



**Mason County PUD No. 1
Regular Board Meeting
April 9, 2024
1:00 p.m.**

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

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

1) 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.*

2) Call Regular Business Meeting to Order

3) Public Comment

4) Consent Agenda

Minutes: Special Board Meeting March 25, 2024

| | | |
|-----------------------|--------------------------|-----------------------|
| Disbursements: | Accounts Payable Wire | \$210,831.88 |
| | Check Nos. 124665-124773 | \$722,730.98 |
| | Check Nos. 124777-124802 | \$240,872.70 |
| | Payroll Wire | \$ 99,697.74 |
| | Check Nos. 124774-124776 | \$ 14,673.72 |
| | Grand Total | \$1,288,807.02 |

5) Business Agenda

- a. 1st Quarter Strategic Plan Update
- b. Award Generator Installation Contract
- c. Award Reservoir Cleaning & Inspection Contract
- d. Discussion on CCA Allowances at Auction
- e. Confirm May Meeting Dates

6) Staff Reports

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

7) Correspondence

8) Board Comments

9) Other Business/Public Comment

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

11) Adjournment

2024 Calendar

| | |
|------------------|---|
| Apr 17-19 | WPUDA Annual Conference, Skamania Lodge |
| May 1 | PPC Embassy Suites Portland Airport |
| May 2 | PPC Embassy Suites Portland Airport |
| May 9 | WPAG Markets Education Virtual Meeting- Teams |
| May 23 | WPAG Virtual Meeting- Teams |
| June 5 | PPC Embassy Suites Portland Airport |
| June 6 | PPC Embassy Suites Portland Airport |
| Jun 27 | WPUDA Water Committee meeting quarterly, Olympia/Zoom |
| Jun 27 | WPAG Hybrid Meeting |
| JULY 12 | Employee Appreciation Potlatch State Park |
| July 17-19 | WPUDA Association meetings, location TBD |
| July 25 | WPAG Hybrid Meeting |
| August 7 | PPC Embassy Suites Portland Airport |
| August 8 | PPC Embassy Suites Portland Airport |
| August 22 | WPAG Virtual Meeting |
| 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 |
| Sept 25 | WPAG Hybrid Meeting |
| October 2 | PPC Embassy Suites Portland Airport |
| October 3 | PPC Embassy Suites Portland Airport |
| October 4 | PUD 1 Customer Appreciation Event |
| October 23-24 | Energy Northwest Members Forum, Richland |
| October 31 | WPAG Meeting, Virtual |
| 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 Special Board Meeting
March 25, 2024, Potlatch, Washington

Present:

Jack Janda, President (Zoom)
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

Visitors: None

CALL TO ORDER: Jack called the meeting to order at 1:00 p.m.

PUBLIC COMMENT: None.

APPROVAL OF CONSENT AGENDA:

Minutes: Regular Board Meeting March 12, 2024

| | | |
|-----------------------|--------------------------|---------------------|
| Disbursements: | Accounts Payable Wire | \$ 81,104.87 |
| | Check Nos. 124664-124699 | \$108,113.47 |
| | Check Nos. 124702-124729 | \$398,369.89 |
| | Payroll Wire | \$103,032.87 |
| | Check Nos. 124700-124701 | \$ 12,843.71 |
| | Total | \$703,464.81 |

Ron made a motion to approve the consent agenda as presented, Mike seconded the motion. Motion carried.

Business Agenda:

Discussion on Public Works Trust Fund Application for Manzanita Water Storage – Kristin reviewed the funding options for the Manzanita Water Storage Project and presented a summary of the Public Works Trust Fund loan program and the impacts an application would have to the water business’ debt service. Staff recommends applying for the loan this spring and then if chosen, see if the project qualifies for subsidy and discuss this again in the fall to see what other funding has become available. Ron made a motion to authorize staff to apply to the PWTF for the Manzanita Water Storage project; Mike seconded the motion. It passed unanimously.

2023 Year End Financial Report- Katie presented the 2023 year end financial report. The power business closed the year at 105% of the projected revenue and 100% of the projected expenditures. The water business closed the year at 116% of the projected revenue and 101% of the projected expenditures. The sewer business closed the year at 105% of projected revenue and 100% of projected expenditures. She noted that the main overage on the revenue was due to system development fees for new water connections



and also higher than budgeted yields from the LGIP investments that are allocated to each of the three business units. The PUD budgets conservatively on the interest income and when the LGIP earns higher rates, like it did in 2023, it generates higher revenue. These operating margins remain invested in LGIP until needed for capital projects. She also explained how the Net Operating Margin is allocated. It looks like the District has a big surplus after the end of the year, but the NOM actually makes the annual payments to the PUD’s debt service, funds the reserve accounts, and in 2023 BPA had a refund to the PUD of \$998,000, which was refunded directly to power customers. 53% of the NOM came from this BPA refund.

January & February 2024 Financial Reports– Since she was at a training at the last meeting, Katie gave the monthly financial reports for both January and February of 2024.

January’s report:

Financial Highlights:

- Revenue – Gross Revenue was \$1,385,248 for the month of January 2024.
- Expenditures –Gross expenditures were \$1,315,441 for the month of January 2024.
- As of January 31, the PUD has \$317,179 in grant reimbursements outstanding for ongoing projects.

| Financial Metrics as Compared with Prior Year: | January 2024 | January 2023 |
|--|---|---|
| Total General Cash and Investments | \$960,425 | \$1,303,661 |
| Current Ratio (Current Assets/Current Liabilities) | 1.57 to 1 | 1.96 to 1 |
| Debt Service Coverage (O&M/ Debt Service) | 1.84 | 3.69 |
| Long-Term Debt to Net Plant | 27% | 31% |
| Total Debt to Equity Ratio (Total Liabilities/Total Equity) | 37% | 44% |
| Long Term Debt to Equity Ratio (Long Term Debt / Total Equity) | 33% | 39% |
| Times Interest Earned Ratio (Earnings before Interest & Taxes/Total Interest) | 11.01 | 7.10 |
| Cash on Hand (Total Available Cash/Average Daily Costs) | 35 Days (General) 127 Days (All Funds) | 47 Days (General) 136 Days (All Funds) |

She noted that there’s about 10 days of cash on hand that’s sitting in grant reimbursements and that the PUD has started spending quite a bit of the substation fund reserves now that Manzanita Substation construction has started. So, adding the 10 days to Cash on Hand is still in good shape, despite spending down the substation reserves.



February’s Report:

Financial Highlights:

- Revenue – Gross Revenue was \$1,481,258 for the month of February 2024.
- Expenditures –Gross expenditures were \$1,073,208 for the month of February 2024.
- As of February 29, the PUD has \$317,179 in grant reimbursements outstanding for ongoing projects.

| Financial Metrics as Compared with Prior Year: | February 2024 | January 2023 |
|--|---|---|
| Total General Cash and Investments | \$961,674 | \$1,255,504 |
| Current Ratio (Current Assets/Current Liabilities) | 1.78 to 1 | 2.01 to 1 |
| Debt Service Coverage (O&M/ Debt Service) | 3.48 | 3.46 |
| Long-Term Debt to Net Plant | 27% | 31% |
| Total Debt to Equity Ratio (Total Liabilities/Total Equity) | 36% | 43% |
| Long Term Debt to Equity Ratio (Long Term Debt / Total Equity) | 32% | 37% |
| Times Interest Earned Ratio (Earnings before Interest & Taxes/Total Interest) | 5.76 | 7.02 |
| Cash on Hand (Total Available Cash/Average Daily Costs) | 35 Days (General) 127 Days (All Funds) | 47 Days (General) 141 Days (All Funds) |

Hill Way Project- Change Order No. 3– Kristin stated that this change order was verbally approved but the paperwork wasn’t processed. She is working with the contractor on invoice disputes, but this change order was already agreed to. She brings them to the board for an audit trail for the State Auditor’s Office. Ron made a motion to authorize the Hill Way Project Change Order No. 3; Mike seconded the motion. It passed unanimously.

WPUDA Leadership Nominations- The commission discussed nominees for the upcoming WPUDA officers’ elections.

Staff Reports –

General Manager – Kristin reported that in addition to the \$1.8 million the PUD received in funding from the legislature for the Lilliwaup Corner utility relocation project, Senator MacEwen’s funding added another \$800,000 to that amount, totaling \$2.6 million. Staff completed three congressional funding applications this month for Manzanita Water Storage project and a grid resiliency project. Kristin and Mike Sheetz had a good meeting with leadership from Alderbrook Golf & Yacht Club to discuss the water system improvements and ongoing coordination. Kristin also met with the Union United community



Mason County Public Utility District No. 1
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group to discuss the work at the Manzanita Campus. The substation construction broke ground last week.

District Treasurer – Katie reported that with the new state appropriations awards, that the PUD has surpassed the \$20 million goal in grant funding. This comes through various sources over the last few years. There is another \$15+ million in applications in the queue. The staff’s internal goal is now \$50 million. Katie also gave updates on the new round of low-income community solar applicants and the new hire that starts in April.

Water Resource Manager – Brandy gave an update on the several water projects out to bid including Agate Beach, generator installation, and reservoir cleaning and inspection. She also stated that the water crew would start mainline replacement at Lake Arrowhead next week and the contractor will start their work on that system in May.

Legal Counsel – No report. Rob provided staff with all the documents and reviews from last meeting.

Correspondence – No correspondence.

Board Reports –

Mike – Attended the AGYC/PUD meeting with Kristin last week.

Jack – No report.

Ron – No report.

PUBLIC COMMENT – None.

EXECUTIVE SESSION – None.

Adjournment: 2:02 p.m.

Jack Janda, President

Ron Gold, Vice President

Mike Sheetz, Secretary

Accounts Payable Check Register

03/13/2024 To 04/05/2024

Bank Account: 4 - UMPQUA BANK - DISTRICT

| Check / Date Tran | Pmt Type | Vendor | Vendor Name | Reference | Amount |
|----------------------|-------------|-----------------|---------------------------------|--|-----------|
| 997 03/18/2024 | WIRE | IRS | WEST COAST BANK | FEDERAL TAX LIABILITY | 45,081.62 |
| 998 03/18/2024 | WIRE | WASH 1 | WA DEPT OF RETIREMENT SYS | STATE RETIREMENT - PLAN 2 | 21,046.10 |
| 999 03/18/2024 | WIRE | WASH 7 | WA STATE TREAS-MS: PO-11 | DEFERRED COMPENSATION | 11,209.00 |
| 1000 03/18/2024 | WIRE | HRA | HRA VEBA TRUST CONTRIBUTI | VEBA MEDICAL SAVINGS | 3,768.15 |
| 1004 04/01/2024 | WIRE | USDA/RURAL DEV | USDA/RURAL DEVELOPMENT | QUARTERLY RUS LOAN PAYMENT | 48,205.35 |
| 1006 04/01/2024 | WIRE | IRS | WEST COAST BANK | FEDERAL TAX LIABILITY | 44,596.88 |
| 1007 04/01/2024 | WIRE | WASH 1 | WA DEPT OF RETIREMENT SYS | STATE RETIREMENT - PLAN 2 | 20,363.42 |
| 1008 04/01/2024 | WIRE | WASH 7 | WA STATE TREAS-MS: PO-11 | DEFERRED COMPENSATION | 12,819.00 |
| 1009 04/01/2024 | WIRE | HRA | HRA VEBA TRUST CONTRIBUTI | VEBA MEDICAL SAVINGS | 3,742.36 |
| 124665 03/13/2024 | CHK | ASPECT CONSULT | ASPECT CONSULTING LLC | POLE YARD | 3,536.44 |
| 124666 03/13/2024 | CHK | BRUCE TITUS FOR | BRUCE TITUS FORD | VEHICLE- LIGHT BULBS | 308.83 |
| 124667 03/13/2024 | CHK | BUILDERS | BUILDERS FIRSTSOURCE, INC | ALDERBROOK WATER-PARTS | 31.44 |
| 124668 03/13/2024 | CHK | CORIROSSI, COLE | COLE CORIROSSI | CLOTHING ALLOWANCE | 349.39 |
| 124669 03/13/2024 | CHK | DON SMALL & S | DON SMALL & SONS OIL DIST | DIESEL | 4,326.77 |
| 124670 03/13/2024 | CHK | 57 | FJORDIN CROSSIN | 2024 FJORDIN CROSSING ADVERTISING | 500.00 |
| 124671 03/13/2024 | CHK | GORDON TRUCK | FREIGHTLINER NORTHWEST OLYMPIA | VEHICLE #65-RELAY VALVE | 117.22 |
| 124672 03/13/2024 | CHK | G&W | G&W ELECTRIC | ELECTRIC INVENTORY PARTS-RECLOSER | 29,693.20 |
| 124673 03/13/2024 | CHK | HARB 1 | HARBOR SAW & SUPPLY INC. | WATER-STIHL TS 420 14" CUTQUICK | 1,122.81 |
| 124674 03/13/2024 | CHK | HDFOWL | HD FOWLER COMPANY | WATER INVENTORY PARTS | 295.74 |
| 124675 03/13/2024 | CHK | JENNING | JENNINGS EQUIPMENT INC. | EQUIPMENT #104-VALVE | 1,155.38 |
| 124676 03/13/2024 | CHK | MASON9 | MASON COUNTY | MANZANITA PROJECT-LANDFILL CHARGES | 699.57 |
| 124677 03/13/2024 | CHK | MT VIEW LOCATI | MT. VIEW LOCATING SERVICES, LLC | MONTHLY UNDERGROUND LOCATES | 5,397.50 |
| 124678 03/13/2024 | CHK | NISC | NISC | FEBRUARY 2024-PRINT SERVICES | 14,655.32 |
| 124679 03/13/2024 | CHK | NORTH SKY | NORTH SKY COMMUNICATIONS, LLC | FOUR WHEEL DR CONDUIT INSTALL-RETAINAGE | 2,425.55 |
| 124680 03/13/2024 | CHK | PARSON | PARSONS DIESEL & STEAM | SERVICE NEW VEHICLE #84 | 4,523.37 |
| 124681 03/13/2024 | CHK | PASCOR | PASCOR AIR SWITCH CORPORATION | ELECTRIC INVENTORY PARTS-SWITCH | 14,308.98 |
| 124682 03/13/2024 | CHK | SPEER | SPEER TAPS, INC. | WET TAPPING SERVICE | 13,752.38 |
| 124683 03/13/2024 | CHK | SPIKES | SPIKES HYDRAULICS & EQUIP | EQUIPMENT #104-PARTS | 184.59 |
| 124684 03/13/2024 | CHK | STATE | STATE AUDITOR'S OFFICE | ENERGY COMPLIANCE ATTESTATION | 1,980.00 |
| 124685 03/13/2024 | CHK | WPUDA | WASHINGTON PUD ASSOC. | WPUDA MEETING-KRISTIN, MIKE, & RON | 1,650.00 |
| 124686 03/13/2024 | CHK | NAPA AUTO PART | WESTBAY NAPA AUTO PARTS | SHOP SUPPLIES & VEHICLE #72-WITCH | 250.34 |
| 124687 03/13/2024 | CHK | 2 | GAY COREY | DUCTLESS HEATPUMP REBATE | 800.00 |
| 124688 03/13/2024 | CHK | 2 | KEVIN ENGELHARDT | DUCTLESS HEATPUMP REBATE | 800.00 |
| 124689 03/13/2024 | CHK | 2 | LEE GEIST | DUCTLESS HEATPUMP REBATE | 800.00 |
| 124690 03/13/2024 | CHK | 2 | BARBARA GRAY | DUCTLESS HEATPUMP REBATE | 800.00 |
| 124691 03/13/2024 | CHK | 2 | INDUSTRIAL HYDRAULICS INC | EQUIPMENT #104-PARTS | 169.08 |
| 124692 03/13/2024 | CHK | 2 | CHRISTEL MORITZ | REFUND- PUD#3 UTILITY CUSTOMER | 75.00 |
| 124693 03/13/2024 | CHK | 2 | TROUTLODGE INC | DUCTLESS HEATPUMP REBATE | 800.00 |
| 124694 03/18/2024 | CHK | ARNOLD,KATIE | KATIE ARNOLD | TRAVEL EXPENSE | 87.00 |
| 124695 03/18/2024 | CHK | CENTURYLINK | CENTURYLINK | LONG DISTANCE & OUTBOUND CHARGES(21)LINE | 78.96 |
| 124696 03/18/2024 | CHK | GENPAC | GENERAL PACIFIC INC | (2)SMART THEMOSTATS | 303.80 |

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| 124697 | 03/18/2024 | CHK | HARB 1 | HARBOR SAW & SUPPLY INC. | CHAINSAW BAR 13IN | 190.00 |
| 124698 | 03/18/2024 | CHK | NAPA AUTO PART | WESTBAY NAPA AUTO PARTS | TENSION PULLER | 42.81 |
| 124699 | 03/18/2024 | CHK | WHITEWOLF ENGI | WHITEWOLF ENGINEERING SERVICES | ENGINEERING SUPPORT | 1,490.00 |
| 124702 | 03/18/2024 | CHK | IBEW | IBEW LOCAL UNION #77 | UNION DUES | 1,119.05 |
| 124703 | 03/18/2024 | CHK | PUDEMP | PUD #1 EMPLOYEE FUND | EMPLOYEE FUND | 220.00 |
| 124704 | 03/19/2024 | CHK | ALTEC | ALTEC INDUSTRIES INC | VEHICLE #82-JIB ADAPTER | 1,716.30 |
| 124705 | 03/19/2024 | CHK | BROWNT | BROWN, TIM | CLOTHING ALLOWANCE | 350.00 |
| 124706 | 03/19/2024 | CHK | 41 | LISA CATES | TRAVEL REIMBURSEMENT | 87.00 |
| 124707 | 03/19/2024 | CHK | DON SMALL & SOI | DON SMALL & SONS OIL DIST | DIESEL | 2,281.86 |
| 124708 | 03/19/2024 | CHK | HDFOWL | HD FOWLER COMPANY | WATER NON INVENTORY PARTS | 10,478.99 |
| 124709 | 03/19/2024 | CHK | J&I | J & I POWER EQUIPMENT INC | REPLACED TRIGGER LEVER | 65.05 |
| 124710 | 03/19/2024 | CHK | MASON7 | MASON COUNTY AUDITOR | (8)ELECTRIC EASEMENTS | 1,636.00 VOID |
| 124711 | 03/19/2024 | CHK | PINNACLE | PINNACLE INVESTIGATIONS CORP | BACKGROUND CHECK | 63.99 |
| 124712 | 03/19/2024 | CHK | POMP'S | POMP'S TIRE SERVICE INC | VEHICLE #57-(1)NEW TIRE | 208.47 |
| 124713 | 03/19/2024 | CHK | SIEMENS | SIEMENS ENERGY, INC | ELECTRIC INVENTORY PARTS | 53,002.25 |
| 124714 | 03/19/2024 | CHK | 2 | SHANNON GELLER | REFUND APPLICATION FEE | 100.00 |
| 124715 | 03/19/2024 | CHK | 2 | CHRISTEL MORITZ | REFUND-NOT A PUD#1 CUSTOMER | 150.00 |
| 124716 | 03/20/2024 | CHK | BZR POWER | BZR POWER DIVISION LLC | HILL WAY OH TO URD PROJECT | 307,142.46 |
| 124717 | 03/20/2024 | CHK | BUILDERS | BUILDERS FIRSTSOURCE, INC | SAFETY TAPE & WOOD STAKES | 146.25 |
| 124718 | 03/20/2024 | CHK | CENTUR | CENTURYLINK | TELEPHONE CHARGES ACCT#206-Z05-0016 020 | 1,737.31 |
| 124719 | 03/20/2024 | CHK | GORDON TRUCK | FREIGHTLINER NORTHWEST OLYMPIA | FUEL FILTERS | 871.53 |
| 124720 | 03/20/2024 | CHK | GENPAC | GENERAL PACIFIC INC | ELECTRIC NON INVNETORY PARTS-CRIMPITS | 271.25 |
| 124721 | 03/20/2024 | CHK | HARB 1 | HARBOR SAW & SUPPLY INC. | VEHICLE #84-NO PANEL RACK & BEACON PLATE | 768.49 |
| 124722 | 03/20/2024 | CHK | HDFOWL | HD FOWLER COMPANY | WATER INVENTORY PARTS | 11,603.18 |
| 124723 | 03/20/2024 | CHK | PLATT ELECTRIC | PLATT | VEHICLE #81-BATTERY & CIRCUIT BREAKER | 315.19 |
| 124724 | 03/20/2024 | CHK | ROCKY | ROCKY BROOK | FEBRUARY POWER USAGE | 3,512.00 |
| 124725 | 03/20/2024 | CHK | ROHLIN | ROHLINGER ENTERPRISES INC | SAFETY GLOVES | 254.98 |
| 124726 | 03/20/2024 | CHK | ROSE | ROSE, MIKE | CLOTHING ALLOWANCE | 350.00 |
| 124727 | 03/20/2024 | CHK | WILSON BOHANN. | THE WILSON BOHANNAN PADLOCK COMP | (48)BRASS PADLOCK MODEL 652 | 693.34 |
| 124728 | 03/20/2024 | CHK | VERIZO | VERIZON WIRELESS | MONTHLY TABLETS & (4) CELLULAR CHARGES | 610.95 |
| 124729 | 03/20/2024 | CHK | 2 | TUPPER/MACK/WELLS PLLC | SQUAXIN ISLAND TRIBE | 250.00 |
| 124730 | 03/26/2024 | CHK | CAROW | CAROW, CINDI | MONTHLY REIMBURSEMENT | 581.81 |
| 124731 | 03/26/2024 | CHK | MUNCHR | MUNCH, ROY | MONTHLY REIMBURSEMENT | 917.60 |
| 124732 | 03/26/2024 | CHK | 2 | VIRGINIA GATTO | INACTIVE REFUND | 48.52 |
| 124733 | 03/26/2024 | CHK | 2 | DELORES MCGRUDER | INACTIVE REFUND | 438.98 |
| 124734 | 03/26/2024 | CHK | 2M COMPANY | 2M COMPANY INC | WATER NON INVENTORY PARTS | 2,324.57 |
| 124735 | 03/26/2024 | CHK | A WORKSAFE | A WORKSAFE SERVICE, INC | DRUG & BAT ALCOHOL TEST-ERIC,LJ,RUDY,RIC | 352.00 |
| 124736 | 03/26/2024 | CHK | CITI CARDS | CITI CARDS | ACCOUNT NUMBER ENDING IN #4326 | 14,798.59 |
| 124737 | 03/26/2024 | CHK | CRUMP | RICHARD CRUMP | BALANCE OF CLOTHING ALLOWANCE | 80.84 |
| 124738 | 03/26/2024 | CHK | DON SMALL & SOI | DON SMALL & SONS OIL DIST | GAS & DIESEL | 4,249.80 |
| 124739 | 03/26/2024 | CHK | FERRIER | JANIECE FERRIER | MONTHLY REIMBURSEMENT-#51058600 | 1,548.81 |
| 124740 | 03/26/2024 | CHK | GE SOFTWARE | GE SOFTWARE INC DBA EKOS | EKOS FUEL SITE MODULE | 80.00 |
| 124741 | 03/26/2024 | CHK | GENPAC | GENERAL PACIFIC INC | ELECTRIC NON INVENTORY-JUNCTION W/BRACKE | 9,071.90 |
| 124742 | 03/26/2024 | CHK | GRAYJU | GRAY, JULIE | REIMBURSE HEALTH CARE-JANUARY & FEBRUARY | 2,912.80 |
| 124743 | 03/26/2024 | CHK | HDFOWL | HD FOWLER COMPANY | WATER NON INVENTORY PARTS | 6,442.64 |
| 124744 | 03/26/2024 | CHK | KESTER | KESTER, GREGORY C. | MONTHLY REIMBURSEMENT | 1,624.54 |
| 124745 | 03/26/2024 | CHK | MASON7 | MASON COUNTY AUDITOR | (1)EASEMENT RECORDING FEE | 304.50 |
| 124746 | 03/26/2024 | CHK | PARSON | PARSONS DIESEL & STEAM | SERVICE VARIOUS EQUIPMENT & VEHICLES | 1,830.94 |
| 124747 | 03/26/2024 | CHK | PLATT ELECTRIC | PLATT | MANZANITA SUB STATION-SUPPLIES | 374.48 |
| 124748 | 03/26/2024 | CHK | 45 | KALVIN J PROBST | TAILGATE COVERS & VAC NOZZLE REPAIRS | 8,017.61 |
| 124749 | 03/26/2024 | CHK | 52 | TYLER SPEAKS | BALANCE OWING ON CLOTHING ALLOWANCE | 76.26 |
| 124750 | 03/26/2024 | CHK | TOZIER | TOZIER BROS, INC | PROPANE FOR FORKLIFT | 57.49 |

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| 124751 | 03/26/2024 | CHK | 46 | KOBE VIND | CLOTHING ALLOWANCE | 127.27 |
| 124752 | 03/26/2024 | CHK | 2 | HOOD CANAL PARK PLACE LLC | INACTIVE REFUND | 1,842.07 |
| 124753 | 03/26/2024 | CHK | 2 | SOUTH PUGET INTER TRIBAL PLANNING A | REFUND-HAROLD GAMBER ACCT#11568303 | 815.00 |
| 124754 | 03/26/2024 | CHK | 2 | TYLER RENTAL | RENT EXCAVATOR & DELIVERY CHARGE | 4,587.41 |
| 124755 | 03/29/2024 | CHK | | ALPHA POWER SY ALPHA POWER SYSTEMS, INC | ELECTRIC INVENTORY-JUNCTION DEADBREAK | 37,785.34 |
| 124756 | 03/29/2024 | CHK | | BRUCE TITUS FOR BRUCE TITUS FORD | VEHICLE #71 DUCT - AIR | 140.62 |
| 124757 | 03/29/2024 | CHK | | CAPIT2 CAPITAL INDUSTRIAL, INC. | SHOP SUPPLIES & PARTS FOR VEHICLE #50 | 164.60 |
| 124758 | 03/29/2024 | CHK | | THE SHOP* D & H PRINTING | BUSINESS CARDS-JORDAN | 40.09 |
| 124759 | 03/29/2024 | CHK | | GORDON TRUCK FREIGHTLINER NORTHWEST OLYMPIA | VEHICLE #79-SENSOR | 36.78 |
| 124760 | 03/29/2024 | CHK | | J&I J & I POWER EQUIPMENT INC | FILTERS & ROLL PINS | 551.70 |
| 124761 | 03/29/2024 | CHK | | NICHOL NICHOLSON DRILLING, INC. | ANTHONY RD WATER-NORTH WELL REPLACEMENT | 11,807.06 |
| 124762 | 03/29/2024 | CHK | | NW LAND & TREE NW LAND & TREE INC | MANZANITA TRANSMISSION CLEARING | 4,000.00 |
| 124763 | 03/29/2024 | CHK | | SEL SCHWEITZER ENGINEERING LABORATORII | ELECTRIC INVENTORY-OFFICE SCADA EQUIPMEN | 25,817.27 |
| 124764 | 03/29/2024 | CHK | | VALLEY, LANCE LANCE VALLEY | TRAVEL EXPENSE REIMBURSEMENT | 380.54 |
| 124765 | 03/29/2024 | CHK | | VERIZO VERIZON WIRELESS | MONTHLY TABLETS & (4) CELLULAR CHARGES | 498.88 |
| 124766 | 03/29/2024 | CHK | | NAPA AUTO PART WESTBAY NAPA AUTO PARTS | BRAKE CLEANER & TRUCK#50 D-RING | 253.04 |
| 124767 | 03/29/2024 | CHK | | US BANK-CCC US BANK | MO. CREDIT CARD CHR-4484 7345 5001 2554 | 7,802.13 |
| 124768 | 04/01/2024 | CHK | | AFLAC AFLAC | SUPPLEMENTAL INSURANCE | 145.04 |
| 124769 | 04/01/2024 | CHK | | MASON2 MASON COUNTY TREASURER | DNR FIRE CONTROL-VARIOUS PARCELS | 587.50 |
| 124770 | 04/01/2024 | CHK | | SHEETZ, MIKE MIKE SHEETZ | MARCH TRAVEL EXPENSE | 169.37 |
| 124771 | 04/01/2024 | CHK | | SLATE ROCK SAFE SLATEROCK FR | ANNUAL FR CLOTHING ALLOWANCE | 7,250.00 |
| 124772 | 04/01/2024 | CHK | | WPUDA WASHINGTON PUD ASSOC. | MONTHLY DUES | 1,963.00 |
| 124773 | 04/01/2024 | CHK | | WASH 8 WASHINGTON STATE | MARCH 2024-HEALTH, DENTAL, & LTD | 53,760.23 |
| 124777 | 04/01/2024 | CHK | | IBEW IBEW LOCAL UNION #77 | UNION DUES | 1,119.12 |
| 124778 | 04/01/2024 | CHK | | PUDEMP PUD #1 EMPLOYEE FUND | EMPLOYEE FUND | 220.00 |
| 124779 | 04/02/2024 | CHK | | AMERICOOOL AMERICOOOL HEATING & AIR CONDITIONIN | DUCTLESS HEATPUMP REBATE-MENDY KEALY | 800.00 |
| 124780 | 04/02/2024 | CHK | | CRC COOPERATIVE RESPONSE CENTER, INC | AFTER HOURS ANSWERING SERVICE | 1,704.90 |
| 124781 | 04/02/2024 | CHK | | THE SHOP* D & H PRINTING | (2500) #10 NON-WINDOW ENVELOPES | 527.40 |
| 124782 | 04/02/2024 | CHK | | DAY DAY WIRELESS SYSTEMS | RECURRING CHARGES-TWO WAY RADIO 28 UNITS | 562.06 |
| 124783 | 04/02/2024 | CHK | | DON SMALL & SON DON SMALL & SONS OIL DIST | SOLVENT | 1,586.46 |
| 124784 | 04/02/2024 | CHK | | EXCELSIOR CLEAN EXCELSIOR CLEANING | MONTHLY JANITORIAL SERVICES | 1,282.50 |
| 124785 | 04/02/2024 | CHK | | GDS ASSOCIATES GDS ASSOCIATES, INC | MONTHLY WPAG EXPENSES | 259.57 |
| 124786 | 04/02/2024 | CHK | | GRAY GRAY & OSBORNE, INC | MANZANITA RESERVOIR AND BOOSTER STATION | 39,298.07 |
| 124787 | 04/02/2024 | CHK | | HANSON EXCAVA HANSON EXCAVATION LLC | RIPPLEWOOD WATER MAIN IMPROVEMENTS | 168,347.93 |
| 124788 | 04/02/2024 | CHK | | HDFOWL HD FOWLER COMPANY | WATER INVENTORY PARTS | 6,586.55 |
| 124789 | 04/02/2024 | CHK | | HOODCA HOOD CANAL COMMUNICATIONS | INTERNET, IT SERVICES, & ALARM DIALER | 5,219.82 |
| 124790 | 04/02/2024 | CHK | | JIMINI JIMINI CONSTRUCTION LLC | LAKE ARROWHEAD WATER-HAUL 3LOADS OF ROCK | 1,050.00 |
| 124791 | 04/02/2024 | CHK | | MASON CO GARB MASON COUNTY GARBAGE | MONTHLY GARBAGE CHARGES | 1,053.97 |
| 124792 | 04/02/2024 | CHK | | NWSS NORTHWEST SAFETY SERVICE LLC | SAFETY SERVICE-MARCH 14, 2024 | 1,136.25 |
| 124793 | 04/02/2024 | CHK | | NWPPA NWPPA | AVIAN PROTECTION WORKSHOP-JEREMIAH | 450.00 |
| 124794 | 04/02/2024 | CHK | | PARSON PARSONS DIESEL & STEAM | SERVICE VARIOUS VEHICLES | 3,168.20 |
| 124795 | 04/02/2024 | CHK | | RICOH USA RICOH USA, INC. | RENT ON TWO MACHINES & ADDITIONAL IMAGES | 514.29 |
| 124796 | 04/02/2024 | CHK | | SHEETZ, MIKE MIKE SHEETZ | MARCH TRAVEL EXPENSE | 81.38 |
| 124797 | 04/02/2024 | CHK | | SPECTRA LAB SPECTRA LABORATORIES-KITSAP, LLC | CREDIT-INDEX BOTTLE ORDER | 1,769.74 |
| 124798 | 04/02/2024 | CHK | 34 | WASHINGTON ALARM, INC | MONTHLY BILLING - SECURITY SYSTEM SHOP | 200.49 |
| 124799 | 04/02/2024 | CHK | 2 | REBECCA ABAIR | DUCTLESS HEATPUMP REBATE | 800.00 |
| 124800 | 04/02/2024 | CHK | 2 | CORINNE MCGRADY | REBATE-HEAT PUMP | 800.00 |
| 124801 | 04/02/2024 | CHK | 2 | JOSH NELSON | MULTIPLE DUCTLESS HEAT PUMP REBATE | 800.00 |
| 124802 | 04/03/2024 | CHK | | MASON CO COMM MASON COUNTY COMMUNITY SERVICES | Manzanita permit | 1,534.00 |

Total Payments for Bank Account - 4 : (142) 1,174,435.56

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 | Q1- Aspect will be done with their work in Q2 and we will evaluate if we get an NFA and apply for reimbursement. | Kristin/Katie | When ready |
| 1.1.3 | VICP – if we get an NFA | Q1- Not ready. | Kristin/Katie | When ready |
| 1.1.4 | FEMA Mitigation Funding | Q1- Submitted water generator project (\$409k), Jorstad Substation (\$8M), and 106 Rebuild (\$8.4M), Substation Security Plan (\$5.4M), and Tree Removal (\$945k) projects to FEMA's programs. Invited for full applications for water generators, Jorstad Sub, and Tree Removals. 106 will be submitted to federal appropriations in 2025 and we will retool the security plan for next round. | Katie | Ongoing |
| 1.1.5 | BRIC Funding- Jorstad, 106, Water Resiliency, Poles & Reconductoring, Skokomish Dips | Q1- Jorstad Substation, water generators, and tree removals were invited for full applications. Working on RFIs for those in Q1. | Katie | Ongoing |
| 1.1.6 | DWSRF Funding | Q1- Hosted a site visit with director for DOH-SRF program manager. Toured Union projects. Assembling list for Q3 asks. | Katie/Brandy | Q3 |
| 1.1.7 | State & Federal Appropriations | Q1- Submitted \$4.5 Manzanita Water Storage project and \$1.8 grid resiliency projects to federal appropriations. Did site visit at Manzanita w/ Rep. Couture for ask later this year. Received \$2.6M from state budget for utility relocations for WSDOT culvert replacements. | Kristin | Q2 |
| 1.1.8 | Federal Infrastructure Grants | Q1- Waiting to hear back on USFS Wildfire Mitigation Program in Q2. | Katie/Kristin/Meguire Whitney | Ongoing |
| 1.1.9 | Add any others- RECOMPETE, Commerce, Culverts | Q1- Will apply in Q2 for PWTF for Manzanita Water Storage. Reached out to Commerce for site visit for Jorstad Sub for 40101(d) funding this year. Had meeting with Sen. Cantwell in D.C. regarding PUD eligibility to federal program to fund utility relocations for culvert replacements. | Staff | Ongoing |
| 1.2 | Continue Finance Strategies | | | |
| 1.2.1 | Continue days cash on hand | Q1- Continuing with the monthly allocation to fund 5 days cash on hand. | Katie | Ongoing |
| 1.2.3 | Finance Committee Meetings | Q1- Nothing to report this Qtr. Will schedule meeting in June. | Katie | 2x in 2024 |

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|------------|--|--|------------------------|------------|
| 1.2.5 | Roll out in-house Low Income Assistance Program | Q1- Lisa and Katie finished the in-house low-income certification process for the Canal Comfort Fund. Will revisit in Q2 to see if we want to lower the 200% MHI threshold to capture more customers in need. | Katie/Lisa | Q1 |
| 1.2.6 | CETA Requirements/Reporting | Q1 – Submitted reporting requirements for 2022 & 2023 to Commerce. | Katie | Q4 |
| 1.2.7 | Single Audit & CETA Audit | Q1- CETA audit is ongoing. | Katie | When ready |
| 1.4 | Misc. | | | |
| 1.4.1 | Community Solar II – Recertify Low income program | Q1- Lisa interviewed 17 applicants and the randomized drawing will be held in April. Q2- Drawing was held on April 2. 10 new participants selected for program through 2028. | Kristin/Lisa | Q1 |
| 1.5 | Fund Infrastructure Projects | | | |
| 1.5.1 | Duckabush Relocation | Q1- Project is out to bid. Will be awarded in April. | Kristin | Ongoing |
| 1.5.2 | Jorstad | Q1- Received quotes for engineering & design for sub and two exit feeders. Applied for federal appropriations to complete this work so it's ready to go out to bid when Manzanita Sub is completed. | Kristin | Ongoing |
| 1.5.3 | Union Regional Projects | Q1- Vuecrest bid has been awarded. Construction will start Q2. Manzanita design is almost completed. Applied to federal appropriations for funding. | Kristin | Ongoing |
| 1.5.4 | Manzanita Campus | Q1- Substation construction has begun- site work and transformer pad being constructed in Q1. Transformer delivery in Q2. Jeremiah travelled to S. Carolina to inspect the transformer construction. | Kristin | Ongoing |
| 1.6 | CEDS | Q1- Nothing to report this quarter. | Kristin | Q2 |
| 2.0 | Facilities | | | |
| 2.1 | Implement Manzanita Campus Plan | | | |
| 2.1.1 | Get project construction out to bid & choose contractor | Q1- Substation contract awarded. Construction has begun for land modification. | Kristin/Jeremiah/POWER | Q1 |
| 2.1.2.2 | Construct exit feeders | Q1-Nothing to report this quarter | Kristin/Jeremiah/POWER | Q3 |
| 2.1.2.3 | Construct riser pole for double circuit | Q1--Nothing to report this quarter | 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 | Q1- The engineer's estimate for this is high and the federal funding doesn't include brick and mortar so as soon as a funding source is identified, we will begin the design on this. On hold for now. Got a price per sq. foot though for budgeting purposes. | Kristin/Brandy/G&O | 2024 |
| 2.1.4 | TPU Easement on McReavy | Q1- Nothing to report this quarter. | Kristin/Jeremiah | 2024 |

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|--------------|--|---|------------------|-------------------------|
| 2.1.5 | Kirk Properties Easement | Q1- Reached back out to Kirk for signature. | Kristin | 2024 |
| 2.1.6 | Redundant Intertie | Q1- The redundant transmission line was included in the grid resiliency ask for federal appropriations in Q1. Got a refreshed engineer's estimate to complete the work. | Kristin/Jeremiah | 2024 |
| 2.2 | Continue facility maintenance | | | |
| 2.2.1 | Mow all vaults on highway each year | Q1- Nothing to report this quarter. | Matt | Q2 |
| 2.2.2 | Continue landscaping schedule – add any new sites or attention to list | Q1- Nothing to report this quarter. | Brandy | Q2 |
| 2.2.4 | Clean solar panels | Q1- Nothing to report this quarter. | 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.) | Q1- Nothing to report this quarter. | Kristin | 2024 |
| 2.2.6 | Dust control | Q1- Nothing to report this quarter. | Kristin/Jordan | Q2 |
| 2.2.7 | Restripe parking lot | Q1- Nothing to report this quarter. | Kristin/Jordan | Q2 |
| 2.2.8 | Designate area for jobs materials/projects- safer storage for regulators, designated area for Manzanita & Duckabush supplies | Q1- Major project areas complete, still working on small job process. | Jordan/Matt | Q2 |
| 2.3 | Continue Cleanup Work at Pole Yard | | | |
| 2.3.1 | Complete monitoring | Q1- Aspect working on sampling and will have report done in Q2. | Kristin | All Qs |
| 2.3.2 | Negotiate new monitoring contract with Aspect | Q1- Completed. | Kristin | Q1 |
| 2.3.3 | Negotiate steps forward with TPU | Q1- Nothing to report this quarter. | Kristin | Ongoing |
| 2.3.4 | Work with Aspect on monitoring to seek the “NFA-No Further Action” requirement | Q1- Nothing to report this quarter. | Kristin | Ongoing |
| 2.3.5 | Apply for reimbursement funding through Ecology as it comes available | Q1- Nothing to report this quarter. | Kristin | Ongoing |
| 2.4 | Property Acquisitions | | | |
| 2.4.1 | Brinnon Substation- Evaluate property options on Church Rd. | Q1- Nothing to report this quarter. | Kristin/Rob | Placeholder- When ready |
| 2.4.3 | Viewcrest Beach | Q1 – HOA reached out and is interested in the PUD acquiring the well property. Brandy working on getting a Purchase and Sales Agreement over to Rob. | Brandy/Rob | When ready |
| 3.0 | Org Development | | | |
| 3.1 | Continue to Implement training plan | | | |
| 3.1.1 | Succession Planning | Q1- Hired new GIS Tech for water department due to retirement. Jordan training with Rich who retires in June. | Staff | Ongoing |

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|------------|--|--|-----------------------|--------------|
| 3.1.2 | Training Program for all employees- include in annual budget | Q1- Lisa attended NISC OMS training and NISC NW Users Group meeting. Cassandra attended BPA EE roundtable for rebates. | Staff | Q3 |
| 3.1.3 | NWPPA- Rigging & Operations Class in-house | Q1- Class re-scheduled for May. | Matt/Katie | Q3 |
| 3.1.5 | Water & Line Apprentices | Q1- Line = LJ to top out in June, Rudy at 5 th step. All training and class completed as required in Q1. | Katie/Matt | As necessary |
| 3.1.6 | Update trainings process manuals & cross training activities | Q1 – training manuals are continuously updated. Cross training ongoing. | Staff | As necessary |
| 3.1.7 | OMS Training | Q1 – Lisa & Matt attended an OMS training in St Louis with NISC. We are rolling out a training plan for other staff. | Katie/Jermiah | Ongoing |
| 3.1.8 | Service Order Training/Creation | Q1 – Working through process improvements to increase efficiency. | Katie | Ongoing |
| 3.1.9 | NISC Training- Rick & Jordan | Q1 – Nothing to report this Qtr. | 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 | Q1- Disbursed \$9,000 to Skokomish Tribe for conservation rebates so far. | Kristin | All Qs |
| 3.3 | Safety | | | |
| 3.3.1 | Practice the Emergency Response Plan | Q1- Nothing to report this quarter. | Staff | Q3 |
| 3.3.2 | Great Washington Shakeout | Q1- Nothing to report this quarter. | Cassandra | Q3 |
| 3.3.3 | Conduct an office-specific training/meeting | Q1 – Nothing to report this quarter. | Katie | Q3 |
| 3.3.4 | Panic-alarm testing | Q1- Nothing to report this quarter. | Katie | Q2 |
| 3.3.5 | Fire extinguisher testing | Q1- Nothing to report this quarter. | Matt/Katie/John Spain | Q2 |
| 3.3.6 | Active Shooter training | Q1- Nothing to report this quarter. | Katie | Q4 |
| 3.3.7 | De-escalation Training | Q1- Nothing to report this quarter. | Katie | Q4 |
| 3.3.8 | Offer recerts on CPR/1 st Aid | Q1- Nothing to report this quarter. | Matt/John Spain | Q4 |
| 3.3.9 | Publish list of power & water monthly safety topics on ops calendar | Q1- Complete, Calendar is filled out for 2024 | Matt & Brandy | Q1 |
| 3.4 | Continue IT module roll--outs | | | |
| 3.4.1 | BPCs for both Service & Finance | Q1 – BPS for Service is scheduled to begin in August. | Katie | Q3 |
| 3.4.2 | HR Connect Financials- Employee Self Serve | Q1 0- Implementation is underway. Go live date is April 18 th . | Katie | Q1 |
| 3.4.3 | Implement new phone system | Q1 – New phone system has been implemented. Have ordered an upgraded model to demo in April to see if it's a better fit. | Katie | Q1 |
| 3.4.4 | Cell Service- booster? Check out radio connectivity issues. | Q1- Nothing to report this quarter. | Katie/Matt | Q2 |
| 3.4.5 | Investigate Tail board meetings on iPads | Q1- Nothing to report this quarter. | Katie/Matt | Q2 |

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|------------|---|--|----------------|----------------------------|
| 3.4.6 | SCADA licensing at T3 | Q1: Ordered and received equipment. Plan to program and implement Q3 | Jeremiah | Q2 |
| 3.4.7 | Broadband Mapping/Tracking in Mapwise | Q1: We received information | Jeremiah | Q2 |
| 3.4.8 | Email Phishing/Penetration Testing | Q1 – Nothing to report this Qtr. | 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 | Q1: Ordered and received equipment for Office, T3, and Manzanita. Plan to program and start implementing Q3-Q4 | Jeremiah | When ready |
| 3.5.2.2 | Determine HCC Networking Equipment Requirements- Substations & Reclosers | Q1: Done | Jeremiah | Done |
| 3.5.2.3 | Determine PUD equipment requirements- Substations: managed ethernet switches & RTACs | Q1: Done | Jeremiah | Q2 |
| 3.5.2.4 | Determine PUD equipment requirements- Line Reclosers: managed ethernet switches & RTACs | Q1- Nothing to report this quarter. | Jeremiah | Q4 |
| 3.5.3.2 | Protection Equipment- identify needs, budget, timeline | Q1- Nothing to report this quarter. | Jeremiah | Ongoing |
| 3.5.3.4 | End of line monitoring | Q1- Nothing to report this quarter. | Jeremiah | Q3 |
| 3.6 | Records Management | | | |
| 3.6.1 | Annual Scanning | Q1- Nothing to report this quarter. | Office Staff | Q4 |
| 3.6.2 | Add recorded training to new hire onboarding | Q1 – Will occur in second quarter. | Katie | Q1 |
| 3.6.3 | Go Paperless! Campaign | Q1- Nothing to report this quarter. | 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. | Q1- Nothing to report this quarter. | Katie/Matt | Q4 |
| 3.7.2 | School Partnerships – lighting, EV's | Q1 – Brinnon School District is currently working through a lighting program for rebates. Should be finished in 2 nd Qtr. | Cassandra | Q4 |
| 3.7.3 | Items for Customer Appreciation Event/Public Power Week | Q1- Nothing to report this quarter. | Kristin | Q3 |

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|-------------|---|---|------------------------|-----------|
| 3.7.4 | Update page on website to make more user friendly with information on current rebate offerings etc. | Q1 – nothing to report this quarter. | Cassandra/Kristin | Q2 |
| 3.7.5 | Social Media push on rebates/newsletter information | Q1- Nothing to report this quarter. | Cassandra/Kristin/Lisa | Q2 |
| 3.7.6 | Continue Canal Comfort Fund Drive | Q1- Nothing to report this quarter. | 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 | Q1 – Nothing to report this quarter. | Katie | Q3 |
| 3.8.2 | Employee Picnic | Q1- Reserved Potlatch State Park for July 12. | Kristin | Q2 |
| 3.8.3 | Service Awards | Q1- Nothing to report this quarter. | Kristin | Q2 |
| 3.8.4 | Two potluck events in-house | Q1- Nothing to report this quarter. | Kristin/Katie | As needed |
| 3.8.5 | Customer Appreciation Event | Q1- Scheduled event for October 4. | Kristin | Q3 |
| 3.8.6 | Hire Temporary Crew for Summer | Q1- Rehired water temp. Evaluating utilizing flagging company in lieu of hiring a full summer crew. | Katie/Matt/TJ | Q2 |
| 3.9 | Public Involvement | | | |
| 3.9.1 | Career Day | Q1- Nothing to report this quarter. | Joyce | Q4 |
| 3.9.2 | Parades | Q1- Signed up for the Brinnon parade in Q2. | Kristin | Q2 & Q4 |
| 3.9.3 | Public Power Week | Q1- Nothing to report this quarter. | Kristin | Q4 |
| 3.9.4 | EDC | Q1- Nothing to report this quarter. | Kristin | All Qs |
| 3.9.5 | Kiwanis | Q1- Katie and Kristin attending meetings. | Kristin/Katie | All Qs |
| 3.10 | Easements | | | |
| 3.10.1 | Union Ridge | Q1- Sent a third letter out to the customer to inquire about an easement. Waiting to hear back. | Brandy/Rob | 2024 |
| 3.10.2 | Highland Park to Manzanita | Q1- Rob verified 50' easement already exists from when the development was plated. | Brandy/Rob | 2024 |
| 3.10.3 | GPS all new easements | Q1- Nothing to report this quarter. | Rick/Jeremiah | All Qs |
| 3.10.4 | Release of interest on Manzanita to Dalby | Q1- Nothing to report this quarter. | Brandy/Kristin | 2024 |
| 3.10.5 | Kirk Properties | Q1- Nothing to report this quarter. | Kristin | 2024 |
| 3.10.6 | N95L Tap | Q1- Nothing to report this quarter. | Rick/Matt | 2024 |

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|------------|--|--|----------------------------|---------|
| 4.0 | Water | | | |
| 4.1 | Engage on issues that impact our water business | | | |
| 4.1.1 | Foster Task Force/WWUC Water Rights Committee | Q1- Nothing to report this quarter. | Kristin/Brandy | All Qs |
| 4.1.2 | WWUC | Q1- Brandy attending monthly meetings. | Brandy/Kristin | All Qs |
| 4.1.3 | Mason County Comp Plan | Q1- Kristin attended kickoff meeting. | Kristin | All Qs |
| 4.1.4 | WPUDA culvert removal funding workgroup | Q1- Kristin working on this actively on state and federal level. Secured commitment from Sen. Cantwell's office re: legislative changes to federal funding applications and secured \$2.6 million in state budget for PUD 1 utility relocations. | Kristin/Brandy | All Qs |
| 4.4.5 | WPUDA water committee & leg committee | Q1- Mike chairing water committee again. Brandy on planning committee for annual conference. All attending monthly meetings. Kristin attended DC Rally with WPUDA. | Kristin/Mike Sheetz/Brandy | All Qs |
| 4.2 | Consolidation | | | |
| 4.2.1 | Complete Twanoh Water system Project List & seek funding | Q1- Nothing to report this quarter. | Brandy | 2024 |
| 4.2.1.a | Work with local internet providers to help advance fiber into the Twanoh community | Q1- Nothing to report this quarter. | Brandy | 2024 |
| 4.2.2 | Bellwood A & B | Q1- Nothing to report this quarter. | Brandy | 2024 |
| 4.3 | Acquisitions | | | |
| 4.3.1 | Bo Ginn Water System | Q1- Nothing to report this quarter. | Brandy/TJ | Ongoing |
| 4.3.2 | Tillicum Beach | Q1- Nothing to report this quarter. | Brandy/TJ | Ongoing |
| 4.3.3 | Hipma | Q1- Nothing to report this quarter. | Brandy/TJ | Ongoing |
| 4.3.4 | Star Lake | Q1- Nothing to report this quarter. | Brandy/TJ | Ongoing |
| 4.3.5 | Harstene Point Association | Q1- Nothing to report this quarter. | Brandy/TJ | Ongoing |
| 4.3.6 | Ravendale | Q1- Nothing to report this quarter. | Brandy/TJ | Ongoing |
| 4.3.7 | Lynch Road View Tracts | Q1- TJ and Brandy did a walk through. TJ and Kristin are going to an HOA meeting in April. | Brandy/TJ | Ongoing |
| 4.4 | General Maintenance/CIP | | | |
| 4.4.1 | Two Jackies Well House | Q1- Nothing to report this quarter. | TJ/Brandy | 2024 |
| 4.4.2 | Totten Estates Well House | Q1- Construction complete. Still need to finish the inside. | TJ/Brandy | Q1 |
| 4.4.3 | Bay East Reroof Well House | Q1- Nothing to report this quarter. | TJ/Brandy | Q1-Q2 |
| 4.4.4 | Harstene Retreat Booster Pump Replacement | Q1- Nothing to report this quarter. | TJ/Brandy | Q3 |
| 4.4.5 | Island Lake Manor Booster Pump Replacement | Q1- Nothing to report this quarter. | TJ/Brandy | Q4 |

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|--------------|--|--|-------------------------------|--------------|
| 4.4.6 | Alderbrook AC on E. Dogwood Ln, Dogwood Ct, and Vine Maple Ct | Q1- Completed. | TJ/Brandy | Q4 |
| 4.4.7 | Highland Park- G&O design at Manzanita | Q1- 60% design is complete. | Brandy/Kristin | 2024 |
| 4.4.8 | TwanoH Heights- decommission well | Q1- Nothing to report this quarter. | Brandy/TJ | 2024 |
| 4.4.9 | Bayshore- outside ladder for reservoir | Q1- Nothing to report this quarter. | Brandy/TJ | Q3 |
| 4.4.10 | Identify any needed tools and resources we need to get the work done | Q1- Pocket reader for iron and manganese, new hot saw. | Staff | As necessary |
| 4.5 | Well House Painting | | | |
| 4.5.1 | Canal Beach Tracts | Q1- Nothing to report this quarter. | TJ/Brandy | Q3 |
| 4.5.2 | Two Jackies | Q1- Nothing to report this quarter. | TJ/Brandy | Q3 |
| 4.5.3 | Bolduc | Q1- Nothing to report this quarter. | TJ/Brandy | Q3 |
| 4.5.4 | Generators – Tiger Lake & Lakewood Heights | Q1- RFP went out and closed, reviewing all bids. | TJ/Brandy | Q2 |
| 4.5.5 | Reservoir Cleaning & Inspection- Bel Aire Cove, Hamma Ridge, Hoodsport & Vuecrest | Q1- RFP went out and closes in the beginning of April. | Brandy | Q3 |
| 4.5.6 | Blackflow Device & CCC Campaign – Hood Canal | Q1- Nothing to report this quarter. | Brandy | Q3 |
| 4.5.7 | Water System Planning & Reports – Amend SWMP for Arcadia Estates for iron & manganese treatment & Harstene Retreat for I&M Treatment | Q1- Nothing to report this quarter. | Brandy | Q3 |
| 4.6 | Water Rights | | | |
| 4.6.1 | Ripplewood | Q1- Nothing to report this quarter. | Brandy/Aspect | Q3 |
| 4.6.2 | Madrona Beach – Have Aspect do a review and make recommendations in a summary | Q1- Nothing to report this quarter. | Brandy/Aspect | Q3 |
| 4.7 | Water Loss | | | |
| 4.7.1 | View Ridge Heights | Q1- Nothing to report this quarter. | TJ/Brandy | Q4 |
| 4.7.2 | Arcadia Estates | Q1- Nothing to report this quarter. | TJ/Brandy | Q4 |
| 5.0 | ELECTRIC | | | |
| 5.1 | Rebuilds- Capital Work Plan | | | |
| 5.1.0 | Bee Mill- Eight Additional Spans | Q1- Nothing to report this quarter. | Matt/Jeremiah for engineering | Q4 |
| 5.1.1 | Seal Rock- Contractor conduit installation | Q1: Original bid was too high. Waiting on a re-quote per new HCC route. | Matt/Jeremiah for engineering | Q2 |
| 5.1.2 | Dig final tap at Four Wheel Drive Rd | Q1- Nothing to report this quarter. | Matt | Q3 |
| 5.1.3 | N44L Tap Single Phase (Old Mill Hill) | Q1- Replaced 5 poles with taller, added 1 pole, removed 5 spans of CU wire and replaced with 1/0 ACSR. Obtaining easement to convert 5 spans of OH CU with UG. | Matt | Q4 |

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|------------|--|--|-------------------------------|---|
| 5.1.4 | Webster Lane Single Phase | Q1 – Sent customer notifications, planned work for trees, wires and poles. | Matt | Q4 |
| 5.1.5 | Triton Head Dr. Single Phase | Q1 – Sent customer notifications, planned work for trees, wires and poles. | Matt | Q4 |
| 5.1.6 | Jorstad Reroute | Q1- Nothing to report this quarter. | Matt | Q3 |
| 5.1.7 | 101 & 106 Intersection on Hillside to Sunnyside Rd (TRIM in 2024) | Q1: Put this on the 2024 FEMA Tree Trimming. | Matt/Jeremiah for engineering | 2024 |
| 5.1.8 | Bow Tree Lane Single Phase | Q1 – Sent customer notifications, planned work for trees, wires and poles. | 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* | Q1- Nothing to report this quarter. | Matt | ON HOLD- Waiting to Sign Contract |
| 5.2.2 | N138 Robinson Rd to Post Office 3PH URD (2024) *FEMA Grant*- Contract Work | Q1- Nothing to report this quarter. | Matt | ON HOLD- Waiting to Sign Contract |
| 5.2.3 | N330 Hamma Hamma Rec Rd single OH (2024) *FEMA Grant* | Q1- Nothing to report this quarter. | Matt | ON HOLD- Waiting to Sign Contract |
| 5.2.4 | N243 Tap Bottom of Hamma Ridge Rd single OH (2024) *FEMA Grant* | Q1- Nothing to report this quarter. | Matt | ON HOLD- Waiting to Sign Contract |
| 5.2.5 | N206L Tap (OH) to Shar Lane single *FEMA Grant* | Q1- Nothing to report this quarter. | Matt | ON HOLD- Waiting to Sign Contract |
| 5.2.6 | N201 Eagle Creek Rd. single OH *FEMA Grant* | Q1- Nothing to report this quarter. | Matt | ON HOLD- Waiting to Sign Contract |
| 5.2.7 | N133 R Tap Indian Beach (single OH) *FEMA Grant* | Q1- Nothing to report this quarter. | Matt | ON HOLD- Waiting to Sign Contract |
| 5.2.8 | N220L1 Tap Colony Surf *FEMA Grant* | Q1- Nothing to report this quarter. | Matt | ON HOLD- Waiting to Sign Contract |
| 5.2.9 | N299 L Tap Lon Webb Rd *FEMA Grant* | Q1- Nothing to report this quarter. | Matt | ON HOLD- Waiting to Sign Contract |
| 5.2.10 | Eldon to Duckabush Reconductor *FEMA Grant*- Contract Work | Q1: Submitted an RFI to FEMA | Matt/Jeremiah for engineering | ON HOLD- Waiting to Sign Contract |
| 5.2.11 | S25 to S77 Skokomish 101 Reconductor *FEMA Grant*- Contract Work | Q1: Submitted an RFI to FEMA | Matt/Jeremiah for engineering | ON HOLD- Waiting to Sign Contract |
| 5.3 | ENGINEERING FOR FUTURE PROJECTS | | | |
| 5.3.1 | Bambi Farms URD | Removed from plan. Commercial customer planning to relocate. Will not replace URD 3-Phase lines in this area. Will replace single phase later down the road. | Jeremiah | 2024 |
| 5.3.2 | Grand Rd. URD | Q1- Nothing to report this quarter. | Jeremiah | 2024 |
| 5.3.3 | Beacon Point | Q1- Nothing to report this quarter. | Jeremiah | 2024 |
| 5.3.4 | Enchantment Heights | Q1- Nothing to report this quarter. | Jeremiah | 2024 |
| 5.3.5 | Seamount URD | Q1- Nothing to report this quarter. | Jeremiah | 2024 |
| 5.3.6 | Eagle Point URD | Q1- Nothing to report this quarter. | Jeremiah | 2024 |

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|--------------|--|--|------------------------|-------------|
| 5.3.7 | McDonald Cove- | Completed. | Jeremiah | 2024 |
| 5.3.8 | Skok Valley Pole Replacement & Reconductor- (Break out in Phases Also) | Q1- Nothing to report this quarter. | Jeremiah | 2024 |
| 5.3.9 | Colony Surf- tap to get rid of fused elbow | Q1- Nothing to report this quarter. | Matt | 2024 |
| 5.3.10 | Goodpaster's Tap | Q1- Nothing to report this quarter. | Matt | 2024 |
| 5.3.11 | Manzanita Distribution | Q1: Finalized plan with Matt. Working on final plan drawing | Matt/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) N401 – N510 | Q1- Nothing to report this quarter. | Jeremiah/Matt | 2024 |
| 5.4.2 | MP 308-302 (2025) N510 – N615 | | | 2025 |
| 5.4.3 | MP 302-300 Bee Mill (2026) N615 – N645 | | | 2026 |
| 5.4.4 | MP 320-327 (2027) N278 – N160 | | | 2027 |
| 5.4.5 | MP 328-337 (2028) N138 – S48/U1 | | | 2028 |
| 5.4.6 | HWY 106 MP 2-11 (2029) U50 – U251 | | | 2029 |
| 5.5 | In-house Vegetation Management | | | |
| 5.5.1 | N459 | Q1- 75 % complete in 2023, remainder planned for Q2/3 | Matt | 2024 |
| 5.5.2 | N386 R Tap Webster/Triton/Bowtree | Q1 – Sent customer notifications, planned work for trees, wires and poles. | Matt | 2024 |
| 5.5.3 | N44 L Tap Old Mill Hill | Q1- Completed full trim for taller poles and reconductor | Matt | 2024 |
| 5.5.4 | N206 Shar Lane | Q1- Nothing to report this quarter. | Matt | 2024 |
| 5.5.5 | HWY 101 x HWY 106 Southbound | Q1- Nothing to report this quarter. | Matt | 2024 |
| 5.5.6 | Other areas as necessary (Canal View) | Q1- Removed veg from canal view line during and after un-planned outage | Matt | 2024 |
| 5.5.7 | Annual USFS Permit Review | Q1- Nothing to report this quarter. | Kristin/Matt/Jeremiah | Q1- March |
| 5.6 | Manzanita Substation | | | |
| 5.6.1 | Station Design Completion & Prepare Bid Document Bid Document- | Q1- Sitework awarded. Will be completed in Q2. | POWER/Kristin/Jeremiah | Q1 |
| | T3 Circuit Breaker | Q1 – Working on wiring drawings | POWER/Kristin/Jeremiah | |
| | Distribution | Q1- Finalized plan. Working on final plan drawings for crew. | POWER/Kristin/Jeremiah | |
| 5.7 | Annual Substation Inspection & Maintenance Plan | | | |
| 5.7.1 | Create annual reports with the data collected | Q1: Data Collection Ongoing. Will start collating data for an annual report | Matt/Jeremiah | All Qs |
| 5.7.2 | Develop a regulator maintenance plan | Q1 – Nothing to report this quarter | Matt/Jeremiah | Q2 |

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|---------------|--|---|------------------------|-----------------------------------|
| 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. | Q1 – Nothing to report this quarter. | Matt/Jeremiah | Q2 |
| 5.7.4 | Install fiber & camera at Duckabush Sub | Q1 – Nothing to report this quarter | 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 | Q1 – Nothing to report this quarter | Matt | All Qs |
| 5.8.4 | Pole Inspection/Testing | Q1 – Nothing to report this quarter | Jeremiah | 2024 |
| 5.8.5 | System Climbing/Inspection plan or Drone inspection for Tidal Crossing | Q1 – Matt got a drone inspection done for the tidal crossing. Working on plan for replacing insulators. | Jeremiah | 2024 |
| 5.9 | Install Gang Switches | | | |
| 5.9.1 | N220 *FEMA Grant* | Q1 – Nothing to report this quarter | Matt/Jeremiah | ON HOLD- Waiting to Sign Contract |
| 5.9.2 | N316 *FEMA Grant* | Q1 – Nothing to report this quarter | Matt/Jeremiah | ON HOLD- Waiting to Sign Contract |
| 5.10 | Install reclosure banks | | | |
| 5.10.1 | N459 *FEMA Grant* | Q1 - Completed | Matt/Jeremiah | ON HOLD- Waiting to Sign Contract |
| 5.10.2 | N377 *FEMA Grant* | Q1: Submitted an RFI to FEMA | Matt/Jeremiah | ON HOLD- Waiting to Sign Contract |
| 5.10.3 | Duckabush Sub North *FEMA Grant* | Q1: Submitted an RFI to FEMA | Matt/Jeremiah | ON HOLD- Waiting to Sign Contract |
| 5.10.4 | N544 *FEMA Grant* | Q1: Submitted an RFI to FEMA | Matt/Jeremiah | ON HOLD- Waiting to Sign Contract |
| 5.10.5 | N595RI *FEMA Grant* | Q1: Submitted an RFI to FEMA | Matt/Jeremiah | ON HOLD- Waiting to Sign Contract |
| 5.11 | Duckabush Utility Relocation Project | | | |
| 5.11.1 | Final Design | Q1- Completed. | Jeremiah | Q1 |
| 5.11.2 | Finalize Permitting | Q1- Completed. | Jeremiah | Q1 |
| 5.11.3 | Order Materials | Q1- Completed. | Jeremiah/Jordan | Q1 |
| 5.11.4 | Bidding & Award Contract | Q1- Out to bid. Awarded in Q2. | Kristin/Jeremiah | Q1 |
| 5.11.5 | Start Construction for Phases 1 & 2 | Q1- Out to bid. Starting in Q2. | Jeremiah/Kristin | 2024 |
| 5.12 | Misc. Engineering Projects | | | |
| 5.12.1 | Long Range Plan (LRP)- use WindMil model to aid in LRP | Q1 – Nothing to report this quarter | Jeremiah | 2024 |

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|-------------|--|--|-------------------------|--------|
| 5.12.2 | Tree Clearing Tracking- create layers in NISC or ARCGIS | Q1 – Started. Waiting for GIS tech to help | Jeremiah | 2024 |
| 5.12.3 | Tideflats Underbuild Planning | Q1 – Estimate created for funding | Jeremiah | 2024 |
| 5.12.4 | Finalize Avian Protection Plan | Q1 – Nothing to report this quarter | Jeremiah | 2024 |
| | Identify UG Construction Standards to Update | | | |
| 5.12.5 | Calculations as necessary | Q1 – Nothing to report this quarter | Jeremiah | 2024 |
| 5.12.6 | Add/Change/Determine necessary item #s in NISC Financials | Q1 – Nothing to report this quarter | Jeremiah | 2024 |
| 5.12.7 | AutoCAD Drawings | Q1 – Nothing to report this quarter | Jeremiah | 2024 |
| 5.12.8 | Add/Change AUs NISC Financials | Q1 – Nothing to report this quarter | Jeremiah | 2024 |
| | Identify OH Construction Standards to Update | | | |
| 5.12.9 | Calculations as necessary | Q1 – Nothing to report this quarter | Jeremiah | 2024 |
| 5.12.10 | Add/Change/Determine necessary item #s in NISC Financials | Q1 – Nothing to report this quarter | Jeremiah | 2024 |
| 5.12.13 | AutoCAD Drawings | Q1 – Nothing to report this quarter | Jeremiah | 2024 |
| 5.12.14 | Add/Change AUs NISC Financials | Q1 – Nothing to report this quarter | Jeremiah | 2024 |
| | Procedure Streamlining | | | |
| 5.12.15 | Process for as-built in NISC for transformers | Q1 – Nothing to report this quarter | Jeremiah | 2024 |
| 5.12.16 | Process for as-built in NISC for meters | Q1 – Nothing to report this quarter | Jeremiah | 2024 |
| | WindMil Model | | | |
| 5.12.17 | Identify NISC connectivity issues | Q1 – Nothing to report this quarter | Jeremiah | 2024 |
| 5.12.18 | Document clean up for WindMil & NISC models | Q1 – Nothing to report this quarter | Jeremiah | 2024 |
| 5.12.19 | Load flow analysis | Q1 – Nothing to report this quarter | Jeremiah | 2024 |
| 5.12.20 | Voltage drop analysis | Q1 – Nothing to report this quarter | Jeremiah | 2024 |
| 5.12.21 | Protection/Coordination analysis | Q1 – Nothing to report this quarter | Jeremiah | 2024 |
| 5.13 | Engage in Industry Associations that Support our Power Business | | | |
| 5.13.1 | WPUDA | Q1- Kristin attended DC Rally with WPUDA and APPA. Working with WPUDA this session on funding for utility relocations for culverts on both state and federal levels. | Staff & Commissioners | All Qs |
| 5.13.2 | PPC | Q1- Kristin & Commissioners attending PPC meetings. Will chime in on the Markets+ proposal in Q2. | Kristin & Commissioners | All Qs |
| 5.13.3 | WPAG | Q1- Kristin & Commissioners attending WPUDA meetings. Will develop position for Markets+ in BPA's Provider of Choice proposal. | Kristin & Commissioners | All Qs |
| 5.13.4 | NWPPA | Q1- Kristin registered for annual conference in Q2. | Kristin & Commissioners | All Qs |

| | | | | |
|-------------|---|---|-------------------------|---------|
| 5.13.5 | BPA | Q1- Reviewing BPA's Provider of Choice program for 2028 contracts and will consult with WPAG and PPC before providing feedback in Q2. | Kristin & Commissioners | All Qs |
| 5.14 | Telecom-HCC Partnerships | | | |
| 5.14.1 | Alderbrook URD | Q1- Replaced | Brandy/Kristin/HCC | Ongoing |
| 5.14.2 | Canal View Bore - Water | Q1- Working on permitting with WSDOT and will get new quote from HCC. | Brandy/HCC | Ongoing |
| 5.14.3 | Seal Rock | Q1- Included in Electric CWP Section above. The quote for this came in way too high. HCC amended the construction plans and we are waiting on a quote from the contractor to decide if we are going to share in the open trench or not. | Kristin/HCC | Q2 |
| 5.15 | Pole Attachments | | | |
| 5.15.1 | Recalculate pole attachment rates | Q1- Nothing to report this quarter. | Katie | 2024 |
| 5.15.2 | Update contact list for partnerships for OH & URD conversion projects | Q1- Nothing to report this quarter. | Katie | Q1 |
| 5.16 | MISC. | | | |
| 5.16.1 | Continue more 3PH/CT Meter Audits | Q1- Worked some in Q1, ongoing | Matt/Summer | Q3 |
| 5.16.2 | Low wires – audit & notify attachers | Q1- Matt and crew did a full audit of the north end and provided Katie with a list of violations to contact 3 rd party attachers. Will follow up on compliance in Q2. | Matt/Katie | All Qs |
| | | | | |
| | | | | |



Mason County PUD 1 Generator Installation 2024

Bid Due Date: March 29, 2024 4:30 PM

| | Legacy Power Systems | Sare Electric, Inc | Henden Electric, Inc | Dallum Build Co. | Taurus Industries, Inc | Reliable Electric |
|------------------------|----------------------|----------------------|----------------------|----------------------|------------------------|----------------------|
| Canal Mutual | | | | | | |
| Generator Install | 30 kW | 30 kW | 30 kW | 30 kW | 30 kW | 30 kW |
| Subtotal | \$ 53,732.00 | \$ 71,000.00 | \$ - | \$ - | \$ 77,500.00 | \$ 59,950.00 |
| Tax | \$ 4,567.22 | \$ 6,035.00 | \$ - | \$ - | \$ 6,587.50 | \$ 5,095.75 |
| Total | \$ 58,299.22 | \$ 77,035.00 | \$ - | \$ - | \$ 84,087.50 | \$ 65,045.75 |
| Lakewood Heights | | | | | | |
| Generator Install | 30 kW | 30 kW | 30 kW | 30 kW | 30 kW | 30 kW |
| Subtotal | \$ 56,863.00 | \$ 73,000.00 | \$ - | \$ - | \$ 80,000.00 | \$ 63,151.00 |
| Tax | \$ 4,833.355 | \$ 6,205.00 | \$ - | \$ - | \$ 6,800.00 | \$ 5,367.84 |
| | \$ 61,696.36 | \$ 79,205.00 | \$ - | \$ - | \$ 86,800.00 | \$ 68,518.84 |
| Bid Bond | Yes | Yes | Yes | Yes | Yes | Yes |
| Acknowledged Addenda 1 | Yes | Yes | Yes | Yes | Yes | Yes |
| Total | \$ 119,995.58 | \$ 156,240.00 | \$ 89,838.00 | \$ 155,516.67 | \$ 170,887.50 | \$ 133,564.59 |

Mason County PUD No. 1
 Potable Water Reservoir/Tank Inspection and Cleaning 2024
 Bid Tabulation Bid Due: April 1, 2024 at 4:30 PM

| | H2O Soluitions, LLC | Integrated Underwater Services | Inland Potable Services | Ballard Marine Construction |
|-------------------|---------------------|--------------------------------|-------------------------|-----------------------------|
| Reservoirs | | | | |
| Bel Aire Cove | \$1,300 | \$2,796 | \$2,902 | \$6,730 |
| Hamma Ridge | \$1,300 | \$2,796 | \$2,152 | \$6,140 |
| Harstene Retreat | \$1,300 | \$2,796 | \$1,541 | \$6,140 |
| Hoodsport | \$1,300 | \$2,796 | \$2,152 | \$6,410 |
| Lake Arrowhead | \$1,300 | \$2,796 | \$1,847 | \$6,120 |
| Moblization | | | | \$1,357 |
| Written Report | | | | \$1,728 |
| Subtotal | \$6,500 | \$13,980 | \$10,594 | \$34,625 |

| Bid Prices | | | | |
|--------------|-------------------|--------------------|--------------------|---------------------|
| Subtotal | \$6,500 | \$13,980 | \$10,594 | \$34,625 |
| 8.5% Tax | \$552.50 | \$1,188.30 | \$900.49 | \$2,943.13 |
| Total | \$7,052.50 | \$15,168.30 | \$11,494.49 | \$37,569.13* |

*submitted line items
do not match Total
amount on bid of
\$33,928