

**JUNE 17, 2014
PUD BOC MEETING
AGENDA
5PM
PUD Office
230 Chimacum Road
Port Hadlock, WA**

ITEM	START TIME (PM)
I. CALL TO ORDER	5:00
II. AGENDA	5:00
III. APPROVAL OF MINUTES Regular Meeting Minutes from June 3, 3014	5:05
IV. APPROVAL OF VOUCHERS	5:10
V. COMMISSIONER REPORTS	5:25
VI. PUBLIC COMMENT on items that are not listed on the agenda	5:30
VII. ACTION ITEMS:	
1. EES Rate Study Overview	5:35
2. Medical emergency shut-off policy	6:00
3. IT Policy	6:10
4. Deposit Resolution amendment	6:20
5. Vegetation Plan/Policy	6:30
6. Unpaid holidays for reasons of faith or conscience policy	6:50
VIII. DISCUSSION ITEMS:	
1. PUD Board meeting rotation of locations	6:55
2. Recommendation to pay for net metering overage	7:00
3. Email requests for agendas	7:05
4. NoaNet Resolution for Loan guarantee	
5. EES	7:10
IX. OLD BUSINESS- Manager's Report	7:20
X. CORRESPONDENCE	7:30
XI. EXECUTIVE SESSION Personnel	7:40
XII. ADJOURNMENT	8:00

**PUBLIC UTILITY DISTRICT NO. 1
of Jefferson County
DRAFT
June 3, 2014**

**REGULAR MEETING
MINUTES**

The Regular Meeting of the Public Utility District No.1 of Jefferson County was called to order by the President of the Board of Commissioners at 5:01 p.m. Commissioners and staff present were:

Wayne King, President
Ken McMillen, Vice-President
Barney Burke, Secretary
James Parker, District Manager
Bill Graham, District Resource Manager
Michael Legarsky, District Finance Director
Kevin Streett, District Electrical Superintendent
Don McDaniel, Consultant
Kate Pike, Brisa Services

AGENDA

After introductions the Agenda was approved with addition of RUS Form 7 highlights presented by District Finance Director.

APPROVAL OF MINUTES

MOTION: By Commissioner McMillen, Second by Commissioner Burke, carried unanimously, to approve the Regular Meeting Minutes of May 20, 2014 and the Special Meeting of May 20, 2014 as submitted and distributed.

APPROVAL OF VOUCHERS

MOTION: By Commissioner Burke, Second by Commissioner McMillen, carried unanimously, to approve payment of:

Warrants No. 103038 through 103106 in the amount of \$
423,047.68

Warrants No. 501276 through 501314 in the amount of _____

2. Once power is restored, or if customer claims a medical emergency prior to shut off, he or she has seven days to:
 - a) pay ten per cent of any outstanding balance, including disconnect and/or reconnect charges;
 - b) submit a medical statement from an acceptable medical provider to include residence location; explanation of how medical condition will be aggravated by disconnection of service; statement of expect length of medical condition; and name, title, signature and telephone number of acceptable medical provider.
 - c) sign an agreement to pay owed balance within 120 days;
 - d) sign an agreement to pay all new charges on time.
3. If a customer fails to meet the above noted terms a new disconnection notice will be sent and service will be terminated at the next regularly scheduled disconnection cycle.
4. Medical emergency certification is to be renewed every 60 days.
5. A customer may go through the medical certification twice within 120 days, after which time it will no longer be a valid reason not to disconnect.

There was some discussion concerning charitable foundations assisting customers unable to pay bills, with note that the Citizen Advisory Board is currently addressing. Commissioner McMillen requested that Geoff Crump from OlyCap be invited to address this Board concerning programs. It was agreed that the Manager would revise the draft wording and bring this policy back for ACTION at the next meeting.

DISCUSSION ITEMS

a) RUS Form 7 highlights

District Finance Director, Michael Legarsky, presented highlight information from the Rural Utilities Service submitted Form 7, which included the Annual Statistical Report (ASR) summaries of balance sheet and income statement and of income statement and ratios.

b) Information on Customer Application - date of birth Employment

The Manager presented a memorandum regarding requests from collection agencies for customer information such as date of birth and place of employment for customers. The Manager will consult legal counsel regarding.

c) PUD Board meeting rotation of locations

The Board discussed possible dates for holding Regular Meetings in various locations in Jefferson County with a possibility of July 15 in

possible from the Bonneville Power Administration Energy Efficiency Initiative have not been spent, and, if not spent by year's end, may be donated to another utility. Currently, there are 265 customers on the low-income disability program; the Power Boost program had 132 donors for \$1310 this month. Three change order proposals were submitted by Seton Construction, Inc. for the Kala Point Consolidation project. After brief discussion the Board took the following ACTION:

MOTION: By Commissioner McMillen, Second by Commissioner Burke, carried unanimously, to authorize Change Orders Nos. 1, 2, and 3 by Seton Construction, Inc. for the Kala Point Consolidation project showing an impact to previous orders of \$25,179.00.

Other

With regard to requests for access of Agendas, the Board took the following ACTION:

MOTION: By Commissioner Burke, Second by Commissioner McMillen, carried unanimously, to rescind a MOTION of May 7, 2013, stating the PUD will not send agendas out by email but will direct people wanting the agenda to the PUD's website.

This subject is to be addressed at a subsequent Regular Meeting.

Public Comment

None

CORRESPONDENCE

None

ADJOURNMENT

MOTION: By Commissioner McMillen, Second by Commissioner Burke, carried unanimously, to adjourn the Regular Meeting at 7:43 p.m.

June 17, 2014

VOUCHER CLAIM FORMS FOR BILLS TO BE PAID:

	WARRANTS		AMOUNT	DATE	
Accounts Payable:	# 103107	to	# 103191	\$ 217,578.19	06/17/2014
Payroll:	# 501315	to	# 501351	\$ 69,091.68	06/06/2014
TOTAL BILLS TO BE PAID				\$ 286,669.87	
VOIDED CHECKS				# 102911	
	WIRE TRANSFERRED AMOUNTS		AMOUNT	DATE	
BPA			\$ 1,340,501.00	06/11/2014	
TOTAL WIRES				\$ 1,340,501.00	

VOUCHER APPROVAL
PUBLIC UTILITY DISTRICT NO 1 OF JEFFERSON COUNTY
6/17/2014

NUMBER	VENDOR NAME	AMOUNT	DESCRIPTION
102911	VOID	\$ -	
103107	JEFFCO EFTPS-BANK OF AMERICA	26725.64	P/R TAX
103108	PENINSULA CREDIT UNION	1350.00	EMPLOYEE DEPOSITS
103109	WA DEFERRED COMPENSATION	1337.50	EMPLOYEE INVESTMENT
103110	WA STATE SUPPORT REGISTRY	641.49	CHILD SUPPORT
103111	ALTEC INDUSTRIES INC	395.05	MATERIALS
103112	BERNARD BURKE	271.85	TRAVEL
103113	CASCADE COLUMBIA DISTRIBUTION COMPANY	2,521.04	CHEMICALS-WATER
103114	CDW GOVERNMENT	6,859.18	COMPUTERS
103115	CELLNET TECHNOLOGY INC A LANDIS -GYR CO	39,137.76	METER READING
103116	CENTURY LINK QCC-P	163.73	TELEPHONE
103117	CENTURY LINK-S	88.51	TELEPHONE
103118	CITY OF PORT TOWNSEND	1,947.68	WATER
103119	DELL MARKETING LP	1,363.21	COMPUTERS
103120	KATHRYN DELONG	103.93	CUSTOMER REFUND
103121	DM DISPOSAL CO INC	47.41	GARBAGE
103122	EES CONSULTING	2,291.25	CONSULTING
103123	ESCI	1,525.00	SAFETY
103124	FASTENAL	26.90	MATERIALS
103125	FREDERICKSON ELECTRIC, INC	91.56	REPAIR
103126	GE CAPITAL	393.49	RICOH COPIER
103127	GEMPLER'S	383.50	CLOTHING
103128	GENERAL PACIFIC INC	5,521.99	METERS
103129	H.D. FOWLER	969.44	WATER MATERIALS
103130	H2O SOLUTIONS LLC	9,172.35	TANK CLEANING
103131	HADLOCK BUILDING SUPPLY, INC.	196.02	MATERIALS
103132	HARRIS, MERICLE, & WAKAYAMA	1,048.00	LEGAL
103133	HENERY HARDWARE	148.90	MATERIALS
103134	HIGHWAY SPECIALTIES LLC	56.68	MATERIALS
103135	IBEW LOCALUNION NO 77	1,149.98	IBEW DUES
103136	PAUL ITTI	1,347.06	CUSTOMER REFUND
103137	JEFFERSON COUNTY INFORMATION SERVICES	3,333.33	COMPUTER SERVICES
103138	JIFFY LUBE	184.36	AUTO MAINTENANCE
103139	ANNETTE JOHNSON	124.10	TRAVEL
103140	MICHAEL MEEGAN	153.92	CUSTOMER REFUND
103141	MURREY'S DISPOSAL CO., INC.	259.43	GARBAGE
103142	NOR'WEST CUSTODIAL SERVICES, INC.	415.00	CLEANING
103143	NW LABORERS 252 (DUES)	504.00	LABORERS DUES
103144	NW LABORERS-EMPLOYERS TRUST FUNDS	15,438.00	MEDICAL

103189	ROHLINGER ENTERPRISES INC	2,848.78	TOOLS/MAINTENANCE
103190	SHOLD EXCAVATING INC	901.98	SEVEN SISTERS ROAD
103191	COLTON WORLEY	509.00	CDL REIMBURSEMENT

\$ 217,578.19

PAYROLL APPROVAL
PUBLIC UTILITY DISTRICT NO 1 OF JEFFERSON COUNTY
6/6/2014

NUMBER	VENDOR NAME	AMOUNT
501315	KIMBERLY COTTIER-HOLT	\$ 1,738.36
501316	WILLIAM GRAHAM	\$ 1,944.63
501317	ANNETTE JOHNSON	\$ 1,513.52
501318	MARIANNE KLINE	\$ 862.47
501319	MICHAEL LEGARSKY	\$ 2,473.39
501320	KRISTOFFER LOTT	\$ 2,508.69
501321	RONAJEAN MCCONNELL	\$ 1,038.58
501322	JAMES PARKER	\$ 2,796.14
501323	TAMARA RUMPEL	\$ 1,222.36
501324	NATHALIA TANTUM	\$ 1,696.87
501325	MARYLOU TATUM	\$ 1,343.89
501326	MAUREEN WHIPPY	\$ 1,122.09
501327	LISA YOBBAGY-KELLER	\$ 1,176.04
501328	ADAM YORK	\$ 996.14
501329	DYLAN BRACKNEY	\$ 1,704.37
501330	CALEB CHAKOS	\$ 2,691.67
501331	JOSHUA DARLING	\$ 2,709.32
501332	CASEY FINEDELL	\$ 1,380.73
501333	DAVID ELIAS	\$ 2,734.01
501334	BRADLEY FLUX	\$ 2,656.96
501335	TOBY HOWARD	\$ 1,084.97
501336	JORDAN LEAVITT	\$ 2,979.62
501337	BO LEE	\$ 2,734.95
501338	ROBERT PHILLIPS	\$ 2,027.26
501339	ERIK PRYOR	\$ 1,682.95
501340	DONALD STREETT	\$ 3,038.16
501341	ERIC THARALDSEN	\$ 3,080.98
501342	BRIAN VAN NESS	\$ 1,780.33
501343	COLTON WORLEY	\$ 1,841.78
501344	RANDALL CALKINS	\$ 1,884.45
501345	JOSE ESCALERA-ESTRADA	\$ 1,634.42
501346	DOUGLAS REEDER	\$ 1,523.17
501347	JERRY RUBERT	\$ 2,212.10
501348	ERIC STOREY	\$ 2,643.36
501349	BERNARD BURKE	\$ 1,072.20
501350	WAYNE KING	\$ 807.47
501351	KENNEH MCMILLEN	\$ 753.28
		\$ 69,091.68

Jefferson County PUD Company Policy



Policy No. _____

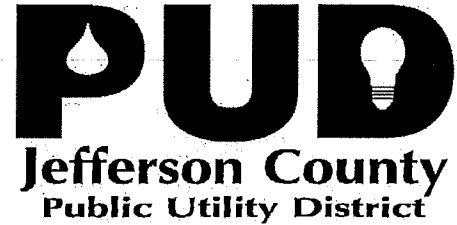
Date: Regular Board meeting of 17 June 2014

Subject: PUD medical emergency shut off procedures

1. Purpose is to provide JPUD policy and procedure for deferment of shut off of power for customers experiencing a medical emergency pursuant to State WAC 480-100-128, Disconnection of Service.
2. Any customer claiming to have a medical emergency can request either to have their service not shut-off, or if already off, to have it restored.
3. Once the customer has been notified and has acknowledged a planned shut off (either by phone, door hanger, actual shutoff, or by PUD employee dispatched to turn the power) they will have 7 calendar days to:
 - a. Pay 10% of the outstanding balance, including any disconnect or reconnect charges
 - b. Provide a medical certificate that includes:
 - i. Residence location
 - ii. Explanation of how the current medical condition will be aggravated by disconnection of service
 - iii. Estimate of how long the condition is expected to last
 - iv. Title, signature, and phone number of person certifying condition
 - c. Sign an agreement to (1) pay the balance owed within 120 days and (2) pay all new charges on time.
4. If the power is shut off before someone claims a medical emergency, their power will be restored that day for a \$60 reconnect charge, unless the call to reconnect is after normal PUD work hours, in which case power will be restored the next day prior to noon for a \$60 reconnect charge. The customer can also choose to have the power reconnected after hours that day for a charge of \$250 (anyone requesting a reconnection prior to 1:00 on a normal PUD workday can have their power restored by close of business that day for a fee of \$60).

Jefferson County PUD Company Policy

Policy No. _____
Date: _____



PUD-owned Technology Resource Acceptable Use Policy

1.0 PURPOSE:

This policy defines the appropriate use of technology resources that are owned by Jefferson County PUD #1 and provided for employee use. Departments are permitted to issue their own policies that augment or adopt this policy through reference, but not to supersede or contradict it.

2.0 APPLICABILITY:

This policy applies to anyone who uses PUD Technology Resources, including employees, temporary employees, contractors, vendors and all others.

3.0 DEFINITIONS:

3.01 Internet: the Internet is a worldwide "network of networks," including bulletin boards, World Wide Web (WWW), data servers, applications, messaging services, and other functions and features, which accessed via a computer, a mobile phone, or other client devices.

3.02 Digital Equipment: Includes but is not limited to computers, laptops, telephones, cellular telephones, Personal Digital Assistants (PDAs), and combination devices such as smart phones. Any technology provided by the PUD for communications, computing, printing, etc. is covered by this definition.

3.03 Data Files: Information contained in files such as e-mail messages, database tables, telephone records, extracts from databases or output from applications.

4.04 Limited Personal Use: PUD-owned technology resources may be used for personal purposes on a limited basis, providing the following requirements are met:

- No marginal cost to the PUD
- No interference with work responsibilities
- No disruption to the workplace.

4.05 Limited use of external e-mail services: The limited use of an external e-mail service is allowed, providing that the service applies anti-malware controls in a manner equivalent to that provided by the PUD.

4.06 Specific Prohibitions and Limitations: PUD policies regarding acceptable behavior and communication will apply to use of the Internet and messaging. Specifically prohibited use includes but is not limited to:

- Conducting a private business;
- Political campaigning;
- Accessing sites which promote exclusivity, hatred, or positions which are contrary to the PUD's policy of embracing cultural diversity;
- E-mails shall not be used to reprimand employees or to identify individuals errors, this should be done through proper management channels.
- E-mails meant to harass sexually or otherwise are prohibit
- Accessing inappropriate sites including adult content, online gambling, and dating services;
- Accessing sites that promote illegal activity, copyright violation, or activity that violates the PUD's ethical standards.
- Using the internet to obtain or disseminate language or material which would normally be prohibited in the workplace;
- Using encryption technology that has not been approved for use by the PUD;
- The use of personally owned technology for conducting PUD business, where official PUD records are created but not maintained by the PUD;
- Making unauthorized general message distributions to all users (everyone);
- Installing any software that has not been approved by the PUD;
- Sharing or storing unlicensed software or audio/video files;
- Using security exploit tools (hacking tools) to attempt to elevate user privileges or obtain unauthorized resources;
- Broadcasting e-mail to large numbers of constituents unless the list members are hidden through the use of the BCC field.
- Using a PUD e-mail address when posting to public forums e.g. blogs, social media sites, wikis and discussion lists for personal use;
- Accessing sites that distribute computer security exploits ("hacking" sites);
- Excessive use of online shopping,
- Excessive use of social networking sites for personal use;
- Excessive use of streaming media for entertainment during work hours;
- The use or installation of unauthorized Instant Messaging, e.g. AIM, Yahoo Instant

6.0 POLICY ENFORCEMENT:

In order to safeguard PUD resources, violators of this policy may be denied access to PUD computing and network resources and may be subject to other disciplinary action within and outside the PUD. Violations of this policy will be handled in accordance with the PUD's established disciplinary procedures. The PUD may temporarily suspend, block or restrict access to computing resources and accounts, independent of such procedures, when it reasonably appears necessary to do so in order to protect the integrity, confidentiality, or availability of PUD computing and network resources, or to protect the PUD from liability.

6.01 If violations of this policy are discovered, the PUD will take appropriate actions to resolve the issue and violators may be subject to disciplinary measures.

6.02 If violations of this policy are discovered that are illegal activities, the PUD may notify appropriate authorities.

6.03 The PUD reserves the right to pursue appropriate legal actions to recover any financial losses suffered as a result of violations of this policy.

7.0 EXCEPTION PROCESS

Exceptions to this policy will be requested in writing to management, and the request will be escalated to Human Resources or the appropriate information security personnel. Exceptions will be documented in writing and retained according to existing retention schedules. Exceptions may be granted on a limited-time basis.

Revision History

PUD#1 of Jefferson County Deposit Policy

PUD#1 of Jefferson County deposit policy is designed to assess the credit risk associated with all applications for new or continued service, while protecting the assets of our utility.

It is important that every employee of PUD#1 of Jefferson County understands and supports our policy of treating those customers who act responsibly and pay their bills on time with the respect their actions deserve. Likewise, we must also appreciate that it is not fair that those good-paying customers pay the financial burden of those who act irresponsibly and do not pay for their service as agreed. Thus, it is vital to our success that we adopt and strictly adhere to the policy of shifting the financial burden of potential bad debt away from our best customer to those who pose credit risk. This policy is aimed at accomplishing that task.

It is also important to note that most of our customers will be charged no deposit, because they pose little credit risk. Likewise, those customers who have not established credit or pose substantial credit risk deserve to bear the financial risk of providing service to them mitigated through a credit-based deposit policy that shifts the financial burden they may pose off of our best-paying customers onto those who do, in fact, pose a risk.

This policy is based upon the use of a new, technology-based screening tool called the ONLINE Utility Exchange to assess credit risk at the point of application and charge deposits only to those potential customers and existing customers who pose credit risk.

Deposit Criteria

PUD#1 of Jefferson County shall consider the status of the applicant and act according to the following criteria:

Residential Service Applicants

- 1. New-service applicants who pose no credit risk (Green Light returned on the ONLINE Utility Exchange) will be charged no deposit.**
- 2. New-service applicants who pose minimal risk (Yellow Light returned on the ONLINE Utility Exchange) will be charged a deposit of \$100.**
- 3. New-service applicants who pose substantial credit risk (Red Light returned on the ONLINE Utility Exchange) will be charged a deposit equal to \$200.**
- 4. If the service address is new and has not had service before, an ONLINE Utility Exchange Report will be run as normally required. A Green Light shall require no deposit. A Yellow Light shall require a deposit of \$100 dollars. A Red Light shall require a deposit of \$200.**
- 5. Any existing customer who has no deposit and has their water shut off due to non-pay shall be deemed to have an unsatisfactory payment record and must pay a maximum deposit of \$200 plus all outstanding balances prior to continuing service.**

- B. Commercial applicants who pose a medium credit risk and display an IntelliScore score of 70 to 79 shall pay a deposit of two times the highest monthly usage of the service address during the prior 12 months (or \$200 if the prior 12 months of usage is not available).
- C. Commercial applicants who pose a moderate credit risk and display an IntelliScore score of 69 or lower shall pay a deposit of three times the highest monthly usage of the service address during the prior 12 months (or \$300 if the prior 12 months of usage are not available).

Deposit Duration

PUD#1 of Jefferson County normally returns deposits to our customers after one years of service and a payment history of no delinquent payments. However, any customer who either:

- 1. makes any delinquent payment during the initial 12-months of service, or
- 2. returns an the ONLINE Utility Exchange at the 24-month anniversary of service that indicated substantial credit risk is posed by that customer, shall not have their deposit returned until their service is terminated or, they no longer pose a substantial credit risk during any 12-month period.

General

- 1. Deposits are required to be paid prior to the time a connect order is issued.
- 2. Deposits are not transferable from one service address to another.
- 3. Upon termination of service, the deposit will be applied against any unpaid balance.
- 4. Any remaining balance will be returned to the consumer.
- 5. Customers who terminate service and have an unpaid balance that is delinquent by more than 30 days from their final bill date shall not be entitled to interest or any other privileges.

Using the ONLINE Utility Exchange to Screen Service Applicants

The ONLINE Utility Exchange is designed to screen service applicants to determine their credit risk based upon three criteria: 1) Social Security Number (SSN) verification; 2) Deposit decisions based upon credit risk; and 3) Payment experience with other utility providers. Each of these criteria reflects upon the credit risk associated with PUD#1 of Jefferson County providing service to the applicant. Remember that we provide service and then bill for the service. Your understanding that each customer is, in fact, applying for us to sell them services on credit is important to protecting our utility.

It cannot be stressed enough that proper identification begins with the person taking the application. The more demographic information you enter into the CIS screen, such as home telephone number, place of employment, work telephone number, cell numbers, spouses employer and their work number, and a nearby relative not living with them and their phone number, the less we will charge off. Good demographic information leads not only to assuring that we identify fraudulent applicants, but also are able to pursue individuals who do not pay their bill and become bad debt. The elimination of bad debt begins with the detail you provide during application screening.

Who Will Be Screened Using the ONLINE Utility Exchange

Homeowners

If the applicant indicates that they own their home, or are in the process of purchasing their home, the homeowner and their spouse, if applicable, must be screened to determine their identity and credit risk. Our deposit decision shall reflect the decision on the applicant who poses the greater credit risk in the case of husband and wife.

Renters

If the applicant indicates that they rent their home, each person responsible for the lease of the rental unit shall be screened and the deposit decision shall reflect the decision on the applicant who poses the greater credit risk among those responsible for the lease. As an example, four persons are renting an apartment: three pose no risk, but one scores a maximum deposit. The deposit shall be the maximum deposit.

This same policy shall also apply to student housing, except that any person under the age of 18 years of age shall obtain the guarantee of their parent or another adult as a co-signor. The parent or co-signor shall also be screened.

Active Duty Military

Any active-duty customer of the United States military, who owes a deposit, shall have that deposit reduced by an amount of \$100, in tribute to their service to our country.

Letters of Credit

PUD#1 of Jefferson County will not accept a letter of credit in lieu of screening an applicant through the ONLINE Utility Exchange. If a new-service applicant produces a letter-of-credit, you may place that letter in their file; but you should explain that it is our policy to base our deposit decisions on the ONLINE Utility Exchange reports and not their past history with another utility.

Opting for Maximum Deposit

PUD#1 of Jefferson County will allow a new-service applicant to opt to pay a maximum deposit of \$200 in lieu of having an ONLINE Utility Exchange report pulled.

Application Fee

The fee for applying for service shall be ~~\$20.00~~ **\$30.00** for a single utility or ~~\$45.00~~ for multiple utilities in order to cover the investigation of the Applicant.

Commercial customers, i.e. sole-proprietorships, partnerships, LLC and LLP, and corporations shall pay an application fee of (CURRENT APPLICATION FEE PLUS) \$10.00. (To cover multiple partners or the cost of the IntelliScore Report).

The application fee shall apply to all new service orders as well as all service reconnects.

Part 1 Social Security Number Verification


The ONLINE Utility Exchange screens each applicant to determine if the person is who he or she says they are. This is the first step in preventing write offs. Anybody who has worked with

Residential Customer Deposit Policy Using the ONLINE Utility Exchange

 <p>Deposit Decision</p> <p>1.5% Potential Delinquency Risk</p> <p>Waive Deposit</p>	<p>Green Light Minimum Credit Risk</p> <p>Charge No Deposit These are our best customers</p>
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Green Light


Waive the customer's deposit. Charge only the application fee and any connection fees and explain that these charges can be billed to the customer's first bill. If the applicant is married, both the applicant and spouse must return a Green Light to have their deposit waived. If multiple, unrelated parties rent a service address; all must return a Green Light to have their deposit waived. Otherwise, charge the deposit associated with the highest credit risk.

 <p>Deposit Decision</p> <p>17.8% Potential Delinquency Risk</p> <p>Charge 1x Highest Monthly Usage</p>	<p>Yellow Light Medium Credit Risk</p> <p>Charge Medium Deposit 1 times highest monthly usage</p>
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Yellow Light

Charge a deposit of \$100. The application fee, connect fee and deposit must be paid prior to the connect order being issued. If the applicant is married, or there are multiple applicants at the same service address, charge the deposit associated with the highest credit risk.

Red Light

 <p>Deposit Decision</p> <p>64.3% Potential Delinquency Risk</p> <p>Charge 2x Highest Monthly Usage</p>	<p>RED Light High Credit Risk</p> <p>Charge Maximum Deposit 2 times highest monthly usage</p>
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Charge a deposit of \$200. The application fee, connect fee and deposit must be paid prior to the connect order being issued. If the applicant is married, or there are multiple applicants at the same service address, charge the deposit associated with the highest credit risk.

billing experience and the payment habits of the customer.

3. Where a customer has been required to make a guaranteed deposit, that deposit shall not relieve the customer of the obligation to pay the service bill when due, but where such deposit has been made and service has been disconnected because of nonpayment of account, then unless the customer shall, within 30 days after service has been disconnected, apply for reconnection of service and pay the account, the account may be discontinued. If the utility discontinues the account, the utility shall apply the deposit of such customer toward the discharge of such account and shall refund to the customer any excess. In the event that a Balance remains on the account, PUD#1 of Jefferson County will begin Collection Activities (see Delinquent Accounts/ Collection Activities).

Interest on Deposits

1. Simple interest is paid on customer deposits at a current rate of **as required by state law 4.5%** per annum.
2. Interest is paid from the date the deposit is received to the date service is disconnected; or, if service remains connected, to the date of refund, provided the deposit was held for at least one year.
3. No interest is paid on deposits held for less than 1 year sent more than one late payment notices in the past 12, or has a returned check in the past 12 months.

Unclaimed Deposits

A record of each unclaimed deposit must be maintained for at least 2 years, during which PUD#1 of Jefferson County shall make a reasonable effort to return the deposit. Any unclaimed deposits, together with accrued interest, shall be turned over to Washington State Department of Revenue Unclaimed Property.

3. Where a customer has been required to make a guaranteed deposit, that deposit shall not relieve the customer of the obligation to pay the service bill when due, but where such deposit has been made and service has been disconnected because of nonpayment of account, then unless the customer shall, within 30 days after service has been disconnected, apply for reconnection of service and pay the account, the account may be discontinued. If the utility discontinues the account, the utility shall apply the deposit of such customer toward the discharge of such account and shall refund to the customer any excess. In the event that a Balance remains on the account, PUD #1 of Jefferson County will begin Collection Activities (see Delinquent Accounts/ Collection Activities).

Interest on Deposits

1. Simple interest is paid on customer deposits at a current rate of 1.5% per annum.
2. Interest is paid from the date the deposit is received to the date service is disconnected; or, if service remains connected, to the date of refund, provided the deposit was held for at least 1 year.
3. No interest is paid on deposits held for less than 1 year, or if customers have been sent a late notice in the past 12 months, had services disconnected due to non-pay, or had a returned check in the past 12 months.

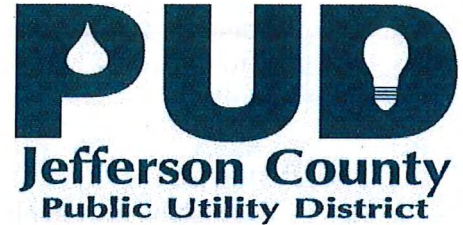
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Jefferson County PUD Company Policy

Policy No. _____

Date: _____



Public Utility District #1 of Jefferson County Vegetation Clearance Policy And Specifications

Purpose

The purpose of this policy statement and these specifications is to set forth in clear terms the method, procedures, and other information necessary to guide those engaged in line clearance work on our overhead system.

Tree pruning and tree removal is a necessary part of overhead line construction and subsequent maintenance programs. It allows Public Utility District No.1 of Jefferson County (JPUD) to provide as much as possible, a safe and continual supply of electricity to our customers. The relatively large number of trees prevailing in the JPUD service area has a direct bearing upon the design, construction, maintenance, safety, and economic operation of our overhead and underground electrical system. The public interests in trees and overall tree welfare are also important factors. Because of these conditions, a standard guide for performing tree work is essential. In the application of these specifications, reasonable latitude will be found to adequately meet a wide range of conditions. Even though the solution varies for many types of tree clearance field problems, certain fundamental principles remain the same.

These tree specifications will be considered the standard for all tree work on the JPUD system.

Policy - Jefferson County (JPUD) will prune or remove trees under the following conditions:

Tree Pruning:

1. Prune tree growth interfering with high-voltage circuits ranging from 15 Kv to 115 Kv and JPUD communication lines.
2. Prune tree growth off secondary conductors and service drops is the responsibility of the property owner
3. Prune tree growth off secondary conductors and service drops when there is an immediate risk to safety or continuity of service JPUD will charge for this service.
4. All branches that are over the top of energized conductors will be removed. We do this in order to prevent storm damaged branches from falling down onto the power line.
5. Branches that are within 8 feet of each side of an energized conductor will be removed. We do this in order to account for the movement of trees and conductors during high wind conditions and the required electrical phase to ground clearance that is required.

Side-clearance - Any tree growing beside primary conductors shall be pruned to prevent any intrusion within **SIX FEET of the primary line for the duration of the tree maintenance cycle**. This clearance at the time of pruning **SHALL be a minimum of TEN FEET plus an additional three feet when a high neutral is present**.

In areas with adverse weather conditions (wind, snow, or ice), it is necessary to prune trees so they will not bend or blow over into primary conductors for the duration of the tree maintenance cycle.

Danger trees - Danger trees are trees that are located within falling distance to our power lines and pose imminent danger to the electrical facilities due to tree health, ground conditions, or any other condition that leaves the tree unstable. This tree will be removed as soon as the tree is found and the landowner is contacted. If contact cannot be made in a timely manner the tree will be removed.

Important Note on Climbable Trees - Special attention will be given to climbable trees. Climbable trees are defined as trees having sufficient handholds and footholds to permit an average person to climb easily without the use of a ladder or other special equipment. Side clearance of a climbable tree must be **EIGHT feet at all times**. This clearance may be reduced to **FIVE feet if all of the lower limbs below eight feet have been removed**.

Secondary Conductors - Secondary conductors shall be pruned so they remain free from weight, strain, or displacement caused by contact with trees. When pruning is necessary, there should be a minimum of Three feet of clearance.

Guy wires shall be pruned to free them of weight, strain, or displacement caused by contact with trees.

Dead wood - all dead wood shall be removed when it is a danger to transmission or distribution conductors.

Vines shall be removed from guys and poles before such growth reaches conductors.

Tree Removal - Trees should be removed under the following conditions:

Trees that have been repeatedly topped under primary and transmission
Trees with no chance for reasonable, natural development shall be removed.

Trees that are in schoolyards, playgrounds, parks, backyard areas, or other areas that children play and might climb the trees easily to contact overhead conductors.

Note: JPUD may elect to assist a customer in the removal of dangerous trees.

Tree species that are greater than 3 feet tall, and generally less than eight inches in diameter, that will grow taller than 15 feet at maturity should be removed at ground level. Brush species (vine maple, hazel brush, etc.) that will not reach a primary or transmission line will be left. The brush competition should keep new trees from getting started. The brush also provides a desired roadside vegetation cover.

Underground Equipment - All PUD underground facilities must have a clear buffer from all vegetation. JPUD crews must be able to visibly locate the equipment and then perform maintenance and replacement of all equipment.

The following list of trees should never be directional pruned: Conifers, poplars, birch, silver maples, Siberian elms Shaping Trees. The general principle is to prune in such a manner that the trees will remain in as natural and symmetrical a shape as possible. This principle shall be regularly applied to all tree work. With directional pruning and through pruning, this principle may be altered to a reasonable degree to direct future tree growth away from the conductors and increase the length of the tree maintenance cycle. All cuts shall be made to encourage future growth away from the conductors. This principle, termed "growth-training," shall be applied in all tree maintenance work. All pruning shall conform to the "natural pruning method" or "drop-crouching method," with all cuts made to provide for the development of side branches. A tree is best pruned when it least shows the effects of such work.

Reduced trimmed appearance - In most types of line clearance tree work, some additional pruning may be done to restore tree balance and soften the effects. Overhang-clearance pruning may require the removal of branches from the balance of the lower crown. Side-clearance pruned trees with deep notches may require shortening back of branches both above and below conductors to reduce the apparent size of the crown opening. This practice also improves line protection from overhanging limbs

Shearing or Heading - Shearing treetops to a uniform conical or rounded shape through many small cuts or stubbing off major limbs will not be tolerated. Such practices invite an unhealthy tree condition and cause rampant regrowth. Trees maintained in this manner are more difficult to work on in future years.

Customer Relations and Responsibilities

When a customer's tree causes an outage the PUD will clear the tree and repair the power line. The customer is responsible to remove all tree debris at their expense.

Customers are responsible to trim the secondary wire from the PUD's line into the house.

Customers are responsible to keep all PUD underground equipment clear of all vegetation. It should be visible with a Three foot buffer zone.

Public Interest Relating to Tree Maintenance Work

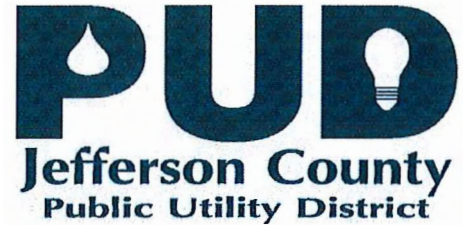
To prevent future outages and to help reduce the cost of trimming trees, JPUD encourages that before buying and planting a tree you consider how big your tree will be in 20 to 40 years. Will it come in contact with power lines? Will it shade your home? Is it too close to your foundation or septic system? By planning ahead you can pick the right tree for the right spot and avoid future problems for you and your new tree. Never plant trees with a mature growth height of greater than 20 feet directly below overhead power lines. Trees reaching 20 to 40 feet in mature height should be planted at least 30 feet from power lines. Trees growing to over 40 feet tall should be located at a minimum of 50 feet from power lines.

The general public has more than a casual interest in the appearance of trees located upon the rights-of-way. Where local regulations and ordinances for cities and towns are in effect, they should be followed when public and utility safety can be maintained. On rural and state road rights-of-way, uniform tree maintenance standards should be maintained at all time.

Jefferson County PUD Company Policy

Policy No. _____

Date: _____



UNPAID HOLIDAYS FOR REASONS OF FAITH OR CONSCIENCE

Employees are entitled to two unpaid holidays per calendar year for a reason of faith or conscience or an organized activity conducted under the auspices of a religious denomination, church or religious organization

The employee may select the days on which he or she desires to take the two unpaid holidays after consultation with his or her supervisor. If an employee prefers to take the two unpaid holidays on specific days, then the employee will be allowed to take the unpaid holidays on the days he or she has selected unless the absence would unduly disrupt operations, impose an undue hardship, or the employee is necessary to maintain public safety. The term “undue hardship” has the meaning contained in the rule established by the Office of Financial Management.

If possible, an employee should submit a written request for an unpaid holiday provided for by this section to the employee’s supervisor a minimum of 20 days prior to the requested day. Approval of the unpaid holiday shall not be deemed approved unless it has been authorized in the desires of the employee, scheduled work, anticipated peak workloads, response to unexpected emergencies, the availability, if any of a qualified substitute, and consideration of the meaning of “undue hardship” developed by rule of the Office of financial Management.

The two unpaid holidays allowed by this policy must be taken during the calendar year if at all; they do not carry over from one year to the next.

Adopted 17 June at Regular PUD BOC meeting

17 June 2014

MEMO FOR RECORD

SUBJECT: CPUD Net Metering

1. The purpose of this memo is to provide information for the Board based upon a request from PUD customer in reference to CPUD Net Metering Policy.
2. From the 6 May 2014 PUD BOC Meeting Minutes:

e) Net Metering

.....Citizen Roger Risely presented the Board with the following Clallam County policy regarding net generator credit balance refund:

"a) Net metering customers who produce more electricity than they consume shall be designated as net generators.

"b) Net generators may present an annual request no later than April 15 of each year for payment on their credit balance. Net generators will self report the credit balance by e-mail no later than April 30th of same year. The e-mail will include a photo of all three meter readings and the meter ID number. The PUD will refund at two-thirds of the applicable rate the credit balance.

"c) The PUD shall zero out any remaining credit balance without further compensation to the net generator consistent with RCW 80.60.030."

3. Washington State Law RCW 80.60 (see enclosure 1)
4. CPUD. Matias is the manager of the CPUD Net Metering Program. He told me not to go by their current Net Metering pay back program as it is under legal review at their utility.
5. Also upon investigation Net Metering in more detail I that it is on a first come first-served basis until the cumulative generating capacity of net-metered systems equals 0.25% of a utility's peak demand during 1996 (upped in 2014 to .5%). If you use our current peak demand of 90,000 KW as a max and take .005 of that you end up with around 450 KW of demand cap. Then if you estimate low on our net metering as $174 * 3 \text{ KW} = 514 \text{ KW}$. According to this we are over. I would recommend that we continue to encourage net metering as a positive value to the PUD and citizens of Jefferson County and do not stop any further net metering.
6. Another Point is that we are close to the other renewable energy program read date. According the state law we are to provide either 100,000 dollars or .5 percent of our gross electrical sales. Which I am assuming is from 1 July through 30 June, for generation program. Based on $26,000,000 \text{ dollars} * .005 = 130,000 \text{ dollars}$. But given we have $174 \text{ units} * 3 \text{ KW} * 8 * 365 * \$.15 = 228,636$. Unfortunately, we may have to uniformly lower the actual payments proportionally to the amount produced.
7. POC this memo is Jim Parker

James G. Parker
Manager
Encl. as

DSIRE™

Database of State Incentives for Renewables & Efficiency

01/28/2013



U.S. DEPARTMENT OF
ENERGY | Energy Efficiency &
Renewable Energy

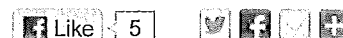
IREC
INTERNATIONAL RENEWABLE ENERGY CONFERENCE

NORTH CAROLINA
Solar Center

Washington

Incentives/Policies for Renewables & Efficiency

Renewable Energy Cost Recovery Incentive Payment Program



Last DSIRE Review: 07/31/2012

Program Overview:

State:	Washington
Incentive Type:	Performance-Based Incentive
Eligible Renewable/Other Technologies:	Solar Thermal Electric, Photovoltaics, Wind, Anaerobic Digestion
Applicable Sectors:	Commercial, Residential, Nonprofit, Local Government, Utility
Amount:	\$0.12/kWh - \$1.08/kWh through 6/30/2020, depending on project type, technology type and where equipment was manufactured
Maximum Incentive:	\$5,000/year
Terms:	Off-grid properties are not eligible
Eligible System Size:	Community solar projects: up to 75 kW
Ownership of Renewable Energy Credits:	Customer-generator
Funding Source:	Utilities pay incentives and earn a tax credit equal to the cost of those payments
Start Date:	8/31/2006
Expiration Date:	6/30/2020
Web Site:	http://www.energy.wsu.edu/
Authority 1:	<u>RCW 82.16.110 et seq.</u>
Date Enacted:	5/6/2005 (subsequently amended)
Date Effective:	7/1/2005
Expiration Date:	6/30/2020
Authority 2:	<u>WAC 458-20-273</u>
Date Effective:	8/31/2006

Click [here](#) for the DOR renewable energy system certification form and [here](#) for the community solar project certification form. Click [here](#) for the DOR annual incentive payment application and [here](#) for the DOR annual incentive payment application for community solar projects.

Contact:

Phil Lou
Washington State University
Extension Energy Program
PO Box 43165
905 Plum St SE Bldg #4
Olympia, WA 98504-3165
Phone: (360) 956-2132
E-Mail: loup@energy.wsu.edu

Beth Mills
Washington State Department of Revenue
6500 Linderson Way SW
Suite 102
Tumwater, WA 98501
Phone: (360) 705-6642
E-Mail: bethm@dor.wa.gov
Web Site: <http://dor.wa.gov>

DSIRE™

Database of State Incentives for Renewables & Efficiency

01/28/2013

U.S. DEPARTMENT OF
ENERGY | Energy Efficiency &
Renewable Energy**IREC**
INTEGRATED RENEWABLE ENERGY COUNCIL
NORTH CAROLINA
Solar Center

Washington

Incentives/Policies for Renewables & Efficiency

Net Metering



Last DSIRE Review: 05/05/2012

Program Overview:

State:	Washington
Incentive Type:	Net Metering
Eligible Renewable/Other Technologies:	Solar Thermal Electric, Photovoltaics, Wind, Hydroelectric, Fuel Cells, CHP/Cogeneration, Small Hydroelectric, Fuel Cells using Renewable Fuels
Applicable Sectors:	Commercial, Industrial, Residential
Applicable Utilities:	All utilities
System Capacity Limit:	100 kW
Aggregate Capacity Limit:	0.25% of utility's 1996 peak demand (increases to 0.5% on 1/1/2014)
Net Excess Generation:	Credited to customer's next bill at retail rate; granted to utility at end of 12-month billing period
REC Ownership:	Customer owns RECs
Meter Aggregation:	Allowed
Authority 1:	<u>Rev. Code Wash. § 80.60</u>
Date Enacted:	1998

Summary:

Washington's net-metering law applies to systems up to 100 kilowatts (kW) in capacity that generate electricity using solar, wind, hydro, biogas from animal waste, or combined heat and power technologies (including fuel cells). All customer classes are eligible, and all utilities -- including municipal utilities and electric cooperatives -- must offer net metering.

Net metering is available on a first-come, first-served basis until the cumulative generating capacity of net-metered systems equals 0.25% of a utility's peak demand during 1996. This limit will increase

RSS

From Wikipedia, the free encyclopedia

RSS (Rich Site Summary); originally **RDF Site Summary**; often dubbed *Really Simple Syndication*, uses a family of standard web feed formats^[2] to publish frequently updated information: blog entries, news headlines, audio, video. An RSS document (called "feed", "web feed",^[3] or "channel") includes full or summarized text, and metadata, like publishing date and author's name.

RSS feeds enable publishers to syndicate data automatically. A standard XML file format ensures compatibility with many different machines/programs. RSS feeds also benefit users who want to receive timely updates from favourite websites or to aggregate data from many sites.

Subscribing to a website RSS removes the need for the user to manually check the web site for new content. Instead, their browser constantly monitors the site and informs the user of any updates. The browser can also be commanded to automatically download the new data for the user.

Software termed "RSS reader", "aggregator", or "feed reader", which can be web-based, desktop-based, or mobile-device-based, present RSS feed data to users. Users subscribe to feeds either by entering a feed's URI into the reader or by clicking on the browser's feed icon. The RSS reader checks the user's feeds regularly for new information and can automatically download it, if that function is enabled. The reader also provides a user interface.

RSS - Rich Site Summary



Filename extension	.rss, .xml
Internet media type	application/rss+xml (registration not finished) ^[1]
Type of format	Web syndication
Extended from	XML

Contents

- 1 History
- 2 Example
- 3 Variants
- 4 Modules
- 5 Interoperability
- 6 BitTorrent and RSS
- 7 RSS Compared to Atom
- 8 See also
- 9 References
- 10 External links

History

The RSS formats were preceded by several attempts at web syndication that did not achieve widespread popularity. The basic idea of restructuring information about websites goes back to as early as 1995, when Ramanathan V. Guha and others in Apple Computer's Advanced Technology Group developed the Meta Content Framework.^[4]

RDF Site Summary, the first version of RSS was created by Dan Libby and Ramanathan V. Guha at Netscape. It was released in March 1999 for use on the My.Netscape.Com portal. This version became known as RSS 0.9.^[5] In July 1999, Dan Libby of Netscape produced a new version, RSS 0.91,^[2] which simplified the format by removing RDF elements and incorporating elements from Dave Winer's news syndication format.^[6] Libby also renamed format from RDF to RSS **Rich Site Summary** and outlined further development of the format in a "futures document".^[7]

This would be Netscape's last participation in RSS development for eight years. As RSS was being embraced by web publishers who wanted their feeds to be used on My.Netscape.Com and other early RSS portals, Netscape dropped RSS support from My.Netscape.Com in April 2001 during new owner AOL's restructuring of the company, also removing documentation and tools that supported the format.^[8]

Two entities emerged to fill the void, with neither Netscape's help nor approval: The RSS-DEV Working Group and Dave Winer, whose UserLand Software had published some of the first publishing tools outside of Netscape that could read and write RSS.

RESOLUTION NO. 2014 - xxx

A RESOLUTION of the Commission of Public Utility District No. 1 of Jefferson County authorizing the execution and approval of a Seventh Repayment Agreement relating to a line of credit for Northwest Open Access Network.

WHEREAS, Public Utility District No. 1 of Jefferson County (the "District"), along with other Washington municipal corporations (collectively, the "Members"), is a member of Northwest Open Access Network, a Washington nonprofit mutual corporation ("NoaNet"); and

WHEREAS, NoaNet intends to establish a line of credit in the principal amount of not to exceed \$8,000,000 (the "Line of Credit") and to draw on such Line of Credit in order to finance improvements to and expansion of NoaNet facilities as authorized by resolution of the NoaNet Board; and

WHEREAS, as a condition to extending the Line of Credit to NoaNet, the lender has required that the Members of NoaNet be obligated for repayment of amounts due on the Line of Credit; and

WHEREAS, it is in the best interest of the District and its customer-owners for the District to enter into an agreement with NoaNet setting forth the terms under which, in the event NoaNet's revenue is insufficient to repay the Line of Credit, the District will repay NoaNet for draws on the Line of Credit based on the District's percentage interest; and

WHEREAS, such agreement with NoaNet shall not be effective, and the note evidencing the Line of Credit shall not be issued, unless all Members have adopted resolutions approving such agreement;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The [General] Manager of the District is hereby authorized to execute on behalf of the District the Seventh Repayment Agreement in substantially the form attached to this Resolution (the "Repayment Agreement") and such Repayment Agreement is hereby approved.
2. The [General] Manager of the District or his or her designee is hereby authorized to take any and all actions necessary or appropriate to assist NoaNet in obtaining the Line of Credit.

ADOPTED BY THE COMMISSION OF PUBLIC UTILITY DISTRICT NO. 1 OF JEFFERSON COUNTY, WASHINGTON, at an open public meeting this 1st day of July, 2014.

Wayne G. King
President

Kenneth McMillen
Vice President

Barney Burke
Secretary

CERTIFICATE OF THE SECRETARY OF
THE COMMISSION

I am the duly elected Secretary of the Commission of Public Utility District No. 1 of Jefferson County, Washington (the "District") and I hereby certify the following:

James G. Parker is the duly appointed and acting Manager of the District and has executed the Seventh Repayment Agreement among Northwest Open Access Network ("NoaNet"), the District and the other members of NoaNet (the "Repayment Agreement").

Attached to this certificate is a true copy of Resolution No. 2014- (the "Resolution") authorizing the Repayment Agreement. The Resolution is in full force and effect and has not been amended, revised or repealed.

The Resolution was adopted on 1 July, 2014, which is a regularly scheduled meeting of the Commission of the District that was open to the public and at which a quorum of the Commission was present throughout. A legally sufficient number of members of the Commission voted on the adoption of the Resolution. A copy of the minutes showing the adoption of the Resolution is attached to this certificate.

Dated this 1st day of July, 2014.

Barney Burke
Secretary of the Commission of
Public Utility District No. 1 of
Jefferson County, Washington

JPUD Conservation Funding Components	FY 2014	FY 2015	Total	COMMITTED	Demand Greater than Allocation	Notes
Program Management	\$70,000.00	\$50,000.00	\$120,000.00	Variable	NA	Full amount depends on spending full budget
Commerical-Non-Profit	\$70,000.00	\$110,000.00	\$180,000.00	100%	Yes, but in eligibility phase	Pending Commons Project pending
Commerical for Profit	\$20,000.00	\$30,000.00	\$50,000.00	100%	Yes, particularly lighting	Energy Smart Grocer - \$50 K
Residential - General	\$90,000.00	\$140,000.00	\$230,000.00	20%	Unknown, but possible.	Backlog plus burn rate looks good. Adding PTCS
Residential - OlyCAP	\$75,000.00	\$125,000.00	\$200,000.00	0%	No, potential source of funding for other sectors	OlyCAP/Cascadia just getting online, BPA has concerns about burn rate
Industrial	\$20,000.00	\$30,000.00	\$50,000.00	100%	Yes (at PT Paper)	Energy Smart Industrial (Turn-key, mill projects, up to \$200K)
Federal	\$20,000.00	\$30,000.00	\$50,000.00	100%	Yes, Navy lighting project	Lighting project with Navy (up to \$130 K)
TOTAL	\$365,000.00	\$515,000.00	\$880,000.00	approx 75%	Yes. Several large projects could exhaust budget. Residential low income demand unknown.	Low income weatherization and residential programs need more outreach/marketing. May need to reallocate money to other sectors or lose it.

Project Order-01

EXHIBIT A
TO MSA

Project Order Title <i>Retail Products Promotion</i>	Contractor's Authorized Representative Brian Simmons 503.688.1545 Brian.Simmons@clearResult.com
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This Project Order is entered into pursuant to the terms and conditions of the Master Services Agreement between Jefferson County PUD and CLEAResult Consulting, Inc. ("CLEAResult"), effective June 1, 2014.

CLEAResult's Objective

To increase adoption and achieve energy savings by tailoring retail promotions on efficient products sold at retail.

Scope of Services

The retail products promotion will increase sales of ENERGY STAR® CFLs, ENERGY STAR® LEDs, ENERGY STAR® indoor hard-wired CFL lighting fixtures and energy saving showerheads in the marketplace. This goal will be accomplished by providing an incentive of:

- \$0.50 per general purpose CFL (twist, A-lamp),
- Up to \$2.00 per specialty CFL product (Reflectors, Globes, Candelabras, Torpedoes, 3-way, outdoor lighting),
- \$3.00 per LED bulb (decorative, omnidirectional, directional)
- \$8.00 per LED downlight retrofit fixture
- \$8.00 per indoor hard-wired lighting fixture, and
- \$7.00 on showerheads (2.0 GPM or less).

An administrative fee of \$0.25 per unit will be charged on all promotional products.

Administrative Support

Services shall include development, delivery and facilitation of projected unit movement of identified SKUs at approved retail locations. CLEAResult staff will collect retail sales reports from partnering retailer locations and monitor sales reports into a proprietary tracking and reporting data system.

Marketing Services

CLEAResult will design and produce retail Point of Purchase (POP) materials for participating retail locations, including those in Jefferson County PUD territory. CLEAResult field representatives will deliver marketing materials directly to stores. Field representatives will support participating retail stores in Jefferson County PUD territory, provide on-site merchandising, sales associate training and event staffing.

Reporting

Minimum reporting requirements will include:

- CLEAResult will provide detailed electronic reports of promotional product sales once a month. Sales will be distinguished by retail location and individual product SKUs. This data can be provided in a hard copy along with the monthly invoice upon request. Payment on invoices is due 30 days from the date of the invoice. Additional reporting requirements will be communicated to CLEAResult as they are identified.
- CLEAResult will invoice for promotional product sales and administrative costs per unit sold within the prior month will be sent to Jefferson County PUD monthly. Invoicing is dependent upon CLEAResult receiving sales data reports from manufacturer/retailer partners in a timely manner. Sales data is due from manufacturer on the 15th of each month; however, CLEAResult will invoice Jefferson County PUD within 10 working days of receipt of sales data.

Store List & Allocations

See Attachment A

17 June 2014

OLD BUSINESS.

1. Electrical:

a. General. –

- i. Franchises: Contractor has finished the leg work for SR116, we have now submitted draft to WashDOT. Also we have submitted to Navy for right of way easement, similar to water. Also new bridge between M.I. and I.I.
- ii. Fairs/ Festivals: Signed up for the fair (Kevin will bring in Wi-Fi, big screen tv, Annette is lining up material, fair committee, lights, trees, etc)

iii. Power consumption:

Month	Energy MWh	Energy aMW	Peak MW	Actual KWHR	Difference PUD use less
April-13	26342.49	36.587	66.965	24,424,486	1,918,004
May-13	22129.25	29.744	47.554	20,021,691	2,107,560
June-13	20265.85	28.147	40.507	17,562,158	2,703,688
July-13	26423.64	35.516	45.604	23,864,968	2,558,667
August-13	26660.86	35.834	44.509	23,900,887	2,759,968
September-13	26103.39	36.255	50.487	23,850,329	2,253,060
October-13	29495.86	39.645	71.699	30,837,093	(1,341,232)
November-13	36653.84	50.838	84.06	37,798,681	(1,144,837)
December-13	43811.98	58.887	97.33	45,370,242	(1,558,262)
January-14	45145.20	60.679	94.229	40,683,452	4,461,751
February-14	38661.99	57.533	90.523	39,165,810	(503,818)
March-14	37256.15	50.143	84.284	34,823,864	2,432,284
April-14	32608.04	45.289	75.894	29,296,657	3,311,380
May-14	28750.87	38.644	56.386		
June-14	26674.68	37.048	49.304		
July-14	26654.97	35.827	45.805		
August-14	26892.46	36.146	44.705		
September-14	26333.27	36.574	50.713		
October-14	29396.81	39.512	72.031		
November-14	36580.50	50.736	84.453		
December-14	43762.94	58.821	97.79		

The purpose of this email is to notify **Public Utility District #1 of Jefferson County** that WECC has received the Registration Request form. WECC will conduct a full review and provide a response upon the completion of its review. Please save this confirmation email for your records. If you have any questions regarding this request, please contact WECC Program Administration via email at programadmin@wecc.biz.

<u>Reliability Functions</u>	<u>Action</u>
Balancing Authority (BA)	NoChange
Distribution Provider (DP)	Deactivate
Generator Owner (GO)	NoChange
Generator Operator (GOP)	NoChange
Interchange Authority (IA)	NoChange
Load-Serving Entity (LSE)	Deactivate
Planning Authority (PA)	NoChange
Purchase-Selling Entity (PSE)	NoChange
Reliability Coordinator (RC)	NoChange
Reserve Sharing Group (RSG)	NoChange
Resource Planner (RP)	NoChange
Transmission Owner (TO)	Add
Transmission Operator (TOP)	NoChange
Transmission Planner (TP)	NoChange
Transmission Service Provider (TSP)	NoChange

CPUD power line transfer – on hold till we get WECC figured out.

Metering: Recommend we start with the Citizen Advisory Board to come up with a plan. It is going to cost a lot of money but will save money and concerns in long run.

CONSERVATION: See Discussion.

2. Admin/ Financial:

- a. **State auditor:** Seems like I just left, but its already time to think about your next audit. My manager has asked me to be the AIC for your audit again this year. I'm currently auditing Peninsula College and expect to finish there about July 10. Then I should be ready to begin the audit of the PUD. This is of course tentative, but I wanted to give you a heads up. Do you anticipate any problem with this schedule
- b. **Workshop for the BOC to go over personnel policies, Drug programs, exempt and commissioner policies and procedures, need to set up follow up series of workshops, To be scheduled**
- c. **Scanning of old files, then archieve or destroy – see enclosure**
- d. **Workshop for Public Records Act: Hi Annette,**

WAPRO's fall conference will be sometime in October, and the content would cover the required Public Records Act requirements outlined in SB 5964. We have also discussed creating an online training option, and the only thing standing in our way is volunteer hours / capacity.

In the meantime, there are some other options out on the AG's Office page (<http://www.atg.wa.gov/OpenGovernmentTraining.aspx>)

- e. Low income customers – 265 currently on the program. Power Boost – 183 @ 1323 per month.
- f. Budget plan, recalculating – we have 521 on that program. We are trying to convert but the current billing system is very difficult to operate. Does not add prior balance to new values. Need recommendation
- g. Net metering. See discussion
- h. Billing. Trying to get data on cost to change. Can not wait for RUS. Total cost of the conversion will be about 350,000 dollars, about 15,000 a month recurring costs. Start with work orders in September, finished by end of the year.
- i. Red house –I talked to the Lock's and recommended that they pay for all the associated costs to do the boundary line adjustment, including legal, etc.
- j. Office collections. We are getting BofA to give us two safes one here and one at other site. Will use armor car once a week to move money.
- k. Signed up with KCDA. Another Governmental procurement service, more office oriented.
- l. OLYCap briefing: Meeting tomorrow with OlyCap low-income weatherization program. Also need to set up for Geoff to come meet the board on low income programs. I'd be happy to sit with you all and talk through our different opportunities to help folks. What are some proposed dates and times? Hope you are doing good. Thanks- Geoff

3. Personnel:

- a. Larry Chapman - Please reserve **Tuesday, August 26, 2014** for the hearing instead
- b. Allyson is back, Mary Lou will be leaving 1st of July, so we are hiring 2 more CSRs.
- c. Looks like TJ may be leaving soon also.

5. Water/ Sewer

- a. Kala Point/ Quimper consolidation – I signed off on the work last week, so it is now part of the Quimper Water system. It has three pressure zones (versus two); the lower being part of the Glen Cove South lower pressure zone. Will start work on replacing the Ozone this fall, after weather gets cooler.
- b. Sparling well.

- e. Old alcohol Sterling bank was merged into Cumquat bank. Three drainfields versus two. Walter Moa drainfield agreed to terms

6. Other

A. Notice to customers:

Some customers have received calls from a collection agent saying the customer's account has gone to collections and that they must wire money via Western Union or they will be shut off. We are advising customers via the website that if they receive such a call, they should hang up and then call Lisa at (360) 385- 8362. If they have caller ID, we ask that they please write down the phone number from the call and then we will forward that information to the sheriff's office.

If the caller/customer asks for the name of the collection agency we use, do not give that information out over the phone. Scammers could be fishing for that information.

- B. Attached are proposed ideas for office attire. Listed are both short/long sleeved polo shirts, stretch poplin shirts and a vest. Photos attached. I chose grey, black or white because our logo is teal, and wouldn't look good on blue. Blue was what I thought originally, but after discussing that with Good Sports, she suggested black, grey or white. We don't want to offer too many choices, keeping it simple is better. Let me know what you think.

Good sports will offer us a 20% discount. Prices listed are without the discount. I estimated approx. \$2200 total if each person gets two shirts and one vest. Not everyone will want the vest.

17 June 2014

UPCOMING EVENTS

- 17 June PUD BOC Meeting
 EES to go over with BOC
The all stars are at it again tonight at 5:45 at Memorial Field in Port Townsend.
- 19 June HR meeting for PUDA
- 23 June Sparling Bid notice
- 26 June Water workshop PUDA
- 2 July PUD BOC Meeting
- 4 July Holiday
- 10 July Anti-harassment training
- 15 July PUD BOC Meeting
- July NoaNet update
- 2 Aug PUD Picnic – Elks Marianne said there is a \$250 fee to use the Elks club for
the picnic. Does the Board need to approve
- 13-14 Aug NoaNet Meeting
- 26 Aug Larry Chapman Court Date

K. Kennell
PO Box 598
Quilcene, WA 98376
7 June 2014

PUD #1 of Jefferson County
The Big Kahuna
PO Box 929
Port Hadlock, WA 98339-0929

Greetings,

I applauded the take over from Puget Power in Jefferson County but we used to be billed every two months from them and have just one meter reader charge. We try not to use too much power and this monthly meter reader charge of \$9.66 a month instead of every two months has added quite a bit to our budget for utilities. One of our bills was \$13.04 and only \$3.40 was power the rest was the meter charge! This adds up to \$60 a year more than we used to pay PSE.

I am writing to suggest that the meters be read six times a year and the billing be done as it was previously, for two month's time. Seems to me it would be cheaper all the way around and wastes less trees to boot!

I would appreciate a reply to my concerns. We have lots of elderly people in Jefferson County who are on fixed incomes and younger people trying to get by with few family wage jobs to be had. This alteration would help everyone to make things more affordable for all your customers.

Yours sincerely,



K. Kennell

CC: Jefferson County Commissioners