



APPROVED 7-24-19

**MINUTES**  
 City of Tacoma  
 Public Utility Board Meeting  
 July 10, 2019  
 6:30 p.m.

Ms. Larkin called the Public Utility Board meeting to order at 6:30 p.m. in the auditorium at Tacoma Public Utilities.

**Present:** Mark Patterson, Bryan Flint, Christine Cooley, Karen Larkin, Carlos Watson

The meeting was quorate.

**Minutes of the Previous Meetings**

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

**Recognitions**

Scott Dewhirst, Water Superintendent, provided an overview of the Tacoma Water teams that competed at the American Water Works Association events. Participants in the men's and women's tapping teams and meter madness competitions were recognized by the Board, who all made positive remarks about their performances. Carlos Camacho, Water Utility Worker, then provided a live demonstration of a meter madness competition, which is a timed event of the assembly of a disassembled water meter. Mr. Camacho completed the demonstration in 28 seconds.

**Public comment**

There were no comments by the public.

**Consent Agenda**

There were no items on the consent agenda.

**Regular Agenda**

- D-1 Motion 19-04 – In accordance with Rule 2, Election of Officers, of the Public Utility Board Rules for Order of Business, that Karen Larkin, Bryan Flint, and Mark Patterson be nominated as elected Chair, Vice-Chair, and Secretary respectively.

Mr. Flint moved to approve the motion; seconded by Mr. Patterson.

Voice vote was taken and carried. The motion was approved.

- D-2 Resolution U-11089 – Award contracts and approve purchases:
1. Award two-year contract to Projectize Group LLC for curriculum development and onsite staff organizational project management maturity training on an as-needed basis (\$430,000, plus applicable taxes. Option to renew for three additional one-year renewal terms for a projected contract amount of \$600,000) [Ryan McLaughlin, PMO Manager];

Mr. Flint moved to adopt the resolution; seconded by Mr. Patterson.

In response to a Board request for additional background on this project, Ryan McLaughlin, Assistant Power Section Manager, answered that the intent of the contract is to provide ongoing training for project managers. In 2018, a project management maturity assessment was done and one outcome was the finding that TPU needed ongoing training to consistently and successfully deliver projects. There are challenges with project estimations, scaling, timing, and communication. The intent is to ensure that project managers deliver successful projects to be stewards of ratepayer funds. In response to a Board inquiry as to why the pre-estimate bid was significantly lower than the final price, Mr. McLaughlin stated that the original estimate was put together by the consultant who was used for the assessment and that was his best estimate at the time and that resulted in an underestimated price. There was more than just the cost as criteria; i.e. quality of training and experience of the firm.

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

- D-3 Resolution U-11090 – Authorize the grant of an easement of Tacoma Power property to the Washington State Department of Transportation to install a cable net slope protection system near Alder Lake to improve safety and prevent rock falls as part of their SR7 slide repair and slope stabilization project.

Mr. Flint moved to adopt the resolution; seconded by Mr. Patterson

Greg Muller, Real Estate Officer, summarized the resolution. State Route 7 passes through Tacoma Power property located to the south of Eatonville and north of Alder Lake. This area has been susceptible to rock slides and the Washington State Department of Transportation (WSDOT) desires to improve safety for the travelling public. Tacoma Power previously granted a temporary permit to WSDOT to allow site preparation work. This permanent easement will allow installation of the cable net slope protection system. In response to a Board inquiry regarding analyzing value, Mr. Muller answered that the price is based on the value of the property rights acquired, not the benefits. Mr. Muller further clarified that there is no impact on Tacoma Power's use of the property and there is no utility infrastructure there.

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

#### H. Reports of the Director

Director Flowers provided an overview of the topics covered at the earlier study session: Board training on public disclosure and open public meetings act; Discussion of Board policies, and an executive session to discuss the performance of a public employee.

Director Flowers then called on Treena Colby, Market Development Manager for presentation on Advanced Meter Project/Customer Portal Platform. Customer portal platforms presents an easy way for customers to engage with their utility. Portal features include the ability to; control account information, review bill history, make payments, request service appointments, find outage information, set communication preferences, enroll in new programs, and manage energy/water use. This will meet rising customer expectations in a digital world and will support all device types from smart phones to the web, to tablets. Ms. Colby concluded by providing an overview of the launch timeline. In response to Board inquiries, Ms. Colby clarified that the portal will be mobile ready and will adjust to the device used and it will be translatable in multiple languages. Ms. Colby further clarified that phase one of the launch will take place from 2020-2011 and that bill payment options will be the first phase.

**I. Comments by the Board**

Chair Larkin and Board Member Flint made welcoming remarks to the newest Board Member, Carlos Watson.

**J. Adjournment**

There being no further business or comments, the Public Utility Board was adjourned at 7:04 p.m. until Wednesday, July 24, 2019 for a study session beginning at 3:00 p.m. at Tacoma Public Utilities, followed by the regular meeting at 6:30 p.m. at Tacoma Public Utilities.

Approved:

  
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Karen Larkin, Chair

  
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Mark Patterson, Secretary