Regular Meeting & Shine Plat
LUD #17 Hearing Agenda
Board of Commissioners
Tues, Mar 16, 2021 5:00 PM
Zoom
Port Townsend, WA 98368

To join online go to:https://zoom.us/my/jeffcopud. Follow the instructions to login. Meetings will open 5 minutes before they begin. TOLL FREE CALL IN #: 833-548-0282, Meeting ID# 4359992575#. Use *6 to mute or unmute. *9 to raise a hand to request to speak.

Page

1. Call to Order

Per the Governor's Extended Proclamation 20-28 and in response to the COVID-19 Pandemic, Jefferson County PUD is no longer providing an in-person room for meetings of the BOC. All meetings will be held remotely via Zoom until otherwise informed by the Governor. Participant audio will be muted upon entry. Please unmute at the appropriate time to speak. If you are calling in, use *6 to mute and unmute or *9 to raise a hand to request to speak.

2. Agenda Review

3. Public Comment

The public comment period is for any items not specifically listed on the current Agenda or for items listed on the Consent Agenda. The Chair may place time limits on public comments to allow the meeting to be conducted in an efficient and orderly manner. ***(15 min)***

4. Consent Agenda

All matters listed below on the Consent Agenda are considered under one motion and will be enacted by one motion. There will be no separate discussion on those items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

Consent Action

4.1. Prior Minutes

there are no minutes to review for this meeting

4.2. Vouchers & Write offs 4 - 31

Voucher Approval Form for the Commissioners.pdf

Voucher Certification with Supporting Warrant Register & Payroll

Agenda Report-Written Off Accounts-03-16-21

Written Off Accounts Motion 03-16-21.docx

4.3. Calendar 32

PUD Calendar March 16, 2021

5. Shine Plat LUD #17 Hearing 33 - 64

Shine Plat LUD No. 17 Formation 210316 Packet.pdf

6. Old Business

For the OLD and NEW BUSINESS section discussions: please hold public comment until each presentation is done but before the vote .

6.1. Water System Plan 65 - 85

2021 JPUD Water System Plan Adoption Agenda Packet

6.2. Heavy Equipment Surplus: Resolution to Amend Procurement Manual 86 - 88

Procurement Ammendment Resolution 2021-xxxx and Exhibit A for Changes to Surplus in Procurement Manual

7. New Business

8. Manager and Staff Reports

For information only, not requiring a vote.

8.1. Communications Director Report

removed from the agenda during the meeting

8.2. HR Director Report

8.3. Hoh Tribe Telecom Project 89

Internet Route.pdf

8.4. Jefferson County ADO Discussion 90 - 98

DISCUSSION DRAFT CONCEPT PAPER for ADO RFP - 03 15 21.docx

9. Commissioner Reports

10. Adjourn

VOUCHER APPROVAL FORM

We, the undersigned Board of Commissioners of Public Utility District No. 1
of Jefferson County hereby approve pending payments for transactions greater than $100,000,
if any. The following transactions are approved from the General Fund in the amount of
$806,881.50 on this **16TH** day of **MARCH** **2021** ;

Dan Toepper	Kenneth Collins	Jeff Randall
President	Vice President	Secretary

PAYMENTS TO BE APPROVED:

	WARRANTS				AMOUNT	DATE
Accounts Payable:	# 125638	to	# 125682	$	270,932.06	2/25/2021
Accounts Payable:	# 125683	to	# 125747	$	377,233.89	3/4/2021
Payroll Checks:	# 70862	to	# 70866	$	9,638.32	3/5/2021
Payroll Direct Deposit:				$	120,419.99	3/5/2021

TOTAL INVOICES PAID **$778,224.26**

WIRE TRANSFERS PAID		**AMOUNT**	**DATE**
Peterson Lake	$	14,328.62	2/25/2021
Peterson Lake	$	14,328.62	3/1/2021

PAYMENT TOTAL **$806,881.50**

VOIDED WARRANTS

116261	$ 130.25	118627	$ 69.72	121005	$ 3.64
116817	$ 2,635.00	118799	$ 541.59	121085	$ 820.52
116875	$ 212.52	118843	$ 321.12	121104	$ 22.59
117210	$ 100.00	118867	$ 123.69	121283	$ 107.92
117303	$ 77.99	119071	$ 29.77	121379	$ 493.11
117305	$ 21.07	119545	$ 49.97	121394	$ 92.08
117582	$ 110.39	119930	$ 314.17	121417	$ 23.65
117939	$ 92.94	120288	$ 51.97	121421	$ 50.35
117958	$ 35.16	120295	$ 92.94	121437	$ 48.33
118038	$ 174.58	120818	$ 128.89	121618	$ 215.53
118183	$ 200.00	120959	$ 20.73		

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 and due 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 and due against Public Utility District No. 1 of Jefferson County.

Signed: Mike Bailey 03/10/2021

Mike Bailey, Financial Director / District Auditor — Date

VOUCHER CLAIM FORMS FOR INVOICES PAID:

	WARRANTS				AMOUNT	DATE
Accounts Payable:	# 125638	to	# 125682	$	270,932.06	2/25/2021
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WIRE TRANSFERS PAID		**AMOUNT**	**DATE**
Peterson Lake	$	14,328.62	2/25/2021
Peterson Lake	$	14,328.62	3/1/2021

GRAND TOTAL **$806,881.50**

VOIDED WARRANTS

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118038	$ 174.58	120818	$ 128.89	121618	$ 215.53
118183	$ 200.00	120959	$ 20.73		

Accounts Payable
Check Register

02/24/2021 To 03/08/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount	
116261	1/5/18	CHK	9998	JENNIFER NAYLON	Credit Balance Refund	130.25	VOID
116817	3/15/18	CHK	10576	TCF ARCHITECTURE, PLLC	ARCHITECTURAL-PREDESIGN PHS FEB-18	2,635.00	VOID
116875	3/22/18	CHK	10249	SPECTRA LABORATORIES-KITSAP LLC	TESTING: COLI/ECOLI QUIMPER MO 3/07/18	212.52	VOID
117210	5/10/18	CHK	9999	RONALD V MCKIBBAN	ENERGY CONSERVATION REBATE	100.00	VOID
117303	5/24/18	CHK	9998	ANNETTA BURNS	Credit Balance Refund	77.99	VOID
117305	5/24/18	CHK	9998	DONALD CASH	Credit Balance Refund	21.07	VOID
117582	6/28/18	CHK	9998	JANIE K THOMAS	Credit Balance Refund	110.39	VOID
117939	8/17/18	CHK	9998	GATLIN HANNA	Credit Balance Refund	92.94	VOID
117958	8/17/18	CHK	9998	REED O'NEAL	Credit Balance Refund	35.16	VOID
118038	8/30/18	CHK	9998	KIMBERLY K THOMPSON	Credit Balance Refund	174.58	VOID
118183	9/20/18	CHK	9998	JACQUELINE POOLE	Credit Balance Refund	200.00	VOID
118627	11/15/18	CHK	9998	HUNTER SCHOLZ	Credit Balance Refund	69.72	VOID
118799	12/7/18	CHK	9997	LEE DOUGHTY	NET METER INCENTIVE PMT SOLAR 2018	541.59	VOID
118843	12/7/18	CHK	9997	Toni Gardiner	NET METER INCENTIVE PMT SOLAR 2018	321.12	VOID
118867	12/7/18	CHK	9997	Amy Hiatt	NET METER INCENTIVE PMT SOLAR 2018	123.69	VOID
119071	12/13/18	CHK	9998	KAYLA HILLIS	Credit Balance Refund	29.77	VOID
119545	2/14/19	CHK	9998	ERYN REIERSON	Credit Balance Refund	49.97	VOID
119930	4/4/19	CHK	9998	MEL THORNTON	Credit Balance Refund	314.17	VOID
120288	5/23/19	CHK	9998	VIRGINIA CATTERMOLE	Credit Balance Refund	51.97	VOID
120295	5/23/19	CHK	9998	THOMAS E GALE	Credit Balance Refund	92.94	VOID
120818	8/1/19	CHK	9998	WAYNE A SHAVER	Credit Balance Refund	128.89	VOID

Accounts Payable
Check Register

02/24/2021 To 03/08/2021

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Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount	
120959	8/22/19	CHK	9998	NICHOLAS KELBON	Credit Balance Refund	20.73	VOID
121005	9/5/19	CHK	9998	DYLAN ARVESON	Credit Balance Refund	3.64	VOID
121085	9/9/19	CHK	9999	TROY NORMAN	ENERGY CONSERVATION REBATE	820.52	VOID
121104	9/13/19	CHK	9998	FROG MOUNTAIN PET CARE	Credit Balance Refund	22.59	VOID
121283	10/11/19	CHK	10292	DAVID ELIAS	WELLNESS PROGRAM REIMBURSEMENT FOR 2019	107.92	VOID
121379	10/24/19	CHK	9998	CURT ALBAN	Credit Balance Refund	493.11	VOID
121394	10/24/19	CHK	10292	DAVID ELIAS	WELLNESS PROGRAM REIMBURSEMENT FOR 2019	92.08	VOID
121417	10/24/19	CHK	9998	JUSTIN A REEG	Credit Balance Refund	23.65	VOID
121421	10/24/19	CHK	9998	RACHEL SEKERAK	Credit Balance Refund	50.35	VOID
121437	10/31/19	CHK	9998	HARRY A DOYLE	Credit Balance Refund	48.33	VOID
121618	11/21/19	CHK	9998	ANGELENA LOVE	Credit Balance Refund	215.53	VOID
125638	2/25/21	CHK	10002	A WORKSAFE SERVICE, INC	ANNL RNWL 1YR OF RANDOM SELECTION 2021	120.00	
					ANNL RNWL 1YR OF RANDOM SELECTION 2021	30.00	
					Total for Check/Tran - 125638:	150.00	
125639	2/25/21	CHK	10481	AMAZON	TAP CUTTING FLUID	17.38	
125640	2/25/21	CHK	10447	ANIXTER INC.	WASHER QTY300	245.25	
125641	2/25/21	CHK	10016	ASPLUNDH TREE EXPERT CO	TREE TRIMMING W/E 1/23/2021	6,819.26	
125642	2/25/21	CHK	10641	MELISSA J BLAIR	WELLNESS REIMBURSEMENT PROGRAM 2020	8.00	
					WELLNESS REIMBURSEMENT PROGRAM 2020	2.00	
					Total for Check/Tran - 125642:	10.00	
125643	2/25/21	CHK	10501	D & L POLES	METER INSTL - PARADISE BAY RD 1/28	5,683.53	
125644	2/25/21	CHK	10815	DANIEL ANDERSON TRUCKING&EXCA	POLE MOVED - CENTER RD 1/04	572.26	

Accounts Payable
Check Register

02/24/2021 To 03/08/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
125645	2/25/21	CHK	10551	DAY WIRELESS SYSTEMS	MOBILE RADIOS - MAR 2021		985.14
125646	2/25/21	CHK	10085	FASTENAL	SPRYWY,GS GAP FILL,TAPE		798.35
					MARKING CHALK		85.30
					BATTERIES		4.61
					SFTY GLS,HEDLMP,GLVS,WRM PCKS		41.97
					BATTERIES		1.15
					WYPALL, HWOIL PAD, SORBENT PAD		248.55
					WAREHOUSE - CRIMP RING TERMINAL		18.08
						Total for Check/Tran - 125646:	1,198.01
125647	2/25/21	CHK	10094	GENERAL PACIFIC, INC	WATER METERS, BADGER 5/8X3/4" QTY24		3,505.44
125648	2/25/21	CHK	10098	GRAINGER	AIR COMPRESSOR		2,190.86
					421000		460.53
						Total for Check/Tran - 125648:	2,651.39
125649	2/25/21	CHK	10732	GRAYBAR ELECTRIC COMPANY INC.	MARKER BALL-ELECTRIC		305.75
					MARKER BALLS-FIBER		303.78
						Total for Check/Tran - 125649:	609.53
125650	2/25/21	CHK	10103	H D FOWLER	WATER PARTS - QUICK JOINTS,COUPLINGS ETC		2,763.80
125651	2/25/21	CHK	10104	HADLOCK BUILDING SUPPLY, INC.	TRITON COVE SCADA - MATERIALS		7.49
					TRITON COVE SCADA - MATERIALS		36.66
					TRITON COVE SCADA - MATERIALS		9.80
					FLEET - PUSH BROOM		18.52
						Total for Check/Tran - 125651:	72.47
125652	2/25/21	CHK	10384	HDR ENGINEERING INC	TASK9 - SHINE&BYWATER 1/01-1/30		14,567.29
125653	2/25/21	CHK	10110	HENERY HARDWARE	WO# 19084 - SEALANT		21.67
125654	2/25/21	CHK	10126	JEFFERSON COUNTY PUBLIC WORKS	ANNL: TYPE A PERMITS ELEC 1YR1/1-12/31		202.50
					ANNL: TYPE A PERMITS ELEC 1YR1/1-12/31		202.50
					ANNL: TYPE A PERMITS WTR 1YR 1/1-12/31		405.00

02/24/2021 To 03/08/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					Total for Check/Tran - 125654:	810.00
125655	2/25/21	CHK	10129	JIFFY LUBE	VEH# 205 - OIL CHANGE	100.96
					VEH# 300 - OIL CHANGE	68.54
					Total for Check/Tran - 125655:	169.50
125656	2/25/21	CHK	10300	BO D LEE	TOOL ALLOWANCE 2021	300.00
125657	2/25/21	CHK	10333	MOSS ADAMS LLP	PROF SVC:PRG BILL PHSE 2.1 MNGMT INSGHT	37,390.54
					PROF SVC:PRG BILL PHSE 2.1 MNGMT INSGHT	9,347.64
					Total for Check/Tran - 125657:	46,738.18
125658	2/25/21	CHK	9999	JIM MUNN	REFUND - SCOPE OF WORK CHANGE WO#19425	1,500.00
125659	2/25/21	CHK	10309	NISC	RECURRING INVOICE JAN 2021	1,142.79
					RECURRING INVOICE JAN 2021	206.01
					RECURRING INVOICE JAN 2021	1,768.61
					RECURRING INVOICE JAN 2021	494.91
					RECURRING INVOICE JAN 2021	494.91
					RECURRING INVOICE JAN 2021	9,055.78
					RECURRING INVOICE JAN 2021	1,009.84
					RECURRING INVOICE JAN 2021	92.71
					RECURRING INVOICE JAN 2021	1,656.71
					RECURRING INVOICE JAN 2021	284.37
					RECURRING INVOICE JAN 2021	17.66
					AMS INVOICE JAN 2021	2,285.62
					AMS INVOICE JAN 2021	6,218.46
					AMS INVOICE JAN 2021	1,566.91
					AMS INVOICE JAN 2021	571.41
					AMS INVOICE JAN 2021	1,554.62
					AMS INVOICE JAN 2021	391.73
					MISC JAN 2021	1,199.00
					MISC JAN 2021	524.40
					MISC JAN 2021	145.62

02/24/2021 To 03/08/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
					MISC JAN 2021		131.10
					MISC JAN 2021		36.41
						Total for Check/Tran - 125659:	30,849.58
125660	2/25/21	CHK	10667	NORTHWEST OPEN ACCESS NETWORK	FIBER REVENUE SHARING FEB 2021		487.50
125661	2/25/21	CHK	10166	NWPPA	ONLINE AD: RECRUITMENT JRNY LINEMAN		250.00
125662	2/25/21	CHK	10167	OFFICE DEPOT	210/310 TRP WDE - OFFICE SUPPLIES		73.59
					210/310 TRP WDE - OFFICE SUPPLIES		18.40
						Total for Check/Tran - 125662:	91.99
125663	2/25/21	CHK	10170	OLYMPIC EQUIPMENT RENTALS	VEH# 101 - TORCH KIT		40.32
125664	2/25/21	CHK	10181	PENINSULA PEST CONTROL	BI-MONTHLY OHA SVC 310 FOUR CRNRS		69.76
					BI-MONTHLY OHA SVC 310 FOUR CRNRS		17.44
						Total for Check/Tran - 125664:	87.20
125665	2/25/21	CHK	10197	PRINTERY COMMUNICATIONS	OUTREACH FOR CARES ACT FUNDS		361.96
					OUTREACH FOR CARES ACT FUNDS		90.49
						Total for Check/Tran - 125665:	452.45
125666	2/25/21	CHK	10287	PUD-UTILITY PAYMENTS	MULTI LOCATIONS PUMPHSE ELEC - FEB 2021		283.08
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021		68.85
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021		91.94
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021		78.69
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021		278.31
					MULTI LOCATIONS PUMPHSE ELEC -FEB 2021		20.84
					MULTI LOCATIONS PUMPHSE ELEC -FEB 2021		545.69
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021		5.21
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021		59.83
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021		17.22
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021		156.10
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021		69.58
					MULTI LOCATIONS PUMPHSE ELEC -FEB 2021		10.95

02/24/2021 To 03/08/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					MULTI LOCATIONS PUMPHSE ELEC -FEB 2021	22.43
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021	2,105.28
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021	275.29
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021	714.73
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021	19.51
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021	82.75
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021	22.43
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021	38.84
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021	745.95
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021	44.98
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021	2,446.26
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021	42.37
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021	103.29
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021	20.61
					MULTI LOCATIONS PUMPHSE ELEC -FEB 2021	79.32
					300 FOUR CRNRS - ELECTRIC&WATER FEB-21	69.12
					300 FOUR CRNRS - ELECTRIC&WATER FEB-21	17.28
					300 FOUR CRNRS - ELECTRIC FEB-21	44.45
					300 FOUR CRNRS - ELECTRIC FEB-12	11.11
					Total for Check/Tran - 125666:	8,592.29
125667	2/25/21	CHK	10860	REINHAUSEN MANUFACTURING INC	RPLCMNT GAUGE KIT-IRONDALE	1,026.25
125668	2/25/21	CHK	10832	RJB WHOLESALE INC.	PVC CONDUIT 2" SCH 40-W BELLEND-GREY	8,267.87
125669	2/25/21	CHK	10212	ROHLINGER ENTERPRISES INC	REPLACEMENT HOTSTICK	586.31
125670	2/25/21	CHK	10216	SECURITY SERVICES NW, INC.	NIGHT PAYMENT PICKUP - FEB 2021	1,128.56
					NIGHT PAYMENT PICKUP - FEB 2021	282.14
					Total for Check/Tran - 125670:	1,410.70
125671	2/25/21	CHK	10219	SHOLD EXCAVATING INC	ROCK SPRD - 211 CONDON LN 1/29	559.99
125672	2/25/21	CHK	10538	SPIDAWEB LLC	SPIDACALC SW&TECH SUPP 1Y2/01/21-1/31/22	2,038.30

Accounts Payable
Check Register

02/24/2021 To 03/08/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					SPIDACALC SW&TECH SUPP 1Y2/01/21-1/31/22	-168.30
					Total for Check/Tran - 125672:	1,870.00
125673	2/25/21	CHK	10234	STATE AUDITORS	ACCOUNTABILITY AUDIT JAN 2021	5,112.12
					ACCOUNTABILITY AUDIT JAN 2021	1,278.03
					Total for Check/Tran - 125673:	6,390.15
125674	2/25/21	CHK	10824	THE PORT OF PORT TOWNSEND	PORT BUILDING - UTILITIES	88.87
					PORT BUILDING - UTILITIES	22.22
					RENT BILLING AT PORT BLDNG - MAR 2021	1,344.00
					RENT BILLING AT PORT BLDNG - MAR 2021	336.00
					Total for Check/Tran - 125674:	1,791.09
125675	2/25/21	CHK	10727	TITAN ELECTRIC, INC	DOCK WORK 1/01-1/30/2021	3,290.11
					DOCK WORK 1/01-1/30/2021	54,540.27
					DOCK WORK 1/01-1/30/2021	11,682.32
					DOCK WORK 1/01-1/30/2021	10,222.44
					Total for Check/Tran - 125675:	79,735.14
125676	2/25/21	CHK	10553	TRANSFORMER TECHNOLOGIES, LLC.	SURPLUS TRANSFORMER DISPOSAL/TESTING	-99.51
					SURPLUS TRANSFORMER DISPOSAL/TESTING	1,205.21
					Total for Check/Tran - 125676:	1,105.70
125677	2/25/21	CHK	10255	USA BLUEBOOK	WATER PARTS - PUMP REPAIR KIT PULSAFEEDE	236.89
125678	2/25/21	CHK	10258	VERIZON WIRELESS, BELLEVUE	CELL PHONE SERVICE QB1/16-2/15/2021	217.02
					CELL PHONE SERVICE QB1/16-2/15/2021	129.73
					CELL PHONE SERVICE QB1/16-2/15/2021	25.95
					CELL PHONE SERVICE QB1/16-2/15/2021	103.79
					CELL PHONE SERVICE QB1/16-2/15/2021	94.30
					CELL PHONE SERVICE QB1/16-2/15/2021	85.06
					CELL PHONE SERVICE QB1/16-2/15/2021	137.10
					CELL PHONE SERVICE QB1/16-2/15/2021	85.06
					CELL PHONE SERVICE QB1/16-2/15/2021	62.96

02/24/2021 To 03/08/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					CELL PHONE SERVICE QB1/16-2/15/2021	15.57
					CELL PHONE SERVICE QB1/16-2/15/2021	46.54
					CELL PHONE SERVICE QB1/16-2/15/2021	18.16
					CELL PHONE SERVICE QB1/16-2/15/2021	38.52
					CELL PHONE SERVICE QB1/16-2/15/2021	104.96
					CELL PHONE SERVICE QB1/16-2/15/2021	104.96
					CELL PHONE SERVICE QB1/16-2/15/2021	52.04
					CELL PHONE SERVICE QB1/16-2/15/2021	104.66
					CELL PHONE SERVICE QB1/16-2/15/2021	20.76
					CELL PHONE SERVICE QB1/16-2/15/2021	91.02
					CELL PHONE SERVICE QB1/16-2/15/2021	41.51
					CELL PHONE SERVICE QB1/16-2/15/2021	10.86
					CELL PHONE SERVICE QB1/16-2/15/2021	140.53
					CELL PHONE SERVICE QB1/16-2/15/2021	38.90
					CELL PHONE SERVICE QB1/16-2/15/2021	220.62
					CELL PHONE SERVICE QB1/16-2/15/2021	39.13
					CELL PHONE SERVICE QB1/16-2/15/2021	31.13
					CELL PHONE SERVICE QB1/16-2/15/2021	22.76
					CELL PHONE SERVICE QB1/16-2/15/2021	10.38
					CELL PHONE SERVICE QB1/16-2/15/2021	43.43
					CELL PHONE SERVICE QB1/16-2/15/2021	35.14
					CELL PHONE SERVICE QB1/16-2/15/2021	51.89
					SCADA CRADLEPNT DEVICE QB1/20-2/19/21	887.34
					WIFI IN TRUCKS QB1/20-2/19/21	320.32
					WIFI RANDOM QB1/20-2/19/21	386.06
					WIFI IN TRUCKS QB1/20-2/19/21	480.38
					WIFI RANDOM QB1/20-2/19/21	96.52
					Total for Check/Tran - 125678:	4,395.06
125679	2/25/21	CHK	10715	VIVID LEARNING SYSTEMS, INC.	WORKPLC SAFETY&GLDP 1Y 10/19/20-10/18/21	6,365.67
					WORKPLC SAFETY&GLDP 1Y 10/19/20-10/18/21	1,591.42

02/24/2021 To 03/08/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
						Total for Check/Tran - 125679:	7,957.09
125680	2/25/21	CHK	10271	WESCO RECEIVABLES CORP	WIRE 1/0 AL URD CN PRI 15KV		22,917.47
					ESCALATION CHARGE FOR INV 197724		100.76
					COPPER C		305.20
					SPLICE TENSION		125.62
					SHOOT ON CONNECTOR		143.34
					COPPER C		226.18
					SHOOT ON CONNECTOR		118.54
						Total for Check/Tran - 125680:	23,937.11
125681	2/25/21	CHK	10274	WESTBAY AUTO PARTS, INC.	FLEET STOCK - BRAKLEEN & GRAPHITE LUB		21.28
125682	2/25/21	CHK	10502	CAROL WOODLEY	RENT BILLING AT ANNEX - MAR 2021		1,120.00
					RENT BILLING AT ANNEX - MAR 2021		280.00
						Total for Check/Tran - 125682:	1,400.00
125683	3/4/21	CHK	10006	AFLAC	AFLAC BILL FEB 2021		60.48
					AFLAC BILL FEB 2021		26.40
					AFLAC BILL FEB 2021		138.36
						Total for Check/Tran - 125683:	225.24
125684	3/4/21	CHK	10516	AIR SYSTEMS ENGINEERING INC	REPAIR HVAC - 310 FOUR CRNRS 2/18		1,276.12
					REPAIR HVAC - 310 FOUR CRNRS 2/18		319.03
						Total for Check/Tran - 125684:	1,595.15
125685	3/4/21	CHK	10012	ALTEC INDUSTRIES, INC	ELBOW PULLER TOOL QTY5		953.75
					SLINGS		129.39
					HANDLINE HOOK		25.73
					RIGGING BLOCK		284.32
						Total for Check/Tran - 125685:	1,393.19
125686	3/4/21	CHK	10481	AMAZON	DRILL & TAP SET		36.33
					TOOLS FOR SUBSTATIONS: CABLESTRIPPER&ETC		43.55
					TOOLS FOR SUBSTATIONS: CABLESTRIPPER&ETC		45.01

02/24/2021 To 03/08/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
					WIRE CUTTER		39.25
					WIRE STRIPPER		27.07
					MOUSE TRAPS		41.39
					BLACK TONER CARTRIDGE		74.25
					BLACK TONER CARTRIDGE		18.56
					BLACK TONER		64.56
					LASER PRINTER		87.19
					BLACK TONER		16.14
					LASER PRINTER		21.80
					ADAPTER BIT		7.63
					HEX BIT		22.17
						Total for Check/Tran - 125686:	544.90
125687	3/4/21	CHK	10530	AMERICAN PRODUCTS LLC	RACK RAILS		502.34
					RACK RAILS		-41.48
						Total for Check/Tran - 125687:	460.86
125688	3/4/21	CHK	10447	ANIXTER INC.	RETURN OF WIRE #4 AL OH TPX		-783.17
					SCTNLZNG CABINET 18X30X30-METAL&U STRAPS		6,229.36
					WIRE 1/0 AL OH TPX&WIRE #4 AL OH TPX		2,870.75
					BOLT		139.52
					CLEVIS		342.26
					COPPER C		396.76
					COPPER SPLICE		1,004.98
					CROSSARM PIN		411.48
					GROUND ROD CLAMP		356.43
					GROUNDING CLAMP		180.39
					SHOOT ON SHELL		88.29
					SPLICE		144.97
					WASHER		54.50
					FUSE		510.84
						Total for Check/Tran - 125688:	11,947.36

Accounts Payable
Check Register

02/24/2021 To 03/08/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
125689	3/4/21	CHK	10016	ASPLUNDH TREE EXPERT CO	TREE TRIMMING W/E 2/13/2021		8,524.08
					TREE TRIMMING W/E 2/20/2021		8,524.08
						Total for Check/Tran - 125689:	17,048.16
125690	3/4/21	CHK	10018	ASSOCIATED PETROLEUM PRODUCTS I	CUST#01-7500239 DIESEL & GASOLINE		14,105.94
					55 GAL DRUM-DEF FLUID		251.21
						Total for Check/Tran - 125690:	14,357.15
125691	3/4/21	CHK	10823	BHC CONSULTANTS LLC	QUILCENE W TANK PROF SVC 12/19-1/22/2021		16,385.87
125692	3/4/21	CHK	10041	CDW GOVERNMENT	AUTOCAD LIC 1YR 2/22/2021-2/21/2022		3,627.11
					SURFACE PRO ADAPTER		25.73
					SURFACE PRO COVER		95.52
					SURFACE PRO ADAPTER		6.43
					SURFACE PRO COVER		23.88
						Total for Check/Tran - 125692:	3,778.67
125693	3/4/21	CHK	10044	CENTURY LINK QCC-P	PHONE SERVICE - FEB 2021		10.30
					PHONE SERVICE - FEB 2021		2.58
						Total for Check/Tran - 125693:	12.88
125694	3/4/21	CHK	10045	CENTURY LINK-S	PHONE SERVICE - FEB 2021		66.06
					PHONE SERVICE - FEB 2021		16.51
					PHONE SERVICE - FEB 2021		31.14
					PHONE SERVICE - FEB 2021		7.79
						Total for Check/Tran - 125694:	121.50
125695	3/4/21	CHK	10501	D & L POLES	CNDT INSTL - PORT OF PT UPGRADE		29,570.90
125696	3/4/21	CHK	9998	SHARON L DALEY	Credit Balance Refund		29.59
125697	3/4/21	CHK	10747	DESIGNER DECAL, INC.	CABLE LABELS		1,052.23
125698	3/4/21	CHK	10068	DISCOVERY BAY GROUP, LLC	CONSULTING SERVICE FEB 2021		2,000.00
					CONSULTING SERVICE FEB 2021		3,000.00
						Total for Check/Tran - 125698:	5,000.00

Accounts Payable
Check Register

02/24/2021 To 03/08/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
125699	3/4/21	CHK	10069	DM DISPOSAL CO INC	2YD OCC-4CRNRS FEB-2021		136.75
					2YD OCC-4CRNRS FEB-2021		34.19
						Total for Check/Tran - 125699:	170.94
125700	3/4/21	CHK	10404	FARWEST LINE SPECIALTIES LLC	TOOLS-ACSR CUTTERS		144.61
					TOOLS-AUGER BIT		86.81
					TOOLS-DIES		104.42
					TOOLS-GRIPS QTY10		1,246.84
					TOOLS-HOIST QTY3		1,082.08
					TOOLS-IMPACT BIT		4.73
					CUTTERS,BIT-DEHNERT/HOIST,GRIP,DIE-JONES		-220.42
						Total for Check/Tran - 125700:	2,449.07
125701	3/4/21	CHK	10094	GENERAL PACIFIC, INC	SHOOT ON CONNECTOR		2,020.86
					ARRESTER ELBOW 15KV,WIRE#4ACSR&SHOOT&ETC		4,217.70
					BOLT		388.03
					COPPER SPLICE		337.90
					CURVED WASHER		86.11
					HEAT SHRINK		355.89
					INSULATOR		87.64
					INSULINK		174.40
					LOCKNUT SPRING WASHER		111.73
					LOCKNUT WASHER		70.85
					SHOOT ON CONNECTOR		1,002.58
					SIDEBY		199.47
					SPLICE		234.35
					TANK GROUNDS		478.51
					WEDGE CLAMP		218.00
					WIRE #4 ACSR		196.20
					WIRE #4 ACSR		981.00
					HEAT SHRINK		627.30
					CABLE CLEANER		166.25

02/24/2021 To 03/08/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
					POLYWATER		254.27
						Total for Check/Tran - 125701:	12,209.04
125702	3/4/21	CHK	10454	GLOBAL RENTAL COMPANY INC	AT40-G BUCKET RNTL VEH#415 2/24-3/23		2,943.00
					AT37-G BUCKET RNTL VEH#410 2/27-3/26		2,732.50
						Total for Check/Tran - 125702:	5,675.50
125703	3/4/21	CHK	10732	GRAYBAR ELECTRIC COMPANY INC.	ELECTRICAL JOINT COMPOUND		146.17
					ELECTRICAL JOINT COMPOUND		146.17
					FIBER CLOSET CONNECTOR HOUSING-2RU		246.75
					FIBER CLOSET CONNECTOR HOUSING-CASSETTE		1,028.94
						Total for Check/Tran - 125703:	1,568.03
125704	3/4/21	CHK	10859	GROVES CRANE, LLC	VAULTS MOVED - STORAGE YARD 2/11		1,109.08
125705	3/4/21	CHK	10104	HADLOCK BUILDING SUPPLY, INC.	SPARLING WELL - MATERIALS		14.83
					SPARLING WELL - MATERIALS		29.70
					SPARLING WELL - MATERIALS		41.41
					WAREHOUSE- SHOVEL		15.25
						Total for Check/Tran - 125705:	101.19
125706	3/4/21	CHK	10110	HENERY HARDWARE	FIBER - CIRCUIT BREAKERS		66.46
125707	3/4/21	CHK	10518	J HARLEN COMPANY	BOLT CUTTERS ON TRK #128		97.07
					IMPACT ADAPTER ON TRK #128		27.93
					IMPACT SOCKET SET ON TRK# 128		216.09
					HANDLINE BLOCK WITH MEAT HOOK		102.35
					SWIVEL HOOKS		76.59
						Total for Check/Tran - 125707:	520.03
125708	3/4/21	CHK	10281	JEFFCO EFTPS	EMPLOYEES' MEDICARE TAX		2,902.35
					EMPLOYER'S MEDICARE TAX		2,902.35
					EMPLOYEES' FICA TAX		12,410.04
					EMPLOYER'S FICA TAX		12,410.04
					EMPLOYEES' FEDERAL WITHHOLDING		11,232.13

Accounts Payable
Check Register

02/24/2021 To 03/08/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					EMPLOYEES' FEDERAL WITHHOLDING TAX	9,090.38
					Total for Check/Tran - 125708:	50,947.29
125709	3/4/21	CHK	10532	JEFFERSON COUNTY PUD PAYROLL AC	CHECKS PR 3/5/2021	9,638.32
					DIRECT DEPOSIT PR 3/5/2021	120,419.99
					Total for Check/Tran - 125709:	130,058.31
125710	3/4/21	CHK	10129	JIFFY LUBE	VEH#128 - OIL CHANGE	109.29
					VEH#206 - OIL CHANGE	76.87
					VEH#211 - OIL CHANGE	120.40
					Total for Check/Tran - 125710:	306.56
125711	3/4/21	CHK	9999	DAVID KERR	REFUND-SCOPE OF WORK CHANGE WO#20463	900.00
125712	3/4/21	CHK	10134	LEMAY MOBILE SHREDDING	SHRED 4CRNR FEB-21	163.60
					SHRED 4CRNR FEB-21	40.90
					SHRED PORT FEB-21	40.00
					SHRED PORT FEB-21	10.00
					Total for Check/Tran - 125712:	254.50
125713	3/4/21	CHK	10136	LES SCHWAB TIRES	REPLACEMENT BRAKES# 120	1,676.21
					REPLACEMENT TIRES# 120	1,316.16
					Total for Check/Tran - 125713:	2,992.37
125714	3/4/21	CHK	10142	MASON COUNTY PUD #1	DOSEWALLIPS RD-PUMP ELEC - FEB 2021	175.63
					BPA RD-PUMP ELEC - FEB 21	123.90
					WILLIAMS CT ELEC - FEB 21	42.33
					Total for Check/Tran - 125714:	341.86
125715	3/4/21	CHK	10333	MOSS ADAMS LLP	PROF SVC:JAN-FEB 2021	936.00
					PROF SVC:JAN-FEB 2021	234.00
					Total for Check/Tran - 125715:	1,170.00
125716	3/4/21	CHK	10153	MURREY'S DISPOSAL CO., INC.	DISPOSAL 4CRNR 2YD CONT 1XWK FEB-21	162.35
					DISPOSAL 4CRNR 2YD CONT 1XWK FEB-21	40.59
					DISPOSAL 4CRNR 30YD ROLL OFF RNTL FEB-21	386.99

02/24/2021 To 03/08/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					DISPOSAL 4CRNR 30YD ROLL OFF RNTL FEB-21	96.75
					DISPOSAL 211 CHIM FEB-21	41.50
					DISPOSAL 211 CHIM FEB-21	10.38
					DISPOSAL 21 KENNEDY FEB-21	37.65
					DISPOSAL 21 KENNEDY FEB-21	37.64
					DISPOSAL 210 2YD CONT 1XWK FEB-21	162.35
					DISPOSAL 210 2YD CONT 1XWK FEB-21	40.59
					Total for Check/Tran - 125716:	1,016.79
125717	3/4/21	CHK	10171	ON LINE INFORMATION SERVICES	ONLINE UTILITY EXG REPORT - FEB 2021	2.32
125718	3/4/21	CHK	10549	PENINSULA LEGAL SECRETARIAL SER	TRANSCRIPTION SVC 2/8-3/2/2021	497.00
					TRANSCRIPTION SVC 2/8-3/2/2021	124.25
					Total for Check/Tran - 125718:	621.25
125719	3/4/21	CHK	10181	PENINSULA PEST CONTROL	PEST SVC QRTLY-PH BISHOP HILL	49.05
125720	3/4/21	CHK	10185	PITNEY BOWES GLOBAL	MAILSYSTEM LEASE Q1 2021	121.02
					MAILSYSTEM LEASE Q1 2021	30.26
					Total for Check/Tran - 125720:	151.28
125721	3/4/21	CHK	10188	PLATT ELECTRIC SUPPLY	SCREWDRIVER	21.83
					SCREWDRIVER	17.89
					VOLT DETECTOR	13.08
					VOLT DETECTOR	13.08
					Total for Check/Tran - 125721:	65.88
125722	3/4/21	CHK	10198	PROGLASS, INC	FIBERGLASS BASEMENT 42X38X30-24X21 PG	10,992.89
125723	3/4/21	CHK	10287	PUD-UTILITY PAYMENTS	MULTI LOCATIONS PUMPHSE ELEC - FEB 2021	145.99
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021	21.52
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021	18.50
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021	21.22
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021	97.44
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021	81.54

02/24/2021 To 03/08/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021	19.41
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021	19.20
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021	80.32
					MULTI LOCATIONS PUMPHSE ELEC - FEB 2021	220.20
					Total for Check/Tran - 125723:	725.34
125724	3/4/21	CHK	10207	RAIN NETWORKS	WINDOWS 10 PRO LICENSES	636.52
					WINDOWS 10 PRO LICENSES	159.13
					Total for Check/Tran - 125724:	795.65
125725	3/4/21	CHK	10708	RCE TRAFFIC CONTROL, INC	FLAGGING - 537 POLK ST 2/17	1,638.00
125726	3/4/21	CHK	10471	RICOH USA , INC.- DALLAS	ANNEX-COPIER RENT 3/19-4/18/2021	81.41
					ANNEX-COPIER RENT 3/19-4/18/2021	20.35
					4CORNERS (MODULAR) 3/18-4/17/2021	69.66
					4CORNERS (MODULAR) RENT 3/18-4/17/2021	17.42
					Total for Check/Tran - 125726:	188.84
125727	3/4/21	CHK	10210	RICOH USA, INC	211 CHIM (0626) IMAGES FEB 2021	63.82
					211 CHIM (0626) IMAGES FEB 2021	15.96
					210 4 CRNRS (0109) IMAGES FEB 2021	175.50
					210 4 CRNRS (0109) IMAGES FEB 2021	43.88
					4CRNRS IT MODLR (7287) IMAGES FEB 2021	19.21
					4CRNRS IT MODLR (7287) IMAGES FEB 2021	4.80
					310 TRPWID 4CRNRS (7683) IMAGES FEB 2021	10.93
					310 TRPWID 4CRNRS (7683) IMAGES FEB 2021	2.73
					Total for Check/Tran - 125727:	336.83
125728	3/4/21	CHK	10212	ROHLINGER ENTERPRISES INC	RECNDTN/TSTNG: ANNUAL GROUNDS TESTING	522.82
					HOTSTICK TESTING	32.70
					RECNDTN/TSTNG: ANNUAL HOTSTICK TESTING	811.46
					Total for Check/Tran - 125728:	1,366.98
125729	3/4/21	CHK	10706	SBA STRUCTURES, LLC	TOWER SITE RNTL MAYNARD HILL- MAR 2021	1,579.12

02/24/2021 To 03/08/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
125730	3/4/21	CHK	10216	SECURITY SERVICES NW, INC.	ANSWER SVC MAR 2021		2,073.98
					ANSWER SVC MAR 2021		2,073.98
					ANSWER SVC MAR 2021		1,037.00
						Total for Check/Tran - 125730:	5,184.96
125731	3/4/21	CHK	10217	SETON CONSTRUCTION INC	FLAGGING - BEAVER VALLEY RD 2/16		1,520.03
					FLAGGING - 1184 S POINT RD 2/02		1,250.52
					FLAGGING - 9TH & SHERIDAN 2/04		603.32
					FLAGGING - 2621 CAPE GEORGE RD 2/04		712.76
						Total for Check/Tran - 125731:	4,086.63
125732	3/4/21	CHK	10249	SPECTRA LABORATORIES-KITSAP LLC	TESTING: COLI/ECOLI MO FEB 2021		23.00
					TESTING: COLI/ECOLI MO FEB 2021		23.00
					TESTING: COLI/ECOLI MO FEB 2021		23.00
					TESTING: COLI/ECOLI MO FEB 2021		23.00
					TESTING: COLI/ECOLI MO FEB 2021		23.00
					TESTING: COLI/ECOLI MO FEB 2021		23.00
					TESTING: COLI/ECOLI MO FEB 2021		23.00
					TESTING: COLI/ECOLI MO FEB 2021		23.00
					TESTING: COLI/ECOLI MO FEB 2021		23.00
						Total for Check/Tran - 125732:	207.00
125733	3/4/21	CHK	10576	TCF ARCHITECTURE, PLLC	ARCH-CONSTRCTN ADD'L SVC JAN-2021		4,905.20
					ARCH-CONSTRCTN FEASBLTY ANLYS JAN-2021		5,500.00
						Total for Check/Tran - 125733:	10,405.20
125734	3/4/21	CHK	10824	THE PORT OF PORT TOWNSEND	PORT BUILDING - WTR/SEWER/GARBAGE FEB-21		84.99
					PORT BUILDING - WTR/SEWER/GARBAGE FEB-21		21.25
					PORT BUILDING - ELECTRIC FEB-2021		90.23
					PORT BUILDING - ELECTRIC FEB-2021		22.56
						Total for Check/Tran - 125734:	219.03
125735	3/4/21	CHK	10251	UGN - JEFFERSON COUNTY	UNITED GOOD NEIGHBORS EE		15.00

02/24/2021 To 03/08/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
125736	3/4/21	CHK	10620	UPS	SHIPNG FEE-WARNTY REPR FAILED REG CONTRO	53.32
125737	3/4/21	CHK	10615	US BANK	GIS-ELEC FUNDAMENTALS TRNG 2/1-2/28/21	349.00
					MTR RDR - SAFETY FACE PROTECTION	407.02
					SPARLING WELL-HYDRO PEROXIDE	9.81
					SPARLING WELL-MISC MATERIALS	80.59
					SPARLING WELL-MISC MATERIALS	111.06
					SPARLING WELL-REFUND MISC MATERIALS	-111.06
					SPARLING WELL-LED CORN BULB	93.99
					BECKETT PT - CAPACITOR	71.17
					EXECUTIVE-CERT KEY ACCTS EXAM	160.00
					EXECUTIVE-CERT KEY ACCTS EXAM	40.00
					310 FOUR CRNRS(UPGRADE)-NETWORK GEAR	624.00
					ADMIN - REMOTE SOFTWARE	21.25
					BILLING-OFFICE365 MNTHLY SUBSCRIPTION	83.71
					CONFERENCING SOFTWARE	119.80
					SCADA-NETWORK GEAR	639.35
					WEBSITE STORAGE	3.58
					WINDOWS 10 LICENSE	173.54
					ADMIN - REMOTE SOFTWARE	5.31
					BILLING-OFFICE365 MNTHLY SUBSCRIPTION	20.93
					CONFERENCING SOFTWARE	29.95
					SCADA-NETWORK GEAR	159.84
					WEBSITE STORAGE	0.89
					WINDOWS 10 LICENSE	43.38
					2021 ACCTNG&RUS UPDATE TRNG 3/18/2021	159.20
					2021 ACCTNG&RUS UPDATE TRNG 3/18/2021	39.80
					LABOR LAW POSTERS	209.02
					LABOR LAW POSTERS	52.26
					GROUNDWATER MANUAL & STANDARDS	316.00
					AD-CARES ACT FUND DISTR	60.00

02/24/2021 To 03/08/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
					COMMUNICATIONS - WEBSITE TOOL		207.20
					AD-CARES ACT FUND DISTR		15.00
					COMMUNICATIONS - WEBSITE TOOL		51.80
						Total for Check/Tran - 125737:	4,247.39
125738	3/4/21	CHK	10256	UTILITIES UNDERGROUND LOCATION	LOCATES - FEB 2021		45.15
					LOCATES - FEB 2021		63.21
						Total for Check/Tran - 125738:	108.36
125739	3/4/21	CHK	10328	VERIZON CONNECT NWF INC.	CUST#JEFF007 ALL VEH GPS - FEB 2021		414.21
					CUST#JEFF007 ALL VEH GPS - FEB 2021		186.39
						Total for Check/Tran - 125739:	600.60
125740	3/4/21	CHK	10258	VERIZON WIRELESS, BELLEVUE	SCADA CRDLEPNT DEVICE QB1/23-2/22/21		74.81
125741	3/4/21	CHK	10260	WA STATE DEFERRED COMPENSATION	PL DEFERRED COMP EE		11,792.34
					PL DEFERRED COMP ER		4,835.30
						Total for Check/Tran - 125741:	16,627.64
125742	3/4/21	CHK	10267	WA STATE SUPPORT REGISTRY	PL CHILD SUPPORT EE		737.15
125743	3/4/21	CHK	10569	WAYNE D. ENTERPRISES, INC.	FR PANTS - BlAND		-12.07
					FR PANTS		146.22
					REPLACEMENT FR VEST		-11.71
					REPLACEMENT FR VEST		141.83
						Total for Check/Tran - 125743:	264.27
125744	3/4/21	CHK	10680	WELLSPRING FAMILY SERVICES	EAP SVC - FEB 2021		42.34
					EAP SVC - FEB 2021		10.58
						Total for Check/Tran - 125744:	52.92
125745	3/4/21	CHK	10271	WESCO RECEIVABLES CORP	COPPER C		305.20
125746	3/4/21	CHK	10274	WESTBAY AUTO PARTS, INC.	FLEET-TRUCK WASH		6.93
					STOCK-GLOVES		113.38
						Total for Check/Tran - 125746:	120.31

02/24/2021 To 03/08/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
125747	3/4/21	CHK	10403	MAUREEN A WHIPPY	WELLNESS PROGRAM REIMBURSEMENT 2021	24.00
					WELLNESS PROGRAM REIMBURSEMENT 2021	6.00
					Total for Check/Tran - 125747:	30.00

Total Payments for Bank Account - 1 :	(110)	648,165.95
Total Voids for Bank Account - 1 :	(32)	7,412.18
Total for Bank Account - 1 :	(142)	655,578.13
Grand Total for Payments :	(110)	648,165.95
Grand Total for Voids :	(32)	7,412.18
Grand Total :	(142)	655,578.13

Accounts Payable
Check Register

02/24/2021 To 03/08/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
136	3/1/21	WIRE	10809	PETERSON LAKE - WIRE PAYMENT	PETERSON LAKE WIRE PMT FEB 2021		10,517.40
					PETERSON LAKE WIRE PMT FEB 2021		3,811.22
						Total for Check/Tran - 136:	14,328.62
137	2/25/21	WIRE	10809	PETERSON LAKE - WIRE PAYMENT	PETERSON LAKE WIRE PMT MAR 2021		10,569.99
					PETERSON LAKE WIRE PMT MAR 2021		3,758.63
						Total for Check/Tran - 137:	14,328.62

Total Payments for Bank Account - 1 :	(2)	28,657.24
Total Voids for Bank Account - 1 :	(0)	0.00
Total for Bank Account - 1 :	(2)	28,657.24
Grand Total for Payments :	(2)	28,657.24
Grand Total for Voids :	(0)	0.00
Grand Total :	(2)	28,657.24

ISSUED PAYROLL CHECKS
PAY DATE: 3/05/2021

Empl	Position	Check #	Date #	Amount
2000	WATER DISTRIBUTION MANAGER II	70862	3/5/2021	1,904.54
2001	WATER DISTRIBUTION MANAGER II	70863	3/5/2021	2,011.53
3032	CUSTOMER SERVICE REP	70864	3/5/2021	1,232.15
2003	WATER TREATMENT PLANT OPERATOR III	70865	3/5/2021	2,073.76
2004	WATER TREATMENT PLANT OPERATOR III - LEAD	70866	3/5/2021	2,416.34
				9,638.32

JEFFERSON COUNTY PUD NO 1

DIRECT DEPOSIT PAYROLL
PAY DATE: 3/05/2021

Empl	Position	Pay Date	Net Pay
3039	ACCOUTING TECH 1	3/5/2021	1,282.54
3052	ADMINISTRATIVE ASSISTANT	3/5/2021	2,269.64
1026	BROADBAND SUPERVISOR	3/5/2021	2,042.15
4006	COMMISSIONER DIST 1	3/5/2021	2,060.72
4004	COMMISSIONER DIST 2	3/5/2021	2,614.60
4008	COMMISSIONER DIST 3	3/5/2021	1,428.44
3034	COMMUNICATIONS DIRECTOR	3/5/2021	2,349.18
3002	CUSTOMER SERVICE COORDINATOR	3/5/2021	1,207.66
3014	CUSTOMER SERVICE PROGRAM SPECIALIST	3/5/2021	1,323.06
3022	CUSTOMER SERVICE REP	3/5/2021	1,345.66
3046	CUSTOMER SERVICE REP	3/5/2021	1,162.76
3048	CUSTOMER SERVICE REP	3/5/2021	1,221.84
1027	ELECTRICAL ENGINEERING MANAGER	3/5/2021	2,998.87
1044	ELECTRICAL PRE-APPRENTICE	3/5/2021	2,328.56
2007	ENGINEERING DIRECTOR	3/5/2021	3,492.12
3005	EXECUTIVE ASSISTANT/PUBLIC RECORDS OFFICER	3/5/2021	2,175.57
3033	FINANCE DIRECTOR	3/5/2021	3,566.88
1046	FLEET/WAREHOUSE HELPER	3/5/2021	2,262.13
1008	FOREMAN LINEMAN	3/5/2021	3,832.95
1012	FOREMAN LINEMAN	3/5/2021	4,109.62
1011	GENERAL MANAGER	3/5/2021	4,934.87
1042	GIS SPECIALIST	3/5/2021	2,323.66
1017	HEAD STOREKEEPER	3/5/2021	2,325.82
3047	HUMAN RESOURCES DIRECTOR	3/5/2021	2,616.95
3008	INFORMATION TECHNOLOGY MANAGER	3/5/2021	3,202.52
3028	IT SUPPORT TECHNICIAN	3/5/2021	1,770.98
1000	LINEMAN	3/5/2021	4,353.29
1016	LINEMAN	3/5/2021	3,946.07
1020	LINEMAN	3/5/2021	2,279.48
1028	LINEMAN	3/5/2021	2,745.59
1034	LINEMAN	3/5/2021	4,472.33
1041	LINEMAN	3/5/2021	3,905.10
1043	METER READER	3/5/2021	1,508.30
1047	METER READER	3/5/2021	1,563.61
1037	OPERATIONS DIRECTOR	3/5/2021	3,548.59
3004	RESOURCE MANAGER	3/5/2021	2,480.56
1003	SCADA TECH APPRENTICE	3/5/2021	2,520.48
1015	SCADA TECH JOURNEYMAN	3/5/2021	3,296.14
3020	SERVICES DIRECTOR	3/5/2021	2,553.78
1031	STAKING ENGINEER	3/5/2021	2,447.69
1014	STOREKEEPER	3/5/2021	2,328.81
1033	SUBSTATION/METERING TECH	3/5/2021	2,826.34
3013	UTILITY ACCOUNTANT II	3/5/2021	1,592.41
3029	UTILITY ACCOUNTANT II	3/5/2021	1,754.62
3003	UTILITY BILLING CLERK	3/5/2021	1,455.13
3027	UTILITY BILLING CLERK	3/5/2021	1,481.50
3000	UTILITY BILLING COORDINATOR	3/5/2021	1,600.05
2005	WATER DISTRIBUTION MANAGER I	3/5/2021	1,454.38
2002	WATER DISTRIBUTION MANAGER II	3/5/2021	2,055.99
			$ 120,419.99

PUD
Jefferson County
Public Utility District

AGENDA REPORT

DATE: March 16, 2021

TO: **Board of Commissioners**

FROM: Mike Bailey, Finance Director/District Auditor

RE: Write-off of delinquent accounts from active accounts receivable

RECOMMENDATION: Approve Motion

SUMMARY: Per Write-Off of Uncollectable Accounts Policy passed September 2017, the Board of Commissioners agreed to review and approve for write off inactive account balances over 90 days in arrears that had been given 30 days' notice that their account will be referred to a collection agency.

BACKGROUND: These inactive accounts are recorded in the Active Accounts Receivable Data Base and need to be transferred to the Uncollectible Data Base in the Customer Information System. The process of writing off does not "erase" the debt unless the debt has been discharged through a bankruptcy court. The PUD's staff has attempted to collect payment on these accounts. A collection agency is better equipped to pursue collection now that these accounts have disconnected from utility service with the PUD and are over 90 days in arrears.

ANALYSIS/FINDINGS: There are 14 inactive accounts in the Active Accounts Receivable Data Base who owe the PUD $2,423.73 for utility services and who have received notice over 30 days ago that their account will be referred to a collection agency.

FISCAL IMPACT: Bad Debt Expense has already been charged in anticipation of having accounts who would fail to pay their final bill for utility services. On the PUD's Balance Sheet, Line 20. Accounts Receivable-Sales of Utility Services has been netted by an estimated Reserve for Uncollectible Accounts. To remedy the debt, these inactive accounts will pay the collection agency for the amount owed to the PUD plus a fee for the agency's professional

services. Any amounts received on the written off amount, will be deposited into the PUD's Depository Bank Account and the Reserve for Uncollectible Accounts adjusted. No revenue or expense accounts are affected by this write off.

RECOMMENDATION: Transfer the 14 inactive accounts owing $2,423.73 from the Active Accounts Receivable Data Base to the Uncollectible Accounts Data Base and authorize Evergreen Financial Services to pursue collection efforts allowed by law.

ATTACHMENT: The Summary of Write-offs of Uncollectible Accounts Receivable provides an analysis of the number and amounts owed and signature of approval by the Secretary of the Board of Commissioners.

Jefferson County
Public Utility District

Board of Commissioners

Jeff Randall, District 1
Kenneth Collins, District 2
Dan Toepper, District 3

Kevin Streett, General Manager

Write-Offs of Uncollectible Accounts Receivable

On March 16, 2021 the following summary of inactive customer accounts with a past due balance of greater than $50.00 and in excess of 90 days were referred to and provided a 30-day written notice by a collection agency. Furthermore, all amounts were deemed uncollectible by the Finance Director/District Auditor regardless of the amount past due. For accounting and financial reporting purposes, write-offs of uncollectible receivables are made against the allowance for bad debt account once approved by the Board. The following accounts are requested to be written off as uncollectible:

Uncollectible Amount Range	Number of Accounts	Write-Off Amount
Up to $50	6	$97.70
$51 - $100	3	$187.73
$101 - $200	3	$443.30
$201 - $300	1	$209.83
Over $300	1	$1,485.17
TOTAL	**14**	**$2,423.73**

Approval, Board of Commissioners

_____

Jeff Randall
Secretary

March 16, 2021

PUD Calendar

March 16, 2021, BOC Regular Meeting, per ZOOM 5:00pm

March 17-19 WPUDA Association meetings, per ZOOM

March 23, 2021, Financial Update and Broadband update 10:00am-12:00pm, per ZOOM

April 1, 2021, All Employee meeting per ZOOM, 10:00am

April 6, 2021, BOC Regular Meeting, per ZOOM, 4:00pm

April 6, 2021, Rate Hearing per ZOOM, 5:00pm

AGENDA REPORT

DATE:	March 16, 2021
TO:	Board of Commissioners
FROM:	Samantha Harper, P.E., Engineering Director
RE:	Formation of the Shine Plat Local Utility District (LUD) No. 17
RECOMMENDATION:	Approval of Resolution

SUMMARY: Staff requests the Board of Commissioners to adopt the formation of LUD No. 17 for the Shine Plat area.

BACKGROUND: What follows, in italics is the summary prepared for the February 23, 2021 Agenda Report providing the history of Shine Plat LUD No. 17:

In 2016, Public Utility District No. 1 of Jefferson County (PUD) performed a Feasibility Study – Consolidation of the Bywater Bay Water System and the Shine Plat Water System which was prepared by Washington Project Consultants, PLLC and funded through a grant from the Department of Health (DOH). Among other findings, the consolidation study proposed water system improvements which need to be completed prior to the consolidation of the Shine Plat Water System (Water System ID #05820) into the Bywater Bay Water System (Water System ID #02043).

In 2017, the PUD was petitioned by the residences of the Shine Plat Water System to form a Local Utility District (LUD) as the funding mechanism to finance the water system improvements.

As approved by the BOC, staff applied for the 2020 Department of Health Drinking Water State Revolving Fund loan in the amount of $490,000 for design, permitting and construction of the water system improvements needed for consolidation of the Shine plat water system into the PUD's Bywater Bay Water System.

The PUD was awarded the 2020 DOH Drinking Water State Revolving Fund loan, pending the approval of the PUD's 2021 Water System Plan Update.

ANALYSIS/FINDINGS: Prior to the hearing, the PUD has received four (4) requests to remove lots from within the petitioned local utility district boundary. Attachment 1 indicated the petition request the PUD received and Attachment 2 is an associated spreadsheet. The spreadsheet outlines the petitioner, the reason for the petition and the PUD staff recommendation.

All the parcel owners received a notice of preliminary assessment/hearing letter dated February 24, 2021. The letter stated that *the current total preliminary project cost is $570,468.05, which divided among 33 lots would be an assessment of $17,286.91 per lot. The final assessment per lot will be based on the final project cost and the* ***total number of lots assessed****. The final assessment will be split evenly between each participating lot.*

Staff would like to recommend that APN 994-600-212 would be exempt from an assessment as it is parcel mapped as wetland critical area and the value of the lot would not be increased by the installation of the water improvements (i.e. tax assessment equals $1,250.00).

With the approval of the four requests for exemptions and a staff recommendation, as described in Attachment 2 the revised number of assessed lots would be:

33 lots	Original parcels
-5 lots	Exempt lots due to approval of the request for exemption
-1 lot	Exempt lot per staff recommendation
27 lots	Revised amount of lots to be assessed

$570,468.05/ 27 lots = $21,128.45 per lot
Annual Payment for a 20-year loan = $1,056.42 per year per lot
Monthly amount = $88.04 per month per lot

The background section stated that a feasibility study was performed in 2016 and that the petition was submitted to the PUD in 2017. This local utility district is important to move forward because of the need to replace the existing Shine Plat water system, the funding is in place and there is a majority landowner support for the water system improvements.

FISCAL IMPACT: None

RECOMMENDATION: Staff is recommending that the Board form the Shine Plat LUD No. 17.

Attachments: Attachment 1 – Map of Petition for Exemption
Attachment 2 – Petition for Exemption Spreadsheet
Attachment 3 – APN 944-600-209 Petition Request
Attachment 4 – APN 944-600-203 Petition Request
Attachment 5 - APN 944-600-203 Petition Request
Attachment 6 – APN 944-400-202 Petition Request
Attachment 7 – APN 944-600-213 & APN 944-600-303 Petition Request
Resolution 21-0XX
Resolution 21-0XX, Exhibit A

Attachment 1 - Map of Petition for Exemptions

Shine LUD Owner Name Parcel Number

PUD's Bywater Bay Water System water main

Refer to Attachment No. 2 for Petition/Protest Request

Refer to Attachment No. 6 for Petition/Protest Request

Refer to Attachment No. 3 and 4 for Petition/Protest Request

Refer to Attachment No. 5 for Petition/Protest Request

Joan Street

Margaret Street

Merridith Street

Shine Road

State Route 104

8 PVC

JANET L STIMACH 821333005 — 352 Margaret St. — 1

821333006 — Russell Fairbanks — 313 Margaret St. — 2

ROBERT A GEBO 821333009 — 295 Margaret St. — 3

MILES E PIERCE 821333038 — 261 Margaret St. — Duane and Shari Anderson 821-333-003 — 4

CHRISTOPHER M EAGAN 821333036 — 235 Margaret St. — 5

CHRISTOPHER M EAGAN 821333037 — 6

CHRISTOPHER M EAGAN 994600105 — 191 Margaret St. — 7

BARTON W & CHERYL K HANSON 994600104 — 171 Margaret St. — 8

SANDRA R JAMES 994600103 — 131 Margaret St. — 9

Barton & Cheryl Hanson 994600102 — 101 Margaret St. — 10

KAREN G RAMSEY 994600101 — 61 Margaret St. — 11

RESERVED BEACH TRACTS INC 994600000

SHINE LOT OWNERS 994400204

JUSTIN SLUYTER & JAIME NEAL 994400103 — 111 Merridith St. — 12

PHILIP M & ANN W JOHNSON 994400102 — 101 Merridith St. — 13

JOHN M FABIAN 994400101 — 100 Shine Rd. — 14

NINA M GILL 994600201 — 112 Merridith St. — 17

JAMES G MERRITT 994600204 — 60 Margaret St. — 18

STEPHEN D & KARI L MEEHAN 994600205 — 90 Margaret St. — 19

JEFFREY A & JENNIFER M STROH 994600206 — 20

ED H NOH 994600207 — 150 Margaret St. — 21

Brett & Wendy Steadman 994600208 — 160 Margaret St. — 22

RONALD D & MARCIA M HILDEBRANDT 821333028 — 262 Margaret St. — 23

RONALD D & MARCIA M HILDEBRANDT 994600209 — 24

BOB L REED 994600212 — 25

JEFFREY A & JENNIFER M STROH 994600213 — 111 Joan St. — 26

DEBRA R LUND 994600211 — 81 Joan St. — 27

NINA M GILL 994600202 — 28

NINA M GILL 994400202 — 29

Ramon & Elenita Angeles 994400203 — 30

Ramon & Elenita Angeles 994600203 — 31

SHINE LOT OWNERS 994400204 — 32

JEFFREY A & JENNIFER M STROH 994600303 — 33

SHINE 2ND ADD LOT OWNERS 821333010

SHINE 2ND ADD LOT OWNERS 994600301

BARTT & AMELIA CHIPMAN 994600302 — 70 Merridith St.

JAMES HENRY PAGE 994400106 — 51 Merridith St. — 16

DEE & FRED SCHMIDT TRUST 994400104 — 62 Shine Rd. — 15

LEGEND

XX — Number of lots within the Shine Plat LUD boundary

Approximate location of the existing Shine Plat water main

Note: Proposed water infrastructure not shown on this map

Lots petition for exemption due to wetland constraints

Lots petition for exemption due to lots size as it relates to on-site septic

PUD Jefferson County Public Utility District

0 — 500 Feet

N

© OpenStreetMap (and) contributors, C

Attachment 2
Shine Plat Water LUD
Petitions for Exemption Spreadsheet

Attachment No.	Lot No.	Parcel No.	Property Owner	Site Address	Protest Received	Protest Request	PUD Staff Recommendation
3	24	994600209	Ronald & Marcia Hildebrandt	N/A	February 23, 2021	Parcel 994600209 (lot 24) is located in the tidelands/floodplain area, and is unbuildable. *Note: water table is at ground level in this area.	Staff recommends the exemption of this lot from the LUD assessment due to the site constraints presented by the property owner 1) water table above ground level; 2) Jefferson County critical area mapping of a wetland; and 3) Jefferson County assessed value.
4	31	994600203	Ramon & Elenita Angeles (old owners)	N/A	February 28, 2021	Parcel 994400203 (lot 30) & 994600203 (lot 31) do not meet the min. SF for on-site septic one their own. Due to this one dwelling would have to be built over both lots.	
5			Bartt & Amelia Chipman (new owners)				Staff recommends the combination of Lots 30 and 31 into 1 water connection in order to make minimum on-site septic requirements
6	29	994400202	Nina Gill	N/A	March 2, 2021	Parcel 994400202 (lot 29) is one of two parcels that need to be kept together in the event that a house is built. Lot 28 & 29 are not large enough on their own to build on so they would need to be combined.	Staff recommends the combination of Lots 28 and 29 into 1 water connection due to the Restrictive Covenant which combine the parcel in order to make minimum on-site septic requirements
7	26	994600213	Jeffrey & Jennifer Stroh	111 Joan St.	March 8, 2021	Parcel 994600213 (lot 26) & 994600303 (lot 33) are both located in the tidelands/floodplain area, and are unbuildable.	Staff recommends the exemption of Parcel 994600213 (lot 26) from the LUD assessment due to the site constraints presented by the property owner 1) water table above ground level; 2) Jefferson County critical area mapping of a wetland; and 3) Jefferson County assessed value.
	33	994600303	Jeffrey & Jennifer Stroh	N/A			Staff recommends the exemption of Parcel 994600303 (lot 33) from the LUD assessment due to the site constraints presented by the property owner 1) Jefferson county documentation on septic restrictions; 2) Jefferson County critical area mapping of a wetland; and 3) Jefferson County assessed value.

23 February 2021

Jefferson County PUD

310 Four Corners Rd

Port Townsend, WA 98368

Attn: Kevin Streett, General Manager / Jeff Randall Commissioner

RE: Petition for Exemption Shine Plat Water L.U.D. Parcel 994600209

Please accept this letter as our formal petition to exempt the lot 994600209 from the proposed Shine Plat L.U.D. While we highly desire the connection to the Jefferson County Water System for our property along Margaret Street, the lot noted above is in tidelands/floodplain area, and is unbuildable.

Please find attached supporting documentation for the lot exemption request:

- Pictures of Lot 994600209
  - Note water table is at ground level in this area
- Tax Copy of Parcel 994600209
  - Current Value of $1250
- Jefferson P.U.D. Area Lot Map
  - Lot 994600209 is noted as lot "24"
- Flood Plain Map Showing location of lot 994600209

As outlined in the homeowner information letter from Kevin Streett dated 2/24/2021, attachment A, "The actual assessments may vary from assessment estimates so long as they do not exceed a figure equal to the increased true and fair value the improvement adds to the property."

The value of lot 994600209 (noted as lot "24" on the attached Jefferson County PUD map) is $1250 per the 2021 Tax Statement. The value of the lot would not be increased because of the L.U.D. , as it would remain unsuitable for any purpose, as is intended to be kept as necessary wetland.

In my opinion, the construction expense of serving the lots beyond 81 Joan Street should be eliminated from the project (Lots 24,25,26,33) as these lots are unusable/unbuildable.

If you have any questions, please feel free to contact

Sincerely,

Ronald Dean Hildebrandt

262 Margaret St

Port Ludlow, WA 98365

206-853-2589 / rdhildebrandt@hotmail.com

PROPERTY TAX STATEMENT

Stacie Prada
JEFFERSON COUNTY TREASURER
PO Box 571 1820 Jefferson St Rm 120
Port Townsend, WA 98368-0571
(360) 385-9150 www.co.jefferson.wa.us/329/treasurer
treasurerstaff@co.jefferson.wa.us

2021

Property ID	Property Type	GEO Parcel ID
42459	Real	994600209

Owner ID: 94247

RONALD D & MARCIA M HILDEBRANDT
262 MARGARET ST
PORT LUDLOW,WA 98365-9281

Abbreviated Legal / Physical Address

SHINE 2ND BLK 2 LOT 9 W/EASE

Value Information

	2021
Land:	1,250
Improvement:	0
Total Value:	1,250
(Exemptions):	(0)
Total Taxable Value:	1,250

IMPORTANT INFORMATION

If your mortgage company pays your taxes, this statement is for information purposes only.

Delinquent payments received without correct interest or penalty will be returned.

Postal service cancellation mark of the due date or prior is the only proof of timely payment.

Tax Distribution

Tax Area Code: 0231

STATE SCHOOL PART 1	2.41
STATE SCHOOL PART 2	1.30
COUNTY CURRENT EXPENSE	1.61
DEVELOPMENTAL DISABILITIES	.01
MENTAL HEALTH	.01
VETERANS RELIEF	.01
CONSERVATION FUTURES	.05
COUNTY ROADS	1.13
COUNTY ROADS TO CUR EXP	.20
PORT OF PT GENERAL	.20
PORT OF PT IDD 2019	.32
PUD #1 GENERAL	.11
LIBRARY DIST #1 GENERAL	.51
HOSP DIST #2 GENERAL	.05
HOSP DIST #2 GO BOND 2013 NON VO	.04
SCHOOL DIST #49 CAP PROJ	.70
SCHOOL DIST #49 EP & O	1.11
FIRE DIST #3 GENERAL	1.66
FIRE DIST #3 EMS	.59
TAX	12.02

Total Levy Rate per $1000: **9.6172454874**
Voted Levy Rate: **1.4466034684** Voted Levy Amount: **1.81**

Assessments

Clean Water District	22.00
Noxious Weed Assessment	4.30
JC Conservation District	5.06
ASSESSMENTS	31.36

2021 Amount Due **43.38**

Locate detailed information 24 hours per day at: **www.co.jefferson.wa.us/329/treasurer** BRING ALL PARTS WHEN PAYING IN PERSON Please fold on perforation BEFORE tearing

KEEP THIS PORTION

Attachment 3

LOT 994600209 Hildebrandt Location in Flood Plain (outlined in red)

Source: https://hazards-fema.maps.arcgis.com/apps/webappviewer/index.html?id=8b0adb51996444d4879338b5529aa9cd&extent=-122.7000858459528,47.8664559674633,-122.67940065002936,47.873653024305355

Attachment 4
(Previous Owners)

From: Samantha Harper
To: Kara Rogers
Subject: FW: Petition for Requesting Shine LUD Lot 31 Not to be Asset Due to Site Constraints
Date: Monday, March 1, 2021 5:50:02 AM
Attachments: Deeds_1.pdf

Kara,

Below is another request.

Thanks,

Samantha Harper, P.E.
Engineering Director
310 Four Corners Rd | Port Townsend, WA 98368
Phone: 360-385-8341 | Fax: 360-385-5945
Email: sharper@jeffpud.org

PUD
Jefferson County
Public Utility District

From: Ellen Angeles <ellenditan@yahoo.com>
Sent: Sunday, February 28, 2021 11:36 PM
To: jrandell@jeffpud.org
Cc: Ramon Angeles <rerrangels2@yahoo.com>; Bartt and Amy Chipman <barttchipman@msn.com>; Samantha Harper <sharper@jeffpud.org>
Subject: Petition for Requesting Shine LUD Lot 31 Not to be Asset Due to Site Constraints

Secretary Jeff Randall
Board Of Commission
Jefferson County PUD

Owners' Name: Ramon & Elenita Angeles
Property Address: Merridith St. corner Joan St., Port Ludlow, WA 98365 (Shine LUD Lot 30 & 31)
Property Parcel numbers: #994400203 (Shine LUD Lot 30), # 994600203 (Shine LUD Lot 31)
Reason for protest:
1. The properties do not meet min. SF for on-site septic
2. The attached deed included restriction that the lots "are not to be sold separately by the purchasers or their heirs and assigns and to have only one dwelling house..."

Sir,

May we please request that Shine LUD Lot 31 not to be considered as an asset and to be exempted from cost distribution because only one dwelling can be built on Shine LUD Lot 30 & 31 due to deeds restriction. Also, the 2 lots do not meet min. SF for on-site septic requirements. May we please request for recalculation and consider only $17K+ cost for the 2 lots instead of double.
Thank you for your kind consideration.

Attachment 4
(Previous Owners)

We also would like to inform your good office that these properties are currently in process of title transfer to our neighbors, Bartt & Amelita Chipman who reside at 70 Merridith St or Shine LUD Lot 32.
We hereby authorize Bartt Chipman to represent us in this PUD hearing.
Thank you.

Very Respectfully Yours,
Ramon & Ellen Angeles
(360)850-8183

When recorded return to:

Ramon and Elenita
21727 NW Monterey Loop
Poulsbo, WA 98233

Read and Approved
X 12/3/15
X 12/3/15

Filed for Record at Request of
Jefferson Title Company
Escrow Number: **81782JMM**

Statutory Warranty Deed

THE GRANTORS Jason W. Hoffman, as his separate estate and Nathan A. Hoffman, as his separate estate for and in consideration of **TEN DOLLARS AND OTHER GOOD AND VALUABLE CONSIDERATION** in hand paid, conveys and warrants to **Ramon Angeles and Elenita Angeles, husband and wife** the following described real estate, situated in the County of **Jefferson**, State of **Washington**

Abbreviated Legal: 3, Blk 2, Shine 1st & 3, Blk 2, Shine 2nd

Tax Parcel Number(s): **994 400 203, 994 600 203**

PARCEL A:

Lot 3 in Block 2 of Shine Plat, as per plat recorded in Volume 4 of Plats, on page 15, records of Jefferson County, Washington.

Situate in the County of Jefferson, State of Washington.

PARCEL B:

Lot 3 in Block 2 of Second Shine Plat, as per plat recorded in Volume 4 of Plats, on page 19, records of Jefferson County, Washington.

Situate in the County of Jefferson, State of Washington.

Subject to: As fully described on Exhibit "A" attached hereto and made a part hereof

Dated **December 2, 2015**

Jason W. Hoffman

Nathan A. Hoffman

STATE OF **Washington** }
COUNTY OF **Clallam** } **SS:**

I certify that I know or have satisfactory evidence that **Jason W. Hoffman and Nathan A. Hoffman**

are the persons who appeared before me, and said persons acknowledged that they signed this instrument and acknowledge it to be their free and voluntary act for the uses and purposes mentioned in this instrument.

Dated: **December , 2015**

Notary Public in and for the State of **Washington**
Residing at
My appointment expires:

LPB 10-05(i-l)
Page 1 of 3

EXHIBIT A

Subject To:

1. Any claim to (a) ownership of or rights to minerals and similar substances, including but not limited to ores, metals, coal, lignite, oil, gas, uranium, clay, rock, sand, and gravel located in, on, or under the Land or produced from the Land, whether such ownership or rights arise by lease, grant, exception, conveyance, reservation, or otherwise; and (b) any rights, privileges, immunities, rights of way, and easements associated therewith or appurtenant thereto, whether or not the interests or rights excepted in (a) or (b) appear in the Public Records.

2. Restrictions, conditions, dedications, notes, easements and provisions contained and/or delineated on the face of the plat recorded under Jefferson County Recording No. 156909.

3. Protective Covenants shown on the Shine Plat.

4. Reservations contained in deed from the State of Washington recorded under Recording Nos. 36211 and 36323, reserving all oil, gases, coal, ores, minerals, fossils, etc., and the right for opening, developing and working the same, together with any right to acquire easements or rights of way; Providing that all such rights shall not be exercised until provision has been made to compensate for damage sustained by reason of the exercise of such rights.

   This exception does not constitute a statement as to the ownership of this interest or right. There may be leases, grants, exceptions or reservations of such interests that are not listed.

5. Restrictions, conditions, dedications, notes, easements and provisions contained and/or delineated on the face of the plat recorded under Jefferson County Recording No. 162682 and as amended by Recording Nos. 294904, 313517 and 329435.

6. Right of the public to make necessary slopes for cuts or fills upon said premises in the original reasonable grading of streets, avenues, alleys and roads, as dedicated in the plat.

7. Provisions of the articles of incorporation and by-laws of the Shine Plat Property Owners Association and any tax, fee, assessments or charges as may be levied by said association. Recorded under Recording No. 294904.

8. Any question as to the true location of the lateral boundaries of the beach reserve.

9. Rights of the general public to the unrestricted use of all the waters of a navigable body of water not only for the primary purpose of navigation, but also for corollary purposes; including (but not limited to) fishing, boating, bathing, swimming, water skiing and other related recreational purposes, as those waters may affect the tidelands, shorelands or adjoining uplands and whether the level of the water has been raised naturally or artificially to a maintained or fluctuating level, all as further defined by the decisional law of the state. (Affects all of the premises subject to such submergence)

10. Restrictions contained in instrument as hereto attached.
    Recorded: September 15, 1976
    Recording No.: 236890
    As Follows: Lot 3, Block 2, Shine Plat and Lot 3, Block 2, Second Shine Plat, are not to be sold separately by the purchasers or their heirs and assigns and are to have only one dwelling house and its appurtenant buildings upon them

Initial _____ Initial _____

Property ID	Property Type	GEO Parcel ID
42443	Real	994400203

Owner ID: 94691

RAMON & ELENITA ANGELES
21727 NW MONTEREY LOOP
POULSBO,WA 98233-9805

Abbreviated Legal / Physical Address

SHINE BLK 2 LOT 3 (& TL TRACT)

Value Information

	2021
Land:	25,000
Improvement:	0
Total Value:	25,000
(Exemptions):	(0)
Total Taxable Value:	25,000

Tax Distribution

Tax Area Code: 0231

STATE SCHOOL PART 1	48.16
STATE SCHOOL PART 2	25.92
COUNTY CURRENT EXPENSE	32.24
DEVELOPMENTAL DISABILITIES	.19
MENTAL HEALTH	.19
VETERANS RELIEF	.19
CONSERVATION FUTURES	.98
COUNTY ROADS	22.53
COUNTY ROADS TO CUR EXP	4.06
PORT OF PT GENERAL	4.05
PORT OF PT IDD 2019	6.34
PUD #1 GENERAL	2.21
LIBRARY DIST #1 GENERAL	10.29
HOSP DIST #2 GENERAL	1.06
HOSP DIST #2 GO BOND 2013 NON VO	.86
SCHOOL DIST #49 CAP PROJ	14.06
SCHOOL DIST #49 EP & O	22.10
FIRE DIST #3 GENERAL	33.16
FIRE DIST #3 EMS	11.85
TAX	240.44

Total Levy Rate per $1000: **9.6172454874**
Voted Levy Rate: **1.4466034684** Voted Levy Amount: **36.16**

Assessments

KEEP THIS PORTION

PROPERTY TAX STATEMENT

Stacie Prada
JEFFERSON COUNTY TREASURER
PO Box 571 1820 Jefferson St Rm 120
Port Townsend, WA 98368-0571
(360) 385-9150 www.co.jefferson.wa.us/329/treasurer
treasurerstaff@co.jefferson.wa.us

2021

Property ID	Property Type	GEO Parcel ID
42453	Real	994600203

Owner ID: 94691

RAMON & ELENITA ANGELES
21727 NW MONTEREY LOOP
POULSBO,WA 98233-9805

Abbreviated Legal / Physical Address

SHINE 2ND BLK 2 LOT 3

Value Information

	2021
Land:	43,750
Improvement:	0
Total Value:	43,750
(Exemptions):	(0)
Total Taxable Value:	43,750

Tax Distribution

Tax Area Code: 0231

STATE SCHOOL PART 1	84.28
STATE SCHOOL PART 2	45.36
COUNTY CURRENT EXPENSE	56.42
DEVELOPMENTAL DISABILITIES	.33
MENTAL HEALTH	.33
VETERANS RELIEF	.33
CONSERVATION FUTURES	1.72
COUNTY ROADS	39.42
COUNTY ROADS TO CUR EXP	7.10
PORT OF PT GENERAL	7.09
PORT OF PT IDD 2019	11.09
PUD #1 GENERAL	3.87
LIBRARY DIST #1 GENERAL	18.00
HOSP DIST #2 GENERAL	1.85
HOSP DIST #2 GO BOND 2013 NON VO	1.50
SCHOOL DIST #49 CAP PROJ	24.61
SCHOOL DIST #49 EP & O	38.68
FIRE DIST #3 GENERAL	58.04
FIRE DIST #3 EMS	20.74
TAX	420.76

Total Levy Rate per $1000: **9.6172454874**
Voted Levy Rate: **1.4466034684** Voted Levy Amount: **63.29**

Assessments

Clean Water District	22.00
Noxious Weed Assessment	4.30
On Site Septic	37.00
JC Conservation District	5.06
ASSESSMENTS	68.36

IMPORTANT INFORMATION

If your mortgage company pays your taxes, this statement is for information purposes only.

Delinquent payments received without correct interest or penalty will be returned.

Postal service cancellation mark of the due date or prior is the only proof of timely payment.

2021 Amount Due **489.12**

Locate detailed information 24 hours per day at: www.co.jefferson.wa.us/329/treasurer BRING ALL PARTS WHEN PAYING IN PERSON Please fold on perforation BEFORE tearing

Samantha Harper

From: BarttChipman msn.com <barttchipman@msn.com>
Sent: Thursday, February 25, 2021 10:15 PM
To: Samantha Harper
Subject: Fw: Merridith cor Joan St.
Attachments: Deeds_1.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Samantha,

I live at 70 Merredith Street, and will be purchasing the lot on the corner of Merredith St. and Joan St. We will be closing around March 4TH 2021. You have it down as two separate lots which is correct. Please see exhibit A, number 10. The lots are not to be sold separately and can have only 1 dwelling house and its appurtenant building upon them. Therefor I am requesting only 1 water hook up and meter for these two lots.
Thank you,

Amelia and Bartt Chipman
206 755-2541

From: Ellen Angeles <ellenditan@yahoo.com>
Sent: Tuesday, February 16, 2021 9:54 PM
To: Bartt and Amy Chipman <barttchipman@msn.com>
Subject: Merridith cor Joan St.

Bartt,

Attached herewith is the restriction indicating the only one dwelling for the 2 parcels, see page 2 item 10 Restrictions.

VR,
Ellen Angeles

When recorded return to:

Ramon and Elenita
21727 NW Monterey Loop
Poulsbo, WA 98233

Read and Approved
X 12/3/15
X 12/3/15

Filed for Record at Request of
Jefferson Title Company
Escrow Number: **81782JMM**

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THE GRANTORS Jason W. Hoffman, as his separate estate and Nathan A. Hoffman, as his separate estate for and in consideration of **TEN DOLLARS AND OTHER GOOD AND VALUABLE CONSIDERATION** in hand paid, conveys and warrants to **Ramon Angeles and Elenita Angeles, husband and wife** the following described real estate, situated in the County of **Jefferson**, State of **Washington**

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Subject to: As fully described on Exhibit "A" attached hereto and made a part hereof

Dated **December 2, 2015**

Jason W. Hoffman

Nathan A. Hoffman

STATE OF **Washington** }
COUNTY OF **Clallam** } **SS:**

I certify that I know or have satisfactory evidence that **Jason W. Hoffman and Nathan A. Hoffman**

are the persons who appeared before me, and said persons acknowledged that they signed this instrument and acknowledge it to be their free and voluntary act for the uses and purposes mentioned in this instrument.

Dated: **December , 2015**

Notary Public in and for the State of **Washington**
Residing at
My appointment expires:

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Owner ID: 94691

RAMON & ELENITA ANGELES
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POULSBO,WA 98233-9805

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Stacie Prada
JEFFERSON COUNTY TREASURER
PO Box 571 1820 Jefferson St Rm 120
Port Townsend, WA 98368-0571
(360) 385-9150 www.co.jefferson.wa.us/329/treasurer
treasurerstaff@co.jefferson.wa.us

2021

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Owner ID: 94691

RAMON & ELENITA ANGELES
21727 NW MONTEREY LOOP
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Assessments

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Noxious Weed Assessment	4.30
On Site Septic	37.00
JC Conservation District	5.06
ASSESSMENTS	68.36

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2021 Amount Due **489.12**

KEEP THIS PORTION

Locate detailed information 24 hours per day at: www.co.jefferson.wa.us/329/treasurer BRING ALL PARTS WHEN PAYING IN PERSON Please fold on perforation BEFORE tearing

From: Samantha Harper
To: Jeff Randall
Cc: "Joel R. Paisner"; Kevin Streett; Kara Rogers
Subject: FW: Shine Plat LUD Homeowner letter
Date: Monday, March 1, 2021 5:48:43 AM
Attachments: Shine Plat LUD Homeowner Letter with Attachments.pdf
Shine_Map with lot count and legend 210217.pdf

Good Morning Commissioner Randall,

Below is another protest for the Shine Plat LUD No. 17. I have replied to Nina and informed her I would pass her protest on to you.

Nina Gill owns three lots and the lots she is referring two below are APN 994-600-002 and APN 994-400-202. I have attached the Shine Plat LUD map for refers, Nina's lots are 17, 28 and 29 (numbering in the blue circles.)

Thanks,

Samantha Harper, P.E.
Engineering Director
310 Four Corners Rd | Port Townsend, WA 98368
Phone: 360-385-8341 | Fax: 360-385-5945
Email: sharper@jeffpud.org

PUD
Jefferson County
Public Utility District

From: Nina <nsonwa@olympus.net>
Sent: Saturday, February 27, 2021 9:34 AM
To: Samantha Harper <sharper@jeffpud.org>
Subject: Fwd: Shine Plat LUD Homeowner letter

Dear Samantha,

It was a pleasure talking with you the other day.

It was brought to my attention that the PUD has my property counted as FOUR hook ups, which would mean an astronomical cost if our community joins the PUD.

I don't think that legally I would be able to build more than one house on what I had always believed was the second lot. It's been a strange thing to Kristan and myself that I paid taxes on THREE different statements, but as to buildable lots, I think there's only the possibility for one house—and we did put in a septic for it already on what we thought was our second adjacent lot.

So my question is, how many lots will I be responsible for if we join the PUD?

Wishing you all the best,

Nina

Begin forwarded message:

From: Karen Ramsey <krkarenram@gmail.com>
Date: February 27, 2021 at 10:30:40 AM EST
To: nsonwa@olympus.net
Subject: Fwd: Shine Plat LUD Homeowner letter

Hi Nina,
The association is currently only charging your home for one hook up. I believe there is presently only one meter . There was conversation at many of our meetings about this as it was believed there should have been more charges because of the number of separate tax lots within your landscape (beautiful garden!)that would meet the parameters for a buildable designation.
I am forwarding the last PUD letter and attachments in case you did not get them. I would suggest either you or someone representing you contact Samantha right away as the time for petitioning is now and it looks to me like the PUD has your property counted as 4 hook ups. that would be $$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$!

Your gardner said you and your brother might be coming back soon. Let me know and I shall have Artichokes and blueberries waiting.
Karen

---------- Forwarded message ---------
From: **Samantha Harper** <sharper@jeffpud.org>
Date: Wed, Feb 24, 2021 at 4:23 PM
Subject: Shine Plat LUD Homeowner letter
To: page1152@hotmail.com <page1152@hotmail.com>, Barthanson@comcast.net <Barthanson@comcast.net>, cherylhanson@comcast.net <cherylhanson@comcast.net>, chris_eagan@hotmail.com <chris_eagan@hotmail.com>, Carolyn.A.Eagan@gmail.com <Carolyn.A.Eagan@gmail.com>, Sluyter@amazon.com <Sluyter@amazon.com>, mistfilledpath@mac.com <mistfilledpath@mac.com>, brett-steadman@navy.mil <brett-steadman@navy.mil>, ellenditan@yahoo.com <ellenditan@yahoo.com>, moonnoh45@gmail.com <moonnoh45@gmail.com>, droselund@gmail.com <droselund@gmail.com>, pointharris82@gmail.com <pointharris82@gmail.com>, Jennstroh@gmail.com <Jennstroh@gmail.com>, jimmer7474@yahoo.com <jimmer7474@yahoo.com>, fabianj@olympus.net <fabianj@olympus.net>, krkarenram@gmail.com <krkarenram@gmail.com>, fruitgarden@olympus.net <fruitgarden@olympus.net>, sandyshands2heal@hotmail.com <sandyshands2heal@hotmail.com>, annwjohnson@hotmail.com

Attachment 6

452411
Page: 1 of 1
02/12/2002 02:16P
COV 9.00
Jefferson County, WA NINA M GILL

When recorded return to:
Name: Jefferson County DCD
Address: 621 Sheridan St.
City: Port Townsend
State, Zip WA 98368

DECLARATION OF RESTRICTIVE COVENANT

Grantor(s): NINA GILL Nina Gill

Grantee(s): Jefferson County

NOTICE IS HEREBY GIVEN TO NINA GILL, **his/her heirs and assigns, and the general public.** This restrictive covenant shall bind and restrict the land, the Owner(s), their heirs, grantees, successors and assigns and shall "run" with the land into perpetuity.

DESCRIPTION OF REAL PROPERTY AFFECTED:
Lot(s) 2 Block(s) 2 Div. _____ & LOT 2, BLOCK 2
of SHORE PLATS 1 & 2
Section 33, Township 28N, Range 1E WM
ASSESSOR'S TAX PARCEL NUMBER(S): 994-400-202
994-600-202

NOTICE IS HEREBY GIVEN THAT the combination of the above referenced description of real property (lots, parcels, etc) is required to meet WAC 246-272 Minimum Land Area for issuance of an onsite sewage system permit. Sale, transfer or other segregation of only part of the property described in this Notice and in the onsite sewage permit will result in a violation of the terms and conditions of the onsite sewage permit.
TYPE OF STRUCTURE: Residential
ADDRESS OF STRUCTURE: Meredith Pt

THIS NOTICE may not be lifted or removed without the consent and written approval of the Jefferson County Health and Human Services

Recording. Upon its execution, this Declaration shall be recorded with the Jefferson County Auditor. All contracts and deeds or other instruments of convenyance relating to the property or any part thereof shall contain reference to this covenant.
Compliance with code requirements. This Declaration does not amend or modify, nor is it intended to amend or modify any requirements of the County's ordinances or any other law or regulation dealing with or affecting the use of land or construction of improvements upon lands.
Warranty of Authority. The owner(s) signing below warrant that they are the sole Owners in fee of the real property described above and are authorized to make this Declaration and so bind the property.

GRANTOR(S) NINA GILL — Nina M. Gill

Acknowledgment:
SUBSCRIBED AND SWORN to before me this 11th **day of** Feb 2002

Rose Ann Carroll
Notary public in and for the State of Washington,
residing in Jefferson County Washington.
My commission expires: 9-19-04

ROSE ANN CARROLL
COMMISSION EXPIRES
NOTARY
PUBLIC
9-19-04
STATE OF WASHINGTON

\\Healthserver\home\env_health\linda\GD\FORMS\RESTRICTIVE COVENANT LAND AREA 070901.doc

Unofficial Copy

From: Samantha Harper
To: Kara Rogers
Subject: FW: Stroh exemption for Shine LUD lots 994600213 and 994600303
Date: Tuesday, March 9, 2021 4:04:24 AM

Samantha Harper, P.E.
Engineering Director
310 Four Corners Rd | Port Townsend, WA 98368
Phone: 360-385-8341 | Fax: 360-385-5945
Email: sharper@jeffpud.org

-----Original Message-----
From: jennifer stroh <jennstroh@gmail.com>
Sent: Monday, March 8, 2021 7:39 PM
To: jrandell@jeffpud.org; Kevin Streett <kstreett@jeffpud.org>
Cc: Samantha Harper <sharper@jeffpud.org>
Subject: Stroh exemption for Shine LUD lots 994600213 and 994600303

Dear Mr. Randall:

Please find attached a request for exemption of 2 lots from the Shine Plat LUD. I want to emphasize that we are looking for an exemption of these lots only, and want the L.U.D. to continue for our property along Margaret St with our primary residence. Body of the cover letter is below, and supporting documentation attached.

I would appreciate confirmation of receipt.

Sincerely, Jeffrey and Jennifer Stroh

******

8 March, 2021

Jefferson County PUD

310 Four Corners Rd

Port Townsend, WA 98368

Attn: Kevin Streett, General Manager / Jeff Randall Commissioner

RE: Petition for Exemption Shine Plat Water L.U.D. Parcels 994600213 and 994600303

Please accept this letter as our formal petition to exempt the lot 994600213 and 994600303 from the proposed Shine Plat L.U.D. While we highly desire the connection to the Jefferson County Water System for our property along Margaret Street, the lots

noted above are in tidelands/floodplain area, and are unbuildable.

Please find attached supporting documentation for the lot exemption request:

Lot 994600213

-

Picture of Lot 994600213
-

Note water table is at ground level in this area
-

Tax Copy of Parcel 994600213
-

Current Value of $1250

Lot 994600303

-

Picture of Lot 994600303
-

Note existing septic mound
-

Tax Copy of Parcel 994600303
-

Current Value of $18,750
-

copy of wetlands delineation from 2019
-

copy of email between Nathan Cleaver (septic designer) and Linda Atkins (county inspector)
-

Jefferson P.U.D. Area Lot Map
-

Lot 994600213 is noted as lot “26”
-

Lot 994600303 is noted as lot "33"

As outlined in the homeowner information letter from Kevin Streett dated 2/24/2021, attachment A, “The actual assessments may vary from assessment estimates so long as they do not exceed a figure equal to the increased true and fair value the improvement adds to the property.”

The value of lot 994600213 (noted as lot “26” on the attached Jefferson

County PUD map) is $1250 per the 2021 Tax Statement. The value of the lot would not be increased because of the L.U.D. , as it would remain unsuitable for any purpose, as is intended to be kept as necessary wetland.

The value of lot 994600303 (noted as lot "33" on the attached Jefferson County PUD map) is $18,750 per the 2021 Tax Statement. The value of the lot would not be increased because of the L.U.D. , as it would remain unsuitable for any purpose, as is intended to be kept as necessary wetland.
There are also supporting documents stating that we cannot add to the septic on this property, therefore it cannot be built on.

In my opinion, the construction expense of serving the lots beyond 81 Joan Street should be eliminated from the project (Lots 24,25,26,33) as these lots are unusable/unbuildable.

If you have any questions, please feel free to contact

Sincerely,

Jeffrey and Jennifer Stroh

112 Margaret St

Port Ludlow, WA 98365

360.319.2708

jennstroh@gmail.com

Stroh Lot 994600213pic
<https://drive.google.com/file/d/1-72Pm_TVpMwNn4YD_b2Cq7UL8Y1mYNqQ/view?usp=sharing>

Stroh Lot 994600303 pic
<https://drive.google.com/file/d/1-8fJimpHBW_IEvX4ga3yNz5I9uvcYthW/view?usp=sharing>

Stroh Wetlands delineation Provided on request
<https://drive.google.com/file/d/1-1bOnOv5mA6syv9ZEyiHsdrNYVKsIT00/view?usp=sharing>

Stroh Lot 994600213 2021 tax statement
<https://drive.google.com/file/d/1-4D12jGufjj1sAcer2dZ-KVB9En2wqWK/view?usp=sharing>

Stroh Lot 994600303 2021 tax statement
<https://drive.google.com/file/d/1-03_HDkXDnhiJvSymQWDJbrtvgMqud-t/view?usp=sharing>

Stroh email about septic addition on lot 994600303
<https://docs.google.com/document/d/1SIDv7cYdhwHC0sR8kk-cSbuNnjQripX5cNJXrhjY1w8/edit?usp=sharing>

Jefferson P. U. D. area lot map
<https://drive.google.com/file/d/1-6obWyAMHzMwgZoElxuRraK_FR2R_aKc/view?usp=sharing>

PROPERTY TAX STATEMENT

JEFFERSON COUNTY TREASURER
PO Box 571 1820 Jefferson St Rm 120
Port Townsend, WA 98368-0571
(360) 385-9150 www.co.jefferson.wa.us/329/treasurer
treasurerstaff@co.jefferson.wa.us

2021

Property ID	Property Type	GEO Parcel ID
42465	Real	994600303

Owner ID: 91432

JEFFREY A & JENNIFER M STROH
112 MARGARET ST
PORT LUDLOW,WA 98365-9280

Abbreviated Legal / Physical Address

SHINE 2ND BLK 3 LOTS 4 ENLARGED BY TX 35 1/25TH UNDIV INT WELL SITE SUBJ/REST COVT #530584

Value Information

	2021
Land:	18,750
Improvement:	0
Total Value:	18,750
(Exemptions):	(0)
Total Taxable Value:	18,750

IMPORTANT INFORMATION

If your mortgage company pays your taxes, this statement is for information purposes only.

Delinquent payments received without correct interest or penalty will be returned.

Postal service cancellation mark of the due date or prior is the only proof of timely payment.

12-24-20_V2

Tax Distribution

Tax Area Code: 0231

STATE SCHOOL PART 1	36.12
STATE SCHOOL PART 2	19.44
COUNTY CURRENT EXPENSE	24.18
DEVELOPMENTAL DISABILITIES	.14
MENTAL HEALTH	.14
VETERANS RELIEF	.14
CONSERVATION FUTURES	.74
COUNTY ROADS	16.89
COUNTY ROADS TO CUR EXP	3.04
PORT OF PT GENERAL	3.04
PORT OF PT IDD 2019	4.75
PUD #1 GENERAL	1.66
LIBRARY DIST #1 GENERAL	7.71
HOSP DIST #2 GENERAL	.79
HOSP DIST #2 GO BOND 2013 NON VO	.64
SCHOOL DIST #49 CAP PROJ	10.55
SCHOOL DIST #49 EP & O	16.58
FIRE DIST #3 GENERAL	24.87
FIRE DIST #3 EMS	8.89
TAX	180.31

Total Levy Rate per $1000: **9.6172454874**
Voted Levy Rate: **1.4466034684** Voted Levy Amount: **27.13**

Assessments

Clean Water District	22.00
Forest Fire Protection Assmt	17.90
Noxious Weed Assessment	4.30
On Site Septic	37.00
JC Conservation District	5.06
ASSESSMENTS	86.26

2021 Amount Due **266.57**

KEEP THIS PORTION

Locate detailed information 24 hours per day at: www.co.jefferson.wa.us/329/treasurer BRING ALL PARTS WHEN PAYING IN PERSON Please fold on perforation BEFORE tearing

Prop ID: 42465 **Geo Parcel ID:** 994600303 **Owner ID:** 91432 **2021**

2020-31903

☐ Please check box to indicate mailing address changes and provide information on the back side of this coupon.

If you did not make a first half payment or pay the delinquent taxes on your #1 coupon 2021, call (360) 385-9150 for delinquent tax, interest and penalty due. Delinquent payments received without interest and penalty will be returned.

Pay or Postmark by October 31

2

21109***G14**1.3055**5/6********SNGLP
JEFFREY A & JENNIFER M STROH
112 MARGARET ST
PORT LUDLOW WA 98365-9280

Make checks payable to Jefferson County Treasurer and return your payment with this coupon. IMPORTANT: Please make sure the address on the back of this coupon shows through the window in the provided return envelope or the Post Office will NOT deliver your payment.

SECOND HALF PAYMENT

Amount Due **133.00**

00000424650000031903000001330000000000049

Prop ID: 42465 **Geo Parcel ID:** 994600303 **Owner ID:** 91432 **2021**

☐ Please check box to indicate mailing address changes and provide information on the back side of this coupon.

Payments of prior year taxes must include all interest and penalty due. Delinquent payments received without interest and penalty will be returned.

Pay or Postmark by April 30

1

Make checks payable to Jefferson County Treasurer and return your payment with this coupon.
IMPORTANT: Please make sure the address on the back of this coupon shows through the window in the provided return envelope or the Post Office will NOT deliver your payment.

JEFFREY A & JENNIFER M STROH
112 MARGARET ST
PORT LUDLOW,WA 98365-9280

FIRST HALF OR TOTAL PAYMENT

	TAX YEAR	Base Amount	Interest	Penalty	1st Half	Total
Current:	2021				133.57	266.57

3/3 21109

Amount Due **133.57**

00000424650000031903000002665700000133570 9

-----Original Message-----
From: Linda Atkins <LAtkins@co.jefferson.wa.us>
Sent: Tuesday, August 25, 2020 2:48 PM
To: Linda Atkins <LAtkins@co.jefferson.wa.us>
Subject: RE: Stroh

Nathan,

Here is a link to the wetland report that I found online at the public map. It does show the wetland off to the west. I did not see anything about the soils or condition around DP2 id'd on the drawing. That is part of the area we would have to evaluate.

https://gisweb.jeffcowa.us/DocumentViewer/results.aspx?searchType=specialreport&fieldNames=Parcel_Number&values=994600303

As it turns out I did not issue this permit. It was issued by Mike McNickle because I would not sign it. we observed surface water in the roadside ditches on both sides of Joan as well as a saturated/wet area to the west probably in the area we noted on Thursday. More than just the fact that this is fill are the multitude of risk factors on this property. We can still move forward with the wet season and evaluating the surrounding surface waters but after reviewing the file I can't give ANY assurance that we can permit an expansion. It appears that Mike did have Dave Jensen reduce the system to 2 bedrooms from 3. They were also supposed to do a lot of plantings to replace the area of wetland buffer that they disturbed and I can't really see any sign of that having happened.

Linda Atkins, RS
Environmental Health Specialist 3
Jefferson County Environmental Public Health
360-385-9444
latkins@co.jefferson.wa.us
www.jeffersoncountypublichealth.org

PUBLIC UTILITY DISTRICT NO. 1
OF
JEFFERSON COUNTY

RESOLUTION NO. 2021-0___

A RESOLUTION of the Board of Commissioners of the Public Utility District No 1 of Jefferson County, Washington (the "PUD"), ordering certain local improvements and creating a local utility district; providing for the payment of the cost of such improvements by special assessments; and authorizing payment of such assessments into the local utility district fund of the District.

WHEREAS, on February 23, 2021, the Board of Commissioners of the PUD adopted Resolution No. 2021-006 establishing a hearing date of March 16, 2021 at 5:00pm for the Shine Plat Local Utility District (LUD) No. 17; and

WHEREAS, after due notice as provided by law, a hearing was held remotely via ZOOM on March 16, 2021 at 5:00p.m. and the Board of Commissioners heard testimony by persons opposed to and in favor of the proposed improvements; and

WHEREAS, the Board of Commissioners have reviewed and considered all objections and protests thereto; and

WHEREAS, the Board of Commissioners have thus determined that the authority to proceed with the LUD No. 17 project has not been divested by protest under RCW 54.16.140, since the number of protests filed is less than a majority of the owners of lands within the proposed LUD boundary; and

WHEREAS, the Board of Commissioners have determined, based upon the testimony presented at the hearing and from the sources provided by the PUD staff, that there is a demonstrated need for a public water system at Shine Plat; and

WHEREAS, the Board of Commissioners have determined that it is in the best interests of the District and the residents of the Shine Plat community that the local improvements described below be carried out, that the proposed improvements are financially and economically feasible and that a local utility district be created; and

WHEREAS, based upon the presentation at the hearing, the preliminary engineers estimate is $570,468.05. A description of the boundaries of the proposed LUD No. 17, a statement of what portion of the costs and expenses of the improvements would be borne by the property within the proposed LUD No. 17, a diagram showing the lots to be specially benefited by the proposed water improvements and other information pertaining to the proposed LUD No. 17 are attached hereto as Exhibit A; and

WHEREAS, on November 17, 2020, the Board of Commissioners upon a motion authorized staff to submit a loan application for the Department of Health's 2020 Drinking Water State Revolving Fund for Shine Plat LUD No. 17 water improvements; and

WHEREAS, the PUD was awarded the Department of Health's 2020 Drinking Water State Revolving Fund loan in the amount of $494,899.55 (including state loan fee), pending approval of the PUD Water System Plan Update; and

WHEREAS, the PUD will work with the Department of Health staff on the potential of funding the additional cost from the original loan application; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Public Utility District No. 1 of Jefferson County, Washington as follows:

Section 1. The foregoing recitals are hereby incorporated into this Resolution.

Section 2. The Board of Commissioners, being fully advised, and recognizing that there were no protests to the formation of the LUD, orders that the District shall construct and install the following water system improvements within the areas of the District described in Section 5 of this Resolution: The scope of the Improvements is to replace the existing Shine Plat Water System and connect to the PUD's existing Bywater Bay Water System at the intersection of Shine Road and Merridith Street. The proposed improvements would include the installation of approximately 1,700-ft of 8-inch water main; approximately 900-ft 4-inch water main; 3 fire hydrants; water services to the LUD parcels. The scope also includes asphalt patching and site restoration. The foregoing improvements are hereafter referred to as the "Improvements."

Section 3. All of the foregoing Improvements, when completed, shall be in accordance with the plans and specifications prepared by the PUD, the provisions of this resolution and any other resolutions as may hereafter be adopted in connection with this resolution, and may be modified by the Commission as long as such modification does not affect the purpose of the Improvements. Changes in detail of such plans that do not significantly alter the scope or costs of the Improvements will not require further Board of Commission approval.

Section 4. The Board of Commissioners finds and determines that the Improvements are financially and economically feasible.

Section 5. There is hereby created and established a local utility district of the PUD to be known as "Local Utility District 17" (the "LUD"). The boundaries of the LUD shall be as described in the attached Exhibit "A", which is incorporated by this reference. It is hereby found that the above-described boundaries embrace as nearly as practicable all the property specially benefited by the Improvements.

Section 6. The total cost and expense of the Improvements and all work necessary in connection with and incidental thereto, is estimated to be Five hundred Seventy thousand Four hundred and Sixty-eight Dollars and Five Cents ($570,468.05), which includes costs of engineering, permitting, construction and loan fees. In no event shall those assessments exceed the actual cost of the Improvements, costs associated with the LUD and costs associated with the loan to be issued to finance the Improvements, less other money received and applied to the Improvements.

Section 7. In accordance with the provisions of RCW 35.44.047, the District may use any method or combination of methods to compute assessments which may be deemed to fairly reflect the special benefits to the properties being assessed. Actual assessments may vary from

estimated assessments so long as they do not exceed a figure equal to the increased true and fair value the Improvements added to the property. However, the District also reserves the right, in preparing the final assessment roll, to levy assessments against the various leasehold interests which lie within the LUD.

Section 8. No property, any portion of which is outside LUD 17, may connect to those improvements constructed or made part of such LUD unless either that property shall have been subject to the special assessments on the assessment roll for that LUD or the owners of that property shall have paid prior to such connection a charge in lieu of assessment which shall be at least the equivalent of those assessments which would have been applied to that property had it been included within LUD 17.

Section 9. Upon completion of the Improvements, an assessment roll shall be prepared and, after notice and hearing in the manner provided by law, an assessment roll shall be confirmed. Assessments not paid within the 30-day pre-payment period provided by law shall be payable in installments. The number of years said installments shall run, the dates of payment of the same and the rate of interest that the unpaid installments shall bear shall be as hereafter fixed by resolution. Such assessments shall be paid into the local utility district bond fund by the District and shall be used solely for the payment of the local utility district bonds hereafter to be issued to defray the cost of the Improvements to be constructed in LUD 17.

Section 10. This resolution shall take effect from its adoption as provided by law.

ADOPTED by the Board of Commissioners of Public Utility District No. 1 of Jefferson County, Washington, at a regular open meeting held this 16th day of March 2021.

_____
Dan Toepper, President

_____
Kenneth Collins, Vice President

ATTEST:

_____
Jeff Randall, Secretary

Exhibit A - LUD No. 17 Boundary Map

Shine LUD
Owner Name
Parcel Number

PUD's Bywater Bay Water System water main

Joan Street
Port Ludlow
WA 104
State Route 104
6 PVC
Teal Lak
Joan Street
Merridith Street
8 PVC Shine Road
Margaret Street

JEFFREY A & JENNIFER M STROH 994600303
SHINE 2ND ADD LOT OWNERS 821333010
SHINE 2ND ADD LOT OWNERS 994600301
BARTT & AMELIA CHIPMAN 994600302
70 Merridith St.
SHINE LOT OWNERS 994400204
81 Joan St.
DEBRA R LUND 994600211
Ramon & Elenita Angeles 994600203
Ramon & Elenita Angeles 994400203
NINA M GILL 994600202
NINA M GILL 994400202
JAMES HENRY PAGE 994400106
51 Merridith St.
DEE & FRED SCHMIDT TRUST 994400104
62 Shine Rd.
NINA M GILL 994600201
112 Merridith St.
JUSTIN SLUYTER & JAIME NEAL 994400103
111 Merridith St.
PHILIP M & ANN W JOHNSON 994400102
101 Merridith St.
JOHN M FABIAN 994400101
100 Shine Rd.
RONALD D & MARCIA M HILDEBRANDT 994600209
BOB L REED 994600212
JEFFREY A & JENNIFER M STROH 994600213
111 Joan St.
RONALD D & MARCIA M HILDEBRANDT 821333028
262 Margaret St.
Brett & Wendy Steadman 994600208
160 Margaret St.
ED H NOH 994600207
150 Margaret St.
JEFFREY A & JENNIFER M STROH 994600206
112 Margaret St.
STEPHEN D & KARI L MEEHAN 994600205
90 Margaret St.
JAMES G MERRITT 994600204
60 Margaret St.
MILES E PIERCE 821333038
ROBERT A GEBO 821333009
821333006
JANET L STIMACH 821333005
821333006 Russell Fairbanks
313 Margaret St.
352 Margaret St.
JANET L STIMACH 821333005
295 Margaret St.
261 Margaret St. Duane and Shari Anderson 821-333-003
235 Margaret St.
CHRISTOPHER M EAGAN 821333036
CHRISTOPHER M EAGAN 821333037
CHRISTOPHER M EAGAN 994600105
191 Margaret St.
171 Margaret St.
BARTON W & CHERYL K HANSON 994600104
SANDRA R JAMES 994600103
131 Margaret St.
101 Margaret St.
Barton & Cheryl Hanson 994600102
KAREN G RAMSEY 994600101
61 Margaret St.
RESERVED BEACH TRACTS INC 994600000
SHINE LOT OWNERS 994400204

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33

LEGEND

XX — Number of lots within the Shine Plat LUD boundary

Approximate location of the existing Shine Plat water main

Note: Proposed water infrastructure not shown on this map

Lots petition for exemption due to wetland constraints

Lots petition for exemption due to lots size as it relates to on-site septic

Lot exemption due to wetland constraints - staff recommendation

PUD Jefferson County Public Utility District

0 Feet 500

N

© OpenStreetMap (and) contributors, C

AGENDA REPORT

DATE:	March 16, 2021
TO:	Board of Commissioners
FROM:	Samantha Harper, P.E., Engineering Director
RE:	2021 Water System Plan (WSP) Update review
RECOMMENDATION:	Approval of Resolution

SUMMARY: Staff would like to recommend that the Board of Commissioners adopt the 2021 PUD No. 1 of Jefferson County Water System Plan Volume 1 and Volume 2 (Bywater Bay Chapter).

BACKGROUND: Excerpt from February 23, 2021 Agenda Report

On August 25, 2020, staff reviewed with the Commission the content and layout of the 2020 WSP Update Volume 1. Volume 1 is comprised of district policies and standards. On September 10, 2020, staff review with the Commission the content and layout of the 2020 WSP Update Volume 2. Volume 2 is an analysis of each Group A water system. In addition to the WSP content review, on September 23, 2020 the Commission approved by motion the 2020-2025 Water Use Efficiency Goal Program. The presentation of the above-mentioned public meetings can be reviewed on the PUD's website at https://www.jeffpud.org/water-system-planning/.

The 2020 WSP Update Volume 1 was submitted to the Washington State Department of Health (DOH) for review on November 17, 2020 with an update on December 21, 2020. The update included the financial chapter of Volume 1. On November 24, 2020, Volume 2 was submitted to DOH. The sequencing of submission to DOH was done in order for the PUD to be eligible to submit applications for the 2020 Drinking Water State Revolving Funds (DWSRF) loan. The PUD staff worked closely with the DOH staff on the submittal of the 2020 WSP Update.

On January 11, 2021, the PUD submitted the 2020 WSP Update to Jefferson County Public Health for Satellite Management Agency (SMA) Review and on January 12, 2021 to Jefferson County Planning Department for Consistency Review with the County's Comprehensive Plan

Also, on January 11, 2021, the PUD provided a mailed notice to all the adjacent and non-adjacent water system purveyors to review the PUD's 2020 WSP Update. No comments were received by the end of the comment period on February 8, 2021.

The State Environmental Policy Act (SEPA) checklist and determination were noticed in the PT Leader, mailed to the SEPA contact list and posted on the PUD's website. One comment was received by the Department of Archeological and Historical Preservation (DAHP).

ANALYSIS/FINDINGS: The 2021 PUD No. 1 of Jefferson County Water System Plan is posted on the PUD's website at https://www.jeffpud.org/water-system-planning/ The 2021 Water System Plan incorporates the comments from the State Department of Health (DOH). On March 5, 2021, the PUD submitted the 2021 Water System Plan Volume 1 and Volume 2 (Bywater Bay Chapter) to DOH for their final approval.

The next is approval by DOH by March 31, 2021.

FISCAL IMPACT: None

RECOMMENDATION: Staff recommends that the Board of Commissioners adopt the 2021 PUD No. 1 of Jefferson County Water System Plan Volume 1 and Volume 2 (Bywater Bay Chapter).

Attachments:
1. Resolution 2021-0XX Adoption of the 2021 WSP Update
2. JPUD Response to Comments

PUBLIC UTILITY DISTRICT NO.1
OF
JEFFERSON COUNTY

RESOLUTION NO. 2021-0__

A RESOLUTION of the Board of Commissioners of Public Utility District (JPUD) No. 1 of Jefferson County, Washington adopting the JPUD 2021 Water System Plan Volume 1 and Volume 2 Chapters 1 (General Methodologies for Individual System Evaluations) and 2 (Bywater Bay Water System).

WHEREAS, Public Utility District No. 1 of Jefferson County, on the 18th of March 1998, by Resolution 98-469, adopted a Comprehensive Water System Plan (WSP) for the District; and

WHEREAS, JPUD in accordance with WAC 246-290 updated its WSP in 2005; and

WHEREAS, JPUD in accordance with WAC 246-290 updated its WSP in 2011 (Resolution No. 2011-008); and

WHEREAS, JPUD in accordance with WAC 246-290 has updated its WSP in 2020; and

WHEREAS, on August 25, 2020, JPUD held a public meeting in which the regulatory framework and the District wide policies in Volume 1 of the WSP Update were presented and discussed; and

WHEREAS, on September 10, 2020, JPUD held a public meeting in which the technical analysis required by the Washington State Department of Health (DOH) and the analysis methodologies utilized for each of JPUD's nine (9) Group A water systems in Volume 2 of the WSP Update were discussed; and

WHEREAS, on September 23, 2020, JPUD held a special meeting of the Board of Commissioners and public forum in which the Water Use Efficiency (WUE) requirements, JPUD's existing WUE program and the 2020-2025 Water Use Efficiency Goal Program were discussed. In addition, the Board of Commissioners approved by motion the 2020-2025 WUE Goals; and

WHEREAS, the water system plan update Volume 1 was submitted to the Washington State Department of Health for review on November 17, 2020 with an update on December 21, 2020, and Volume 2 was submitted on November 24, 2020; and

WHEREAS, JPUD staff has incorporated DOH comments and recommendations into the JPUD 2021 Water System Plan; and

WHEREAS, the adjacent water purveyors and non-adjacent water system purveyors were provided notice to review the WSP Update on January 11, 2021. No comments were received by the end of the comment period on February 8, 2020; and

WHEREAS, on February 23, 2021, Jefferson County Environmental Public Health provided a determination of the Satellite Management Agency (SMA) Consistency with Local Plans and Policies for the WSP Update; and

WHEREAS, on March 1, 2021, the Jefferson County Department of Community Development provided a determination of Local Government Consistency for the WSP Update; and

WHEREAS, the State Environmental Policy Act (SEPA) checklist and determination were noticed in the PT Leader, mailed to the SEPA contact list and posted on JPUD's website. One comment was received by the Department of Archeological and Historical Preservation (DAHP); and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Public Utility District No. 1 of Jefferson County as follows:

Section 1. The foregoing recitals are hereby incorporated into this Resolution.

Section 2. The operational policies, procedures, and standards contained within the Public Utility District No. 1 of Jefferson County, 2021 Water System Plan Update, Volumes 1 and 2 (Bywater Bay) dated March 2021 are hereby confirmed and supersede the PUD's Water System Plan dated February 2005.

Section 3. The 2021 Water System Plan Update, Volumes 1 and 2 Chapters 1 (General Methodologies for Individual System Evaluations) and 2 (Bywater Bay Water System) will go into effect upon the approval from DOH.

ADOPTED at a regular meeting of the Board of Commissioners of Public Utility District No. 1 of Jefferson County, this 16th day of March 2021.

_____

Dan Toepper, President

_____

Kenneth Collins, Vice President

ATTEST:

_____

Jeff Randall, Secretary

PUD #1 of Jefferson County (JPUD)

Water System Plan (WSP) Volumes 1 and 2 (i.e., Parts A and B)

Responses to Comments on Draft WSP Submittals

This document contains responses to comments provided by multiple entities on various components of the JPUD Draft WSP Volumes 1 and 2. The comments are shown below, organized by reviewing entity, with JPUD responses provided underneath each comment **in bold text**.

DOH Comments on Part A and Part B (Bywater Bay)

The Washington State Department of Health (DOH) Office of Drinking Water (ODW) provided comments regarding the Draft JPUD Part A WSP and Bywater Bay Water System Part B WSP (ODW Project #20-1114, submitted by JPUD on November 17, 2020). The ODW comments were provided to JPUD in a letter dated January 6, 2021. The responses below are organized according to how the ODW letter was formatted. The **bold text** within a comment reflects what DOH placed in bold for emphasis (as distinguished by the **bold text** following each comment, which is JPUD's response).

GENERAL

1. **Please have a licensed engineer sign and stamp this document.**

   The Final WSP, submitted to ODW for approval, has been signed and stamped by a licensed engineer.

CHAPTER 3 – POLICIES, TERMS, AND CONDITIONS

2. Section 3.2.17 Cross Connection Prevention, Paragraph 3. Testing of cross connection control devices must be done by a certified Backflow Assembly Tester (BAT), not a Cross Connection Control Specialist (CCS). **Please revise.**

   The paragraph has been revised per the comment.

CHAPTER 4 – SATELLITE SYSTEM MANAGEMENT

3. General. The SMA plan should be able to be a standalone document but Chapter 4 does not fulfill the entirety of the SMA plan requirements. Some of the SMA plan requirements are included in other portions of this WSP and some are missing. **In order to mitigate that, please address the missing pieces, requested below, and provide a statement at the beginning of this chapter that references the other pertinent locations in the plan that fulfill the requirements of WAC 246-295.**

   A new second paragraph has been added to Section 4.1 referencing locations of the various elements required in WAC 246-295. That paragraph reads as follows:

   "Volume 1 of the PUD's Water System Plan contains the required elements of the utility's SMA plan. Locations of specific required SMA elements include:

- **SMA Service Area Information – Chapter 4.**
- **Service Area Policies – Chapter 2.**
- **System Design Standards – Chapter 11.**
- **Financial Viability – Chapter 9.**
- **Operation and Maintenance Program – Chapter 10.**
- **Various SMA Program Documentation – Appendices 4-1 through 4-12."**

See responses to comments below for other specific SMA-related items.

4. **Please provide a written explanation of the SMA service area and a map of the SMA service area.** If this area extends beyond Jefferson County, please provide agreements from the other counties' PUDs.

   A new figure has been added to the plan to show the areas currently served by the PUD (Figure 4-1). The last paragraph on Page 4-1 has been modified as follows:

   "The PUD's SMA service area is located fully within Jefferson County, as established in the Jefferson County Coordinated Water System Plan, and is shown on Figure 4-1. The PUD has no agreements or plans to provide service outside of Jefferson County. The PUD owns and/or operates 15 water systems, as summarized in Table 4-1."

   See response to Comment 8 regarding the new Table 4-1.

5. General. **Please fill out and provide the attached "Satellite Management Notice of Intent."**

   This form has been completed and is now included as Appendix 4-10.

6. General. **Please provide the SMA consistency form from Jefferson County and any other municipalities you may be currently serving or requesting approval for.** This should be signed by the Health Department in Jefferson County, as opposed to the Local Government Consistency form for the Water System Plan review that is to be signed by the Planning Department of Jefferson County.

   This form has been completed by Jefferson County Health and is included as Appendix 4-11.

7. WAC 246-295 requires that a copy of each applicable operations contract be submitted during the SMA review. **Please submit copies of all current contracts.**

   Copies of all current operations contracts that are on file with the PUD have been included as Appendix 4-12.

8. Page 4-1, PDF Page 28, Section 4.1, Introduction. This section states that JPUD owns or operates 13 water systems and the Group A systems are located in Table 2-1 of Section 2. Table 2-1 of Chapter 2 is the historic population of Jefferson County table, not a table of JPUD water systems. Additionally, WAC 246-295 states that an SMA plan must identify "existing public water systems the applicant currently owns, and/or manages and operates. The identification shall include the number of connections in each system, the department identification number and the system location." Additionally, "Documentation that all Group A

systems owned by the potential SMA on the date of request have obtained their operating permit and are not classified in the red operating permit category pursuant to chapter 246-294 WAC. If Group B systems are also owned by the potential SMA, provide documentation that such systems are following chapter 246-291 WAC." **In order to comply with the above requirements, please provide a table containing the above information along with the systems name and whether it is a Group A or B.**

A new table (Table 4-1) has been developed containing the required information and will be included in Section 4.1. The table is as follows:

Table 4-1. Summary of PUD Owned and Operated Systems

Water System	Group A or B	DOH Number	JPUD Role	Current DOH Operating Status [1]	Connections [1]
Bywater Bay	A	02043P	Own	Green	261
Coyle	A	367115	Own	Green	117
Gardiner	A	07877W	Own	Green	131
Lazy C	A	02676T	Own	Green	148
Mats View	A	05536U	Own	Green	24
Quilcene	A	AB292N	Own	Green	40
Quimper	A	05783U	Own	Green	3,462
Snow Creek	A	01220U	Own	Green	50
Triton Cove	A	894470	Own	Green	53
Skywater Estates	B	013241	Own	NA	12
Vandecar	B	00949U	Own	NA	12
Bishop Ridge (Heights Division 2 #1)	B	AB0536	Own	NA	3
Valiani	B	07036A	Own	NA	2
Port of Port Townsend Quilcene	A	25931U	Manage/ Operate	Blue	16
Camp Beausite NW	A	06972C	Manage/ Operate	Green	10

[1] DOH Sentry, February 2021.

9. Page 4-2, PDF Page 29, Section 4.3, Satellite System Management Program Services. This section states that you offer contract services. While ODW fully supports JPUD to provide contract services, it does not fit within the definition of what we require for a system that is required to be run by an SMA. It only meets that definition if that contract includes all of the responsible charge duties. **Please provide a list of systems that JPUD has contracts with where that contract does not meet all of the responsible charge duties.**

See table in response to Comment #8.

CHAPTER 5 – WATER USE EFFICIENCY PLAN

10. Page 5-7, PDF Page 42, Section 5.8, Water Use Efficiency Goals. Water Use Efficiency goals must be set through a public process, in a public forum. **Please provide a copy of public meeting notification, meeting agenda, and the signed meeting minutes of the meeting when the WUE goals were set or reference the section of Volume II where they are located.**

This information has been compiled and included as Appendix 5-1.

11. Page 5-9, PDF Page 44, Section 8.8.2, Supply-Side Goals. This section references the requirement that Distribution System Leakage must be 10 percent or less. **Please list any water systems that are above a 10 percent DSL.** You can fulfill the necessary WUE requirements for the systems over 10 percent DSL in each individual Part B Water System Plan.

As noted, this is discussed on a system-by-system basis in Part B. Those systems that are currently over 10 percent DSL are: Coyle, Gardiner, Mats View, and Triton Cove.

CHAPTER 7 – LOCAL LAND USE AND RELATED PLANS

12. Page 7-1, PDF Page 58, Section 7.1, Introduction. This section states that the Local Government Consistency (LGC) checklists are provided in Volume II of this WSP. An LGC must be performed and signed for both Part As and Part Bs. **Please provide an LGC for this submittal.**

We have requested completion of this form by Jefferson County. Once obtained, it will be included as Appendix 7-1.

13. Page 7-4, PDF Page 61, Section 7.3.5. Many WRIAs that were previously inactive have become active in the past year because of the Hirst Decision. **Please confirm that the statement that both WRIA 16 & 17 are inactive is still accurate.**

This has been confirmed. WRIAs 16 and 17 are not currently conducting planning activities.

CHAPTER 8 – IMPROVEMENT PROGRAM

14. General. JPUD is a regional provider in Jefferson County. In order to make sure JPUD is eligible for SRF funding for *future* consolidations, it may be wise to add a statement in this section of the plan that states it is your intention to be the regional provider for Jefferson County. **Please see below examples and update this chapter to include appropriate language.**

"We are committed to providing safe and reliable drinking water within the approved SMA service area and are willing to consider consolidating any Group A and Group B water systems within our service area. At times this may require us to obtain funding to upgrade the facility to our standards. All consolidations would need to meet our connection policies, ordinances, and/or resolutions."

Or

"Subject to financial and operational capabilities, and approval of its Board of Commissioners, the PUD is willing to consider the acquisition of water systems, within our approved SMA service area, at any time. Although new water systems must come into the PUD "whole" and "up to standard", the PUD may try to find funding that may need to be completed to help the system meet the PUD's standards. It will be the restructured water system's customer's responsibility to pay back any loan the PUD has signed for the improvements to their water system, in accordance with the PUD policies, as may be hereafter amended.

Once the PUD acquires water systems then the major upgrades will be added to the PUD's Capital Improvement Plan. The PUD intends to and may submit loan requests and packages to the State of Washington Department of Health, Office of Drinking Water for Drinking Water State Revolving Fund loans and Drinking Water System Repair and Consolidation (DWSRC) grants for water system upgrades the PUD is considering acquiring as part of the transition into the PUD ownership and management."

The second example text above has been incorporated into the text on Page 8-1.

CHAPTER 9 – FINANCIAL PROGRAM

15. General. **Please include a narrative of the way that the COVID 19 has affected your cash flow and financial program.**

COVID 19 has not significantly affected JPUD's financial program. Some customers have been slower to pay, but no analysis has been done to discern trends or differences amongst rate classes or between systems.

16. Page 9-20, PDF Page 87, Table 9-8, Existing Schedule of Rates. This table represents a residential discount category. **Please provide a copy of this discount program or provide a narrative of the program, including eligibility.**

In 2017, the PUD's Board of Commissioners passed Resolution 2017-002 which established a Low Income Rate Reduction Program. Since 2017, the Low Income Rate Reduction Program has been updated and currently the PUD offers three types of rate reductions in the form of monthly credits for customers who qualify for low income assistance. The three types of rate reduction are a standard; senior; or water/sewer program. The customers who qualify for the standard or senior low income electric bill credit also qualify for water/sewer low income assistance.

The qualification for the Standard low income bill credit is that the household income must not exceed 150% of the federal poverty level. There are various deductions and exclusion allowed for different types of incomes. The qualifications for the Senior low income bill credit are the customer must be 62 years of age or older; their total household income after deductions does not exceed the limit prescribed by RCW 84.36.381(5)(b)(ii); and the combined disposable income for the members for the household must currently be $30,000 or less.

Once the customer's eligibility is approved, the customer will receive a credit each month on each of their qualifying accounts for a period of one year (for the

Standard program) and two years (for the Senior Program). Once the period is expired the customer will be required to reapply.

For more information on the PUD's Low Income Program, please visit our Low Income Program FAQs website at https://www.jeffpud.org/assistance/low-income-faqs/**.**

17. Page 9-10, PDF Page 88, Table 9-9, Schedule of Proposed Rates. This table, as well as the existing schedule of rates, shows that 0 water is included with the base rate and that the lowest tier is 0-5000 gallons monthly. **Please explain the reasoning behind this.**

This rate structure was set in place over 10 years ago and was constructed to encourage conservation, in that the customer must pay for every increment of water used, as opposed to including a set amount of water within the base rate which would not encourage conservation. In addition, this structure mirrors the rate structure for JPUD's electric utility.

18. Page 9-22, PDF Page 89, Section 9.6, Affordability. Please note that using the benchmark of 2.5 percent (or 2 percent, but 2 percent is traditionally for wastewater programs and 2.5 percent is for water) of the MHI is becoming an outdated benchmark in the affordability sector. It may still be used for various loans and grant programs but is no longer adequate to address the actual impact of rates on customers. **Please provide a narrative about how you address customer affordability concerns at the PUD. Please include your CAP program that complies with Governor Proclamation 20-23.7 to address COVID 19 financial impact on your customers.**

Please see the response to Comment 16. In addition, information about the PUD's payment assistance programs, including our COVID-19 support program in response to Proclamation 20-23, is readily available to customers at this website: https://www.jeffpud.org/assistance/ .

CHAPTER 10 – WATER SYSTEMS OPERATION PROGRAM

19. Section 10.3.4 Reservoirs. **Please inspect hatches & gaskets at least annually to ensure pests and debris do not enter tanks.**

A new bullet has been added to the bottom of the Annual list in Section 10.3.4: "Inspect hatches and gaskets".

20. Chapter 10, Emergency Response Plan. **Please provide a Water Shortage Plan.**

The Water Shortage Response Plan has been included as Appendix 10-4.

CHAPTER 11 – TECHNICAL STANDARDS AND SPECIFICATIONS

21. Chapter 11, Specifications. **Please change to include the requirement that all chemicals meet NSF 60.**

The following sentence has been added to the end of the paragraph in Section 11.3.1: "All drinking water treatment chemicals must meet the requirements of NSF 60."

BYWATER BAY WATER SYSTEM PLAN PART B

1. General. **Please provide a letter from the fire authority they are okay with the lack of fire flow until improvements can be made.**

   We have coordinated with Port Ludlow Fire and Rescue. Documentation will be included as Appendix 2-4.

2. General. Each water system should start integrating components of an Asset Management Program into their plan. **If Bywater Bay has an asset management plan, please provide it. Otherwise, please provide an asset inventory that includes the component, installation date, life expectancy, remaining life, condition rating, criticality number, and replacement cost.**

   The PUD has compiled an asset management plan worksheet for this system. It will be included as Appendix 2-5.

3. Page 2-4, Figure 2-1: Bywater Bay Water System Map. Each service area should have 3 different service areas clearly labeled; future service area, retail service area, and service area (which equals the water rights place of use). Additionally, I am unable to tell where neighboring water systems are or where Shine Plat is from the map provided. **Please update this map to include all three service areas and either update this map with boundary lines for neighboring water systems and boundaries of Shine Plat, or provide an additional map with that information.**

   The PUD has updated the map per the comment.

4. Page 2-6, Section 2.2, Population and Demand Forecast. The estimated population provided in Table 2-6, for 2017, is higher than what is provided on the current Water Facilities Inventory form, while the connection count is lower. **Please provide an updated WFI that is consistent with the values in Table 2-6.**

   The PUD has submitted changes for the WFI per the comment. This will be included as Appendix 2-6.

5. Appendix 2-3 – Bywater Bay Water System Water Quality Monitoring Plans. The coliform monitoring plan was last updated in 2004 and is inconsistent with the Revised Total Coliform Rule (RTCR) and Groundwater Rule (GWR). Since 2004, the number of connections this system serves has double. **Please revise the CMP to be consistent with the RTCR and GWR and up to date with system operations.**

   The PUD has updated the Coliform Monitoring Plan per the comment and per the RTCR and GWR requirements. This will replace the draft version of Appendix 2-3.

DEPARTMENT OF ECOLOGY

ODW's review of your WSP does not confer or guarantee any right to a specific quantity of water. Our review is based on your representation of available water quantity. If the Washington Department of Ecology, a local planning agency, or other authority responsible for determining water rights and water system adequacy determines that you have use of less water than you represent, the number of approved connections may be reduced commensurate with the actual amount of water and your legal right to use it. A copy of this document was sent to Ecology on November 18, 2020.

Marie Peter, from the Department of Ecology, issued an e-mail on January 4, 2021, stating she has no concerns with this Part A WSP.

Comment noted.

Ecology Comments on Part B

The Washington State Department of Ecology (Ecology) provided comments regarding the Draft JPUD Part B WSP (DOH ODW Project #20-1121, submitted by JPUD). The Ecology comments were provided to JPUD and DOH in a letter dated January 25, 2021. The responses below are organized according to how the Ecology letter was formatted.

Water Rights
The water rights for all Jefferson County Public Utility District 1 (Jefferson PUD) water systems are accurately reflected in the water right tables, Water Rights Self-Assessment forms, and other areas of the Water System Plan. Water right conditions of operation are also clearly addressed throughout the Plan. The water right adequacy assessment for each system based on projected future demand appears to be consistent with these records.

Comment noted.

Water Use Efficiency
The PUD's conservation and water use efficiency planning goals and efforts appear to be generally adequate and adjusted appropriately for system size, system-specific issues, and availability of resources.

Comment noted.

Bywater Bay System
Although, as noted in the Plan, the water right permit for the Shine Well requires monitoring of nearby wells as a condition of operation, this right is no different from any other water right in that development of inchoate quantities must not exceed the safe and sustainable yield of the supplying aquifer or impair senior water rights. With the recent authorization of the Reynolds Well under Permit G2-28632, the Bywater Bay system now has additional source redundancy to help guarantee uninterrupted service if data trends indicate the need to regulate withdrawals in the future.

The draft Report of Examination for the Reynolds well included in the appendix should be replaced with the final signed report.

The appendix has been updated per the comment.

Coyle System
Due to concerns regarding seawater intrusion on the Toandos Peninsula, chloride levels in the Coyle well should be monitored regularly and the extremely high distribution leakage should systematically be reduced as a high priority as resources become available.

The PUD tests for Chloride every 3 years as required and the last test was 11ppm which is under the maximum allowed.
As noted in the CIP for the Coyle system, JPUD intends to replace leaking distribution system piping over time, as resources are available.

Quimper Water System
Because the Quimper system serves more than 1,000 connections, this draft plan needs to be revised to more thoroughly address the requirements of RCW 90.03.386(3)(c) by describing "the projected effects of delaying the use of existing inchoate rights" during the 10-year planning horizon "through the addition

of further cost-effective water conservation measures". This is especially important to address for sources in the Chimacum Creek sub-basin.

The Plan narrative regarding water conservation will be expanded to address this comment, noting how additional conservation measures have been considered.

Although two water right applications are on file for the Quimper system, Jefferson PUD is keenly aware of the challenges in obtaining approval of new water rights. Since the adoption of the Quilcene-Snow Water Resource Inventory Area (WRIA 17) Watershed Management Plan and Detailed Implementation Plan in 2011, transfers and changes to existing water rights have also become much more difficult to approve. However, Ecology recognizes the importance of the PUD's role as a regional water supplier promoting the efficient use of the area's limited water supplies and is committed to helping the PUD find solutions to meet future Quimper system demand.

Comment noted.

Lazy C Water System
The Temporary Permit authorizing use of Lazy C Well 4 will remain in effect until a final decision is issued on Water Right Application G2-29265. Although Ecology was initially concerned about high chloride concentrations in this well, water quality data collected over an extended period of time has not shown any problematic trends. This well may continue to be relied on as the primary source for the Lazy C system as long as the water level and water quality monitoring requirements of the Temporary Permit are complied with.

Comment noted.

The Plan indicates that Jefferson PUD may be filing change applications under the existing water rights for Lazy C Wells 1 and 2 to transfer the points of withdrawal down-gradient in order to more readily supply the system's future service area. A change application filed for this purpose may qualify for expedited processing under WAC 173-152-050(2)(d). However, the PUD is advised that transfers and changes to existing rights, even if downstream and within the same body of groundwater, may require mitigation depending on the new location. We recommend that the PUD request a pre-application consultation with Ecology staff prior to filing these applications.

Comment noted.

Quilcene Water System
Additional water rights will soon be required for the Quilcene system. In accordance with the Instream Flow Rule for WRIA 17, access to water from the Big Quilcene sub-basin reserve may be approved for the US Forest Service well and future well(s) under pending Water Right Application G2-29120 subject to a public interest evaluation that takes into account water availability for future domestic use in the sub-basin.

Comment noted.

Mats View Water System
The Plan indicates that Jefferson PUD would consider additional exempt well right consolidations to the Mats View system if property owners agree to decommission their wells upon connection to the system. Because decommissioning is a statutory requirement for approving consolidations of permit-exempt rights, we appreciate the PUD taking this step to ensure accountability for decommissioning prior to filing applications.

Comment noted.

Watershed Planning Considerations

Chapter 173-517 WAC was adopted in 2009 to protect WRIA 17 streams under RCW 90.54.040(1) and the WRIA 17 Watershed Management Plan and Detailed Implementation Plan adopted in 2011 covers the locations of all PUD water system service areas except for Lazy C and Triton Cove. In accordance with RCW 90.03.386(2), the Draft 2020 Jefferson County PUD Water System Plan is determined to be "not inconsistent" with the Comprehensive Watershed Plan for WRIA 17 adopted under RCW 90.54.040(1) after September 9, 2003.

Comment noted.

A Watershed Management Plan for the Skokomish-Dosewallips Water Resource Inventory Area (WRIA 16) was adopted in 2006 and a Detailed Implementation Plan in 2008, covering the Triton Cove and Lazy C water system service areas. This Water System Plan is also "not inconsistent" with the WRIA 16 Watershed Plan.

Comment noted.

Jefferson County Public Health Comments on Parts A and B

Jefferson County Public Health (County Health) provided comments regarding the Draft JPUD WSP. The County Health comments were provided to JPUD in an email from Susan Porto (Environmental Health Specialist 3) dated February 8, 2021. The responses below are organized according to how the County Health email was formatted.

The following are my comments/observations:

- I am curious about the SIPZ portion, and would appreciate seeing the information you plan to provide per VOL 1 7.3.7 (I think).

  Information provided in WSP Volume 1 Section 7.3.7.

- There is only one typo that I found, and that I'm not sure anyone cares about-Vol 1 2.6.3, correct Lake Beaumont to Lake Beausite.

  Comment noted; text corrected.

- Joel and I noticed on the Bywater service area map, see below, that the future service area leaves approximately 3 parcels between your service area and JCWD#1 and that area is slightly different than the existing serve area map in the plan from 2011. Was there a reason to leave those few lots out of a future area? Also the description in the Bywater system has the Reynolds well as one of three wells serving the system. Have you gotten approval for DOH for additional capacity yet? What is the plan for the two Shine Plat wells once you expand into that area?

  Better to include that whole block of parcels between JCWD #1 and Bywater Bay as future service area. Regarding Reynolds well, DOH approved the source, expanded system capacity approval will occur through approval of water system plan. Regarding Shine Plat wells, they will remain private property.

- The Gardiner service area seems to have changed from prior maps in the area shown below, is that right?

  PUD staff revising as needed.

- And thanks for correcting Quilene's area-where the service area bisected the parcels.

Comment noted.

SEPA Comments on Parts A and B

Below are comments received through the SEPA process relating to the WSP.

- **Department of Archaeology & Historic Preservation (DAHP)**. Email from Stephanie Jolivette (Local Government Archaeologist), 2021-02-16.

    - Thank you for providing the link to the SEPA checklist. Because this is a non-project action the DAHP has no specific concerns at this time. However, many of the proposed project areas are in high risk areas for archaeology, so I look forward to reviewing those projects as they come out in the future.

        Comment noted.

Jefferson County Comments on Parts A and B

Jefferson County Department of Community Development (County) provided comments regarding the Draft JPUD WSP. The County comments were provided to JPUD in an email from Joel Peterson (Associate Planner) dated March 2, 2021. The County noted no inconsistencies and provided completed local government consistency forms (for Part A and for each water system in Part B). However, comments were provided in a tabular format. That table is pasted in below, with JPUD responses in **bold text** next to the comments.

VOLUME 2: CONSISTENCY REVIEW: 2021 PUD #1 of Jefferson County Water System Plan Amendments

Group A Water Systems	Land Use & Zoning within Service Area WAC 246-290- 108(1)(a)	Growth Projection Consistency in demand forcasts. -108(1)(b)	Provisions of water service for new service connections; Service Area Policies -108(1)(d)	Other Relevant Elements related to water supply planning - 108(1)(e)	Questions or Inconsistencies -108(2)(b)
Bywater Bay	Current Service Area Zoning Districts: RR-5, RR-10, RR-20; AL-20, CF-80 & CC (Community Crossroads). One Commercial parcel. Two Agriculture parcels. RR-5 parcels in Current Service Area: 288 parcels (64%) tot. 662 acres with residence; 159 parcels (36%) tot. 327 acres vacant or underdeveloped (e.g. garage only)	0.98%	Adds Second Shine Plat to WSA	WSA extension to northeast is in Coastal SIPZ. Chloride wells present in this area. Coordinate with JCWD#1 to determine which WSA will pick up these 3-5 coastal RR-5 properties with SIPZ wells. Shine Plat Water System interconnected. Now Reynolds well approved. RR-5 parcels between WSAs. Comprehensive Plan Goals & Policies	Proposed future Bywater WSA extension cuts South Paradise Short Plat in half, and leaves gap between Bywater extension and Jefferson County Water District #1 of Dederer Short Plat. **Response: Figure 2-1 (service area mapping) has been updated to resolve this.**
Gardiner	Current Service Area Zoning: 4 parcels AL-20, tot. 14 acres. RR-10: 26 parcels tot. 246 acres. 12 RR-10 parcels vacant, tot. 130 ac. 6 RR-10 parcels in Open-Space Agriculture Use. RR-5: 209 parcels, tot. 590 acres. 80 parcels (271 ac)vacant/ underdeveloped RR-5 9 RR-20 parcels, tot. 135 acres. RR-20 primarily vacant or with Designated Forest Use. 5 parcels Neighborhood Crossroads 1 Resource-Based Industrial 14 ac.	0.98%	Future Service Area includes Discovery Bay RV Resort. Adds ca. 16 RR-10 parcels, 7 RR-5 parcels (east of Rondelay Meadows, + east end of Current WSA.	Multi-family residential developments (3 units +) are allowed in Gardiner Neighborhood/Visitor Crossroads (NC). Would need fire flow. SIPZ in Current and Future Service Area. Four AL-20 parcels-- don't know irrigation source. Resoure-Based Industrial site--there's limited change in use to other industrial uses as RI.	Eagle Crest Development on View Ridge Rd. on S. side of Hwy. 101 not in service area. About four lots of 13 currently developed. Could be future need for water service.
Coyle	Current Service Area Zoning: 2 RF-40parcels. 9 RR-20parcels. 2 RR-10parcels. RR-5: 242 parcels, tot. 75 acres. 167 RR-5 parcels (37 ac) vacant/underdeveloped.	0.98%	Adds ca. 10 parcels on Eaton Rd. (RR-5 & RR-10). Adds ca. 90 RR-5 parcels in and around Go-Onna Beach Tracts & Division 2.	Many small RR-5 lots in service area, over half currently vacant.	
Quimper--South Hastings	Current Service Area Zoning: 5 AL-20 parcels, ca. 25 acres. Airport Essential Public Facility. 6 Neighborhood Crossroads parcels, 24 acres. 19 RR-10 parcels, 239 acres. 120 RR-20 parcels, 127 acres--includes Beckett Point Fisherman's Club. 54 vacant RR-20, 154 ac. -- includes 40 vacant Beckett Point parcels @ 2.3 acres. 679 RR-5 parcels, 1428 acres; 249 vacant/underdeveloped parcels @ 339 acres.	0.98%	Adds Malamute Lane area to south WSA. Adds Martin Rd, Deer Ridge Rd, and Discovery Bay Golf Course area.	Airport EPF, Overlay III for rural-scale, non-aviation related industrial uses--future connections possible. Consider future infill and development of Neighborhood Crossroads parcels. Many connections at Beckett Point with about 40 vacant lots remaining.	Retail Service Area map also shows Valiani water system to north--is this part of Quimper WSA?
Quimper--Kala Point	Airport parcels on Quimper--Kala Point WSA map.			Airport is shown on this map.	

Group A Water Systems	Land Use & Zoning within Service Area WAC 246-290- 108(1)(a)	Growth Projection Consistency in demand forcasts. -108(1)(b)	Provisions of water service for new service connections; Service Area Policies -108(1)(d)	Other Relevant Elements related to water supply planning - 108(1)(e)	Questions or Inconsistencies -108(2)(b)
Quimper--Irondale	County data not broken out for the remaining Quimper WSA areas as shown in PUD Water System Maps and is difficult to summarize. General Summary of land use: Area includes many agriculture parcels (19 parcels AL-20, 76 acres & 22 parcels AP-20, 297 acres). RR-5: about 900 vacant or underdeveloped parcels. RR-10 & RR-20: over 50% vacant, some potential to subdivide.	UGA projected growth = 1.48%		There was an observed growth rate in the Port Hadlock/Irondale UGA of 1.06% from 2010-2016. UGA population holding capacity in 2017 Estimated Holding Capacity Range at Build-Out of 2,103– 2,529 dwellings & 4,416– 5,311 population. County-Wide Planning Policy and the Jefferson County Comprehensive Plan seeks to guide 70% of new development in the planning period to urban areas.	Higher projected growth rate in UGA - 1.48%
Quimper--Glen Cove South	Area includes Chimacum Schools and County public services (sheriff, Jail, fire, etc.)	0.98%			
Quimper--Marrowstone	see above	0.98%		Sole Source Aquifer	
Quimper--Oak Bay	see above	0.98%		SIPZ areas.	
Lazy C	Includes Brinnon Rural Village Center. Current Lazy C WSA: 119 RR-5 parcels occupied, 54 acres. 89 RR-5 parcels vacant/underdeveloped, 28 acres. Brinnon School District.	0.98%		Expands WSA for Brinnon. Brinnon Sub-Area Plan (2004) Utilities Element p. 97 "Encourage small neighborhood water systems. 1) self management; 2) PUD manage for fee; 3) petition PUD for ownership/management." Multifamily development allowed in Rural Village Center. Needs fireflow for this type development.	
Triton Cove	All RR-5. 54 occupied parcels, 35 acres; 45 vacant/underdeveloped parcels, 28 acres.	0.98%		Brinnon Sub-Area Plan (2004) Utilities Element p. 97 "Encourage small neighborhood water systems. 1) self management; 2) PUD manage for fee; 3) petition PUD for ownership/management."	
Snow Creek	3 parcels RR-20, 22 acres. 116 parcels RR-5, 155 acres. 73 vacant/underdeveloped RR-5 parcels, 121 acres.	0.98%			
Matts View	All RR-5. 22 occupied parcels, 11 acres; 14 vacant/underdeveloped parcels, 9 acres.	0.98%		SIPZ - Coastal, At Risk.	
Quilcene	Current WSA: Includes Rural Village Center. 3 RR-10 parcels, 35 acres. 51 RR-5 parcels, 121 acres. 18 vacant RR-5 parcels, 19 acres. 71 RVC parcels, 34 acres. 21 residential parcels in RVC, 9 acres. 20 vacant parcels in RVC, 9 acres. 21 commercial parcels in RVC, 12 acres. Fire District Quilcene School District	0.98%	Expanded WSA inlcudes the Light Industrial/Manufacturing zone (3 parcels).	Multi-family residential developments (3 units +) are allowed in Quilcene Rural Village Center (RVC). WSP projection of 19 ERUs could be undercounted if multi-family development becomes feasible. See CP Goals & Policies.	
VOLUME 1					3.4.2 Service Area Policies : Does PUD have a policy regarding well decommissioning when a well is drilled in a WSA? (If over 750 feet from main). Also in Section 7.3.8 & 7.3.9. 7.3.7 Seawater intrusion Protection Zones. Correct all SIPZ reference in Critical Areas from Section .300 to JCC 18.22.310(3)(a). pg. 7-5 **Response: Text updated per comment.**

PUBLIC UTILITY DISTRICT NO.1
OF
JEFFERSON COUNTY

RESOLUTION NO. 2021-0--

A RESOLUTION of the Board of Commissioners of Public Utility District No. 1 of Jefferson County, Washington (District), amending the Procurement Manual and Authorize the Sale of Certain Equipment on Where-Is, As-Is Basis.

WHEREAS, on April 7, 2020 the Board of Commissioners approved Resolution No. 2020-008 adopting a revised Procurement Manual for the District; and

WHEREAS, from time-to-time certain policies and procedures must be updated to account for changes in District practices, and the proposed amendments to the Procurement Manual are attached in Exhibit A; and

WHEREAS, the General Manager recommends that the District also be allowed to surplus certain equipment whole, without requiring disassembly, which will allow the District to operate more efficiently; and

WHEREAS, the sale of Surplus property must be done consistent with the Washington State Constitution and the laws of the State of Washington.

NOW THEREFORE, BE IT RESOLVED THAT:

The Board of Commissioners has reviewed the changes and amendments to the 2020 update to the Procurement Manual attached hereto as Exhibit No. 1, and hereby adopts these changes to the Procurement Manual, to be effective as of the date of this Resolution.

ADOPTED by the Board of Commissioners of Public Utility District No. 1 of Jefferson County, Washington, at a regular open meeting held this 16th day of March, 2021.

_____
Dan Toepper, President

_____
Kenneth Collins, Vice President

ATTEST:_____
Jeff Randall, Secretary

EXHIBIT A

To

Resolution No. 2021-XXXX

JPUD PROCUREMENT MANUAL

11.1 General

NEW SECTION

11.1.4. Full and Fair Value. Sales of property, either personal or real, are subject to requirements that the District obtain full and fair value for the items pursuant to Washington State Constitution Article 8, Section 7.

11.3 VEHICLES & EQUIPMENT

11.3.1 Vehicles and equipment may be disposed for any one of the following reasons:

a. Cost of maintenance and has become excessive;

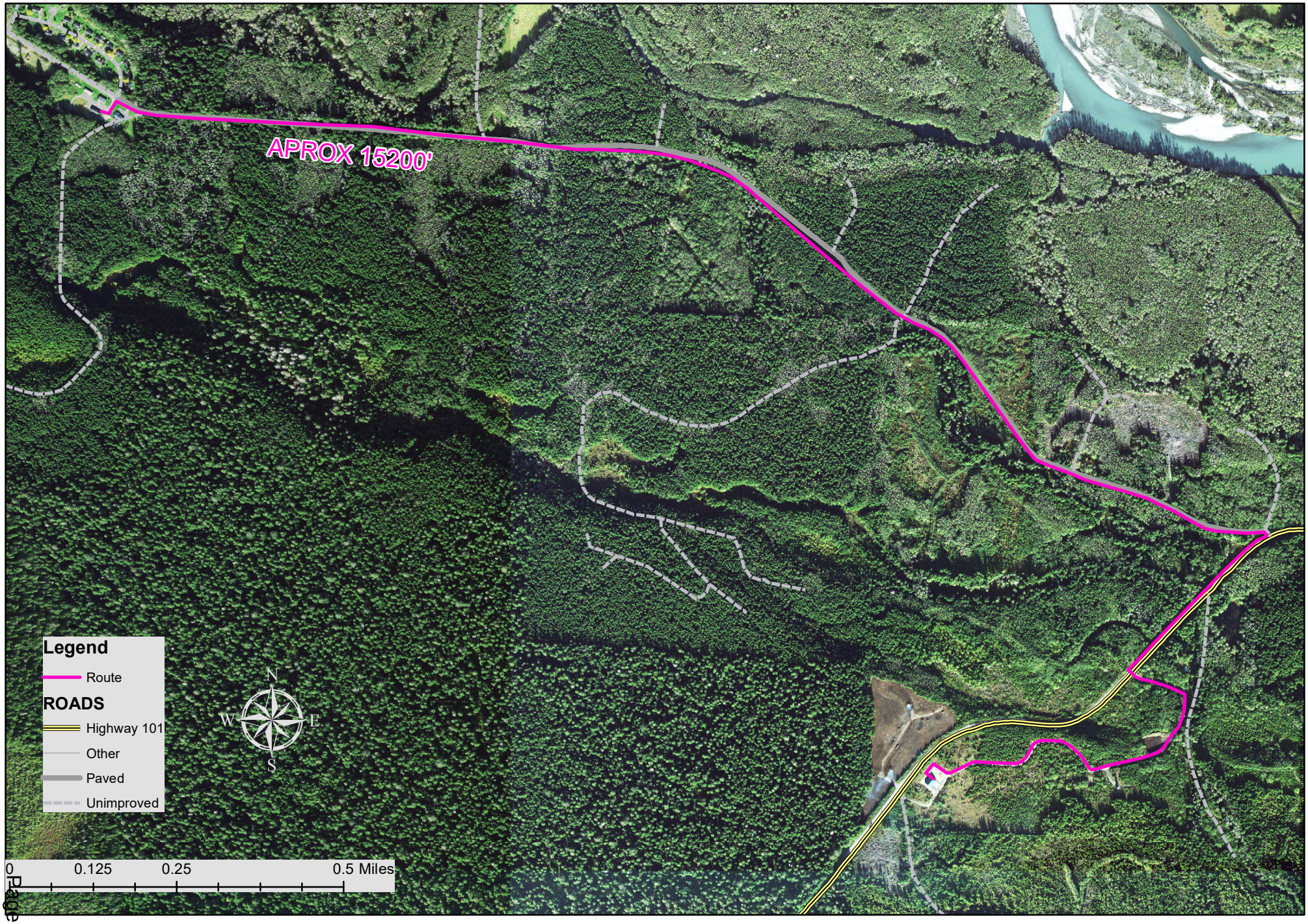
b. Major repair would be cost prohibitive; or

c. The vehicle or equipment is no longer of use to the District.

11.3.2 Surplus cars, equipment, and trucks (except aerial manlifts, digger derricks, and knuckle boom or crane trucks) that can be used by the public shall be placed on a surplus list and, after Commission approval, disposed of by sealed bid or public auction.

11.3.3 Aerial manlifts, digger derricks, knuckle booms, and crane trucks ~~must~~ may be ~~either~~ dismantled & and sold for scrap, ~~or~~ used as a trade-in when purchasing new trucks of similar use, or sold whole, where-is, as-is. The Commission must declare a truck surplus by resolution prior to its being sold where-is, as-is, dismantled ~~or~~ and removed from District property.

11.3.4 All surplus sales shall be made at fair market value.



Page 89 of 98

Hoh Reservation General Overview

Fiber Route
360-780-0010
Designer: WLargent
March 11th, 2021
Hoh Indian Tribe

Preliminary Concept Paper - County Request For Proposals (rev 3/15/21)
to be Jefferson County's Associate Development Organization for the Next Biennium

Issue: The County must designate an Associate Development Organization (ADO) to the Washington State Department of Commerce to perform economic development services in Jefferson County over the next State Biennium (7/1/'21-6/30/'23). We must make the designation by the end of April or shortly thereafter. In the event the Port of Port Townsend notifies the County it seeks ADO designation in lieu of the EDC Team Jefferson, the existing ADO, Commissioners and staff will be preparing a Request For Proposals (RFP) which outlines the decision-making process and timeline, priorities for consideration of proposals and application components required.

The County seeks input from stakeholders on top priorities for economic development in the coming two years, as well as the attributes in an ADO, to better inform the County's work to create an Request For Proposals (RFP) that will help the community achieve those priorities and attributes.

Comments on this Concept Paper are appreciated. In order for them to be considered, **please submit comments by close of business Friday, March 19.**

If the County determines it needs to issue an RFP, it anticipates receiving at least two requests for the ADO designation - one from EDC Team Jefferson (the current ADO) and one from the Port of Port Townsend. Other proposals would be welcome as well.

The Board of County Commissioners (BOCC) is pleased that two or more organizations are committed to economic development. Additionally, we see a need to implement changes and improvements to current economic development efforts. We would prefer to receive joint proposals from entities, which draws from the different strengths of each and demonstrates a willingness to collaborate, by maintaining the current strong base of business volunteers from across economic sectors (such as those that have been working with the EDC), and adding additional capacity and organizational infrastructure (such as could be provided by the Port or other larger organization).

An RFP can help guide the shape of ADO proposals and services to best meet community needs.

Current Priorities of the BOCC: In discussions throughout February and early March - and informed by separate joint staff discussions between the County, City, PUD, Port and EDC - the BOCC has identified priorities that it wishes to carry into the upcoming ADO biennium. We welcome additional input on these by COB Friday, March 19.

In addition to compliance with RCWs (included below) and Commerce contracting, these priorities include:

- ***Creation of a shared economic development framework:*** The ADO will work with the Intergovernmental Collaborative Group (ICG) to develop a shared framework for

economic development that will guide and align the work of the ADO and other governmental and community organizations;

- ***Increased communication & accountability:*** Create a governance structure with input and reporting to key stakeholders and funders. Demonstrate leadership free from conflicts of interest. Maintain transparency while protecting confidential business information; strengthen communication and metrics out of the ADO on its activities, its effectiveness and outcomes;
- ***Diverse representation:*** Ensure that key economic sectors from the private and non-profit business community are involved in decision-making. Include geographic representation from throughout the county including some from each of the three county commissioner districts. Strive for diverse demographic participation in governance and services. Expand the ADO Board to maintain broad business sector representation as the majority of the Board, adding a seat each for the County, City, Port and PUD. Maintain the Public Sector Cabinet;
- ***Bring added capacity:*** Demonstrate a plan to increase the ADO's budget, staffing, collaborations & partnerships, and services beyond those existing today, better sized to deliver on an expanded mission and suite of services;
- ***Enhance partnership:*** Build on existing programs and volunteerism, generate "buy-in" from the business community, identify opportunities to enhance partnerships with the Chambers, Main Street, NODC and other economic development partners;
- ***Communicate a clear vision for economic development:*** While the ICG and key stakeholders will work with the ADO to develop an economic development framework, the ADO should be able to articulate a clear vision for the economic future of Jefferson County in its Proposal, including post-COVID recovery.
- ***Expand scope:*** Identify emergent opportunities in economic development. Partner on key regional efforts identified as priorities by governing board;
    - ***Responsive assistance*** – responding to requests from businesses and non-profits with BRE meetings; respond to requests for help in navigating financing, permitting and other activities
    - ***Proactive services*** – continue to offer classes (Lean, Business Plans, etc) and expand the offerings to address business needs, proactively identify and contact retiring or closing businesses to offer assistance in finding new owners; convene related businesses to enhance local supplies chains and promote value added processing of local products. Create and maintain an updated portfolio of business opportunities in the different regions of the County.
    - ***Expand business infrastructure, supports and services*** – seek to expand LION and work with local financial institutions to offer enhanced access to business financing; cultivate lists of local business supports (legal, accounting, etc) and seek to fill gaps in those services. Participate in regional efforts to increase the supply of worker housing and childcare for working families.
    - ***Pursue opportunities to actively attract or incubate businesses –*** work with planning departments and local governments, realtors and property owners to identify and ready buildings and land for businesses to expand or locate, including

DRAFT

incubators for compatible start-ups, help coordinate opportunities to marshal public and private infrastructure investments to ripen those opportunities in the County's diverse economic centers. Develop a strategic approach to compliment local business creation and expansion with strategic efforts to recruit businesses that will fit the surrounding community to locate here from elsewhere.

- ***Provide economic data:*** Be an accessible resource for current economic data – both on-line and in person. Increase partnerships with the Jefferson County Library and Port Townsend Library to share and increase access to business information resources.

CRITERIA: Proposals from organizations wishing to be designated as Jefferson County's ADO for the next Biennium will be evaluated using the following criteria:

1. Quality and thoroughness of the Proposal.
2. Degree to which Proposal demonstrates an ability to meet all of the mandated elements of RCW 43.330.080 and RCW 43.330.082.
3. Degree to which Proposal demonstrates responsiveness to the BOCC's Priorities.
4. The organization has a demonstrated history in economic development, consistent with the responsibilities of an ADO
5. Proposals where the organization seeking the ADO designation can demonstrate a partnership commitment for the biennium with one or more economic development organizations with complementary strengths is strongly preferred.

TIMELINE:

Draft Schedule

Week	Date/Activity
1	M 3/15 BoCC Discussion w/ Karen Affeld of NODC
	T 3/15-16 Preliminary Concept Draft for RFP distributed to stakeholders
	F 3/19 feedback on Preliminary Concept Paper for RFP is due
2	M 3/22 Meeting of the BoCC to consider the feedback
	W 3/24 Port meeting to consider whether to submit its previously approved letter requesting ADO designation
	F 3/26 (only if the Port affirms its intent to request ADO designation) RFP sent out, published on 3/28
4	F 4/9 Proposal Responses due
5	M 4/12 BoCC interviews each applicant, deliberates
	W 4/14 Special Meeting BoCC sets terms for award
7	M 4/26 Report back on negotiations, motion to award ADO designation

HOW TO SUBMIT COMMENTS:

Comments on this Concept Paper are welcome and appreciated! **Comments are due by close of business Friday March 19, 2021.** Email your comments to: jeffbocc@co.jefferson.wa.us

DRAFT

State Statutes on Associate Development Organizations

RCW 43.330.080 Coordination of community and economic development services—Contracts with county-designated associate development organizations—Scope of services—Business services training.

(1)(a) The department must contract with county-designated associate development organizations to increase the support for and coordination of community and economic development services in communities or regional areas. The contracting organizations in each community or regional area must:

(i) Be broadly representative of community and economic interests;

(ii) Be capable of identifying key economic and community development problems, developing appropriate solutions, and mobilizing broad support for recommended initiatives;

(iii) Work closely with the department to carry out state-identified economic development priorities;

(iv) Work with and include local governments, local chambers of commerce, workforce development councils, port districts, labor groups, institutions of higher education, community action programs, and other appropriate private, public, or nonprofit community and economic development groups; and

(v) Meet and share best practices with other associate development organizations at least two times each year.

(b) The scope of services delivered under the contracts required in (a) of this subsection must include two broad areas of work:

(i) Direct assistance, including business planning, to companies throughout the county who need support to stay in business, expand, or relocate to Washington from out of state or other countries. Assistance must comply with business recruitment and retention protocols established in RCW **43.330.062**, and includes:

(A) Working with the appropriate partners throughout the county including, but not limited to, local governments, workforce development councils, port districts, community and technical colleges and higher education institutions, export assistance providers, impact Washington, the Washington state quality award council, small business assistance programs, innovation partnership zones, and other federal, state, and local programs to facilitate the alignment of planning efforts and the seamless delivery of business support services within the entire county;

(B) Providing information on state and local permitting processes, tax issues, export assistance, and other essential information for operating, expanding, or locating a business in Washington;

(C) Marketing Washington and local areas as excellent locations to expand or relocate a business and positioning Washington as a globally competitive place to grow business, which may include developing and executing regional plans to attract companies from out of state;

(D) Working with businesses on-site location and selection assistance;

(E) Providing business retention and expansion services throughout the county. Such services must include, but are not limited to, business outreach and monitoring efforts to identify and address challenges and opportunities faced by businesses, assistance to trade

impacted businesses in applying for grants from the federal trade adjustment assistance for firms program, and the provision of information to businesses on:

DRAFT

(I) Resources available for microenterprise development;

(II) Resources available on the revitalization of commercial districts; and

(III) The opportunity to maintain jobs through shared work programs authorized under chapter **50.60** RCW;

(F) Participating in economic development system-wide discussions regarding gaps in business start-up assistance in Washington;

(G) Providing or facilitating the provision of export assistance through workshops or one-on-one assistance; and

(H) Using a web-based information system to track data on business recruitment, retention, expansion, and trade; and

(ii) Support for regional economic research and regional planning efforts to implement target industry sector strategies and other economic development strategies, including cluster-based strategies. Research and planning efforts should support increased living standards and increased foreign direct investment, and be aligned with the statewide economic development strategy. Regional associate development organizations retain their independence to address local concerns and goals. Activities include:

(A) Participating in regional planning efforts with workforce development councils involving coordinated strategies around workforce development and economic development policies and programs. Coordinated planning efforts must include, but not be limited to, assistance to industry clusters in the region;

(B) Participating with the state board for community and technical colleges as created in RCW **28B.50.050**, and any community and technical colleges in the coordination of the job skills training program and the customized training program within its region;

(C) Collecting and reporting data as specified by the contract with the department for statewide systemic analysis. In cooperation with other local, regional, and state planning efforts, contracting organizations may provide insight into the needs of target industry clusters, business expansion plans, early detection of potential relocations or layoffs, training needs, and other appropriate economic information;

(D) In conjunction with other governmental jurisdictions and institutions, participating in the development of a countywide economic development plan.

(2) The department must provide business services training to the contracting organizations, including but not limited to:

(a) Training in the fundamentals of export assistance and the services available from private and public export assistance providers in the state; and

(b) Training in the provision of business retention and expansion services as required by subsection (1)(b)(i)(E) of this section.

[**2014 c 112 § 111**; **2012 c 195 § 1**; **2011 c 286 § 2**; **2009 c 151 § 10**; **2007 c 249 § 2**; **1997 c 60 § 1**; **1993 c 280 § 11**.]

RCW 43.330.082 Contracting associate development organizations—Performance measures and summary of best practices—Remediation plans—Report.

(1)(a) Contracting associate development organizations must provide the department with measures of their performance and a summary of best practices shared and implemented by the contracting organizations. Annual reports must include the following information to show the contracting organization's impact on employment and overall changes in employment: Current employment and economic information for the community or regional area produced by the employment security department; the net change from the previous year's employment and economic information using data produced by the employment security department; other relevant information on the community or regional area; the amount of funds received by the contracting organization through its contract with the department; the amount of funds received by the contracting organization through all sources; and the contracting organization's impact on employment through all funding sources. Annual reports may include the impact of the contracting organization on wages, exports, tax revenue, small business creation, foreign direct investment, business relocations, expansions, terminations, and capital investment. Data must be input into a common web-based business information system managed by the department. Specific measures, data standards, and data definitions must be developed in the contracting process between the department and the contracting organization every two years. Except as provided in (b) of this subsection, performance measures should be consistent across regions to allow for statewide evaluation.

(b) In addition to the measures required in (a) of this subsection, contracting associate development organizations in counties with a population greater than one million five hundred thousand persons must include the following measures in reports to the department:

(i) The number of small businesses that received retention and expansion services, and the outcome of those services;

(ii) The number of businesses located outside of the boundaries of the largest city within the contracting associate development organization's region that received recruitment, retention, and expansion services, and the outcome of those services.

(2)(a) The department and contracting associate development organizations must agree upon specific target levels for the performance measures in subsection (1) of this section. Comparison of agreed thresholds and actual performance must occur annually.

(b) Contracting organizations that fail to achieve the agreed performance targets in more than one-half of the agreed measures must develop remediation plans to address performance gaps. The remediation plans must include revised performance thresholds specifically chosen to provide evidence of progress in making the identified service changes.

(c) Contracts and state funding must be terminated for one year for organizations that fail to achieve the agreed upon progress toward improved performance defined under (b) of this subsection. During the year in which termination for nonperformance is in effect, organizations must review alternative delivery strategies to include reorganization of the contracting organization, merging of previous efforts with existing regional partners, and other specific steps toward improved performance. At the end of the period of termination, the department may contract with the associate development organization or its successor as it deems appropriate.

(3) The department must submit a final report to the legislature by December 31st of each even-numbered year on the performance results of the contracts with associate development organizations.

[**2014 c 112 § 112**; **2012 c 195 § 2**; **2011 c 286 § 3**; **2009 c 518 § 15**; **2007 c 249 § 3**.]

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