

Regular Meeting Agenda

Board of Commissioners

Tuesday, August 15, 2023 3 PM

310 Four Corners Rd.

Port Townsend, WA 98368

and online via Zoom.



To join online go to: <https://zoom.us/my/jeffcopud>. Follow the instructions to login. Meetings will open 10 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 begin speaking.

Page

1. Call to Order

JPUD will be offering both virtual on-line meetings as well as in-person meetings, unless advance notice is provided. Online 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 and *9 to raise a hand to request to speak.

2. Agenda Review

Recommended Action: Approve a Motion to adopt agenda as presented

3. Public Comment

The public comment period allows members of the public to comment, limited to 3 minutes each, on any items not specifically listed on the Agenda or for items listed on the Consent Agenda. Prior to any public comment, members of the public must first be recognized by the President, or the designated Chair of the meeting, and are not permitted to disrupt, disturb, or otherwise impede the orderly conduct and fair progress of the Commission's meeting. After an initial warning by the President, or the designated Chair of the meeting, individuals who intentionally violate these guidelines through actual disruption of the Commission meeting will be dropped from the meeting. (15 min)

4. Manager and Staff Reports

For information only, not requiring a vote.

5. Commissioner Reports


6. 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

Approve a Motion to approve the Consent Agenda as presented.


6.1	Prior Minutes	4 - 8
	PUD BOC Regular Meeting Minutes 8-01-23 Draft.pdf 	
6.2	Vouchers	9 - 28
	Voucher Approval Form for the Commissioners.pdf 	
	Voucher Certification with Supporting Warrant Register & Payroll for meeting.pdf 	
6.3	Financial Report	29 - 31
	Agenda Report-Written Off Accounts-8-15-2023.docx 	
	Written Off Accounts Motion 8-15-2023.docx 	
6.4	Calendar	32
	BOC Calendar August 15, 2023.docx 	
6.5	Correspondence Log	33
	CL 20230810.pdf 	

7. Old Business

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

7.1	Broadband Policies and Rates	34 - 96
	Draft BB RATES CHARGES AUG 15 2023.pdf 	
	Notes for DRAFT Rates AUG 15 2023.pdf 	
	DRAFT JPUD BSP AUG 15 2023 clean.pdf 	
	DRAFT JPUD BSP AUG 15 2023 markup.pdf 	
	Resolution 2023-XXXX Resolution Adopting Broadband Rates 2023.pdf 	
	Draft BSP AUG 15 2023v3.pdf 	
	Recommended Action: Approve Resolution 2023-XXX	



rescinding previous rates and policies and adopting new and revised rates, charges and policies for Retail and Wholesale Broadband Services.

- 7.2 2024 Budget Update 97 - 124
[2024 Budget Exhibits with graphs Updated 8.10.2023--Property Taxes.pdf](#) 

8. **New Business**

- 8.1 Revised Electric Construction Costs 125 - 144
[proposed 2023 construction rates 2023-08-15.pdf](#) 

Recommended Action: Discussion only

- 8.2 Cancelled Checks Resolution 145 - 146
[BOC Agenda Report Form--Void 2022 Outstanding Warrants.docx](#) 
[Resolution to void warrants TEMPLATE for July 2023 list.docx](#) 

Recommended Action: Approve Resolution 2023-XXX authorizing the Jefferson County Treasurer to cancel outstanding warrants.

9. **Adjourn**



**PUBLIC UTILITY DISTRICT NO. 1
of Jefferson County**

**August 1, 2023
Board of Commissioners
Regular Meeting**

**Draft Minutes
Present:**

Commissioner Kenneth Collins, President
Commissioner Jeff Randall, Vice President
Commissioner Dan Toepper, Secretary
Kevin Streett, General Manager
Joel Paisner, General Counsel
Will O'Donnell, Communications Director
Mike Bailey, Finance Director
Jean Hall, Customer Service Director
Jameson Hawn, Digital Communications Specialist
Melissa Blair, Finance Manager
Melanie Des Marais, HR Director
Annette Johnson, Executive Assistant/Records Officer
Don McDaniel, Consultant
Cammy Brown, Recording Secretary

1. **CALL TO ORDER.** Commissioner Kenneth Collins called the Regular Meeting of the Jefferson County PUD No. 1 Board of Commissioners for August 1, 2023, to order at 3:02 p.m. Roll call was taken and all three commissioners were present. It was determined there was a quorum. Commissioner Kenneth Collins read the guidelines for virtual on-line and in-person participation.

2. **AGENDA REVIEW.** There were no changes to the agenda.

MOTION: Commissioner Dan Toepper made a motion to accept the agenda as presented. Commissioner Jeff Randall seconded the motion. Motion carried unanimously.

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3. **PUBLIC COMMENT.** Commissioner Kenneth Collins read the guidelines for submitting public comment. Public comments:

- **Comment.** Disappointed on the tree policy not on the agenda. (Commissioner Kenneth Collins requested this item be placed on the agenda for the next BOC meeting).
- **Comment:** Executive Sessions should be placed on the end of the agenda as they have been there in the past.
- **Comment:** Sequencing of the Executive Sessions – appreciate where they are on the agenda currently. This sequence follows the Open Public Meetings Act correctly.

4. **EXECUTIVE SESSIONS.**

Executive Session. RCW 42.30.110(1)(i) to discuss with legal counsel potential litigation to which the PUD is likely to become a party. Time requested was twenty minutes. Executive Session began at 3:18 p.m. Executive session ended at 3:42 p.m. No action was taken.

The regular meeting of the Jefferson County Public Utility District No. 1 Board of Commissioners reconvened at 3:42 p.m.

Executive Session. RCW 42.30.140(4)(a) “this chapter shall not apply to: (4) (a) Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement”.

Time requested was ten minutes. Executive Session began at 3:43 p.m. Executive Session ended at 3:57 p.m. No action was taken.

The regular meeting of the Jefferson County Public Utility District No. 1 Board of Commissioners reconvened at 3:57 p.m.

5. **MANAGER AND STAFF REPORTS.**

5.1 Rate Study Extension. General Manager Kevin Streett gave a report. Using FCS as the continuation for the contract for rates would save the PUD money and not have to go out for bid. The motion to approve FCS to do the Rate Study Extension will be on the agenda at the next regular meeting of the Board of Commissioners.

Manager Report:

- **Pole attachment fee.** General Manager Kevin Streett announced that this will be in the new rate study.
- **Transformer bids for Quilcene Substation.** Bids were higher than expected.
- **Work Plan.** There will be a meeting scheduled to discuss and set priorities for a four-year work plan.
- **Cape George Water.** There was a request for the PUD to do some work for Cape George Water. General Counsel Joel Paisner is working on an agreement. The agreement will be presented at the next Regular Meeting of the Board of Commissioners.

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- **Places to rent.** The PUD staff are looking for places to rent that are available for fiber yard contractors. A trailer park at Herb Beck Marina is being looked at. The PUD would put in power and reconnect the water and sewer system. There would be 8 to 10 sites available for the crew. This would not be a gift of public funds.
- **Port Ludlow Substation:** There will be an outage of approximately ten hours on September 6, 2023. This message will be relayed to the Port Ludlow Village Council.
- **Manager's Schedule.** General Manager Kevin Streett will be in Kansas and will be doing the next Board of Commissioner's meeting remotely.
- **Update on Assistant Manager position.** In-person rounds are next.

6. COMMISSIONERS' REPORTS.

Commissioner Jeff Randall.

- 7/19 Listened in on PPC film meeting.
- 7/19 Met with General Manager Kevin Streett and City Public Works staff to discuss recent tree trimmings.
- 7/19 Follow up meeting with City Manager.
- 7/19 Listened in on broadband workshop advertised through APPA on broadband partnerships. Report.
- 7/21 Attended Climate Action committee meetings. Report.
- 7/21 Participated in conversation with NoaNet.
- 7/24 Listened in on the first of its kind joint meeting with the UTC and State Dept. of Commerce about Resource Adequacy. Report.
- 7/26 and
- 7/27 Went to Tri-Cities for Energy NW meetings. Report.
- 8/02 and
- 8/03 Will attend PPC meetings virtually.

Commissioner Dan Toepper.

- 7/19 Attended PPC fuel meeting via Zoom.
- 7/24 Met with General Manager Kevin Streett.
- 8/2 and
- 8/3 Will attend PPC meetings in Portland.
- 8/7 Will meet with General Manager Kevin Streett.
- 8/9 Will attend NoaNet meeting via Zoom.
- 8/12 and
- 8/13 Will participate in booth at Jefferson County Fair.

Commissioner Kenneth Collins.

- 7/20 Participated in an interview for a candidate for the position of Assistant Manager's position.
- 7/21 Met with General Manager Kevin Streett.
- 7/25 Met with Human Resources Manager Melanie Des Marais.

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- 7/31 Met with General Manager Kevin Streett.
 8/04 Will meet with General Manager Kevin Streett.
 8/11 Will meet with General Manager Kevin Streett.
 8/12 and
 8/13 Will participate in booth at Jefferson County Fair.

7. CONSENT AGENDA.

MOTION: Commissioner Jeff Randall made a motion to approve the Consent Agenda as presented. Commissioner Dan Toepper seconded the motion. Motion carried unanimously.

7.1 Prior Minutes

PUD BOC Regular Meeting Minutes 7-18-2023.

7.2 Vouchers

Voucher Approval Form for the Commissioners.

Voucher Certification with Supporting Warrant Register & Payroll for Meeting.

PAYMENTS TO BE APPROVED

WARRANTS	AMOUNT	DATE
Accounts Payable: #132058 to #132125	\$ 650,269.34	07/06/2023
Accounts Payable: #132126 to #132180	\$ 906,715.60	07/20/2023
Payroll Checks: # 71090 to # 71092	\$ 9,095.16	07/21/2023
Payroll Direct Deposit	\$ 181,075.59	07/21/2023
TOTAL INVOICES PAID:	\$1,747,155.69	
PAYMENT TOTAL	\$1,747,155.69	

7.3 Financial Report

June 2023 Financials

Agenda Report-Written Off Accounts 7-18-2023

Written Off Accounts Motion 7-18-2023

7.4 Calendar

BOC Calendar August 1, 2023.

7.5 Correspondence Log

CL 20230727.

END OF CONSENT AGENDA

8. OLD BUSINESS .

8.1 Heat Moratorium. Customer Service Director Jean Hall gave a report.

MOTION: Commissioner Jeff Randall made a motion for the Jefferson County Public Utility District No. 1 Board of Commissioners to approve a resolution amending the Customer Service Policy, Section 11 – Delinquent Accounts, in compliance with the enactment of the 2023 Engrossed Substitute House Bill (ESHB) 1329, Extreme Heat Moratorium. Commissioner Dan Toepper seconded the motion. Motion carried unanimously.

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8.2 Broadband Rates and Policies. Communications Director Will O'Donnell gave a presentation.

Public Comment was made on offering retail and wholesale pond connection.

8.3 PUD Treasurer Transition. Finance Director Mike Bailey gave a report.

MOTION: Commissioner Jeff Randall made a motion directing the Finance Department of the Jefferson County Public Utility District No. 1 bring back before the Board of Commissioners for further discussion a resolution designating a new Treasurer as well as a separate resolution designating a new District Auditor. Commissioner Dan Toepper seconded the motion. Motion carried unanimously.

9. NEW BUSINESS.

9.1 2024 Budget Update. General Manager Kevin Streett gave a report and Finance Director Mike Bailey presented the foundation for the 2024 Budget.

10. ADJOURN. Commissioner Kenneth Collins adjourned the August 1, 2023, Regular meeting of the Jefferson County Public Utility District No. 1 Board of Commissioners at 5:59 p.m.

Minutes prepared by Cammy Brown, Recording Secretary

Approved:

Commissioner Dan Toepper, Secretary

Date

Attest:

Commissioner Kenneth Collins, President

Date

Commissioner Jeff Randall, Vice President

Date

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

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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 **\$1,759,431.02** on this **15TH** day of **AUGUST** **2023** ;

Kenneth Collins
President

Jeff Randall
Vice President

Dan Toepper
Secretary

PAYMENTS TO BE APPROVED:

	WARRANTS	AMOUNT	DATE
Accounts Payable:	# 132181 to # 132224	\$ 402,164.00	7/27/2023
Accounts Payable:	# 132225 to # 132289	\$ 1,121,966.37	8/3/2023
Payroll Checks:	# 71093 to # 71094	\$ 5,596.67	8/4/2023
Payroll Direct Deposit:		\$ 215,375.36	8/4/2023
Payroll Direct Deposit:			

TOTAL INVOICES PAID **\$1,745,102.40**

WIRE TRANSFERS PAID	AMOUNT	DATE
Peterson Lake - loan payment for August 2023	\$ 14,328.62	8/1/2023

PAYMENT TOTAL **\$1,759,431.02**

VOIDED WARRANTS

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

Mike Bailey, Financial Director / District Auditor

8/9/2023

Date

VOUCHER CLAIM FORMS FOR INVOICES PAID:

	WARRANTS	AMOUNT	DATE
Accounts Payable:	# 132181 to # 132224	\$ 402,164.00	7/27/2023
Accounts Payable:	# 132225 to # 132289	\$ 1,121,966.37	8/3/2023
Payroll Checks:	# 71093 to # 71094	\$ 5,596.67	8/4/2023
Payroll Direct Deposit:		\$ 215,375.36	8/4/2023

TOTAL INVOICES PAID

\$1,745,102.40

WIRE TRANSFERS PAID

AMOUNT

DATE

Peterson Lake - loan payment for August 2023

\$ 14,328.62

8/1/2023

GRAND TOTAL

\$1,759,431.02

VOIDED WARRANTS

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Accounts Payable Check Register

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07/25/2023 To 08/07/2023

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
132181 7/27/23	CHK	10871	ADVANCED TIMBER RESOURCES	BURNING SLASH PILES- PETERSON LAKE #2	5,877.62
132182 7/27/23	CHK	10447	ANIXTER INC.	TRAN 1P PAD 25KVA 120/240	26,102.18
132183 7/27/23	CHK	10870	BIG BLUE PRESSURE WASHING AND L	SUBSTATION GROUNDS MAINTENANCE	657.43
				SUBSTATION GROUNDS MAINTENANCE	657.43
Total for Check/Tran - 132183:					1,314.86
132184 7/27/23	CHK	10339	BORDER STATES ELECTRIC	BOLT,TWINEYE,EYENUT,COVER,DE,COPPERC,TAP	606.53
				STREETLIGHT-LED PROG 70W 2700K	5,383.59
Total for Check/Tran - 132184:					5,990.12
132185 7/27/23	CHK	10979	CAPCON NETWORKS LLC	DEDICATED INTERENT ACCESS - MONTHLY	5,714.50
132186 7/27/23	CHK	10843	CCG CONSULTING	BROADBAND NETWORK ENGINEERING-JUNE INV	3,952.00
132187 7/27/23	CHK	10050	CHS	SKYWATER - SALT BAG RUST PELLETS	544.95
132188 7/27/23	CHK	10052	CITY OF PORT TOWNSEND	1ST QTR 2023 - 6% CITY TAX APR 23	75,450.07
				1ST QTR 2023 - 6% CITY TAX MAY 23	57,529.56
				1ST QTR 2023- 6% CITY TAX JUN 23	46,539.88
Total for Check/Tran - 132188:					179,519.51
132189 7/27/23	CHK	10501	D & L POLES	DIG UP & REPAIR WATER LINE- 72 MEGS WAY	2,427.48
132190 7/27/23	CHK	10815	DANIEL ANDERSON TRUCKING&EXCA	VACTOR SRVC- QUILCENCE AVE 4/4/23	51.19
132191 7/27/23	CHK	10065	DEPT OF LABOR & INDUSTRIES	WORKERS COMP - 2ND QTR 2023	23,694.82
132192 7/27/23	CHK	10898	EDC TEAM JEFFERSON	EDC SUPPORT FUNDING Q3 2023	9,000.00
				EDC SUPPORT FUNDING Q3 2023	1,000.00
Total for Check/Tran - 132192:					10,000.00
132193 7/27/23	CHK	10876	EDM INTERNATIONAL, INC.	PHASE TRAKKER 1Y 7/28/23-7/28/2024	290.00
132194 7/27/23	CHK	10074	EMPLOYMENT SECURITY	SUTA - 2ND QTR 2023	7,364.91
132195 7/27/23	CHK	10767	EMPLOYMENT SECURITY DEPARTMEN	2ND QTR 2023 PFML	14,501.40

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Accounts Payable Check Register

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Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
132196 7/27/23	CHK	10085	FASTENAL	VINYL TAPE, VEST, TIE, GLOVES, EYEWARE	309.34
				VINYL TAPE, VEST, TIE, GLOVES, EYEWARE	88.49
				FHN, HCS, MED SPLIT, HCS	138.76
				L/XL LIME ZIP VEST	64.96
Total for Check/Tran - 132196:					601.55
132197 7/27/23	CHK	10090	FREDERICKSON ELECTRIC, INC	ROOFTOP SOLAR PROJECT-JULY 2023 100%	21,514.68
132198 7/27/23	CHK	10094	GENERAL PACIFIC, INC	MULE TAPE-3/4" X 3000	1,515.40
				ARRESTER ELBOW 15KV	2,689.42
Total for Check/Tran - 132198:					4,204.82
132199 7/27/23	CHK	10103	H D FOWLER	WATER METER RESETTER 12"	943.06
132200 7/27/23	CHK	10104	HADLOCK BUILDING SUPPLY, INC.	GALV NIPPLE- SKYWATER	12.21
132201 7/27/23	CHK	10839	IRBY ELECTRICAL UTILITES	WIRE 4/0 AL URD TPX 600	11,096.71
132202 7/27/23	CHK	10129	JIFFY LUBE	VEH# - OIL CHANGE	90.85
132203 7/27/23	CHK	10330	KARR TUTTLE CAMPBELL	PROFESSIONAL SVC: MONTHLY 2023	267.00
				PROFESSIONAL SVC: MONTHLY 2023	178.00
Total for Check/Tran - 132203:					445.00
132204 7/27/23	CHK	10333	MOSS ADAMS LLP	PROF SVC: INTERVIEWS, DRAFTING QUESTIONS	2,149.79
				PROF SVC: INTERVIEWS, DRAFTING QUESTIONS	238.86
Total for Check/Tran - 132204:					2,388.65
132205 7/27/23	CHK	11003	NORTHWEST SAFETY SERVICE LLC	SAFETY TRAINING JUN 2023	1,443.75
132206 7/27/23	CHK	10835	O'REILLY AUTO PARTS	TRUCK 130 - HEATER HOSE	6.58
132207 7/27/23	CHK	10167	OFFICE DEPOT	OFFICE SUPPLIES & STOCK - OPERATIONS	84.66
				OFFICE SUPPLIES & STOCK - OPERATIONS	9.41
				OPERATIONS - STOCK	31.41
				OPERATIONS - STOCK	3.49
Total for Check/Tran - 132207:					128.97

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Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
132208 7/27/23	CHK	10170	OLYMPIC EQUIPMENT RENTALS	POLY ROPE- WO# 322036	88.34
				VEH# 417- SUPER CLEAN, SPRAYER	43.62
Total for Check/Tran - 132208:					131.96
132209 7/27/23	CHK	10952	APRIL D OWEN	DAILY MAIL OFFICE RUN JUN 2023	68.83
				DAILY MAIL OFFICE RUN JUN 2023	7.65
Total for Check/Tran - 132209:					76.48
132210 7/27/23	CHK	10905	PACIFIC POLE INSPECTION, LLC	POLE TESTING	190.27
				POLE TESTING	5,954.67
				POLE TESTING	188.29
				POLE TESTING	15,586.20
Total for Check/Tran - 132210:					21,919.43
132211 7/27/23	CHK	10188	PLATT ELECTRIC SUPPLY	PVC CEMENT-1 QUART CAN	790.27
132212 7/27/23	CHK	10193	PORT TOWNSEND LEADER	PT LEADER ADVERTISTING FOR JUN 2023	40.00
132213 7/27/23	CHK	10197	PRINTERY COMMUNICATIONS	10YR ANNIVERSARY BANNER	277.11
				COLOR RACK CARDS-INTRSHIP OUTREACH QTY500	415.11
				COLOR RACK CARDS-INTRSHIP OUTREACH QTY500	46.12
				TRIPPLICATE DIP SLIP BOOKS QTY 10	329.35
				TRIPPLICATE DIP SLIP BOOKS QTY 10	36.59
				ENERGY SAVERS BOOKLET QTY 100	1,275.63
				ENERGY SAVERS BOOKLET QTY 100	141.74
				METER INSTAL POSTCARD MAILING QTY 11,798	5,288.63
				CROWD FIBER CARDS- EVENT HANDOUT QTY 200	237.50
				METER REPLACEMENT DOOR HANGERS QTY 3,000	1,938.06
				METER REPLACEMENT DOOR HANGERS QTY 300	1,180.15
				COLOR RACK CARDS- FIBER OUTREACH QTY 300	425.10
				WATER SYTM RPT, NEWSLETTER, WATER USE	12,668.86
				COLOR RACK CARDS- FIBER OUTREACH QTY 200	197.81
Total for Check/Tran - 132213:					24,457.76

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Accounts Payable Check Register

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Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
132214 7/27/23	CHK	10540	JEFFREY W RANDALL	APPA CONF, WDPUDA CONF, PUD BOARD MTG	597.79
				APPA CONF, WDPUDA CONF, PUD BOARD MTG	66.42
				JEFF RANDAL LODGING- CREDIT MEMO	-401.77
				JEFF RANDAL LODGING- CREDIT MEMO	-44.64
Total for Check/Tran - 132214:					217.80
132215 7/27/23	CHK	10706	SBA STRUCTURES, LLC	TOWER SITE RNTL MAYNARD HILL - MONTHLY	1,707.97
132216 7/27/23	CHK	10565	JIMMY R SCARBOROUGH	NWPPA CONFERENCE 7/11-7/12-23 TRVL EXP	547.70
132217 7/27/23	CHK	10216	SECURITY SERVICES NW, INC.	SUBSTATION PATROL-MONTHLY 2023	6,188.00
				NIGHT PAYMENT PICKUP - MONTHLY 2023	819.18
				NIGHTLY YARD CHECK - MONTHLY 2023	576.32
				NIGHT PAYMENT PICKUP - MONTHLY 2023	91.05
Total for Check/Tran - 132217:					7,674.55
132218 7/27/23	CHK	10217	SETON CONSTRUCTION INC	FLAGGING- OAKBAY/DABOB/CENTER RD	763.72
132219 7/27/23	CHK	10869	SLATE ROCK SAFETY	PUD CLOTHING	235.57
				PUD CLOTHING	181.76
				PUD CLOTHING	287.95
				PUD CLOTHING	218.21
				PUD CLOTHING	145.97
				PUD CLOTHING	307.56
				PUD CLOTHING	211.74
Total for Check/Tran - 132219:					1,588.76
132220 7/27/23	CHK	10234	STATE AUDITORS	ACCOUNTABILITY AUDIT 19-21	495.30
132221 7/27/23	CHK	10472	TMG SERVICES	SIGMA/1 MOTOR-DRIVEN DIAPHRAM PUMP	5,248.54
132222 7/27/23	CHK	10250	TYNDALE COMPANY, INC	PUD CLOTHING	166.87
				PUD CLOTHING	44.67
				PUD CLOTHING	56.62
Total for Check/Tran - 132222:					268.16

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Accounts Payable Check Register

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Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
132223 7/27/23	CHK	10274	WESTBAY AUTO PARTS, INC.	VEH# 130- SILICONE HOSE	34.28
				VEH# 131- TIRE REPAIR	16.95
Total for Check/Tran - 132223:					51.23
132224 7/27/23	CHK	10278	WPUDA	MONTHLY DUES - MONTHLY	5,365.80
				MONTHLY DUES - MONTHLY	596.20
Total for Check/Tran - 132224:					5,962.00
132225 8/3/23	CHK	10588	4IMPRINT INC	PROMO HOT/COLD PACKS-WATER CONSERVATION	1,439.75
				PROMO HOT/COLD PACKS-WATER CONSERVATION	359.93
Total for Check/Tran - 132225:					1,799.68
132226 8/3/23	CHK	10808	A & J FLEET SERVICES, INC	FABRICATE & INSTALL HANDRAIL- 310 4 CRNR	955.39
				FABRICATE & INSTALL HANDRAIL- 310 4 CRNR	106.15
Total for Check/Tran - 132226:					1,061.54
132227 8/3/23	CHK	10002	A WORKSAFE SERVICE, INC	PRE EMPLOYMENT DRUG TEST	60.00
132228 8/3/23	CHK	10871	ADVANCED TIMBER RESOURCES	BURNING SLASH PILES- PETERSON LAKE #2	593.10
132229 8/3/23	CHK	10006	AFLAC	AFLAC BILL MONTHLY 2023	60.48
				AFLAC BILL MONTHLY 2023	138.36
Total for Check/Tran - 132229:					198.84
132230 8/3/23	CHK	10516	AIR SYSTEMS ENGINEERING INC	QUARTERLY HVAC MAINTENANCE	1,042.53
				QUARTERLY HVAC MAINTENANCE	115.84
				QUARTERLY HVAC MAINTENANCE	3,999.04
				QUARTERLY HVAC MAINTENANCE	444.33
Total for Check/Tran - 132230:					5,601.74
132231 8/3/23	CHK	10933	AT&T MOBILITY II LLC	CRADLEPOINT SERVICE FOR AMI - MONTHLY	878.12
132232 8/3/23	CHK	10823	BHC CONSULTANTS LLC	QUILCENE W TANK PROF SVC 05/27-06/23/23	622.21
132233 8/3/23	CHK	10870	BIG BLUE PRESSURE WASHING AND L	SUBSTATION GROUNDS MAINTENANCE	657.43
				LANDSCAPING -FOUR CRNRS &OTTO ST 7/10/23	612.33
				LANDSCAPING -FOUR CRNRS &OTTO ST 7/10/23	29.73

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
Total for Check/Tran - 132233:					1,299.49
132234 8/3/23	CHK	10339	BORDER STATES ELECTRIC	BOLT,TWINEYE,EYENUT,COVER,DE,COPPERC,TAP	769.16
132235 8/3/23	CHK	9999	BRETT DAVIS	REFUND - CIAC REFUND	264.00
132236 8/3/23	CHK	10038	CASCADE COLUMBIA DISTRIBUTION	C POTASSIUM PERMANGANATE&CAUSTIC SODA	5,314.72
132237 8/3/23	CHK	10041	CDW GOVERNMENT	M365 BUSINESS STANDARD 6/26/23-11/28/23	3,322.32
132238 8/3/23	CHK	10044	CENTURY LINK QCC-P	SERVICE FOR PH#360-385-5800-MONTHLY 2023	11.39
				SERVICE FOR PH#360-385-5800-MONTHLY 2023	1.27
Total for Check/Tran - 132238:					12.66
132239 8/3/23	CHK	10685	CINTAS CORPORATION	FIRST AID KITS- WELL HOUSES	2,386.61
132240 8/3/23	CHK	10346	CLALLAM COUNTY PUD	POLE ATTACHMENT FEE QTY9 2ND HALF YR2023	103.18
132241 8/3/23	CHK	10053	COMPUNET, INC	T&E CONSULTING PROFESSIONAL SERVICES-JUN	450.00
132242 8/3/23	CHK	10057	CORRECT EQUIPMENT	SEWER GRINDER PUMP BECKETT PT W/KIT	7,759.19
132243 8/3/23	CHK	10501	D & L POLES	MOWING DRAINFIELDS - VARIOUS SUMMER 2023	10,326.22
				FIBER BRUSH HOGGING PROJECT - JUL 2023	19,768.92
				EMERGENCY DIG - 744 HIDDEN TRAILS	4,775.30
Total for Check/Tran - 132243:					34,870.44
132244 8/3/23	CHK	10815	DANIEL ANDERSON TRUCKING&EXCA	FLAGGING- CENTER RD	1,366.25
132245 8/3/23	CHK	10064	DEPT OF LABOR & INDUSTRIES	RIGHT TO KNOW PROGRAM 1YR 2023 ASSMT	110.25
				RIGHT TO KNOW PROGRAM 1YR 2023 ASSMT	12.25
Total for Check/Tran - 132245:					122.50
132246 8/3/23	CHK	10068	DISCOVERY BAY GROUP, LLC	CONSULTING SERVICE MONTHLY 2023	5,500.00
132247 8/3/23	CHK	10781	EVERGREEN CONSULTING GROUP, LLC	ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	2,722.55
				ENERGY CONSERVATION REBATE	744.00

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				ENERGY CONSERVATION REBATE	700.00
				ENERGY CONSERVATION REBATE	900.00
				ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	30.00
				ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	1,200.00
				ENERGY CONSERVATION REBATE	900.00
				ENERGY CONSERVATION REBATE	700.00
				ENERGY CONSERVATION REBATE	1,026.00
				ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	772.00
				ENERGY CONSERVATION REBATE	80.00
				ENERGY CONSERVATION REBATE	1,400.00
				ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	3,166.00
				ENERGY CONSERVATION REBATE	700.00
				ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	1,188.00
				ENERGY CONSERVATION REBATE	700.00
				ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	4,400.00
				ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	80.00
				ENERGY CONSERVATION REBATE	1,600.00
				ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	800.00

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				ENERGY CONSERVATION REBATE	1,600.00
				ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	500.00
				ENERGY CONSERVATION REBATE	5,726.95
				Total for Check/Tran - 132247:	43,635.50
132248 8/3/23	CHK	10085	FASTENAL	CITRIS DRNK, WIPER, GRAPE, QWIK, HCS	455.74
				FOAM & FILL	74.10
				Total for Check/Tran - 132248:	529.84
132249 8/3/23	CHK	10942	FINLEY ENGINEERING CO, INC	PROF SVC:PT BUS DISTRICT PWB 6/1-6/30/23	425.00
				PROF SVC: OLYMPIC FIBER CORR 6/1-6/30/23	119,640.04
				FIBER ENGINEERING-JEFFERSON NORTH	18,421.98
				Total for Check/Tran - 132249:	138,487.02
132250 8/3/23	CHK	10090	FREDERICKSON ELECTRIC, INC	REPLACE METER BASE- 6/16/23	498.62
				INSTALL NEW METER BASE- 6/9/23	2,290.55
				CHECK TRIPPING GIF BREAKER- 5/8/23	360.03
				REPLACE JAW IN METER BASE- 6/9/23	309.31
				REPLACE METER BASE - 51 LILLIAN ST 6/13	3,070.49
				Total for Check/Tran - 132250:	6,529.00
132251 8/3/23	CHK	10773	JOSHUA D GARLOCK	EAST/WEST SUPERINTENDENTS MTG 6/28-29/23	296.00
132252 8/3/23	CHK	10094	GENERAL PACIFIC, INC	POLYWATER SOLVENT WIPES	1,080.88
132253 8/3/23	CHK	10454	GLOBAL RENTAL COMPANY INC	2023 FREIGHTLINER VEH#418 7/5-8/1/23	4,582.20
				AA55 RNTL VEH#419 7/7-8/3/23	4,473.10
				VEH# 415-AT40G BKT RENTAL 7/12-8/8/23	2,945.70
				Total for Check/Tran - 132253:	12,001.00
132254 8/3/23	CHK	9998	DEBORAH G GOODWIN	Credit Balance Refund	1,263.78
132255 8/3/23	CHK	10098	GRAINGER	SEALED LEAD ACID BATTERY #2UKJ4	190.95
				NON POTABLE WATER SIGN	12.95
				NON POTABLE WATER SIGN	129.47

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
Total for Check/Tran - 132255:					333.37
132256 8/3/23	CHK	10978	HARRINGTON TOWER SERVICES,INC	INSTALL TWO OMNI ANTENNAS/GPS UNITS	10,091.75
132257 8/3/23	CHK	10839	IRBY ELECTRICAL UTILITES	SUSPENSION CLAMP ANGLE 1.10-1.77	1,652.87
132258 8/3/23	CHK	10782	AMANDA D ISAAK	TRAVEL - MEALS PER DIEM	333.00
				TRAVEL - MEALS PER DIEM	37.00
				TRAVEL - MILEAGE	249.95
				TRAVEL - MILEAGE	27.77
				TRAVEL - PARKING FEE	49.05
				TRAVEL - PARKING FEE	5.45
Total for Check/Tran - 132258:					702.22
132259 8/3/23	CHK	10117	ITRON, INC.	MAINTENANCE 08/01-10/31/23	1,407.07
				MAINTENANCE 08/01-10/31/23	156.34
Total for Check/Tran - 132259:					1,563.41
132260 8/3/23	CHK	10518	J HARLEN COMPANY	SINGLE EYE DOUBLE WEAVE GRIP .50-.90	917.27
				GMP BALL BEARING SWIVEL 2250LBS	203.91
				BUCKINGHAM SHORT BELT	-733.04
Total for Check/Tran - 132260:					388.14
132261 8/3/23	CHK	10118	JCI JONES CHEMICALS, INC.	BULK CHLORINE	4,515.99
				BULK CHLORINE	4,646.08
Total for Check/Tran - 132261:					9,162.07
132262 8/3/23	CHK	10281	JEFFCO EFTPS	EMPLOYEES' MEDICARE TAX	4,799.16
				EMPLOYER'S MEDICARE TAX	4,799.16
				EMPLOYEES' FICA TAX	20,146.83
				EMPLOYER'S FICA TAX	20,146.83
				EMPLOYEES' FEDERAL WITHHOLDING	17,517.51
				EMPLOYEES' FEDERAL WITHHOLDING TAX	13,453.90
Total for Check/Tran - 132262:					80,863.39
132263 8/3/23	CHK	10532	JEFFERSON COUNTY PUD PAYROLL ACPR DIRECT DEPOSIT 08.04.23		215,375.36

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				PR MANUAL CHECKS 08.04.23	5,596.67
				Total for Check/Tran - 132263:	220,972.03
132264 8/3/23	CHK	10972	KATIES CLEANING SERVICE	JANITORIAL SRV 07/04-07/17/2023	1,532.96
				JANITORIAL SRV 07/04-07/17/2023	170.32
				Total for Check/Tran - 132264:	1,703.28
132265 8/3/23	CHK	10042	LANDIS & GYR TECHNOLOGY INC	METER READS MONTHLY 2023	18,935.02
132266 8/3/23	CHK	10927	MARSH MUNDORF PRATT SULLIVAN +	WPAG MONTHLY 2023	805.28
				WPAG MONTHLY 2023	89.47
				Total for Check/Tran - 132266:	894.75
132267 8/3/23	CHK	10625	MEGGER	CERTIFICATE OF CALIBRATION	472.26
				MEGGER MICRO OHMMETER# DLRO-H200	10,319.68
				24 MONTH EXTENDED WARRANTY	1,031.97
				Total for Check/Tran - 132267:	11,823.91
132268 8/3/23	CHK	10932	NATIONAL CONSTRUCTION RENTALS,	8' TEMPORARY FENCE PANELS-12 MONTH RENT	1,363.75
132269 8/3/23	CHK	10875	NINJARM, LLC	PROF REMOTE SW 1YR 7/30/23-7/29/2024	5,238.00
132270 8/3/23	CHK	10309	NISC	MISC JUN 2023	669.95
				MISC JUN 2023	3,927.60
				MISC JUN 2023	180.00
				MISC JUN 2023	74.44
				MISC JUN 2023	436.40
				MISC JUN 2023	20.00
				Total for Check/Tran - 132270:	5,308.39
132271 8/3/23	CHK	10165	NW LABORERS-EMPLOYERS TRUST FU	MEDICAL PREMIUM SEP 2023	19,361.00
132272 8/3/23	CHK	10167	OFFICE DEPOT	OFFICE SUPPLIES- OPERATIONS	21.05
				OFFICE SUPPLIES- OPERATIONS	2.34
				OFFICE SUPPLIES - OPERATIONS STOCK	479.83
				OFFICE SUPPLIES - OPERATIONS STOCK	53.31

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				OFFICE SUPPLIES OTTO & OPERATIONS STOCK	450.95
				OFFICE SUPPLIES OTTO & OPERATIONS STOCK	50.11
				OFFICE SUPPLIES- OPERATIONS	111.92
				OFFICE SUPPLIES- OPERATIONS	12.43
				OFFICE SUPPLIES - OPERATIONS STOCK	47.12
				OFFICE SUPPLIES - OPERATIONS STOCK	5.24
				Total for Check/Tran - 132272:	1,234.30
132273 8/3/23	CHK	10549	PENINSULA LEGAL SECRETARIAL SER	TRANSCRIPTION SVC 07/11-8/01/2023	420.00
132274 8/3/23	CHK	10181	PENINSULA PEST CONTROL	C#14746 -QUARTERLY GENERAL PEST OTTO ST	122.74
				C#14746 -QUARTERLY GENERAL PEST OTTO ST	13.64
				Total for Check/Tran - 132274:	136.38
132275 8/3/23	CHK	10869	SLATE ROCK SAFETY	PUD CLOTHING	312.01
132276 8/3/23	CHK	10450	TECHNOLOGY CONSERVATION GROUP	DESTRUCTION OF METERS-2023	1,318.92
132277 8/3/23	CHK	11026	THE CAR WASH PORT TOWNSEND	VEH#142, 141, 143 JUN FLEET SERVICE	45.82
				VEH#211 JUN FLEET SERVICE	61.10
				VEH#142, 141, 143 JUN FLEET SERVICE	15.27
				Total for Check/Tran - 132277:	122.19
132278 8/3/23	CHK	10733	DANIEL S TOEPPER	WPUDA CONF & ETC MTG 7/06-7/21 TRVL EXP	303.73
				WPUDA CONF & ETC MTG 7/06-7/21 TRVL EXP	33.75
				Total for Check/Tran - 132278:	337.48
132279 8/3/23	CHK	11024	TRAVELERS	PL#0107853389-S-NOTARY BOND FOR EMPL	36.00
				PL#0107853389-S-NOTARY BOND FOR EMPL	4.00
				Total for Check/Tran - 132279:	40.00
132280 8/3/23	CHK	10252	ULINE	HONEYWELL 16OZ REPLACE SALINE SOLUTION	634.20
132281 8/3/23	CHK	10737	VAN ALLER SURVEYING	SURVEY LOT LNE ADJUST - 310 4 CRNRS	688.50
				SURVEY LOT LNE ADJUST - 310 4 CRNRS	76.50
				Total for Check/Tran - 132281:	765.00

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
132282 8/3/23	CHK	10947	VAN NESS FELDMAN, LLP	PROF SVC: WTR RIGHTS & RGLTN APR 2023	6,395.50
				PROF SVC: WTR RIGHTS & RGLTN MAY 2023	693.00
				WTR RIGHT INVENTORY MAY 2023	7,353.50
Total for Check/Tran - 132282:					14,442.00
132283 8/3/23	CHK	10328	VERIZON CONNECT NWF INC.	VEH GPS ELEC - JUN 2023	408.62
				VEH GPS ELEC - JUN 2023	84.07
				VEH GPS ELEC - JUN 2023	12.01
				VEH GPS ELEC - JUL 2023	629.79
				VEH GPS ELEC - JUL 2023	129.64
				VEH GPS ELEC - JUL 2023	18.52
Total for Check/Tran - 132283:					1,282.65
132284 8/3/23	CHK	10258	VERIZON WIRELESS, BELLEVUE	WIFI IN TRUCKS QB05/20-06/19/2023	665.98
				WIFI IN SRVR ROOM QB05/20-06/19/2023	80.01
				WIFI QB05/20-06/19/2023	80.01
				WIFI QB05/20-06/19/2023	160.05
				WIFI QB05/20-06/19/2023	192.02
				WIFI IN TRUCKS QB05/20-06/19/2023	372.98
				WIFI IN SRVR ROOM QB05/20-06/19/2023	20.00
				WIFI QB05/20-06/19/2023	20.00
				WIFI QB05/20-06/19/2023	40.01
				WIFI QB05/20-06/19/2023	48.01
				CELL PHONE SERVICE QB06/16-07/15/2023	361.38
				CELL PHONE SERVICE QB06/16-07/15/2023	26.00
				CELL PHONE SERVICE QB06/16-07/15/2023	188.50
				CELL PHONE SERVICE QB06/16-07/15/2023	94.39
				CELL PHONE SERVICE QB06/16-07/15/2023	78.80
				CELL PHONE SERVICE QB06/16-07/15/2023	184.04
				CELL PHONE SERVICE QB06/16-07/15/2023	78.80
				CELL PHONE SERVICE QB06/16-07/15/2023	115.41
				CELL PHONE SERVICE QB06/16-07/15/2023	106.41

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				CELL PHONE SERVICE QB06/16-07/15/2023	104.00
				CELL PHONE SERVICE QB06/16-07/15/2023	26.00
				CELL PHONE SERVICE QB06/16-07/15/2023	42.45
				CELL PHONE SERVICE QB06/16-07/15/2023	36.35
				CELL PHONE SERVICE QB06/16-07/15/2023	177.36
				CELL PHONE SERVICE QB06/16-07/15/2023	177.36
				CELL PHONE SERVICE QB06/16-07/15/2023	105.24
				CELL PHONE SERVICE QB06/16-07/15/2023	150.41
				CELL PHONE SERVICE QB06/16-07/15/2023	74.16
				CELL PHONE SERVICE QB06/16-07/15/2023	88.83
				CELL PHONE SERVICE QB06/16-07/15/2023	46.80
				CELL PHONE SERVICE QB06/16-07/15/2023	36.01
				CELL PHONE SERVICE QB06/16-07/15/2023	158.40
				CELL PHONE SERVICE QB06/16-07/15/2023	306.80
				CELL PHONE SERVICE QB06/16-07/15/2023	45.60
				CELL PHONE SERVICE QB06/16-07/15/2023	8.24
				CELL PHONE SERVICE QB06/16-07/15/2023	9.87
				CELL PHONE SERVICE QB06/16-07/15/2023	5.20
				CELL PHONE SERVICE QB06/16-07/15/2023	54.38
				CELL PHONE SERVICE QB06/16-07/15/2023	4.00
				CELL PHONE SERVICE QB06/16-07/15/2023	17.60
				CELL PHONE SERVICE QB06/16-07/15/2023	115.36
				CELL PHONE SERVICE QB06/16-07/15/2023	104.00
				SCADA CRADLEPNT DEVICES QB-MONTHLY	902.10
				WIFI-MONTHLY VEHICLES	445.50
				WIFI-MONTHLY VOICE&MOBILE BROADBAND LINE	80.02
				WIFI-MONTHLY ADMIN IT BACKUP SERV ROOM	80.01
				WIFI-MONTHLY EXECUTIVE	160.04
				WIFI-MONTHLY FINANCE	192.03
				WIFI-MONTHLY FINANCIAL	80.01
				WIFI-MONTHLY VEHICLES	254.52

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				WIFI-MONTHLY VOICE&MOBILE BROADBAND LINE	40.01
				WIFI-MONTHLY WATER-207	40.01
				WIFI-MONTHLY ADMIN IT BACKUP SERV ROOM	20.00
				WIFI-MONTHLY EXECUTIVE	40.00
				WIFI-MONTHLY FINANCE	48.00
				WIFI-MONTHLY FINANCIAL	20.00
				Total for Check/Tran - 132284:	7,209.47
132285 8/3/23	CHK	10517	VIKING FENCE COMPANY	WAREHOUSE FENCING INSTALLATION	12,918.86
				WAREHOUSE FENCING INSTALLATION	1,435.43
				FENCE REPAIR- 210 POLE YARD	3,551.21
				FENCE REPAIR- PORT LUDLOW SUBSTATION	1,336.48
				Total for Check/Tran - 132285:	19,241.98
132286 8/3/23	CHK	10800	VISION METERING, LLC	METER 2S-CL200 DIGITAL	389,000.41
				METER 2S-CL200 DIGITAL	-32,446.41
				Total for Check/Tran - 132286:	356,554.00
132287 8/3/23	CHK	10671	WA STATE CONSOLIDATED TECHNOLOIMAGERY SVC: MAPPING 1Y 4/1/23-3/30/24		4,000.00
132288 8/3/23	CHK	10260	WA STATE DEFERRED COMPENSATIONPL DEFERRED COMP EE		19,505.82
			PL DEFERRED COMP ER		8,522.14
				Total for Check/Tran - 132288:	28,027.96
132289 8/3/23	CHK	10984	WRIGHT TREE SERVICE,INC	TREE TRIMMING WK END 7/15/2023	10,411.03
				TREE TRIMMING WK END 7/15/2023	6,940.68
				Total for Check/Tran - 132289:	17,351.71

Total Payments for Bank Account - 1 : (109) 1,524,130.37

Total Voids for Bank Account - 1 : (0) 0.00

Total for Bank Account - 1 : (109) 1,524,130.37

Grand Total for Payments : (109) 1,524,130.37

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Grand Total for Voids : (0) 0.00
Grand Total : (109) 1,524,130.37

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
223 8/1/23	WIRE	10809	PETERSON LAKE - WIRE PAYMENT	PETERSON LAKE WIRE PMT MONTHLY	12,214.91
				PETERSON LAKE WIRE PMT MONTHLY	2,113.71
Total for Check/Tran - 223:					14,328.62

Total Payments for Bank Account - 1 :	(1)	14,328.62
Total Voids for Bank Account - 1 :	(0)	0.00
Total for Bank Account - 1 :	(1)	14,328.62
Grand Total for Payments :	(1)	14,328.62
Grand Total for Voids :	(0)	0.00
Grand Total :	(1)	14,328.62

JEFFERSON COUNTY PUD NO 1

ISSUED PAYROLL CHECKS
PAY DATE: 8/04/2023

Empl	Position	Check #	Check Date	Amount
2003	WATER TREATMENT PLANT OPERATOR III	71093	8/4/2023	2,481.92
2004	WATER TREATMENT PLANT OPERATOR III - LEAD	71094	8/4/2023	3,114.75
				\$ 5,596.67

JEFFERSON COUNTY PUD NO 1

DIRECT DEPOSIT PAYROLL
PAY DATE: 8/04/2023

Empl	Position	Pay Date	Net Pay
3046	ACCOUNTING ASSOCIATE	8/4/2023	\$ 2,012.29
3062	ACCOUNTING ASSOCIATE	8/4/2023	\$ 1,816.96
3070	ACCOUNTING ASSOCIATE	8/4/2023	\$ 1,914.02
3039	ACCOUNTING SPECIALIST	8/4/2023	\$ 2,802.76
3065	ADMINISTRATIVE ASSISTANT	8/4/2023	\$ 2,454.49
3052	ADMINISTRATIVE ASSISTANT	8/4/2023	\$ 2,618.63
4006	COMMISSIONER DIST 1	8/4/2023	\$ 2,463.26
4004	COMMISSIONER DIST 2	8/4/2023	\$ 2,082.85
4008	COMMISSIONER DIST 3	8/4/2023	\$ 1,857.61
3034	COMMUNICATIONS DIRECTOR	8/4/2023	\$ 3,700.61
3002	CUSTOMER SERVICE COORDINATOR	8/4/2023	\$ 1,615.76
3022	CUSTOMER SERVICE REP	8/4/2023	\$ 1,690.23
3032	CUSTOMER SERVICE REP	8/4/2023	\$ 1,628.43
3048	CUSTOMER SERVICE REP	8/4/2023	\$ 1,765.43
3056	CUSTOMER SERVICE REP	8/4/2023	\$ 1,478.21
3066	CUSTOMER SERVICE REP	8/4/2023	\$ 1,344.83
3068	CUSTOMER SERVICE REP	8/4/2023	\$ 1,285.25
3060	DIGITAL COMMUNICATIONS SPECIALIST	8/4/2023	\$ 2,402.14
1027	ELECTRICAL ENGINEERING MANAGER	8/4/2023	\$ 3,409.68
1041	ELECTRICAL SUPERINTENDENT	8/4/2023	\$ 4,717.20
3005	EXECUTIVE ASSISTANT/PUBLIC RECORDS OFFICER	8/4/2023	\$ 2,331.95
3033	FINANCE DIRECTOR	8/4/2023	\$ 4,952.18
3029	FINANCE SERVICES MANAGER	8/4/2023	\$ 3,038.77
1046	FLEET/WAREHOUSE HELPER	8/4/2023	\$ 3,029.81
1012	FOREMAN LINEMAN	8/4/2023	\$ 3,978.04
1011	GENERAL MANAGER	8/4/2023	\$ 5,266.36
1042	GIS SPECIALIST	8/4/2023	\$ 2,635.62
1017	HEAD STOREKEEPER	8/4/2023	\$ 2,516.23
3063	HUMAN RESOURCES COORDINATOR	8/4/2023	\$ 2,926.01
3047	HUMAN RESOURCES DIRECTOR	8/4/2023	\$ 4,027.82
3008	INFORMATION TECHNOLOGY MANAGER	8/4/2023	\$ 3,682.86
3071	INTERN	8/4/2023	\$ 1,313.11
3072	INTERN	8/4/2023	\$ 1,212.69
3073	INTERN	8/4/2023	\$ 924.47
3028	IT SUPPORT TECHNICIAN	8/4/2023	\$ 1,893.63
2001	JOINT UTILITY SPECIALIST	8/4/2023	\$ 3,260.75
1000	LINEMAN	8/4/2023	\$ 5,876.79
1034	LINEMAN	8/4/2023	\$ 8,634.59
1055	LINEMAN	8/4/2023	\$ 1,737.70
1061	LINEMAN	8/4/2023	\$ 11,536.92
1063	LINEMAN	8/4/2023	\$ 3,311.98
1060	LINEMAN	8/4/2023	\$ 3,569.47
1062	LINEMAN	8/4/2023	\$ 3,732.17
1065	LINEMAN	8/4/2023	\$ 12,928.54
1066	LINEMAN	8/4/2023	\$ 1,321.88
1059	LINEMAN APPRENTICE	8/4/2023	\$ 2,497.65
1043	METER READER	8/4/2023	\$ 2,031.07
1047	METER READER	8/4/2023	\$ 2,471.31
1056	METER READER	8/4/2023	\$ 2,367.68
1057	METER READER	8/4/2023	\$ 1,745.66
1064	METER READER	8/4/2023	\$ 2,498.65
2008	METER READER	8/4/2023	\$ 1,648.10
3067	NETWORK/BROADBAND ENGINEER	8/4/2023	\$ 3,624.51
1037	OPERATIONS DIRECTOR	8/4/2023	\$ 3,595.86
1050	PRE-APPRENTICE	8/4/2023	\$ 948.70
3004	RESOURCE MANAGER	8/4/2023	\$ 2,813.92
1010	SCADA ENGINEER II	8/4/2023	\$ 2,661.88
1003	SCADA TECH APPRENTICE	8/4/2023	\$ 6,270.32
3020	SERVICES DIRECTOR	8/4/2023	\$ 3,447.94
1026	STAKING ENGINEER	8/4/2023	\$ 2,376.78
1031	STAKING ENGINEER	8/4/2023	\$ 2,817.99
1014	STOREKEEPER	8/4/2023	\$ 2,478.48
1015	SUBSTATION/METER FOREMAN	8/4/2023	\$ 6,588.41
1033	SUBSTATION/METERING TECH	8/4/2023	\$ 3,562.21
3003	UTILITY BILLING CLERK	8/4/2023	\$ 1,753.41
3027	UTILITY BILLING CLERK	8/4/2023	\$ 1,705.50
3000	UTILITY BILLING COORDINATOR	8/4/2023	\$ 2,808.62
2000	WATER DISTRIBUTION MANAGER II	8/4/2023	\$ 3,198.01
2002	WATER DISTRIBUTION MANAGER II	8/4/2023	\$ 2,236.60
2005	WATER DISTRIBUTION MANAGER II	8/4/2023	\$ 2,525.12
			\$ 215,375.36



AGENDA REPORT

DATE: August 15, 2023
TO: Board of Commissioners
FROM: Mike Bailey, Finance Director/Internal Auditor
RE: Write-off of delinquent accounts from active accounts receivable

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 6 inactive accounts in the Active Accounts Receivable Data Base who owe the PUD \$2,418.34 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 6 inactive accounts owing \$2,418.34 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.



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 August 15, 2023, 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	0	\$0.00
\$51 - \$100	0	\$0.00
\$101 - \$200	0	\$0.00
\$201 - \$300	1	\$224.17
Over \$300	5	\$2,194.17
TOTAL	6	\$2,418.34

Approval, Board of Commissioners

Dan Toepper
Secretary

PUD Calendar

August 15, 2023

August 15, 2023, BOC Regular Meeting, 3:00 PM, 310 Four Corners Rd and per ZOOM

August 20, 2023, All County Picnic

August 22, 2023, Special Meeting, TBD, 10:00-12:00, 310 Four Corners Rd and per ZOOM

September 5, 2023, BOC Regular Meeting, 3:00 PM, 310 Four Corners Rd and per ZOOM

September 12, 2023, Special Meeting, TBD 9:00-11:00 (note different time)

September 13-15, 2023 WPUDA, Association Meetings, Holiday Inn, Richland on the River

September 16, 2023 Quilcene Fair and Parade

September 19, 2023, BOC Regular Meeting, 3:00 PM, 310 Four Corners Rd and per ZOOM

Received	From	Subject	Size
Yesterday			
<div> <div> </div> <div> <div>Wed 2:30 PM</div> <div>Good afternoon Kevin, First I would like to apologize for being forced to being this to your attention.</div> </div> </div>	Katrenna Minnihan	Unpaid Cleaning Sevices	42 KB
Tuesday			
<div> <div> </div> <div> <div>Tue 3:26 PM</div> <div>Mr. Streett,</div> </div> </div>	David Brader	*** A formal complaint against Jefferson County PUD Management ***	121 KB
Sunday			
<div> <div> </div> <div> <div>Sun 11:16 AM</div> <div>Commissioners,</div> </div> </div>	Tom Thiersch	BPA will keep the average Tier 1 power rate and all transmission rates fl...	35 KB
Last Week			
<div> <div> </div> <div> <div>Thu 8/3</div> <div>Hi, Folks! August is going to be not only Hot but, exciting with big news for our little company coming soon! Peace, David</div> </div> </div>	David Brader	Our August Monthly Newsletter	1 MB
<div> <div> </div> <div> <div>Sun 7/30</div> <div>Kevin, I have evidence that you and commissioners Collins and Randall did read my email below. Here it is midnight on Sunday July</div> </div> </div>	David Brader	Re: Regarding the letter delivered via email that was dated July 17th en...	86 KB

COMMUNICATION TRANSPORT SERVICES

RETAIL PON CONNECTION

Internet + WiFi
Internet + WiFi Low income Program Enrolled (LIPE)
Internet + WiFi + Dedicated IP

		150/150 Mbps	1/1 Gbps	3/3 Gbps	5/5 Gbps	NRC
	MRC	\$65	\$75	\$150	n/a	MTU Charge
	MRC	\$45	\$55	n/a	n/a	n/a
	MRC	n/a	\$100	\$200	\$350	\$500

WHOLESALE PON CONNECTION

PON PORT (w/ JPUD internet and IP. No WiFi)
PON PORT (w/ JPUD internet and IP. No WiFi) LIPE
PON PORT (w/ JPUD internet and Dedicated IP. No WiFi)
PON PORT (no internet, no IP, no WiFi)*
PON PORT (no internet, no IP, no WiFi)* LIPE

	150/150 Mbps	1/1 Gbps	3/3 Gbps	5/5 Gbps
MRC	\$52	\$60	\$120	n/a
MRC	\$42	\$50	n/a	n/a
MRC	n/a	\$80	\$160	\$280
MRC	\$39	\$45	\$90	\$180
MRC	\$29	\$35	n/a	n/a

*Requires additional transport and/or collocation.

NETWORK TRANSPORT

10 Gig Ports. No internet.
WHOLESALE NETWORK TRANSPORT
GOV NETWORK TRANSPORT
RETAIL NETWORK TRANSPORT

Core Connection		End Points (per point)	
MRC	NRC	MRC	NRC
\$200	\$350	\$50	\$50
\$250	\$400	\$65	\$75
\$300	\$500	\$75	\$100

INTERNET ACCESS

Includes 10 Gig port. Requires transport.

DEDICATED PRODUCT (delivered at 95th Percentile)
WHOLESALE DEDICATED INTERNET
GOV DEDICATED INTERNET
RETAIL DEDICATED INTERNET

MRC	NRC
Price/Mbps	
\$0.45	\$350
\$0.55	\$400
\$0.65	\$500

METERED PRODUCT (Billed at 95th Percentile)
WHOLESALE METERED INTERNET
GOV METERED INTERNET
RETAIL METERED INTERENT

MRC	NRC
Price/Mbps	
\$0.55	\$350
\$0.65	\$400
\$0.75	\$500

LEGACY NETWORK CHARGES

To be discontinued

Page 34 of 146
CURRENT BILLED RATES APPLY THROUGH 12/31/24
NEW CONNECTIONS AVAILABLE

COLOCATION

charged per item per facility		MRC
Full Rack		\$400
Half Rack		\$250
One Quarter Rack		\$150
DC Power		\$18
Additional 20-amp AC circuits		per each 5 amps of total installed breaker capacity. By request. Cost to be determined if available.

FIBER LINE EXTENSION CHARGES

See Broadband tab of JPUD website for published maps of project areas.

AREA	W/n Take Rate	Past Take Rate	Past Footage Limit
UNFUNDED SERVICE ZONE	All construction charges billed to customer.	All construction charges billed to customer.	All construction charges billed to customer.
GRANT FUNDED PROJECT AREAS	No charge to eligible customers for fiber construction and equipment installation. Limited to ~1000 ft.	\$750 to eligible customers for fiber construction and equipment installation. Limited to ~1000 ft.	A portion of construction charges beyond 1100 ft billed to customer.
DESIGNATED AREAS ADJACENT TO GRANT PROJECTS	\$750 to eligible customers for fiber construction and equipment installation. Limited to ~500 ft.	n/a	A portion of construction charges beyond 550 ft billed to customer.
BUSINESS DISTRICT LOAN PROJECT AREAS (Requires UBI#)	\$1,200 to eligible customers for fiber construction and equipment installation. Limited to ~500 ft.	n/a	A portion of construction charges beyond 550 ft billed to customer.

OTHER BROADBAND PRODUCTS

RETAIL WIFI & MESH ROUTER RENTAL

Speeds	2.5/2.5 GbpsOutdoor	1/1 Gbps
MRC	\$25	\$10

RETAIL HOME CONTROL APP SUITE

MRC	\$10
-----	------

RETAIL VOICE OVER INTERNET PROTOCOL (VOIP) TELEPHONE SERVICE

Local, long distance, and limited international telephone line with numerous features.

Basic Package
Premium Package
PUD Verified Low-Income Discount
Full Business Solution

RETAIL MRC	
	\$15
	\$25
	-\$5
	Request Quote

LABOR CHARGES

Applies to any requested work not included in installation, or for work on non PUD facilities

DURING OFFICE HOURS	\$150 per hour	30 minutes minimum
to 4:30pm, Monday through Friday, excluding holidays.		
AFTER HOURS	\$200 per hour	1hr. minimum
from 8am to 8am, Monday through Friday and anytime weekends and holidays.		

Note 1. RETAIL PON CONNECTION: These rates are available for a shared best-effort connection on the PON network. These rates are only available for direct service to residential, business, and government retail customers. There are three sets of rates:

- Internet + WiFi. This product includes a fiber modem equivalent and WiFi router. The end-user may not resell this product.
- Internet + WiFi Low Income Program Eligible. These rates include a discount and are available only to households who have applied for and been approved to receive JPUD Low Income Program Rates. This product includes a fiber modem equivalent and WiFi router. The end-user may not resell this product.
- Internet + WiFi + Dedicated IP. The PUD will provide a permanent fixed IP address for this customer. The end-user may not resell this product, with the exception being the 5/5 Gbps package which may be used to resell internet only, within Multi-Tenant Units (MTUs). An additional non-recurring engineering charge applies to MTUs utilizing the 5/5 Gbps product. This product includes a fiber modem equivalent and WiFi router.

Note 2. WHOLESALE PON CONNECTION: These are the wholesale rates available to any approved ISP on the PUD network who wishes to purchase PON connections and resell them to end users.

- PON PORT (w/JPUD Internet and IP. No WiFi). PON connection via ethernet port at the End User Premises that includes routing to and from the Internet. Includes optical modem equivalent but no WiFi router.
- PON PORT (w/JPUD Internet and Dedicated IP. No WiFi). PON connection via ethernet port at the End User Premises that includes routing to and from the Internet. JPUD will provide a permanent fixed IP address for end users over this connection. Includes optical modem equivalent but no WiFi router.
- PON PORT (no internet, no IP, no WiFi). PON connection via ethernet port at the End User Premises that does not include an Internet connection, nor assignment of PUD owned IP addresses, nor a WiFi router. If the ISP chooses this product, it must also buy Network Transport and possibly Colocation, and/or Internet Access. Includes optical modem equivalent.
- Low Income Program Eligible Rates (LIPE): Wholesale PON Connections serving End Users qualified by JPUD as eligible for Low Income Program rates. JPUD must provide verification before rate is applied. JPUD strongly encourages ISPs to match the discount provided in the Low Income Program Eligible rates.

Note 3. Network Transport. This is a lit Layer 2 fiber connection between JPUD's Core Network and one or more End Points. To provide a few examples:

- Network Transport can be used to connect JPUD and an ISP to interexchange broadband traffic. In this case there would be a charge for one Core connection and one End Point at ISP's data center. The Core port can serve as either a single or aggregating connection. Non-recurring engineering charges apply for each Core port and end point.
- Network Transport can be used to connect multiple locations in the PON network. For example, a bank that wants to connect two branches within the PON network would be charged for one core connection and two end points. Any additional bank locations on the network would each

be charged for additional end points. Non-recurring engineering charges apply for each core port and end point.

- End points require direct fiber connections and are not available over PON connections.

The Network Transport rate is available as retail directly to businesses, as retail directly to government locations, or on a wholesale basis to approved ISPs.

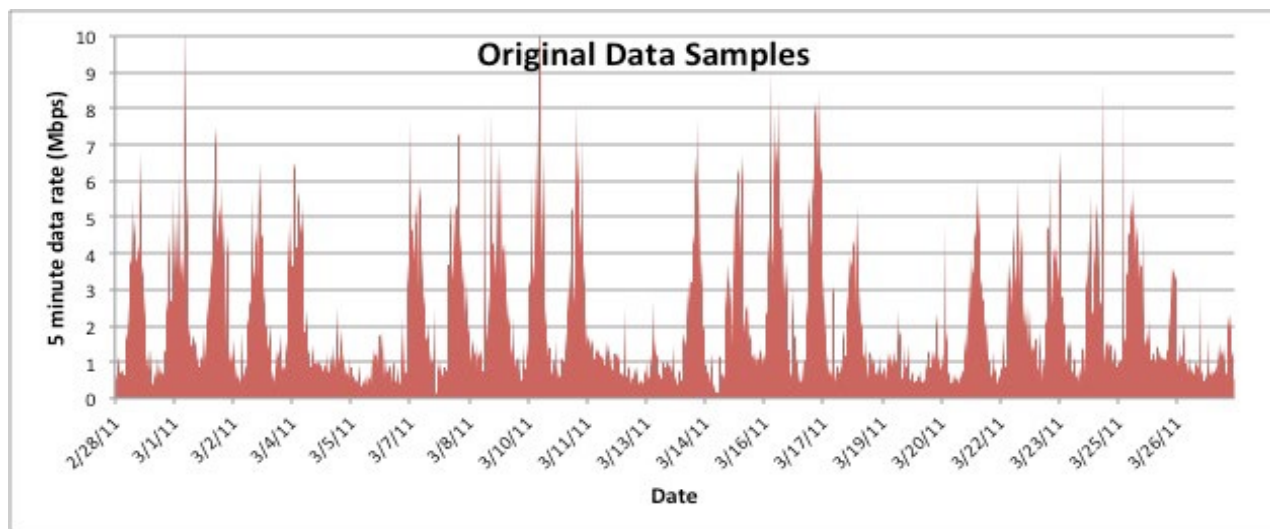
Note 4. Internet Access. This product can be purchased as a retail or wholesale product. For all uses, the customer must also buy at least one Network Transport Connection. There are separate rates for retail, wholesale, and government connections. Corresponding non-recurring engineering charge applies to each internet access connection.

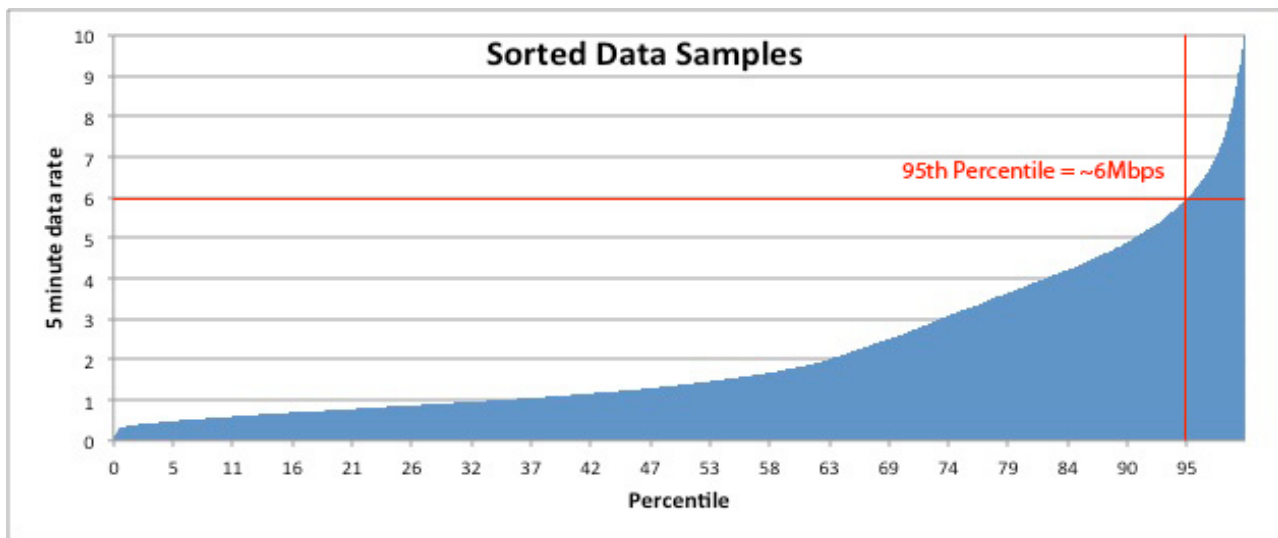
There are two options for purchasing this product – dedicated or metered.

- **Dedicated.** With the dedicated product the customer or the ISP presubscribes to a specific broadband speed of their choosing (must be rounded to the nearest 100Mbps). The monthly recurring charge is determined by multiplying the subscribed speed (e.g., 500 Mbps) by the per megabit per second rate assigned to their customer class (i.e., retail, gov, wholesale). Service is delivered at or above the 95th percentile. A non-recurring engineering charge applies to each Internet Access connection.
- **Metered.** With the metered product the customer or the ISP subscribers will pay for actual peak internet usage for the month measured at the 95th percentile. Usage on the connection will be measured and billed at the 95th percentile of usage, as described below. A non-recurring engineering charge applies to each Internet Access connection.

Billing at the 95th Percentile

Over the course of the billing period, ISP data usage, measured in Mbps, is recorded in 5-minute intervals. At the end of the month these bandwidth recordings are sorted highest to lowest and the highest 5% of the recorded samples are removed. The ISP is then billed at the value on the published rate table that falls at the 95th percentile of bandwidth used.





Note 5. Legacy Rates. Legacy rates apply to any broadband connection utilizing network equipment tied to JPUD’s Juniper core router. The District plans to eventually retire this network and doesn’t plan on adding any new connections.

Any ISP using the legacy network will continue to be billed at the then current rates in place prior to the adoption of these rates, until such time as connections are cancelled or moved to the new JPUD Network being constructed in 2023 that will provide both PON and Active services.



BROADBAND SERVICE POLICIES

Adopted: February 7, 2023
CHANGES PROPOSED: AUG 15 2023

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APPLICABILITY OF POLICIES

JPUD provides broadband services and facilities in accordance with the provisions of RCW 54.16.330. JPUD reserves the right to discontinue any service provided at any time due to failure to comply with policies. Service also may be disconnected by JPUD at any time to prevent fraudulent use or to protect its property.

JPUD may provide contracts to individuals or business on an individual case basis that may contain different terms and conditions than those set forth in these Broadband Service Policies. Contracts offered on an individual case form amounts exceeding \$5,000 per month will be approved by JPUD's Board of Commissioners, as well comply with RCW 54.16.330 regarding non-discriminatory or preferential rates, terms, and conditions.

Public Utility District No. 1 of Jefferson County (JPUD)'s Broadband Service Policies are subject to revision by the Commissioners from time to time as determined to be in JPUD's best interests.

DEFINITION OF TERMS

Active Connection: Powered connection over a single fiber optic cable between electronics on the premises of an End User and JPUD OLT or core router.

Broadband: Internet services delivered over a wired connection exceeding 100 Mbps down and 20Mbps up.

BDC: Broadband Data Collection

Carrier: Private commercial telecommunications provider operating across county, state, or national boundaries.

Commission: The elected Board of Commissioners of Public Utility District No. 1 of Jefferson County, Washington.

Core Network: The routers and switches and OLTs are used to aggregate and transmit data between the Data Centers and the Nodes.

CPE: Customer Premises Equipment. Typically refers to optical modem equivalent and or WiFi router.

CTS: Communications Transport Service. The act of sending digital information across a physical network.

Customer: A person or entity that enters into an agreement with JPUD to purchase services. The term is inclusive of both retail and wholesale customers.

Data Center: Buildings or rooms used by JPUD to house core routers and connections to internet.

Demarcation Point: The designated connection point at which JPUD's facilities end. The final location of the Fiber Demarcation Point shall be determined exclusively by JPUD. JPUD devices will, to the extent feasible, be installed only in locations that allow free and safe access for installing, removing, and testing. Typically, Demarcation Points are either the End User Port or the fiber terminus.

End User: A person or entity using the internet services received over JPUD's Broadband Network.

End Point: Refers to the location and electronics on the outer edge of JPUD's network where the transport user (a customer or End User) receives a connection from or via the network provider (JPUD)

Facilities: Refers to lines, conduits, ducts, poles, wires, cables, crossarms, receivers, transmitters, instruments, machines, appliances, instrumentalities and all devices, real estate, easements, apparatus, property, and routes used, operated, owned, or controlled by JPUD to facilitate the provision of telecommunications or broadband services.

Gov (Government): Refers to service intended for public agencies. Public agency by WA State RCW 39.34.030 as “any agency, political subdivision, or unit of local government of this state including, but not limited to, municipal corporations, quasi municipal corporations, special purpose districts, and local service districts; any agency of the state government; any agency of the United States; any Indian tribe recognized as such by the federal government; and any political subdivision of another state.

Internet Access: connection to the internet via a port in JPUD’s Core Network.

ISP: Internet Service Provider

JPUD: Jefferson County Public Utility District or "District."

Line Extension: The construction and installation of JPUD owned fiber optic cable connecting JPUD facilities to End User facilities or premises.

Legacy Network: Refers to connections established prior to June 2023 and serviced by JPUD’s Juniper Core Router.

MRC: Monthly Recurring Charge. Billed every month.

MTU: Multiple Tenant Unit refers to a property owned or operated by one party who rents or leases offices or units to additional individuals, businesses, or entities on one parcel of land.

Network Transport: infrastructure that provides connectivity and bandwidth for customer services and is characterized by the ability to support server layer provisioning and engineering.

Node: In JPUD Network, Node refers to outdoor network enclosures containing network electronics and equipment used to connect JPUD Data Centers with End Users in a remote area.

NRC: Non-Recurring Charge. One-time fee.

OLT: Optical Light Terminal. Refers to network equipment used to connect End User equipment to Core Network.

ONT: Optical Network Terminal. The fiber equivalent of a modem.

Open Access: CTS over facilities owned by one party, but open for use by other parties that agree

to service terms that do not prohibit competition and instead create multiple service options for the End User.

Premises: A house or building and the land on which it is built.

PON: Passive Optical Network (PON) refers to CTS delivered over fiber optic cable that originates from a single port but can be split up to 64 times before being delivered to the End User.

Retail: Service provided directly to the End User by JPUD. May be residential or commercial.

Splice Point: A location where a fiber has been designated as available for physical connection via fiber optic fusion splice. May be located in a splice case, pedestal, or splitter cabinet.

Wholesale: Service provided by JPUD to an ISP for resale to an End User.

QUALIFIED ISP ELIGIBILITY & APPLICATION PROCESS

JPUD will provide available Broadband Services over its Open Access Network to any and all Internet Service Providers (ISPs) who meet and abide by JPUD's qualifications and agreements. To be qualified, an ISP must submit a completed Network Access Application or Renewal form along with the associated Network Access Fee, as well as sign and return the Open Access Provider Agreement. The Network Access Application shall be located under the Broadband tab on JPUD's website: jeffpud.org. The Open Access Provider Agreement will be issued once the completed form and associated fee have been received and processed.

Incomplete Network Access Applications will not be processed. The following items must be included in the application to be processed:

- A. Proof of insurances (more info in following section)
- B. UBI Number.
- C. 24/7 365 technical customer support ability (provide local access number(s)).
- D. ISP Core Network Diagram & Description.
- E. 3 References (preferably existing customers or other Open Access Network Operators.)
- F. Proof of submission to the FCC's Broadband Database System (BDS) of applicable location data for End Users served over JPUD network (required for renewal only)

Insurance Requirements

Proof of Insurance must be in place and submitted to JPUD before the ISP can connect to the network. Insurance provides protection against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the ISP, its agents, representatives, employees, or subcontractors. Any payment of deductible or

self-insured retention shall be the sole responsibility of the ISP. Insurance coverage must be maintained for as long as the ISP is providing services using JPUD fiber network. The ISP shall provide JPUD with a copy of the endorsement every time a policy is renewed or modified so that JPUD always has the most current policy on file. Failure to provide current insurance coverage will result in termination. ISP shall provide a Certificate of Insurance which shall include the following:

- Automobile Liability insurance with limits no less than \$1,000,000 combined single limit per accident for bodily injury and property damage.
- Worker's Compensation insurance at the limits established by the State of Washington.
- Commercial General Liability insurance written on an occurrence basis with limits of no less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate for personal injury, bodily injury, and property damage. JPUD shall be named as an additional insured on the insurance policy, with respect to work performed by or on behalf of the ISP, and a copy of the endorsement naming JPUD as additional insured shall be attached to the Certificate of Insurance. The ISP's insurance shall be primary insurance with respect to JPUD and JPUD shall be given thirty (30) days prior written notice of any cancellation, suspension, or material change in any coverage.

Core Network Diagram & Description

In order to assure that ISPs have ability to provide high quality and reliable service to End Users over JPUD's network, applicants are asked to provide a detailed network diagram depicting the core and distribution layers to include all upstream internet sources. Please identify any hardware, services, and network redundancies.

FCC BDC Reporting

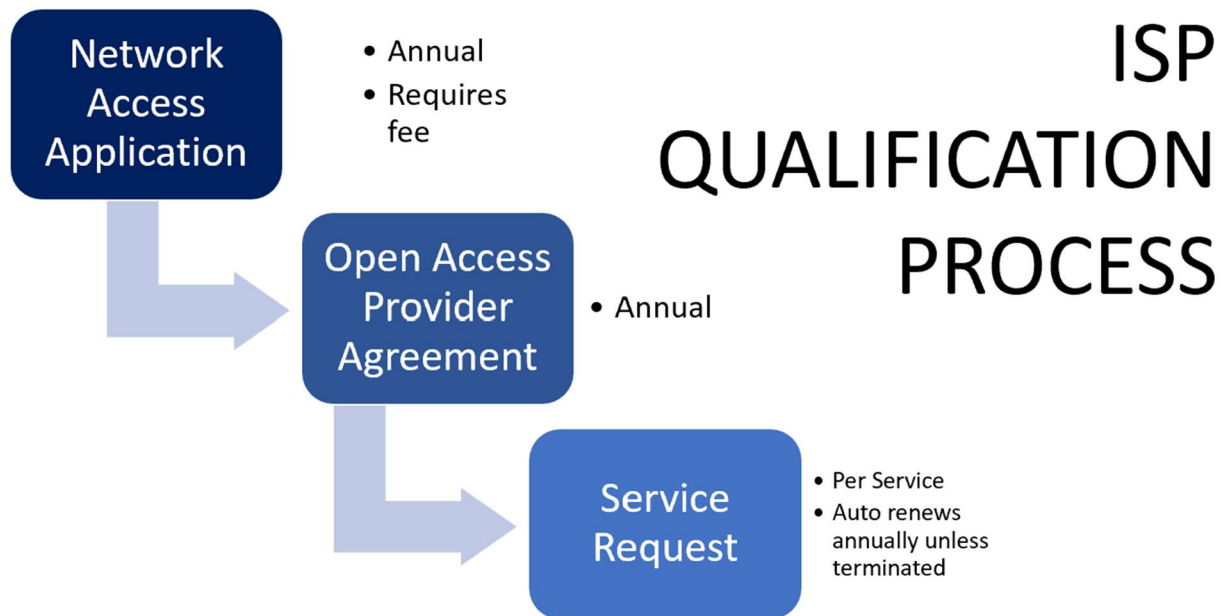
All facilities-based providers of fixed and mobile broadband Internet access services (and all ISPs operating on JPUD's network) are required by the FCC to submit broadband data on a biannual basis. Data as of June 30th is due no later than the following September 1st, and data as of December 31st is due no later than the following March 1st. Fixed wireline and satellite broadband service providers must submit either polygon shapefiles depicting the locations served or a list of locations that constitute the service area of the provider. This will identify locations where the provider currently provides service, or could provide service, as part of a "standard broadband installation" within ten business days following a request, with no charges or delays resulting from extending the provider's network. To report or learn more go to:

<https://www.fcc.gov/BroadbandData/filers>

Open Access Provider Agreement

Upon successful completion of Network Access Application and payment of all related charges, JPUD shall issue the Open Access Provider Agreement to the qualified ISP. Following email confirmation to the ISP that JPUD has received the completed and countersigned OAPA, the ISP may begin submitting Service Requests to JPUD. JPUD has no obligation to process any Service

Requests from ISPs who do not have a valid OAPA. The OAPA expires on the 31st of January of every calendar year. A new OAPA will be issued upon receipt and processing of the annual Network Access Application Renewal Form and associated fee. No new service requests will be processed until a valid OAPA is in place.



SERVICE STANDARDS

It is the policy of JPUD to provide access to Broadband Services over its Open Access Network to any and all eligible utility customers within its electric service territory, provided such access is feasible, economically justifiable, environmentally sound (or desirable), and complies with the applicable service extension conditions. To support End Users in having access to high quality broadband services, service over JPUD's Open Access Broadband Network must meet or exceed the following standards:

- Bandwidth
Unless otherwise indicated, service speeds over the shared network must always be provided at a minimum of 75% of advertised bandwidth. Throttling or extreme saturation that prevents an End User from achieving a bandwidth equal to at least 75% of the advertised speed is not permitted. End User must be given access to internet speed tests, noting that JPUD does NOT accept broad internet speed tests. Network congestion events on the JPUD residential network will not be factored into this measurement.
- Uptime

Service must be available 99.9% of the time (three nines). A downtime of more than 9 hours over the course of a year is unacceptable. Outages do not include planned maintenance or JPUD outages affecting the connection to an End User. Force majeure occurrences will be dealt with on a case-by-case basis.

- Responsiveness

End Users are required to be able to contact their service provider 24 hours per day, 7 days a week, 365 days a year. The end user must have access to expected response times Monday-Friday 9-5 and after hours, weekends and holidays.

- Net Neutrality

JPUD and ISPs will operate a net neutral network; and will treat all data on the Internet the same, and not discriminate or charge differently by user, content, website, platform, application, type of attached equipment, or method of communication.

- Data Caps

JPUD does not impose data caps on its End Users. JPUD strongly encourages Qualified ISPs utilizing JPUD's network to refrain from imposing data caps on End Users.

- Privacy

JPUD and ISPs will protect all End User data and will not share End User data without written consent from the End User.

COMMUNICATIONS TRANSPORT SERVICE (CTS) PRODUCTS

Available CTS Products

Readily available Broadband Services from JPUD are listed on its Schedule of Rates and Charges for Broadband Network Services and are described in detail below. JPUD reserves the right at its sole discretion to discontinue services listed in the Schedule at any time.

SPECIAL CTS Products

Legacy Active Ethernet Network Residential/Small Business Service Rates

For existing residential and small business active ethernet connections running over JPUD's legacy core network. Charged per end user. No new connections available. To be phased out.

Legacy Active Ethernet Network Transport Rates

For existing commercial, enterprise, government, institutional or carrier communication transport service via active ethernet running over JPUD's legacy core network. Charged per end user. No new connections available. To be phased out.

Dark Fiber: Dark Fiber lease is no longer for new connections offered by JPUD.

Other Services: Other CTS not listed above may be available on a case-by-case basis as determined by Broadband network staff. Contact staff at broadband@jeffpud.org for more information. A supplementary contract not covered by the OAPA may apply.

CHARGES AND BILLING FOR CTS

The Schedule of Rates and Charges for Broadband Network Services is adopted in public session by JPUD's elected three-member Commission. The Commission may revise the rate schedule from time to time and at any time. Public input is always welcome. Copies of the current rate schedules are available on JPUD's website jeffpud.org and are also available upon request. Billing and Collections practices are governed by JPUD's Customer Service Policy. The following are a list of billing methods and charges for certain services offered by JPUD:

PON Connections

Advertised internet speeds are the maximum available speeds at the ONT port on the End User's premises. On the PON network, internet bandwidth is delivered over a shared connection, generally in a 1 x 32 split. Time of day, network utilization, congestion and other factors may cause reductions in available speeds at the port. JPUD provisions the port at the speed requested by the ISP in the Service Order. Billed at a flat rate.

Network Transport

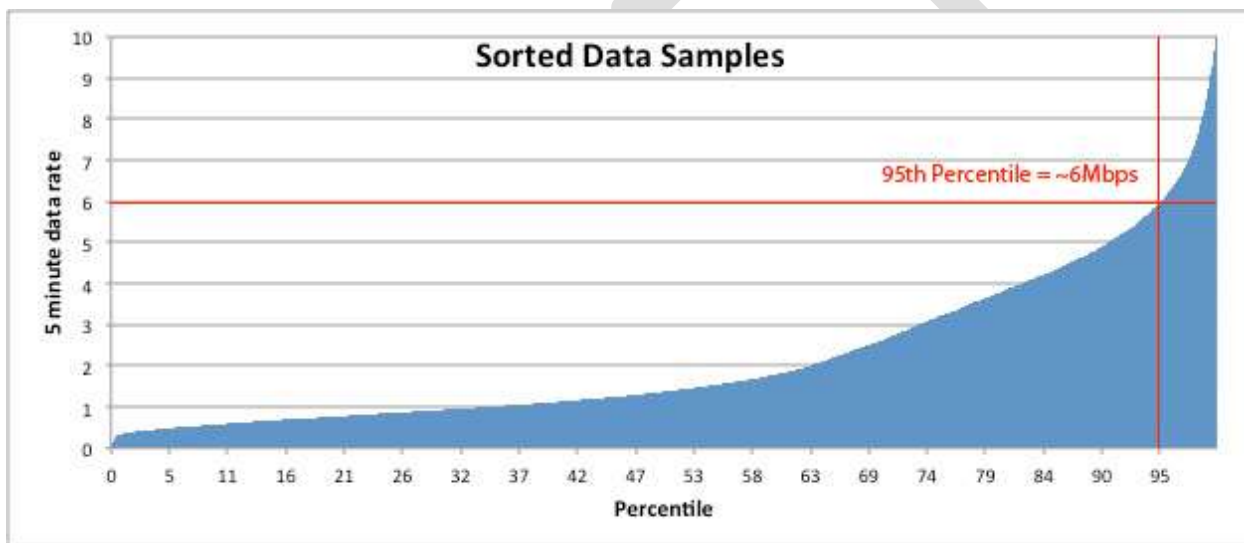
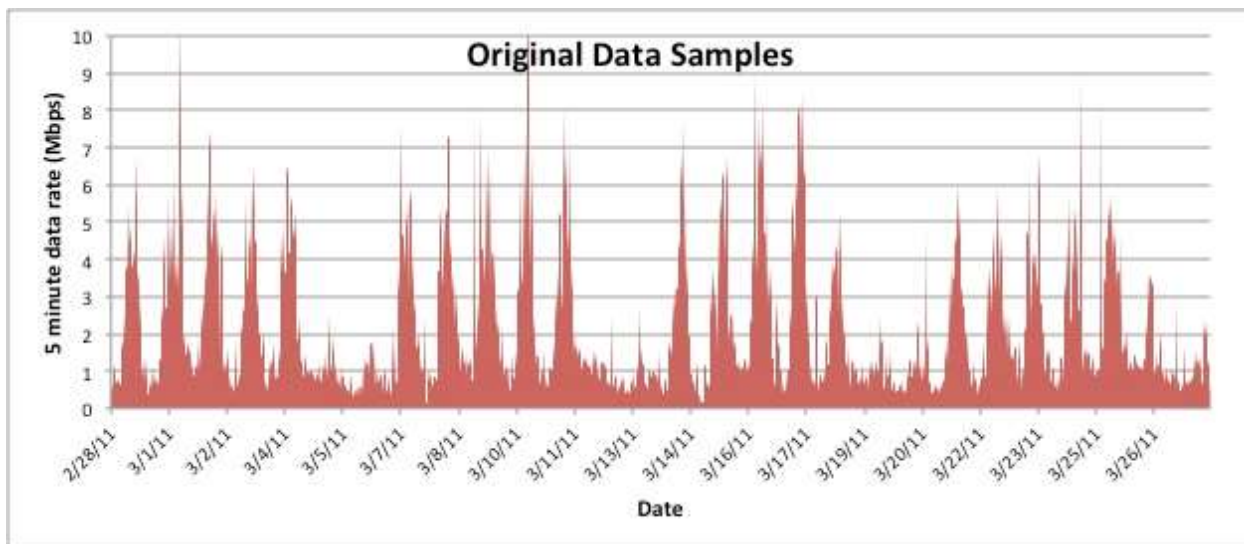
Billed at a flat rate per connection AND per end point. Data usage is not measured for billing purposes over this connection.

Dedicated Internet Access

Billed per megabit per second at the corresponding published rate. Data usage is preset to the nearest 100 Mbps.

Metered Internet Access

Unlike other Broadband Service Rates, Metered Internet Access rates are variable, and based on measurement of bandwidth consumed. The method of measurement is known as Burstable Billing. Over the course of the billing period, ISP data usage, measured in Mbps, is recorded in 5-minute intervals. At the end of the month these bandwidth recordings are sorted highest to lowest and the highest 5% of the samples are removed. The ISP is then billed at the value on the published rate table that falls at the 95th percentile of bandwidth used. A similar but separate table is used for the Aggregation Port with JPUD Internet product.



Engineering NRCs

One-time fees for JPUD labor to program requested CTS products. Includes but not limited to: VLANs, QinQ, MPLS, or other Layer 2 or 3 implementations. Engineering NRC is required for all Network Transport and Internet Access products. Also required for MTUs.

Low Income Discount Requirement

Pursuant to RCW 74.38.070, JPUD offers reduced utility rates for low-income citizens. Qualifying End Users shall meet JPUD's Low Income or Senior Discount qualifications. JPUD will verify that the End User meets the qualifications and will apply the Low-Income Discount to the End User Port Charge. Qualified ISPs are required to pass on the discount to eligible End Users. Qualified ISPs are strongly encouraged to match JPUD's discount with their own. JPUD may verify and confirm that program guidelines are being met. Periodic recertification is required for program eligibility. The ISP must notify JPUD when the account changes names.

Legacy Active Ethernet Services

Flat rate per end user with corresponding rate schedules for service with JPUD internet or without JPUD internet.

In all cases, if there is any conflict between the list of products in the Broadband Service Policies and the Commission adopted Schedule of Rates and Charges, the Schedule of Rates and Charges shall govern.

COLLOCATION

Qualified ISPs can collocate facilities in core JPUD offices, and JPUD will make a fiber connection between JPUD Core and the ISP connection point within the collocation facility. The ISP will be charged the applicable rates per the Schedule of Rates and Charges. ISPs must arrange for fiber transport to meet at JPUD's collocation facility.

Should the ISP elect to collocate in JPUD Core office, the following terms and conditions apply:

- ISP and JPUD will work together to develop a mutually agreeable implementation schedule for placing the ISP equipment, and the parties agree to work together, in good faith, in the future as needed to maintain the arrangement, as appropriate.
- JPUD shall be responsible for maintaining its central office space in good working order to maintain reliable operations.
- ISP is responsible for maintenance of its electronics inside the collocation facility. A contract for JPUD to perform minor tasks such as changing a bad card, for a fee, may be requested by the ISP.
- JPUD shall provide and maintain a twenty-four hour a day, seven day-a-week contact number for ISP to report Services troubles and equipment/Network alarm conditions. JPUD shall furnish ISP with a personnel contact list to be utilized when trouble report resolution needs to be escalated.
- JPUD and ISP shall furnish each other with their respective lists of personnel authorized to receive and issue trouble reports. Each party shall maintain the capability to accept, process and dispatch personnel on trouble reports, without delay after the performance of appropriate tests and attempts to isolate the trouble remotely. If testing and remote trouble isolation procedures are ineffective, each party will assist the other in efforts to isolate the trouble.
- Intrusive Maintenance, which requires service down time, will normally be performed during off peak hours, defined as midnight to 6:00 AM. JPUD and ISP will mutually agree to

a "Maintenance Window", usually in low traffic periods, to perform this work. Each party will notify the other by telephone or email at least five (5) calendar days prior to commencing any such scheduled maintenance work. The ISP will provide a contact name and telephone number to coordinate its end of such activity. JPUD personnel shall notify ISP by telephone upon completion of such scheduled Maintenance work.

Floor Space Lease

ISP shall be responsible for and pay for the installation and arrangement of its electronics at any JPUD location, and continuing use, and shall enter into a lease agreement with JPUD.

This lease shall include reasonable access to the core office by the ISP for purposes limited to the installation, removal, maintenance, repair, and inspection of the equipment. JPUD will require that any ISP staff be accompanied by a JPUD staff person. After-hours rates will apply per the Schedule of Rates and Charges for any access needed after working hours. ISP shall pay a monthly fee for collocation based upon the Schedule of Rates and Charges.

Power, Generator, Battery Reserve

JPUD shall maintain and make available for the operation of the ISP electronics a standby emergency generator, provided that JPUD's emergency generator may be portable rather than a permanent standby. The collocation space is equipped with an AC power transfer switch and an emergency generator plug. JPUD shall also maintain a minimum battery power reserve of eight hours.

Relocation

Unless the circumstances make such notice impracticable, JPUD shall give ISP at least 90 days prior written notice of any scheduled relocation of JPUD equipment and as much advance notice as possible of any unscheduled relocation.

In the event a JPUD Central Office is relocated or replaced by a new site, ISP shall relocate its applicable electronics. Any such relocation shall be undertaken at no cost to ISP, except in cases where relocation is accompanied by additions or other work to benefit ISP and for which ISP agrees in writing to pay.

SERVICE AREAS & REQUESTS

JPUD Broadband Services are generally limited to its Electric Service territory. Within its electric service territory, JPUD has designated two types of Service Areas, each with their own rules.

Funded Project Areas

Includes all areas where facilities construction is paid for in part or whole by grants or loans from outside agencies. Also includes designated "adjacent areas" where Facilities costs have been

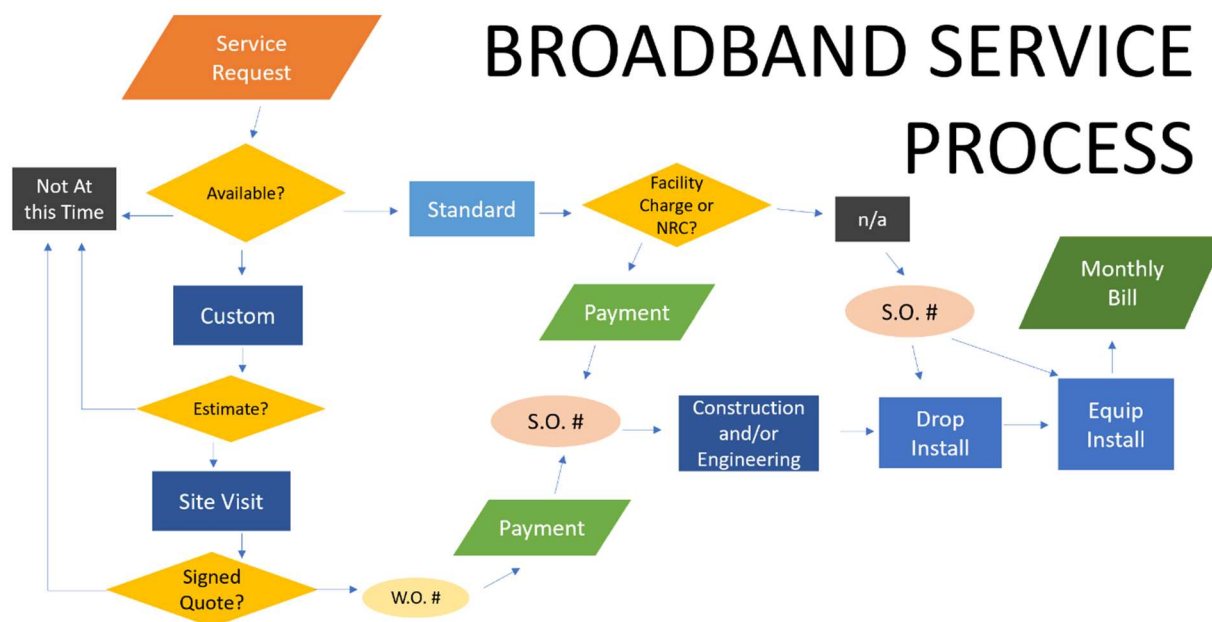
greatly reduced by proximity to grant or loan funded areas. Service will be deemed available by Broadband Department Staff when Facilities construction is completed to the point that only the fiber drops to the Premises and CPEs are left to install. Staff will alert all qualified ISPs of availability within a given funded service area via email. A map of the funded area with open service availability will be published on JPUD's website. Once the area is deemed open by JPUD, service requests and deposits will be accepted and processed. Construction charges for funded project areas are available on the Open Access Network Broadband Service Schedule of Rates and Charges.

Unfunded Project Areas

Includes any area where grant or loan funding has not been procured and facilities construction will be paid by the Customer. Service will be made available on a case-by-case basis. Priority will be given to projects within 500ft of a JPUD splice point containing available fiber and where broader community benefit can be demonstrated. Service that does not demonstrate community benefit may be rejected, or postponed due to staff or contractor availability, at the discretion of JPUD.

Service Requests

Qualified ISPs must submit a Service Request via the online Service Request form on JPUD's website. Service must be available, and the Service Request must be completed in order for JPUD to process. Service Requests for available broadband services in Funded Project areas will follow the "Standard" process illustrated below. For products not listed in the Broadband Network Schedule of Rates and Charges, or for service to an unfunded or currently unavailable area, or both, JPUD will utilize, if Broadband staff determines the service can be made available, the "Custom" process illustrated below.



FACILITIES AND FIBER LINE EXTENSION STANDARDS

Location

Permanent line extensions will normally be built in the most direct route from the nearest source of supply. However, availability of easements and maintenance considerations may affect line routing. Placement of line extensions shall be at the discretion of JPUD.

Undergrounding Preference

To reduce outages caused by overhead construction, JPUD restricts all new overhead construction to a review process where the short-term cost savings for an individual customer does not override the long-term benefit for all PUD customers. The review process will be done by JPUD staff, its determination is final.

Trenches

In instances where the Customer or End User wishes to install their own underground communications conduit for future use by JPUD, underground service conduit must be installed to JPUD specifications and inspected and approved by a JPUD representative prior to backfill.

Easements

The Customer or End User shall provide easements as required for the Broadband facilities extension, in the location and the width specified by the JPUD.

Contracted Service Location

When a broadband facilities extension is initiated by a Customer or End User, the location on the property where service is requested shall become a part of the contractual agreement. Acceptance of service by the Customer or End User shall be deemed evidence of proper identification of that location. The Customer or End User may modify the Contracted Service Location by notifying the District in writing prior to service first being connected at the site; and when such notification is acknowledged by the District, the new site shall become the Contracted Service Location.

Facilities installed on Customer or End User property will be in accordance with current JPUD regulations, requirements, and policies that give consideration for present and future access. The Customer shall keep the area around all District facilities on the Customer's property free of health and safety hazards, debris, and obstructions; to ensure clear and safe access at all times.

Right To Refuse Service

JPUD reserves the right to refuse to connect, or render service to, any applicant or any Customer where such connection and/or where the Customer or End User has not complied with Federal, State, Municipal, or JPUD policies, regulations, laws or facility access requirements concerning the rendition of service or has an unpaid obligation to JPUD.

Right To Enter Upon Premises

JPUD shall have the right, through its agents or employees, to safely enter the property of the

Customer or End User at all times for the purpose of: reading, inspecting, repairing, or removing JPUD owned broadband devices, appliances, and wiring; trimming or removing trees and brush that may interfere with the safe and efficient operation of the broadband Facilities; maintenance of utility lines, both overhead and underground; and inspection, replacement, installation and removal of JPUD Facilities.

Use Of Electric Outlets

The Customer or End User shall provide to JPUD access to a minimum of one 110V electric outlets per CPE for the purpose of powering JPUD-owned Broadband equipment necessary to deliver service to the Customer or End User.

Construction and Ownership of Extension

Unless otherwise stated, the Customer(s) shall bear the cost of the facilities extension in accordance with all specifications of, and subject to inspection and approval by JPUD. Broadband service will not be made available until the Customer or End User meet all requirements. Ownership of any and all facilities constructed by JPUD to provide Broadband services shall remain with JPUD. Ownership of Customer or Contractor installed extensions will begin when approved and energized by JPUD.

Termination of Service and Return of End User Equipment

Service may be terminated by JPUD at any time for any reason, with 30 days written notice by JPUD to Customer. In addition, Customer may terminate Service at any time by notifying JPUD Customer Service. If the Customer cancels service, all JPUD equipment provided to Customer or End User must be returned to JPUD's office in good working order within 60 days or the Customer or End User will be charged \$150 per CPE. Note, please refer to JPUD Customer Service Policies regarding JPUD's policies for Customer Rights.

RESPONSIBILITY FOR MAINTENANCE AND REPAIRS

JPUD is responsible for all network obligations on JPUD side of the Demarcation, including the electronics at the Demarcation point. ISP is responsible for all network facilities past the Demarcation point on the End User side. Both parties will cooperate to reduce unneeded truck rolls. Should JPUD be requested to make a truck roll by ISP but finds that the problem was on the ISP side of the Demarcation, JPUD will bill time as defined in the Schedule of Rates and Charges. There will be no charges to the ISP for a truck roll where the problem was on JPUD side of the demarcation.

Trouble Reporting and Resolution

JPUD will monitor the fiber network 24/7. JPUD will notify the ISP contact about identified network problems that have a material impact on End User performance.

JPUD and ISP will maintain a Trouble Report Log for recording specific information when trouble reports are received by the other party and repairs are accomplished. Trouble Log information will be provided, upon request, to the party reporting the trouble and will include, but not limited to the following information:

1. Control number associated with each trouble report.
2. Date and time of the trouble report
3. Name and telephone number of the entity reporting trouble.
4. Name and telephone number of the entity receiving the trouble report.
5. Repairs required to correct the trouble.
6. Date and time of trouble clearance
7. Name and telephone number of the entity clearing the trouble.
8. Name and telephone number of the entity receiving trouble completion.

Alarms

JPUD shall connect its alarm monitoring system to ISP equipment if so requested by ISP. The alarms in the monitoring system may include alarms to signal commercial AC failure; low DC; emergency generator run; door open; high temperature; low temperature; or high water.

Should ISP ask for assistance from JPUD technicians during a network emergency, JPUD will attempt to dispatch trained personnel within two (2) hours of notification by ISP.

In the event of an Equipment failure or out-of-service condition ("Outage"), JPUD shall inform ISP daily of the repair status, the progress of restoration, the estimated time remaining until the restoration of service, and all other significant information concerning the outage restoration. JPUD shall also, within ten (10) calendar days of the restoration of Service following an outage, submit to ISP a final outage report. This report shall be in a form standard to the industry and contain information concerning the cause of the outage and restoration of service.

Notice Of Work Affecting Equipment

JPUD agrees it shall provide reasonable notification to ISP prior to the commencement of any work or activity that may affect the ISP electronics such as AC or DC power work, building environmental equipment changes, and other building activities.

Escalation

JPUD will report End User service outages within one hour when the outage occurs during normal business hours, or as soon as practical for outages occurring after hours.

JPUD will notify ISPs of minor problems (not causing an outage) by the end of the following business day after becoming aware of the problem.

ISP must provide JPUD with an escalation list that identifies the contact at ISP who should be notified of network problems or outages. This list shall identify the specific and best ways to reach the ISP contact, including telephone number and email address. ISP should also provide a back-up contact in case the primary contact can't be reached. ISP may also provide different contacts for different kinds of network problems.

SERVICE LIMITATIONS AND TERMINATION

In order to protect JPUD's Broadband Services and Facilities, all ISPs and End Users shall strictly comply with all terms and conditions of JPUD's Broadband Service Policies, Open Access Program Agreements, Acceptable Use Policies, Internet Service Agreement, Data Privacy Policy, and Customer Service Policy.

JPUD makes no guarantee regarding, and assumes no liability for, the security and integrity of any data or information transmitted by the ISP or an ISP's End Users over JPUD's Broadband Network or Facilities. Any attempt to breach system and network security measures is expressly prohibited and may result in criminal and civil liability.

JPUD's right to discontinue Broadband Service may be exercised whenever:

- ISP is not current on payments. JPUD invoices are due and payable within 30 days of the date of the invoice. ISP will be disconnected if at least 75% of any past due billing has not been paid within 30 days past the date of the invoice. Disconnection of Broadband Services may occur as often as delinquency shall occur and neither delay nor omission on the part of JPUD to enforce this rule at any one or more times shall be deemed as a waiver of its rights to enforce the same at any time, so long as the delinquency continues; or
- ISP or End User violates any governing policy or agreement regarding access to or use of JPUD Broadband Services or Facilities, including but not limited to the Broadband Service Policies, Pole Attachment Agreements, Open Access Provider Agreement, Customer Service Policies, Acceptable Use Policies, Internet Service Agreements, Data Privacy Policies, as may be amended.

In addition, ISPs, and End Users must conform to the Federal Communication Commission (FCC) rules and regulations. In the event JPUD determines that any ISP or End User is acting in violation of this or other JPUD policy, FCC regulations or state and local law, termination of service may follow.



BROADBAND SERVICE POLICIES

Style Definition: TOC 1

Adopted: February 7, 2023
CHANGES PROPOSED: AUG 15 2023

Jefferson County PUD 310 Four Corners Rd, Port Townsend WA jeffpud.org 360-385-5800

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APPLICABILITY OF POLICIES

JPUD provides broadband services and facilities in accordance with the provisions of RCW 54.16.330. JPUD reserves the right to discontinue any service provided at any time due to failure to comply with policies. Service also may be disconnected by JPUD at any time to prevent fraudulent use or to protect its property.

JPUD may provide contracts to individuals or business on an individual case basis that may contain different terms and conditions than those set forth in these Broadband Service Policies. Contracts offered on an individual case form amounts exceeding \$~~54~~,000 per month will be approved by JPUD's Board of Commissioners, as well comply with RCW 54.16.330 regarding non-discriminatory or preferential rates, terms, and conditions.

Public Utility District No. 1 of Jefferson County (JPUD)'s Broadband Service Policies are subject to revision by the Commissioners from time to time as determined to be in JPUD's best interests.

DEFINITION OF TERMS

Active Connection: Powered connection over a single fiber optic cable between electronics on the premises of an End User and JPUD OLT or core router.

Broadband: Internet services delivered over a wired connection exceeding 100 Mbps down and 20Mbps up.

BDC: Broadband Data Collection

Carrier: Private commercial telecommunications provider operating across county, state, or national boundaries.

Commission: The elected Board of Commissioners of Public Utility District No. 1 of Jefferson County, Washington.

Core Network: The routers and switches and OLTs are used to aggregate and transmit data between the Data Centers and the Nodes.

CPE: Customer Premises Equipment. Typically refers to optical modem equivalent and or WiFi router.

CTS: Communications Transport Service. The act of sending digital information across a physical network.

Customer: A person or entity that enters into an agreement with JPUD to purchase services. The term is inclusive of both retail and wholesale customers.

Data Center: Buildings or rooms used by JPUD to house core routers and connections to internet.

Demarcation Point: The designated connection point at which JPUD's facilities end. The final location of the Fiber Demarcation Point shall be determined exclusively by JPUD. JPUD devices will, to the extent feasible, be installed only in locations that allow free and safe access for installing, removing, and testing. Typically, Demarcation Points are either the End User Port or the fiber terminus.

End User: A person or entity using the internet services received over JPUD's Broadband Network.

End Point: Refers to the location and electronics on the outer edge of JPUD's network where the transport user (a customer or End User) receives a connection from or via the network provider (JPUD)

Facilities: Refers to lines, conduits, ducts, poles, wires, cables, crossarms, receivers, transmitters, instruments, machines, appliances, instrumentalities and all devices, real estate, easements, apparatus, property, and routes used, operated, owned, or controlled by JPUD to facilitate the provision of telecommunications or broadband services.

Gov (Government): Refers to service intended for public agencies. Public agency by WA State RCW 39.34.030 as "any agency, political subdivision, or unit of local government of this state including, but not limited to, municipal corporations, quasi municipal corporations, special purpose districts, and local service districts; any agency of the state government; any agency of the United States; any Indian tribe recognized as such by the federal government; and any political subdivision of another state.

Internet Access: connection to the internet via a port in JPUD's Core Network.

ISP: Internet Service Provider

JPUD: Jefferson County Public Utility District or "District."

Line Extension: The construction and installation of JPUD owned fiber optic cable connecting JPUD facilities to End User facilities or premises.

Legacy Network: Refers to connections established prior to June 2023 and serviced by JPUD's Juniper Core Router.

MRC: Monthly Recurring Charge. Billed every month.

MTU: Multiple Tenant Unit refers to a property owned or operated by one party who rents or leases offices or units to additional individuals, businesses, or entities on one parcel of land.

Network Transport: infrastructure that provides connectivity and bandwidth for customer services and is characterized by the ability to support server layer provisioning and engineering.

Node: In JPUD Network, Node refers to outdoor network enclosures containing network electronics and equipment used to connect JPUD Data Centers with End Users in a remote area.

NRC: Non-Recurring Charge. One-time fee.

OLT: Optical Light Terminal. Refers to network equipment used to connect End User equipment to Core Network.

ONT: Optical Network Terminal. The fiber equivalent of a modem.

Open Access: CTS over facilities owned by one party, but open for use by other parties that agree

to service terms that do not prohibit competition and instead create multiple service options for the End User.

Premises: A house or building and the land on which it is built.

PON: Passive Optical Network (PON) refers to CTS delivered over fiber optic cable that originates from a single port but can be split up to 64 times before being delivered to the End User.

Retail: Service provided directly to the End User by JPUD. May be residential or commercial.

Splice Point: A location where a fiber has been designated as available for physical connection via fiber optic fusion splice. May be located in a splice case, pedestal, or splitter cabinet.

Wholesale: Service provided by JPUD to an ISP for resale to an End User.

QUALIFIED ISP ELIGIBILITY & APPLICATION PROCESS

JPUD will provide available Broadband Services over its Open Access Network to any and all Internet Service Providers (ISPs) who meet and abide by JPUD's qualifications and agreements. To be qualified, an ISP must submit a completed Network Access Application or Renewal form along with the associated Network Access Fee, as well as sign and return the Open Access Provider Agreement. The Network Access Application shall be located under the Broadband tab on JPUD's website: jeffpud.org. The Open Access Provider Agreement will be issued once the completed form and associated fee have been received and processed.

Incomplete Network Access Applications will not be processed. The following items must be included in the application to be processed:

- A. Proof of insurances (more info in following section)
- B. UBI Number.
- C. 24/7 365 technical customer support ability (provide local access number(s)).
- D. ISP Core Network Diagram & Description.
- E. 3 References (preferably existing customers or other Open Access Network Operators.)
- F. Proof of submission to the FCC's Broadband Database System (BDS) of applicable location data for End Users served over JPUD network (required for renewal only)

Insurance Requirements

Proof of Insurance must be in place and submitted to JPUD before the ISP can connect to the network. Insurance provides protection against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the ISP, its agents, representatives, employees, or subcontractors. Any payment of deductible or

self-insured retention shall be the sole responsibility of the ISP. Insurance coverage must be maintained for as long as the ISP is providing services using JPUD fiber network. The ISP shall provide JPUD with a copy of the endorsement every time a policy is renewed or modified so that JPUD always has the most current policy on file. Failure to provide current insurance coverage will result in termination. ISP shall provide a Certificate of Insurance which shall include the following:

- Automobile Liability insurance with limits no less than \$1,000,000 combined single limit per accident for bodily injury and property damage.
- Worker's Compensation insurance at the limits established by the State of Washington.
- Commercial General Liability insurance written on an occurrence basis with limits of no less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate for personal injury, bodily injury, and property damage. JPUD shall be named as an additional insured on the insurance policy, with respect to work performed by or on behalf of the ISP, and a copy of the endorsement naming JPUD as additional insured shall be attached to the Certificate of Insurance. The ISP's insurance shall be primary insurance with respect to JPUD and JPUD shall be given thirty (30) days prior written notice of any cancellation, suspension, or material change in any coverage.

Core Network Diagram & Description

In order to assure that ISPs have ability to provide high quality and reliable service to End Users over JPUD's network, applicants are asked to provide a detailed network diagram depicting the core and distribution layers to include all upstream internet sources. Please identify any hardware, services, and network redundancies.

FCC BDC Reporting

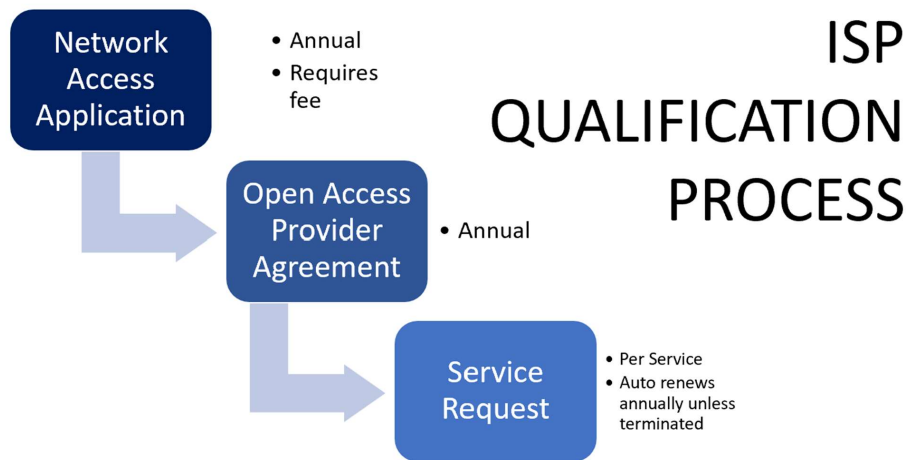
All facilities-based providers of fixed and mobile broadband Internet access services (and all ISPs operating on JPUD's network) are required by the FCC to submit broadband data on a biannual basis. Data as of June 30th is due no later than the following September 1st, and data as of December 31st is due no later than the following March 1st. Fixed wireline and satellite broadband service providers must submit either polygon shapefiles depicting the locations served or a list of locations that constitute the service area of the provider. This will identify locations where the provider currently provides service, or could provide service, as part of a "standard broadband installation" within ten business days following a request, with no charges or delays resulting from extending the provider's network. To report or learn more got to:

<https://www.fcc.gov/BroadbandData/filers>

Open Access Provider Agreement

Upon successful completion of Network Access Application and payment of all related charges, JPUD shall issue the Open Access Provider Agreement to the qualified ISP. Following email confirmation to the ISP that JPUD has received the completed and countersigned OAPA, the ISP may begin submitting Service ~~Requests~~Orders to JPUD. JPUD has no obligation to process any

Service ~~Order Requests~~ from ISPs who do not have a valid OAPA. The OAPA expires on the 31st of January of every calendar year. A new OPAPA will be issued upon receipt and processing of the annual Network Access Application Renewal Form and associated fee. No new service requests will be processed until a valid OAPA is in place.



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SERVICE STANDARDS

It is the policy of JPUD to provide access to Broadband Services over its Open Access Network to any and all eligible utility customers within its electric service territory, provided such access is feasible, economically justifiable, environmentally sound (or desirable), and complies with the applicable service extension conditions. To support End Users in having access to high quality broadband services, service over JPUD's Open Access Broadband Network must meet or exceed the following standards:

- Bandwidth
Unless otherwise indicated, service speeds over the shared network must always be provided at a minimum of 75% of advertised bandwidth. Throttling or extreme saturation that prevents an End User from achieving a bandwidth equal to at least 75% of the advertised speed is not permitted. End User must be given access to internet speed tests, noting that JPUD does NOT accept broad internet speed tests. Network congestion events on the JPUD residential network will not be factored into this measurement.

- Uptime
Service must be available 99.9% of the time (three nines). A downtime of more than 9 hours over the course of a year is unacceptable. Outages do not include planned maintenance or JPUD outages affecting the connection to an End User. Force majeure occurrences will be dealt with on a case-by-case basis.
- Responsiveness
End Users are required to be able to contact their service provider 24 hours per day, 7 days a week, 365 days a year. The end user must have access to expected response times Monday-Friday 9-5 and after hours, weekends and holidays.
- Net Neutrality
JPUD and ISPs will operate a net neutral network; and will treat all data on the Internet the same, and not discriminate or charge differently by user, content, website, platform, application, type of attached equipment, or method of communication.
- Data Caps
JPUD does not impose data caps on its End Users. JPUD strongly encourages Qualified ISPs utilizing JPUD's network to refrain from imposing data caps on End Users.
- Privacy
JPUD and ISPs will protect all End User data and will not share End User data without written consent from the End User.

COMMUNICATIONS TRANSPORT SERVICE (CTS) PRODUCTS

Available CTS Products

Readily available Broadband Services from JPUD are listed on its Schedule of Rates and Charges for Broadband Network Services and are described in detail below. JPUD reserves the right at its sole discretion to discontinue services listed in the Schedules at any time.

SPECIAL CTS Products

Legacy Active Ethernet Network Residential/Small Business Service Rates

For existing residential and small business active ethernet connections running over JPUD's legacy core network. Charged per end user. No new connections available. To be phased out.

Legacy Active Ethernet Network Transport Rates

For existing commercial, enterprise, government, institutional or carrier communication transport service via active ethernet running over JPUD's legacy core network. Charged per end user. No new connections available. To be phased out.

Dark Fiber: Dark Fiber lease is no longer for new connections offered by JPUD.

Other Services: Other CTS not listed above may be available on a case-by-case basis as determined by Broadband network staff. Contact staff at broadbandnetwork@jeffpud.org for more information. A supplementary contract not covered by the OAPA may apply.

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CHARGES AND BILLING FOR CTS

The Schedule of Rates and Charges for Broadband Network Services is adopted in public session by JPUD's elected three-member Commission. The Commission may revise the rate schedule from time to time and at any time. Public input is always welcome. Copies of the current rate schedules are available on JPUD's website jeffpud.org and are also available upon request. Billing and Collections practices are governed by JPUD's Customer Service Policy. The following are a list of billing methods and charges for certain services offered by JPUD:

PON Connections

Advertised internet speeds are the maximum available speeds at the ONT port on the End User's premises. On the PON network, internet bandwidth is delivered over a shared connection, generally in a 1 x 32 split. Time of day, network utilization, congestion and other factors may cause reductions in available speeds at the port. JPUD provisions the port at the speed requested by the ISP in the Service Order. Billed at a flat rate.

Network Transport

Billed at a flat rate per connection AND per end point. Data usage is not measured for billing purposes over this connection.

Dedicated Internet Access

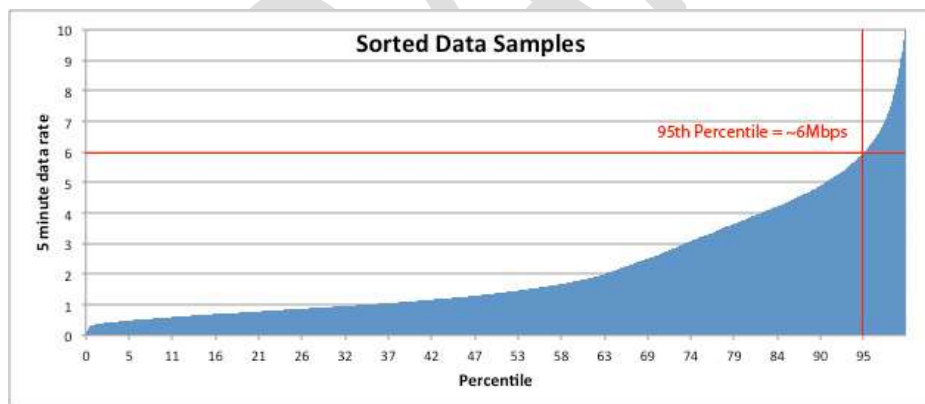
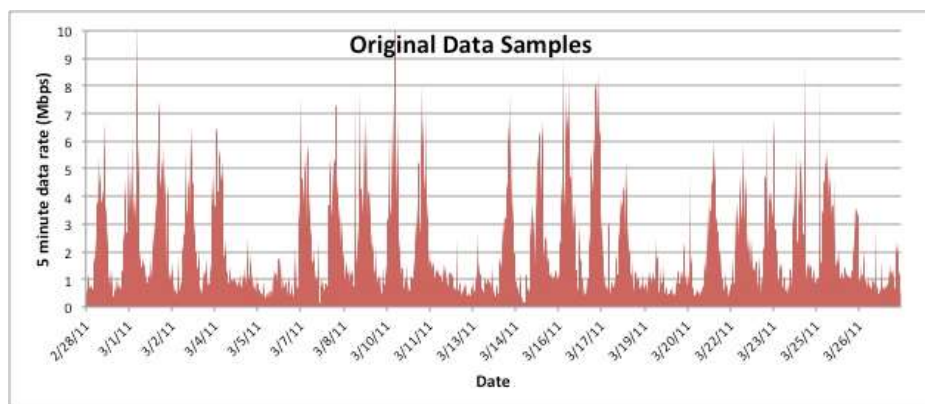
Billed per megabit per second at the corresponding published rate. Data usage is preset to the nearest 100 Mbps.

Metered Internet Access

Unlike other Broadband Service Rates, Metered Internet Access rates are variable, and based on measurement of bandwidth consumed. The method of measurement is known as Burstable Billing. Over the course of the billing period, ISP data usage, measured in Mbps, is

recorded in 5-minute intervals. At the end of the month these bandwidth recordings are sorted highest to lowest and the highest 5% of the samples are removed. The ISP is then billed at the value on the published rate table that falls at the 95th percentile of bandwidth used. A similar but separate table is used for the Aggregation Port with JPUD Internet product.

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Engineering NRCs

One-time fees for JPUD labor to program requested CTS products. Includes but not limited to: VLANs, QinQ, MPLS, or other Layer 2 or 3 implementations. Engineering NRC is required for all Network Transport and Internet Access products. Also required for MTUs.

Low Income Discount Requirement

Pursuant to RCW 74.38.070, JPUD offers reduced utility rates for low-income citizens.

Qualifying End Users shall meet JPUD's Low Income or Senior Discount qualifications. JPUD will verify that the End User meets the qualifications and will apply the Low-Income Discount to the End User Port Charge. Qualified ISPs are required to pass on the discount to ~~the~~eligible ~~ir~~-End Users ~~if~~eligible. Qualified ISPs are strongly encouraged to match JPUD's discount with their own. JPUD may verify and confirm that program guidelines are being met. Periodic recertification is required for program eligibility. The ISP must notify JPUD when the account changes names.

Legacy Active Ethernet Services

Flat rate per end user with corresponding rate schedules for service with JPUD internet or without JPUD internet.

In all cases, if there is any conflict between the list of products in the Broadband Service Policies and the Commission adopted Schedule of Rates and Charges, the Schedule of Rates and Charges shall govern.

COLLOCATION

Qualified ISPs can collocate facilities in core JPUD offices, and JPUD will make a fiber connection between JPUD Core and the ISP connection point within the collocation facility. The ISP will be charged the applicable rates per the Schedule of Rates and Charges. ISPs must arrange for fiber transport to meet at JPUD's collocation facility.

Should the ISP elect to collocate in JPUD Core office, the following terms and conditions apply:

- ISP and JPUD will work together to develop a mutually agreeable implementation schedule for placing the ISP equipment, and the parties agree to work together, in good faith, in the future as needed to maintain the arrangement, as appropriate.
- JPUD shall be responsible for maintaining its central office space in good working order to maintain reliable operations.
- ISP is responsible for maintenance of its electronics inside the collocation facility. A contract for JPUD to perform minor tasks such as changing a bad card, for a fee, may be requested by the ISP.
- JPUD shall provide and maintain a twenty-four hour a day, seven day-a-week contact number for ISP to report Services troubles and equipment/Network alarm conditions. JPUD shall furnish ISP with a personnel contact list to be utilized when trouble report resolution needs to be escalated.

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- JPUD and ISP shall furnish each other with their respective lists of personnel authorized to receive and issue trouble reports. Each party shall maintain the capability to accept, process and dispatch personnel on trouble reports, without delay after the performance of appropriate tests and attempts to isolate the trouble remotely. If testing and remote trouble isolation procedures are ineffective, each party will assist the other in efforts to isolate the trouble.
- Intrusive Maintenance, which requires service down time, will normally be performed during off peak hours, defined as midnight to 6:00 AM. JPUD and ISP will mutually agree to a "Maintenance Window", usually in low traffic periods, to perform this work. Each party will notify the other by telephone or email at least five (5) calendar days prior to commencing any such scheduled maintenance work. The ISP will provide a contact name and telephone number to coordinate its end of such activity. JPUD personnel shall notify ISP by telephone upon completion of such scheduled Maintenance work.

Floor Space Lease

ISP shall be responsible for and pay for the installation and arrangement of its electronics at any JPUD location, and continuing use, and shall enter into a lease agreement with JPUD.

This lease shall include reasonable access to the core office by the ISP for purposes limited to the installation, removal, maintenance, repair, and inspection of the equipment. JPUD will require that any ISP staff be accompanied by a JPUD staff person. After-hours rates will apply per the Schedule of Rates and Charges for any access needed after working hours. ISP shall pay a monthly fee for collocation based upon the Schedule of Rates and Charges.

Power, Generator, Battery Reserve

JPUD shall maintain and make available for the operation of the ISP electronics a standby emergency generator, provided that JPUD's emergency generator may be portable rather than a permanent standby. The collocation space is equipped with an AC power transfer switch and an emergency generator plug. JPUD shall also maintain a minimum battery power reserve of eight hours.

Relocation

Unless the circumstances make such notice impracticable, JPUD shall give ISP at least 90 days prior written notice of any scheduled relocation of JPUD equipment and as much advance notice as possible of any unscheduled relocation.

In the event a JPUD Central Office is relocated or replaced by a new site, ISP shall relocate its applicable electronics. Any such relocation shall be undertaken at no cost to ISP, except in cases where relocation is accompanied by additions or other work to benefit ISP and for which ISP agrees in writing to pay.

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SERVICE AREAS & REQUESTS

JPUD Broadband Services are generally limited to its Electric Service territory. Within its electric service territory, JPUD has designated two types of Service Areas, each with their own rules.

Funded Project Areas

Includes all areas where facilities construction is paid for in part or whole by grants or loans from outside agencies. Also includes designated “adjacent areas” where Facilities costs have been greatly reduced by proximity to grant or loan funded areas. Service will be deemed available by Broadband Department Staff when Facilities construction is completed to the point that only the fiber drops to the Premises and CPEs are left to install. Staff will alert all qualified ISPs of availability within a given funded service area via email. A map of the funded area with open service availability will be published on JPUD’s website. Once the area is deemed open by JPUD, service requests and deposits will be accepted and processed. Construction charges for funded project areas are available on the Open Access Network Broadband Service Schedule of Rates and Charges.

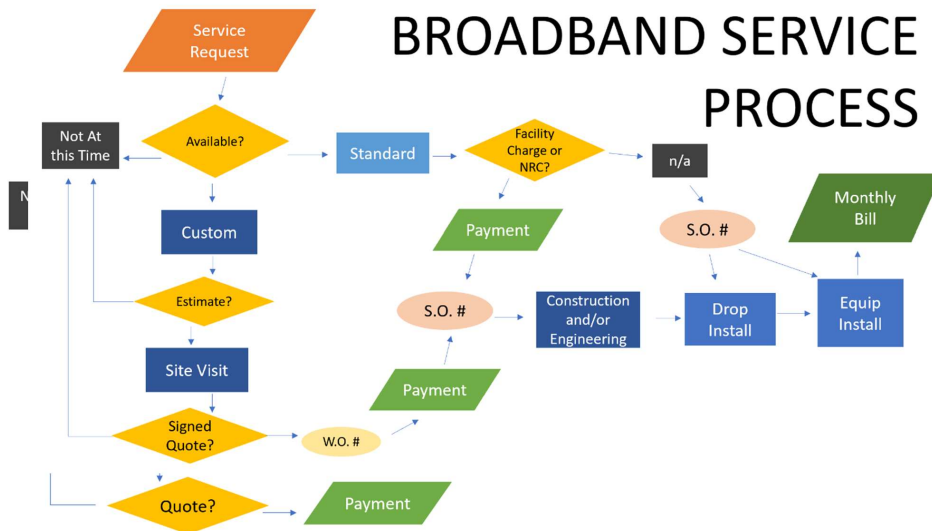
Unfunded Project Areas

Includes any area where grant or loan funding has not been procured and facilities construction will be paid by the Customer. Service will be made available on a case-by-case basis. Priority will be given to projects within 500ft of a JPUD splice point containing available fiber and where broader community benefit can be demonstrated. Service that does not demonstrate community benefit may be rejected, or postponed due to staff or contractor availability, at the discretion of JPUD.

Service Requests

Qualified ISPs must submit a service-Service request-Request via the online Service Request form on JPUD’s website. Service must be available, and the Service Request must be completed in order for JPUD to process. Service requests-Requests for published-productsavailable broadband services in an open-funded-Funded service-Project areas will follow the “Standard” process illustrated below. For products not listed in the Open-Access-Network Broadband Service-Network Schedule of Rates and Charges, or for service to an unfunded or currently unavailable area, or both, JPUD will utilize, the “Custom” process illustrated below if Broadband staff determines the service can be made available, the “Custom” process illustrated below.

BROADBAND SERVICE PROCESS



FACILITIES AND FIBER LINE EXTENSION STANDARDS

Location

Permanent line extensions will normally be built in the most direct route from the nearest source of supply. However, availability of easements and maintenance considerations may affect line routing. Placement of line extensions shall be at the discretion of JPUD.

Undergrounding Preference

To reduce outages caused by overhead construction, JPUD restricts all new overhead construction to a review process where the short-term cost savings for an individual customer does not override the long-term benefit for all PUD customers. The review process will be done by JPUD staff, its determination is final.

Trenches

In instances where the Customer or End User wishes to install their own underground communications conduit for future use by JPUD, underground service conduit must be installed to

JPUD specifications and inspected and approved by a JPUD representative prior to backfill.

Easements

The Customer or End User shall provide easements as required for the Broadband facilities extension, in the location and the width specified by the JPUD.

Contracted Service Location

When a broadband facilities extension is initiated by a Customer or End User, the location on the property where service is requested shall become a part of the contractual agreement. Acceptance of service by the Customer or End User shall be deemed evidence of proper identification of that location. The Customer or End User may modify the Contracted Service Location by notifying the District in writing prior to service first being connected at the site; and when such notification is acknowledged by the District, the new site shall become the Contracted Service Location.

Facilities installed on Customer or End User property will be in accordance with current JPUD regulations, requirements, and policies that give consideration for present and future access. The Customer shall keep the area around all District facilities on the Customer's property free of health and safety hazards, debris, and obstructions; to ensure clear and safe access at all times.

Right To Refuse Service

JPUD reserves the right to refuse to connect, or render service to, any applicant or any Customer where such connection and/or where the Customer or End User has not complied with Federal, State, Municipal, or JPUD policies, regulations, laws or facility access requirements concerning the rendition of service or has an unpaid obligation to JPUD.

Right To Enter Upon Premises

JPUD shall have the right, through its agents or employees, to safely enter the property of the Customer or End User at all times for the purpose of: reading, inspecting, repairing, or removing JPUD owned broadband devices, appliances, and wiring; trimming or removing trees and brush that may interfere with the safe and efficient operation of the broadband Facilities; maintenance of utility lines, both overhead and underground; and inspection, replacement, installation and removal of JPUD Facilities.

Use Of Electric Outlets

The Customer or End User shall provide to JPUD access to a minimum of one 110V electric outlets per CPE for the purpose of powering JPUD-owned Broadband equipment necessary to deliver service to the Customer or End User.

Construction and Ownership of Extension

Unless otherwise stated, the Customer(s) shall bear the cost of the facilities extension in accordance with all specifications of, and subject to inspection and approval by JPUD. Broadband service will not be made available until the Customer or End User meet all requirements. Ownership of any and all facilities constructed by JPUD to provide Broadband services shall remain

with JPUD. Ownership of Customer or Contractor installed extensions will begin when approved and energized by JPUD.

Termination of Service and Return of End User Equipment

Service may be terminated by JPUD at any time for any reason, with 30 days written notice by JPUD to Customer. In addition, Customer may terminate Service at any time by notifying JPUD Customer Service. If the Customer cancels service, all JPUD equipment provided to Customer or End User must be returned to JPUD's office in good working order within 60 days or the Customer or End User will be charged \$150 per CPE. Note, please refer to JPUD Customer Service Policies regarding JPUD's policies for Customer Rights.

RESPONSIBILITY FOR MAINTENANCE AND REPAIRS

JPUD is responsible for all network obligations on JPUD side of the Demarcation, including the electronics at the Demarcation point. ISP is responsible for all network facilities past the Demarcation point on the End User side. Both parties will cooperate to reduce unneeded truck rolls. Should JPUD be requested to make a truck roll by ISP but finds that the problem was on the ISP side of the Demarcation, JPUD will bill time as defined in the Schedule of Rates and Charges. There will be no charges to the ISP for a truck roll where the problem was on JPUD side of the demarcation.

Trouble Reporting and Resolution

JPUD will monitor the fiber network 24/7. JPUD will notify the ISP contact about identified network problems that have a material impact on End User performance.

JPUD and ISP will maintain a Trouble Report Log for recording specific information when trouble reports are received by the other party and repairs are accomplished. Trouble Log information will be provided, upon request, to the party reporting the trouble and will include, but not limited to the following information:

1. Control number associated with each trouble report.
2. Date and time of the trouble report
3. Name and telephone number of the entity reporting trouble.
4. Name and telephone number of the entity receiving the trouble report.
5. Repairs required to correct the trouble.
6. Date and time of trouble clearance

7. Name and telephone number of the entity clearing the trouble.
8. Name and telephone number of the entity receiving trouble completion.

Alarms

JPUD shall connect its alarm monitoring system to ISP equipment if so requested by ISP. The alarms in the monitoring system may include alarms to signal commercial AC failure; low DC; emergency generator run; door open; high temperature; low temperature; or high water.

Should ISP ask for assistance from JPUD technicians during a network emergency, JPUD will attempt to dispatch trained personnel within two (2) hours of notification by ISP.

In the event of an Equipment failure or out-of-service condition ("Outage"), JPUD shall inform ISP daily of the repair status, the progress of restoration, the estimated time remaining until the restoration of service, and all other significant information concerning the outage restoration. JPUD shall also, within ten (10) calendar days of the restoration of Service following an outage, submit to ISP a final outage report. This report shall be in a form standard to the industry and contain information concerning the cause of the outage and restoration of service.

Notice Of Work Affecting Equipment

JPUD agrees it shall provide reasonable notification to ISP prior to the commencement of any work or activity that may affect the ISP electronics such as AC or DC power work, building environmental equipment changes, and other building activities.

Escalation

JPUD will report End User service outages within one hour when the outage occurs during normal business hours, or as soon as practical for outages occurring after hours.

JPUD will notify ISPs of minor problems (not causing an outage) by the end of the following business day after becoming aware of the problem.

ISP must provide JPUD with an escalation list that identifies the contact at ISP who should be notified of network problems or outages. This list shall identify the specific and best ways to reach the ISP contact, including telephone number and email address. ISP should also provide a back-up contact in case the primary contact can't be reached. ISP may also provide different contacts for different kinds of network problems.

SERVICE LIMITATIONS AND TERMINATION

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In order to protect JPUD's Broadband Services and Facilities, all ISPs and End Users shall strictly comply with all terms and conditions of JPUD's Broadband Service Policies, Open Access Program Agreements, Acceptable Use Policies, Internet Service Agreement, Data Privacy Policy, and Customer Service Policy.

JPUD makes no guarantee regarding, and assumes no liability for, the security and integrity of any data or information transmitted by the ISP or an ISP's End Users over JPUD's Broadband Network or Facilities. Any attempt to breach system and network security measures is expressly prohibited and may result in criminal and civil liability.

JPUD's right to discontinue Broadband Service may be exercised whenever:

- ISP is not current on payments. JPUD invoices are due and payable within 30 days of the date of the invoice. ISP will be disconnected if at least 75% of any past due billing has not been paid within 30 days past the date of the invoice. Disconnection of Broadband Services may occur as often as delinquency shall occur and neither delay nor omission on the part of JPUD to enforce this rule at any one or more times shall be deemed as a waiver of its rights to enforce the same at any time, so long as the delinquency continues; or
- ISP or End User violates any governing policy or agreement regarding access to or use of JPUD Broadband Services or Facilities, including but not limited to the ~~Open Access~~ Broadband Service Policies, ~~Pole Attachment Agreements, Open Access Provider Agreement, Communication Transport Agreement,~~ Customer Service Policies, Acceptable Use Policies, Internet Service Agreements, Data Privacy Policies, as may be amended.

In addition, ISPs, and End Users must conform to the Federal Communication Commission (FCC) rules and regulations. In the event JPUD determines that any ISP or End User is acting in violation of this or other JPUD policy, FCC regulations or state and local law, termination of service may follow.

**PUBLIC UTILITY DISTRICT NO.1
OF
JEFFERSON COUNTY**

RESOLUTION NO. 2023-XXXX

A Resolution of the Board of Commissioners of Public Utility District (PUD) No. 1 of Jefferson County, Washington rescinding previous rates and policies and adopting new and revised rates, charges and policies for Retail and Wholesale Broadband Services.

WHEREAS, the PUD has been working on the development of a Broadband fiber optic network to provide retail and wholesale Internet Services to serve the residents of Jefferson County, Washington over the past several years; and

WHEREAS, at the April 13, 2021 Special meeting of the PUD, staff presented initial drafts of retail and wholesale rates for proposed services to be offered for Retail and Wholesale Broadband Services, and the Board of Commissioners also reviewed these rates and policies on April 20, 2021, May 4, 2021 and May 25, 2021 and September 6, 2022; and

WHEREAS, at its June 15, 2021 Regular meeting, the Board of Commissioners, authorized staff to apply for both state and federal broadband grant funding sources, and specifically authorized the PUD to apply for a Community Economic Revitalization Board (CERB) grant in Resolution No. 2021-016; and

WHEREAS, at the July 6, 2021 Regular meeting of the Board of Commissioners the staff presented a plan regarding the Quilcene, Discovery Bay and Gardiner communities in Jefferson County, Washington (the “Olympic Fiber Corridor Project”) demonstrating the unserved and underserved nature of Broadband services in these communities; and

WHEREAS, at the July 6, 2021 Regular meeting the Board of Commissioners of the PUD adopted Resolution No. 2021-018 authorizing PUD staff to respond to a Request for Information from the Washington State Broadband Office and for the PUD to commit the resources necessary to serve as a provider for retail and wholesale Internet Services for the Olympic Fiber Corridor Project; and

WHEREAS, on July 26, 2021, the Washington State Broadband Office notified the PUD that the Olympic Fiber Corridor Project had been selected to be included in the Washington State Broadband Office’s application for funding through a grant from the National Telecommunications Information Administration (“NTIA”). The NTIA grant provides new federal funding for deployment of broadband infrastructure; and

WHEREAS, consistent with Engrossed Substitute House Bill 1336 and Senate Bill 5383, the PUD has been consulting with the Washington State Broadband Office and provided formal notice regarding its intent to provide Broadband Services in Resolution No. 2021-037;

WHEREAS, it is necessary for grant purposes to adopt current rates, charges and policies for Retail and Wholesale Broadband Services; and

WHEREAS, attached are revised retail and open access rates, and open access policies that are consistent with state law and grant requirements and the Board of Commissioners reviewed all such policies at regular meetings on August 1 and 15, 2023; and

WHEREAS, also attached is a revised Open Access Provider Agreement for wholesale customers of the PUD.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Public Utility District No. 1 of Jefferson County, that the foregoing recitals are incorporated into this resolution by this reference; and

BE IT FURTHER RESOLVED that the rates, charges, and policies for Retail and Wholesale Broadband Services, attached as Exhibits to this Resolution are reasonable and hereby adopted and will be effective as of September 1, 2023; and

BE IT FURTHER RESOLVED, the revised Open Access Provider Agreement attached as an Exhibit is hereby approved.

ADOPTED at a regular meeting of the Board of Commissioners of Public Utility District No. 1 of Jefferson County, this 15th day of August, 2023.

Kenneth Collins, President

Jeff Randall, Vice President

Dan Toepper, Secretary



BROADBAND SERVICE POLICIES

Adopted: February 7, 2023
CHANGES PROPOSED: AUG 15 2023

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APPLICABILITY OF POLICIES

JPUD provides broadband services and facilities in accordance with the provisions of RCW 54.16.330. JPUD reserves the right to discontinue any service provided at any time due to failure to comply with policies. Service also may be disconnected by JPUD at any time to prevent fraudulent use or to protect its property.

JPUD may provide contracts to individuals or business on an individual case basis that may contain different terms and conditions than those set forth in these Broadband Service Policies. Contracts offered on an individual case for amounts exceeding \$5,000 per month will be approved by JPUD's Board of Commissioners, as well comply with RCW 54.16.330 regarding non-discriminatory or preferential rates, terms, and conditions.

Public Utility District No. 1 of Jefferson County (JPUD)'s Broadband Service Policies are subject to revision by the Commissioners from time to time as determined to be in JPUD's best interests.

DEFINITION OF TERMS

Active Connection: Powered connection over a single fiber optic cable between electronics on the premises of an End User and JPUD OLT or core router.

Broadband: Internet services delivered over a wired connection exceeding 100 Mbps down and 20Mbps up.

BDC: Broadband Data Collection

Carrier: Private commercial telecommunications provider operating across county, state, or national boundaries.

Commission: The elected Board of Commissioners of Public Utility District No. 1 of Jefferson County, Washington.

Core Network: The routers and switches and OLTs are used to aggregate and transmit data between the Data Centers and the Nodes.

CPE: Customer Premises Equipment. Typically refers to optical modem equivalent and or WiFi router.

CTS: Communications Transport Service. The act of sending digital information across a physical network.

Customer: A person or entity that enters into an agreement with JPUD to purchase services. The term is inclusive of both retail and wholesale customers.

Data Center: Buildings or rooms used by JPUD to house core routers and connections to internet.

Demarcation Point: The designated connection point at which JPUD's facilities end. The final location of the Fiber Demarcation Point shall be determined exclusively by JPUD. JPUD devices will, to the extent feasible, be installed only in locations that allow free and safe access for installing, removing, and testing. Typically, Demarcation Points are either the End User Port or the fiber terminus.

End User: A person or entity using the internet services received over JPUD's Broadband Network.

End Point: Refers to the location and electronics on the outer edge of JPUD's network where the transport user (a customer or End User) receives a connection from or via the network provider (JPUD)

Facilities: Refers to lines, conduits, ducts, poles, wires, cables, crossarms, receivers, transmitters, instruments, machines, appliances, instrumentalities and all devices, real estate, easements, apparatus, property, and routes used, operated, owned, or controlled by JPUD to facilitate the provision of telecommunications or broadband services.

Gov (Government): Refers to service intended for public agencies. Public agency by WA State RCW 39.34.030 as “any agency, political subdivision, or unit of local government of this state including, but not limited to, municipal corporations, quasi municipal corporations, special purpose districts, and local service districts; any agency of the state government; any agency of the United States; any Indian tribe recognized as such by the federal government; and any political subdivision of another state.

Internet Access: connection to the internet via a port in JPUD’s Core Network.

ISP: Internet Service Provider

JPUD: Jefferson County Public Utility District or "District."

Line Extension: The construction and installation of JPUD owned fiber optic cable connecting JPUD facilities to End User facilities or premises.

Legacy Network: Refers to connections established prior to June 2023 and serviced by JPUD’s Juniper Core Router.

MRC: Monthly Recurring Charge. Billed every month.

MTU: Multiple Tenant Unit refers to a property owned or operated by one party who rents or leases offices or units to additional individuals, businesses, or entities on one parcel of land.

Network Transport: infrastructure that provides connectivity and bandwidth for customer services and is characterized by the ability to support server layer provisioning and engineering.

Node: In JPUD Network, Node refers to outdoor network enclosures containing network electronics and equipment used to connect JPUD Data Centers with End Users in a remote area.

NRC: Non-Recurring Charge. One-time fee.

OLT: Optical Light Terminal. Refers to network equipment used to connect End User equipment to Core Network.

ONT: Optical Network Terminal. The fiber equivalent of a modem.

Open Access: CTS over facilities owned by one party, but open for use by other parties that agree

to service terms that do not prohibit competition and instead create multiple service options for the End User.

Premises: A house or building and the land on which it is built.

PON: Passive Optical Network (PON) refers to CTS delivered over fiber optic cable that originates from a single port but can be split up to 64 times before being delivered to the End User.

Retail: Service provided directly to the End User by JPUD. May be residential or commercial.

Splice Point: A location where a fiber has been designated as available for physical connection via fiber optic fusion splice. May be located in a splice case, pedestal, or splitter cabinet.

Wholesale: Service provided by JPUD to an ISP for resale to an End User.

QUALIFIED ISP ELIGIBILITY & APPLICATION PROCESS

JPUD will provide available Broadband Services over its Open Access Network to any and all Internet Service Providers (ISPs) who meet and abide by JPUD's qualifications and agreements. To be qualified, an ISP must submit a completed Network Access Application or Renewal form along with the associated Network Access Fee, as well as sign and return the Open Access Provider Agreement. The Network Access Application shall be located under the Broadband tab on JPUD's website: jeffpud.org. The Open Access Provider Agreement will be issued once the completed form and associated fee have been received and processed.

Incomplete Network Access Applications will not be processed. The following items must be included in the application to be processed:

- A. Proof of insurances (more info in following section)
- B. UBI Number.
- C. 24/7 365 technical customer support ability (provide local access number(s)).
- D. ISP Core Network Diagram & Description.
- E. 3 References (preferably existing customers or other Open Access Network Operators.)

Insurance Requirements

Proof of Insurance must be in place and submitted to JPUD before the ISP can connect to the network. Insurance provides protection against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the ISP, its agents, representatives, employees, or subcontractors. Any payment of deductible or self-insured retention shall be the sole responsibility of the ISP. Insurance coverage must be maintained for as long as the ISP is providing services using JPUD fiber network. The ISP shall

provide JPUD with a copy of the endorsement every time a policy is renewed or modified so that JPUD always has the most current policy on file. Failure to provide current insurance coverage will result in termination. ISP shall provide a Certificate of Insurance which shall include the following:

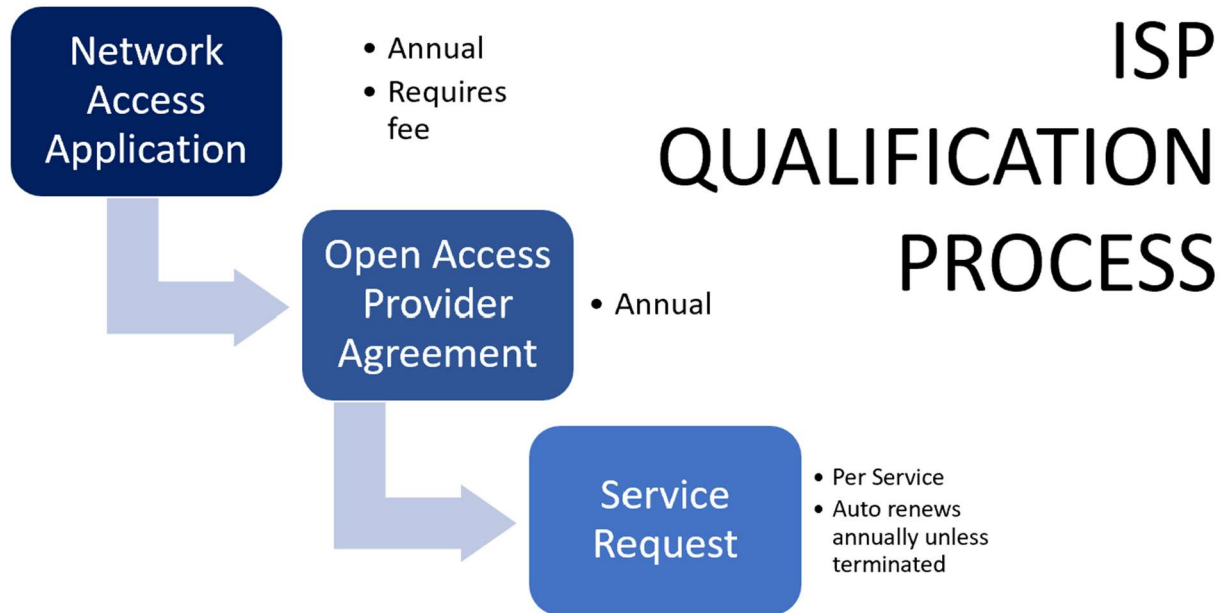
- Automobile Liability insurance with limits no less than \$1,000,000 combined single limit per accident for bodily injury and property damage.
- Worker's Compensation insurance at the limits established by the State of Washington.
- Commercial General Liability insurance written on an occurrence basis with limits of no less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate for personal injury, bodily injury, and property damage. JPUD shall be named as an additional insured on the insurance policy, with respect to work performed by or on behalf of the ISP, and a copy of the endorsement naming JPUD as additional insured shall be attached to the Certificate of Insurance. The ISP's insurance shall be primary insurance with respect to JPUD and JPUD shall be given thirty (30) days prior written notice of any cancellation, suspension, or material change in any coverage.

Core Network Diagram & Description

In order to assure that ISPs have ability to provide high quality and reliable service to End Users over JPUD's network, applicants are asked to provide a detailed network diagram depicting the core and distribution layers to include all upstream internet sources. Please identify any hardware, services, and network redundancies.

Open Access Provider Agreement

Upon successful completion of Network Access Application and payment of all related charges, JPUD shall issue the Open Access Provider Agreement to the qualified ISP. Following email confirmation to the ISP that JPUD has received the completed and countersigned OAPA, the ISP may begin submitting Service Requests to JPUD. JPUD has no obligation to process any Service Requests from ISPs who do not have a valid OAPA. The OAPA expires on the 31st of January of every calendar year. A new OPAPA will be issued upon receipt and processing of the annual Network Access Application Renewal Form and associated fee. No new service requests will be processed until a valid OAPA is in place.



SERVICE STANDARDS

It is the policy of JPUD to provide access to Broadband Services over its Open Access Network to any and all eligible utility customers within its electric service territory, provided such access is feasible, economically justifiable, environmentally sound (or desirable), and complies with the applicable service extension conditions. To support End Users in having access to high quality broadband services, service over JPUD's Open Access Broadband Network must meet or exceed the following standards:

- Bandwidth
Unless otherwise indicated, service speeds over the shared network must always be provided at a minimum of 75% of advertised bandwidth. Throttling or extreme saturation that prevents an End User from achieving a bandwidth equal to at least 75% of the advertised speed is not permitted. End User must be given access to internet speed tests, noting that JPUD does NOT accept broad internet speed tests. Network congestion events on the JPUD residential network will not be factored into this measurement.
- Uptime
Service must be available 99.9% of the time (three nines). A downtime of more than 9 hours over the course of a year is unacceptable. Outages do not include planned maintenance or JPUD outages affecting the connection to an End User. Force majeure occurrences will be dealt with on a case-by-case basis.

- Responsiveness
End Users are required to be able to contact their service provider 24 hours per day, 7 days a week, 365 days a year. The end user must have access to expected response times Monday-Friday 9-5 and after hours, weekends and holidays.
- Net Neutrality
JPUD and ISPs will operate a net neutral network; and will treat all data on the Internet the same, and not discriminate or charge differently by user, content, website, platform, application, type of attached equipment, or method of communication.
- Data Caps
JPUD does not impose data caps on its End Users. JPUD strongly encourages Qualified ISPs utilizing JPUD's network to refrain from imposing data caps on End Users.
- Privacy
JPUD and ISPs will protect all End User data and will not share End User data without written consent from the End User.

COMMUNICATIONS TRANSPORT SERVICE (CTS) PRODUCTS

Available CTS Products

Readily available Broadband Services from JPUD are listed on its Schedule of Rates and Charges for Broadband Network Services and are described in detail below. JPUD reserves the right at its sole discretion to discontinue services listed in the Schedule at any time.

SPECIAL CTS Products

Legacy Active Ethernet Network Residential/Small Business Service Rates

For existing residential and small business active ethernet connections running over JPUD's legacy core network. Charged per end user. No new connections available. To be phased out.

Legacy Active Ethernet Network Transport Rates

For existing commercial, enterprise, government, institutional or carrier communication transport service via active ethernet running over JPUD's legacy core network. Charged per end user. No new connections available. To be phased out.

Dark Fiber: Dark Fiber lease is no longer for new connections offered by JPUD.

Other Services: Other CTS not listed above may be available on a case-by-case basis as determined by Broadband network staff. Contact staff at broadband@jeffpud.org for more information. A supplementary contract not covered by the OAPA may apply.

CHARGES AND BILLING FOR CTS

The Schedule of Rates and Charges for Broadband Network Services is adopted in public session by JPUD's elected three-member Commission. The Commission may revise the rate schedule from time to time and at any time. Public input is always welcome. Copies of the current rate schedules are available on JPUD's website jeffpud.org and are also available upon request. Billing and Collections practices are governed by JPUD's Customer Service Policy. The following are a list of billing methods and charges for certain services offered by JPUD:

PON Connections

Advertised internet speeds are the maximum available speeds at the ONT port on the End User's premises. On the PON network, internet bandwidth is delivered over a shared connection, generally in a 1 x 32 split. Time of day, network utilization, congestion and other factors may cause reductions in available speeds at the port. JPUD provisions the port at the speed requested by the ISP in the Service Order. Billed at a flat rate.

Network Transport

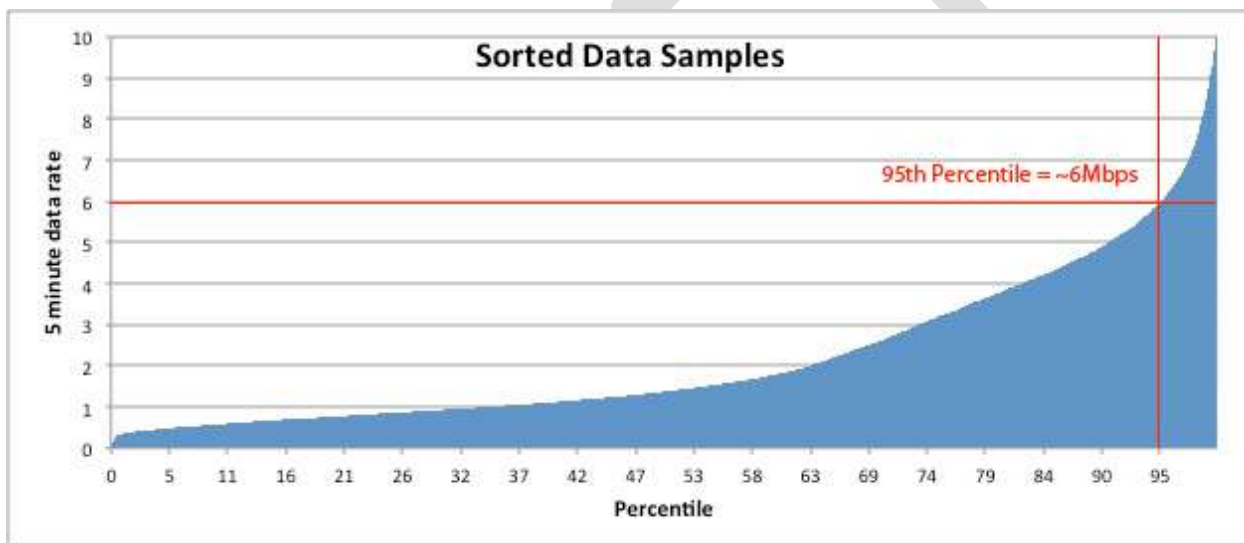
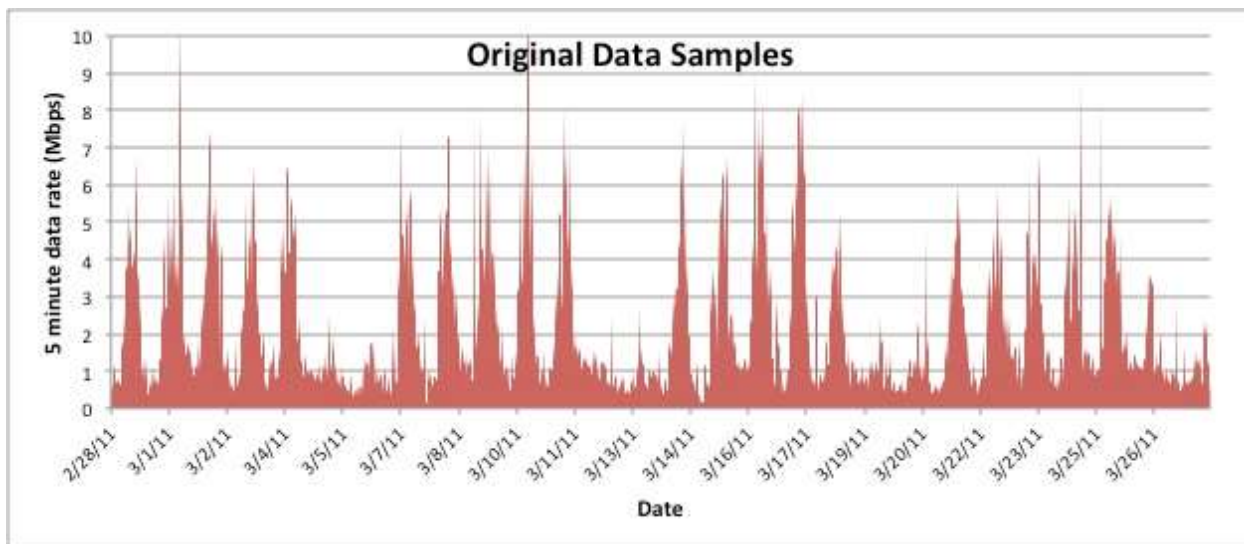
Billed at a flat rate per connection AND per end point. Data usage is not measured for billing purposes over this connection.

Dedicated Internet Access

Billed per megabit per second at the corresponding published rate. Data usage is preset to the nearest 100 Mbps.

Metered Internet Access

Unlike other Broadband Service Rates, Metered Internet Access rates are variable, and based on measurement of bandwidth consumed. The method of measurement is known as Burstable Billing. Over the course of the billing period, ISP data usage, measured in Mbps, is recorded in 5-minute intervals. At the end of the month these bandwidth recordings are sorted highest to lowest and the highest 5% of the samples are removed. The ISP is then billed at the value on the published rate table that falls at the 95th percentile of bandwidth used. A similar but separate table is used for the Aggregation Port with JPUD Internet product.



Engineering NRCs

One-time fees for JPUD labor to program requested CTS products. Includes but not limited to: VLANs, QinQ, MPLS, or other Layer 2 or 3 implementations. Engineering NRC is required for all Network Transport and Internet Access products. Also required for MTUs.

Low Income Discount Requirement

Pursuant to RCW 74.38.070, JPUD offers reduced utility rates for low-income citizens. Qualifying End Users shall meet JPUD's Low Income or Senior Discount qualifications. JPUD will verify that the End User meets the qualifications and will apply the Low-Income Discount to the End User Port Charge. Qualified ISPs are required to pass on the discount to eligible End Users. Qualified ISPs are strongly encouraged to match JPUD's discount with their own. JPUD may verify and confirm that program guidelines are being met. Periodic recertification is required for program eligibility. The ISP must notify JPUD when the account changes names.

Legacy Active Ethernet Services

Flat rate per end user with corresponding rate schedules for service with JPUD internet or without JPUD internet.

In all cases, if there is any conflict between the list of products in the Broadband Service Policies and the Commission adopted Schedule of Rates and Charges, the Schedule of Rates and Charges shall govern.

COLLOCATION

Qualified ISPs can collocate facilities in core JPUD offices, and JPUD will make a fiber connection between JPUD Core and the ISP connection point within the collocation facility. The ISP will be charged the applicable rates per the Schedule of Rates and Charges. ISPs must arrange for fiber transport to meet at JPUD's collocation facility.

Should the ISP elect to collocate in JPUD Core office, the following terms and conditions apply:

- ISP and JPUD will work together to develop a mutually agreeable implementation schedule for placing the ISP equipment, and the parties agree to work together, in good faith, in the future as needed to maintain the arrangement, as appropriate.
- JPUD shall be responsible for maintaining its central office space in good working order to maintain reliable operations.
- ISP is responsible for maintenance of its electronics inside the collocation facility. A contract for JPUD to perform minor tasks such as changing a bad card, for a fee, may be requested by the ISP.
- JPUD shall provide and maintain a twenty-four hour a day, seven day-a-week contact number for ISP to report Services troubles and equipment/Network alarm conditions. JPUD shall furnish ISP with a personnel contact list to be utilized when trouble report resolution needs to be escalated.
- JPUD and ISP shall furnish each other with their respective lists of personnel authorized to receive and issue trouble reports. Each party shall maintain the capability to accept, process and dispatch personnel on trouble reports, without delay after the performance of appropriate tests and attempts to isolate the trouble remotely. If testing and remote trouble isolation procedures are ineffective, each party will assist the other in efforts to isolate the trouble.
- Intrusive Maintenance, which requires service down time, will normally be performed during off peak hours, defined as midnight to 6:00 AM. JPUD and ISP will mutually agree to

a "Maintenance Window", usually in low traffic periods, to perform this work. Each party will notify the other by telephone or email at least five (5) calendar days prior to commencing any such scheduled maintenance work. The ISP will provide a contact name and telephone number to coordinate the end of such activity. JPUD personnel shall notify ISP by telephone upon completion of such scheduled Maintenance work.

Floor Space Lease

ISP shall be responsible for and pay for the installation and arrangement of its electronics at any JPUD location, and continuing use, and shall enter into a lease agreement with JPUD.

This lease shall include reasonable access to the core office by the ISP for purposes limited to the installation, removal, maintenance, repair, and inspection of the equipment. JPUD will require that any ISP staff be accompanied by a JPUD staff person. After-hours rates will apply per the Schedule of Rates and Charges for any access needed after working hours. ISP shall pay a monthly fee for collocation based upon the Schedule of Rates and Charges.

Power, Generator, Battery Reserve

JPUD shall maintain and make available for the operation of the ISP electronics a standby emergency generator, provided that JPUD's emergency generator may be portable rather than a permanent standby. The collocation space is equipped with an AC power transfer switch and an emergency generator plug. JPUD shall also maintain a minimum battery power reserve of eight hours.

Relocation

Unless the circumstances make such notice impracticable, JPUD shall give ISP at least 90 days prior written notice of any scheduled relocation of JPUD equipment and as much advance notice as possible of any unscheduled relocation.

In the event a JPUD Central Office is relocated or replaced by a new site, ISP shall relocate its applicable electronics. Any such relocation shall be undertaken at no cost to ISP, except in cases where relocation is accompanied by additions or other work to benefit ISP and for which ISP agrees in writing to pay.

SERVICE AREAS & REQUESTS

JPUD Broadband Services are generally limited to its Electric Service territory. Within its electric service territory, JPUD has designated two types of Service Areas, each with their own rules.

Funded Project Areas

Includes all areas where facilities construction is paid for in part or whole by grants or loans from outside agencies. Also includes designated "adjacent areas" where Facilities costs have been

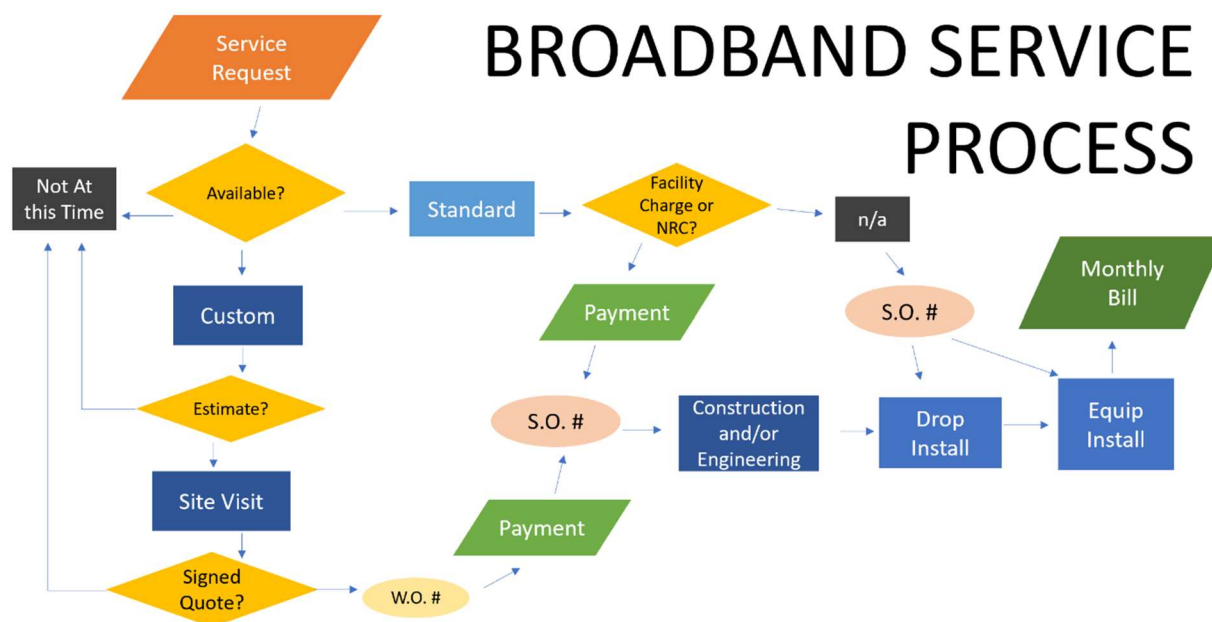
greatly reduced by proximity to grant or loan funded areas. Service will be deemed available by Broadband Department Staff when Facilities construction is completed to the point that only the fiber drops to the Premises and CPEs are left to install. Staff will alert all qualified ISPs of availability within a given funded service area via email. A map of the funded area with open service availability will be published on JPUD's website. Once the area is deemed open by JPUD, service requests and deposits will be accepted and processed. Construction charges for funded project areas are available on the Open Access Network Broadband Service Schedule of Rates and Charges.

Unfunded Project Areas

Includes any area where grant or loan funding has not been procured and facilities construction will be paid by the Customer. Service will be made available on a case-by-case basis. Priority will be given to projects within 500ft of a JPUD splice point containing available fiber and where broader community benefit can be demonstrated. Service that does not demonstrate community benefit may be rejected, or postponed due to staff or contractor availability, at the discretion of JPUD.

Service Requests

Qualified ISPs must submit a Service Request via the online Service Request form on JPUD's website. Service must be available, and the Service Request must be completed in order for JPUD to process. Service Requests for available broadband services in Funded Project areas will follow the "Standard" process illustrated below. For products not listed in the Broadband Network Schedule of Rates and Charges, or for service to an unfunded or currently unavailable area, or both, JPUD will utilize, if Broadband staff determines the service can be made available, the "Custom" process illustrated below.



FACILITIES AND FIBER LINE EXTENSION STANDARDS

Location

Permanent line extensions will normally be built in the most direct route from the nearest source of supply. However, availability of easements and maintenance considerations may affect line routing. Placement of line extensions shall be at the discretion of JPUD.

Undergrounding Preference

To reduce outages caused by overhead construction, JPUD restricts all new overhead construction to a review process where the short-term cost savings for an individual customer do not override the long-term benefit for all PUD customers. The review process will be done by JPUD staff, its determination is final.

Trenches

In instances where the Customer or End User wishes to install their own underground communications conduit for future use by JPUD, underground service conduit must be installed to JPUD specifications and inspected and approved by a JPUD representative prior to backfill.

Easements

The Customer or End User shall provide easements as required for the Broadband facilities extension, in the location and the width specified by the JPUD.

Contracted Service Location

When a broadband facilities extension is initiated by a Customer or End User, the location on the property where service is requested shall become a part of the contractual agreement. Acceptance of service by the Customer or End User shall be deemed evidence of proper identification of that location. The Customer or End User may modify the Contracted Service Location by notifying the District in writing prior to service first being connected at the site; and when such notification is acknowledged by the District, the new site shall become the Contracted Service Location.

Facilities installed on Customer or End User property will be in accordance with current JPUD regulations, requirements, and policies that give consideration for present and future access. The Customer shall keep the area around all District facilities on the Customer's property free of health and safety hazards, debris, and obstructions; to ensure clear and safe access at all times.

Right To Refuse Service

JPUD reserves the right to refuse to connect, or render service to, any applicant or any Customer where such connection and/or where the Customer or End User has not complied with Federal, State, Municipal, or JPUD policies, regulations, laws or facility access requirements concerning the rendition of service or has an unpaid obligation to JPUD.

Right To Enter Upon Premises

JPUD shall have the right, through its agents or employees, to safely enter the property of the

Customer or End User at all times for the purpose of: reading, inspecting, repairing, or removing JPUD owned broadband devices, appliances, and wiring; trimming or removing trees and brush that may interfere with the safe and efficient operation of the broadband Facilities; maintenance of utility lines, both overhead and underground; and inspection, replacement, installation and removal of JPUD Facilities.

Use Of Electric Outlets

The Customer or End User shall provide to JPUD access to a minimum of one 110V electric outlets per CPE for the purpose of powering JPUD-owned Broadband equipment necessary to deliver service to the Customer or End User.

Construction and Ownership of Extension

Unless otherwise stated, the Customer(s) shall bear the cost of the facilities extension in accordance with all specifications of, and subject to inspection and approval by JPUD. Broadband service will not be made available until the Customer or End User meets all requirements. Ownership of any and all facilities constructed by JPUD to provide Broadband services shall remain with JPUD. Ownership of Customer or Contractor installed extensions will begin when approved and energized by JPUD.

Termination of Service and Return of End User Equipment

Service may be terminated by JPUD at any time for any reason, with 30 days written notice by JPUD to Customer. In addition, Customer may terminate Service at any time by notifying JPUD Customer Service. If the Customer cancels service, all JPUD equipment provided to Customer or End User must be returned to JPUD's office in good working order within 60 days or the Customer or End User will be charged \$150 per CPE. Note, please refer to JPUD Customer Service Policies regarding JPUD's policies for Customer Rights.

RESPONSIBILITY FOR MAINTENANCE AND REPAIRS

JPUD is responsible for all network obligations on JPUD side of the Demarcation, including the electronics at the Demarcation point. ISP is responsible for all network facilities past the Demarcation point on the End User side. Both parties will cooperate to reduce unneeded truck rolls. Should JPUD be requested to make a truck roll by ISP but finds that the problem was on the ISP side of the Demarcation, JPUD will bill time as defined in the Schedule of Rates and Charges. There will be no charges to the ISP for a truck roll where the problem was on JPUD side of the demarcation.

Trouble Reporting and Resolution

JPUD will monitor the fiber network 24/7. JPUD will notify the ISP contact about identified network problems that have a material impact on End User performance.

JPUD and ISP will maintain a Trouble Report Log for recording specific information when trouble reports are received by the other party and repairs are accomplished. Trouble Log information will be provided, upon request, to the party reporting the trouble and will include, but not limited to the following information:

1. Control number associated with each trouble report.
2. Date and time of the trouble report
3. Name and telephone number of the entity reporting trouble.
4. Name and telephone number of the entity receiving the trouble report.
5. Repairs required to correct the trouble.
6. Date and time of trouble clearance
7. Name and telephone number of the entity clearing the trouble.
8. Name and telephone number of the entity receiving trouble completion.

Alarms

JPUD shall connect its alarm monitoring system to ISP equipment if so requested by ISP. The alarms in the monitoring system may include alarms to signal commercial AC failure; low DC; emergency generator run; door open; high temperature; low temperature; or high water.

Should ISP ask for assistance from JPUD technicians during a network emergency, JPUD will attempt to dispatch trained personnel within two (2) hours of notification by ISP.

In the event of an Equipment failure or out-of-service condition ("Outage"), JPUD shall inform ISP daily of the repair status, the progress of restoration, the estimated time remaining until the restoration of service, and all other significant information concerning the outage restoration. JPUD shall also, within ten (10) calendar days of the restoration of Service following an outage, submit to ISP a final outage report. This report shall be in a form standard to the industry and contain information concerning the cause of the outage and restoration of service.

Notice Of Work Affecting Equipment

JPUD agrees it shall provide reasonable notification to ISP prior to the commencement of any work or activity that may affect the ISP electronics such as AC or DC power work, building environmental equipment changes, and other building activities.

Escalation

JPUD will report End User service outages within one hour when the outage occurs during normal business hours, or as soon as practical for outages occurring after hours.

JPUD will notify ISPs of minor problems (not causing an outage) by the end of the following business day after becoming aware of the problem.

ISP must provide JPUD with an escalation list that identifies the contact at ISP who should be notified of network problems or outages. This list shall identify the specific and best ways to reach the ISP contact, including telephone number and email address. ISP should also provide a back-up contact in case the primary contact cannot be reached. ISP may also provide different contacts for different kinds of network problems.

SERVICE LIMITATIONS AND TERMINATION

In order to protect JPUD's Broadband Services and Facilities, all ISPs and End Users shall strictly comply with all terms and conditions of JPUD's Broadband Service Policies, Open Access Program Agreements, Acceptable Use Policies, Internet Service Agreement, Data Privacy Policy, and Customer Service Policy.

JPUD makes no guarantee regarding, and assumes no liability for, the security and integrity of any data or information transmitted by the ISP or an ISP's End Users over JPUD's Broadband Network or Facilities. Any attempt to breach system and network security measures is expressly prohibited and may result in criminal and civil liability.

JPUD's right to discontinue Broadband Service may be exercised whenever:

- ISP is not current on payments. JPUD invoices are due and payable within 30 days of the date of the invoice. ISP will be disconnected if at least 75% of any past due billing has not been paid within 30 days past the date of the invoice. Disconnection of Broadband Services may occur as often as delinquency shall occur and neither delay nor omission on the part of JPUD to enforce this rule at any one or more times shall be deemed as a waiver of its rights to enforce the same at any time, so long as the delinquency continues; or
- ISP or End User violates any governing policy or agreement regarding access to or use of JPUD Broadband Services or Facilities, including but not limited to the Broadband Service Policies, Open Access Provider Agreement, Customer Service Policies, Acceptable Use Policies, Internet Service Agreements, Data Privacy Policies, as may be amended.

In addition, ISPs, and End Users must conform to the Federal Communication Commission (FCC) rules and regulations. In the event JPUD determines that any ISP or End User is acting in violation of this or other JPUD policy, FCC regulations or state and local law, termination of service may follow.

2024 Budget Foundation

1. Electric Revenues are based on current rates and increased rates effective July 2024. Residential Base Fee is \$26.00 and \$28.50 while consumption for TIER 1 is \$0.936 and \$0.966.
2. Water Revenues are based on rates that are effective January 2024. Residential Base Fee is \$42.61 while consumption for TIER 1 is \$0.38.
3. Electric and Water Revenues are based on a 3-year historical average for customers and consumption.
4. Broadband Revenues are based on projected connections as well as 2023 revenues.
5. We raised expenses by 4.5%.
6. We raised our Fleet Expenses by 4.5% based on new vehicles and personnel.
7. We have budgeted for 12 new positions in 2024. The positions may include 1 Assistant General Manager, 1 Network Project Manager, 1 IT Support Tech, 1 Lineman, 3 Summer Interns, 1 Water Distribution Manager, 1 Customer Service Rep, 1 Broadband Customer Service Rep, 3 Broadband Techs, 1 Line Helper, and 1 Custodian.
8. We kept our Purchased Power cost at the same level as 2023 but there will be a slight increase due to a change in accounting methods for the transmission portion of the Bonneville Power Administration (BPA) invoices.
9. Electric Transmission Expense has been reduced slightly due to how we are accounting for the transmission portion of the Bonneville Power Administration (BPA) invoice. The account will only include expenses (labor, materials, fleet) associated with maintaining our transmission lines.
10. Included in Electric Distribution Expense—Maintenance is \$1,000,000 for tree trimming.
11. Included in the Administrative and General expenses is \$175,000 available for raises per RCW 54.16.100.
12. Interest on Long-Term Debt is based on the amortization schedules within our loan documents with RUS, USDA Rural Development, and bonds including all new loans.
13. Labor, Benefits, Fleet, and Inventory Expenses are based on historical information including salary increases that took effect in December 2022 and early 2023.
14. All expenses are based on actual expenses from June 2022 to May 2023.
15. Training Budgets will remain at the same levels as 2023.
16. We have included a COLA increase for Non-Represented Employees and COLAs for Union Employees in their contracts. We have included a COLA increase for Commissioners based on the State of Washington mandates (laws).
17. Property tax revenues have been kept at the same level as last year and 90% of the funds will go toward Broadband while 10% of the funds will go toward Water.
18. Electric Construction Projects are based on staff recommendations which will become part of the 4-year work plan brought before the Board for approval.
19. Water Construction Projects are based on budgetary funds availability, current needs, and our 10-year work plan.

20. Broadband Construction Projects are based on previously approved Grant Areas and timelines.
21. General Plant capital purchases include warehouse improvements, information technology equipment, fleet, electric tools, communications, and engineering costs.
22. Principal payments on long-term debt are based on the amortization schedules within our loan documents with RUS, USDA Rural Development, and bonds.
23. Added depreciation back into the cash flow as our construction costs should be close to our depreciation rate. We are replenishing our assets at the same rate they are depreciating.
24. We still have some LUDs that are paying on assessments which the Treasurer's Office collects and then we pay the bond payments. The process of invoicing LUDS may change if we make changes to how Treasury Duties are handled.
25. We incorporated a 10-year Financial Forecast into the 2024 budget along with a 5-year look back.

EXHIBIT A
2024 PUD Electric, Water, and Broadband Utility Budgets

	<u>Electrical</u> <u>Utility</u>	<u>Water</u> <u>Utility</u>	<u>Broadband</u> <u>Utility</u>	<u>Foundation</u> <u>Points</u>
Operating Revenues	\$48,672,105	\$4,944,503	\$130,000	1,2,3,4
Operating Expenses				5,6,7
Power Production Cost	\$0	\$3,207	\$0	
Cost of Purchased Power	\$16,920,998	\$143,948	\$23,580	8
Transmission Expense	\$120,285	\$0	\$0	9
Distribution Expense--Operation	\$2,979,658	\$1,218,833	\$471,097	
Distribution Expense--Maintenance	\$4,653,254	\$922,378	\$144,837	10
Customer Accounts Expense	\$2,107,812	\$187,339	\$88,995	
Customer Service and Informational Expense	\$46,097	\$0	\$0	
Administrative and General Expense	\$5,637,014	\$820,477	\$558,726	11
Depreciation & Amortization Expense	\$5,947,771	\$1,003,364	\$4,310	
Tax Expense--Other	\$2,292,670	\$223,422	\$0	
Interest on Long-Term Debt	\$2,288,199	\$128,221	\$0	12
Interest Expense--Other	\$0	\$0	\$0	
Other Deductions	\$0	\$31,220	\$0	
Total Operating Expenses	\$42,993,758	\$4,682,409	\$1,291,545	13,14,15,16
Net Operating Margins (Loss)	\$5,678,347	\$262,094	(\$1,161,545)	
Property Tax Revenue	\$0	\$60,000	\$540,000	17
Non-Operating Margins (Loss)	\$2,289,866	\$242,100	\$1,946,206	
Net Margins (Loss)	\$7,968,213	\$564,194	\$1,324,661	
Cash Flow Budget				
Construction Projects	\$5,725,000	\$320,000	\$0	18,19
General Plant Purchases	\$787,500	\$135,000	\$15,172,062	20,21
Principal on Long Term Debt	\$3,789,737	\$633,384	\$387,394	22
Add Depreciation & Amortization (non-cash)	(\$5,947,771)	(\$1,003,364)	(\$4,310)	23
Principal & Interest Received on LUDs	\$0	(\$442,966)	\$0	24
Grants and Loan Funds	\$0	(\$1,100,000)	(\$15,879,366)	
Total Cash Expenditures/Cash Outflow	\$4,354,466	(\$1,457,946)	(\$324,220)	25
Net Cash Inflow/(Outflow)	\$3,613,747	\$2,022,140	\$1,648,881	
Net TIER (Minimum of 1.25)	4.48			
Net DSC (Minimum of 1.25)	2.67			

**Electric Utility
Expense Changes
2023 Budget to 2024 Budget**

	2023 Budget	2024 Budget	Change
Operating Revenues	\$46,009,532	\$48,672,105	\$2,662,573
Operating Expenses			
Power Production Cost	\$0	\$0	\$0
Cost of Purchased Power	\$17,095,180	\$16,920,998	(\$174,182)
Transmission Expense	\$2,404,654	\$120,285	(\$2,284,369)
Distribution Expense--Operation	\$3,116,911	\$2,979,658	(\$137,253)
Distribution Expense--Maintenance	\$4,778,863	\$4,653,254	(\$125,609)
Customer Accounts Expense	\$2,075,683	\$2,107,812	\$32,129
Customer Service and Informational Expense	\$23,166	\$46,097	\$22,931
Administrative and General Expense	\$5,132,534	\$5,637,014	\$504,480
Depreciation & Amortization Expense	\$5,605,637	\$5,947,771	\$342,134
Tax Expense--Other	\$2,554,821	\$2,292,670	(\$262,151)
Interest on Long-Term Debt	\$2,756,315	\$2,288,199	(\$468,116)
Interest Expense--Other	\$0	\$0	\$0
Other Deductions	\$0	\$0	\$0
Total Operating Expenses	\$45,543,764	\$42,993,758	(\$2,550,006)
Net Operating Margins (Loss)	\$465,768	\$5,678,347	\$5,212,579
Non-Operating Margins (Loss)	\$1,575,886	\$2,289,866	\$713,980
Net Margins (Loss)	\$2,041,654	\$7,968,213	\$5,926,559
Cash Flow Budget			
Construction Projects	\$6,044,500	\$5,725,000	(\$319,500)
General Plant Purchases	\$789,118	\$787,500	(\$1,618)
Principal on Long Term Debt	\$4,121,058	\$3,789,737	(\$331,321)
Add Depreciation & Amortization (non-cash)	(\$5,605,637)	(\$5,947,771)	(\$342,134)
Principal & Interest Received on LUDs	\$0	\$0	\$0
Grants and Loan Funds	(\$5,530,555)	\$0	\$5,530,555
Total Cash Expenditures/Cash Outflow	(\$181,516)	\$4,354,466	\$4,535,982
Net Cash Inflow/(Outflow)	\$2,223,170	\$3,613,747	\$1,390,577
Net TIER (Minimum of 1.25)	1.74	4.48	2.74
Net DSC (Minimum of 1.25)	1.51	2.67	1.15

**Water Utility
Expense Changes
2023 Budget to 2024 Budget**

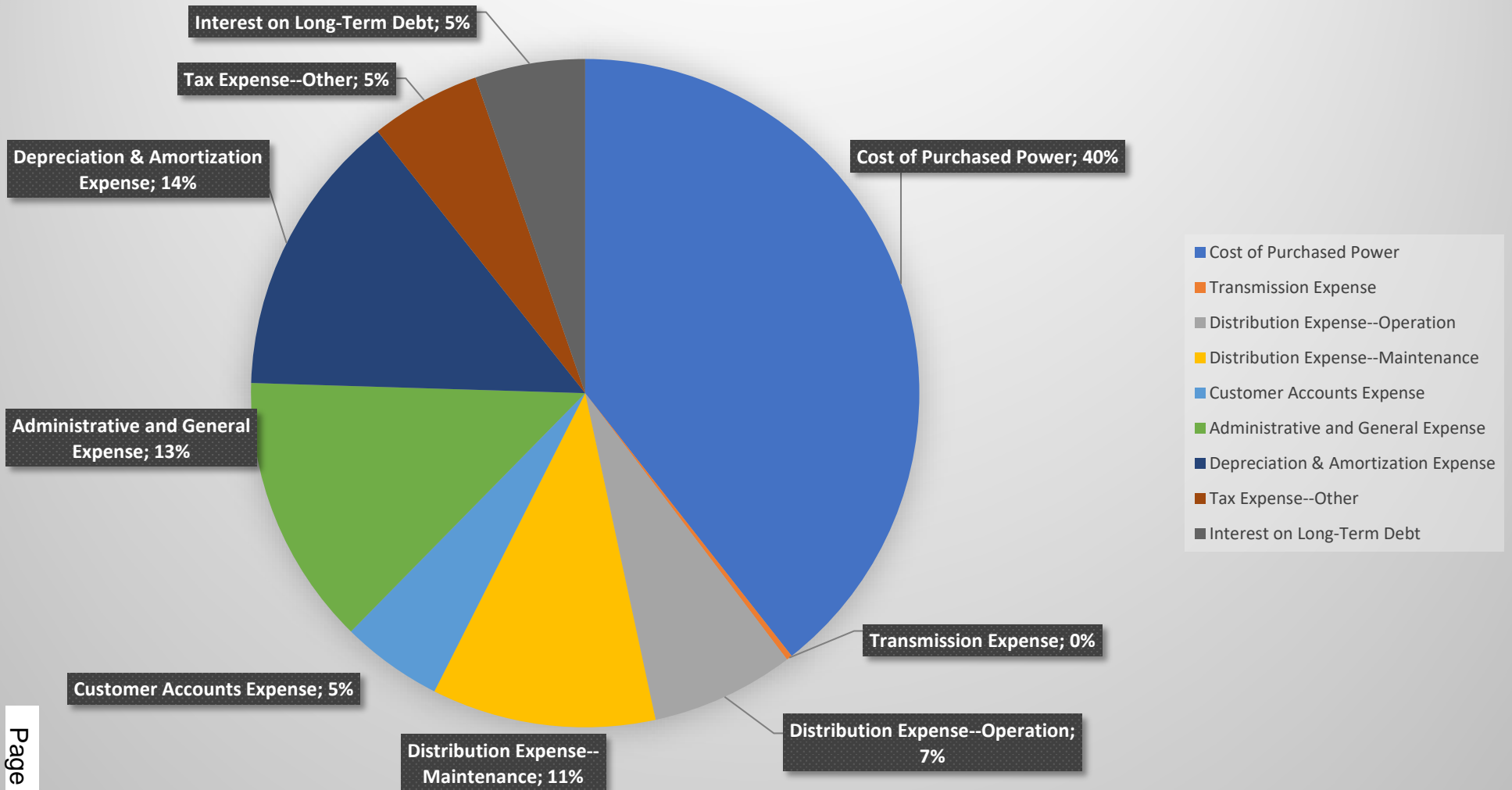
	2023 Budget	2024 Budget	Change
Operating Revenues	\$4,915,051	\$4,944,503	\$29,452
Operating Expenses			
Power Production Cost	\$2,027	\$3,207	\$1,180
Cost of Purchased Power	\$151,012	\$143,948	(\$7,064)
Transmission Expense	\$0	\$0	\$0
Distribution Expense--Operation	\$1,412,908	\$1,218,833	(\$194,075)
Distribution Expense--Maintenance	\$608,771	\$922,378	\$313,607
Customer Accounts Expense	\$280,113	\$187,339	(\$92,774)
Customer Service and Informational Expense	\$0	\$0	\$0
Administrative and General Expense	\$1,352,069	\$820,477	(\$531,592)
Depreciation & Amortization Expense	\$388,013	\$1,003,364	\$615,351
Tax Expense--Other	\$181,796	\$223,422	\$41,626
Interest on Long-Term Debt	\$182,692	\$128,221	(\$54,471)
Interest Expense--Other	\$0	\$0	\$0
Other Deductions	\$0	\$31,220	\$31,220
Total Operating Expenses	\$4,559,401	\$4,682,409	\$123,008
Net Operating Margins (Loss)	\$355,650	\$262,094	(\$93,556)
Non-Operating Margins (Loss)	\$719,525	\$302,100	(\$417,425)
Net Margins (Loss)	\$1,075,175	\$564,194	(\$510,981)
Cash Flow Budget			
Construction Projects	\$3,477,419	\$320,000	(\$3,157,419)
General Plant Purchases	\$110,000	\$135,000	\$25,000
Principal on Long Term Debt	\$662,361	\$633,384	(\$28,977)
Add Depreciation & Amortization (non-cash)	(\$388,013)	(\$1,003,364)	(\$615,351)
Principal & Interest Received on LUDs	(\$442,966)	(\$442,966)	\$0
Grants and Loan Funds	(\$2,577,016)	(\$1,100,000)	\$1,477,016
Total Cash Expenditures/Cash Outflow	\$841,785	(\$1,457,946)	(\$2,299,731)
Net Cash Inflow/(Outflow)	\$233,390	\$2,022,140	\$1,788,750

**BroadBand Utility
Expense Changes
2023 Budget to 2024 Budget**

	2023 Budget	2024 Budget	Change
Operating Revenues	\$828,070	\$130,000	(\$698,070)
Operating Expenses			
Power Production Cost	\$0	\$0	\$0
Cost of Purchased Power	\$15,819	\$23,580	\$7,761
Transmission Expense	\$0	\$0	\$0
Distribution Expense--Operation	\$440,469	\$471,097	\$30,628
Distribution Expense--Maintenance	\$806,690	\$144,837	(\$661,853)
Customer Accounts Expense	\$149,528	\$88,995	(\$60,533)
Customer Service and Informational Expense	\$0	\$0	\$0
Administrative and General Expense	\$550,003	\$558,726	\$8,723
Depreciation & Amortization Expense	\$0	\$4,310	\$4,310
Tax Expense--Other	\$16,048	\$0	(\$16,048)
Interest on Long-Term Debt	\$0	\$0	\$0
Interest Expense--Other	\$0	\$0	\$0
Other Deductions	\$0	\$0	\$0
Total Operating Expenses	\$1,978,557	\$1,291,545	(\$687,012)
Net Operating Margins (Loss)	(\$1,150,487)	(\$1,161,545)	(\$11,058)
Non-Operating Margins (Loss)	\$805,000	\$2,486,206	\$1,681,206
Net Margins (Loss)	(\$345,487)	\$1,324,661	\$1,670,148
Cash Flow Budget			
Construction Projects	\$0	\$0	\$0
General Plant Purchases	\$15,172,062	\$15,172,062	\$0
Principal on Long Term Debt	\$387,394	\$387,394	\$0
Add Depreciation & Amortization (non-cash)	\$0	(\$4,310)	(\$4,310)
Principal & Interest Received on LUDs	\$0	\$0	\$0
Grants and Loan Funds	(\$15,879,366)	(\$15,879,366)	\$0
Total Cash Expenditures/Cash Outflow	(\$319,910)	(\$324,220)	(\$4,310)
Net Cash Inflow/(Outflow)	(\$25,577)	\$1,648,881	\$1,674,458

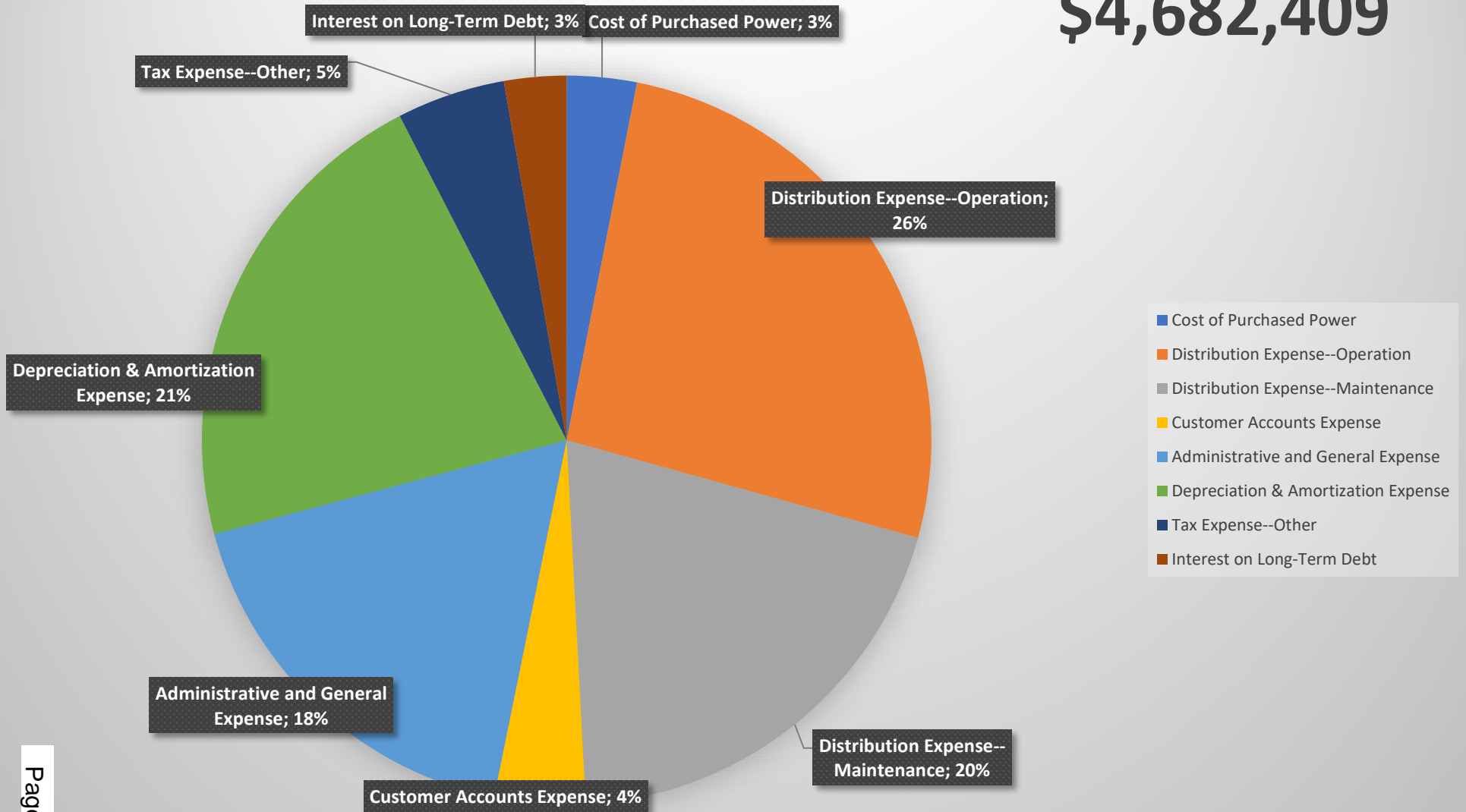
Electric Expenses

\$42,993,758



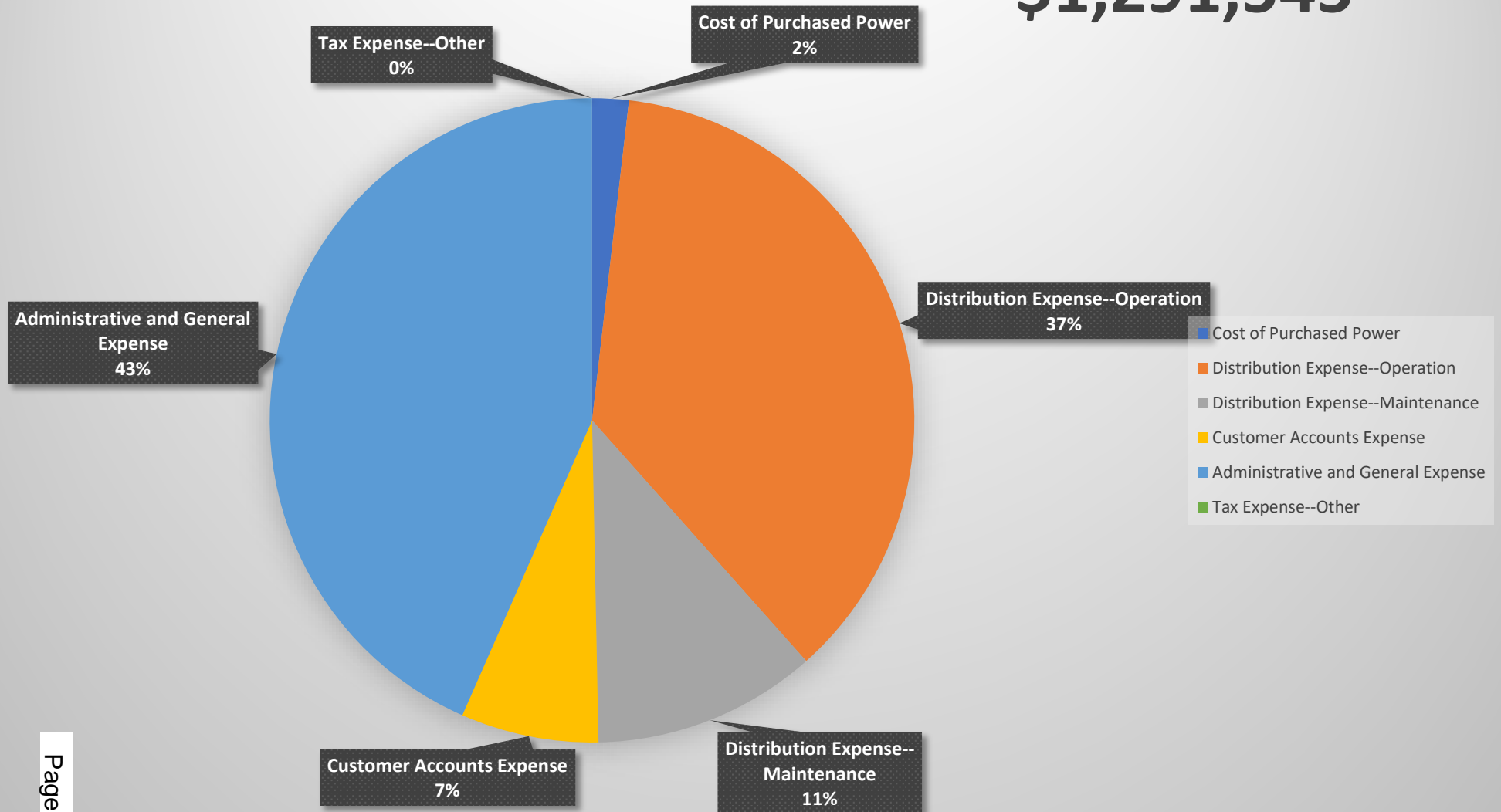
Water Expenses

\$4,682,409



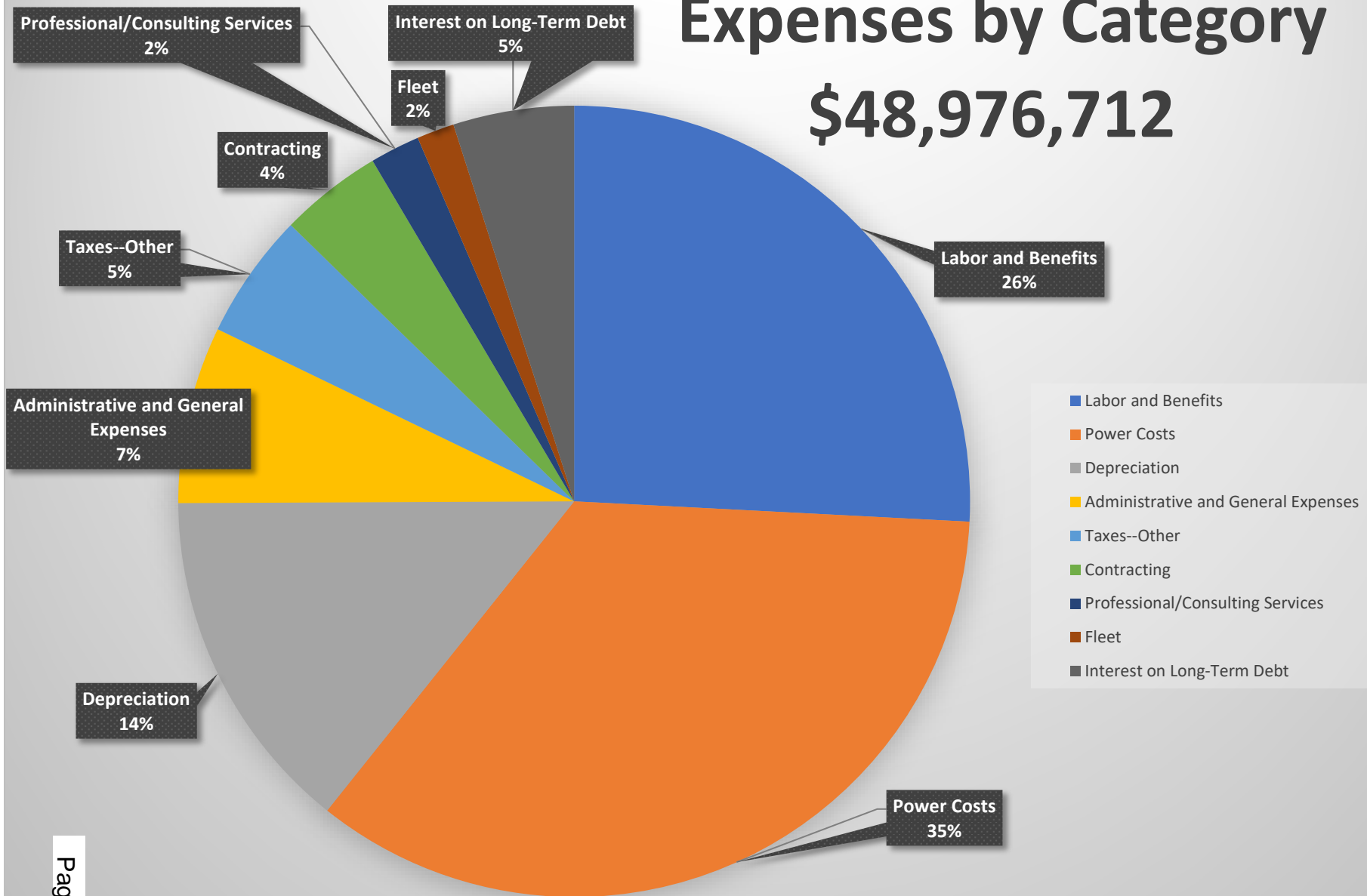
Broadband Expenses

\$1,291,545



Expenses by Category

\$48,976,712



Combined Utility Expenses By Category

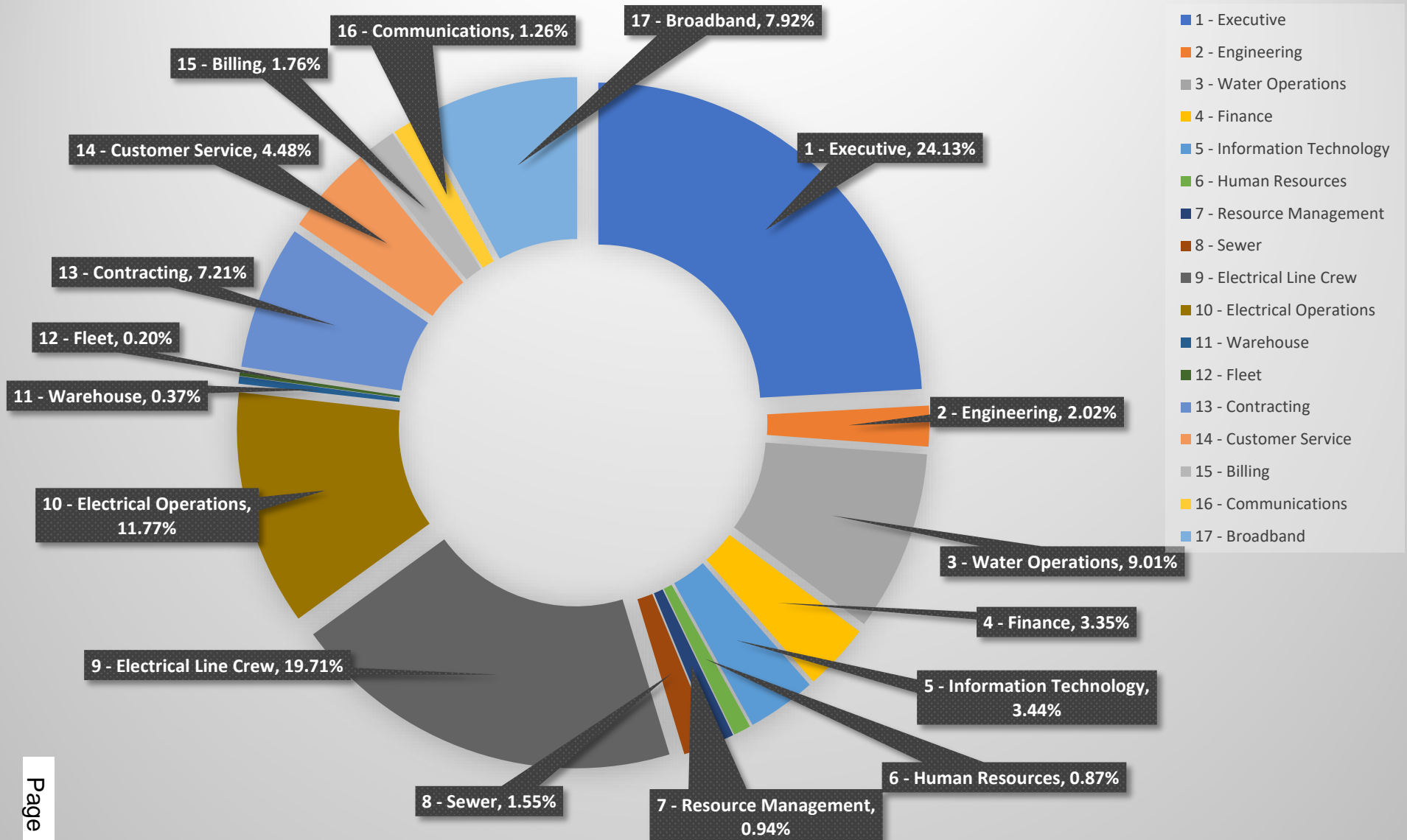
Expense Category	Amount	Percentage
Labor and Benefits	\$12,643,437	26%
Power Costs	\$17,091,733	35%
Depreciation	\$6,955,445	14%
Administrative and General Expenses	\$3,542,896	7%
Taxes--Other	\$2,516,092	5%
Contracting	\$2,054,227	4%
Professional/Consulting Services	\$997,944	2%
Fleet	\$749,516	2%
Interest on Long-Term Debt	\$2,416,420	5%
Total	\$48,967,710	100%

Expense Allocation By Department

Department	Administrative and			Professional and		Total	Percentage
	Labor and Benefits	General	Contracting	Consulting Services	Fleet		
1 - Executive	\$2,573,967	\$1,362,814	\$78,316	\$741,195	\$68,769	\$4,825,061	24.13%
2 - Engineering	\$286,655	\$69,782	\$4,155	\$37,811	\$6,151	\$404,553	2.02%
3 - Water Operations	\$939,469	\$374,048	\$256,400	\$3,749	\$228,411	\$1,802,079	9.01%
4 - Finance	\$583,258	\$60,255	\$3,421	\$22,105	\$799	\$669,838	3.35%
5 - Information Technology	\$517,693	\$162,547	\$3,910	\$2,822	\$44	\$687,015	3.44%
6 - Human Resources	\$142,118	\$28,213	\$1,140	\$1,749	\$0	\$173,219	0.87%
7 - Resource Management	\$183,002	\$2,998	\$1,140	\$0	\$0	\$187,140	0.94%
8 - Sewer	\$140,914	\$86,316	\$25,310	\$0	\$57,808	\$310,347	1.55%
9 - Electrical Line Crew	\$3,131,973	\$449,378	\$191,599	\$41,382	\$126,852	\$3,941,184	19.71%
10 - Electrical Operations	\$1,407,747	\$663,640	\$39,887	\$2,677	\$239,424	\$2,353,374	11.77%
11 - Warehouse	\$30,792	\$36,644	\$3,810	\$0	\$1,882	\$73,127	0.37%
12 - Fleet	\$34,313	\$5,485	\$1,140	\$0	\$0	\$40,938	0.20%
13 - Contracting	\$0	\$6,014	\$1,427,577	\$7,731	\$0	\$1,441,322	7.21%
14 - Customer Service	\$842,111	\$28,497	\$6,841	\$18,626	\$0	\$896,076	4.48%
15 - Billing	\$334,069	\$14,432	\$3,421	\$0	\$0	\$351,922	1.76%
16 - Communications	\$149,646	\$38,121	\$5,155	\$58,239	\$0	\$251,162	1.26%
17 - Broadband	\$1,345,711	\$158,023	\$1,005	\$59,857	\$19,378	\$1,583,974	7.92%
Totals	\$12,643,437	\$3,547,206	\$2,054,227	\$997,944	\$749,516	\$19,992,330	

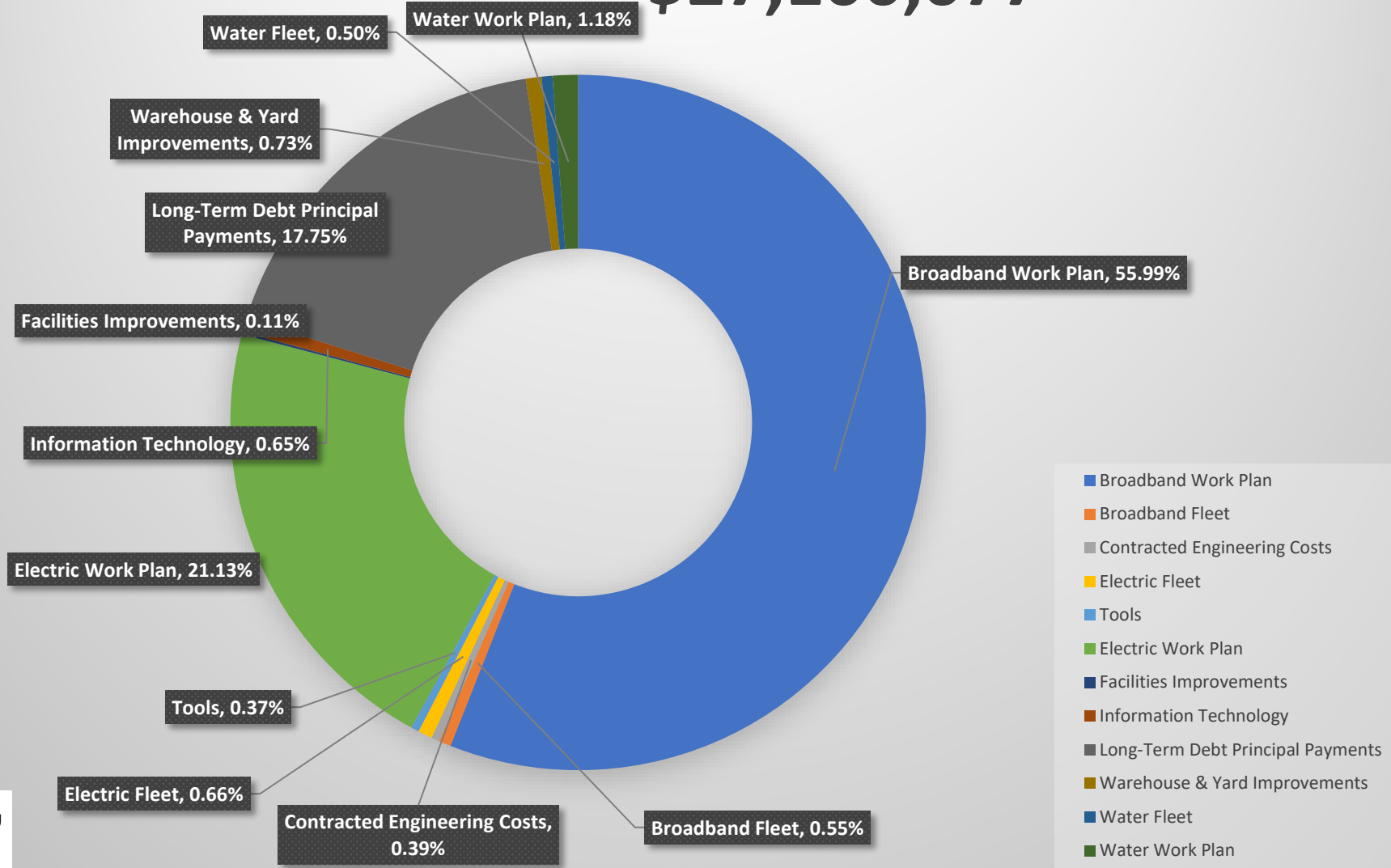
Expense Allocation By Department

\$19,992,330



Capital and Debt Principal Costs

\$27,100,077



Capital and Debt Principal Costs By Category

Cost Group	Amount	Percentage
Broadband Work Plan	\$15,172,062	55.99%
Broadband Fleet	\$150,000	0.55%
Contracted Engineering Costs	\$105,000	0.39%
Electric Fleet	\$180,000	0.66%
Tools	\$100,000	0.37%
Electric Work Plan	\$5,725,000	21.13%
Facilities Improvements	\$30,000	0.11%
Information Technology	\$175,000	0.65%
Long-Term Debt Principal Payments	\$4,810,515	17.75%
Warehouse & Yard Improvements	\$197,500	0.73%
Water Fleet	\$135,000	0.50%
Water Work Plan	\$320,000	1.18%
Total	\$27,100,077	100%

2024 Electric Work Plan Capital Costs

Item #	Description	Budget Amount
1	115 Undergrounding	\$750,000
2	Quilcene Substation Engineering	\$850,000
3	Quilcene Substation Transformer	\$1,100,000
4	New Outgoing Feeders Port Ludlow Substation Engineering	\$225,000
5	Rebuilt Transformer Port Ludlow Substation	\$525,000
6	New Outgoing Feeders Port Ludlow Substation Phase 1	\$800,000
7	Hastings Substation Upgrade Engineering	\$325,000
8	Hastings Substation Upgrade Construction Phase 1	\$650,000
9	Overhead to Underground Conversions	\$250,000
10	Underground Replacement	\$250,000
Total Electric Capital Costs		<hr/> \$5,725,000

2024 Water Work Plan Capital Costs

Description	Budget Amount
Upgrade Aging Infrastructure	\$175,000
New Fire Hydrants	\$60,000
SCADA and New Equipment in Well Houses	\$85,000
Total Water Capital Costs	\$320,000

2024 Broadband Capital Costs

Description	Budget Amount
Huts/Buildings	\$163,506
Fiber	\$9,655,334
Engineering	\$1,699,975
Core PON	\$210,134
Drops	\$1,527,980
ONTs	\$771,247
Consulting	\$125,529
Contingency	\$1,018,357
Total Broadband Capital Costs	\$15,172,062

2024 Facilities Improvements

Description	Budget Amount
Installation of 4 Dual Head Electric Vehicle Chargers	\$30,000
Total Facilities Improvements Capital Costs	\$30,000

2024 Warehouse and Yard Improvements Capital Costs

Description	Budget Amount
Log, clear area at 310 Four Corners for new fiber lay yard. Costs are from fencing and County requirements.	\$130,000
Install utility pole bunks between the asphalt road and storm water drainage pond.	\$30,000
Install concrete base around PUD oil storage facility in the open shed.	\$30,000
Install fencing around Oil containment with two 8' gates.	\$7,500
Total Warehouse and Yard Capital Costs	\$197,500

2043 Information Technology Capital Costs

Description	Budget Amount
Network Servers	\$175,000
Total IT Capital Costs	\$175,000

2024 Electric Fleet Capital Costs

Description	Budget Amount	
Ford F-150 Lightning	\$60,000	On order
Administration Vehicle	\$60,000	
Ford Ranger	\$60,000	
Total Electric Fleet Capital Costs	\$180,000	

2024 Water Fleet Capital Costs

Description	Budget Amount
Vehicle--Sewer	\$45,000
Vehicle--Water	\$45,000
Vehicle--Water	\$45,000
Total Water Fleet Capital Costs	\$135,000

2024 Broadband Fleet Capital Costs

Description	Budget Amount
Broadband Van	\$50,000
Broadband Van	\$50,000
Broadband Van	\$50,000
Total Water Fleet Capital Costs	\$150,000

2024 Tools

Description	Budget Amount
Electric Tools	\$50,000
Broadband Tools	\$50,000
Total Electric Tools Capital Costs	\$100,000

2024 Contracted Engineering Capital Costs

Description	Budget Amount
Contracted Electric Engineering	\$25,000
Contracted Broadband Engineering	\$50,000
Contracted Water Engineering	\$30,000
Total Contracted Engineering Capital Costs	\$105,000

**Change in Capital Projects
2023 to 2024**

Project Name	2023 Budget	2024 Budget	Change
Electric Work Plan	\$6,044,500	\$5,725,000	(\$319,500)
Water Work Plan	\$3,477,419	\$320,000	(\$3,157,419)
Broadband	\$15,172,062	\$15,172,062	\$0
Facilities Improvements	\$238,150	\$30,000	(\$208,150)
Warehouse & Yard Improvements	\$197,500	\$197,500	\$0
Information Technology	\$30,000	\$175,000	\$145,000
Electric Fleet	\$164,000	\$180,000	\$16,000
Water Fleet	\$110,000	\$135,000	\$25,000
Tools	\$50,000	\$100,000	\$50,000
Contracted Engineering Costs	\$55,000	\$105,000	\$50,000
Broadband Fleet	\$0	\$150,000	\$150,000
	\$25,538,631	\$22,289,562	(\$3,249,069)

**2024 Cash Summary
Through June 30, 2023**

Cash-Operating Depository	\$ 783,969
Cash-Jefferson County Treasurer General	\$ 1,678,169
Cash-Payroll Clearing-1st Security Payroll Clearing	\$ 18
Working Funds	\$ 1,400
Cash-1996 Bond LUD #6	\$ 9,700
Cash-1996 Bond LUD #8	\$ 34,730
Temp Invest Jefferson County Treasurer Gen	\$ 163,303
Tax Revenue Fund	\$ 2,749,382
Tax Revenue Fund Investment	\$ 1,186,794
Operating Account - Jefferson County Treasurer	\$ 127,433
Cash - 1st Security Bank ACH Account	\$ 235
2023 Ending Unrestricted Cash	\$ 6,735,133
2024 Net Cash Outflow	<u>\$7,284,768</u>
2024 Ending Unrestricted Cash	\$ 14,019,901

Restricted Cash

Other Special Funds	\$ 250
Tri Area Bond Investment	\$ 85,164
Capital Reserves	\$ 100,000
Cash-2009 Bond LUD #14	\$ 3,952
Cash-2008 Bond LUD #15	\$ 1,831
Cash-1999 Bond LUD #11	\$ 3,032
LUD #14 Bond Investment	\$ 839,091
LUD #15 Bond Investment	\$ 440,196
Meter Replacment--2024 Work	\$ -
2024 Ending Restricted Cash	\$ 1,473,516



AGENDA REPORT

DATE: August 15, 2023

TO: **Board of Commissioners**

FROM: Jimmy Scarborough, Electrical Engineering Manager

RE: Revisions to Schedule of Charges for Electric Services

BACKGROUND: The “Schedule of Charges for Electric Services” was last updated on March 1, 2022 to reflect the dramatic increases in material and fuel. There is still a trend on increasing material cost, but not as drastic as it was in 2022. This revision reviewed the current pricing and adjusted where needed. Also in this revision is the addition of separating single-phase 200 amp and 320 amp services, as well as the addition to three-phase services. Previously three-phase services were per an engineer’s estimate.

Funds that are received from the quotes are applied to “Aid to Construction” and are intended to pay for a portion of the construction costs.

ANALYSIS/FINDINGS: The PUD’s practice has been to have growth pay for growth, and the changes proposed under the update Schedule of Charges for Electric Services are consistent with that practice. Several items will remain unchanged and new categories have been added and summarized in the following paragraphs.

Two of the most common requests for new services are single-phase 200 and 320 amp. In the past the cost was the same for either service. Staff have reviewed the costs and are making the recommendation to separate the categories, due to the increased cost of a 320 amp service over a 200 amp service. The major component of the cost difference is the service conductor between the transformer and the service equipment is more for the 320 amp service.

Another addition to the schedule of charges is for three-phase services. In past iterations it was per engineer’s estimate. Staff have prepared costs for three-phase services, however more complex projects may still require an engineer’s estimate.

Based on increased labor and material costs staff has revised or created construction rates for new services. Those rates are incorporated into the attached Exhibit B.

FISCAL IMPACT: Staff have set construction rates to be charged to customers. It is intended that funds received will be applied to “Aid to Construction” for these projects.

RECOMMENDATION: For discussion only. To be approved on the consent agenda of the next regular Board of Commissioners meeting if no major revisions are needed.

ATTACHMENTS: The following attachments are in draft form.

- 1) Draft Resolution Number 2023-____
- 2) Line in-line out revision of proposed Schedule of Charges for Electric Services
- 3) Clean revision of proposed Schedule of Charges for Electric Services
- 4) Comparison spreadsheet of past and proposed charges

**PUBLIC UTILITY DISTRICT NO. 1
OF
JEFFERSON COUNTY**

RESOLUTION NO. 2023-__

A RESOLUTION of the Board of Commissioners of the Public Utility District No 1 of Jefferson County, Washington (“the PUD”), revising and superseding Exhibit B of Resolution 2022-011 and adopting various construction rates for electric services.

WHEREAS, the PUD staff has reviewed PUD Resolution 2022-011 and its Exhibit: Schedule of Deposits and Charges and Electrical Line Extension Unit Prices (“Exhibit B”); and

WHEREAS, the PUD staff has revised construction rates for new services to reflect an increase in labor and material rates; and

WHEREAS, new service quotes issued prior to September __, 2023 with rates set under Resolution 2022-011, shall be honored through the quote expiration date, which is 90 days after the issue date; and

WHEREAS, Schedule of Deposits and Charges (“Exhibit B”) have been revised for Electric services referred to in Exhibit B,

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

The Board of Commissioners has reviewed the revised rates in the exhibit titled “Public Utility District No. 1 of Jefferson County Schedule of Charges for Electric Services (“Exhibit B”)”, attached hereto and incorporated by reference, and hereby adopts these changes effective September 5, 2023. Exhibit A in Resolution 2022-011 remains unchanged by this action of the Board of Commissioners.

ADOPTED by the Board of Commissioners of Public Utility District No. 1 of Jefferson County, Washington, at a regular open meeting held this __th day of September 2023.

Kenneth Collins, President

Jeff Randall, Vice President

Dan Toepper, Secretary

“EXHIBIT B”

**PUBLIC UTILITY DISTRICT NO. 1
OF JEFFERSON COUNTY**

SCHEDULE OF CHARGES FOR ELECTRIC SERVICES

Last Approved ~~July 20, 2024~~March 1, 2022
Updated ~~March 1, 2022~~August 15, 2023

CHARGES

New Electric Service Charges (includes connect and engineering charges)

Overhead (self-contained meter only) Restricted

- 1) **Single Phase** — \$3,500
From existing overhead transformer. Includes overhead conductor to customer building. up to 120 feet from ~~existing~~the existing transformer.

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- 2) **Single Phase** \$3,250
~~plus cost of transformer*~~
Install new or upgraded overhead transformer. Includes overhead conductor to customer building. up to 120 feet from transformer). The cost of the transformer is in addition.

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- 3) **Three Phase:** Requires engineer's estimate.

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Underground (self-contained meter only)

- 1) **Single Phase – 200A** —
\$2,710
From existing pad mounted transformer. For services up to 300 feet from transformer, includes service conductor.

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- 2) **Single Phase – 320A** \$3,410
From existing pad mounted transformer. For services up to 250 feet from transformer, includes service conductor.

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- 2)3) **Single Phase – 200A:** —
— \$2,713,100 ~~plus cost of transformer~~
Underground and increasing transformer size. For services up to 300 feet from transformer, includes service conductor and upgrading transformer. The cost of the transformer is in addition.

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- 4) **Single Phase – 320A** \$3,800
Underground and increasing transformer size. For services up to 300 feet from transformer, includes service conductor and upgrading transformer. The cost of the transformer is in addition.

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- 3)5) **Single Phase – 200A:** —
— \$3,600 ~~plus cost of transformer~~

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Underground with new pad mounted transformer. For services up to 300 feet from transformer, includes service conductor, new pad mounted transformer and primary terminations. The cost of the transformer is in addition.

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6) Single Phase – 320A **\$4,300**

Underground with new pad mounted transformer. For services up to 250 feet from transformer, includes service conductor, new pad mounted transformer and primary terminations. The cost of the transformer is in addition.

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4)7) Single Phase – 200A

\$2,053,100

From pole with existing transformers. Includes up to 300 feet of service conductor and secondary riser.

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8) Single Phase – 320A **\$3,100**

From pole with existing transformers. Includes up to 250 feet of service conductor and secondary riser.

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5)9) Single Phase – 200A

\$2,0503,800 Plus cost of transformer

From pole with new overhead transformer. Includes up to 300 feet of service conductor, transformer and secondary riser. The cost of the transformer is in addition.

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10) Single Phase – 320A **\$4,500**

From pole with new overhead transformer. Includes up to 250 feet of service conductor and secondary riser. The cost of the transformer is in addition.

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11) Three Phase:

\$1,500 Requires an engineer's estimate.

From existing pad mounted transformer. Customer is responsible for conductor between transformer and service equipment. Other charges may apply, such as current transformers. More complex services may require engineer's estimate.

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12) Three Phase **\$1,965**

Increasing pad mounted transformer size. Customer is responsible for conductor between transformer and service equipment. Other charges may apply, such as current transformers. More complex services may require engineer's estimate. The cost of the transformer is in addition.

13) Three Phase **\$3,400**

Underground with new pad mounted transformer. Includes new pad mounted transformer and primary terminations. Customer is responsible for conductor

between transformer and service equipment. The cost of the transformer is in addition.

~~6)~~

~~7)14)~~ **Commercial and Multifamily:** Requires an engineer's estimate.

* The cost of transformers will be the average cost of the newest purchased price and the prior cost of the transformer.

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Electric – Other

1) Additional meter(s) at a multiple service installation involving a single service run.

a) Each additional meter installed at time of original connection: \$250

b) Each additional meter installed later than original connection:

~~\$350~~\$400

2) Current Transformer (CT) Meter Connection (in addition to other charges, may require engineer's estimate)

a) Single-Phase: \$1,650

b) Three-Phase: \$2,750

3) Net Meter Installation

a) Standard: \$385

b) CT Meter: \$655

~~4)~~ Production Meter Installation

~~a)~~ Standard Meter: ~~\$182~~

~~b)~~ Programmable Meter: ~~\$656~~

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~~5)4)~~ Temporary Service

a) Construction:

~~\$264~~\$15

Customer supplies service conductor. This charge is in conjunction with other new service charges.

b) Community Sponsored Festival: Requires an engineer's estimate.

~~6)5)~~ Primary Meter: Requires an engineer's estimate.

~~7)6)~~ Idle Service:

- a) Residential \$40/mo.
- b) Commercial \$110/mo.

~~* The cost of transformers will be the average cost of the newest purchased price and the prior cost of the transformer.~~

Miscellaneous Service Charges

Customer Service Conversion

- 1) Convert overhead service to underground service (200A): _____
\$1,000 ~~500~~
- 2) Convert overhead service to underground service (320A): \$1,900

Easements and Other Recorded Documents

- 1) Document Preparation \$200

Engineering Charge for Developer Proposals

Actual cost over \$1,000

- Engineering Rate (per hour): -\$80

Increased electrical loads: Add service conversion charge when a transformer upgrade is required to maintain adequate capacity for a service upgrade. Add connect charge for new services. The cost of the transformer(s) will be in addition to the following fees.

- 1) Single-phase overhead: **Restricted** -\$1,000
225 plus transformer cost
- 2) Three-phase overhead: **Restricted**
\$3,100 ~~3,925~~ plus transformer costs
- 3) Single-phase pad mount:
\$1,250 ~~1,470~~ plus cost of transformer
- 4) Three-phase pad mount Requires an engineer's estimate.
\$1,970
- 4) —

Lock Box – Installed (one size only)

-\$347

Right-of-Way (ROW) Permits: The PUD will obtain utility ROW permits for Jefferson County and Washington State Department of Transportation. The customer will be responsible for actual cost of the permit and any related inspection fees.

Yard Lights

- 1) Install light only:
\$650 ~~1,000~~
- 2) Install wood pole and light:
\$3,175 ~~5620~~

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Electrical Line Extension Unit Prices

Underground Primary Cable

Single-Phase (per ft)

~~\$10.00~~75

Three-Phase (per ft)

~~\$27.80~~34.40

Pads and Vaults for Transformers

Single-Phase Fiberglass Pad ~~-\$1,390~~

Three-Phase Vault and Lid ~~\$6,830~~

~~(75-300 kVA)~~ \$5,200

~~(500-2500 kVA)~~ \$8,990

Three-Phase Pad Mounted Transformers

~~75-300 kVA~~ ~~Cost of~~

~~transformer~~

~~500 kVA~~ ~~Cost of~~

~~transformer~~

~~>750 kVA*~~ ~~Cost of~~

~~transformer~~ Actual cost of transformer.

*May require engineer's quote.

Concrete Vaults and Lids

Old Castle 444-LA

~~\$2,950~~4,265

Old Castle 644-LA

~~\$4,750~~6,325

Old Castle 575-LA

~~\$5,200~~7,350

Primary Junction Box

Single-Phase (4-way)

~~\$2,400~~175

Single-Phase (4-way, in vault*) \$700

Three-Phase (4-way, in vault*)

~~\$4,445~~980

*New vaults are per fee schedule.

Switch Cabinets

Single-Phase Engineer Estimate

Three-Phase Engineer Estimate

Secondary Vaults and Pedestal

Handhole or Pedestal

~~\$775~~960

Primary Cable Accessories

Load Break Elbow (200A)

~~\$288~~325

Surge Arrester Elbow

~~\$288~~335

Feed-Thru Bushing

\$50065

Cable Splice

~~\$450~~790

Outdoor Termination

\$450

Cable Risers

Single-Phase Primary

~~\$1,265~~2,040

Three-Phase Primary

~~\$3,190~~4,950

Secondary

~~\$220~~700

Overhead Primary Pole Restricted

Single-Phase

\$4,973

V-Phase

~~\$5,535~~650

Three-Phase

\$6,510

Inset Single-Phase

\$4,950

Inset V-Phase

~~\$5,325~~425

Inset Three-Phase

\$5,753

Convert Single-Phase to Three-

Phase~~\$2,370~~2,400

Overhead Tap Restricted

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Single-Phase	\$1,575
Three-Phase	\$4,230

Miscellaneous Overhead Restricted

Secondary/Guy Pole	\$2,700
Guy and Anchor	-\$1,220
Span Guy	
\$430 <u>550</u>	

“EXHIBIT B”

**PUBLIC UTILITY DISTRICT NO. 1
OF JEFFERSON COUNTY**

SCHEDULE OF CHARGES FOR ELECTRIC SERVICES

Last Approved March 1, 2022

Updated August 15, 2023

CHARGES

New Electric Service Charges (includes connect and engineering charges)

Overhead (self-contained meter only) Restricted

- 1) **Single Phase** \$3,500
From existing overhead transformer. Includes overhead conductor to customer building. up to 120 feet from the existing transformer.
- 2) **Single Phase** \$3,250
Install new or upgraded overhead transformer. Includes overhead conductor to customer building. up to 120 feet from transformer). The cost of the transformer is in addition.
- 3) **Three Phase** Requires engineer's estimate.

Underground (self-contained meter only)

- 1) **Single Phase – 200A** \$2,710
From existing pad mounted transformer. For services up to 300 feet from transformer, includes service conductor.
- 2) **Single Phase – 320A** \$3,410
From existing pad mounted transformer. For services up to 250 feet from transformer, includes service conductor.
- 3) **Single Phase – 200A** \$3,100
Underground and increasing transformer size. For services up to 300 feet from transformer, includes service conductor and upgrading transformer. The cost of the transformer is in addition.
- 4) **Single Phase – 320A** \$3,800
Underground and increasing transformer size. For services up to 300 feet from transformer, includes service conductor and upgrading transformer. The cost of the transformer is in addition.
- 5) **Single Phase – 200A** \$3,600
Underground with new pad mounted transformer. For services up to 300 feet from transformer, includes service conductor, new pad mounted transformer and primary terminations. The cost of the transformer is in addition.

- 6) **Single Phase – 320A** \$4,300
Underground with new pad mounted transformer. For services up to 250 feet from transformer, includes service conductor, new pad mounted transformer and primary terminations. The cost of the transformer is in addition.
- 7) **Single Phase – 200A** \$3,100
From pole with existing transformers. Includes up to 300 feet of service conductor and secondary riser.
- 8) **Single Phase – 320A** \$3,100
From pole with existing transformers. Includes up to 250 feet of service conductor and secondary riser.
- 9) **Single Phase – 200A** \$3,800
From pole with new overhead transformer. Includes up to 300 feet of service conductor and secondary riser. The cost of the transformer is in addition.
- 10) **Single Phase – 320A** \$4,500
From pole with new overhead transformer. Includes up to 250 feet of service conductor and secondary riser. The cost of the transformer is in addition.
- 11) **Three Phase** \$1,500
From existing pad mounted transformer. Customer is responsible for conductor between transformer and service equipment. Other charges may apply, such as current transformers. More complex services may require engineer's estimate.
- 12) **Three Phase** \$1,965
Increasing pad mounted transformer size. Customer is responsible for conductor between transformer and service equipment. Other charges may apply, such as current transformers. More complex services may require engineer's estimate. The cost of the transformer is in addition.
- 13) **Three Phase** \$3,400
Underground with new pad mounted transformer. Includes new pad mounted transformer and primary terminations. Customer is responsible for conductor between transformer and service equipment. The cost of the transformer is in addition.
- 14) **Commercial and Multifamily** Requires an engineer's estimate.

* The cost of transformers will be the average cost of the newest purchased price and the prior cost of the transformer.

Electric – Other

- 1) Additional meter(s) at a multiple service installation involving a single service run.
 - a) Each additional meter installed at time of original connection: \$250
 - b) Each additional meter installed later than original connection: \$400

- 2) Current Transformer (CT) Meter Connection (in addition to other charges, may require engineer's estimate)
 - a) Single-Phase: \$1,650
 - b) Three-Phase: \$2,750

- 3) Net Meter Installation
 - a) Standard: \$385
 - b) CT Meter: \$655

- 4) Temporary Service
 - a) Construction: \$615
Customer supplies service conductor. This charge is in conjunction with other new service charges.
 - b) Community Sponsored Festival: Requires an engineer's estimate.

- 5) Primary Meter: Requires an engineer's estimate.

- 6) Idle Service:
 - a) Residential \$40/mo.
 - b) Commercial \$110/mo.

Miscellaneous Service Charges

Customer Service Conversion

- | | |
|--|---------|
| 1) Convert overhead service to underground service (200A): | \$1,500 |
| 2) Convert overhead service to underground service (320A): | \$1,900 |

Easements and Other Recorded Documents

- | | |
|-------------------------|-------|
| 1) Document Preparation | \$200 |
|-------------------------|-------|

Engineering Charge for Developer Proposals

Actual cost over \$1,000

- | | |
|------------------------------|------|
| Engineering Rate (per hour): | \$80 |
|------------------------------|------|

Increased electrical loads: Add service conversion charge when a transformer upgrade is required to maintain adequate capacity for a service upgrade. Add connect charge for new services. The cost of the transformer(s) will be in addition to the following fees.

- | | |
|---|---------|
| 1) Single-phase overhead: Restricted | \$1,225 |
| 2) Three-phase overhead: Restricted | \$3,925 |
| 3) Single-phase pad mount: | \$1,470 |
| 4) Three-phase pad mount | \$1,970 |

Lock Box – Installed (one size only)	\$347
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Right-of-Way (ROW) Permits: The PUD will obtain utility ROW permits for Jefferson County and Washington State Department of Transportation. The customer will be responsible for actual cost of the permit and any related inspection fees.

Yard Lights

- | | |
|---------------------------------|---------|
| 1) Install light only: | \$1,000 |
| 2) Install wood pole and light: | \$3,620 |

Electrical Line Extension Unit Prices

Underground Primary Cable

Single-Phase (per ft)	\$10.75
Three-Phase (per ft)	\$34.40

Pads and Vaults for Transformers

Single-Phase Fiberglass Pad	\$1,390
Three-Phase Vault and Lid	\$6,830

Three-Phase Pad Mounted Transformers

Actual cost of transformer.

*May require engineer's quote.

Concrete Vaults and Lids

Old Castle 444-LA	\$4,265
Old Castle 644-LA	\$6,325
Old Castle 575-LA	\$7,350

Primary Junction Box

Single-Phase (4-way)	\$2,175
Single-Phase (4-way, in vault*)	\$700
Three-Phase (4-way, in vault*)	\$980

*New vaults are per fee schedule.

Switch Cabinets

Single-Phase	Engineer Estimate
Three-Phase	Engineer Estimate

Secondary Vaults and Pedestal

Handhole or Pedestal	\$960
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Primary Cable Accessories

Load Break Elbow (200A)	\$325
Surge Arrester Elbow	\$335
Feed-Thru Bushing	\$565
Cable Splice	\$790
Outdoor Termination	\$450

Cable Risers

Single-Phase Primary	\$2,040
Three-Phase Primary	\$4,950
Secondary	\$700

Overhead Primary Pole Restricted

Single-Phase	\$4,973
V-Phase	\$5,650
Three-Phase	\$6,510
Inset Single-Phase	\$4,950
Inset V-Phase	\$5,425
Inset Three-Phase	\$5,753
Convert Single-Phase to Three-Phase	\$2,400

Overhead Tap Restricted

Single-Phase	\$1,575
Three-Phase	\$4,230

Miscellaneous Overhead Restricted

Secondary/Guy Pole	\$2,700
Guy and Anchor	\$1,220
Span Guy	\$550

Description	1/3/2022	6/1/2022	Proposed	Comments
Overhead Service				
Single-Phase - Existing Overhead Transformer - Restricted	\$ 3,000.00	\$ 3,500.00	\$ 3,500.00	
Single-Phase - Install new or upgraded overhead transformer - Restricted*	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00	Cost of transformer is added on as separate item.
Underground Service				
Single Phase (200A) – From existing pad mounted transformer (for services up to 300 feet from transformer, includes service conductor)	\$ 1,210.00	\$ 2,710.00	\$ 2,710.00	
Single Phase (320A) – From existing pad mounted transformer (for services up to 250 feet from transformer, includes service conductor)	*	*	\$ 3,410.00	New item, for 320A. Reduces footage to 250'.
Single Phase (200A) – Underground and increasing transformer size (for services up to 300 feet from transformer, includes service conductor)*	\$ 2,618.00	\$ 2,710.00	\$ 3,100.00	Cost of transformer is added on as separate item.
Single Phase (320A) – Underground and increasing transformer size (for services up to 250 feet from transformer, includes service conductor)*	*	*	\$ 3,800.00	New item, for 320A. Reduces footage to 250'.
Single Phase (200A) – Underground with new pad mounted transformer (for services up to 300 feet from transformer, includes service conductor, and primary conductor terminations)*	\$ 3,102.00	\$ 3,600.00	\$ 3,600.00	Cost of transformer is added on as separate item.
Single Phase (320A) – Underground with new pad mounted transformer (for services up to 250 feet from transformer, includes service conductor, and primary conductor terminations)*	*	*	\$ 4,300.00	New item, for 320A. Reduces footage to 250'.
Single Phase (200A) - Underground service up to 300' with existing overhead transformer on an existing pole (includes secondary riser)	\$ 1,540.00	\$ 2,050.00	\$ 3,100.00	
Single Phase (320A) - Underground service up to 250' with existing overhead transformer on an existing pole (includes secondary riser)	*	*	\$ 3,800.00	New item, for 320A. Reduces footage to 250'.
Single Phase (200A) - Underground service up to 300' with new overhead transformer on an existing pole (includes secondary riser)*	\$ 2,530.00	\$ 2,050.00	\$ 3,800.00	Cost of transformer is added on as separate item.
Single Phase (320A) - Underground service up to 250' with new overhead transformer on an existing pole (includes secondary riser)*	\$ 2,530.00	\$ 2,050.00	\$ 4,500.00	New item, for 320A. Reduces footage to 250'.
Three Phase - From existing pad mounted transformer. Customer is responsible for conductor between transformer and service equipment. Other charges may apply, such as current transformers. More complex services may require engineer's estimate.	Est.	Est.	\$ 1,500.00	Removed engineer's estimate. These cost will be in addition to other charges. Typically three phase is for commercial services, thus customer is responsible for service conductor.
Three Phase - Increasing pad mounted transformer size. Customer is responsible for conductor between transformer and service equipment. Other charges may apply, such as current transformers. More complex services may require engineer's estimate. The cost of the transformer is in addition.	Est.	Est.	\$ 1,965.00	Removed engineer's estimate. These cost will be in addition to other charges. Typically three phase is for commercial services, thus customer is responsible for service conductor.
Three Phase - Underground with new pad mounted transformer. Includes new pad mounted transformer and primary terminations. Customer is responsible for conductor between transformer and service equipment. The cost of the transformer is in addition.	Est.	Est.	\$ 3,400.00	Removed engineer's estimate. These cost will be in addition to other charges. Typically three phase is for commercial services, thus customer is responsible for service conductor.
Electric - Other				
Each additional meter installed at time of original connection	\$ 250.00	\$ 250.00	\$ 250.00	
Each additional meter installed later than original connection	\$ 350.00	\$ 350.00	\$ 400.00	
Single-Phase CT Meter Connection	\$ 1,650.00	\$ 1,650.00	\$ 1,650.00	
Three-Phase CT Meter Connection	\$ 2,750.00	\$ 2,750.00	\$ 2,750.00	
Net Meter Standard	\$ 385.00	\$ 385.00	\$ 385.00	
Net CT Meter	\$ 655.00	\$ 655.00	\$ 655.00	
Production Standard Meter	\$ 182.00	\$ 182.00	*	No longer used, will be removed from fee schedule.

Description	1/3/2022	6/1/2022	Proposed	Comments
Production Programmable Meter	\$ 656.00	\$ 656.00	*	No longer used, will be removed from fee schedule.
Temporary Service	\$ 264.00	\$ 264.00	\$ 615.00	
Miscellaneous Service Charges				
Customer Service Conversion				
Convert overhead service to underground service (200A)	\$ 800.00	\$ 1,000.00	\$ 1,500.00	Cost reduced to encourage customers to convert service to underground and reduce PUD maintenance cost of overhead electric.
Convert overhead service to underground service (320A)	*	*	\$ 1,900.00	New item for 320A.
Increased Loads - Add service conversion charge when a transformer upgrade is required.				
Single-Phase Overhead - Restricted*	\$ 1,265.00	\$ 1,000.00	\$ 1,225.00	Cost of transformer is added on as separate item.
Three-Phase Overhead - Restricted*	\$ 3,630.00	\$ 3,100.00	\$ 4,050.00	Cost of transformer is added on as separate item.
Single-Phase Pad Mounted*	\$ 1,705.00	\$ 1,250.00	\$ 1,470.00	Cost of transformer is added on as separate item.
Three-Phase Pad Mounted*	Est.	Est.	\$ 1,970.00	Cost of transformer is added on as separate item.
Yard Lights				
Install light only	\$ 594.00	\$ 650.00	\$ 1,000.00	
Install wood pole and light	\$ 2,574.00	\$ 3,175.00	\$ 3,620.00	
Electrical Line Extension Unit Prices				
Single-Phase Primary Cable (per ft)	\$ 8.80	\$ 10.00	\$ 10.75	
Three-Phase Primary Cable (per ft)	\$ 24.20	\$ 27.80	\$ 34.40	
Single-Phase Fiberglass Transformer Box Pad	\$ 1,210.00	\$ 1,390.00	\$ 1,390.00	
Three-Phase Transformer Concrete Vault and Lid (75-300)	\$ 4,565.00	\$ 5,200.00	*	Remvoed from fee schedule.
Three-Phase Transformer Concrete Vault and Lid (500-2500)	\$ 8,129.00	\$ 8,990.00	*	Remvoed from fee schedule.
Three Phase Transformer Concrete Vault and Lid	*	*	\$ 6,830.00	New item to standardize on one transformer vault and lid.
Three-Phase Pad Mounted Transformers	*	*	Actual Cost	Now actual cost of transformer.
Three-Phase Pad Mounted Transformer (75-300 kVA)	\$ 9,900.00	*		Now actual cost of transformer.
Three-Phase Pad Mounted Transformer (500 kVA)	\$ 13,970.00	*		Now actual cost of transformer.
Three-Phase Pad Mounted Transformer (>750 kVA)	\$ 20,460.00	*		Now actual cost of transformer.
Old Castle 444 Vault and Lid	\$ 2,431.00	\$ 2,950.00	\$ 4,265.00	
Old Castle 644 Vault and Lid	\$ 4,147.00	\$ 4,750.00	\$ 6,325.00	
Old Castle 575 Vault and Lid	\$ 4,623.00	\$ 5,200.00	\$ 7,350.00	
Single-Phase Junction Box (4-way)	\$ 1,617.00	\$ 2,100.00	\$ 2,200.00	
Single-Phase Junction in Vault (4-way)	*	*	\$ 700.00	New item. Cost of vault is additional per fee schedule or vault is existing.
Three-Phase Junction Box (4-way)	\$ 3,977.00	\$ 4,445.00	*	Removed, no longer used.
Three-Phase Junction in Vault (4-way)	*	*	\$ 1,550.00	New item. Cost of vault is additional per fee schedule or vault is existing.
Three-Phase Switch Cabinet (Cabinet and Vault)	Est.	Est.	Est.	
Secondary Handhole or Pedestal	\$ 575.00	\$ 775.00	\$ 960.00	
Load Break Elbow (200A)	\$ 242.00	\$ 288.00	\$ 325.00	
Surge Arrester Elbow (200A)	\$ 242.00	\$ 288.00	\$ 335.00	
Feed-Thru Bushing	\$ 435.00	\$ 500.00	\$ 565.00	
Cable Splice	\$ 385.00	\$ 450.00	\$ 785.00	
Outdoor Termination	\$ 358.00	\$ 450.00	\$ 450.00	
Single-Phase Primary Riser	\$ 1,265.00	\$ 1,265.00	\$ 2,040.00	
Three-Phase Primary Riser	\$ 3,190.00	\$ 3,190.00	\$ 4,950.00	
Secondary Riser	\$ 220.00	\$ 220.00	\$ 700.00	
Overhead Primary Pole				
Single-Phase Overhead Primary Pole - Restricted	\$ 4,973.00	\$ 4,973.00	\$ 4,973.00	
V-Phase Overhead Primary Pole - Restricted	\$ 5,535.00	\$ 5,535.00	\$ 5,650.00	
Three-Phase Overhead Primary Pole - Restricted	\$ 6,510.00	\$ 6,510.00	\$ 6,510.00	
Inset Single-Phase Primary Pole - Restricted	\$ 4,950.00	\$ 4,950.00	\$ 4,950.00	
Inset V-Phase Primary Pole - Restricted	\$ 5,325.00	\$ 5,325.00	\$ 5,425.00	
Inset Three-Phase Primary Pole - Restricted	\$ 5,753.00	\$ 5,753.00	\$ 5,753.00	
Convert Single-Phase to Three-Phase - Restricted	\$ 2,370.00	\$ 2,370.00	\$ 2,400.00	
Single-Phase Overhead Tap - Restricted	\$ 1,575.00	\$ 1,575.00	\$ 1,575.00	

Description	1/3/2022	6/1/2022	Proposed	Comments
Three-Phase Overhead Tap - Restricted	\$ 4,230.00	\$ 4,230.00	\$ 4,230.00	
Secondary/Guy Pole - Restricted	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00	
Guy and Anchor - Restricted	\$ 945.00	\$ 1,220.00	\$ 1,220.00	
Span Guy (overhead) - Restricted	\$ 375.00	\$ 430.00	\$ 550.00	

*Cost of transformer is added on as separate item.



AGENDA REPORT

DATE: August 15, 2023
TO: Board of Commissioners
FROM: Mike Bailey, Finance Director/District Auditor
RE: Void Outstanding Warrants from 2022

BACKGROUND: We have outstanding warrants from 2022 that per recommendation from Jefferson County Treasurer's Office needed to be voided. Per RCW 36.22.100, warrants of any municipal corporation not presented within one year of their issue dates shall be cancelled by the passage of a resolution of the governing body.

ANALYSIS/FINDINGS: Warrants are valid for 1 year after issuance.

FISCAL IMPACT: No fiscal impact to the PUD once the warrants are voided, the related funds are submitted to the State of Washington as Unclaimed Property.

RECOMMENDATION: Staff recommends the Board approves the attached resolution authorizing the voidance of outstanding warrants from 2022 in accordance with RCW 36.22.100.

PUBLIC UTILITY DISTRICT

NO 1 OF

JEFFERSON COUNTY

RESOLUTION NO. 2023-XXX

A RESOLUTION of the Board of Commissioners of Public Utility District No 1 of Jefferson County, Washington (the PUD), authorizing the Jefferson County Treasurer to cancel outstanding warrants.

WHEREAS, warrants of any municipal corporation not presented within one year of their issue dates shall be cancelled by the passage of a resolution of the governing body (RCW 36.22.100).

WHEREAS, The Jefferson County Treasurer has requested authorization to cancel PUD issued Warrant Numbers:

Warrant	Issue Date	Amount	Warrant	Issue Date	Amount
128242	2/03/2022	\$90.00	128294	2/10/2022	\$37.89
128434	3/03/2022	\$248.40			

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Public Utility District No 1 of Jefferson County, Washington, that the Jefferson County Treasurer is authorized to cancel the listed Warrants.

ADOPTED at a Regular Meeting of the Board of Commissioners of the Public Utility District No 1 of Jefferson County, Washington, held this 15th day of August, 2023

PUD NO 1 OF JEFFERSON COUNTY

Dan Toepper
President

Kenneth Collins
Vice President

Jeff Randall
Secretary