Board of Commissioners Meeting
November 7, 2017
5:00 PM
63 Four Corners Rd. Jefferson County Transit

PUD PUBLIC HEARING

1. CALL TO ORDER
2. PUBLIC HEARING ON BUDGET
   3.1 Rate Hearing Material
   3.2 2018 Budget
3. ADJOURN HEARING UNTIL NOV 21, 2017

PUD REGULAR BOARD MEETING

1. CALL TO ORDER
2. AGENDA APPROVAL
3. ITEMS FROM THE FLOOR
4. APPROVAL AND ADOPTION OF THE CONSENT AGENDA: (Items listed below have been distributed to the Commissioners in advance for study and will be enacted by one motion. If separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Agenda, at a specific time, at the request of any of the Commissioners)
   - 4.1 APPROVAL OF MINUTES
     - 4.1.1 Minutes Special Meeting of October 17, 2017
   - 4.2 CFO REPORT AND APPROVAL OF VOUCHERS
     - 4.2.1 Voucher Certification form with supporting warrant register and payroll
     - 4.2.2 BOC Approval of Voucher approval form
   - 4.3 RESOLUTIONS
     - 4.3.1 Resolution 2017-21 Budget Tax Levy Resolution
     - 4.3.2 Resolution 2017-23 Emergency Declaration
   - 4.4 ACTION ITEMS
     - 4.4.1 2018 Calendar for BOC meetings
   - 4.5 CAB REPORT Not requiring Board Action
   - 4.6 STAFF REPORTS not requiring Board action
     - 4.6.1 HR and Communications Report
   - 4.7 PUD Calendar of upcoming meetings – not requiring Board action
   - 4.8 CORRESPONDENCE not requiring Board action
     - 4.8.1 Arcadia Power
     - 4.8.2 BPA Forcast

   END OF CONSENT AGENDA
5. COMMISSIONER REPORTS

6.0 ACTION ITEMS REQUIRING BOARD DISCUSSION

6.1 AMI Project
6.2 Lot purchase 210 Four Corners Rd.
6.3 Radio Interlocal
6.4 Options from MYCOFF
6.5 Facilities options, including possible action regarding the Union Bank purchase and sale agreement

7. FUTURE ITEMS
   7.1 Mycoff January 22nd and 23rd to review GM candidates
8. ADJOURNMENT

Jefferson County PUD

Rate Hearing – November 1, 2017

Proposed PUD Electrical Rate Schedule for 2018 and 2019

EES Consulting

A registered professional engineering corporation and management consulting firm with offices in the Seattle and Portland metropolitan areas
Telephone (425) 889-2700 Facsimile (425) 889-2725

Agenda

- Presentation by Staff on BOC Recommended Rates
- Questions
- Hearing – Statements from Public
- Close Hearing

Background for Rate Increase

- PUD hired EES Consulting in 2016 to determine Cost of Service for the PUD and to recommend electrical rates.
- PUD published and conducted several workshops over the past few years to develop rates and charges, with 2017 rates adopted in November 2016.
- Original EES Recommendations included rates for 2017 and 2018 to move towards cost-based rates over time. It was not necessary to conduct a new COSA for 2018 as costs by customer class do not change that quickly.
- PUD presented 2018 budget
- 2018 Budget requires overall increase in revenues of $1.6 million or 4.8% for the year.

Goals for 2018 and 2019

- All CIP funded from Rates or Reserves
- Continue funding for Low Income Program
- Move towards TIER Target of 1.8 (Above 1.25 requirement)
- Reflects updated BPA rate projections
- Results in 4.8% Target Rate Increase in 2018
- Increase in 2019?

Proposed Revenues vs Costs

	2017 Budget	2018 Forecast	2019 Forecast
Revenues at Current Rates	$31,537,594	$33,869,494	$35,938,941
Rate Increase	$2,078,195	$1,626,262	$0
Proposed Revenues	$33,615,789	$35,495,756	$35,938,941
Total Purchased Power	$15,733,023	$16,866,606	$17,116,767
O&M/Customer/A&G	$7,838,890	$7,063,067	$7,239,644
Low Income Funding	$500,000	$200,000	$205,000
Total Taxes	$1,918,186	$2,097,711	$2,123,902
Total Interest / Debt Service Expense	$5,986,760	$6,104,079	$5,972,714
Total Other Revenues	($734,756)	($1,117,142)	($734,756)
Revenue Requirement Before CIP	$31,242,103	$31,214,321	$31,923,271
Total CIP Budget	$3,737,500	$5,262,402	$5,096,000
CIP Funded from Rates	$2,373,687	$4,281,435	$4,015,670
CIP Funded from Reserves	$1,363,813	$980,967	$1,080,330
Rate Increase	6.6%	4.8%	0.0%
T.I.E.R.	1.25	1.91	1.69

Rate 7: Residential Rates

- **January 2018 - Change Basic charge to $18.50**
- **April 2018 – Increase energy rates by $0.0022 per kWh**

		Current	Jan-18	Apr-18
Basic		$14.50	$18.50	$18.50
Energy (with taxes)				
Block 1		$0.0860	$0.0860	$0.0882
Block 2		$0.1048	$0.1048	$0.1070
Incremental Rate Increase			2.7%	3.4%
Annual Rate Increase				5.0%

Comparison to Other Residential Rates

	Basic Charge	Bill at 1200 kWh
JPUD Current	$14.50	$128.98
JPUD Proposed	$18.50	$135.62
PSE Current	$7.87	$131.04
PSE Proposed	$9.00	$139.25
Pacific PUD	$18.00	$102.44
Clallam PUD	$28.33	$116.28
Mason 3	$33.46	$125.35
Mason 1	$31.66	$126.35
Sno PUD*	$16.12	$129.78
SCL	$5.05	$144.68
Grays	$39.00	$146.43

Residential Bill Impacts

- Note roughly 25% of bills are below 600 kWh

kWh/mo	Current	Jan 2018	April 2018
Average Bill per Month			
200	$31.70	$35.70	$36.14
600	$66.10	$70.10	$71.42
1200	$128.98	$132.98	$135.62
1500	$160.42	$164.42	$167.72
2000	$212.82	$216.82	$221.22
Percent Impact			
200		12.6%	1.2%
600		6.1%	1.9%
1200		3.1%	2.0%
1500		2.5%	2.0%
2000		1.9%	2.0%

Rate 24: General Service (<50 kW)

- **January 2018 – Increase basic charge to $18.50 (same as residential)**
- **April 2018 – Increase energy rates by $0.0084 per kWh**

		Current	Jan-18	Apr-18
Basic		$17.00	$18.50	$18.50
Energy		$0.0923	$0.0923	$0.1007
Incremental Rate Increase			0.7%	8.3%
Annual Rate Increase				6.7%

Rate 24: General Service Bill Impacts

kWh/mo	Current	Jan 2018	April 2018
Average Bill per Month			
300	$44.69	$46.19	$48.71
800	$90.84	$92.34	$99.06
1750	$178.53	$180.03	$194.73
5,000	$478.50	$480.00	$522.00
10,000	$940.00	$941.50	$1,025.50
Percent Impact			
300		3.4%	5.5%
800		1.7%	7.3%
1750		0.8%	8.2%
5,000		0.3%	8.8%
10,000		0.2%	8.9%

Rate 25: Small Demand General Service (50-350 kW)

- **January 2018 – No Change**
- **April 2018 – Increase demand by $0.50 and energy by $0.0042 per kWh**

		Current	Jan-18	Apr-18
Basic		$60.00	$60.00	$60.00
Demand - All kW		$5.00	$5.00	$5.50
Energy		$0.0810	$0.0810	$0.0852
Incremental Rate Increase			0.0%	6.0%
Annual Rate Increase				3.5%

Rate 25: Small Demand Bill Impacts

kWh/mo	kW	Current	Jan 2018	April 2018
Average Bill per Month				
15,000	49.2	$1,521	$1,521	$1,609
24,840	**81.5**	$2,480	$2,480	$2,625
50,000	163.9	$4,930	$4,930	$5,221
100,000	327.8	$9,799	$9,799	$10,383
Percent Impact				
15,000			0.0%	5.8%
24,840			0.0%	5.9%
50,000			0.0%	5.9%
100,000			0.0%	6.0%

Rate 26: Large Demand General Service (>350 kW)

- **January 2018 – No Change**
- **April 2018 – Increase energy by $0.0037 per kWh**

		Current	Jan-18	Apr-18
Basic		$110.00	$110.00	$110.00
Demand		$9.00	$9.00	$9.00
Energy		$0.0720	$0.0720	$0.0757
Incremental Rate Increase			0.0%	4.2%
Annual Rate Increase				3.0%

Rate 26: Large Demand Bill Impacts

kWh/mo	kW	Current	Jan 2018	April 2018
Average Bill per Month				
180,000	367	$16,373	$16,373	$17,039
270,405	**552**	$24,547	$24,547	$25,548
500,000	1020	$45,290	$45,290	$47,140
Percent Impact				
180,000			0.0%	4.1%
270,405			0.0%	4.1%
500,000			0.0%	4.1%

Rate 31: Primary General Service

- **January 2018 – No Change**
- **April 2018 – Increase demand by $0.25 and energy by $0.0047 per kWh**

		Current	Jan-18	Apr-18
Basic		$300	$300	$300
Demand - All kW		$8.25	$8.25	$8.50
Energy		$0.0700	$0.0700	$0.0747
Incremental Rate Increase			0.0%	5.2%
Annual Rate Increase				3.8%

Rate 31: Primary General Service

kWh/mo	kW	Current	Jan 2018	April 2018
Average Bill per Month				
25,000	111	$2,966	$2,966	$3,111
74,779	333	$8,282	$8,282	$8,716
150,000	668	$16,311	$16,311	$17,183
Percent Impact				
25,000			0.0%	4.9%
74,779			0.0%	5.2%
150,000			0.0%	5.3%

Rate 43: Interruptible Schools

- **January 2018 – No Change**
- **April 2018 – Increase demand by $0.50 and energy by $0.0062 per kWh**

		Current	Jan-18	Apr-18
Basic		$300	$300	$300
Demand - All kW		$5.00	$5.00	$5.50
Energy		$0.0640	$0.0640	$0.0702
Incremental Rate Increase			0.0%	9.4%
Annual Rate Increase				6.1%

Rate 43: Interruptible Schools Bill Impacts

kWh/mo	kW	Current	Jan 2018	April 2018
Average Bill per Month				
50,000	264	$4,820	$4,820	$5,262
100,000	**557**	$9,485	$9,485	$10,384
200,000	1,056	$18,380	$18,380	$20,148
Percent Impact				
50,000			0.0%	9.2%
100,000			0.0%	9.5%
200,000			0.0%	9.6%

Rate 29: Irrigation

- **January 2018 – No Change**
- **April 2018 – Increase energy by $0.0037 per kWh**

		Current	Jan-18	Apr-18
Basic		$30.00	$30.00	$30.00
Energy		$0.0650	$0.0650	$0.0687
Incremental Rate Increase			0.0%	4.7%
Annual Rate Increase				4.7%

Rate 29: Irrigation Bill Impacts

kWh/mo	Current	Jan 2018	April 2018
Average Bill per Month			
100	$36.50	$36.50	$36.87
5,850	$410.25	$410.25	$431.90
9,340	$637.10	$637.10	$671.66
Percent Impact			
100		0.0%	1.0%
5,850		0.0%	5.3%
9,340		0.0%	5.4%

Other Rates/Fees

- **PTP rate increase**
  - **Pass-through of BPA and taxes, will increase as BPA increases**
- **Lighting Rates**
  - **$2.00 per light increase January 2018**

Summary of Rate Increases

	# Customers	Avg kWh / month	Revenues at Current Rates	2018
Rate 7 –Residential	16,758	1,000	$22,040,353	5.0%
Rate 24 -General Service	1,988	1,765	$4,292,999	6.7%
Rate 25 -Small Demand	73	25,024	$2,195,470	3.5%
Rate 26 -Large Demand	3	272,413	$887,594	3.0%
Rate 31 -Large Primary	10	74,779	$993,748	3.8%
Rate 29 –Irrigation	3	3,910	$3,680	4.7%
Rate 43 –Int. Schools	4	106,287	$475,106	6.1%
Street & Hwy Lighting	912	n/a	$187,204	8.8%

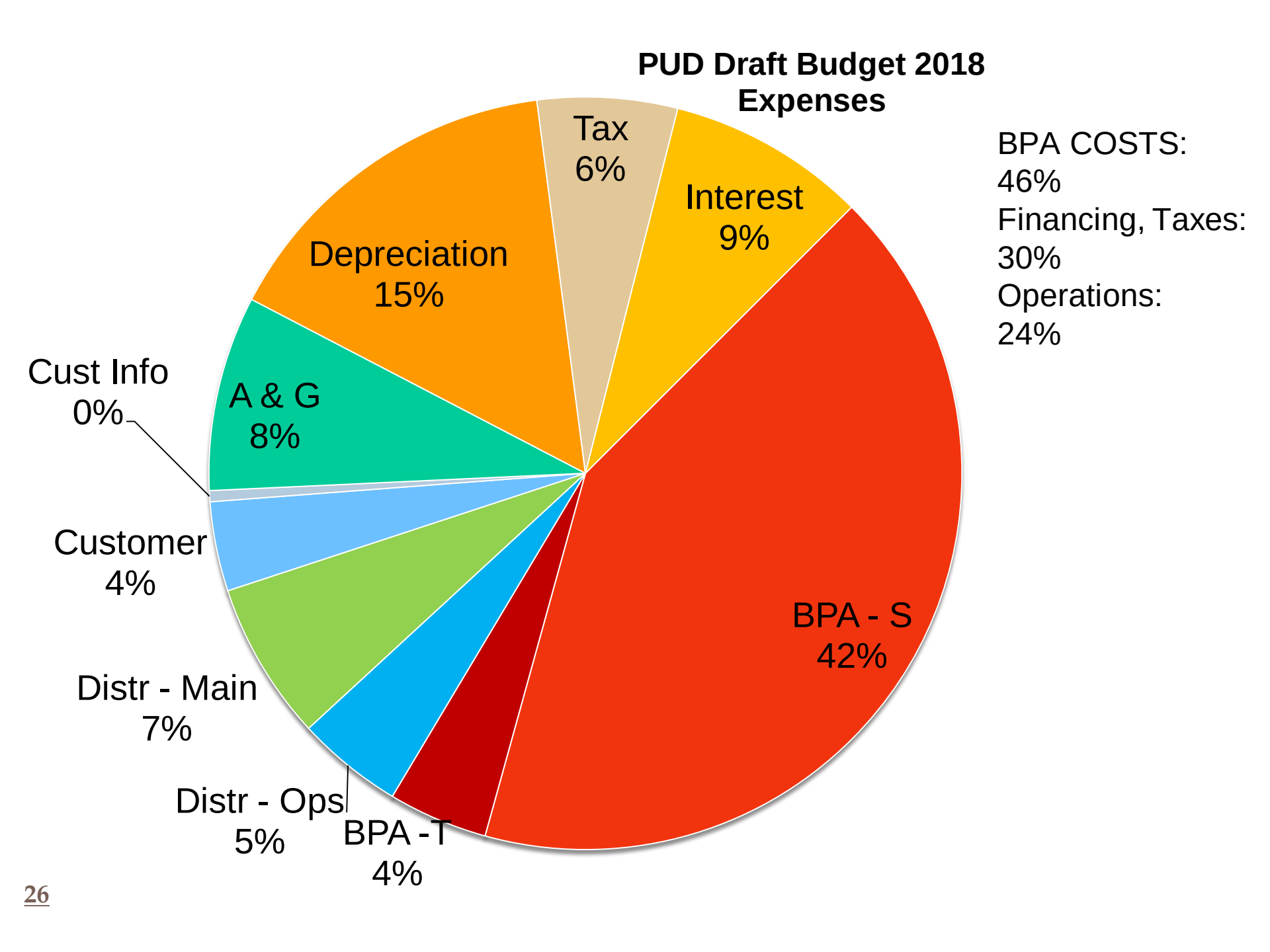
Questions

2018 Budget Proposal

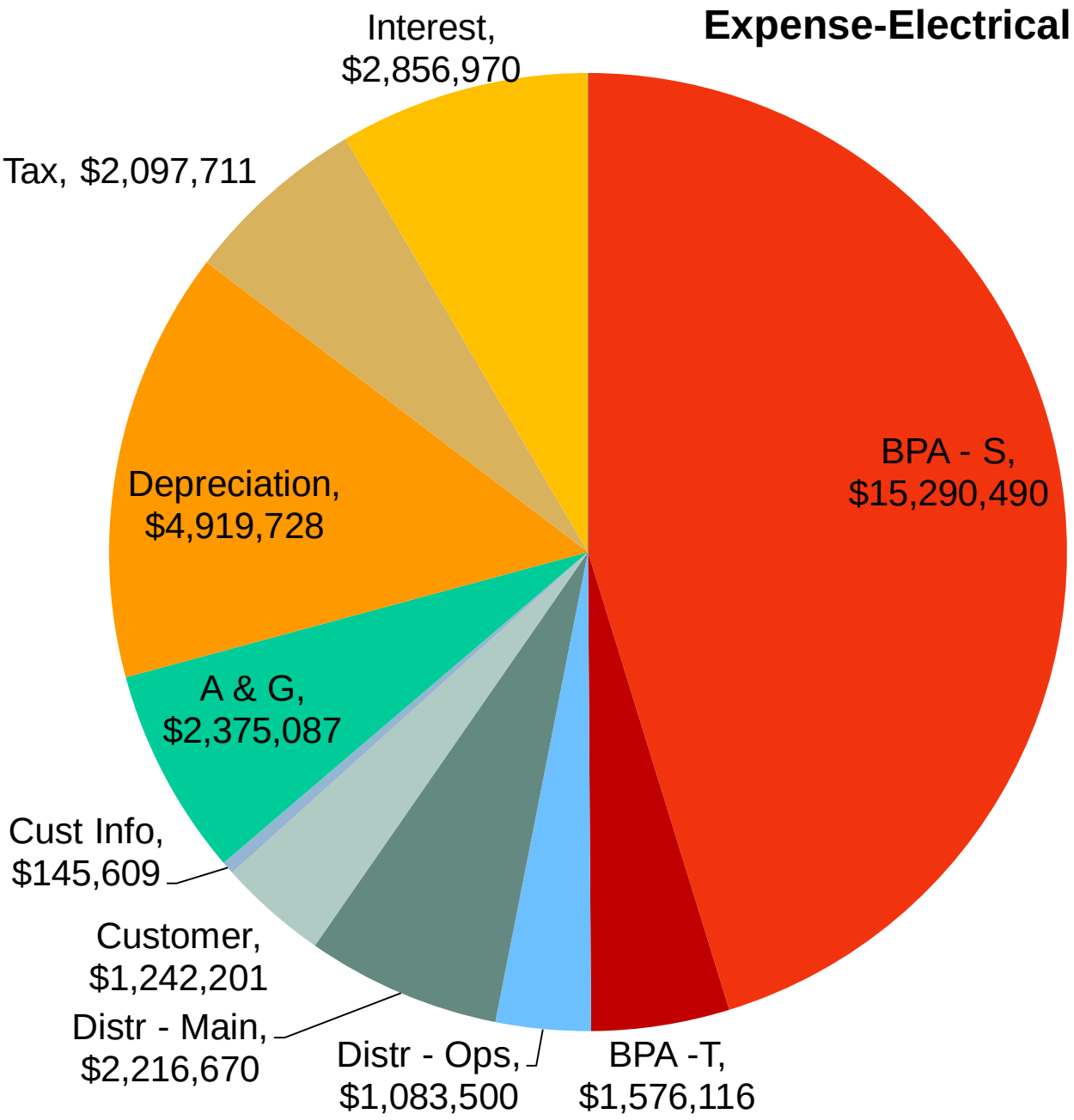
Jefferson County PUD

Jefferson County PUD No. 1 Income Statement

	Actual Jan - July 2017	Budgeted Aug - Dec 2017	2017 Estimated	2017 Budget	2018 Budget
COMBINED					
1. Operating Revenue	23,655,865	14,169,922	37,825,787	36,318,587	37,782,974
3. Cost of Purchased Power	8,594,675	5,578,248	14,172,923	14,152,530	15,413,667
4. Transmission Expense	1,050,162	785,177	1,835,339	1,910,034	1,576,116
6. Distribution Expense - Operation	696,794	616,777	1,313,571	1,460,040	1,687,809
7. Distribution Expense - Maintenance	828,063	1,216,883	2,044,946	2,912,508	2,506,739
8. Customer Accounts Expense	788,681	591,805	1,380,486	1,413,390	1,418,676
9. Customer Service and Informational Expense	48,331	67,934	116,265	161,454	174,619
11. Administrative and General Expense	1,435,768	1,117,834	2,553,602	2,716,041	3,089,904
13. Depreciation & Amortization Expense	3,350,477	2,223,768	5,574,245	5,337,053	5,640,147
15. Tax Expense - Other	1,364,683	792,436	2,157,119	2,026,933	2,216,361
16. Interest on Long-Term Debt	1,880,568	1,386,903	3,267,471	3,302,046	3,154,357
19. Other Deductions	4,540	208,331	212,871	500,000	0
20. Total Cost of Utility Service	20,042,742	14,586,096	34,628,837	35,892,029	36,878,395
21. Operating Margins (Loss)	3,613,123	(416,174)	3,196,950	426,558	904,579
25. Non-Operating Margins (Loss)	1,331,449	476,310	1,807,759	1,124,284	2,160,975
29. Net Margins (Loss)	4,944,573	60,136	5,004,709	1,550,842	3,065,554
Less Construction Projects			0	4,002,760	4,745,402
Less General Plant Purchases				1,025,700	977,000
Less Principal on Long Term Debt			3,967,422	3,981,419	4,018,985
Add'l Interest Paid on Long Term Debt			127,696	3,162	7,635
Principal Received on LUDs			(370,000)	(509,474)	(442,966)
Add Depreciation (non-cash)			(5,574,245)	(5,337,053)	(5,640,147)
Total Cash Expenditures/Cash Outflow			(1,849,127)	3,166,514	3,665,908
Borrowing			0	0	0
Net Cash Inflow/(Outflow)			6,853,836	(1,615,672)	(600,354)

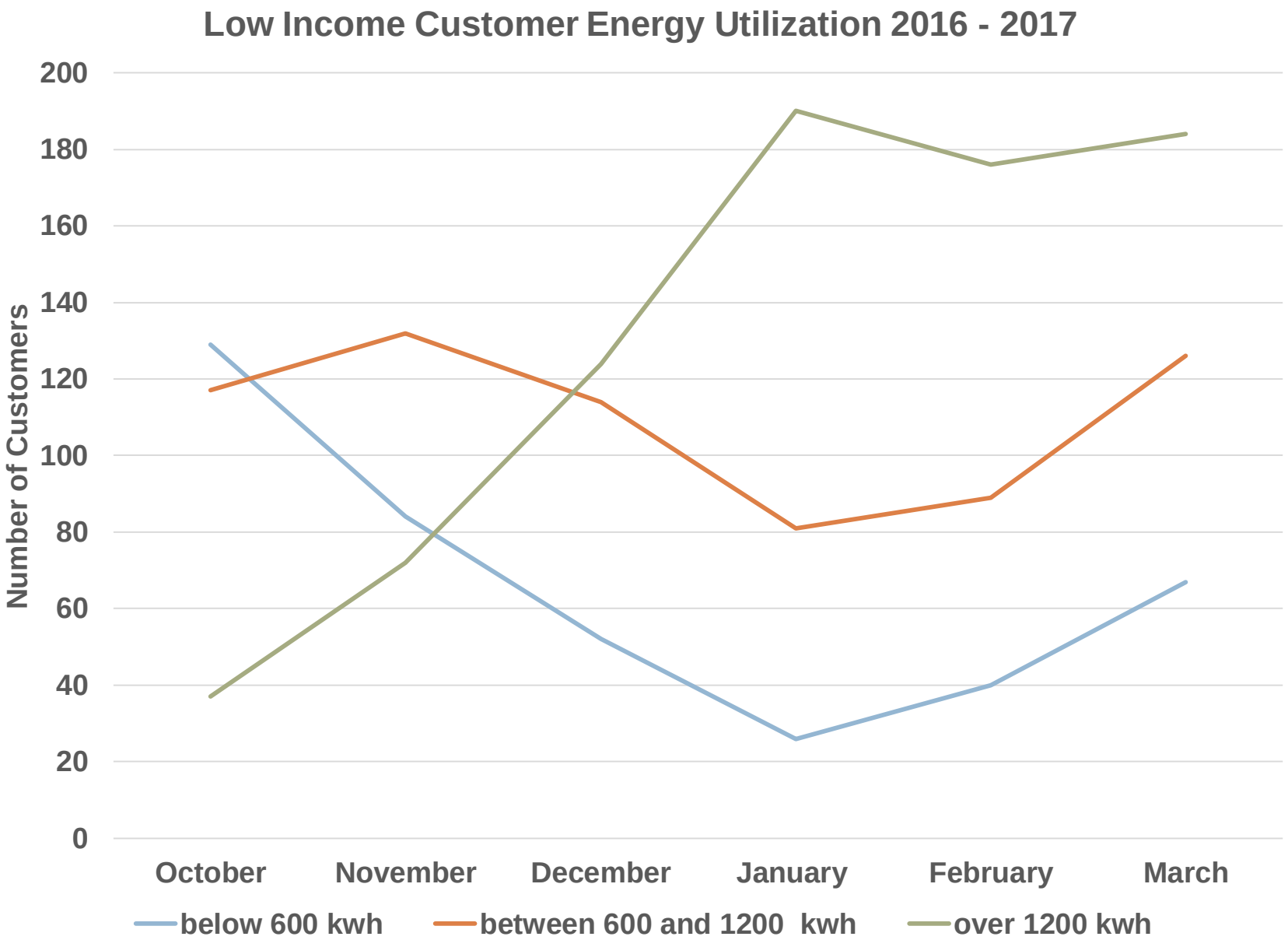

PUD Draft Budget 2018
Expenses
Tax
6%
Interest
9%
Depreciation
15%
Cust Info
0%
A & G
8%
Customer
4%
BPA - S
42%
Distr - Main
7%
Distr - Ops
5%
BPA -T
4%
BPA COSTS:
46%
Financing, Taxes:
30%
Operations:
24%

ELECTRIC	Actual Jan - July 2017	Budgeted Aug - Dec 2017	2017 Estimated	2017 Budget	2018 Budget
1. Operating Revenue	22,453,945	13,243,626	35,697,571	34,163,505	35,554,562
Rate Adjustment to Operating Revenues included					659,307
3. Cost of Purchased Power	8,530,960	5,521,759	14,052,719	14,032,759	15,290,490
4. Transmission Expense	1,050,162	785,177	1,835,339	1,910,034	1,576,116
6. Distribution Expense - Operation	416,066	418,116	834,182	986,669	1,083,500
7. Distribution Expense - Maintenance	662,800	1,117,361	1,780,161	2,674,162	2,216,670
8. Customer Accounts Expense	714,313	522,860	1,237,173	1,248,986	1,242,201
9. Customer Service and Informational Expense	48,272	55,958	104,230	133,002	145,609
11. Administrative and General Expense	1,142,713	789,866	1,932,580	1,939,345	2,375,087
13. Depreciation & Amortization Expense	2,936,348	1,944,544	4,880,892	4,666,900	4,919,728
15. Tax Expense - Other	1,305,586	745,682	2,051,268	1,918,186	2,097,711
16. Interest on Long-Term Debt	1,706,059	1,242,874	2,948,933	2,950,620	2,856,970
19. Other Deductions (low income program)	4,540	208,331	212,871	500,000	0
20. Total Cost of Electric Service	18,517,819	13,352,528	31,870,347	32,960,663	33,804,082
21. Operating Margins (Loss)	3,936,126	(108,902)	3,827,224	1,202,842	1,750,480
25. Non-Operating Margins (Loss)	807,934	154,685	962,619	371,244	858,336
29. Net Electric Margins (Loss)	4,744,060	45,783	4,789,843	1,574,086	2,608,816
Less Construction Projects			0	3,747,760	4,285,402
Less General Plant Purchases				960,700	977,000
Less Principal on Long Term Debt			3,157,439	3,157,438	3,247,109
Add'l Interest Paid on Long Term Debt			117,540	1	0
Add Depreciation (non-cash)			(4,880,892)	(4,666,900)	(4,919,728)
Total Cash Expenditures/Cash Outflow			(1,605,914)	3,198,999	3,589,783
Borrowing			0		0
Net Cash Inflow/(Outflow)			6,395,757	(1,624,913)	(980,967)
TIER (Goal of 1.25)	3.78		2.62	1.53	1.91
DSC (Goal of 1.25)	2.97		2.03	1.50	1.70


Expense-Electrical
Interest, $2,856,970
Tax, $2,097,711
Depreciation, $4,919,728
A & G, $2,375,087
Cust Info, $145,609
Customer, $1,242,201
Distr - Main, $2,216,670
Distr - Ops, $1,083,500
BPA -T, $1,576,116
BPA - S, $15,290,490

WATER	Actual Jan - July 2017	Budgeted Aug - Dec 2017	2017 Estimated	2017 Budget	2018 Budget
1. Operating Revenue	1,201,638	926,281	2,127,919	2,154,878	2,228,100
3. Cost of Purchased Power Production	63,715	56,489	68,526	119,771	123,177
6. Distribution Expense - Operation	280,729	198,661	479,390	473,371	604,309
7. Distribution Expense - Maintenance	165,263	99,522	264,785	238,346	290,069
8. Customer Accounts Expense	74,368	68,945	143,313	164,404	176,475
9. Customer Service and Informational Expense	60	11,976	12,036	28,452	29,010
11. Administrative and General Expense	193,198	172,786	365,984	413,622	577,361
13. Depreciation & Amortization Expense	414,128	279,224	693,352	670,153	720,419
15. Tax Expense - Other	59,097	46,754	105,851	108,747	118,650
16. Interest on Long-Term Debt	132,740	114,721	247,461	281,091	233,319
20. Total Cost of Water Service	1,383,297	1,049,078	2,380,697	2,497,957	2,872,788
21. Operating Margins (Loss)	(181,659)	(122,797)	(252,778)	(343,079)	(644,688)
25. Non-Operating Margins (Loss)	209,309	89,215	298,524	214,116	637,284
29. Net Water Margins (Loss)	27,649	(33,582)	45,745	(128,963)	(7,404)
Less Construction Projects			0	255,000	460,000
Less General Plant Purchases				65,000	0
Less Principal on Long Term Debt			716,612	722,372	664,000
Add'l Interest Paid on Long Term Debt			10,156	3,161	7,635
Principal & Interest Received on LUDs			(370,000)	(509,474)	(442,966)
Add Depreciation (non-cash)			(693,352)	(670,153)	(720,419)
Total Cash Expenditures/Cash Outflow			(336,585)	(134,094)	(31,750)
Borrowing			0	0	0
Net Cash Inflow/(Outflow)			382,330	5,131	24,346

GENERAL FUND	Actual Jan - July 2017	Budgeted Aug - Dec 2017	2017 Estimated	2017 Budget	2018 Budget
1. Operating Revenue	282	15	297	204	312
11. Administrative and General Expense	99,857	155,181	255,038	363,074	137,456
13. Depreciation & Amortization Expense					
15. Tax Expense - Other					
16. Interest on Long-Term Debt	41,769	29,308	71,077	70,335	64,068
19. Other Deductions					
20. Total Cost	141,625	184,489	326,115	433,409	201,524
21. Operating Margins (Loss)	(141,343)	(184,474)	(325,818)	(433,205)	(201,212)
25. Non-Operating Margins (Loss)	314,206	232,410	546,616	538,924	665,355
29. Net Margins (Loss)	172,863	47,936	220,799	105,719	464,143
Less Principal on Long Term Debt			93,372	101,609	107,876
Borrowing			0	0	0
Net Cash Inflow/(Outflow)			127,427	4,110	356,267


Low Income Customer Energy Utilization 2016 - 2017
Number of Customers
200
180
160
140
120
100
80
60
40
20
0
October
November
December
January
February
March
below 600 kwh
between 600 and 1200 kwh
over 1200 kwh

Impact of Increasing Base Rate Only

Case 1- Increase Base Only	2017	2018A	2018B	2018C @1500 kw/m
Base Rate	$14.50	$16.50	$20.00	$20.00
1st Tier 600@ .08600	$51.60	$51.60	$51.60	$51.60
2nd Tier 600 @ .10480	$62.88	$62.88	$62.88	$94.32
Monthly Rate	$128.98	$130.98	$134.48	$165.92
annual yield	$30,955,200.00	$31,435,200.00	$32,275,200.00	$39,820,800.00

Increase Base Rate with 5% Consumption Increase

Case 2- Increase Base & Consumption	2017	2018	2019	2018C @1500 kw/m
Base Rate	$14.50	$16.50	$20.00	$20.00
1st Tier 600 @ .0903 (5% increase)	$51.60	$54.18	$54.18	$54.18
2nd Tier 600 @ .11004 (5% increase)	$62.88	$66.02	$66.24	$99.04
Monthly Rate	$128.98	$136.70	$140.42	$173.22
annual yield	$30,955,200.00	$32,808,960.00	$33,700,800.00	$41,571,840.00

Increase Consumption Annually by 5%

Case 3- Increase Consumption Only	2017	2018	2019	2019 @1500 kw/m
Base Rate	$14.50	$14.50	$14.50	$14.50
1st Tier 600@ .08600, .090300, .094815 (5%/year)	$51.60	$54.18	$56.89	$56.89
2nd Tier 600@ .10480 .11004, .1155420 (5%/year)	$62.88	$66.02	$69.33	$103.99
Monthly Rate	$128.98	$134.70	$140.71	$175.38
annual yield	$30,955,200.00	$32,328,960.00	$33,771,408.00	$42,090,432.00

Increase Consumption Annually 5%, 3 Tiers

Case 4 Increase Consumption Only 3 Tiers	2017	2018	2019
Base Rate	$14.50	$14.50	$14.50
1st Tier 600@ .08600, .090300, .094815 (5%)	$51.60	$54.18	$56.89
2nd Tier 600@ .10480 .11004, .1155420 (5%)	$62.88	$66.02	$69.33
3rd Tier 300@ .1257600, .1320480, .1386504 (5%)	$37.73	$39.61	$41.60
Monthly Rate	$166.71	$174.32	$182.31
annual yield	$40,009,920.00	$41,836,416.00	$43,754,236.80

Jefferson County PUD No. 1
Income Statement

	2017 Estimated	2017 Budget	2018 Budget
COMBINED			
1. Operating Revenue	37,825,787	36,318,587	37,782,974
3. Cost of Purchased Power	14,172,923	14,152,530	15,413,667
4. Transmission Expense	1,835,339	1,910,034	1,576,116
6. Distribution Expense - Operation	1,313,571	1,460,040	1,687,809
7. Distribution Expense - Maintenance	2,044,946	2,912,508	2,506,739
8. Customer Accounts Expense	1,380,486	1,413,390	1,418,676
9. Customer Service and Informational Expense	116,265	161,454	174,619
11. Administrative and General Expense	2,553,602	2,716,041	3,089,904
13. Depreciation & Amortization Expense	5,574,245	5,337,053	5,640,147
15. Tax Expense - Other	2,157,119	2,026,933	2,216,361
16. Interest on Long-Term Debt	3,268,763	3,302,046	3,154,357
19. Other Deductions	212,871	500,000	0
20. Total Cost of Utility Service	34,630,129	35,892,029	36,878,395
21. Operating Margins (Loss)	3,195,658	426,558	904,579
25. Non-Operating Margins (Loss)	1,807,759	1,124,284	2,084,975
29. Net Margins (Loss)	5,003,417	1,550,842	2,989,554
Less Construction Projects	4,994,517	4,002,760	4,745,402
Less General Plant Purchases	422,569	1,025,700	977,000
Less Principal on Long Term Debt	3,967,422	3,981,419	4,018,985
Add'l Interest Paid on Long Term Debt	10,156	3,162	7,635
Principal Received on LUDs	(370,000)	(509,474)	(442,966)
Add Depreciation (non-cash)	(5,574,245)	(5,337,053)	(5,640,147)
Total Cash Expenditures/Cash Outflow	3,450,419	3,166,514	3,665,908
Borrowing	0	0	0
Net Cash Inflow/(Outflow)	1,552,998	(1,615,672)	(676,354)

Jefferson County PUD No. 1
Income Statement

	2017 Estimated	2017 Budget	2018 Budget
ELECTRIC			
1. Operating Revenue	35,697,571	34,163,505	35,554,562
3. Cost of Purchased Power	14,052,719	14,032,759	15,290,490
4. Transmission Expense	1,835,339	1,910,034	1,576,116
6. Distribution Expense - Operation	834,182	986,669	1,083,500
7. Distribution Expense - Maintenance	1,780,161	2,674,162	2,216,670
8. Customer Accounts Expense	1,237,173	1,248,986	1,242,201
9. Customer Service and Informational Expense	104,230	133,002	145,609
11. Administrative and General Expense	1,932,580	1,939,345	2,375,087
13. Depreciation & Amortization Expense	4,880,892	4,666,900	4,919,728
15. Tax Expense - Other	2,051,268	1,918,186	2,097,711
16. Interest on Long-Term Debt	2,950,225	2,950,620	2,856,970
19. Other Deductions (low income program)	212,871	500,000	0
20. Total Cost of Electric Service	31,871,639	32,960,663	33,804,082
21. Operating Margins (Loss)	3,825,932	1,202,842	1,750,480
25. Non-Operating Margins (Loss)	962,619	371,244	858,336
29. Net Electric Margins (Loss)	4,788,551	1,574,086	2,608,816
Less Construction Projects	4,907,864	3,747,760	4,285,402
Less General Plant Purchases	321,104	960,700	977,000
Less Principal on Long Term Debt	3,157,439	3,157,438	3,247,109
Add'l Interest Paid on Long Term Debt	(0)	1	0
Add Depreciation (non-cash)	(4,880,892)	(4,666,900)	(4,919,728)
Total Cash Expenditures/Cash Outflow	3,505,514	3,198,999	3,589,783
Borrowing	0		0
Net Cash Inflow/(Outflow)	1,283,037	(1,624,913)	(980,967)
TIER (Goal of 1.25)	2.62	1.53	1.91
DSC (Goal of 1.25)	2.07	1.50	1.70

Jefferson County PUD No. 1
Income Statement

	2017 Estimated	2017 Budget	2018 Budget
WATER			
1. Operating Revenue	2,127,919	2,154,878	2,228,100
3. Cost of Purchased Power Production	68,526	119,771	123,177
6. Distribution Expense - Operation	479,390	473,371	604,309
7. Distribution Expense - Maintenance	264,785	238,346	290,069
8. Customer Accounts Expense	143,313	164,404	176,475
9. Customer Service and Informational Expense	12,036	28,452	29,010
11. Administrative and General Expense	365,984	413,622	577,361
13. Depreciation & Amortization Expense	693,352	670,153	720,419
15. Tax Expense - Other	105,851	108,747	118,650
16. Interest on Long-Term Debt	247,461	281,091	233,319
20. Total Cost of Water Service	2,380,697	2,497,957	2,872,788
21. Operating Margins (Loss)	(252,778)	(343,079)	(644,688)
25. Non-Operating Margins (Loss)	298,524	214,116	637,284
29. Net Water Margins (Loss)	45,745	(128,963)	(7,404)
Less Construction Projects	86,653	255,000	460,000
Less General Plant Purchases	101,465	65,000	0
Less Principal on Long Term Debt	716,612	722,372	664,000
Add'l Interest Paid on Long Term Debt	10,156	3,161	7,635
Principal & Interest Received on LUDs	(370,000)	(509,474)	(442,966)
Add Depreciation (non-cash)	(693,352)	(670,153)	(720,419)
Total Cash Expenditures/Cash Outflow	(148,467)	(134,094)	(31,750)
Borrowing	0	0	0
Net Cash Inflow/(Outflow)	194,212	5,131	24,346

Jefferson County PUD No. 1
Income Statement

	2017 Estimated	2017 Budget	2018 Budget
GENERAL FUND			
1. Operating Revenue	297	204	312
11. Administrative and General Expense	255,038	363,074	137,456
13. Depreciation & Amortization Expense			
15. Tax Expense - Other			
16. Interest on Long-Term Debt	71,077	70,335	64,068
19. Other Deductions			
20. Total Cost	326,115	433,409	201,524
21. Operating Margins (Loss)	(325,818)	(433,205)	(201,212)
25. Non-Operating Margins (Loss)	546,616	538,924	589,355
29. Net Margins (Loss)	220,799	105,719	388,143
Less Principal on Long Term Debt	93,372	101,609	107,876
Borrowing	0	0	0
Net Cash Inflow/(Outflow)	127,427	4,110	280,267

Board of Commissioners Meeting
November 7, 2017
5:00 PM
Jefferson Transit Board Room

PUD PUBLIC HEARING

1. CALL TO ORDER
2. PUBLIC HEARING ON BUDGET
3. REVIEW OF RATE HEARING MATERIAL
   3.1 Rate Hearing Material
   3.2 2018 Budget
4. ADJOURN MEETING UNTIL NOV 21, 2017

PUD REGULAR BOARD MEETING

1. CALL TO ORDER
2. AGENDA APPROVAL
3. ITEMS FROM THE FLOOR
4. APPROVAL AND ADOPTION OF THE CONSENT AGENDA: (Items listed below have been distributed to the Commissioners in advance for study and will be enacted by one motion. If separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Agenda, at a specific time, at the request of any of the Commissioners)
   - 4.1 APPROVAL OF MINUTES
     - 4.1.1 Minutes for the Public Hearing and Regular Mtg October 17, 2017
   - 4.2 CFO REPORT AND APPROVAL OF VOUCHERS
     - 4.2.1 Voucher certification form with supporting warrant register & payroll
     - 4.2.2 BOC Approval of Voucher approval form
   - 4.3 RESOLUTIONS
     - 4.3.1 Resolution 2017-21 Budget Tax Levy Resolution
     - 4.3.2 Resolution 2017-23 Emergency Declaration
   - 4.4 ACTION ITEMS
     - 4.4.1 2018 Calendar for BOC meetings
   - 4.5 CAB REPORT not requiring Board action
   - 4.5 STAFF REPORTS not requiring Board action
     - 4.6.1 HR Report
   - 4.7 PUD Calendar of upcoming meetings – not requiring Board action
   - 4.8 CORRESPONDENCE not requiring Board action
     - 4.8.1 Arcadia Power
     - 4.8.2 BPA Forecast

END OF CONSENT AGENDA

5. COMMISSIONER REPORTS
   - 5.1 Commissioner Randall
   - 5.2 Commissioner Collins
   - 5.3 Commissioner King
6. ACTION ITEMS REQUIRING BOARD DISCUSSION
   - 6.1 AMI Project
   - 6.2 Lot purchase 210 Four Corners
   - 6.3 Radio Interlocal
   - 6.4 Options from MYCOFF

6.5 Discussion on Facilities

7. FUTURE ITEMS
   Mycoff – January 22nd and 23rd to review GM candidates
8. SIGNING DOCUMENTS
9. ADJOURNEMENT

PUBLIC UTILITY DISTRICT NO. 1
of Jefferson County

October 17, 2017

Public Hearing and
Regular PUD Board Meeting

Draft Minutes

The Public Hearing of the Public Utility District No. 1 of Jefferson County (PUD) was called to order by the President of the Board of Commissioners (Board) at 5:03 p.m. at the Jefferson County Transit Administration office at 63 Four Corners Road, Port Townsend, Washington, 98368. Present:

Commissioner Kenneth Collins, President
Commissioner Jeff Randall, Vice President
Commissioner Wayne King, Secretary (calling in)

Kevin Streett, Assistant General Manager
Debbie Lund, Human Resources and Communications Manager
Bill Graham, Resource and Conservation Manager
Tammy Lehman, Interim Financial Officer
Kim Younger, Controller
Richard Hughes, General Counsel
Will O'Donnell, Communications Manager
Don McDaniel, Consultant

Cammy Brown, Recorder

---

1. CALL TO ORDER:

Commissioner Kenneth Collins called the public hearing on the Jefferson County PUD Budget for 2018 to order at 5:03 pm. Purpose of the hearing was to take any testimony and answer any questions from the public on the budget and then to relocate. No action is planned.

2. PUBLIC HEARING ON BUDGET:

Kevin Street, Assistant General Manager, makes a statement that the Jefferson County PUD has engaged EES to help with the rate increases. They came back with some numbers. There was a little bit of difference between what they are recommending and some of the numbers the PUD had and so there may be some adjustments on the rates where they would be possibly going down or reallocating between a couple of groups.

Commissioners took and responded to questions from the public.

3. ADJOURN MEETING UNTIL November 7, 2017:

Hearing was adjourned at 5:07 p.m.

PUD REGULAR BOARD MEETING

1. CALL TO ORDER:

The October 17, 2017, Regular Meeting of the Jefferson County PUD was called to order by Commissioner Kenneth Collins at 5:08 p.m.

2. AGENDA APPROVAL: The following corrections and/or additions were made:

- Update on NoaNet and Telecom position. Put under Agenda Action Item No. 6.5 for discussion only.
- Newsletter – Add under Action Items 6.6 for discussion.

MOTION: Commissioner Jeff Randall moved to approve the agenda as amended, seconded by Commissioner Kenneth Collins. Motion carried unanimously.

3. ITEMS FROM THE FLOOR

There was some inquiry regarding the hiring of personnel to look at the fire hydrants. All fire hydrants have been opened and flushed. There was some discussion on the PUD charging nominal rates for maintaining the hydrants. The PUD is looking at many options. It was mentioned that the PUD should be looking at this situation in every system.

4. APPROVAL AND ADOPTION OF THE CONSENT AGENDA:

Remove from consent agenda:

4.1.1 September 25, 2017 Special Meeting Budget Workshop – changes to minutes

4.1.2 October 2, 2017 BOC Regular Meeting – changes to minutes

4.3.1 Budget Resolution 2017-21 remove and put under Agenda Item 6.7.

MOTION: Commissioner Kenneth Collins moved to approve the consent agenda as amended, seconded by Commissioner Jeff Randall. Motion carried unanimously.

4.1 APPROVAL OF MINUTES

Removed and added under discussion items.

4.2 CFO REPORT AND APPROVAL OF VOUCHERS

4.2.1 Finance Director's Report – approved.

4.2.2 BOC Approval of Voucher approval form:

PENDING INVOICES OVER $100,000 TO BE APPROVED:

KempWest	Invoice #	18723	$ 189,650.00

PAYMENTS TO BE APPROVED:

Warrants		**Amount**	**Date**
Accounts Payable:	# 115136 to # 115169	$ 331,822.80	9/28/2017
Accounts Payable:	# 115170 to # 115308	$ 534,449.72	10/05/2017

Payroll Checks:	# 70360 to # 70365	$ 9,067.01	10/06/2017
Payroll Direct Deposit:		$ 87,026.30	10/06/2017
	TOTAL INVOICES PAID	**$ 962,365.83**	
	WIRE TRANSFERS PAID	**AMOUNT**	**DATE**
	USDA/RUS Loan	$ 1,527,904.42	9/29/2017
GRAND TOTAL		**$ 2,490,270.25**	

4.3 RESOLUTIONS:

4.3.1 2017-21 Budget Resolution removed and put under Agenda Item 6.

4.4 ACTION ITEMS:

4.4.1 Approve Bid Document for tree trimming on Oak Bay Road.
4.4.2 Approve Utilibiz, Tammy Lehman Contract

4.5 CAB REPORT not requiring Board action

4.5.1 CAB Report

4.6 STAFF REPORTS not requiring Board action

4.6.1 HR Report

4.6.2 September Work Orders

4.6.3 Manager's Report

4.7 PUD Calendar of upcoming meetings – not requiring Board action

4.8 CORRESPONDENCE not requiring Board action.

5. COMMISSIONERS' REPORTS: Commissioners gave their reports.

Commissioner Wayne King:

Reporting from California via conference call. He and Kevin Streett had a meeting with Jefferson County Transit and toured the facility.

Commissioner Jeff Randall:

- October 16 — Attended subcommittee meeting of CAB looking at low income energy assistant programs. Representatives of St.Vincent De Paul will join our next meeting.
  Met new Communications Manager. Met with Kevin to discuss proposed new meters.
- October 25 — Group on meters will hold screening of Take Back Your Power movie.

Commissioner Kenneth Collins:

- October 3 — Conference call with attorney

- October 4 — Attended Special Energy 20/20 Meeting with representatives from SMOG (Smart Meter Objectors Group
- October 9 — Attended CAB meeting
- October 18 — Will be attending meeting in Olympia as member of the PUD Association Budget Committee
- October 19 — Going up to Orcas Island and get information in expanding High speed broadband for people living there
- October 24 – 26 — Will attend Energy Northwest Board meeting
- October 30 — Will attend hearing on Smart Meters
- November 1 — Will attend hearing on PUD rates
- November 2 — Will attend PURMS semi-annual board meeting
- November 3 — Will attend special meetings on Facilities and Governance

6. ACTION ITEMS REQUIRING BOARD DISCUSSION:

6.1 Opt out Form: Assistant General Manager Kevin Streett went over changes in form. This is for discussion item only. A suggestion was made to look at Mason County's AMI Project. Suggestion was made to have pictures and diagrams available for public to better understand process.

6.2 Opt out Policy: There were suggestions to grammatical changes on form. Kevin Streett went over policy.

6.3 Discussion on review to hire Mycoff for GM Selection: Consultant Don McDaniel reports.

MOTION: Commissioner Jeff Randall made the motion to approve Mycoff as the search firm for the General Manager position. Commissioner Wayne King seconded the motion. Motion carried unanimously.

6.4 Rate Review Update – Kevin Street: Kevin Streett reports. He will have recommendations on November 1.

Changes to minutes:

4.1.1 September 25, 2017 Special Meeting Budget Workshop –
Page 3 "Collings" should be Collins.

4.1.2 October 2, 2017 BOC Regular Meeting – changes to minutes
Page 6 – signature lines printed out double – need to be corrected
Page 6 Kenneth Collins – Vice President – should be President

MOTION: Commissioner Jeff Randall moved to approve changes to minutes. Commissioner Wayne King seconded the motion. Motion to approve carried unanimously.

6.5 NoaNet: Discussion took place on Telecom position and future of NoaNet. PUD is not intending to do additional hiring for the position of Telecom Direction. Responsibilities that Telecom Manager was doing are being covered in-house until the end of the year. Future meeting will be set later.

6.6 Newsletter: Discussion took place on the distribution of the newsletter to all residents in Jefferson County – not just subscribers to newspapers. Kevin Streett will work with the Communications Director to get pricing and distribution information and make a presentation at next meeting. Commissioners agreed that the PUD would like to have this creatively done in a cost effective manner that would reach their entire customer base.

Meeting was interrupted at 6:55 pm. Commissioner Wayne King's conference call ended unexpectedly. Call was re-established by 6:58 pm.

6.7 Resolution 2017-21: Commissioner Jeff Randall made a presentation to clarify the changes he would like made on the resolution regarding property tax and bank capacity. Changes will be made and resolution will be presented at next Board meeting for approval.

7. FUTURE ITEMS: The following were added as future items:

- Property by substation – discussion to purchase as a buffer
- Newsletter update
- Surplus real estate property
- PURMS Operations Meeting (Cyber Security too)
- October 30, 2017 – 5:00 p.m. Meeting – AMI Project
- November 1 – Rate Hearing – Fire Station
- November 3 – 10:00 a.m. Special PUD Meeting on Facilities
- November 3 – 2:00 p.m. Special PUD Workshop on Governance
- November 7 – Regular PUD Meeting
- November 21 – Regular PUD Meeting

BREAK - Signing documents: There was a short break so that any documents that needed to be signed would be done in a public meeting format.

Commissioner Wayne King signed off on the conference call during the signing of the documents.

8. ADJOURNMENT:

MOTION: Commissioner Jeff Randall made a motion to adjourn the October 17, 2017, Regular Meeting of the Jefferson County PUD and Commissioner Kenneth Collins seconded the motion. Motion carried unanimously.

Meeting was adjourned at 7:15 p.m.

Minutes prepared by
Cammy Brown, PUD Recorder

Approved:

_____ _____
Commissioner Kenneth Collins, President Date

Attest:

_____ _____
Commissioner Jeff Randall, Vice President Date

_____ _____
Commission Wayne King, Secretary Date

Please note PUD Citizen Advisory Board meetings are audio recorded and posted to the PUD website at www.jeffpud.org, usually within 1-2 business days of each meeting. If you experience any difficulty accessing a particular recording, you may call 360.385.5800 for assistance. Jefferson PUD provides reasonable accommodations to persons with disabilities. We invite any person with special needs to contact our staff at 360.385.8351 at least 24 hours before the meeting to discuss any special accommodations.

VOUCHER CERTIFICATION FORM

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against Public Utility District No. 1 of Jefferson County, and that I am authorized to authenticate and certify to said claims, and I, the undersigned, do hereby certify under penalty of perjury that claims for employee and commissioner expenses are just, due, and unpaid obligations against Public Utility District No. 1 of Jefferson County.

Signed: _____ 11/1/17
Tammy Lehman, interim Financial Director / District Auditor — Date

VOUCHER CLAIM FORMS FOR INVOICES PAID:

	WARRANTS				AMOUNT	DATE
Accounts Payable:	# 115309	to	# 115345	$	246,059.01	10/12/2017
Accounts Payable:	# 115346	to	# 115422	$	763,299.32	10/19/2017
Accounts Payable:	# 115423	to	# 115452	$	68,194.07	10/26/2017
Payroll Checks:	# 70366	to	# 70372	$	11,162.66	10/20/2017
Payroll Direct Deposit:				$	82,774.86	10/20/2017

TOTAL INVOICES PAID **$1,171,489.92**

WIRE TRANSFERS PAID		**AMOUNT**	**DATE**
BPA	$	961,935.00	10/13/2017

GRAND TOTAL **$2,133,424.92**

VOIDED WARRANTS

115180	$	700.00
115441	$	0.40

Accounts Payable
Check Register

10/10/2017 To 11/01/2017

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
115180	10/05/2017	CHK	9999	CATHY HOLTMAN	ENERGY CONSERVATION REBATE		700.00VOID
115309	10/12/2017	CHK	10012	ALTEC INDUSTRIES, INC	PLIERS		26.94
					WAREHOUSE TOOLS		50.47
					WAREHOUSE TOOLS		50.46
						Total for Check/Tran - 115309:	127.87
115310	10/12/2017	CHK	10447	ANIXTER INC.	STANDOFF BRACKET 15", SPLICE SHORT&		549.69
					SIDEBY #5		75.21
						Total for Check/Tran - 115310:	624.90
115311	10/12/2017	CHK	10018	ASSOCIATED PETROLEUM PRODUCTS I	CUST#01-7500239 DIESEL & GASOLINE		14,886.76
115312	10/12/2017	CHK	10023	BANK OF AMERICA - FEES	BANK FEES 3RD QTR		2,371.97
					BANK FEES 3RD QTR		485.82
						Total for Check/Tran - 115312:	2,857.79
115313	10/12/2017	CHK	10024	BANKCARD CENTER	SMARTSIGN - ASSET LABELS FOR TOOLS		250.03
					SMARTSIGN - ASSET LABELS FOR TOOLS		51.21
					CODETWO & INTRNL FEE - SOFTWARE		507.81
					CODETWO & INTRNL FEE - SOFTWARE		104.01
					HARBORSIDE INN - JIM CARRON 8/26-8/31/		859.14
					HOTEL NEXUS - NW METER SCHOOL FOR		624.24
					HARBORSIDE INN-STANFORD9/6,9/7,9/10,9/		530.67
					HARBORSIDE INN-STANFORD9/6,9/7,9/10,9/		108.69
					FINANCE CHARGE - 9.19.2017		14.34
					FINANCE CHARGE - 9.19.2017		2.94
						Total for Check/Tran - 115313:	3,053.08
115314	10/12/2017	CHK	10596	COULTAS GENERAL CONTRACTING	TRENCHING W/O# 17341		3,432.68
115315	10/12/2017	CHK	10573	DANO'S SEPTIC SERVICE	PUMPED AT 21 KENNEDY RD 5/23/17		446.09
					PUMPED AT 50 BLUFFS PORTTOWNSEND 5		418.22
					PUMPED AT 80 BLUFFS PORTTOWNSEND 5		650.55
					PUMPED AT 76 VILLAGE DR P.T. 6/14/17		929.37
					1000 GAL HOLD TANK-21 KENNEDY RD		371.74
					1000 GAL SEPTIC- 121 UPPER WBLUFFS DR		371.74
					1000 GAL SEPTIC - 130 UPPER WBLUFFS D		371.74
					PUMPED 1000 GAL-40 UPPER WBLUFFS DR		371.74
						Total for Check/Tran - 115315:	3,931.19
115316	10/12/2017	CHK	10070	DOUBLE D ELECTRICAL, INC	REPLACE BREAKER-CHIMACUM SUB		531.79

Accounts Payable
Check Register

10/10/2017 To 11/01/2017

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
115317	10/12/2017	CHK	10404	FARWEST LINE SPECIALTIES LLC	ADAPTER FOR TRAN SOCKET & CANVAS		-19.58
					TRANSMISSION SOCKET		152.85
					BAG		42.16
					BAG		42.15
						Total for Check/Tran - 115317:	217.58
115318	10/12/2017	CHK	9998	FORT WORDEN PDA	Cred Bal Refund		16,214.93
115319	10/12/2017	CHK	10094	GENERAL PACIFIC, INC	CONNECTOR H-TAP		79.57
					SPLICE AUTO #2 (RED)		451.81
					HOUSE SIDE SHIELD		490.50
						Total for Check/Tran - 115319:	1,021.88
115320	10/12/2017	CHK	10454	GLOBAL RENTAL COMPANY INC	RNTL DIGGER DERRICK-DM47 8/25-9/21/17		4,687.00
					RNTL TSE UP70 PULLER 9/18-10/15/17		3,597.00
					RNTL AM55 2 MAN BUCKET 9/21-10/18/17		4,905.00
						Total for Check/Tran - 115320:	13,189.00
115321	10/12/2017	CHK	10104	HADLOCK BUILDING SUPPLY, INC.	PVC CONDUIT REDUCER 3X2 QTY1		13.29
					PVC CONDUIT REDUCER 3X2 QTY1		13.28
					IT BUILDING - BLK GRND PLUG, COND WI		79.65
					IT BUILDING - BLK GRND PLUG, COND WI		16.31
						Total for Check/Tran - 115321:	122.53
115322	10/12/2017	CHK	10110	HENERY HARDWARE	IT BUILDING - 250' 12/3 SJEW WIRE		46.47
					IT BUILDING - 250' 12/3 SJEW WIRE		9.52
						Total for Check/Tran - 115322:	55.99
115323	10/12/2017	CHK	10602	SHARON KANIA	RENT - INTERIM FINANCL DIRECTOR OCT		1,328.00
					RENT - INTERIM FINANCL DIRECTOR OCT		272.00
						Total for Check/Tran - 115323:	1,600.00
115324	10/12/2017	CHK	10136	LES SCHWAB TIRES	NEW TIRE-POWER WASHER		45.47
115325	10/12/2017	CHK	10140	MAGNUM POWER, LLC	QUILCENE FIBER# 17341		61,107.16
115326	10/12/2017	CHK	10591	MICRON CONSUMER PRODUCTS GROU	ADDITIONAL MEMORY FOR BACKUP SER		336.80
115327	10/12/2017	CHK	10511	MOTIVATORS INC	TRIANGLE PENS-PUD LOGO		-37.80
					PUD LOGO PENS		379.98
					PUD LOGO PENS		77.82
						Total for Check/Tran - 115327:	420.00

Accounts Payable
Check Register

10/10/2017 To 11/01/2017

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
115328	10/12/2017	CHK	10594	NETWRIX CORPORATION	NETWRIX AUDITOR DATA ACCESS SUITE		-494.85
					NETWRIX AUDITOR DATA ACCESS SUITE		5,993.14
						Total for Check/Tran - 115328:	5,498.29
115329	10/12/2017	CHK	10169	OLYCAP	PWRBST/OLYCAP SEPTEMBER 2017		1,232.42
115330	10/12/2017	CHK	10600	PACIFIC ENVIRONMENTAL SERVICE C	FUELING STATION MAINTENANCE		1,794.52
					FUELING STATION MAINTENANCE		367.55
						Total for Check/Tran - 115330:	2,162.07
115331	10/12/2017	CHK	10183	PETRICK'S LOCKSMITHS	NEW LOCK & HANDEL ON RECORDS CON		336.59
					NEW LOCK & HANDEL ON RECORDS CON		68.94
						Total for Check/Tran - 115331:	405.53
115332	10/12/2017	CHK	10188	PLATT ELECTRIC SUPPLY	COPPER WIRE		1,879.42
					QUILCENE SUB PARTS		110.20
					COPPER WIRE		337.22
					QUILCENE SUB PARTS		564.67
						Total for Check/Tran - 115332:	2,891.51
115333	10/12/2017	CHK	10195	PRECISION FIBER, INC	FIBER SPLICING# 17341		5,085.72
					FIBER SPLICING-QUILCENE FIBER		-419.92
						Total for Check/Tran - 115333:	4,665.80
115334	10/12/2017	CHK	10205	QUILCENE HENERYS HARDWARE	FASTNERS/SPRINGS FOR QUILCENE FIBER		9.00
					FASTNERS/SPRING&CAULKTUBBONE QUI		6.03
					12-2UFW/G WIRE DO-IT 100 FOR QUILCEN		95.91
					FASTNERS/SPRINGS		17.43
					CLAMP SPRINGS FOR QUILCENE SUB		7.61
						Total for Check/Tran - 115334:	135.98
115335	10/12/2017	CHK	10207	RAIN NETWORKS	WINDOWS REMOTE DESKTOP LICENSES Q		465.92
					WINDOWS REMOTE DESKTOP LICENSES Q		95.43
						Total for Check/Tran - 115335:	561.35
115336	10/12/2017	CHK	10210	RICOH USA, INC	230 CHIMACUM RD IMAGES SEP-17		376.21
					230 CHIMACUM RD IMAGES SEP-17		77.05
					4CRNRS(MODULAR) IMAGES SEP-17		218.28
					4CRNRS(MODULAR) IMAGES SEP-17		44.71
						Total for Check/Tran - 115336:	716.25
115337	10/12/2017	CHK	10587	ROYAL SWITCHGEAR MANUFACTURIN	KEARNEY SWING SWITCH GEARBOX		-185.69

Accounts Payable
Check Register

10/10/2017 To 11/01/2017

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
					TRANSMISSION SWITCH GEARBOX		2,149.76
					TRANSMISSION SWITCH PARTS		99.13
						Total for Check/Tran - 115337:	2,063.20
115338	10/12/2017	CHK	10216	SECURITY SERVICES NW, INC.	NIGHT PAYMENT PICKUP SEP 2017		1,339.48
					NIGHT PAYMENT PICKUP SEP 2017		274.35
						Total for Check/Tran - 115338:	1,613.83
115339	10/12/2017	CHK	10331	ST VINCENT DE PAUL	PWRBST/ST VINCENT DE PAUL SEPTEMBE		1,232.42
115340	10/12/2017	CHK	10486	UTILIBIZ SOLUTIONS	PROF SVC 9/03-9/30/2017 T.LEHMAN		12,261.22
					PROF SVC 9/03-9/30/2017 T.LEHMAN		7,053.57
					PROF SVC 9/03-9/30/2017 T.LEHMAN		1,715.70
						Total for Check/Tran - 115340:	21,030.49
115341	10/12/2017	CHK	10258	VERIZON WIRELESS, BELLEVUE	SCADA CRADLEPOINT DEVICES QB 8/20-9/		1,005.32
115342	10/12/2017	CHK	10265	WA STATE DEPT OF RETIREMENT SYST	RETIREMENT/REPORT #8828 SEPTEMBER 2		60,176.74
115343	10/12/2017	CHK	10569	WAYNE D. ENTERPRISES, INC.	FR JEANS QTY2 & FR SHIRT QTY1		-18.13
					FR JEANS		154.98
					FR SHIRT		64.57
					FR SHIRT QTY1		-5.90
					FR SHIRT		71.46
					RETURN OF FR SHIRT QTY1		-56.00
						Total for Check/Tran - 115343:	210.98
115344	10/12/2017	CHK	10271	WESCO RECEIVABLES CORP	WIRE 4/0 AL URD TPX 600V, AUTO SPLICE		4,926.80
					SPLICE AUTO #2-#4 (RED/ORANGE)		674.44
					SPLICE AUTO #4 (ORANGE)		269.77
					WIRE 350 AL URD TPX 600V		8,371.20
						Total for Check/Tran - 115344:	14,242.21
115345	10/12/2017	CHK	10597	WEST HILLS CHRYSLER JEEP DODGE	SCR REPLACEMENT# 102		2,437.22
115346	10/19/2017	CHK	10006	AFLAC	AFLAC BILL SEP 2017		164.76
115347	10/19/2017	CHK	10012	ALTEC INDUSTRIES, INC	GLOVES		301.76
					FUSE PULLER		195.42
					WRENCH SET		34.02
						Total for Check/Tran - 115347:	531.20
115348	10/19/2017	CHK	10481	AMAZON	RACK SCREWS, 50-PACK		-0.86

10/10/2017 To 11/01/2017

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
					RACK SCREWS, 50-PACK		10.43
					2000 WATT 48 VOLT DC RACK QTY3		-242.73
					SUBSTATION EQUIPMENT		2,939.73
					SUBSTATION EQUIP - TRIPP LITE QTY3		1,259.70
						Total for Check/Tran - 115348:	3,966.27
115349	10/19/2017	CHK	10484	BORE IT INC	EXCAVATE URD FAULT: JACOB MILLER R		3,166.45
115350	10/19/2017	CHK	9998	JEREMY BROWN	Cred Bal Refund		38.38
115351	10/19/2017	CHK	9998	CHERIE BYRD	Cred Bal Refund		144.34
115352	10/19/2017	CHK	10043	CENTRAL WELDING SUPPLY	255CF NITROGEN		28.21
115353	10/19/2017	CHK	10044	CENTURY LINK QCC-P	PHONE SVC - SEP 2017		169.20
					PHONE SVC - SEP 2017		34.66
						Total for Check/Tran - 115353:	203.86
115354	10/19/2017	CHK	10045	CENTURY LINK-S	CHOICE BUSINESS 10/04-11/03/17		109.27
					FIRE ALARMS 4 CRNRS CHOICE BUS 10/5-1		127.61
					CHOICE BUSINESS&INTERNET SVC10/05-1		211.28
					CHOICE BUSINESS&INTERNET SVC10/05-1		43.27
					BUSINESS LINE 10/05-11/04/17		49.00
					DIRECT INWARD DIALING 10/05-11/04/17		86.49
					DIRECT INWARD DIALING 10/05-11/04/17		17.72
					DIRECT INWARD DIALING 10/05-11/04/17		91.28
					DIRECT INWARD DIALING 10/05-11/04/17		18.69
					CIRCUIT INFO 9/23-10/22/17		357.90
					CIRCUIT INFO 9/23-10/22/17		73.31
					INTERNET SVC 9/28-10/27/17		74.29
					INTERNET SVC 9/28-10/27/17		15.22
						Total for Check/Tran - 115354:	1,275.33
115355	10/19/2017	CHK	10046	CENTURYLINK	LOW SPD DATA & 2WIRE 10/01-10/31		229.14
					LOW SPD DATA & 2WIRE 10/01-10/31		38.93
						Total for Check/Tran - 115355:	268.07
115356	10/19/2017	CHK	10052	CITY OF PORT TOWNSEND	MOUNTAIN VIEW LIGHTING RETROFIT RE		12,765.00
115357	10/19/2017	CHK	10052	CITY OF PORT TOWNSEND	3RD QTR 2017 - 6% CITY TAX FROM CUST		112,155.75
115358	10/19/2017	CHK	10051	CITY OF PORT TOWNSEND-UTILITY	KEARNEY SUBST - SEP-17		167.25
115359	10/19/2017	CHK	10409	CLEARESULT CONSULTING INC	REF S4-0917-067 LIGHTING - AUG 2017		7,522.23

Accounts Payable
Check Register

10/10/2017 To 11/01/2017

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
115360	10/19/2017	CHK	10573	DANO'S SEPTIC SERVICE	PUMPED 1000 GAL AT 24 BLUFF LN 10/04/1		373.36
					PUMPED 1000 GAL AT 25 BLUFF LN 10/04/1		373.36
					PUMPED 1000 GAL AT 53 BLUFF LN 10/04/1		373.36
					PUMPED 1000 GAL AT 63 BLUFF LN 10/04/1		373.36
						Total for Check/Tran - 115360:	1,493.44
115361	10/19/2017	CHK	10065	DEPT OF LABOR & INDUSTRIES	WORKERS COMP ELEC - 3RD QTR 2017		5,082.04
					WORKERS COMP OFFICE - 3RD QTR 2017		1,731.07
					WORKERS COMP WATER - 3RD QTR 2017		2,016.32
						Total for Check/Tran - 115361:	8,829.43
115362	10/19/2017	CHK	10069	DM DISPOSAL CO INC	DISPOSAL 4CRNRS SEP-17		30.70
					DISPOSAL 4CRNRS SEP-17		30.69
						Total for Check/Tran - 115362:	61.39
115363	10/19/2017	CHK	10084	EXPRESS SERVICES, INC	ACCOUNTING ASSISTANT WKEND 9/24/17		584.90
					ACCOUNTING ASSISTANT WKEND 9/24/17		119.80
						Total for Check/Tran - 115363:	704.70
115364	10/19/2017	CHK	10085	FASTENAL	LOCATING PAINT		93.79
115365	10/19/2017	CHK	10094	GENERAL PACIFIC, INC	PRIMARY METERED SWITCH CABINET		21,745.50
					GUY STRAIN INSULATOR FIBERGLASS 60"		434.47
						Total for Check/Tran - 115365:	22,179.97
115366	10/19/2017	CHK	10454	GLOBAL RENTAL COMPANY INC	RNTL DIGGER DERRICK-DM47 9/22-10/19/1		4,687.00
115367	10/19/2017	CHK	9998	CURT D GOODRICH	Cred Bal Refund		539.02
115368	10/19/2017	CHK	10103	H D FOWLER	FIRE HYDRANT STORZ ADAPTOR QTY2		335.72
					WATER PARTS FOR B & R TRAILER PARK		1,035.78
						Total for Check/Tran - 115368:	1,371.50
115369	10/19/2017	CHK	9999	HABITAT FOR HUMANITY	BPA EEI PROGRAM REBATE		15,000.00
115370	10/19/2017	CHK	10104	HADLOCK BUILDING SUPPLY, INC.	SEWER GENERAL - GT 6" BRS JET NOZZLE		22.32
					IT BUILDING - POWER BIT & MISC HARDW		12.37
					IT BUILDING - POWER BIT & MISC HARDW		2.53
					TREATMENT OF PLANT - VALVE CD 564 1/		6.53
					20V 3/8 IMPACT WRENCH DW		383.67
					20V LI-ION RECIP SAW 164690		129.71
					DEWALT CAR CHARGER 12-20		130.79
					61PC BIT SET		17.43

Accounts Payable
Check Register

10/10/2017 To 11/01/2017

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
					GENERAL SEWER - 7" RND SEWER LID, GA		87.92
					90DEG&45DEG ELBOWS FOR QUILCENE S		17.47
					PVC REDUCER 2X1-1/2		5.22
					DESK LAMP FOR K.LOTT		6.32
					DESK LAMP FOR K.LOTT		1.30
					RETURNING INCORRECT TOOL FOR CORR		11.19
					HOCKSBURY - REDU BUSHING PVC CEME		15.41
					B&R - 4012BC 5/8-11X12 T-ROD		5.77
					TOOLS - MM 30" BOLT CUTTERS		44.68
					SILICONE II 9.8OZ WHITE - QUILCENE SUB		68.56
					2-1/2" SCH40 END ELBOW - YMCA		11.97
						Total for Check/Tran - 115370:	981.16
115371	10/19/2017	CHK	10110	HENERY HARDWARE	OFFICE - ADJUSTABLE BALLCOCK		8.13
					OFFICE - ADJUSTABLE BALLCOCK		1.67
					45DEG ELBOW, 2"COUPLING & 2" CONDT		26.88
						Total for Check/Tran - 115371:	36.68
115372	10/19/2017	CHK	10555	HI-LINE UTILITY SUPPLY COMPANY	ADAPTER NUT RUNNER		-8.33
					ADAPTER NUT RUNNER		100.87
						Total for Check/Tran - 115372:	92.54
115373	10/19/2017	CHK	10111	HIGHWAY SPECIALTIES LLC	FLAGGING SIGN RACK		1,308.00
115374	10/19/2017	CHK	10113	HRA VEBA TRUST CONTRIBUTIONS	EMPLR CONTRIBUTION / DEDUCTION SEP		1,475.00
115375	10/19/2017	CHK	10281	JEFFCO EFTPS	941 PAYROLL TAX FOR PR 10/20/17 MEDIC		4,221.80
					941 PAYROLL TAX FOR PR 10/20/17 FICA		18,051.66
					941 PAYROLL TAX FOR PR 10/20/17 FEDER		17,759.06
						Total for Check/Tran - 115375:	40,032.52
115376	10/19/2017	CHK	10532	JEFFERSON COUNTY PUD PAYROLL AC	PAYROLLL DEPOSIT 10/20/2017 CHECKS		11,162.66
					PAYROLLL DEPOSIT 10/20/2017 DIR DEP		82,774.85
						Total for Check/Tran - 115376:	93,937.51
115377	10/19/2017	CHK	10128	JEFFERSON COUNTY TREASURER	B&O TAX SEPTEMBER 2017		94,526.42
115378	10/19/2017	CHK	10129	JIFFY LUBE	OIL CHANGE TRUCK #210		79.20
115379	10/19/2017	CHK	10348	KEMP WEST, INC	TREE TRIMMING COMPLETED 9.19.17		189,650.00
					TREE TRIMMING		55,261.50
						Total for Check/Tran - 115379:	244,911.50

Accounts Payable
Check Register

10/10/2017 To 11/01/2017

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
115380	10/19/2017	CHK	10308	WAYNE KING	MEETINGS & TRAVEL TO LEAVENWORTH		801.22
					MEETINGS & TRAVEL TO LEAVENWORTH		164.11
						Total for Check/Tran - 115380:	965.33
115381	10/19/2017	CHK	10473	KNAPHEIDE TRUCK EQUIPMENT COMP	KNAPEHEIDE CYLINDERS		41.95
					KNAPEHEIDE CYLINDER LOCKS# 106		-3.46
						Total for Check/Tran - 115381:	38.49
115382	10/19/2017	CHK	10134	LE MAY MOBILE SHREDDING	SHRED 230 CHIMACUM SEP-27		53.68
					SHRED 230 CHIMACUM SEP-27		11.00
					4CRNR SHRED SEP-17		51.13
					4CRNR SHRED SEP-17		10.47
						Total for Check/Tran - 115382:	126.28
115383	10/19/2017	CHK	10521	DEBRA R LUND	NHRMA CONFERENCE 9/24-9/27/17 BEND O		608.85
					NHRMA CONFERENCE 9/24-9/27/17 BEND O		124.71
						Total for Check/Tran - 115383:	733.56
115384	10/19/2017	CHK	9998	M & M MORTGAGE SERVICES	Cred Bal Refund		200.00
115385	10/19/2017	CHK	10140	MAGNUM POWER, LLC	SHORTS FARM# 16391		83.16
					SHORTS FARM# 16391		32.19
					QUILCENE FIBER# 17341		9,838.40
						Total for Check/Tran - 115385:	9,953.75
115386	10/19/2017	CHK	9998	TREVOR MANNERS	Cred Bal Refund		122.72
115387	10/19/2017	CHK	10142	MASON COUNTY PUD #1	ELECTRIC ELEC - SEP-17		199.12
					BPA RD-PUMP ELEC - SEP 2017		132.95
					WILLIAMS CT ELEC - SEP-17		33.65
						Total for Check/Tran - 115387:	365.72
115388	10/19/2017	CHK	10147	MILLIMAN	2017 NW UTILITIES SALARY & WAGE SUR		493.06
					2017 NW UTILITIES SALARY & WAGE SUR		100.99
						Total for Check/Tran - 115388:	594.05
115389	10/19/2017	CHK	9998	ANTONIO MORENO	Cred Bal Refund		109.37
115390	10/19/2017	CHK	10333	MOSS ADAMS LLP	PROF SVC - PAYROLL ISSUES & INTRNL C		9,432.35
					PROF SVC - PAYROLL ISSUES & INTRNL C		1,931.93
					PROF SVC - PETERSON LAKE & RELATED		1,075.00
						Total for Check/Tran - 115390:	12,439.28

Accounts Payable
Check Register

10/10/2017 To 11/01/2017

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
115391	10/19/2017	CHK	10153	MURREY'S DISPOSAL CO., INC.	DISPOSAL 230 CHIMACUM SEP-17		58.66
					DISPOSAL 230 CHIMACUM SEP-17		12.01
					DISPOSAL 4CRNR 2YD CONT 1XWK SEP-17		98.94
					DISPOSAL 4CRNR 2YD CONT 1XWK SEP-17		49.47
					DISPOSAL 4CRNR 2YD CONT 1XWK SEP-17		41.56
					DISPOSAL 4CRNR 2YD CONT 1XWK SEP-17		7.92
					DISPOSAL 4CRNR 20YD ROLL OFF RNTL S		42.87
					DISPOSAL 4CRNR 20YD ROLL OFF RNTL S		21.43
					DISPOSAL 4CRNR 20YD ROLL OFF RNTL S		18.00
					DISPOSAL 4CRNR 20YD ROLL OFF RNTL S		3.43
					DISPOSAL 211 CHIMACUM SEP-17		41.84
					DISPOSAL 211 CHIMACUM SEP-17		8.57
						Total for Check/Tran - 115391:	404.70
115392	10/19/2017	CHK	9998	JOSEPH P MYERS	Cred Bal Refund		152.73
115393	10/19/2017	CHK	10309	NISC	RECURRING INVOICE SEP 2017		1,075.79
					RECURRING INVOICE SEP 2017		1,652.56
					RECURRING INVOICE SEP 2017		485.97
					RECURRING INVOICE SEP 2017		485.97
					RECURRING INVOICE SEP 2017		8,753.52
					RECURRING INVOICE SEP 2017		566.54
					RECURRING INVOICE SEP 2017		53.34
					RECURRING INVOICE SEP 2017		1,531.78
					RECURRING INVOICE SEP 2017		171.61
					RECURRING INVOICE SEP 2017		10.10
					AMS INVOICE SEP 2017		2,225.07
					AMS INVOICE SEP 2017		5,112.34
					AMS INVOICE SEP 2017		851.97
					AMS INVOICE SEP 2017		455.74
					AMS INVOICE SEP 2017		1,047.10
					AMS INVOICE SEP 2017		174.50
						Total for Check/Tran - 115393:	24,653.90
115394	10/19/2017	CHK	10161	NORTHWEST LINEMAN COLLEGE	CUSTOM ONLINE TESTING - DAVID ELIAS		10.00
					STCP DISTANCE PROGRAM - BILL COOPE		529.70
						Total for Check/Tran - 115394:	539.70
115395	10/19/2017	CHK	9998	JENNIFER OCONNELL	Cred Bal Refund		77.49
115396	10/19/2017	CHK	10167	OFFICE DEPOT	PRINTER INK - OPERATIONS		27.95

10/10/2017 To 11/01/2017

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
					PRINTER INK - WATER		126.97
					OFFICE SUPPLIES - ANNEX		59.51
					OFFICE SUPPLIES - ANNEX		12.19
					EXPANDABLE BINDERS FOR HR QTY10		135.61
					EXPANDABLE BINDERS FOR HR QTY10		27.78
					OFFICE SUPPLIES - ADMIN		43.31
					OFFICE SUPPLIES - OPERATIONS		69.25
					OFFICE SUPPLIES - ADMIN		8.87
					DRAFTING STOOL CHAIR QTY2 FOR CSRS		542.80
					DRAFTING STOOL CHAIR QTY2 FOR CSRS		111.18
					OFFICE SUPPLIES - ANNEX		52.20
					OFFICE SUPPLIES - ANNEX		10.69
					OFFICE SUPPLIES - ADMIN&ANNEX		23.92
					OFFICE SUPPLIES - ADMIN&ANNEX		4.90
						Total for Check/Tran - 115396:	1,257.13
115397	10/19/2017	CHK	9998	TARA OHME	Cred Bal Refund		157.58
115398	10/19/2017	CHK	9998	AMBER OLSEN	Cred Bal Refund		46.07
115399	10/19/2017	CHK	10169	OLYCAP	RATE REDUCTION PROGRAM: NONLIHEA		600.00
115400	10/19/2017	CHK	10170	OLYMPIC EQUIPMENT RENTALS	EXCAVATOR CAT, SNOWCREEK		179.85
					EXCAVATOR CAT, TRAILER WO#2139		212.55
						Total for Check/Tran - 115400:	392.40
115401	10/19/2017	CHK	10171	ON LINE INFORMATION SERVICES	ONLINE UTILITY EXG REPORT - SEP 2017		394.80
115402	10/19/2017	CHK	10534	ONEPATH SYSTEMS, LLC	WEB HOSTING SUPPORT - OCT 2017		273.90
					WEB HOSTING SUPPORT - OCT 2017		56.10
						Total for Check/Tran - 115402:	330.00
115403	10/19/2017	CHK	10175	PACIFIC UNDERWRITERS CORP	NOTARY BOND CNA SURETY - LORI RAE		50.00
115404	10/19/2017	CHK	10187	PITNEY BOWES-RESERVE ACCT	PRE-PAID POSTAGE 10/06/17		332.00
					PRE-PAID POSTAGE 10/06/17		68.00
						Total for Check/Tran - 115404:	400.00
115405	10/19/2017	CHK	10188	PLATT ELECTRIC SUPPLY	COPPER WIRE WHITE		1,179.00
					WIRE/MAIN DISCONNECT		329.09
					WIRE/MAIN DISCONNECT		148.61
					OLD 13241617 13"X24"X18"		235.96
					REPLACEMENT GRINDER		145.72

10/10/2017 To 11/01/2017

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
					REPLACEMENT GRINDER		145.71
						Total for Check/Tran - 115405:	2,184.09
115406	10/19/2017	CHK	10193	PORT TOWNSEND LEADER	EMPL SVC AD SUSBSTATION & METERIN		20.25
					EMPL SVC AD LINE WORKER JOURNEY		23.25
					LEGALS NOTICE 9/13/17 & 9/20/17		21.17
					MAGAZINE: 2016 IRE 9/06/17		147.74
					MAGAZINE: CHAMBER DIRECTORY 9/27/1		212.48
					WEB PKG SEP-17		311.25
					LEGALS NOTICE 9/13/17 & 9/20/17		4.33
					MAGAZINE: 2016 IRE 9/06/17		30.26
					MAGAZINE: CHAMBER DIRECTORY 9/27/1		43.52
					WEB PKG SEP-17		63.75
					EMPL SVC AD WATER DISTRIBUTION		33.50
						Total for Check/Tran - 115406:	911.50
115407	10/19/2017	CHK	10471	RICOH USA , INC.- DALLAS	ANNEX-COPIER RENT 10/19-11/18/17		84.46
					ANNEX-COPIER RENT 10/19-11/18/17		17.30
					4CORNERS (MODULAR) RENT 10/18-11/17/1		72.28
					4CORNERS (MODULAR) RENT 10/18-11/17/1		14.80
						Total for Check/Tran - 115407:	188.84
115408	10/19/2017	CHK	10219	SHOLD EXCAVATING INC	TRENCHING W/O# 16360		12,954.65
115409	10/19/2017	CHK	10475	SMARSH INC	ARCHIVING - SEP 2017		412.31
					ARCHIVING - SEP 2017		84.45
						Total for Check/Tran - 115409:	496.76
115410	10/19/2017	CHK	10226	SOS PRINTING	BUSINESS CARDS - DEBBIE & W.O'DONNE		89.57
					BUSINESS CARDS - DEBBIE & W.O'DONNE		18.34
					BUSINESS CARDS - ANNETTE		44.78
					BUSINESS CARDS - JACOB		53.96
					BUSINESS CARDS - ANNETTE		9.17
					BUSINESS CARDS - WAYNE, JEFF & JIMMY		333.83
					BUSINESS CARDS - WAYNE, JEFF & JIMMY		68.38
						Total for Check/Tran - 115410:	618.03
115411	10/19/2017	CHK	10227	SOUND PUBLISHING INC	EMPL AD: SUBSTATION&METER TECH AU		77.05
					EMPL AD: LINEWORKERJOURNEY AUG 20		134.75
					EMPL AD: SUBSTATION&METER TECH SE		71.80
					EMPL AD: LINEWORKERJOURNEY SEP 201		97.60

Accounts Payable
Check Register

10/10/2017 To 11/01/2017

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
					HOME & GARDEN 2017 9/27/17		203.35
					PDN/STRD,SEQ/STRD 9/27/ 17		195.05
					HOME & GARDEN 2017 9/27/17		41.65
					PDN/STRD,SEQ/STRD 9/27/ 17		39.95
					WATER DISTRIBUTION MANAGER SEP 201		183.25
						Total for Check/Tran - 115411:	1,044.45
115412	10/19/2017	CHK	10249	SPECTRA LABORATORIES-KITSAP LLC	TESTING: COLI/ECOLI MONTHLYS SEP-17		173.88
115413	10/19/2017	CHK	10590	STRIPE RITE INC	PARKING LOT STRIPING-OPERATIONS		1,651.08
					PARKING LOT STRIPING-OPERATIONS		338.17
						Total for Check/Tran - 115413:	1,989.25
115414	10/19/2017	CHK	9998	JOHN M SWEARNGIN	Cred Bal Refund		207.67
115415	10/19/2017	CHK	10256	UTILITIES UNDERGROUND LOCATION	LOCATES FIBER - SEP 2017		91.59
					LOCATES WATER&SEWER - SEP 2017		100.10
						Total for Check/Tran - 115415:	191.69
115416	10/19/2017	CHK	10258	VERIZON WIRELESS, BELLEVUE	WIFI IN TRUCKS QB8/20-9/19/17		500.13
					WIFI IN TRUCKS QB8/20-9/19/17		400.10
						Total for Check/Tran - 115416:	900.23
115417	10/19/2017	CHK	10260	WA STATE DEFERRED COMPENSATION	PL DEFERRED COMP EE 10/20/17		7,173.12
					PL DEFERRED COMP ER 10/20/17		2,663.27
						Total for Check/Tran - 115417:	9,836.39
115418	10/19/2017	CHK	10267	WA STATE SUPPORT REGISTRY	PL CHILD SUPPORT EE 10/20/17		626.99
115419	10/19/2017	CHK	10269	WAVE BROADBAND	INTERNET SVC 10/12-11/11/17		66.40
115420	10/19/2017	CHK	10569	WAYNE D. ENTERPRISES, INC.	FR JACKET QTY1		-20.34
					FR JACKET		246.33
						Total for Check/Tran - 115420:	225.99
115421	10/19/2017	CHK	10496	WELLS FARGO VENDOR FIN SERV	230 CHIMACUM COPIER RENTAL SEP-17		326.60
					230 CHIMACUM COPIER RENTAL SEP-17		66.89
					COPIER RENTAL 4 CRNRS 9/26-10/25/17		235.22
					COPIER RENTAL 4 CRNRS 9/26-10/25/17		48.18
						Total for Check/Tran - 115421:	676.89
115422	10/19/2017	CHK	9998	CHRISTIAN ZURCHER	Cred Bal Refund		162.70
115423	10/26/2017	CHK	10012	ALTEC INDUSTRIES, INC	JIB EXTENSION TRUCK# 101		1,934.67

Accounts Payable
Check Register

10/10/2017 To 11/01/2017

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
115424	10/26/2017	CHK	10016	ASPLUNDH TREE EXPERT CO	WEED CONTROL FOR WEEK ENDING 9/16/	1,905.91
115425	10/26/2017	CHK	9998	KIRSTEN M CAMPBELL	Cred Bal Refund	67.69
115426	10/26/2017	CHK	9998	CATHERINE CARMELLA	Cred Bal Refund	37.50
115427	10/26/2017	CHK	10041	CDW GOVERNMENT	HOOKSWITCH CABLE FOR HEADSETS	110.87
					PLANTRONICS HEADSET C5 510 QTY2	347.57
					SHORT EXTENSION CORDS	9.73
					WIRELESS KEYBOARD	29.60
					HOOKSWITCH CABLE FOR HEADSETS	22.72
					PLANTRONICS HEADSET C5 510 QTY2	71.19
					SHORT EXTENSION CORDS	2.00
					WIRELESS KEYBOARD	6.06
					AUTOCAD LT 2018 QTY2 - 1 YEAR	696.66
					PROLINE 40M LC/LC OS1 PATCH CAB YLW	44.35
					Total for Check/Tran - 115427:	1,340.75
115428	10/26/2017	CHK	10042	CELLNET TECHNOLOGY INC	METER READS - SEP 2017	25,847.93
115429	10/26/2017	CHK	10547	COS SYSTEMS INC.	MONTHLY FEE OCTOBER 2017	1,000.00
115430	10/26/2017	CHK	10074	EMPLOYMENT SECURITY	SUTA - 3RD QUARTER 2017	730.28
115431	10/26/2017	CHK	10090	FREDERICKSON ELECTRIC, INC	POWER&LIGHTS IN CONNEX & SHOP HEA	15,912.57
					REPLACE HEATER IN WAREHOUSE	1,566.80
					Total for Check/Tran - 115431:	17,479.37
115432	10/26/2017	CHK	10094	GENERAL PACIFIC, INC	WATER METERS QTY24	3,248.55
115433	10/26/2017	CHK	10098	GRAINGER	REPLACEMENT WHEEL COUNTER	34.96
					WATER COOLER RACKS	425.70
					WATER COOLERS	611.82
					Total for Check/Tran - 115433:	1,072.48
115434	10/26/2017	CHK	9998	STEPHEN GRIMES	Cred Bal Refund	20.30
115435	10/26/2017	CHK	9998	PAUL KING	Cred Bal Refund	16.94
115436	10/26/2017	CHK	10315	KT CONTRACTING COMPANY INC	FLAGGING HRS CENTER RD 9/26/17	660.00
					FLAGGING HRS CENTER RD 9/26/17	165.00
					FLAGGING NELSON LANDING&CAPE GEO	352.00
					FLAGGING NELSON LANDING&CAPE GEO	88.00
					FLAGGING HRS EAGLEMOUNT RD 9/28/17	220.00

Accounts Payable
Check Register

10/10/2017 To 11/01/2017

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount	
					FLAGGING JACOB MILLER RD&OAK BAY		544.50	
					FLAGGING JACOB MILLER RD&OAK BAY		60.50	
						Total for Check/Tran - 115436:	2,090.00	
115437	10/26/2017	CHK	9998	LKE CORPORATION	Cred Bal Refund		500.00	
115438	10/26/2017	CHK	10141	MARSH USA INC	POLE ATTACH BOND 10/01/17-9/30/18		100.00	
115439	10/26/2017	CHK	9998	JULIE C MCCORMICK	Cred Bal Refund		14.50	
115440	10/26/2017	CHK	10167	OFFICE DEPOT	OFFICE SUPPLIES - ADMIN&ANNEX		154.30	
					OFFICE SUPPLIES - ADMIN&ANNEX		31.60	
					OFFICE SUPPLIES - OPERATIONS		61.90	
						Total for Check/Tran - 115440:	247.80	
115441	10/26/2017	CHK	9998	STEVE W ORR	Cred Bal Refund		0.40	VOID
115442	10/26/2017	CHK	10175	PACIFIC UNDERWRITERS CORP	LIFE ADMIN - NOV 2017		22.50	
					LIFE COMM - NOV 2017		29.70	
					LIFE ELEC - NOV 2017		51.80	
					LTD ADMIN - NOV 2017		288.78	
					LTD ELEC - NOV 2017		814.04	
						Total for Check/Tran - 115442:	1,206.82	
115443	10/26/2017	CHK	10549	PENINSULA LEGAL SECRETARIAL SER	TRANSCRIPTIION SVC 10/02-10/17/17		728.00	
115444	10/26/2017	CHK	10207	RAIN NETWORKS	MS OFFICE 365 PRO PLUS QTY2		255.30	
					SHAREPOINT QTY2		106.80	
					MS OFFICE 365 PRO PLUS QTY1		127.65	
					SHAREPOINT QTY1		53.40	
					MS OFFICE 365 PRO PLUS QTY1		127.65	
					SHAREPOINT QTY1		53.40	
					MS OFFICE 365 PRO PLUS QTY1		127.65	
					SHAREPOINT QTY1		53.40	
					PAESSLER PRTG 2500		4,001.94	
					MAINTENANCE 12MOS PAESSLER PRTG 25		1,390.97	
					MAINTENANCE 12MOS PAESSLER PRTG 25		284.90	
						Total for Check/Tran - 115444:	6,583.06	
115445	10/26/2017	CHK	10210	RICOH USA, INC	ANNEX PRINTING IMAGES SEP-17		151.80	
					ANNEX PRINTING IMAGES SEP-17		31.09	
					4 CRNRS (MODULAR) PRINTING IMAGES S		27.42	
					4 CRNRS (MODULAR) PRINTING IMAGES S		5.62	

10/10/2017 To 11/01/2017

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
					Total for Check/Tran - 115445:		215.93
115446	10/26/2017	CHK	9998	DAVID STEINMETZ	Cred Bal Refund		54.76
115447	10/26/2017	CHK	9998	CHRIS M STYAN	Cred Bal Refund		183.08
115448	10/26/2017	CHK	9998	DAVID VANCE	Cred Bal Refund		32.25
115449	10/26/2017	CHK	9998	JENNIFER WELLS	Cred Bal Refund		28.51
115450	10/26/2017	CHK	9998	WHISKEY RIDGE LLC	Cred Bal Refund		40.02
115451	10/26/2017	CHK	9998	JOSH WISNIEWSKI	Cred Bal Refund		66.97
115452	10/26/2017	CHK	10502	CAROL WOODLEY	RENT BILLING & HR ANNEX - NOV 2017		1,400.00

Total Payments for Bank Account - 1 :	(143)	1,077,552.40
Total Voids for Bank Account - 1 :	(2)	700.40
Total for Bank Account - 1 :	(145)	1,078,252.80
Grand Total for Payments :	(143)	1,077,552.40
Grand Total for Voids :	(2)	700.40
Grand Total :	(145)	1,078,252.80

JEFFERSON COUNTY PUD NO 1

ISSUED PAYROLL CHECKS
PAY DATE: 10/20/2017

Empl	Position	Check #	Date	Amount
3034	COMMUNICATIONS MANAGER	70370	10/20/2017	1,444.80
3032	CUSTOMER SERVICE REP	70368	10/20/2017	920.03
1032	STAKING ENGINEER	70369	10/20/2017	1,683.87
2000	WATER DISTRIBUTION MANAGER II	70366	10/20/2017	1,667.27
2001	WATER DISTRIBUTION MANAGER II	70367	10/20/2017	1,563.65
2003	WATER TREATMENT PLANT OPERATOR III	70371	10/20/2017	1,738.65
2004	WATER TREATMENT PLANT OPERATOR III	70372	10/20/2017	2,144.39
				$ 11,162.66

JEFFERSON COUNTY PUD NO 1

DIRECT DEPOSIT PAYROLL
PAY DATE: 10/20/17

Empl	Position	Pay Date	Net Pay
3029	ACCOUNTING TECH II	10/20/2017	1,476.64
3030	CHIEF FINANCIAL OFFICER	10/20/2017	2,147.07
4006	COMMISSIONER DIST 1	10/20/2017	877.43
4004	COMMISSIONER DIST 2	10/20/2017	895.11
4002	COMMISSIONER DIST 3	10/20/2017	1,806.69
3025	CONTROLLER	10/20/2017	2,311.78
3020	CUSTOMER SERVICE COORDINATOR	10/20/2017	1,431.28
3002	CUSTOMER SERVICE REP	10/20/2017	966.57
3014	CUSTOMER SERVICE REP	10/20/2017	1,071.49
3022	CUSTOMER SERVICE REP	10/20/2017	1,106.96
3024	CUSTOMER SERVICE REP	10/20/2017	1,090.98
1011	ELECTRIC OPERATIONS SUPT./ASSIST GENERAL MGR	10/20/2017	3,817.44
3005	EXECUTIVE ASSISTANT/PUBLIC RECORDS OFFICER	10/20/2017	1,684.91
3033	FINANCIAL SERVICES MANAGER	10/20/2017	2,137.80
1008	FOREMAN LINEMAN	10/20/2017	3,792.04
1012	FOREMAN LINEMAN	10/20/2017	3,089.73
3011	GENERAL MANAGER	10/20/2017	2,896.14
1004	GIS SPECIALIST	10/20/2017	2,756.60
1017	HEAD STOREKEEPER	10/20/2017	2,149.67
3026	HUMAN RESOURCES MANAGER	10/20/2017	2,344.44
3008	INFORMATION TECHNOLOGY MANAGER	10/20/2017	2,596.15
3028	IT SUPPORT TECHNICIAN	10/20/2017	1,655.95
1000	LINEMAN	10/20/2017	3,272.96
1013	LINEMAN	10/20/2017	2,874.34
1016	LINEMAN	10/20/2017	3,010.21
1019	LINEMAN	10/20/2017	2,490.22
1020	LINEMAN	10/20/2017	2,450.76
1028	LINEMAN	10/20/2017	1,803.90
1014	METER READER	10/20/2017	1,712.63
1018	METER READER	10/20/2017	1,403.73
1026	OPERATIONS ASSISTANT	10/20/2017	1,317.67
3004	RESOURCE MANAGER	10/20/2017	2,030.89
1015	SCADA TECH/APPRENTICE	10/20/2017	968.45
1027	SENIOR ELECTRICAL ENGINEER	10/20/2017	2,431.85
1009	SPECIAL PROJECTS COORDINATOR	10/20/2017	2,145.06
1031	STAKING ENGINEER	10/20/2017	1,761.73
1003	STOREKEEPER	10/20/2017	1,971.10
3013	UTILITY ACCOUNTANT II	10/20/2017	1,457.55
3003	UTILITY BILLING CLERK	10/20/2017	1,230.89
3027	UTILITY BILLING CLERK	10/20/2017	1,202.93
3000	UTILITY BILLING COORDINATOR	10/20/2017	1,434.95
2002	WATER DISTRIBUTION MANAGER II	10/20/2017	1,700.17
	TOTAL		**$ 82,774.86**

VOUCHER APPROVAL FORM

We, the undersigned Board of Commissioners of Public Utility District No. 1 of Jefferson County hereby approve for payment the following transactions greater than $100,000 dollars and payments made from the General Fund in the amount of **$2,133,424.92** on this **7th** day of **November** **2017** ;

Kenneth Collins	Jeff Randall	Wayne G. King
President	Vice President	Secretary

PENDING INVOICES OVER $100,000 TO BE APPROVED:

PAYMENTS TO BE APPROVED:

	WARRANTS				AMOUNT	DATE
Accounts Payable:	# 115309	to	# 115345	$	246,059.01	10/12/2017
Accounts Payable:	# 115346	to	# 115422	$	763,299.32	10/19/2017
Accounts Payable:	# 115423	to	# 115452	$	68,194.07	10/26/2017
Payroll Checks:	# 70366	to	# 70372	$	11,162.66	10/20/2017
Payroll Direct Deposit:				$	82,774.86	10/20/2017
TOTAL INVOICES PAID					**$1,171,489.92**	

WIRE TRANSFERS PAID		**AMOUNT**	**DATE**
BPA	$	961,935.00	10/13/2017

GRAND TOTAL		**$2,133,424.92**
VOIDED WARRANTS		
115180	$	700.00
115441	$	0.40

PUBLIC UTILITY DISTRICT NO. 1

OF
JEFFERSON COUNTY, WASHINGTON

RESOLUTION NO. 2017-21

A RESOLUTION of the Board of Commissioners of Public Utility District No.1 of Jefferson County, Washington to increase their regular levy versus the District's prior year's levy amount, not including increases that are exempt under RCW 84.55.

WHEREAS, the Board of Commissioners of Public Utility District No. 1 of Jefferson County, Washington has properly given notice of the Public Hearing held Monday, October 2, 2017 to consider the District's expense budget for the year 2018 pursuant to RCW 84.55; and,

WHEREAS, the Board of Commissioners of the District No.1 of Jefferson County, Washington, has determined that, because the of the startup costs associated with the electrical utility, the expansion of the PUD's role in Telecom, and to assist in its Water and Electrical Conservation measures, the Commissioners find that there is a substantial need to increase the regular property tax limit factor above the rate of inflation;

WHEREAS, the Board of Commissioners of Public Utility District No.1 of Jefferson County, Washington, after hearing, and after duly considering all relevant evidence and testimony presented, has determined that the District has banked capacity from limiting prior year collections to less than allowed under RCW 84.55.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Public Utility District No. 1 of Jefferson County that the regular property tax levy limit, not including any increase resulting from the addition of new construction and other increases identified in RCW 84.55.010(1), is hereby authorized for the 2018 tax levy in the amount of $548,999 dollars, which is an increase of 9.78% from the previous year's levy amount of $500,000 dollars.

ADOPTED by the Board of Commissioners of Public Utility District No. 1 of Jefferson County, Washington, at a regular open public meeting held this 7th day of November 2017.

Kenneth Collins	Jeff Randall	Wayne G. King
President	Vice President	Secretary

RESOLUTION NO. 2017-023

A Resolution of the Board of Commissioners of Public Utility District (PUD) No. 1 of Jefferson County, Washington, declaring the period of October 18th-21st , 2017 a state of emergency and authorizing the PUD manager to purchase materials and order work to assist regularly employed personnel in the any amount necessary.

WHEREAS, the RCW 54.04.070, Contracts for work or materials - notice - exemptions, section (6) states: Pursuant to RCW 39.04.280 the commission may waive the competitive bidding requirements of this section and RCW 54.04.080 if an exemption contained within RCW 29.04.2380 applies to the purchase or public work, and;

WHEREAS, RCW 39.04.280, Competitive bidding requirements - Exemptions, section 2 (b) states: If an emergency exists, the person or person designated by the governing body of the municipality to act in the event of an emergency may declare an emergency situation exists, waive competitive bidding requirements, and award all necessary contracts on behalf of the municipality to address the emergency situation, and;

WHEREAS, the PUD Procurement Manual Section 8.26, Emergency Purchases or Public Works (RCW 54.04.070) section 8.26.5 states: The Commission shall declare, by resolution, a state of emergency at the next scheduled public meeting approving the purchase of materials and/or work, and;

WHEREAS, as a direct result of the wet soil condition and strong winds that occurred on 18, 19, 20 and 21of October, 2017, the PUD lost a large section of its metered electrical customers to fallen lines due to high winds and wet soil conditions, and;

WHEREAS, The PUD manager authorized the Electrical Superintendent to utilize the existing rates and charges for outside assistance to respond to the damage of the storm and needed to invoke RCW 54.04.070.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Public Utility District No. 1 of Jefferson County, that it declares that the period of 18th-21st of October,2017 a state of emergency authorizing the PUD manager to contract outside work under RCW 54.04.070.

ADOPTED at a Regular Meeting of the Board of Commissioners of the Public Utility District No. 1 of Jefferson County, Washington, held this 7th day of November 2017.

Kenneth Collins	Jeff Randall	Wayne G. King
President	Vice President	Secretary

SECRETARY'S CERTIFICATE

I, Wayne King, do hereby certify that: I am the Secretary of Public Utility District #1 of Jefferson County (hereinafter the "District") that the following are true and correct copies of resolutions duly adopted by the Board of Directors of the District at the regular meeting held the 7th day of November 2017, and entered in the minute book of the District; that the meeting was duly and regularly called and held in accordance with the bylaws of the District; and that none of the following resolutions has been rescinded or modified:

RESOLUTIONS

RESOLVED the period of 18th-21st of October 2017 a state of emergency authorizing the PUD manager to contract outside work under RCW 54.04.070.

I FURTHER CERTIFY THAT each member of the Board of Commissioners of the District was furnished with notice of said meeting in compliance with the bylaws of the District.

IN WITNESS WHEREOF I have hereunto set my hand and affixed the seal of the Corporation this 7th day of November, 2017.

_____

Wayne G. King
Secretary

(Corporate Seal)

Jefferson County
Public Utility District

Board of Commissioners:

Jeff Randall, District 1
Kenneth Collins, District 2
Wayne G. King, District 3

Kevin Streett, Assistant Manager

November 7, 2017

MEMO FOR RECORD

SUBJECT: PUD#1 Board of Commissioners Regular Meetings Schedule.

1. The purpose of this memo is to provide PUD#1 of Jefferson County's Board of Commissioners (BOC) regular meetings schedule for Calendar Year 2018 for Board approval.

2. The PUD BOC regular board meetings are on the 1st and 3rd Tuesday of each month, with the exceptions of October and December. In October the regular meeting is moved to the first Monday of the month to coincide with the Budget Hearing. In December there is only a single Board meeting.

3. Unless otherwise advertised all regular meetings will be held at Jefferson Transit Authority office at 63 Four Corners Road, Port Townsend, Washington. The location may change at some point during the year and if so the BOC will amend this schedule. The meetings will begin at 5:00 pm and will run until adjourned by the President of the Board or other presiding officer should President be absent.

4. 2018 Schedule:

January	2nd	and	16th	
February	6th	and	20th	
March	6th	and	20th	
April	3rd	and	17th	
May	1st	and	15th	
June	5th	and	19th	
July	3rd	and	17th	
August	7th	and	21st	
September	4th	and	18th	
October	1st	and	16th	1st is first Monday
November	6th	and	20th	
December	11th			2nd Tuesday

5. PUD observes the following holidays: New Year's Day, Martin Luther King Day, President Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving and Day after Thanksgiving, and Christmas Day.

6. Point of Contact for this memo is the undersigned

Kevin Streett
Assistant Manager

Board of Commissioners:

Jeff Randall, District 1
Kenneth Collins, District 2
Wayne G. King, District 3

Kevin Streett, Assistant General Manager

Memo

To: Kevin Street, Annette Johnson

From: Don McDaniel

cc:

Date: 10/11/17

Re: CAB Report 2018 Meeting Dates

The following are the scheduled meeting dates for the Jefferson PUD Citizens Advisory Board for 2018:

- Jan. 8th
- Feb. 12th
- Mar. 12th
- Apr. 9th
- May 14th
- Jun. 11th
- Jul. 9th
- Aug13th
- Sep. 10th
- Oct. 8th
- Nov. 19th (Veterans Day Observed on Nov. 12th)
- Dec. 10th

donmc

Jefferson County PUD Citizen Advisory Board

AGENDA

Date: November 13th, 2017

Time: 2:30PM

Place of Meeting:

PUD Electrical Service Center

Address: 310 Four Corners Road, Port Townsend, WA.

- Call to Order
- Review of Agenda
- Approval of Minutes from Last Mtg.
- Public Comment
- Noxious Weed Sub-Committee Report – Doug Huber
- Broadband Delivery Strategies – Sub Committee Report
- PUD Credit Card Use Policy, Sub-Committee Report
- Reduced Rates for Low Income – Sub-Committee Report
- Absent Board Member Discussion
- Next Steps or Additional Board Actions
- Public Comment
- Adjourn

Board of Commissioners:

Jeff Randall, District 1
Kenneth Collins, District 2
Wayne G. King, District 3

Kevin Streett, Assistant General Manager

For : 11/07/17 BOC meeting
Date: 11/01/17
From: Debbie Lund, Human Resources Manager

Quick Stats

Current employees	**48**	(including commissioners)
Vacant positions	**9**	
Recruitments – External YTD	**12**	
Internal Opportunities-YTD	**2**	
New employees YTD	**12**	
Employee Departures YTD	**7**	(including temp. grounds and intern)

(All union positions are posted internally first and are not included in internal opportunities unless filled from within.)

Current Recruitments	Open	Close	Status
Substation and Metering Technician	8/23/17	10/18/17	Complete. **Tod Eisele** will begin work on November 13, 2017
Lineman	8/23/17	10/30/17	Complete. **Jonathon Dehnert** will start on November 27, 2017
Meter Reader/OIT (Water)	11/1/17	11/8/17	Open internally first, per union request.

Job Descriptions

Unique Position Titles	34
Positions w/o any job description	7
Job Descriptions in draft form	8
Job Descriptions Complete	19
Percent complete	**56%**

Policy Development

Policy to write/research	66
Policies drafted for internal review	22
Policies at union(s) for review	1

Other:

The PUD participated in the **Great Shakeout** earthquake preparedness event on October 19. Staff was instructed to Drop, Cover and Hold On and then practiced an evacuation of the buildings.

November 7, 2017

PUD CALENDAR

Nov 10	Veterans Day
Nov 15-17	WPUDA November Association Meetings
Nov 21	BOC Meeting
Nov 23-24	Thanksgiving Holiday

Jefferson PUD TRL Forecast
FY2018-2027
Actual History
October 2017

Fiscal Year	MWh	aMW	MW	LF	aMW Growth
2007	313,071	35.74	88.05	40.6%	
2008	320,554	36.49	73.46	49.7%	2.1%
2009	305,413	34.86	83.81	41.6%	-4.5%
2010	303,759	34.68	90.20	38.4%	-0.5%
2011	355,376	40.57	88.17	46.0%	17.0%
2012	364,451	41.49	87.58	47.4%	2.3%
2013	360,587	41.16	90.28	45.6%	-0.8%
2014	375,826	42.90	101.47	42.3%	4.2%
2015	355,474	40.58	92.61	43.8%	-5.4%
2016	370,554	42.19	93.90	44.9%	4.0%
2017	395,878	45.19	102.95	43.9%	7.1%
2018	386,969	44.17	98.45	44.9%	-2.3%
2019	388,484	44.35	98.79	44.9%	0.4%
2020	390,752	44.48	99.12	44.9%	0.3%
2021	391,368	44.68	99.44	44.9%	0.4%
2022	392,744	44.83	99.75	44.9%	0.4%
2023	394,079	44.99	100.05	45.0%	0.3%
2024	396,178	45.10	100.34	44.9%	0.3%
2025	396,636	45.28	100.62	45.0%	0.4%
2026	397,862	45.42	100.90	45.0%	0.3%
2027	399,055	45.55	101.17	45.0%	0.3%

	AAG(MW)	AAG(LF)	AAG(aMW)
2014-2017 (3 Years) =>	0.5%	1.3%	1.7%
2012-2017 (5 Years) =>	3.3%	-1.5%	1.7%
2007-2017 (10 Years) =>	1.6%	0.8%	2.4%
2017-2020 (3 Years) =>	-1.3%	0.7%	-0.4%
2017-2022 (5 Years) =>	-0.6%	0.5%	-0.2%
2017-2027 (10 Years) =>	-0.2%	0.3%	0.1%

Jefferson PUD TRL Forecast
FY2018-2027
Normal History
October 2017

Fiscal Year	MWh	aMW	MW	LF	aMW Growth
2007	313,305	35.77	88.05	40.6%	
2008	310,328	35.33	73.46	48.1%	-1.2%
2009	297,258	33.93	83.81	40.5%	-3.9%
2010	306,414	34.98	90.20	38.8%	3.1%
2011	348,059	39.73	88.17	45.1%	13.6%
2012	356,701	40.61	87.58	46.4%	2.2%
2013	358,342	40.91	90.28	45.3%	0.7%
2014	382,784	43.70	101.47	43.1%	6.8%
2015	374,250	42.72	92.61	46.1%	-2.2%
2016	380,444	43.31	93.90	46.1%	1.4%
2017	388,769	44.38	102.95	43.1%	2.5%
2018	386,969	44.17	98.45	44.9%	-0.5%
2019	388,484	44.35	98.79	44.9%	0.4%
2020	390,752	44.48	99.12	44.9%	0.3%
2021	391,368	44.68	99.44	44.9%	0.4%
2022	392,744	44.83	99.75	44.9%	0.4%
2023	394,079	44.99	100.05	45.0%	0.3%
2024	396,178	45.10	100.34	44.9%	0.3%
2025	396,636	45.28	100.62	45.0%	0.4%
2026	397,862	45.42	100.90	45.0%	0.3%
2027	399,055	45.55	101.17	45.0%	0.3%

	AAG(MW)	AAG(LF)	AAG(aMW)
2014-2017 (3 Years) =>	0.5%	0.0%	0.5%
2012-2017 (5 Years) =>	3.3%	-1.4%	1.7%
2007-2017 (10 Years) =>	1.6%	0.6%	2.2%
2017-2020 (3 Years) =>	-1.3%	1.4%	0.2%
2017-2022 (5 Years) =>	-0.6%	0.8%	0.2%
2017-2027 (10 Years) =>	-0.2%	0.4%	0.3%

******Yelow Highlighted Rows reflect forecasted loads.***
******Green Highlighted Rows reflect actual load history.***
******Actual Data for FY2006-2010 is form Puget Sound Energy metering.***
******Actual Data for FY2011-2013 is form BPA SCADA and MV-90 metering.***
******Port Townsend Paper OCC Load metering begins in January 2011.***
******Port Townsend Paper Wheel Turning Load metering begins in October 2009.***
******Tan Highlighted Rows reflect weather adjusted history.***

From: Bill Graham
To: "William Weir"
Subject: RE: Arcadia Power
Date: Monday, October 23, 2017 6:16:59 PM
Attachments: image001.jpg

Hi Bill,

Arcadia is not affiliated with the PUD. Arcadia Power appears to be what is called a "competitive energy supplier". In some states, customers can select a supplier that sells the source electricity – either through generation or purchase - that the utility then delivers to the customer. Suppliers often offer additional value-added services (web-based use tracking dashboards and calculators, conservation incentives, "green power", energy market access, etc). Suppliers are typically all about energy sources either through purchase or generation. Arcadia requires their customers to pay 1.5 cents for each kWh their customers use - on top of the utility bill - to pay for wind power. Usage appears to all be self-reported by the customer with no direct interaction with the utility.

According to the American Coalition of Competitive Energy Suppliers (ACCES), Washington has not deregulated its own energy markets to permit customer "energy choice". This is why I am confused that you have been solicited for something that doesn't appear to be available in Washington state. Perhaps the Washington Arcadia customer does not have access to the electric market, but can buy wind credits from them as well as receive some additional value-added services for their monthly payment. The business model for this company is still a bit of a mystery to us.

The board of commissioners to the best of my knowledge has no position on this issue, in part because they haven't had to address it. As a third party, this company would be providing some value added services that do not directly affect PUD operations or revenues. Customer participation would have no impact on load or affect revenue since the customer is still paying the same utility bill for all usage regardless. It's essentially a revenue-neutral, third party, customer product. This is my position as resource manager, not the board's.

Since you have brought it up as a request for a "position", I will inform our assistant manager about this topic and recommend we enter it, and this email, in a future board meeting agenda/packet.

We have received numerous calls on this issue today alone. Would you please elaborate on the source of the solicitation? What this a direct mail item, perhaps?

Let me know if you have any additional questions.

Bill Graham
Resource Manager
Jefferson PUD#1
(360) 385-8375
(360) 385-8373 FX

From: William Weir [mailto:trellis@ix.netcom.com]
Sent: Monday, October 23, 2017 1:12 PM
To: Bill Graham <bgraham@jeffpud.org>
Subject: Arcadia Power

Hi, I'm a PUD power customer in Port Ludlow. I'm receiving solicitations from Arcadia Power (see, for example, http://faq.arcadiapower.com/help_center), asking me to sign up for a windpower alternative to PUD power. Are they affiliated with the PUD? What's PUD's position on their proposal? Does their offering strengthen or weaken PUD's links to our community?

I'd appreciate a pointer to a PUD statement on this solicitation.

Thanks!

Bill Weir

INTERLOCAL AGREEMENT BETWEEN PUBLIC UTILITY DISTRICT ONE OF MASON 1 PUD COUNTY AND PUBLIC UTILITY DISTRICT ONE OF JEFFERSON COUNTY TO PROCURE TURBOWEST DIGITAL NETWORK SOFTWARE AND RADIOS

1. Parties. THIS INTERLOCAL AGREEMENT ("Agreement") is entered into by and between Public Utility District No. 1 of Mason 1 PUD County (herein after "Mason PUD 1") a municipal corporation organized under the law of the State of Washington and Public Utility District No. 1 of Jefferson County (herein after "JPUD") a municipal corporation organized under the law of the State of Washington.

2. Purpose of Agreement. The purpose of this Agreement is to allow JPUD to procure the COS survey software suite as a "piggy back" on to the MPUD procurement of this software product which will allow JPUD to eliminate a separate RFP process.

3. **Procurement Exception.** JPUD acknowledges this software product is unique and procurement is subject to RCW 39.04.270 which allows all local governments in Washington to use a competitive negotiation process when purchasing
- telecommunications and electronic data processing equipment oi: software, radios instead of traditional competitive bidding.

4. **Indemnification.** Each party to this Agreement shall defend, indemnify and hold the other party, its appointed and elected officers and employees, harmless from claims, actions, injuries, damages, losses or suits including attorney fees, by third parties arising or alleged to have arisen directly or indirectly out of or in consequence of the performance of this Agreement to the extent caused by the fault of negligence of the indemnitor, its appointed or elected officials, employees, officers, agents, assigns, volunteers or representatives.

5. **Jurisdiction and Venue.** This agreement is governed by the laws of the State of Washington. Any dispute shall be resolved by private arbitration. In the event of a dispute, the Parties shall meet and discuss the terms and conditions of a private arbitration. Failing such agreement, they will submit their dispute to the Washington Arbitration and Mediation Service (WAMS) in Seattle and proceed under WAMS rules.

6. **Non-Discrimination.** The parties shall not discriminate in any manner related to this Agreement on the basis of race, color, national origin, sex, sexual orientation, religion, age, marital status or disability in employment of the provision of services.

7. **Severability.** If any provision of the Agreement shall be held invalid, the remainder of this Agreement shall not be affected thereby if such remainder would then continue to serve the Purpose and objectives of all Parties.

DRAFT

8. **Entire Agreement.** This Agreement constitutes the entire agreement between Parties. Any modifications or amendments to this Agreement shall be in writing and shall be signed by each party:

9. **Compliance with RCW 39.34.040.** Pursuant to RCW 39.34.040, this Agreement shall be filed with the Mason 1 PUD County Auditor or alternatively, listed by subject on the public web site of the Parties hereto or on other electronically retrievable public s o u r c e .

10. **No Separate Entity.** It is not contemplated that any property, real or personal, will be acquired by either jurisdiction separately or jointly as a result of this agreement. No separate fund shall be established, and no legal entity is created by this agreement.

DATED THIS _____DAY OF _____. _____.

PUBLIC UTILITY DISTRICT #1 OF JEFFERSON COUNTY

_____
President

PUBLIC UTILITY DISTRICT #1 OF MASON 1 PUD COUNTY

_____
President

ATTEST:

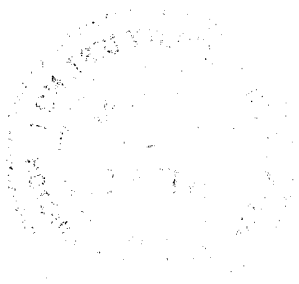
_____
Secretary of the Board

ATTEST:

_____
Clerk for Board of Commissioners

DRAFT

DRAFT



JCPUD - GM
Recruitment Timeline (Option #1)

Projected Dates	Tasks
Oct 30-Nov 10	• Scott manages information gathering via telephone; document gathering with staff and telephone calls with approved stakeholders.
Nov 17	• Search description review by JCPUD, edited as necessary and approved.
Nov 17-Dec 18 **This is where it's tight!**	• Networking and advertising cycle executed and completed; • Telephone screenings with lead prospects completed; • Long-list report and resumes of top candidates submitted for review on Dec 18.
Between Dec 19-22	• Two-hour meeting in Port Hadlock to review long list report and resumes. Candidates selected for interview.
Week of January 8 or 15	• JCPUD Board and Scott interview finalists in Port Hadlock. Likely a day-and-a-half to two-day exercise. It is preferred to interview no more than three candidates per day.
By February 2	• Negotiations completed with top candidate, start date established (typically around 30 days following execution of the offer letter and/or employment agreement).
End of February to first week in March	• Successful candidate begins employment.

PO Box 1310 • Conifer, Colorado 80433 • 800-525-9082 • 303-600-4878 FAX
mail@mfpllc.us • www.mfpllc.us

JCPUD - GM
Recruitment Timeline (Option #2)

Projected Dates	Tasks
Oct 30-Nov 10	• Scott manages information gathering via telephone; document gathering with staff and telephone calls with approved stakeholders.
Nov 17	• Search description review by JCPUD, edited as necessary and approved.
Nov 17-Dec 22	• Networking and advertising cycle executed and completed; • Telephone screenings with lead prospects completed; • Long-list report and resumes of top candidates submitted for review on Dec 18.
Dec 28 or Jan 3 or 5	• Two-hour conference call to review long list report and resumes. Candidates selected for interview.
Week of January 15 or 22	• JCPUD Board and Scott interview finalists in Port Hadlock. Likely a day-and-a-half to two-day exercise. It is preferred to interview no more than three candidates per day.
By February 9	• Negotiations completed with top candidate, start date established (typically around 30 days following execution of the offer letter and/or employment agreement).
March	• Successful candidate begins employment.

PO Box 1310 • Conifer, Colorado 80433 • 800-525-9082 • 303-600-4878 FAX
mail@mfpllc.us • www.mfpllc.us

JCPUD - GM
Recruitment Timeline (Option #3)

Projected Dates	Tasks
Oct 30-Nov 10	• Scott manages information gathering via telephone; document gathering with staff and telephone calls with approved stakeholders.
Nov 17	• Search description review by JCPUD, edited as necessary and approved.
Nov 17-Dec 22	• Networking and advertising cycle executed and completed; • Telephone screenings with lead prospects completed; • Long-list report and resumes of top candidates submitted for review on Dec 22.
Week of Jan 8	• Two-hour meeting in Port Hadlock to review long list report and resumes. Candidates selected for interview.
Week of January 22 or 29	• JCPUD Board and Scott interview finalists in Port Hadlock. Likely a day-and-a-half to two-day exercise. It is preferred to interview no more than three candidates per day.
By Feb 16 at the earliest	• Negotiations completed with top candidate, start date established (typically around 30 days following execution of the offer letter and/or employment agreement).
Mid-to-Late March	• Successful candidate begins employment.