



APPROVED 3-8-17

MINUTES  
City of Tacoma  
Public Utility Board Study Session  
February 22, 2017  
4:00 p.m.

Mr. Patterson called the Public Utility Board study session to order at 4:00 p.m. at the Public Utilities Administration Building.

Present: Woodrow Jones, Mark Patterson, Karen Larkin, Monique Trudnowski (arrived 4:08), Bryan Flint (arrived 4:52)

**Tacoma Water: Strategic Maintenance Management Program**

Seth Doull, Assistant Water Division Manager, made introductory remarks stressing the importance of strategic maintenance management/asset management in the asset lifecycle. Todd Shepherd, Management Analyst, provided an overview of the steps to the strategic maintenance management program: understanding what is owned; documentation of business practices; measuring work; tracking scheduling of crews; and then identifying and implementing best practices. Mr. Doull then addressed the next step in this process for Tacoma Water which is to develop implementation teams and plans. A contract for onsite coaching and training for this program will be brought before the Board for consideration at a future Board meeting.

**Miscellaneous**

There was general Board discussion about a motion that will be made at the regular meeting to postpone the 2018 portion of the Power rate adjustment, questions about the gross earnings tax amendment as it relates to street lighting, and water rate policy provisions.

Director Gaines provided an update on the Click! business plan. Staff has been working with consultants and a first iteration of the business plan is expected on Friday, February 24. After review by the Power Superintendent and Director, an initial draft will be provided to the Board.

Director Gaines shared that the two items queued for the joint study sessions with the City Council and Public Utility Board on March 7 are Power/Water rates and a summary of the latest customer satisfaction study.

**Executive Session**

At 4:25 p.m. a motion to convene a 30-minute executive session for the purpose of discussing potential litigation per RCW 42.30.110(1)(i) was made by Board Member Trudnowski and seconded by Board Member Jones. A voice vote was taken and carried. At 4:55 p.m. the executive session was extended by ten minutes. The executive session was adjourned at 5:05 p.m. Bill Fosbre, Chief Deputy City Attorney, was the attorney present.

**Adjournment**

The study session was adjourned at p.m. until the next regularly scheduled study session on Wednesday, March 8, 2017 at 3:00 p.m.

Approved:

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Mark Patterson, Chair

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Woodrow E. Jones, Jr., Secretary