

SNOHOMISH COUNTY PUBLIC UTILITY DISTRICT

Regular Meeting

December 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; Chief Information Officer Kristi Sterling; Chief Legal Officer Colin Willenbrock; other District staff; members of the public; Clerk of the Board Allison Morrison; and Deputy Clerks of the Board Jenny Rich and Morgan Stoltzner.

*** Items Taken Out of Order**

****Non-Agenda Items**

Changes to the agenda were made as follows: Add item 01D.01 "At Places" amended page no. 11 Cost-of-Service Analysis and Preliminary Revenue Adjustments 2025 – 2029.

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. Community Engagement. The Community Engagement Team provided a presentation on District related Community Engagement activities.
3. Other. There were no other reports

B. Moss Adams Entrance Conference

Senior Manager Controller & Auditor Shawn Hunstock reviewed Moss Adams's upcoming auditing schedule for 2025 and areas to be audited with the Board.

C. Audit Activity Update

Senior Manager Controller & Auditor Shawn Hunstock provided the annual summary of the District's various audit activities that were completed this year or were still in progress and planned for 2025.

D. Cost-of-Service Analysis and Preliminary Revenue Adjustments 2025 - 2029

Senior Manager, Rates, Economics & Energy Risk Management Peter Daunhauer and Principal Economist Christina Leineweber provided an updated presentation on the Cost-of-Service Analysis (COSA) and Rate Adjustment Recommendations which showed additional options for percentage allocations on the proposed rates.

The next steps would be to return for a presentation at the December 17, 2024, Commission meeting, a Public Hearing at the January 7, 2025, Commission meeting and, consideration of a resolution for approval at the January 21, 2025, Commission meeting. Pending approval, the new rates would be effective April 1, 2025.

The meeting recessed at 10:13 a.m.

EXECUTIVE SESSION

The Regular Meeting recessed at 10:13 a.m. and reconvened at 10:20 a.m. into Executive Session to discuss the legal risks 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 45 minutes, with no public announcements. Those in attendance were Commissioners Sidney Logan, Tanya Olson, and Rebecca Wolfe; Chief Legal Officer Colin Willenbrock; Clerk of the Board Allison Morrison; and other District staff. The Regular Meeting recessed immediately upon conclusion of the Executive Session at 10:37 a.m.

RECONVENE REGULAR MEETING

The Regular Meeting was reconvened by President Sidney Logan at 1:30 p.m. Those attending were Tanya Olson, Vice-President; Rebecca Wolfe, Secretary; Chief Information Officer Kristi Sterling; Chief Legal Officer Colin Willenbrock; other District staff; members of the public; Clerk of the Board Allison Morrison; and Deputy Clerks of the Board Jenny Rich and Morgan Stoltzner.

*** Items Taken Out of Order**

****Non-Agenda Items**

2. RECOGNITION/DECLARATIONS

- A. Employee of the Month for December – Veronica Black

Veronica Black was recognized as Employee of the Month for December.

3. COMMENTS FROM THE PUBLIC

There were no comments from the public.

4. CONSENT AGENDA

- A. Approval of Minutes for the Regular Meeting of November 19, 2024
- B. Bid Awards, Professional Services Contracts and Amendments

Public Works Contract Award Recommendations:

None

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

Recommend Rejection for RFQ No. 24-1461-CS

Request for Quotation No. 24-1486-CS with Carlson Sales Metering Solutions, LLC proposing GE Grid Solutions, LLC

Request for Proposal No. 24-1502-BP with Tyndale Enterprises, Inc.

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

None

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

Purchase Order No. 4500094926 with City of Seattle

Interlocal Agreements and Cooperative Purchase Recommendations:

Contracts:

None

Amendments:

Contract No. CW2254094 with Hewlett Packard

Sole Source Purchase Recommendations:

None

Emergency Declarations, Purchases and Public Works Contracts:

November 19, 2024 Declaration of a Major Emergency for a Weather Event

Purchases Involving Special Facilities or Market Condition Recommendations:

None

Formal Bid and Contract Amendments:

Professional Services Contract No. CW2242399 with Stoel Rives LLP

Professional Services Contract No. CW2242575 with Van Ness Feldman LLP

Professional Services Contract No. CW2246601 with Li Immigration Law PLLC

Professional Services Contract No. CW2247080 with Travis J Miranda dba Roots Forestry Consulting LLC

Professional Services Contract No. CW2252652 with Cable Huston LLP

Miscellaneous Contract No. CW2253387 with Pacheco's Landscaping, LLP

Contract Acceptance Recommendations:

Public Works Contract No. CW2255823 with Modern Painting Group LLC

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

A motion unanimously passed approving Agenda Items 4A – Approval of Minutes for the Regular Meeting of November 19, 2024; 4B – Bid Awards, Professional Services Contracts and Amendments; and 4C – Consideration of Certification/Ratification and Approval of District Checks and Vouchers.

5. PUBLIC HEARING**A. Continue Public Hearing on the 2025 Proposed Budget**

President Logan reconvened the public hearing.

Senior Manager Budget & Financial Planning Sarah Bond provided a presentation continuing the discussion of the 2025 proposed Water System budget.

The 2025 Proposed Budget remaining hearing schedule was as follows:

December 17, 2024

Adoption of the 2025 Budget

There were no comments from the Board or the public.

A motion unanimously passed continuing the public hearing on the 2025 Proposed Budget to Tuesday, December 17, 2024, at 1:30 p.m., at 2320 California Street in Everett, WA.

B. Public Hearing on Extending the District's Rate Schedule, "Supplemental 'Time of Day' Service Schedule"

President Logan opened the public hearing.

There were no comments from the Board or the public.

A motion unanimously passed to continue the public hearing on Extending the District's Rate Schedule, "Supplemental 'Time of Day' Service Schedule" to Tuesday, December 17, 2024, at 1:30 p.m., at 2320 California Street in Everett, WA.

C. Public Hearing on Creation of a "Net Billing Rate Schedule"

President Logan opened the public hearing.

There were no comments from the Board or the public.

A motion unanimously passed continuing the public hearing on the Creation of a "Net Billing Rate Schedule" to Tuesday, December 17, 2024, at 1:30 p.m., at 2320 California Street in Everett, WA.

6. CEO/GENERAL MANAGER REPORT

Chief Information Officer Kristi Sterling reported on District related topics and accomplishments.

7. COMMISSION BUSINESS

A. Commission Reports

Commissioner Olson made a statement and requested that her support of the Cost-of-Service Analysis and Preliminary Revenue Adjustments 2025 – 2029 be amended to support Option C, which provides for the 4.9% rate increase.

There were no other reports.

B. Commissioner Event Calendar

There were no changes to the Commissioner Event Calendar.

C. 2024 Treasury, Budget, and Project Status Report – October

There were no questions on the 2024 Treasury, Budget, and Project Status Report - October.

D. October 2024 District Dashboard

There were no questions on the October 2024 District Dashboard.

E. Consideration of Election of Commission Officers for the Year 2025

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

8. GOVERNANCE PLANNING

A. Governance Planning Calendar

There were no changes to the Governance Planning Calendar.

B. Proposed 2025 Governance Planning Calendar

There were no changes to the Proposed 2025 Governance Planning Calendar.

****9. ITEMS FOR INDIVIDUAL CONSIDERATION**

A. Settlement of a claim

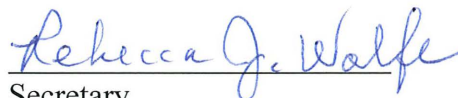
A motion passed approving that the District pay the full amount due to the Department of Retirement Systems currently in the amount of \$37,447.92 inclusive of missed employer contributions, interests, and employer expense on behalf of Commissioner Rebecca Wolfe related to her late enrollment in the Public Employees Retirement System.


Commissioner Rebecca Wolfe abstained.


ADJOURNMENT

There being no further business or discussion to come before the Board, the Regular Meeting of December 3, 2024, adjourned at 2:16 p.m.

Approved this 17th day of December, 2024.


Secretary


President


Vice President