

Regular Meeting Agenda

Board of Commissioners

Tuesday, August 1, 2023 3PM

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. Executive Sessions

Per RCW 42.30.110 (1) (i) to discuss with legal counsel potential litigation to which the PUD is likely to become a party.

RCW 42.30.140(4)(a)

"That 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;"

5. Manager and Staff Reports

For information only, not requiring a vote.

5.1 Rate Study Extension







6. Commissioner Reports

7. 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.

| | | |
|-----|--|---------|
| 7.1 | Prior Minutes | 5 - 10 |
| | PUD BOC Regular Meeting Minutes 7-18-23 Draft.pdf  | |
| 7.2 | Vouchers | 11 - 30 |
| | Voucher Approval Form for the Commissioners.pdf  | |
| | Voucher Certification with Supporting Warrant Register & Payroll for meeting.pdf  | |
| 7.3 | Financial Report | 31 - 42 |
| | June 2023 Financials.pdf  | |
| 7.4 | Calendar | 43 |
| | BOC Calendar August 1, 2023.docx  | |
| 7.5 | Correspondence Log | 44 |
| | CL 20230727.pdf  | |

8. Old Business

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

| | | |
|-----|--|---------|
| 8.1 | Heat Moratorium | 45 - 59 |
| | 8.1.2023 Heat Moratorium Agenda Report v.1.pdf  | |

[8.1.2023 BOC Presentation ESHB 1329 v.1.pdf](#) 

[CS Policy Sect 11 Redline 8.1.23 v.2.pdf](#) 

[Resolution 2023 CS Policy 1329 Heat Moratorium \(002\).pdf](#) 

Recommended Action: Approve Resolution 2023-XXX 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.

8.2 Broadband Rates and Policies

60 - 148

[JPUD Broadband RP 20230801v2.pdf](#) 

[DRAFT BB Schedule Rates Charges AUG 2023.pdf](#) 

[Notes for DRAFT Rates AUG 2023.pdf](#) 

[BB Open Access Rates 2023 Fnl.pdf](#) 

[BB Retail Rate Schedule 2023 Fnl.pdf](#) 

[DRAFT JPUD BSP AUG 2023 b.pdf](#) 

[DRAFT BSP Redline.pdf](#) 

[JPUD OPEN ACCESS POLICIES Fnl.pdf](#) 

FOR DISCUSSION ONLY

8.3 PUD Treasurer Transition

149

[BOC Agenda Report Form--Treasurer Updated 7.27.2023.pdf](#) 

Recommended Action: Approve a motion to develop a resolution authorizing JPUD to serve as its own treasurer.

9. New Business

9.1 2024 Budget Update

150 - 152

[BOC Agenda Report Form--2024 Budget Preparation.pdf](#) 

[2024 Budget Foundation Updated 7.27.2023.pdf](#) 

FOR DISCUSSION ONLY

10. Adjourn



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

July 18, 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

Scott Bancroft, Operations Director

Melanie Des Marais, HR Director

Josh Garlock, Electric Superintendent

Bill Graham, Resource Manager

Jimmy Scarborough, Electrical Engineering Manager

Annette Johnson, Executive Assistant/Records Officer

Don McDaniel, Consultant

Gordon Wilson, FCS Group

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 July 18, 2023, to order at 3:00 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.

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Jefferson County PUD
Board of Commissioners
Regular Board Meeting 3:00 p.m.
July 18, 2023
Draft Minutes

2. **AGENDA REVIEW.** Commissioner Dan Toepper requested an addition to the agenda. Item 10.4 Under New Business – WPUDA and Succession of Leadership.

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

3. **PUBLIC COMMENT.** Commissioner Kenneth Collins read the guidelines for submitting public comment. There were no public comments.

4. **FCS PRESENTATION:** General Manager Kevin Streett introduced Gordon Wilson of FCS Group, who gave a presentation. There was one community member that made a comment.

5. **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 forty minutes. Executive Session began at 4:35 p.m. Executive session ended at 5:15 p.m. No action was taken.

The regular meeting of the Jefferson County Public Utility District No. 1 Board of Commissioners reconvened at 5:15 p.m.

Executive Session. RCW 42.30.110(1)(G) to discuss the evaluation of the qualifications for a public employee. Time requested was twenty minutes. Executive Session began at 5:16 p.m. Executive session ended at 5:37 p.m. No action was taken.

The regular meeting of the Jefferson County Public Utility District No. 1 Board of Commissioners reconvened at 5:37 p.m.

6. **MANAGER AND STAFF REPORTS.** General Manager Kevin Streett gave a report.

6.1 **Priorities Review.** General Manager Kevin Streett gave a report.

- Focus now is on broadband. PUD needs to meet grant obligations.
- Focus No. 2 is water – how best to support the community and respect the PUD’s business customers.
- Focus No. 3 is electric and the Four-Year Work Plan.
- Focus No. 4 is renewed tree trimming effort.

6.2 **Water Usage Update.** Resource Manager Bill Graham gave a presentation. He will present an updated water chart at the next regular meeting of the PUD Board of Commissioners.

6.3 **2024 Budget Hearing Meeting time October 2, 2023.** Finance Director Mike Bailey gave a report. Time for the Budget Hearing is set for October 2, 2023 at 5:00 p.m. All commissioners were in agreement concerning the time and date of hearing. There will be a first touch budget at the next PUD Board of Commissioner regular meeting.

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Jefferson County PUD
Board of Commissioners
Regular Board Meeting 3:00 p.m.
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Draft Minutes

7. COMMISSIONERS' REPORTS.

Commissioner Dan Toepper.

6/22 and

- 6/23 Attended Energy NW Executive meeting. Report.
- 6/26 Attended ICG meeting. Report.
- 6/29 Attended NoaNet Strategic Planning meeting.
- 7/6 Attended EDC Team Jefferson meeting.
- 7/6 Attended the Port Ludlow Village Council meeting.
- 7/7 Met with General Manager Kevin Streett.
- 7/8 Attended the PUD fiber sign up event in Quilcene with Jamison Hawn.
- 7/10 Attended a community meeting in Brinnon.
- 7/12 Attended WPUDA Education committee meeting.
- 7/14 Attended WPUDA committee meeting
- 7/19 Will attend PPC Zoom meeting.
- 7/20 Will attend WAPAG Zoom meeting.
- 7/21 Will meet with General Manager Kevin Streett.

Commissioner Jeff Randall.

- 6/26 Attended ICG meeting. Report.
- 6/29 Phone meeting with General Manager Kevin Streett.
- 7/5 Received a phone call regarding tree trimming across from Courthouse.
- 7/7 Attended Pacific Northwest Utilities Conference Council meeting.
- 7/12 thru
- 7/14 Attended WPUDA meetings. Report.
- 7/17 Attended presentation with Clean Energy Transition Institute based in Quilcene. Report.
- 7/19 Will attend PPC meeting.
- 7/20 BB service webinar with American Public Power Association.
- 7/21 Will attend Climate Action committee meeting.
- 7/24 Will attend UTC and Commerce joint meeting. (Zoom)
- 7/25 to
- 7/27 Will attend Energy NW meetings.

Commissioner Kenneth Collins.

- 6/26 Participated in interviews for the Assistant General Manager position.
- 6/26 Attended ICG meeting.
- 6/26 Met with General Manager Kevin Streett.
- 7/6 Participated in interviews for the Assistant General Manager position.
- 7/7 Met with General Manager Kevin Streett.
- 7/10 Participated in interviews for the Assistant General Manager position.

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7/12 to
 7/14 Attended WPUDA meetings.
 7/14 Met with General Manager Kevin Streett.
 7/14 Received a customer call about tree trimming across from the Courthouse.
 7/20 Will have another interview with a candidate for Assistant General Manager position.
 7/21 Will meet with General Manager Kevin Streett.

8. CONSENT AGENDA.

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

8.1 Prior Minutes

PUD BOC Regular Meeting Minutes 6-20-2023.

8.2 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: #131824 to #131827 | \$ 122,113.20 | 06/13/2023 |
| Accounts Payable: #131828 to #131877 | \$ 680,615.67 | 06/15/2023 |
| Accounts Payable: #131878 to #131939 | \$ 875,229.04 | 06/22/2023 |
| Accounts Payable: #131940 to #131941 | \$ 648.25 | 06/26/2023 |
| Accounts Payable: #131942 to #131994 | \$ 444,612.41 | 06/29/2023 |
| Accounts Payable: #131995 to #132057 | \$ 617,994.83 | 07/06/2023 |
| Payroll Checks: # 71082 to # 71083 | \$ 5,727.47 | 06/23/2023 |
| Payroll Checks: # 71084 to # 71084 | \$ 508.18 | 06/26/2023 |
| Payroll Checks: # 71085 to # 71089 | \$ 8,370.28 | 07/07/2023 |
| Payroll Direct Deposit | \$ 192,290.16 | 06/23/2023 |
| Payroll Direct Deposit | \$ 190,283.80 | 07/07/2023 |

TOTAL INVOICES PAID: \$3,138,393.29

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| WIRE TRANSFERS PAID | AMOUNT | DATE |
|--|-----------------------|------------|
| USDA – RUS loan payment for Q2 2023 | \$1,520,710.61 | 06/29/2023 |
| Peterson Lake – loan payment for July 2023 | \$ 14,328.62 | 07/03/2023 |
| BPA – purchase power for May 2023 | \$ 807,455.00 | 07/10/2023 |
| PAYMENT TOTAL | \$5,480,887.52 | |

VOIDED WARRANTS

218 \$1,520,710.61

8.3 Financial Report

May 2023 Financials

Agenda Report-Written Off Accounts 7-18-2023

Written Off Accounts Motion 7-18-2023

8.4 Calendar

BOC Calendar July 18, 2023.

8.5 Correspondence Log

No Correspondence Log this meeting.

8.6 Late Fee Correction Policy Approval.

7-18-23 Agenda Report CS Policy

7- 18-23 Resolution 2023 CS Policy Late Fee Correction

7-18-23 Resolution 2023-XXX Exhibit A CS Policy Sect 14.37 Red Line.

END OF CONSENT AGENDA

9. OLD BUSINESS. None.

10. NEW BUSINESS.

10.1 Heat Moratorium. Customer Service Director Jean Hall gave a presentation.

10.2 New Treasurer Assignment. Discussion only. General Manager Kevin Streett and Finance Director Mike Bailey gave a report. Finance Director Mike Bailey will take over the Treasurer's responsibilities and Finance Manager Mellissa Blair will be taking over the financials. There will be more information given at the next couple of PUD BOC regular meetings.

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Jefferson County PUD
Board of Commissioners
Regular Board Meeting 3:00 p.m.
July 18, 2023
Draft Minutes

10. ADJOURN. Commissioner Kenneth Collins adjourned the July 18, 2023, Regular meeting of the Jefferson County Public Utility District No. 1 Board of Commissioners at 6:38 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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Jefferson County PUD
Board of Commissioners
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Draft Minutes

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 **\$1,747,155.69** on this **1ST** day of **AUGUST** **2023** ;

Kenneth Collins
President

Jeff Randall
Vice President

Dan Toepper
Secretary

PAYMENTS TO BE APPROVED:

| | WARRANTS | AMOUNT | DATE |
|-------------------------|----------------------|---------------|-----------|
| Accounts Payable: | # 132058 to # 132125 | \$ 650,269.34 | 7/6/2023 |
| Accounts Payable: | # 132126 to # 132180 | \$ 906,715.60 | 7/20/2023 |
| Payroll Checks: | # 71090 to # 71092 | \$ 9,095.16 | 7/21/2023 |
| Payroll Direct Deposit: | | \$ 181,075.59 | 7/21/2023 |
| Payroll Direct Deposit: | | | |

TOTAL INVOICES PAID

\$1,747,155.69

WIRE TRANSFERS PAID

AMOUNT

DATE

PAYMENT TOTAL

\$1,747,155.69

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

7/26/2023

Date

VOUCHER CLAIM FORMS FOR INVOICES PAID:

| | WARRANTS | AMOUNT | DATE |
|----------------------------|-------------|---------------|-----------|
| Accounts Payable: # 132058 | to # 132125 | \$ 650,269.34 | 7/6/2023 |
| Accounts Payable: # 132126 | to # 132180 | \$ 906,715.60 | 7/20/2023 |
| Payroll Checks: # 71090 | to # 71092 | \$ 9,095.16 | 7/21/2023 |
| Payroll Direct Deposit: | | \$ 181,075.59 | 7/21/2023 |

TOTAL INVOICES PAID

\$1,747,155.69

WIRE TRANSFERS PAID

AMOUNT

DATE

GRAND TOTAL

\$1,747,155.69

VOIDED WARRANTS

07/26/2023 7:02:40 AM

Accounts Payable Check Register

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Bank Account: 1 - 1ST SECURITY - AP

| Check / Tran Date | Pmt Type | Vendor | Vendor Name | Reference | Amount |
|--------------------------------|-------------|--------|---------------------------------|--|------------|
| 20 7/6/23 | DD | 10727 | TITAN ELECTRIC, INC | DOCK WORK - 3/18-3/21/19 | 7.00 |
| | | | | DOCK WORK - 3/18-3/21/19 | 0.60 |
| | | | | DOCK WORK - 3/18-3/21/19 | 0.25 |
| | | | | DOCK WORK - 3/25-3/28/19 | 39.91 |
| | | | | CREDIT: TAX AMT OVER CHRGD ON INV#23818 | -7.85 |
| | | | | CREDIT: TAX AMT OVER CHRGD ON INV#23819 | -39.81 |
| | | | | CREDIT: TAX AMT OVER CHRGD ON INV#23819 | -0.10 |
| Total for Check/Tran - 20: | | | | | 0.00 |
| 21 7/20/23 | DD | 10739 | 2M COMPANY LLC | 801-60161182 E.STBOX 230V 2 HP BOO | -130.20 |
| | | | | 801-60161182 E.STBOX 230V 2 HP BOO | 130.20 |
| Total for Check/Tran - 21: | | | | | 0.00 |
| 132058 7/6/23 | CHK | 10957 | KAREN M ABBOTT | PHONE ALLOWANCE - MONTHLY | 45.00 |
| 132059 7/6/23 | CHK | 10871 | ADVANCED TIMBER RESOURCES | TIMBER CRUISE- BEAVER BALLEY SUB STATION | 1,401.94 |
| 132060 7/6/23 | CHK | 10012 | ALTEC INDUSTRIES, INC | ALTEC STRINGING BLOCK | 4,997.00 |
| 132061 7/6/23 | CHK | 10980 | AMELL FAMILY LIMITED PARTNERSHI | FIBER STORAGE RENTAL SPACE MONTHLY | 95.00 |
| | | | | FIBER STORAGE RENTAL SPACE MONTHLY | 1,350.00 |
| Total for Check/Tran - 132061: | | | | | 1,445.00 |
| 132062 7/6/23 | CHK | 10447 | ANIXTER INC. | GUY STRANDVISE 3/8 LONG BAIL | 1,652.87 |
| | | | | GUY MARKER | 834.62 |
| | | | | METER RING,CARRIAGE BOLT,SPLICE,FUSE | 981.90 |
| | | | | METER RING,CARRIAGE BOLT,SPLICE,FUSE | 1,491.95 |
| | | | | TRAN 1P PAD 25KVA 120/240 | 140,951.75 |
| Total for Check/Tran - 132062: | | | | | 145,913.09 |
| 132063 7/6/23 | CHK | 10451 | ASCENT LAW PARTNERS LLP | GENERAL UTILITY - MONTHLY | 3,426.25 |
| | | | | GENERAL UTILITY - MONTHLY | 3,426.25 |
| | | | | GENERAL UTILITY - MONTHLY | 6,852.50 |
| | | | | FLAT FEE BOC MEETINGS - MONTHLY | 7,650.00 |
| | | | | FLAT FEE BOC MEETINGS - MONTHLY | 850.00 |

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Accounts Payable Check Register

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ALL

Bank Account: 1 - 1ST SECURITY - AP

| Check / Tran Date | Pmt Type | Vendor | Vendor Name | Reference | Amount |
|--------------------------------|-------------|--------|---------------------------------|--|-----------|
| Total for Check/Tran - 132063: | | | | | 22,205.00 |
| 132064 7/6/23 | CHK | 10688 | MIKE BAILEY | PHONE ALLOWANCE - MONTHLY | 40.50 |
| | | | | PHONE ALLOWANCE - MONTHLY | 4.50 |
| Total for Check/Tran - 132064: | | | | | 45.00 |
| 132065 7/6/23 | CHK | 10714 | SCOTT A BANCROFT | EAST/WEST SUPERINTENDENTS MTG 6/28-29/23 | 222.00 |
| 132066 7/6/23 | CHK | 10026 | BAYVIEW PUMPS, INC | SKYWATER - REPLACE PUMP, TANK, FITTINGS | 7,455.49 |
| 132067 7/6/23 | CHK | 10870 | BIG BLUE PRESSURE WASHING AND L | LANDSCAPING -FOUR CRNRS &OTTO ST 6/12/23 | 612.88 |
| | | | | LANDSCAPING -FOUR CRNRS &OTTO ST 6/12/23 | 29.18 |
| Total for Check/Tran - 132067: | | | | | 642.06 |
| 132068 7/6/23 | CHK | 10339 | BORDER STATES ELECTRIC | COPPER C 4/0-2 | 366.58 |
| 132069 7/6/23 | CHK | 10041 | CDW GOVERNMENT | PAESSLER PRTG 2500 - 9/18/23-9/17/24 | 1,381.96 |
| | | | | PAESSLER PRTG 2500 - 9/18/23-9/17/24 | 153.55 |
| Total for Check/Tran - 132069: | | | | | 1,535.51 |
| 132070 7/6/23 | CHK | 10046 | CENTURYLINK | LOW SPD DATA & 2WIRE - MONTHLY | 91.40 |
| | | | | LOW SPD DATA & 2WIRE - MONTHLY | 10.16 |
| | | | | LOW SPD DATA & 2WIRE - MONTHLY 2023 | 35.06 |
| | | | | LOW SPD DATA & 2WIRE - MONTHLY 2023 | 3.90 |
| Total for Check/Tran - 132070: | | | | | 140.52 |
| 132071 7/6/23 | CHK | 10051 | CITY OF PORT TOWNSEND-UTILITY | KEARNEY SUBSTATION-MONTHLY WTR | 208.24 |
| | | | | 191 OTTO ST -MONTHLY WTR | 113.60 |
| | | | | 191 OTTO ST -MONTHLY WTR | 12.62 |
| Total for Check/Tran - 132071: | | | | | 334.46 |
| 132072 7/6/23 | CHK | 10053 | COMPUNET, INC | CATALYST REDUNDANT POWER SUPPLY-OTTO | 3,257.10 |
| 132073 7/6/23 | CHK | 10815 | DANIEL ANDERSON TRUCKING&EXCA | FLAGGING- HWY 101 & 104 | 1,485.26 |
| | | | | FLAGGING- JEFFERSON ST 6/21/23 | 964.13 |
| | | | | FLAGGING- JEFFERSON ST | 1,485.93 |
| Total for Check/Tran - 132073: | | | | | 3,935.32 |

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Accounts Payable Check Register

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ALL

Bank Account: 1 - 1ST SECURITY - AP

| Check / Tran Date | Pmt Type | Vendor | Vendor Name | Reference | Amount |
|--------------------------------|-------------|--------|-------------------------------|--|----------|
| 132074 7/6/23 | CHK | 10551 | DAY WIRELESS SYSTEMS | MOBILE RADIOS - JULY 2023 | 1,034.05 |
| 132075 7/6/23 | CHK | 10068 | DISCOVERY BAY GROUP, LLC | CONSULTING SERVICE MONTHLY 2023 | 5,500.00 |
| 132076 7/6/23 | CHK | 10825 | DOCUSIGN, INC | DOCUSIGN SUPPORT - 3 YEARS | 351.96 |
| | | | | DOCUSIGN SUPPORT -1 OF 3 YEARS | 2,346.35 |
| | | | | DOCUSIGN SUPPORT - 3 YEARS | 39.09 |
| | | | | DOCUSIGN SUPPORT -1 OF 3 YEARS | 260.71 |
| Total for Check/Tran - 132076: | | | | | 2,998.11 |
| 132077 7/6/23 | CHK | 10811 | GDS ASSOCIATES INC. | MONTHLY WPAG ALLOCATION | 597.10 |
| | | | | MONTHLY WPAG ALLOCATION | 66.34 |
| Total for Check/Tran - 132077: | | | | | 663.44 |
| 132078 7/6/23 | CHK | 10094 | GENERAL PACIFIC, INC | INSULATOR SUSPENSION 161KV | 3,686.05 |
| 132079 7/6/23 | CHK | 10454 | GLOBAL RENTAL COMPANY INC | AT37-G BUCKETRNTL VEH#410 6/17-7/14/23 | 2,727.50 |
| | | | | SPLICER VAN RNTL VEH#421 6/19-7/16/23 | 2,727.50 |
| | | | | AT40-G RNTL VEH#417 6/20-7/17/23 | 3,054.80 |
| Total for Check/Tran - 132079: | | | | | 8,509.80 |
| 132080 7/6/23 | CHK | 10095 | GOOD MAN SANITATION, INC | 310 4CRNRS-RESTROOM UNIT MONTHLY 2023 | 158.35 |
| | | | | 310 4CRNRS-RESTROOM UNIT MONTHLY 2023 | 15.84 |
| Total for Check/Tran - 132080: | | | | | 174.19 |
| 132081 7/6/23 | CHK | 10098 | GRAINGER | PPE-WATER DEPARTMENT | 802.47 |
| | | | | ALPHATEC DIE CUT APRON,HEAVY DUTY | 179.62 |
| Total for Check/Tran - 132081: | | | | | 982.09 |
| 132082 7/6/23 | CHK | 10104 | HADLOCK BUILDING SUPPLY, INC. | GALV NIPPLE- WELL LEAK REPAIR | 23.98 |
| | | | | ROOFING NAIL- FIBER TAGS | 27.26 |
| Total for Check/Tran - 132082: | | | | | 51.24 |
| 132083 7/6/23 | CHK | 10396 | JEAN M HALL | PHONE ALLOWANCE - MONTHLY | 40.50 |
| | | | | PHONE ALLOWANCE - MONTHLY | 4.50 |
| Total for Check/Tran - 132083: | | | | | 45.00 |

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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 |
|--------------------------------|-------------|--------|--------------------------------|---|------------|
| 132084 7/6/23 | CHK | 11018 | CODY R HAND | CALIX CONNEXIONS CONF 6/27-6/28 TRVL EX | 613.17 |
| 132085 7/6/23 | CHK | 10939 | JAMESON J HAWN | PHONE ALLOWANCE - MONTHLY | 40.50 |
| | | | | PHONE ALLOWANCE - MONTHLY | 4.50 |
| Total for Check/Tran - 132085: | | | | | 45.00 |
| 132086 7/6/23 | CHK | 10999 | MORGAN R HIGDON | WELLNES REIMBURSEMENT 2023 | 92.26 |
| | | | | WELLNES REIMBURSEMENT 2023 | 10.25 |
| Total for Check/Tran - 132086: | | | | | 102.51 |
| 132087 7/6/23 | CHK | 10113 | HRA VEBA TRUST CONTRIBUTIONS | VEBA BENEFIT JUNE 2023 | 3,450.00 |
| | | | | VEBA DEDUCTION JUNE 2023 | 2,386.68 |
| Total for Check/Tran - 132087: | | | | | 5,836.68 |
| 132088 7/6/23 | CHK | 10114 | IBEW LOCAL UNION NO 77 | IBEW JUN 2023 UNION DUES | 3,500.83 |
| 132089 7/6/23 | CHK | 10839 | IRBY ELECTRICAL UTILITES | INHIBITOR, WASP SPRAY & ELBOWS | 4,909.50 |
| 132090 7/6/23 | CHK | 10782 | AMANDA D ISAAK | PHONE ALLOWANCE - MONTHLY | 40.50 |
| | | | | PHONE ALLOWANCE - MONTHLY | 4.50 |
| Total for Check/Tran - 132090: | | | | | 45.00 |
| 132091 7/6/23 | CHK | 10518 | J HARLEN COMPANY | BUCKINGHAM SUPER SQUEEZE-DISTRIBUTION | 1,013.43 |
| | | | | PPE GEAR | 595.25 |
| Total for Check/Tran - 132091: | | | | | 1,608.68 |
| 132092 7/6/23 | CHK | 10675 | JEFFERSON COUNTY CHAMBER OF CO | CHAMPION MEMBERSHIP 1YR - 2023 | 675.00 |
| | | | | CHAMPION MEMBERSHIP 1YR - 2023 | 75.00 |
| Total for Check/Tran - 132092: | | | | | 750.00 |
| 132093 7/6/23 | CHK | 10123 | JEFFERSON COUNTY FAIR | 2023 JEFFERSON COUNTY FAIR BOOTH RENTAL | 180.00 |
| | | | | 2023 JEFFERSON COUNTY FAIR BOOTH RENTAL | 20.00 |
| Total for Check/Tran - 132093: | | | | | 200.00 |
| 132094 7/6/23 | CHK | 10265 | JEFFERSON COUNTY TREASURER | JUNE 2023 PERS 2 | 92,735.00 |
| | | | | JUNE 2023 PERS 3 | 14,331.69 |
| Total for Check/Tran - 132094: | | | | | 107,066.69 |

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|--------------------------------|-------------|--------|-----------------------------|--|----------|
| 132095 7/6/23 | CHK | 10320 | ANNETTE JOHNSON | PHONE ALLOWANCE - MONTHLY | 40.50 |
| | | | | PHONE ALLOWANCE - MONTHLY | 4.50 |
| Total for Check/Tran - 132095: | | | | | 45.00 |
| 132096 7/6/23 | CHK | 11007 | KELLER AND HECKMAN LLP | PROF SVC: POLE ISSU-TRNSTN AGMT THR 5/31 | 2,956.25 |
| 132097 7/6/23 | CHK | 10134 | LEMAY MOBILE SHREDDING | ACCT#2185-970793 SHRED 191 OTTO MAY 2023 | 0.99 |
| | | | | ACCT#2185-970793 SHRED 191 OTTO MAY 2023 | 0.11 |
| | | | | SHRED 4CRNR MONTHLY | 196.96 |
| | | | | SHRED 4CRNR MONTHLY | 20.04 |
| | | | | SHRED OTTO ST MONTHLY | 65.70 |
| | | | | SHRED OTTO ST MONTHLY | 7.30 |
| Total for Check/Tran - 132097: | | | | | 291.10 |
| 132098 7/6/23 | CHK | 10136 | LES SCHWAB TIRES | VEH# 418- TIRE CHAINS | -188.73 |
| | | | | TIRES FOR VEH# 142 | 1,221.38 |
| Total for Check/Tran - 132098: | | | | | 1,032.65 |
| 132099 7/6/23 | CHK | 10356 | KRISTOFFER M LOTT | PHONE ALLOWANCE - MONTHLY | 40.50 |
| | | | | PHONE ALLOWANCE - MONTHLY | 4.50 |
| Total for Check/Tran - 132099: | | | | | 45.00 |
| 132100 7/6/23 | CHK | 10153 | MURREY'S DISPOSAL CO., INC. | 2YD - 310 4CRNR MONTHLY | 187.16 |
| | | | | 2YD - 310 4CRNR MONTHLY | 20.80 |
| | | | | 2YD OCC-4CRNRS MONTHLY | 164.32 |
| | | | | 2YD OCC-4CRNRS MONTHLY | 18.26 |
| | | | | 30YD RNTL-310 4CRNRS MONTHLY | 601.14 |
| | | | | 30YD RNTL-310 4CRNRS MONTHLY | 66.79 |
| | | | | 1.5YD - 21 KENNEDY MONTHLY | 37.64 |
| | | | | 1.5YD - 21 KENNEDY MONTHLY | 37.65 |
| | | | | 2YD - 210 4CRNR MONTHLY | 202.94 |
| | | | | 2YD - 191 OTTO MONTHLY | 182.65 |
| | | | | 2YD - 191 OTTO MONTHLY | 20.29 |
| | | | | 2YD-210 4CRNR MONTHLY | 78.13 |

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|----------------------|-------------|--------|---|--|----------|
| | | | | 2YD-210 4CRNR MONTHLY | 8.68 |
| | | | | Total for Check/Tran - 132100: | 1,626.45 |
| 132101 7/6/23 | CHK | 9999 | NICHOLAS KELBON & DANIELLE DUEHREFUND - CIAC REFUND | | 2,255.00 |
| 132102 7/6/23 | CHK | 10164 | NW LABORERS 252 (DUES) | UNION DUES - LABORERS JUNE 2023 | 820.00 |
| 132103 7/6/23 | CHK | 10631 | WILLIAM P O'DONNELL | PHONE ALLOWANCE - MONTHLY | 22.50 |
| | | | | PHONE ALLOWANCE - MONTHLY | 2.25 |
| | | | | PHONE ALLOWANCE - MONTHLY | 20.25 |
| | | | | Total for Check/Tran - 132103: | 45.00 |
| 132104 7/6/23 | CHK | 10167 | OFFICE DEPOT | CHAIRS QTY 8- OTTO ST | 2,956.85 |
| | | | | CHAIRS QTY 8- OTTO ST | 328.54 |
| | | | | Total for Check/Tran - 132104: | 3,285.39 |
| 132105 7/6/23 | CHK | 10170 | OLYMPIC EQUIPMENT RENTALS | 10 YR CELEBRATION-HEATER, CHAIRS, TABLE | 333.42 |
| | | | | 10 YR CELEBRATION-HEATER, CHAIRS, TABLE | 37.05 |
| | | | | Total for Check/Tran - 132105: | 370.47 |
| 132106 7/6/23 | CHK | 10171 | ON LINE INFORMATION SERVICES | ONLINE UTILITY EXG REPORT-MONTHLY 2023 | 212.92 |
| 132107 7/6/23 | CHK | 10176 | PAIR NETWORKS | DOMAIN SHARED HOSTING 1Y 7/1/23-7/1/24 | 78.99 |
| | | | | DOMAIN SHARED HOSTING 1Y 7/1/23-7/1/24 | 8.78 |
| | | | | Total for Check/Tran - 132107: | 87.77 |
| 132108 7/6/23 | CHK | 10549 | PENINSULA LEGAL SECRETARIAL SER | TRANSCRIPTION SVC 6/21-7/10/2023 | 200.00 |
| 132109 7/6/23 | CHK | 10523 | PENINSULA TRUCK LINES INC | FREIGHT | 255.64 |
| | | | | FREIGHT CHARGE-PICK UP | -21.32 |
| | | | | Total for Check/Tran - 132109: | 234.32 |
| 132110 7/6/23 | CHK | 10197 | PRINTERY COMMUNICATIONS | COLOR BOARD DISPLAY- BB | 57.77 |
| 132111 7/6/23 | CHK | 11004 | PROLEC-GE WAUKESHA,INC. | N2 SYSTEM REGULATOR PANEL | 3,098.84 |
| 132112 7/6/23 | CHK | 9999 | QUILCENE COMMUNITY CENTER | QUIL COMMUNITY CENTER RENTAL-BB OUTREACH | 45.00 |

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|--------------------------------|-------------|--------|---------------------------------|--|----------|
| 132113 7/6/23 | CHK | 10212 | ROHLINGER ENTERPRISES INC | QUARTERLY GLOVE/BLANKET TESTING | 735.63 |
| | | | | QUARTERLY GLOVE/BLANKET TESTING | 142.70 |
| | | | | QUARTERLY GLOVE/BLANKET TESTING | 11.89 |
| | | | | ANNUAL GROUNDS TESTING | 1,206.76 |
| Total for Check/Tran - 132113: | | | | | 2,096.98 |
| 132114 7/6/23 | CHK | 10249 | SPECTRA LABORATORIES-KITSAP LLC | TESTING:TOTAL COLIFORM/E.COLI P/A 5/10 | 26.00 |
| | | | | TESTING:TOTAL COLIFORM/E.COLI P/A 5/10 | 26.00 |
| | | | | TESTING:TOTAL COLIFORM/E.COLI P/A 5/10 | 26.00 |
| | | | | TESTING:TOTAL COLIFORM/E.COLI P/A 5/10 | 26.00 |
| | | | | TESTING:TOTAL COLIFORM/E.COLI P/A 5/10 | 26.00 |
| | | | | TESTING:TOTAL COLIFORM/E.COLI P/A -5/10 | 26.00 |
| | | | | TESTING:TOTAL COLIFORM/E.COLI P/A -5/10 | 26.00 |
| | | | | TESTING:TOTAL COLIFORM/E.COLI P/A -5/10 | 26.00 |
| | | | | TESTING:TOTAL COLIFORM/E.COLI P/A -5/10 | 26.00 |
| | | | | TESTING:TOTAL COLIFORM/E.COLI P/A -5/10 | 26.00 |
| | | | | TESTING:TOTAL COLIFORM/E.COLI P/A -5/10 | 26.00 |
| | | | | TESTING:TOTAL COLIFORM/E.COLI P/A -5/10 | 26.00 |
| | | | | TESTING:TOTAL COLIFORM/E.COLI P/A -5/10 | 26.00 |
| | | | | TESTING:TOTAL COLIFORM/E.COLI P/A -5/10 | 26.00 |
| | | | | TESTING: NITRATE-N MISC LOCATIONS 5/10 | 30.00 |
| | | | | TESTING: NITRATE-N MISC LOCATIONS 5/10 | 30.00 |
| | | | | TESTING: NITRATE-N MISC LOCATIONS 5/10 | 30.00 |
| | | | | TESTING: CBOD, NITRATE, TSS, TKN MISC LO | 55.00 |
| | | | | TESTING: CBOD, NITRATE, TSS, TKN MISC LO | 35.00 |
| | | | | TESTING: CBOD, NITRATE, TSS, TKN MISC LO | 22.00 |
| | | | | TESTING: TKN,NITRATE, MF,CBOD,TSS- 4/6 | 55.00 |
| | | | | TESTING: TKN,NITRATE, MF,CBOD,TSS- 4/6 | 32.00 |
| | | | | TESTING: TKN,NITRATE, MF,CBOD,TSS- 4/6 | 35.00 |
| | | | | TESTING: TKN,NITRATE, MF,CBOD,TSS- 4/6 | 22.00 |
| | | | | TESTING: TCOLIFORM/E QUIMPER&LAZ 06/07 | 26.00 |

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| | | | | TESTING: TCOLIFORM/E QUIMPER&LAZ 06/07 | 26.00 |
| | | | | TESTING: TCOLIFORM/E QUIMPER&LAZ 06/07 | 26.00 |
| | | | | TESTING: TCOLIFORM/E QUIMPER&LAZ 06/07 | 26.00 |
| | | | | TESTING: TCOLIFORM/E QUIMPER MO 06/07/23 | 26.00 |
| | | | | TESTING: TCOLIFORM/E QUIMPER MO 06/07/23 | 26.00 |
| | | | | TESTING: TCOLIFORM/E QUIMPER MO 06/07/23 | 26.00 |
| | | | | TESTING: TCOLIFORM/E QUIMPER MO 06/07/23 | 26.00 |
| | | | | TESTING: TCOLIFORM/E QUIMPER MO 06/07/23 | 26.00 |
| | | | | TESTING: TCOLIFORM/E QUIMPER MO 06/07/23 | 26.00 |
| | | | | TESTING: TCOLIFORM/E QUIMPER MO 06/07/23 | 26.00 |
| | | | | TESTING: TRIHALOMETHANES & HALOCAETIC 5/9 | 162.00 |
| | | | | TESTING: TRIHALOMETHANES & HALOCAETIC 5/9 | 148.00 |
| | | | | TESTING: TCOLIFORM/E MISC LOCATION 06/07 | 26.00 |
| | | | | TESTING: TCOLIFORM/E MISC LOCATION 06/07 | 26.00 |
| | | | | TESTING: TCOLIFORM/E MISC LOCATION 06/07 | 26.00 |
| | | | | TESTING: TCOLIFORM/E MISC LOCATION 06/07 | 26.00 |
| | | | | TESTING: TCOLIFORM/E MISC LOCATION 06/07 | 26.00 |
| | | | | TESTING: TCOLIFORM/E MISC LOCATION 06/07 | 26.00 |
| | | | | TESTING: TCOLIFORM/E MISC LOCATION 06/07 | 26.00 |
| | | | | TESTING: TCOLIFORM/E MISC LOCATION 06/07 | 26.00 |
| | | | | TESTING: GROSS ALPHA/RADIUM-228- QUIMPER | 115.00 |
| | | | | TESTING: GROSS ALPHA/RADIUM-228- QUIMPER | 180.00 |
| Total for Check/Tran - 132114: | | | | | 1,835.00 |
| 132115 7/6/23 | CHK | 11011 | STORMWIND LLC | OFFICE 365 7 SECURITY AWARENESS TRNG 1YR | 4,124.00 |
| 132116 7/6/23 | CHK | 10400 | DONALD K STREETT | PHONE ALLOWANCE - MONTHLY | 40.50 |
| | | | | PHONE ALLOWANCE - MONTHLY | 4.50 |
| Total for Check/Tran - 132116: | | | | | 45.00 |
| 132117 7/6/23 | CHK | 10733 | DANIEL S TOEPPER | MTG W GM, BOC, QUIL FIRE, NOANET, COM MT | 898.88 |

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| | | | | MTG W GM, BOC, QUIL FIRE, NOANET, COM MT | 143.90 |
| | | | | Total for Check/Tran - 132117: | 1,042.78 |
| 132118 7/6/23 | CHK | 10255 | USA BLUEBOOK | STRAP WRENCH FOR PLASTIC PIPE #25207 | 317.75 |
| 132119 7/6/23 | CHK | 10256 | UTILITIES UNDERGROUND LOCATION | LOCATES - MONTHLY-2023 | 108.68 |
| | | | | LOCATES - MONTHLY-2023 | 217.37 |
| | | | | LOCATES - MONTHLY-2023 | 108.68 |
| | | | | Total for Check/Tran - 132119: | 434.73 |
| 132120 7/6/23 | CHK | 10258 | VERIZON WIRELESS, BELLEVUE | SCADA CRADLEPNT DEVICES QB-MONTHLY | 900.48 |
| 132121 7/6/23 | CHK | 10800 | VISION METERING, LLC | METER 2S-CL200 DIGITAL | 299,724.98 |
| | | | | METER 2S-CL200 DIGITAL | -24,999.98 |
| | | | | END SIGHT CLOUD SOFTWARE JUN 2023 | 500.00 |
| | | | | Total for Check/Tran - 132121: | 275,225.00 |
| 132122 7/6/23 | CHK | 10818 | WA STATE DEPT OF CORRECTIONS | DESK AND WORKSURFACES (INSTALL) | 2,065.33 |
| | | | | OFFICE DESK-ROOM# 114 | 1,084.72 |
| | | | | DESK AND WORKSURFACES (INSTALL) | 229.49 |
| | | | | OFFICE DESK-ROOM# 114 | 120.52 |
| | | | | Total for Check/Tran - 132122: | 3,500.06 |
| 132123 7/6/23 | CHK | 10337 | WA STATE DEPT OF TRANSPORTATION | PROJECT COSTS FOR MAY 2023 | 871.24 |
| 132124 7/6/23 | CHK | 10496 | WELLS FARGO VENDOR FIN SERV | 4CRNRS COPYRNT MONTHLY | 354.47 |
| | | | | 4CRNRS COPYRNT MONTHLY | 39.39 |
| | | | | Total for Check/Tran - 132124: | 393.86 |
| 132125 7/6/23 | CHK | 10858 | ZOOM VIDEO COMMUNICATIONS, INC. | ACCT#700466100VID CONF SVC 05/22-07/21 | 459.39 |
| | | | | ACCT#700466100VID CONF SVC 05/22-07/21 | 51.04 |
| | | | | Total for Check/Tran - 132125: | 510.43 |
| 132126 7/20/23 | CHK | 10808 | A & J FLEET SERVICES, INC | FABRICATE & INSTALL HANDRAIL- 310 4 CRNR | 9,467.90 |
| | | | | FABRICATE & INSTALL HANDRAIL- 310 4 CRNR | 1,051.99 |
| | | | | Total for Check/Tran - 132126: | 10,519.89 |

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| 132127 7/20/23 | CHK | 10871 | ADVANCED TIMBER RESOURCES | TIMBER CRUISE- 310 FOUR CORNERS | 1,401.98 |
| 132128 7/20/23 | CHK | 10447 | ANIXTER INC. | TRAN 1P PAD 25KVA 120/240 | 104,408.70 |
| 132129 7/20/23 | CHK | 10440 | B & H FOTO & ELECTRONICS CORP. | DATA SAFE | 6,355.27 |
| | | | | DATA SAFE | 706.14 |
| | | | | Total for Check/Tran - 132129: | 7,061.41 |
| 132130 7/20/23 | CHK | 10026 | BAYVIEW PUMPS, INC | SKYWATER - REPLACE PUMP, TANK, FITTINGS | 752.32 |
| 132131 7/20/23 | CHK | 9998 | SAMANTHA BRASIER-AGNEW | Credit Balance Refund | 69.82 |
| 132132 7/20/23 | CHK | 10940 | CALIX, INC. | HARDWARE W/O# 322036 | 25,490.89 |
| | | | | OPERATIONS CLOUD SETUP 04/01/23-3/31/26 | 1,995.00 |
| | | | | Total for Check/Tran - 132132: | 27,485.89 |
| 132133 7/20/23 | CHK | 10045 | CENTURY LINK-S | PHONE SERVICE - MONTHLY 2023 | 135.21 |
| | | | | PHONE SERVICE - MONTHLY 2023 | 15.02 |
| | | | | PHONE SERVICE - MONTHLY | 60.66 |
| | | | | Total for Check/Tran - 132133: | 210.89 |
| 132134 7/20/23 | CHK | 10047 | CENTURYLINK-POLES | ACCTBJWA0275-POLERN TL 1Y 4/01/22-3/21/23 | 2,404.06 |
| 132135 7/20/23 | CHK | 10685 | CINTAS CORPORATION | FIRST AID RESTOCK - 191 OTTO STREET | 14.04 |
| | | | | FIRST AID RESTOCK - 191 OTTO STREET | 1.56 |
| | | | | Total for Check/Tran - 132135: | 15.60 |
| 132136 7/20/23 | CHK | 10920 | COOPERATIVE RESPONSE CENTER, INC | ANSWER SVC MONTHLY | 1,513.70 |
| | | | | ANSWER SVC MONTHLY | 2,292.18 |
| | | | | ANSWER SVC MONTHLY | 518.98 |
| | | | | Total for Check/Tran - 132136: | 4,324.86 |
| 132137 7/20/23 | CHK | 10501 | D & L POLES | WATER TAP & INSTALL- 9224 FLAGLER | 3,622.12 |
| 132138 7/20/23 | CHK | 10815 | DANIEL ANDERSON TRUCKING&EXCA | FLAGGING- HARRISON & WASHINGTON ST | 773.84 |
| | | | | FLAGGING- PARADISE BAY RD | 773.84 |
| | | | | Total for Check/Tran - 132138: | 1,547.68 |

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| 132139 7/20/23 | CHK | 11009 | DIESEL TRUCK AND FLEET SERVICES I | VEH# 130- AC SERVICE | 2,929.09 |
| 132140 7/20/23 | CHK | 10076 | ENERSYS DELAWARE INC | ATEVO CHARGER, 48V, 25AMP | 6,059.20 |
| 132141 7/20/23 | CHK | 10781 | EVERGREEN CONSULTING GROUP, LLC | ENERGY CONSERVATION REBATE | 700.00 |
| | | | | ENERGY CONSERVATION REBATE | 700.00 |
| | | | | ENERGY CONSERVATION REBATE | 800.00 |
| Total for Check/Tran - 132141: | | | | | 2,200.00 |
| 132142 7/20/23 | CHK | 10821 | FCS GROUP | TASK 3-CALCULATE CAPACITY CHARGES-JUN 23 | 3,217.50 |
| | | | | TASK 3-CALCULATE CAPACITY CHARGES-JUN 23 | 357.50 |
| Total for Check/Tran - 132142: | | | | | 3,575.00 |
| 132143 7/20/23 | CHK | 10094 | GENERAL PACIFIC, INC | SECTIONALIZING CABINET 18X30X30-METAL | 10,068.29 |
| | | | | BOLT MACH. 5/8 X 14 | 294.57 |
| Total for Check/Tran - 132143: | | | | | 10,362.86 |
| 132144 7/20/23 | CHK | 10454 | GLOBAL RENTAL COMPANY INC | AA55 DBLMN BUCKET VEH#414 6/21-7/18/23 | 3,709.40 |
| | | | | AT40-G BUCKETRNTL VEH#416 6/21-7/18/23 | 2,945.70 |
| Total for Check/Tran - 132144: | | | | | 6,655.10 |
| 132145 7/20/23 | CHK | 10098 | GRAINGER | VESTIL DRUM LIFTER-30-55 GALLON DRUM CAP | 861.72 |
| | | | | CONDOR RATCHET FACE SIELD ASSEMBLY | 134.38 |
| Total for Check/Tran - 132145: | | | | | 996.10 |
| 132146 7/20/23 | CHK | 10104 | HADLOCK BUILDING SUPPLY, INC. | ROPE NYLON TW- FIBER | 157.64 |
| | | | | EYE WAS STATION MATERIAL | 81.06 |
| Total for Check/Tran - 132146: | | | | | 238.70 |
| 132147 7/20/23 | CHK | 10384 | HDR ENGINEERING INC | TASK01 -MISC ON CALL SVC 11/27/22-6/3/23 | 2,942.83 |
| | | | | TASK02-COYLE WTR LINE EXT 5/7-6/3/23 | 2,262.45 |
| Total for Check/Tran - 132147: | | | | | 5,205.28 |
| 132148 7/20/23 | CHK | 10111 | HIGHWAY SPECIALTIES LLC | BB OUTREACH SIGN- REPAIRS & DELIVERY | 370.94 |
| 132149 7/20/23 | CHK | 10281 | JEFFCO EFTPS | EMPLOYEES' MEDICARE TAX | 4,190.03 |
| | | | | EMPLOYER'S MEDICARE TAX | 4,190.03 |

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| | | | | EMPLOYEES' FICA TAX | 17,915.92 |
| | | | | EMPLOYER'S FICA TAX | 17,915.92 |
| | | | | EMPLOYEES' FEDERAL WITHHOLDING | 17,098.65 |
| | | | | EMPLOYEES' FEDERAL WITHHOLDING TAX | 11,786.97 |
| | | | | Total for Check/Tran - 132149: | 73,097.52 |
| 132150 7/20/23 | CHK | 10675 | JEFFERSON COUNTY CHAMBER OF CO | JC COMMUNITY LEADERSHIP AWARDS | 450.00 |
| | | | | JC COMMUNITY LEADERSHIP AWARDS | 50.00 |
| | | | | Total for Check/Tran - 132150: | 500.00 |
| 132151 7/20/23 | CHK | 10123 | JEFFERSON COUNTY FAIR | 2023 JEFFERSON COUNTY FAIR SPONSORSHIP | 900.00 |
| | | | | 2023 JEFFERSON COUNTY FAIR SPONSORSHIP | 100.00 |
| | | | | Total for Check/Tran - 132151: | 1,000.00 |
| 132152 7/20/23 | CHK | 10532 | JEFFERSON COUNTY PUD PAYROLL ACPR DIRECT DEPOSIT 07.21.2023 | | 181,075.59 |
| | | | | PR MANUAL CHECKS 07.21.2023 | 9,095.16 |
| | | | | Total for Check/Tran - 132152: | 190,170.75 |
| 132153 7/20/23 | CHK | 10128 | JEFFERSON COUNTY TREASURER | JUNE 2023 B&O TAX | 139,252.23 |
| 132154 7/20/23 | CHK | 10972 | KATIES CLEANING SERVICE | JANITORIAL SERVICES | 1,159.47 |
| | | | | JANITORIAL SERVICES | 128.83 |
| | | | | Total for Check/Tran - 132154: | 1,288.30 |
| 132155 7/20/23 | CHK | 10348 | KEMP WEST, INC | TT T&M-VARIOUS AREAS W/E 06/10/2023 | 14,165.26 |
| | | | | TT T&M-VARIOUS AREAS W/E 06/17/2023 | 13,102.87 |
| | | | | TT T&M-VARIOUS AREAS W/E 06/24/2023 | 10,623.94 |
| | | | | TT T&M-VARIOUS AREAS W/E 07/01/2023 | 14,165.26 |
| | | | | Total for Check/Tran - 132155: | 52,057.33 |
| 132156 7/20/23 | CHK | 10142 | MASON COUNTY PUD #1 | ELEC-DOSEWALLIPS RD-PUMP MONTHLY 2023 | 256.99 |
| | | | | ELECTRIC-1012 DUCKABUSH RD - FC MONTHLY | 57.70 |
| | | | | ELECTRIC - BPA RD - PUMP MONTHLY 2023 | 132.12 |
| | | | | Total for Check/Tran - 132156: | 446.81 |
| 132157 7/20/23 | CHK | 10681 | MIDSUN GROUP, INC | E/INSULATION THIN WALL SPLIT TUBING | -57.89 |

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Bank Account: 1 - 1ST SECURITY - AP

| Check / Tran Date | Pmt Type | Vendor | Vendor Name | Reference | Amount |
|----------------------|-------------|--------|-------------------------------|--|-----------|
| | | | | E/INSULATION THIN WALL SPLIT TUBING | 694.01 |
| | | | | Total for Check/Tran - 132157: | 636.12 |
| 132158 7/20/23 | CHK | 10987 | MOUNTAIN WEST TRANSFORMER SAL | PORT LUDLOW TRANSFORMER REPAIR-TRANSPORT | -2,146.51 |
| | | | | PORT LUDLOW TRANSFORMER REPAIR-TRANSPORT | 25,734.51 |
| | | | | Total for Check/Tran - 132158: | 23,588.00 |
| 132159 7/20/23 | CHK | 10411 | MSDS ONLINE, INC. | MSDS DATABASE 8/12/23-8/11/24 | 3,319.92 |
| 132160 7/20/23 | CHK | 10153 | MURREY'S DISPOSAL CO., INC. | ACCT# 2112-191304 4CRNR 30YD RNTL MAY-23 | 0.90 |
| | | | | ACCT# 2112-191304 4CRNR 30YD RNTL MAY-23 | 0.10 |
| | | | | ACCT# 2112-155138-003 - 21KENNEDY MAY-23 | 0.90 |
| | | | | ACCT# 2112-155138-003 - 21KENNEDY MAY-23 | 0.10 |
| | | | | ACCT# 2112-176438 - 4CRNRS MAY-2023 | 1.65 |
| | | | | ACCT# 2112-176438 - 4CRNRS MAY-2023 | 0.18 |
| | | | | Total for Check/Tran - 132160: | 3.83 |
| 132161 7/20/23 | CHK | 10982 | NATIONAL RURAL TELECOMMUNICAT | CROWD FIBER SURVEY SERVICES MONTHLY 2023 | 500.00 |
| | | | | CROWD FIBER SURVEY SERVICES JUN 2023 | 955.07 |
| | | | | Total for Check/Tran - 132161: | 1,455.07 |
| 132162 7/20/23 | CHK | 10594 | NETWRIX CORPORATION | NETWRIX AUDITOR RENEWAL YR 1 | 457.21 |
| | | | | NETWRIX AUDITOR RENEWAL YR 1 | 852.33 |
| | | | | NETWRIX AUDITOR RENEWAL YR 1 | 94.69 |
| | | | | Total for Check/Tran - 132162: | 1,404.23 |
| 132163 7/20/23 | CHK | 10309 | NISC | RECURRING INVOICE JUN 2023 | 1,124.82 |
| | | | | RECURRING INVOICE JUN 2023 | 254.96 |
| | | | | RECURRING INVOICE JUN 2023 | 1,862.46 |
| | | | | RECURRING INVOICE JUN 2023 | 545.50 |
| | | | | RECURRING INVOICE JUN 2023 | 501.72 |
| | | | | RECURRING INVOICE JUN 2023 | 501.72 |
| | | | | RECURRING INVOICE JUN 2023 | 9,579.20 |
| | | | | RECURRING INVOICE JUN 2023 | 978.23 |

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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 |
|--------------------------------|-------------|--------|--|--|-----------|
| | | | | RECURRING INVOICE JUN 2023 | 114.74 |
| | | | | RECURRING INVOICE JUN 2023 | 1,623.57 |
| | | | | RECURRING INVOICE JUN 2023 | 346.50 |
| | | | | RECURRING INVOICE JUN 2023 | 25.50 |
| | | | | PRINT SVCS INVOICE JUN 2023 | 2,488.55 |
| | | | | PRINT SVCS INVOICE JUN 2023 | 7,866.05 |
| | | | | PRINT SVCS INVOICE JUN 2023 | 2,250.13 |
| | | | | PRINT SVCS INVOICE JUN 2023 | 1,792.36 |
| | | | | PRINT SVCS INVOICE JUN 2023 | 276.50 |
| | | | | PRINT SVCS INVOICE JUN 2023 | 874.00 |
| | | | | PRINT SVCS INVOICE JUN 2023 | 250.01 |
| | | | | PRINT SVCS INVOICE JUN 2023 | 199.15 |
| Total for Check/Tran - 132163: | | | | | 33,455.67 |
| 132164 7/20/23 | CHK | 10667 | NORTHWEST OPEN ACCESS NETWORK SERVICE BILLING 6 ADD'L IPS-MONTHLY 2023 | | 40.00 |
| | | | NOC MGMT - JUN 2023 | | 2,098.25 |
| Total for Check/Tran - 132164: | | | | | 2,138.25 |
| 132165 7/20/23 | CHK | 10631 | WILLIAM P O'DONNELL | US BANK CC STMT JUN 2023 6 CREDIT | -7.50 |
| | | | | FINLEY BB ENG MTG, KANSAS CITY 6/28-6/30 | 273.22 |
| Total for Check/Tran - 132165: | | | | | 265.72 |
| 132166 7/20/23 | CHK | 10167 | OFFICE DEPOT | OFFICE SUPPLIES - OTTO ST & OPERATIONS | 316.00 |
| | | | | OFFICE SUPPLIES - OTTO ST & OPERATIONS | 35.11 |
| | | | | OFFICE SUPPLIES - OPERATIONS STOCK | 18.53 |
| | | | | OFFICE SUPPLIES - OPERATIONS STOCK | 2.06 |
| | | | | OFFICE SUPPLIES- OPERATIONS | 43.18 |
| | | | | OFFICE SUPPLIES- OPERATIONS | 4.80 |
| Total for Check/Tran - 132166: | | | | | 419.68 |
| 132167 7/20/23 | CHK | 10168 | OLDCASTLE INFRASTRUCTURE | CONCRETE VAULT BASE 575 LA | 18,839.40 |
| 132168 7/20/23 | CHK | 9999 | OLYCAP | ENERGY CONSERVATION REBATE - GRANT | 15,050.00 |

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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 |
|--------------------------------|-------------|--------|---------------------------------|--|-----------|
| 132169 7/20/23 | CHK | 10175 | PACIFIC UNDERWRITERS CORP | LIFE - JUL 2023 | 769.90 |
| | | | | LTD - JUL 2023 | 2,428.96 |
| | | | | LIFE - AUG 2023 | 771.10 |
| | | | | LTD - AUG 2023 | 2,479.96 |
| Total for Check/Tran - 132169: | | | | | 6,449.92 |
| 132170 7/20/23 | CHK | 10181 | PENINSULA PEST CONTROL | RODENT SVC MO 210 FOUR CRNRS JUN 2023 | 81.83 |
| 132171 7/20/23 | CHK | 10195 | PRECISION FIBER, INC | FIBER SPLICING- 7TH ST 6/28-/6/29/23 | 5,314.54 |
| | | | | FIBER SPLICING- 7TH ST 6/28-/6/29/23 | -443.29 |
| Total for Check/Tran - 132171: | | | | | 4,871.25 |
| 132172 7/20/23 | CHK | 10203 | PURMS JOINT SELF INSURANCE FUND | HEALTH & WELFARE JUN 2023 | 71,402.89 |
| 132173 7/20/23 | CHK | 10210 | RICOH USA, INC | 310 4CRNRS (0626) IMAGES MONTHLY | 590.11 |
| | | | | 310 4CRNRS (0626) IMAGES MONTHLY | 65.57 |
| | | | | OTTO ST (3983)&(3982) IMAGES MONTHLY 23 | 81.44 |
| | | | | OTTO ST (3983)&(3982) IMAGES MONTHLY 23 | 9.05 |
| | | | | 310 CSR (8200) IMAGES MONTHLY | 14.66 |
| | | | | 310 CSR (8200) IMAGES MONTHLY | 1.63 |
| | | | | 310 FOUR CRNRS (7427) IMAGES MONTHLY 202 | 5.00 |
| | | | | 310 FOUR CRNRS (7427) IMAGES MONTHLY 202 | 0.56 |
| | | | | WORKROOM (0109) IMAGES MONTHLY 2023 | 86.89 |
| | | | | WORKROOM (0109) IMAGES MONTHLY 2023 | 9.65 |
| Total for Check/Tran - 132173: | | | | | 864.56 |
| 132174 7/20/23 | CHK | 10450 | TECHNOLOGY CONSERVATION GROUP | DESTRUCTION OF METER - 2023 | 1,316.02 |
| | | | | DESTRUCTION OF METERS-2023 | 512.51 |
| | | | | METER DESTRUCTION-AMI CHANGEOUT | 1,368.88 |
| Total for Check/Tran - 132174: | | | | | 3,197.41 |
| 132175 7/20/23 | CHK | 10252 | ULINE | PURE FLOW 1000 EYEWASH STATION | 8,514.62 |
| | | | | RUGSMUD MASTER CARPET MAT-3X5, CHARCOAL | 172.09 |
| | | | | RUGSMUD MASTER CARPET MAT-3X5, CHARCOAL | 19.13 |

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Bank Account: 1 - 1ST SECURITY - AP

| Check / Tran Date | Pmt Type | Vendor | Vendor Name | Reference | Amount |
|----------------------|-------------|--------|--|--|-----------------------|
| | | | | EMBOSSABLE TAGS# 5 | 70.93 |
| | | | | Total for Check/Tran - 132175: | 8,776.77 |
| 132176 7/20/23 | CHK | 10433 | UNITED RENTALS (NORTH AMERICA), IFORKLIFT RENTAL-FIBER OTTO ST WAREHOUSE | | 1,718.19 |
| 132177 7/20/23 | CHK | 10260 | WA STATE DEFERRED COMPENSATIONPL DEFERRED COMP EE PL DEFERRED COMP ER | | 17,206.80 7,369.86 |
| | | | | Total for Check/Tran - 132177: | 24,576.66 |
| 132178 7/20/23 | CHK | 10496 | WELLS FARGO VENDOR FIN SERV | 310 4CRNRS WKRM COPIER RNTL - MONTHLY 310 4CRNRS WKRM COPIER RNTL - MONTHLY | 255.29 28.37 |
| | | | | Total for Check/Tran - 132178: | 283.66 |
| 132179 7/20/23 | CHK | 10680 | WELLSPRING FAMILY SERVICES | EAP SVC - MONTHLY 2023 EAP SVC - MONTHLY 2023 | 39.27 39.27 |
| | | | | Total for Check/Tran - 132179: | 78.54 |
| 132180 7/20/23 | CHK | 10018 | WORLD KINECT ENERGY SERVICES | FUEL-UNL-87REG 10% ETHNL DIESEL ULSD #2 | 23,607.60 |

Total Payments for Bank Account - 1 : (125) 1,556,984.94

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

Total for Bank Account - 1 : (125) 1,556,984.94

Grand Total for Payments : (125) 1,556,984.94

Grand Total for Voids : (0) 0.00

Grand Total : (125) 1,556,984.94

JEFFERSON COUNTY PUD NO 1

ISSUED PAYROLL CHECKS
PAY DATE: 7/21/2023

| Empl | Position | Check # | Check Date | Amount |
|-------------|---|----------------|-------------------|--------------------|
| 2003 | WATER TREATMENT PLANT OPERATOR III | 71090 | 7/21/2023 | 3,684.31 |
| 2004 | WATER TREATMENT PLANT OPERATOR III - LEAD | 71091 | 7/21/2023 | 3,023.00 |
| 1066 | LINEMAN | 71092 | 7/21/2023 | 2,387.85 |
| | | | | \$ 9,095.16 |

JEFFERSON COUNTY PUD NO 1

DIRECT DEPOSIT PAYROLL
PAY DATE: 7/21/2023

| Empl | Position | Pay Date | Net Pay |
|------|--|-----------|----------------------|
| 3046 | ACCOUNTING ASSOCIATE | 7/21/2023 | \$ 1,988.07 |
| 3062 | ACCOUNTING ASSOCIATE | 7/21/2023 | \$ 1,816.97 |
| 3070 | ACCOUNTING ASSOCIATE | 7/21/2023 | \$ 1,914.03 |
| 3039 | ACCOUNTING SPECIALIST | 7/21/2023 | \$ 2,215.42 |
| 3065 | ADMINISTRATIVE ASSISTANT | 7/21/2023 | \$ 2,454.49 |
| 3052 | ADMINISTRATIVE ASSISTANT | 7/21/2023 | \$ 2,618.61 |
| 4006 | COMMISSIONER DIST 1 | 7/21/2023 | \$ 950.00 |
| 4004 | COMMISSIONER DIST 2 | 7/21/2023 | \$ 1,014.11 |
| 4008 | COMMISSIONER DIST 3 | 7/21/2023 | \$ 899.62 |
| 3034 | COMMUNICATIONS DIRECTOR | 7/21/2023 | \$ 3,700.60 |
| 3002 | CUSTOMER SERVICE COORDINATOR | 7/21/2023 | \$ 1,618.72 |
| 3022 | CUSTOMER SERVICE REP | 7/21/2023 | \$ 1,659.96 |
| 3032 | CUSTOMER SERVICE REP | 7/21/2023 | \$ 1,628.43 |
| 3048 | CUSTOMER SERVICE REP | 7/21/2023 | \$ 1,750.61 |
| 3056 | CUSTOMER SERVICE REP | 7/21/2023 | \$ 1,478.20 |
| 3066 | CUSTOMER SERVICE REP | 7/21/2023 | \$ 1,339.43 |
| 3068 | CUSTOMER SERVICE REP | 7/21/2023 | \$ 1,272.85 |
| 3060 | DIGITAL COMMUNICATIONS SPECIALIST | 7/21/2023 | \$ 2,402.13 |
| 1027 | ELECTRICAL ENGINEERING MANAGER | 7/21/2023 | \$ 3,409.67 |
| 1041 | ELECTRICAL SUPERINTENDENT | 7/21/2023 | \$ 4,717.21 |
| 3005 | EXECUTIVE ASSISTANT/PUBLIC RECORDS OFFICER | 7/21/2023 | \$ 2,331.96 |
| 3033 | FINANCE DIRECTOR | 7/21/2023 | \$ 4,952.17 |
| 3029 | FINANCE SERVICES MANAGER | 7/21/2023 | \$ 3,038.79 |
| 1046 | FLEET/WAREHOUSE HELPER | 7/21/2023 | \$ 2,891.08 |
| 1012 | FOREMAN LINEMAN | 7/21/2023 | \$ 4,524.01 |
| 1011 | GENERAL MANAGER | 7/21/2023 | \$ 5,266.36 |
| 1042 | GIS SPECIALIST | 7/21/2023 | \$ 2,635.62 |
| 1017 | HEAD STOREKEEPER | 7/21/2023 | \$ 2,516.23 |
| 3063 | HUMAN RESOURCES COORDINATOR | 7/21/2023 | \$ 2,926.02 |
| 3047 | HUMAN RESOURCES DIRECTOR | 7/21/2023 | \$ 4,027.84 |
| 3008 | INFORMATION TECHNOLOGY MANAGER | 7/21/2023 | \$ 3,682.86 |
| 3071 | INTERN | 7/21/2023 | \$ 1,313.11 |
| 3072 | INTERN | 7/21/2023 | \$ 637.82 |
| 3073 | INTERN | 7/21/2023 | \$ 212.70 |
| 3028 | IT SUPPORT TECHNICIAN | 7/21/2023 | \$ 1,893.63 |
| 2001 | JOINT UTILITY SPECIALIST | 7/21/2023 | \$ 3,260.75 |
| 1000 | LINEMAN | 7/21/2023 | \$ 3,638.52 |
| 1034 | LINEMAN | 7/21/2023 | \$ 4,586.96 |
| 1055 | LINEMAN | 7/21/2023 | \$ 2,637.94 |
| 1061 | LINEMAN | 7/21/2023 | \$ 2,466.54 |
| 1063 | LINEMAN | 7/21/2023 | \$ 5,330.25 |
| 1060 | LINEMAN | 7/21/2023 | \$ 2,455.60 |
| 1062 | LINEMAN | 7/21/2023 | \$ 4,270.24 |
| 1065 | LINEMAN | 7/21/2023 | \$ 3,429.83 |
| 1059 | LINEMAN APPRENTICE | 7/21/2023 | \$ 1,811.46 |
| 1043 | METER READER | 7/21/2023 | \$ 2,197.74 |
| 1047 | METER READER | 7/21/2023 | \$ 2,195.79 |
| 1056 | METER READER | 7/21/2023 | \$ 1,985.51 |
| 1057 | METER READER | 7/21/2023 | \$ 2,164.70 |
| 1064 | METER READER | 7/21/2023 | \$ 2,460.59 |
| 2008 | METER READER | 7/21/2023 | \$ 1,648.10 |
| 3067 | NETWORK/BROADBAND ENGINEER | 7/21/2023 | \$ 3,624.52 |
| 1037 | OPERATIONS DIRECTOR | 7/21/2023 | \$ 3,595.86 |
| 1050 | PRE-APPRENTICE | 7/21/2023 | \$ 2,252.61 |
| 3004 | RESOURCE MANAGER | 7/21/2023 | \$ 2,813.92 |
| 1010 | SCADA ENGINEER II | 7/21/2023 | \$ 2,661.89 |
| 1003 | SCADA TECH APPRENTICE | 7/21/2023 | \$ 3,697.32 |
| 3020 | SERVICES DIRECTOR | 7/21/2023 | \$ 3,447.94 |
| 1026 | STAKING ENGINEER | 7/21/2023 | \$ 2,376.78 |
| 1031 | STAKING ENGINEER | 7/21/2023 | \$ 2,817.98 |
| 1014 | STOREKEEPER | 7/21/2023 | \$ 2,186.30 |
| 1015 | SUBSTATION/METER FOREMAN | 7/21/2023 | \$ 4,596.75 |
| 1033 | SUBSTATION/METERING TECH | 7/21/2023 | \$ 3,764.67 |
| 3003 | UTILITY BILLING CLERK | 7/21/2023 | \$ 1,741.49 |
| 3027 | UTILITY BILLING CLERK | 7/21/2023 | \$ 1,705.50 |
| 3000 | UTILITY BILLING COORDINATOR | 7/21/2023 | \$ 2,240.83 |
| 2000 | WATER DISTRIBUTION MANAGER II | 7/21/2023 | \$ 1,906.59 |
| 2002 | WATER DISTRIBUTION MANAGER II | 7/21/2023 | \$ 3,038.83 |
| 2005 | WATER DISTRIBUTION MANAGER II | 7/21/2023 | \$ 2,365.96 |
| | | | \$ 181,075.59 |

Electric revenues in June were approximately \$472 Thousand under budget. Year-to-date electric revenues are approximately \$772 Thousand under budget. The total cost of service for the year is approximately \$4 million under budget. Year to date depreciation for electric is approximately \$2.9 million with June depreciation expense approximately \$503 Thousand. The June year-to-date TIER is 10.10 and the DSC is 4.99.

Water revenues in June were approximately \$4 Thousand under budget. Year-to-date water revenues are approximately \$332 Thousand under budget. The total cost of service for the year is approximately \$100 Thousand over budget. Year to date depreciation for water is approximately \$493 Thousand with June depreciation expense approximately \$84 Thousand.

As a combined utility year-to-date through June revenues were approximately \$1.1 Million under budgeted revenues. Jefferson County PUD has invested \$4.8 Million in construction work in progress year to date as well as purchased approximately \$2.8 Million in materials. During June, PUD's cash reserves were reduced by \$2.5 Million.

Jefferson County PUD No. 1
Electric Division
Statement of Operations
As of June 30, 2023

| PART A. STATEMENT OF OPERATIONS | | | | |
|---|---------------------|-------------------|-------------------|-------------------|
| ITEM | YEAR-TO-DATE | | | THIS MONTH |
| | LAST YEAR | THIS YEAR | BUDGET | |
| | (a) | (b) | (c) | |
| 1. Operating Revenue and Patronage Capital | 23,246,250 | 24,000,424 | 24,773,226 | 2,605,269 |
| 2. Power Production Expense | 0 | 0 | 0 | 0 |
| 3. Cost of Purchased Power | 8,418,202 | 7,633,618 | 9,171,284 | 1,535,426 |
| 4. Transmission Expense | 1,096,538 | 1,005,779 | 1,262,762 | 15,960 |
| 5. Regional Market Operations Expense | 0 | 0 | 0 | 0 |
| 6. Distribution Expense - Operation | 997,258 | 1,137,458 | 1,700,283 | 159,344 |
| 7. Distribution Expense - Maintenance | 1,494,593 | 1,757,500 | 2,894,946 | 331,416 |
| 8. Consumer Accounts Expense | 736,359 | 852,428 | 1,082,912 | 115,095 |
| 9. Customer Service and Informational Expense | 7,190 | 28,303 | 4,398 | 8,288 |
| 10. Sales Expense | 0 | 0 | 0 | 0 |
| 11. Administrative and General Expense | 1,910,192 | 2,537,570 | 2,890,252 | 448,394 |
| 12. Total Operation & Maintenance Expense (2 thru 11) | 14,660,332 | 14,952,656 | 19,006,837 | 2,613,923 |
| 13. Depreciation & Amortization Expense | 2,808,766 | 2,958,333 | 2,786,529 | 503,611 |
| 14. Tax Expense - Property & Gross Receipts | 0 | 0 | 0 | 0 |
| 15. Tax Expense - Other | 1,345,260 | 1,195,608 | 1,455,024 | 148,796 |
| 16. Interest on Long-Term Debt | 1,235,951 | 1,181,725 | 1,364,924 | 200,663 |
| 17. Interest Charged to Construction (Credit) | 0 | 0 | 0 | 0 |
| 18. Interest Expense - Other | 0 | 0 | 0 | 0 |
| 19. Other Deductions | 0 | 0 | 0 | 0 |
| 20. Total Cost of Electric Service (12 thru 19) | 20,050,309 | 20,288,322 | 24,613,314 | 3,466,993 |
| 21. Patronage Capital & Operating Margins (1 minus 20) | 3,195,941 | 3,712,102 | 159,912 | (861,724) |
| 22. Non Operating Margins - Interest | 1,716 | 21,479 | 1,272 | 5,204 |
| 23. Allowance for Funds Used During Construction | 0 | 0 | 0 | 0 |
| 24. Income (Loss) from Equity Investments | 0 | 0 | 0 | 0 |
| 25. Non Operating Margins - Other | 974,471 | 7,012,918 | 1,233,508 | 4,734,026 |
| 26. Generation & Transmission Capital Credits | 0 | 0 | 0 | 0 |
| 27. Other Capital Credits & Patronage Dividends | 15,576 | 5,462 | 15,732 | 0 |
| 28. Extraordinary Items | 0 | 0 | 0 | 0 |
| 29. Patronage Capital or Margins (21 thru 28) | 4,187,704 | 10,751,961 | 1,410,424 | 3,877,506 |

| | | | |
|---|-------------|--------------|-------------|
| Times Interest Earned Ratio (TIER) (Year to Date) | 4.39 | 10.10 | 2.03 |
| Operating Times Interest Earned Ratio (OTIER) (Year to Date) | 3.59 | 4.14 | 1.12 |
| Debt Service Coverage Ratio (DSC) (Year to Date) | 2.76 | 4.99 | 1.86 |
| Operating Debt Service Coverage Ratio (ODSC) (Year to Date) | 2.42 | 2.63 | 1.44 |
| Rolling 12 Month TIER | 3.26 | 4.38 | |

Jefferson County PUD No. 1
Electric Division
Balance Sheet
June 30, 2023

| PART B. BALANCE SHEET | | | |
|---|--------------------|---|--------------------|
| ASSETS AND OTHER DEBITS | | LIABILITIES AND OTHER CREDITS | |
| 1. Total Utility Plant in Service | 199,161,503 | 29. Memberships | 0 |
| 2. Construction Work in Progress | 7,313,627 | 30. Patronage Capital | 0 |
| 3. Total Utility Plant (1+2) | 206,475,130 | 31. Operating Margins - Prior Years | 0 |
| 4. Accum. Provision for Depreciation and Amort | 77,839,805 | 32. Operating Margins - Current Year | 3,712,101 |
| 5. Net Utility Plant (3-4) | 128,635,325 | 33. Non-Operating Margins | 7,039,859 |
| 6. Nonutility Property - Net | 84,054 | 34. Other Margins & Equities | 44,869,697 |
| 7. Investment in Subsidiary Companies | 0 | 35. Total Margins & Equities (29 thru 34) | 55,621,657 |
| 8. Invest. in Assoc. Org. - Patronage Capital | 83,403 | 36. Long-Term Debt RUS (Net) | 87,426,309 |
| 9. Invest. in Assoc. Org. - Other - General Funds | 1,010 | 37. Long-Term Debt - Other (Net) | 0 |
| 10. Invest in Assoc. Org. - Other - Nongeneral Funds | 0 | 38. Total Long-Term Debt (36 + 37) | 87,426,309 |
| 11. Investments in Economic Development Projects | 0 | 39. Obligations Under Capital Leases - Non current | 0 |
| 12. Other Investments | 0 | 40. Accumulated Operating Provisions | (744,228) |
| 13. Special Funds | 94,250 | 41. Total Other Noncurrent Liabilities (39+40) | (744,228) |
| 14. Total Other Property & Investments (6 thru 13) | 262,717 | 42. Notes Payable | 0 |
| 15. Cash-General Funds | 2,463,641 | 43. Accounts Payable | 3,355,135 |
| 16. Cash-Construction Funds-Trustee | 0 | 44. Consumers Deposits | 56,450 |
| 17. Special Deposits | 0 | 45. Current Maturities Long-Term Debt | 0 |
| 18. Temporary Investments | 3,241,966 | 46. Current Maturities Long-Term Debt-Economic Dev. | 0 |
| 19. Notes Receivable - Net | 0 | 47. Current Maturities Capital Leases | 0 |
| 20. Accounts Receivable - Net Sales of Energy | 1,958,325 | 48. Other Current & Accrued Liabilities | 2,188,447 |
| 21. Accounts Receivable - Net Other | 380,625 | 49. Total Current & Accrued Liabilities (42 thru 48) | 5,600,032 |
| 22. Renewable Energy Credits | 0 | 50. Deferred Credits | 1,765,474 |
| 23. Materials & Supplies - Electric and Other | 7,278,137 | 51. Total Liabilities & Other Credits (35+38+41+49+50) | 149,669,244 |
| 24. Prepayments | 410,619 | | |
| 25. Other Current & Accrued Assets | 3,119,399 | ESTIMATED CONTRIBUTION-IN-AID-OF-CONSTRUCTION | |
| 26. Total Current & Accrued Assets (15 thru 25) | 18,852,712 | Balance Beginning of Year | 0 |
| 27. Deferred Debits | 1,918,490 | Amounts Received This Year (Net) | 6,838,215 |
| 28. Total Assets & Other Debits (5+14+26+27) | 149,669,244 | TOTAL Contributions-In-Aid-Of-Construction | 6,838,215 |

Equity Ratio **37.16%**
 (Total Margins & Equities/Total Assets & Other Debits) x 100

Long-Term Debt to Total Plant Ratio **42.34%**
 (Long Term Debt/Total Utility Plant) x 100

Jefferson County PUD #1
Power Requirements
As of June 30, 2023

| PART C. POWER REQUIREMENTS DATABASE | | | | |
|--|--------------------------------------|--------------------------|-----------------------------|--|
| CLASSIFICATION | CONSUMER, SALES, AND REVENUE DATA | JUNE CONSUMERS (b) | AVERAGE CONSUMERS (c) | Monthly KWH SALES AND REVENUE (d) |
| 1. Residential Sales (excluding seasonal) | a. No. Consumers Served | 18,099 | 18,085 | |
| | b. KWH Sold | | | 11,940,548 |
| | c. Revenue | | | 1,542,209 |
| 2. Residential Sales - Seasonal | a. No. Consumers Served | 1 | 1 | |
| | b. KWH Sold | | | 0 |
| | c. Revenue | | | 0 |
| 3. Irrigation Sales | a. No. Consumers Served | 2 | 1 | |
| | b. KWH Sold | | | 1,720 |
| | c. Revenue | | | 162 |
| 4. Comm. and Ind. 1000 KVA or Less | a. No. Consumers Served | 2,512 | 2,487 | |
| | b. KWH Sold | | | 4,701,449 |
| | c. Revenue | | | 577,895 |
| 5. Comm. and Ind. Over 1000 KVA | a. No. Consumers Served | 21 | 21 | |
| | b. KWH Sold | | | 8,115,040 |
| | c. Revenue | | | 446,571 |
| 6. Public Street & Highway Lighting | a. No. Consumers Served | 212 | 209 | |
| | b. KWH Sold | | | 17,058 |
| | c. Revenue | | | 17,103 |
| 7. Non Metered Device Authority | a. No. Consumers Served | 8 | 8 | |
| | b. KWH Sold | | | 0 |
| | c. Revenue | | | 1,954 |
| 8. Sales for Resales-RUS Borrowers | a. No. Consumers Served | | | |
| | b. KWH Sold | | | |
| | c. Revenue | | | |
| 9. Sales for Resales-Other | a. No. Consumers Served | | | |
| | b. KWH Sold | | | |
| | c. Revenue | | | |
| 10. TOTAL No. of Consumers (lines 1a thru 9a) | | 20,855 | 20,812 | |
| 11. TOTAL KWH Sold (lines 1b thru 9b) | | | | 24,775,815 |
| 12. TOTAL Revenue Received From Sales of Electric Energy (line 1c thru 9c) | | | | 2,585,894 |
| 13. Transmission Revenue | | | | |
| 14. Other Electric Revenue | | | | 19,375 |
| 15. KWH - Own Use | | | | 0 |
| 16. TOTAL KWH Purchased | | | | 24,419,068 |
| 17. TOTAL KWH Generated | | | | |
| 18. Cost of Purchases and Generation | | | | 1,535,426 |
| 19. Interchange - KWH - Net | | | | |
| 20. Peak - Sum All KW Input (Metered) | | | | 45,809 |

Electric Division
Comparison 2023 Budget to 2023 Actuals Year to Date Through JUNE

| | 2023 Budget JUNE YTD | 2023 Actuals JUNE YTD | Variance |
|---|-------------------------|--------------------------|--------------------|
| 1. Operating Revenue and Patronage Capital | 24,773,226 | 24,000,424 | (772,802) |
| 2. Power Production Expense | 0 | 0 | 0 |
| 3. Cost of Purchased Power | 9,171,284 | 7,633,618 | (1,537,666) |
| 4. Transmission Expense | 1,262,762 | 1,005,779 | (256,983) |
| 5. Regional Market Operations Expense | 0 | 0 | 0 |
| 6. Distribution Expense - Operation | 1,700,283 | 1,137,458 | (562,825) |
| 7. Distribution Expense - Maintenance | 2,894,946 | 1,757,500 | (1,137,446) |
| 8. Consumer Accounts Expense | 1,082,912 | 852,428 | (230,484) |
| 9. Customer Service and Informational Expense | 4,398 | 28,303 | 23,905 |
| 10. Sales Expense | 0 | 0 | 0 |
| 11. Administrative and General Expense | 2,890,252 | 2,537,570 | (352,682) |
| 12. Total Operation & Maintenance Expense (2 thru 11) | 19,006,837 | 14,952,656 | (4,054,181) |
| 13. Depreciation & Amortization Expense | 2,786,529 | 2,958,333 | 171,804 |
| 14. Tax Expense - Property & Gross Receipts | 0 | 0 | 0 |
| 15. Tax Expense - Other | 1,455,024 | 1,195,608 | (259,416) |
| 16. Interest on Long-Term Debt | 1,364,924 | 1,181,725 | (183,199) |
| 17. Interest Charged to Construction (Credit) | 0 | 0 | 0 |
| 18. Interest Expense - Other | 0 | 0 | 0 |
| 19. Other Deductions | 0 | 0 | 0 |
| 20. Total Cost of Electric Service (12 thru 19) | 24,613,314 | 20,288,322 | (4,324,992) |
| 21. Patronage Capital & Operating Margins (1 minus 20) | 159,912 | 3,712,102 | 3,552,190 |
| 22. Non Operating Margins - Interest | 1,272 | 21,479 | 20,207 |
| 23. Allowance for Funds Used During Construction | 0 | 0 | 0 |
| 24. Income (Loss) from Equity Investments | 0 | 0 | 0 |
| 25. Non Operating Margins - Other | 1,233,508 | 7,012,918 | 5,779,410 |
| 26. Generation & Transmission Capital Credits | 0 | 0 | 0 |
| 27. Other Capital Credits & Patronage Dividends | 15,732 | 5,462 | (10,270) |
| 28. Extraordinary Items | 0 | 0 | 0 |
| 29. Patronage Capital or Margins (21 thru 28) | 1,410,424 | 10,751,961 | 9,341,537 |

Jefferson County PUD No. 1
Water Division
Statement of Operations
As of June 30, 2023

| PART A. STATEMENT OF OPERATIONS | | | | |
|---|---------------------|------------------|------------------|-------------------|
| ITEM | YEAR-TO-DATE | | | THIS MONTH |
| | LAST YEAR | THIS YEAR | BUDGET | |
| | (a) | (b) | (c) | |
| 1. Operating Revenue and Patronage Capital | 1,637,001 | 1,993,753 | 2,326,091 | 400,476 |
| 2. Power Production Expense | 0 | 518 | 149 | 0 |
| 3. Cost of Purchased Power | 64,949 | 65,591 | 70,645 | 12,834 |
| 4. Transmission Expense | 0 | 0 | 0 | 0 |
| 5. Regional Market Operations Expense | 0 | 0 | 0 | 0 |
| 6. Distribution Expense - Operation | 394,958 | 351,190 | 729,415 | 49,160 |
| 7. Distribution Expense - Maintenance | 248,180 | 351,663 | 241,939 | 36,931 |
| 8. Consumer Accounts Expense | 71,560 | 78,231 | 104,762 | 12,584 |
| 9. Customer Service and Informational Expense | 0 | 0 | 0 | 0 |
| 10. Sales Expense | 0 | 0 | 0 | 0 |
| 11. Administrative and General Expense | 364,617 | 385,819 | 573,536 | 73,734 |
| 12. Total Operation & Maintenance Expense (2 thru 11) | 1,144,264 | 1,233,012 | 1,720,446 | 185,243 |
| 13. Depreciation & Amortization Expense | 389,323 | 492,888 | 192,381 | 84,640 |
| 14. Tax Expense - Property & Gross Receipts | 0 | 0 | 0 | 0 |
| 15. Tax Expense - Other | 75,738 | 136,350 | 83,270 | 18,249 |
| 16. Interest on Long-Term Debt | 150,061 | 94,632 | 91,346 | 14,384 |
| 17. Interest Charged to Construction (Credit) | 0 | 0 | 0 | 0 |
| 18. Interest Expense - Other | 0 | 0 | 0 | 0 |
| 19. Other Deductions | 0 | 29,876 | 0 | 0 |
| 20. Total Cost of Water Service (12 thru 19) | 1,759,386 | 1,986,758 | 2,087,443 | 302,516 |
| 21. Patronage Capital & Operating Margins (1 minus 20) | (122,385) | 6,995 | 238,648 | 97,960 |
| 22. Non Operating Margins - Interest | 22,895 | 60,009 | 20,067 | 6,204 |
| 23. Allowance for Funds Used During Construction | 0 | 0 | 0 | 0 |
| 24. Income (Loss) from Equity Investments | 0 | 0 | 0 | 0 |
| 25. Non Operating Margins - Other | 288,224 | 224,607 | 367,504 | 19,654 |
| 26. Generation & Transmission Capital Credits | 0 | 0 | 0 | 0 |
| 27. Other Capital Credits & Patronage Dividends | 1,731 | 607 | 1,748 | 0 |
| 28. Extraordinary Items | 0 | 0 | 0 | 0 |
| 29. Patronage Capital or Margins (21 thru 28) | 190,465 | 292,218 | 627,967 | 123,818 |

Jefferson County PUD No. 1
Water Division
Balance Sheet
June 30, 2023

| PART B. BALANCE SHEET | | | |
|---|-------------------|---|--------------------|
| ASSETS AND OTHER DEBITS | | LIABILITIES AND OTHER CREDITS | |
| 1. Total Utility Plant in Service | 31,907,401 | 29. Memberships | 0 |
| 2. Construction Work in Progress | 2,628,786 | 30. Patronage Capital | 0 |
| 3. Total Utility Plant (1+2) | 34,536,187 | 31. Operating Margins - Prior Years | 0 |
| 4. Accum. Provision for Depreciation and Amort | 14,247,022 | 32. Operating Margins - Current Year | 6,994 |
| 5. Net Utility Plant (3-4) | 20,289,165 | 33. Non-Operating Margins | 285,223 |
| 6. Nonutility Property - Net | 2,144,401 | 34. Other Margins & Equities | 23,582,620 |
| 7. Investment in Subsidiary Companies | 0 | 35. Total Margins & Equities (29 thru 34) | 23,874,837 |
| 8. Invest. in Assoc. Org. - Patronage Capital | 0 | 36. Long-Term Debt RUS (Net) | 0 |
| 9. Invest. in Assoc. Org. - Other - General Funds | 0 | 37. Long-Term Debt - Other (Net) | 5,673,996 |
| 10. Invest in Assoc. Org. - Other - Nongeneral Funds | 0 | 38. Total Long-Term Debt (36 + 37) | 5,673,996 |
| 11. Investments in Economic Development Projects | 0 | 39. Obligations Under Capital Leases - Non current | 0 |
| 12. Other Investments | 0 | 40. Accumulated Operating Provisions | 0 |
| 13. Special Funds | 91,163 | 41. Total Other Noncurrent Liabilities (39+40) | 0 |
| 14. Total Other Property & Investments (6 thru 13) | 2,235,564 | 42. Notes Payable | 484,896 |
| 15. Cash-General Funds | 180,827 | 43. Accounts Payable | (4,342,985) |
| 16. Cash-Construction Funds-Trustee | 0 | 44. Consumers Deposits | 800 |
| 17. Special Deposits | 0 | 45. Current Maturities Long-Term Debt | 0 |
| 18. Temporary Investments | 2,136,800 | 46. Current Maturities Long-Term Debt-Economic Dev. | 0 |
| 19. Notes Receivable - Net | 0 | 47. Current Maturities Capital Leases | 0 |
| 20. Accounts Receivable - Net Sales of Energy | 309,806 | 48. Other Current & Accrued Liabilities | 37,955 |
| 21. Accounts Receivable - Net Other | 174,970 | 49. Total Current & Accrued Liabilities (42 thru 48) | (3,819,334) |
| 22. Renewable Energy Credits | 0 | 50. Deferred Credits | 0 |
| 23. Materials & Supplies - Electric and Other | 38,039 | 51. Total Liabilities & Other Credits (35+38+41+49+50) | 25,729,499 |
| 24. Prepayments | 0 | | |
| 25. Other Current & Accrued Assets | 201,811 | ESTIMATED CONTRIBUTION-IN-AID-OF-CONSTRUCTION | |
| 26. Total Current & Accrued Assets (15 thru 25) | 3,042,253 | Balance Beginning of Year | 0 |
| 27. Deferred Debits | 162,517 | Amounts Received This Year (Net) | 80,785 |
| 28. Total Assets & Other Debits (5+14+26+27) | 25,729,499 | TOTAL Contributions-In-Aid-Of-Construction | 80,785 |

Equity Ratio **92.79%**
 (Total Margins & Equities/Total Assets & Other Debits) x 100

Long-Term Debt to Total Plant Ratio **16.43%**
 (Long Term Debt/Total Utility Plant) x 100

Jefferson County PUD #1
Water Requirements
As of June 30, 2023

| PART C. WATER REQUIREMENTS DATABASE | | | | |
|--|--------------------------------------|--------------------------|-----------------------------|--|
| CLASSIFICATION | CONSUMER, SALES, AND REVENUE DATA | JUNE CONSUMERS (b) | AVERAGE CONSUMERS (c) | Monthly Gallons SALES AND REVENUE (d) |
| 1. Unmetered Water Sales | a. No. Consumers Served | 14 | 13 | |
| | b. Gallons Sold | | | 35,600 |
| | c. Revenue | | | 2,218 |
| 2. Metered Residential Sales - | a. No. Consumers Served | 4,664 | 4,634 | |
| | b. Gallons Sold | | | 23,824,025 |
| | c. Revenue | | | 310,115 |
| 3. Metered Commercial Sales | a. No. Consumers Served | 309 | 310 | |
| | b. Gallons Sold | | | 6,419,013 |
| | c. Revenue | | | 60,221 |
| 4. Residential Multi-Family | a. No. Consumers Served | 47 | 47 | |
| | b. Gallons Sold | | | 208,410 |
| | c. Revenue | | | 4,055 |
| 5. Metered Bulk Loadings | a. No. Consumers Served | 0 | 0 | |
| | b. Gallons Sold | | | 0 |
| | c. Revenue | | | 0 |
| 6. Public Authority | a. No. Consumers Served | 5 | 5 | |
| | b. Gallons Sold | | | 0 |
| | c. Revenue | | | 0 |
| 7. Master Meters | a. No. Consumers Served | 22 | 22 | |
| | b. Gallons Sold | | | 5,947,006 |
| | c. Revenue | | | 0 |
| 8. Sewer/Drain Field--Residential | a. No. Consumers Served | 378 | 378 | |
| | b. Gallons Sold | | | 0 |
| | c. Revenue | | | 21,346 |
| 9. Sales for Resales-Other | a. No. Consumers Served | | | |
| | b. Gallons Sold | | | |
| | c. Revenue | | | |
| 10. TOTAL No. of Consumers (lines 1a thru 9a) | | 5,439 | 5,409 | |
| 11. TOTAL Gallons Sold (lines 1b thru 9b) | | | | 36,434,054 |
| 12. TOTAL Revenue Received From Sales of Water Gallons (line 1c thru 9c) | | | | 397,956 |
| 13. Bulk Water Gallons Sold Revenue | | | | |
| 14. Other Water Revenue | | | | 2,520 |
| 15. Gallons - Own Use | | | | 0 |
| 16. TOTAL Gallons Purchased | | | | |
| 17. TOTAL Gallons Produced | | | | 27,574,623 |
| 18. Cost of Purchases and Generation | | | | 12,834 |

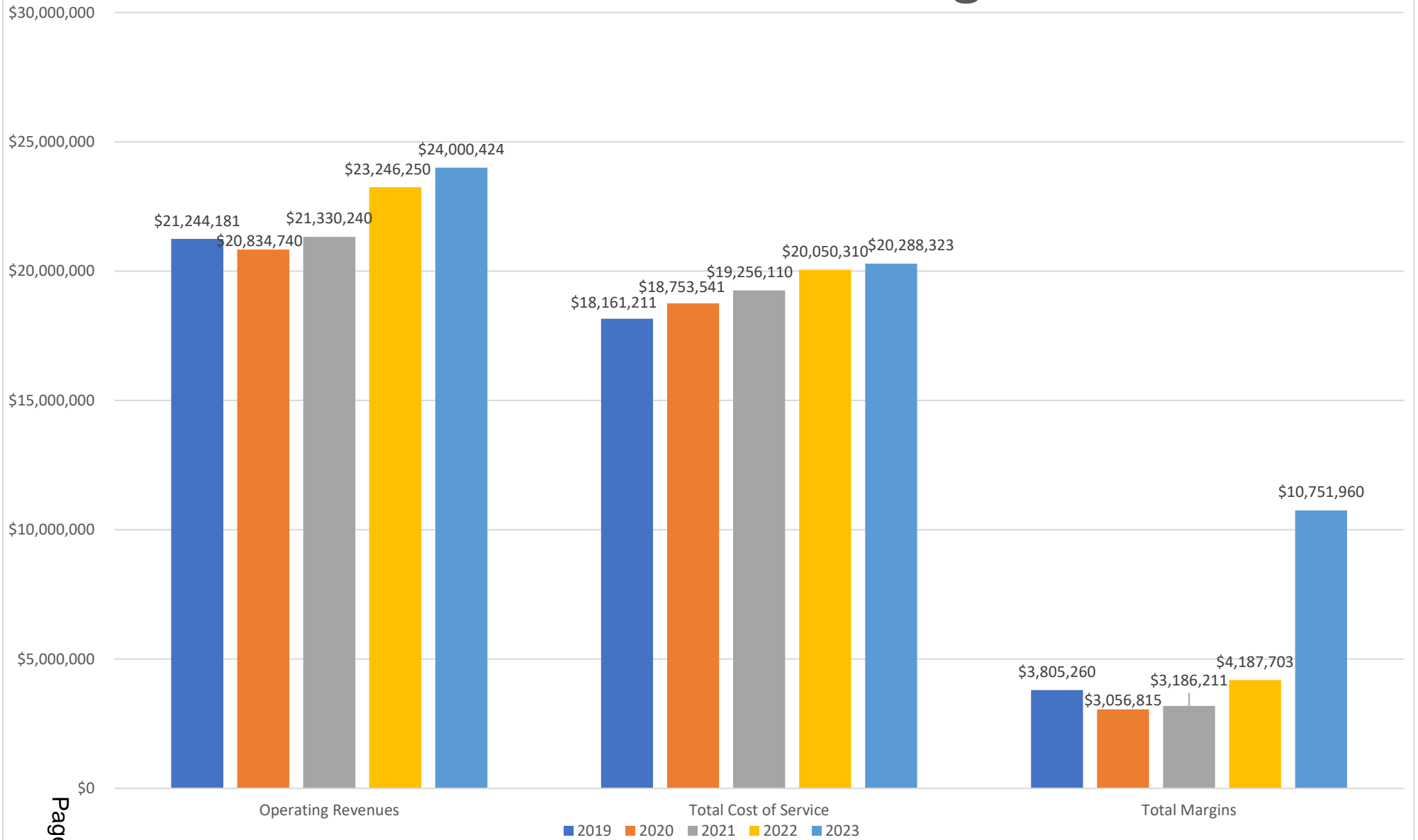
Water Division
Comparison 2023 Budget to 2023 Actuals Year to Date Through JUNE

| | 2023 Budget JUNE YTD | 2023 Actuals JUNE YTD | Variance |
|---|-------------------------|--------------------------|------------------|
| 1. Operating Revenue and Patronage Capital | 2,326,091 | 1,993,753 | (332,338) |
| 2. Power Production Expense | 149 | 518 | 369 |
| 3. Cost of Purchased Power | 70,645 | 65,591 | (5,054) |
| 4. Transmission Expense | 0 | 0 | 0 |
| 5. Regional Market Operations Expense | 0 | 0 | 0 |
| 6. Distribution Expense - Operation | 729,415 | 351,190 | (378,225) |
| 7. Distribution Expense - Maintenance | 241,939 | 351,663 | 109,724 |
| 8. Consumer Accounts Expense | 104,762 | 78,231 | (26,531) |
| 9. Customer Service and Informational Expense | 0 | 0 | 0 |
| 10. Sales Expense | 0 | 0 | 0 |
| 11. Administrative and General Expense | 573,536 | 385,819 | (187,717) |
| 12. Total Operation & Maintenance Expense (2 thru 11) | 1,720,446 | 1,233,012 | (487,434) |
| 13. Depreciation & Amortization Expense | 192,381 | 492,888 | 300,507 |
| 14. Tax Expense - Property & Gross Receipts | 0 | 0 | 0 |
| 15. Tax Expense - Other | 83,270 | 136,350 | 53,080 |
| 16. Interest on Long-Term Debt | 91,346 | 94,632 | 3,286 |
| 17. Interest Charged to Construction (Credit) | 0 | 0 | 0 |
| 18. Interest Expense - Other | 0 | 0 | 0 |
| 19. Other Deductions | 0 | 29,876 | 29,876 |
| 20. Total Cost of Water Service (12 thru 19) | 2,087,443 | 1,986,758 | (100,685) |
| 21. Patronage Capital & Operating Margins (1 minus 20) | 238,648 | 6,995 | (231,653) |
| 22. Non Operating Margins - Interest | 20,067 | 60,009 | 39,942 |
| 23. Allowance for Funds Used During Construction | 0 | 0 | 0 |
| 24. Income (Loss) from Equity Investments | 0 | 0 | 0 |
| 25. Non Operating Margins - Other | 367,504 | 224,607 | (142,897) |
| 26. Generation & Transmission Capital Credits | 0 | 0 | 0 |
| 27. Other Capital Credits & Patronage Dividends | 1,748 | 607 | (1,141) |
| 28. Extraordinary Items | 0 | 0 | 0 |
| 29. Patronage Capital or Margins (21 thru 28) | 627,967 | 292,218 | (335,749) |

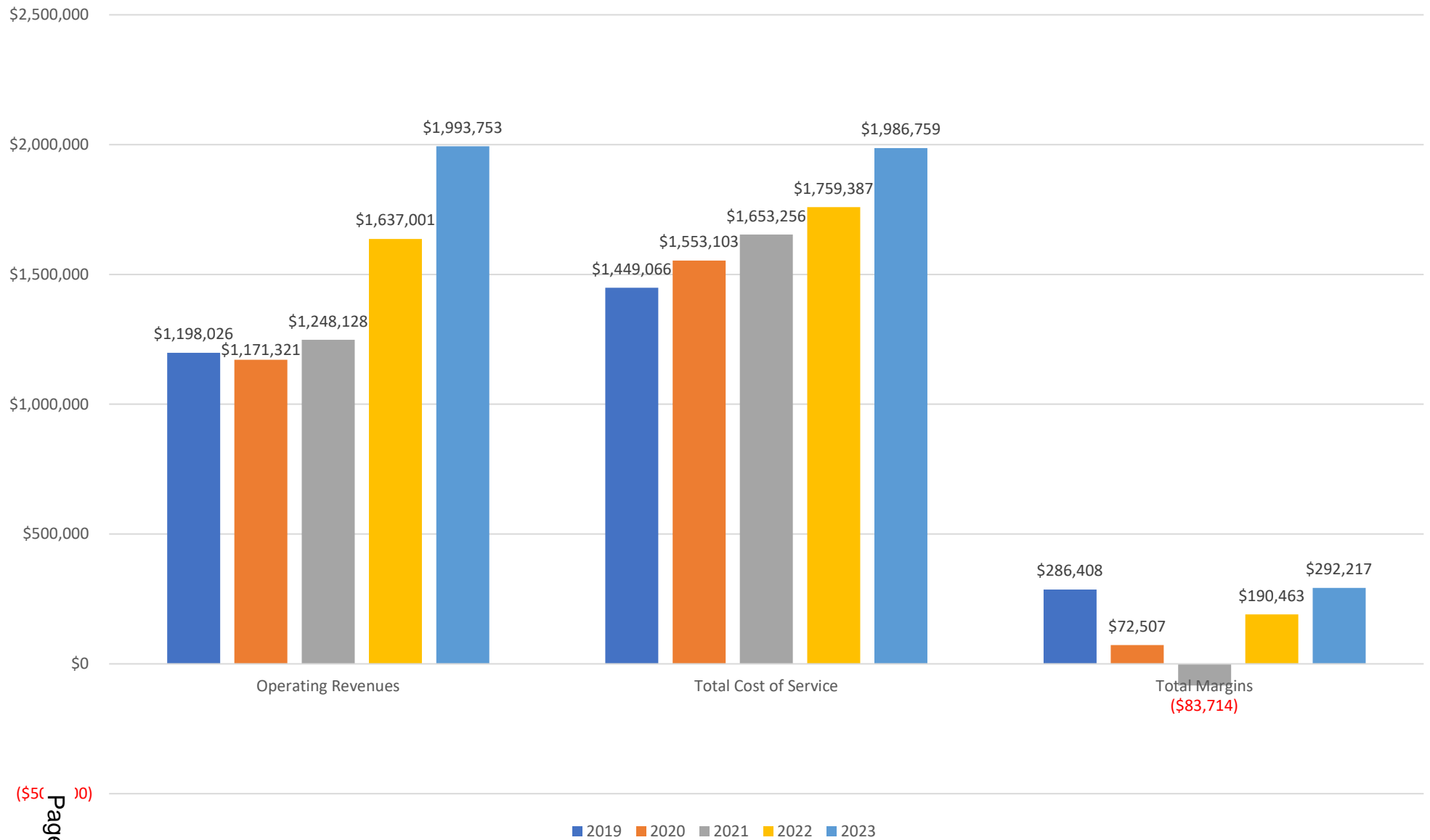
Jefferson County PUD No. 1
Cash and Cash Equivalents
June 30, 2023

| <u>G/L #</u> | <u>Account Description</u> | <u>Balance</u> |
|---|---|----------------------|
| 1 131.12 | Operating Account - Jefferson Co. Treasurer | \$1,678,169 |
| 1 131.11 | Operating Depository Account - Bank of America | 783,969 |
| 2 131.01 | Cash-Jeff Co Treasurer General Account | 127,433 |
| 2 131.11 | 1996 Bond LUD #8 - Jefferson Co. Treasurer | 34,730 |
| 2 131.10 | 1996 Bond LUD #6 - Jefferson Co. Treasurer | 9,700 |
| 2 131.14 | 2009 Bond LUD #14 - Jefferson Co. Treasurer | 3,952 Restricted |
| 2 131.12 | 1999 Bond LUD #11 - Jefferson Co. Treasurer | 3,032 Restricted |
| 2 131.15 | 2008 Bond LUD #15 - Jefferson Co. Treasurer | 1,831 Restricted |
| 1 135.21 | Working Funds - Petty Cash and CSR Drawers | 1,250 |
| 1 131.13 | Cash - 1st Security Bank ACH Account | 235 |
| 2 135.21 | Cash Held in Trust by Property Manager | 150 |
| 1 131.16 | Payroll Clearing Account - 1st Security Bank | 18 |
| TOTAL LINE 15. BALANCE SHEET-CASH-GENERAL FUNDS | | \$2,644,469 |
| 1 136.16 | Tax Revenue Fund - Jefferson Co. Treasurer | \$1,891,869 |
| 1 136.17 | Tax Revenue Investment Fund - Jefferson Co. Treasurer | 1,186,794 |
| 2 136.16 | Tax Revenue Fund - Jefferson Co. Treasurer | 857,513 |
| 2 136.14 | LUD #14 Bond Investment - Jefferson Co. Treasurer | 839,091 Restricted |
| 2 136.15 | LUD #15 Bond Investment - Jefferson Co. Treasurer | 440,196 Restricted |
| 1 136.10 | Operating Account Related Investment - Jefferson Co. Treasurer | 163,303 |
| TOTAL LINE 18. BALANCE SHEET-TEMPORARY INVESTMENTS | | \$5,378,766 |
| 1 126.10 | Capital Reserves | \$94,000 Restricted |
| 2 126.31 | Tri Area Bond Reserve Investment Fund - Jefferson Co. Treasurer | 82,436 Restricted |
| 2 126.10 | Capital Reserves | 6,000 Restricted |
| 2 126.21 | Tri Area Bond Reserve Fund - Jefferson Co. Treasurer | 2,728 Restricted |
| 1 128.00 | Other Special Funds | 250 Restricted |
| TOTAL LINE 13. BALANCE SHEET-SPECIAL FUNDS | | \$185,414 |
| RESTRICTED CASH BALANCE--JUNE 2023 | | \$1,473,516 |
| NON-RESTRICTED CASH BALANCE--JUNE 2023 | | \$6,735,133 |
| TOTAL CASH AND CASH EQUIVALENTS IN BANK--JUNE 2023 | | \$8,208,649 |
| RESTRICTED CASH BALANCE--MAY 2023 | | \$1,467,399 |
| NON-RESTRICTED CASH BALANCE--MAY 2023 | | \$9,293,268 |
| TOTAL CASH AND CASH EQUIVALENTS IN BANK--MAY 2023 | | \$10,760,667 |
| Change in Restricted Cash Balance | | \$6,117 |
| Change in Unrestricted Cash Balance | | (\$2,558,135) |
| Total Change in Cash and Cash Equivalents | | (\$2,552,018) |

5 Year Look Back through June--Electric



5 Year Look Back through June--Water



PUD Calendar

August 1, 2023








August 1, 2023, BOC Regular Meeting, 3:00 PM, 310 Four Corners Rd and per ZOOM

August 11th-13th- Jefferson County Fair

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

|      Received  | | From | Subject | Size |
|---|----------|--------------|---|-------|
| Last Week | | | | |
| ! | Thu 7/20 | David Brader | Regarding the letter delivered via email that was dated July 17th enti... Kevin, Even after speaking to you on the phone this morning about this letter and your assurance that it was not directed at me. I | 61 KB |
|  | Tue 7/18 | Tom Thiersch | Corrected capacity charge Commissioners, Per my comment at your July 18 meeting, I believe the correct capacity charge calculation would be \$5,376 and not | 43 KB |



AGENDA REPORT

DATE: Tuesday, August, 2023
TO: Board of Commissioners
FROM: Jean Hall, Services Director
RE: Overview of ESHB 1329 & Policy Updates

BACKGROUND:

The newly adopted Engrossed Substitute House Bill (ESHB) 1329, takes effect on July 23, 2023 and amends RCW 54.16.285, which defines limitations on Public Utility Districts' ability to terminate utility service. Amendments to this law:

1. Prevent utility shutoffs for nonpayment during extreme heat on any day that the National Weather Service (NWS) issues or announces that it intends to issue an excessive heat warning, watch, or advisory.
2. Allows customer-owners already disconnected for non-payment to request reconnection of utility service on any day in which the NWS has or intends to issue an alert.
3. Requires utility to provide clear information/instructions within the delinquent notifications provided to customer-owners, including how to contact the utility.
4. Sets the parameters of any payment arrangements required by the utility prior to reconnection.
5. Creates new annual reporting requirement by utilities to Washington State Commerce regarding non-pay disconnects.

ANALYSIS/FINDINGS:

To maintain compliance with RCW 54.16.285 staff intend to postpone all non-pay disconnects until the next business day after the heat alert has been canceled. We will use IVR and email to communicate this with customer-owners at the time of the alert.

Any customer-owner already disconnected for non-payment can call customer service and request reconnect. Instructions for how to do this are currently being added to the notice of pending disconnection, door hangers, and our website. The law also allows the utility the option to require customer-owners to agree to a payment arrangement prior to reconnection of services but sets strict parameters which may prove costly and difficult to manage.

Reporting requirements are based on the size of the utility. As Jefferson PUD has more than 2,500 water customers, we will be required to file an annual form. This form is still under development by Commerce.

FISCAL IMPACT: Currently Unknown

RECOMMENDATION: Staff recommends the following process changes and policy updates.

1. On any day the NWS issues, or announces that it intends to issue a heat related alert, non-pay disconnects will be postponed to the business day after the NWS cancels the extreme heat alert.
2. Update section 11 of the Customer Service Policy as outlined in the attached Exhibit A policy red line to encompass changes to RCW 54.16.285 – Limitations on termination of utility service as stated in ESHB 1329.
3. Update delinquent notices to provide customer-owners clear explanation of their rights and provide instructions on how to request shutoff protection and meet the requirements under RCW 54.16.285.
4. Should a customer request reconnection under this law, JPUD staff will promptly make reasonable attempt to reconnect service to the dwelling. Once the heat event is canceled by the NWS, staff will automatically enter disconnect service orders for the next business day without further notification to the customer.
5. JPUD should **not** require customer-owners to enter a payment arrangement nor should we charge connection fees for reconnection under the extreme heat moratorium at this time. Staff would like to collect more data and revisit this next year.

Attachment(s): Draft Resolution 2023-XXX – Shutoff Protection
Exhibit A: CS Policy Sect 11 – Red Line
Presentation – ESHB 1329 Overview



Extreme Heat Utility Shutoff Moratorium

Engrossed Substitute House Bill 1329

Amending RCW 54.16.285

Presented by Jean Hall, CKAE

Customer-owner

“May request that the district reconnect service on any day for which the national weather service has issued or has announced that it intends to issue a heat related alert ...”

Utility

- No cutoffs
- Promptly make reasonable attempt to reconnect upon request
- Notify customer of rights & provide clear instructions
- Option to require payment arrangement
- Annual reporting requirement

On any day that the National Weather Service (NWS) issues or announces that it intends to issue an **excessive heat warning, watch, or advisory....**

| Alert | Timing | Definition | JPUD Action |
|----------|-------------|---------------------|---|
| Outlook | 3-7 Days | Potential for Watch | <ul style="list-style-type: none"> • Lead Time – Staff Begin Prep • Internal notification • Notifications to the public • Notification to answering service |
| Advisory | 12 Hours | Lowest threat level | <ul style="list-style-type: none"> • No disconnects for non-payment • Update media messaging • Dispatch reconnects upon request • Reconnecting per request |
| Watch | 24-72 Hours | High threat level | |
| Warning | 12 Hours | High threat level | |

CONDITIONS ARE NOT STATIC

Temperature thresholds vary by location, time of year, and the duration of increased hazardous condition

| TYPE | DEFINITION | THREAT | ACTION |
|-----------------|---|-------------------------------------|------------------------|
| WARNING | Hazard is occurring, imminent, or very likely | Threat to life & property | Take protective action |
| WATCH | Conditions are <u>favorable</u> for hazard to occur | Threat to life & property | Have a plan of action |
| ADVISORY | Hazard is occurring, imminent, or very likely | Threat of significant inconvenience | Use caution |



TACO WATCH

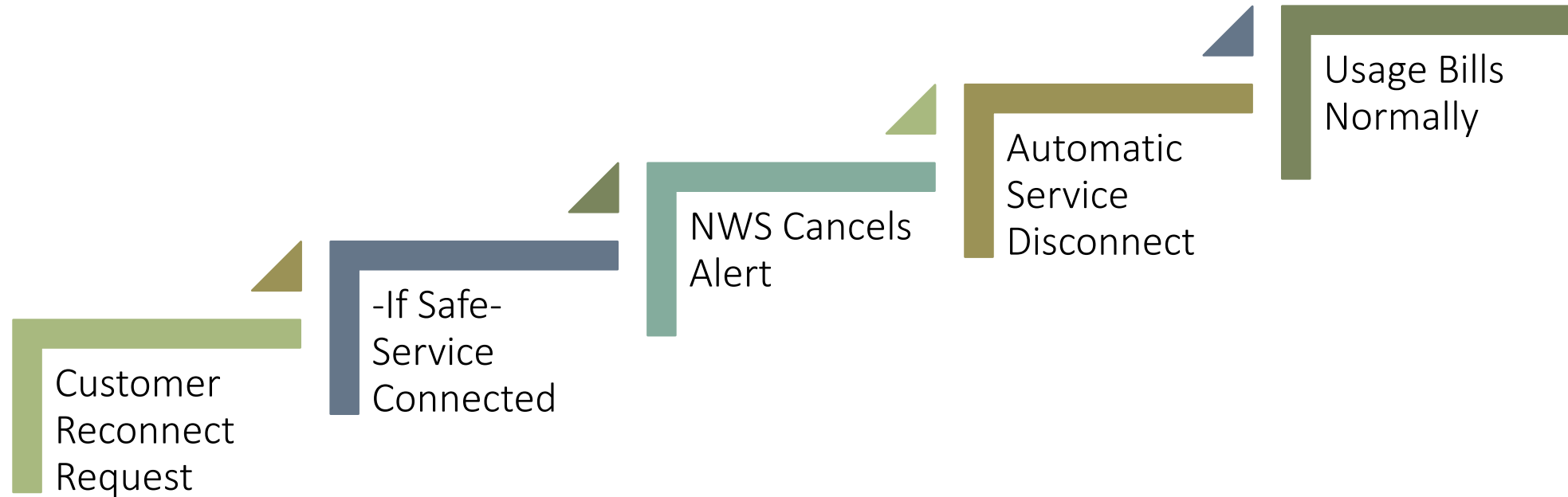


TACO WARNING



Normal Fire Department / Facebook

Process Outline



Permanent reconnect still requires payment in full or a valid payment assistance pledge

Helpful Links

NWS Alerts by state & county – alerts.weather.gov/

NWS safety tips – www.weather.gov/safety/

Definition of alerts – www.weather.gov/safety/heat-ww

MRSC Insight Blog – www.mrsc.org/stay-informed

Section 11.3 - Reconnection

Clarifying language about payment for reconnection after a non-pay disconnect

Section 11.4.1 – Medical Emergency Shut-off Protection

Creating dedicated section in CSP for existing policy

Clarifying language of existing policy

Section 11.4.2 – Winter Moratorium

Renaming & creating subsection for existing “Winter” Moratorium

Clarifying language of existing policy

Section 11.4.3 – Extreme Heat Moratorium

Creating new policy in response to ESHB 1329

Customer Service Policy Summary of Exhibit A

Recommendation

Approve the 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, including the corrections and clarifying language as reflected in the attached Exhibit A of this Resolution, and incorporated herein by this reference...

11 - DELINQUENT ACCOUNTS

11.1 - Late Fees

Any billed service charge or fee, that is not paid on or before the due date printed on the billing statement will be subject to a late fee as set forth in Section 14 Schedule of Deposits, Credits, and Miscellaneous Charges.

11.2 - Notice of Pending Disconnect

Written notice will be sent to a Customer by first class mail at least fourteen (14) days before service is discontinued under this policy and will advise the Customer of the reason(s) for the disconnection action except in the case of fraudulent use of service, when the District may disconnect service without notice. For the purpose of this policy, notice shall be considered to have been given when placed in the United States mail addressed to the Customer at his address as shown on the District's records.

The District will attempt to provide additional notification approximately seven (7) days prior to the disconnection through automated phone equipment when the District's phone service is available or with field delivered door hanger notice. Additional fees will be assessed for the door hanger as set forth in Section 14 Schedule of Deposits, Credits, and Miscellaneous Charges.

When it is necessary, in the opinion of the District, to mail a collection notice to any Customer (in addition to regular billing statements), a charge of the actual cost to the District may be added to the Customer's bill, in order that collection costs may be paid by those Customers creating said costs.

Once a Customer has been notified of the pending disconnection, further notice of intent to disconnect will not be given in the case of broken payment arrangements and returned payments.

11.3 - Reconnection

Whenever personnel have been dispatched to reconnect service as per this policy, a ~~fee charge~~, as set forth in Section 14 District's Schedule of Deposits, Credits, and Miscellaneous Charges will be ~~made-charged~~ for restoring service. If the actual cost of labor, transportation, and overhead to cover the expense of such restoration exceeds the designated ~~fee charge~~, the Customer shall pay the actual cost.

Services will not be reconnected until all past due balances are paid in full. Under some circumstances, as provided ~~and out in~~ section 11.4 – Shutoff Protection, a reasonable payment arrangement may be accepted in lieu of payment.

11.4 - Shut off Protection

11.4.1 Medical Emergency Shut Off Protection

Any Customer-~~owner with a legitimate medical need claiming to have a medical emergency~~ can request either to have their service not shut off, or if already off, to have it restored. The following steps must be taken by the Customer-~~owner~~ once a medical emergency has been claimed.

1. Once the Customer-~~owner~~ has been notified of and has acknowledged a planned shut off (either by phone, door hanger, actual shutoff, or by PUD employee dispatched to disconnect services) the Customer will have seven (7) days to:
 - a. Pay ten percent (10%) of the outstanding balance, in addition to any disconnect or reconnect charges.
 - b. Provide a medical certificate that includes:
 - i. Residence location
 - ~~ii. Explanation of how the current medical condition will be aggravated by disconnection of service.~~
 - ~~iii.ii.~~ Estimate of how long the condition is expected to last.
 - ~~iv.iii.~~ Medical certificates must be renewed annually for conditions that are expected to be ongoing.
 - ~~v.iv.~~ Title, signature, and phone number of the person certifying the condition.
 - c. Sign an agreement to (1) pay the balance owed within one hundred and twenty (120) days and (2) pay all new charges on time.
2. If services are disconnected before the Customer-~~owner claims a~~ requests protection under this policy medical emergency, their services will be restored that day for a reconnect charge as set forth in the schedule of Deposits, Credits, and Miscellaneous Charges, unless the call to reconnect is after normal PUD work hours, in which case service will be restored the next business day. The Customer-~~owner~~ can also choose to have power reconnected after hours that day for an ~~after hours~~ after-hours reconnection fee as set forth in the applicable Schedule of Deposits, Credits, and Miscellaneous Charges.
3. If the Customer-~~owner~~ fails to meet these conditions of reconnection, they will be sent a disconnection notice and ~~will be terminated~~ at the next regularly scheduled disconnection cycle.

All medical certificates ~~will must~~ be reviewed by PUD staff every ninety (90) days.

The customer owner can go through this process twice within twelve (12) month period. All previous payment deferments due to medical emergency must be satisfied prior to any new claim of medical emergency.

11.4.25—Winter Moratorium

Under RCW 54.16.285, Customer-~~owners~~ may qualify for protection from disconnection for non-payment between November 15 through March 15. To be protected under the law the Customer must complete the following:

1. Notify Customer Service within five (5) business days after receipt of a past due statement that they are unable to pay their bill.
2. Provide the Customer Service Department with a statement from Olympic Community Action Programs that their income qualifies for the moratorium. This statement must also provide a dollar figure that is 7% of the Customer's monthly household income.

3. Apply for ~~low-income~~low-income energy assistance from either a government or private source and agree that any utility assistance payment received by you will be paid to the District.
4. Apply for ~~low-income~~low-income weatherization assistance to the District or appropriate agency if available.
5. Agree to maintain a payment plan designed to bring your account current by October 15. Customers may not be required to pay more than 7% of their certified monthly income plus one twelfth (1/12) of any arrearage accrued from November 15 through March 15.
6. The Customer must agree to pay the monies owed even if ~~they~~the Customer-Owner moves.

11.4.3 – Extreme Heat Moratorium

On any day which the National Weather Service (NWS) has issued or has announced that it intends to issue a heat-related alert for Jefferson County JPUD staff will postpone any scheduled non-pay disconnections of electric and water services until the first business day after the NWS cancels the extreme heat alert.

Any Customer-owner whose utility service has already been disconnected for non-payment may request temporary reconnection of services for the duration of the heat event by calling the District and speaking to Customer Service. Provided there are no safety issues that may arise from reconnection, the District will make a reasonable attempt to reconnect services. Upon the cancellation of the extreme heat alert, JPUD staff will automatically disconnect services without further notification to the Customer-owner.

PUBLIC UTILITY DISTRICT NO. 1
OF
JEFFERSON COUNTY
RESOLUTION NO. 2023-XXX

A RESOLUTION of the Board of Commissions of the Public Utility District No.1 of Jefferson County, Washington ("the PUD"), 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.

WHEREAS, the Washington State legislature enacted Engrossed Substitute House Bill (ESHB) 1329, Utility Shutoffs – Extreme Heat, an Act relating to preventing utility shutoffs for non-payment during extreme heat. The adopted bill takes effect July 23, 2023, and amends RCW 54.16.285 – Limitation on Termination of Utility Service for Residential Heating; and

WHEREAS, to maintain continued compliance with RCW 54.16.285, the PUD will temporarily suspend all disconnects for non-payment on any day for which the National Weather Service (NWS) issues or intends to issue any heat-related alert for Jefferson County; and

WHEREAS, the amended RCW 54.16.285(6)(a), allows a residential customer at whose dwelling utility service has been disconnected for lack of payment to request the PUD to reconnect service on any day for which the NWS issues or intends to issue a heat-related alert; and

WHEREAS, the amended RCW 54.16.285(6)(a) also requires the PUD to inform all customers of their right to utility reconnection under the extreme heat moratorium, and to provide clear information on how to make this request; and

WHEREAS, on May 21, 2019, the Board of Commissioners adopted Resolution No. 2019-019 establishing the Customer Service Policy, in which section 11 – Delinquent Accounts, provides Customer-owners information pertaining to non-pay disconnects, how to be reconnected once disconnected, and collectively states the Customer-owners rights to shutoff protection; and

WHEREAS, o maintain continued compliance with RCW 54.16.285, upon Customer-owner request, the PUD will make a reasonable attempt to temporarily reconnect utility services for the duration of the heat event; and

NOW, THEREFORE, BE IT RESOLVED by the Jefferson County Public Utility District Board of Commissioners, that the Customer Service Policies of the PUD are amended to include the corrections as reflected in the attached Exhibit A of this Resolution, and incorporated herein by this reference..

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

Ken Collins, President

Jeff Randall, Vice President

Dan Toepper, Secretary



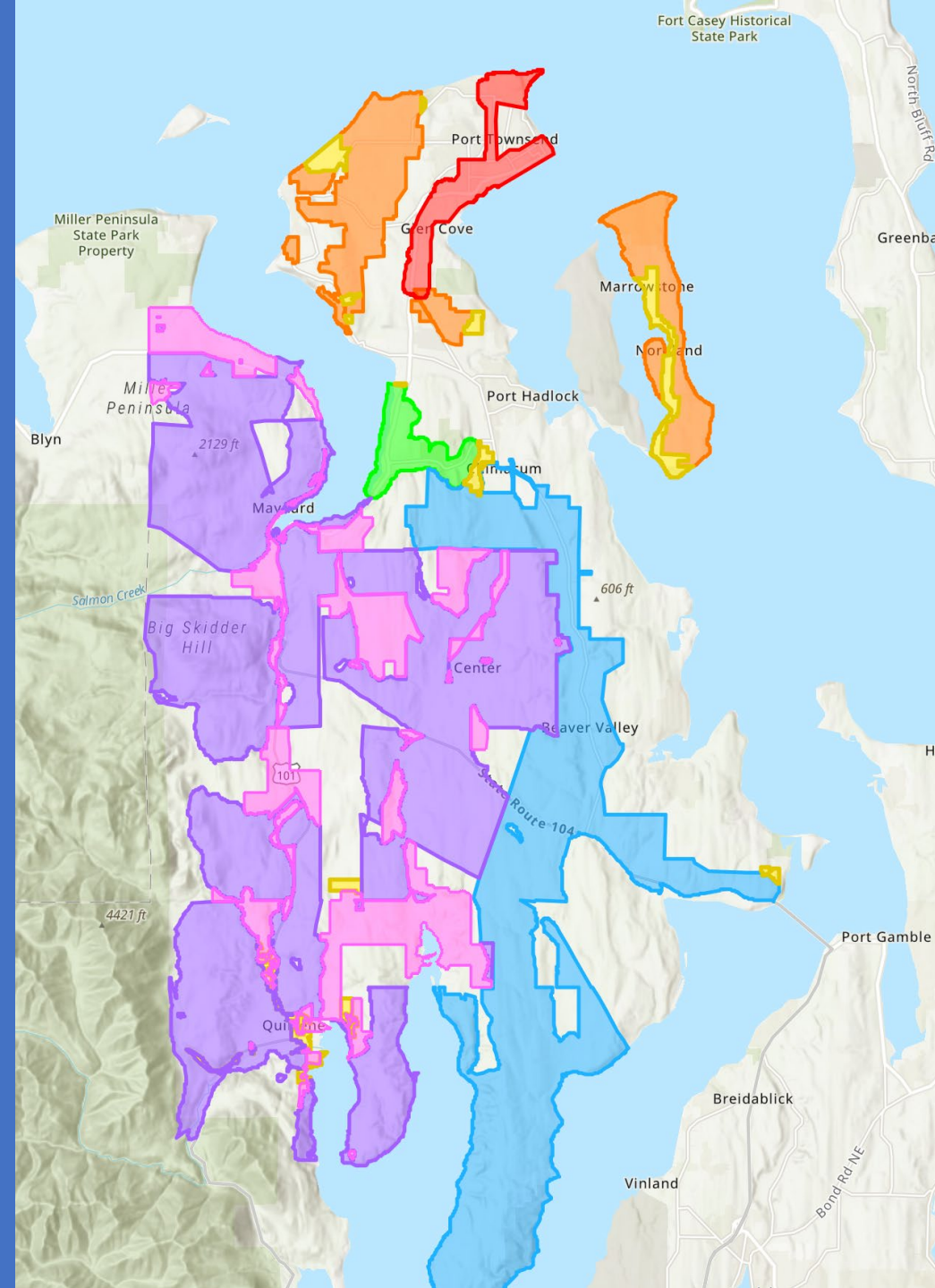
Jefferson County
Public Utility District

Broadband Rates and Policies Revisions

Will O'Donnell

Broadband and Communications Director

Aug 1, 2023



Broadband Department Objectives

Extend fiber network to all unserved customers in electric service territory

Partner to assist with connections outside of electric service territory

Fund construction with state and federal grants & loans

Extend existing open access fiber network where financially viable

Build future-proof, reliable, affordable open access network to improve quality of life

*Unserved currently defined as 25/3 over wireline

Presentation Agenda

Goal of Changes

Rate Changes

Product Design

Policy Changes

Questions



A photograph of a person wearing an orange jacket, working on a server rack. The rack is filled with various electronic equipment and a dense network of colorful cables (yellow, blue, red). A digital display on the rack shows the time 12:54. The word "GOALS" is overlaid in large white letters on an orange rectangular background in the upper left corner.

GOALS

New PON Network

High Quality Internet

More Customer Choice

More Freedom For ISP

Accessible Pricing

Clear Rates and Programs

Healthy Network, No Congestion

Rate Changes Since Last Meeting

Condensed Retail and OA to One Rate Sheet

Revised Wholesale Pricing Model

Revised Transport Product, Eliminated Agg Port

Added Internet Access Product

Revised Legacy Charge

Lowered Costs for Higher Speeds

Added Outdoor Wifi Rental

RETAIL PON CONNECTION

Internet + WiFi

Internet + WiFi Low income Program Enrolled

Internet + WiFi + Dedicated IP

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

WHOLESALE PON CONNECTION

PON PORT (w/ JPUD internet and IP. No WiFi)

PON PORT (w/ JPUD internet and Dedicated IP. No WiFi)

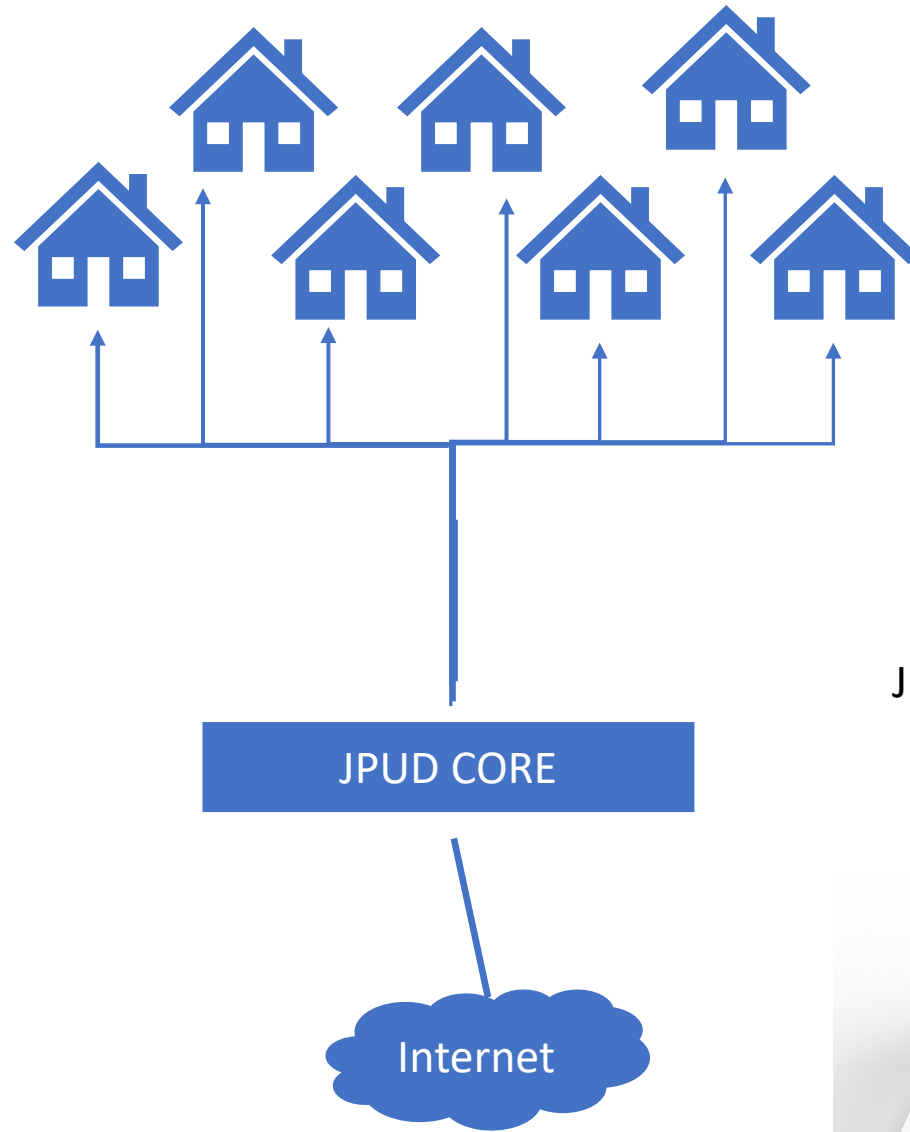
PON PORT (no internet, no IP, no WiFi)*

| | 150/150 Mbps | 1/1 Gbps | 3/3 Gbps | 5/5 Gbps |
|------------|--------------|----------|----------|----------|
| MRC | \$52 | \$60 | \$120 | n/a |
| MRC | n/a | \$80 | \$160 | \$280 |
| MRC | \$39 | \$45 | \$90 | \$180 |

**Requires additional transport and/or collocation.*

Retail
Service
Products

PON
Residential
or Business
Service



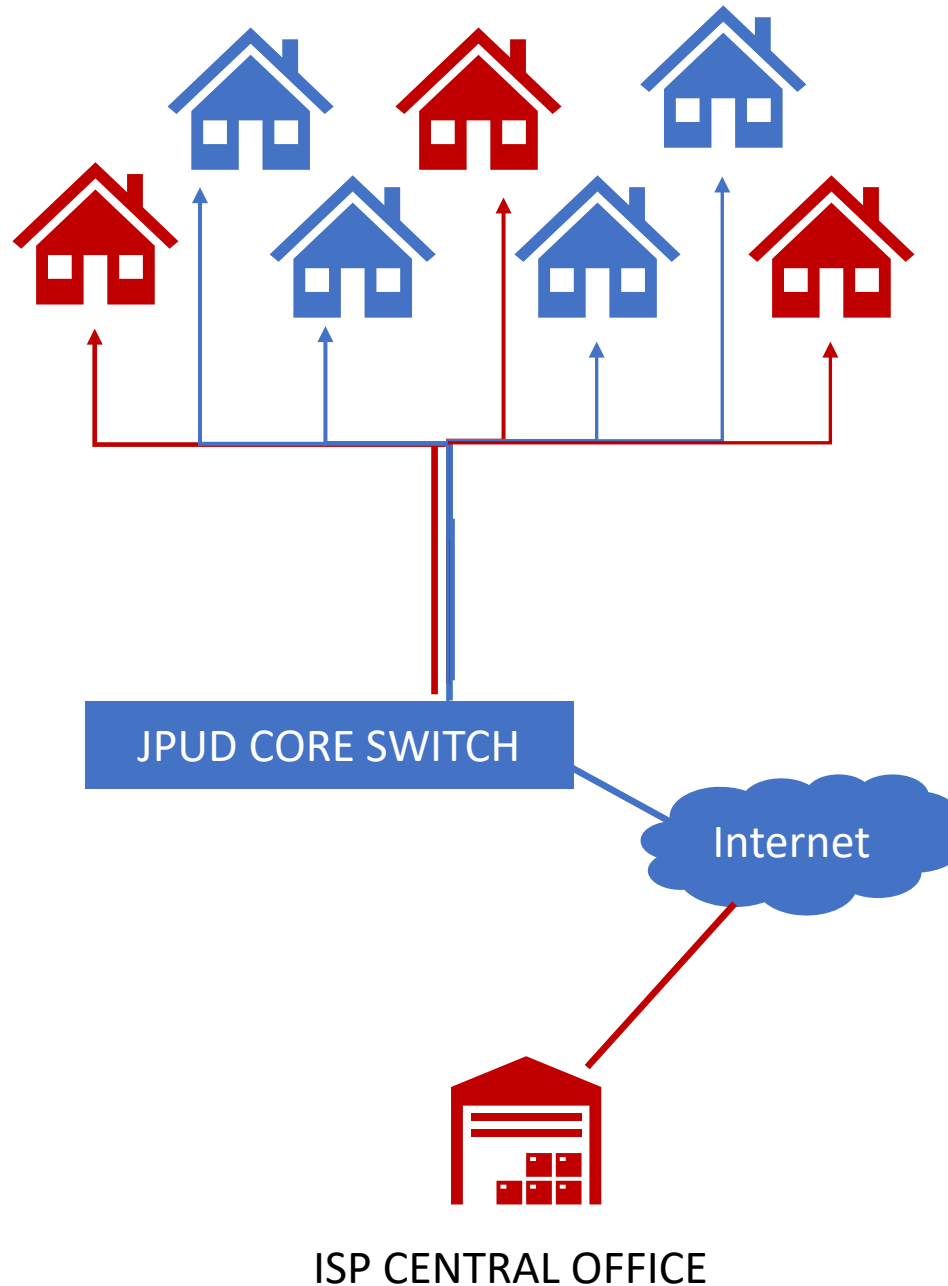
End User Port on Premise
Device



JPUD supplied WiFi Router



Open Access Home or Small Business PON Connection

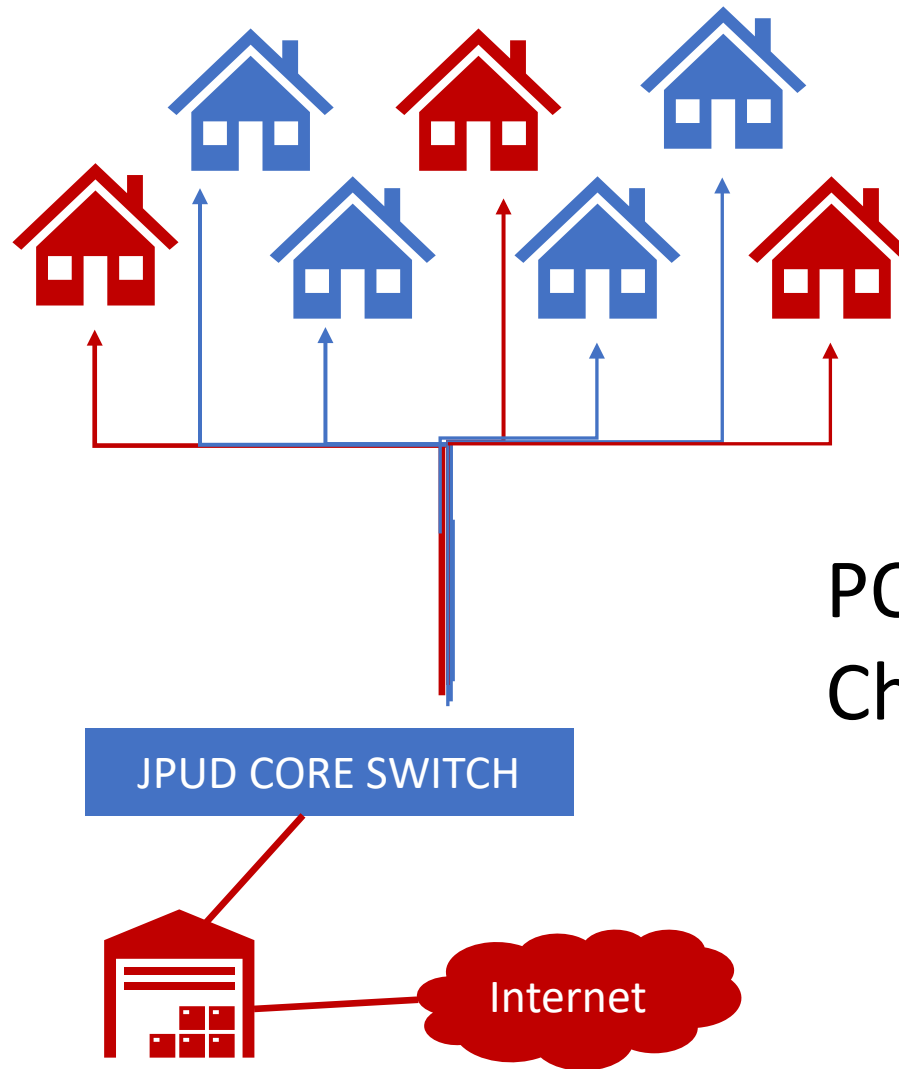


End User Port on Premise
Device



End User Port
Charge w/
Internet and IP
routing

Open Access Home or Small Business PON Connection



End User Port on Premise Device



PON Connection Charges



Network Transport Charges

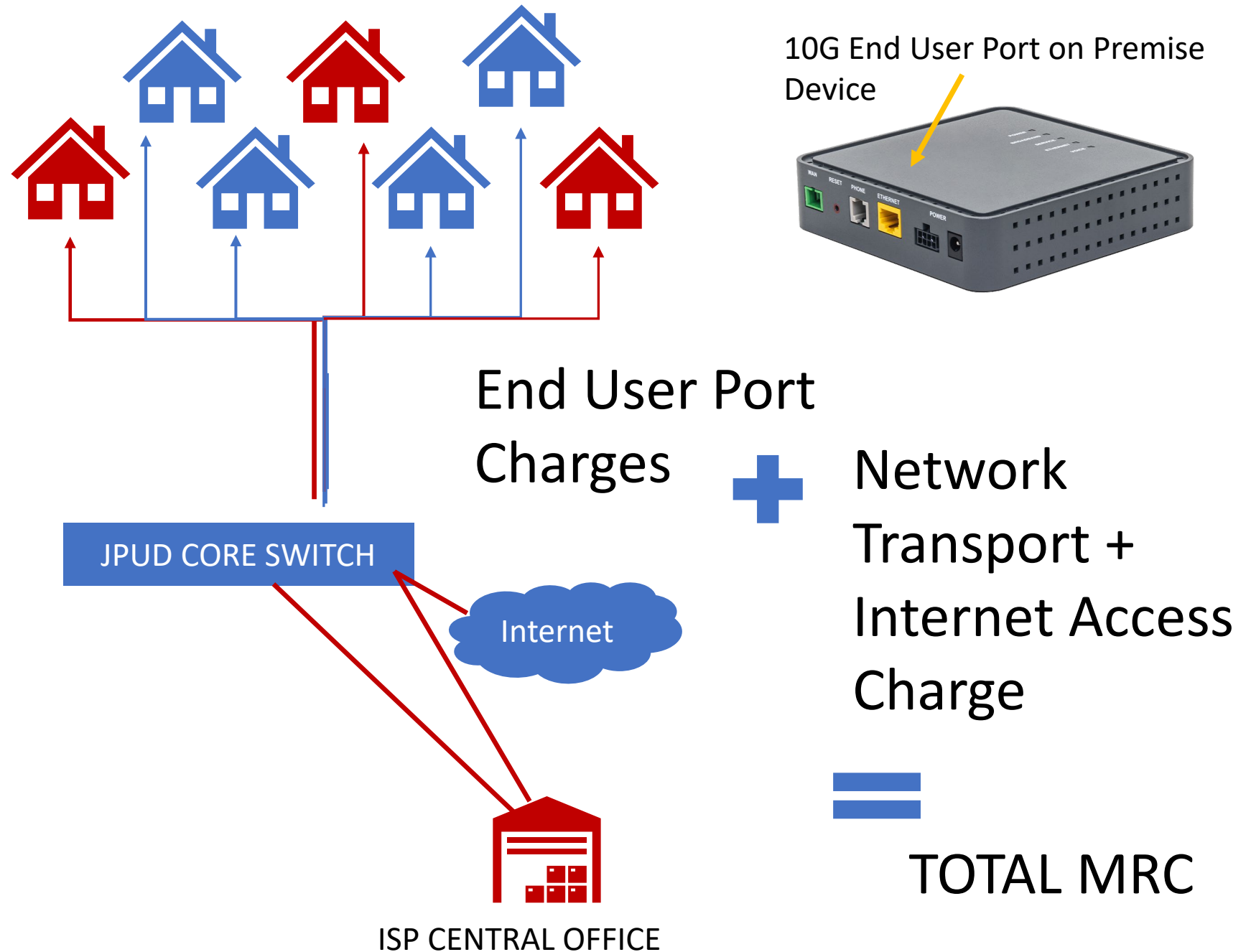


TOTAL MRC

ISP CENTRAL OFFICE

Wholesale No Internet or IP

Open Access Home or Small Business PON Connection



Open Access Home or Small Business PON Connection



JPUD CORE SWITCH

ISP COLLO ROUTER



End User Port Charges

+ Network Transport

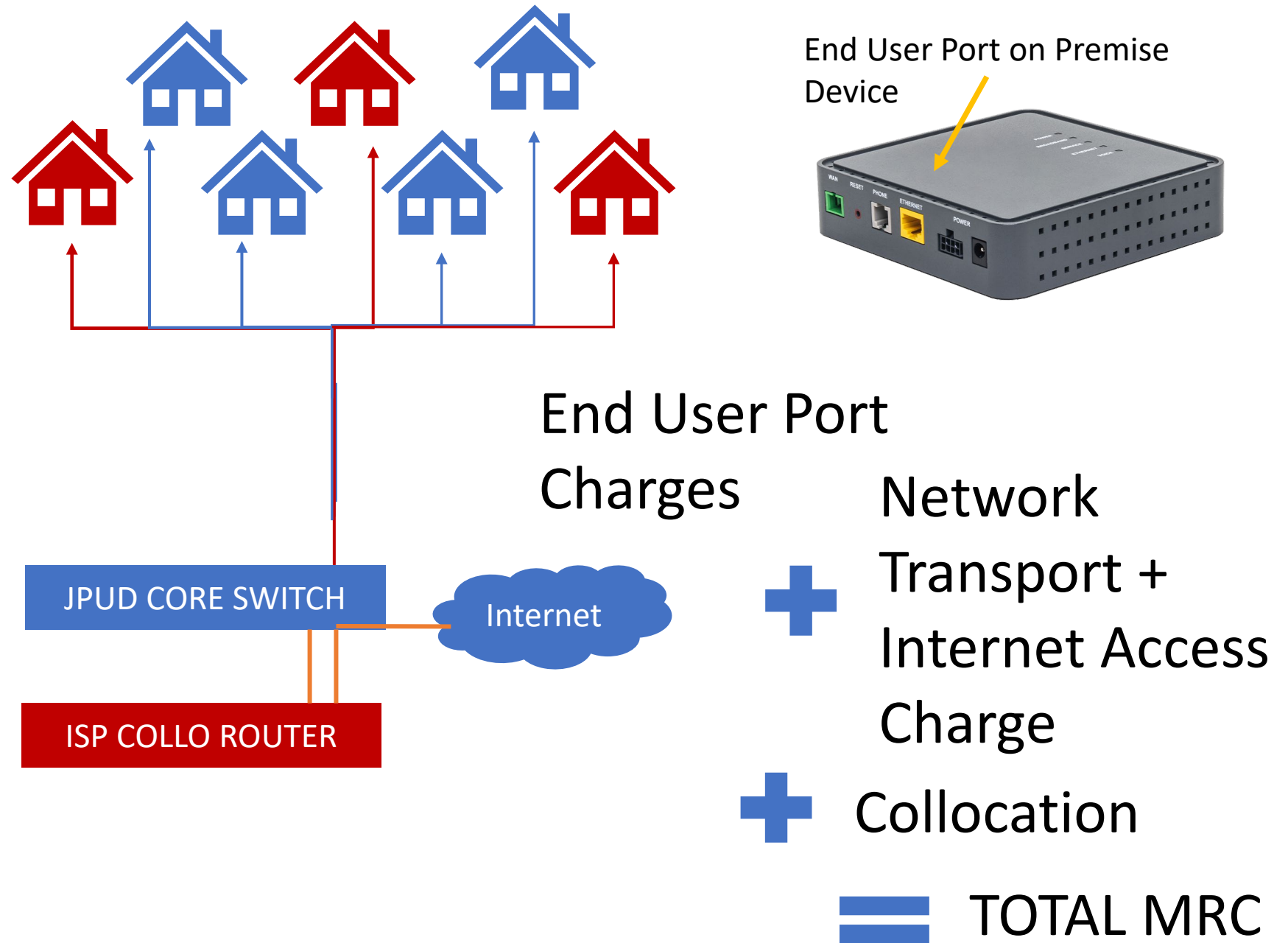
+ Collocation

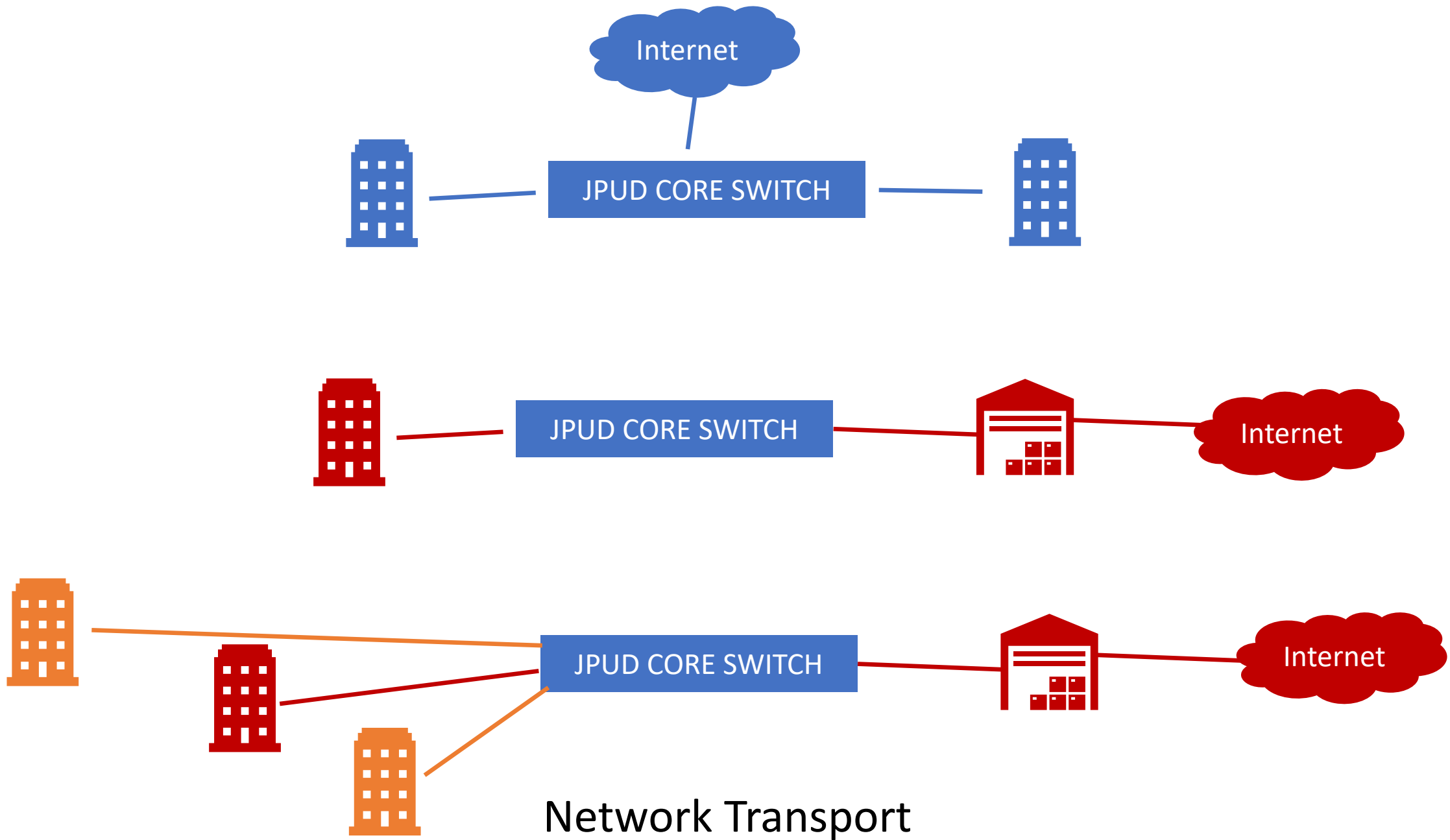
= TOTAL MRC

End User Port on Premise Device



Open Access Home or Small Business PON Connection





| NETWORK TRANSPORT | | Core Connection | | End Points (per point) | | | | MRC | MRC | MRC | MRC |
|-----------------------------|--|-----------------|-------|------------------------|-------|--|--------------|-------|-------|-------|-------|
| 10 Gig Ports. No internet. | | MRC | NRC | MRC | NRC | | # End Points | 1 | 2 | 3 | 5 |
| WHOLESALE NETWORK TRANSPORT | | \$200 | \$350 | \$50 | \$50 | | W | \$250 | \$300 | \$350 | \$450 |
| GOV NETWORK TRANSPORT | | \$250 | \$400 | \$65 | \$75 | | G | \$315 | \$380 | \$445 | \$575 |
| RETAIL NETWORK TRANSPORT | | \$300 | \$500 | \$75 | \$100 | | R | \$375 | \$450 | \$525 | \$675 |

*Includes 10 Gig port.
Requires transport.*

INTERNET ACCESS

| | MRC | NRC | MRC EXAMPLE ONLY | | MRC EXAMPLE ONLY | | MRC EXAMPLE ONLY | |
|--|------------|-------|------------------|-------|------------------|---------|------------------|---------|
| | | | | | | | | |
| DEDICATED PRODUCT (delivered at 95th Percentile) | Price/Mbps | | 100 | 500 | 1000 | 2000 | 3000 | 5000 |
| WHOLESALE DEDICATED INTERNET | \$0.45 | \$350 | \$45 | \$225 | \$450 | \$900 | \$1,350 | \$2,250 |
| GOV DEDICATED INTERNET | \$0.55 | \$400 | \$55 | \$275 | \$550 | \$1,100 | \$1,650 | \$2,750 |
| RETAIL DEDICATED INTERNET | \$0.65 | \$500 | \$65 | \$325 | \$650 | \$1,300 | \$1,950 | \$3,250 |
| | MRC | NRC | MRC EXAMPLE ONLY | | MRC EXAMPLE ONLY | | MRC EXAMPLE ONLY | |
| | | | | | | | | |
| METERED PRODUCT (Billed at 95th Percentile) | Price/Mbps | | 100 | 329 | 987 | 1436 | 3027 | 4687 |
| WHOLESALE METERED INTERNET | \$0.55 | \$350 | \$55 | \$181 | \$543 | \$790 | \$1,665 | \$2,578 |
| GOV METERED INTERNET | \$0.65 | \$400 | \$65 | \$214 | \$642 | \$933 | \$1,968 | \$3,047 |
| RETAIL METERED INTERENT | \$0.75 | \$500 | \$75 | \$247 | \$740 | \$1,077 | \$2,270 | \$3,515 |

Policy Revisions

General Broadband Service Policies, not just Open Access

Handbook for products and service practices

Additional Sections on service and facilities standards

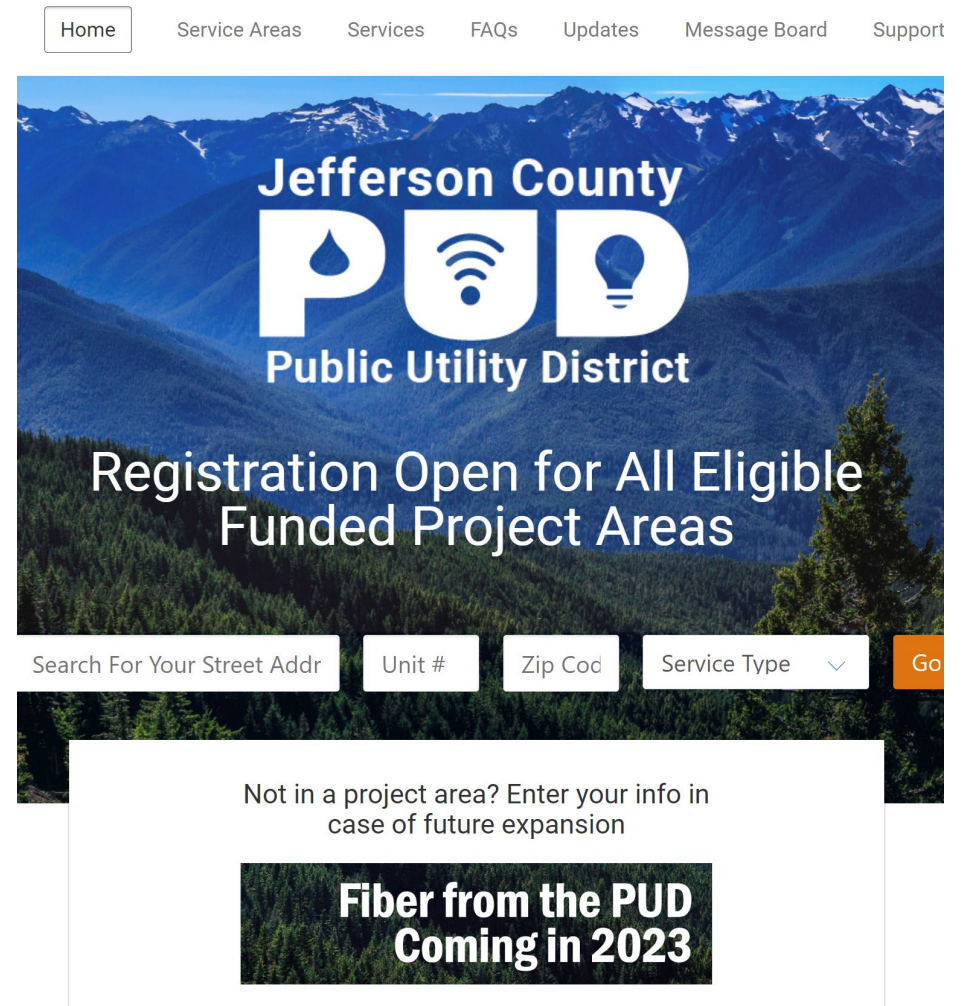
Additional details on billing.

Additional definitions

Service Flowchart

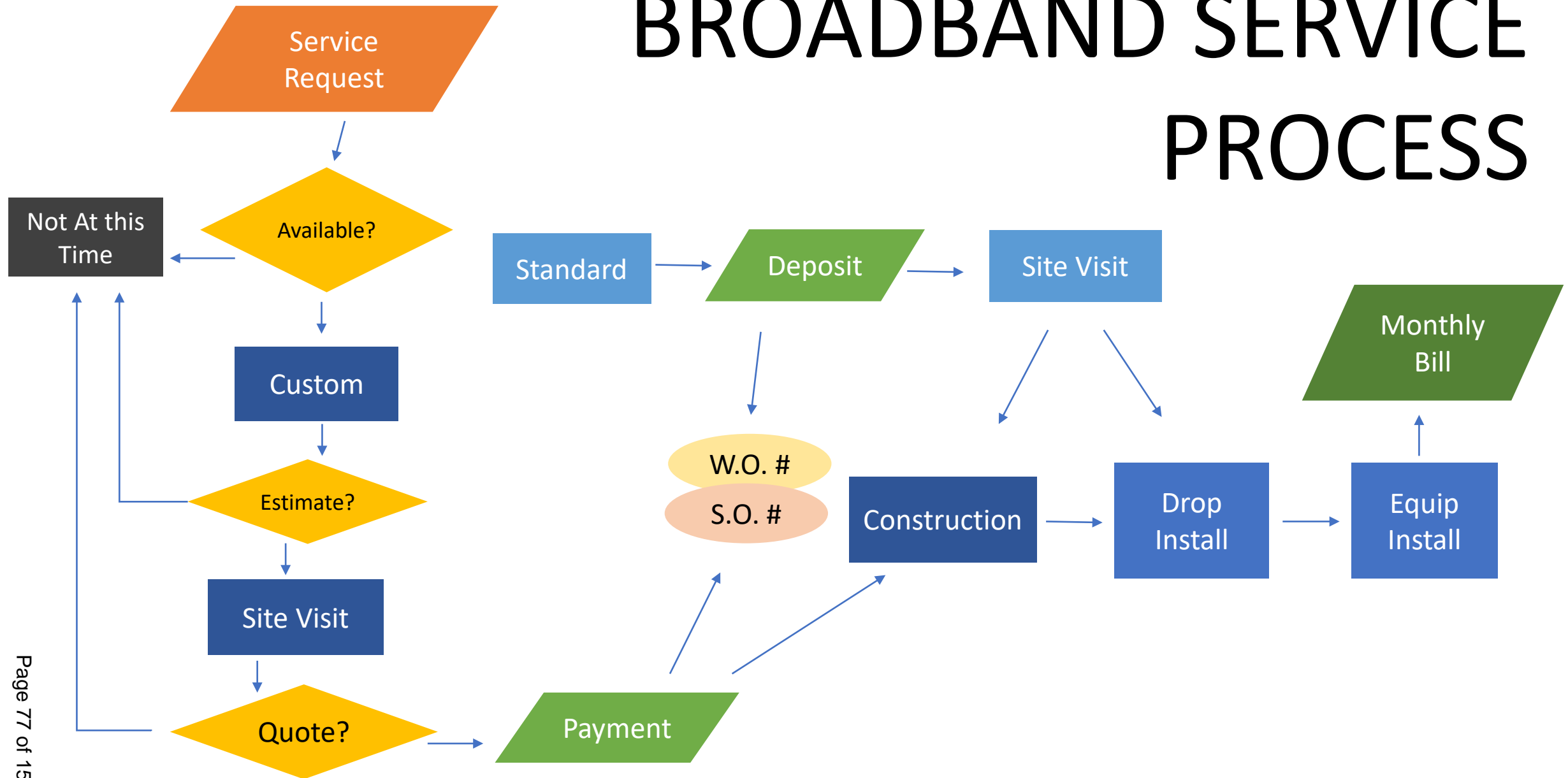
How can ISPs Sign Up Customers Now?

- Tell them to register online at fiber.jeffpud.org
- They can indicate they want a different ISP.
- When we begin drop construction in a Special Project Area, ISPs will be notified via email.
- At that time ISPs can submit Service Requests.



The screenshot shows the Jefferson County Public Utility District (PUD) website. The header includes navigation links: Home, Service Areas, Services, FAQs, Updates, Message Board, and Support. The main banner features a mountain landscape with the text "Jefferson County PUD Public Utility District" and "Registration Open for All Eligible Funded Project Areas". Below the banner is a registration form with input fields for "Search For Your Street Address", "Unit #", "Zip Code", and "Service Type" (with a dropdown arrow). A "Go" button is to the right of the "Service Type" field. Below the form, a message states: "Not in a project area? Enter your info in case of future expansion". At the bottom, a dark banner reads "Fiber from the PUD Coming in 2023".

BROADBAND SERVICE PROCESS

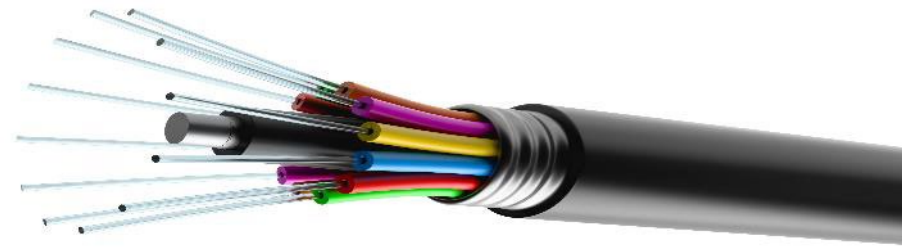


| Project Areas | Discovery Bay East | Olympic Fiber | Jefferson North | PT Business District | SE Jeff Co | Inbetweens | total |
|-------------------------|------------------------------------|---------------------|---------------------|----------------------|----------------------------|----------------------------|---------------------|
| FUNDER | PWB | NTIA/WSBO | WSBO/JC | PWB Loan | USDA RUS/WSBO | WSBO | |
| status | Engineering Design, Environmentals | Engineering Design | Engineering Design | Engineering Design | Awarded, awaiting contract | Awarded, awaiting contract | |
| Residential Passings | 74 | 1,360 | 1,071 | 0 | 941 | 719 | 4165 |
| Business Passings | 0 | 37 | 6 | 375 | 3 | | 421 |
| Est. Take Rate | 70% | 60% | 60% | 60% | 65% | 60% | 63% |
| Est Remaining | 30% | 40% | 40% | 40% | 35% | 40% | 38% |
| Customers/ take rate | 52 | 816 | 646 | 225 | 653 | 431 | 2823 |
| Est Remaining | 22 | 581 | 431 | 150 | 291 | 288 | 1763 |
| Miles of Fiber | 8.3 | 240 | 100 | 47 | 100 | 48.6 | 543.9 |
| Fed/State Grant | \$1,096,046 | \$3,411,426 | \$9,718,934 | 0 | \$9,202,232 | \$6,087,687 | \$29,516,325 |
| State/Local Match | 0 | \$8,150,966 | \$750,000 | 0 | \$4,601,116 | 0 | \$13,502,082 |
| Loan | 0 | 0 | 0 | \$1,839,295 | \$4,601,116 | 0 | \$6,440,411 |
| PUD Cash match | 0 | \$629,085 | \$965,106 | \$204,366 | 0 | 0 | \$1,798,557 |
| total Funding | \$1,096,046 | \$12,191,477 | \$11,434,040 | \$2,043,661 | \$18,404,464 | \$6,087,687 | \$51,257,375 |
| total grant only funds: | \$1,096,046 | \$11,562,392 | \$10,468,934 | \$0 | \$13,803,348 | \$6,087,687 | \$43,018,407 |

FTTP Registrations as of 7/27/23

| Project Area | Sign-ups | Passings | Take Rate |
|------------------------|-------------|-------------|------------|
| Olympic Fiber Corridor | 548 | 1360 | 40% |
| In-Betweens | 361 | 719 | 51% |
| Jefferson North | 499 | 1071 | 47% |
| Discovery Bay East | 46 | 74 | 62% |
| PT Business District | 153 | 375 | 41% |
| Southeast Jefferson | 255 | 941 | 27% |
| Adjacent Areas | 172 | 400 | 43% |
| total | 2034 | 4932 | 41% |

Questions?



COMMUNICATION TRANSPORT SERVICES

RETAIL PON CONNECTION

Internet + WiFi
Internet + WiFi Low income Program Enrolled
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 Dedicated IP. No WiFi)
PON PORT (no internet, no IP, no WiFi)*

| | 150/150 Mbps | 1/1 Gbps | 3/3 Gbps | 5/5 Gbps |
|-----|--------------|----------|----------|----------|
| MRC | \$52 | \$60 | \$120 | n/a |
| MRC | n/a | \$80 | \$160 | \$280 |
| MRC | \$39 | \$45 | \$90 | \$180 |

*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

ALL CURRENT BILLED RATES APPLY THROUGH 12/31/24

NO 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 |
|---------------------|----------------|--------------------|

8am to 4:30pm, Monday through Friday, excluding holidays.

| | | |
|-------------|----------------|--------------|
| AFTER HOURS | \$200 per hour | 1hr. minimum |
|-------------|----------------|--------------|

4:30pm 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.

Note 3. Network Transport. This is a lit Layer 2 fiber connection between JPUD's Core Network and one 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.

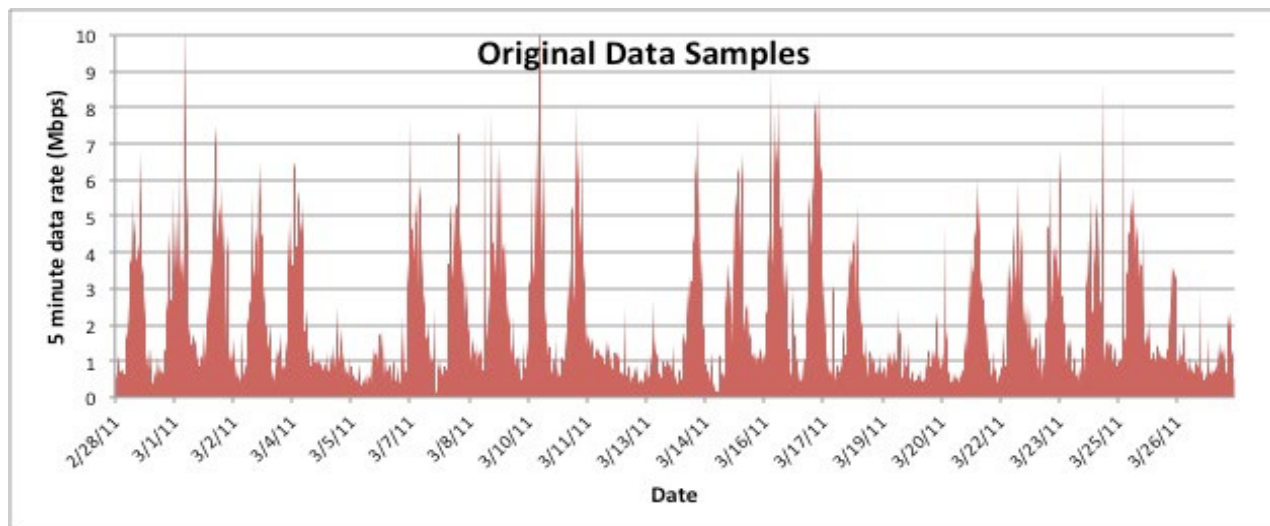
Note 4. Internet Access. This product can be purchased as a retail or wholesale product. For all uses, the customer must also buy at least one Network Transport Connection. There are separate rates for retail, wholesale, and government connections. Corresponding non-recurring engineering charge applies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

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

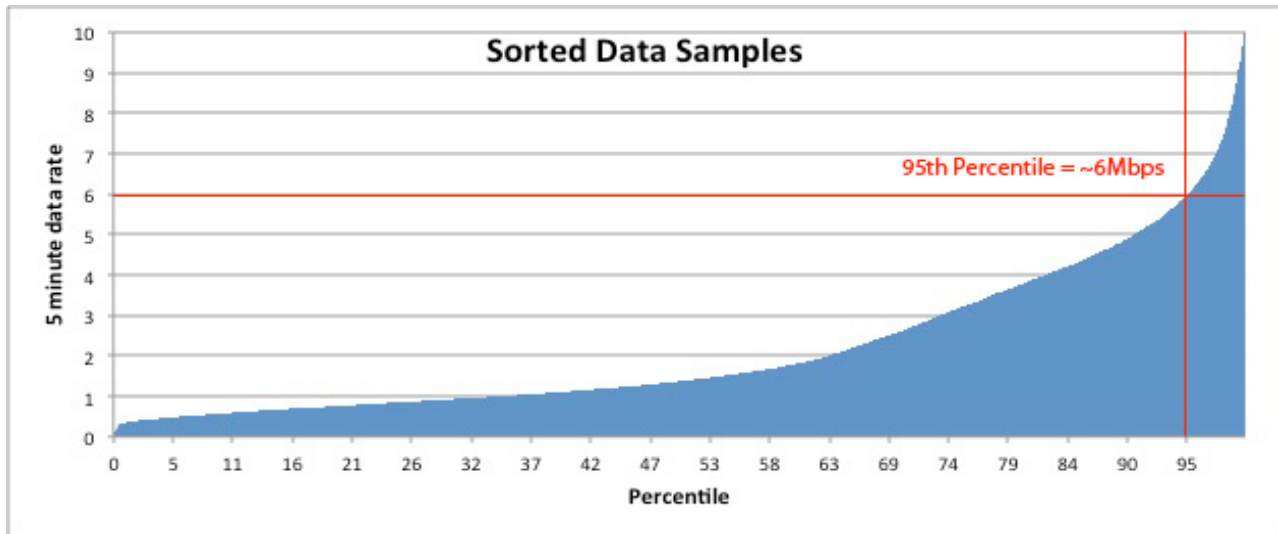
- **Dedicated.** With the dedicated product the customer or the ISP presubscribes to a specific broadband speed of their choosing (must be rounded to the nearest 100Mbps). The monthly recurring charge is determined by multiplying the subscribed speed (e.g., 500 Mbps) by the per megabit per second rate 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.



JPUD BROADBAND NETWORK SCHEDULE OF RATES AND CHARGES



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 NETWORK ACCESS

SCHEDULE OF RATES AND CHARGES



NETWORK ACCESS APPLICATION FEE: \$250 *Non-refundable.*

NETWORK ACCESS RENEWAL FEE: \$100 *Due annually on January 31st. Must include updated copies of insurance, contact information, and any other necessary documents.*

END USER ACCESS PORT RATES

Single 10G Ethernet Port. Charged per end user. PON network only. Does not include internet.

| Speeds | Up to 1/1Gbps | Up to 3/3 Gbps | Up to 5/5 Gbps |
|----------------------------------|---------------|-----------------|----------------|
| MRC | \$40 | \$100 | \$250 |
| PUD Verified Low-Income Discount | | -\$10 per month | |

LEGACY END USER ACCESS PORT RATES

For active ethernet connections running over JPUD's legacy network. Very limited availability. 1G or greater Ethernet port. Charged per end user. Does not include internet.

| Speeds | Up to 1/1Gbps |
|--------|---------------|
| MRC | \$80 |

AGGREGATION PORT RATES

Includes 1 10G Optical Port. Does not include internet. Additional engineering charges may apply. See Open Access Broadband Service Policies for more information.

| Speeds | MRC < 1/1Gbps | Speeds | MRC < 5/5Gbps |
|-------------|---------------|----------------|---------------|
| 0-100Mbps | \$100 | Up to 2/2 Gbps | \$1000 |
| 101-500Mbps | \$300 | Up to 3/3 Gbps | \$1500 |
| 501-999Mbps | \$750 | Up to 5/5 Gbps | \$2000 |

FACILITIES EXTENSION CHARGES

| Area Type | Charge |
|----------------------|--|
| General Service Area | Cost of all materials and labor needed to complete the connection. |
| Special Project Area | Varies. See website or contact JPUD staff for updated information and potential charges. |

POINT TO POINT TRANSPORT RATES

Includes up to 2 10G Optical Ports. Does not include internet. Additional Engineering charges may apply.

| NRC | Speeds | Up to 1/1Gbps | Up to 3/3 Gbps | Up to 5/5 Gbps | Up to 10/10 Gbps |
|-------|---------------------|---------------|----------------|----------------|------------------|
| \$500 | MRC 1YR Contract | \$500 | \$600 | \$900 | \$2000 |
| \$500 | MRC 2YR Contract | \$450 | \$540 | \$810 | \$1500 |
| \$500 | MRC 3YR Contract | \$405 | \$486 | \$729 | \$1000 |

COLLOCATION RATES

The following are monthly recurring charges for collocating equipment in District Facilities. The rates include cabinet or rack space, access to 20-amp AC power, and keyed entry for Customer access. Additional labor rates may apply.

| Rack Portion | MRC |
|-------------------------------|---|
| Full | \$500 |
| Half | \$250 |
| One Third | \$170 |
| One Quarter | \$125 |
| DC Power | \$18 per each 5 amps of total installed breaker capacity. |
| Additional 20-amp AC circuits | By request. Cost to be determined if available. |

NON-JPUD FACILITIES RELATED SERVICE REQUESTS

| | |
|---|-------------------------------|
| DURING OFFICE HOURS <i>8am to 4:30pm, Monday through Friday, excluding holidays.</i> | \$150 per hour (1hr. minimum) |
| AFTER HOURS <i>4:30pm to 8am, Monday through Friday and anytime weekends and holidays.</i> | \$200 per hour (2hr. minimum) |

RETAIL BROADBAND SERVICE

SCHEDULE OF RATES AND CHARGES



PASSIVE OPTICAL NETWORK (PON) INTERNET RATES

Residential Service Rates

No monthly data caps. Includes modem equivalent and Wifi router. Does not include taxes or fees.

| Speeds | Up to 150/150Mbps | Up to 1/1 Gbps | Up to 3/3 Gbps |
|----------------------------------|-------------------|----------------|----------------|
| Monthly Charge | \$65 | \$75 | \$175 |
| PUD Verified Low Income Discount | -\$20 per month | | |

Business Service Rates

No monthly data caps. Includes modem and Wifi router. Does not include taxes or fees. Also includes Business Control Suite App and 1 fixed IP address.

| Speeds | Up to 1/1 Gbps | Up to 3/3 Gbps | Up to 5/5 Gbps |
|----------------|----------------|----------------|----------------|
| Monthly Charge | \$100 | \$300 | \$500 |

LEGACY ACTIVE ETHERNET NETWORK INTERNET RATES

For active ethernet connections running over JPUD's legacy network. Very limited availability.

| Speeds | Up to 1/1Gbps |
|----------------|---------------|
| Monthly Charge | \$100 |

WIFI MESH ROUTER RENTAL

| Speeds | Up to 1/1 Gbps | Up to 10/10 Gbps |
|----------------|----------------|------------------|
| Monthly Charge | \$15 | \$25 |

HOME CONTROL APP SUITE

| | |
|----------------|------|
| Monthly Charge | \$10 |
|----------------|------|

VOICE OVER INTERNET PROTOCOL (VOIP) TELEPHONE SERVICE

Local, long distance, and limited international telephone line with numerous features. Does not include all taxes or fees.

| | |
|------------------------|----------------|
| Basic Package | \$15 per month |
| Premium Package | \$25 per month |
| VOIP Low-Income Rate | -\$5 per month |
| Full Business Solution | Request Quote |

LABOR CHARGES

To be applied per hour to any work requested by customer that is not included in a standard installation. Applies to both residential and business customers.

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

CONNECTION FEE FOR NEW SERVICE DROP

| | |
|---|--|
| GENERAL SERVICE AREA | Aid to Construction charges may apply. Aid to Construction costs will be estimated per connection request. |
| SPECIAL PROJECT AREA | Installation is generally free for any drop of 1,000 feet or less. The PUD reserves the right to apply special construction charges for drops over that length. The PUD also reserves the right to bill extra charges for drops less than 1,000 feet that require construction under a significant amount of concrete, pavement, or other impediments. |
| PORT TOWNSEND BUSINESS DISTRICT LOAN PROJECT <i>Requires proof of business license.</i> | \$1,200 per premises. |



BROADBAND SERVICE POLICIES

Adopted: February 7, 2023
CHANGES PROPOSED: AUG 1 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 \$1,000 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 Orders to JPUD. JPUD has no obligation to process any Service Order

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 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 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 network@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

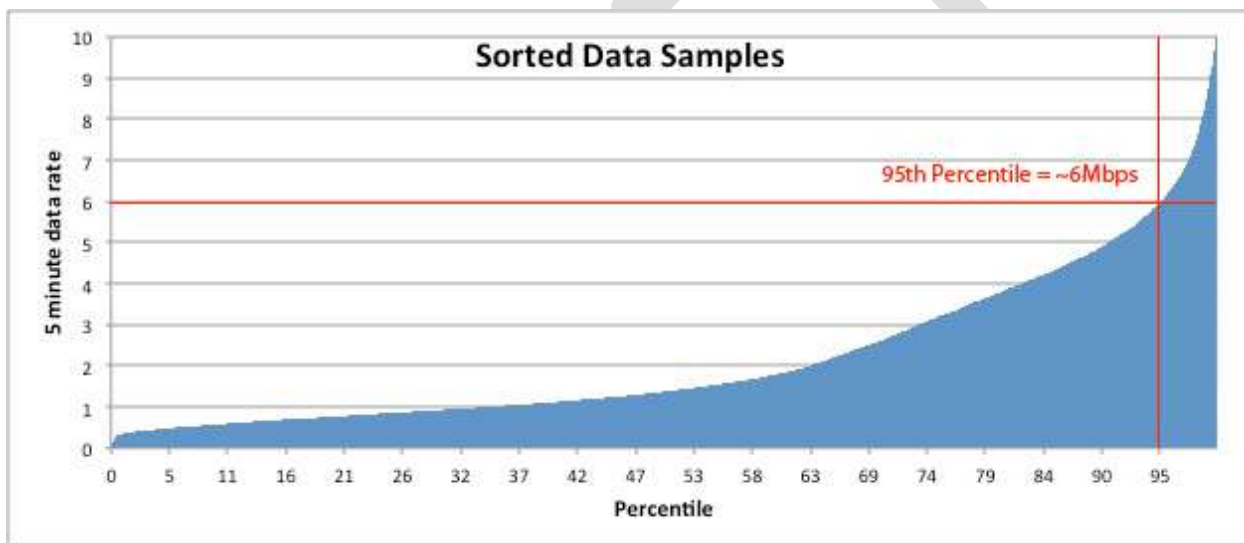
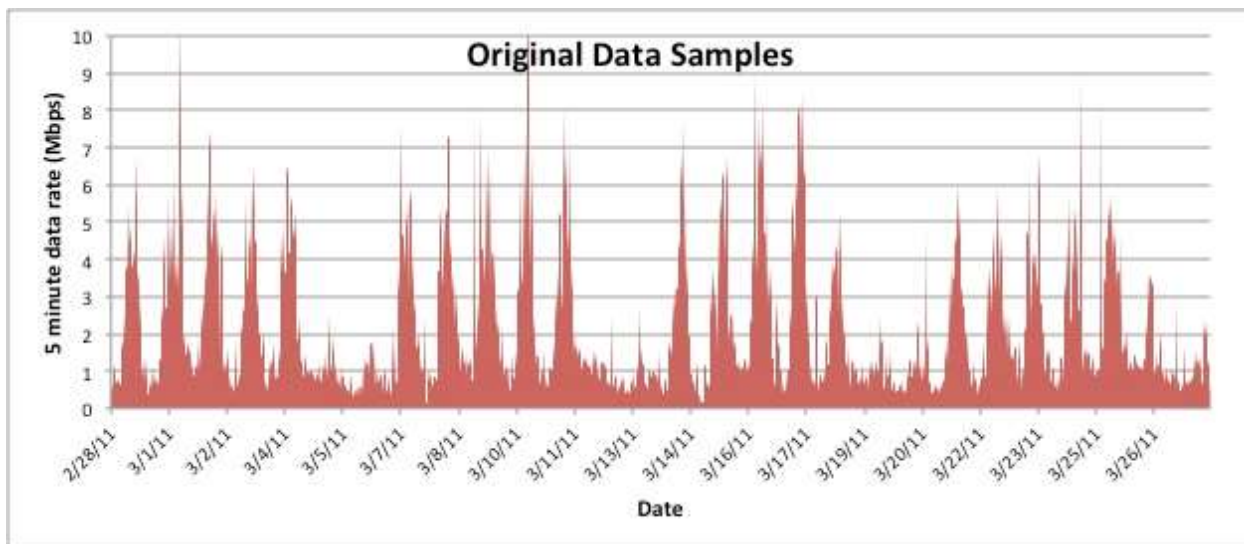
Billed at a flat rate per connection AND per end point. Data usage is not measured for billing purposes over this connection.

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 their 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.

In all cases, if there is any conflict between the list of products in the Broadband 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 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.

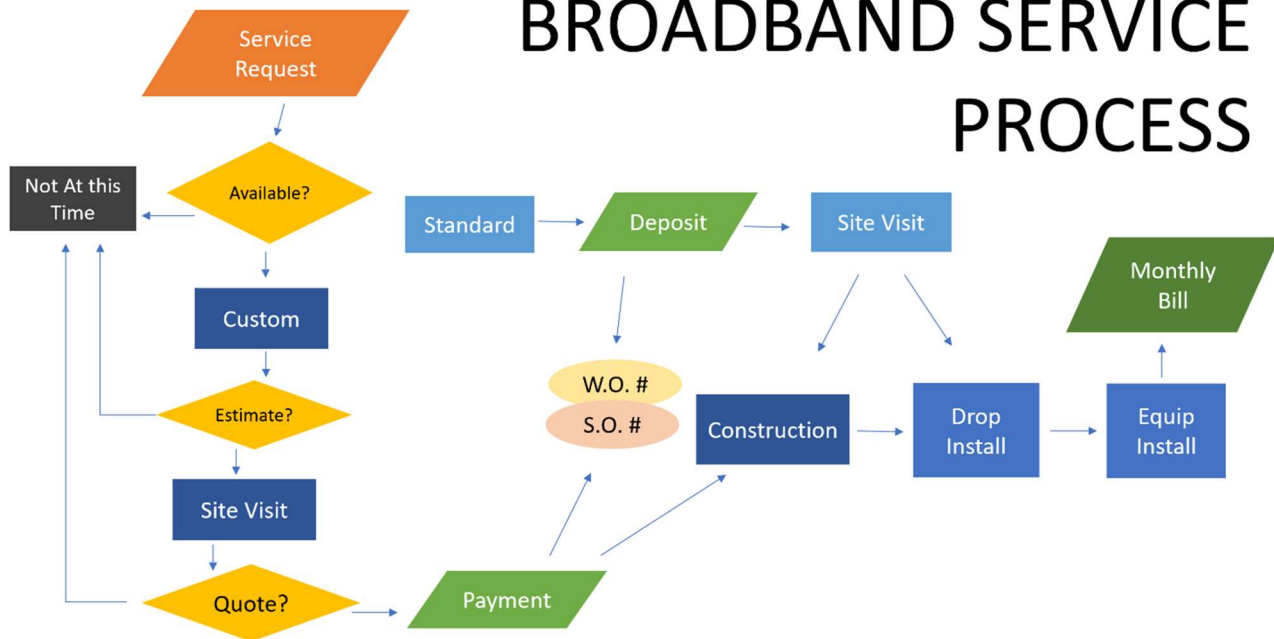
Unfunded Project Areas

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 published products in an open funded service area will follow the “Standard” process illustrated below. For products not listed in the Open Access Network Broadband Service 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.

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

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, Communication Transport Agreement, Customer Service Policies, Acceptable Use Policies, Internet Service Agreement, 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.



~~OPEN ACCESS~~ ~~NETWORK~~ BROADBAND SERVICE POLICIES

Style Definition: TOC 1

Adopted: February 7, 2023

CHANGES PROPOSED: ~~AUG~~MAY ~~18~~ 2023

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

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APPLICABILITY OF POLICIES

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

JPUD provides broadband services and facilities in accordance with the provisions of RCW 54.16.330. JPUD reserves the right to discontinue any service ~~it provides~~ 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 Contracts between JPUD and individuals or businesses seeking access to JPUD's broadband network may contain different terms and conditions than those set forth in these Broadband Open Access Network Service Policies. Contracts offered on an individual case form amounts exceeding \$1,000 per month will be provided such contracts are approved by JPUD's Board of Commissioners, as well and further provided that such contracts shall comply with RCW 54.16.330 regarding requiring that the non-discriminatory or preferential rates, terms, and conditions, for such services are not unduly or unreasonably discriminatory or preferential.~~

~~Public Utility District No. 1 of Jefferson County (JPUD)'s Open Access Network 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: ~~PROPOSED:~~ 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 used to connect the primary 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 open access customers.

~~CPE:~~ Customer Premises Equipment. Typically refers to End User Wi-Fi router in JPUD network.

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 Access Port or the fiber terminus.

End User: A person or entity that is using the receiving access to internet services received from an ISP over JPUD's Open Access Broadband Network.

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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.

Internet Service Provider (ISP): Internet Service Provider A person or entity that has been approved by the JPUD to access broadband network facilities for the purposes of providing internet service to End Users. Referred in this document as an ISP.

JPUD: Jefferson County Public Utility District.

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

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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.

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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 Orders to JPUD. JPUD has no obligation to process any Service Order 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 reception 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. ELIGIBILITY

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Application

JPUD will provide available wholesale telecommunication services to qualified ISPs under an Open access Access arrangement. An annual ISP Qualification Application is required as proof of eligibility. The application shall be located under the Broadband tab on JPUD's website: jeffpud.org. Application charges apply per JPUD's Broadband Network Access Schedule of Rates and Charges. The following items must be included in the application to be processed. Incomplete applications

will not 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 and narrative description.~~
- E. ~~3 References (preferably existing customers)~~
- 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 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 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>

Master Service Agreement

Upon successful completion of ISP Qualifications Application and payment of all related charges, JPUD shall offer a signed Master Service Agreement (MSA) to the ISP. Following email confirmation to the ISP that JPUD has received the completed and countersigned MSA, the ISP may begin submitting Service Orders to JPUD. JPUD has no obligation to process any Service Order from ISPs who have not successfully completed both the ISP Qualifications Application and MSA.

STANDARDS

To support end users in having access to quality broadband services, JPUD requires all ISPs on our residential network to meet or exceed the following standards of service:

- Bandwidth

ISPs must provide at least 75% of their advertised bandwidth at all times. Throttling or extreme saturation that prevents a customer from achieving a bandwidth equal to at least 75% of the advertised speed is not permitted. ISPs must provide testing methods for the end user, 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.

Commented [JP2]: Do you mean End User?

- Uptime

ISPs are required to keep their system up 99.9% of the time (three nines). In other words, a downtime of more than 9 hours over the course of a year is unacceptable. Outages do not include planned maintenances or JPUD outages affecting the connection to an end user. Force majeure occurrences will be dealt with on a case-by-case basis.

- Responsiveness

ISPs are required to have a system in place to respond to customer calls 24hrs a day, 7 days a week. The ISP will provide the customer with expected response times Monday-Friday 9-5 and after hours, weekends and holidays.

Commented [JP3]: Customer/End User? ISP's Customer?

- Net Neutrality

ISPs will operate a net neutral network, and they 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.

- Privacy

ISPs will protect all customer data and will not share customer data without written consent from the customer.

CURRENT SERVICES & AVAILABILITY

It is the policy of the PUD to provide access to telecommunication service for all Qualified Internet Service Providers within its electric service area, provided that such service extensions are feasible, economically justifiable, environmentally sound (or desirable), and comply with the applicable service extension conditions.

Readily available Open Access Network Broadband Services from JPUD are listed on the Broadband Network Access Schedule of Rates and Charges. JPUD reserves the right at its sole discretion to discontinue services listed in this rate schedule at any time. Services not listed on the Rate Schedule can be negotiated on an individual case basis with the service provider. Special rates and contract terms may apply. Please contact Broadband Department staff via email at broadband@jeffpud.org for more information. SERVICE STANDARDS

It is the policy of JPUD to provide access to Broadband Services over its Open Access Network to any and all eligible 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

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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.

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- Uptime

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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.

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- Responsiveness

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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.

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- 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.

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Service Requests

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~~Qualified ISPs must submit a service request form for each service they would like to receive from JPUD. Some services can be bundled on a single application form. There is no charge associated with submission. Qualified ISPs must submit requests for service through~~

~~JPUD's online Service Request form, found under the Broadband Tab on JPUD's website. JPUD will not accept Service Orders submitted over the phone, via direct email, or any other delivery method.~~

Service Areas

~~JPUD readily accepts Service Requests from Qualified ISPs to End User locations that have been designated as available for a fiber connection by JPUD. JPUD will define an area as available for service after mainline fiber has been activated, fully tested, and determined by JPUD staff to be ready to serve End Users via drop connection. These areas are defined as Active Service Areas. JPUD will post these areas publicly on its website and share the locations with qualified and approved ISPs via email, when available. Service costs for Active Service Areas are listed available on the Schedule of Rates and Charges.~~

~~Due to limitations of staffing and facilities capacity, JPUD cannot guarantee extension of facilities to areas outside of Active Service Areas. Requests for service or facilities connections outside of Active Service Areas will be evaluated by JPUD's Broadband department on a case-by-case basis. Special consideration will be given to services which provide benefits to the community or JPUD's network. All construction costs and charges may be passed on to the End User or Qualified ISP requesting service [outside an Active Service Area??].~~

Commented [JP6]: Do we want to say Facilities over services? There is no definition of services. There is a definition of Broadband? I think we want to be consistent about what we are referring to?

Commented [JP7R6]: Or add a definition for Services?

Communications Transport COMMUNICATIONS TRANSPORT SERVICE (CTS) Service PRODUCTS

Available CTS Products

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

Legacy Active Ethernet

A network connection established prior to May 1 2023 utilizing ADVA electronics provisioned by NoaNet. As of May 1, 2023 JPUD is no longer accepting requests for this service. JPUD will to phase out the Ethernet system by 2025.

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Connection End User Access Port

• 10G Ethernet port installed at End User premises available to ISPs to provide Broadband?? internet services over JPUD's PON network to customers. Only available in Special Project Areas.

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Aggregation Port With Internet

• 10G port in JPUD Core Network facilities that links multiple End User Ports to ISP's Network, as well as additional 10G port to connect to JPUD internet ??? Aggregate port traffic is measured to ensure network health over shared connections. Billed at 95th percentile (See Charges and Billing).

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Direct Internet Access

• Not a PON product. Limited availability. Requires installation of a direct fiber connection between JPUD core electronics and End User premises. Internet speeds guaranteed delivery at 95th percentile or above at all times. End User electronics not included. Additional line extension costs will likely apply. Available in Special Project Areas or on an individual case by case basis outside of Special Project Areas.

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Point to Point Transport

• Includes one 10G port in JPUD's Core Network. Intended to connect two end user facilities through the JPUD Core Network. End User electronics not included in this product. Bandwidth is not metered. Additional line extension costs will likely apply. Available in Special Project Areas or on an individual case by case basis outside of Special Project Areas.

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- ~~NON-LISTED~~ Dark Fiber: Dark Fiber service is no longer be offered by the district JPUD, except on a limited individual case basis.

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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.

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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.

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

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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 network@jeffpud.org for more information. A supplementary contract not covered by the OAPA may apply.

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Collocation

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 appropriate applicable rates JPUD's fees applicable to collocation per the Schedule of Rates and Charges. ISPs must arrange for fiber transport to meet at JPUD's office with the 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 used by ISP in good working order to maintain continuing reliable operations.~~
- ~~ISP is responsible for maintenance of its electronics inside the collocation facility. Arrangements can be negotiated for 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 under this Agreement. 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??. JPUD will notify ISP by telephone or email at least five (5) calendar days prior to commencing any such scheduled maintenance work. 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.~~

Commented [JP9]: Do we mean Policies?

Commented [JP10]: Is JPUD the only one authorized to conduct Intrusive Maintenance? If so, my suggested change should be deleted!

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.

CHARGES AND BILLING FOR CTS

The ~~A~~ Schedule of Rates and Charges for Broadband Network Services ~~arehas been~~ adopted in public session by JPUD's elected three-member the 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.

Aggregation Port Metered Internet Access Billing Method

~~ISPs utilizing a JPUD Aggregation Port to connect their facilities to End Users on JPUD's network must pay for the aggregated bandwidth used across the network. Rates for various bandwidths (both with and without JPUD internet) are posted in the Schedule of Rates and Charges.~~

Unlike other Broadband Service Rates, Metered Internet Access Aggregation Port Rates 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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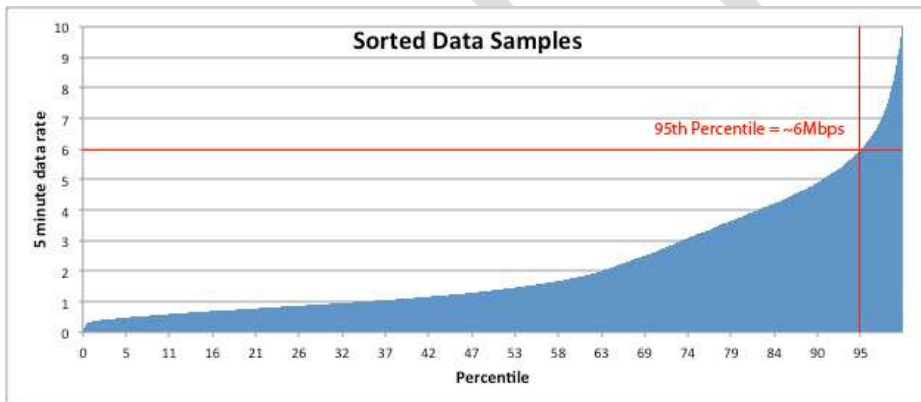
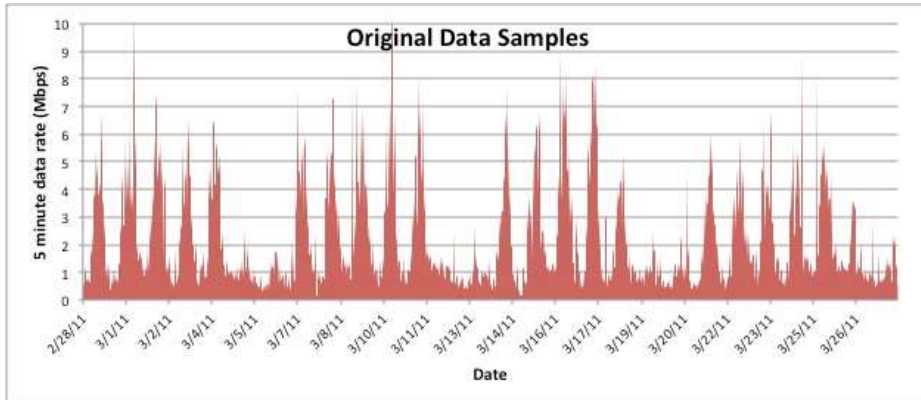
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Aggregation Port with JPUD Internet

Advertised internet speeds are the maximum speeds at the End User port on the customer's premises. Over the PON network, internet bandwidth is delivered over a shared connection, generally in a 1 x32 split. Time of day, network utilization, congestion and other factors may cause reductions in available speeds.

- Dedicated Internet Access

Internet access provided by JPUD over a single fiber to the end user and guaranteeing speeds delivered to the demarcation point at or above the 95th percentile at all times. 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

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for all Network Transport and Internet Access products. Also required for MTUs.

- Engineering NRC

Fee for network engineering labor needed to provide the requested service. Includes but not limited to: VLANs, QinQ, MPLS, or other Layer 2 or 3 implementations.

- Low Income Discount Requirement

Pursuant to RCW 74.38.070, JPUD offers reduced utility rates for low-income citizens. Qualifying ~~End User~~~~customers~~ ~~consumers~~ 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 their End Users if eligible. The ISP must pass along the full discount to the qualifying End User. ISPs are strongly encouraged to offer a matching low-income discount to extend the greatest level of assistance possible to qualifying End Users.

Qualified ISPs are strongly encouraged to match JPUD's discount with their own. This discount is only available to qualifying End Users. The ISP must notify JPUD when the account changes names. 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.

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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. 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.

Commented [JP12]: Is JPUD the only one authorized to conduct Intrusive Maintenance? If so, my suggested change should be deleted!

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.

• Multiyear Adder

Because JPUD is launching a new network that is likely to undergo changes and adjustments over the next several years, JPUD is not offering published multiyear contract pricing or discounts at this time. However, Qualified ISPs can pay a onetime charge of \$500 to secure the published product and corresponding rate for the desired term beyond one year and not exceeding three years.

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Commented [JP13]: Does this mean that the ISP rate will be locked in for 3 years at the time of paying \$500? We may want to make this more explicit as I can see some confusion or attempts to circumvent this policy at the Commission.

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SERVICE AREAS & REQUESTS

JPUD Broadband Services are 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 such a state that only the fiber drop 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, 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.

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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.

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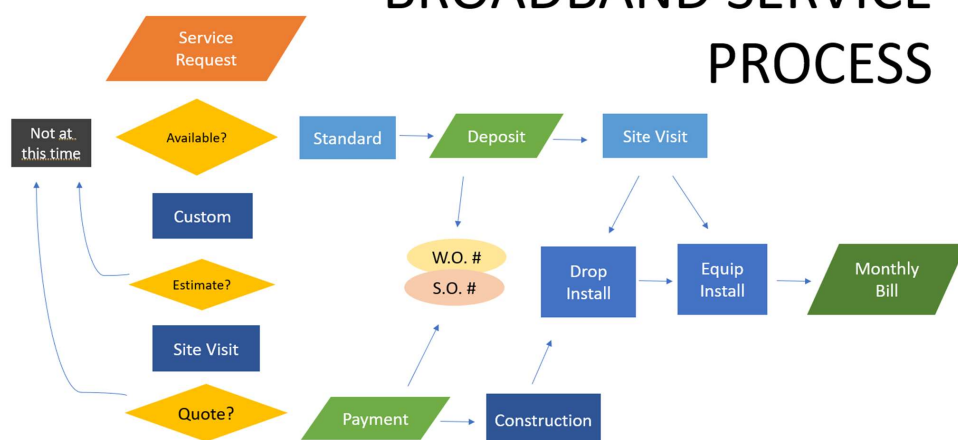
Service Requests

Qualified ISPs must submit a service request via the online Service Request form on JPUD's

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website. Service must be available and the Service Request must be complete in order for JPUD to process. Service requests for published products in an open funded service area will follow the “Standard” process illustrated below. For products not listed in the Open Access Network Broadband Service 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.

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 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, their determination is final.

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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.

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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.

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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.

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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 State, Municipal, or JPUD policies, regulations or facility access requirements concerning the rendition of service or has an unpaid obligation to JPUD.

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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.

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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.

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Construction and Ownership of Extension

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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 all requirements are met by the Customer or End User. 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.

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Termination of Service and Return of End User Equipment

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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.

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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 at 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

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Alarms

JPUD shall connect its alarm monitoring system to ~~Qualified~~ 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.

Commented [JP14]: The term Qualified does not seem to be defined here. Should we include it in the definition of an ISP because before it can offer services on JPUD's network, it must be qualified?

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 ~~reasonably acceptable to ISP standard to the industry~~ and contain ~~all significant~~ information concerning the cause of the outage and restoration of service.

Notice Of Work Affecting Equipment

JPUD agrees it shall ~~provide reasonable notify-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 ~~Communications Transport Agreement~~[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, Communication Transport Agreement, Customer Service Policies, Acceptable Use Policies, Internet Service Agreement, 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 ~~are~~[is](#) acting in violation of this or other JPUD policy, FCC regulations or state and local law, termination of service may follow.

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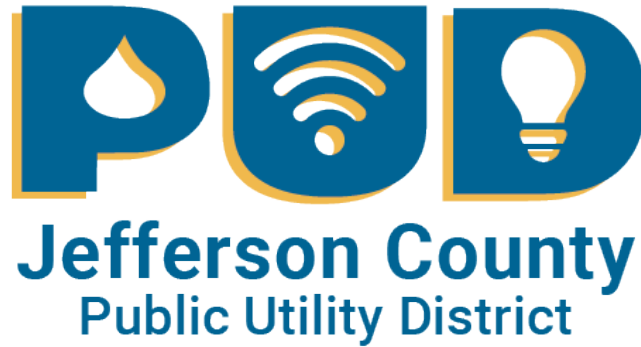
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OPEN ACCESS NETWORK BROADBAND SERVICE POLICIES

Adopted: February 7, 2023

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APPLICABILITY OF POLICIES

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

JPUD provides broadband services and facilities in accordance with the provisions of RCW 54.16.330. JPUD reserves the right to discontinue any service it provides 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.

Contracts between JPUD and individuals or businesses seeking access to JPUD's broadband network may contain different terms and conditions than those set forth in these Broadband Open Access Network Service Policies provided such contracts are approved by JPUD's Commission and further provided that such contracts shall comply with RCW 54.16.330 requiring that the rates, terms, and conditions for such services are not unduly or unreasonably discriminatory or preferential.

DEFINITION OF TERMS

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

Broadband: A wide range for digital information to travel across. Depending on which regulating body is in charge of funding, it could mean 25 Mbps upload speeds and 3 Mbps down, or 100 Mbps down and 20 up, or any number of combinations that allow for low latency two-way video streaming enabling remote work, schooling, or telemedicine.

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.

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

Demarcation Point: The designated connection point at which the 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.

End User: A person or entity that is receiving access to internet services from an ISP over JPUD's Open Access Broadband Network.

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.

MRC: Monthly Recurring Charge. Billed every month.

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

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

Line Extension: The construction and installation of JPUD owned fiber optic cable connecting JPUD facilities and network to an end user or ISP or Carrier facilities. Charges apply.

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.

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.

Internet Service Provider (ISP): A person or entity that has been approved by the JPUD to access broadband network facilities for the purposes of providing internet service to End Users. Referred in this document as an ISP.

QUALIFICATIONS

ISP Qualification Application

All prospective ISPs must complete a Qualification Application and provide the following information:

- A. Proof of insurance (more info in following section)
- B. UBI (business license) number.
- C. Proof of ability to install on premise and provide for End User services.
- D. Proof of continuous 24 hours per day, 365 days per year, technical support ability including access number.
- E. A set-up fee per JPUD's rate schedules.
- F. Proof of a layer three capable router for provisioning of retail services to End Users. Contact JPUD for the minimum requirements.

Qualified ISP Insurance Requirements

Insurance must be in place and approved by JPUD before the ISP can connect to the network. The 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. 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 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.

- 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.

SERVICES AVAILABLE

Readily available Open Access Network Broadband Services from JPUD are listed on the Schedule of Rates and Charges. For services not listed on the Schedule of Rates and Charges, please contract Broadband Department Staff. Staff may or may not be able to accommodate requests. Special rates and contract terms may apply.

Note: JPUD is not accepting new requests for residential or small business service over Active Ethernet.

CHARGES AND BILLING

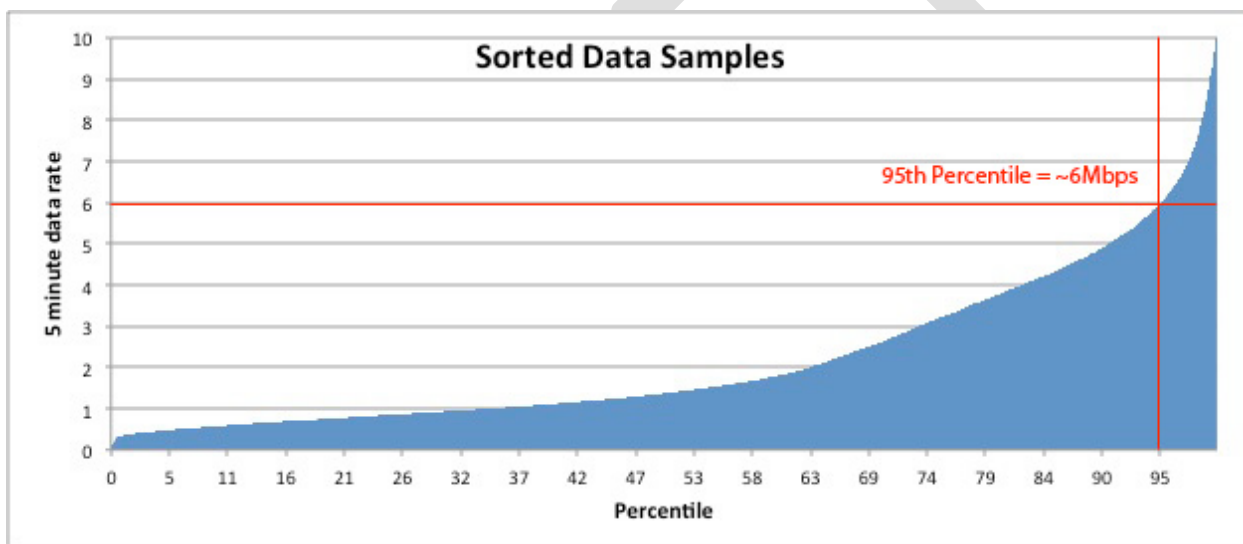
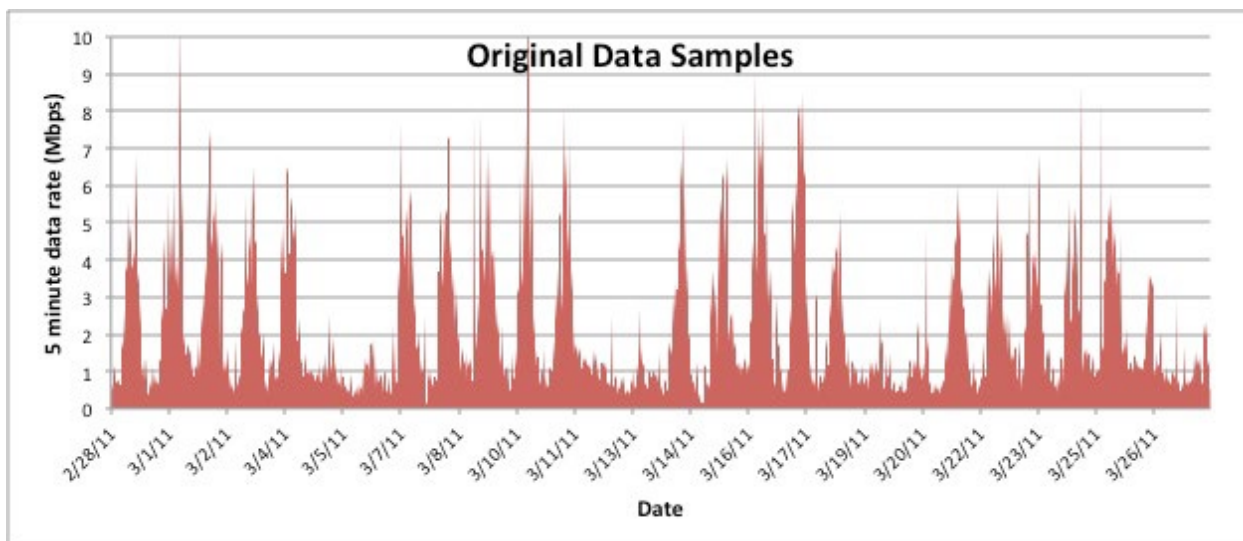
A Schedule of Rates and Charges has been adopted by the Commission. The Commission may revise the rate schedule from time to time and at any time. Copies of the current rate schedules are available on JPUD's website and are also available upon request.

Billing and Collections practices are governed by JPUD's Customer Service Policy.

Aggregation Port Billing Method

ISPs utilizing a JPUD Aggregation Port to connect their facilities to End Users on JPUD's network must pay for the aggregated bandwidth used across the network. Rates for various bandwidths are posted in the Schedule of Rates and Charges.

Unlike other Broadband Service Rates, Aggregation Port 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 that falls at the 95th percentile of bandwidth used.



Low Income Discount Requirement

Pursuant to RCW 74.38.070, JPUD offers reduced utility rates for low-income citizens. Qualifying consumers shall meet the 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. The ISP must pass along the full discount to the qualifying End User. ISPs are strongly encouraged to offer a matching low-income discount to extend the greatest level of assistance possible to qualifying End Users.

This discount is only available to the qualifying End User. The ISP must notify JPUD when the account changes names. JPUD may verify and confirm that program guidelines are being met. Periodic recertification may be required.

FACILITIES EXTENSIONS

Special Project Areas

JPUD accepts requests for service to End User locations that have been designated as available for a fiber connection by JPUD. JPUD will define an area as available for service after new fiber has been activated, fully tested, and determined by JPUD staff to be ready to serve retail customers. These areas are defined as Special Project Areas. JPUD will post these areas publicly on its website and share the locations with qualified and approved ISPs via email. NRC for facilities connections may apply.

General Service Areas

Due to limitations of staffing and facilities capacity, JPUD cannot guarantee extension of facilities to areas outside of Special Project Areas. Requests for service or facilities connections outside of Special Project Areas will be evaluated by JPUD's Broadband department on a case-by-case basis. All costs and charges may be passed on to the ISP. A quote will be provided to the ISP if Broadband staff determines facilities extension can be made available.

Facilities And Service Installation

All construction of Broadband Facilities, including but not limited to fiber drops and network electronics will be performed by JPUD. This includes the ONT or equivalent device at the End User premises. JPUD will be the sole owner of all Broadband Facilities on the network side of the End User demarcation point. JPUD will not own or be responsible for any wiring or other electronics on the End User side of the demarcation point.

Special Project Areas Installation Timeline

JPUD shall strive to complete all new connections to End Users located in Special Project Areas within 30 calendar days of the date of a valid order. To the extent practical, JPUD shall supply the ISP with an estimated date of installation. JPUD will notify the ISP when the installation date becomes specifically known.

End User Premise Demarcation

The physical demarcation point between JPUD network and ISP network shall be at the point where JPUD places the electronics in an End User premises that converts light signal into electrical signal.

JPUD's practice is to locate the demarcation point inside the End User premises, but JPUD retains the right to locate the demarcation point at a location of its choosing. ISP may request an alternate demarcation point from that suggested by JPUD. JPUD may accommodate ISP requests, and additional NRCs could apply.

JPUD's Responsibility ends at the demarcation point and all wiring and other facilities past the demarcation are the responsibility of ISP. When the installation to the demarcation is complete

JPUD will notify the ISP and will include any information pertinent to the installation.

COLLOCATION

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. The ISP will be charged the appropriate JPUD's fees applicable to collocation per the Schedule of Rates and Charges. ISP must arrange for fiber transport to meet at JPUD's office with the collocation.

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 used by ISP in good working order to maintain continuing reliable operations.
- ISP is responsible for maintenance of its electronics inside the collocation. Arrangements can be negotiated for JPUD to perform minor tasks such as changing a bad card, for a fee.
- 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 under this Agreement. 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. JPUD will notify ISP by telephone or email at least five (5) calendar days prior to commencing any such scheduled maintenance work. 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.

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.

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 the 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 reasonably acceptable to ISP and contain all significant information concerning the cause of the outage and restoration of service.

Notice Of Work Affecting Equipment

JPUD agrees it shall notify 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 Communications Transport Agreement, 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 JPUD Broadband Services or Facilities, including but not limited to the Open Access Broadband Service Policies, Communication Transport Agreement, Customer Service Policies, Acceptable Use Policies, Internet Service Agreement, 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 are acting in violation of this or other JPUD policy, FCC regulations or state and local law, termination of service may follow.



AGENDA REPORT

DATE: August 1, 2023
TO: Board of Commissioners
FROM: Mike Bailey, Finance Director/District Auditor
RE: Treasurer Duties

BACKGROUND: Currently, the PUD uses the services of the County Treasurer's Office to conduct the duties of Treasurer. The County Treasurer takes care of paying via ACH certain debt payments and Bonneville Power Administration power bill. The PUD must transfer the money received from customer payments to the Treasurer's Office weekly to allow timely payments by the County Treasurer.

ANALYSIS/FINDINGS: I have checked with the State Auditor's Office, and we would not be subject to any additional auditing requirements by being our own Treasurer. I spoke with the Finance Managers/Treasurers with Clallam PUD and Mason PUD 3 about how they handle Treasurer Duties. Both utilities have always handled Treasurer Duties in-house and not through their respective County Treasurers. The PUD would have to make some changes as the District Auditor and Treasurer cannot be the same person.

FISCAL IMPACT: There will be little to no fiscal impact for the PUD. Internal duties would have to change within the Finance department to ensure there is a separation of duties between Treasurer and Auditor.

RECOMMENDATION: I would like a motion from the Board directing the Finance Department to bring back before the Board for further discussion a resolution designating a new Treasurer as well as a resolution designating a new District Auditor.



AGENDA REPORT

DATE: August 1, 2023
TO: Board of Commissioners
FROM: Mike Bailey, Finance Director/District Auditor
RE: 2024 Budget Foundation

BACKGROUND: Finance starts preparing the budget in June. The Finance Director and General Manager bring a budget presentation to the Board in August by having a couple of meetings to discuss our recommendations for the budget as well as seek input from the Commissioners about the budget.

ANALYSIS/FINDINGS: The attached document is the foundation for the 2024 Budget. I have included talking points for the last 4 years to help communicate how the budget is prepared. I started with the foundation as a lead for preparing the budget for next year. The foundation gives the Commissioners some insight into how numbers are calculated and what is included in the budget.

FISCAL IMPACT: The 2024 Budget once approved will be the guiding tool on financial decisions for the next year. The budget is a tool to show where and how dollars flow into and out of the PUD. This will give us a foundation for benchmarking how the PUD is handling its funds.

RECOMMENDATION: I would like to have a discussion with the Board on the Budget Foundation. The Finance Director and General Manager are prepared to identify some of our thoughts that went into the statements. I would encourage feedback from Commissioners on what they would like to see in the budget.

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.