



Mason County PUD No. 1
Electric Rate Hearing & Regular Board Meeting
December 12, 2023
1:00 p.m.

Join Zoom Meeting
<https://us02web.zoom.us/j/85869053743>

Meeting ID: 858 6905 3743
1 (253) 215-8782

1:00 p.m. Electric Rate Hearing. Regular meeting to follow.

1) Electric Rate Hearing

- 2) Public Comment**- *Members of the public wishing to comment may request permission to do so during the Public Comment portion of the agenda. Comments shall be limited to no more than 5 minutes per speaker. There will be no action or discussion of public comment items, although the board may defer to PUD management for any necessary response.*

3) Call Regular Business Meeting to Order

4) Public Comment

5) Consent Agenda

Minutes:

Budget Workshop & Board Meeting Minutes for November 14, 2023
Special Meeting Minutes for November 28, 2023

Disbursements:

Accounts Payable Wire	\$154,463.58
Check Nos. 124138-124151	\$ 93,570.72
124153-124206	\$416,341.61
124210-124258	\$474,287.43
Payroll Wire	\$194,475.83
Check Nos. 124152	\$ 2,152.20
124207-124209	\$ 7,283.35

Grand Total **\$1,342,574.72**

6) Business Agenda

- a. Resolution No. 2075- Electric Rate Schedule
- b. Presentation of the 2024 Budget
- c. Presentation of the 2024 Strategic Work Plan
- d. Resolution No. 2074- 2024 Administrative Staff Compensation
- e. Resolution No. 2076 – Declaration of Surplus Property
- f. October 2023 Financials
- g. Change Order No. 1- Ripplewood Mainline Replacement Project

7) Staff Reports

- a. General Manager
- b. District Treasurer
- c. Water Resource Manager
- d. Legal Counsel

8) Correspondence

9) Board Comments

10) Other Business/Public Comment

11) Executive Session may be held as authorized by the Open Public Meetings Act (RCW 42.30.110)

12) Adjournment

2024 Calendar

Dec 13-15, 2023	WPUDA Association Meetings, Olympia
Jan 10-12	WPUDA Association meetings, Olympia
Jan 10	WPUDA Legislative Reception, Legislative Building, Olympia
January 10	PPC Virtual - Zoom
January 11	PPC Virtual - Zoom
February 7	PPC Embassy Suites Portland Airport
February 8	PPC Embassy Suites Portland Airport
Feb 14-16	WPUDA Association meetings, Olympia
Feb 14	WPUDA PUD Day on the Hill, Capital Campus
March 6	PPC Embassy Suites Portland Airport
March 7	PPC Embassy Suites Portland Airport
Mar 13-15	WPUDA Association Meetings, Olympia/Zoom
Mar 28	WPUDA Water Committee meeting quarterly, Olympia/Zoom
April 3	PPC Virtual - Zoom
April 4	PPC Virtual - Zoom
Apr 17-19	WPUDA Annual Conference, Skamania Lodge
May 1	PPC Embassy Suites Portland Airport
May 2	PPC Embassy Suites Portland Airport
June 5	PPC Embassy Suites Portland Airport
June 6	PPC Embassy Suites Portland Airport
Jun 27	WPUDA Water Committee meeting quarterly, Olympia/Zoom
July 17-19	WPUDA Association meetings, location TBD
August 7	PPC Embassy Suites Portland Airport
August 8	PPC Embassy Suites Portland Airport
September 4	PPC Embassy Suites Portland Airport
September 5	PPC Embassy Suites Portland Airport
Sep 18-20	WPUDA Association meetings, location TBD
Sept 25-27	WPUDA Water Workshop, location TBD
October 2	PPC Embassy Suites Portland Airport
October 3	PPC Embassy Suites Portland Airport
October 4	PUD 1 Customer Appreciation Event
November 6	PPC Town Hall Embassy Suites Portland Airport
November 7	PPC Annual Meeting Embassy Suites Portland Airport
Nov 13-15	WPUDA Association meetings, Olympia



Mason County Public Utility District No. 1

Board of Commissioners Budget Workshop & Regular Meeting
November 14, 2023, Potlatch, Washington

Present:

Jack Janda, President (virtually)
Ron Gold, Vice President
Mike Sheetz, Board Secretary
Kristin Masteller, General Manager
Katie Arnold, District Treasurer
Brandy Milroy, Water Resource Manager
Rob Johnson, Legal Counsel
Mike Wittenberg, District Auditor (virtually for budget workshop)

Visitors: None

CALL TO ORDER: Jack called the Budget Workshop to order at 11:00 a.m.

There was no public in attendance for public comment or questions. Katie Arnold reviewed a summary of the revised Cost of Service Analysis performed by FCS Group. This COSA refresh did a review of the 2018's COSA recommendations and compared them against the PUD's financial progress to date, as well as impending capital projects like substation construction and capital work plan projects such as line rebuilds. The COSA also took into account the recent inflation since COVID on fuel prices, equipment and materials, represented labor contracts, and the line trucks and fleet replacement schedule. The original 2018 COSA projected rates for 2024-2026 of 4.27%, 4.23% and 4.20%.

Katie reviewed four rate increase proposals for the electric business that ranged from 2.5% to 4.75%. She compared each of the proposals against the PUD's financial policies for funding reserve accounts, funding days cash-on-hand, covering operating expenses (which have remained mostly flat since 2019), as well as general and administrative costs that have increased for insurance, labor, and software licenses.

Staff's recommendation to achieve the financial policy goals set by the commission, as well as cover the operational revenue requirements, was to increase 4.75% over the next three years. The commission then had a discussion about balancing fiscal responsibility against protecting customers from increased cost of living that they are experiencing in all aspects of daily living. Jack also asked for comparison data against neighboring utilities to ensure that PUD 1 was staying in line with industry norms for rates. PUD 1's basic charge and kilowatt hour rate are higher than some and lower than others for each charge item. Kristin reported that some utilities are able to offset rate increases by using reserves to pay for inflation costs and defer additional increases, but PUD 1 doesn't yet have the reserves to do this, reminding the commission that this is what the board's financial policy is setting the utility up to do in the future. Kristin also reminded the commission that this proposed rate schedule does not include any anticipated grant funding, even though the PUD has a tentative \$3.2 million grant award from FEMA. The contracts have not been released for the funding yet. She said if the FEMA money comes in to allow the PUD's crew to do system resiliency work with grant funds, it could lower the revenue requirements in years 2 and 3 of the proposed rate schedule and potentially lower any planned increases.

Mike Sheetz asked staff what the impact would be to customers' bills with the proposed rate schedule and Katie reported a difference of \$5.92 for a customer who averages 800 kWh usage per month; \$7.64



Mason County Public Utility District No. 1

Board of Commissioners Budget Workshop & Regular Meeting

November 14, 2023, Potlatch, Washington

for 1,200 kWh; and \$10.54 for 1,600 kWh. Discussion ensued about reducing rates and what that would do to the PUD's ability to continue funding the substation projects and other work without having to take on additional debt.

It was then decided that staff should move forward with preparing the final budget and the December rate hearing resolution based on the recommendation of 4.75% increase for years 2024, 2025 and 2026. The commission also expects staff to reconcile this each year through the budget process as grant funding comes through and if able, propose lower rate increases.

Jack closed the budget workshop at 12:36 p.m. and announced a recess until the regular meeting at 1:00 p.m.

CALL TO ORDER: Jack called the Regular Meeting to order at 1:04 p.m.

PUBLIC COMMENT: No public comment.

APPROVAL OF CONSENT AGENDA:

Minutes:	Special Board Meeting October 31, 2023	
Disbursements:	Accounts Payable Wire	\$ 313,130.26
	Check Nos. 124051-124137	\$ 911,489.27
	Payroll Wire	\$ 98,188.95
Grand Total		\$ 1,322,808.48

Ron made a motion to approve the consent agenda as presented, Mike seconded the motion. It passed unanimously.

Business Agenda:

Award Phone Systems Contract to Estech Systems, Inc. (ESI)- Ron made a motion to award the Phone Systems Contract to Estech Systems, Inc. in the amount of \$468.00, plus a recurring monthly fee of \$644.95; Mike seconded the motion. It passed unanimously.

Award Manzanita Substation Material Package to SEI, Inc.- Ron made a motion to award the Manzanita Substation Material Package to SEI, Inc. in the amount of \$543,324, plus tax; Mike seconded the motion. It passed unanimously.

Approve Change Order No. 4 for Magnum Pole Replacement Project - Ron made a motion to approve Change Order No. 4 for the Magnum Pole Replacement Project in a credit amount of \$31,194; Mike seconded the motion. It passed unanimously.

Staff Reports –

General Manager – Kristin reported that she gave a presentation to the Hood Canal Improvement Club last week and that she and Brandy and Mike Sheetz met with Alderbrook Golf & Yacht Club's new GM



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Board of Commissioners Budget Workshop & Regular Meeting

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and planning team, along with Mike from HCC, to coordinate 2023 utility activities. Magnum Power has hired a subcontractor to finish the pole replacement project, starting on November 27th. The PUD crew replaced the poles at McDonald's Cove and will take an outage tomorrow to transfer power over to the new poles. They will then wrap up the Goodpaster's area conversion and take another outage to transfer that power over in the next few weeks and that will wrap up all the construction projects for the year.

District Treasurer – Katie reported that she's attending the WPUDA roundtable meetings this week which are helpful for getting information on new GASB implementations and State Auditor's Office reports. She also stated that the office will have their active shooter training this week for their safety meeting.

Water Resource Manager – Brandy gave an update on the Union water construction project that the crew is wrapping up, along with water system plan updates, and that she is starting the lead service line inventory program for 2024. She also is moving along with getting the contracts for the state appropriations funding.

Legal Counsel – Rob had no report.

Correspondence – An article in *The Journal* was shared about the PUD's ribbon cutting for the broadband project. Kristin noted that they are printing a correction about the PUD continuing to solicit broadband funding and additional projects. Those activities are being pursued by Hood Canal Communications, not the PUD.

Board Reports –

Mike – Attended the Hood Canal Improvement Club meeting, the PPC annual meeting, and will attend WPUDA this week.

Jack – No report.

Ron – No report.

PUBLIC COMMENT – No additional comments.

EXECUTIVE SESSION – Jack called an executive session at 1:27 p.m. for the purpose of discussing threatened or pending litigation (RCW 42.30. 110(1)(a)(i)) and stated the session would last 10 minutes.

At 1:37 p.m., Jack closed the executive session and reconvened the regular session. With no further business, he adjourned the meeting.

Jack Janda, President

Ron Gold, Vice President

Mike Sheetz, Secretary



Mason County Public Utility District No. 1

Board of Commissioners Special Meeting

November 28, 2023, Potlatch, Washington

Present:

Jack Janda, President (virtually)
Ron Gold, Vice President
Mike Sheetz, Board Secretary
Kristin Masteller, General Manager

Visitors: None

CALL TO ORDER: Jack called the Special Meeting to order at 10:00 a.m.

PUBLIC COMMENT: No public comment.

EXECUTIVE SESSION – Jack called an executive session at 10:00 a.m. for the purpose of reviewing the performance of a public employee (RCW 42.30.110(g)) and stated the session would last until noon.

At 12:00 p.m., Jack closed the executive session and reconvened the special meeting.

Business Agenda:

Approve Renewal of Employment Contract for General Manager- Ron made a motion to renew the General Manager's contract through 2028; Mike seconded the motion. It passed unanimously.

The meeting was adjourned at 12:05 p.m.

Jack Janda, President

Ron Gold, Vice President

Mike Sheetz, Secretary

12/08/2023 9:25:30 AM

Accounts Payable Check Register

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11/15/2023 To 12/08/2023

Bank Account: 4 - UMPQUA BANK - DISTRICT

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
933 11/16/2023	WIRE	IRS	WEST COAST BANK	FEDERAL TAX LIABILITY	33,070.35
934 11/16/2023	WIRE	WASH 1	WA DEPT OF RETIREMENT SYS	STATE RETIREMENT - PLAN 2	24,716.91
935 11/16/2023	WIRE	WASH 7	WA STATE TREAS-MS: PO-11	DEFERRED COMPENSATION	11,466.00
936 11/16/2023	WIRE	HRA	HRA VEBA TRUST CONTRIBUTI	VEBA MEDICAL SAVINGS	3,945.21
939 11/15/2023	WIRE	AEGIS LAND TIT	AEGIS LAND TITLE	PURCHASE WATER SYSTEM-BOLDUC COMMUNITY	2,840.97
941 12/01/2023	WIRE	IRS	WEST COAST BANK	FEDERAL TAX LIABILITY	38,865.42
942 12/01/2023	WIRE	WASH 1	WA DEPT OF RETIREMENT SYS	STATE RETIREMENT - PLAN 2	22,696.91
943 12/01/2023	WIRE	WASH 7	WA STATE TREAS-MS: PO-11	DEFERRED COMPENSATION	12,691.00
944 12/01/2023	WIRE	HRA	HRA VEBA TRUST CONTRIBUTI	VEBA MEDICAL SAVINGS	4,170.81
124138 11/15/2023	CHK	CENTUR	CENTURYLINK	TELEPHONE CHARGES ACCT#206-Z05-0016 020	1,553.27
124139 11/15/2023	CHK	DON SMALL & S	DON SMALL & SONS OIL DIST	GAS & DIESEL	2,661.42
124140 11/15/2023	CHK	GORDON TRUC	FREIGHTLINER NORTHWEST OLYMPIA	LUBE FILTER	406.33
124141 11/15/2023	CHK	GENPAC	GENERAL PACIFIC INC	ELECTRIC NON INVENTORY PARTS-FUSES	4,717.17
124142 11/15/2023	CHK	HDFOWL	HD FOWLER COMPANY	WATER NON INVENTORY PARTS	48,335.43
124143 11/15/2023	CHK	40	ERIC JOHNSON	BALANCE OF CLOTHING ALLOWANCE	187.56
124144 11/15/2023	CHK	MILES	MILES SAND & GRAVEL COMPANY	ROCK-SHOP	450.06
124145 11/15/2023	CHK	NISC	NISC	OCTOBER 2023-PRINT SERVICES	15,315.72
124146 11/15/2023	CHK	OLYMP2	OLYMPIC SIGN SERVICES	REAPAIRS TO NEON SIGN	1,736.00
124147 11/15/2023	CHK	39	REESE SMELCER	CLOTHING ALLOWANCE	350.00
124148 11/15/2023	CHK	TOZIER	TOZIER BROS, INC	SHOP SUPPLIES	151.21
124149 11/15/2023	CHK	NAPA AUTO PA	WESTBAY NAPA AUTO PARTS	SHOP	239.67
124150 11/15/2023	CHK	2	TUPPER/MACK/WELLS PLLC	SQUAXIN ISLAND TRIBE	2,860.00
124151 11/16/2023	CHK	LILLIWAUP FAL	LILLIWAUP FALLS GENERATING COMP	OCTOBER POWER USAGE	14,606.88
124153 11/16/2023	CHK	IBEW	IBEW LOCAL UNION #77	UNION DUES	1,127.41
124154 11/16/2023	CHK	PUDEMP	PUD #1 EMPLOYEE FUND	EMPLOYEE FUND	230.00
124155 11/17/2023	CHK	CAROW	CAROW, CINDI	MONTHLY REIMBURSEMENT	482.79

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
124156 11/17/2023	CHK	CENTURYLINK	CENTURYLINK	LONG DISTANCE & OUTBOUND CHARGES(21)LINE	193.49
124157 11/17/2023	CHK	G&W	G&W ELECTRIC	ELECTRIC INVENTORY PARTS-PDMOUNT SWITCH	59,200.86
124158 11/17/2023	CHK	GRAY	GRAY & OSBORNE, INC	AGATE BEACH WATER SYSTEM IMPROVEMENTS	30,016.62
124159 11/17/2023	CHK	HOODCA	HOOD CANAL COMMUNICATIONS	EMERGENCY FIBER REPAIR AT TRITON COVE	13,885.56
124160 11/17/2023	CHK	L.G.	L. G. ISAACSON CO. INC.	SHOP SUPPLIES	495.18
124161 11/17/2023	CHK	LES SCHWAB	LES SCHWAB WAREHOUSE CENTER	VEHICLE #67-THRUST ANGLE ALIGNMENT	125.11
124162 11/17/2023	CHK	MUNCHR	MUNCH, ROY	MONTHLY REIMBURSEMENT	841.60
124163 11/17/2023	CHK	SPIKES	SPIKES HYDRAULICS & EQUIP	EQUIPMENT #102-HOSES & FITTINGS	163.97
124164 11/17/2023	CHK	TOZIER	TOZIER BROS, INC	SHOP SUPPLIES	44.86
124165 11/17/2023	CHK	NAPA AUTO PA	WESTBAY NAPA AUTO PARTS	VEHICLE #65-FUSES	50.65
124166 11/21/2023	CHK	BRIGHT KNIGHT	BRIGHT KNIGHTS LLC	UNION RIDGE WATER-WELL PUMP HOUSE	379.75
124167 11/21/2023	CHK	DAY	DAY WIRELESS SYSTEMS	RECURRING CHARGES-TWO WAY RADIO 28 UNITS	562.06
124168 11/21/2023	CHK	GENPAC	GENERAL PACIFIC INC	(5)NEST THERMOSTATS	3,984.12
124169 11/21/2023	CHK	HDFOWL	HD FOWLER COMPANY	WATER NON INVENTORY PARTS	193.82
124170 11/21/2023	CHK	IRISH BROTHER	IRISH BROTHERS LLC	AGATE BEACH WATER SYSTEM IMPROVEMENTS	52,052.90
124171 11/21/2023	CHK	KESTER	KESTER, GREGORY C.	MONTHLY REIMBURSEMENT	1,525.47
124172 11/21/2023	CHK	PARSON	PARSONS DIESEL & STEAM	SERVICE VARIOUS VEHICLES	1,356.25
124173 11/21/2023	CHK	ROCKY	ROCKY BROOK	OCTOBER POWER	640.00
124174 11/21/2023	CHK	TOZIER	TOZIER BROS, INC	EQUIPMENT #104-SEPERATOR WATER	119.14
124175 11/21/2023	CHK	ULINE	ULINE	ELECTRIC NON INVENTORY PARTS-CONTAINERS	706.05
124176 11/21/2023	CHK	VERIZO	VERIZON WIRELESS	ISLAND LAKE MANOR, BEL AIRE,& SHADOWOOD	75.06
124177 11/21/2023	CHK	NAPA AUTO PA	WESTBAY NAPA AUTO PARTS	VEHICLE #65-BATTERY CABLE LUGS	135.09
124178 11/22/2023	CHK	MASTELLER	KRISTIN MASTELLER	TRAVEL REIMBURSEMENT	161.52
124179 11/22/2023	CHK	MOTORS	MOTORS & CONTROLS CORP.	VIEW RIDGE HEIGHTS WATER-PARTS	189.21
124180 11/22/2023	CHK	2	C & T INVESTMENTS LLC	INACTIVE REFUND	79.65
124181 11/22/2023	CHK	2	LILLIAN CHAMPAGNE-BOWERS	INACTIVE REFUND	67.58

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
124182 11/22/2023	CHK	2	ELIZABETH DELIZO	INACTIVE REFUND	50.00
124183 11/22/2023	CHK	2	PHYLLIS R ERICKSON	INACTIVE REFUND	333.85
124184 11/22/2023	CHK	2	ROYAL FLUSH SEPTIC PUMPING LLC	RENTAL HOUSE-1681 E MCREAVY RD	508.87
124185 11/22/2023	CHK	2	SHENA D SCHIEMAN	INACTIVE REFUND	130.29
124186 11/22/2023	CHK	2	DENNIS SPLETT	INACTIVE REFUND	184.41
124187 11/27/2023	CHK	MAGNUM POWE	MAGNUM POWER, LLC	HOOD CANAL 101 PHSE TWO	108,169.38
124188 11/29/2023	CHK	NORTH SKY	NORTH SKY COMMUNICATIONS, LLC	FOUR WHEEL DR PROJECT	50,499.84
124189 11/29/2023	CHK	2	CURTIS NELSON	UTILITY PAYMENT MAILED TO WRONG UTILITY	70.66
124190 11/30/2023	CHK	WPUDA	WASHINGTON PUD ASSOC.	MONTHLY DUES	1,887.00
124191 11/30/2023	CHK	WASH 8	WASHINGTON STATE	NOVEMBER 2023-HEALTH, DENTAL, & LTD	49,493.19
124192 11/30/2023	CHK	A WORKSAFE	A WORKSAFE SERVICE, INC	DOT RANDOM DRUG & ALCOHOL TESTING	326.00
124193 11/30/2023	CHK	ANIXTER	ANIXTER INC	ELECTRIC NONINVENTORY-DISPENSER GUY WIRE	2,775.66
124194 11/30/2023	CHK	BUILDERS	BUILDERS FIRSTSOURCE, INC	TOTTEN ESTATES WATER-SUPPLIES	658.40
124195 11/30/2023	CHK	DON SMALL & S	DON SMALL & SONS OIL DIST	GAS & DIESEL	8,540.01
124196 11/30/2023	CHK	GRAIN	GRAINGER	ELECTRIC NON INVENTORY PARTS-HEX KEY,TIP	14.02
124197 11/30/2023	CHK	SHEL 2	MASON COUNTY JOURNAL	PUBLIC NOTICE OF MITIGATED DETERMINATION	387.50
124198 11/30/2023	CHK	28	PETRO CARD	BULK OIL	966.91
124199 11/30/2023	CHK	SHEETZ, MIKE	MIKE SHEETZ	NOVEMBER TRAVEL EXPENSE	408.41
124200 11/30/2023	CHK	TOZIER	TOZIER BROS, INC	ELECTRIC METER ROOM SUPPLIES	72.38
124201 11/30/2023	CHK	VERIZO	VERIZON WIRELESS	MONTHLY TABLETS & (3)CELLULAR CHARGES	549.05
124202 11/30/2023	CHK	NAPA AUTO PA	WESTBAY NAPA AUTO PARTS	FUSE	482.40
124203 11/30/2023	CHK	2	DANIEL ALVAREZ	HEAT PUMP WATER HEATER REBATE	800.00
124204 11/30/2023	CHK	2	CHARLES LEONARD	MANUFACTURED HOME REBATE	1,200.00
124205 11/30/2023	CHK	CITI CARDS	CITI CARDS	CREDIT CARD CHARGES-ACCT ENDING IN#4326	9,143.52
124206 11/30/2023	CHK	US BANK-CCC	US BANK	ACCOUNT NUMBER #4484 7345 5001 2554	9,604.09
124210 12/01/2023	CHK	IBEW	IBEW LOCAL UNION #77	UNION DUES	1,206.74

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Bank Account: 4 - UMPQUA BANK - DISTRICT

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
124211 12/01/2023	CHK	PUDEMP	PUD #1 EMPLOYEE FUND	EMPLOYEE FUND	230.00
124212 12/04/2023	CHK	AAA	AAA SEPTIC TANK PUMPING	AFTER HOURS SERVICE-21971 N HWY 101-RENT	280.00
124213 12/04/2023	CHK	AFLAC	AFLAC	SUPPLEMENTAL INSURANCE	145.04
124214 12/04/2023	CHK	ANIXTER	ANIXTER INC	REGULATOR CONTROL PANEL SUBSTATION	142,876.01
124215 12/04/2023	CHK	BRUFF	BARNEY BRUFF	CLOTHING ALLOWANCE	350.00
124216 12/04/2023	CHK	BUILDERS	BUILDERS FIRSTSOURCE, INC	TOTTEN ESTATES WATER SUPPLIES	838.04
124217 12/04/2023	CHK	CRC	COOPERATIVE RESPONSE CENTER, INC	AFTER HOURS ANSWERING SERVICE	1,510.90
124218 12/04/2023	CHK	THE SHOP*	D & H PRINTING	TRANSFORMER STICKERS	653.61
124219 12/04/2023	CHK	DON SMALL & S	DON SMALL & SONS OIL DIST	GAS & DIESEL	1,713.32
124220 12/04/2023	CHK	EXCELSIOR CLE	EXCELSIOR CLEANING	MONTHLY JANITORIAL SERVICES	1,282.50
124221 12/04/2023	CHK	POMP'S	GCR TIRES & SERVICE	VEHICLE #68-(1)NEW TIRE & WHEEL BALANCE	616.66
124222 12/04/2023	CHK	GENPAC	GENERAL PACIFIC INC	(10)URD KVA TRANSFORMERS	61,821.02
124223 12/04/2023	CHK	GILLIARDI LOG	GILLIARDI LOGGING AND CONSTRUCT	ROCK	428.87
124224 12/04/2023	CHK	GOLDSTREET	GOLDSTREET DESIGN AGENCY, INC.	WEBSITE HOSTING	50.00
124225 12/04/2023	CHK	HDFOWL	HD FOWLER COMPANY	WATER NON INVENTORY PARTS-CONDUIT SWEEPS	300.80
124226 12/04/2023	CHK	HOODCA	HOOD CANAL COMMUNICATIONS	INTERNET, IT SERVICES, & ALARM DIALER	12,024.05
124227 12/04/2023	CHK	MASON7	MASON COUNTY AUDITOR	(1)ELECTRIC & (1)WATER -EASEMENT	410.00
124228 12/04/2023	CHK	MASON CO COM	MASON COUNTY COMMUNITY SERVIC	VUECREST WATER-PREAPP. FOR BLDG. PERMIT	655.00
124229 12/04/2023	CHK	MASON CO GAR	MASON COUNTY GARBAGE	MONTHLY GARBAGE CHARGES	915.57
124230 12/04/2023	CHK	NWSS	NORTHWEST SAFETY SERVICE LLC	SAFETY SERVICE-NOVEMBER 14, 2023	1,136.25
124231 12/04/2023	CHK	PACIF1	PACIFIC UNDERWRITERS CORP	SUPPLEMENTAL INSURANCE-JULIE	15.92
124232 12/04/2023	CHK	PARSON	PARSONS DIESEL & STEAM	SERVICE VARIOUS VEHICLES	2,305.63
124233 12/04/2023	CHK	PETTYJOHN ENT	PETTYJOHN ENTERPRISES, LLC	BRUSH & LAWN DISPOSAL	118.36
124234 12/04/2023	CHK	POWER ENGINE	POWER ENGINEERS	MANZANITA SUBSTATION ENGINEERING & TEST	32,094.52
124235 12/04/2023	CHK	RICOH USA	RICOH USA, INC.	RENT ON TWO MACHINES & ADDITIONAL IMAGES	1,358.38
124236 12/04/2023	CHK	SHEL 1	SHELTON-MASON COUNTY	NEW MEMBER-STARTUP FEE	205.00

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
124237 12/04/2023	CHK	SPECTRA LAB	SPECTRA LABORATORIES-KITSAP, LLC	VARIOUS WATER SAMPLES	3,297.80
124238 12/04/2023	CHK	TOZIER	TOZIER BROS, INC	VEHICLE #77-SUPPLIES	58.93
124239 12/04/2023	CHK	34	WASHINGTON ALARM, INC	MONTHLY BILLING - SECURITY SYSTEM SHOP	182.28
124240 12/04/2023	CHK	NAPA AUTO PA	WESTBAY NAPA AUTO PARTS	VEHICLE #70-REAR SHOCKS	137.42
124241 12/04/2023	CHK	WITTENBERG C	WITTENBERG CPA, PS	CONSULT-MANAGEMENT	880.00
124242 12/05/2023	CHK	SLATE ROCK SA	SLATEROCK FR	NASCO FR RAIN GEAR	6,188.18
124243 12/08/2023	CHK	CITY 1	CITY TREASURER	USE OF INGRESS AND EGRESS-BPA SUBSTATION	338.52
124244 12/08/2023	CHK	GE SOFTWARE	GE SOFTWARE INC DBA EKOS	EKOS FUEL SITE MODULE	80.00
124245 12/08/2023	CHK	GENERAL MECH	GENERAL MECHANICAL, INC	LAKE ARROWHEAD WATER-FILTER	166,858.21
124246 12/08/2023	CHK	HARB 1	HARBOR SAW & SUPPLY INC.	REPAIRS TO CHAINSAW	97.31
124247 12/08/2023	CHK	HDFOWL	HD FOWLER COMPANY	ELECTRIC NON INVENTORY-CONDUIT	3,740.84
124248 12/08/2023	CHK	L.G.	L. G. ISAACSON CO. INC.	MILWAULKEE GRINDER & BATTERY,GLOVES & EA	782.17
124249 12/08/2023	CHK	MARSH	MARSH MUNDORF PRATT & SUL	MONTHLY WPAG SERVICES	235.50
124250 12/08/2023	CHK	SHEL 2	MASON COUNTY JOURNAL	FULL COLOR AD	363.60
124251 12/08/2023	CHK	MAS 10	MASON COUNTY PUBLIC WORKS	HILL WAY PROJECT-UTILITY PERMIT	325.00
124252 12/08/2023	CHK	MASONWEBTV.	MASONWEBTV.COM	PARTNER LEVEEL BROADCAST SPONSORSHIP	1,440.00
124253 12/08/2023	CHK	MT VIEW LOCA	MT. VIEW LOCATING SERVICES, LLC	MONTHLY UNDERGROUND LOCATES	14,832.50
124254 12/08/2023	CHK	RELIABLE ELEC	RELIABLE ELECTRIC, INC	UNION RIDGE WATER-WELL PUMP BOOST TRANSF	3,569.65
124255 12/08/2023	CHK	ROHLIN	ROHLINGER ENTERPRISES INC	FR WATERPROOF UTILITY GLOVES	2,100.83
124256 12/08/2023	CHK	STUSSER ELECT	STUSSER ELECTRIC COMPANY	MILWAUKEE 6T UTILITY CRIMPER KIT W/ 0-D3	2,702.49
124257 12/08/2023	CHK	TOZIER	TOZIER BROS, INC	SHOP TOOLS	144.92
124258 12/08/2023	CHK	UTILI1	UTILITIES UNDERGROUND LOCATION	MONTHLY ELECTRIC LOCATES	389.09

Total Payments for Bank Account - 4 : (126) 1,138,663.34

Total Voids for Bank Account - 4 : (0) 0.00

Total for Bank Account - 4 : (126) 1,138,663.34

12/08/2023

9:25:30 AM

Accounts Payable Check Register

Page 6

Grand Total for Payments :	(126)	1,138,663.34
Grand Total for Voids :	(0)	0.00
Grand Total :	(126)	1,138,663.34

12/08/2023

9:25:30 AM

Accounts Payable Check Register

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PARAMETERS ENTERED:**Check Date:** 11/15/2023 To 12/08/2023**Bank:** All**Vendor:** All**Check:****Journal:** All**Format:** Summary**Extended Reference:** No**Sort By:** Check/Transaction**Voids:** Current**Payment Type:** All**Group By Payment Type:** No**Minimum Amount:** 0.00**Authorization Listing:** No**Credit Card Charges:** No



PUBLIC UTILITY DISTRICT NO. 1
OF MASON COUNTY
N. 21971 Hwy. 101
Shelton, Washington 98584

BOARD OF COMMISSIONERS

MIKE SHEETZ, Commissioner
JACK JANDA, Commissioner
RON GOLD, Commissioner

RESOLUTION NO. 2074

**A RESOLUTION ADJUSTING COMPENSATION FOR NON-REPRESENTED
ADMINISTRATIVE EMPLOYEES**

WHEREAS, R.C.W. 54.12.090 authorizes the Commission to create positions and set compensation for employees by resolution; and

WHEREAS, R.C.W. 54.16.100 requires the General Manager to recommend to the commission compensation of the employees of his or her office, and a scale of compensation to be paid for the different classes of service required by the district; and

WHEREAS, the Board of Commissioners has previously approved a scale of compensation to be paid for each administrative exempt employee position; and

WHEREAS, the District surveyed public utility districts' salaries for non-represented positions to ensure compensation is competitive for recruitment and retention; and

WHEREAS, the Board of Commissioners has granted \$55,307 in total annual compensation adjustments for non-represented staff in recognition of outstanding performance for 2023.

NOW THEREFORE, BE IT RESOLVED that the following listed positions are hereby authorized and classified in the salaries shown. Effective December 16, 2023, the start of the new payroll year:

Title	Min	Mid	Max
Executive Assistant	\$ 73,308.53	\$ 88,675.00	\$ 104,041.48
District Engineer	\$ 90,007.80	\$ 107,298.13	\$ 124,589.59
Water Superintendent	\$ 102,133.89	\$ 125,772.58	\$ 149,412.31
Electric Superintendent	\$ 153,996.00	\$ 165,000.00	\$ 186,000.00
Engineering Manager	\$ 140,758.66	\$ 156,482.16	\$ 174,232.90
Water Resource Manager	\$ 125,012.78	\$ 138,977.38	\$ 154,742.44
Director of Business Services	\$ 154,236.38	\$ 174,981.95	\$ 199,713.04
Director of Operations	\$ 154,236.38	\$ 174,981.95	\$ 199,713.04



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

N. 21971 Hwy. 101
Shelton, Washington 98584

BOARD OF COMMISSIONERS

MIKE SHEETZ, Commissioner
JACK JANDA, Commissioner
RON GOLD, Commissioner

APPROVED AND ADOPTED by the Board of Commissioners of Public Utility District No. 1 of Mason County, Washington, this 12th day of December 2023.

ATTEST:

President: Jack Janda

Vice President: Ron Gold

Secretary: Mike Sheetz

BUDGET MATERIALS			
Proposed Electric Budget 2024			
INCOME STATEMENT ELECTRIC	2022	2023	2024
Line Item	Budget	Budget	Budget
1 Energy Sales- Operating Revenue	9,853,993.00	10,657,903.00	11,282,957.00
Total Revenue from Operations	9,853,993.00	10,657,903.00	11,282,957.00
3 Power & Transmission Costs	3,631,200.00	3,839,592.00	3,720,984.00
4 Transmission Expenses -O&M	12,874.00	13,416.04	6,163.00
6 Distribution Expenses - Operation	494,567.00	608,026.11	783,417.00
7 Distribution Expense - Maintenance	967,468.00	1,039,196.88	1,157,383.00
8 Customer Accounts Expenses	162,236.00	164,497.17	195,759.00
9 Customer Service Expenses and Information	7,500.00	7,500.00	7,500.00
11 Administrative and General Expenses	1,893,327.00	2,126,301.53	2,200,077.00
12 Total Expenses from Operations (3 thru 11)	7,169,172.00	7,798,529.73	8,071,283.00
13 Depreciation & Amortization Expense	1,133,000.00	1,153,828.00	1,173,821.00
14 Tax Expense - Property & gross Receipts Property	223,656.00	235,907.00	229,991.00
15 Tax Expense - Other	573,789.00	598,036.00	606,590.00
16 Interest on Long Term Debt	407,593.00	383,391.00	361,074.00
19 Other Deduction	3,900.00	3,500.00	4,375.00
20 Total Cost of Electric Service (12 thru 19)	9,511,110.00	10,173,191.73	10,447,134.00
21 Operating Margins (1 minus 20)	342,883.00	484,711.27	835,823.00
22 Non Operating Margins - Interest	8,500.00	50,000.00	50,000.00
25 Non Operating Margins - Other	5,000.00	5,000.00	5,000.00
29 Patronage Capital or Margins (21 thru 28)	356,383.00	539,711.27	890,823.00
	2022 Budgeted	2023 Budgeted	2024 Budgeted
Operating - Margin	342,883.00	484,711.27	835,823.00
Non Operating - Margin	13,500.00	55,000.00	55,000.00
Times Interest Earned Ratio - Operating (1.25 Min)	1.87	2.32	3.19
Debt Service Coverage Ratio (1.25 Min)	2.00	2.20	2.57
Funds Available for Debt Service, Reserves & CWP	1,489,383.00	1,693,539.27	2,064,644.00
Special Funds Available for CWP	100,000.00	100,000.00	100,000.00
Electric Bond Funds Available for CWP	334,378.00	-	0
Total of Funds Available	1,923,761.00	1,793,539.27	2,164,644.00
Fund Expended for Debt Service & CWP			
Debt Service	539,385.00	554,385.00	599,231.00
CWP	750,000.00	650,000.00	800,000.00
General Facilities - Ops	-		-
Funds Expended	1,289,385.00	1,204,385.00	1,399,231.00
Balance left for Reserve Funding	634,376.00	589,154.27	765,413.00
Substation Fund	342,000.00	342,000.00	342,000.00
Cash on Hand Funding Goal (5 Days per Year)	70,000.00	70,000.00	70,000.00
Equipment Replacement Fund	200,000.00	160,000.00	200,000.00
Balance Remaining	22,376.00	17,154.27	153,413.00
Long-Term Debt Balance at Year-End	10,777,107.00	10,222,722.00	9,623,491.00

BUDGET MATERIALS

Proposed WATER Budget 2024

Line #	2022 Budgeted	2023 Budgeted
	6% Increase	5% Increase
1 Operating Revenue	2,484,320.00	2,608,536.00
3 Cost of Power	156,100.00	165,000.00
6 Distribution Expense - Operation	509,026.00	589,891.04
7 Transmission Expense - Maintenance	212,795.00	260,608.73
8 Customer Accounts Expense	57,836.29	26,948.02
9 Customer Service And Information Expense	27,600.00	28,200.00
11 Administrative and General Expense	644,629.00	667,877.98
12 Total Operation & Maintenance Expense (2 thru 11)	1,607,986.29	1,738,525.77
13 Depreciation & Amortization Expense	505,000.00	544,591.00
14 Tax Expense - Property & Gross Receipts	325.00	325.00
15 Tax Expense - Other	128,395.00	134,714.00
16 Interest on Long Term Debt	82,464.00	75,597.78
18 Interest Expense - Other	-	-
19 Other Deductions	-	-
20 Total Cost of Water Service (12 thru 19)	2,324,170.29	2,493,753.55
21 Patronage Capital & Operating Margins (1 minus 20)	160,149.71	114,782.45
22 Non Operating Margins - Interest	600.00	4,000.00
25 Non Operating Margins - Other	75,000.00	75,000.00
29 Patronage Capital or Margins (21 thru 28)	235,749.71	193,782.45

	2022 Budgeted	2023 Budgeted
Operating - Margin	160,149.71	114,782.45
Non Operating - Margin	75,600.00	79,000.00
Times Interest Earned Ratio - Operating (TIER)	2.94	2.52
Debt Service Coverage Ratio	2.18	2.15
Note: TIER = Line 21+16/16		
Funds Available for Debt Service, Reserves & CWP	740,749.71	738,373.45
Debt Service	260,284.00	266,284.00
General Funds Available for CWP	480,465.71	472,089.45
Water Bond Funds Available for CWP	300,000.00	-
Carry Over Funds from Prior Year	75,000.00	175,000.00
Total CWP	695,000.00	500,000.00
Balance of Funds Available for Reserve Funding	160,465.71	147,089.45
Equipment Replacement Fund	100,000.00	100,000.00
SDF Fund	75,000.00	75,000.00
Cash on Hand Funding Goal (5 Days per Year)	30,000.00	30,000.00
Balance to Carry Forward	30,465.71	17,089.45

BUDGET MATERIALS

Proposed Sewer Budget 2024

INCOME STATEMENT SEWER			
Line Item	2022 Budgeted	2023 Budgeted	2024 Budgeted
1 Sewer Sales - Madrona	11,124.00	11,458.00	11,802.00
Total Revenue from Operations	11,124.00	11,458.00	11,802.00
3 Power & Transmission Costs	660.00	675.00	675.00
7 Distribution Expense - Maintenance	5,236.00	6,270.00	6,395.00
9 Customer Service Expenses and Information	0.00	0.00	0.00
12 Total Expenses from Operations (3 thru 11)	5,896.00	6,945.00	7,070.00
13 Depreciation & Amortization Expense	1,805.00	1,956.00	2,037.00
15 Tax Expense - Other	420.00	459.00	473.00
20 Total Cost of Sewer Service (12 thru 19)	8,121.00	9,360.00	9,580.00
21 Operating Margins (1 minus 20)	3,003.00	2,098.00	2,222.00
22 Non Operating Margins - Interest	45.00	420.00	420.00
29 Patronage Capital or Margins (21 thru 28)	3,048.00	2,518.00	2,642.00
	2022 Budgetd	2023 Budgetd	2024 Budgetd
Operating - Margin	3,003.00	2,098.00	2,222.00
Non Operating - Margin	45.00	420.00	420.00
Funds Available for Debt Service, Reserves & CWP	4,853.00	4,474.00	4,679.00
Reserve Funds Available for CWP	647.00	3,001.00	3,001.00
Total CWP	5,000.00	5,500.00	5,500.00

Mason PUD 1

2024 Strategic Work Plan

*** NOTICE:** This work plan is a live, flexible document. The tasks assigned are budget and workforce contingent. Items will be added, and some will be removed or changed throughout the year. This work plan is approved by the board of commissioners. Senior staff reports the progress quarterly to the board to ensure that the PUD is on track and has a clear plan and direction.

1.0	Finance	Status: Progress, On Track, Off Track, Completed, Removed	Assigned To:	Due Date:
1.1	Loans & Grants			
1.1.2	Brownsfield Funding		Kristin/Katie	When ready
1.1.3	VICP – if we get an NFA		Kristin/Katie	When ready
1.1.4	FEMA Mitigation Funding		Katie	Ongoing
1.1.5	BRIC Funding- Jorstad, 106, Water Resiliency, Poles & Reconductoring, Skokomish Dips		Katie	Ongoing
1.1.6	DWSRF Funding		Katie/Brandy	Q3
1.1.7	State & Federal Appropriations		Kristin	Q2
1.1.8	Federal Infrastructure Grants		Katie/Kristin/Meguire Whitney	Ongoing
1.1.9	Add any others- RECOMPETE, Utah DOE, Commerce, Culverts		Staff	Ongoing
1.2	Continue Finance Strategies			
1.2.1	Continue days cash on hand		Katie	Ongoing
1.2.3	Finance Committee Meetings		Katie	2x in 2024
1.2.5	Roll out in-house Low Income Assistance Program		Katie/Lisa	Q1
1.2.6	CETA Requirements/Reporting		Katie	Q4

1.2.7	Single Audit & CETA Audit		Katie	When ready
1.4	Misc.			
1.4.1	Community Solar II – Recertify Low income program		Kristin/Lisa	Q1
1.5	Fund Infrastructure Projects			
1.5.1	Duckabush Relocation		Kristin	Ongoing
1.5.2	Jorstad		Kristin	Ongoing
1.5.3	Union Regional Projects		Kristin	Ongoing
1.5.4	Manzanita Campus		Kristin	Ongoing
1.6	CEDS		Kristin	Q2
2.0	Facilities			
2.1	Implement Manzanita Campus Plan			
2.1.1	Get project construction out to bid & choose contractor		Kristin/Jeremiah/POWER	Q1
2.1.2.2	Construct exit feeders		Kristin/Jeremiah/POWER	Q3
2.1.2.3	Construct riser pole for double circuit		Kristin/Jeremiah/POWER	Q3
2.1.3	Get quote to do design of small warehouse- determine if it will fit in 2023 or 2024’s budget		Kristin/Brandy/G&O	2024
2.1.4	TPU Easement on McReavy		Kristin/Jeremiah	2024
2.1.5	Kirk Properties Easement		Kristin	2024
2.1.6	Redundant Intertie		Kristin/Jeremiah	2024
2.2	Continue facility maintenance			
2.2.1	Mow all vaults on highway each year		Matt	Q2
2.2.2	Continue landscaping schedule – add any new sites or attention to list		Brandy	Q2

2.2.4	Clean solar panels		Kristin	Q3
2.2.5	Work with G&O on dusting off new facility plan so we know how much money we need to go after to build it. (Will not do any actual work on new buildings though unless we get funded eventually.)		Kristin	2024
2.2.6	Dust control		Kristin/Jordan	Q2
2.2.7	Restripe parking lot		Kristin/Jordan	Q2
2.2.8	Designate area for jobs materials/projects- safer storage for regulators, designated area for Manzanita & Duckabush supplies		Jordan/Matt	Q2
2.3	Continue Cleanup Work at Pole Yard			
2.3.1	Complete monitoring		Kristin	All Qs
2.3.2	Negotiate new monitoring contract with Aspect		Kristin	Q1
2.3.3	Negotiate steps forward with TPU		Kristin	Ongoing
2.3.4	Work with Aspect on monitoring to seek the “NFA-No Further Action” requirement		Kristin	Ongoing
2.3.5	Apply for reimbursement funding through Ecology as it comes available		Kristin	Ongoing
2.4	Property Acquisitions			
2.4.1	Brinnon Substation- Evaluate property options on Church Rd.		Kristin/Rob	Placeholder- When ready
2.4.3	Viewcrest Beach		Brandy/Rob	When ready
3.0	Org Development			
3.1	Continue to Implement training plan			
3.1.1	Succession Planning		Staff	Ongoing
3.1.2	Training Program for all employees- include in annual budget		Staff	Q3
3.1.3	NWPPA- Rigging & Operations Class in-house		Matt/Katie	Q3
3.1.5	Water & Line Apprentices		Katie/Matt	As necessary
3.1.6	Update trainings process manuals & cross training activities		Staff	As necessary
3.1.7	OMS Training		Katie/Jermiah	Ongoing
3.1.8	Service Order Training/Creation		Katie	Ongoing

3.1.9	NISC Training- Rick & Jordan		Katie/Jeremiah	Ongoing
3.2	Continue Partnerships to Accomplish Work Goals & Highlight Achievements			
3.2.1	Other utilities, private sector, county/governmental agencies, nonprofits & tribes		Kristin	All Qs
3.3	Safety			
3.3.1	Practice the Emergency Response Plan		Staff	Q3
3.3.2	Great Washington Shakeout		Cassandra	Q3
3.3.3	Conduct an office-specific training/meeting		Katie	Q3
3.3.4	Panic-alarm testing		Katie	Q2
3.3.5	Fire extinguisher testing		Matt/Katie/John Spain	Q2
3.3.6	Active Shooter training		Katie	Q4
3.3.7	De-escalation Training		Katie	Q4
3.3.8	Offer recerts on CPR/1 st Aid		Matt/John Spain	Q4
3.3.9	Publish list of power & water monthly safety topics on ops calendar		Matt & Brandy	Q1
3.4	Continue IT module roll--outs			
3.4.1	BPCs for both Service & Finance		Katie	Q3
3.4.2	HR Connect Financials- Employee Self Serve		Katie	Q1
3.4.3	Implement new phone system		Katie	Q1
3.4.4	Cell Service- booster? Check out radio connectivity issues.		Katie/Matt	Q1
3.4.5	Investigate Tail board meetings on iPads		Katie/Matt	Q2
3.4.6	SCADA Licensing at T3		Jeremiah	Q2
3.4.7	Broadband Mapping/Tracking in Mapwise		Jeremiah	Q2
3.4.8	Email Phishing/Penetration Testing		Katie/HCC	Q2
3.5	Technology Plan			
3.5.1	Continue to Implement the AMI Plan	Not ready to begin.	Kristin/Summer	When Funding Comes Through
3.5.1.1	Seek Funding	Not ready to begin.	Kristin/Summer	When available
3.5.1.2	Setup AMI committee	Not ready to begin.	Kristin/Summer	When Funding Comes Through

3.5.1.3	List of utilities to talk to	Not ready to begin.	Kristin/Summer	When Funding Comes Through
3.5.1.4	Setup meetings with vendors	Not ready to begin.	Kristin/Summer	When Funding Comes Through
3.5.1.5	Estimate timeframe and budget	Not ready to begin.	Kristin/Summer	When Funding Comes Through
3.5.1.6	Vendor contractor install or in-house install	Not ready to begin.	Kristin/Summer	When Funding Comes Through
3.5.1.7	Rollout implementation plan	Not ready to begin.	Kristin/Summer	When Funding Comes Through
3.5.2.1	Implement SCADA at new & existing subs and reclosers		Jeremiah	When ready
3.5.2.2	Determine HCC Networking Equipment Requirements- Substations & Reclosers		Jeremiah	Q2
3.5.2.3	Determine PUD equipment requirements- Substations: managed ethernet switches & RTACs		Jeremiah	Q2
3.5.2.4	Determine PUD equipment requirements- Line Reclosers: managed ethernet switches & RTACs		Jeremiah	Q2
3.5.3.2	Protection Equipment- identify needs, budget, timeline		Jeremiah	Q3
3.5.3.4	End of line monitoring		Jeremiah	Q3
3.6	Records Management			
3.6.1	Annual Scanning		Office Staff	Q4
3.6.2	Add recorded training to new hire onboarding		Katie	Q1
3.6.3	Go Paperless! Campaign		Kristin	Q3
3.7	Grow Conservation Program		Kristin	
3.7.1	Wrap up streetlight audit- how many are left, are they mapped, etc. Budget for that in BPA conservation budget.		Katie/Matt	Q4
3.7.2	School Partnerships – lighting, EV’s		Cassandra	Q4
3.7.3	Items for Customer Appreciation Event/Public Power Week		Kristin	Q3
3.7.4	Update page on website to make more user friendly with information on current rebate offerings etc.		Cassandra/Kristin	Q2
3.7.5	Social Media push on rebates/newsletter information		Cassandra/Kristin/Lisa	Q2
3.7.6	Continue Canal Comfort Fund Drive		Kristin/Lisa	Q4
3.8	Continue HR & Employee Relations Functions			
3.8.1	Hold benefits meeting/workshops with employees as needed; i.e. open enrollment		Katie	Q3
3.8.2	Employee Picnic		Kristin	Q2
3.8.3	Service Awards		Kristin	Q2

3.8.4	Two potluck events in-house		Kristin/Katie	As needed
3.8.5	Customer Appreciation Event		Kristin	Q3
3.8.6	Hire Temporary Crew for Summer		Katie/Matt/TJ	Q2
3.9	Public Involvement			
3.9.1	Career Day		Joyce	Q4
3.9.2	Parades		Kristin	Q2 & Q4
3.9.3	Public Power Week		Kristin	Q4
3.9.4	EDC		Kristin	All Qs
3.9.5	Kiwanis		Kristin/Katie	All Qs
3.10	Easements			
3.10.1	Union Ridge		Brandy/Rob	2024
3.10.2	Highland Park to Manzanita		Brandy/Rob	2024
3.10.3	GPS all new easements		Rick/Jeremiah	All Qs
3.10.4	Release of interest on Manzanita to Dalby		Brandy/Kristin	2024
3.10.5	Kirk Properties		Kristin	2024
3.10.6	N95L Tap		Rick/Matt	2024
4.0	Water			
4.1	Engage on issues that impact our water business			
4.1.1	Foster Task Force/WWUC Water Rights Committee		Kristin/Brandy	All Qs
4.1.2	WWUC		Brandy/Kristin	All Qs
4.1.3	Mason County Comp Plan		Kristin	All Qs
4.1.4	WPUDA culvert removal funding workgroup		Kristin/Brandy	All Qs
4.4.5	WPUDA water committee & leg committee		Kristin/Mike Sheetz/Brandy	All Qs
4.2	Consolidation			

4.2.1	Complete Twanoh Water system Project List & seek funding		Brandy	2024
4.2.1.a	Work with local internet providers to help advance fiber into the Twanoh community		Brandy	2024
4.2.2	Bellwood A & B		Brandy	2024
4.3	Acquisitions			
4.3.1	Bo Ginn Water System		Brandy/TJ	Ongoing
4.3.2	Tillicum Beach		Brandy/TJ	Ongoing
4.3.3	Hipma		Brandy/TJ	Ongoing
4.3.4	Star Lake		Brandy/TJ	Ongoing
4.3.5	Harstene Point Association		Brandy/TJ	Ongoing
4.3.6	Ravendale		Brandy/TJ	Ongoing
4.4	General Maintenance/CIP			
4.4.1	Two Jackies Well House		TJ/Brandy	2024
4.4.2	Totten Estates Well House		TJ/Brandy	Q1
4.4.3	Bay East Reroof Well House		TJ/Brandy	Q1-Q2
4.4.4	Harstene Retreat Booster Pump Replacement		TJ/Brandy	Q3
4.4.5	Island Lake Manor Booster Pump Replacement		TJ/Brandy	Q4
4.4.6	Alderbrook AC on E. Westwood Lane W.		TJ/Brandy	Q4
4.4.7	Highland Park- G&O design at Manzanita		Brandy/Kristin	2024
4.4.8	Twanoh Heights- decommission well		Brandy/TJ	2024
4.4.9	Bayshore- outside ladder for reservoir		Brandy/TJ	Q3
4.4.10	Identify any needed tools and resources we need to get the work done	Pocket reader for iron and manganese.	Staff	As necessary
4.5	Well House Painting			
4.5.1	Canal Beach Tracts		TJ/Brandy	Q3
4.5.2	Two Jackies		TJ/Brandy	Q3
4.5.3	Bolduc		TJ/Brandy	Q3
4.5.4	Generators – Tiger Lake & Lakewood Heights		TJ/Brandy	Q2
4.5.5	Reservoir Cleaning & Inspection- Bel Aire Cove, Hamma Ridge, Hoodsport & Vuecrest		Brandy	Q3

4.5.6	Blackflow Device & CCC Campaign – Hood Canal		Brandy	Q1
4.5.7	Water System Planning & Reports – Amend SWMP for Arcadia Estates for iron & manganese treatment & Harstene Retreat for I&M Treatment		Brandy	Q3
4.6	Water Rights			
4.6.1	Ripplewood		Brandy/Aspect	Q3
4.6.2	Madrona Beach – Have Aspect do a review and make recommendations in a summary		Brandy/Aspect	Q3
4.7	Water Loss			
4.7.1	View Ridge Heights		TJ/Brandy	Q4
4.7.2	Arcadia Estates		TJ/Brandy	Q4
5.0	ELECTRIC			
5.1	Rebuilds- Capital Work Plan			
5.1.0	Bee Mill- Eight Additional Spans		Matt/Jeremiah for engineering	Q4
5.1.1	Seal Rock- Contractor conduit installation		Matt/Jeremiah for engineering	Q2
5.1.2	Dig final tap at Four Wheel Drive Rd		Matt	Q3
5.1.3	N44L Tap Single Phase		Matt	Q4
5.1.4	Webster Lane Single Phase		Matt	Q4
5.1.5	Triton Head Dr. Single Phase		Matt	Q4
5.1.6	Jorstad Reroute		Matt	Q3
5.1.7	101 & 106 Intersection on Hillside to Sunnyside Rd (TRIM in 2024)		Matt/Jeremiah for engineering	2024
5.1.8	Bow Tree Lane Single Phase		Matt	Q4
5.1.9	Dips – Mason County	Design complete.	Matt/Jeremiah	ON HOLD- Waiting for MCC & Mason County
5.2	FEMA REBUILD PROJECTS			
5.2.1	N95L Tap (single OH) to Virginia St. & N. Mardell Ln- upgrade wire (2023) *FEMA Grant*		Matt/Jeremiah for engineering	ON HOLD- Waiting to Sign Contract
5.2.2	Robinson Rd to Post Office 3PH URD (2024) *FEMA Grant*- Contract Work		Matt/Jeremiah for engineering	ON HOLD- Waiting to Sign Contract
5.2.3	Hama Hama Rec Rd single OH (2024) *FEMA Grant*		Matt/Jeremiah for engineering	ON HOLD- Waiting to Sign Contract
5.2.4	Bottom of Hama Ridge Rd single OH (2024) *FEMA Grant*		Matt/Jeremiah for engineering	ON HOLD- Waiting to Sign Contract
5.2.5	N206L Tap (OH) to Shar Lane single *FEMA Grant*		Matt/Jeremiah for engineering	ON HOLD- Waiting to Sign Contract

5.2.6	Eagle Creek Rd. single OH *FEMA Grant*		Matt/Jeremiah for engineering	ON HOLD- Waiting to Sign Contract
5.2.7	Indian Beach (single OH) to N133 R Tap *FEMA Grant*		Matt/Jeremiah for engineering	ON HOLD- Waiting to Sign Contract
5.2.8	Lake Surf Dr. Colony Surf *FEMA Grant*		Matt/Jeremiah for engineering	ON HOLD- Waiting to Sign Contract
5.2.9	Eldon to Duckabush Reconductor *FEMA Grant*- Contract Work		Matt/Jeremiah for engineering	ON HOLD- Waiting to Sign Contract
5.2.10	S25 to S77 Skokomish 101 Reconductor *FEMA Grant*- Contract Work		Matt/Jeremiah for engineering	ON HOLD- Waiting to Sign Contract
5.2.11	N295 L Tap *FEMA Grant*		Matt/Jeremiah for engineering	ON HOLD- Waiting to Sign Contract
5.3	ENGINEERING FOR FUTURE PROJECTS			
5.3.1	Bambi Farms URD		Jeremiah	2024
5.3.2	Grand Rd. URD		Jeremiah	2024
5.3.3	Beacon Point		Jeremiah	2024
5.3.4	Enchantment Heights		Jeremiah	2024
5.3.5	Seamount URD		Jeremiah	2024
5.3.6	Eagle Point URD		Jeremiah	2024
5.3.7	McDonald Cove- Is this completed now?		Jeremiah	2024
5.3.8	Skok Valley Pole Replacement & Reconductor- (Break out in Phases Also)		Jeremiah	2024
5.3.9	Colony Surf- tap to get rid of fused elbow		Jeremiah	2024
5.3.10	Goodpaster’s Tap		Jeremiah	2024
5.3.11	Manzanita Distribution- Not sure where this should go? Design?		Jeremiah	2024
5.4	Contracted Vegetation Management	Is any of this on USFS land? If so, we need to take steps outlined in new agreement for contract and in-house. Please review and make note.		
5.4.1	MP 314-308 (2024)		Kristin/Matt	2024
5.4.2	MP 308-302 (2025)			2025
5.4.3	MP 302-300 Bee Mill (2026)			2026
5.4.4	MP 320-327 (2027)			2027
5.4.5	MP 328-337 (2028)			2028
5.4.6	HWY 106 MP 2-11 (2029)			2029
5.5	In-house Vegetation Management			

5.5.1	N459		Matt	2024
5.5.2	N386		Matt	2024
5.5.3	Webster Lane		Matt	2024
5.5.4	N206 Shar Lane		Matt	2024
5.5.5	HWY 101 x HWY 106 Southbound		Matt	2024
5.5.6	Other areas as necessary		Matt	2024
5.5.7	Annual USFS Permit Review		Kristin/Matt/Jeremiah	Q1- March
5.6	Manzanita Substation			
5.6.1	Station Design Completion & Prepare Bid Document Bid Document- Need to list out other things here....		POWER/Kristin/Jeremiah	Q1
	T3 Circuit Breaker		POWER/Kristin/Jeremiah	
	Distribution		POWER/Kristin/Jeremiah	
			POWER/Kristin/Jeremiah	
			POWER/Kristin/Jeremiah	
			POWER/Kristin/Jeremiah	
			POWER/Kristin/Jeremiah	
			POWER/Kristin/Jeremiah	
			POWER/Kristin/Jeremiah	
			POWER/Kristin/Jeremiah	
			POWER/Kristin/Jeremiah	
5.7	Annual Substation Inspection & Maintenance Plan			
5.7.1	Create annual reports with the data collected		Matt/Jeremiah	All Qs
5.7.2	Develop a regulator maintenance plan		Matt/Jeremiah	Q2
5.7.3	Evaluate the cost to have spares on hand and how many we can afford to purchase in a year or if we have to spread it over 2 years.		Matt/Jeremiah	Q2
5.7.4	Install fiber & camera at Duckabush Sub		Matt	Q2
5.8	Pole Replacement Plan			
5.8.1	106	Designed and shelved. Waiting for funding.	Jeremiah	On Hold
5.8.2	Skok Valley	Captured above in engineering.	Jeremiah	2024

5.8.3	Replace EOL poles as identified- goal is 10/year		Matt	All Q's
5.8.4	Pole Inspection/Testing		Jeremiah	2024
5.8.5	System Climbing/Inspection plan or Drone inspection for Tidal Crossing		Jeremiah	2024
5.9	Install Gang Switches			
5.9.1	N220 *FEMA Grant*		Matt/Jeremiah	ON HOLD- Waiting to Sign Contract
5.9.2	N316 *FEMA Grant*		Matt/Jeremiah	ON HOLD- Waiting to Sign Contract
5.10	Install reclosure banks			
5.10.1	N459 *FEMA Grant*		Matt/Jeremiah	ON HOLD- Waiting to Sign Contract
5.10.2	N377 *FEMA Grant*		Matt/Jeremiah	ON HOLD- Waiting to Sign Contract
5.10.3	Duckabush Sub North *FEMA Grant*		Matt/Jeremiah	ON HOLD- Waiting to Sign Contract
5.10.4	N544 *FEMA Grant*		Matt/Jeremiah	ON HOLD- Waiting to Sign Contract
5.10.5	N595RI *FEMA Grant*		Matt/Jeremiah	ON HOLD- Waiting to Sign Contract
5.11	Duckabush Utility Relocation Project			
5.11.1	Final Design		Jeremiah	Q1
5.11.2	Finalize Permitting		Jeremiah	Q1
5.11.3	Order Materials		Jeremiah/Jordan	Q1
5.11.4	Bidding & Award Contract		Kristin/Jeremiah	Q1
5.11.5	Start Construction for Phases 1 & 2		Jeremiah/Kristin	2024
5.12	Misc. Engineering Projects			
5.12.1	Long Range Plan (LRP)- use WindMil model to aid in LRP		Jeremiah	2024
5.12.2	Tree Clearing Tracking- create layers in NISC or ARCGIS		Jeremiah	2024
5.12.3	Tideflats Underbuild Planning		Jeremiah	2024
5.12.4	Finalize Avian Protection Plan		Jeremiah	2024
	Identify UG Construction Standards to Update			
5.12.5	Calculations as necessary		Jeremiah	2024
5.12.6	Add/Change/Determine necessary item #s in NISC Financials		Jeremiah	2024

5.12.7	AutoCAD Drawings		Jeremiah	2024
5.12.8	Add/Change AUs NISC Financials		Jeremiah	2024
	Identify OH Construction Standards to Update			
5.12.9	Calculations as necessary		Jeremiah	2024
5.12.10	Add/Change/Determine necessary item #s in NISC Financials		Jeremiah	2024
5.12.13	AutoCAD Drawings		Jeremiah	2024
5.12.14	Add/Change AUs NISC Financials		Jeremiah	2024
	Procedure Streamlining			
5.12.15	Process for as-built in NISC for transformers		Jeremiah	2024
5.12.16	Process for as-built in NISC for meters		Jeremiah	2024
	WindMil Model			
5.12.17	Identify NISC connectivity issues		Jeremiah	2024
5.12.18	Document clean up for WindMil & NISC models		Jeremiah	2024
5.12.19	Load flow analysis		Jeremiah	2024
5.12.20	Voltage drop analysis		Jeremiah	2024
5.12.21	Protection/Coordination analysis		Jeremiah	2024
5.13	Engage in Industry Associations that Support our Power Business			
5.13.1	WPUDA		Staff & Commissioners	All Qs
5.13.2	PPC		Kristin & Commissioners	All Qs
5.13.3	WPAG		Kristin & Commissioners	All Qs
5.13.4	NWPPA		Kristin & Commissioners	All Qs
5.13.5	BPA		Kristin & Commissioners	All Qs
5.14	Telecom-HCC Partnerships			
5.14.1	Alderbrook URD		Brandy/Kristin/HCC	Ongoing
5.14.2	Canal View Bore - Water		Brandy/HCC	Ongoing
5.14.3	Seal Rock	Included in Electric CWP Section above.	Kristin/HCC	Q2
5.15	Pole Attachments			

5.15.1	Recalculate pole attachment rates		Katie	2024
5.15.2	Update contact list for partnerships for OH & URD conversion projects		Katie	Q1
5.16	MISC.			
5.16.1	Continue more 3PH/CT Meter Audits		Matt/Summer	Q3
5.16.2	Low wires – audit & notify attachers		Matt/Katie	All Qs



PUBLIC UTILITY DISTRICT NO. 1
OF MASON COUNTY
N. 21971 Hwy. 101
Shelton, Washington 98584

BOARD OF COMMISSIONERS

MIKE SHEETZ, Commissioner
JACK JANDA, Commissioner
RON GOLD, Commissioner

RESOLUTION NO. 2075

A RESOLUTION ESTABLISHING NEW ELECTRIC RETAIL RATE SCHEDULES FOR THE DISTRICT

WHEREAS, the District no longer qualifies for Bonneville Power Administration's (BPA's) Low Density Discount of 5.5%, thus making it necessary to increase the electric retail rates charged to Mason County PUD No. 1 customers in order to maintain the financial integrity of the District as required by law; and

WHEREAS, BPA's charges comprise approximately 50% of the District's total operational costs; and

WHEREAS, the cost of material, labor, general and administrative have increased substantially over the last 3 years; and

WHEREAS, a public rate hearing was held on December 12, 2023; and

WHEREAS, following the public hearing, the commission decided to impose a multi-year rate increase effective April 1st of each year for years 2024, 2025, and 2026 as follows: Residential Customer Class 4.75% for the Basic Service fee and 4.75% for the kWh Usage in 2024, 2025, and 2026. Low-Use Residential will see a 4.75% increase for the Basic Service fee and a 4.75% increase for the kWh Usage in 2024, 2025, and 2026. General Service 1P will increase 4.75% for the Basic Service Fee and 4.75% for kWh Usage in 2024, 2025, and 2026. General Service 3P Customer Class will increase 4.75% for the Basic Service fee and 4.75% for kWh in 2024, 2025, and 2026. Security Lighting will increase 4.75% in 2024, 2025, and 2026;

NOW, THEREFORE, BE IT RESOLVED THAT the new rate schedules as outlined below shall take effect on the April 2024 billing statements:

Residential	Previous	2024	2025	2026
Base Service	\$42.50	\$44.52	\$46.63	\$48.84
kWh Usage (Per kWh)	\$.08962	\$.09388	\$.09834	\$.10301
State Public Utility Tax	3.873%	3.873%	3.873%	3.873%
State Property Tax	2.14%	2.14%	2.14%	2.14%
Residential Low-Use	Previous	2024	2025	2026
Base Service	\$44.97	\$47.11	\$49.35	\$51.69
KWH Usage (Per kWh)	\$.08962	\$.09388	\$.09834	\$.10301
State Public Utility Tax	3.873%	3.873%	3.873%	3.873%
State Property Tax	2.14%	2.14%	2.14%	2.14%
General Service Single Phase	Previous	2024	2025	2026
Base Service	\$50.00	\$52.38	\$54.87	\$57.48
KWH Usage	\$.09484	\$.09934	\$.10406	\$.10900
State Public Utility Tax	3.873%	3.873%	3.873%	3.873%
State Property Tax	2.14%	2.14%	2.14%	2.14%



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

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Shelton, Washington 98584

BOARD OF COMMISSIONERS

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RON GOLD, Commissioner

General Service Three Phase	Previous	2024	2025	2026
Base Service	\$66.00	\$60.00	\$66.00	\$66.00
KWH Usage	.09187 Per KWH	.09623	\$.10080	\$.10559
State Public Utility Tax	3.873%	3.873%	3.873%	3.873%
State Property Tax	2.14%	2.14%	2.14%	2.14%
Street Light Charge (\$ per month):	\$12.67	\$13.67	\$13.90	\$14.56
Pole Charge (\$ per month):	\$2.89	\$3.03	\$3.17	\$3.32

ADOPTED by the Board of Commissioners of Public Utility District No. 1 of Mason County, Washington at a regular meeting on December 12, 2023, the following commissioners being present and voting:

Mike Sheetz, Secretary

Jack Janda, President

Ron Gold, Vice President



PUBLIC UTILITY DISTRICT NO. 1
OF MASON COUNTY
N. 21971 Hwy. 101
Shelton, Washington 98584

BOARD OF COMMISSIONERS
MIKE SHEETZ, Commissioner
JACK JANDA, Commissioner
RON GOLD, Commissioner

A RESOLUTION DECLARING ITEMS AS SURPLUS PROPERTY
RESOLUTION NO. 2076

WHEREAS, the listed items of personal property located on exhibit “A” attached hereto and incorporated by this reference are no longer usable by Public Utility District No. 1 of Mason County (the “District”).

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Mason County PUD No. 1 that the listed items of personal property are declared surplus and that the district is hereby authorized to sell the salable items to the person or persons presenting quotations resulting in the best return to the district, or to dispose of unsalable items as appropriate; and

BE IT FURTHER RESOLVED that the attached items are hereby made a part of Resolution No. 2076.

ADOPTED this 12th day of December 2023.

Jack Janda, President

Ron Gold, Vice President

ATTEST:

Mike Sheetz, Secretary



PUBLIC UTILITY DISTRICT NO. 1
OF MASON COUNTY
N. 21971 Hwy. 101
Shelton, Washington 98584

BOARD OF COMMISSIONERS
MIKE SHEETZ, Commissioner
JACK JANDA, Commissioner
RON GOLD, Commissioner

Attachment A

Bid No. SURPLUS-2076
Surplus Equipment

NOTICE IS HEREBY GIVEN THAT THE BOARD OF COMMISSIONERS OF PUBLIC UTILITY DISTRICT NO. 1 OF MASON COUNTY, WASHINGTON, DOES HEREBY SURPLUS EQUIPMENT AS FOLLOWS:

1. PUD VEH. ID #59, QTY. 1
Description: 2014 Ford X5H F550 SC 4x4 Utility Bed
VIN: 1FD0X5HT0EEA11125, 242,000 miles
2. PUD EQUIP. ID #112, QTY. 1
Description: 1997 Butler Pole Trailer – Double Axle
VIN: 1BUC30203U2006545, 174,000 miles
3. PUD EQUIP. ID #104, QTY. 1
Description: Kabota KX 121-4 Excavator
VIN: 73724, 4,300 hours
4. PUD EQUIP. ID #107, QTY. 1
Description: Ditch Witch Vacuum Trailer
VIN: 1DSB20254D1701816, 1,700 hours
5. PUD VEH. ID #58, QTY. 1
Description: 2009 Chevy Tahoe
VIN: IGNFK03029R191498, 174,000 miles
6. PUD EQUIP.- Air 2 iPad Tablets, QTY. 6



PUD1 – Executive Summary – October 2023

This report summarizes information on the current financial status of Mason County
PUD No. 1 for the month of October 2023:

- **Work in Progress:**
 - Grant Applications – Ongoing
 - 2019 / 2020 CETA Audit
 - 2024 Budget
- **Completed Projects:**
 - 2023 Budget
 - 2020 / 2021 Audit (Exit Conference January 2023)
 - 2022 Privilege Tax Return
 - 2022 Form 7 (Due 03/31/23)
 - 2022 EIA Report (Due 04/30/23)
 - 2022 Annual Report (Due 05/30/23)
 - 2022 Audit & Single Audit
- **Planned Key Milestones, Activities and / or Events:**
 - Long range financial and budgetary planning – ongoing.

Financial Highlights:

- Revenue – Gross Revenue was \$913,016 for the month of October 2023.
- Expenditures – Gross expenditures were \$1,214,918 for the month of October 2023.
- As of October 31, the PUD has \$823,586 in grant reimbursements outstanding for ongoing projects.

Financial Metrics as Compared with Prior Year:	October 2023	October 2022
Total General Cash and Investments	\$1,115,463	\$1,228,084
Current Ratio (Current Assets/Current Liabilities)	1.25 to 1	2.17 to 1
Debt Service Coverage (O&M/ Debt Service)	3.09	3.19
Long-Term Debt to Net Plant	29%	34%
Total Debt to Equity Ratio (Total Liabilities/Total Equity)	41%	45%
Long Term Debt to Equity Ratio (Long Term Debt / Total Equity)	35%	40%
Times Interest Earned Ratio (Earnings before Interest & Taxes/Total Interest)	2.63	4.77
Cash on Hand (Total Available Cash/Average Daily Costs)	46 Days (General) 170 Days (All Funds)	50 Days (General) 176 Days (All Funds)



Mason County PUD No 1

Budget Summary by Division For the Month Ended October 31, 2023

	<u>Electric</u>	<u>Water</u>	<u>Sewer</u>	<u>Totals</u>
Total Revenue	\$ 675,282.96	\$ 236,657.04	\$ 1,075.54	\$ 913,015.54
Budgeted	\$ 701,565.00	\$ 212,399.31	\$ 989.93	\$ 914,954.24
Difference (-/+)	\$ (26,282.04)	\$ 24,257.73	\$ 85.61	\$ (1,938.70)
% of Budget	96%	111%	109%	100%
 Total Expenditures	 \$ 1,023,949.34	 \$ 190,886.83	 \$ 81.51	 \$ 1,214,917.68
Budgeted	\$ 836,936.93	\$ 214,506.29	\$ 569.79	\$ 1,052,013.01
Difference (-/+)	\$ 187,012.41	\$ (23,619.46)	\$ (488.28)	\$ 162,904.67
% of Budget	122%	89%	14%	115%
 Net Operating Margins	 \$ (348,666.38)	 \$ 45,770.21	 \$ 994.03	 \$ (301,902.14)
Budgeted	\$ (135,371.93)	\$ (2,106.98)	\$ 420.14	\$ (137,058.77)
Difference (-/+)	\$ (213,294.45)	\$ 47,877.19	\$ 573.89	\$ (164,843.37)
% of Budget	258%	-2172%	237%	220%



Mason County PUD No 1

Budget Summary by Division for the Ten Months Ended October 31, 2023

	<u>Electric</u>	<u>Water</u>	<u>Sewer</u>	<u>Totals</u>
Total Revenue	\$ 9,173,666.19	\$ 2,487,782.78	\$ 10,584.32	\$ 11,672,033.29
2023 Budget	\$ 10,712,903.00	\$ 2,687,536.00	\$ 11,878.00	\$ 13,412,317.00
Difference (-/+)	\$ (1,539,236.81)	\$ (199,753.22)	\$ (1,293.68)	\$ (1,740,283.71)
% of Budget	86%	93%	89%	87%
 Total Expenditures	 \$ 8,451,944.30	 \$ 1,988,407.71	 \$ 5,974.76	 \$ 10,446,326.77
2023 Budget	\$ 10,173,191.93	\$ 2,493,753.55	\$ 9,360.00	\$ 12,676,305.48
Difference (-/+)	\$ (1,721,247.63)	\$ (505,345.84)	\$ (3,385.24)	\$ (2,229,978.71)
% of Budget	83%	80%	64%	82%
 Net Operating Margins	 \$ 721,721.89	 \$ 499,375.07	 \$ 4,609.56	 \$ 1,225,706.52
2023 Budget	\$ 539,711.07	\$ 193,782.45	\$ 2,518.00	\$ 736,011.52
Difference (-/+)	\$ 182,010.82	\$ 305,592.62	\$ 2,091.56	\$ 489,695.00
% of Budget	134%	258%	183%	167%

Cash Flow

Beginning Cash (General Fund)	71,824.92	89,776.32	4,195.20	165,796.44
Net Operating Margin (Excluding Depreciation)	2,326,827.16	1,390,265.45	4,609.56	3,721,702.17
Cash Transferred to / from Special Funds	(216,663.22)	(343,601.98)	(1,314.32)	(561,579.52)
Change in Accounts Receivable	180,912.30	561,452.90	809.93	743,175.13
Change in Accounts Payable	388,874.33	25,595.18	24.92	414,494.43
Cash Expended on Utility Plant	(1,082,295.93)	(888,573.16)	(6,659.61)	(1,977,528.70)
Change in CWIP	(1,587,288.99)	(746,186.99)	2,529.52	(2,330,946.46)
Ending Cash (General Fund)	82,190.57	88,727.72	4,195.20	175,113.49



Mason County PUD No. 1

Cash & Investment Balances

As of October 31, 2023

Cash Balances

Cash - General Funds

\$ 175,113.49

Cash - Restricted

\$ 102,013.00

Total Cash

\$ 277,126.49

Investment Balances (LGIP)

Investments - Electric

\$ 457,998.35

Investments - Sewer

\$ 32,370.03

Investments - Water

\$ 347,968.37

Total Investments

\$ 838,336.75

Total Cash & Investments

\$ 1,115,463.24

***Does Not Include Designated Funds*



PUBLIC UTILITY DISTRICT NO. 1
OF MASON COUNTY
N. 21971 Hwy. 101
Shelton, Washington 98584

BOARD OF COMMISSIONERS
MIKE SHEETS, Commissioner
JACK JANDA, Commissioner
RON GOLD, Commissioner

SMALL WORKS PROJECT

CHANGE ORDER FORM

No. 01

The following changes are hereby incorporated into this Contract:

A. Description of Change:
Time Only change to Extend start date to 6/15/2024 and substantial completion date to 8/14/2024, if needed.

B. Contract Price Adjustment:

As a result of this Change Order, the total Contract shall be increased/decreased by the sum of \$ 0.00 plus sales tax, which the amount Contractor acknowledges is full and complete compensation for the Contract Work including changes incorporated by this Change Order.

This Change Order shall not provide any basis for any other payments to or claims by the Contractor as a result of or arising out of the performance of the work described herein. The new total revised Contract Price is \$ 0.00 including sales tax.

C. Time of Completion:

The time of completion shall be increased / decreased by _____ calendar days. The revised completion date shall be _____.

D. Except as specifically provided herein, all other Contract terms and conditions shall remain unchanged.

CONTRACTOR

Company: Hanson Excavation, LLC

Accepted By: Jared Hanson

Title: Owner

Date: 12/1/2023

PUBLIC UTILITY DISTRICT NO. 1
OF MASON COUNTY, WASHINGTON

Accepted By: Christen Maskeller

Title: General Manager

Date: 12/01/2023