

**SPECIAL MEETING MINUTES OF THE BOARD OF  
COMMISSIONERS OF KITTITAS COUNTY PUD #1  
January 15, 2019**

The Special Meeting of the Board of Commissioners of Public Utility District No. 1 of Kittitas County was called to order by President Shan Rowbotham at 9:02 A.M.

Those Present:

Shan Rowbotham, President  
Paul Rogers, Vice President  
Joe O’Leary, Secretary  
Matt Boast, General Manager  
Perry Wood, Operations Manager  
Genine Pratt, Finance Manager  
Kylee Reuble, Administrative Assistant  
Kelly Carlson, Administrative Assistant

GUESTS:

Mason Mendel, Meier Architects  
Pete Sullivan, Washington Federal

GUEST COMMENTS:

See Discussion Notes

DISCUSSION:

***Office Portables:***

GM Boast presented information on research he had done on office portables that included what is available and the costs associated. He also presented some other benefits that the District would get to moving forward with them. Discussion followed on different options to look at such as renting, leasing or owning.

Commissioners requested staff to do further research on the different options and bring results back to the next meeting.

***Meier Architect – Mason Mendel***

Mason Mendel was present to give an update on the Facility plan at 30% design. Staff requested the Commissioners look at the design to get a conceptual agreement prior to moving forward with the civil work. Discussion followed on the drawings presented by Mr. Mendel.

Since there are still some spaces to work out, Commissioners requested staff to do more work on the plan and bring back to them in a workshop for discussion.

***Resolution No. 1021 – 2019-2021 Tree Trimming Contract***

GM Boast presented the resolution for review and discussion. OM Wood went over the results and prior performance of this contractor.

MOTION: Commissioner Rogers motioned to approve Resolution No. 1021 – 2019-2021 Tree Trimming contract to Asplundh Tree Experts.

SECOND: Commissioner O’Leary seconded.

Discussion: None

VOTE: Approved 3-0

***Officer Elections:***

Commissioners implemented officer elections for the next two years and they went as follows:

President: Commissioner Rogers  
Vice President: Commissioner Joe O'Leary  
Secretary: Commissioner Rowbotham

MOTION: Commissioner O'Leary motioned to approve the officer elections.  
SECOND: Commissioner Rowbotham seconded  
Discussion: None  
VOTE: Approved 3-0

***Executive Session:***

Commissioner Rogers called for an executive session at 10:20 a.m. for 30 minutes to discuss:

*(i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.*

Commissioners came out of executive session at 10:50 a.m. and extended for 5 minutes.  
Commissioners came out of executive session at 10:55 a.m.

*Board Action:* Board directed staff to schedule a meeting for February 6, 2019 for a possible executive session to discuss litigation update.

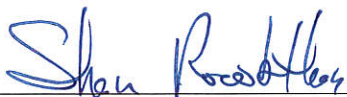
***Pete Sullivan – Washington Federated:***

Mr. Sullivan was present to discuss market updates. He also went over scenarios for personal lines of credits, term loans and bonds.


Commissioner Rowbotham requested staff to begin working on a borrowing scenario for 2019.

**Adjourned at 11:55 a.m.**

ATTEST:

  
\_\_\_\_\_  
Shan Rowbotham, President

  
\_\_\_\_\_  
Joe O'Leary, Secretary

  
\_\_\_\_\_  
Paul Rogers, Vice President