9/3/24	6049004	ORSI LESSEE LLC	\$35,143.20
9/3/24	6049005	FLEET SERVICE VEHICLE REPAIR LLC	\$279.86
9/3/24	6049006	ARCHECOLOGY LLC	\$402.50
9/3/24	6049007	BORDER STATES INDUSTRIES INC	\$32,750.20
9/3/24	6049008	UNIVERSAL PROTECTION SERVICE LP	\$151,892.19
9/3/24	6049009	ALAN L MONSON	\$43.96
9/3/24	6049010	GMES LLC	\$606.51
9/3/24	6049011	ZONES IT SOLUTIONS INC	\$45,279.36
9/3/24	6049012	LUISANA HERNANDEZ	\$350.00
9/3/24	6049013	RODDAN INDUSTRIAL LLC	\$1,318.80
9/3/24	6049014	VNB CONSULTING SERVICES INC	\$330.00
9/3/24	6049015	EXCHANGEIT GROUP LLC	\$1,437.50
9/3/24	6049016	TESSCO TECHNOLOGIES INC	\$474.96
9/3/24	6049017	ENERGY WORKS LLC	\$2,875.00
9/3/24	6049018	HOME COMFORT ALLIANCE LLC	\$2,675.00
9/3/24	6049019	SARA HULSE	\$16.08
9/3/24	6049020	TERESA TURNER	\$166.16
9/3/24	6049021	ANN NICHOLS	\$171.52
9/3/24	6049022	JEFFREY KALLSTROM	\$125.00
9/3/24	6049023	KATIE MCEWEN	\$44.22
9/3/24	6049024	WENDY VLAHOVICH	\$78.81
9/3/24	6049025	SHONTE GOOLD	\$60.30
9/3/24	6049026	GENIE BROVOLD	\$54.94
9/3/24	6049027	SHAINA JOHNSON	\$41.54
9/3/24	6049028	JEFFREY FEINBERG	\$542.57
9/3/24	6049029	ALEKSANDR SENNIKOV	\$3,955.00
9/3/24	6049030	JAMES SALLUP	\$53.60

Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
9/3/24	6049031	CHRISHELLE SENTMAN	\$30.82
9/3/24	6049032	NAOMI PULLEN	\$10.72
9/4/24	6049033	CONSOLIDATED ELECTRICAL DISTRIBUTOR	\$15,331.49
9/4/24	6049034	D HITTLE & ASSOCIATES INC	\$3,562.50
9/4/24	6049035	PACIFIC POWER GROUP LLC	\$8,946.21
9/4/24	6049036	PACIFIC TOPSOILS INC	\$475.50
9/4/24	6049037	ROMAINE ELECTRIC CORP	\$502.07
9/4/24	6049038	RWC INTERNATIONAL LTD	\$3,099.54
9/4/24	6049039	S&C ELECTRIC COMPANY	\$34,363.30
9/4/24	6049040	TOPSOILS NORTHWEST INC	\$132.00
9/4/24	6049041	TRAYER ENGINEERING CORPORATION	\$280,098.33
9/4/24	6049042	WETLAND RESOURCES INC	\$1,925.00
9/4/24	6049043	WW GRAINGER INC	\$436.89
9/4/24	6049044	COLEHOUR & COHEN INC	\$9,980.00
9/4/24	6049045	GENERAL PACIFIC INC	\$171,371.47
9/4/24	6049046	LENZ ENTERPRISES INC	\$168.38
9/4/24	6049047	MERCURY FITNESS REPAIR INC	\$620.95
9/4/24	6049048	PORTAGE BAY SOLUTIONS INC	\$387.50
9/4/24	6049049	LOUIS F MATHESON CONSTRUCTION INC	\$2,799.87
9/4/24	6049050	SOUND SAFETY PRODUCTS CO INC	\$3,359.64
9/4/24	6049051	WALTER E NELSON CO OF WESTERN WA	\$656.04
9/4/24	6049052	WESTERN PACIFIC CRANE & EQUIP LLC	\$17,803.80
9/4/24	6049053	HCL AMERICA INC	\$9,513.72
9/4/24	6049054	AMERICAN AIR FILTER CO INC	\$651.66
9/4/24	6049055	TRAFFIC CONTROL PLAN CO OF WA LLC	\$350.00
9/4/24	6049056	ADCOMM ENGINEERING LLC	\$5,401.25
9/4/24	6049057	HARNISH GROUP INC	\$6,714.57
9/4/24	6049058	SAFETY-KLEEN SYSTEMS INC	\$136.45
9/4/24	6049059	SUE FRESE	\$28.14
9/4/24	6049060	LAURA ZORICK	\$16.47
9/4/24	6049061	JACKELINE MORALES	\$42.88
9/4/24	6049062	CRISTINA TATE	\$36.18

Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
9/4/24	6049063	GUY PAYNE	\$1,225.20
9/4/24	6049064	JARED HOIDAL	\$131.00
9/4/24	6049065	LIBERTY MUTUAL GROUP INC	\$20,154.13
9/5/24	6049066	ASPLUNDH TREE EXPERT LLC	\$42,883.82
9/5/24	6049067	ELECTRO-MECHANICAL CORP	\$182,691.16
9/5/24	6049068	NORTHSTAR CHEMICAL INC	\$2,523.89
9/5/24	6049069	NORTHWEST POWER POOL CORP	\$19,889.45
9/5/24	6049070	RWC INTERNATIONAL LTD	\$1,043.52
9/5/24	6049071	TOPSOILS NORTHWEST INC	\$264.00
9/5/24	6049072	DESIGNER DECAL INC	\$1,783.13
9/5/24	6049073	EDGE ANALYTICAL INC	\$488.00
9/5/24	6049074	HD FOWLER COMPANY INC	\$5,817.14
9/5/24	6049075	KEMP WEST INC	\$21,804.16
9/5/24	6049076	LONE MOUNTAIN COMMUNICATIONS LLC	\$28,848.75
9/5/24	6049077	PUBLIC UTILITY DISTRICT EMPLOYEES	\$1,780.00
9/5/24	6049078	RICOH USA INC	\$7,722.13
9/5/24	6049079	SOUND SAFETY PRODUCTS CO INC	\$1,992.21
9/5/24	6049080	ULINE INC	\$383.21
9/5/24	6049081	OFFICE OF THE SECRETARY OF STATE	\$1,812.00
9/5/24	6049082	WESTERN SAFETY PRODUCTS INC	\$9,675.58
9/5/24	6049083	ANIXTER INC	\$6,699.67
9/5/24	6049084	MCWANE INC	\$11,127.47
9/5/24	6049085	DUTHIE ENTERPRISES INC	\$4,945.50
9/5/24	6049086	ADP INC	\$10,229.43
9/5/24	6049087	CHANDLER ASSET MANAGEMENT INC	\$7,000.00
9/5/24	6049088	GMES LLC	\$306.63
9/5/24	6049089	GLASS FIX LLC	\$1,546.31
9/5/24	6049090	TESSCO TECHNOLOGIES INC	\$842.72
9/5/24	6049091	CHESNEY ROODZANT	\$148.74
9/5/24	6049092	WELLNESS BY WISHLIST INC	\$1,525.58
9/6/24	6049093	CLEAN HARBORS ENVIRONMENTAL	\$13,984.80
9/6/24	6049094	SNOHOMISH COUNTY SOCIETY OF	\$3,700.00

Detailed Disbursement Report

Accounts Payable ACH			
Payment Date	Payment Ref Nbr	Payee	Amount
9/6/24	6049095	OPEN ACCESS TECHNOLOGY INTL INC	\$987.14
9/6/24	6049096	RICOH USA INC	\$9,451.84
9/6/24	6049097	GORDON HAYSLIP	\$116.00
9/6/24	6049098	JACOB LARSON	\$125.25
9/6/24	6049099	DAVID POPACH	\$67.00
9/6/24	6049100	IAN TACHIBANA	\$26.80
Total:			\$7,153,582.28

Detailed Disbursement Report

Accounts Payable Wires			
Payment Date	Payment Ref Nbr	Payee	Amount
8/26/24	7003376	US DEPARTMENT OF ENERGY	\$17,562,690.00
8/27/24	7003377	US DEPARTMENT OF ENERGY	\$4,614,941.00
8/29/24	7003378	US BANK	\$46,345.60
9/3/24	7003379	WHEAT FIELD WIND POWER PROJECT LLC	\$1,853,422.13
9/4/24	7003380	MOBILIZZ INC	\$1,205.32
9/5/24	7003381	US BANK NA	\$2,553,993.07
9/5/24	7003382	ICMA-RC	\$203.49
9/5/24	7003383	ICMA-RC	\$284,678.20
9/5/24	7003384	PUBLIC UTILITY DIST NO 1 OF SNOHOMI	\$20,895.77
9/5/24	7003385	ICMA-RC	\$747,425.63
9/6/24	7003386	SUBNET SOLUTIONS INC	\$250.00

Total: \$27,686,050.21

Detailed Disbursement Report

Payroll			
Period End Date	Payment Ref Nbr	Payee	Amount
9/4/24	5300001095	PUD EMPLOYEES - DIRECT DEPOSIT	\$5,321,472.77
9/6/24	845276 - 845283	PUD EMPLOYEES - WARRANTS	\$19,940.97

Detailed Disbursement Report

Automatic Debit Payments			
Payment Date	Payment Ref Nbr	Payee	Amount
8/26/24	5300001090	STATE OF WA DEPT OF RETIR	\$208,216.47
8/26/24	5300001091	WELLNESS BY WISHLIST INC	\$7,203.26
8/27/24	5300001092	STATE OF WA DEPT OF REVEN	\$2,202,944.28
8/29/24	5300001093	WELLNESS BY WISHLIST INC	\$10,247.24
9/1/24	5300001094	WELLNESS BY WISHLIST INC	\$1,207.84
9/4/24	5300001095	ADP INC	\$1,359,604.13
9/5/24	5300001096	US POSTAL SVC	\$10,000.00
9/6/24	5300001098	WELLNESS BY WISHLIST INC	\$7,382.21
9/6/24	5300001099	WELLNESS BY WISHLIST INC	\$43,523.83
9/3/24	5300001100	ELAVON INC DBA MERCHANT S	\$4,207.66
Total:			\$3,854,536.92



BUSINESS OF THE COMMISSION

Meeting Date: September 17, 2024

Agenda Item: 5A

TITLE

Disposal of Surplus Property – 4th Quarter 2024

SUBMITTED FOR: Public Hearing and Action

<u>Materials Management & Warehouse</u>	<u>Claudio Lazar</u>	<u>5005</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.

Request approval to dispose of various materials and equipment from all Divisions, as set forth on Exhibit "A" that accumulated during the previous quarter. These items are no longer necessary or useful to the District and will be sold for high bid, scrap, junk, or used as trade-in.

Request advance approval to dispose of those materials set forth on Exhibit "B" that will accumulate during the Fourth Quarter of the year 2024. The materials listed on Exhibit "B" include waste transformer oil, unserviceable distribution transformers, unserviceable radiators, pipes, storage tanks, etc., containing PCB material, scrap metal, assorted sizes of tires, obsolete automotive parts, obsolete/scrap transmission and distribution inventory, obsolete/scrap substation inventory, obsolete/scrap tools and equipment, obsolete/scrap CPUs and computer components, miscellaneous electronics and obsolete/scrap miscellaneous furnishings to include chairs, desks, cabinets, tables and work surfaces.

- List Attachments:*
- Exhibit A
 - Exhibit B

SURPLUS PROPERTY RECOMMENDATIONS

4th QUARTER 2024

DESCRIPTION	STORES REF. #	PURCHASE YEAR	ORIGINAL PURCHASE PRICE	APPROX. MARKET VALUE	DISPOSAL METHOD
1. MESA 1 Energy Storage NMC Lithium-Ion Battery Modules: System use stopped in 2019. Due to legal risks, it is recommended that this product be sold for reuse as the chemistry and battery life are sufficient. MESA1A – GSyuasa Battery Modules (LIM50EN-12), MESA1B – LGchem Battery Modules (M4850P1B) (14S2P Config) (JP1 Cells). Battery Cells will be tested and repurposed into new applications.	S-5823	2016	\$2,658,964.38	N/A	Sell
2. Vehicle #2551: 2017 Chevrolet 2500 Extended Cab; VIN: 1GC2KUEG9HZ259819; 132,970 miles. This vehicle's age and maintenance cost have reached its replacement criteria.	S-5824	2017	\$49,821.05	\$10,000.00	Sell
3. Equipment #903: Kohler Generator; VIN: 00180; License: C57537; Mfg. Date: 04/82. This 1982 Kohler generator does still run. The Water Utility no longer needs this as we have purchased a replacement that is greener in operation.	S-5285	1984	\$30,214.34	\$250.00	Sell

SURPLUS PROPERTY RECOMMENDATIONS

4th QUARTER 2024

DESCRIPTION	STORES REF. #	PURCHASE YEAR	ORIGINAL PURCHASE PRICE	APPROX. MARKET VALUE	DISPOSAL METHOD
4. Vehicle #1010: 2008 Toyota Camry; VIN: 4T1BB46K09U080162; 60,393 miles. This vehicle's age and maintenance cost have reached its replacement criteria.	S-5826	2008	\$33,058.83	\$4,000.00	Sell
5. Vehicle #1541: 2011 Ford Explorer; VIN: 1FMHK8B8XBGA84381; 162,880 miles. This vehicle's age and maintenance cost have reached its replacement criteria.	S-5827	2011	\$32,961.61	\$2,500.00	Sell
6. Camano Substation Transformer K-105: Manufactured by GE in 1966; SN: F960379A; 15/20/28MVA; Dry weight: 103,000 lbs.; Obsolete equipment.	S-5828	1996	\$98,758.18	N/A	Sell/Scrap Or Pay for Disposal

SURPLUS PROPERTY RECOMMENDATIONS

4th QUARTER 2024

EXHIBIT B

	DESCRIPTION	PURCHASE YEAR	ORIGINAL PURCHASE PRICE	APPROX. MARKET VALUE	DISPOSAL METHOD
1.	Waste transformer oil, bulk mineral oil containing PCBs less than 2 ppm to be disposed of as needed in the 4 th Quarter 2024.	Various	Various	\$ 0.45 / Gallon (paid to District)	Dechlorinated to <1 ppm PCB Recycled by EMI of KC
2.	Waste transformer oil, PCBs between 2 to less than 49 ppm to be disposed of as needed in the 4 th Quarter 2024	Various	Various	\$ 0.45 / Gallon (paid to District)	Dechlorinated to <1 ppm PCB Recycled by EMI of KC
3.	Unserviceable distribution transformers and electrical equipment containing PCBs of less than 1 ppm to be disposed of as needed in the 4 th Quarter 2024.	Various	Various	\$ 3.51 / KVA (paid to District)	Oil recycled equipment is rebuilt for resale or scrapped for metal recovery by Transformer Technologies.
4.	Unserviceable distribution transformers and electrical equipment containing PCBs equal to 1 through 49 ppm to be disposed of as needed in the 4 th Quarter 2024.	Various	Various	\$ 0.50 / KVA (paid to District)	Oil will be dechlorinated & equipment scrapped for metal recovery by Transformer Technologies
5.	Pre-Authorization for the transfer of poles removed from service, free of charge. Allowable on a "first come, first serve" basis in the following order during the 4 th Quarter 2024: i. Customer/Property Owners adjacent to pole, ii. To a Customer/Property Owner near the pole, if requested, or iii. Crew members if no Customer/Property Owner requests.	Various	Various	N/A	Scrap

SURPLUS PROPERTY RECOMMENDATIONS

4th QUARTER 2024

EXHIBIT B

	DESCRIPTION	PURCHASE YEAR	ORIGINAL PURCHASE PRICE	APPROX. MARKET VALUE	DISPOSAL METHOD
6.	Pre-Authorization for scrap metal including: copper, aluminum, brass, steel, iron, meters, street light heads, and any other related metal types to be sold as needed in the 4 th Quarter 2024.	Various	Various	\$ 96,810.00 (Average based on previous 4 quarters)	High Bid
7.	Pre-Authorization for obsolete and/or miscellaneous Transmission and Distribution inventory to include: street lighting, poleline hardware, concrete products, wire, transformers, and other related materials to be sold as needed in the 4 th Quarter 2024.	Various	Various	Various	High Bid
8.	Pre-Authorization for obsolete and/or miscellaneous Transmission and Distribution inventory to include: street lighting, poleline hardware, concrete products, wire, transformers, and other related materials to be scrapped as needed in the 4 th Quarter 2024.	Various	Various	Various	Scrap
9.	Pre-Authorization for obsolete material and/or miscellaneous office equipment to include items that are not Capital Assets to be sold as needed in the 4 th Quarter 2024.	Various	Various	\$ 5.00 (Average based on previous 4 quarters)	High Bid

SURPLUS PROPERTY RECOMMENDATIONS

4th QUARTER 2024

EXHIBIT B

	DESCRIPTION	PURCHASE YEAR	ORIGINAL PURCHASE PRICE	APPROX. MARKET VALUE	DISPOSAL METHOD
10.	Pre-Authorization for obsolete material and/or miscellaneous office equipment to include items that are not Capital Assets to be scrapped as needed in the 4 th Quarter 2024.	Various	Various	Various	Scrap
11.	Pre-Authorization for furnishings that are excess to District needs and/or do not meet District standards to include: chairs, desks, work surfaces, and miscellaneous cabinets to be sold as needed in the 4 th Quarter 2024.	Various	Various	\$ 70.00 (Average based on previous 4 quarters)	High Bid
12.	Pre-Authorization for furnishings that are excess to District needs and/or do not meet District standards to include: chairs, desks, work surfaces, and miscellaneous cabinets to be scrapped in the 4 th Quarter 2024.	Various	Various	Various	Scrap
13.	Pre-Authorization for obsolete and/or miscellaneous computer components to include: CPU's, monitors, keyboards, printers, iPhones, iPads, and miscellaneous electronics that are not Capital Assets to be sold as needed in the 4 th Quarter 2024.	Various	Various	\$ 6,290.00 (Average based on previous 4 quarters)	High Bid

SURPLUS PROPERTY RECOMMENDATIONS

4th QUARTER 2024

EXHIBIT B

	DESCRIPTION	PURCHASE YEAR	ORIGINAL PURCHASE PRICE	APPROX. MARKET VALUE	DISPOSAL METHOD
14.	Pre-Authorization for obsolete and/or miscellaneous computer components to include: CPU's, monitors, keyboards, printers, iPhones, iPads, and miscellaneous electronics that are not Capital Assets to be recycled, scrapped, or junked as needed in the 4 th Quarter 2024.	Various	Various	Various	Recycle/Scrap/Junk
15.	Pre-Authorization for obsolete and/or miscellaneous auto parts and supplies to include: tailgates, bumpers, seats, tires, tools and other related automotive materials that are not Capital Assets to be sold as needed in the 4 th Quarter 2024.	Various	Various	\$ 5,490.00 (Average based on previous 4 quarters)	High Bid
16.	Pre-Authorization for obsolete and/or miscellaneous auto parts and supplies to include: tailgates, bumpers, seats, tires, tools and other related automotive materials that are not Capital Assets to be scrapped as needed in the 4 th Quarter 2024.	Various	Various	Various	Scrap
17.	Pre-Authorization for any obsolete and/or miscellaneous Tool Room equipment and/or material that is not a Capital Asset to be sold during the 4 th Quarter 2024.	Various	Various	\$ 4,315.00 (Average based on previous 4 quarters)	High Bid

SURPLUS PROPERTY RECOMMENDATIONS

4th QUARTER 2024

EXHIBIT B

	DESCRIPTION	PURCHASE YEAR	ORIGINAL PURCHASE PRICE	APPROX. MARKET VALUE	DISPOSAL METHOD
18.	Pre-Authorization for any obsolete and/or miscellaneous Tool Room equipment and/or material that is not a Capital Asset to be junked during the 4 th Quarter 2024.	Various	Various	Various	Junk
19.	Pre-Authorization for any obsolete and/or miscellaneous Water Department equipment and/or material that is not a Capital Asset to be sold during the 4 th Quarter 2024.	Various	Various	\$ N/A (Average based on previous 4 quarters)	High Bid
20.	Pre-Authorization for any obsolete and/or miscellaneous Water Department equipment and/or material that is not a Capital Asset to be scrapped during the 4 th Quarter 2024.	Various	Various	Various	Scrap
21.	Pre-Authorization for any obsolete and/or miscellaneous Generation Department equipment and/or material that is not a Capital Asset to be sold during the 4 th Quarter 2024.	Various	Various	\$ N/A (Average based on previous 4 quarters)	High Bid
22.	Pre-Authorization for any obsolete and/or miscellaneous Generation Department equipment and/or material that is not a Capital Asset to be scrapped during the 4 th Quarter 2024.	Various	Various	Various	Scrap

SURPLUS PROPERTY RECOMMENDATIONS

4th QUARTER 2024

EXHIBIT B

	DESCRIPTION	PURCHASE YEAR	ORIGINAL PURCHASE PRICE	APPROX. MARKET VALUE	DISPOSAL METHOD
23.	Pre-Authorization for Any District Departments obsolete and/or miscellaneous equipment and/or material that is not a Capital Asset to be sold during the 4 th Quarter 2024.	Various	Various	\$ 70.00 (Average based on previous 4 quarters)	High Bid
24.	Pre-Authorization for Any District Departments obsolete and/or miscellaneous equipment and/or material that is not a Capital Asset to be scrapped during the 4 th Quarter 2024.	Various	Various	Various	Scrap
25.	Pre-Authorization for obsolete and/or miscellaneous Telecommunication equipment and/or material that is not a Capital Asset to include: communication equipment, radios, receivers, and other related equipment and/or material to be sold during the 4 th Quarter 2024.	Various	Various	\$ 1,550.00 (Average based on previous 4 quarters)	High Bid
26.	Pre-Authorization for obsolete and/or miscellaneous Telecommunication equipment and/or material that is not a Capital Asset to include: communication equipment, radios, receivers, and other related equipment and/or material to be scrapped during the 4 th Quarter 2024.	Various	Various	Various	Scrap

SURPLUS PROPERTY RECOMMENDATIONS

4th QUARTER 2024

EXHIBIT B

	DESCRIPTION	PURCHASE YEAR	ORIGINAL PURCHASE PRICE	APPROX. MARKET VALUE	DISPOSAL METHOD
27.	Pre-Authorization for Facilities equipment and/or materials that are excess to District needs and/or do not meet District standards that are not Capital Assets to be sold during the 4 th Quarter 2024.	Various	Various	\$ 65.00 (Average based on previous 4 quarters)	High Bid
28.	Pre-Authorization for Facilities equipment and/or materials that are excess to District needs and/or do not meet District standards that are not Capital Assets to be scrapped during the 4 th Quarter 2024.	Various	Various	Various	Scrap

SURPLUS PROPERTY RECOMMENDATIONS

4th QUARTER 2024

EXHIBIT B

QUARTERLY SALVAGE MATERIALS BID AWARD RECOMMENDATION FOR APPROVAL

The successful Bidder for the 4th QUARTER SALVAGE MATERIALS BID 2024 is: Pacific Iron & Metal Co.

This contract covers the scrapping of SALVAGE materials (Aluminum, Steel, Brass, Copper, etc.) and would begin October 1, 2024, and end December 31, 2024. The bid is for the loading, hauling, transporting, and recycling of all salvage metals that are being scrapped in the 4th Quarter 2024.

The District expects to scrap approximately 13,000 lbs. of Bare AL, 66,000 lbs. of WP AL, 50,000 lbs. of Steel, 2,000 lbs. of Meters, 800 lbs. of Brass, 2,000 lbs. of Cont. Brass, 6,000 lbs. of Bare CU, and 7,200 lbs. of WP CU.

The receiving facilities that will be recycling or disposing of meters must meet all applicable local, state, and/or federal regulations. All scrapped material shall be recycled, and non-recyclable material shall be disposed of in an environmentally friendly manner.

We received two bids in total. Pacific Iron & Metal Co. submitted the high bid. The staff recommends awarding the 4th QUARTER 2024 SALVAGE MATERIALS BID to Pacific Iron & Metal Co.

SURPLUS PROPERTY RECOMMENDATIONS

4th QUARTER 2024

EXHIBIT B

SURPLUS SUBSTATION EQUIPMENT BID AWARD RECOMMENDATION FOR APPROVAL

The successful Bidder for the SURPLUS SUBSTATION EQUIPMENT CALL FOR BIDS for the 4th Quarter 2024 is: Intermountain OM Holdings LLC (IRH).

This contract covers Option 2 – Intermountain OM Holdings LLC (IRH) will pay Snohomish County PUD the amount of \$46,147.00 for the removal and disposal of three (3) 3-phase transformers: (K-175) 1967 Allis-Chalmers, (K-196) 1961 General Electric and (K-278) 1985 National Industries at the Everett Ops Center in Everett, WA. The bid is for removal and disposal and reflects Intermountain OM Holdings LLC (IRH) loading units as is within the 4th Quarter 2024.

The receiving facilities that will be recycling or disposing of the 3-phase transformers must meet all applicable local, state, and/or federal regulations. All scrapped material shall be recycled, and non-recyclable material shall be disposed of in an environmentally friendly manner.

We received three bids in total. Intermountain OM Holdings LLC (IRH) submitted the second highest bid being Option 2. Although, Option 2 is the second highest bid, this option was selected because it requires additional safety measures and permits the units to be transported intact. The staff recommends awarding the SURPLUS SUBSTATION EQUIPMENT BID to Intermountain OM Holdings LLC (IRH).



BUSINESS OF THE COMMISSION

Meeting Date: September 17, 2024

Agenda Item: 6A

TITLE

Consideration of a Resolution Modifying the District’s Electric System Financial Reserve Policy

SUBMITTED FOR: Items for Individual Consideration

<u>Finance</u>	<u>Lauren Way</u>	<u>8042</u>
<i>Department</i>	<i>Contact</i>	<i>Extension</i>
Date of Previous Briefing:	<u>September 3, 2024</u>	
Estimated Expenditure:	<u></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 Process, EL-4: Financial Planning and Budgeting; and EL5 Financial Condition and Activities.

The current cash reserve policy was modified 6 years ago and notes a regular review cycle of every 5 years. The attached resolution modifies the Electric System’s general reserve policies to establish an unrestricted and restricted classification of funds; categorize existing reserve funds by their unrestricted or restricted classification; establish a days-cash-on-hand policy requirement for unrestricted funds; close the Debt Management Fund and transfer remaining funds to the Revenue Fund; and describe occurrences of administrative withdrawals from and deposits to various reserve funds.

List Attachments:
Resolution
Exhibit A

RESOLUTION NO. _____

A RESOLUTION Modifying the District's Electric System
Financial Reserve Policy

WHEREAS, Public Utility District No. 1 of Snohomish County has a responsibility to its customer-owners to prudently manage and account for all assets and to appropriately manage associated risks and uncertainty; and

WHEREAS, sound financial policies are necessary and appropriate to carry out those responsibilities; and

WHEREAS, maintaining adequate cash reserves is financially and operationally prudent and serves as a primary determinant for Public Utility District No. 1 of Snohomish County's strong investment grade bond rating; and

WHEREAS, Resolution No. 4848 established three governance policy sets entitled Executive Limitations, Governance Process, and Board CEO/General Manager Linkage Policies, and Resolution Nos. 5924 and 6143 amended such Limitations, Processes, and Policies (collectively "Governance Policies"); and

WHEREAS, Resolution No. 3602 established the Board's authority to establish and fund a Rate Stabilization Account, and Resolution Nos. 5026, 5093, 5160 and 5246 all authorized the transfer of additional funds to the Rate Stabilization Account; and

WHEREAS, Resolution No. 3436 set up a separate General Liability Reserve Fund, which was replaced by the Self-Insurance Reserve Fund pursuant to Resolution No. 5319; and

WHEREAS, Resolution No. 5319 also established several financial reserve funds and delegated to the CEO/General Manager authority to spend these funds as outlined in such resolution; and

WHEREAS, Resolution No. 5853 modified the Electric System financial reserve policies set forth in Resolution No. 5319 in order to better reflect the District's risk profile, to include within such policies certain cash reserves held by the Electric System which were not addressed in Resolution No. 5319, and to establish a regular, five-year review period for analysis of the established financial reserves; and

WHEREAS, Resolution No. 5882 established the Debt Management Fund and authorized the transfer of \$90 million from the Revenue Fund to be used to defer expected capital financing, redeem District debt, or replenish the Revenue Fund if it falls below established policy levels at the end of a fiscal year; and

WHEREAS, the Commission of Public Utility District No. 1 desires to modify the Electric System financial reserve policies set forth in Resolution No. 5853 in order to better reflect the District's risk profile, and to terminate the Debt Management Fund established in Resolution No. 5882 and transfer the remaining \$80 million of funds to the Revenue Fund; and

WHEREAS, in addition to the modifications set forth herein pertaining to reserve funds and policies applicable to the Electric System, modifications to the reserve policies and/or funds specifically pertaining to the Water and Generation Systems may be made pursuant to companion resolutions.

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

A. General Reserve Policies

The general reserve policies modified pursuant to Resolution No. 5853 are hereby modified and restated as follows:

- a) Reserve Categories may be established or terminated by the Commission, except as specifically provided elsewhere in this Resolution, as risks and/or the need to mitigate risks change over time.
- b) The CEO/General Manager may establish or terminate individual Reserve Funds within such Categories as he or she deems necessary or appropriate, provided that the Commission shall be informed of such additions to and/or removals of established funds at the next regularly scheduled Commission meeting.
- c) Reserve Funds will be structured to enable the District to prudently and consistently meet its financial obligations while allowing for flexible planning in the development and implementation of its capital plan and operations and maintenance budget.
- d) Reserve Funds will allow the District to mitigate risks from unforeseen financial variability, thereby minimizing the necessity for temporary rate surcharges.

- e) Areas that may warrant Reserve Funds include, but are not limited to, power cost variability, insurance policy retentions or deductibles, capital infrastructure investment, legal claims, operating cash flow needs, bond reserve covenant compliance, bond payment sinking requirements, future financial obligations, contingencies for significant known or estimated liabilities, and other areas as determined by the Commission from time to time.
- f) Except as specifically provided elsewhere in this Resolution, the Treasurer shall be authorized to make deposits to and withdrawals from individual reserve funds from time to time in accordance with the guidelines set forth herein.
- g) Reserve funds will be classified and reported as Restricted or Unrestricted, as defined by the Governmental Accounting Standards Board, further described below, and presented in Exhibit "A."
 - i. Unrestricted reserve funds are defined as funds that may be used, or redirected for use by the Commission, to meet any operating obligations. Beginning, at the latest, with the 2027 annual budget, unrestricted reserve funds shall be budgeted to represent a minimum of 180 days of budgeted operating expenses, less depreciation expense. If the actual balance of unrestricted reserve funds falls below 165 days of budgeted operating expenses, less depreciation expense, the CEO/GM or designee shall notify the Commission at the next regularly scheduled Commission meeting, and a plan for replenishment through cost-of-service revenue, or other method approved by the Commission, shall be

adopted to restore the balance to 180 days within two budget cycles.

- ii. Restricted reserve funds are defined as funds that 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. Restricted reserve fund levels will be maintained as more fully described herein.
- h) Reserves will be presented by unrestricted and restricted classification in the annual budget, and their status and performance will be reported to the Commission at least quarterly.
- i) In addition to the interim adjustments described in subsection (f) above, the CEO/General Manager will direct staff to perform a review and analysis of established Reserve Funds and recommend to the Commission any needed changes at least every five years.
- j) The reserve policies in this Resolution are not intended, nor should they be construed, to adversely affect any accounts or funds that the District is required to set aside by virtue of Resolution No. 3602, as amended (the “Master Bond Resolution”) and subsequent resolutions authorizing additional series of Electric System Revenue Bonds.

B. Overview and Purpose of Cash Reserves and Established Categories and Funds

The Overview and Purpose of Cash Reserves and Overview and Purpose of Established Funds sections of Resolution No. 5853 are hereby modified and restated as follows:

Cash reserves are readily available liquid assets that are set aside to provide funds to address operational and economic risks. The size of the reserve is based on assessment of specific risks or circumstances that require the use of reserve funds and the probability of such circumstances occurring as determined from time to time.

Within each of the following six described reserve categories, individual funds, as more fully described below, shall be maintained to address the mitigation of specific operational and economic risks as determined from time to time.

1) Operating Reserves will represent funds set aside to provide adequate working capital for operational liquidity, capital infrastructure investment, seasonal revenue and expenditure fluctuations, and unforeseen events not addressed by other reserve funds provided for herein.

a) **Revenue Fund** – will provide adequate working capital for operational liquidity, capital infrastructure investment, seasonal revenue and expenditure fluctuations, and unforeseen events including revenue interruption, economic downturns, customer loss and natural disasters.

2) Sinking Reserves will represent funds set aside on a calculated schedule to meet known significant, periodic payments.

a) **Bond Interest and Principal Sinking Funds (multiple)** – In accordance with the Master Bond Resolution and subsequent resolutions authorizing additional series of Electric System Revenue Bonds, the District shall set aside funds into individual bond

interest and principal sinking funds as required under the applicable resolutions. These funds will vary over the course of the year based on scheduled debt service payments. The applicable bond interest and principal sinking funds will be created when the bonds are issued and terminated when the bonds are fully redeemed.

- b) **Privilege Tax Sinking Fund** – Funds shall be set aside monthly to meet the District’s annual privilege tax obligation. This fund will vary over the course of the year based on an estimated payment schedule.
- 3) **Project Reserves** may be utilized to fund projects as approved by the Commission, either through the adopted PUD budget, as directed by the Commission, as required by the State, or with respect to the Bond Construction Funds described below, as required to comply with applicable requirements set forth in the Master Bond Resolution and subsequent resolutions authorizing additional series of Electric System Revenue Bonds.
- a) **Bond Construction Funds (multiple)** – In accordance with the Master Bond Resolution and subsequent resolutions authorizing additional series of Electric System Revenue Bonds, proceeds from the issuance of bonds to finance allowable capital expenditures shall be tracked and accounted for separately to ensure compliance with the applicable requirements set forth in such resolutions. The applicable bond construction fund will be initiated when bond proceeds are received and terminated when all proceeds from outstanding bonds have been used to fund qualifying capital.
 - b) **Hat Island Surcharge Fund** – In accordance with Resolution No. 5626, the District shall collect and set aside surcharges from customers on Hat Island to address the need for future replacement of the submarine cable. Each month this fund shall be increased or decreased as surcharges are received or qualified cable replacement charges are paid.

Interest earned by this fund shall be retained within the fund for the benefit of Hat Island Surcharge customers.

- c) **Customer Deposit Fund** – In accordance with Resolution No. 1054, the District shall hold funds deposited by customers to secure payment of electric service accounts. These funds are required by the State to be held as a “Special Deposit.” To ensure compliance with the state requirement, the Commission previously resolved to create a customer deposit investment fund to which all customer deposits held are transferred to for safe keeping. Each month this fund shall be increased or decreased based on the receipt or return of such deposits in the course of business.

- 4) **Benefit Reserves** will represent the funds set aside to meet current and future employee benefit obligations.

- a) **Post-Employment Benefit Fund** – In accordance with Resolution No. 5480, the District over a number of years, set aside funds through the annual budget to fund this liability. The liability is adjusted annually in accordance with generally accepted accounting principles, as provided for in actuarial reports. The fund shall be managed through the annual budget process and, together with the Retiree HRA Fund, be maintained at a level between 70 and 100 percent of the previous fiscal year’s reported liability.

b) **Retiree HRA Fund** – In accordance with Resolution No. 5224, as modified by Resolution No. 5442, this fund was established for the purpose of holding District retiree health care contributions. Monthly contributions are made to this fund as required by such resolutions for eligible employees to fund personal healthcare retirement accounts to be used for health-related expenditures after retirement. This fund will vary based on use by eligible employees and retirees.

5) **Contingency Reserves** will represent funds set aside to mitigate Electric System risk exposure, including risks associated with wholesale market exposure resulting from power supply portfolio imbalances, major storms or natural disasters, cyber risks, and the estimated cost to support self-insured retention, insurance carrier deductibles, and claims settlements.

a) **Rate Stabilization Fund** – In accordance with the Master Bond Resolution the Rate Stabilization Fund was established. Over a number of years, the District allocated surplus operating revenues to this fund. These funds may be utilized to absorb future costs of significant operating changes and market volatility as well as to facilitate the phase-in of any rate adjustments determined necessary. Use of these funds will mitigate the impact of unforeseen events that could have an immediate impact on the District's ability to provide low-cost power to ratepayers.

- i. The CEO/General Manager shall direct staff to develop a procedure for calculating the required balance of the Rate Stabilization Fund, which shall be informed by and adjusted through annual budgets. Unbudgeted withdrawals from or commitments of the Rate Stabilization Fund shall not be made without approval by the

Commission. This fund shall be replenished to its calculated required balance within two budgetary cycles.

b) **Self-Insurance Fund** – In accordance with Resolution No. 3436, as modified by Resolution No. 5319, this fund was established to support self-insured retention, insurance carrier deductibles, and settle claims where appropriate, including but not limited to, personal injury, property damage, employment practices, public official errors and omissions, excess worker’s compensation, fiduciary liability, and fidelity and crime. The CEO/General Manager may authorize withdrawals from the self-insurance fund as follows:

- i. For matters related to claims or settlements with District employees or former employees, the CEO/General Manager may authorize the payment of up to \$100,000 on any single Matter or event, excluding the value of any outplacement or educational assistance, increased length of notice of termination or other non-cash benefits, without prior Commission approval.
- ii. For all other claims or settlements, the CEO/General Manager may authorize the payment of up to \$100,000 on any single Matter or event, without prior Commission approval.

“Matter” as used in this Resolution may include, but is not limited to, a claim where a lawsuit has been threatened or filed, a claim brought against the District, or any demand against the District, including a claim for attorney’s fees and costs.

The Self-Insurance Fund shall be replenished within at least two budget periods by means of cost-of-service allocated rate revenue, surplus operating cash, or other method approved by the Commission.

6) Bond Debt Service Reserves will represent funds set aside to fulfill the District's obligation to establish debt service reserve funds to secure individual series of Electric System Bonds, to the extent required by the applicable resolution(s) authorizing such bonds.

a) **Debt Service Reserve Funds (multiple)** – In accordance with the Master Bond Resolution, individual Debt Service Reserve Funds are established to secure individual series of Electric System Bonds, to the extent required under the applicable resolution authorizing such bonds. The Reserve Funds may be withdrawn from time to time solely for the purpose of making up any deficiency in the applicable Bond Interest and Principal Sinking Fund(s) for the notes or bonds secured by the applicable Debt Service Reserve Fund, for the direct or indirect payment or redemption of all notes or bonds secured by the applicable Debt Service Reserve Fund, or for other purposes permitted under the Master Bond Resolution.

C. Amendment/Repeal of Previous Resolutions

The Governance Policies outlined in Resolution No. 6143, as amended, particularly the Executive Limitations set forth therein, is further amended by this Resolution to the extent it is inconsistent with this Resolution. The establishment of the Debt Management Fund as defined in Resolution No. 5882, is amended by this resolution to close the Debt Management Fund and transfer the remaining \$80 million to the Revenue Fund. In addition, Resolution No. 5853, having been modified and restated in this Resolution, is hereby repealed in its entirety.

PASSED AND APPROVED this 17th day of September, 2024.

President

Vice-President

Secretary

Exhibit A

BENEFITS RESERVE CATEGORY

Reserve Fund	Classification
Electric - Post Employment Benefit	Restricted
Electric - Retiree HRA	Restricted

BOND DEBT SERVICE RESERVE CATEGORY

Reserve Fund	Classification
Electric - 2010A Bond Reserve	Restricted
Electric - 2011 Bond Reserve	Restricted
Electric - 2012 Bond Reserve	Restricted
Electric - 2015 Bond Reserve	Restricted
Electric – 2020 Bond Reserve	Restricted
Electric – 2021 Bond Reserve	Restricted
Electric – 2022 Bond Reserve	Restricted

CONTINGENCY RESERVE CATEGORY

Reserve Fund	Classification
Electric - Rate Stabilization	Unrestricted
Electric - Self-Insurance Reserve	Restricted

OPERATING RESERVE CATEGORY

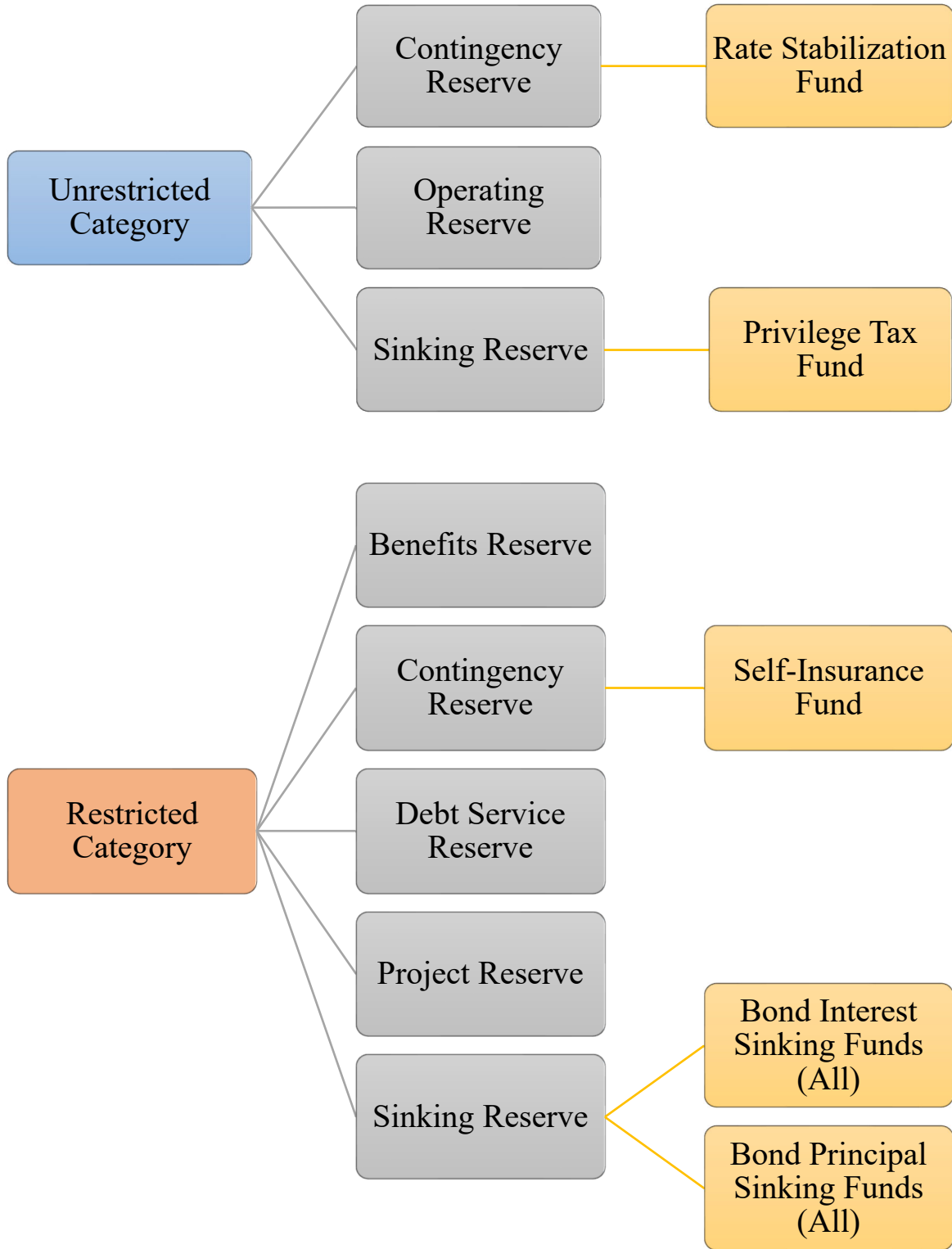
Reserve Fund	Classification
Electric - Revenue	Unrestricted

PROJECT RESERVE CATEGORY

Reserve Fund	Classification
Electric – 2022 Bond Construction	Restricted
Electric - Customer Deposit	Restricted
Electric – Hat Island Surcharge	Restricted

SINKING RESERVE CATEGORY

Reserve Fund	Classification
Electric - 2010A Bond Interest	Restricted
Electric - 2010A Bond Principal	Restricted
Electric - 2015 Bond Interest	Restricted
Electric - 2015 Bond Principal	Restricted
Electric – 2020 Bond Interest	Restricted
Electric – 2020 Bond Principal	Restricted
Electric – 2021 Bond Interest	Restricted
Electric – 2021 Bond Principal	Restricted
Electric – 2022 Bond Interest	Restricted
Electric – 2022 Bond Principal	Restricted
Electric - Privilege Tax	Unrestricted





BUSINESS OF THE COMMISSION

Meeting Date: September 17, 2024

Agenda Item: 6B

TITLE

Consideration of a Resolution Modifying the District’s Water System Financial Reserve Policy

SUBMITTED FOR: Items for Individual Consideration

Finance Department Lauren Way 8042
Date of Previous Briefing: September 3, 2024
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, EL-4: Financial Planning and Budgeting; and EL5 Financial Condition and Activities.

The current cash reserve policy was established 6 years ago and notes a regular review cycle of every 5 years. The attached resolution modifies the Water System’s general reserve policies to establish an unrestricted and restricted classification of funds; categorize existing reserve funds by their unrestricted or restricted classification; establish a days-cash-on-hand policy requirement for unrestricted funds; and describe occurrences of administrative withdrawals from and deposits to various reserve funds.

- List Attachments: Resolution, Exhibit A

RESOLUTION NO. _____

A RESOLUTION Modifying the District's Water System
Financial Reserve Policy

WHEREAS, Public Utility District No. 1 of Snohomish County has a responsibility to its customer-owners to prudently manage and account for all assets and to appropriately manage associated risks and uncertainty; and

WHEREAS, sound financial policies are necessary and appropriate to carry out those responsibilities; and

WHEREAS, maintaining adequate cash reserves is financially and operationally prudent and serves as a primary determinant for Public Utility District No. 1 of Snohomish County's strong investment grade bond rating; and

WHEREAS, Resolution No. 4848 established three governance policy sets entitled Executive Limitations, Governance Process, and Board CEO/General Manager Linkage Policies, and Resolution Nos. 5924 and 6143 amended such Limitations, Processes, and Policies (collectively "Governance Policies"); and

WHEREAS, Resolution No. 3825 established the Board's authority to establish and fund a Rate Stabilization Account, and Resolution Nos. 5493 and 5627 authorized the transfer of additional funds to the Rate Stabilization Account; and

WHEREAS, Resolution No. 5854 established certain Water System financial reserve policies and funds and delegated authority to the CEO/General Manager to spend such funds; and

WHEREAS, the Commission of Public Utility District No. 1 desires to modify the Water System financial reserve policies set forth in Resolution No. 5854 in order to better reflect the District's risk profile; and

WHEREAS, in addition to the policies set forth herein pertaining to the Water System reserve funds, the reserve policies and/or funds specifically pertaining to the Generation and Electric Systems may be established and/or modified pursuant to companion resolutions.

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

A. General Reserve Policies

The general Water System reserve policies established pursuant to Resolution No. 5854 are hereby modified and restated as follows:

- a) Reserve Categories may be established or terminated by the Commission, except as specifically provided elsewhere in this Resolution, as risks and/or the need to mitigate risks change over time.
- b) The CEO/General Manager may establish or terminate individual Reserve Funds within such Categories as he or she deems necessary or appropriate, provided that the Commission shall be informed of such additions to and/or removals of established funds at the next regularly scheduled Commission meeting.
- c) Reserve Funds will be structured to enable the District to prudently and consistently meet its financial obligations while allowing for flexible planning in the development and implementation of its capital plan and operations and maintenance budget.
- d) Reserve Funds will allow the District to mitigate risks from unforeseen financial variability, thereby minimizing the necessity for temporary rate surcharges.
- e) Areas that may warrant Reserve Funds include, but are not limited to, water cost variability, capital infrastructure investment, legal claims, operating cash flow

needs, bond reserve covenant compliance, bond payment sinking requirements, future financial obligations, contingencies for significant known or estimated liabilities, and other areas as determined by the Commission from time to time.

- f) Except as specifically provided elsewhere in this Resolution, the Treasurer shall be authorized to make deposits to and withdrawals from individual reserve funds from time to time in accordance with the guidelines set forth herein.
- g) Reserve funds will be classified and reported as Restricted or Unrestricted, as defined by the Governmental Accounting Standards Board, further described below, and presented in Exhibit “A”.
 - i. Unrestricted reserve funds are defined as funds which may be used, or redirected for use by the Commission, to meet any operating obligations. Beginning, at the latest, with the 2029 annual budget, unrestricted reserve funds shall be budgeted to represent a minimum of 150 days of budgeted operating expenses, less depreciation. If the actual balance of unrestricted reserve funds falls below 135 days of budgeted operating expenses, less depreciation, the CEO/GM or designee shall notify the Commission at the next regularly scheduled Commission meeting, and a plan for replenishment through cost-of-service revenue or other method approved by the Commission shall be adopted to restore the balance to 150 days within two budget cycles.
 - ii. Restricted reserve funds are defined as funds which 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. Restricted reserve fund levels will be maintained as more fully described herein.

- h) Cash Reserves will be presented by unrestricted and restricted classification in the annual budget, and their status and performance will be reported to the Commission at least quarterly.
- i) In addition to the interim adjustments described in subsection (f) above, the CEO/General Manager will direct staff to perform a review and analysis of established Reserve Funds and recommend to the Commission any needed changes at least every five years.
- j) The reserve policies in this Resolution are not intended nor should they be construed to adversely affect any accounts or funds that the District is required to set aside by virtue of Resolution No. 3825, as amended (the “Master Bond Resolution”) and subsequent resolutions authorizing additional series of Water System Revenue Bonds.

B. Overview and Purpose of Cash Reserves and Established Categories and Funds

The Overview and Purpose of Water System Cash Reserves and Overview and Purpose of Established Funds sections of Resolution No. 5854 is hereby modified and restated as follows:

Cash reserves are readily available liquid assets that are set aside to provide funds to address operational and economic risks. The size of the reserve is based on assessment of specific risks or circumstances that require the use of reserve funds and the probability of such circumstances occurring as determined from time to time.

Within each of the following five described reserve categories, individual funds, as more fully described below, shall be maintained to address the mitigation of specific operational and economic risks as determined from time to time.

1. Operating Reserves will represent the funds set aside to provide adequate working capital for operational liquidity, capital infrastructure investment, seasonal revenue and expenditure fluctuations, and unforeseen events not addressed by other reserve funds provided for herein.

a) **Water System Revenue Fund** – will provide adequate working capital for operational liquidity, capital infrastructure investment, seasonal revenue and expenditure fluctuations, and unforeseen events including revenue interruption, economic downturns, customer loss, natural disasters and water quality issues.

2. Sinking Reserves will represent the funds set aside on a calculated schedule to meet known significant, periodic payments.

a) **Bond Interest and Principal Sinking Funds (multiple)** – In accordance with the Master Bond Resolution and subsequent resolutions authorizing additional series of Water System Revenue Bonds, the District shall set aside funds into individual bond interest and principal sinking funds as required under the applicable resolutions. These funds will vary over the course of the year based on scheduled debt service payments. The applicable bond interest and principal sinking funds will be created when the bonds are issued and terminated when the bonds are fully redeemed.

- b) **State Loan Sinking Funds (multiple)** – The District shall set aside funds into interest and principal sinking funds to meet annual state loan repayment obligations. The funds will vary over the course of the year based on established payment schedules.
3. **Project Reserves** may be utilized to fund projects as approved by the Commission, either through the adopted PUD budget, as directed by the Commission, as required by the State, or (with respect to the Bond Construction Funds described below) as required to comply with applicable requirements set forth in the Master Bond Resolution and subsequent resolutions authorizing additional series of Water System Revenue Bonds.
- a) **Bond Construction Funds (multiple)** – In accordance with the Master Bond Resolution and subsequent resolutions authorizing additional series of Water System Revenue Bonds, proceeds from the issuance of bonds to finance allowable capital expenditures shall be tracked and accounted for separately to ensure compliance with the applicable requirements set forth in such resolutions. The applicable bond construction fund will be initiated when bond proceeds are received and terminated when all proceeds from outstanding bonds have been used to fund qualifying capital.
- b) **General Facility Fund** – In accordance with Resolution No. 4848, Exhibit J and as amended by Resolution No. 5557, a General Facilities Charge (GFC) is applied on new service connections to compensate the Water System for costs it incurs in construction or acquisition of water

system general facilities, (i.e., source storage, treatment and transmission facilities) required to support the addition of the new customers. Each month this fund shall be increased or decreased as GFCs are received or qualified capacity infrastructure improvement expenditures are paid. Interest earned by this fund shall be retained within the fund.

- c) **Lake Roesiger Septic Fund** – In accordance with Resolution No. 3840, supplemental rates collected from Lake Roesiger customers are set aside to be tracked and accounted for to ensure compliance with wastewater limitation program requirements. Each month this fund shall be increased or decreased as supplemental rates are received or qualified septic pumping expenditures are paid. Interest earned by this fund shall be retained within the fund.
- d) **Warm Beach Fund** – In accordance with Resolution Nos. 5862, 5863, and 5864, the District acquired the Warm Beach Water System and assessed a surcharge on benefitting customers to repay the costs of improving the system over a period of 20 years. Each month this fund shall be increased or decreased as surcharges are received, Drinking Water State Revolving Fund (DWSRF) loans through the Washington State Department of Health are repaid, or loans from the revenue fund related to improvements not paid by the DWSRF loans are repaid. Interest earned by this fund shall be retained within the fund.

4. Contingency Reserves will represent funds set aside to mitigate Water System risk exposure, including risks associated with exposure resulting from natural disasters and water quality issues.

a) **Rate Stabilization Fund** – In accordance with the Master Bond Resolution, over a number of years the District allocated surplus operating revenues to this fund. These funds may be utilized to absorb future costs of significant operating changes and unforeseen financial variability as well as to facilitate the phase-in of any rate adjustments determined necessary. Use of these funds will mitigate the impact of unforeseen events that could have an immediate impact on the District's ability to provide low-cost water to ratepayers.

The CEO/General Manager shall direct staff to develop a procedure for calculating the required balance of the Rate Stabilization Fund, which shall be informed by and adjusted through annual budgets. Unbudgeted withdrawals from or commitments of the Rate Stabilization Fund may be made by the CEO/General Manager or designee, provided the Commission is informed at the next regularly scheduled Commission meeting. This fund shall be replenished to its calculated required balance within two budgetary cycles.

5. Bond Debt Service Reserves will represent funds set aside to fulfill the District's obligation to establish debt service reserve funds to secure individual series of Water System Bonds, to the extent required by the applicable resolution(s) authorizing such bonds.

- a) **Debt Service Reserve Funds (multiple)** – In accordance with the Master Bond Resolution, individual Debt Service Reserve Funds are established to secure individual series of Water System Bonds, to the extent required under the applicable resolution authorizing such bonds. The Reserve Funds may be withdrawn from time to time solely for the purpose of making up any deficiency in the applicable Bond Interest and Principal Sinking Fund(s) for the notes or bonds secured by the applicable Debt Service Reserve Fund, for the direct or indirect payment or redemption of all notes or bonds secured by the applicable Debt Service Reserve Fund, or for other purposes permitted under the Master Bond Resolution.

C. Amendment/Repeal of Previous Resolutions.

The Governance Policies outlined in Resolution 6143, as amended, particularly the Executive Limitations set forth therein, is further amended by this Resolution to the extent it is inconsistent with this Resolution. In addition, Resolution No. 5854, having been modified and restated in this Resolution, is hereby repealed in its entirety.

PASSED AND APPROVED this 17th day of September, 2024.

President

Vice-President

Secretary

Exhibit A

BOND DEBT SERVICE RESERVE CATEGORY

Reserve Fund	Classification
Water - 2011 Bond Reserve	Restricted
Water – 2019 Bond Reserve	Restricted
Water – 2023 Bond Reserve	Restricted

CONTINGENCY RESERVE CATEGORY

Reserve Fund	Classification
Water - Rate Stabilization	Unrestricted

OPERATING RESERVE CATEGORY

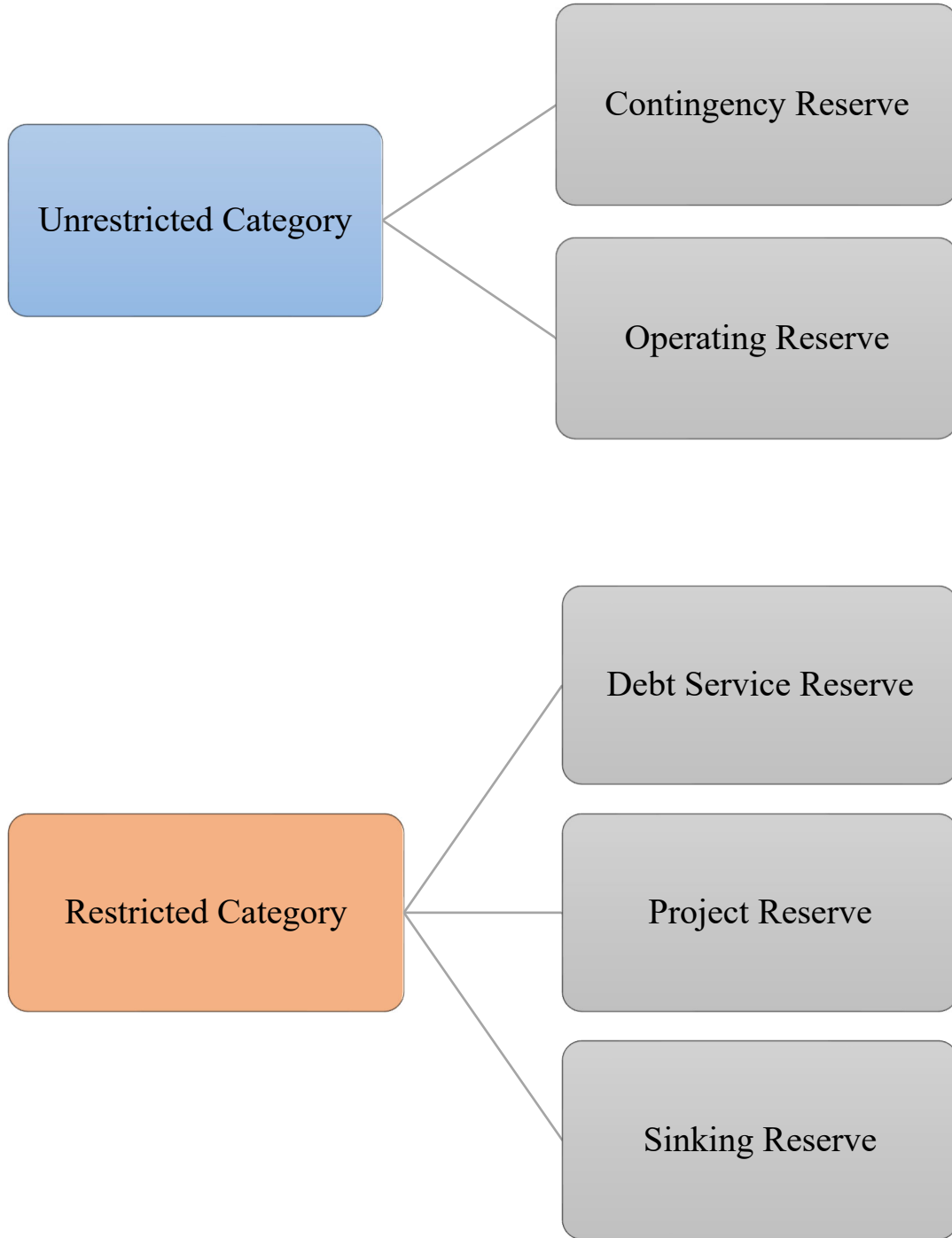
Reserve Fund	Classification
Water - Revenue	Unrestricted

PROJECT RESERVE CATEGORY

Reserve Fund	Classification
Water – 2023 Bond Construction	Restricted
Water - GFC	Restricted
Water - LK Roesiger Septic	Restricted
Water – Warm Beach	Restricted

SINKING RESERVE CATEGORY

Reserve Fund	Classification
Water – 2019 Bond Interest	Restricted
Water – 2019 Bond Principal	Restricted
Water – 2023 Bond Interest	Restricted
Water – 2023 Bond Principal	Restricted
Water - Local Utility District Sinking	Restricted
Water - Public Works Trust Fund Interest	Restricted
Water - Public Works Trust Fund Principal	Restricted





BUSINESS OF THE COMMISSION

Meeting Date: September 17, 2024

Agenda Item: 6C

TITLE

Consideration of a Resolution Modifying the District’s Generation System Financial Reserve Policy

SUBMITTED FOR: Items for Individual Consideration

Finance _____	Lauren Way _____	8042 _____
<i>Department</i>	<i>Contact</i>	<i>Extension</i>
Date of Previous Briefing: _____	<u>September 3, 2024</u>	
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, EL-4: Financial Planning and Budgeting; and EL5 Financial Condition and Activities.

The current cash reserve policy was established 6 years ago and notes a regular review cycle of every 5 years. The attached resolution modifies the Generation System’s general reserve policies to establish an unrestricted and restricted classification of funds; categorize existing reserve funds by their unrestricted or restricted classification; and describe occurrences of administrative withdrawals from and deposits to various reserve funds.

- List Attachments:*
- Resolution
 - Exhibit A

RESOLUTION NO. _____

A RESOLUTION Modifying the District's Generation System
Financial Reserve Policy

WHEREAS, Public Utility District No. 1 of Snohomish County has a responsibility to its customer-owners to prudently manage and account for all assets and to appropriately manage associated risks and uncertainty; and

WHEREAS, sound financial policies are necessary and appropriate to carry out those responsibilities; and

WHEREAS, maintaining adequate cash reserves is financially and operationally prudent and serves as a primary determinant for Public Utility District No. 1 of Snohomish County's strong investment grade bond rating; and

WHEREAS, Resolution No. 4848 established three governance policy sets entitled Executive Limitations, Governance Process, and Board CEO/General Manager Linkage Policies, and Resolution Nos. 5924 and 6143 amended such Limitations, Processes, and Policies (collectively "Governance Policies"); and

WHEREAS, Resolution No. 5855 established certain Generation System financial reserve policies and funds and delegated authority to the CEO/General Manager to spend such funds; and

WHEREAS, the Commission of Public Utility District No. 1 desires to modify the Generation System financial reserve policies set forth in Resolution No. 5855 in order to better reflect the District's risk profile; and

WHEREAS, in addition to the policies set forth herein pertaining to the Generation System reserve funds, the reserve policies and/or funds specifically pertaining to the Water and Electric Systems may be established and/or modified pursuant to companion resolutions.

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

A. General Reserve Policies

The general Generation System reserve policies established pursuant to Resolution No. 5855 are hereby modified and restated as follows:

- a) Reserve Categories may be established or terminated by the Commission, except as specifically provided elsewhere in this Resolution, as risks and/or the need to mitigate risks change over time.
- b) The CEO/General Manager may establish or terminate individual Reserve Funds within such Categories as he or she deems necessary or appropriate, provided that the Commission shall be informed of such additions to and/or removals of established funds at the next regularly scheduled Commission meeting.
- c) Reserve Funds will be structured to enable the District to prudently and consistently meet its financial obligations while allowing for flexible planning in the development and implementation of its capital plan and operations and maintenance budget.
- d) Reserve Funds will allow the District to mitigate risks from unforeseen financial variability, thereby minimizing the necessity for temporary rate surcharges.
- e) Areas that may warrant Reserve Funds include, but are not limited to, capital infrastructure investment, legal claims, operating cash flow needs, bond reserve covenant compliance, bond payment sinking requirements, future financial obligations, known or estimated license agreement obligations, and other areas as determined by the Commission from time to time.

- f) Except as specifically provided elsewhere in this Resolution, the Treasurer shall be authorized to make deposits to and withdrawals from individual reserve funds from time to time in accordance with the guidelines set forth herein. Reserve funds will be classified and reported as Restricted or Unrestricted, as further described below and presented in Exhibit “A”.
- i. Unrestricted reserve funds may be used, or redirected for use by the Commission, to meet any operating obligations.
 - ii. Restricted reserve funds 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. Restricted reserve fund levels will be maintained as more fully described herein.
- g) Reserves will be presented by unrestricted and restricted classification and their status and performance discussed as part of the annual budget.
- h) In addition to the interim adjustments described in subsection (f) above, the CEO/General Manager will direct staff to perform a review and analysis of established Reserve Funds and recommend to the Commission any needed changes at least every five years.
- i) The reserve policies in this Resolution are not intended nor should they be construed to adversely affect any accounts or funds that the District is required to set aside by virtue of Resolution No. 3902, as amended (the “Master Bond Resolution”) and subsequent resolutions authorizing additional series of Generation System Revenue Bonds.

B. Overview and Purpose of Cash Reserves and Established Categories and Funds

The Overview and Purpose of Generation System Cash Reserves and Overview and Purpose of Established Funds sections of Resolution No. 5855 is hereby modified and restated as follows:

Cash reserves are readily available liquid assets that are set aside to provide funds to address operational and economic risks. The size of the reserve is based on assessment of specific risks or circumstances that require the use of reserve funds and the probability of such circumstances occurring as determined from time to time.

Within each of the following four described reserve categories, individual funds, as more fully described below, shall be maintained to address the mitigation of specific operational and economic risks identified as of the date of this resolution.

1. Operating Reserves will represent the funds set aside in order to provide adequate working capital for operational liquidity, capital infrastructure investment, seasonal revenue and expenditure fluctuations, and unforeseen events not addressed by other reserve funds provided for herein.

- a) **Generation System Revenue Funds (multiple)** – will provide adequate working capital for operational liquidity, capital infrastructure investment, seasonal revenue and expenditure fluctuations, and unforeseen events including revenue interruption, economic downturns, customer loss and natural disasters. The Electric System is committed to fund the Generation System's monthly cash expenditures. Therefore, staff will maintain the Generation System Revenue funds in varying monthly amounts to allow the system to meet its monthly obligations. The CEO/General Manager is

expected to submit annual budgets that will provide Revenue Fund levels which are sufficient for this purpose.

2. Sinking Fund Reserves will represent the funds set aside on a calculated schedule to meet known significant, periodic payments.

a) **Bond Interest and Principal Sinking Funds (multiple)** – In accordance with the Master Bond Resolution and subsequent resolutions authorizing additional series of Generation System Revenue Bonds, the District shall set aside funds into individual bond interest and principal sinking funds as required under the applicable resolutions. These funds will vary over the course of the year based on scheduled debt service payments. The applicable bond interest and principal sinking funds will be created when the bonds are issued and terminated when the bonds are fully redeemed.

3. Project Reserves may be utilized to fund projects as approved by the Commission, either through the adopted PUD budget, as directed by the Commission, as required by the State, as required by contractual agreement, or (with respect to the Bond Construction Funds described below) as required to comply with applicable requirements set forth in the Master Bond Resolution and subsequent resolutions authorizing additional series of Generation System Revenue Bonds.

a) **Bond Construction Funds (multiple)** – In accordance with the Master Bond Resolution and subsequent resolutions authorizing additional series of Generation System Revenue Bonds, proceeds from the issuance of bonds to finance allowable capital expenditures shall be tracked and accounted for separately to ensure compliance with the applicable requirements set forth

in such resolutions. The applicable bond construction fund will be initiated when bond proceeds are received and terminated when all proceeds from outstanding bonds have been used to fund qualifying capital.

b) **Fish Habitat Fund** – In accordance with Resolution No. 5577, as a part of the Jackson Off-Licensing Agreement, funds have been set aside to facilitate Fish Habitat Enhancement (“FHE”) plan projects. Deposits to the fund are made annually in accordance with the terms and conditions of the Jackson Off-Licensing Agreement. Withdrawals from the Fish Habitat Fund occur periodically as qualified FHE project expenditures are paid. Interest earned on these funds shall be retained in the fund.

c) **License Commission Fund** – In accordance with Resolution No. 5456, as a part of the Jackson Off-Licensing Agreement, funds have been set aside to fund a settlement with the Tulalip Tribes of Washington. Withdrawals from the License Commission Fund are made annually in accordance with the Jackson Off-Licensing Agreement terms and conditions.

4. **Bond Debt Service Reserves** will represent funds set aside to fulfill the District’s obligation to establish debt service reserve funds to secure individual series of generation system bonds, to the extent required by the applicable resolution(s) authorizing such bonds.

a) **Debt Service Reserve Funds (multiple)** – In accordance with the Master Bond Resolution, individual Debt Service Reserve Funds are established to secure Generation System Bonds, to the extent required under the applicable resolution authorizing such bonds. The Reserve Funds may be withdrawn from time to time solely for the purpose of making up any

deficiency in the applicable Bond Interest and Principal Sinking Fund(s) for the notes or bonds secured by the applicable Debt Service Reserve Fund, for the direct or indirect payment or redemption of all notes or bonds secured by the applicable Debt Service Reserve Fund, or for other purposes permitted under the Master Bond Resolution.

C. Amendment/Repeal of Previous Resolutions

The Governance Policies outlined in Resolution 6143, as amended, particularly the Executive Limitations set forth therein, is further amended by this Resolution to the extent it is inconsistent with this Resolution. In addition, Resolution No. 5855, having been modified and restated in this Resolution, is hereby repealed in its entirety.

PASSED AND APPROVED this 17th day of September, 2024.

President

Vice-President

Secretary

Exhibit A

BOND DEBT SERVICE RESERVE CATEGORY

Reserve Fund	Classification
Jackson Generation - 2010 Bond Reserve	Restricted
Generation Admin - 2010 Bond Reserve	Restricted
Generation Admin - 2015 Bond Reserve	Restricted

OPERATING RESERVE CATEGORY

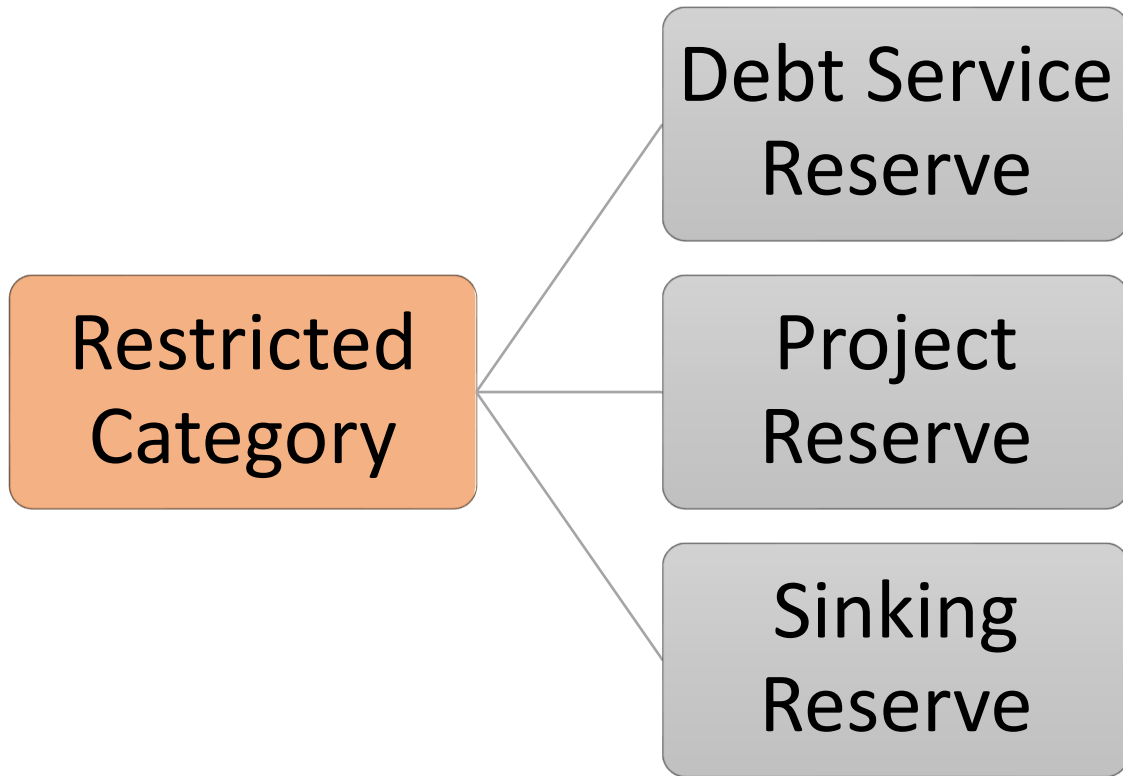
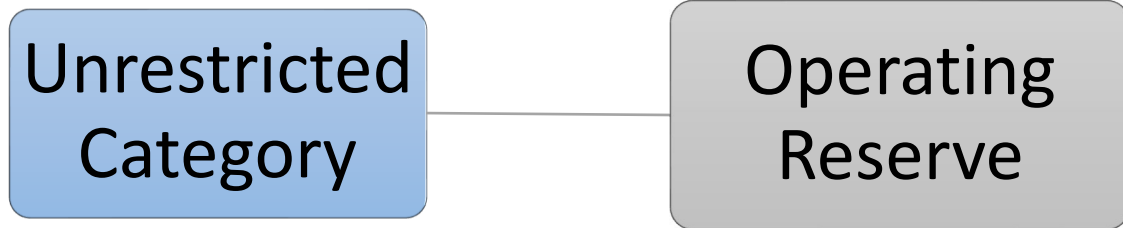
Reserve Fund	Classification
Biofuel Generation - Revenue	Unrestricted
Calligan Generation - Revenue	Unrestricted
Hancock Generation - Revenue	Unrestricted
Jackson Generation - Revenue	Unrestricted
Generation Admin - Revenue	Unrestricted
Woods Creek Generation - Revenue	Unrestricted
Youngs Creek Generation – Revenue	Unrestricted

PROJECT RESERVE CATEGORY

Reserve Fund	Classification
Jackson Generation - Fish Habitat Reserve	Restricted
Jackson Generation - License Commission Reserve	Restricted

SINKING RESERVE CATEGORY

Reserve Fund	Classification
Generation Admin - 2010B Bond Interest	Restricted
Generation Admin - 2010B Bond Principal	Restricted
Generation Admin - 2015 Bond Interest	Restricted
Generation Admin - 2020 Bond Principal	Restricted
Generation Admin - 2020 Bond Interest	Restricted





BUSINESS OF THE COMMISSION

Meeting Date: September 17, 2024

Agenda Item: 7

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 17, 2024

Agenda Item: 8A

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 17, 2024

Agenda Item: 8B

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 12:

New Employee Orientation Program
Virtual 8:45 a.m. – 10:00 a.m.
(Olson)

September 2024

Commissioner Event Calendar – 2024

October 2024

October 2 - 3:

Public Power Council Meetings

Portland, OR

(Logan/Olson/Wolfe)

October 4:

PNUCC Meeting

Virtual

(Logan/Olson/Wolfe)

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

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December 2024

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



BUSINESS OF THE COMMISSION

Meeting Date: September 17, 2024

Agenda Item: 9A

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 – 4th Quarter
- Governance Planning Calendar

Governance Planning Calendar – 2024

October 7, 2024

Morning Session:

- Media
- Connect Up Quarterly Update
- Wildfire Mitigation Plan
- Modular Microgrid

Afternoon Session:

- Public Hearing:
 - Open 2025 Proposed Budget Hearing
 - Pole Attachment Rates
- Public Hearing and Action:
 - City of Everett for Hat Island Underwater Cable
 - ~~City of Everett Pass-Through~~ (moved to Items for Individual Consideration)
- 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:
→3rd 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 - 1st 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
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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
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July

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	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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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October

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		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
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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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