

**MINUTES OF THE REGULAR MEETING OF JUNE 7, 2016  
OF  
PUBLIC UTILITY DISTRICT NO. 1  
OF  
THURSTON COUNTY, WASHINGTON**

The first regular meeting for June 2016 of the Commissioners of Public Utility District No. 1 was called to order on Tuesday, June 7, 2016, at 921 Lakeridge Way SW, Suite 301, Olympia, WA 98502, commencing at 5:02 p.m. Commissioners Russell Olsen, Linda Oosterman and Chris Stearns were present for the meeting. Also present were Julie Parker, the District's Chief Financial Officer (CFO), Kim Gubbe, the District's Operation Manager (OM), and Kurin Rosado, Clerk to the Board. John Weidenfeller, the District's General Manager (GM), called in via telephone for the meeting.

**Call to Order: Commissioner Stearns called the regular meeting to order at 5:02 p.m. The Pledge of Allegiance was recited by all present.**

**Approval of Agenda: Commissioner Oosterman made a motion to approve the agenda as presented: Commissioner Olsen seconded; all in favor.**

**Consent Calendar:**

Approval of Minutes: May 24, 2016

Prequalification of Contractors – Small Works Roster: None

SMA Contracts: None

Correspondence: None

Travel Approvals: None

Voucher Approval:

Accounts Payable: May 25, 2016, June 2, 2016

Payroll: June 6, 2016

Resolution: Resolution 16-08, 2015-17 Revised Strategic Plan

Other: None

**Commissioner Olsen made a motion to approve the Consent Calendar: Commissioner Oosterman seconded; all in favor.**

**Public Comments:** None

**Discussion Items:**

**Information or Discussion of Operations/Policy Issues:**

**Discussion of Wi-Fi Sponsorship/Participation for Tumwater 4th of July Celebration**

Commissioner Olsen followed-up with Mason County PUD No. 3 and the Tumwater Parks Department regarding Wi-Fi sponsorship and participation in the Tumwater 4th of July celebration. Due to technological challenges, the Commissioner has concluded that PUD sponsorship for the celebration isn't practical this year. The Commissioners and staff may look at sponsoring another event, like Olympia Harbor Days.

**Discussion of PUD Picnic**

After discussion with the Commissioners, a tentative date of July 8th had been set for the PUD picnic. However, this date isn't ideal for Operation's staff. New dates will be compiled.

**Initial Discussion - Preliminary 2017 Budget Priorities & 2017 Budget Process Overview**

CFO Parker went through the 2017 budget calendar with the Commissioners, and she asked for any budget priorities for 2017. The Commissioners and staff will reflect on any priorities they might have and return with information at a later meeting. Commissioner Stearns would like staff to look into increasing information to customers about the capital surcharge, due to increase in 2017. Commissioner Stearns would like to look into reserve trucks to deliver water in times of emergency; Commissioner Oosterman will look into this option.

**Resolution 16-11, Revision to 2016 Capital Budget**

If approved, this resolution would revise the 2016 capital budget to include modifications to several projects and purchases. Staff went through the list of modifications and noted that not all the modifications are for additional expenditures.

**Action Item(s):** None

**Legal Report:** None

**Presentations:**

**Staff Presentations:**

**General Manager's Report:** John Weidenfeller, General Manager

GM Weidenfeller provided a written report, although he was only present via teleconference for the meeting. He reported on the status of the emergency communication radios.

**Operations Manager's Report:** Kim Gubbe, Operations Manager

OM Gubbe provided a written report. She gave an update on the Holiday Valley water system, a possible PUD acquisition.

**Chief Financial Officer's Report:** Julie Parker, Chief Financial Officer

CFO Parker will provide a written report at the second Commission meeting of the month.

**Commissioner Topics, Discussion and Reports:**

Commissioner Olsen didn't attend the last Thurston Regional Planning Council (TRPC) meeting; Commissioner Stearns attended in his place.

Commissioner Oosterman will attend the Chamber meeting on June 8th. Her emergency management meeting was cancelled. The Commissioner will attend the June 23rd WPUDA Water Committee meeting.

Commissioner Stearns attended a Water Conservation District meeting; he received some information regarding their tenancy at a building on Mottman Road. The Commissioner also attended the TRPC meeting. He will also be attending the June 23rd WPUWA Water Committee meeting.

**Summary of Assignments:**

1. Compile a new list of dates for the PUD picnic and forward to Commissioners and staff.
2. Look into providing broadband service for the Olympia Harbor Days event.
3. Commissioners should provide input on any budget priorities at the second meeting in June or the first meeting in July.
4. Develop a community outreach plan to explain the Asset Management Plan surcharge increase in 2017.
5. Address ways to provide emergency water services during emergencies to our customers.

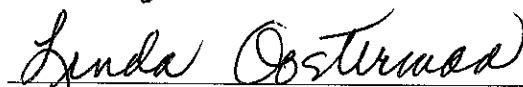
**At 6:38 p.m., Commissioner Stearns announced that the Board would be entering an Executive Session to discuss the acquisition of real estate, as authorized by RCW 42.30.110 (1)(b), and to review the performance of a public employee, as authorized by RCW 42.30.110 (1)(g), until 7:10 p.m. At 7:10 p.m., it was announced in the public area that the Executive Session would continue for 20 more minutes. At 7:30 p.m., the Executive Session was adjourned and the regular meeting resumed. No decisions were made.**

**Adjournment: Commissioner Olsen made a motion to adjourn the meeting; Commissioner Oosterman seconded; all in favor. The meeting was adjourned at 7:30 p.m.**



Chris Stearns, Commissioner and President

Attest:



Linda Oosterman, Commissioner and Secretary