



Board of Commissioners Meeting  
September 4, 2018 - 5:00 PM  
63 Four Corners Rd. Jefferson County Transit

**PUD REGULAR BOARD MEETING**

1. CALL TO ORDER
  2. AGENDA APPROVAL
  3. GENERAL PUBLIC COMMENT: This public comment period is for any items not specifically listed on the current Agenda or for items listed on the Consent Agenda. The Chair will also permit public comments on the other agenda items as they come up during the meeting. The Chair may place time limits on public comments to allow the meeting to be conducted in an efficient and orderly manner. **(15 min)**
  4. APPROVAL AND ADOPTION OF THE CONSENT AGENDA: Items listed below have been distributed to the Commissioners in advance for study and will be enacted by one motion. If separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Agenda, at a specific time, at the request of any of the Commissioners.
    - 4.1 APPROVAL OF MINUTES
      - Draft Regular BOC Minutes August 7, 2018
      - Draft Special Board Meeting Budget Workshop August 20, 2018
    - CFO REPORT AND APPROVAL OF VOUCHERS
      - 4.1.1 Voucher Certification form with supporting warrant register and payroll from Aug 7<sup>th</sup> Aug 21<sup>st</sup> and Sept 4<sup>th</sup> BOC meetings
      - 4.1.2 BOC Approval of Voucher approval form
      - 4.1.3 July 2018 Financial Statement
    - 4.2 ACTION ITEMS
      - 4.2.1 HRA/VEBA update
      - 4.2.2 HR Policy Changes
      - 4.2.3 Resolution 2018-023 PURMS
      - 4.4.4 RFP Approval – Auditor
      - 4.4.5 RFP Approval- Real Estate Services
      - 4.4.6 Written-off Accounts
    - 4.3 STAFF REPORTS not requiring Board action
    - 4.4 PUD Calendar of upcoming meetings – not requiring Board action
- END OF CONSENT AGENDA
5. COMMISSIONER REPORTS
  6. GENERAL MANAGER REPORT/FUTURE ITEMS (Information Only)
  7. ACTION ITEMS REQUIRING BOARD DISCUSSION
    - 7.1 Low Income Customer Participation
    - 7.2 CAB member replacements for 2019
  8. SIGNING OF DOCUMENTS
  9. ADJOURNMENT
  10. EXECUTIVE SESSION: RCW 42.30.110 To review the performance of a public employee.





PUBLIC UTILITY DISTRICT NO. 1  
of Jefferson County

August 7, 2018

**Board of Commissioners  
Regular Meeting**

Draft Minutes

The Regular Meeting of the Public Utility District No. 1 of Jefferson County (PUD) was called to order by the President of the Board of Commissioners (Board) at 5:00 p.m. on August 7, 2018, at the Jefferson Transit Conference Room, at 63 Four Corners Road, Port Townsend, Washington, 98368. Present:

Commissioner Jeff Randall, President  
Commissioner Kenneth Collins, Secretary  
Commissioner Wayne King, Vice President

Larry Dunbar, General Manager  
Joel Paisner, General Counsel  
Kevin Streett, Assistant General Manager  
Will O'Donnell, Communications Manager  
Bill Graham, Resource Manager  
Jean Hall, Customer Service Manager  
Annette Johnson, Executive Assistant and Records Administrator  
Don McDaniel, Consultant

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**1. CALL TO ORDER:**

The meeting was called to order by Commissioner Jeff Randall at 5:00 p.m.

**INTRODUCTIONS:** Commissioner Jeff Randall started out the meeting with voluntary introductions from the commissioners and staff.

**2. AGENDA APPROVAL:**

Commissioner Kenneth Collins requests to add a new agenda item 7.4 Customer Survey.

Commissioner Wayne King requests to add a new agenda item 7.5 Commissioner Meetings.

**MOTION:** Commissioner Kenneth Collins made a motion to approve the agenda as amended. Commissioner Wayne King seconded the motion. Motion carried unanimously.

**3. GENERAL PUBLIC COMMENT:** Topics:

- Emergency Planning for PUD (Handout No. 1 – Letter from Bill Kaune). There was some interest and discussion on this topic. Don McDaniel was asked to give the commissioners an update with respect to the extent the PUD is fulfilling its role as part of the emergency preparedness planning process.
- Prioritizing work orders for telecom. Customers have been waiting quite a long time to get hooked up for telecom service for months. General Manager Larry Dunbar will research and follow up on this topic.
- Grant Street School telecom service. General Manager will follow up.
- Power line heights on Marrowstone Island.

**4. APPROVAL AND ADOPTION OF THE CONSENT AGENDA:**

A written report narrative to accompany the monthly financial statements that is commonly provided by our contract Chief Financial Officer, Tammy Lehman, was not submitted as a part of the packet. This report will be submitted at the August 21, 2018, General Meeting of the Jefferson County Public Utility District.

**MOTION:** Commissioner Wayne King made a motion to approve and adopt the Consent Agenda as modified. Commissioner Kenneth Collins seconded the motion. Motion carried unanimously.

**4.1 APPROVAL OF MINUTES:** Draft Regular BOC Minutes July 17, 2018.

**4.2 CFO REPORT AND APPROVAL OF VOUCHERS:** (not included in this packet, will be in the packet for 8/21/18.

4.2.1 Voucher Certification form with supporting warrant register and payroll.

4.2.2 BOC Approval of Voucher Approval form.

### 4.3 ACTION ITEMS

4.3.1 Contractor Bidding list addition.

### 4.4 PUD Calendar of upcoming meetings – not requiring Board action.

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## 5. COMMISSIONER REPORTS:

### Commissioner Wayne King:

7-20-18 Attended meeting with General Manager Larry Dunbar.  
8-8-18 Plan on attending a NoaNet meeting on telecom.  
8-10-18 and 8-11-18 Plan on attending the Jefferson County Fair and work in the PUD booth.  
8-13-18 Plan on attending a Citizens' Advisory Board (CAB) meeting.  
8-14-18 Plan on attending parliamentary procedures workshop.  
8-20-18 Plan on attending PUD Budget meeting.  
8-21-18 Plan on attending PUD Board meeting.  
8-29-18 Plan on attending a Public Infrastructure Fund meeting.  
8-30-18 Plan on attending PUD Special Meeting on NoaNet.

### Commissioner Kenneth Collins:

7-18-18 to 7-20-18 Attended a Washington PUD Association presentation in Chehalis by Human Resources regarding clear expectations for the General Manager and documenting performance issues. Discussion of the Carbon Initiative No. 1631. Telecom Committee reported that Governor Inslee would like to make available about \$100,000,000 in broadband grants.  
7-24-18 to 7-27-18 Attended a conference in Pasco. There was discussion of a project where the City of Richland will possibly be the recipient of power that will come from a project that involves both solar generation and a dynamion flow battery.  
7-27-18 Met with General Manager Larry Dunbar.  
8-2-18 Met with a customer regarding electric permitting issues.  
8-3-18 Met with General Manager Larry Dunbar and Chris Lott regarding credit card issues.  
8-4-18 Rode in bucket truck during Hadlock Days.  
8-10-18 Plan on attending Jefferson County Fair and work in the PUD booth.  
8-14-18 Plan on attending workshop on parliamentary procedures.  
8-16-18 Plan on attending the CAB Broadband Subcommittee meeting.

- 8-17-18 Plan on attending a meeting with General Manager Larry Dunbar, Bill Graham, Resource Manager and a Marrowstone Island customer regarding the Marrowstone Aquifer Study.
- 8-20-18 Plan on attending the PUD Budget Meeting.
- 8-30-18 Plan on attending the PUD Special Meeting on NoaNet.

**Commissioner Jeff Randall:**

- 7-18-18 to 7-20-18 Attended a Washington PUD Association meeting in Chehalis.
- 8-1-18 Attended a meeting with General Manager Larry Dunbar.
- 8-10-18 Plan on attending a meeting with General Manager Larry Dunbar.
- 8-10-18 Plan on attending the Jefferson County Fair and work in PUD booth.
- 8-14-18 Plan on attending workshop on parliamentary procedures.
- 8-30-18 Plan on attending PUD Special Meeting on NoaNet.

**Public Comment:** There was some discussion on water storage systems and keeping, salvaging and retaining energy generated from solar and wind. The question was asked whether this topic been discussed at the WPUDA meetings.

**6. GENERAL MANAGER REPORT/FUTUURE ITEMS (Information Only)**

- Memorandum from Joel Paisner, General Counsel, on Election Rules (Handout No. 2). General Counsel Joel Paisner gave a brief overview of the memorandum.
- Coyle Water System. Target date September 7, 2018, to get up and running.
- Debbie Lund is to serve on the HRA Volunteer Employee Benefits Association (VEBA) Board of Trustees.
- Made a recent selection for Special Project Coordinator. Mr. Scott Bancroft.
- Under recruitment for the Chief Financial Officer.
- Board and staff were invited to review schematic design for the Operations Center. Moving forward with the final design (final done late September or early fall).
- Reviewing the security measures at the Operations Center.
- Commissioner Collins and staff have been working on the PUD’s Broadband Grant Application under the CERB Program. Commissioner Collins and staff are planning to go to the CERB Board on September 20<sup>th</sup> to do a presentation of the PUD’s grant application.
- Amended the agreement with OlyCAP and St. Vincent de Paul for home use solar energy so that the PUD can actually donate to them the wholesale value of that. There will be

payment to them of \$1,000 shared between the two organizations.

- Last week the PUD's customer service and utility billing staff attended a training on the PUD's software system.
- There will be an appreciation function for the staff. The Operations Center will be closed on August 23, 2018 from 11:30am to 1:00pm.

**FUTURE ITEMS** staff is working on for future Board action:

- Revised Governance Resolution (per CAB). Next week the final document will be submitted to the CAB members.
- Will be sharing Strategic Budget Objectives for next year. The CAB will be invited to come to the Budget Workshop.
- Paperless promotion that will be kicking off this weekend at the Jefferson County Fair PUD booth. This promotion encourages the PUD's customers to go paperless.
- The PUD's Vehicle Use Policy will be reviewed and revised.
- Looking at whether the CAB should study potential electrical road impacts that are coming in the future due to electric vehicles. This topic will be brought to the Board of Commissioners before any research is done to make sure the Board supports this project. There was some discussion with the BOC on this topic. Commissioners had no objection to having the CAB research this topic.
- VEBA plans and how to implement.
- At next BOC meeting Jean Hall, Customer Service Manager, will be conducting a presentation on low income discounts.

Commissioner Jeff Randall suggested that Bill Graham, Resource Manager, make a presentation at a future date on the Bonneville Power Administration energy rebates.

Commissioner Wayne King requested the final results of the COS Fiber questionnaire that went out. Bill Graham said he would give an update at the next BOC meeting.

**FUTURE ITEMS staff is working on for future Board action continued:**

- CAB member appointments have member's terms expiring and there is a need to either reappoint those members or recruit new members. Next month the BOC will be asked their direction as to whether or not there needs to be recruitment efforts or are they planning to reappoint the current members. The list of CAB members was sent to all commissioners.

- The PUD has received financial audit proposals from three financial services companies for doing the audits for the PUD for next year and the next two years. There will possibly be a contract for the BOC's consideration at the next meeting for those services.
- The PUD has issued a request for proposals for real estate services to sell its surplus properties. The proposals are going to be due on August 10, 2018. At either the next meeting or first meeting in September the staff will provide a proposal.
- The staff is working on a request for proposals for forestry service work for timber sales and the staff will be proceeding with that at some point in the future.
- Staff is still evaluating the Craft3 online billing option.
- The staff is preparing some minor changes to the utility billing format. Once those are done, they will be shared with the BOC.
- Last Saturday Commissioner Kenneth Collins and several staff members participated in Hadlock Days.
- This weekend is the Jefferson County Fair and staff has plans for the All County Picnic and the Quilcene Fair. All Commissioners have a schedule.
- I have had some meetings with a financial advisor and bond counsel. PUD's General Counsel Joel Paisner has been involved as well. There were discussions about the bond to support the Shine LUD.
- Current financial policy. (there was considerable discussion on this topic).

**Public Comment:** Concerns about borrowing money and financial policy reserves.

## **7. ACTION ITEMS REQUIRING BOARD DISCUSSION:**

**7.1 Membership Assignments.** General Manager Larry Dunbar reviewed with the commissioners the spreadsheet which listed the associations that the PUD is a member of. There was some discussion on the pros and cons of different organizations listed on the spreadsheet.

**Public Comment:** There was some public comment on cost benefit of each organization and financial benefits (quantify value) to the PUD on each membership.

**7.2 Shine Plat LUD.** Bill Graham, Resource Manager, gave an update on the progress of the Shine Plat Local Utility District (LUD). The PUD is moving forward with HDR to do the preliminary assessment to see if the project is economically and financially feasible. Shine Plat is an existing water system that is failing. The system needs a complete replacement. Cost of assessment is \$46,200.

**MOTION:** Commissioner Kenneth Collins made a motion to authorize the General Manager to



proceed with Task Order 4 for the preliminary assessment of Shine Plat water system consolidation. Commissioner Wayne King seconded the motion. Motion carried unanimously.

**7.3 Resolution 2018 – for Bond Reimbursement.** General Manager Larry Dunbar gave a brief summary of Resolution 2018 for Bond Reimbursement.

**MOTION:** Commissioner Kenneth Collins made a motion to approve Resolution 2018-021 designating the General Manager as the official authorized to make declarations of official intent to reimburse certain funds advanced for projects on behalf of the Jefferson County Public Utility District. Commissioner Wayne King seconded the motion. Motion carried unanimously.

**MOTION:** Commissioner Wayne King moved that the General Manager is authorized to retain the services of a financial advisor and bond counsel. Commissioner Kenneth Collins seconded the motion. Motion carried unanimously.

**Public Comment:** Question on bond rating.

**7.4 Customer Survey:** Commissioner Kenneth Collins presented the idea of doing another customer survey. It has been four years since last customer survey was done. Commissioner Kenneth Collins asked for a consensus from the commissioners to authorize the General Manager to proceed. This would be staff driven. There was consensus among the commissioners that a customer survey should be done in the future. The General Manager will determine the best time to have this survey done.

**Public Comment:** There was discussion on the Survey Monkey voting process, content and context. Will there be a question on meters?

**7.5 Procedures on Commissioners’ Meetings:** Commissioner Wayne King requested consideration of the following:

1. The current term of an officer’s position on the BOC should go to one year rather than two. Since currently the officers’ positions are for two years, the next commissioner to be Chairman would be the new commissioner that is being voted in. This is unfair to the new commissioner. This was discussed and it was decided that the current terms of the officers would stay as it is now, but that this will be readdressed at a later date.

2. Suggestion to change the rotation cycle of officers. The new commissioner would be at the end of the cycle. All commissioners were in agreement with this suggestion.

3. Configuration of the BOC Meeting Room: The Board seating arrangement currently does not allow the commissioners to look at each other directly. Currently the commissioners are seated in a public information meeting format. The commissioners can't see each other. Suggestion would be to change the seating format of the commissioners. All commissioners were in agreement with this suggestion.

4. The commissioners do not need to go to meetings that they are not required to go to if the PUD staff is going as well. Each commissioner does not individually speak for the PUD unless he or she is authorized to speak for the PUD as a unit.

8. **SIGNING OF DOCUMENTS:** The commissioners signed documents during the public meeting.

9. **ADJOURNMENT:**

**MOTION:** Commissioner Jeff Randall declared the August 7, 2018, Regular Meeting of the Jefferson County Public Utility District No. 1 adjourned at 7:26 p.m.

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Minutes prepared by  
Cammy Brown, PUD Recorder

**Approved:**

\_\_\_\_\_  
Commissioner Kenneth Collins, Secretary

\_\_\_\_\_  
Date

**Attest:**

\_\_\_\_\_  
Commissioner Jeff Randall, President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Commissioner Wayne King, Vice President

\_\_\_\_\_  
Date

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



PUBLIC UTILITY DISTRICT NO. 1  
of Jefferson County

August 20, 2018

Draft Minutes

**Special Board Meeting**  
**BUDGET WORKSHOP**

The Special Meeting of Public Utility District No.1 of Jefferson County (PUD) was called to order by the President of the Board of Commissioners at 1:00 p.m. at the Jefferson County Transit Board Room, 63 Four Corners Road, Port Townsend, WA 98368. Present:

Commissioner Jeff Randall, President  
Commissioner Wayne King, Vice President  
Commissioner Kenneth Collins, Secretary

Larry Dunbar, General Manager  
Kevin Streett, Assistant General Manager  
Debbie Lund, Human Resources Manager  
Will O'Donnell, Communications Manager  
Mike Bailey, Financial Services Manager  
Will O'Donnell, Communications Manager  
Jean Hall, Customer Services Manager  
Bill Graham, Resource Manager  
Annette Johnson, Executive Assistant/Records Administrator  
Don McDaniel, Consultant

Cammy Brown, Recorder

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**CALL TO ORDER**

The meeting was called to order by Commissioner Jeff Randall at 1:00 p.m.

The purpose of the meeting was to review and discuss the Jefferson County Public Utility District No. 1 budget for 2019.

**APPROVAL OF AGENDA:**

**MOTION:** Commissioner Kenneth Collins moved to approve the agenda, seconded by Commissioner Wayne King. Motion carried unanimously.

General Manager Larry Dunbar gave an overview of the 2019 Budget for the Jefferson County Public Utility District No. 1.

There were two handouts:

- Jefferson PUD 2019 Draft Budget
- Resolution No. 2018-022 Budget Calendar for 2019

There was no action taken at today’s meeting.

**Dates to remember:**

- October 1, 2018 Budget Hearing with Board of Commissioners
- October 16, 2018 Adopt Budget
- November 30, 2018 Budget to the Jefferson County Auditor

**Public Comment.** Topics:

- Unrestricted funds in budget.
- Staff Development.

Commissioner Kenneth Collins requested that all budget documents be made available to the commissioners. General Manager Larry Dunbar will make the documents available to the public upon request.

**ADJOURNMENT:**

Commissioner Jeff Randall adjourned the August 20, 2018, Special Meeting of the Jefferson County PUD at 2:05 p.m.

Minutes prepared by Cammy Brown, Recorder

**Approved:**

\_\_\_\_\_  
Commissioner Kenneth Collins, Secretary

\_\_\_\_\_  
Date

***Attest:***

\_\_\_\_\_  
Commissioner Jeff Randall, President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Commissioner Wayne King, Vice President

\_\_\_\_\_  
Date

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**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:  8/28/18  
 Tammy Lehman, interim Financial Director / District Auditor Date

**VOUCHER CLAIM FORMS FOR INVOICES PAID:**

	WARRANTS	AMOUNT	DATE
Accounts Payable:	# 117619 to # 117680	\$ 407,830.83	7/12/2018
Accounts Payable:	# 117681 to # 117731	\$ 346,392.08	7/19/2018
Accounts Payable:	# 117732 to # 117801	\$ 362,328.77	7/25/2018
Accounts Payable:	# 117802 to # 117802	\$ 453.03	7/26/2018
Accounts Payable:	# 117803 to # 117835	\$ 135,334.50	8/2/2018
Accounts Payable:	# 117836 to # 117907	\$ 482,583.60	8/9/2018
Accounts Payable:	# 117908 to # 117996	\$ 432,768.15	8/17/2018
Accounts Payable:	# 117997 to # 118003	\$ 171,250.05	8/22/2018
Payroll Checks:	# 70471 to # 70475	\$ 9,429.60	7/13/2018
Payroll Checks:	# 70476 to # 70480	\$ 9,446.98	7/27/2018
Payroll Checks:	# 70481 to # 70485	\$ 10,451.58	8/10/2018
Payroll Checks:	# 70486 to # 70490	\$ 9,185.79	8/24/2018
Payroll Direct Deposit:		\$ 96,126.67	7/13/2018
Payroll Direct Deposit:		\$ 100,022.46	7/27/2018
Payroll Direct Deposit:		\$ 101,057.15	8/10/2018
Payroll Direct Deposit:		\$ 98,093.65	8/24/2018
<b>TOTAL INVOICES PAID</b>		<b>\$2,772,754.89</b>	

	WIRE TRANSFERS PAID	AMOUNT	DATE
BPA		\$ 1,011,501.00	7/13/2018
BPA		\$ 1,201,606.00	8/10/2018

**GRAND TOTAL** **\$4,985,861.89**

**VOIDED WARRANTS**

116937	\$	9,859.17
117256	\$	70.93
117505	\$	163.67
117747	\$	383.00
117901	\$	86,136.65
117930	\$	7,481.52

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# Accounts Payable Check Register

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07/06/2018 To 08/27/2018

**Bank Account: 1 - 1ST SECURITY - AP**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
116937 03/29/2018	CHK	10569	WAYNE D. ENTERPRISES, INC.	RETURN DENIM DUNGAREE-VANOTTEN	-63.00VOID
				FR HYDROLITE RAINGEAR-LINEMAN	-893.00VOID
				FR RAINGEAR	10,815.17VOID
<b>Total for Check/Tran - 116937:</b>					9,859.17VOID
117256 05/17/2018	CHK	9998	ROBERT GOFF	Credit Balance Refund	70.93VOID
117505 06/21/2018	CHK	9998	STACY HARRELL	Credit Balance Refund	163.67VOID
117619 07/12/2018	CHK	10005	ACLS BUSHHOG LANDSCAPING	WEEDWHACKING - VARIOUS LOCATNS JUN 2018	946.39
				WEEDWHACKING - VARIOUS LOCATNS JUN 2018	105.15
				WEEDWHACKING - VARIOUS LOCATNS JUN 2018	105.15
				WEEDWHACKING - VARIOUS LOCATNS JUN 2018	105.15
				WEEDWHACKING - VARIOUS LOCATNS JUN 2018	105.15
				WEEDWHACKING - VARIOUS LOCATNS JUN 2018	105.15
				WEEDWHACKING - VARIOUS LOCATNS JUN 2018	105.15
				WEEDWHACKING - VARIOUS LOCATNS JUN 2018	210.31
				WEEDWHACKING - VARIOUS LOCATNS JUN 2018	105.15
				MOWING DRAINFIELDS - VARIOUS JUN 2018	355.42
				MOWING DRAINFIELDS - VARIOUS JUN 2018	355.42
				MOWING DRAINFIELDS - VARIOUS JUN 2018	355.42
				MOWING DRAINFIELDS - VARIOUS JUN 2018	355.42
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				MOWING DRAINFIELDS - VARIOUS JUN 2018	355.42
				MOWING DRAINFIELDS - VARIOUS JUN 2018	355.42
				MOWING DRAINFIELDS - VARIOUS JUN 2018	355.42
				MOWING DRAINFIELDS - VARIOUS JUN 2018	355.42
				MOWING RESERVOIR SITES	359.70
<b>Total for Check/Tran - 117619:</b>					4,635.22
117620 07/12/2018	CHK	10006	AFLAC	AFLAC BILL JUN 2018	164.76
117621 07/12/2018	CHK	10516	AIR SYSTEMS ENGINEERING INC	BI ANNUAL HVAC MAIN 4 CRNRS 5/23/18	1,063.40
				BI ANNUAL HVAC MAIN 4 CRNRS 5/23/18	217.80
				BI ANNUAL HVAC MAIN ADMIN 5/23/18	314.33
				BI ANNUAL HVAC MAIN ADMIN 5/23/18	64.38
<b>Total for Check/Tran - 117621:</b>					1,659.91

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# Accounts Payable Check Register

07/06/2018 To 08/27/2018

**Bank Account: 1 - 1ST SECURITY - AP**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
117622 07/12/2018	CHK	10451	ASCENT LAW PARTNERS LLP	BOC MEETINGS FLAT FEE (225-104) MAY 2018	5,733.04
				BOC MEETINGS FLAT FEE (225-104) MAY 2018	1,433.26
<b>Total for Check/Tran - 117622:</b>					7,166.30
117623 07/12/2018	CHK	9998	JAMES H BAXLEY	Credit Balance Refund	87.86
117624 07/12/2018	CHK	10027	BERNT ERICSEN EXCAVATING, INC	ROCK FILL AT KEARNER ST SUB 6/22/18	935.77
				EXCAVATE-WATER ST 6/18-6/29/18 WO#18218	16,217.57
				CUT CONCRETE&INS CONDUIT USBANK 6/29/18	5,030.90
<b>Total for Check/Tran - 117624:</b>					22,184.24
117625 07/12/2018	CHK	10394	RANDALL L CALKINS	CLOTHING ALLOWANCE 2018 - R.CALKINS	119.86
117626 07/12/2018	CHK	10038	CASCADE COLUMBIA DISTRIBUTION C	CARUS 8500 IN 55 GAL DRUM QTY2	1,866.03
				NALCO 8105 IN 55 GAL DRUM QTY2	2,427.04
<b>Total for Check/Tran - 117626:</b>					4,293.07
117627 07/12/2018	CHK	10041	CDW GOVERNMENT	CAT6 PATCH CABLE 1 FOOT	4.52
				CAT6 PATCH CABLE 1 FOOT	1.13
				3 METER FIBER PATCH CABLE - SERVER ROOM	33.29
				5 METER FIBER PATCH CABLE - SERVER ROOM	30.26
				3 METER FIBER PATCH CABLE - SERVER ROOM	8.33
				5 METER FIBER PATCH CABLE - SERVER ROOM	7.56
				BLUEBEAM REVU EXTREME 1 LICENSE	467.18
<b>Total for Check/Tran - 117627:</b>					552.27
117628 07/12/2018	CHK	9998	CRISTI CHRISTENSEN	Credit Balance Refund	159.17
117629 07/12/2018	CHK	10051	CITY OF PORT TOWNSEND-UTILITY	KEARNEY SUBST - JUN 2018	167.25
117630 07/12/2018	CHK	10053	COMPUNET, INC	CISCO SMARTNET RNWL 6/01/18-5/31/19	11,212.21
117631 07/12/2018	CHK	10055	CONSOLIDATED ELECTRICAL DISTRIB	CONDUIT 2" 90° SWEEP-W BELL 36"	227.78
				CONDUIT 3" COUPLING-SWEDGE,SCH 40	112.61
				CONDUIT 4" 45° SWEEP-W BELL 36"	376.46
				CONDUIT 4" 90° SWEEP-W BELL 36"	842.07
				CONDUIT 4" BELLEND	163.94

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## Accounts Payable Check Register

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### 07/06/2018 To 08/27/2018

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				CONDUIT 4" COUPLING-SCHEDULE 40	60.60
				CONDUIT CAP 3"	71.09
				CONDUIT CAP 4"	146.13
				<b>Total for Check/Tran - 117631:</b>	2,000.68
117632 07/12/2018	CHK	10551	DAY WIRELESS SYSTEMS	JUL 2018 MOBILE RADIOS	897.95
117633 07/12/2018	CHK	10069	DM DISPOSAL CO INC	DISPOSAL 4CRNRS JUN-18	38.87
				DISPOSAL 4CRNRS JUN-18	38.87
				<b>Total for Check/Tran - 117633:</b>	77.74
117634 07/12/2018	CHK	10084	EXPRESS SERVICES, INC	PAINTING FIRE HYDRANTS - STROTHER.S 6/17	740.24
				PAINTING FIRE HYDRANTS - STROTHER.S 6/24	728.10
				<b>Total for Check/Tran - 117634:</b>	1,468.34
117635 07/12/2018	CHK	10085	FASTENAL	WYPALL HYDROKNIT WIPER, WASHER, CAPSRW,C	123.36
				SAFETY GLASSES QTY24	151.33
				QTY100 OF BLACK CABLE TIES	78.86
				<b>Total for Check/Tran - 117635:</b>	353.55
117636 07/12/2018	CHK	9998	TAMARA FREEMAN	Credit Balance Refund	152.00
117637 07/12/2018	CHK	9998	CURT D GOODRICH	Credit Balance Refund	285.94
117638 07/12/2018	CHK	10098	GRAINGER	CRC EXTREME DUTY OPEN GEAR CHAIN LUBE	74.66
117639 07/12/2018	CHK	10104	HADLOCK BUILDING SUPPLY, INC.	PAINT FOR FIRE HYDRANTS	71.92
				OFFICE - KRAFT BROWN PAPER 500 SQFT	12.81
				TREATMENT PLANT - BRASS NIPPLE, BALL VAL	40.38
				WILLISON WELL - WING CONNECTORS	2.71
				<b>Total for Check/Tran - 117639:</b>	127.82
117640 07/12/2018	CHK	10110	HENERY HARDWARE	3/4" DEEP SOCKET	5.44
				85W140 GEAR OIL	9.36
				31-POCKET MEGA BAG, 2 BAG COMBO	65.38
				RETURN - 85W140 GEAR OIL	-9.36
				19OZ GLASS CLEANERS	38.84



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				LOCKING CORD PLUG FOR GENERATOR	20.70
				KEARNEY PAINTING - SHEET ALUMINUM	26.15
				50LB BLACKTOP PATCH	98.03
				SUBSTATION PARTS - KEARNEY & MISC	22.01
				<b>Total for Check/Tran - 117640:</b>	276.55
117641 07/12/2018	CHK	10111	HIGHWAY SPECIALTIES LLC	RENTAL OF TRUCK & FLAGGING MAY-18	152.60
				RENTAL OF TRUCK & FLAGGING MAY-18	76.30
				<b>Total for Check/Tran - 117641:</b>	228.90
117642 07/12/2018	CHK	10693	RITA HOAK	AGORA SECURITY MTG 6/15/18 TRVL EXPS	18.86
				AGORA SECURITY MTG 6/15/18 TRVL EXPS	4.72
				<b>Total for Check/Tran - 117642:</b>	23.58
117643 07/12/2018	CHK	10113	HRA VEBA TRUST CONTRIBUTIONS	VEBA BENEFIT JUN 2018	1,225.00
				VEBA DEDUCTION JUN 2018	400.00
				<b>Total for Check/Tran - 117643:</b>	1,625.00
117644 07/12/2018	CHK	10114	IBEW LOCAL UNION NO 77	UNION DUES IBEW - JUN 2018	1,958.61
117645 07/12/2018	CHK	10281	JEFFCO EFTPS	941 PAYROLL TAX FOR PR 7/13/18 MEDICARE	4,636.22
				941 PAYROLL TAX FOR PR 7/13/18 FICA	19,823.78
				941 PAYROLL TAX FOR PR 7/13/18 FEDERAL	16,150.97
				<b>Total for Check/Tran - 117645:</b>	40,610.97
117646 07/12/2018	CHK	10532	JEFFERSON COUNTY PUD PAYROLL AC	PAYROLL DEPOSIT FOR 7/13/2018 CHECKS	9,429.60
				PAYROLL DEPOSIT FOR 7/13/2018 DIR DEP	96,126.67
				<b>Total for Check/Tran - 117646:</b>	105,556.27
117647 07/12/2018	CHK	10286	L & J ENTERPRISES	EXCAVATING - 271 ARABIAN LN 6/28/18	926.50
117648 07/12/2018	CHK	10134	LE MAY MOBILE SHREDDING	SHRED 230 CHIMACUM JUN-18	15.66
				SHRED 230 CHIMACUM JUN-18	36.54
				SHRED 230 CHIMACUM JUN-18	1.74
				SHRED 230 CHIMACUM JUN-18	4.06
				SHRED 4CRNR JUN-18	23.55

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				SHRED 4CRNR JUN-18	37.49
				SHRED 4CRNR JUN-18	14.83
				SHRED 4CRNR JUN-18	11.34
				SHRED 4CRNR JUN-18	5.43
				SHRED 4CRNR JUN-18	4.26
				<b>Total for Check/Tran - 117648:</b>	154.90
117649 07/12/2018	CHK	10136	LES SCHWAB TIRES	NEW TIRES FOR VEH# 210	1,222.40
117650 07/12/2018	CHK	10656	JACOB MEDLEY	NWPPA STAKING TECH 6/05-6/08/18 TRVL EXP	243.43
117651 07/12/2018	CHK	9998	CLARE MERRICK	Credit Balance Refund	114.71
117652 07/12/2018	CHK	10313	MICHELS POWER	DOCK WORK PERIOD ENDING 6/17/18	25,337.41
117653 07/12/2018	CHK	10655	RUSSELL MILLER	NWPPA STAKING TECH 6/05-6/08/18 TRVL EXP	202.00
117654 07/12/2018	CHK	10153	MURREY'S DISPOSAL CO., INC.	DISPOSAL 230 CHIMACUM JUN-18	64.48
				DISPOSAL 230 CHIMACUM JUN-18	7.17
				DISPOSAL 4CRNR 2YD CONT 1XWK JUN-18	100.01
				DISPOSAL 4CRNR 2YD CONT 1XWK JUN-18	50.01
				DISPOSAL 4CRNR 2YD CONT 1XWK JUN-18	42.00
				DISPOSAL 4CRNR 2YD CONT 1XWK JUN-18	8.00
				DISPOSAL 4CRNR 20YD ROLL OFF RNTL JUN-18	42.87
				DISPOSAL 4CRNR 20YD ROLL OFF RNTL JUN-18	21.43
				DISPOSAL 4CRNR 20YD ROLL OFF RNTL JUN-18	18.00
				DISPOSAL 4CRNR 20YD ROLL OFF RNTL JUN-18	3.43
				DISPOSAL 211 CHIMACUM JUN-18	28.84
				DISPOSAL 211 CHIMACUM JUN-18	16.36
				DISPOSAL 211 CHIMACUM JUN-18	1.84
				DISPOSAL 211 CHIMACUM JUN-18	4.09
				<b>Total for Check/Tran - 117654:</b>	408.53
117655 07/12/2018	CHK	10328	NETWORK FLEET, INC	GPS UNIT & HARNESS FOR VEH# 211	44.98
				VEH GPS ELEC - JUN 2018	331.37

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				VEH GPS WATER - JUN 2018	144.97
<b>Total for Check/Tran - 117655:</b>					521.32
117656 07/12/2018	CHK	10163	NOR'WEST CUSTODIAL SERVICES, INC.	CUSTODIAL SVC - JUN 2018	892.50
				FLOOR REFINISHING & MATERIALS	590.50
				WINDOW CLEANING	238.75
				CUSTODIAL SVC - JUN 2018	504.00
				CUSTODIAL SVC - JUN 2018	126.00
<b>Total for Check/Tran - 117656:</b>					2,351.75
117657 07/12/2018	CHK	10164	NW LABORERS 252 (DUES)	UNION DUES LABORERS - JUN 2018	624.00
117658 07/12/2018	CHK	10165	NW LABORERS-EMPLOYERS TRUST FU	MEDICAL PREMIUM EXEMPT AUG 2018	12,810.00
				MEDICAL PREMIUM LABORERS AUG 2018	12,880.00
<b>Total for Check/Tran - 117658:</b>					25,690.00
117659 07/12/2018	CHK	10169	OLYCAP	PWRBST/OLYCAP JUN 2018	1,416.76
117660 07/12/2018	CHK	10170	OLYMPIC EQUIPMENT RENTALS	WO#29001 - STAIN STEEL BRI	15.24
				WO#29001 - HOSE 4PLY 5/8IN	19.61
				WO#29001 - DISPOSABLE GLOVES	24.61
				WO#29001 - DISPOSABLE GLOVES	24.61
				WO#29001 - BRUSH ANG SAH & PAINT PO	9.77
				WO#29001 - DISPOSABLE GLOVES	24.61
<b>Total for Check/Tran - 117660:</b>					118.45
117661 07/12/2018	CHK	10175	PACIFIC UNDERWRITERS CORP	LIFE - JUL 2018	95.25
				LTD - JUL 2018	1,136.55
				LIFE - AUG 2018	95.25
				LTD - AUG 2018	1,136.55
<b>Total for Check/Tran - 117661:</b>					2,463.60
117662 07/12/2018	CHK	10176	PAIR NETWORKS	DOMAIN SHAREDHOSTING 7/01/18-6/30/19	52.55
				DOMAIN SHAREDHOSTING 7/01/18-6/30/19	13.14
<b>Total for Check/Tran - 117662:</b>					65.69

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117663 07/12/2018	CHK	10377	JAMES G PARKER	MEDICAL AUG 2018 - JIM PARKER	712.80
				MEDICAL AUG 2018 - JIM PARKER	178.20
<b>Total for Check/Tran - 117663:</b>					891.00
117664 07/12/2018	CHK	10549	PENINSULA LEGAL SECRETARIAL SER	TRANSCRIPTIION SVC 6/11-7/03/18	660.80
				TRANSCRIPTIION SVC 6/11-7/03/18	165.20
<b>Total for Check/Tran - 117664:</b>					826.00
117665 07/12/2018	CHK	10203	PURMS JOINT SELF INSURANCE FUND	HEALTH & WELFARE JUN 2018	33,943.09
117666 07/12/2018	CHK	10207	RAIN NETWORKS	ARCSERVE BACKUP RNWL 1YR 6/01/18-5/31/19	2,270.47
				PROSUPPORT - DELL HW WRRTY SQL THR6/8/19	408.10
				PROSUPPORT - DELL HW WRRTY SQL THR6/8/19	102.02
<b>Total for Check/Tran - 117666:</b>					2,780.59
117667 07/12/2018	CHK	10216	SECURITY SERVICES NW, INC.	FIRE & SECURITY ALARM AT 4CRNRS Q3 2018	198.00
				PANIC ALARMS AT 230 CHIMACUM Q3 2018	41.10
				PANIC ALARMS AT 230 CHIMACUM Q3 2018	41.10
				PANIC ALARMS AT 230 CHIMACUM Q3 2018	8.40
				PANIC ALARMS AT 230 CHIMACUM Q3 2018	8.40
				FIRE ALARM AT 73 KENNEDY RD Q3 2018	99.00
				NIGHT PAYMENT PICKUP - JUN 2018	1,117.82
				NIGHT PAYMENT PICKUP - JUN 2018	279.45
<b>Total for Check/Tran - 117667:</b>					1,793.27
117668 07/12/2018	CHK	10219	SHOLD EXCAVATING INC	FIXED FILTER - S SENIOR SEVEN SEWER 5/31	734.52
117669 07/12/2018	CHK	10583	SOS INTL, LLC	ONLINE: NERC CEH COURSES	1,178.00
117670 07/12/2018	CHK	9998	EILEEN K SPIRIT	Credit Balance Refund	296.99
117671 07/12/2018	CHK	9998	JEFF SPRY	DEP To AP	200.00
117672 07/12/2018	CHK	10331	ST VINCENT DE PAUL	PWRBST/ST VINCENT DE PAUL JUN 2018	1,416.77
117673 07/12/2018	CHK	10661	TESSCO INCORPORATED	48VDC-120VAC 2kVA STANDALONE INVERTER	1,970.74
117674 07/12/2018	CHK	10252	ULINE	HANDICAP SIGN	166.40

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				HANDICAP SIGN	41.59
<b>Total for Check/Tran - 117674:</b>					207.99
117675 07/12/2018	CHK	10256	UTILITIES UNDERGROUND LOCATION	LOCATES - JUN 2018	74.82
				LOCATES & MODEM TICKET DEL - JUN 2018	90.86
<b>Total for Check/Tran - 117675:</b>					165.68
117676 07/12/2018	CHK	10260	WA STATE DEFERRED COMPENSATION	PL DEFERRED COMP EE 6/29/18	8,686.13
				PL DEFERRED COMP ER 6/29/18	3,271.89
				PL DEFERRED COMP EE 7/13/18	8,367.46
				PL DEFERRED COMP ER 7/13/18	3,181.40
<b>Total for Check/Tran - 117676:</b>					23,506.88
117677 07/12/2018	CHK	10265	WA STATE DEPT OF RETIREMENT SYST	RETIREMENT/REPORT #8828 JUN 2018	66,620.65
117678 07/12/2018	CHK	10267	WA STATE SUPPORT REGISTRY	PL CHILD SUPPORT EE 7/13/18	977.00
117679 07/12/2018	CHK	10569	WAYNE D. ENTERPRISES, INC.	PPE CLOTHING	-10.62
				PPE CLOTHING	128.66
				PPE CLOTHING	-18.67
				PPE CLOTHING	226.16
<b>Total for Check/Tran - 117679:</b>					325.53
117680 07/12/2018	CHK	10278	WPUDA	2018 WATER COMMITTEE SUMMER MTG	11.20
				2018 WATER COMMITTEE SUMMER MTG	2.80
<b>Total for Check/Tran - 117680:</b>					14.00
117681 07/19/2018	CHK	9999	LINDA ABBEY	ENERGY CONSERVATION REBATE	50.00
				ENERGY CONSERVATION REBATE	50.00
<b>Total for Check/Tran - 117681:</b>					100.00
117682 07/19/2018	CHK	10481	AMAZON	BACKUP POWER SUPPLIES FOR SCADA SWITCHES	491.68
				CARABINER-BLACK DIAMOND POSTWIRE QUICKDR	117.42
				VISUAL STUDIO 2013 PROFESSIONAL	235.43
				VISUAL STUDIO 2013 PROFESSIONAL	26.16
				DRIVE TOOL SET CRAFTSMAN 20	43.49

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				STANLEY MECHANICS TOOL SET-173 PIECE	84.99
				COLOR CODED TABS QTY3	46.47
				NEC HANDBOOK QTY3	688.20
				ERGO KEYBOARD FOR GM	42.13
				ERGO KEYBOARD FOR GM	10.53
				LADDER HOOK TORNADO 00525	8.69
				LARGE J HOOK TORNADO 00520	34.62
				PUSH BROOM GUTTER WHISKERS BLADE	98.03
				HOPPE'S NO 9 CLEANING SOLVENT	19.17
				HOPPE'S NO 9 CLEANING SOLVENT QTY2	38.34
				2 FOOT 14 AWG POWER CORDS QTY10	43.10
				3 FOOT 14 AWG POWER CORDS QTY20	87.73
				2 FOOT 14 AWG POWER CORDS QTY10	10.78
				3 FOOT 14 AWG POWER CORDS QTY20	21.93
				<b>Total for Check/Tran - 117682:</b>	<b>2,148.89</b>
117683	07/19/2018	CHK 9999	DAVID AMOS	ENERGY CONSERVATION REBATE	1,000.00
117684	07/19/2018	CHK 10447	ANIXTER INC.	CLOVER LEAF-7 HOLE MOUNTING BRACKET	1,703.13
117685	07/19/2018	CHK 9999	MARY BRADY	ENERGY CONSERVATION REBATE	800.00
117686	07/19/2018	CHK 9999	RON BUTTON	ENERGY CONSERVATION REBATE	226.71
117687	07/19/2018	CHK 10394	RANDALL L CALKINS	CLOTHING ALLOWANCE 2018 - R.CALKINS	76.26
117688	07/19/2018	CHK 9999	CAITLIN CARNAHAN	ENERGY CONSERVATION REBATE	800.00
117689	07/19/2018	CHK 10043	CENTRAL WELDING SUPPLY	255CF NITROGEN	29.84
117690	07/19/2018	CHK 9999	CHIMACUM CORNER FARMSTAND LLC	ENERGY CONSERVATION REBATE	2,099.00
117691	07/19/2018	CHK 10052	CITY OF PORT TOWNSEND	2ND QTR 2018 - 6% CITY TAX FROM CUSTOMRS	160,346.82
117692	07/19/2018	CHK 9999	CLAIRALEX ENTERPRISES, LL	ENERGY CONSERVATION REBATE	123.00
117693	07/19/2018	CHK 9999	CONRAD DICKEY	ENERGY CONSERVATION REBATE	50.00
				ENERGY CONSERVATION REBATE	30.00

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<b>Total for Check/Tran - 117693:</b>					80.00
117694 07/19/2018	CHK	9999	A E DINES	ENERGY CONSERVATION REBATE	30.00
117695 07/19/2018	CHK	10070	DOUBLE D ELECTRICAL, INC	SPRINKLER WIRING RAINIER & 9TH 6/20/18 EXCAVATOR;EMGR 871 BLACK BEAR RD 6/17/18	1,850.17 1,487.86
<b>Total for Check/Tran - 117695:</b>					3,338.03
117696 07/19/2018	CHK	10084	EXPRESS SERVICES, INC	PAINTING FIRE HYDRANTS - STROTHER.S 7/01	885.86
117697 07/19/2018	CHK	9999	GUY FRINDELL	ENERGY CONSERVATION REBATE	634.40
117698 07/19/2018	CHK	10454	GLOBAL RENTAL COMPANY INC	AM55 DOUBLE BUCKET RENTAL# 403	4,905.00
117699 07/19/2018	CHK	9998	ROBERT GOFF	Credit Balance Refund	70.93
117700 07/19/2018	CHK	10104	HADLOCK BUILDING SUPPLY, INC.	WO#29001 - HYDRANT BUCKET AND POLY COVER WO#29001 - HYDRANT PASTEL BASE QUIMPER - BASE AND BRUSHES WO#29001 - FIRE HYDRANT PAINT WO#29001 - HYDRANT TINT BASE BECKETT PT N - BRONZE COUPLING, SS CLAMP WO#29001 HYDRANTS - PAINT BRUSH&THINNER SHOP - ORTHO HOME DEFENSE GAL SCREWS FOR HOOKS WO#29001 - FIRE HYDRANT PAINT AND BRUSH 50 1X2X12 STAKES COLD PATCH EZ SET - PATCH WORK 4 CORNERS COLD PATCH EZ SET - PATCH WORK 4 CORNERS BECKETT PT - BRONZE COUPLING, SS CLAMP WO#29001HYDRANT - PAINT BRUSH,THNNR&S BECKETT PT - JET NOZZLE TREATMENT PLANT - SCOURING PAD, WIRE BRU	32.60 17.43 187.09 429.33 39.00 18.06 37.56 15.25 2.94 124.86 10.89 209.18 52.29 36.12 38.29 13.07 8.89
<b>Total for Check/Tran - 117700:</b>					1,272.85
117701 07/19/2018	CHK	10559	J.D.G. CONSTRUCTION INC.	DUCTING ON CONNEX B & D	99.90

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				REPAIR DOOR-KALA POINT	86.63
<b>Total for Check/Tran - 117701:</b>					186.53
117702 07/19/2018	CHK	10128	JEFFERSON COUNTY TREASURER	B&O TAX JUN 2018	98,752.31
117703 07/19/2018	CHK	9998	DANNY KNUTSON	Credit Balance Refund	133.38
117704 07/19/2018	CHK	10439	LAW OFFICE OF RICHARD L HUGHES P	PROFESSIONAL SERVICES: JUN 2018	43.88
				PROFESSIONAL SERVICES: JUN 2018	4.87
<b>Total for Check/Tran - 117704:</b>					48.75
117705 07/19/2018	CHK	10144	MCFARLAND CASCADE	30/3 POLE, 35/3 POLE & 40/2 POLE	15,948.88
117706 07/19/2018	CHK	10313	MICHELS POWER	DOCK WORK PERIOD ENDING 6/17/18	1,218.15
117707 07/19/2018	CHK	10170	OLYMPIC EQUIPMENT RENTALS	ALL VEHS CARWASH- DEEP CRYSTAL, SMART S	27.86
				COYLE WELLHOUSE- EXCAVATORS&TRAILER RNTL	539.55
				WO29001 - 200PK SHOP TOWEL	19.61
				SHOP - .095 1LB PREMIUM BPR6ES SPARK	21.73
				WAREHOUSE - SUPER CLEAN	23.97
				PLATE COMPACTOR - PATCH WORK 4 CORNERS	47.96
				PLATE COMPACTOR - PATCH WORK 4 CORNERS	11.99
<b>Total for Check/Tran - 117707:</b>					692.67
117708 07/19/2018	CHK	10534	ONEPATH SYSTEMS, LLC	WEB HOSTING - SUPPORT JUL 2018	264.00
				WEB HOSTING - SUPPORT JUL 2018	66.00
<b>Total for Check/Tran - 117708:</b>					330.00
117709 07/19/2018	CHK	9999	DAVID PAINE	ENERGY CONSERVATION REBATE	161.46
117710 07/19/2018	CHK	9999	ANDREW PALMER	ENERGY CONSERVATION REBATE	500.00
117711 07/19/2018	CHK	10181	PENINSULA PEST CONTROL	OHA SVC BI-MONTHLY FOUR CRNRS	190.75
				RODENT SVC MHTLY FOUR CRNRS JUN 2018	81.75
<b>Total for Check/Tran - 117711:</b>					272.50
117712 07/19/2018	CHK	10188	PLATT ELECTRIC SUPPLY	RING TONGUE TERMINAL, 12-10 AWG	108.89
				PVC CONDUIT 1 1/2" 90 DEGREE SWEEP 12"	307.38



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				CONDUIT 2" 90° SWEEP-W BELL 36"	141.75
				PVC CONDUIT 4" SCHEDULE 40 W BELLEND	32,738.15
				UNISTRUT CONDUIT CLAMPS 3"	105.34
				CONDUIT 2" 45° SWEEP-W BELL 36"	262.66
				UNISTRUT CONDUIT CLAMPS 3"	105.34
				<b>Total for Check/Tran - 117712:</b>	33,769.51
117713 07/19/2018	CHK	9999	SUSAN PRATT	ENERGY CONSERVATION REBATE	1,600.00
117714 07/19/2018	CHK	10446	PRICE FORD INC	OIL CHANGE VEH# 300	50.18
117715 07/19/2018	CHK	10358	DOUGLAS REEDER	VARIABLE FREQCENCY DRIVE CLASS IN PA	52.32
117716 07/19/2018	CHK	10210	RICOH USA, INC	PRINTING IMAGES 4 CRNRS JUN-18	256.45
				PRINTING IMAGES 4 CRNRS JUN-18	64.11
				PRINTING IMAGES 230 CHIMACUM RD JUN-18	494.11
				PRINTING IMAGES 230 CHIMACUM RD JUN-18	123.53
				PRINTING IMAGES 4CRNRS(MODULAR) JUN-18	33.74
				PRINTING IMAGES 4CRNRS(MODULAR) JUN-18	8.44
				PRINTING IMAGES ANNEX JUN-18	67.37
				PRINTING IMAGES ANNEX JUN-18	38.23
				PRINTING IMAGES ANNEX JUN-18	4.30
				PRINTING IMAGES ANNEX JUN-18	9.56
				<b>Total for Check/Tran - 117716:</b>	1,099.84
117717 07/19/2018	CHK	10219	SHOLD EXCAVATING INC	EXCAVATOR;L&M - 272 PETE BECK RD 6/11/18	1,248.05
				EXCAVATOR;L&M - BEAVER VALLEY SUB 6/14	1,188.10
				<b>Total for Check/Tran - 117717:</b>	2,436.15
117718 07/19/2018	CHK	10542	SHORT STOP TRUCK REPAIR LLC	REPLACE BATTERY/KILL SWITCH# 106	569.60
				INSPECT VEH# 111	425.11
				<b>Total for Check/Tran - 117718:</b>	994.71
117719 07/19/2018	CHK	9999	GARY SIMMONS	ENERGY CONSERVATION REBATE	50.00
				ENERGY CONSERVATION REBATE	50.00

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<b>Total for Check/Tran - 117719:</b>					100.00
117720 07/19/2018	CHK	10475	SMARSH INC	ARCHIVING - JUN 2018	493.40
				ARCHIVING - JUN 2018	123.35
<b>Total for Check/Tran - 117720:</b>					616.75
117721 07/19/2018	CHK	10227	SOUND PUBLISHING INC	SPECIAL PROJECTS COORDINATOR AD	125.40
117722 07/19/2018	CHK	9999	MICHAEL STUBER	ENERGY CONSERVATION REBATE	700.00
117723 07/19/2018	CHK	9999	JENNIFER TAKAKI	ENERGY CONSERVATION REBATE	1,600.00
117724 07/19/2018	CHK	9999	RON TALBERT	ENERGY CONSERVATION REBATE	50.00
				ENERGY CONSERVATION REBATE	40.00
<b>Total for Check/Tran - 117724:</b>					90.00
117725 07/19/2018	CHK	10620	UPS	FREIGHT 6/22 - VALVELITE TRK#0431	112.19
117726 07/19/2018	CHK	10258	VERIZON WIRELESS, BELLEVUE	CELL PHONE SERVICE QB5/16-6/15/18	352.27
				CELL PHONE SERVICE QB5/16-6/15/18	112.48
				CELL PHONE SERVICE QB5/16-6/15/18	61.19
				CELL PHONE SERVICE QB5/16-6/15/18	165.81
				CELL PHONE SERVICE QB5/16-6/15/18	14.63
				CELL PHONE SERVICE QB5/16-6/15/18	16.87
				CELL PHONE SERVICE QB5/16-6/15/18	-50.00
				CELL PHONE SERVICE QB5/16-6/15/18	103.71
				CELL PHONE SERVICE QB5/16-6/15/18	109.35
				CELL PHONE SERVICE QB5/16-6/15/18	43.77
				CELL PHONE SERVICE QB5/16-6/15/18	182.43
				CELL PHONE SERVICE QB5/16-6/15/18	78.22
				CELL PHONE SERVICE QB5/16-6/15/18	-50.00
				CELL PHONE SERVICE QB5/16-6/15/18	56.24
				CELL PHONE SERVICE QB5/16-6/15/18	205.05
				CELL PHONE SERVICE QB5/16-6/15/18	56.24
				CELL PHONE SERVICE QB5/16-6/15/18	158.00

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				CELL PHONE SERVICE QB5/16-6/15/18	22.50
				CELL PHONE SERVICE QB5/16-6/15/18	78.84
				CELL PHONE SERVICE QB5/16-6/15/18	22.50
				CELL PHONE SERVICE QB5/16-6/15/18	165.88
				CELL PHONE SERVICE QB5/16-6/15/18	297.47
				CELL PHONE SERVICE QB5/16-6/15/18	51.27
				CELL PHONE SERVICE QB5/16-6/15/18	34.50
				CELL PHONE SERVICE QB5/16-6/15/18	5.62
				CELL PHONE SERVICE QB5/16-6/15/18	19.72
				CELL PHONE SERVICE QB5/16-6/15/18	5.62
				CELL PHONE SERVICE QB5/16-6/15/18	41.47
				CELL PHONE SERVICE QB5/16-6/15/18	56.24
<b>Total for Check/Tran - 117726:</b>					2,417.89
117727	07/19/2018	CHK 9999	PETER WAGNER	ENERGY CONSERVATION REBATE	50.00
117728	07/19/2018	CHK 9999	JENNIFER WATKINS	ENERGY CONSERVATION REBATE	800.00
117729	07/19/2018	CHK 10269	WAVE BROADBAND	INTERNET SVC 7/12-8/11/18	66.40
117730	07/19/2018	CHK 10345	WESTERN HYDRO-CORPORATE	WILLISON WELL - CONTROL BOX FE 5HP 230V	295.39
117731	07/19/2018	CHK 9999	KEITH WHITE	ENERGY CONSERVATION REBATE	500.00
117732	07/25/2018	CHK 9999	AIR FLO HEATING COMPANY	ENERGY CONSERVATION REBATE	700.00
117733	07/25/2018	CHK 9999	ALL WEATHER HEATING & COOLING, I	ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	1,000.00
				ENERGY CONSERVATION REBATE	800.00
<b>Total for Check/Tran - 117733:</b>					2,600.00
117734	07/25/2018	CHK 10447	ANIXTER INC.	TRAN 1P POLE 50KVA 120/240	10,418.22
				FIBERGLASS DEFERRAL CABINET 39X31 BASE	5,133.90
				RAINBOW KNUCKLES HAND CLEANER	78.48
<b>Total for Check/Tran - 117734:</b>					15,630.60
117735	07/25/2018	CHK 10016	ASPLUNDH TREE EXPERT CO	WEED CONTROL FOR WEEK ENDING 6/09/18	2,013.86

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				TREE TRIMMING W/E 6/30/18	1,482.00
				<b>Total for Check/Tran - 117735:</b>	3,495.86
117736 07/25/2018	CHK	9999	BEN'S HEATING SERVICE	ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	700.00
				ENERGY CONSERVATION REBATE	700.00
				ENERGY CONSERVATION REBATE	700.00
				<b>Total for Check/Tran - 117736:</b>	2,900.00
117737 07/25/2018	CHK	10692	BIERER & ASSOCIATES	BIERER SERVICE TESTER METER ST800	-235.71
				BIERER SERVICE TESTER METER ST800	2,854.71
				<b>Total for Check/Tran - 117737:</b>	2,619.00
117738 07/25/2018	CHK	9999	TRACEY CAPEN	REFUND TO CUSTOMER FOR WO#18230	685.00
117739 07/25/2018	CHK	10038	CASCADE COLUMBIA DISTRIBUTION C	CAUSTIC SODA 50% NSF # DRUM QTY18	5,673.13
117740 07/25/2018	CHK	10045	CENTURY LINK-S	INTERNET SVC 6/28-7/27/18	18.53
				INTERNET SVC 6/28-7/27/18	8.06
				INTERNET SVC 6/28-7/27/18	21.75
				INTERNET SVC 6/28-7/27/18	32.22
				INTERNET SVC 6/28-7/27/18	3.58
				INTERNET SVC 6/28-7/27/18	5.37
				CIRCUIT INFO 7/16-8/15/18	89.26
				CIRCUIT INFO 7/16-8/15/18	38.81
				CIRCUIT INFO 7/16-8/15/18	104.78
				CIRCUIT INFO 7/16-8/15/18	155.24
				CIRCUIT INFO 7/16-8/15/18	17.25
				CIRCUIT INFO 7/16-8/15/18	25.87
				CHOICE BUSINESS 7/04-8/03	87.57
				CHOICE BUSINESS 7/04-8/03	21.89
				FIRE ALARMS 4 CRNRS CHOICE BUS 7/05-8/04	29.39
				FIRE ALARMS 4 CRNRS CHOICE BUS 7/05-8/04	12.78
				FIRE ALARMS 4 CRNRS CHOICE BUS 7/05-8/04	34.51

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				FIRE ALARMS 4 CRNRS CHOICE BUS 7/05-8/04	51.12
				CHOICE BUSINESS&INTERNET SVC 7/05-8/04	52.73
				CHOICE BUSINESS&INTERNET SVC 7/05-8/04	22.93
				CHOICE BUSINESS&INTERNET SVC 7/05-8/04	61.90
				CHOICE BUSINESS&INTERNET SVC 7/05-8/04	91.72
				CHOICE BUSINESS&INTERNET SVC 7/05-8/04	10.19
				CHOICE BUSINESS&INTERNET SVC 7/05-8/04	15.27
				BUSINESS LINE 7/05-8/04	39.13
				BUSINESS LINE 7/05-8/04	9.78
				DIRECT INWARD DIALING 7/05-8/04	22.38
				DIRECT INWARD DIALING 7/05-8/04	9.73
				DIRECT INWARD DIALING 7/05-8/04	26.28
				DIRECT INWARD DIALING 7/05-8/04	38.93
				DIRECT INWARD DIALING 7/05-8/04	4.33
				DIRECT INWARD DIALING 7/05-8/04	6.49
				DIRECT INWARD DIALING 7/05-8/04	30.50
				DIRECT INWARD DIALING 7/05-8/04	13.26
				DIRECT INWARD DIALING 7/05-8/04	35.80
				DIRECT INWARD DIALING 7/05-8/04	53.05
				DIRECT INWARD DIALING 7/05-8/04	5.89
				DIRECT INWARD DIALING 7/05-8/04	8.84
<b>Total for Check/Tran - 117740:</b>					1,317.11
117741	07/25/2018	CHK	10046	CENTURYLINK	
				LOW SPD DATA & 2WIRE JUL-18	185.18
				LOW SPD DATA & 2WIRE JUL-18	46.29
				LOW SPD DATA & 2WIRE JUL-18	31.14
				LOW SPD DATA & 2WIRE JUL-18	7.79
<b>Total for Check/Tran - 117741:</b>					270.40
117742	07/25/2018	CHK	10047	CENTURYLINK-POLES	
				POLE RNTL 1yr 4/01/17-3/31/18	2,404.06
117743	07/25/2018	CHK	10057	CORRECT EQUIPMENT	
				BECKETT PT - SEWER GRINDER PUMP 240V	2,512.45

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117744 07/25/2018	CHK	10547	COS SYSTEMS INC.	COS SERVICE ZONES - JUL 2018	670.97
				COS SERVICE ZONES - JUL 2018	167.74
<b>Total for Check/Tran - 117744:</b>					838.71
117745 07/25/2018	CHK	9999	GAIL DAHLMAN	ENERGY CONSERVATION REBATE	700.00
117746 07/25/2018	CHK	10689	DEPARTMENT OF COMMUNITY DEVEL	PREAPPLICATION CONF FEE	45.00
117747 07/25/2018	CHK	10689	DEPARTMENT OF COMMUNITY DEVEL	ZONING PRE-APPLICATION PERMIT	383.00 VOID
117748 07/25/2018	CHK	10064	DEPT OF LABOR & INDUSTRIES	RIGHT TO KNOW FEE ASSESSMENT 2018	80.00
				RIGHT TO KNOW FEE ASSESSMENT 2018	20.00
<b>Total for Check/Tran - 117748:</b>					100.00
117749 07/25/2018	CHK	10065	DEPT OF LABOR & INDUSTRIES	WORKERS COMP ELEC - 2ND QTR 2018	7,331.60
				WORKERS COMP OFFICE - 2ND QTR 2018	2,061.20
				WORKERS COMP WATER - 2ND QTR 2018	2,700.28
<b>Total for Check/Tran - 117749:</b>					12,093.08
117750 07/25/2018	CHK	10690	LARRY DUNBAR	MOVING EXPENSES APR-JUN 2018	1,345.55
117751 07/25/2018	CHK	10074	EMPLOYMENT SECURITY	SUTA - 2ND QUARTER 2018	3,726.75
				SUTA - 2ND QUARTER 2018	4.04
<b>Total for Check/Tran - 117751:</b>					3,730.79
117752 07/25/2018	CHK	10078	ESCI	ESCI SAFTEY TRAINING - JUL 2018	1,746.00
117753 07/25/2018	CHK	10084	EXPRESS SERVICES, INC	PAINTING FIRE HYDRANTS - STROTHER.S 7/8	728.10
117754 07/25/2018	CHK	10376	CASEY FINEDELL	ESRI GIS CONFERENCE - SAN DIEGO	2,151.95
117755 07/25/2018	CHK	10091	G&W ELECTRIC COMPANY	JUNCTION 5-POINT LOAD BREAK W/BACKET	3,161.00
117756 07/25/2018	CHK	10094	GENERAL PACIFIC, INC	CT 200:5 DOUGHNUT STYLE W/BUS BAR	523.20
				CT 200:5 DOUGHNUT STYLE W/BUS BAR	523.20
				HEAT SHRINK	168.41
				TAPE	630.02
<b>Total for Check/Tran - 117756:</b>					1,844.83

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117757 07/25/2018	CHK	10104	HADLOCK BUILDING SUPPLY, INC.	WILLISON WELL - EXT CORD, HOSE BIBB	20.14
				QUIMPER -WELLHOUSE PAINT	187.48
				FIRE HYDRANTS - LATEX GLOVES	26.14
				FIRE HYDRANTS - HARDWARE	15.57
				TREATMENT PLANT - SCH 80 NIPPLE, REDU BU	4.97
				<b>Total for Check/Tran - 117757:</b>	<b>254.30</b>
117758 07/25/2018	CHK	9999	KEITH HAYES	ENERGY CONSERVATION REBATE	700.00
117759 07/25/2018	CHK	10518	J HARLEN COMPANY	GOLIGHT PORTABLE REMOTE CONTROL LIGHT	-26.03
				GOLIGHT PORTABLE REMOTE CONTROL LIGHT	315.28
				<b>Total for Check/Tran - 117759:</b>	<b>289.25</b>
117760 07/25/2018	CHK	10281	JEFFCO EFTPS	941 PAYROLL TAX FOR PR 7/27/18 MEDICARE	4,815.38
				941 PAYROLL TAX FOR PR 7/27/18 FICA	20,589.92
				941 PAYROLL TAX FOR PR 7/27/18 FEDERAL	16,828.87
				<b>Total for Check/Tran - 117760:</b>	<b>42,234.17</b>
117761 07/25/2018	CHK	10532	JEFFERSON COUNTY PUD PAYROLL AC	PAYROLL DEPOSIT FOR 7/27/2018 CHECKS	9,446.98
				PAYROLL DEPOSIT FOR 7/27/2018 DIR DEP	100,022.46
				<b>Total for Check/Tran - 117761:</b>	<b>109,469.44</b>
117762 07/25/2018	CHK	10129	JIFFY LUBE	OIL CHANGE FOR VEH# 120	74.57
				OIL CHANGE FOR VEH# 111	91.78
				AIR FILTER FOR VEH# 111	27.78
				<b>Total for Check/Tran - 117762:</b>	<b>194.13</b>
117763 07/25/2018	CHK	10315	KT CONTRACTING COMPANY INC	FLAGGING HRS - FOUR CRNRS RD 6/05/18	1,624.00
				FLAGGING HRS - GRANT STREET 6/7/18	464.00
				FLAGGING HRS - CENTER VALLEY RD 6/08/18	464.00
				<b>Total for Check/Tran - 117763:</b>	<b>2,552.00</b>
117764 07/25/2018	CHK	10136	LES SCHWAB TIRES	NEW REAR TIRES# 113	261.38
				REPLACEMENT BATTERY# 122	231.63
				<b>Total for Check/Tran - 117764:</b>	<b>493.01</b>

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117765 07/25/2018	CHK	9999	LORRELL LOUCHARD	ENERGY CONSERVATION REBATE	800.00
117766 07/25/2018	CHK	9999	KRISTINA MULLEN	ENERGY CONSERVATION REBATE	500.00
117767 07/25/2018	CHK	10156	NEWSDATA LLC	CLEARING UP LIC 1YR 9/09/18-9/08/19	1,417.00
117768 07/25/2018	CHK	10309	NISC	RECURRING INVOICE JUN 2018	1,080.05
				RECURRING INVOICE JUN 2018	1,656.82
				RECURRING INVOICE JUN 2018	487.86
				RECURRING INVOICE JUN 2018	487.86
				RECURRING INVOICE JUN 2018	8,737.64
				RECURRING INVOICE JUN 2018	565.30
				RECURRING INVOICE JUN 2018	53.34
				RECURRING INVOICE JUN 2018	1,601.69
				RECURRING INVOICE JUN 2018	173.31
				RECURRING INVOICE JUN 2018	10.16
				AMS INVOICE JUN 2018	2,431.17
				AMS INVOICE JUN 2018	5,498.32
				AMS INVOICE JUN 2018	815.78
				AMS INVOICE JUN 2018	737.87
				AMS INVOICE JUN 2018	607.79
				AMS INVOICE JUN 2018	1,374.58
				AMS INVOICE JUN 2018	203.95
				AMS INVOICE JUN 2018	184.47
				SUB SUSE LINUX 3YR 3/16/18-3/15/21	1,569.60
				MISC JUN 2018	246.32
				MISC JUN 2018	196.68
				MISC JUN 2018	61.58
				MISC JUN 2018	49.17
<b>Total for Check/Tran - 117768:</b>					28,831.31
117769 07/25/2018	CHK	10161	NORTHWEST LINEMAN COLLEGE	STCP DISTANCE PROGRAM TEST COOPER.B	20.00
117770 07/25/2018	CHK	10663	NW MANAGEMENT CONSULTING, LLC	NON-REP SALARY SURVEY REVIEW JUL-2018	720.00



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				NON-REP SALARY SURVEY REVIEW JUL-2018	180.00
				<b>Total for Check/Tran - 117770:</b>	900.00
117771 07/25/2018	CHK	10166	NWPPA	NW COMMU&ENGYINVTN CONF 9/16/18 FEE	636.00
				NW COMMU&ENGYINVTN CONF 9/16/18 FEE	159.00
				EMPL AD: WATER SUPERINTENDENT 7/20-8/18	115.00
				<b>Total for Check/Tran - 117771:</b>	910.00
117772 07/25/2018	CHK	10167	OFFICE DEPOT	OFFICE SUPPLIES - OPERATIONS	17.22
				OFFICE SUPPLIES - ADMIN&ANNEX	48.83
				OFFICE SUPPLIES - ADMIN&ANNEX	12.21
				OFFICE SUPPLIES - OPERATIONS	56.77
				OFFICE SUPPLIES - OPERATIONS	101.29
				<b>Total for Check/Tran - 117772:</b>	236.32
117773 07/25/2018	CHK	10169	OLYCAP	RATE REDCTN PRGM:LIHEAP JUN-18	90.00
				RATE REDCTN PRGM:NONLIHEAP JUN-18	1,380.00
				RATE REDCTN PRGM:NONLIHEAP JUN-18	45.00
				<b>Total for Check/Tran - 117773:</b>	1,515.00
117774 07/25/2018	CHK	10170	OLYMPIC EQUIPMENT RENTALS	BUS BARN - CONCRETE WALK	49.05
				SHOP - GLOVES	40.84
				<b>Total for Check/Tran - 117774:</b>	89.89
117775 07/25/2018	CHK	10171	ON LINE INFORMATION SERVICES	ONLINE UTILITY EXG REPORT - MAY 2018	346.15
				ONLINE UTILITY EXG REPORT - JUN 2018	395.60
				<b>Total for Check/Tran - 117775:</b>	741.75
117776 07/25/2018	CHK	10180	PENINSULA DAILY NEWS	312 ISSUE RENEWAL 1YR 2018	108.16
				312 ISSUE RENEWAL 1YR 2018	27.04
				<b>Total for Check/Tran - 117776:</b>	135.20
117777 07/25/2018	CHK	10187	PITNEY BOWES-RESERVE ACCT	PRE-PAID POSTAGE 7/19/18	320.00
				PRE-PAID POSTAGE 7/19/18	80.00
				<b>Total for Check/Tran - 117777:</b>	400.00

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117778 07/25/2018	CHK	10188	PLATT ELECTRIC SUPPLY	PANELBOARDS-IRONDALE SUB	1,174.48
				GREENLEE 12" SHEAVE ASSEMBLY# 8012	150.97
				GREENLEE 12" SHEAVE ASSEMBLY# 8012	150.96
<b>Total for Check/Tran - 117778:</b>					1,476.41
117779 07/25/2018	CHK	10193	PORT TOWNSEND LEADER	EMPL SVC SPECIAL PROJECTS 6/06/18	21.75
				NOTICE OF BID 6/06&6/13 WO#18184	97.76
				SMALL WORKS ROSTER JUN-18	137.71
				MAGAZINE 2016 IRE 1/4PG 6/06/18	142.40
				RUS NON-DISCRIMINATION STMT	51.00
				SMALL WORKS ROSTER JUN-18	34.43
				MAGAZINE 2016 IRE 1/4PG 6/06/18	35.60
				RUS NON-DISCRIMINATION STMT	12.75
<b>Total for Check/Tran - 117779:</b>					533.40
117780 07/25/2018	CHK	10446	PRICE FORD INC	OIL CHANGE# 104	42.63
117781 07/25/2018	CHK	10198	PROGLASS, INC	FIBERGLASS BASEMENT 42X38X30-24X21&LID	7,845.17
117782 07/25/2018	CHK	10203	PURMS JOINT SELF INSURANCE FUND	DEDUCTIBLE PMT FOR CLAIM 17-54-L	250.00
				DEDUCTIBLE PMT FOR CLAIM 17-25-L	146.13
				AEGIS- PUBLIC OFFICIALS PLY#DP5014918P 1	5,916.56
				LIABILITY GENERAL ASSESSMENT 7/09/18	15,954.75
				LIABILITY GENERAL ASSESSMENT 7/09/18	3,988.69
				PROPERTY GENERAL ASSESSMENT 7/09/18	7,739.09
				PROPERTY GENERAL ASSESSMENT 7/09/18	1,934.77
<b>Total for Check/Tran - 117782:</b>					35,929.99
117783 07/25/2018	CHK	9999	Peninsula Heat	ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	1,000.00
				ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	800.00

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				ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	500.00
				ENERGY CONSERVATION REBATE	700.00
				ENERGY CONSERVATION REBATE	3,800.00
				<b>Total for Check/Tran - 117783:</b>	11,600.00
117784 07/25/2018	CHK	10207	RAIN NETWORKS	WINDOWS 10 PRO LICENSES - SCADA	214.73
				WINDOWS 10 PRO LICENSES	687.14
				WINDOWS 10 PRO LICENSES	171.78
				DELL POWEREDGE T440 - BACKUP SERVER	6,668.62
				MS WINDOWS RMT DT CAL 7/13/18-7/31/20	577.70
				<b>Total for Check/Tran - 117784:</b>	8,319.97
117785 07/25/2018	CHK	9999	JAY SCHRIER	ENERGY CONSERVATION REBATE	500.00
117786 07/25/2018	CHK	9999	DAVID SCHWARTZ	ENERGY CONSERVATION REBATE	700.00
117787 07/25/2018	CHK	10216	SECURITY SERVICES NW, INC.	ANSWERING SVC - JUL 2018	2,018.95
				ANSWERING SVC - JUL 2018	2,018.95
				ANSWERING SVC - JUL 2018	827.04
				NIGHT PAYMENT PICKUP - JUL 2018	1,394.07
				NIGHT PAYMENT PICKUP - JUL 2018	154.90
				<b>Total for Check/Tran - 117787:</b>	6,413.91
117788 07/25/2018	CHK	10542	SHORT STOP TRUCK REPAIR LLC	OIL CHANGE# 105	152.97
				REPLC LIGHTS, FILTER & OIL CHN# 403	724.02
				<b>Total for Check/Tran - 117788:</b>	876.99
117789 07/25/2018	CHK	10244	TEREX UTILITIES, INC	RESET PTO/START/STOP TRUCK# 103	1,650.00
117790 07/25/2018	CHK	10221	THE STATION SIGNS & SCREEN PRINTI	PUD HATS	957.45
				PUD HATS	239.37
				<b>Total for Check/Tran - 117790:</b>	1,196.82
117791 07/25/2018	CHK	10524	TRI-CITY CONSTRUCTION COUNCIL	SERVICE FEE 3RD QTR 2018	499.24

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				SERVICE FEE 3RD QTR 2018	102.25
				<b>Total for Check/Tran - 117791:</b>	601.49
117792 07/25/2018	CHK	10524	TRI-CITY CONSTRUCTION COUNCIL	ASSOC MEMBER DUES 1yr - 7/1/18 - 6/30/19	384.00
				ASSOC MEMBER DUES 1yr - 7/1/18 - 6/30/19	96.00
				<b>Total for Check/Tran - 117792:</b>	480.00
117793 07/25/2018	CHK	10252	ULINE	STACKABLE BINS	54.02
				STACKABLE BINS DIVIDERS	9.22
				STACKABLE BINS	13.50
				STACKABLE BINS DIVIDERS	2.31
				<b>Total for Check/Tran - 117793:</b>	79.05
117794 07/25/2018	CHK	10679	VALVELITE INCORPORATED	8" KEYSTONE VALVE W/ ACTUATOR QTY2	2,019.04
117795 07/25/2018	CHK	10260	WA STATE DEFERRED COMPENSATION	PL DEFERRED COMP EE 7/27/18	8,710.14
				PL DEFERRED COMP ER 7/27/18	3,353.12
				<b>Total for Check/Tran - 117795:</b>	12,063.26
117796 07/25/2018	CHK	10267	WA STATE SUPPORT REGISTRY	PL CHILD SUPPORT EE 7/27/18	976.99
117797 07/25/2018	CHK	10269	WAVE BROADBAND	INTERNET SVC 7/21-8/20/18	66.45
117798 07/25/2018	CHK	10271	WESCO RECEIVABLES CORP	INSULATOR POLYMER DEAD END-15KV	319.81
117799 07/25/2018	CHK	10274	WESTBAY AUTO PARTS, INC.	GOLF COURSE BOOSTER PUMP - DRAIN PANS	30.00
117800 07/25/2018	CHK	10502	CAROL WOODLEY	RENT BILLING & HR ANNEX - AUG 2018	1,400.00
117801 07/25/2018	CHK	10278	WPUDA	MONTHLY DUES - JUL 2018	4,185.60
				MONTHLY DUES - JUL 2018	1,046.40
				<b>Total for Check/Tran - 117801:</b>	5,232.00
117802 07/26/2018	CHK	10128	JEFFERSON COUNTY TREASURER		453.03
117803 08/02/2018	CHK	10006	AFLAC	AFLAC BILL JUL 2018	164.76
117804 08/02/2018	CHK	10451	ASCENT LAW PARTNERS LLP	GENERAL UTILITY (225-102) JUN 2018	2,400.00
				GENERAL UTILITY (225-102) JUN 2018	742.50

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				GENERAL UTILITY (225-102) JUN 2018	600.00
				GENERAL UTILITY (225-102) JUN 2018	82.50
				BOC MEETINGS FLAT FEE (225-104) JUN 2018	5,600.00
				BOC MEETINGS FLAT FEE (225-104) JUN 2018	1,400.00
				<b>Total for Check/Tran - 117804:</b>	<b>10,825.00</b>
117805 08/02/2018	CHK	10042	CELLNET TECHNOLOGY INC	METER READS - JUN 2018	26,769.02
117806 08/02/2018	CHK	9998	ESTATE OF KEN BEAR	Credit Balance Refund	1,061.58
117807 08/02/2018	CHK	10094	GENERAL PACIFIC, INC	WIRE AND BUSHING INSERTS	8,930.32
				HEAT SHRINK	228.90
				END SEALING CAP-LARGE .65-1.25 (4/0-750)	295.61
				<b>Total for Check/Tran - 117807:</b>	<b>9,454.83</b>
117808 08/02/2018	CHK	10674	GLOBAL EQUIPMENT COMPANY INC.	NEW DESK-VANOTTEN	856.85
117809 08/02/2018	CHK	10103	H D FOWLER	STAINLESS STEEL NUTS	123.59
				STAINLESS STEEL STUDS	208.09
				<b>Total for Check/Tran - 117809:</b>	<b>331.68</b>
117810 08/02/2018	CHK	10104	HADLOCK BUILDING SUPPLY, INC.	MIX CONTAINER FOR ANNEX REPAIRS	2.50
				WD40 LUBRICANT	66.58
				BUS BARN - PATIO BLOCK GRAY	13.97
				TOOLS - RATCHET WRENCH, HEX KEY SET	19.61
				TOOLS - RATCHET WRENCH, HEX KEY SET	13.24
				TOOLS - RATCHET WRENCH, HEX KEY SET	65.39
				SHOP - UTILITY KNIFE, 9OZ SEALANT	13.07
				SHOP - UTILITY KNIFE, 9OZ SEALANT	9.80
				BECKETT PT - 5/8" REMNANT HOSE	10.34
				TREATMENT PLANT - COMPRESSION UNION	6.52
				TREATMENT PLANT-BRSS ELBOW,COMPRSSION CO	16.74
				<b>Total for Check/Tran - 117810:</b>	<b>237.76</b>
117811 08/02/2018	CHK	10384	HDR ENGINEERING INC	TASK2 - PROF SVC JUN 2018	1,868.16

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				TASK2 - PROF SVC JUN 2018	153.36	
				TASK1 - PROF SVC JUN 2018	3,363.30	
<b>Total for Check/Tran - 117811:</b>					5,384.82	
117812	08/02/2018	CHK	10111	HIGHWAY SPECIALTIES LLC	RENTAL OF TRUCK WITH SIGNS & CONES JUN-1	305.20
117813	08/02/2018	CHK	9998	CHRISTINE HUMPHREY	Credit Balance Refund	30.91
117814	08/02/2018	CHK	10117	ITRON, INC.	MAINTENANCE 7/01-10/31/2018 HW&SW	1,768.47
117815	08/02/2018	CHK	10136	LES SCHWAB TIRES	2 NEW TIRES FOR V# 102	730.45
117816	08/02/2018	CHK	10142	MASON COUNTY PUD #1	ELECTRIC ELEC - JUL-18	220.11
				BPA RD-PUMP ELEC - JUL-18	125.46	
				WILLIAMS CT ELEC - JUL-18	38.78	
<b>Total for Check/Tran - 117816:</b>					384.35	
117817	08/02/2018	CHK	10411	MSDS ONLINE, INC.	MSDS DATABASE 8/12/18-8/11/19	2,635.62
117818	08/02/2018	CHK	10624	MYCOFF, FRY & PROUSE LLC	RECRUITMENT SVC - CFO #2	12,000.00
				RECRUITMENT SVC - CFO #2	3,000.00	
<b>Total for Check/Tran - 117818:</b>					15,000.00	
117819	08/02/2018	CHK	9998	DEAN NIELSEN	Credit Balance Refund	73.87
117820	08/02/2018	CHK	9998	LINDA PEDERSEN	Credit Balance Refund	429.16
117821	08/02/2018	CHK	10188	PLATT ELECTRIC SUPPLY	TERMINALS	65.28
				WIRE GUTTER-IRONDALE# 18066	1,278.68	
				RING TONGUE TERMINAL, 12-10 AWG	36.30	
				WIRE GUTTER-IRONDALE# 18066	328.37	
<b>Total for Check/Tran - 117821:</b>					1,708.63	
117822	08/02/2018	CHK	10287	PUD-UTILITY PAYMENTS	17648011 JUL 2018 - 1606 AIRPORT RD #11A	689.56
				17648016 JUL 2018 - 191 KALA HEIGHTS DR	21.82	
				17648017 JUL 2018 - 234 KALA POINT DR	20.41	
				17648018 JUL 2018 - 112 SAILVIEW DR	34.00	
				17648019 JUL 2018 - 150 KALA HEIGHTS DR	19.20	

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				17648020 JUL 2018 - 83 PINECREST DR	1,317.93
				17648021 JUL 2018 - KALA POINT WELL#1	34.00
				18296011 JUL 2018 - 92 N WILLISON AVE	245.28
				27201000 JUL 2018 - 12322 AIRPORT CUTOF	18.50
				10493001 JUL 2018 - 73 KENNEDY RD	3,407.78
				10493002 JUL 2018 - 310 FOUR CORNERS RD	118.09
				12737000 JUL 2018 - 230 CHIMACUM RD WAT	21.96
				12737000 JUL 2018 - 230 CHIMACUM RD WAT	5.49
				17648001 JUL 2018 - 429 SKYWATER DR	116.88
				17648004 JUL 2018 - 230 CHIMACUM ELECTRI	146.92
				17648004 JUL 2018 - 230 CHIMACUM ELECTRI	36.73
				17648005 JUL 2018 - OAK BAY RD&MATSVIEW	36.42
				17648006 JUL 2018 - 482 SOMERVILLE RD	21.72
				17648007 JUL 2018 - 265 CHIMACUM RD	638.20
				17648008 JUL 2018 - 21 KENNEDY RD	1,029.76
				17648010 JUL 2018 - 40 CLEVELAND ST	19.91
				17648012 JUL 2018 - 61 KEVIN LN	39.75
				18296008 JUL 2018 - 2411 TEAL LAKE RD	756.13
				18296012 JUL 2018 - OAK BAY & MATS VIEW	19.51
				18296013 JUL 2018 - OAK BAY RD & MATS VW	81.54
				24562001 JUL 2018 - 6062 HWY 20	772.13
				25789001 JUL 2018 - 310 4 CORNERS #LHQ	920.16
				30119000 JUL 2018 - 310 FOUR CORNERS RD	112.44
				31990000 JUL 2018 - EAGLE RDG BOOSTER PU	106.31
				35586000 JUL 2018 - 581 FAIRMOUNT RD	23.13
				46543000 JUL 2018 - 211 CHIMACUM RD #B	29.14
				46543000 JUL 2018 - 211 CHIMACUM RD #B	7.28
				46543001 JUL 2018 - 211 CHIMACUM RD #C	31.07
				46543001 JUL 2018 - 211 CHIMACUM RD #C	7.77
				17648003 JUL 2018 - 253 STARK RD	18.50
				17648022 JUL 2018 - 60 WILLOW ST	124.63

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				18296006 JUL 2018 - 881 SHINE RD	19.10	
				18296007 JUL 2018 - 41 MAXVIEW DR	20.01	
				18296009 JUL 2018 - 10 OLYMPIC RIDGE DR	118.39	
				18296010 JUL 2018 - S END ALPINE CT.	21.62	
				18296014 JUL 2018 - 83 E SNOW CREEK WAY	46.49	
				18296015 JUL 2018 - 125 DICKEY ST	20.61	
				18296016 JUL 2018 - QUIL RANGER STATION	84.35	
				22562000 JUL 2018 - NXT TO 1300 SHINE RD	19.00	
				10493003 JUL 2018-DISC BAY BOOSTER PMP	107.11	
				17648002 JUL 2018 - 744 HIDDEN TRLS RD	32.60	
				17648013 JUL 2018 - 72 HILLCREST AVE	32.70	
				17648014 JUL 2018 - 578 BECKETT PT RD	79.32	
				17648015 JUL 2018 - 370 BECKETT PT PS2	72.27	
				18296000 JUL 2018-141 GARDINER CEMETERY	58.17	
				18296001 JUL 2018 - GARDINER LUD #1	214.25	
				18296002 JUL 2018 - 6910 CAPE GEORGE RD	263.60	
				18296003 JUL 2018 - SWANSON AVE	202.88	
				18296004 JUL 2018 - CAPE GEORGE RD	21.42	
				18296005 JUL 2018 - MYRTLE ST	30.48	
<b>Total for Check/Tran - 117822:</b>					<b>12,514.42</b>	
117823	08/02/2018	CHK	9998	TYE SEELEY	Credit Balance Refund	68.79
117824	08/02/2018	CHK	10226	SOS PRINTING	#10 ENVELOPES-COUGAR	384.27
					9X12 CATALOG ENVELOPES-WHITE	101.52
					#10 ENVELOPES-COUGAR	96.07
					9X12 CATALOG ENVELOPES-WHITE	25.38
<b>Total for Check/Tran - 117824:</b>					<b>607.24</b>	
117825	08/02/2018	CHK	10249	SPECTRA LABORATORIES-KITSAP LLC	TESTING: HERBICIDES QUIMPER 5/23/18	186.76
					TESTING: COLI/ECOLI QUIMPER MO 7/11/18	231.84
					TESTING: RADIUM AND RADIONUCLIDES QUIMPE	125.00
					TESTING: RADIUM AND RADIONUCLIDES QUIMPE	155.00



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				TESTING: RADIUM AND RADIONUCLIDES QUIMPE	155.00
				TESTING: COLI/ECOLI MONTHLYS JUL-18	173.88
				<b>Total for Check/Tran - 117825:</b>	1,027.48
117826 08/02/2018	CHK	10234	STATE AUDITORS	PERIOD 17-17 FOR JUN-18 ACCOUNTABILITY	456.48
				PERIOD 17-17 FOR JUN-18 FINANCIAL	114.12
				<b>Total for Check/Tran - 117826:</b>	570.60
117827 08/02/2018	CHK	10576	TCF ARCHITECTURE, PLLC	ARCHITECTURAL-AMENDMENT #4 JUN-18	4,400.00
				ARCHITECTURAL-AMENDMENT #5 JUN-18	1,085.00
				ARCHITECTURAL-SCHEMATIC DSGN&ADDL JUN-18	13,679.00
				<b>Total for Check/Tran - 117827:</b>	19,164.00
117828 08/02/2018	CHK	10421	THE CARWASH INC	CAR WASH JUN 2018	193.72
				CAR WASH JUN 2018	34.87
				<b>Total for Check/Tran - 117828:</b>	228.59
117829 08/02/2018	CHK	10252	ULINE	PORTABLE AIR CONDITIONER	624.72
				PORTABLE AIR CONDITIONER	69.41
				PORTABLE AIR CONDITIONER	624.72
				PORTABLE AIR CONDITIONER	69.41
				<b>Total for Check/Tran - 117829:</b>	1,388.26
117830 08/02/2018	CHK	10615	US BANK	LUBRICANT FOR OH EQUIPMENT	28.59
				WORKSTATION FOR CREATING&PRINT LABELS	107.91
				USPS FIRST CLASS LETTER	5.36
				USPS FIRST CLASS LETTER	1.34
				SAFETY COMMITTEE MEETING 6.27 F&B	44.77
				SAFETY COMMITTEE MEETING 6.27 F&B	11.19
				AIRPORT WELL - RIDGID 200 PSI COMPRESSOR	292.67
				D&A SUPERVISOR TRAINING FEE 7/25/18	100.00
				ACCOUNTING&FINANC CONF 6/19/18 TRVL EXPS	495.36
				MATS VIEW TERR - ADJ TELE BASIN WRENCH	21.79
				COYLE - SCADA NEW CNTL VALVE	93.64

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				FASTENERS	7.94
				MATS VIEW - TIME SWITCH&WIRE EMRG CONTR	81.73
				MATS VIEW TERR - STRAP	2.17
				OCEAN GROVE - BOSSTER PUMPS	12.47
				OCEAN GROVE - GENERAL SALES HARDWARE	15.78
				OFFICE - CHR TANK MSTR FLSH LEVER	6.09
				WILLISON WELL - BLDG WIRE RED&BLK	39.75
				WILLISON WELL - THNN WIRE, CONDUIT	101.99
				WILLISON - THHN WIRE	47.50
				POWER PLUG	10.46
				PWR CORD SPLITTER & ADAPTER	45.12
				SERVER ROOM TOOLS	13.94
				TOOLS FOR SRVR ROOM	12.71
				POWER PLUG	2.61
				PWR CORD SPLITTER & ADAPTER	11.28
				SERVER ROOM TOOLS	3.48
				TOOLS FOR SRVR ROOM	3.18
				FOREMAN SKILL TRAINING 6.26 F&B	96.95
<b>Total for Check/Tran - 117830:</b>					1,717.77
117831	08/02/2018	CHK	10255	USA BLUEBOOK	
				LEVEL TRANSMITTER 100' CABLE	646.82
				BYWATER - REPLCMT TUBING KIT	88.64
				MARKING PAINT	256.91
<b>Total for Check/Tran - 117831:</b>					992.37
117832	08/02/2018	CHK	10486	UTILIBIZ SOLUTIONS	
				PROF SVC 6/1-7/27/18 T.LEHMAN	371.25
				PROF SVC 6/1-7/27/18 T.LEHMAN	11,112.75
				PROF SVC 6/1-7/27/18 T.LEHMAN	2,334.75
<b>Total for Check/Tran - 117832:</b>					13,818.75
117833	08/02/2018	CHK	10258	VERIZON WIRELESS, BELLEVUE	
				CELL PHONE SERVICE QB6/16-7/15/18	351.69
				CELL PHONE SERVICE QB6/16-7/15/18	112.28
				CELL PHONE SERVICE QB6/16-7/15/18	61.11

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				CELL PHONE SERVICE QB6/16-7/15/18	165.53
				CELL PHONE SERVICE QB6/16-7/15/18	14.61
				CELL PHONE SERVICE QB6/16-7/15/18	16.84
				CELL PHONE SERVICE QB6/16-7/15/18	103.55
				CELL PHONE SERVICE QB6/16-7/15/18	109.16
				CELL PHONE SERVICE QB6/16-7/15/18	43.68
				CELL PHONE SERVICE QB6/16-7/15/18	182.13
				CELL PHONE SERVICE QB6/16-7/15/18	78.04
				CELL PHONE SERVICE QB6/16-7/15/18	56.14
				CELL PHONE SERVICE QB6/16-7/15/18	204.97
				CELL PHONE SERVICE QB6/16-7/15/18	56.14
				CELL PHONE SERVICE QB6/16-7/15/18	157.82
				CELL PHONE SERVICE QB6/16-7/15/18	22.46
				CELL PHONE SERVICE QB6/16-7/15/18	78.75
				CELL PHONE SERVICE QB6/16-7/15/18	22.46
				CELL PHONE SERVICE QB6/16-7/15/18	158.73
				CELL PHONE SERVICE QB6/16-7/15/18	280.70
				CELL PHONE SERVICE QB6/16-7/15/18	51.25
				CELL PHONE SERVICE QB6/16-7/15/18	34.46
				CELL PHONE SERVICE QB6/16-7/15/18	5.61
				CELL PHONE SERVICE QB6/16-7/15/18	19.68
				CELL PHONE SERVICE QB6/16-7/15/18	5.61
				CELL PHONE SERVICE QB6/16-7/15/18	39.69
				CELL PHONE SERVICE QB6/16-7/15/18	56.14
				SCADA CRADLEPOINT DEVICE QB6/20-7/19	498.61
				WIFI IN TRUCKS QB6/20-7/19/18	500.10
				WIFI IN SRVR ROOM QB6/20-7/19/18	80.01
				WIFI IN TRUCKS QB6/20-7/19/18	500.13
				WIFI IN SRVR ROOM QB6/20-7/19/18	20.00
<b>Total for Check/Tran - 117833:</b>					4,088.08

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117834 08/02/2018	CHK	10569	WAYNE D. ENTERPRISES, INC.	PPE CLOTHING	-67.53
				PPE CLOTHING	483.44
				PPE CLOTHING	334.43
				CARHART MOCKNECK VEST	-10.26
				PPE CLOTHING BIBS & VEST	124.28
				<b>Total for Check/Tran - 117834:</b>	<b>864.36</b>
117835 08/02/2018	CHK	10274	WESTBAY AUTO PARTS, INC.	MEGUIARS QUIK DETAIL	15.67
				VEH# 108 - 7POLE MALE PLUG	19.28
				3 IN ONE OIL 8OZ	20.45
				VEH#109 - PLUG, BLSTR PK MINIATURES	15.74
				VEH#109- 7POLE MALE PLUG	19.28
				VEH#114- 7POLE MALE PLUG	19.28
				VEH#116- 7POLE MALE PLUG	19.29
				VEH#109 - LICENSE KIT	4.37
				VEH#109 - BLSTR PK MINIATURES RETURN	-2.53
				<b>Total for Check/Tran - 117835:</b>	<b>130.83</b>
117836 08/09/2018	CHK	10588	4IMPRINT INC	WATER BOTTLES & PENS - FAIR 2018	48.56
				WATER BOTTLES & PENS - FAIR 2018	1,641.34
				WATER BOTTLES & PENS - FAIR 2018	12.14
				WATER BOTTLES & PENS - FAIR 2018	410.34
				<b>Total for Check/Tran - 117836:</b>	<b>2,112.38</b>
117837 08/09/2018	CHK	9998	ETHAN ALLEY	Credit Balance Refund	111.50
117838 08/09/2018	CHK	10012	ALTEC INDUSTRIES, INC	PULLING GRIPS	277.14
117839 08/09/2018	CHK	9999	AL ANDERSON	ENERGY CONSERVATION REBATE	500.00
117840 08/09/2018	CHK	10447	ANIXTER INC.	BOLTS; GUY STRAND; INSU 3" SPOOL; CLEVIS	215.43
				BOLTS	47.69
				CLEVIS SPOOL	299.75
				RACKS-IRONDALE SUB# 18066	957.02
				RACKS-IRONDALE SUB# 18066	229.99

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				CHATSWORTH PANELS-IRONDALE SUB BUILDING	1,951.10
				<b>Total for Check/Tran - 117840:</b>	3,700.98
117841 08/09/2018	CHK	10024	BANKCARD CENTER	RME SEPTIC INSPECTIONS MAR-JUN 2018	13.93
117842 08/09/2018	CHK	10027	BERNT ERICSEN EXCAVATING, INC	E CASCADE - WATERLINE EXTSN 6/29/18	27,250.00
				INSTALL 4" SWEEPS-WATER ST MEDICAL 07/13	370.60
				FOUR CRNRS - LEVELING YARD: CONNEX 7/09	2,398.00
				CONCRETE CUTTING AT US BANK 7/06/18	817.50
				TRENCHING AT 18TH&GRANT 7/18/18	4,741.50
				<b>Total for Check/Tran - 117842:</b>	35,577.60
117843 08/09/2018	CHK	10483	CARDIAC SCIENCE CORPORATION	AED-SUBSTATION VEHICLE	1,411.55
117844 08/09/2018	CHK	10051	CITY OF PORT TOWNSEND-UTILITY	KEARNEY SUBST - JUL 2018	167.25
117845 08/09/2018	CHK	10409	CLEARRESULT CONSULTING INC	REF# S4-0718-067 LIGHTING - JUN 2018	3,617.13
117846 08/09/2018	CHK	10332	KENNETH COLLINS	WPUDA MTGS 7/03-7/27/18 TRVL EXPS	246.76
				WPUDA MTGS 7/03-7/27/18 TRVL EXPS	61.69
				<b>Total for Check/Tran - 117846:</b>	308.45
117847 08/09/2018	CHK	10054	CONGLOBAL INDUSTRIES, INC	20' CONNEX WITH 3' MANDOOK	4,107.01
				40' CONNEX WITH 8' ROLLUP DOOR	4,209.69
				<b>Total for Check/Tran - 117847:</b>	8,316.70
117848 08/09/2018	CHK	10573	DANO'S SEPTIC SERVICE	PUMPED SEPTIC - 21 KENNEDY RD 1/18/18	10.77
				PUMPED SEPTIC - 101 UPPER BLUFFS DR 1/18	17.95
				PUMPED SEPTIC - 111 UPPER BLUFFS DR 1/18	17.95
				PUMPED SEPTIC - 121 BLUFFS DR 1/23/18	20.19
				PUMPED SEPTIC - 101 BLUFFS DR 1/23/18	20.19
				PUMPED SEPTIC - 70 BLUFFS DR 1/23/18	25.58
				PUMPED 1000 GAL AT 24 BLUFF LN 10/04/17	17.95
				PUMPED 1000 GAL AT 25 BLUFF LN 10/04/17	17.95
				PUMPED 1000 GAL AT 53 BLUFF LN 10/04/17	17.95
				PUMPED 1000 GAL AT 63 BLUFF LN 10/04/17	17.95

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount	
				PUMPED SEPTIC - 20 U BLUFFS DR 11/07/17	17.95	
				PUMPED SEPTIC - 21 KENNEDY RD 11/07/17	17.95	
				PUMPED 7000 GAL AT BECKETT PT 12/07/17	125.65	
				PUMPED 7000 GAL AT BECKETT PT 12/27/17	143.60	
				PUMPED SEPTIC - 141 VILLAGE DR 2/13/18	53.85	
				PUMPED SEPTIC - OCEAN GRAVE ASSOC 3/09/1	53.85	
				PUMPED SEPTIC - 90 FAITH WAY 5/22/18	57.44	
				PUMPED AT 21 KENNEDY RD 5/23/17	23.48	
				PUMPED AT 50 BLUFFS PORTTOWNSEND 5/23/17	22.01	
				PUMPED AT 80 BLUFFS PORTTOWNSEND 5/23/17	34.24	
				PUMPED SEPTIC - 90 FAITH WAY 5/29/18	44.88	
				PUMPED SEPTIC - 21 KENNEDY RD 5/08/18	17.95	
				PUMPED SEPTIC - 90 FAITH WAY 5/08/18	39.49	
				PUMPED SEPTIC - 30 BLUFFS DR 5/08/18	17.95	
				PUMPED SEPTIC - 10 BLUFFS DR 5/08/18	17.95	
				PUMPED AT 76 VILLAGE DR P.T. 6/14/17	48.91	
				1000 GAL HOLD TANK-21 KENNEDY RD	19.57	
				1000 GAL SEPTIC- 121 UPPER WBLUFFS DR	19.57	
				1000 GAL SEPTIC - 130 UPPER WBLUFFS DR	19.57	
				PUMPED 1000 GAL-40 UPPER WBLUFFS DR	19.57	
<b>Total for Check/Tran - 117848:</b>					999.86	
117849	08/09/2018	CHK	10551	DAY WIRELESS SYSTEMS	AUG 2018 MOBILE RADIOS	897.95
117850	08/09/2018	CHK	10689	DEPARTMENT OF COMMUNITY DEVEL	ZONING PRE-APPLICATION PERMIT	338.00
117851	08/09/2018	CHK	10068	DISCOVERY BAY GROUP, LLC	CONSULTING SERVICE JUL 2018	4,000.00
117852	08/09/2018	CHK	9999	DAVID EEKHOFF	ENERGY CONSERVATION REBATE	500.00
117853	08/09/2018	CHK	10078	ESCI	LEADERSHIP&SAFETY TRAINING 6/26-6/27/18	3,840.00
					LEADERSHIP&SAFETY TRAINING 6/26-6/27/18	960.00
					ESCI SAFTEY TRAINING - AUG 2018	1,746.00
<b>Total for Check/Tran - 117853:</b>					6,546.00	

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117854 08/09/2018	CHK	10084	EXPRESS SERVICES, INC	PAINTING FIRE HYRDANTS - STROTHER.S 7/15	861.59
117855 08/09/2018	CHK	9999	J E FARR	ENERGY CONSERVATION REBATE ENERGY CONSERVATION REBATE	50.00 50.00
<b>Total for Check/Tran - 117855:</b>					100.00
117856 08/09/2018	CHK	10091	G&W ELECTRIC COMPANY	THREE PHASE RECLOSER ALLEY ARM BRACKET	970.10
117857 08/09/2018	CHK	9999	GARY A. & JUDITH C. RANSON	ENERGY CONSERVATION REBATE	618.00
117858 08/09/2018	CHK	9999	JANICE J GRUBER	ENERGY CONSERVATION REBATE	800.00
117859 08/09/2018	CHK	9998	JAYN M HANSON	Credit Balance Refund	227.96
117860 08/09/2018	CHK	9998	STACY HARRELL	Credit Balance Refund	163.67
117861 08/09/2018	CHK	10110	HENERY HARDWARE	SUBSTATION - DENAT ALC, BALL VALVE, BRAS ANNEX - 4LB SNAKE REPELLANT ANNEX - 4LB SNAKE REPELLANT	27.61 18.43 1.18
<b>Total for Check/Tran - 117861:</b>					47.22
117862 08/09/2018	CHK	10683	HERITAGE MANUFACTURING, INC	ENCLOSURE-IRONDALE SUB 72 X 18 X 8 GRAY SS-FM-SD ENCLOSURUE	2,153.51 -177.81
<b>Total for Check/Tran - 117862:</b>					1,975.70
117863 08/09/2018	CHK	10113	HRA VEBA TRUST CONTRIBUTIONS	VEBA BENEFIT JUN 2018 VEBA DEDUCTION JUN 2018	1,225.00 400.00
<b>Total for Check/Tran - 117863:</b>					1,625.00
117864 08/09/2018	CHK	10114	IBEW LOCAL UNION NO 77	UNION DUES IBEW - JUL 2018	1,945.78
117865 08/09/2018	CHK	10366	ICPE	IRON DALE SUBSTATION ENGINEERING-MAY&JUN GENERAL SVC - ENGINEERING MAY18-JUN18	12,360.00 180.00
<b>Total for Check/Tran - 117865:</b>					12,540.00
117866 08/09/2018	CHK	10281	JEFFCO EFTPS	941 PAYROLL TAX FOR PR 8/10/18 MEDICARE 941 PAYROLL TAX FOR PR 8/10/18 FICA 941 PAYROLL TAX FOR PR 8/10/18 FEDERAL	4,889.38 20,906.36 17,425.53
<b>Total for Check/Tran - 117866:</b>					43,221.27

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117867 08/09/2018	CHK	10532	JEFFERSON COUNTY PUD PAYROLL AC	PAYROLL DEPOSIT FOR 8/08/2018 CHECKS PAYROLL DEPOSIT FOR 8/08/2018 DIR DEP	10,451.58 101,057.15
<b>Total for Check/Tran - 117867:</b>					111,508.73
117868 08/09/2018	CHK	10650	JEFFERSON TITLE COMPANY	COMNTY SOLAR - ADJACENT PROP OWNER SEARC	218.00
117869 08/09/2018	CHK	10129	JIFFY LUBE	OIL CHANGE FOR VEH# 210	86.60
117870 08/09/2018	CHK	9999	ALAN JOHANSON	ENERGY CONSERVATION REBATE ENERGY CONSERVATION REBATE	50.00 30.00
<b>Total for Check/Tran - 117870:</b>					80.00
117871 08/09/2018	CHK	10286	L & J ENTERPRISES	EXCAVATING - 13794 AIRPORT CUTOFF 7/30 EXCVT WATERLINE HOOKUP 4838 CAPE GEORGE	1,607.75 872.00
<b>Total for Check/Tran - 117871:</b>					2,479.75
117872 08/09/2018	CHK	10687	LARSON CHRYSLER JEEP DODGE RAM	TRANSMISSION REPAIRS VEH# 103	7,277.86
117873 08/09/2018	CHK	9999	NICOLE LI	ENERGY CONSERVATION REBATE	594.78
117874 08/09/2018	CHK	10153	MURREY'S DISPOSAL CO., INC.	DISPOSAL 230 CHIMACUM JUL-18 DISPOSAL 230 CHIMACUM JUL-18 DISPOSAL 4CRNR 2YD CONT 1XWK JUL-18 DISPOSAL 4CRNR 2YD CONT 1XWK JUL-18 DISPOSAL 4CRNR 2YD CONT 1XWK JUL-18 DISPOSAL 4CRNR 2YD CONT 1XWK JUL-18 DISPOSAL 4CRNR 2YD CONT 1XWK JUL-18 DISPOSAL 4CRNR 20YD ROLL OFF RNTL JUL-18 DISPOSAL 4CRNR 20YD ROLL OFF RNTL JUL-18 DISPOSAL 4CRNR 20YD ROLL OFF RNTL JUL-18 DISPOSAL 4CRNR 20YD ROLL OFF RNTL JUL-18 DISPOSAL 211 CHIMACUM JUL-18 DISPOSAL 211 CHIMACUM JUL-18 DISPOSAL 211 CHIMACUM JUL-18 DISPOSAL 211 CHIMACUM JUL-18	64.48 7.17 100.01 50.01 42.00 8.00 287.18 143.59 120.61 22.97 28.84 16.36 1.84 4.09
<b>Total for Check/Tran - 117874:</b>					897.15



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117875 08/09/2018	CHK	10418	N&L LINE EQUIPMENT	RUBBER GLOVES-CLASS 0 (REPLACEMENT)	195.29
				QTR BLANKET&GLOVE TEST&H SHRINK 7/12	614.11
				HOTSTICKS TESTING DELIVERED 07/26/18	218.52
				<b>Total for Check/Tran - 117875:</b>	<u>1,027.92</u>
117876 08/09/2018	CHK	10164	NW LABORERS 252 (DUES)	UNION DUES LABORERS - JUL 2018	624.00
117877 08/09/2018	CHK	10165	NW LABORERS-EMPLOYERS TRUST FU	MEDICAL PREMIUM EXEMPT SEP 2018	13,725.00
				MEDICAL PREMIUM LABORERS SEP 2018	12,880.00
				<b>Total for Check/Tran - 117877:</b>	<u>26,605.00</u>
117878 08/09/2018	CHK	9998	ONA M ODEN	Credit Balance Refund	116.75
117879 08/09/2018	CHK	10169	OLYCAP	PWRBST/OLYCAP JUL 2018	1,207.10
117880 08/09/2018	CHK	10377	JAMES G PARKER	MEDICAL SEP 2018 - JIM PARKER	712.80
				MEDICAL SEP 2018 - JIM PARKER	178.20
				<b>Total for Check/Tran - 117880:</b>	<u>891.00</u>
117881 08/09/2018	CHK	10181	PENINSULA PEST CONTROL	PEST SVC QRTLY-RANGER STATION Q3-2018	59.95
				PEST SVC QRTLY-LAZY C PUMP HOUSE Q3-2018	54.50
				PEST SVC QRTLY-WILLIAMS COURT Q3-2018	54.50
				PEST SVC QRTLY-TRITON COVE Q3-2018	54.50
				<b>Total for Check/Tran - 117881:</b>	<u>223.45</u>
117882 08/09/2018	CHK	10203	PURMS JOINT SELF INSURANCE FUND	HEALTH & WELFARE JUL 2018	43,774.49
117883 08/09/2018	CHK	9999	QUALITY FOOD CENTERS	ENERGY CONSERVATION REBATE-COMMLIGHTING	11,115.00
117884 08/09/2018	CHK	10540	JEFF RANDALL	WPUDA MTGS 3/22/18-7/20/18 TRAVEL EXPS	170.50
				WPUDA MTGS 3/22/18-7/20/18 TRAVEL EXPS	42.63
				<b>Total for Check/Tran - 117884:</b>	<u>213.13</u>
117885 08/09/2018	CHK	10471	RICOH USA , INC.- DALLAS	ANNEX-COPIER RENT 7/19-8/18/18	57.40
				ANNEX-COPIER RENT 7/19-8/18/18	32.56
				ANNEX-COPIER RENT 7/19-8/18/18	3.66
				ANNEX-COPIER RENT 7/19-8/18/18	8.14

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				4CORNERS (MODULAR) RENT 7/18-8/17/18	69.66
				4CORNERS (MODULAR) RENT 7/18-8/17/18	17.42
				4CORNERS (MODULAR) RENT 8/18-9/17/18	69.66
				4CORNERS (MODULAR) RENT 8/18-9/17/18	17.42
				ANNEX-COPIER RENT 8/19-9/18/18	57.40
				ANNEX-COPIER RENT 8/19-9/18/18	32.56
				ANNEX-COPIER RENT 8/19-9/18/18	3.66
				ANNEX-COPIER RENT 8/19-9/18/18	8.14
<b>Total for Check/Tran - 117885:</b>					377.68
117886	08/09/2018	CHK 10210	RICOH USA, INC	PRINTING IMAGES 230 CHIMACUM RD JUL-18	395.61
				PRINTING IMAGES 230 CHIMACUM RD JUL-18	98.90
				PRINTING IMAGES 4 CRNRS JUL-18	317.40
				PRINTING IMAGES 4 CRNRS JUL-18	79.35
				PRINTING IMAGES ANNEX JUL-18	61.05
				PRINTING IMAGES ANNEX JUL-18	34.64
				PRINTING IMAGES ANNEX JUL-18	3.90
				PRINTING IMAGES ANNEX JUL-18	8.66
				PRINTING IMAGES 4CRNRS(MODULAR) JUL-18	27.16
				PRINTING IMAGES 4CRNRS(MODULAR) JUL-18	6.79
<b>Total for Check/Tran - 117886:</b>					1,033.46
117887	08/09/2018	CHK 9999	J.D. ROBINSON	ENERGY CONSERVATION REBATE	50.00
117888	08/09/2018	CHK 9999	RACHEL ROGGE	ENERGY CONSERVATION REBATE	50.00
				ENERGY CONSERVATION REBATE	50.00
<b>Total for Check/Tran - 117888:</b>					100.00
117889	08/09/2018	CHK 10556	S&A WELDING	TRK# 101 - INSTALL WELD ON D RINGS	132.09
117890	08/09/2018	CHK 9999	CHRISTINE I SCHMIDT	ENERGY CONSERVATION REBATE	50.00
117891	08/09/2018	CHK 9999	DOUGLAS E SCHWARTZ	ENERGY CONSERVATION REBATE	500.00
117892	08/09/2018	CHK 10658	SHELTER WORKS	CONTROL BUILDING-IRONDALE SUB	29,495.40

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				CONTROL BUILDING-IRONDALE SUB	-2,435.40
				<b>Total for Check/Tran - 117892:</b>	27,060.00
117893 08/09/2018	CHK	10219	SHOLD EXCAVATING INC	EXCAVATOR;L&M - EMGR 131 S BAY W 6/07/18	768.45
				PICK UP/DISPOSAL YARD MATRL 6/19	2,049.20
				<b>Total for Check/Tran - 117893:</b>	2,817.65
117894 08/09/2018	CHK	10542	SHORT STOP TRUCK REPAIR LLC	EXHAUST INSPECTION# 102	266.83
117895 08/09/2018	CHK	10331	ST VINCENT DE PAUL	PWRBST/ST VINCENT DE PAUL JUL 2018	1,207.11
117896 08/09/2018	CHK	9999	JOHN SWEET	ENERGY CONSERVATION REBATE-AS HP-C#45724	700.00
117897 08/09/2018	CHK	10252	ULINE	EMPLOYEE PARKING SIGNS-ANNEX	875.33
				EMPLOYEE PARKING SIGNS-ANNEX	218.83
				SALINE SOLUTION REFILLS & MOUNT-SUBS	95.18
				SALINE SOLUTION REFILLS & MOUNT-SUBSONS	152.27
				<b>Total for Check/Tran - 117897:</b>	1,341.61
117898 08/09/2018	CHK	10615	US BANK	NW COMMNCTN&ENGINV CONF 9/16/18 TRVL EXP	121.92
				NW COMMNCTN&ENGINV CONF 9/16/18 TRVL EXP	140.62
				COUNTY FAIR - DRINKING WATER PUMPS - EDU	87.65
				COUNTY FAIR - WATER BOTTLE CAPS - EDUC	30.49
				COUNTY FAIR - WATER BOTTLES - EDUCATIONA	318.64
				NW COMMNCTN&ENGINV CONF 9/16/18 TRVL EXP	30.48
				NW COMMNCTN&ENGINV CONF 9/16/18 TRVL EXP	35.15
				<b>Total for Check/Tran - 117898:</b>	764.95
117899 08/09/2018	CHK	10679	VALVELITE INCORPORATED	AVID 4WAY SOLNOID VALVE	679.44
117900 08/09/2018	CHK	10260	WA STATE DEFERRED COMPENSATION	PL DEFERRED COMP EE 8/10/18	8,479.89
				PL DEFERRED COMP ER 8/10/18	3,320.55
				<b>Total for Check/Tran - 117900:</b>	11,800.44
117901 08/09/2018	CHK	10265	WA STATE DEPT OF RETIREMENT SYST	EMPLOYER CONTRIBUTION 1/2013-3/2017	15,325.25
				EMPLOYER CONTRIBUTION 1/2013-3/2017	1,351.56
				EMPLOYER CONTRIBUTION 1/2013-3/2017	97.24

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				EMPLOYER CONTRIBUTION 1/2013-3/2017	24.31VOID	
				RETIREMENT/REPORT #8828 JUL 2018	69,338.29VOID	
<b>Total for Check/Tran - 117901:</b>					86,136.65VOID	
117902	08/09/2018	CHK	10267	WA STATE SUPPORT REGISTRY	PL CHILD SUPPORT EE 8/10/18	977.00
117903	08/09/2018	CHK	10496	WELLS FARGO VENDOR FIN SERV	COPIER RENTAL 4 CRNRS 6/26-7/25/18	68.87
				COPIER RENTAL 4 CRNRS 6/26-7/25/18	109.67	
				COPIER RENTAL 4 CRNRS 6/26-7/25/18	43.36	
				COPIER RENTAL 4 CRNRS 6/26-7/25/18	33.16	
				COPIER RENTAL 4 CRNRS 6/26-7/25/18	15.87	
				COPIER RENTAL 4 CRNRS 6/26-7/25/18	12.47	
				COPIER RENTAL 230 CHIMACUM JUN-18	314.79	
				COPIER RENTAL 230 CHIMACUM JUN-18	78.70	
				COPIER RENTAL 4 CRNRS 7/26-8/25/18	68.87	
				COPIER RENTAL 4 CRNRS 7/26-8/25/18	109.67	
				COPIER RENTAL 4 CRNRS 7/26-8/25/18	43.36	
				COPIER RENTAL 4 CRNRS 7/26-8/25/18	33.16	
				COPIER RENTAL 4 CRNRS 7/26-8/25/18	15.87	
				COPIER RENTAL 4 CRNRS 7/26-8/25/18	12.47	
				COPIER RENTAL 230 CHIMACUM JUL-18	314.79	
				COPIER RENTAL 230 CHIMACUM JUL-18	78.70	
				COPIER RENTAL 230 CHIMACUM AUG-18	314.79	
				COPIER RENTAL 230 CHIMACUM AUG-18	78.70	
<b>Total for Check/Tran - 117903:</b>					1,747.27	
117904	08/09/2018	CHK	10653	WILDFLOWER	FOUR CORNERS: LANDSCAPING JUN 2018	261.60
					FOUR CORNERS: LANDSCAPING JUN 2018	65.40
					PORT HADLOCK: LANDSCAPING JUN 2018	261.60
					PORT HADLOCK: LANDSCAPING JUN 2018	65.40
					FOUR CORNERS: LANDSCAPING JUL 2018	261.60
					FOUR CORNERS: LANDSCAPING JUL 2018	65.40
					PORT HADLOCK: LANDSCAPING JUL 2018	261.60

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				PORT HADLOCK: LANDSCAPING JUL 2018	65.40
				<b>Total for Check/Tran - 117904:</b>	1,308.00
117905 08/09/2018	CHK	9999	LINDA ZENNER	ENERGY CONSERVATION REBATE	50.00
				ENERGY CONSERVATION REBATE	50.00
				<b>Total for Check/Tran - 117905:</b>	100.00
117906 08/09/2018	CHK	10265	WA STATE DEPT OF RETIREMENT SYST	EMPLOYER CONTRIBUTION 1/2013-3/2017	15,325.25
				EMPLOYER CONTRIBUTION 1/2013-3/2017	1,351.56
				EMPLOYER CONTRIBUTION 1/2013-3/2017	97.24
				EMPLOYER CONTRIBUTION 1/2013-3/2017	24.31
				<b>Total for Check/Tran - 117906:</b>	16,798.36
117907 08/09/2018	CHK	10265	WA STATE DEPT OF RETIREMENT SYST	RETIREMENT/REPORT #8828 JUL 2018	69,338.29
117908 08/17/2018	CHK	10001	A T AUTO REPAIR	TRUCK #205 - TUNE UP & PARTS	292.62
117909 08/17/2018	CHK	9999	AIRFLO HEATING COMPANY	ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	700.00
				ENERGY CONSERVATION REBATE	500.00
				<b>Total for Check/Tran - 117909:</b>	2,000.00
117910 08/17/2018	CHK	9999	ALL WEATHER HEATING & COOLING, I	ENERGY CONSERVATION REBATE	800.00
117911 08/17/2018	CHK	10012	ALTEC INDUSTRIES, INC	SLINGS	41.42
				SLINGS	41.42
				REPLACEMENT SLACK BLOCKS	101.37
				<b>Total for Check/Tran - 117911:</b>	184.21
117912 08/17/2018	CHK	10481	AMAZON	LABEL CARTRIDGES, 5-PACK	24.04
				LABEL CARTRIDGES, 5-PACK	6.02
				M6 CAGE NUTS, SCREWS & WASHERS -50PK	92.44
				M6 CAGE NUTS, SCREWS & WASHERS -50PK	23.11
				CAT6 PATCH CABLE 4 FOOT QTY10	49.27
				CAT6 PATCH CABLE 4 FOOT QTY10	12.32
				10GIG SFP DIRECT ATTACH NETWORKCABLE	49.68

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				CABLE TOOL KIT	15.68
				RJ12 PHONE LINE CONNECTOR, 50 PCS	3.61
				RJ45 NETWORK CABLE CONNECTOR, 100 PCS	7.48
				SPIRAL CABLE WRAP, 10 METERS	19.41
				10GIG SFP DIRECT ATTACH NETWORKCABLE	12.43
				CABLE TOOL KIT	3.92
				RJ12 PHONE LINE CONNECTOR, 50 PCS	0.90
				RJ45 NETWORK CABLE CONNECTOR, 100 PCS	1.86
				SPIRAL CABLE WRAP, 10 METERS	4.85
				CAT6 PATCH CABLE 4 FT	49.27
				CAT6 PATCH CABLE 4 FT	12.32
				PHONE CASE	32.70
				DRILL BIT SET	10.35
				DRILL BIT SET	10.33
				TOOLS FOR SERVER ROOM TOOL KIT	21.75
				TOOLS FOR SERVER ROOM TOOL KIT	5.43
				10' HOOK UP WHITE HOSE	11.13
				FIRE HOSE NOXXLE WITH ON/OFF	5.68
				RUST FREE HOSE HOOK-BLUE	9.42
				WALL MOUNTED WIRE RACK	16.26
				WALL WATERPROOF PROTECTOR	19.52
				PRY BAR	94.64
				SECURITY CAMERA	217.99
				100% electric	31.57
				INFRARED NIGHTTIME RANGE EXTENDER	78.93
				CISCO MATERIALS	344.86
				CISCO MATERIALS	86.24
				INSTALLERPARTS (10 PK)	18.28
				INSTALLERPARTS (10 PK)	4.58
				CSR split	189.52
				CSR split	21.05

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				BINOCULARS	217.99
				MANHOLE COVER HOOK	19.18
<b>Total for Check/Tran - 117912:</b>					1,856.01
117913 08/17/2018	CHK	10016	ASPLUNDH TREE EXPERT CO	TREE TRIMMING W/E 7/14/18	1,482.00
				TREE TRIMMING W/E 7/21/18	1,482.00
<b>Total for Check/Tran - 117913:</b>					2,964.00
117914 08/17/2018	CHK	10018	ASSOCIATED PETROLEUM PRODUCTS I	55 GAL DRUM-DEF FLUIDQTY2& DRUM DEPOSIT	508.94
				CUST#01-7500239 DIESEL & GASOLINE	16,629.06
<b>Total for Check/Tran - 117914:</b>					17,138.00
117915 08/17/2018	CHK	10601	BECKWITH & KUFFEL, INC	SPARLING - INSPECT AIR BLOWER SUTORBILT	946.94
117916 08/17/2018	CHK	9999	JOHN BEGLEY	ENERGY CONSERVATION REBATE	700.00
117917 08/17/2018	CHK	9999	BEN'S HEATING SERVICE	ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	1,000.00
				ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	1,000.00
<b>Total for Check/Tran - 117917:</b>					5,200.00
117918 08/17/2018	CHK	10692	BIERER & ASSOCIATES	BIERER SVC TESTER METER ST800	-235.71
				BIERER SVC TESTER METER ST800	2,854.71
<b>Total for Check/Tran - 117918:</b>					2,619.00
117919 08/17/2018	CHK	9999	BILL MAIR HEATING & AIR, INC	ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	800.00
<b>Total for Check/Tran - 117919:</b>					1,600.00
117920 08/17/2018	CHK	10339	BORDER STATES ELECTRIC	DISCONNECT SWITCH-VERTICAL BRANCH FEEDER	2,649.81
117921 08/17/2018	CHK	10038	CASCADE COLUMBIA DISTRIBUTION C	RETURN OF DRUMS QTY16	-446.07
				CAUSTIC SODA 50%	843.02
<b>Total for Check/Tran - 117921:</b>					396.95

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117922 08/17/2018	CHK	10041	CDW GOVERNMENT	AUTOCAD LT 1YR LIC THRU 7/22/19	402.01
117923 08/17/2018	CHK	10042	CELLNET TECHNOLOGY INC	METER READS - JUL 2018	26,809.46
117924 08/17/2018	CHK	10043	CENTRAL WELDING SUPPLY	255CF NITROGEN	29.84
117925 08/17/2018	CHK	10044	CENTURY LINK QCC-P	PHONE SVC - JUL 2018	31.41
				PHONE SVC - JUL 2018	13.66
				PHONE SVC - JUL 2018	36.88
				PHONE SVC - JUL 2018	54.63
				PHONE SVC - JUL 2018	6.07
				PHONE SVC - JUL 2018	9.11
				<b>Total for Check/Tran - 117925:</b>	151.76
117926 08/17/2018	CHK	10045	CENTURY LINK-S	INTERNET SVC 7/22-8/21/18	67.65
				INTERNET SVC 7/22-8/21/18	16.91
				CIRCUIT INFO 7/23-8/22/18	89.26
				CIRCUIT INFO 7/23-8/22/18	38.81
				CIRCUIT INFO 7/23-8/22/18	104.78
				CIRCUIT INFO 7/23-8/22/18	155.24
				CIRCUIT INFO 7/23-8/22/18	17.25
				CIRCUIT INFO 7/23-8/22/18	25.87
				CIRCUIT INFO 7/23-8/22/18	31.14
				CIRCUIT INFO 7/23-8/22/18	7.79
				INTERNET SVC 7/28-8/27/18	18.53
				INTERNET SVC 7/28-8/27/18	8.06
				INTERNET SVC 7/28-8/27/18	21.75
				INTERNET SVC 7/28-8/27/18	32.22
				INTERNET SVC 7/28-8/27/18	3.58
				INTERNET SVC 7/28-8/27/18	5.37
				CHOICE BUSINESS 8/04-9/03	100.20
				CHOICE BUSINESS 8/04-9/03	25.05
				FIRE ALARMS 4 CRNRS CHOICE BUS 8/05-9/04	30.73



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				FIRE ALARMS 4 CRNRS CHOICE BUS 8/05-9/04	13.35
				FIRE ALARMS 4 CRNRS CHOICE BUS 8/05-9/04	36.07
				FIRE ALARMS 4 CRNRS CHOICE BUS 8/05-9/04	53.44
				CHOICE BUSINESS&INTERNET SVC 8/05-9/04	53.93
				CHOICE BUSINESS&INTERNET SVC 8/05-9/04	23.45
				CHOICE BUSINESS&INTERNET SVC 8/05-9/04	63.31
				CHOICE BUSINESS&INTERNET SVC 8/05-9/04	93.80
				CHOICE BUSINESS&INTERNET SVC 8/05-9/04	10.42
				CHOICE BUSINESS&INTERNET SVC 8/05-9/04	15.62
				BUSINESS LINE 8/05-9/04	40.31
				BUSINESS LINE 8/05-9/04	10.08
				DIRECT INWARD DIALING 8/05-9/04	25.38
				DIRECT INWARD DIALING 8/05-9/04	11.04
				DIRECT INWARD DIALING 8/05-9/04	29.80
				DIRECT INWARD DIALING 8/05-9/04	44.14
				DIRECT INWARD DIALING 8/05-9/04	4.90
				DIRECT INWARD DIALING 8/05-9/04	7.36
				DIRECT INWARD DIALING 8/05-9/04	28.42
				DIRECT INWARD DIALING 8/05-9/04	12.36
				DIRECT INWARD DIALING 8/05-9/04	33.36
				DIRECT INWARD DIALING 8/05-9/04	49.42
				DIRECT INWARD DIALING 8/05-9/04	5.49
				DIRECT INWARD DIALING 8/05-9/04	8.24
<b>Total for Check/Tran - 117926:</b>					1,473.88
117927	08/17/2018	CHK	10046	CENTURYLINK	
				LOW SPD DATA & 2WIRE AUG-18	185.62
				LOW SPD DATA & 2WIRE AUG-18	46.41
				LOW SPD DATA & 2WIRE AUG-18	31.14
				LOW SPD DATA & 2WIRE AUG-18	7.79
<b>Total for Check/Tran - 117927:</b>					270.96
117928	08/17/2018	CHK	10346	CLALLAM COUNTY PUD	
				BACKUP POWER SUPPLY 7/25-7/26/18	508.85

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117929 08/17/2018	CHK	10678	CLALLAM DRUG & ALCOHOL TESTING	RANDOM DRUG & ALCOHOL TESTING	50.00
117930 08/17/2018	CHK	10057	CORRECT EQUIPMENT	SERVICE CALL - PUMP REPAIR SCADA SYSTEM FOR COYLE WATER SYSTEM SCADA SYSTEM FOR COYLE WATER SYSTEM-TAX	514.24 VOID 6,392.00 VOID 575.28 VOID
<b>Total for Check/Tran - 117930:</b>					7,481.52 VOID
117931 08/17/2018	CHK	10069	DM DISPOSAL CO INC	ACCT# 2112-176438 - 4CRNRS JUL-18 ACCT# 2112-176438 - 4CRNRS JUL-18	38.37 38.37
<b>Total for Check/Tran - 117931:</b>					76.74
117932 08/17/2018	CHK	10404	FARWEST LINE SPECIALTIES LLC	KLEIN WIDE OPENED WALL BUCKET W SNAP&BAG CANVAS BUCKET-TOOL BAG KLEIN WIDE OPENED WALL BUCKET W SNAP	-14.63 71.37 105.78
<b>Total for Check/Tran - 117932:</b>					162.52
117933 08/17/2018	CHK	10085	FASTENAL	SMART STRAW LUBE, NUTS & WASHERS EYEWEAR QTY12 MARKING CHALK RED	168.75 32.89 42.65
<b>Total for Check/Tran - 117933:</b>					244.29
117934 08/17/2018	CHK	10090	FREDERICKSON ELECTRIC, INC	POWER/LIGHTS IN CONNEX G WIRING-FOUR CORNERS WIRING-FOUR CORNERS INSTALL TREE WELL CONDUIT 6/18 INSTALL WATER ST IRRIGATION CONTROL 7/23	4,309.86 904.14 185.18 480.69 3,882.39
<b>Total for Check/Tran - 117934:</b>					9,762.26
117935 08/17/2018	CHK	10091	G&W ELECTRIC COMPANY	THREE PHASE RECLOSER 800 AMP-POLE MOUNT THREE PHASE RECLOSER 800 AMP-POLE MOUNT	18,326.17 18,326.17
<b>Total for Check/Tran - 117935:</b>					36,652.34
117936 08/17/2018	CHK	10094	GENERAL PACIFIC, INC	STANDOFF BRACKET 15" POLYMER HORIZONTAL POST INSULATOR 115KV METER 2S-CL200 PRG	317.19 8,946.72 10,359.36

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				METER SOCKET COVERS	113.36
<b>Total for Check/Tran - 117936:</b>					19,736.63
117937 08/17/2018	CHK	10098	GRAINGER	SALISBURY GLOVE DUST	132.21
				DRAWER BIN CABINET	61.93
<b>Total for Check/Tran - 117937:</b>					194.14
117938 08/17/2018	CHK	10103	H D FOWLER	MISC WATER MATERIALS	4,532.66
				3/4" THREAD ST FORD CHECK VALVE	196.99
<b>Total for Check/Tran - 117938:</b>					4,729.65
117939 08/17/2018	CHK	9998	GATLIN HANNA	Credit Balance Refund	92.94
117940 08/17/2018	CHK	10110	HENERY HARDWARE	TREATMENT PLANT - FASTENERS & ENTRANCE E	64.54
				COYLE SCADA - PVC ELBOW, CLAMP, NUTS & E	54.86
<b>Total for Check/Tran - 117940:</b>					119.40
117941 08/17/2018	CHK	9999	JOHN HEWITT	ENERGY CONSERVATION REBATE	400.00
117942 08/17/2018	CHK	10518	J HARLEN COMPANY	PENTA WRENCH & TOOL BUCKET	-13.17
				PENTA WRENCH	75.28
				TOOL BUCKET	84.21
<b>Total for Check/Tran - 117942:</b>					146.32
117943 08/17/2018	CHK	10118	JCI JONES CHEMICALS, INC.	HYPOCHLORITE SOLUTION, SS150 BULK	1,974.60
				HYPOCHLORITE SOLUTION, SS150 BULK	1,214.38
<b>Total for Check/Tran - 117943:</b>					3,188.98
117944 08/17/2018	CHK	10128	JEFFERSON COUNTY TREASURER	B&O TAX JUL 2018	97,235.17
117945 08/17/2018	CHK	9998	PRISCILLA JENSEN	Credit Balance Refund	89.59
117946 08/17/2018	CHK	10315	KT CONTRACTING COMPANY INC	FLAGGING HRS - JEFFERSON ST 7/13/18	464.00
				FLAGGING HRS - MARROWSTONE 7/12/18	696.00
				FLAGGING HRS - LINGER LONGER 7/13/18	290.00
				FLAGGING HRS - PARADISE BAY RD 7/24/18	464.00
<b>Total for Check/Tran - 117946:</b>					1,914.00

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117947 08/17/2018	CHK	10286	L & J ENTERPRISES	EXCAVATING - 171 SPRUCE DR CAPE G 7/25	2,765.88
117948 08/17/2018	CHK	10134	LE MAY MOBILE SHREDDING	SHRED 230 CHIMACUM JUL-18	9.18
				SHRED 230 CHIMACUM JUL-18	21.42
				SHRED 230 CHIMACUM JUL-18	1.02
				SHRED 230 CHIMACUM JUL-18	2.38
				SHRED 4CRNR JUL-18	23.55
				SHRED 4CRNR JUL-18	37.49
				SHRED 4CRNR JUL-18	14.83
				SHRED 4CRNR JUL-18	11.34
				SHRED 4CRNR JUL-18	5.43
				SHRED 4CRNR JUL-18	4.26
<b>Total for Check/Tran - 117948:</b>					130.90
117949 08/17/2018	CHK	9998	M&M MORTGAGE SERVICES INC	Credit Balance Refund	132.67
117950 08/17/2018	CHK	9998	ROXANNE MARTIN	Credit Balance Refund	63.51
117951 08/17/2018	CHK	10230	MEDIBAG COMPANY	PHARMACY RX BAGS ADVERTISEMENT	900.00
117952 08/17/2018	CHK	9999	DARVIN MULKEY	ENERGY CONSERVATION REBATE	200.00
117953 08/17/2018	CHK	10328	NETWORK FLEET, INC	VEH GPS ELEC - JUL 2018	331.37
				VEH GPS WATER - JUL 2018	163.68
<b>Total for Check/Tran - 117953:</b>					495.05
117954 08/17/2018	CHK	10309	NISC	RECURRING INVOICE JUL 2018	1,081.06
				RECURRING INVOICE JUL 2018	1,657.83
				RECURRING INVOICE JUL 2018	488.31
				RECURRING INVOICE JUL 2018	488.31
				RECURRING INVOICE JUL 2018	8,752.53
				RECURRING INVOICE JUL 2018	565.39
				RECURRING INVOICE JUL 2018	53.34
				RECURRING INVOICE JUL 2018	1,604.31
				RECURRING INVOICE JUL 2018	173.33

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				RECURRING INVOICE JUL 2018	10.16
				AMS INVOICE JUL 2018	2,459.50
				AMS INVOICE JUL 2018	5,475.99
				AMS INVOICE JUL 2018	813.71
				AMS INVOICE JUL 2018	734.57
				AMS INVOICE JUL 2018	614.88
				AMS INVOICE JUL 2018	1,369.00
				AMS INVOICE JUL 2018	203.42
				AMS INVOICE JUL 2018	183.65
				MISC JUL 2018	236.24
				MISC JUL 2018	153.66
				MISC JUL 2018	59.06
				MISC JUL 2018	38.42
<b>Total for Check/Tran - 117954:</b>					27,216.67
117955	08/17/2018	CHK	10163	NOR'WEST CUSTODIAL SERVICES, INC. CUSTODIAL SVC - JUL 2018	717.50
				CUSTODIAL SVC - JUL 2018	504.00
				CUSTODIAL SVC - JUL 2018	126.00
<b>Total for Check/Tran - 117955:</b>					1,347.50
117956	08/17/2018	CHK	10307	NORTHWESTERN TERRITORIES INC ENGINEERING GEOLOGIST - WATER ST 7/02/18	460.00
117957	08/17/2018	CHK	10166	NWPPA SECRETS OF SOCIAL MEDIA CONF 9/19/18 FEE	140.00
				SECRETS OF SOCIAL MEDIA CONF 9/19/18 FEE	35.00
<b>Total for Check/Tran - 117957:</b>					175.00
117958	08/17/2018	CHK	9998	REED O'NEAL Credit Balance Refund	35.16
117959	08/17/2018	CHK	10290	OASIS WELL DRILLING, INC BYWATER - ALPINE CT NEW PUMP & MOTOR #2	17,663.45
117960	08/17/2018	CHK	10167	OFFICE DEPOT OFFICE SUPPLIES - ADMIN & OPERATIONS	35.89
				OFFICE SUPPLIES - ADMIN & OPERATIONS	49.39
				OFFICE SUPPLIES - ADMIN & OPERATIONS	90.37
				OFFICE SUPPLIES - ADMIN & OPERATIONS	8.97
				OFFICE SUPPLIES - ADMIN & OPERATIONS	10.04

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				OFFICE SUPPLIES - ANNEX	155.71
				OFFICE SUPPLIES - ANNEX	9.94
				OFFICE SUPPLIES - ANNEX	42.50
				OFFICE SUPPLIES - OPERATIONS	143.72
				OFFICE SUPPLIES - OPERATIONS	3.48
				<b>Total for Check/Tran - 117960:</b>	550.01
117961 08/17/2018	CHK	10169	OLYCAP	UNUSED SOLAR ENERGY CREDITS DONATION	533.97
				RATE REDCTN PRGM:LIHEAP JUL-18	450.00
				RATE REDCTN PRGM:NONLIHEAP JUL-18	210.00
				RATE REDCTN PRGM:NONLIHEAP JUL-18	15.00
				<b>Total for Check/Tran - 117961:</b>	1,208.97
117962 08/17/2018	CHK	10385	OLYMPIC BOAT TRANSPORT LLC	CRANE-LIFT 3PHASE TRANSFORMERS 6/14/18	-18.00
				CRANE-LIFT 3PHASE TRANSFORMERS 6/14/18	218.00
				CRANE TO MOVE CONNEX G INTO LOCATION	150.00
				<b>Total for Check/Tran - 117962:</b>	350.00
117963 08/17/2018	CHK	10170	OLYMPIC EQUIPMENT RENTALS	HEDGETRIMMER	338.92
117964 08/17/2018	CHK	10534	ONEPATH SYSTEMS, LLC	WEB HOSTING - SUPPORT AUG 2018	264.00
				WEB HOSTING - SUPPORT AUG 2018	66.00
				<b>Total for Check/Tran - 117964:</b>	330.00
117965 08/17/2018	CHK	10175	PACIFIC UNDERWRITERS CORP	LIFE - SEP 2018	99.55
				LTD - SEP 2018	1,219.33
				<b>Total for Check/Tran - 117965:</b>	1,318.88
117966 08/17/2018	CHK	9999	PENINSULA HEAT	ENERGY CONSERVATION REBATE-DL HP-C#28226	1,000.00
117967 08/17/2018	CHK	9999	PENINSULA HEAT	ENERGY CONSERVATION REBATE	1,000.00
				ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	800.00
				ENERGY CONSERVATION REBATE	1,000.00
				ENERGY CONSERVATION REBATE	800.00

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				ENERGY CONSERVATION REBATE	800.00
				<b>Total for Check/Tran - 117967:</b>	5,200.00
117968 08/17/2018	CHK	10549	PENINSULA LEGAL SECRETARIAL SER	TRANSCRIPTIION SVC 7/07-8/07/18	733.60
				TRANSCRIPTIION SVC 7/07-8/07/18	183.40
				<b>Total for Check/Tran - 117968:</b>	917.00
117969 08/17/2018	CHK	10183	PETRICK'S LOCKSMITHS	STANDARD CODE KEY LOCK QTY3	91.17
				STANDARD CODE KEY LOCK QTY3	22.79
				<b>Total for Check/Tran - 117969:</b>	113.96
117970 08/17/2018	CHK	10188	PLATT ELECTRIC SUPPLY	RETURN - 2",3" & 4" CONDUIT,SWEEP,COUPLE	-76.96
				CLAMP GROUND ROD-5/8"-1/0-#8	422.92
				UNISTRUT CLAMPS	129.45
				STREETLIGHT BULBS	86.46
				KLEIN HEAVY DUTY SCREWDRIVER# 600-6	6.50
				KLEIN HIGH LEVERAGE DIAGONAL CUT PLIERS	17.11
				KLEIN HEAVY DUTY SCREWDRIVER# 600-6	6.49
				KLEIN HIGH LEVERAGE DIAGONAL CUT PLIERS	17.11
				GREENLEE DTAP10-32 DRILL/TAP	9.29
				KLEIN 11" PHILLIPS SCREWDRIVER# 603-6	12.44
				KLEIN HEAVY DUTY SCREWDRIVER# 600-6	12.98
				KLEIN HIGH LEVERAGE DIAGONAL CUT PLIERS	17.11
				KLEIN 11" PHILLIPS SCREWDRIVER# 603-6	12.44
				KLEIN HEAVY DUTY SCREWDRIVER# 600-6	12.97
				KLEIN HIGH LEVERAGE DIAGONAL CUT PLIERS	17.11
				MILWAUKEE REMOTE CABLE CUTTER	3,654.70
				TOOLS	29.77
				TOOLS	29.75
				UNISTRUT	284.60
				<b>Total for Check/Tran - 117970:</b>	4,702.24
117971 08/17/2018	CHK	10193	PORT TOWNSEND LEADER	LEGAL: RFP FOR SALE OF SURPLUS	20.40

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				MAGAZINE 2016 IRE 1/4PG 7/04/18	142.40
				LEGAL: RFP FOR SALE OF SURPLUS	5.10
				MAGAZINE 2016 IRE 1/4PG 7/04/18	35.60
<b>Total for Check/Tran - 117971:</b>					203.50
117972 08/17/2018	CHK	9999	ANDREA PORTER	ENERGY CONSERVATION REBATE	200.00
117973 08/17/2018	CHK	9999	PAUL PORTTEUS	ENERGY CONSERVATION REBATE	200.00
117974 08/17/2018	CHK	10204	QUILCENE FAIR	SPONSORSHIP OF FAIR 16' BY 6 9/8/2018	32.00
				SPONSORSHIP OF FAIR 16' BY 6 9/8/2018	8.00
<b>Total for Check/Tran - 117974:</b>					40.00
117975 08/17/2018	CHK	10556	S&A WELDING	INSTALL TRAFFIC LIGHT BAR# 123	599.50
117976 08/17/2018	CHK	10216	SECURITY SERVICES NW, INC.	ANSWERING SVC - AUG 2018	1,945.98
				ANSWERING SVC - AUG 2018	1,945.98
				ANSWERING SVC - AUG 2018	972.99
<b>Total for Check/Tran - 117976:</b>					4,864.95
117977 08/17/2018	CHK	10219	SHOLD EXCAVATING INC	12TH ST TRNCHING/CONDUIT&VAULT INSTALL	60,970.00
				EXCAVATOR;L&M - JEFFERSON ST 7/13/18	970.10
				EXCAVATOR;L&M - 33 RAIN SHADOW 7/10/18	1,700.40
				CHIMACUM CREEK EST REBUILD 7/13/18	19,671.60
<b>Total for Check/Tran - 117977:</b>					83,312.10
117978 08/17/2018	CHK	10475	SMARSH INC	ARCHIVING - JUL 2018	472.20
				ARCHIVING - JUL 2018	118.05
<b>Total for Check/Tran - 117978:</b>					590.25
117979 08/17/2018	CHK	9999	LAURA SNODGRASS	ENERGY CONSERVATION REBATE	200.00
117980 08/17/2018	CHK	10226	SOS PRINTING	WINDOW ENVELOPES QTY2000	164.18
				WINDOW ENVELOPES QTY2000	41.05
<b>Total for Check/Tran - 117980:</b>					205.23
117981 08/17/2018	CHK	10564	SOUTHEASTERN SECURITY CONSULTA	BACKGROUND CHECK FOR JUL 2018	18.50



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117982 08/17/2018	CHK	9999	SHEILA SPEARS	ENERGY CONSERVATION REBATE	500.00
117983 08/17/2018	CHK	10249	SPECTRA LABORATORIES-KITSAP LLC	TESTING: SENIOR 7 PUMP CHAMBER	57.00
				TESTING: SENIOR 7 PUMP CHAMBER	32.00
				TESTING: SENIOR 7 PUMP CHAMBER	40.00
				TESTING: SENIOR 7 PUMP CHAMBER	22.50
				TESTING: SENIOR 7 PUMP CHAMBER	21.50
				TESTING: OCEAN GROVE DOSING TANK	57.00
				TESTING: OCEAN GROVE DOSING TANK	40.00
				TESTING: OCEAN GROVE DOSING TANK	22.50
				TESTING: OCEAN GROVE DOSING TANK	21.50
				TESTING: SNOW CREEK THM, HAA	175.00
				TESTING: SNOW CREEK THM, HAA	115.00
				<b>Total for Check/Tran - 117983:</b>	604.00
117984 08/17/2018	CHK	10331	ST VINCENT DE PAUL	UNUSED SOLAR ENERGY CREDITS DONATION	533.97
117985 08/17/2018	CHK	9999	DAVID STEELE	ENERGY CONSERVATION REBATE	700.00
117986 08/17/2018	CHK	10247	TOYOTA LIFT NORTHWEST	INSPECT FORKLIFT-RUNNING ROUGH 07/12/18	738.53
117987 08/17/2018	CHK	9998	JANIE TURNER	Credit Balance Refund	38.18
117988 08/17/2018	CHK	10620	UPS	FREIGHT - WA TECH TRK#0716	12.95
117989 08/17/2018	CHK	10256	UTILITIES UNDERGROUND LOCATION	LOCATES - JUL 2018	82.56
				LOCATES & MODEM TICKET DEL - JUL 2018	106.26
				<b>Total for Check/Tran - 117989:</b>	188.82
117990 08/17/2018	CHK	10691	UTILITY SAFETY DISPLAYS, LLC	POWERTOWN 8' KIT WITH LAKE DISPLAY	5,348.66
117991 08/17/2018	CHK	10269	WAVE BROADBAND	INTERNET SVC 8/12-9/11/18	66.40
117992 08/17/2018	CHK	10569	WAYNE D. ENTERPRISES, INC.	RETURN DENIM DUNGAREE-VANOTTEN	-63.00
				FR HYDROLITE RAINGEAR-LINEMAN	-893.00
				FR RAINGEAR	10,815.17
				RAINGEAR STRAP EXTENDERS	-13.87

08/28/2018 7:47:08 AM

# Accounts Payable Check Register

07/06/2018 To 08/27/2018

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				RAINGEAR STRAP EXTENDERS	167.99
				<b>Total for Check/Tran - 117992:</b>	10,013.29
117993 08/17/2018	CHK	10271	WESCO RECEIVABLES CORP	ANCHOR HELICAL 12" & STAPLES LARGE	572.29
				STAPLES-LARGE-2" X 5/8" X 3/16"	261.60
				WELD TERMINALS&ALUMINUM BUS (2)-3" TAPS	562.29
				<b>Total for Check/Tran - 117993:</b>	1,396.18
117994 08/17/2018	CHK	10274	WESTBAY AUTO PARTS, INC.	MEGUIARS QUIK DETAIL - ALL VEHS	15.67
				LAMP QTY4 - VEH#101	16.48
				<b>Total for Check/Tran - 117994:</b>	32.15
117995 08/17/2018	CHK	10653	WILDFLOWER	PORT HADLOCK: LANDSCAPING MAR 2018	248.52
				PORT HADLOCK: LANDSCAPING MAR 2018	62.13
				FOUR CORNERS: LANDSCAPING MAR 2018	248.52
				FOUR CORNERS: LANDSCAPING MAR 2018	62.13
				PORT HADLOCK: LANDSCAPING APR 2018	248.52
				PORT HADLOCK: LANDSCAPING APR 2018	62.13
				FOUR CORNERS: LANDSCAPING APR 2018	248.52
				FOUR CORNERS: LANDSCAPING APR 2018	62.13
				MOWING OF 5 SUBSTATIONS	3,831.35
				<b>Total for Check/Tran - 117995:</b>	5,073.95
117996 08/17/2018	CHK	10278	WPUDA	2018 WATER WORKSHOP	320.00
				2018 WATER WORKSHOP	80.00
				MONTHLY DUES - AUG 2018	4,185.60
				MONTHLY DUES - AUG 2018	1,046.40
				2018 SEPTEMBER ASSOCIATION MTG	40.00
				2018 SEPTEMBER ASSOCIATION MTG	10.00
				<b>Total for Check/Tran - 117996:</b>	5,682.00
117997 08/22/2018	CHK	10698	PHILIP IRVIN	2 WATER RIGHTS AT SNOW CREEK	7,600.00
117998 08/22/2018	CHK	10281	JEFFCO EFTPS	PAYROLL TAXES FOR 8.24.18 PAYROLL	4,684.16
				PAYROLL TAXES FOR 8.24.18 PAYROLL	20,028.50

08/28/2018 7:47:08 AM

# Accounts Payable Check Register

07/06/2018 To 08/27/2018

**Bank Account: 1 - 1ST SECURITY - AP**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				PAYROLL TAXES FOR 8.24.18 PAYROLL	16,425.04
<b>Total for Check/Tran - 117998:</b>					41,137.70
117999 08/22/2018	CHK	10532	JEFFERSON COUNTY PUD PAYROLL AC	8.24.18 PAYROLL DEPOSIT	107,279.44
118000 08/22/2018	CHK	9999	SPENCER PATTERSON	POLES QUOTED NOT NEEDED	3,000.00
118001 08/22/2018	CHK	9999	CAMERON PIPER	PERMIT NOT NEEDED ON WO#18032	256.00
118002 08/22/2018	CHK	10260	WA STATE DEFERRED COMPENSATION	PL DEFERRED COMP EE PL DEFERRED COMP ER	7,894.57 3,105.35
<b>Total for Check/Tran - 118002:</b>					10,999.92
118003 08/22/2018	CHK	10267	WA STATE SUPPORT REGISTRY	PL CHILD SUPPORT EE	976.99

<b>Total Payments for Bank Account - 1 :</b>	(382)	2,338,941.01
<b>Total Voids for Bank Account - 1 :</b>	(6)	104,094.94
<b>Total for Bank Account - 1 :</b>	(388)	2,443,035.95
<b>Grand Total for Payments :</b>	(382)	2,338,941.01
<b>Grand Total for Voids :</b>	(6)	104,094.94
<b>Grand Total :</b>	(388)	2,443,035.95

JEFFERSON COUNTY PUD NO 1

**ISSUED PAYROLL CHECKS**  
**PAY DATE: 7/13/2018**

<u>Empl</u>	<u>Position</u>	<u>Check #</u>	<u>Date</u>	<u>Amount</u>
2000	WATER DISTRIBUTION MANAGER II	70471	7/13/2018	1,616.18
2001	WATER DISTRIBUTION MANAGER II	70472	7/13/2018	1,589.26
2004	WATER TREATMENT PLANT OPERATOR III - LEAD	70473	7/13/2018	1,067.46
3032	CUSTOMER SERVICE REP	70474	7/13/2018	2,282.55
2003	WATER TREATMENT PLANT OPERATOR III	70475	7/13/2018	2,874.15
				<u>\$9,429.60</u>

JEFFERSON COUNTY PUD NO 1

**ISSUED PAYROLL CHECKS**  
**PAY DATE: 7/27/2018**

<u>Empl</u>	<u>Position</u>	<u>Check #</u>	<u>Date</u>	<u>Amount</u>
2000	WATER DISTRIBUTION MANAGER II	70476	7/27/2018	1,852.72
2001	WATER DISTRIBUTION MANAGER II	70477	7/27/2018	1,589.27
2004	WATER TREATMENT PLANT OPERATOR III - LEAD	70478	7/27/2018	1,029.35
3032	CUSTOMER SERVICE REP	70479	7/27/2018	2,178.97
2003	WATER TREATMENT PLANT OPERATOR III	70480	7/27/2018	2,796.67
				<u>\$9,446.98</u>

JEFFERSON COUNTY PUD NO 1

**ISSUED PAYROLL CHECKS**  
**PAY DATE: 8/10/2018**

<u>Empl</u>	<u>Position</u>	<u>Check #</u>	<u>Date</u>	<u>Amount</u>
2000	WATER DISTRIBUTION MANAGER II	70481	8/10/2018	1,608.39
2001	WATER DISTRIBUTION MANAGER II	70482	8/10/2018	2,165.07
2004	CUSTOMER SERVICE REP	70483	8/10/2018	1,115.07
3032	WATER TREATMENT PLANT OPERATOR III	70484	8/10/2018	2,077.66
2003	WATER TREATMENT PLANT OPERATOR III - LEAD	70485	8/10/2018	3,485.39
				<u>\$10,451.58</u>

JEFFERSON COUNTY PUD NO 1

**ISSUED PAYROLL CHECKS**  
**PAY DATE: 8/24/2018**

<u>Empl</u>	<u>Position</u>	<u>Check #</u>	<u>Date</u>	<u>Amount</u>
2000	WATER DISTRIBUTION MANAGER II	70486	8/24/2018	1,889.34
2001	WATER DISTRIBUTION MANAGER II	70487	8/24/2018	1,659.49
3032	WATER TREATMENT PLANT OPERATOR III	70488	8/24/2018	1,861.82
2003	WATER TREATMENT PLANT OPERATOR III - LEAD	70489	8/24/2018	2,631.50
2004	CUSTOMER SERVICE REP	70490	8/24/2018	1,143.64
				<u>\$9,185.79</u>

JEFFERSON COUNTY PUD NO 1

**DIRECT DEPOSIT PAYROLL**  
**PAY DATE: 7/13/2018**

Empl	Position	Pay Date	Net Pay
3029	ACCOUNTING TECH II	7/13/2018	1,512.65
1011	ASSISTANT GENERAL MANAGER	7/13/2018	3,415.19
4006	COMMISSIONER DIST 1	7/13/2018	891.13
4004	COMMISSIONER DIST 2	7/13/2018	977.08
4002	COMMISSIONER DIST 3	7/13/2018	1820.09
3034	COMMUNICATIONS MANAGER	7/13/2018	1,864.79
3020	CUSTOMER SERVICE COORDINATOR	7/13/2018	1,467.55
3002	CUSTOMER SERVICE REP	7/13/2018	1,028.88
3014	CUSTOMER SERVICE REP	7/13/2018	1,181.30
3022	CUSTOMER SERVICE REP	7/13/2018	1,237.67
3005	EXECUTIVE ASSISTANT/PUBLIC RECORDS OFFICER	7/13/2018	2,011.87
3033	FINANCIAL SERVICES MANAGER	7/13/2018	2,317.39
1008	FOREMAN LINEMAN	7/13/2018	4,039.69
1012	FOREMAN LINEMAN	7/13/2018	3,008.68
3036	GENERAL MANAGER	7/13/2018	4,815.90
1004	GIS SPECIALIST	7/13/2018	2,941.31
1017	HEAD STOREKEEPER	7/13/2018	2,289.94
3026	HUMAN RESOURCES MANAGER	7/13/2018	2,509.10
3008	INFORMATION TECHNOLOGY MANAGER	7/13/2018	2,733.00
1036	INTERN	7/13/2018	768.34
3028	IT SUPPORT TECHNICIAN	7/13/2018	1,890.29
1000	LINEMAN	7/13/2018	2,411.73
1013	LINEMAN	7/13/2018	3,243.90
1016	LINEMAN	7/13/2018	2,609.21
1019	LINEMAN	7/13/2018	2,802.84
1020	LINEMAN	7/13/2018	2,611.87
1028	LINEMAN	7/13/2018	3,665.11
1034	LINEMAN	7/13/2018	3,340.94
1018	METER READER	7/13/2018	1,480.66
1035	METER READER	7/13/2018	1,410.93
2005	METER READER/OIT1	7/13/2018	807.38
1026	OPERATIONS ASSISTANT	7/13/2018	1,552.16
3004	RESOURCE MANAGER	7/13/2018	2,162.79
1003	SCADA TECH/APPRENTICE	7/13/2018	2,112.21
1015	SCADA TECH/APPRENTICE	7/13/2018	1,384.12
1027	SENIOR ENGINEER	7/13/2018	2,611.14
1031	STAKING ENGINEER	7/13/2018	1,877.71
1032	STAKING ENGINEER	7/13/2018	1,684.36
1014	STOREKEEPER	7/13/2018	1,829.27
1033	SUBSTATION TECH	7/13/2018	4,143.25
3013	UTILITY ACCOUNTANT II	7/13/2018	1,539.07
3003	UTILITY BILLING CLERK	7/13/2018	1,327.85
3027	UTILITY BILLING CLERK	7/13/2018	1,289.71
3000	UTILITY BILLING COORDINATOR	7/13/2018	1,478.09
2002	WATER DISTRIBUTION MANAGER II	7/13/2018	2,028.53
	TOTAL		96,126.67



## JEFFERSON COUNTY PUD NO 1

<b>DIRECT DEPOSIT PAYROLL</b> <b>PAY DATE: 7/27/2018</b>
---

Empl	Position	Pay Date	Net Pay
3029	ACCOUNTING TECH II	7/27/2018	1,499.22
1011	ASSISTANT GENERAL MANAGER	7/27/2018	3,415.19
4006	COMMISSIONER DIST 1	7/27/2018	1983.36
4004	COMMISSIONER DIST 2	7/27/2018	1819.4
4002	COMMISSIONER DIST 3	7/27/2018	940.39
3034	COMMUNICATIONS MANAGER	7/27/2018	1,864.79
3020	CUSTOMER SERVICE COORDINATOR	7/27/2018	1,455.54
3002	CUSTOMER SERVICE REP	7/27/2018	1,030.68
3014	CUSTOMER SERVICE REP	7/27/2018	1,209.49
3022	CUSTOMER SERVICE REP	7/27/2018	1,215.67
3005	EXECUTIVE ASSISTANT/PUBLIC RECORDS OFFICER	7/27/2018	2,011.86
3033	FINANCIAL SERVICES MANAGER	7/27/2018	2,317.38
1008	FOREMAN LINEMAN	7/27/2018	4,608.88
1012	FOREMAN LINEMAN	7/27/2018	4,376.05
3036	GENERAL MANAGER	7/27/2018	4,269.10
1004	GIS SPECIALIST	7/27/2018	2,941.30
1017	HEAD STOREKEEPER	7/27/2018	2,319.43
3026	HUMAN RESOURCES MANAGER	7/27/2018	2,509.11
3008	INFORMATION TECHNOLOGY MANAGER	7/27/2018	2,733.01
1036	INTERN	7/27/2018	954.44
3028	IT SUPPORT TECHNICIAN	7/27/2018	1,807.25
1000	LINEMAN	7/27/2018	3,118.71
1013	LINEMAN	7/27/2018	3,975.08
1016	LINEMAN	7/27/2018	3,836.95
1019	LINEMAN	7/27/2018	3,327.80
1020	LINEMAN	7/27/2018	2,921.41
1028	LINEMAN	7/27/2018	2,696.85
1034	LINEMAN	7/27/2018	3,593.47
1018	METER READER	7/27/2018	1,554.73
1035	METER READER	7/27/2018	1,509.75
2005	METER READER/OIT1	7/27/2018	807.37
1026	OPERATIONS ASSISTANT	7/27/2018	1,438.07
3004	RESOURCE MANAGER	7/27/2018	2,162.77
1003	SCADA TECH/APPRENTICE	7/27/2018	2,365.99
1015	SCADA TECH/APPRENTICE	7/27/2018	1,151.99
1027	SENIOR ENGINEER	7/27/2018	2,611.12
1031	STAKING ENGINEER	7/27/2018	1,877.72
1032	STAKING ENGINEER	7/27/2018	1,684.37
1014	STOREKEEPER	7/27/2018	1,894.05
1033	SUBSTATION TECH	7/27/2018	2,805.35
3013	UTILITY ACCOUNTANT II	7/27/2018	1,539.07
3003	UTILITY BILLING CLERK	7/27/2018	1,357.11
3027	UTILITY BILLING CLERK	7/27/2018	1,277.84
3000	UTILITY BILLING COORDINATOR	7/27/2018	1,478.08
2002	WATER DISTRIBUTION MANAGER II	7/27/2018	1,755.27
	TOTAL		<u>100,022.46</u>

## JEFFERSON COUNTY PUD NO 1

<b>DIRECT DEPOSIT PAYROLL</b> <b>PAY DATE: 8/10/2018</b>
---

Empl	Position	Pay Date	Net Pay
3029	ACCOUNTING TECH II	8/10/2018	1,565.94
1011	ASSISTANT GENERAL MANAGER	8/10/2018	3,415.18
4006	COMMISSIONER DIST 1	8/10/2018	1414.65
4004	COMMISSIONER DIST 2	8/10/2018	2402.99
4002	COMMISSIONER DIST 3	8/10/2018	940.38
3034	COMMUNICATIONS MANAGER	8/10/2018	1,864.79
3020	CUSTOMER SERVICE MANAGER	8/10/2018	2,059.64
3002	CUSTOMER SERVICE REP	8/10/2018	1,001.99
3014	CUSTOMER SERVICE REP	8/10/2018	1,260.26
3022	CUSTOMER SERVICE REP	8/10/2018	1,481.52
3005	EXECUTIVE ASSISTANT/PUBLIC RECORDS OFFICER	8/10/2018	2,011.86
3033	FINANCIAL SERVICES MANAGER	8/10/2018	2,426.98
1008	FOREMAN LINEMAN	8/10/2018	3,596.29
1012	FOREMAN LINEMAN	8/10/2018	3,025.84
3036	GENERAL MANAGER	8/10/2018	4,269.11
1004	GIS SPECIALIST	8/10/2018	2,941.29
1017	HEAD STOREKEEPER	8/10/2018	2,260.45
3026	HUMAN RESOURCES MANAGER	8/10/2018	2,509.10
3008	INFORMATION TECHNOLOGY MANAGER	8/10/2018	2,732.99
1036	INTERN	8/10/2018	912.42
3028	IT SUPPORT TECHNICIAN	8/10/2018	1,778.42
1000	LINEMAN	8/10/2018	3,080.80
1013	LINEMAN	8/10/2018	3,080.66
1016	LINEMAN	8/10/2018	2,298.87
1019	LINEMAN	8/10/2018	4,137.49
1020	LINEMAN	8/10/2018	3,614.83
1028	LINEMAN	8/10/2018	3,077.07
1034	LINEMAN	8/10/2018	3,009.94
1018	METER READER	8/10/2018	1,480.67
1035	METER READER	8/10/2018	1,588.48
2005	METER READER/OIT1	8/10/2018	903.35
1026	OPERATIONS ASSISTANT	8/10/2018	1,442.60
3004	RESOURCE MANAGER	8/10/2018	2,162.78
1003	SCADA TECH/APPRENTICE	8/10/2018	3,293.65
1015	SCADA TECH/APPRENTICE	8/10/2018	2,952.14
1027	SENIOR ENGINEER	8/10/2018	2,611.14
1031	STAKING ENGINEER	8/10/2018	1,877.72
1032	STAKING ENGINEER	8/10/2018	1,684.36
1014	STOREKEEPER	8/10/2018	2,042.20
1033	SUBSTATION TECH	8/10/2018	3,214.92
3013	UTILITY ACCOUNTANT II	8/10/2018	1,539.05
3003	UTILITY BILLING CLERK	8/10/2018	1,396.68
3027	UTILITY BILLING CLERK	8/10/2018	1,372.67
3000	UTILITY BILLING COORDINATOR	8/10/2018	1,596.58
2002	WATER DISTRIBUTION MANAGER II	8/10/2018	1,726.41
	TOTAL		<u>101,057.15</u>

## JEFFERSON COUNTY PUD NO 1

<b>DIRECT DEPOSIT PAYROLL</b> <b>PAY DATE: 8/24/2018</b>
---

Empl	Position	Pay Date	Net Pay
3029	ACCOUNTING TECH II (A/P)	8/24/2018	1,657.54
1011	ASSISTANT GENERAL MANAGER	8/24/2018	3415.19
4006	COMMISSIONER DIST 1	8/24/2018	940.38
4004	COMMISSIONER DIST 2	8/24/2018	1,033.90
4002	COMMISSIONER DIST 3	8/24/2018	940.39
3034	COMMUNICATIONS MANAGER	8/24/2018	1,864.80
3020	CUSTOMER SERVICE MANAGER	8/24/2018	1,771.32
3002	CUSTOMER SERVICE REP	8/24/2018	1,002.00
3014	CUSTOMER SERVICE REP	8/24/2018	1,405.62
3022	CUSTOMER SERVICE REP	8/24/2018	1,463.18
3005	EXECUTIVE ASSISTANT/PUBLIC RECORDS OFFICER	8/24/2018	2,011.86
3033	FINANCIAL SERVICES MANAGER	8/24/2018	2,426.98
1008	FOREMAN LINEMAN	8/24/2018	2831.38
1012	FOREMAN LINEMAN	8/24/2018	4,340.76
3036	GENERAL MANAGER	8/24/2018	4,269.09
1004	GIS SPECIALIST	8/24/2018	2941.31
1017	HEAD STOREKEEPER	8/24/2018	2,285.02
3026	HUMAN RESOURCES MANAGER	8/24/2018	2,509.10
3008	INFORMATION TECHNOLOGY MANAGER	8/24/2018	2,733.01
1036	INTERN	8/24/2018	640.74
3028	IT SUPPORT TECHNICIAN	8/24/2018	1,778.41
1000	LINEMAN	8/24/2018	3,612.62
1013	LINEMAN	8/24/2018	4,190.92
1016	LINEMAN	8/24/2018	2,123.25
1019	LINEMAN	8/24/2018	3,159.98
1020	LINEMAN	8/24/2018	3,296.05
1028	LINEMAN	8/24/2018	2,081.25
1034	LINEMAN	8/24/2018	2,664.52
1018	METER READER	8/24/2018	1,477.08
1035	METER READER	8/24/2018	1,798.49
2005	METER READER/OIT1	8/24/2018	920.32
1026	OPERATIONS ASSISTANT	8/24/2018	1,632.95
3004	RESOURCE MANAGER	8/24/2018	2,162.78
1003	SCADA TECH/APPRENTICE	8/24/2018	2,216.53
1015	SCADA TECH/APPRENTICE	8/24/2018	1,763.00
1027	SENIOR ENGINEER	8/24/2018	2,603.22
1037	SPECIAL PROJECTS COORDINATOR	8/24/2018	1,071.97
1031	STAKING ENGINEER	8/24/2018	1,877.72
1032	STAKING ENGINEER	8/24/2018	1,684.36
1014	STOREKEEPER	8/24/2018	2,190.38
1033	SUBSTATION TECH	8/24/2018	3505.29
3013	UTILITY ACCOUNTANT II (PAYROLL)	8/24/2018	1,723.18
3003	UTILITY BILLING CLERK	8/24/2018	1,379.72
3027	UTILITY BILLING CLERK	8/24/2018	1,305.50
3000	UTILITY BILLING COORDINATOR	8/24/2018	1,503.04
2002	WATER DISTRIBUTION MANAGER II	8/24/2018	1,887.55
	TOTAL		<u>98,093.65</u>

**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 **\$4,985,861.89** on this **4TH** day of **SEPTEMBER 2018** ;

Jeff Randall President	Wayne G. King Vice President	Kenneth Collins Secretary
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**PENDING INVOICES OVER \$100,000 TO BE APPROVED:**

**PAYMENTS TO BE APPROVED:**

	WARRANTS		AMOUNT	DATE
Accounts Payable:	# 117619 to # 117680		\$ 407,830.83	7/12/2018
Accounts Payable:	# 117681 to # 117731		\$ 346,392.08	7/19/2018
Accounts Payable:	# 117732 to # 117801		\$ 362,328.77	7/25/2018
Accounts Payable:	# 117802 to # 117802		\$ 453.03	7/26/2018
Accounts Payable:	# 117803 to # 117835		\$ 135,334.50	8/2/2018
Accounts Payable:	# 117836 to # 117907		\$ 482,583.60	8/9/2018
Accounts Payable:	# 117908 to # 117996		\$ 432,768.15	8/17/2018
Accounts Payable:	# 117997 to # 118003		\$ 171,250.05	8/22/2018
Payroll Checks:	# 70471 to # 70475		\$ 9,429.60	7/13/2018
Payroll Checks:	# 70476 to # 70480		\$ 9,446.98	7/27/2018
Payroll Checks:	# 70481 to # 70485		\$ 10,451.58	8/10/2018
Payroll Checks:	# 70486 to # 70490		\$ 9,185.79	8/24/2018
Payroll Direct Deposit:			\$ 96,126.67	7/13/2018
Payroll Direct Deposit:			\$ 100,022.46	7/27/2018
Payroll Direct Deposit:			\$ 101,057.15	8/10/2018
Payroll Direct Deposit:			\$ 98,093.65	8/24/2018
<b>TOTAL INVOICES PAID</b>			<b>\$2,772,754.89</b>	

	WIRE TRANSFERS PAID		AMOUNT	DATE
	BPA		\$ 1,011,501.00	7/13/2018
	BPA		\$ 1,201,606.00	8/10/2018

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<b>GRAND TOTAL</b>	<b>\$4,985,861.89</b>
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			AMOUNT	
<b>VOIDED WARRANTS</b>				
	116937		\$ 9,859.17	
	117256		\$ 70.93	
	117505		\$ 163.67	
	117747		\$ 383.00	
	117901		\$ 86,136.65	
	117930		\$ 7,481.52	

**Jefferson County PUD No. 1**  
**Highlights to Monthly Financial Statements**  
**For the Period Ending July 31, 2018**

- Revenues year-to-date
  - Ahead of 2017 by \$500k
  - Close to 2018 budget
  - Electric and water rate increases implemented in 2018
  - Reduced kWh sales in 2018 compared to 2017 and 2018 budget
  
- Average residential bills
  - July 2018 – 597 kWh at 12.14 cents/kWh = \$73 average bill
  - July 2017 – 625 kWh at 11.29 cents/kWh = \$71 average bill
  - 2018 year-to-date – 1,083 kWh at 11.22 cents/kWh = \$122 average bill
  - 2017 year-to-date – 1,158 kWh at 10.75 cents/kWh = \$124 average bill
  
- Overall net margins year-to-date
  - Behind 2017 by \$1.4MM
  - Ahead of 2018 budget by \$300k
  
- Electric TIER and DSC
  - Close to 2018 budget year-to-date
  - Well above RUS minimum requirements year-to-date
  - Slowly trending downward over past 12 months
  
- Cash
  - Increased \$600k in July
  - Increased \$2.5MM year-to-date
  - Invested \$2.7MM in plant and equipment year-to-date
  - Paid \$3.7 MM in principal and interest year-to-date

## General Ledger

Unaudited-Subject to Change

Page 1

## Financial And Operating Report

## COMBINED INCOME STATEMENT FOR JULY 2018

Item	-----Year - To - Date-----			----- Period - To - Date -----	
	Last Year	This Year	Budget	Current	Budget
1. Operating Revenue	23,655,865	24,140,391	24,084,938	2,509,139	2,177,670
2. Power Production Expense	0	221	0	0	0
3. Cost of Purchased Power	8,594,675	9,006,417	9,316,620	1,075,592	1,138,574
4. Transmission Expense	1,050,162	1,137,143	919,363	128,974	104,499
5. Regional Market Expense	0	0	0	0	0
6. Distribution Expense - Operation	696,795	957,294	987,218	155,399	140,124
7. Distribution Expense - Maintenance	828,063	1,437,755	1,462,458	171,776	208,866
8. Customer Accounts Expense	792,941	900,551	827,575	131,534	118,225
9. Customer Service and Informational Expense	48,332	54,025	101,973	7,363	14,526
10. Sales Expense	0	0	0	0	0
11. Administrative and General Expense	1,435,767	1,778,159	1,911,013	251,596	247,344
12. Total Operation & Maintenance Expense (2 thru 11)	13,446,735	15,271,565	15,526,220	1,922,234	1,972,158
13. Depreciation & Amortization Expense	3,350,476	3,447,997	3,290,084	493,261	470,012
14. Tax Expense - Property & Gross Receipts	0	0	0	0	0
15. Tax Expense - Other	1,364,683	1,368,540	1,413,899	130,648	126,484
16. Interest on Long-Term Debt	1,880,568	1,849,681	1,850,001	263,288	262,449
17. Interest Charged to Construction - Credit	0	0	0	0	0
18. Interest Expense - Other	0	0	0	0	0
19. Other Deductions	280	256	0	0	0
20. Total Cost of Utility Service (12 thru 19)	20,042,742	21,938,039	22,080,204	2,809,431	2,831,103
21. Operating Margins (1 minus 20)	3,613,123	2,202,352	2,004,734	-300,292	-653,433
22. Non Operating Margins - Interest	134,405	170,052	104,048	18,392	14,465
23. Allowance for Funds Used During Construction	0	0	0	0	0
24. Income (Loss) from Equity Investments	0	0	0	0	0
25. Non Operating Margins - Other	1,176,976	1,155,040	1,103,640	93,936	113,578
26. Generation and Transmission Capital Credits	0	0	0	0	0
27. Other Capital Credits and Patronage Dividends	20,013	20,617	0	0	0
28. Extraordinary Items - Cumulative Effect of GASB 68	0	0	0	0	0
29. Net Margins (21 thru 28)	4,944,517	3,548,061	3,212,422	-187,964	-525,390
Operating - Margin	3,613,123	2,202,352	2,004,734	-300,292	-653,433
Non Operating - Margin	1,331,394	1,345,709	1,207,688	112,328	128,043

## General Ledger

## Financial And Operating Report

## INCOME STATEMENT COMPARISON THROUGH JULY 2018

Item	Year - To - Date			
	Last Year	This Year	Amount Change	Percent Change
1. Operating Revenue	23,655,865	24,140,391	484,526	2.1%
2. Power Production Expense	0	221	221	0.0%
3. Cost of Purchased Power	8,594,675	9,006,417	411,742	4.8%
4. Transmission Expense	1,050,162	1,137,143	86,981	8.3%
5. Regional Market Expense	0	0	0	0.0%
6. Distribution Expense - Operation	696,795	957,294	260,499	37.4%
7. Distribution Expense - Maintenance	828,063	1,437,755	609,692	73.6%
8. Customer Accounts Expense	792,941	900,551	107,610	13.6%
9. Customer Service and Informational Expense	48,332	54,025	5,693	11.8%
10. Sales Expense	0	0	0	0.0%
11. Administrative and General Expense	1,435,767	1,778,159	342,392	23.9%
12. Total Operation & Maintenance Expense (2 thru 11)	13,446,735	15,271,565	1,824,830	13.6%
13. Depreciation & Amortization Expense	3,350,476	3,447,997	97,521	2.9%
14. Tax Expense - Property & Gross Receipts	0	0	0	0.0%
15. Tax Expense - Other	1,364,683	1,368,540	3,857	0.3%
16. Interest on Long-Term Debt	1,880,568	1,849,681	-30,887	-1.6%
17. Interest Charged to Construction - Credit	0	0	0	0.0%
18. Interest Expense - Other	0	0	0	0.0%
19. Other Deductions	280	256	-24	100.0%
20. Total Cost of Utility Service (12 thru 19)	20,042,742	21,938,039	1,895,297	9.5%
21. Operating Margins (1 minus 20)	3,613,123	2,202,352	-1,410,771	-39.1%
22. Non Operating Margins - Interest	134,405	170,052	35,647	26.5%
23. Allowance for Funds Used During Construction	0	0	0	0.0%
24. Income (Loss) from Equity Investments	0	0	0	0.0%
25. Non Operating Margins - Other	1,176,976	1,155,040	-21,936	-1.9%
26. Generation and Transmission Capital Credits	0	0	0	0.0%
27. Other Capital Credits and Patronage Dividends	20,013	20,617	604	3.0%
28. Extraordinary Items	0	0	0	0.0%
29. Net Margins (21 thru 28)	4,944,517	3,548,061	-1,396,456	-28.2%
Operating - Margin	3,613,123	2,202,352	-1,410,771	
Non Operating - Margin	1,331,394	1,345,709	14,315	

## General Ledger

Unaudited-Subject to Change

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## Financial And Operating Report

## ELECTRIC DIVISION INCOME STATEMENT FOR JULY 2018

Item	-----Year - To - Date-----			-----Period - To - Date-----	
	Last Year	This Year	Budget	Current	Budget
1. Operating Revenue	22,453,945	22,843,009	22,855,055	2,267,216	1,955,553
2. Power Production Expense	0	0	0	0	0
3. Cost of Purchased Power	8,530,960	8,937,478	9,249,801	1,064,153	1,127,600
4. Transmission Expense	1,050,162	1,137,143	919,363	128,974	104,499
5. Regional Market Expense	0	0	0	0	0
6. Distribution Expense - Operation	416,066	598,221	634,712	92,504	89,766
7. Distribution Expense - Maintenance	662,800	1,237,659	1,293,061	145,384	184,723
8. Customer Accounts Expense	718,573	807,381	724,626	119,681	103,518
9. Customer Service and Informational Expense	48,272	52,784	85,054	6,926	12,109
10. Sales Expense	0	0	0	0	0
11. Administrative and General Expense	1,142,713	1,376,959	1,433,557	205,709	177,151
12. Total Operation & Maintenance Expense (2 thru 11)	12,569,546	14,147,625	14,340,174	1,763,331	1,799,366
13. Depreciation & Amortization Expense	2,936,348	3,028,035	2,869,839	433,266	409,977
14. Tax Expense - Property & Gross Receipts	0	0	0	0	0
15. Tax Expense - Other	1,305,586	1,305,120	1,348,206	118,922	114,761
16. Interest on Long-Term Debt	1,706,059	1,672,972	1,673,062	237,800	237,889
17. Interest Charged to Construction - Credit	0	0	0	0	0
18. Interest Expense - Other	0	0	0	0	0
19. Other Deductions	280	256	0	0	0
20. Total Cost of Electric Service (12 thru 19)	18,517,819	20,154,008	20,231,281	2,553,319	2,561,993
21. Operating Margins (1 minus 20)	3,936,126	2,689,001	2,623,774	-286,103	-606,440
22. Non Operating Margins - Interest	40,803	68,588	33,124	11,758	4,732
23. Allowance for Funds Used During Construction	0	0	0	0	0
24. Income (Loss) from Equity Investments	0	0	0	0	0
25. Non Operating Margins - Other	750,465	752,214	467,572	74,629	66,796
26. Generation and Transmission Capital Credits	0	0	0	0	0
27. Other Capital Credits and Patronage Dividends	16,611	17,112	0	0	0
28. Extraordinary Items	0	0	0	0	0
29. Net Electric Utility Margins (21 thru 28)	4,744,005	3,526,915	3,124,470	-199,716	-534,912
Operating - Margin	3,936,126	2,689,001	2,623,774	-286,103	-606,440
Non Operating - Margin	807,879	837,914	500,696	86,387	71,528
Times Interest Earned Ratio - Operating	3.31	2.61	2.57		
Times Interest Earned Ratio - Net	3.78	3.11	2.87		
Times Interest Earned Ratio - Modified	3.77	3.10	2.87		



## General Ledger

Unaudited-Subject to Change

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## Financial And Operating Report

## WATER DIVISION INCOME STATEMENT FOR JULY 2018

Item	Year - To - Date			Period - To - Date	
	Last Year	This Year	Budget	Current	Budget
1. Operating Revenue	1,201,638	1,296,900	1,229,701	241,781	222,091
2. Power Production Expense	0	221	0	0	0
3. Cost of Wholesale Water and Power	63,715	68,939	66,819	11,439	10,974
4. Transmission Expense	0	0	0	0	0
5. Regional Market Expense	0	0	0	0	0
6. Distribution Expense - Operation	280,729	359,073	352,506	62,895	50,358
7. Distribution Expense - Maintenance	165,263	200,096	169,397	26,392	24,143
8. Customer Accounts Expense	74,368	93,170	102,949	11,853	14,707
9. Customer Service and Informational Expense	60	1241	16,919	437	2,417
10. Sales Expense	0	0	0	0	0
11. Administrative and General Expense	193,197	263,671	347,271	42,451	33,738
12. Total Operation & Maintenance Expense (2 thru 11)	777,332	986,411	1,055,861	155,467	136,337
13. Depreciation & Amortization Expense	414,128	419,962	420,245	59,995	60,035
14. Tax Expense - Property & Gross Receipts	0	0	0	0	0
15. Tax Expense - Other	59,097	63,420	65,693	11,726	11,723
16. Interest on Long-Term Debt	132,740	138,550	138,779	20,170	19,242
17. Interest Charged to Construction - Credit	0	0	0	0	0
18. Interest Expense - Other	0	0	0	0	0
19. Other Deductions	0	0	0	0	0
20. Total Cost of Water Service (12 thru 19)	1,383,297	1,608,343	1,680,578	247,358	227,337
21. Operating Margins (1 minus 20)	-181,659	-311,443	-450,877	-5,577	-5,246
22. Non Operating Margins - Interest	82,470	82,765	60,858	3,699	8,694
23. Allowance for Funds Used During Construction	0	0	0	0	0
24. Income (Loss) from Equity Investments	0	0	0	0	0
25. Non Operating Margins - Other	123,436	66,470	310,891	14,900	44,413
26. Generation and Transmission Capital Credits	0	0	0	0	0
27. Other Capital Credits and Patronage Dividends	3,402	3,505	0	0	0
28. Extraordinary Items	0	0	0	0	0
29. Net Water Utility Margins (21 thru 28)	27,649	-158,703	-79,128	13,022	47,861
Operating - Margin	-181,659	-311,443	-450,877	-5,577	-5,246
Non Operating - Margin	209,308	152,740	371,749	18,599	53,107

General Ledger

Unaudited-Subject to Change

Financial And Operating Report

GENERAL FUND DIVISION INCOME STATEMENT FOR JULY 2018

Item	-----Year - To - Date-----			-----Period - To - Date-----	
	Last Year	This Year	Budget	Current	Budget
1. Operating Revenue	282	482	182	142	26
2. Power Production Expense	0	0	0	0	0
3. Cost of Purchased Power	0	0	0	0	0
4. Transmission Expense	0	0	0	0	0
5. Regional Market Expense	0	0	0	0	0
6. Distribution Expense - Operation	0	0	0	0	0
7. Distribution Expense - Maintenance	0	0	0	0	0
8. Customer Accounts Expense	0	0	0	0	0
9. Customer Service and Informational Expense	0	0	0	0	0
10. Sales Expense	0	0	0	0	0
11. Administrative and General Expense	99,857	137,529	130,185	3,436	36,455
12. Total Operation & Maintenance Expense (2 thru 11)	99,857	137,529	130,185	3,436	36,455
13. Depreciation & Amortization Expense	0	0	0	0	0
14. Tax Expense - Property & Gross Receipts	0	0	0	0	0
15. Tax Expense - Other	0	0	0	0	0
16. Interest on Long-Term Debt	41,769	38,159	38,160	5,318	5,318
17. Interest Charged to Construction - Credit	0	0	0	0	0
18. Interest Expense - Other	0	0	0	0	0
19. Other Deductions	0	0	0	0	0
20. Total Cost of General Fund (12 thru 19)	141,626	175,688	168,345	8,754	41,773
21. Operating Margins (1 minus 20)	-141,344	-175,206	-168,163	-8,612	-41,747
22. Non Operating Margins - Interest	11,132	18,699	10,066	2,935	1,039
23. Allowance for Funds Used During Construction	0	0	0	0	0
24. Income (Loss) from Equity Investments	0	0	0	0	0
25. Non Operating Margins - Other	303,075	336,356	325,177	4,407	2,369
26. Generation and Transmission Capital Credits	0	0	0	0	0
27. Other Capital Credits and Patronage Dividends	0	0	0	0	0
28. Extraordinary Items	0	0	0	0	0
29. Net General Fund Margins (21 thru 28)	172,863	179,849	167,080	-1,270	-38,339
Operating - Margin	-141,344	-175,206	-168,163	-8,612	-41,747
Non Operating - Margin	314,207	355,055	335,243	7,342	3,408

*Unaudited-Subject to Change***Financial And Operating Report****BALANCE SHEET FOR JULY 2018**

	<u>Last Year</u>	<u>This Year</u>	<u>Variance</u>
<b>ASSETS AND OTHER DEBITS</b>			
1. Total Utility Plant in Service	191,029,153	193,905,671	2,876,518
2. Construction Work in Progress	3,974,083	5,366,337	1,392,254
3. Total Utility Plant (1 + 2)	195,003,236	199,272,008	4,268,772
4. Accum. Provision for Depreciation and Amort.	60,363,084	65,852,944	5,489,860
5. Net Utility Plant (3 - 4)	134,640,152	133,419,064	-1,221,088
6. Non-Utility Property (Net)	2,227,220	2,207,587	-19,633
7. Invest. in Subsidiary Companies	0	0	0
8. Invest. in Assoc. Org. - Patronage Capital	0	0	0
9. Invest. in Assoc. Org. - Other - General Funds	22,895	37,337	14,442
10. Invest. in Assoc. Org. - Other - Nongeneral Funds	0	0	0
11. Invest. in Economic Development Projects	0	0	0
12. Other Investments	0	0	0
13. Special Funds	1,566,458	1,551,694	-14,764
14. Total Other Property & Investments (6 thru 13)	3,816,573	3,796,618	-19,955
15. Cash - General Funds	4,998,442	6,109,851	1,111,409
16. Cash - Construction Funds - Trustee	7435	0	-7,435
17. Special Deposits	0	0	0
18. Temporary Investments	12,067,077	12,810,030	742,953
19. Notes Receivable (Net)	0	0	0
20. Accounts Receivable - Sales of Utility Services (Net)	1,793,968	1,815,247	21,279
21. Accounts Receivable - Other (Net)	7,938,807	7,110,219	-828,588
22. Renewable Energy Credits	0	0	0
23. Material and Supplies - Electric & Other	1,780,622	1,958,641	178,019
24. Prepayments	90,788	143,436	52,648
25. Other Current and Accrued Assets	2,285,313	2,049,249	-236,064
26. Total Current and Accrued Assets (15 thru 25)	30,962,452	31,996,673	1,034,221
27. Regulatory Assets	0	0	0
28. Other Deferred Debits	754,189	512,461	-241,728
29. Total Assets and Other Debits (5 + 14 + 26 thru 28)	<u>170,173,366</u>	<u>169,724,816</u>	<u>-448,550</u>

Unaudited-Subject to Change

## Financial And Operating Report

## BALANCE SHEET FOR JULY 2018

	Last Year	This Year	Variance
<b>LIABILITIES AND OTHER CREDITS</b>			
30. Memberships	0	0	0
31. Patronage Capital	0	0	0
32. Operating Margins - Prior Years	0	0	0
33. Operating Margins - Current Year	3,613,123	2,202,352	-1,410,771
34. Non-Operating Margins	1,331,394	1,345,709	14,315
35. Other Margins and Equities	34,834,930	39,888,172	5,053,242
36. Total Margins & Equities (30 thru 35)	39,779,447	43,436,233	3,656,786
37. Long-Term Debt - RUS (Net)	107,872,308	104,697,530	-3,174,778
38. Long-Term Debt - FFB - RUS Guaranteed	0	0	0
39. Long-Term Debt - Other - RUS Guaranteed	0	0	0
40. Long-Term Debt - Other (Net)	7,645,759	7,060,090	-585,669
41. Long-Term Debt - RUS Econ. Devel. (Net)	0	0	0
42. Payments - Unapplied	0	0	0
43. Total Long-Term Debt (37 thru 41 - 42)	115,518,067	111,757,620	-3,760,447
44. Obligations Under Capital Leases - Noncurrent	0	0	0
45. Accumulated Operating Provisions	3,176,777	2,444,269	-732,508
46. Total Other Noncurrent Liabilities (44 + 45)	3,176,777	2,444,269	-732,508
47. Notes Payable	1,509,783	1,354,565	-155,218
48. Accounts Payable	8,539,127	8,665,296	126,169
49. Consumers Deposits	119,400	133,700	14,300
50. Current Maturities Long-Term Debt	0	0	0
51. Current Maturities Long-Term Debt - Econ. Devel.	0	0	0
52. Current Maturities Capital Leases	0	0	0
53. Other Current and Accrued Liabilities	1,473,562	1,516,355	42,793
54. Total Current & Accrued Liabilities (47 thru 53)	11,641,872	11,669,916	28,044
55. Regulatory Liabilities	0	0	0
56. Other Deferred Credits	57,203	416,778	359,575
57. Total Liab. & Other Credits (36+43+46+54 thru 56)	170,173,366	169,724,816	-448,550
Current Assets To Current Liabilities	2.66	to 1	2.74
Margins and Equities To Total Assets	23.38	%	25.59
Long-Term Debt To Total Utility Plant	59.24	%	56.08

Jefferson County PUD No. 1  
**STATEMENT OF CASH FLOWS**  
 July 31, 2018

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*Unaudited and subject to change*

**CASH FLOW FROM OPERATING ACTIVITIES:**

Operating Revenue	\$2,509,139	
Accounts Receivable - Electric & Water Utility Service (Net)	247,241	
Accounts & Notes Receivable - Other (Net)	(17,359)	
<b>CASH RECEIVED FROM CUSTOMERS</b>	<b>\$2,739,021</b>	
Non Operating Margins-Interest	\$18,391	
Non Operating Margins-Other	93,937	
Other Capital Credits	0	
Deferred Debits	1,964	
<b>CASH RECEIVED FROM OTHERS</b>	<b>\$114,293</b>	
<b>CASH RECEIVED FROM OPERATING ACTIVITIES</b>		<b>\$2,853,314</b>
Total Operating & Maintenance Expense	(\$1,922,234)	
Prepayments	12,205	
Accounts Payable	295,297	
Material & Supplies/Electric & Other	(45,236)	
<b>CASH PAID (-) TO SUPPLIERS &amp; EMPLOYEES</b>	<b>(\$1,659,968)</b>	
Tax Expense, Other	(\$130,649)	
Interest Long Term Debt	(263,287)	
Other Deductions	0	
Other Current & Accrued Liabilities	192,189	
<b>CASH PAID (-) FOR INTEREST, TAXES &amp; OTHER</b>	<b>(\$201,747)</b>	
<b>CASH DISBURSED (-) FOR OPERATING ACTIVITIES</b>		<b>(1,861,715)</b>
<b>NET CASH - OPERATING ACTIVITIES</b>		<b>\$991,599</b>

**CASH FLOW FROM INVESTING ACTIVITIES:**

Investment in Utility and General Plant	(\$348,469)	
Investment in Assoc. Organizations	0	
Special Funds	(2,451)	
<b>NET CASH - INVESTING ACTIVITIES</b>		<b>(\$350,920)</b>

**CASH FLOW FROM FINANCING ACTIVITIES:**

Principal Payment on Long Term Debt	(\$22,353)	
Notes Payable	(\$9,010)	
Consumer Deposits	4,600	
<b>CHANGE IN LIABILITIES/DEBT</b>	<b>(26,763)</b>	
<b>NET CASH - FINANCING ACTIVITIES</b>		<b>(\$26,763)</b>

**NET INCREASE (DECREASE) IN CASH FOR THE MONTH**

**\$613,916**

<b>PRIOR MONTH'S ENDING CASH BALANCE</b>		<b>\$18,305,965</b>
<b>CURRENT MONTH'S ENDING CASH BALANCE:</b>		
Cash - General Funds	\$6,109,851	
Temporary Investments	12,810,030	
<b>TOTAL - CURRENT MONTH'S ENDING CASH BALANCE</b>	<b>\$18,919,881</b>	

**JEFFERSON COUNTY PUBLIC UTILITY DISTRICT #1**  
**YEAR-TO-DATE STATEMENT OF CASH FLOWS**  
**January - July, 2018**

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*Unaudited and subject to change*

<b><u>CASH FLOW FROM OPERATING ACTIVITIES:</u></b>		
Operating Revenue	\$24,140,392	
Accounts Receivable - Electric & Water Utility Service (Net)	1,187,406	
Accounts & Notes Receivable - Other (Net)	807,984	
		<hr/>
<b>CASH RECEIVED FROM CUSTOMERS</b>	<b>\$26,135,782</b>	
Non Operating Margins-Interest	\$170,052	
Non Operating Margins-Other	1,155,040	
Other Capital Credits	20,617	
Deferred Debits	6,804	
		<hr/>
<b>CASH RECEIVED FROM OTHERS</b>	<b>\$1,352,513</b>	
<b>CASH RECEIVED FROM OPERATING ACTIVITIES</b>		<hr/> <b>\$27,488,295</b>
Total Operating & Maintenance Expense	(\$15,271,565)	
Prepayments	(12,979)	
Accounts Payable	(1,345,788)	
Material & Supplies/Electric & Other	(175,801)	
		<hr/>
<b>CASH PAID (-) TO SUPPLIERS &amp; EMPLOYEES</b>	<b>(\$16,806,133)</b>	
Tax Expense, Other	(\$1,368,540)	
Interest Long Term Debt	(1,849,681)	
Other Deductions	(256)	
Other Current & Accrued Liabilities	(91,625)	
		<hr/>
<b>CASH PAID (-) FOR INTEREST, TAXES &amp; OTHER</b>	<b>(\$3,310,102)</b>	
<b>CASH DISBURSED (-) FOR OPERATING ACTIVITIES</b>		<hr/> <b>(\$20,116,235)</b>
<b>NET CASH - OPERATING ACTIVITIES</b>		<hr/> <b>\$7,372,060</b>
<b><u>CASH FLOW FROM INVESTING ACTIVITIES:</u></b>		
Investment in Utility and General Plant	(\$2,699,228)	
Investment in Assoc. Organizations-Patronage Capital	(14,432)	
Special Funds	(28,877)	
		<hr/>
<b>NET CASH - INVESTING ACTIVITIES</b>		<b>(\$2,742,537)</b>
<b><u>CASH FLOW FROM FINANCING ACTIVITIES:</u></b>		
Principal Payments on Long Term Debt	(\$2,061,231)	
Notes Payable	(62,141)	
Consumer Deposits	12,300	
		<hr/>
<b>CHANGE IN LIABILITIES / DEBT</b>	<b>(2,111,072)</b>	
<b>NET CASH - FINANCING ACTIVITIES</b>		<hr/> <b>(\$2,111,072)</b>
<b>NET INCREASE (DECREASE) IN CASH DURING THE PERIOD</b>		<hr/> <b>\$2,518,451</b>
<b>PRIOR YEAR'S ENDING CASH BALANCE</b>		<b>\$16,401,430</b>
<b>CURRENT MONTH'S ENDING CASH BALANCE:</b>		
Cash - General Funds	\$6,109,851	
Temporary Investments	12,810,030	
		<hr/>
<b>TOTAL - CURRENT MONTH'S ENDING CASH BALANCE</b>		<b>\$18,919,881</b>

Jefferson County PUD No. 1  
**SCHEDULE OF CASH, LIQUID INVESTMENTS, AND SPECIAL FUNDS**  
 July 31, 2018

Page 10

<u>Account Description</u>	<u>Current Balance</u>	<u>YTD Interest Income</u>
Operating Account - Jefferson Co. Treasurer	\$5,687,151	\$57,730
Operating Depository Account - Bank of America	309,758	0
1996 Bond LUD #8 - Jefferson Co. Treasurer	57,947	125
DOT Permit #U05-24 Account - Bank of America	29,347	2
1996 Bond LUD #6 - Jefferson Co. Treasurer	16,019	0
2009 Bond LUD #14 - Jefferson Co. Treasurer	5,216	67,638
Working Funds - Petty Cash and CSR Drawers	2,000	0
Payroll Clearing Account - Bank of America	1,504	0
2008 Bond LUD #15 - Jefferson Co. Treasurer	653	10,852
Cash Held in Trust by Property Manager	150	0
1999 Bond LUD #11 - Jefferson Co. Treasurer	59	1,706
1997 Bond LUD #13 - Jefferson Co. Treasurer	34	205
Payroll Clearing Account - 1st Security Bank	15	0
<b>TOTAL LINE 15. BALANCE SHEET-CASH-GENERAL FUNDS</b>	<b><u>\$6,109,851</u></b>	<b><u>\$138,258</u></b>
Operating Account Related Investment - Jefferson Co. Treasurer	\$5,866,876	\$33
LUD #14 Bond Investment - Jefferson Co. Treasurer	2,383,736	0
Tax Revenue Fund - Jefferson Co. Treasurer	2,169,405	18,968
Tax Revenue Investment Fund - Jefferson Co. Treasurer	1,925,000	0
LUD #15 Bond Investment - Jefferson Co. Treasurer	407,446	0
LUD #11 Bond Investment - Jefferson Co. Treasurer	36,629	0
LUD #13 Bond Investment - Jefferson Co. Treasurer	20,937	0
<b>TOTAL LINE 18. BALANCE SHEET-TEMPORARY INVESTMENTS</b>	<b><u>\$12,810,030</u></b>	<b><u>\$19,000</u></b>
<b>TOTAL CASH AND LIQUID INVESTMENTS</b>	<b><u>\$18,919,881</u></b>	<b><u>\$157,259</u></b>
RUS Bond Reserve Investment Fund - Jefferson Co. Treasurer	\$1,101,352	\$0
LUD #11 Water Reserve Investment Fund - Jefferson Co. Treasurer	226,168	0
Tri Area Bond Reserve Investment Fund - Jefferson Co. Treasurer	174,610	0
Other Special Funds	47,100	0
RUS Bond Reserve Fund - Jefferson Co. Treasurer	1,808	10,805
LUD #11 Water Reserve Fund - Jefferson Co. Treasurer	363	2,219
Tri Area Bond Reserve Fund - Jefferson Co. Treasurer	280	1,713
LUD #13 Reserve Fund - Jefferson Co. Treasurer	13	0
<b>TOTAL LINE 13. BALANCE SHEET-RESTRICTED FUNDS</b>	<b><u>\$1,551,694</u></b>	<b><u>\$14,738</u></b>

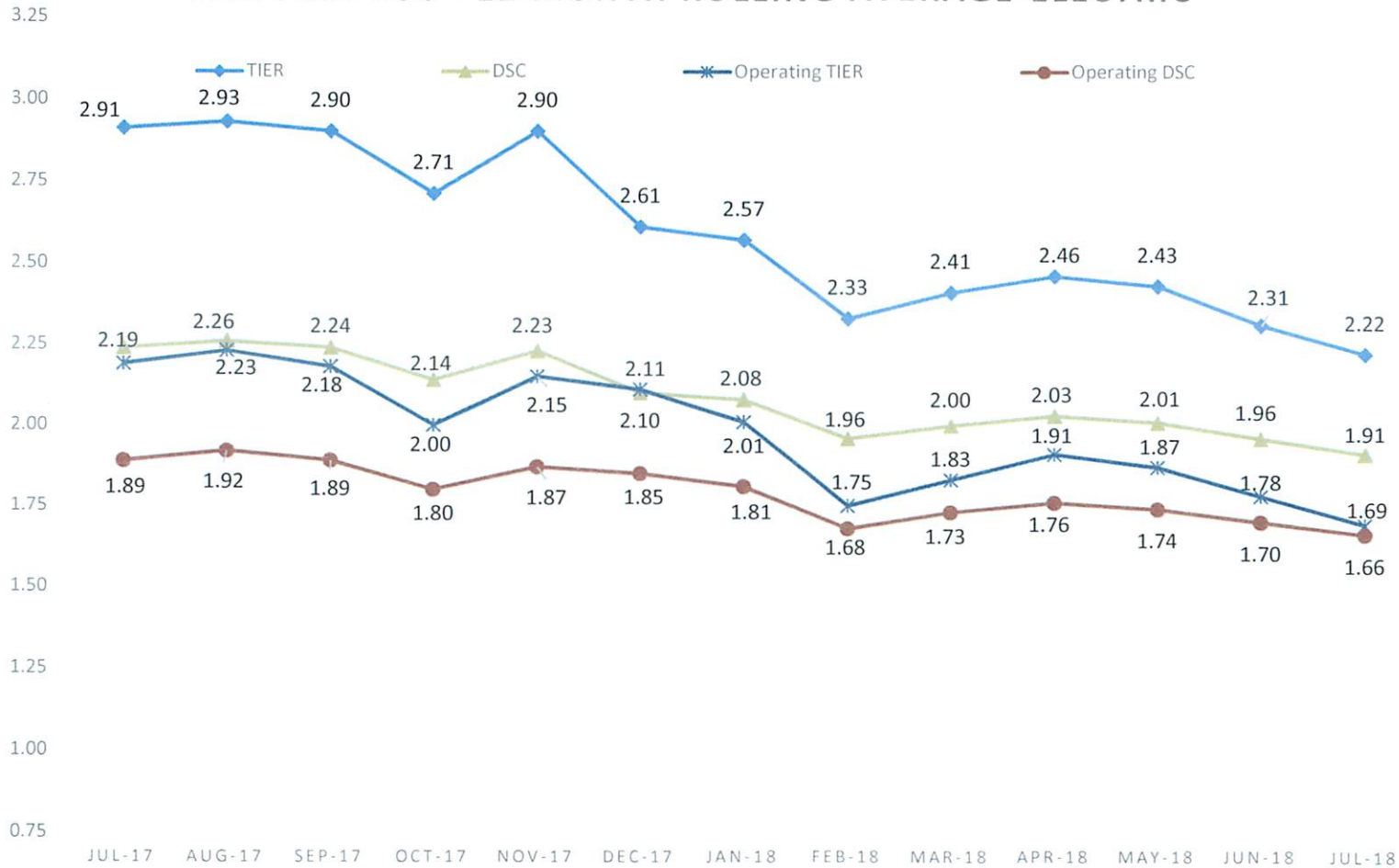
**Jefferson County PUD No. 1**  
**SCHEDULE OF LONG TERM DEBT and NOTES PAYABLE**  
**July 31, 2018**

Description	Note Name/Number	Interest Rate	Maturity Date	12/31/2017 Principal Balance	Y-T-D Principal Borrowings	Y-T-D Principal Payments	Current Principal Balance	Y-T-D Interest Expense	Y-T-D P&I Payments
RUS/FFB loan for PSE acquisition	H0010	2.728%*	Dec-41	\$105,605,585		(\$1,606,970)	\$103,998,616	\$1,658,954	\$3,030,118
RUS/FFB loan for PSE acquisition	H0015	3.433%*	Dec-41	708,777		(9,863)	698,914	14,018	21,887
<b>LINE 37 BALANCE SHEET-RUS DEBT</b>				<b><u>\$106,314,363</u></b>	<b><u>\$0</u></b>	<b><u>(\$1,616,833)</u></b>	<b><u>\$104,697,530</u></b>	<b><u>\$1,672,972</u></b>	<b><u>\$3,052,005</u></b>
USDA Tri Area	2003 Revenue Bond	4.500%	Apr-43	\$2,482,919		(\$26,515)	\$2,456,404	\$64,878	\$82,381
LUD #14-Marrowstone Island Water System	2009 Revenue Bond	4.15% - 6.75%	Mar-26	1,247,000		(111,000)	1,136,000	41,863	185,905
LUD #14-Marrowstone Island Water System	PW-05-691-025	0.500%	Jul-25	870,451		(108,806)	761,644	2,448	113,159
SRF Loan-Sparling Water Treatment Plant	DM13-952-177	1.000%	Oct-37	759,279		0	759,279	4,428	0
SRF Loan-Treatment Sparling Well/Quimper System	DM10-952-018	1.000%	Oct-44	725,952		0	725,952	8,469	0
SRF Loan-Kala Pt Acquisition, Upgrade, Consolid.	DM12-952-091	1.000%	Oct-36	490,050		0	490,050	2,859	0
LUD #15-Beckett Pt Large On-Site Sewage System	PW-05-691-024	0.500%	Jul-25	406,206		(50,776)	355,430	1,142	52,807
LUD #11-Bywater Way & Shine	1999 Revenue Bond	5.250%	May-19	365,000		(50,000)	315,000	9,570	59,581
Snow Creek Ranch Water System Improvements	PW-00-65120-008	2.500%	Oct-21	33,088		0	33,088	483	0
Kala Point Water Reservoir & Meters	98-78898-021	3.350%	Oct-19	22,102		0	22,102	432	0
Sound View Villa Emergency Loan	PW-99-691-ELP-301	5.000%	Jul-19	10,280		(5,140)	5,140	257	5,654
LUD #15-Beckett Point	2008 Revenue Bond	3.990%	May-25	22,354		(22,354)	0	1,430	23,296
Transfer from City of Port Townsend	PW-02-691-066	1.000%	Jun-18	69,807		(69,807)	0	291	70,505
<b>LINE 40 BALANCE SHEET-OTHER LTD</b>				<b><u>\$7,504,488</u></b>	<b><u>\$0</u></b>	<b><u>(\$444,398)</u></b>	<b><u>\$7,060,090</u></b>	<b><u>\$138,550</u></b>	<b><u>\$593,288</u></b>
Peterson Lake	B. Peterson Family LP	6.000%	Mar-26	\$1,116,706		(\$62,142)	\$1,054,565	\$38,159	\$100,300
Kala Point	Eric Thomas Note	0.000%	Oct-24	300,000		0	300,000	0	0
<b>LINE 47 BALANCE SHEET-NOTES PAYABLE</b>				<b><u>\$1,416,706</u></b>	<b><u>\$0</u></b>	<b><u>(\$62,142)</u></b>	<b><u>\$1,354,565</u></b>	<b><u>\$38,159</u></b>	<b><u>\$100,300</u></b>
<b>TOTAL LONG TERM DEBT AND RELATED EXPENDITURES</b>				<b><u>\$115,235,557</u></b>	<b><u>\$0</u></b>	<b><u>(\$2,123,373)</u></b>	<b><u>\$113,112,184</u></b>	<b><u>\$1,849,680</u></b>	<b><u>\$3,745,593</u></b>
<b>WEIGHTED AVERAGE COST OF DEBT</b>				<b><u>2.7772%</u></b>					

\*Interest rate includes 1/8% for Section 9 Fee



TIER AND DSC - 12 MONTH ROLLING AVERAGE-ELECTRIC



TIER:  $\frac{\text{Net Margins} + \text{Interest on LTD}}{\text{Interest on LTD}}$

DSC:  $\frac{\text{Net Margins} + \text{Interest on LTD} + \text{Depreciation}}{\text{Principal \& Interest Payments on LTD}}$

RUS TIER & DSC Requirement = 1.25

RUS OTIER & ODSC Requirement = 1.1

**JEFFERSON COUNTY PUBLIC UTILITY DISTRICT #1**  
**Financial Analysis and Ratios**  
**July 31, 2018**

	2017	2018
<b>Times Interest Earned Ratio (TIER) - Electric - YTD:</b>		
<u>Net Margins + Interest on Long Term Debt</u>	3.78	3.11
Interest on Long Term Debt		
<p>Measures the PUD's ability to repay interest on long-term debt for the electric division. Minimum is 1.25 for the year but strive for higher.            **_**_**_**</p>		
<b>Operating Times Interest Earned Ratio (OTIER) - Electric - YTD:</b>		
<u>Operating Margins + Interest on Long Term Debt</u>	3.31	2.61
Interest on Long Term Debt		
<p>Measures the PUD's ability to repay interest on long-term debt for the electric division. Minimum is 1.10 for the year.            **_**_**_**</p>		
<b>Debt Service Coverage (DSC) - Electric - YTD:</b>		
<u>Net Margins + Interest on Long Term Debt + Depreciation/Amortization</u>	3.07	2.70
Total Long-Term Debt Service Billed		
<p>Measures the PUD's ability to generate sufficient funds from net margins to cover the annual debt service payments on the electric division. Minimum is 1.25 for the year.            **_**_**_**</p>		
<b>Operating Debt Service Coverage (ODSC) - Electric - YTD:</b>		
<u>Operating Margins + Interest on Long Term Debt + Depreciation/Amortization</u>	2.81	2.42
Total Long-Term Debt Service Billed		
<p>Measures the PUD's ability to generate sufficient funds from operating margins to cover the annual debt service payments on the electric division. Minimum is 1.10 for the year.            **_**_**_**</p>		
<b>Quick Ratio:</b>		
<u>Cash and Accounts Receivable</u>	1.78	1.89
Current Liabilities		
<p>Reveals the protection afforded short-term creditors by the most liquid current assets. The larger the ratio (and it should be above 1.0), the greater the liquidity.            **_**_**_**</p>		
<b>90 Days of Cash for Operations</b>		
<u>Current Year Budget's Annual Expenses X 90</u>		
365		
<p>Per Financial Policy, required to keep a minimum of 90 days of cash available based on planned year's budgeted expenses.</p>		
Excess / (Deficit) in Non-Restricted Funds Above 125% of Minimum	\$8,850,089	\$9,093,303
	\$3,292,779	\$4,698,543
<p>**_**_**_**</p>		

**JEFFERSON COUNTY PUBLIC UTILITY DISTRICT #1**  
**Financial Analysis and Ratios**  
**July 31, 2018**

**2017                      2018**

**Average Accounts Receivable Collection Period:**

<u>365</u>	21	23
Accounts Receivable Turnover		

Expresses the effectiveness of collections in days. Represents the number of days it takes for customers to pay their bill after it has been sent out.

\*\_\*\_\*\_\*\_\*\_\*

**Accounts Payable to Average Daily Purchases:**

<u>Average Accounts Payable</u>	47	45
Average Daily Purchases		

Indicates the number of days required to pay creditors.

\*\_\*\_\*\_\*\_\*\_\*

**Days in Inventory**

<u>365</u>	562	562
Inventory Turnover		

Indicates the average number of days that units are kept in inventory before being used.

**Jefferson County PUD No. 1  
Comparative Sales - Electric Division**

**July 31, 2018**

**CUSTOMER/REVENUE DATA**

	YEAR-TO-DATE					MONTHLY				
	AVERAGE # LAST YEAR	AVERAGE # THIS YEAR	REVENUE LAST YEAR	REVENUE THIS YEAR	REVENUE BUDGET	NUMBER LAST YEAR	NUMBER THIS YEAR	REVENUE LAST YEAR	REVENUE THIS YEAR	REVENUE BUDGET
1. RESIDENTIAL	17,027	17,250	\$14,835,888	\$14,673,774	\$15,221,207	17,098	17,305	\$1,206,211	\$1,254,946	\$1,119,667
2. RESIDENTIAL SEASONAL	0	0	0	0	0	0	0	0	0	0
3. IRRIGATION	0	1	1,002	869	889	3	2	1,002	745	889
4. SM. COMMERCIAL	2,210	2,257	4,292,295	4,374,863	4,297,342	2,224	2,267	493,877	494,677	426,894
5. LG. COMMERCIAL	18	19	3,165,053	3,592,790	3,010,093	18	20	445,981	485,827	382,592
6. STREET LIGHTING	211	214	100,056	114,696	116,155	214	213	14,248	16,935	15,624
7. PUBLIC AUTHORITIES	0	0	0	0	0	0	0	0	0	0
8. TOTAL SALES	19,466	19,741	\$22,394,295	\$22,756,992	\$22,645,686	19,557	19,807	\$2,161,320	\$2,253,130	\$1,945,666
9. OTHER REVENUE			59,650	86,018	209,371			(1,187)	14,086	9,887
<b>TOTAL (8+9)</b>			<b>\$22,453,945</b>	<b>\$22,843,010</b>	<b>\$22,855,057</b>			<b>\$2,160,133</b>	<b>\$2,267,216</b>	<b>\$1,955,553</b>

**PURCHASES/SALES DATA**

**PURCHASES**

- 1. RESIDENTIAL
- 2. RESIDENTIAL SEASONAL
- 3. IRRIGATION
- 4. SMALL COMMERCIAL
- 5. LARGE COMMERCIAL
- 6. STREET LIGHTING
- 7. PUBLIC AUTHORITIES
- 8. TOTAL SALES
- 9. OFFICE USE
- 10. UNACCOUNTED
- 11. PERCENT LOSS
- 11A. % LOSS w/o PAPER MILL
- 12. COINCIDENT DEMAND (kW)
- 13. MONTH OF MAXIMUM kW

	YEAR-TO-DATE kWh				MONTHLY kWh			
	LAST YEAR	THIS YEAR	BUDGET	CURRENT VS BUDGET	LAST YEAR	THIS YEAR	BUDGET	CURRENT VS BUDGET
	234,456,831	227,849,609	230,245,818	-1.04%	24,004,782	23,279,179	21,622,145	7.66%
1. RESIDENTIAL	137,971,111	130,767,779	141,546,120	-7.61%	10,680,570	10,333,048	10,367,290	-0.33%
2. RESIDENTIAL SEASONAL	0	0	0	0.00%	0	0	0	0.00%
3. IRRIGATION	14,129	11,460	11,113	3.12%	14,129	9,870	11,113	-11.19%
4. SMALL COMMERCIAL	42,345,711	40,892,972	42,089,540	-2.84%	4,746,199	4,361,483	4,181,136	4.31%
5. LARGE COMMERCIAL	59,227,700	59,613,391	52,808,649	12.89%	8,202,572	8,062,302	6,712,140	20.12%
6. STREET LIGHTING	322,432	269,482	387,183	-30.40%	29,050	30,140	52,080	-42.13%
7. PUBLIC AUTHORITIES	0	0	0	0.00%	0	0	0	0.00%
8. TOTAL SALES	239,881,083	231,555,084	236,842,605	-2.23%	23,672,520	22,796,843	21,323,759	6.91%
9. OFFICE USE	0	0	0	0.00%	0	0	0	0.00%
10. UNACCOUNTED	(5,424,252)	(3,705,475)	(6,596,787)	-43.83%	332,262	482,336	298,386	61.65%
11. PERCENT LOSS	-2.31%	-1.63%	-2.87%	-43.21%	1.38%	2.07%	1.38%	
11A. % LOSS w/o PAPER MILL	-2.82%	-2.00%			1.87%	2.79%		
12. COINCIDENT DEMAND (kW)	102,920	95,563			39,876	40,371		
13. MONTH OF MAXIMUM kW	January	February						

**REVENUE PER kWh DATA**

- 1. RESIDENTIAL
- 2. RESIDENTIAL SEASONAL
- 3. IRRIGATION
- 4. SMALL COMMERCIAL
- 5. LARGE COMMERCIAL
- 6. STREET LIGHTING
- 7. PUBLIC AUTHORITIES
- 8. OVERALL

	YEAR-TO-DATE REVENUE - CENTS PER kWh				MONTHLY REVENUE - CENTS PER kWh			
	LAST YEAR	THIS YEAR	BUDGET	CURRENT VS BUDGET	LAST YEAR	THIS YEAR	BUDGET	CURRENT VS BUDGET
1. RESIDENTIAL	10.75	11.22	10.75	4.35%	11.29	12.14	10.80	12.45%
2. RESIDENTIAL SEASONAL	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
3. IRRIGATION	7.09	7.58	8.00	-5.21%	7.09	7.55	8.00	-5.64%
4. SMALL COMMERCIAL	10.14	10.70	10.21	4.78%	10.41	11.34	10.21	11.09%
5. LARGE COMMERCIAL	5.34	6.03	5.70	5.73%	5.44	6.03	5.70	5.72%
6. STREET LIGHTING	31.03	42.56	30.00	41.87%	49.05	56.19	30.00	87.29%
7. PUBLIC AUTHORITIES	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
8. OVERALL	9.34	9.83	9.56	2.79%	9.13	9.88	9.12	8.32%



## AGENDA REPORT

**DATE:** September 4, 2018  
**TO:** Board of Commissioners  
**THRU:** Larry Dunbar, General Manager  
**FROM:** Debbie Lund, Human Resources Manager  
**RE:** Proposed policy HR 7.13 Health Reimbursement Arrangement (HRA)

---

**SUMMARY:** This proposed new policy would allow non-represented employees the opportunity to request a vote to change one or more components of the HRA VEBA benefit by adding/changing an employee contribution component. If the non-represented group votes to change a contribution component, the Board of Commissioners could vote separately to do the same.

**BACKGROUND:** The PUD contributes \$25 to each employee's HRA VEBA account monthly. "Groups" of employees can have different contribution formulas so long as IRS non-discrimination rules are met. Each bargaining unit is defined as a "group". Some non-represented employees have expressed an interest in having an employee contribution (i.e. payroll deduction) to further fund their HRA VEBA accounts. HRA rules do not allow for individual changes, the entire group must all do the same.

**ANALYSIS/FINDINGS:** This proposal creates the policy that would allow group changes for the non-represented staff. Union groups would negotiate changes during contract negotiations. This policy would also establish the non-represented employees and the Board of Commissioners as two additional "groups". Funding options include a flat amount through payroll deduction, requiring some or all of the annual PTO cashout and/or PTO cashout upon separation to go into HRA VEBA. An employee vote could not obligate the PUD to pay a higher contribution.

**FISCAL IMPACT:** None. Potentially, there is even some savings to the PUD as all contributions to an HRA are considered "employer" contributions and are excluded from income and payroll taxes, thereby also saving the PUD the matching payroll taxes (typically 7.65%) for any amount that is contributed.

**RECOMMENDATION:** Staff recommends that the Board approve policy HR 7.13 as presented.

**ATTACHMENT:** Proposed policy HR 7.13 Health Reimbursement Arrangement (HRA)

**HR7.13 Health Reimbursement Arrangement (HRA)**

A. The District will contribute to an HRA VEBA Medical Reimbursement Plan on behalf of all regular non-represented (“eligible”) employees participating in the PUD’s group medical plan(s). Contributions on behalf of each eligible employee shall be an equal dollar amount for each employee (pro-rated for part-time employees). The dollar amount will be determined annually as part of the budget process.

- 1) The Board of Commissioners may, pursuant to RCW 54.12.080(5), be provided the same group insurance coverage. However, the Board of Commissioners will not automatically be impacted by a vote of the non-represented employees. Should the non-represented employee group vote to make a change, and the change is eligible to be applicable to the Board of Commissioners, the Board of Commissioners will discuss the topic at a public meeting and take a vote to decide whether or not to participate in the same manner as the non-represented employee group.

B. Petition to Change the Program: By a written petition signed by 25% of the eligible employees, representing at least 2 different departments of the District, a revote can be called to change the components of the HRA VEBA plan. 25% of the eligible employees means 25% as of the day the petition is turned in to the Human Resources Manager.

- 1) Components that are subject to change are limited to the contribution method (i.e. change in employee contribution amount and/or PTO cash out contributions).
- 2) The petition must clearly state the action that would be proposed on the ballot that is being requested. The final ballot will contain only one item to vote upon. The item may be a single change or a combination of changes to be implemented together if the vote is successful.
- 3) The deadline for any petition is November 1. No petition will be accepted prior to October 1 of any year. A revote can happen no more frequently than annually and would occur between November 1 and December 15.
- 4) In the event there are multiple petitions, there can be only one vote. Should multiple qualified petitions be submitted, the petition received first will be the one used for the revote.

- 5) The Human Resources Manager is responsible for assisting in any petition by providing names of eligible employees, determining and verifying the necessary signatures to obtain 25%, and for administering any vote as required by a qualified petition.

C. Voting Procedures:

- 1) Ballots, paper or electronic, are to be made available for no less than 10 calendar days.
- 2) A supermajority (60% or greater) of the ballots returned is required to pass any ballot proposal.
- 3) Any eligible employee on the payroll as of the first day the ballots are available is eligible to vote.
- 4) Paper ballots will be counted at a pre-determined location and time allowing for interested observers, a print out of electronic ballot counts will be made available to those requesting the information.
- 5) Any concerns regarding legitimacy of a ballot will be determined solely by the General Manager.

D. Administrative Authority for Special Election: In the event that an element of the program is required to be changed due to a change or re-interpretation of applicable rules, the General Manager reserves the right to call for a new election outside of the normal petition and voting procedure as outlined above. Such special elections shall only be used when there is any material change in the law affecting the program. The decision as to whether a change is a material change is at the sole discretion of the General Manager. The procedure for the special election will be clearly identified on the special election ballot and can contain rules that require a simple majority (50% plus 1 vote), depending on what type of change is being required of the program.



## AGENDA REPORT

**DATE:** September 4, 2018  
**TO:** Board of Commissioners  
**THRU:** Larry Dunbar, General Manager  
**FROM:** Debbie Lund, Human Resources Manager  
**RE:** Policy changes HR 5.07 and HR 8.05

---

**SUMMARY:** Staff is proposing two small changes to Human Resources policies. We consider these changes to be housekeeping in nature.

**BACKGROUND:** HR 8.05 is a change to update the phone number to reflect the new Employee Assistance Program (EAP) Provider.

HR 5.07 is an administrative proposal to enable staff to monitor PTO usage on a calendar year basis, rather than on an individual 12-month basis. The intent of the policy is to ensure that employees take time away from work. The current language requires us to look at an individual's hire date and 12-month period following that date. By changing to an annual basis, payroll and HR staff can easily run reports for the entire group on a calendar year basis to ensure minimum usage of PTO. If adopted, all twelve month periods will roll to the first full calendar year following one year of employment.

**ANALYSIS/FINDINGS:** HR 8.05 is housekeeping. HR 5.07 is an administrative simplification. No employee will be penalized by adoption of this proposal. The proposal to HR 5.07 will apply only to non-union employees. We would attempt to negotiate this change with next contract negotiations with the unions to create a consistent application of the minimum usage requirement.

**FISCAL IMPACT:** None.

**RECOMMENDATION:** Staff recommends that the Board approve policies HR 5.07 and HR 8.05 as presented.

**ATTACHMENT:** Proposed modifications to HR 5.07 and HR 8.05.



## **HR5.07 Paid Time Off (PTO)**

HR5.07

....

Personal leave accrual for each regular employee shall commence from the first date of his last employment. After the first full calendar year of employment, each employee must use a minimum of ten (10) days personal leave per calendar year. Failure to use such ten (10) days personal leave shall result in forfeiture of any unused portion each year unless such failure is the result of occupational disability or extended illness.

...

## **HR 8.05 Drug and Alcohol Policy for FMCSA/DOT Regulated Employees**

HR8.05(D)

....

The following Substance Abuse Professionals can provide help and referrals:

~~Total Care EAP~~ Wellspring EAP

~~800-252-4555 or 800-225-2527~~ 800-553-7798 or 206-654-4144

or

saplist.com

The EAP can be reached 24 hours a day, seven (7) days a week, 365 days a year.

...



## AGENDA REPORT

**DATE:** September 4, 2018

**TO:** Board of Commissioners

**THRU:** Larry Dunbar, General Manager

**FROM:** Debbie Lund, Human Resources Manager

**RE:** **Resolution 2018-023: PURMS 2018 Amended and Restated Interlocal Agreement**

---

**SUMMARY:** The PURMS Board passed Resolution No. 6-7-18-1 at the Board's Semi-Annual Meeting on June 7, 2018, adopting the PURMS 2018 Amended and Restated Interlocal Agreement. The attached documents now require action by each of the participating District's Board of Commissioners.

**BACKGROUND:** Public Utility Risk Management Services (PURMS) operates three risk pools (liability, property and health and welfare) through which local government entities, including Jefferson County PUD, participate. The Interlocal Agreement has been updated numerous times since originally dated December 20, 1976. The agreement is being updated in 2018. Additional information can be found in the attached documents.

**ANALYSIS/FINDINGS:** Ken Collins serves as our delegate to the PURMS Board. Ken was present at the June 7, 2018, PURMS Board meeting where the resolution was passed by a unanimous vote.

**FISCAL IMPACT:** None known.

**RECOMMENDATION:** Staff recommends that the Board approve Resolution 2018-023 as presented.

**ATTACHMENTS:**

1. Resolution No. 2018-023
2. Cover Page for Exhibit 1 to the Authorizing Resolution
3. Exhibit 1 – A copy of the fully executed PURMS Resolution No. 6-7-18-1 re Adoption of PURMS 2018 Amended and Restated Interlocal Agreement
4. Duplicate Original Signature Page to the 2018 ILA to be executed by the General Manager, the District's "Signing Representative" identified in the body of the Authorizing Resolution.



**RESOLUTION NO. 2018-023**

**A RESOLUTION OF THE COMMISSION OF PUBLIC UTILITY DISTRICT NO. 1 OF JEFFERSON COUNTY, WASHINGTON (the “DISTRICT”):**

- 1. DECLARING ITS APPROVAL OF PUBLIC UTILITY RISK MANAGEMENT SERVICES (“PURMS”) RESOLUTION NO. 6-7-18-1 AND RATIFYING THE AFFIRMATIVE VOTE ON SAID RESOLUTION BY THE DISTRICT’S VOTING REPRESENTATIVE AT THE PURMS SEMI-ANNUAL BOARD MEETING ON JUNE 7, 2018; and**
- 2. DECLARING ITS APPROVAL OF THE PURMS 2018 AMENDED AND RESTATED INTERLOCAL AGREEMENT (“2018 ILA”) AND AUTHORIZING THE DISTRICT’S SIGNING REPRESENTATIVE TO EXECUTE THE DUPLICATE ORIGINAL SIGNATURE PAGE FOR THE 2018 AMENDED AND RESTATED ILA FOR AND ON BEHALF OF THE DISTRICT.**

**PUBLIC UTILITY DISTRICT NO. 1 OF JEFFERSON COUNTY**  
Jefferson County, Washington

BE IT RESOLVED BY THE COMMISSION OF PUBLIC UTILITY DISTRICT NO. 1 OF JEFFERSON COUNTY, WASHINGTON, as follows:

**A. PURMS Joint Self-Insurance Program and the District’s Participation in PURMS’ Risk Pools.**

**WHEREAS**, Public Utility District No. 1 of Jefferson County, Washington (“District”) is a municipal corporation organized and existing under and by virtue of the Constitution and the laws of the State of Washington;

**WHEREAS**, Public Utility Risk Management Services (“PURMS”) is an unincorporated association of Local Government Entities organized and existing under the laws of the State of Washington, including RCW 48.62 *et. seq.* (re “Local Government Insurance Transactions”), RCW 39.34 *et. seq.* (the “Interlocal Cooperation Act”) and other applicable statutes enacted to permit and facilitate the joint exercise by Local Government Entities of their powers;

**WHEREAS**, the District is currently a signatory to the PURMS’ Interlocal Agreement, originally dated December 20, 1976 (then called the “Self-Insurance Agreement” or “SIA”), as most recently amended and restated and adopted by PURMS’ Members, effective as of November 10, 2011 (hereinafter, “2011 ILA”);

**WHEREAS**, PURMS is also subject to WAC § 200-100 *et. seq.* governing local government entity liability and property joint self-insurance programs, and WAC § 200-110 *et. seq.* governing health and welfare joint self-insurance programs (collectively, “Programs”);

**WHEREAS**, PURMS exists and operates pursuant to the terms of its Interlocal Agreement for the purpose, among other things, of providing its Members with joint self-insurance coverage and jointly purchased excess or stop-loss coverage for liability claims, property losses and health and welfare benefits, and joint administration and handling of claims relating to such coverages, through three separate Risk Pools known as the “Liability Pool”, the “Property Pool” and the “Health & Welfare Pool” (collectively, PURMS’ “Risk Pools”);

**WHEREAS**, pursuant to ¶ 6 of the 2011 ILA, the business and affairs of PURMS and its Risk Pools are managed and governed by and through its Board of Directors (“Board”) and implemented day-to-day by PURMS’ Administrator (“Administrator”);

**WHEREAS**, the District is currently a Member of PURMS and participates in one or more of PURMS’ Risk Pools; and

**WHEREAS**, the District has determined that its ongoing participation as a Member of such Risk Pool(s) provides the District with the benefits and costs savings of joint self-insurance coverage, jointly purchased excess or stop-loss insurance and common administration through the Risk Pool(s).

**B. Notice and Publication of Proposed 2018 Amended and Restated PURMS Interlocal Agreement – Waiver of any Defects in Notice**

**WHEREAS**, the PURMS 2011 ILA is being amended and restated in the form of the 2018 Amended and Restated ILA (sometimes referred to as the “2018 ILA”) in order to incorporate certain amendments that have already been approved by the PURMS Board and Members via previously adopted PURMS Resolutions, as well as additional proposed amendments that were considered for the first time by the Board and Members at the PURMS Semi-Annual Board Meeting on June 7, 2018;

**WHEREAS**, the 2018 Amended and Restated ILA, reflecting the provisions of the 2011 ILA that are being substantively amended, was published to the Members of PURMS on PURMS Website on May 10, 2018, with Notice and a link thereto provided by email to the Members on that same date;

**WHEREAS**, ILA ¶ 5.4.5(a) and WAC 200-100-02019 require thirty (30) days’ notice to Program Members and the Washington State Risk Manager (“SRM”) of any amendments to a Program’s interlocal agreement;

**WHEREAS**, the May 10, 2018, Notice regarding adoption of the 2018 Amended and Restated ILA technically was 2 days short of the required thirty (30) notice to Members regarding amendment of the ILA for consideration at the June 7, 2018, Semi-Annual Board Meeting;

**WHEREAS**, the provisions of the 2011 ILA that are being substantively amended in the 2018 ILA were identified and generally described in the PURMS Resolution No. 6-7-18-18, which was provided to PURMS’ Members, including the District, via email link to PURMS Website ten (10)

days before the PURMS Board’s Semi-Annual Board Meeting at which the Vote on the amendments and the 2018 Amended and Restated ILA was set to be taken;

**WHEREAS**, a Director or Voting Representative for every Member was present at or participating by telephone conference call in the June 7, 2018, Semi-Annual Board Meeting and all were provided an opportunity to object to the 2-day shorter-than-required notice and no verbal or written objection was made;

**WHEREAS**, PURMS Resolution No. 6-7-18-1 constitutes a written waiver of any defective Notice as contemplated by ILA ¶ 5.4.5(a); and

**WHEREAS**, this Authorizing Resolution hereby affirms the District’s Voting Representative’s waiver of any defects in the Notice relating to amendments reflected in the 2018 Amended and Restated ILA, as contemplated by ILA ¶ 5.4.5(a) and WAC 200-100-02019.

**C. Regulatory Requirements for Government Entity Joint Self-Insurance Programs to Amend their Interlocal Agreements.**

**1. Requirement of Thirty Days’ Notice to Members and State Risk Manager for Changes to a Program’s “Interlocal Agreement” or “Bylaws”.**

**WHEREAS**, WAC 200-100-065(2) requires written notification to SRM prior to implementing any changes to a liability or property Program’s interlocal agreement or bylaws;

**WHEREAS**, WAC 200-110-270 includes the same requirement of written notification to Members and SRM with respect to any changes to the interlocal agreement governing Health and Welfare Programs; and

**WHEREAS**, SRM was provided with the same Notice and access to the 2018 Amended and Restated ILA as was provided to the PURMS Members, as identified in ¶ B. above.

**2. Requirements that Members of a Program must Adopt Authorizing Resolutions approving Amendments to the Program’s “Interlocal Agreement” and Sign a Copy of the Amendments.**

**WHEREAS**, WAC 200-100-02021(2) requires:

- a. That changes to a liability or property Program’s interlocal agreement be adopted by ordinance or resolution of the governing body of each member (“Authorizing Resolution”);
- b. That a copy of the Amendments be signed by each member’s “authorized representative” (hereinafter, referred to as “Signing Representative”); and
- c. That a copy of the adopted Authorizing Resolution and the signed Amendments be provided to and retained by the Program.

**WHEREAS**, WAC 200-110-280(2) contains identical requirements for changes to a health and welfare Program’s interlocal agreement;

**WHEREAS**, the 2011 ILA also requires the same or similar notice, procedures and documentation (*see* ¶¶ 5.4.3 – 5.4.5);

**WHEREAS**, therefore, as a result of these WAC and ILA requirements:

- a. The “governing body” of each PURMS Member must adopt this Authorizing Resolution approving the 2018 Amended and Restated ILA and designating the Member’s “Signing Representative”; and
- b. In addition, since the Amendments to the 2011 ILA are incorporated into the 2018 Amended and Restated ILA, each Member’s Signing Representative must execute a Duplicate Original Signature Page to the 2018 Amended and Restated ILA.

**D. District’s Ratification of Vote of Voting Representation approving PURMS Resolution No. 6-7-18-1.**

**WHEREAS**, on June 7, 2018, the PURMS Board met for its Semi-Annual Meeting and, among other things, considered Resolution No. 6-7-18-1;

**WHEREAS**, the Voting Standard applicable to adopting the 2018 Amended and Restated ILA is a Unanimous Vote of all PURMS Members;

**WHEREAS**, a Voting Representative for each of the nineteen (19) current Members of PURMS participated in the Semi-Annual Board Meeting, either in person or via telephone conference call, as established by a Roll Call at the meeting;

**WHEREAS**, the District’s Director, Kenneth Collins (“Voting Representative”), attended the Semi-Annual Board Meeting, Voted in favor of PURMS Resolution No. 6-7-18-1 approving the 2018 Amended and Restated ILA, and signed the Resolution on behalf of the District;

**WHEREAS**, the District hereby approves PURMS Resolution No. 6-7-18-1 and ratifies the affirmative Vote of its Voting Representative at the PURMS Semi-Annual Board Meeting; and

**WHEREAS**, a copy of PURMS Resolution No. 6-7-18-1, as Unanimously approved and executed at the June 7, 2018, Semi-Annual Board Meeting, is attached to this Authorizing Resolution as **Exhibit 1**.

**E. The District’s Adoption of the Authorizing Resolution is in the Best Interest of the District.**

**WHEREAS**, the Commission, as governing body for the District, has reviewed and considered PURMS Resolution No. 6-7-18-1, the amendments to the 2011 ILA as incorporated into the 2018 Amended and Restated ILA, and the terms of the 2018 Amended and Restated ILA and finds them acceptable and consistent with the insurance needs of the District as a Member of PURMS and a continuing participant in one or more of its Risk Pool(s); and

**WHEREAS**, the Commission, as governing body for the District, further finds the terms of this Authorizing Resolution acceptable and consistent with the insurance needs of the District as a Member of PURMS and a continuing participant in one or more of its Risk Pool(s).

**F. Effective Dates of the Amendments to the 2011 ILA and the PURMS 2018 Amended and Restated ILA.**

**WHEREAS**, the District approves the Effective Dates for the various Amendments to the 2011 ILA, and for the 2018 ILA itself, as provided in ¶ VIII. of PURMS Resolution No 6-7-18-; and

**WHEREAS**, the District further approves and ratifies the *de facto* earlier implementation of certain of the Amendments to the PURMS 2011 ILA, as provided in prior PURMS’ Resolutions or in the Amendments themselves, or as may have been directed by the Board or Executive Committee, notwithstanding whether the Effective Dates or *de facto* implementation dates preceded the District’s approval and adoption of this Authorizing Resolution, and the District hereby specifically approves any such earlier Effective Dates or implementation of the Amendments to the 2011 ILA.

**G. Signing Representative Authorized by the District to Execute Documents relating to the PURMS 2018 Amended and Restated ILA.**

**WHEREAS**, ¶ IX.C.1 of Resolution No. 6-7-18-1 contemplates that each Member shall identify its Director, Designated Employee or other representative specifically authorized by this Authorizing Resolution to execute the 2018 Amended and Restated ILA on behalf of and binding upon the District (“Signing Representative”); and

**WHEREAS**, the Commission, as the governing body for the District, hereby designates Larry Dunbar, holding the position of General Manager with the District, as its Signing Representative, to sign the Duplicate Original Signature Page for the PURMS 2018 Amended and Restated ILA, attached hereto as **Exhibit 2**.

**NOW, THEREFORE, IT IS HEREBY FOUND, DETERMINED, AND ORDERED** as follows:

**Section 1:** The Commission hereby acknowledges timely receipt of Notice of PURMS publication to Members on its Website of the proposed 2018 Amended and Restated Interlocal Agreement and timely receipt of PURMS Resolution No. 6-7-18-1, and further, hereby waives any objection it might have regarding the adequacy of the Notice to the Board and Members of the amendments to the 2011 ILA.

**Section 2:** The Commission finds that PURMS Resolution No. 6-7-18-1 and the 2018 Amended and Restated Interlocal Agreement adequately and appropriately assist PURMS in maintaining compliance with existing applicable laws and in the prudent and efficient operation and administration of PURMS’ Risk Pools, and therefore, benefit the District as a Member thereof.



**Section 3:** The Commission finds that approving Resolution No. 6-7-18-1 and the 2018 Amended and Restated Interlocal Agreement are in the best interests of the District, and the District hereby approves the same.

**Section 4:** The Commission further hereby ratifies the affirmative Vote of its Voting Representative approving Resolution No. 6-7-18-1 at the PURMS June 7, 2018 Semi-Annual Board Meeting.

**Section 5:** The Commission hereby approves and adopts the PURMS 2018 Amended and Restated Interlocal Agreement, as published to Members as described in ¶ B. above, and subject to any necessary conforming changes or corrections approved by the PURMS Executive Committee prior to final publication of the 2018 Amended and Restated ILA by PURMS on its Website.

**Section 6:** Without limiting the generality of Section 5 above, if the District is or becomes a Member of the PURMS Liability and/or Property Pool, the District hereby expressly adopts the Liability and Property Pool “Program Funding Rules” contained in ¶ 13A. of the 2018 Amended and Restated ILA.

**Section 7:** Without limiting the generality of Section 5 above, if the District is or becomes a Member of the PURMS Health and Welfare Pool, the District hereby expressly adopts the Health and Welfare Pool “Program Funding Rules” contained in ¶ 13B. of the 2018 Amended and Restated ILA.

**Section 8:** The Commission hereby authorizes its Signing Representative designated in ¶ G. above to sign the Duplicate Original Signature Page for the PURMS 2018 Amended and Restated ILA and to provide the executed Duplicate Original Signature Page, along with a copy of this Authorizing Resolution as approved and fully executed by the Commission, to PURMS’ Administrator within forty-five (45) days from receipt of this Authorizing Resolution.

**Section 9:** This Authorizing Resolution shall be in effect from and after its date of passage; provided, the Authorizing Resolution hereby ratifies application of and action taken under any of the Amendments to PURMS’ Interlocal Agreement that may have Effective Dates or otherwise be or have been implemented prior to the date of passage of this Authorizing Resolution, as provided in ¶ F. above.

**ADOPTED** by the Commission of Public Utility District No. 1 of Jefferson County, Washington, at a regular meeting thereof, held on the \_\_\_\_ day of \_\_\_\_\_, 2018.

PUBLIC UTILITY DISTRICT NO. 1 OF  
JEFFERSON COUNTY

At \_\_\_\_\_, Washington

By: \_\_\_\_\_

Its: \_\_\_\_\_

JEFFERSON County PUD –  
Authorizing Resolution Adopting PURMS 2018 Amended and Restated Interlocal Agreement

ATTEST:

By: \_\_\_\_\_



**JEFFERSON PUD Authorizing Resolution No. 2018-023**

**EXHIBIT 1**

**PURMS Board Resolution No. 6-7-18-1 re *Adoption of PURMS 2018 Amended and Restated Interlocal Agreement*  
(Attached)**



**PURMS BOARD RESOLUTION NO. 6-7-18-1**

**for  
PUBLIC UTILITY RISK MANAGEMENT SERVICES  
JOINT SELF-INSURANCE FUND**

**I.**

**General Authority and Background**

**WHEREAS**, pursuant to the authority granted in RCW 48.62 *et. seq.*, Public Utility Risk Management Services (“PURMS”) has established and operates three Risk Pools through which the local government entity Members of the Risk Pools jointly self-insure liability, property and health & welfare claims (respectively, “Liability Pool”, “Property Pool” and “H&W Pool”);

**WHEREAS**, the operation of these Risk Pools and the rights and obligations of the Members of the Risk Pools are governed by an agreement entitled “Interlocal Agreement for the Public Utility Risk Management Services Joint Self-Insurance Fund” (“PURMS’ Interlocal Agreement” or “ILA”), which incorporates by reference the other program documents identified in ¶ 5.1 of the ILA (including Coverages, Assessment Formulas and Claims Resolution Procedures, “Program Documents”) collectively constituting the PURMS “Joint Self-Insurance Agreement” (or “SIA”);

**WHEREAS**, the ILA, which was originally dated December 20, 1976, over the years has been amended and restated, as needed and appropriate, pursuant to RCW 48.62 *et. seq.* and RCW 39.34 *et. seq.*, as most recently amended and restated pursuant to PURMS Resolution No. 11-10-11-1 on November 10, 2011 (“2011 ILA”);

**WHEREAS**, pursuant to ¶ 6 of the 2011 ILA, the business and affairs of PURMS are managed and governed by the Board of Directors (“Board”), which consists of one Director from each PURMS Member; and

**WHEREAS**, ¶ 4.2 of the 2011 ILA provides that PURMS shall have all of the authority granted or implied by applicable Washington law.

**II.**

**Purpose of Resolution – Adoption of 2018 Amended and Restated ILA**

**WHEREAS**, the 2011 ILA is being amended and restated in the form of the 2018 Amended and Restated ILA (“2018 ILA”) in order to incorporate certain amendments that have already been approved by the Board and Members, as well as additional proposed amendments being considered for the first time by the Board and Members, as set out in more detail in ¶ III. below; and

**WHEREAS**, the amendments being approved and/or incorporated into the 2018 ILA fall into three categories:

**Resolution No. 6-7-18-1 re: Adoption of PURMS 2018 Amended and Restated Interlocal Agreement**

1. The Liability and Property Pool “Funding Rules” approved by the Board in 2016 (“2016 L&P Funding Rules”; see ¶ III.A below);
2. Some general amendments being proposed on issues that have been identified based on experience under the terms of the 2011 ILA (“Experience Amendments”; see ¶ III.B below); and
3. Newly prepared “Supplemental Voting Procedures” to help ensure that PURMS can timely amend its Program Documents in the future while still complying with the requirements of WAC 200-100-02021(1) and the requirements of the Washington Open Public Meetings Act (RCW 42.30 et. seq.) (“Supplemental Voting Procedures”; see ¶ III.C below).

**III.**

**Overview of Amendments Incorporated in 2018 ILA**

**A. Incorporation of Previously Approved 2016 Liability and Property Pool Funding Rules.**

**WHEREAS**, at the November 3, 2016, Board meeting, by Resolution No. 11-3-16-3, the Board adopted substantial revisions to the Program Funding Rules for the PURMS Liability and Property Pools contained in the 2011 ILA, for the reasons stated in § II thereof (“2016 L&P Funding Rules”);

**WHEREAS**, the 2016 L&P Funding Rules were designed to facilitate the Liability and Property Pools’ ongoing compliance with the Program Funding Requirements contained in WAC 200-100-03001 by providing mechanisms to adjust the Risk Pools’ funding from year-to-year in response to changes in the required Actuarial Funding Levels established each year by the annual Actuarial Report the Risk Pools are required to obtain under WAC 200-100-03001;

**WHEREAS**, Resolution No. 11-3-16-3 provided in ¶ X.D. that the Effective Date for the 2016 L&P Funding Rules would be deemed to be November 3, 2016, once sufficient Members approved the Resolution;

**WHEREAS**, providing Members with an Authorizing Resolution for formally adopting the 2016 L&P Funding Rules to the ILA ultimately was delayed to allow some additional amendments to the 2011 ILA so all could be adopted at one time, in one document;

**WHEREAS**, following their 2016 adoption by Resolution, the 2016 L&P Funding Rules have been further revised and clarified in several respects, as identified by pink font in various places in ¶ 13A of the 2018 ILA;

**WHEREAS**, the 2016 L&P Funding Rules that were adopted at the November 3, 2016, Board meeting and the additional revisions and clarifications referenced above are now set forth in final form in ¶ 13A of the 2018 ILA;

WHEREAS, the provisions of the L&P Funding Rules that have been clarified and amended since the original adoption of the 2016 L&P Funding Rules and incorporated into the 2018 Amended and Restated ILA are identified by paragraph reference and subject heading as set out below:

- ¶ 13A.2.2(b) – Replenishing Risk Pool’s Actual Balance via Assessments – Determining the Amount of the Assessment.
- ¶ 13A.8.2 – Funding by Contingent Reserves Assessments – Issuance and Collection.
- ¶ 13A.9.4 – Pre-Funding Contingent Reserves – Accounting for and Payment of Claims Costs.
- ¶ 13A.11.3(a) – Withdrawing Members’ and Former Members’ Ongoing Obligation to pay Assessments for Contingent Reserves.
- ¶ 13A.11.3(a) – Withdrawing or Former Member’s Right to Participate in Declared Refund of Surplus Contingent Reserves.
- ¶ 13A.13.4 – Accounting for Special Purpose Account Funds.

WHEREAS, the nature, purpose and effect of these amended provisions of the 2016 L&P Funding Rules have been reviewed and discussed at the Operations Committee meeting on May 31, 2018, and the Administrative and Executive Committee meetings on June 6, 2018, and all questions of Committee members were satisfactorily answered by the Administrator and/or PURMS Counsel.

**B. Adoption and Incorporation of Previously Proposed 2017 “Experience” Amendments.**

WHEREAS, the other provisions of the 2011 ILA that have been amended are identified by paragraph reference and subject heading as set out below (except for the new Supplemental Voting Procedures which are addressed in ¶ III.C. below):

- ¶ 9.1.4. Executive Committee Authority to Interpret and Apply the ILA and other Program Documents.
- ¶ 14.6 – PURMS and/or Risk Pools’ Authority to Purchase Other Excess, Different or Additional Insurance.

WHEREAS, the nature, purpose and effect of these proposed amendments have been reviewed and discussed at the Operations Committee meeting on May 31, 2018, and the Administrative and Executive Committee meetings on June 6, 2018, and all questions of Committee members were satisfactorily answered by the Administrator and/or PURMS Counsel.

**C. Adoption and Incorporation of the New Supplemental Voting Procedures.**

WHEREAS, the new proposed Supplemental Voting Procedures amending the 2011 ILA are identified by paragraph reference and subject heading as set out below:



**Resolution No. 6-7-18-1 re: Adoption of PURMS 2018 Amended and Restated Interlocal Agreement**

¶ 5.3.2 – Amendments to Program Documents – Adjournment and Supplemental Voting Procedure.

¶ 5.4.4. – Requirements of Authorizing Resolutions.

¶ 6.3. Board Meetings – One Member/One Vote – Majority Vote and Quorum – Other Voting Standards – Adjournment and Supplemental Voting Procedure.

**WHEREAS,** The changes in ¶ 6.3.4 go hand-in-hand with those in ¶ 5.3.2 (discussed above); Paragraph 5.3.2 allows the Supplemental Voting Procedure to be applied in amending the PURMS Program Documents that are subject to a Voting Standard greater than Majority Vote; Paragraphs 6.3.4 and 6.3.5 set forth the substance of the new Supplemental Voting Procedures and provide that they apply to *any* issue that is before the Board that is subject to a Voting Standard greater than Majority Vote:

¶ 6.3.4. Board Meeting Procedures to secure Maximum Member Participation in Board Votes on Amendments to Program Documents and Important Resolutions.

(a) Preset Time Range for Board Votes to Facilitate Member Remote Participation/Voting and Satisfying Applicable Voting Standards.

(b) Roll-Call Vote – Identification of Members Not Voting on the Decision Issue at the Board Meeting – Remotely Voting Members’ Execution of Duplicate Original Signature Page.

(c) Procedure if Decision Issue is not Finally Decided by the Votes at the Board Meeting.

¶ 6.3.5 Adjournment and Supplemental Voting Procedure to Facilitate Satisfying Voting Standards for Decision Issues that are subject to a Higher than Majority Vote.

(a) Member’s Right to Submit a Supplemental Vote at Reconvened Meeting until Final Resolution of Board Decision Issue.

(b) Providing Members with Notice of Reconvened Meeting, Decision Issue, Applicable Voting Standard and a Copy of the Signature Page, as then Executed.

(c) Reconvened Board Meeting.

(d) Documenting Vote at Reconvened Meeting.

**WHEREAS,** the nature, purpose and effect of the new proposed Supplemental Voting Procedures have been reviewed and discussed at the Operations Committee meeting on May 31, 2018, and the

**Resolution No. 6-7-18-1 re: Adoption of PURMS 2018 Amended and Restated Interlocal Agreement**

Administrative and Executive Committee meetings on June 6, 2018, and all questions of Committee members were satisfactorily answered by the Administrator and/or PURMS Counsel.

**IV.**

**Notice to Members – Waiver of any Defects – Agenda and Resolution**

**WHEREAS**, as required by ¶ 7.1.2(a) of the 2011 ILA, the Board’s Agenda sent to Members ten (10) days before consideration at its semi-annual meeting on June 7, 2018, includes a reference that there will be a Vote at the Board meeting on this **Resolution No. 6-7-18-1 re Adoption of PURMS 2018 Amended and Restated Interlocal Agreement**.

**WHEREAS**, by email from the Administrator, dated May 10, 2018, all Members were provided a link to the PURMS Website where the 2018 Amended and Restated ILA is fully set forth with the provisions of the 2011 ILA that are being amended identified in color font;

**WHEREAS**, the same information was provided at the same time in the same manner by PURMS’ Administrator to Shannon Stuber of the State Risk Manager’s Office, as required by WAC 200-100-02019;

**WHEREAS**, ¶ 5.4.5 of the ILA provides for notice and a copy of the proposed amendments to the ILA to be provided to Members thirty (30) days prior to the Board meeting to adopt such amendments;<sup>1</sup>

**WHEREAS**, WAC 200-100-02019 requires a similar thirty (30) day notice to the Members and the State Risk Manager’ Office of any proposed amendments to the bylaws or interlocal agreement;<sup>2</sup>

**WHEREAS**, the May 10, 2018, notice regarding adoption of the 2018 Amended and Restated ILA (which includes the 2016 L&P Funding Rules, the two “Experience” Amendments and the new

<sup>1</sup>

5.4.5. **Amendment of ILA – Notice and Procedure.** PURMS shall provide Members of all Risk Pools with notification of any proposed Amendments to the ILA thirty (30) days in advance of the Board meeting at which such proposed Amendments are to be considered and voted upon, along with a copy of the proposed Amendments; provided, however:

(a) **Written Waiver of Thirty Day Notice.** Notice of amendment of the ILA less than thirty (30) days from the Board meeting may be waived by a Member’s Director in writing at the Board Meeting with the same effect as the thirty (30) day notice would have had.

<sup>2</sup>

**WAC 200-100-02019**  
**Standards for operation—Notification of changes to bylaws or interlocal agreement.**

Every joint self-insurance program shall provide notification of the intent to change the bylaws or interlocal agreement to each member of the joint self-insurance program and the state risk manager by regular or electronic mail at least thirty days in advance of the meeting during which a vote on the proposed change will occur. Such notification shall include a copy of proposed changes.

**Resolution No. 6-7-18-1** re: *Adoption of PURMS 2018 Amended and Restated Interlocal Agreement*

changes to the Supplemental Voting Procedures), technically, was 2 days short of the required thirty (30) notice to Members regarding amendment of the ILA for consideration at the June 7, 2018, Semi-Annual Board Meeting;

**WHEREAS**, all of the amendments in substantially their current form, except for the new changes to the Supplemental Voting Procedures, were provided to Members on October 3, 2017, thirty (30) days before the Board's November 2, 2017, Annual Meeting at which they were originally set to be considered (hereinafter, collectively referred to as the "Proposed 2017 ILA Amendments");

**WHEREAS**, all of the Proposed 2017 ILA Amendments, including the additional clarifications to the 2016 L&P Funding Rules, were presented and discussed in some detail at the October 25, 2017, Operations Committee meeting;

**WHEREAS**, ¶ 5.4.5(a) of the ILA provides that notice less than thirty (30) days before the Board meeting may be waived by the Directors in writing at the meeting;

**WHEREAS**, all Directors or Voting Representatives present at or participating in the June 7, 2018, Semi-Annual Board meeting were provided an opportunity to object to the 2-day shorter-than-required notice and no verbal or written objection was made;

**WHEREAS**, this Resolution No. 6-7-18-1 shall constitute such a written waiver of any defective notice as contemplated by ILA ¶ 5.4.5(a);

**WHEREAS**, given:

- (a) PURMS' prior discussions of the Proposed 2017 ILA Amendments, including subsequent changes and clarifications to the 2016 L&P Funding Rules; and
- (b) The cover letter to PURMS Members, dated May 8, 2018, submitted by PURMS' General Counsel along with the 2018 Amended and Restated ILA, which explains the history and reasons for PURMS' original Supplemental Voting Procedure contained in the 2011 ILA, and further explains the reasons for the proposed amendments thereto reflected in the new Supplemental Voting Procedures;

The Board, and the Directors participating in the Board meeting, find it necessary and appropriate to waive the thirty (30) day notice requirement of ILA ¶ 5.4.5 for the two days' short notice under the circumstances; and

**WHEREAS**, the Board further finds that the two days' short notice of the amendments reflected in the 2018 Amended and Restated ILA, under the circumstances, constitutes substantial compliance with the notice requirement of WAC 200-100-02019, and to the extent they have legal authority to do so, the Board and the Members hereby waive any objection under WAC 200-100-02019 relating to the actual notice given.

V.

**Board Findings with respect to 2018 Amended and Restated ILA**

WHEREAS, the PURMS Administrative Committee and Executive Committee are recommending that the Board, and PURMS' Members: (a) approve and adopt all of the proposed amendments to the 2011 Interlocal Agreement; and (2) approve and adopt the 2018 Amended and Restated ILA, as so amended;

WHEREAS, the Board has reviewed the amendments to the provisions of the 2011 ILA and Board members have asked whatever questions deemed necessary of the Administrator and/or General Counsel regarding the same, and the Board finds the proposed amendments to the 2011 ILA and the adoption of the 2018 Amended and Restated ILA are appropriate to the operations and funding of the Risk Pools.

VI.

**Voting Standard – Unanimous Vote**

WHEREAS, all PURMS Members that participate in at least one Risk Pool must be signatories to the Interlocal Agreement;

WHEREAS, this Resolution No. 6-7-18-1 and adoption of the amendments to the 2011 ILA require a Unanimous Vote of all PURMS' current Members signatory to the 2011 ILA (*see* ILA ¶ 5.4.1(a) and 5.4.2).

VII.

**Definitions for 2018 ILA**

WHEREAS, most if not all of the words and phrases in the 2018 Amended and Restated ILA needing to be defined are short-titled where first used in the text of the ILA;

WHEREAS, for convenience of future reference, an alphabetical list of these short-titled words and phrases, with cross-references to paragraphs in the ILA where they are used, will be published on PURMS' Website.

VIII.

**Effective Dates of Amendments Incorporated in 2018 ILA**

WHEREAS, the effective date for adoption of the 2018 Amended and Restated ILA shall be deemed to be as of June 7, 2018, notwithstanding the date that the last PURMS Member approves this Resolution No. 6-7-18-1 pursuant to the Unanimous Voting Standard, except to the extent provided otherwise in ¶¶ A., B. and C. below:

- A. WHEREAS, the effective date for the 2016 L&P Funding Rules shall be as of November 3, 2016, as provided in Resolution No. 11-3-16-3 adopting those Funding Rules, which shall also be the effective date of the additional amendments to the 2016 L&P Funding Rules being approved pursuant to this Resolution No. 6-7-18-1, as identified in ¶ III.A;

- B. **WHEREAS**, the effective date for the Experience Amendments shall be as of the effective date of this 2018 Amended and Restated ILA, as provided in the first WHEREAS clause in this ¶ VIII; and
- C. **WHEREAS**, the Amendments establishing or relating to the new changes to the Supplemental Voting Procedures (including the ¶¶ identified in III.C. above) shall be effective as of the effective date of the 2018 Amended and Restated ILA; provided that such Supplemental Voting Procedures shall be deemed effective and applicable, retroactively to the extent necessary for such Procedures to be applicable to the Vote to approve and adopt this 2018 Amended and Restated ILA.

**IX.**  
**RESOLUTION**

**NOW, THEREFORE**, be it resolved that:

**A. Adoption of this Resolution No. 6-7-18-1.**

The Board hereby adopts this Resolution No. 6-7-18-1 in its entirety, giving substantive effect to the WHEREAS clauses where appropriate. This Resolution shall become effective, as of June 7, 2018, on the date the Voting Representative of last PURMS Member signs the Resolution or a PURMS Officer signs the Resolution on behalf of and with the express authorization of a Member, thereby making the Vote for adoption of the 2018 Amended and Restated ILA unanimous.

**B. Adoption of 2018 Amended and Restated ILA.**

The Board hereby Votes to adopt the 2018 Amended and Restated ILA, in the form published to the Members on PURMS Website on May 10, 2018, subject to the Executive Committee's ongoing authority with respect to the same, as provided in ¶ 9.4.1 of the 2018 ILA, and further subject to any ministerial or non-substantive corrections or conforming changes General Counsel determines need to be made prior to final publication of the 2018 ILA on PURMS' Website.

**C. Post-Board Meeting Action – Member Adoption of 2018 Amended and Restated ILA by Authorizing Resolution – Publication of 2018 ILA.**

- 1. **Authorizing Resolutions for Members and Execution of Duplicate Original Signature Pages.** Following the Board meeting, the Administrator and General Counsel shall provide each Member with a form of Authorizing Resolution for the Member to use to reflect the approval and adoption of the 2018 Amended and Restated ILA by the Member's governing body. Each Member shall also be provided with a duplicate original signature page for the 2018 Amended and Restated ILA to be executed by the Member representative designated in the Member's Authorizing Resolution. The adopted Authorizing Resolution and the signed duplicate original Signature Page for the 2018 ILA shall be returned to PURMS' Administrator in due course.

Resolution No. 6-7-18-1 re: Adoption of PURMS 2018 Amended and Restated Interlocal Agreement

2. **Publication of 2018 ILA to Members on PURMS' Website.** The final approved and adopted 2018 Amended and Restated ILA shall be published on PURMS' Website, with notice provided to Members thereof.

3. **ILA Table of Contents and Separate Alphabetical List of Definitions for Words and Phrases used in 2018 ILA.** To facilitate Member access to provisions and use and understanding of the 2018 ILA, the Website shall also provide a Table of Contents for the 2018 ILA and a separate alphabetical list of Definitions for the words and phrases used in the 2018 ILA.

D. **Ongoing Executive Committee Authority.** Consistent with the authority of the Executive Committee, as clarified in ¶ 9.1.4 of the 2018 ILA, the Executive Committee shall have the authority to make decisions regarding any issue that arises in connection with final adoption and publication of the 2018 Amended and Restated ILA, subject to review by the Board and provided in ¶ 9.1.4.

X.  
**RECORD of ROLL CALL**

re  
**Members Present or Participating in Meeting Remotely**

1. PURMS Board consists of a total of nineteen (19) Members and the affirmative Vote of all Members is required to pass this Resolution No. 6-7-18-1.

2. The Record of the Roll Call at the Board Meeting is as follows [Note: to be completed in hand at the Meeting by or under the direction of a PURMS Officer]:

a. **Members Participating in the Meeting Remotely (via telephone conference call):**

Name of Member

Name of Voting Representative

Kilsap PUD

JARON NUTSFORD

NORMET

CADDY PATTERSON

OKANOGAN PUD

DORE COPPOCK

b. **Members Absent and not Participating or Voting Remotely: NONE.**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SKAMANIA PUD

RANDY PAYNE

THURSTON PUD

JULIE PARKER

Resolution No. 6-7-18-1 re: Adoption of PURMS 2018 Amended and Restated Interlocal Agreement

Based on the Roll Call, a Quorum of \_\_\_ PURMS Directors entitled to Vote on this Resolution was present at or otherwise participated in this June 7, 2018 Semi-Annual Board Meeting.

**XI.**  
**RECORD OF VOTES**  
**For Resolution No. 6-7-18-1**

Name of PURMS Member	Members Voting at the Meeting or Voting Remotely* [Use initials of Voting Representative]		Members Voting Via Reconvened Meeting [pursuant to Supplemental Voting Procedure]		Signature and Title of Member's Voting Representative *	Date of Signature
	Vote <i>for</i> Resolution No. 6-7-18-1	Vote <i>against</i> Resolution No. 6-7-18-1	Vote <i>for</i> Resolution No. 6-7-18-1	Vote <i>against</i> Resolution No. 6-7-18-1		
Asotin PUD	DW				Don Marshall Commissioner	6-7-18
Benton PUD	KW				M. Webb Treasurer	6/7/18
Clallam PUD	P				Debbie Ferguson District Auditor Commission Appointee	6/7/18
Grays Harbor PUD	TD				M. [unclear] Admin Services Coordinator	6/7/18
Jefferson PUD	KE				Kenneth Collins COM. 5410400	6-7-18
Kitsap PUD	Cx				Clayton PURMS PRESIDENT	6-7-18
Klickitat PUD	ASD				Paul [unclear] COM. 5410400	6/7/18
Lewis PUD	DLQ				Dan Dahlin Commissioner	6-7-18
Mason PUD No. 3	ST				Julie Taylor Auditor / Risk Manager	6-7-18
NoaNet	Cx				Clayton PURMS PRESIDENT	6.7.18

Resolution No. 6-7-18-1 re: Adoption of PURMS 2018 Amended and Restated Interlocal Agreement

Okanogan PUD	Cx				Cherry PURMS PRESIDENT	6-7-18
Pacific PUD No. 2	<del>TA</del>				Maureen Commissioner	6-7-18
Pend Oreille PUD	Cx				Thorne COMMISSIONER	6-7-18
Skagit PUD	af				Ally Comm. At	6-7-18
Skamania PUD	Cx				Cherry PURMS PRESIDENT	6-7-18
Stevens PUD	DH				Daniel Harris General Manager	6/7/2018
Thurston PUD	Cx				Cherry PURMS PRESIDENT	6-7-18
Wahkiakum PUD	EW				Erin Wilson Auditor	06/07/2018
Whatcom PUD	AS				Steve Smith D of Finance	6-7-18

\* A PURMS Officer shall indicate the Vote and sign the signature space and insert the date for the Votes of any Members Voting Remotely at the Meeting.

**PURMS OFFICERS:** By signature below, the indicated PURMS' Officers Attest to:

- (1) The RECORD of ROLL CALL reflected in ¶ X above.
- (2) The Summary of Votes from the Meeting as reflected below based on the RECORD of VOTES in ¶ XI above.

Number of Votes Required to Pass the Resolution: 19

Total Number of Members that Voted at the Board Meeting: 19

Total Votes in favor of Resolution No. 6-7-18-1: 19

Number of Members that did not Vote at Board Meeting: 0



Resolution No. 6-7-18-1 re: Adoption of PURMS 2018 Amended and Restated Interlocal Agreement

Identity of Members that did not Vote at Board Meeting: NONE

Status of Vote as of Conclusion of Board Meeting: Resolution No. 6-7-18-1 PASSED WITH UNANIMOUS VOTE

(3) Motion for Adjournment and Reconvened Board Meeting:

[NOTE: This section to be completed.]

By: [Signature]  
Curtis Knapp, Commissioner, Pend Oreille PUD  
PURMS President

Date: 6-7-18

By: [Signature]  
Randy Knowles, Commissioner, Klickitat PUD  
PURMS Vice-President

Date: 6/7/18

By: [Signature]  
Don Nuxoll, Commissioner, Asotin PUD  
PURMS Secretary

Date: 6-7-18

**EXHIBIT 2**

**Duplicate Original Signature Page**  
**for**  
**PURMS 2018 Amended and Restated Interlocal Agreement**

<p><b>ASOTIN COUNTY PUD</b>                  By: _____                  Its: _____                  Date: _____</p>	<p><b>BENTON COUNTY PUD</b>                  By: _____                  Its: _____                  Date: _____</p>
<p><b>CLALLAM COUNTY PUD</b>                  By: _____                  Its: _____                  Date: _____</p>	<p><b>GRAYS HARBOR COUNTY PUD</b>                  By: _____                  Its: _____                  Date: _____</p>
<p><b>JEFFERSON COUNTY PUD</b>                  By: _____                  Its: _____                  Date: _____</p>	<p><b>KITSAP COUNTY PUD</b>                  By: _____                  Its: _____                  Date: _____</p>
<p><b>KLICKITAT COUNTY PUD</b>                  By: _____                  Its: _____                  Date: _____</p>	<p><b>LEWIS COUNTY PUD</b>                  By: _____                  Its: _____                  Date: _____</p>
<p><b>MASON COUNTY PUD NO. 3</b>                  By: _____                  Its: _____                  Date: _____</p>	<p><b>NOANET</b>                  By: _____                  Its: _____                  Date: _____</p>
<p><b>OKANOGAN COUNTY PUD</b>                  By: _____                  Its: _____                  Date: _____</p>	<p><b>PACIFIC COUNTY PUD NO. 2</b>                  By: _____                  Its: _____                  Date: _____</p>
<p><b>PEND OREILLE COUNTY PUD</b>                  By: _____                  Its: _____                  Date: _____</p>	<p><b>SKAGIT COUNTY PUD</b>                  By: _____                  Its: _____                  Date: _____</p>
<p><b>SKAMANIA COUNTY PUD</b>                  By: _____                  Its: _____                  Date: _____</p>	<p><b>STEVENS COUNTY PUD</b>                  By: _____                  Its: _____                  Date: _____</p>

**EXHIBIT 2**

<b>THURSTON COUNTY PUD</b> By: _____ Its: _____ Date: _____	<b>WAHIAKUM COUNTY PUD</b> By: _____ Its: _____ Date: _____
<b>WHATCOM COUNTY PUD</b> By: _____ Its: _____ Date: _____	



## AGENDA REPORT

**DATE:** September 4, 2018

**TO:** **Board of Commissioners**

**THRU:** Larry Dunbar, General Manager

**FROM:** Tammy Lehman, Interim Finance Director/District Auditor

**RE:** Selection of outside CPA firm to audit annual financial statements

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**SUMMARY:** Staff is seeking permission from the Board of Commissioners (BOC) to authorize the General Manager to contract with Jackson Thornton CPAs to provide the audit of the financial statements for calendar years ending December 31, 2018, 2019, and 2020.

**BACKGROUND:** The PUD's mortgage with RUS requires it to meet all applicable rules and regulations, including the provisions in RUS Bulletin 1773-1, Policy on Audits of RUS Borrowers. This bulletin requires RUS borrowers to furnish copies of the auditor's report, report on compliance and on internal control over financial reporting, and management letter to RUS within 120 days of the as of audit date. To date, the Office of the Washington State Auditor (SAO) has not been able to schedule the PUD's audit nor provide the required reports to the PUD so that it could meet the RUS's annual April 30 deadline.

**ANALYSIS/FINDINGS:** Requests for a proposal were sent to five outside CPA firms that provide audit services to RUS borrowers and/or public utility districts inside and/or outside Washington State. Three of the five firms responded with a proposal by the July 31, 2018 deadline. Larry Dunbar and Tammy Lehman reviewed the proposals.

**FISCAL IMPACT:** For the 2016 audit, the PUD was charged approximately \$51,000 by the SAO for the financial statement and accountability audits (2 audits). Jackson Thornton has proposed \$37,500 for fees and travel for the 2018 financial statement

audit. The SAO will charge approximately \$30,000 for the accountability audit and \$2,000 to review the work of the outside audit firm. Overall, the additional charge for the two audits is \$18,500. However, the PUD will meet its filing requirements with RUS and stay in compliance with the terms of the mortgage.

**RECOMMENDATION:** Jackson Thornton scored highest of the three responding firms on the criteria evaluated: General Qualifications, Technical Qualifications/Experience, Fee Proposal and Rates, Accessibility to District, and Terms in Audit Engagement Letter. Staff seeks Board of Commissioner approval to authorize the General Manager to enter into an agreement with Jackson Thornton. Once the contract is signed by the parties, Staff will advise SAO of the new relationship.

**ATTACHMENTS:**

- 1) Jackson Thornton Technical Proposal for Financial statement Audit
- 2) Proposed audit engagement letter with Jackson Thornton

August 6, 2018

Jefferson County Public Utility District  
310 Four Corners Rd,  
Port Townsend, WA 98368

Re: Engagement arrangements for audit services  
as of and for the year ending December 31,  
2018.

Dear Board of Commissioners:

The Objective and Scope of the Audit of the Financial Statements

You have requested that we audit the financial statements of Jefferson County Public Utility District (the District), for the period indicated above. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter.

Our audit will be conducted with the objective of our expressing an opinion on the financial statements and, if applicable, an opinion on supplementary information in relation to the financial statements as a whole.

The Responsibilities of the Auditor

We will conduct the audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS. Also, an audit is not designed to detect errors or fraud that are immaterial to the financial statements. The determination of abuse is subjective; therefore, *Government Auditing Standards* do not expect us to provide reasonable assurance of detecting abuse.

In making our risk assessments, we consider internal control relevant to the Entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

We will also communicate to the audit committee or its equivalent (a) any fraud involving senior management and fraud (whether caused by senior management or other employees) that causes a material misstatement of the financial statements that becomes known to us during the audit, and (b) any instances of noncompliance with laws and regulations that we become aware of during the audit (unless they are clearly inconsequential).

Our reports on internal control will include any significant deficiencies and material weaknesses in controls of which we become aware as a result of obtaining an understanding of internal control and performing tests of internal control consistent with requirements of the standards identified above. Our report on compliance matters will address material errors, fraud, abuse, violations of compliance obligations, and other responsibilities imposed by state and federal statutes and regulations or assumed by contracts of which we become aware, consistent with requirements of the standards identified above.

Our services under this engagement letter do not include services for tax return preparation, tax advice, or representation in any tax matter. Nevertheless, we may discuss with you certain tax considerations or provide you with tax information that may be relevant to our services. Any such discussions or information would be based upon limited tax research, limited due diligence, and limited analysis regarding the underlying facts. Because additional research or a more complete review of the facts could affect our analysis and conclusions, the information provided during these discussions should not be used as the basis for proceeding with any transaction or any tax return reporting.

#### The Responsibilities of Management and Identification of the Applicable Financial Reporting Framework

Our audit will be conducted on the basis that management acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America (GAAP).
2. To evaluate subsequent events through the date the financial statements are issued or available to be issued, and to disclose the date through which subsequent events were evaluated in the financial statements. Management also agrees that it will not evaluate subsequent events earlier than the date of the management representation letter referred to below.
3. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

4. For establishing and maintaining effective internal control over financial reporting and for informing us of all significant deficiencies and material weaknesses in the design or operation of such controls of which it has knowledge.
5. For identifying and ensuring that the entity complies with the laws and regulations applicable to its activities, and for informing us about all known material violations of such laws or regulations. In addition, management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the entity involving management, employees who have significant roles in internal control, and others where the fraud could have a material effect on the financial statements. Management is also responsible for informing us of its knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, analysts, regulators, or others.
6. For following up and taking corrective action on audit findings, including the preparation of a corrective action plan, and report distribution.
7. To provide us with:
  - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation, and other matters.
  - b. Additional information that we may request from management for the purpose of the audit.
  - c. Unrestricted access to persons within the Entity from whom we determine it necessary to obtain audit evidence.
  - d. If applicable, responses to any findings reported on the schedule of findings and responses.

As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit including among other items:

1. That management has fulfilled its responsibilities as set out in the terms of this letter.
2. That it believes the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.



Management is responsible for identifying and ensuring that the Entity complies with the laws and regulations applicable to its activities, and for informing us about all known material violations of such laws or regulations. In addition, management is responsible for the design and implementation of programs and controls to prevent and detect fraud or abuse, and for informing us about all known or suspected fraud or abuse affecting the Entity involving management, employees who have significant roles in internal control, and others where the fraud or abuse could have a material effect on the financial statements or compliance. Management is also responsible for informing us of its knowledge of any allegations of fraud or abuse or suspected fraud or abuse affecting the Entity received in communications from employees, former employees, regulators, or others.

If supplementary information is presented, management is responsible for its preparation in accordance with GAAP. Management agrees to include the auditor's report on the supplementary information in any document that contains the supplementary information and that indicates that the auditor has reported on such supplementary information. Management also agrees to present the supplementary information with the audited financial statements or, if the supplementary information will not be presented with audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance of the supplementary information and the auditor's report thereon.

The audit committee or its equivalent is responsible for informing us of its views about the risks of fraud or abuse within the Entity, and its knowledge of any fraud or abuse or suspected fraud or abuse affecting the Entity.

The Entity agrees that it will not associate us with any public or private securities offering without first obtaining our consent. Therefore, the entity agrees to contact us before it includes our reports or otherwise makes reference to us, in any public or private securities offering.

Our association with an official statement is a matter for which a separate engagement will be necessary. The Entity agrees to provide us with printer's proofs or masters of such offering documents for our review and approval before printing and with a copy of the final reproduced material for our approval before it is distributed. In the event our auditor /client relationship has been terminated when the entity seeks such consent, we will be under no obligation to grant such consent or approval.

Because Jackson Thornton & Co., P.C. will rely on the Entity and its management and audit committee to discharge the foregoing responsibilities, the Entity holds harmless and releases Jackson Thornton & Co., P.C., its principals, and employees from all claims, liabilities, losses, and costs arising in circumstances where there has been a knowing misrepresentation by a member of the Entity's management which has caused, in any respect, Jackson Thornton & Co., P.C.'s breach of contract or negligence. This provision shall survive the termination of the engagement for services.

#### Entity's Records and Assistance

If circumstances arise relating to the condition of the Entity's records, the availability of appropriate audit evidence, or indications of a significant risk of material misstatement of the financial statements because of error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment, prevent us from completing the audit or forming an opinion, we retain the unilateral right to take any course of action permitted by professional standards, including declining to express an opinion, issue a report, or withdraw from the engagement.

During the course of our engagement, we may accumulate records containing data that should be reflected in the Entity's books and records. The Entity will determine that all such data, if necessary, will be so reflected. Accordingly, the Entity will not expect us to maintain copies of such records in our possession

The assistance to be supplied by Company personnel, including the preparation of schedules and analyses of accounts, has been discussed and coordinated with you. The timely and accurate completion of this work is an essential condition to our completion of the audit and issuance of our audit report.

In connection with our audit, you have requested us to perform certain nonaudit services necessary for the preparation of the financial statements, including (e.g. maintaining depreciation schedules, computing the provision for income taxes, cash to accrual conversions or other accounting adjustments, reconciliations, drafting the financial statements, etc.). The independence standards of the *Government Auditing Standards* issued by the Comptroller General of the United States (GAS) require that the auditor maintain independence so that opinions, findings, conclusions, judgments, and recommendations will be impartial and viewed as impartial by reasonable and informed third parties. Before we agree to provide a nonaudit service to the Entity, we determine whether providing such a service would create a significant threat to our independence for GAS audit purposes, either by itself or in aggregate with other nonaudit services provided. A critical component of our determination is consideration of management's ability to effectively oversee the nonaudit service to be performed. The Entity has agreed that Tammy Lehman, Interim Finance Director (or her successor), possesses suitable skill, knowledge, or experience and that the individual understands the preparation of financial statements services to be performed sufficiently to oversee them.

Accordingly, the management of the Entity agrees to the following:

1. The Entity has designated Tammy Lehman, Interim Finance Director (or her successor), a senior member of management, who possesses suitable skill, knowledge, and experience to oversee the services.
2. Tammy Lehman, Interim Finance Director (or her successor), will assume all management responsibilities for subject matter and scope of the preparation of financial statements.
3. The Entity will evaluate the adequacy and results of the services performed.
4. The Entity accepts responsibility for the results and ultimate use of the services.

GAS further requires we establish an understanding with the management (and those charged with governance) of the Entity of the objectives of the nonaudit service, the services to be performed, the entity's acceptance of its responsibilities, the auditor's responsibilities, and any limitations of the nonaudit service. We believe this letter documents that understanding.

George Lynch is the engagement partner and is responsible for supervising the engagement and authorizing the signing of the report by the Firm.

Other Relevant Information

From time to time and depending upon the circumstances, we may use third party service providers to assist us in providing professional services to you. In such circumstances, it may be necessary for us to disclose confidential client information to them. We enter into confidentiality agreements with all third party service providers and we are satisfied that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others.

In accordance with *Government Auditing Standards*, a copy of our most recent peer review report is attached for your information.

Fees, Costs, and Access to Workpapers

Our fees for these services will be \$37,500 and will be billed periodically as the work progresses. Such bills are payable on presentation and a late charge of 1½ % per month will be imposed for any portion of the billed amount not paid within 30 days of the bill date. We reserve the right to suspend our work and/or to terminate our engagement if any bill is not paid in full within 30 days of the bill date. In the event of suspension of our work or termination of our engagement, such work shall not be resumed and such engagement shall not be reinstated, as the case may be, until the account balance and all late charges are paid in full.

Our professional standards require that we perform certain additional procedures, on current and previous years' engagements, whenever a principal or professional employee leaves the Firm and is subsequently employed by or associated with a client in a key position. Accordingly, the Entity agrees it will compensate Jackson Thornton & Co., P.C. for any additional costs incurred as a result of the Entity's employment of a principal or professional employee of Jackson Thornton & Co., P.C.

In the event we are requested or authorized by the Entity or are required by government regulation, subpoena, or other legal process to produce our documents or our personnel as witnesses with respect to our engagements for the Entity, the Entity will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

The documentation for this engagement is the property of Jackson Thornton & Co., P.C. However, you acknowledge and grant your assent that representatives of the cognizant or oversight agency or their designee, other government audit staffs, and the U.S. Government Accountability Office shall have access to the audit documentation upon their request and that we shall maintain the audit documentation for a period of at least three years after the date of the report, or for a longer period if we are requested to do so by the cognizant or oversight agency. Access to requested documentation will be provided under the supervision of Jackson Thornton & Co., P.C.'s audit personnel and at a location designated by our Firm.

Claim Resolution

It is agreed by the Entity and Jackson Thornton & Co., P.C. or any successors in interest that no claim arising out of services rendered pursuant to this agreement by or on behalf of the Entity shall be asserted more than two years after the date of the last report issued by Jackson Thornton & Co., P.C.

The Company waives any claim for punitive damages. Jackson Thornton & Co., P.C.'s liability for all claims, damages, and costs of the Company arising from this engagement is limited to the amount of fees paid by the Company to Jackson Thornton & Co., P.C. for the services rendered under this engagement letter.

If any term or provision of this agreement is determined to be invalid or unenforceable, such term or provision will be deemed stricken, and all other terms and provisions will remain in full force and effect.

Reporting

We will issue a written report upon completion of our audit of the Entity's financial statements. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis of matter or other matter paragraphs, or withdraw from the engagement.

In addition to our report on the Entity's financial statements, we will also issue the following types of reports:

Reports on internal control related to the financial statements. These reports will describe the scope of testing of internal control and the results of our tests of internal controls.

Reports on compliance with laws, regulations, and the provisions of contracts or grant agreements. We will report on any noncompliance which could have a material effect on the financial statements.

This letter constitutes the complete and exclusive statement of agreement between Jackson Thornton & Co., P.C. and the Entity, superseding all proposals, oral or written, and all other communications, with respect to the terms of the engagement between the parties.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

JACKSON THORNTON & CO., P.C.

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Confirmed on behalf of the addressee:

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**JACKSON THORNTON**  
CERTIFIED PUBLIC ACCOUNTANTS | CONSULTANTS

Public Utility District #1 of Jefferson County

Technical Proposal

Financial Statement Audit

Calendar Years 2018 – 2020

July 11, 2018

Submitted by:

Jackson Thornton  
George Lynch, Principal  
333 Commerce St.  
Suite 1050  
Nashville, Tennessee 37201  
Tel: 615-869-2050



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July 11, 2018

The Board of Commissioners  
Public Utility District #1 of Jefferson County  
310 Four Corners Road  
Port Townsend, WA 98368

Dear Board:

Thank you for the opportunity to discuss our qualifications to provide audit services to the Public Utility District #1 of Jefferson County. We will perform our work within the guidelines established in Services to be Performed Section of the Request for Proposal.

We are committed to spending the time necessary to meet our client's needs. The high quality of our client service and our specialized engagement teams set us apart from the competition. We are a full service firm, ready with the resources and knowledge to meet the needs of the Public Utility District #1 of Jefferson County.

We are pleased to offer our proposal for these services for the years ended December 31, 2018-2020.

Our proposal outlines our services, as well as our experience and fees for these services.

Please do not hesitate to call me at (615) 869-2040 if you have any questions or would like additional information.

Very truly yours,

George F. Lynch, CPA  
Principal



## JACKSON THORNTON

CERTIFIED PUBLIC ACCOUNTANTS | CONSULTANTS

### Section One | Firm Overview

Jackson Thornton was founded in 1919. We have 35 principals and employ more than 180 professional staff and support personnel in five offices in Alabama, Tennessee, and Kansas. Our professionals work with clients in accounting, auditing, taxation, information technology, employee benefit plans, and other consulting services. We have specialized departments that offer a variety of industry-specific professional business consulting services. Our objective is to provide each client the highest quality of professional service at a reasonable price and on a timely basis. In order to achieve this objective, each client is assigned to a team of professionals that matches the needs of that client. This team approach also provides continuity for the ongoing needs of that client by providing more than one professional who is familiar with each client.

Our principals are closely involved with clients throughout the year. They are committed to spending the time necessary to meet the client's needs. The high quality of our client service and our specialized engagement teams set us apart from the competition. We are a full service firm, ready with the resources and knowledge to meet the needs of the Jefferson County Public Utility District (the District).

#### **Independence**

We do not provide services to any clients that would create a conflict of interest with the District.

We prepare a firm wide independence check annually for all existing clients and prior to acceptance of the work for prospective clients. Our firm wide independence check revealed no impairments of independence as defined by generally accepted auditing standards and the U.S. General Accounting Office's *Government Auditing Standards* with respect to the District.

### Section Two | Firm Qualifications and Experience

The audit of the District would be based out of our Nashville, Tennessee office. All assigned key professional staff are licensed to practice in Washington. We have 40 auditors who are qualified to audit governmental entities.

Please see a copy of our most recent peer review report presented as Exhibit 1. The peer review process included a selection of governmental audit engagements.

The Firm has not had any engagements subject to any federal or state desk reviews or field reviews during the past three years.



## Section Three | Engagement Management and Key Personnel

Our ambition is to give our clients, including the Board, multiple contacts within Jackson Thornton. Our consulting experts will be ready resources to you as well. The engagement team is comprised of individuals with experience in providing services to clients in both the governmental and utilities industries.

We will staff the audit with two of our seasoned professionals, Kevin Kelso and George Lynch, who will lead the engagement. Our fieldwork in-charge will be someone who works on many water utility audits. We would also utilize three full-time audit associates to work on the engagement. Additional staff may be utilized on the engagement under the supervision of the principal and manager. Since we employ 40 governmental auditors, we will be able to maintain the quality of staff needed over the term of the agreement.

We make every effort to make the audit transition as seamless as possible by providing professionals who are well-versed in your industry and eager to serve the District as a client.

### **Audit Personnel**

#### **George Lynch, CPA – Principal**

George Lynch is a senior consultant in the Utilities Group performing audit, consulting, and fraud deterrence services for the firm's utility clients out of our Nashville, Tennessee location. He has been with Jackson Thornton for more than 30 years and serves as the managing principal of the Nashville office. George's areas of specialization include work for electric, gas, telecommunications and water distribution entities. In his utility consulting practice, he has been active in providing fraud deterrence, fraud investigation, cost of service studies, revenue requirements analysis, and business plans for new services. George has also provided expert testimony before the Alabama Public Service Commission.

#### **Kevin S. Kelso, CPA – Principal**

Mr. Kelso is a Principal with the firm in the Kansas office. For more than 36 years, he has provided attest, tax, and consulting services such as rate design, fraud risk assessment, and internal control design to electric and water utilities, and Rural Electric Cooperatives. He is a member of the American Institute of Certified Public Accountants (AICPA), the Kansas Society of Certified Public Accountants, and the National Society of Cooperative Accountants.

#### **Heidi H. Lee, CPA – Principal**

Heidi has over 30 years' experience working with utilities. She performs audit and consulting services for electric, gas, and water distribution clients. Heidi's consulting services include studies and recommendations related to a utility's internal control over financial reporting and recommendations for system integration of diversified businesses into the utility environment. She has led work order training for accounting and management personnel and worked with distributors in establishing more accurate work order systems. She has also led training related to understanding utility finance and accounting for operations personnel from various utilities. Heidi has served as a speaker for the Rural Utilities Service (RUS), NRUCFC, and NSAC. She is licensed in Alabama and Florida and is a member of the AICPA.

#### Ed Williamson, CPA – Senior Manager

Ed has performed audit and accounting services for the Firm's RUS -TVA financed clients. He has been with the Firm for more than 20 years with most of his work concentrated in the electric distribution industry, water distribution, and gas industries. Ed has participated in numerous utility-related training courses and participates in all levels of management consulting to the utilities industry.

#### Robert Lang, CPA – Senior Manager

Robert has performed audit and accounting services for the Firm's utility clients. He has been with the Firm for ten years with most of his work concentrated in the telecommunications, electric distribution, water distribution, and gas industries. Robert has participated in numerous utility-related training courses as well as fraud prevention and fraud detection training courses. He is a member of the AICPA and TSCPA.

#### Ryan McGowin, CPA – Supervisor

Ryan has more than six years of experience working exclusively with our Utility Clients. She works on audits of our telecommunications, electric distribution, water distribution, and gas industry utility clients. She is licensed in Tennessee and is a member of the AICPA and TSCPA.

For the past three years, each of the audit team members above has participated in more than 50 hours of government and utility-related continuing professional education. There have been no complaints against any audit team member above leveled by the state board of accountancy or other regulatory authority. We are committed to staff continuity in our utilities group. We have experienced very little staff turnover. We have 20 professionals dedicated to serving the utilities industry. During the past three years, we have lost two professionals, who now work for current utility clients of Jackson Thornton.

#### Section Four | Similar Engagements with other Government Entities

See Exhibit 2 for the listing. Our listing includes governmental entities of comparable size to the District as well as entities within the electric and water distribution utilities industry. Names and contact information for these entities is also provided for reference purposes.

We also provide audit and consulting services to several industry associations in the electric cooperative and telecommunications industries, including the Alabama Rural Electric Cooperative Association, Tennessee Telecommunications Association, Telecommunications Association of the Southeast, Illinois Cooperative Association, Association of Illinois Electric Cooperatives, Colorado Rural Electric Association, and Kansas Electric Cooperatives, Inc.

During the past three years, our office has lost zero clients in the utilities industry.

## Section Five | Audit Approach

### **Financial Statement Audit**

We will audit the District's financial statements and issue our report thereon.

Our audit approach places emphasis on significant transaction cycles. With industry depth in working with utilities, our team has knowledge of industry trends, rate structures, and cost recovery considerations in the utility environment. We have significant depth of knowledge in the work order and plant accounting cycle. Our CPAs understand your system. We believe that this gives us a unique perspective, adding value beyond audit compliance.

Our procedures include corroboration of significant balances through vouching to source documents, confirmation with third parties, and analytical comparison to financial and nonfinancial data.

### **Planning**

As part of the planning process and as required by the auditing standards, we will communicate with the prior auditor and request access to review the prior year work papers.

Inasmuch as the auditor is hired by the audit committee, we will communicate with the audit committee or audit committee equivalent during the planning of the audit engagement for the District. This gives the audit committee a direct line of communication with the senior members of the engagement team. It also provides an opportunity for the audit committee to direct the auditor to look at a particular area if the audit committee feels this is warranted.

In the planning process, we will make inquiries; review the District's documentation of internal control; perform walk-through testing for major transaction cycles; perform control testing of cash disbursements and payroll; and perform detail testing of revenue. After performing these procedures, the audit team will meet to brainstorm what could go wrong in the financial reporting process.

We will assess the risk of material misstatement by considering inherent risk, the risks that just by the nature of an account balance are present, and control risk, the risk that a preventive or detective control will not prevent a material misstatement. We will make fraud inquiries of those in upper management as well as selected other employees. Our audit process places emphasis on risk areas identified and on materially significant transaction cycles.

### **Internal Control**

In order to gain an understanding of internal control, we review the District's documentation of the control cycle; we make inquiries of your staff assigned to the particular area of the transaction cycle for which we are gaining an understanding; and we select a transaction in each of the control areas identified as significant and trace it through your accounting system.

## ***Sampling***

We use random sampling to test controls related to self-constructed assets, cash disbursements, and payroll. We use monetary unit sampling within IDEA software to select accounts receivable to be confirmed and to sample account activity and/or balances in selected audit areas.

## ***Data Analysis Software and Technology***

We use IDEA software to perform monetary unit sampling, random sampling, and extraction analyses on general ledger detail. We also use IDEA as a footing tool for several subsidiary ledgers. Data extraction techniques also allow us to perform unexpected procedures as required by the auditing standards.

We employ a paperless audit process. We will request client prepared documents in an electronic format - Word, Excel, and Adobe - or in a paper format that can be scanned. We will provide a client portal in order for you to easily and securely upload documents for our use.

All audit work papers are stored electronically. In order to securely store all electronic files, we log into our network so that data is not maintained on individual laptop computers. Our files are maintained on a secure file server. Portable electronic devices with Jackson Thornton email are set up to require a passcode before viewing on that device.

## ***Analytical Procedures***

Analytically, we consider relationships between the current and prior years' balances, and non-financial unit data such as gallons sold, purchased, or pumped, graphed data over a multi-year period, and other relationships to help corroborate financial statement balances.

## ***Client Document Request and Client Assistance***

We will prepare a client request for documents that we will need access to or copies of during the audit. The list includes permanent file documents such as bylaws and loans; current documents such as reports from the financial accounting system and reconciliations; electronic files of certain populations of transactions from both the financial accounting system and customer information system; and corroborating requests such as confirmations. In general, most of the documents that we request are documents that are already prepared by your staff on a monthly or annual basis in the normal course of business.

We will request that staff be available for questions during interim field work late in the year and during year-end field work.

## ***Communicating with Management and the Audit Committee***

In addition to the planning communications with both management and the audit committee, we will discuss audit findings with management during the course of the audit. The financial statements are prepared and approved by management prior to the issuance of our opinion. We will discuss any identified significant deficiencies or material weaknesses in internal control with the supervisor of the area where the deficiency has been identified. Additionally, we will discuss these deficiencies in detail with upper management before finalizing reporting matters.

Our report to the audit committee will include a detailed review of the independent auditor's report, financial statements, and the report to the audit committee required by auditing standards. This report can be presented to the whole board if desired.

### **Working with the Washington State Auditor's Division**

We have prior experience working with state auditors on other government engagements. We will work with the State Auditor's Division in its annual compliance review of the District's financial statements, and make available to them requested audit documentation.

### **Estimated Dates and Timing**

We will schedule interim work of 3 days in October. We anticipate the engagement partner, manager, supervisor, and staff will perform the work. We estimate spending a total of 125 hours planning the engagement as well as performing the interim field work.

We will schedule year-end field work in February and will be in your offices 4 - 5 days. The work will be performed by the engagement partner, manager, supervisor, and three audit associates. We estimate spending a total of 275 hours on the fieldwork and final wrap up phases of the audit.

We understand that timely delivery of your audit report is expected. We have a strong reputation for timely delivery. Please ask our references about our audit delivery.

### **Section Six | Fee Proposal**

If selected to serve as independent auditor of the District, we would propose to perform the annual audit under the following fee structure:

Year End	Audit Fee
December 31, 2018	\$37,500
December 31, 2019	\$37,500
December 31, 2020	\$37,500

All travel and out-of-pocket expenses are included in the price quotes above.

Our fees are based upon the hours actually incurred by each assigned professional staff member extended by the standard hourly billing rate for that staff person. We anticipate having about 250 hours in the audit each year.

These fees for time and effort are based upon the current existing standards required under generally accepted auditing standards. Should these standards change or should we fall under the requirements of another governing body, we would request the right to negotiate such changes on our estimates.

We are available throughout the year to provide advice and guidance on financial accounting, reporting issues, and tax matters. We do not bill for brief correspondence associated with occasional phone calls or email correspondence. Should a question require research to provide an answer, we are happy to price your request before proceeding with any work.

The Firm's current standard billing rates are as follows:

	2018	2017	2016
Principal	\$300	\$295	\$290
Senior Manager	220	215	210
Manager	205	200	195
Supervisor	165	160	155
Senior Associate	150	145	140
Associate	140	135	130

We would bill the District for our services as the work progresses on a monthly basis. Our invoices are due upon receipt.

## Section Seven | What Sets Us Apart

### Industry Experience - Utility Clients

Jackson Thornton has provided auditing, accounting, internal control evaluation services, cost of service, rate design, and other industry-specific business consulting to organizations in the utility industry for over 65 years. This industry concentration allows us to stay abreast of the changes in the utility industry through continuing education and our work with state and national utility associations.

We have 20 people in the Jackson Thornton utilities work group who work solely with our utility clients. This specialization provides auditors, tax specialists, and consultants who are knowledgeable in your industry. Our specialization also gives you a ready resource for questions and concerns that may come up during the year.

Our clients include over 150 utilities in the water, electric, gas distribution, and telecommunications industries. We provide professional services to utility clients in Alabama, Arizona, Colorado, Florida, Georgia, Illinois, Kansas, Kentucky, Louisiana, Mississippi, Missouri, North Carolina, South Carolina, Tennessee, Texas, Virginia, West Virginia, and Wyoming. We issue audit reports on 100 utilities' financial statements annually.

We provide management consulting services to water utilities. Our cost of service studies and rate design methodology help systems evaluate costs by class of customer and set rates accordingly.

We think that the collaboration of utilities specialists in audit, tax, and consulting areas gives you the economy of working with one firm who understands the history of the utility world while looking to the future.

Thank you for allowing us to submit this proposal.

Please call us at (615) 869-2040 if you have any questions or need additional information. We look forward to hearing from you.

**Statement of Confidentiality**

Our proposal of services to be offered is in response to the request from the Public Utility District #1 of Jefferson County. The information in this proposal shall not be disclosed outside of the Commissioners of the Public Utility District #1 of Jefferson County or to other proposers and shall not be duplicated, used, or disclosed in whole or in part, for any purpose other than to evaluate the proposal.



## SYSTEM REVIEW REPORT

To the Shareholders  
Jackson Thornton & Co., P. C.  
and The National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Jackson Thornton & Co., P. C. (the firm) in effect for the year ended February 28, 2015. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary).

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards*, audits of employee benefit plans and examinations of service organizations (Service Organization Control (SOC) 1 engagements).

In our opinion, the system of quality control for the accounting and auditing practice of Jackson Thornton & Co., P. C. for the year ended February 28, 2015, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *Pass*, *Pass with Deficiency(ies)* or *Fail*. Jackson Thornton & Co., P. C. has received a peer review rating of *Pass*.

*PBMares, LLP*

Harrisonburg, Virginia  
June 3, 2015



**Jackson Thornton**  
**Listing of Similar Engagements**  
**As of July 2018**

Exhibit 2

<u>Client Name</u>	<u>Contact Person</u>	<u>Partner</u>	<u>Date</u>	<u>Engagements Performed</u>	<u>Total hours</u>
The City of Huntsville Utilities	Ted Phillips, CFO 256-535-1200	Heidi Lee	9/30/2016	Annual Financial Audit	500
The Water Works & Sanitary Sewer Board of the City of Montgomery	Buddy Morgan, Manager 334-206-1600	Heidi Lee	12/31/2017	Annual Financial Audit	275
The Water Works Board of the City of Prattville	Buddy Buckner, Manager 334-365-6783	Heidi Lee	9/30/2017	Annual Financial Audit	200
Joe Wheeler Electric Memberhsip Corporation	Patric Holmes, CFO 256-552-2345	George Lynch	6/30/2017	Annual Financial Audit	225
Singing River Electric Cooperative	Tammy Hultz, CFO 601-947-4211	George Lynch	12/31/2017	Annual Financial Audit	250
Glades Electric Cooperative	Jeff Brewington, CEO 863-946-6232	George Lynch	12/31/2017	Annual Financial Audit	225



## AGENDA REPORT

**DATE:** September 4, 2018  
**TO:** Board of Commissioners  
**THRU:** Larry Dunbar, General Manager  
**FROM:** Don McDaniel, Management Consultant  
**RE:** Real Estate and Appraisal Services

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**SUMMARY:** A request for proposal procurement process was recently completed for real estate services to list and sell surplus District properties. Windermere Real Estate Port Townsend was selected as the most advantageous service provider.

**BACKGROUND:** On June 5, 2018, the Board of Commissioners approved a resolution, 2018-014, to surplus 3 different properties. On June 5, 2018, the Board of Commissioners approved a resolution to surplus the administrative office building. The properties to be listed for sale include:

1. Fort Warden area, W Street, Port Townsend, WA. - Tax Parcel Number 985205102
2. Eaglemount area, (33 acres) - Tax Parcel Number 901301003
3. Anderson Lake Rd, - Tax Parcel Number 901081012
4. 230 Chimacum, Chimacum, WA. - PUD Admin building - Tax Parcel Number 945400002

**ANALYSIS/FINDINGS:** On July 25, 2018, a request for proposals was advertised in the Port Townsend Leader newspaper and on August 10, 2018 there were 2 real estate firms that provided proposals.

Based on the request for proposal evaluation criteria, Windermere Real Estate Port Townsend was selected as the most advantageous service provider.

If the Board of Commissioners surpluses any additional properties within the next 3 years, staff recommends that Windermere Real Estate Port Townsend is used to list and ultimately sell the properties.

**FISCAL IMPACT:** The appraised value of the surplus property is uncertain at this time, and will be determined prior to disposition.

**RECOMMENDATION:** Staff recommends that the Board of Commissioners authorizes the General Manager to 1) negotiate and execute a professional services agreement with Windermere Real Estate Port Townsend for appraisal and real estate listing services, and 2) negotiate and execute individual real estate listing agreements for each property with Windermere Real Estate Port Townsend.



## **AGENDA REPORT**

**DATE:** Sept 4, 2018

**TO:** **Board of Commissioners**

**THRU:** Larry Dunbar, General Manager

**FROM:** Tammy Lehman, Interim Finance Director/District Auditor

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

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**SUMMARY:** Per Resolution 17-16, the Board of Commissioners agreed to review and approve for write off inactive account balances over 90 days in arrears that had been given 30 days' notice that their account will be referred to a collection agency.

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

**ANALYSIS/FINDINGS:** There are 25 inactive accounts in the Active Accounts Receivable Data Base who owe the PUD \$14,397.28 for utility services and who have received notice over 30 days ago that their account will be referred to a collection agency.

**FISCAL IMPACT:** Bad Debt Expense has already been charged in anticipation of having accounts who would fail to pay their final bill for utility services. On the PUD's Balance Sheet, Line 20. Accounts Receivable-Sales of Utility Services has been netted by an estimated Reserve for Uncollectible Accounts. To remedy the debt, these inactive accounts will pay the collection agency for the amount owed to the PUD plus a fee for the agency's professional services. Any amounts received on the written off amount, will be deposited into the PUD's Depository Bank Account and the Reserve for Uncollectible Accounts adjusted. No revenue or expense accounts are affected by this write off.

**RECOMMENDATION:** Transfer the 25 inactive accounts owing \$14,397.28 from the Active Accounts Receivable Data Base to the Uncollectible Accounts Data Base and authorize Evergreen Financial Services to pursue collection efforts allowed by law.

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



Board of Commissioners:

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

Larry Dunbar, General Manager

**Write-Offs of Uncollectible Accounts Receivable**

On August 21, 2018, the following summary of inactive customer accounts with a past due balance of greater than \$20.00 and in excess of 90 days were referred to and provided a 30-day written notice by a collection agency. Furthermore, all amounts were deemed uncollectible by the Interim Finance Director regardless of the amount past due. For accounting and financial reporting purposes, write-offs of uncollectible receivables are made against the allowance for bad debt account once approved by the Board. The following accounts are requested to be written off as uncollectible:

<u>Uncollectible Amount Range</u>	<u>Number of Accounts</u>	<u>Write-Off Amount</u>
Less than \$20	5	\$15.72
\$20 - \$100	6	\$293.41
\$101 - \$200	2	\$343.18
\$201 - \$500	4	\$1,639.64
\$501 - \$1,000	3	\$2,520.00
Over \$1,000	5	\$9,585.33
<b>TOTAL</b>	<b>25</b>	<b>\$14,397.28</b>

Approval, Board of Commissioners

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Kenneth Collins  
 Secretary

September 4, 2018

PUD CALENDAR

September 18, 2018	Regular BOC meeting 5:00 PM Transit Center
October 1, 2018	2019 Budget Hearing/Regular BOC Meeting 5:00 PM Transit Center
October 16, 2018	Regular BOC meeting 5:00 PM Transit Center



## AGENDA REPORT

DATE: September 4, 2018  
TO: Board of Commissioners  
THRU: Larry Dunbar, General Manager  
FROM: Jean Hall, Customer Service Manager  
RE: Low-Income Customer Participation

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**SUMMARY:** Staff will provide a presentation at today's meeting to share customer participation in the District's Low-Income Rate Reduction Program and the impact on the 2018 budget.

**BACKGROUND:** On February 6, 2018 the Commission authorized an increase in qualifying income to 150% Federal Poverty Level (FPL) from the initial 125% FPL. At this time the Commission also increased the amount of the electric discount to \$39.50 from \$35.00 per month.

On April 17, 2018 the Commission authorized an increase in the low-income discount for water accounts to \$10.00 from \$6.45 per month (30% of the water base fee).

**ANALYSIS/FINDINGS:** Staff is reviewing the current number of customers that participate in the District's low-income rate. Staff is also reviewing the current level of financial support that is necessary to support the low-income rate reduction.

Staff will provide a presentation at today's meeting to communicate the current level of program participation and the impact on the 2018 budget.

**FISCAL IMPACT:** The 2018 budget for low-income discounts is \$200,000. The increase to 150% FPL and the increase in the discount amount on both electric and water, has resulted in the need to increase the 2018 budget for the Low-Income Rate Reduction Program.

**RECOMMENDATION:** Staff recommends the Board of Commissioners approve an increase to the 2018 budget for the low-income program from \$200,000 to \$350,000.



## **AGENDA REPORT**

**DATE:** September 4, 2018  
**TO:** **Board of Commissioners**  
**FROM:** Larry Dunbar, General Manager  
**RE:** Citizens Advisory Board Reappointments or Replacements

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**SUMMARY:** Staff is seeking direction from each Commissioner this evening to reappoint or replace Citizens Advisory Board members with terms that expire on December 31, 2018.

**BACKGROUND:** The following Citizens Advisory Board members have terms that expire December 31, 2018:

- A. Peter Lauritzen, District 1
- B. Roger Risley, District 2
- C. Doug Huber, District 3

**ANALYSIS/FINDINGS:** If a Commissioner plans to reappoint a Citizens Advisory Board member, the reappointment must be confirmed by the Board.

Replacement of a Citizens Advisory Board member is a time-sensitive matter. If a Citizen's Advisory Board member chooses not to seek reappointment or if a Commissioner decides to replace a Citizens Advisory Board member, staff will need to begin the recruitment process as soon as possible to ensure that there are no gaps in membership. After a Commissioner nominates a Citizens Advisory Board member, the nomination must be confirmed by the Board.

**FISCAL IMPACT:** There are no fiscal impacts (other than the cost of advertisements) related to this agenda topic.

**RECOMMENDATION:** Staff requests that each Commissioner provides direction to staff this evening to either:

1. reappoint and request the reappointment be confirmed by the Board of Commissioners, or
2. begin to recruit to replace their Citizens Advisory Board members with expiring terms.

Attachment: Citizens Advisory Board Term and OPMA Certificate Information



## CITIZEN ADVISORY BOARD TERM AND OPMA CERTIFICATE INFORMATION

Name of CAB Members	Year Appt.	End Term	Issue Date-Open Meetings Act Certificate	Home E-mail	Address	Telephone
<b>District 1</b>						
Larry Dennison	2017	2020		[REDACTED]	[REDACTED]	[REDACTED]
Peter Lauritzen	2016	2018		[REDACTED]	[REDACTED]	[REDACTED]
Tom Engel	2017	2019		[REDACTED]	[REDACTED]	[REDACTED]
<b>District 2</b>						
Roger Risley	2016	2018		[REDACTED]	[REDACTED]	[REDACTED]
Karen Bennett	2017	2019		[REDACTED]	[REDACTED]	[REDACTED]
Tim Tibbals	2017	2020	July 24, 2018	[REDACTED]	[REDACTED]	[REDACTED]
<b>District 3</b>						
Doug Huber	2016	2018	Dec 10, 2016	[REDACTED]	[REDACTED]	[REDACTED]
Norm Norton	2017	2019		[REDACTED]	[REDACTED]	[REDACTED]
Russ Michel	2017	2020	July 10, 2018	[REDACTED]	[REDACTED]	[REDACTED]
<b>Don McDaniel (consultant)</b>						[REDACTED]
<b>Broadband:</b> Karen, Norm, Tim <b>Credit Card Committee:</b> Larry, Tom <b>Governance:</b> Russ, Karen, Larry, Doug <b>Low-Income:</b> Peter, Larry, Doug <b>Noxious Weed Committee:</b> Doug, Roger <b>Smart Meters:</b> Peter, Bill, Tom <b>Solar Committee:</b> Tom, Roger, Bill <b>Rates:</b> Roger, Tom, Bill						
(Form revised 02-12-18CB) Draft 7						