



**Mason County PUD No. 1
Regular Board Meeting
July 28, 2026
1:00 p.m.**

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

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

1) Call the Regular Meeting to Order

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) Consent Agenda

Minutes: July 14, 2026, Special Meeting

Disbursements:	Accounts Payable Wire	\$ 99,736.88
	Check Nos. 128570 – 128625	\$ 999,014.77
	Payroll Wire	\$ 101,782.59
	Grand Total	\$ 1,200,534.24

4) Business Agenda

- Approve 2nd Quarter Write-Offs to send to Collections
- June and 2nd Quarter Financials
- 2nd Quarter Rebates Update
- Approve Release of Easements for Alderbrook Parcels
- Authorize GM to sign DOH Grant Contract for Bellwood A Water System

5) Staff Reports

- General Manager
- District Treasurer
- Water Resource Manager
- Legal Counsel

6) Correspondence

7) Board Comments

8) Other Business/Public Comment

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

10) Adjourn

2026 Calendar

August 5-6	Public Power Council	Portland
September 2-3	Public Power Council	Portland
Sep 16-18	WPUDA Association Meeting	Jefferson
September 25	Customer Appreciation	PUD1, WA
Sep 30-Oct 2	WPUDA Water Workshop	Wenatchee
October 7-8	Public Power Council	Portland
Oct 15	WPUDA Budget Committee	Olympia
November 4	Public Power Council Town Hall	Portland
November 5	Public Power Council Annual Meeting	Portland
Nov 18-20	WPUDA Association Meeting	Olympia



Mason County Public Utility District No. 1
Board of Commissioners Special Board Meeting
July 14, 2026, Potlatch, Washington

Present:

Ron Gold, President
Mike Sheetz, Vice President
Jack Janda, Board Secretary
Kristin Masteller, General Manager
Brandy Milroy, Water Resource Manager
Rob Johnson, Legal Counsel (via phone)

Visitors:

None.

Excused:

Katie Arnold, District Treasurer

CALL TO ORDER:

At 11:00 a.m. Ron called the special business meeting to order.

PUBLIC COMMENT: None.

APPROVAL OF CONSENT AGENDA:

Minutes:

July 14, 2026, Special Meeting
July 6, 2026, Special Meeting

Disbursements:

Accounts Payable Wire	\$ 493,717.68
Check Nos. 128480 – 128570	\$ 778,168.41
Payroll Wire	\$ 105,172.34
Grand Total	\$ 1,377,058.43

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

Business Agenda:

2nd Quarter Strategic Plan Update- Kristin reviewed the progress on the 2026 strategic plan as of the end of the 2nd quarter.

Authorize GM to sign contract with DOH for Bay East Funding Contract No. DWL32967-0- Jack made a motion to approve the GM to sign the contract with DOH for Bay East Funding Contract No. DWL32967-0 in the amount of \$208,491.00, plus loan fees; Mike seconded the motion. It passed unanimously.

Authorize GM to sign contract with DOH for Bay East Funding Contract No. DWL32953-0- Jack made a motion to approve the GM to sign contract with DOH for Bay East Funding Contract No. DWL32953-0 in the amount of \$500,000, plus loan fees; Mike seconded the motion. It passed unanimously.



Mason County Public Utility District No. 1
Board of Commissioners Special Board Meeting
July 14, 2026, Potlatch, Washington

Authorize GM to sign Interlocal Agreement with Kittitas PUD- Jack made a motion to approve the GM to sign Interlocal Agreement with Kittitas PUD pending final attorney review; Mike seconded the motion. It passed unanimously.

Shadowood Change Order No. 4- Jack made a motion to approve the Shadowood Change Order No. 4 in the amount of \$2,770.50; Mike seconded the motion. It passed unanimously.

Manzanita Change Order No. 3- Jack made a motion to approve Manzanita Change Order No. 3 as presented; Mike seconded the motion. It passed unanimously.

Approve to vacate Easement for Dickinson Parcels- Jack made a motion to approve to vacate the utility easements on parcels:

- i. 32232-50-51045 (Lots 47-45) and
- ii. 32232-50-51041 (Lots 44-41) and
- iii. 20' along the southeast property for parcel 32232-50-51041

Mike seconded the motion. It passed unanimously.

Staff Reports –

General Manager – Kristin reported that last week's employee appreciation event went very well, honoring the PUD's two safety awards and stellar safety record as well as recognizing service milestones for seven employees. Kristin will be on PTO next week until Thursday and Katie is acting manager.

District Treasurer – No report.

Water Resource Manager – Brandy gave an update on upcoming projects. Bay East is getting ready to start. Brandy will be out for the next few weeks on personal leave. TJ is in charge for water.

Legal Counsel – No report.

Correspondence – Correspondence was shared with the board.

Board Reports –

Mike – No report.

Jack – No report.

Ron – No report.

PUBLIC COMMENT – None.

EXECUTIVE SESSION – None.

Meeting Adjourned: 11:42 a.m.

Ron Gold, President

Mike Sheetz, Vice President

Jack Janda, Secretary

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Accounts Payable Check Register

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07/10/2026 To 07/23/2026

Bank Account: 4 - COLUMBIA BANK - DISTRICT

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
1513 07/16/2026	WIRE	IRS	WEST COAST BANK	FEDERAL TAX LIABILITY	41,139.75
1514 07/16/2026	WIRE	WASH 1	WA DEPT OF RETIREMENT SYS	STATE RETIREMENT - PLAN 2	16,814.05
1515 07/16/2026	WIRE	WASH 7	WA STATE TREAS-MS: PO-11	DEFERRED COMPENSATION	13,111.01
1516 07/16/2026	WIRE	HRA	HRA VEBA TRUST CONTRIBUTI	VEBA MEDICAL SAVINGS	4,624.16
1517 07/16/2026	WIRE	DSHS	DSHS	DEPARTMENT OF SOCIAL HEALTH SERVICES	162.41
1518 07/16/2026	WIRE	LILLIWAUP FAL	LILLIWAUP FALLS GENERATING COMP	POWER USAGE	4,924.39
1519 07/20/2026	WIRE	COBANK	COBANK	LINE OF CREDIT FEES	18,961.11
128571 07/15/2026	CHK	A B	A&B MACHINE AND HYDRAULIC	EQUIPMENT #105-DISASSEMBLE & INSPECT	1,388.99
128572 07/15/2026	CHK	ASPECT CONSU	ASPECT CONSULTING LLC	POLE YARD	1,918.55
128573 07/15/2026	CHK	ATEC WATER S	ATEC WATER SYSTEMS LLC	WATER TREATMENT FILTRATION	26,785.10
128574 07/15/2026	CHK	BLACK	BLACK STAR	EMPLOYEE APPRECIATION	1,203.18
128575 07/15/2026	CHK	CENTUR	CENTURYLINK	TELEPHONE CHARGES ACCT#333887863	17.11
128576 07/15/2026	CHK	CENTURYLINK	CENTURYLINK	LONG DISTANCE & OUTBOUND CHARGES	82.12
128577 07/15/2026	CHK	DON SMALL & S	DON SMALL & SONS OIL DIST	UNLEADED & DIESEL	1,653.81
128578 07/15/2026	CHK	GDS ASSOCIATE	GDS ASSOCIATES, INC	MONTHLY WPAG SERVICES	125.29
128579 07/15/2026	CHK	GOLDSTREET	GOLDSTREET DESIGN AGENCY, INC.	2026 SUMMER NEWSLETTER	2,664.33
128580 07/15/2026	CHK	GRAY	GRAY & OSBORNE, INC	MANZANITA RESERVOIR & BOOSTER	24,797.43
128581 07/15/2026	CHK	HDFOWL	HD FOWLER COMPANY	JORSTAD CREEK-FEEDER PROJECT	1,411.81
128582 07/15/2026	CHK	HOOD CANAL	HOOD CANAL MARKET FRESH	SHOP SUPPLIES-BATTERIES	539.13
128583 07/15/2026	CHK	HOODSPORT AC	HOODSPORT ACE & LUMBER	SHOP SUPPLIES-RAKE	69.48
128584 07/15/2026	CHK	MASTELLER	KRISTIN MASTELLER	EXPENSE REIMBURSEMENT	268.81
128585 07/15/2026	CHK	NISC	NISC	PRINT SERVICES	22,881.89
128586 07/15/2026	CHK	STATE	STATE AUDITOR'S OFFICE	ENERGY COMPLIANCE ATTESTATION	1,875.50
128587 07/15/2026	CHK	STUART C IRBY	STUART C IRBY CO	ELECTRIC NON INVENTORY PARTS	5,104.20
128588 07/15/2026	CHK	TERRAPHASE E	TERRAPHASE ENGINEERING INC	JORSTAD SUBSTATION	21,945.00
128589 07/15/2026	CHK	WPUDA	WASHINGTON PUD ASSOC.	MONTHLY DUES	2,137.00

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Bank Account: 4 - COLUMBIA BANK - DISTRICT

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
128590 07/15/2026	CHK	WATER	WATER MGMT LABS	TOTAL COLIFORMS	933.00
128591 07/15/2026	CHK	NAPA AUTO PA	WESTBAY NAPA AUTO PARTS	AIR FILTER & OIL-EQUIPMENT #105 & #85	441.11
128592 07/16/2026	CHK	IBEW	IBEW LOCAL UNION #77	UNION DUES	1,394.21
128593 07/16/2026	CHK	PUDEMP	PUD #1 EMPLOYEE FUND	EMPLOYEE FUND	250.00
128594 07/23/2026	CHK	ASW	ARCHBRIGHT	Q3 2026 L&I CLAIM ONLY SERVICE FEE	855.15
128595 07/23/2026	CHK	ATWORK!	ATWORK! COMMERCIAL ENTERPRISES	JUNE LANDSCAPE MAINTENANCE	9,721.44
128596 07/23/2026	CHK	BUILDERS	BUILDERS FIRSTSOURCE, INC	WATER NON INVENTORY PARTS	1,769.10
128597 07/23/2026	CHK	CASCA1	CASCADE COLUMBIA DIST.CO.	WATER NON INVENTORY-SODIUM HYPOCHLORITE	1,900.47
128598 07/23/2026	CHK	DEPT 11	DEPARTMENT OF LABOR & INDUSTRIE	2026 FEE WORKER & COMMUNITY RIGHT TO KNO	65.00
128599 07/23/2026	CHK	DON SMALL & S	DON SMALL & SONS OIL DIST	DIESEL	1,838.51
128600 07/23/2026	CHK	ESD	EMPLOYMENT SECURITY DEPT	BENEFIT CHARGE-HOLLY PAUL	3,021.73
128601 07/23/2026	CHK	EUROFINS DRIN	EUROFINS DRINKING WATER & WASTE	WOODLAND MANOR DW PFAS TESTING	2,825.00
128602 07/23/2026	CHK	FERREL	FERRELLGAS - 0806	SHADOWOOD WATER-131 SE SUNRISE DR	296.47
128603 07/23/2026	CHK	GEOSYNTEC	GEOSYNTEC CONSULTANTS, INC	UNION CONSOLIDATION WATER RIGHTS	2,294.00
128604 07/23/2026	CHK	GMES LLC	GMES LLC	VEHICLE #81A & 82A-SUPPLIES	239.30
128605 07/23/2026	CHK	GRAY	GRAY & OSBORNE, INC	MANZANITA RESERVOIR & BOOSTER	22,291.11
128606 07/23/2026	CHK	HANSON EXCAV	HANSON EXCAVATION LLC	UNION HEIGHT-VACTOR TRUCK WORK (VAULTS)	3,909.60
128607 07/23/2026	CHK	HDFOWL	HD FOWLER COMPANY	WATER NON INVENTORY PARTS	263.88
128608 07/23/2026	CHK	HOODSPORT AC	HOODSPORT ACE & LUMBER	NON WATER INVENTORY PARTS FOR VEHICLE#71	143.59
128609 07/23/2026	CHK	JMG CONST	JMG CONSTRUCTORS, LLC	SHADOWOOD WATER SYSTEM	416,306.96
128610 07/23/2026	CHK	LENEXA SERVIC	LENEXA SERVICES, INC	BOND PREMIUM	1,050.00
128611 07/23/2026	CHK	MT VIEW LOCA	MT. VIEW LOCATING SERVICES, LLC	MONTHLY UNDERGROUND LOCATES	3,230.00
128612 07/23/2026	CHK	NORTHWEST RO	NORTHWEST ROCK, INC	SHOP (ROCK)	4,555.14
128613 07/23/2026	CHK	POMP'S	POMP'S TIRE SERVICE INC	EQUIPMENT #102-(2)NEW TIRES	2,664.59
128614 07/23/2026	CHK	JOHN 3	ROBERT W. JOHNSON	MONTHLY RETAINER FEES	4,731.62
128615 07/23/2026	CHK	ROGNLIN'S	ROGNLIN'S, INC	MANZANITA RESERVOIR & BOOSTER PUMPSTATIO	294,018.21

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Bank Account: 4 - COLUMBIA BANK - DISTRICT

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
128616 07/23/2026	CHK	ROHLIN	ROHLINGER ENTERPRISES INC	CLEAN & TEST LINEMEN'S GLOVES	259.28
128617 07/23/2026	CHK	SAF METERING	SAF METERING SERVICES, LLC	JOURNEYMAN METERMAN (24HRS)	4,757.77
128618 07/23/2026	CHK	39	REESE SMELCER	TUITION REIMBURSEMENT	1,024.56
128619 07/23/2026	CHK	SPIKES	SPIKES HYDRAULICS & EQUIP	VEHICLE #72-ADAPTER	21.51
128620 07/23/2026	CHK	TOTH & ASSOC	TOTH AND ASSOCIATES, INC	JORSTAD SUBSTATION	86,283.75
128621 07/23/2026	CHK	USA	USA BLUEBOOK	WATER NON INVENTORY -STENNER PUMP	5,782.31
128622 07/23/2026	CHK	VERIZO	VERIZON WIRELESS	ISLAND LAKE MANOR, BEL AIRE,& SHADOWOOD	75.10
128623 07/23/2026	CHK	WATER	WATER MGMT LABS	TOTAL COLIFORMS, LEAD, & COPPER TESTING	870.00
128624 07/23/2026	CHK	NAPA AUTO PA	WESTBAY NAPA AUTO PARTS	VEHICLE #81-AIR BRAKE CHAMBERS	502.57
128625 07/23/2026	CHK	2	SCOTT GORDON	VARIABLE SPPED HEATPUMP-440 E ORRE NOBLE	1,560.00
Total Payments for Bank Account - 4 :					(62) 1,098,751.65
Total Voids for Bank Account - 4 :					(0) 0.00
Total for Bank Account - 4 :					(62) 1,098,751.65
Grand Total for Payments :					(62) 1,098,751.65
Grand Total for Voids :					(0) 0.00
Grand Total :					(62) 1,098,751.65

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Accounts Payable Check Register

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PARAMETERS ENTERED:**Check Date:** 07/10/2026 To 07/23/2026**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

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GENERAL LEDGER
TRANSACTION DETAIL

JUL 2026 To JUL 2026

Date	Journal Description	Actv BU Project	Mod	Jrnl Reference Code	Debit	Credit	Balance
07/16/26	98864 Check Print	0	PL	2 PAYROLL		101,782.59	190,490.15

PARAMETERS ENTERED:

Division: All

Accounts: 0 131.2

Department: All

Activity: All

Sort By: Div/Acct

Date Selection: Period

Period: JUL 2026 To JUL 2026

Module: PL

Journal Activity: All

Accounts With No Transactions: Yes

Extended Reference: No

Interface Detail: No

Group by Department: Yes

51217

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FBI 01/31/2026

Cust #	Account	Provider	Sort Name	Total AR	Reason
201068	1539602	PUDEL	BUCKMASTER RICHARD	\$ 979.25	DNP Cutoff
201068	1539602	PUDWA	BUCKMASTER RICHARD	\$ 433.55	DNP Cutoff
207940	3011402	PUDEL	APODACA ALEX	\$ 234.75	Moved
208280	11358904	PUDEL	BOYZO ESTIB	\$ 444.01	DNP Cutoff
203233	11494204	PUDEL	RUDICK HAROLD	\$ 726.07	DNP Cutoff
206493	12010509	PUDEL	CRONK SAVANNAH	\$ 993.71	DNP Cutoff
204015	12181416	PUDEL	ANDREWS KYLE	\$ 13.67	Moved
207646	12231705	PUDWA	MACEWEN ROBERT	\$ 338.87	Moved
208325	12806902	PUDWA	HANCOCK MATTHEW	\$ 444.36	DNP Cutoff
208709	20015602	PUDWA	FRASER GRANT	\$ 314.57	Moved
208549	20112301	PUDEL	LUPPINO-COPLEAND KAMRYN	\$ 292.24	Moved
208181	20231502	PUDWA	BAUTISTA PETER P	\$ 37.12	Moved
208534	20272302	PUDWA	LOANCARE LLC	\$ 285.90	Unknown
			Proposed collections	\$ 5,538.07	

203886	5746301	PUDEL	JOHNS LYDIA	\$ 827.34	Deceased
6539	6706600	PUDWA	ROORDA MARTHA	\$ 396.89	Deceased
12616	20043803	PUDWA	LOFFT NATASHA	\$ 207.03	Deceased
			Deceased	\$ 1,431.26	

	1709	MR	CHRISTINA WARNER	\$ 6,477.69	Car/Pole
			Misc Receivables	\$ 6,477.69	

Grand Total **\$ 13,447.02**

8 PUDEL	\$ 11,964.97	Proposed to go to Collections
8 PUDWA	\$ 1,431.26	Proposed to Write Off (Deceased)
1 MR	\$ 50.79	Proposed to Write Off (small balance)
17 TOTAL	\$ 13,447.02	Grand Total



PUD1 – Executive Summary – June 2026

This report summarizes information on the current financial status of Mason County PUD No. 1 for the month of June 2026:

- **Work in Progress:**
 - Grant Applications – Ongoing
 - 2025 Audit Prep Work
- **Completed Projects:**
 - 2026 Budget
 - 2025 Privilege Tax Return (Due 02-25-26)
 - 2025 Annual Report – Internal
 - 2025 EIA Report (Due 04-30-26)
 - 2025 Form 7 (Due 03-31-26)
 - 2025 Annual Report – State Auditor (Due 05-30-26)

Financial Highlights:

- Revenue – Gross Revenue was \$1,047,556 for the month of June 2026.
- Expenditures – Gross expenditures were \$1,001,674 for the month of June 2026.
- As of June, the PUD has \$1,038,035 grant reimbursements outstanding for ongoing projects, which is an equivalent of about 37 days of our cash on hand*.

Financial Metrics as Compared with Prior Year:	June 2026	June 2025
Total General Cash and Investments	\$1,305,545	\$848,475
Current Ratio (Current Assets/Current Liabilities)	1.44 to 1	2.08 to 1
Debt Service Coverage (O&M/ Debt Service)	3.48	3.88
Long-Term Debt to Net Plant	19%	22%
Total Debt to Equity Ratio (Total Liabilities/Total Equity)	36%	33%
Long Term Debt to Equity Ratio (Long Term Debt / Total Equity)	23%	26%
Times Interest Earned Ratio (Earnings before Interest & Taxes/Total Interest)	3.67	6.52
Cash on Hand (Total Available Cash/Average Daily Costs) *Includes Days Cash on Hand from Outstanding Grant Reimbursements	83 Days (General) 150 Days (All Funds)	46 Days (General) 139 Days (All Funds)



Mason County PUD No 1

Budget Summary by Division For the Month Ended June 30, 2026

	<u>Electric</u>	<u>Water</u>	<u>Sewer</u>	<u>Totals</u>
Total Revenue	\$ 746,169.38	\$ 300,409.07	\$ 977.62	\$ 1,047,556.07
Budgeted	\$ 855,710.95	\$ 282,761.07	\$ 977.70	\$ 1,139,449.72
Difference (-/+)	\$ (109,541.57)	\$ 17,648.00	\$ (0.08)	\$ (91,893.65)
% of Budget	87%	106%	100%	92%
 Total Expenditures	 \$ 784,721.09	 \$ 216,104.88	 \$ 848.21	 \$ 1,001,674.18
Budgeted	\$ 864,736.34	\$ 240,295.21	\$ 1,413.91	\$ 1,106,445.46
Difference (-/+)	\$ (80,015.25)	\$ (24,190.33)	\$ (565.70)	\$ (104,771.28)
% of Budget	91%	90%	60%	91%
 Net Operating Margins	 \$ (38,551.71)	 \$ 84,304.19	 \$ 129.41	 \$ 45,881.89
Budgeted	\$ (9,025.39)	\$ 42,465.86	\$ (436.21)	\$ 33,004.26
Difference (-/+)	\$ (29,526.32)	\$ 41,838.33	\$ 565.62	\$ 12,877.63
% of Budget	427%	199%	-30%	139%

Mason County PUD No. 1*Status of Budget***As of June 30, 2026****ELECTRIC DIVISION**

	2nd Quarter 2026	2nd Quarter Budget	% of 2nd Qtr Budget	2026 Actuals	2026 Budget	% of Annual Budget
Revenue	2,890,871.39	2,945,223.36	98%	6,523,322.21	12,081,264.99	54%
<u>Expenditures</u>						
Distribution Operating & Maintenance	390,478.73	498,019.17	78%	833,795.50	1,996,340.83	42%
Energy Services	792,710.01	881,474.00	90%	1,941,775.12	4,366,822.00	44%
General & Administrative	688,727.16	658,924.14	105%	1,421,968.82	2,690,188.65	53%
Tax, Depreciation, & Interest	741,899.85	678,096.78	109%	1,503,368.69	2,685,839.02	56%
TOTAL EXPENDITURES	\$ 2,613,815.75	\$ 2,716,514.09	96%	5,700,908.13	\$ 11,739,190.50	49%
NET OPERATING MARGINS	\$ 277,055.64	\$ 228,709.27	121%	822,414.08	\$ 342,074.49	240%

Mason County PUD No. 1*Status of Budget*

As of June 30, 2026

WATER DIVISION

	2nd Quarter 2026	2nd Quarter Budget	% of 2nd Qtr Budget	2026 Actuals	2026 Budget	% of Annual Budget
Revenue	825,549.16	785,597.71	105%	1,564,261.75	3,242,799.39	48%
<u>Expenditures</u>						
Distribution Operating & Maintenance	253,765.26	244,874.68	104%	452,061.48	955,984.66	47%
Energy Services	38,521.55	44,001.00	88%	83,486.55	186,000.00	45%
General & Administrative	192,688.97	197,455.98	98%	395,092.29	778,987.30	51%
Tax, Depreciation, & Interest	252,375.83	208,906.27	121%	481,037.25	899,820.94	53%
TOTAL EXPENDITURES	\$ 737,351.61	\$ 695,237.93	106%	1,411,677.57	\$ 2,820,792.90	50%
NET OPERATING MARGINS	\$ 88,197.55	\$ 90,359.78	98%	152,584.18	\$ 422,006.49	36%

Mason County PUD No. 1

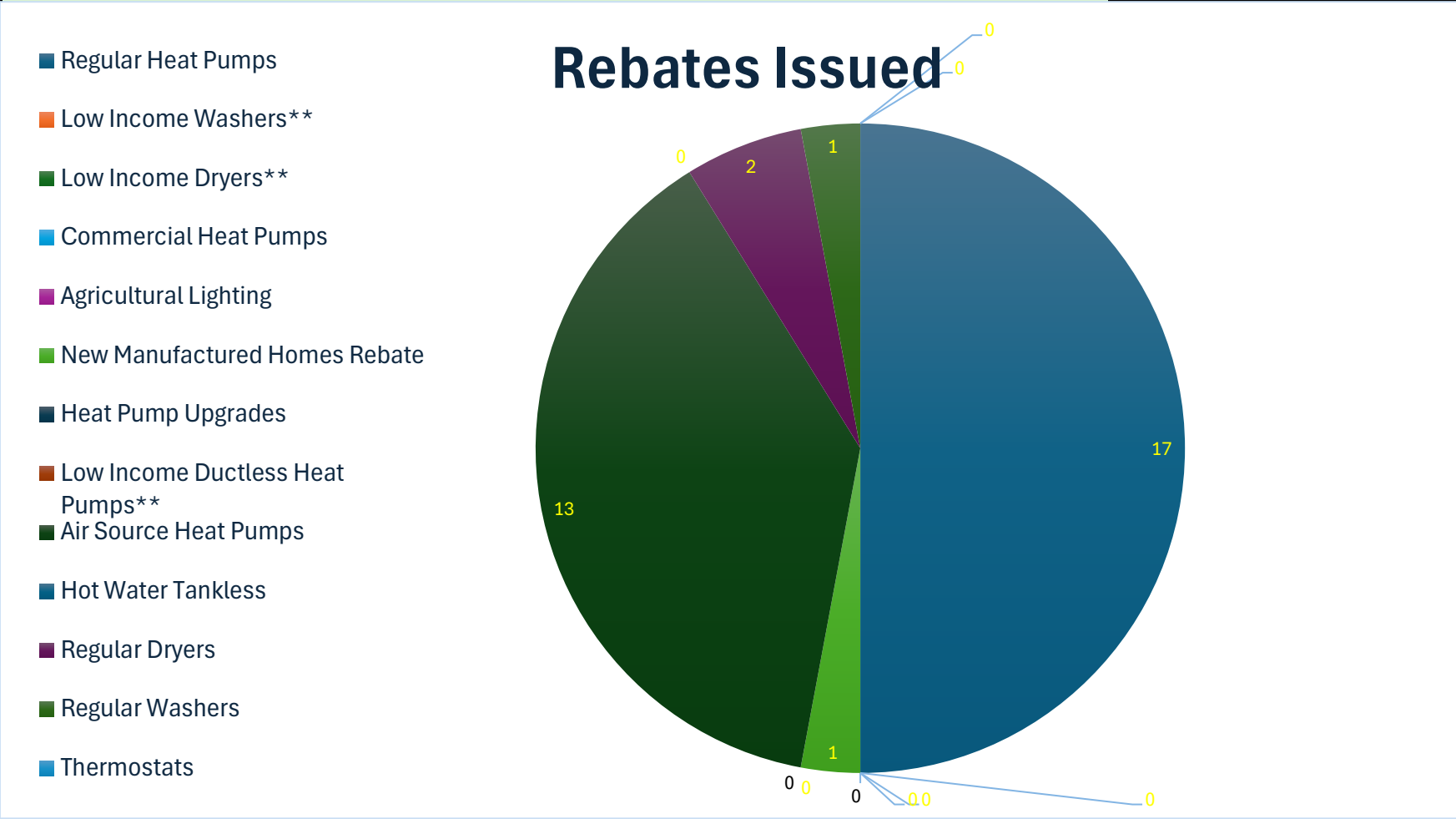
Status of Budget

As of June 30, 2026

SEWER DIVISION

	2nd Quarter 2026	2nd Quarter Budget	% of 2nd Qtr Budget	2026 Actuals	2026 Budget	% of Annual Budget
Revenue	2,933.55	2,933.10	100%	5,866.56	11,312.00	52%
<u>Expenditures</u>						
Distribution Operating & Maintenance	2,033.87	1,713.00	119%	2,033.87	5,850.00	35%
Energy Services	205.14	193.74	106%	397.59	775.00	51%
Tax & Depreciation	72.64	108.96	67%	217.92	2,473.00	9%
TOTAL EXPENDITURES	\$ 2,311.65	\$ 2,015.70	115%	\$ 2,649.38	\$ 9,098.00	29%
NET OPERATING MARGINS	\$ 621.90	\$ 917.40	68%	\$ 3,217.18	\$ 2,214.00	145%

2025 / 2029 EEI BUDGET		\$ 281,900.00
Category	Rebates Issued	Total \$ Value
Regular Heat Pumps	17	\$ 15,160.00
Low Income Washers**	0	\$ -
Low Income Dryers**	0	\$ -
Commercial Heat Pumps	0	\$ -
Agricultural Lighting	0	\$ -
New Manufactured Homes Rebate	1	\$ 1,200.00
Heat Pump Upgrades	0	\$ -
Low Income Ductless Heat Pumps**	0	\$ -
Air Source Heat Pumps	13	\$ 18,850.00
Hot Water Tankless	0	\$ -
Regular Dryers	2	\$ 100.00
Regular Washers	1	\$ 44.00
Thermostats	0	\$ -
Customer Appreciation BBQ	0	\$ -
Total Rebates Issued		\$ 35,354.00





MASON COUNTY COMMUNITY DEVELOPMENT

Permit Assistance Center, Building, Planning

Community Development
(Permit Assistance Center/ Building/ Planning)
615 W. Alder Street – Shelton, WA 98584
360-427-9670, Ext. 352
masoncountywa.gov

July 16, 2026

RE: Request To Waive/Release Rights to Easement – 10 E Hemlock Pl, 201 E Hemlock Ln, and 211 E Hemlock Ln, Union, WA 98592 / Mason County Tax Parcels 32109-50-00015, -00016, and -00017.

To Whom It May Concern,

Property owners within the plat of Alderbrook Golf and Yacht Club Division Five have applied to Mason County for a Boundary Line Adjustment between the three lots that they own (tax parcels 32109-50-00015, 32109-50-00016, and 32109-50-00017 in Mason County), at addresses 10 E Hemlock Pl, 201 E Hemlock Ln, and 211 E Hemlock Ln, Union, WA 98592. This is for lots 15, 16, and 17 of the Alderbrook Golf and Yacht Club Division Five plat. Drainage and utility easements were recorded on the face of the plat, and reserve a 5-foot easement on both sides of the adjoining property lines. This can be seen on the attached document (Auditor File # 234497, Book of Plats, Volume 7, Page 35).

Before adjusting property lines, the applicants must first have the easements that lie between the lots removed. These easements were created at the discretion of the developer in 1968, with the intention being that necessary means of drainage and easements for utilities were ensured. In reality, these easements are often unnecessary, and the County has allowed them to be removed on a case-by-case basis. Authority to remove these easements is granted in [RCW 58.17.215](#) as a subdivision alteration.

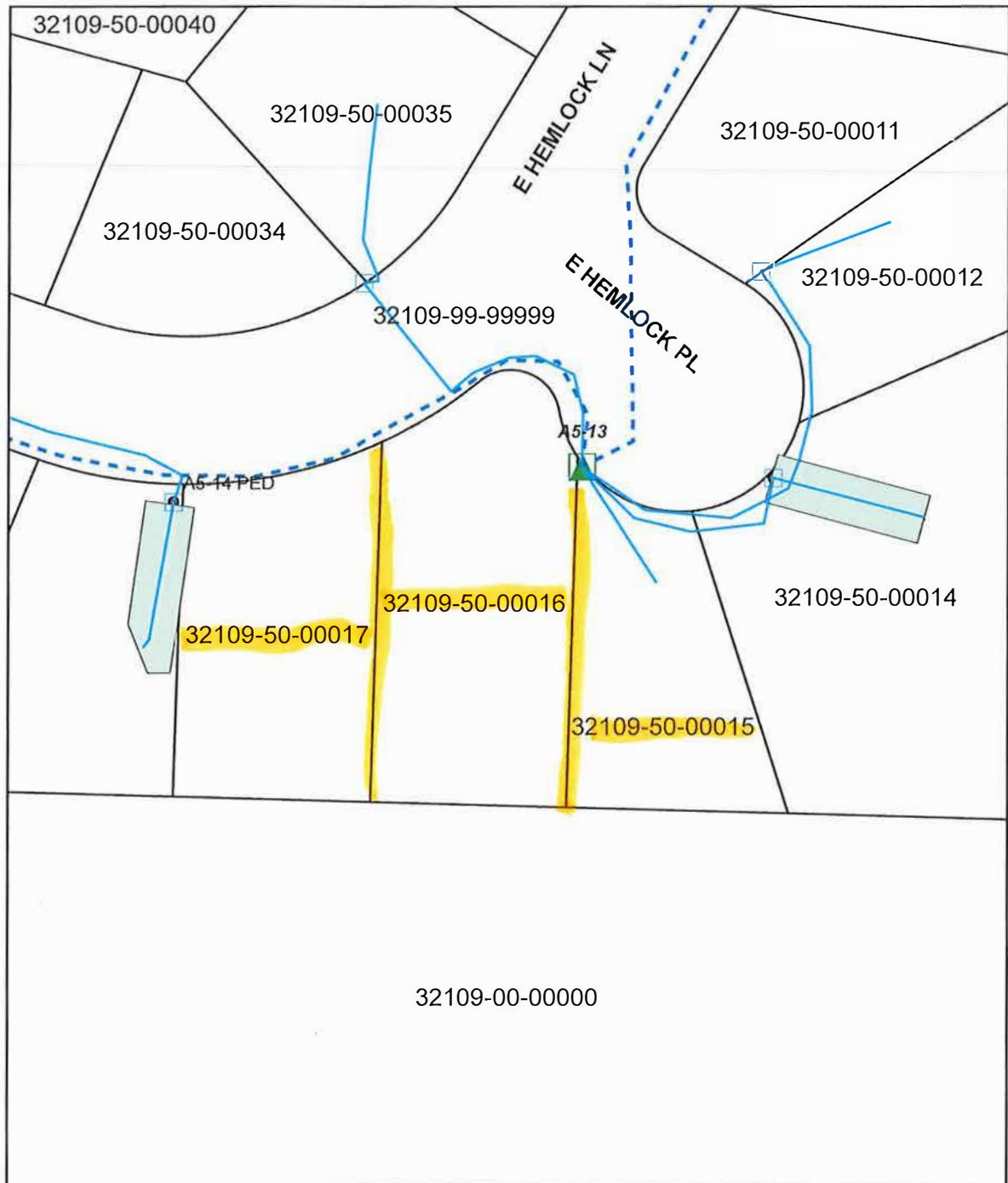
The RCW states, *"If the subdivision is subject to restrictive covenants (ie. the 5-foot drainage and utility easement along the lot lines) which were filed at the time of the approval of the subdivision, and the application for alteration would result in the violation of a covenant, the application shall contain an agreement signed by all parties subject to the covenants (ie. the entities that have legal right to use the easements) providing that the parties agree to terminate or alter the relevant covenants (ie. releasing/waiving) to accomplish the purpose of the alteration of the subdivision or portion thereof."*

For this reason, Mason County requires all parties with an ownership interest in the subject easement to submit a signed waiver, with letterhead, relinquishing their interest and establishing no need for the easement. Please see the Mason County's Instructions for Eliminating Utility and Drainage Easements from the Face of The Plat attached, as well as Mason County's lists of plats that require easement removal. Please find my contact information below if you have any questions.

Sincerely,

Luke Viscusi, Planner
Department of Community Development
615 W Alder Street, Shelton, WA 98584
LViscusi@masoncountywa.gov
(360) 427-9670, ext. 282

Exhibit A





Search by Parcel or Address



-123.068 47.328 Degrees



MASON COUNTY COMMUNITY DEVELOPMENT

Permit Assistance Center, Building, Planning

Community Development
(Permit Assistance Center/ Building/ Planning)
615 W. Alder Street – Shelton, WA 98584
360-427-9670, Ext. 352
masoncountywa.gov

July 16, 2026

RE: Request To Waive/Release Rights to Easement – 40 E Madrona Ct, Union, WA 98592 / Mason County
Tax Parcels 32104-54-00026 and 32104-62-00001.

To Whom It May Concern,

Property owners within the plat of Alderbrook Golf and Yacht Club Division Four have applied to Mason County for a Boundary Line Adjustment between the two lots that they own (tax parcels 32104-54-00026 and 32104-62-00001 in Mason County), at address 40 E Madrona Ct, Union, WA 98592. This is for lot 26 of the Alderbrook Golf and Yacht Club Division Four plat, along with a portion of a golf course. Drainage and utility easements were recorded on the face of the plat, and reserve a 5-foot easement along all rear property lines. This can be seen on the attached document (Auditor File # 234495, Book of Plats, Volume 7, Page 31).

Before adjusting the property lines, the applicants must first have the rear property line easement removed. These easements were created at the discretion of the developer in 1968, with the intention being that necessary means of drainage and easements for utilities were ensured. In reality, these easements are often unnecessary, and the County has allowed them to be removed on a case-by-case basis. Authority to remove these easements is granted in [RCW 58.17.215](#) as a subdivision alteration.

The RCW states, *"If the subdivision is subject to restrictive covenants (ie. the 5-foot drainage and utility easement along the lot lines) which were filed at the time of the approval of the subdivision, and the application for alteration would result in the violation of a covenant, the application shall contain an agreement signed by all parties subject to the covenants (ie. the entities that have legal right to use the easements) providing that the parties agree to terminate or alter the relevant covenants (ie. releasing/waiving) to accomplish the purpose of the alteration of the subdivision or portion thereof."*

For this reason, Mason County requires all parties with an ownership interest in the subject easement to submit a signed waiver, with letterhead, relinquishing their interest and establishing no need for the easement. Please see the Mason County's Instructions for Eliminating Utility and Drainage Easements from the Face of The Plat attached, as well as Mason County's lists of plats that require easement removal. Please find my contact information below if you have any questions.

Sincerely,

Luke Viscusi, Planner
Department of Community Development
615 W Alder Street, Shelton, WA 98584
LViscusi@masoncountywa.gov
(360) 427-9670, ext. 282



▼ 32104-54-00026 X Q

Parcel Number
321045400026



100ft

-123.070 47.334 Degrees



32104-54-00026



Show search results for 32104-...



Parcel Number: **321046200001**

Parcel Number: 321046200001

Legal Description:

ALL ALDERBROOK G & Y FAIRWAYS GREEN
AREAS (TR 61 DIV 8) FAIRWAY (TR 76 DIV 9)
(TRS 111,113-114 DIV 11) PCL 3 OF BLA #19-
32 AF #2143317 & PCL 3 BLA #19-38 AF
#2123516 S 32/183
Size in Acres: 82.32

[View Scanned Property Records](#)

[Check if permits are available](#)

Information may be outdated, please [visit
Taxesifter](#) for up to date information.

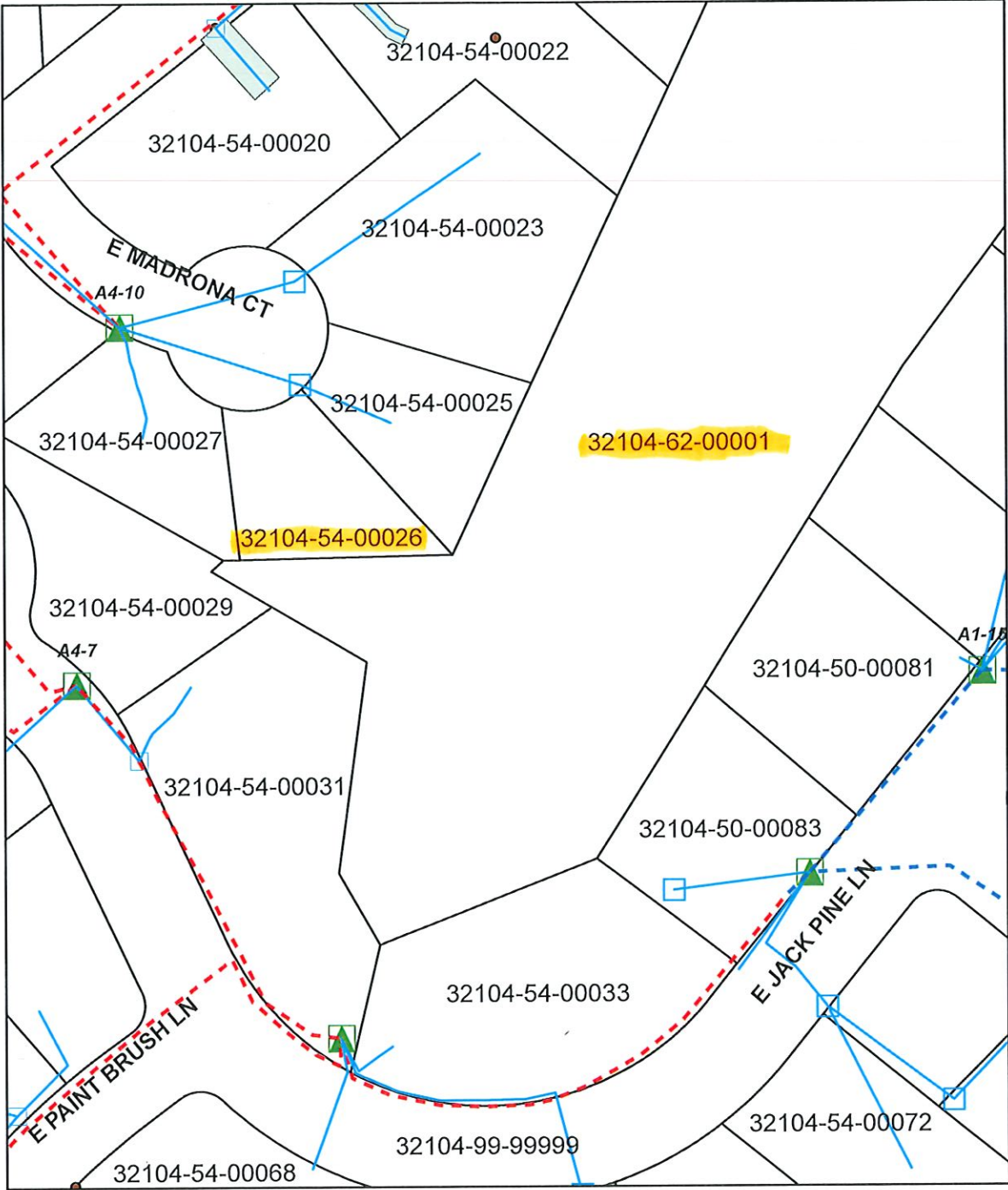
Owner:
ALDERBROOK GOLF & YACHT CLUB, 0
330 E COUNTRY CLUB DR E
0

[Zoom to](#)

100ft

-123.070 47.334 Degrees

Exhibit A



— Approximate Location of Easement
□ gs51217.DBO.JCParcels



CONTRACT NUMBER:

GVL32766-0

SUBRECIPIENT *

☒ YES ☐ NO

INTERLOCAL AGREEMENT

Between

STATE OF WASHINGTON
DEPARTMENT OF HEALTH

And

MASON COUNTY PUD 1

THIS AGREEMENT is made by and between the State of Washington Department of Health, hereinafter referred to as DOH, and Mason County PUD 1, hereinafter referred to as Contractor pursuant to the authority granted by Chapter 39.34 RCW.

PURPOSE: The Purpose of this Contract is to update the Bellwood A water system plan to expand the service area to Bellwood B for consolidation.

THEREFORE, IT IS MUTUALLY AGREED THAT:

STATEMENT OF WORK AND BUDGET: The Contractor shall furnish the necessary personnel, equipment, material and/or services and otherwise do all things necessary for or incidental to the performance of the work set forth in Exhibit A, attached hereto and incorporated herein.

PERIOD OF PERFORMANCE: Subject to its other provisions, the period of performance of this Agreement shall commence on *Date of Execution* and be completed on **October 01, 2028**, unless terminated sooner as provided herein. Any work done outside of the period of performance shall be provided at no cost to DOH.

FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA): If federal funds are included in this contract as indicated below, this contract requires compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how federal funds are spent.

To comply with the act and be eligible to enter into this contract, your organization must have a Unique Entity Identifier (UEI) number. A UEI number provides a method to verify data about your organization. If you do not already have one, you may receive a UEI number free of charge by contacting System for Award Management (SAM) at [SAM.GOV](https://sam.gov).

Information about your organization and this contract will be made available on www.USASpending.gov by DOH as required by P.L. 109-282.

PAYMENT: Compensation for the work provided in accordance with this Agreement has been established under the terms of RCW 39.34.130. The parties have estimated that the cost of accomplishing the work herein will not exceed **\$50,000.00** in accordance with Exhibit A, attached hereto and incorporated herein. Consideration includes but is not limited to all taxes, fees, surcharges, etc. Payment will not exceed this amount without a prior written amendment. DOH will authorize payment only upon satisfactory completion and acceptance of deliverables and for allowable costs as outlined in the statement of work and/or budget.

Source of Funds:

Federal: \$50,000.00 State: \$0.00 Other: \$0.00 TOTAL: \$50,000.00

Contractor agrees to comply with applicable rules and regulations associated with these funds.

INVOICES AND PAYMENT: Contractor will submit invoices to the DOH Contract Manager for all amounts to be paid within 30 days of the month of service, or the submission date of deliverables with an associated cost, as specified in the Statement of Work (SOW). Refer to the SOW, Exhibit A, for invoice due dates on any budget/funding period(s) that end during the contract period of performance. DOH must receive correct and complete FINAL invoices no later than 45 days after the contract expiration date. Invoices must reference the contract number and provide detailed information as required. All invoices must be approved by DOH prior to payment; approval will not be unreasonably withheld. DOH will authorize payment only upon satisfactory completion and acceptance of deliverables and for allowable costs as outlined in the statement of work and/or budget. DOH will return all incorrect or incomplete invoices and will not pay for services that occur outside the period of performance. The Contractor will not invoice for services if they are entitled to payment, have been, or will be paid, by any other source for that service.

DOH will issue payment within 30 days of receiving a correct and complete invoice and approving the deliverable(s). Late invoices will be paid at the discretion of DOH and are contingent upon the availability of funds. Failure to submit a properly completed IRS form W-9 may result in delayed payments.

AGREEMENT ALTERATIONS AND AMENDMENTS: This Agreement may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

ALLOWABLE COST: Shall mean an expenditure which meets the test of the Uniform Guidance (2CFR 200) (see "I. Federal Compliance"). The most significant factors affecting allowability of cost are; 1) they must be necessary and reasonable, 2) they must be allocable, 3) they must be authorized or not prohibited under State or local laws and regulations, and 4) they must be adequately documented. For more specifics see Selected Items of Cost 2 CFR 200.420).

ASSIGNMENT: The work to be provided under this Agreement, and any claim arising thereunder, is not assignable or delegable by either party in whole or in part, without the express prior written consent of the other party, which consent shall not be unreasonably withheld.

CONFIDENTIALITY/SAFEGUARDING OF INFORMATION: The use or disclosure by any party of any information concerning a client obtained in providing service under this Agreement shall be subject to Chapter 42.56 RCW and Chapter 70.02 RCW, as well as any other applicable Federal and State statutes and regulations.

Any unauthorized access or use of confidential information must be reported to the DOH Chief Information Security Officer at security@doh.wa.gov. The notification must be made in the most expedient time possible (usually within one business day of discovery) and without unreasonable delay, consistent with the legitimate needs of law enforcement, or any measures necessary to determine the scope of the breach and restore the reasonable integrity of the data system.