

APPROVED 9/8/21

MINUTES
City of Tacoma
Public Utility Special Board Meeting
August 25, 2021
3:00 p.m.

Chair Patterson called the Public Utility Board meeting to order at 3:00 p.m.

Present: Mark Patterson, Chrissy Cooley, Carlos Watson, Joe Bushnell, Holland Cohen

The meeting was quorate.

Minutes of the Previous Meetings

Ms. Cooley moved that the minutes of the previous meetings be adopted; seconded by Mr. Watson. Voice vote was taken and carried. The minutes were declared adopted.

Comments by the Public

Ms. Cooley moved to suspend the rules of Public Utility Board Government Process Eight (GP8) to allow all public comment for all topics, whether on or off the agenda, at one time; seconded by Mr. Watson. Voice vote was taken and carried.

There was no public comment.

Chair Patterson commented that in accordance with the Mayor's Emergency Rule No. 4, the Board meetings will continue to be held virtually, without a hybrid option. This was done as an attempt to balance public interest with safety. Any change will be noticed to the public.

Regular Agenda

C-1 Resolution U-11273 - Award contracts and approve purchases:

1. Increase contract to Anixter, Inc., for the purchase of control and instrument cable on an as-needed basis (\$50,000. Cumulative total \$666,810, plus applicable taxes) [Joe Parris, T&D Contract Program Mgr];
2. Increase contract to The Oeser Company for the purchase of transmission wood poles on an as-needed basis (\$300,000. Cumulative total \$1,850,000, plus applicable taxes) [Joe Parris, T&D Contract Program Mgr].
3. Award five-year contract to PumpTech, Inc., for groundwater pump and motor rehabilitation (\$2,500,000, plus applicable taxes) [Jason Moline, Professional Engineer].

4. Award contract to General Mechanical, Inc., for installation of new equipment for the locomotive servicing facility on the east end of Tacoma Rail's railyard (\$3,873,766, plus applicable taxes) [Kyle Kellem, Roadmaster].

Ms. Cooley moved to adopt the resolution; seconded by Mr. Watson.

In response to a Board inquiry, Kyle Kellem, Roadmaster, summarized item number four. In 2006, Rail secured a contract with Union Pacific to provide fueling, service and inspections to their locomotives destined to the Port of Tacoma. Additional service related equipment is needed to efficiently support current and anticipated locomotive volumes. The project design includes the addition of a 30,000 gallon fuel tank, in addition to the existing 12,000 gallon fuel tank capacity and replicating other servicing associated equipment on a second track.

In response to a Board inquiry on item number two regarding the disposition of power poles, Joe Parris, T&D Contract Program Manager, explained that poles are considered solid waste. An agreement with Environmental Services is in place to take to the landfill. They cannot be used as mulch, but can be chipped. In response to a Board inquiry, Mr. Parris further explained that staff is unable to give extra bid points for locality.

In response to a Board inquiry on item number three regarding the estimated cost range, Jason Moline, Professional Engineer explained that it is not possible to know how much work is needed until the pumps are out of the ground. At the moment, all work, but they are 34 years old, past their 20-30 year design life. After the 2015 drought, the importance of a background sources was highlighted. Chair Patterson added that reviewing ground water pumps helps to pursue resiliency goals. In response to a Board inquiry regarding the waiver of competitive procedures for bidding, Mr. Moline, explained that all of the pumps are from a single manufacturer. The pumps have liquid mercury seals, which is reliable technology, but have environmental hazard concerns. The recommended vendor is the only company authorized to work on this equipment in Washington. Tacoma Water has worked well with them in the past.

Voice vote was taken and carried. The resolution was adopted.

- C-2 Motion 21-09 – The Director be authorized to enter into a Memorandum of Understanding (MOU) allowing for the temporary use of property at 8208 Pacific Avenue by Neighborhood and Community Services for homelessness services, including the stand up and operation of a temporary mitigation/stabilization site, consistent with the terms of the proposed MOU on file with the Clerk of the Board. [Linda Stewart, Neighborhood and Community Services Manager].

Ms. Cooley moved to approve the motion; seconded by Mr. Watson.

Allyson Griffith, Assistant Neighborhood and Community Services Manager, provided an overview of the MOU that was previously detailed to the Board at the meeting of July 28, 2021. Ms. Griffith reviewed the history of addressing homelessness, shelter inventory and capacity, and summarized the MOU. The MOU is a request to use Tacoma Power property at 82nd and Pacific for a temporary mitigation/stabilization site for operation no longer than August 2023.

In response to inquiries from Board Member Bushnell regarding whether or not there will be shelters at this location, crime rates, and homeless outreach, Ms. Griffith explained the following. Whether there will be shelters or not depends on the provider; staff has been talking about tents. Primary referrals from the homeless outreach team are from all encampments. Staff made visits in April and that is where this idea came from; some of the other sites, micro shelters for example, have restrictions like curfews and that wasn't a preferred option for some. Ms. Griffith said she would follow-up with TPD on the crime stats for this area.

In response to inquiries from Board Member Cooley, Ms. Griffith said this site will serve approximately 20-25 individuals and that one issue with options in North East Tacoma is the need for transportation logistics and access to services. Staff would need to look at how that would be funded; when there were warming centers in the North End, the city paid for transportation. The plan is to start setting up the site within a week and late September or early October for occupancy.

Chair Patterson remarked that the Board doesn't have much of a role in dealing with this community issue, but making unused Tacoma Power property available temporarily is something that can be done. The use of this property isn't going to interfere with Tacoma Power operations, but provide community relief to those in need.

Voice vote was taken and carried four to one with Mr. Bushnell voting nay. The motion was approved.

C-3 Resolution U-11274 – Authorize execution of a construction agreement with Tacoma Power and the Washington State Department of Transportation for the work related to the SR 167 Completion Project Phase 1 Stage 1A Project that relocates the 70th Avenue overpass of I-5.

Ms. Cooley moved to adopt the resolution; seconded by Mr. Watson.

Joe Rempe, Professional Engineer, summarized the resolution. Tacoma Power desires to enter an agreement with the Washington State Department of Transportation (WSDOT) for the work related to the SR 167 Completion Project Phase 1 Stage 1a (Project), that relocates the 70th Avenue overpass of I-5. The agreement reflects the work required of Tacoma Power to relocate and convert to underground existing overhead poles and lines, including work associated with Tacoma Power hybrid fiber-coax lines. The division of Project costs are addressed in the Letter of Understanding between WSDOT, City of Fife, and Tacoma Power, dated February 26, 2019. This Project is being completed in phases - Phase 1 constructs an elevated roadway linking I-5 with SR 509; Stage 1a relocates the 70th Avenue overpass of I-5 in preparation for Stage 1b, which constructs the new roadway. Phase 2 will link the current freeway terminus of SR 167 in the City of Puyallup to I-5 in the City of Fife. Per the WSDOT SR 167 Completion Project website, some of the benefits of this Project include: freight connections; regional mobility; intelligent transportation; multimodal connections; environmental enhancements; and regional job and economic growth. Project costs related to Tacoma Power are: 1) Conversion of overhead lines located within the City of Fife right-of-way which will be shared 50/50 per Tacoma Power's franchise with the City of Fife; and 2) Costs related to lines in WSDOT right-of-way which will be covered by Tacoma Power per conditions of WSDOT permits for existing lines. Shared costs

between the City of Fife and the City of Tacoma will be administered by WSDOT per a separate agreement with the City of Fife, thus the Construction Agreement is solely between WSDOT and Tacoma Power. Funds for Tacoma Power's costs will be covered by the T&D Roads additions and replacement budget.

Voice vote was taken and carried. The resolution was adopted.

D. Reports of the Director

Covid

Director Flowers shared that following the discussion of last week's joint study session, Mayor Woodards issued Emergency Rule No. 4 on August 19 requiring all public meetings of the City, which would include the TPU Board Meetings, to be held in virtual format only. The Council's Government Performance and Finance Committee has been charged with developing guidelines to potentially allow study sessions to be held in a hybrid format. Those guidelines are to be submitted by the end of September. In response to that, TPU has discontinued efforts to advance Board meetings to hybrid format and will resume those efforts as modifications are made by the Mayor and Council. The Secretary of Health issued an amended Order for face coverings effective August 23. The Order requires every person in Washington wear a face covering when they are in a place where any person from outside their household is present or in a place that is generally accessible to any person from outside their household. Accordingly, the public and employees are required to wear a face covering in any location in a City facility where the public is allowed to freely enter. This applies to the TPU customer service lobby area. All members of the public and staff are required to wear face coverings in that area no matter what their vaccination status is. Customer Service lobby opened on August 2. With the modifications to mask requirements, TPU has been confirming masking at the door and providing a mask to those in need as well as a list of other ways to obtain customer service if they prefer not to be indoors and mask up. TPU is averaging approximately three or four customers per hour the first couple weeks and volumes have dropped again; adjustments have been made to the number of counters opened to reflect the lower intake of customers. The lobby will remain open given TPU is planning to conduct extensive outreach related to bill assistance and payment plans. TPU will continue to deploy protocols to enhance worker safety with masks and plexi glass. Operationally, TPU is preparing to reinstitute masking requirements indoors regardless of vaccination status based the delta variant in the community and in our employment. The emergency management team met since this meeting started to also review what other directives should be reinstated – such as capacity limits on conference rooms and shared vehicles. Staff will continue to monitor data and trends and make adjustments to protocols as necessary.

March and April 2021 Financials for Power, Water, Rail, Self-Insurance Fund

Director Flowers directed the Board's attention to the 2021 financials that were included for their review in the Board meeting materials. No verbal report was provided.

Budget Performance Report for Q2 2021

Director Flowers directed the Board's attention to the Q2 budget performance report that was included for their review in the Board materials. No verbal report was provided.

2020 Moss Adams Audit Exit Conference

Olga Darlington, Partner in the Moss Adams firm, provided an overview of the 2020 audit. Areas of audit emphasis include internal controls, treasury, capital assets, debt activity, net pension liability, and revenues/expenses. Ms. Darlington reported that management has selected and applied significant accounting policies appropriately and consistent with those of the prior year; no unusual transactions were noted. There is no awareness of any significant accounting or auditing matters for which management consulted with other accountants. Ms. Darlington reviewed four audit adjustments made to the funds of each of the operating divisions and the one passed audit adjustment to the Water fund.

Water Resource Inventory Area 9 Salmon Habitat Plan Inter-local Agreement

Jesse Narog, Assistant Water Division Manager, began by providing an overview of the Water Resource Inventory Area 9 (WRIA 9), which is 575 square miles, has 5 sub water sheds, 2 dams, and involves 17 local governments. Mr. Narog reviewed that chinook salmon was listed under the endangered species act and the Board resolutions and Inter-local agreements pertaining to that since 1999. Mr. Narog provided an overview of the 2021 salmon plan update, which includes new science, updated habitat goals, refined recovery strategies, revised capital project list, and monitoring, adaptive plan management. Staff will bring approval and ratification of this plan update to the Board for consideration at an upcoming meeting.

Strategic Directive One (SD1) Equity and Inclusion Update

Mia Navarro, Officer from the Office of Equity and Human Rights (OEHR), and Chery Bidleman, Assistant Human Resources (HR) Director shared in presenting this update to the Board. Progress to date on this Board directive was reviewed. This includes measurement of workforce metrics, including developing applicant data, creating workforce data analytics program and recruiting for that, and the first phase of a new workforce dashboard. An overview of this new dashboard which provided graphical representations of race, ethnicity, and gender information was shared. 2021 HR initiatives were reviewed. A HR business partner was boarded. Also, there were several equitable workplace initiatives, including the workforce equity study, new guidance for equitable recruiting and selection, EEO complaint practices, and retention strategies for BIPOC employees. Examples of applying an equity lens in 2021 cases were reviewed. These include: residential conservation, power pre-apprenticeship program, Evergreen Options, EV charging stations, and Water workforce development. Other progress includes affinity groups, equity index expansion, Equity 101 training, and service equity committees. Challenges and barriers were outlined. These include staffing, inability to conduct outreach in person, aligning all city wide equity and anti-racist efforts, and the pause of the class and comp and workforce equity studies. Priorities for the next year were outlined. These include implementing workforce study and employee retention strategies recommendations, onboarding the new HR director, providing advanced equity training options, anti-racist systems transformation, and formalizing and operationalizing equitable service delivery analysis, improvements, and tracking. Ms. Navarro concluded by outlining possible enhancements to SD1, including addressing overlap with other SD4, adding reporting on other activities such as annual assessment on the racial equity action plan, and considering recommendations from the organizational assessment policy template.

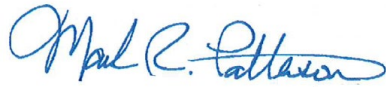
E. Comments by the Board

Board Member Bushnell completed his thoughts on Motion 21-09. TPU being part of the solution is good; however, don't consider this particular site a shelter but rather places to put tents. Shelters are where people can be free from elements and have services; would be supportive of tiny homes on the site. There is a concern about the high crime rate and bringing vulnerable people to be preyed upon in a crime area.

F. Adjournment

There being no further business or comments, the Public Utility Board meeting was adjourned at 4:52 p.m. until September 8, 2021 at 3:00 p.m.

Approved:



Mark Patterson, Chair



Carlos Watson, Secretary