

Public Utility District No. 1 of Franklin County, Washington
Regular Commission Meeting Agenda

November 14, 2023 | Tuesday | 1 P.M.
1411 W. Clark Street & via remote technology | Pasco, WA | www.franklinpud.com

Meetings of the Board of Commissioners are also available to the public via remote technology. Members of the public may participate by dialing: (888) 475-4499 US Toll-free or 1 (253) 215-8782

Join Zoom Meeting

<https://franklinpud.zoom.us/j/89452812886?pwd=WTRhUFNISHVpOXNtcmhVYzB5K0U2Zz09>

Meeting ID: **894 5281 2886** Passcode: **642528**

- 1) Pledge of Allegiance
- 2) Public Comment –
Individuals wishing to provide public comment during the meeting (in-person or remotely) will be recognized by the Commission President and be provided opportunity to speak. Written comments can be sent ahead of the meeting and must be received at least two days prior to the meeting to ensure proper distribution to the District's Board of Commissioners. Comments can be emailed to clerkoftheboard@franklinpud.com or mailed to Attention: Clerk of the Board, PO BOX 2407, Pasco, WA, 99302.
- 3) Years of Service Recognition - **Jennifer Orvis, Senior Accountant, 10 Years of Service**
- 4) Employee Minute – **Noel Contreras, Facilities Maintenance Worker**
- 5) Commissioner Reports
- 6) Consent Agenda
- 7) Re-opening the 2024 Budgets Public Hearing, Presenting the Updated Preliminary 2024 Operating and Capital Budgets and Recessing the Public Hearing. **Presenter: Katrina Fulton, Finance & Customer Service Director**
- 8) Adopting a Resolution Approving a Revised Financial Policy for the District (Administrative Policy 54) and Superseding Resolution 1273. **Presenter: Katrina Fulton, Finance & Customer Service Director**
- 9) Adopting a Resolution Amending the Policies and Procedures for Risk Management and Trading Operations and Superseding Resolution 1395. **Presenter: Katrina Fulton, Finance & Customer Service Director**

2023 Board of Commissioners

Bill Gordon, President ~ Stu Nelson, Vice-President ~ Roger Wright, Secretary

- 10) Approving the 2024 Regular Commission Meeting Schedule and Appointing the 2024 Board of Commission Officers. **Presenter: Rosario Viera, Public Information Officer**
- 11) Approving New Business Hours for the District. **Presenter: Rosario Viera, Public Information Officer**
- 12) Ratifying the Execution of a Contract for Software as a Service Agreement for the Advanced Metering Infrastructure. **Presenter: Scott Rhees, General Manager/CEO**
- 13) Reviewing the 2023 Conservation Potential Assessment Report for the District. **Presenter: Katrina Fulton, Finance & Customer Service Director**
- 14) Claims – **Victor Fuentes (Claims Agent / Engineering Director) Reporting only.**
- 15) Management Reports:
 - a. General Manager/CEO – **Scott Rhees**
 - b. Other members of management
- 16) Executive Session, *If Needed*
- 17) Schedule for Next Commission Meetings
 - a. December 12, 2023, Regular Commission Meeting
- 18) Close Meeting – Adjournment

CONSENT AGENDA
Public Utility District No. 1 of Franklin County, Washington
Commission Meeting

1411 W. Clark Street, Pasco, WA
November 14, 2023 | Tuesday | 1 P.M.

- 1) To approve the minutes of the October 24, 2023, Special Commission meeting.
- 2) To approve payment of expenditures for October 2023 amounting to \$11,921,530.88 as audited and certified by the auditing officer as required by RCW 42.24.080, and as reviewed/certified by the General Manager/CEO as required by RCW 54.16.100, and expense reimbursement claims certified as required by RCW 42.24.090 and as listed in the attached registers and made available to the Commission for inspection prior to this action as follows:

Expenditure Type:	Amounts:
Direct Deposit Payroll – Umpqua Bank	\$ 493,209.45
Wire Transfers	6,767,581.86
Automated and Refund Vouchers (Checks)	1,738,564.70
Direct Deposits (EFTs)	2,942,121.35
Voids	(19,946.48)
Total:	\$ 11,921,530.88

- 3) To approve the Write Offs in substantially the amount listed on the November 2023 Write Off Report totaling \$2,575.84.

**THE BOARD OF COMMISSIONERS
OF
PUBLIC UTILITY DISTRICT NO. 1 OF FRANKLIN COUNTY, WASHINGTON**

MINUTES OF THE OCTOBER 24, 2023
SPECIAL COMMISSION MEETING

The Board of Commissioners of Public Utility District No. 1 of Franklin County, Washington held a special meeting at 1411 W. Clark St., Pasco, WA, on October 24, 2023, at 8:00 a.m. Remote technology options were provided for the public to participate.

Those who participated from the District via remote technology or in person for all or part of the meeting were Commissioner Bill Gordon, President; Commissioner Stu Nelson, Vice President; Commissioner Roger Wright, Secretary; Scott Rhees, General Manager/CEO; Steve Ferraro, Operations Director; Victor Fuentes, Engineering Director; Katrina Fulton, Finance and Customer Service Director; and Rosario Viera, Public Information Officer.

Additional staff that participated in person or via remote technology for all or part of the meeting were Rich Sargent, Power Manager; Norm Rummel, Senior Power Analyst; Jenny Orvis, Senior Accountant; and Shelly Olson, Records Coordinator.

There were no members of the public participating in person or via remote technology for all or part of the meeting.

OPENING

Commissioner Gordon called the special meeting to order at 8:00 a.m. and called on Ms. Orvis to lead the Pledge of Allegiance.

Commissioner Gordon noted that the purpose of the special meeting was to conduct regular business as was noted on the special meeting notice that was published and reported that action will be taken at the meeting.

PUBLIC COMMENT

There was no public participating in person, via the remote technology option or written public comment provided prior to the meeting.

EMPLOYEE MINUTE

Commissioner Gordon welcomed Ms. Orvis and noted that it was the intent of the Commission to hear from employees and check how they are doing. Commissioner Gordon asked general

wellbeing questions that included what Ms. Orvis was most proud of, favorite parts of her job, biggest challenge, and what change she would make at the District.

Ms. Orvis reported she was most proud of being part of the accounting team. She noted that she feels very supported by her peers and feels very much a part of a team. She reported that her favorite part of her job is preparing the District's financial statements and solving discrepancies to ensure perfectly balanced accounts. She expressed that there wasn't a lot of challenges during the pandemic as the accounting team had already adopted electronic processes making workflow seamless. She noted her appreciation for the IT department in getting employees setup to work remotely. She reported that a change she would make would be to implement a 4-day x 10-hour week schedule. She noted that having three days off for personal time would be rewarding. She reported that a safety improvement for her is the ability to work remotely and noted that she does not have to worry about working alone in the building and having to walk to and from her car in the early mornings or late evenings.

The Commission thanked Ms. Orvis for attending.

COMMISSIONER REPORTS

Commissioner Wright did not report.

Commissioner Nelson reported that:

- He attended the Pasco Chamber meeting and reported that the local candidates for City Council were present.
- He attended the PPC monthly meeting.

Commissioner Gordon reported that:

- He recently traveled overseas and shared some of his travel experiences.
- He attended Part 2 of the Wellness event out at Operations site and noted he appreciated the speaker's message.

CONSENT AGENDA

The Commission reviewed the Consent Agenda. Commissioner Wright moved and Commissioner Nelson seconded to approve the Consent Agenda as noted below. The motion passed unanimously.

- 1) To approve the minutes of the September 26, 2023, Special Commission meeting and September 26, 2023, Regular Commission meeting.
- 2) To approve payment of expenditures for September 2023 amounting to \$15,347,178.42 as audited and certified by the auditing officer as required by RCW 42.24.080, and as

reviewed/certified by the General Manager/CEO as required by RCW 54.16.100, and expense reimbursement claims certified as required by RCW 42.24.090 and as listed in the attached registers and made available to the Commission for inspection prior to this action as follows:

Expenditure Type:	Amounts:
Direct Deposit Payroll – Umpqua Bank	\$ 495,104.72
Wire Transfers	12,212,934.17
Automated and Refund Vouchers (Checks)	1,164,980.47
Direct Deposits (EFTs)	1,474,782.55
Voids	(623.49)
Total:	\$ 15,347,178.42

- 3) To approve the Write Offs in substantially the amount listed on the October 2023 Write Off Report totaling \$3,657.12.
- 4) To approve expenditure for a conservation contract with Reser's Fine Foods, Inc., Contract No. 10268 for refrigeration upgrades in the amount of \$248,510, effective October 3, 2023.

AGENDA ITEM 6, RE-OPENING THE 2024 BUDGETS PUBLIC HEARING, PRESENTING THE UPDATED PRELIMINARY 2024 OPERATING AND CAPITAL BUDGETS, AND RECESSING THE PUBLIC HEARING.

Commissioner Gordon re-opened the 2024 Operating and Capital Budgets hearing. There was no public participating in the meeting to provide public comment and no public comment was received prior to the meeting. Commissioner Gordon called on Ms. Fulton for presentation of the Agenda Item.

Ms. Fulton reported that there were no changes to the preliminary budgets that were presented in September as indicated on Attachments A and B of the Agenda Item.

Commissioner Gordon requested staff keep budget carry overs to a minimum. Staff reviewed the recommendation.

Commissioner Wright moved and Commissioner Nelson seconded to recess the 2024 Operating and Capital Budgets public hearing to the November 14, 2023, Commission Meeting. The motion passed unanimously.

AGENDA ITEM 7, DISCUSSING PROPOSED REVISIONS TO ADMINISTRATIVE POLICY 54, DISTRICT FINANCIAL POLICY.

Ms. Fulton introduced the agenda item and reviewed the background information as reported on the Agenda Item Summary that was in the meeting packet. She reviewed the revised Financial

Policy (Attachment A of the Agenda Item). There were questions and discussion during the review of the Financial Policy. Ms. Fulton noted that staff will bring back the revised Financial Policy for final Commission review and consideration of adoption to the November 14, 2023 Commission meeting.

AGENDA ITEM 8, POWER RESOURCES PRESENTATION.

Mr. Rhees reported that Ms. Dohrman was unable to attend the meeting and that Mr. Sargent would be presenting the agenda item. Mr. Rhees reported that Mr. Sargent would be retiring soon and expressed his appreciation for his years of service to the District. Mr. Sargent thanked the Commission and staff and noted that he has enjoyed his career with the District and noted that the District has a lot of challenges ahead in respect to the power markets and industry. The Commission thanked Mr. Sargent for his years of service.

Through a presentation, Mr. Sargent provided information on the District's power resources. He provided an overview of the District's loads, current resources, compliance requirements, future load growth and demand forecasts. There were questions and discussion during the presentation. Mr. Sargent noted no action was needed and he was reporting only.

AGENDA ITEM 9, ADOPTING A RESOLUTION ISSUING THE FINAL DETERMINATION ON THE PUBLIC UTILITY REGULATORY POLICIES ACT (PURPA) STANDARDS ENACTED BY CONGRESS THROUGH THE INFRASTRUCTURE INVESTMENT AND JOBS ACT OF 2021.

Mr. Rhees introduced the agenda item and reviewed the background information as reported on the Agenda Item Summary included in the meeting packet. Staff reported that there was no public comment provided prior to the meeting.

Mr. Rhees noted that the District was required to consider implementation of the two new PURPA Standards. He reviewed the information that was provided at the September 26, 2023 Commission meeting and provided a summary on the standards and the District's final determination of the standards. Staff reviewed their recommendation.

Commissioner Wright moved and Commissioner Nelson seconded to adopt Resolution 1397 as presented. The motion passed unanimously.

AGENDA ITEM 10, ADOPTING A RESOLUTION FINDING DISTRICT PROPERTY SURPLUS AND AUTHORIZING THE DISPOSAL OF THE SURPLUS PROPERTY.

Mr. Ferraro introduced the agenda item and reviewed the information included in the Agenda Item Summary included in the meeting packet. The Commission asked general questions on the disposal method of the vehicles and staff provided information. Staff reviewed their recommendation.

Commissioner Nelson moved and Commissioner Wright seconded to adopt Resolution 1398 as presented. The motion passed unanimously.

AGENDA ITEM 11, AUTHORIZING THE GENERAL MANAGER/CEO OR HIS DESIGNEE TO EXECUTE A CONTRACT FOR THE CONSTRUCTION OF A DOUBLE CIRCUIT TRANSMISSION LINE FOR THE RAILROAD AVENUE SUBSTATION.

Mr. Fuentes introduced the agenda item and reviewed the background information included in the Agenda Item Summary included in the meeting packet.

In September 2023, the District requested sealed bids from contractors on the District's Pre-Qualified Contractors List to furnish labor and equipment needed to construct a double circuit transmission line to service the District's Railroad Avenue Substation. Staff received and evaluated two (2) bids:

<u>Bidder:</u>	<u>Total Bid:</u>	<u>Exceptions:</u>
DJ's Electric Inc.	\$584,212	No
Potelco Inc.	\$604,812	No

Staff determined that the bid submitted by DJ's Electric Inc. was the lowest responsive bid and within the District's estimate. Staff reviewed their recommendation.

Commissioner Wright moved and Commissioner Nelson seconded to authorize the General Manager/CEO or his designee to execute a contract with DJ's Electric, Inc., the lowest responsive bidder, for the construction of a double circuit transmission line in an amount not to exceed \$584,212. The motion passed unanimously.

AGENDA ITEM 12, DISCUSSING THE CUSTOMER SURVEY RESULTS FOR THE PROPOSED CHANGE TO THE DISTRICT'S BUSINESS HOURS.

Ms. Viera introduced the agenda item and reviewed the background as reported in the Agenda Item Summary included in the meeting packet. Through a presentation, Ms. Viera provided the results of the customer survey. She reported on survey questions asked, the number of customer responses received, and survey duration and process. She noted that surveys were conducted in person, via telephone, drive thru, online and by going to two local grocery stores.

She reported that 88% of the customers surveyed had no objection to the proposed change in hours. She noted that many customers were excited about the possibility of the extended hours. Ms. Viera reported that if the Commission concurred, staff will bring back the matter to the November 14 Commission meeting for final consideration of changing the District's hours of operation. Mr. Rhees noted that staff's proposal will include business hours of Monday through

Thursday, closed on Fridays, with operational hours of 7 a.m. to 6 p.m. for customer service.

The Commission concurred. Mr. Rhees reported that if approved, the new hours and workdays would be effective on January 1, 2024, and noted that this will allow time to provide notice to District customers.

Ms. Viera expressed that it was a successful campaign and was a great opportunity to meet our customers and find out what services and programs were important to them. She noted that customers were interested in energy efficiency, incentives and rebates and ways to conserve energy. The Commission expressed their appreciation to staff and noted the survey was done well.

CLAIMS

Commissioner Gordon called on Mr. Fuentes. Mr. Fuentes reported that there were no new claims to report and provided an update on a previously reported on claim that has been denied by Federated.

GENERAL MANAGER/CEO REPORT

Mr. Rhees reported that:

- Staff will hold their reports and audits until the November 14, 2023, regular Commission meeting.
- Mr. Kurt Miller, Executive Director of Northwest River Partners has been hired as the new Executive Director for the Northwest Public Power Association and will begin on November 30, 2023.
- The leadership staff will meet with local legislators and state representatives on October 30, 2023 and reported on the some of the topics that will be discussed.
- Staff has provided comments on BPA's draft Provider of Choice Policy and direction on potential day ahead market participation.
- Through the Public Power Council (PPC) a letter was sent to BPA asking for their participation in funding for the Small Modular Reactor (SMR) project that is being spearheaded through Energy Northwest.

Commissioner Gordon reported that it would be nice if new nuclear be included as a clean and qualifying resource for Initiative 937.

OTHER STAFF REPORTS

Mr. Sargent reported that:

- The September 2023 Key Performance Indicator report was included in the meeting packet, and he reviewed it.

Ms. Viera reported that:

- The District participated in Riverfest 2023 and reported that the District's booths were very popular. She noted that there was a steady stream of visitors at the event.

CLOSING OF MEETING – ADJOURNMENT

With no further business to come before the Commission, Commissioner Gordon adjourned the regular meeting at 9:31 a.m. The next meeting will be a regular meeting on November 14, 2023, at 1:00 p.m. and will be held at the District's Auditorium located at 1411 W. Clark Street, Pasco, WA. Remote technology options will be provided for members of the public to participate.

William Gordon, President

Stuart Nelson, Vice President

Roger Wright, Secretary

Accounts Payable

Check Register - Wires

10/01/2023 To 10/31/2023

Bank Account: 3 - FPUD REVENUE ACCOUNT

#	Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
1	2314	10/05/2023	WIRE	100285	WA STATE SUPPORT REGISTRY	SUPPORT PAYMENT	503.67
2	2315	10/05/2023	WIRE	113257	EFTPS - PAYROLL TAXES	FEDERAL INCOME TAX	101,415.60
3	2323	10/09/2023	WIRE	100521	PUD ADVANCE TRAVEL	PUD ADVANCE TRAVEL	2,500.00
4	2322	10/11/2023	WIRE	100464	WA STATE DEPT OF RETIREMENT SYSTEMS	PERS PLAN 3 WSIB A	117,278.90
5	2321	10/13/2023	WIRE	112776	MORGAN STANLEY CAPITAL GROUP	POWER SWAP	31,220.80
6	2319	10/16/2023	WIRE	112793	CITIGROUP ENERGY INC	POWER SWAP	631,560.96
7	2320	10/16/2023	WIRE	112712	BP CORPORATION NA INC	POWER SWAP	203,220.80
8	2324	10/16/2023	WIRE	112707	THE ENERGY AUTHORITY	TEA SCHEDULING & CONSULTING	111,684.46
9	2318	10/17/2023	WIRE	112689	BONNEVILLE POWER ADMINISTRATION	EIM SERVICES BILL	5,988.60
10	2331	10/19/2023	WIRE	113257	EFTPS - PAYROLL TAXES	FEDERAL INCOME TAX	97,986.38
11	2333	10/19/2023	WIRE	100285	WA STATE SUPPORT REGISTRY	SUPPORT PAYMENT	503.67
12	2317	10/20/2023	WIRE	112715	POWEREX CORP	POWER SUPPLY CONTRACT	1,878,339.29
13	2316	10/23/2023	WIRE	112689	BONNEVILLE POWER ADMINISTRATION	POWER BILL	2,992,742.00
14	2334	10/23/2023	WIRE	109978	WA STATE DEPT OF REVENUE	EXCISE TAX-LIHEAP REPAYMENT	51,143.52
15	2326	10/25/2023	WIRE	109978	WA STATE DEPT OF REVENUE	SEP 2023 EXCISE TAX	372,138.86
16	2330	10/31/2023	WIRE	112709	LL&P WIND ENERGY INC	WHITE CREEK WIND	154,518.63
17	2335	10/31/2023	WIRE	109978	WA STATE DEPT OF REVENUE	LEASEHOLD TAX	14,835.72
Total for Bank Account - 3 :							<u>6,767,581.86</u>
Grand Total :							6,767,581.86

Accounts Payable

Check & Customer Refunds Register

10/01/2023 To 10/31/2023

Bank Account: 1 - ZBA - WARRANT ACCOUNT							
#	Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
1	45139	10/05/2023	CHK	100028	ABADAN	PRINTER MAINTENANCE	348.83
2	45140	10/05/2023	CHK	112767	APEX CONTRACTING	ASPHALT REPAIR	3,669.93
3	45141	10/05/2023	CHK	113437	ARCHIBALD & COMPANY ARCHITECTS P.S.	PROFESSIONAL SERVICES	3,681.50
4	45142	10/05/2023	CHK	114254	BORDER STATES INDUSTRIES INC	WAREHOUSE MATERIALS & SUPPLIES	2,802.29
5	45143	10/05/2023	CHK	113072	CDW DIRECT LLC	BUILDING SECURITY EQUIPMENT	9,381.21
6	45144	10/05/2023	CHK	100515	CED	WAREHOUSE MATERIALS & SUPPLIES	34,621.46
7	45145	10/05/2023	CHK	112903	CITY OF RICHLAND	UTILITY SERVICES	28.20
8	45146	10/05/2023	CHK	110413	COMPUNET INC	SOFTWARE MAINTENANCE	14,119.87
9	45147	10/05/2023	CHK	114077	EMPIRE INNOVATION GROUP LLC	FLEX PLAN	943.95
10	45148	10/05/2023	CHK	114318	EMPLOYMENT SCREENING SERVICES INC	TRAINING MATERIALS & SUPPLIES	77.99
11	45149	10/05/2023	CHK	100197	FEDEX	FEDEX	98.65
12	45150	10/05/2023	CHK	113418	FREDDIE'S TRADING POST	DECKED BED DRAWER	1,792.46
13	45151	10/05/2023	CHK	100697	FRONTIER FENCE INC	BUILDING MAINTENANCE & REPAIRS	1,519.16
14	45152	10/05/2023	CHK	100231	GRAYS HARBOR PUD	WORKSPACE AGREEMENT FEE FOR SHARED CT	750.00
15	45153	10/05/2023	CHK	114078	GREAT AMERICAN POWDER COATING	OPERATING SUPPLIES	326.70
16	45154	10/05/2023	CHK	114007	GRIGG ENTERPRISES INC	BUILDING MAINTENANCE & SUPPLIES	39.83
17	45155	10/05/2023	CHK	113232	IIA LIFTING SERVICES INC	ANNUAL SAFETY INSPECTION	11,135.46
18	45156	10/05/2023	CHK	113706	INTERMOUNTAIN CLEANING SERVICE INC	JANITORIAL SERVICES	6,621.25
19	45157	10/05/2023	CHK	114080	LOOMIS ARMORED US LLC	ARMORED CAR SERVICE	781.02
20	45158	10/05/2023	CHK	105558	NW TECHNICAL TRAINING	TECHNICAL TRAINING	6,980.00
21	45159	10/05/2023	CHK	113084	PAPE MATERIAL HANDLING INC	VEHICLE TIRES & MAINTENANCE	1,174.12
22	45160	10/05/2023	CHK	114205	PERFORMANCE SYSTEMS INTEGRATION LLC	PROFESSIONAL SAFETY SERVICES	155.63
23	45161	10/05/2023	CHK	114022	PURE WATER PARTNERS LLC	WATER COOLER RENTAL	419.27
24	45162	10/05/2023	CHK	100411	RANCH & HOME INC	OPERATING SUPPLIES	252.63
25	45163	10/05/2023	CHK	101875	RAY POLAND & SONS	DISPOSAL SERVICES	25.00
26	45164	10/05/2023	CHK	113445	RELIABLE EQUIPMENT & SERVICE COMPANY, IN	OPERATING SUPPLIES	5,485.22
27	45165	10/05/2023	CHK	114415	RIVERSIDEDAVE LLC	PA SYSTEM RENTAL	321.26
28	45166	10/05/2023	CHK	101679	STELLA-JONES CORPORATION	WAREHOUSE MATERIALS & SUPPLIES	16,344.79
29	45167	10/05/2023	CHK	110782	SUNBELT SOLOMON SERVICES LLC	TRANSFORMER MAINTENANCE & REPAIRS	26,875.17
30	45168	10/05/2023	CHK	100478	TRI CITY HERALD	ADVERTISING	153.31
31	45169	10/05/2023	CHK	112127	US BANK	PURCHASE & TRAVEL CARD	2,920.42
32	45170	10/05/2023	CHK	112127	US BANK	PURCHASE & TRAVEL CARD	10,923.91
33	45171	10/05/2023	CHK	114355	VICTOR INSULATORS INC	WAREHOUSE MATERIALS & SUPPLIES	2,627.67
34	45172	10/05/2023	CHK	100290	WA PUBLIC UTILITY DISTRICT ASSOC	DUES & MEMEBERSHIP	9,137.00
35	45173	10/05/2023	CHK	113626	WATER STREET PUBLIC AFFAIRS LLC	CONSULTING SERVICES	3,500.00
36	45174	10/05/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	40.61
37	45175	10/05/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	131.65
38	45176	10/05/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	72.27
39	45177	10/05/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	82.96
40	45178	10/05/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	281.99

Accounts Payable

Check & Customer Refunds Register

10/01/2023 To 10/31/2023

Bank Account: 1 - ZBA - WARRANT ACCOUNT							
#	Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
41	45179	10/05/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	233.88
42	45180	10/05/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	226.34
43	45181	10/05/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	35.43
44	45182	10/05/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	71.02
45	45183	10/05/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	151.33
46	45184	10/05/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	259.19
47	45185	10/05/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	478.42
48	45186	10/12/2023	CHK	109927	ARAMARK UNIFORM SERVICES	MATS AND COVERALLS	162.80
49	45187	10/12/2023	CHK	100171	BASIN DISPOSAL INC	UTILITY SERVICES	1,471.14
50	45188	10/12/2023	CHK	113216	BOYD'S TREE SERVICE	TREE TRIMMING	1,807.85
51	45189	10/12/2023	CHK	100515	CED	WAREHOUSE MATERIALS & SUPPLIES	79,272.66
52	45190	10/12/2023	CHK	112936	CENTURY LINK	PHONE SERVICES	333.21
53	45191	10/12/2023	CHK	100339	CENTURY LINK	PHONE SERVICES	199.33
54	45192	10/12/2023	CHK	100354	CITY OF CONNELL	PROFESSIONAL SERVICES	400.00
55	45193	10/12/2023	CHK	100354	CITY OF CONNELL	UTILITY SERVICES	80.77
56	45194	10/12/2023	CHK	100360	CITY OF PASCO	UTILITY SERVICES	745.46
57	45195	10/12/2023	CHK	113784	COFFMAN ENGINEERS INC	PROFESSIONAL SERVICES	5,000.00
58	45196	10/12/2023	CHK	113363	COLEMAN OIL COMPANY	GAS & OTHER FUELS	12,736.33
59	45197	10/12/2023	CHK	110413	COMPUNET INC	SOFTWARE MAINTENANCE	3,865.55
60	45198	10/12/2023	CHK	100346	CONNELL OIL INC	GAS & OTHER FUELS	1,515.17
61	45199	10/12/2023	CHK	113369	CORWIN OF PASCO LLC	AUTO PARTS	39.69
62	45200	10/12/2023	CHK	105071	DIRECT AUTOMOTIVE	OPERATING SUPPLIES	129.17
63	45201	10/12/2023	CHK	100197	FEDEX	FEDEX	144.44
64	45202	10/12/2023	CHK	114007	GRIGG ENTERPRISES INC	GROUNDS MAINTENANCE & SUPPLIES	46.55
65	45203	10/12/2023	CHK	113232	IIA LIFTING SERVICES INC	SAFETY INSPECTION	1,668.37
66	45204	10/12/2023	CHK	112885	INDEPENDENT SUPPLIERS GROUP INC	OFFICE SUPPLIES	1,095.76
67	45205	10/12/2023	CHK	112917	JOB'S NURSERY	TREE REPLACEMENT PROGRAM	160.00
68	45206	10/12/2023	CHK	114399	MEGGER SYSTEMS & SERVICES INC	OIL SAMPLES	93.00
69	45207	10/12/2023	CHK	114307	MILSOFT UTILITY SOLUTIONS INC	SOFTWARE MAINTENANCE	882.09
70	45208	10/12/2023	CHK	114124	MOUNTS LOCK & KEY	ELEVATOR MAINTENANCE & SUPPLIES	29.13
71	45209	10/12/2023	CHK	114186	ONEBRIDGE BENEFITS INC	FLEX PLAN FEE	50.00
72	45210	10/12/2023	CHK	100452	ORKIN EXTERMINATING INC	PEST CONTROL	2,257.39
73	45211	10/12/2023	CHK	100394	OXARC INC	OPERATING SUPPLIES	332.38
74	45212	10/12/2023	CHK	114022	PURE WATER PARTNERS LLC	WATER COOLER RENTAL	419.30
75	45213	10/12/2023	CHK	100411	RANCH & HOME INC	OPERATING TOOLS	284.02
76	45214	10/12/2023	CHK	114071	STUART C IRBY CO.	WAREHOUSE MATERIALS & SUPPLIES	18,040.37
77	45215	10/12/2023	CHK	100478	TRI CITY HERALD	ADVERTISING	166.62
78	45216	10/12/2023	CHK	111471	VERIZON WIRELESS SERVICES LLC	PHONE SERVICES	4,699.52
79	45217	10/12/2023	CHK	114204	VITAL RECORDS HOLDINGS LLC	RECORDS STORAGE SERVICES	468.17
80	45218	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	175.61

Accounts Payable

Check & Customer Refunds Register

10/01/2023 To 10/31/2023

Bank Account: 1 - ZBA - WARRANT ACCOUNT							
#	Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
81	45219	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	35.29
82	45220	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	135.85
83	45221	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	534.91
84	45222	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	134.31
85	45223	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	162.94
86	45224	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	159.27
87	45225	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	118.21
88	45226	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	62.69
89	45227	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	67.42
90	45228	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	168.56
91	45229	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	79.50
92	45230	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	299.16
93	45231	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	30.14
94	45232	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	171.20
95	45233	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	327.91
96	45234	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	59.18
97	45235	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	261.17
98	45236	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	65.93
99	45237	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	15.93
100	45238	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	69.26
101	45239	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	449.49
102	45240	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	151.45
103	45241	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	167.63
104	45242	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	49.34
105	45243	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	5.52
106	45244	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	204.97
107	45245	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	55.41
108	45246	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	111.06
109	45247	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	240.72
110	45248	10/12/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	159.65
111	45249	10/19/2023	CHK	112767	APEX CONTRACTING	ASPHALT REPAIR	1,633.50
112	45250	10/19/2023	CHK	109927	ARAMARK UNIFORM SERVICES	MATS AND COVERALLS	162.80
113	45251	10/19/2023	CHK	100171	BASIN DISPOSAL INC	UTILITY SERVICES	95.01
114	45252	10/19/2023	CHK	100179	BENTON FRANKLIN CAC	HELPING HANDS	753.64
115	45253	10/19/2023	CHK	114254	BORDER STATES INDUSTRIES INC	WAREHOUSE MATERIALS & SUPPLIES	7,901.46
116	45254	10/19/2023	CHK	112936	CENTURY LINK	ENERGY SERVICES	33,667.63
117	45255	10/19/2023	CHK	112936	CENTURY LINK	PHONE SERVICES	235.47
118	45256	10/19/2023	CHK	100354	CITY OF CONNELL	UTILITY TAX	88,334.08
119	45257	10/19/2023	CHK	100358	CITY OF KAHLOTUS	UTILITY TAX	2,306.67
120	45258	10/19/2023	CHK	100362	CITY OF PASCO	OCCUPATION/UTILITY	458,314.36

Accounts Payable

Check & Customer Refunds Register

10/01/2023 To 10/31/2023

Bank Account: 1 - ZBA - WARRANT ACCOUNT							
#	Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
121	45259	10/19/2023	CHK	100360	CITY OF PASCO	UTILITY SERVICES	1,148.34
122	45260	10/19/2023	CHK	112961	CITY OF RICHLAND	FIBER CONNECTION FEE	2,333.73
123	45261	10/19/2023	CHK	110413	COMPUNET INC	SOFTWARE MAINTENANCE	3,670.47
124	45262	10/19/2023	CHK	100346	CONNELL OIL INC	OPERATING SUPPLIES	829.63
125	45263	10/19/2023	CHK	113369	CORWIN OF PASCO LLC	AUTO PARTS	63.54
126	45264	10/19/2023	CHK	105071	DIRECT AUTOMOTIVE	OPERATING SUPPLIES	523.11
127	45265	10/19/2023	CHK	114077	EMPIRE INNOVATION GROUP LLC	FLEX PLAN	943.95
128	45266	10/19/2023	CHK	113327	FERGUSON ENTERPRISES INC	GROUPS MAINTENANCE & SUPPLIES	24.08
129	45267	10/19/2023	CHK	107740	FRANK TIEGS LLC	ENERGY SERVICES	15,996.54
130	45268	10/19/2023	CHK	103521	GRAYBAR ELECTRIC INC	HARDWARE MAINTENANCE & SUPPLIES	510.83
131	45269	10/19/2023	CHK	114007	GRIGG ENTERPRISES INC	OPERATING TOOLS	77.65
132	45270	10/19/2023	CHK	114039	J R SIMPLOT COMPANY	ENERGY SERVICES	27,093.79
133	45271	10/19/2023	CHK	114205	PERFORMANCE SYSTEMS INTEGRATION LLC	PROFESSIONAL SAFETY SERVICES	9,859.86
134	45272	10/19/2023	CHK	114395	PHIL LONG FORD OF DENVER LLC	2023 FORD RANGERS - (2)	83,525.00
135	45273	10/19/2023	CHK	113438	PITNEY BOWES INC	MAIL MACHINE POSTAGE	1,000.00
136	45274	10/19/2023	CHK	100472	PUBLIC POWER COUNCIL	PROFESSIONAL SERVICES	5,000.00
137	45275	10/19/2023	CHK	113445	RELIABLE EQUIPMENT & SERVICE COMPANY, IN	OPERATING TOOLS	475.69
138	45276	10/19/2023	CHK	107211	RESER'S FINE FOODS INC	ENERGY SERVICES	25,000.00
139	45277	10/19/2023	CHK	114071	STUART C IRBY CO.	WAREHOUSE MATERIALS & SUPPLIES	33,623.96
140	45278	10/19/2023	CHK	113870	TOTH AND ASSOCIATES INC	PROFESSIONAL SERVICES	2,628.99
141	45279	10/19/2023	CHK	100143	TRI CITIES BATTERY INC	OPERATING SUPPLIES	64.04
142	45280	10/19/2023	CHK	100478	TRI CITY HERALD	ADVERTISING	174.06
143	45281	10/19/2023	CHK	104190	UPS	POSTAGE	17.48
144	45282	10/19/2023	CHK	113999	WESMAR AUTOMOTIVE	OPERATING SUPPLIES	228.69
145	45283	10/19/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	203.04
146	45284	10/19/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	172.51
147	45285	10/19/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	255.82
148	45286	10/19/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	112.42
149	45287	10/19/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	79.14
150	45288	10/19/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	48.26
151	45289	10/19/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	135.28
152	45290	10/19/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	106.75
153	45291	10/19/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	12.85
154	45292	10/19/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	137.80
155	45293	10/19/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	157.65
156	45294	10/19/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	129.52
157	45295	10/19/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	460.27
158	45296	10/19/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	72.84
159	45297	10/19/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	185.69
160	45298	10/19/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	186.94

Accounts Payable

Check & Customer Refunds Register

10/01/2023 To 10/31/2023

Bank Account: 1 - ZBA - WARRANT ACCOUNT							
#	Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
161	45299	10/26/2023	CHK	109927	ARAMARK UNIFORM SERVICES	MATS AND COVERALLS	162.80
162	45300	10/26/2023	CHK	114238	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,991.04
163	45301	10/26/2023	CHK	113346	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	856.08
164	45302	10/26/2023	CHK	113333	BATTERY POWER SYSTEMS LLC	EQUIPMENT RENTAL & LABOR	21,942.38
165	45303	10/26/2023	CHK	113830	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,937.69
166	45304	10/26/2023	CHK	100179	BENTON FRANKLIN CAC	PROFESSIONAL SERVICES	435.00
167	45305	10/26/2023	CHK	113216	BOYD'S TREE SERVICE	TREE TRIMMING	1,902.85
168	45306	10/26/2023	CHK	113826	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,075.84
169	45307	10/26/2023	CHK	113813	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	685.16
170	45308	10/26/2023	CHK	113993	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,656.26
171	45309	10/26/2023	CHK	114378	CABLE HUSTON LLP	PROFESSIONAL SERVICES	2,161.77
172	45310	10/26/2023	CHK	114248	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,282.28
173	45311	10/26/2023	CHK	113811	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,393.14
174	45312	10/26/2023	CHK	100360	CITY OF PASCO	UTILITY SERVICES	504.52
175	45313	10/26/2023	CHK	112961	CITY OF RICHLAND	FIBER CONNECTION FEE	150.00
176	45314	10/26/2023	CHK	110413	COMPUNET INC	HARDWARE PURCHASE & SOFTWARE	102,311.50
177	45315	10/26/2023	CHK	114283	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,700.48
178	45316	10/26/2023	CHK	113970	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,407.32
179	45317	10/26/2023	CHK	100292	DEPARTMENT OF LABOR & INDUSTRIES	L&I BENEFIT	25,404.76
180	45318	10/26/2023	CHK	113932	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,643.94
181	45319	10/26/2023	CHK	100443	FRANKLIN COUNTY AUDITOR'S OFFICE	RECORDING FEES	205.50
182	45320	10/26/2023	CHK	107290	CUSTOMER REFUND	CUSTOMER REFUND	28.16
183	45321	10/26/2023	CHK	113418	FREDDIE'S TRADING POST	DECKED BED DRAWER	1,792.46
184	45322	10/26/2023	CHK	113853	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,416.89
185	45323	10/26/2023	CHK	114007	GRIGG ENTERPRISES INC	BUILDING MAINTENANCE & SUPPLIES	149.77
186	45324	10/26/2023	CHK	113844	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,322.60
187	45325	10/26/2023	CHK	112885	INDEPENDENT SUPPLIERS GROUP INC	OFFICE SUPPLIES	155.18
188	45326	10/26/2023	CHK	113706	INTERMOUNTAIN CLEANING SERVICE INC	JANITORIAL SERVICES	4,251.25
189	45327	10/26/2023	CHK	114249	IRONSIDES CUSTOM GRINDING INC	WOOD GRINDING SERVICES	718.74
190	45328	10/26/2023	CHK	112980	IRRIGATION SPECIALISTS INC	GROUNDS MAINTENANCE & SUPPLIES	82.15
191	45329	10/26/2023	CHK	113829	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,110.72
192	45330	10/26/2023	CHK	113394	JEREMY O'NIEL	PROFESSIONAL SERVICES	100.00
193	45331	10/26/2023	CHK	113982	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,908.72
194	45332	10/26/2023	CHK	113689	LAMB WESTON INC	ENERGY SERVICES	70,262.81
195	45333	10/26/2023	CHK	113926	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,188.18
196	45334	10/26/2023	CHK	113841	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	3,133.20
197	45335	10/26/2023	CHK	113927	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,993.40
198	45336	10/26/2023	CHK	113828	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,134.40
199	45337	10/26/2023	CHK	113816	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	901.28
200	45338	10/26/2023	CHK	114399	MEGGER SYSTEMS & SERVICES INC	OIL SAMPLES	7,843.00

Accounts Payable

Check & Customer Refunds Register

10/01/2023 To 10/31/2023

Bank Account: 1 - ZBA - WARRANT ACCOUNT							
#	Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
201	45339	10/26/2023	CHK	113842	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	767.68
202	45340	10/26/2023	CHK	114273	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,690.28
203	45341	10/26/2023	CHK	113339	NORTH COAST ELECTRIC COMPANY	OPERATING SUPPLIES	131.26
204	45342	10/26/2023	CHK	100394	OXARC INC	OPERATING SUPPLIES	608.20
205	45343	10/26/2023	CHK	104915	PEND OREILLE PUD	CWPU EXPENSE	1,141.66
206	45344	10/26/2023	CHK	114003	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,189.16
207	45345	10/26/2023	CHK	113848	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,607.68
208	45346	10/26/2023	CHK	100411	RANCH & HOME INC	GROUNDS MAINTENANCE & SUPPLIES	44.82
209	45347	10/26/2023	CHK	113930	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,728.44
210	45348	10/26/2023	CHK	114212	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,182.46
211	45349	10/26/2023	CHK	107211	RESER'S FINE FOODS INC	ENERGY SERVICES	248,510.00
212	45350	10/26/2023	CHK	113921	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,250.36
213	45351	10/26/2023	CHK	113918	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,983.14
214	45352	10/26/2023	CHK	113821	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,458.08
215	45353	10/26/2023	CHK	112471	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,183.04
216	45354	10/26/2023	CHK	113815	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,301.28
217	45355	10/26/2023	CHK	114245	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,093.58
218	45356	10/26/2023	CHK	113814	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,883.30
219	45357	10/26/2023	CHK	114139	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	818.58
220	45358	10/26/2023	CHK	114000	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,998.80
221	45359	10/26/2023	CHK	114035	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	3,079.08
222	45360	10/26/2023	CHK	113969	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,450.16
223	45361	10/26/2023	CHK	114071	STUART C IRBY CO.	WAREHOUSE MATERIALS & SUPPLIES	800.75
224	45362	10/26/2023	CHK	112920	TACOMA SCREW PRODUCTS INC	OPERATING SUPPLIES	193.91
225	45363	10/26/2023	CHK	113819	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,427.60
226	45364	10/26/2023	CHK	113985	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,601.54
227	45365	10/26/2023	CHK	100143	TRI CITIES BATTERY INC	OPERATING SUPPLIES	489.61
228	45366	10/26/2023	CHK	114099	U.S. PAYMENTS LLC	KIOSK TRANSACTIONS AND FEES	935.61
229	45367	10/26/2023	CHK	100283	UTILITIES UNDERGROUND LOCATION CENTER	LOCATE SERVICES	194.79
230	45368	10/26/2023	CHK	104325	WA STATE EMPLOYMENT SECURITY DEPT	FAMILY LEAVE INSURANCE	8,876.70
231	45369	10/26/2023	CHK	114368	WA STATE EMPLOYMENT SECURITY DEPT	WA STATE CARES FUND	3,627.03
232	45370	10/26/2023	CHK	113818	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,825.12
233	45371	10/26/2023	CHK	114242	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	475.84
234	45372	10/26/2023	CHK	113931	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,321.90
235	45373	10/26/2023	CHK	114056	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,408.14
236	45374	10/26/2023	CHK	114162	ZAYO GROUP HOLDINGS INC	BROADBAND SERVICES	2,694.97
237	45375	10/26/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	117.34
238	45376	10/26/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	100.35
239	45377	10/26/2023	CHK	90003	CUSTOMER REFUND	CUSTOMER REFUND	562.59
240	45378	10/26/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	234.02

Accounts Payable

Check & Customer Refunds Register

10/01/2023 To 10/31/2023

Bank Account: 1 - ZBA - WARRANT ACCOUNT							
#	Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
241	45379	10/26/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	111.33
242	45380	10/26/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	131.14
243	45381	10/26/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	123.72
244	45382	10/26/2023	CHK	90003	CUSTOMER REFUND	CUSTOMER REFUND	300.00
245	45383	10/26/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	27.22
246	45384	10/26/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	107.25
247	45385	10/26/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	1,009.93
248	45386	10/26/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	91.49
249	45387	10/26/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	115.45
250	45388	10/26/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	18.04
251	45389	10/26/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	50.25
252	45390	10/26/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	34.39
253	45391	10/26/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	6.23
254	45392	10/26/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	191.56
255	45393	10/26/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	152.70
256	45394	10/26/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	159.17
257	45395	10/26/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	20.63
258	45396	10/26/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	127.35
259	45397	10/26/2023	CHK	90003	CUSTOMER REFUND	CUSTOMER REFUND	150.00
260	45398	10/26/2023	CHK	90002	CUSTOMER REFUND	CUSTOMER REFUND	243.78
Total for Bank Account - 1 :							1,738,564.70
Grand Total :							1,738,564.70

Accounts Payable

Check Register - Direct Deposit

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Bank Account: 3 - FPUD REVENUE ACCOUNT

#	Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
1	25961	10/06/2023	DD	114180	2001 SIXTH LLC	BROADBAND SERVICES	150.00
2	25962	10/06/2023	DD	113886	AMAZON CAPITAL SERVICES INC	OPERATING SUPPLIES	1,325.62
3	25963	10/06/2023	DD	113380	ANIXTER INC	WAREHOUSE MATERIALS & SUPPLIES	7,462.92
4	25964	10/06/2023	DD	1081	BARRY L BALVITSCH	TRAVEL REIMBURSEMENT	174.73
5	25965	10/06/2023	DD	100178	BENTON COUNTY PUD	TREE TRIMMING	306.72
6	25966	10/06/2023	DD	114144	COGENT COMMUNICATIONS INC	BROADBAND SERVICES	2,035.63
7	25967	10/06/2023	DD	113663	DATA HARDWARE DEPOT LP	BROADBAND MATERIALS & SUPPLIES	16,807.10
8	25968	10/06/2023	DD	100229	GRAINGER INC	OPERATING SUPPLIES	289.74
9	25969	10/06/2023	DD	113299	HRA VEBA TRUST	VEBA	18,253.77
10	25970	10/06/2023	DD	100245	IBEW LOCAL 77	UNION DUES	6,226.69
11	25971	10/06/2023	DD	113652	LEAF CAPITAL FUNDING LLC	PRINTER LEASE	1,027.42
12	25972	10/06/2023	DD	114319	MISSIONSQUARE 106134	DEFERRED COMPENSATION	987.69
13	25973	10/06/2023	DD	114295	MISSIONSQUARE 107514	DEFERRED COMPENSATION	13,754.64
14	25974	10/06/2023	DD	114294	MISSIONSQUARE 301671	DEFERRED COMPENSATION	30,154.69
15	25975	10/06/2023	DD	113201	NAPA	AUTO PARTS	161.41
16	25976	10/06/2023	DD	1093	STUART J NELSON	TRAVEL REIMBURSEMENT	314.28
17	25977	10/06/2023	DD	1228	SHYANNE PALMUS	EMPLOYEE REIMBURSEMENT	31.46
18	25978	10/06/2023	DD	113294	PARAMOUNT COMMUNICATIONS, INC	FIBER DOCK CREW	21,825.18
19	25979	10/06/2023	DD	113168	PORTLAND GENERAL ELECTRIC COMPANY	COB INTERTIE	12,044.16
20	25980	10/06/2023	DD	100300	PRINCIPAL BANK PCS	INSURANCE PREMIUM	129,885.09
21	25981	10/06/2023	DD	114312	RELiance STANDARD LIFE INSURANCE CO	INSURANCE PREMIUM	5,797.93
22	25982	10/06/2023	DD	114326	RELiance STANDARD LIFE INSURANCE CO /AS	INSURANCE PREMIUM	108.75
23	25983	10/06/2023	DD	113980	SANCHEZ BROS CONSTRUCTION LLC	ENERGY SERVICES	26,035.38
24	25984	10/06/2023	DD	100195	STAPLES ADVANTAGE	OFFICE SUPPLIES	647.62
25	25985	10/06/2023	DD	102263	TYNDALE COMPANY INC	FIRE SAFETY CLOTHING	122.84
26	25986	10/06/2023	DD	100277	UNITED WAY	UNITED WAY	164.34
27	25987	10/06/2023	DD	1023	ANGEL H VALDOVINOS	EMPLOYEE REIMBURSEMENT	169.40
28	25988	10/13/2023	DD	113886	AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	59.25
29	25989	10/13/2023	DD	113380	ANIXTER INC	WAREHOUSE MATERIALS & SUPPLIES	4,089.20
30	25990	10/13/2023	DD	101625	CARLSON SALES INC	METER SHOP MATERIALS & SUPPLIES	119,609.83
31	25991	10/13/2023	DD	100329	CCP INDUSTRIES INC	OPERATING SUPPLIES	189.61
32	25992	10/13/2023	DD	114144	COGENT COMMUNICATIONS INC	BROADBAND SERVICES	2,035.63
33	25993	10/13/2023	DD	112981	GREEN ENERGY TODAY LLC	ESQUATZEL DAM PROJECT	47,390.62
34	25994	10/13/2023	DD	1055	BENJAMIN A HOOPER	TRAVEL REIMBURSEMENT	885.67

Accounts Payable

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Bank Account: 3 - FPUD REVENUE ACCOUNT

#	Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
35	25995	10/13/2023	DD	112949	LUMEN	PHONE SERVICES	50.88
36	25996	10/13/2023	DD	113201	NAPA	AUTO PARTS	61.55
37	25997	10/13/2023	DD	111368	ONLINE INFORMATION SERVICES INC	UTILITY EXCHANGE REPORT	644.52
38	25998	10/13/2023	DD	113294	PARAMOUNT COMMUNICATIONS, INC	FIBER DOCK CREW	9,313.20
39	25999	10/13/2023	DD	1200	SCOTT RHEES	TRAVEL REIMBURSEMENT	1,004.53
40	26000	10/13/2023	DD	113980	SANCHEZ BROS CONSTRUCTION LLC	ENERGY SERVICES	26,874.34
41	26001	10/13/2023	DD	1141	DANIEL E STEPHENSON	TRAVEL REIMBURESMENT	887.66
42	26002	10/13/2023	DD	113684	SUSTAINABLE LIVING CENTER	LOW INCOME CERTIFICATIONS	500.00
43	26003	10/13/2023	DD	1005	ROSARIO VIERA	EMPLOYEE REIMBURSEMENT	17.98
44	26094	10/20/2023	DD	113886	AMAZON CAPITAL SERVICES INC	OPERATING SUPPLIES	981.77
45	26095	10/20/2023	DD	113380	ANIXTER INC	WAREHOUSE MATERIALS & SUPPLIES	14,753.77
46	26096	10/20/2023	DD	113663	DATA HARDWARE DEPOT LP	BROADBAND MATERIALS & SUPPLIES	1,122.30
47	26097	10/20/2023	DD	113031	DELTA STAR INC	SUBSTATION MAINTENANCE & SUPPLIES	1,265.42
48	26098	10/20/2023	DD	113299	HRA VEBA TRUST	VEBA	9,712.36
49	26099	10/20/2023	DD	100264	LAMPSON INTERNATIONAL LLC	ENERGY SERVICES	14,154.36
50	26100	10/20/2023	DD	113652	LEAF CAPITAL FUNDING LLC	PRINTER LEASE	463.58
51	26101	10/20/2023	DD	114319	MISSIONSQUARE 106134	DEFERRED COMPENSATION	987.69
52	26102	10/20/2023	DD	114295	MISSIONSQUARE 107514	DEFERRED COMPENSATION	13,760.42
53	26103	10/20/2023	DD	114294	MISSIONSQUARE 301671	DEFERRED COMPENSATION	18,038.56
54	26104	10/20/2023	DD	113201	NAPA	AUTO PARTS	1,208.35
55	26105	10/20/2023	DD	100392	OTIS ELEVATOR CO INC	ELEVATOR MAINTENANCE	874.46
56	26106	10/20/2023	DD	102483	SCHWEITZER ENGINEERING LABORATORIES	WAREHOUSE MATERIALS & SUPPLIES	1,296.35
57	26107	10/20/2023	DD	102263	TYNDALE COMPANY INC	FIRE SAFETY CLOTHING	1,549.23
58	26108	10/20/2023	DD	114173	WEG TRANSFORMERS USA LLC	WAREHOUSE MATERIALS & SUPPLIES	456,351.66
59	26109	10/27/2023	DD	113964	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,707.92
60	26110	10/27/2023	DD	113847	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,977.38
61	26111	10/27/2023	DD	114121	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,752.80
62	26112	10/27/2023	DD	113801	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	3,013.50
63	26113	10/27/2023	DD	113967	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,280.52
64	26114	10/27/2023	DD	113825	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,756.64
65	26115	10/27/2023	DD	114372	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	483.00
66	26116	10/27/2023	DD	113942	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,354.22
67	26117	10/27/2023	DD	113949	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,871.72
68	26118	10/27/2023	DD	113837	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	3,029.88

Accounts Payable

Check Register - Direct Deposit

10/01/2023 To 10/31/2023

Bank Account: 3 - FPUD REVENUE ACCOUNT

#	Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
69	26119	10/27/2023	DD	1025	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	981.50
70	26120	10/27/2023	DD	113242	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,294.46
71	26121	10/27/2023	DD	113800	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,045.76
72	26122	10/27/2023	DD	113628	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,689.60
73	26123	10/27/2023	DD	114011	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,525.68
74	26124	10/27/2023	DD	113790	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,910.60
75	26125	10/27/2023	DD	113831	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,854.24
76	26126	10/27/2023	DD	114141	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	357.42
77	26127	10/27/2023	DD	113950	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,585.84
78	26128	10/27/2023	DD	113836	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,497.92
79	26129	10/27/2023	DD	113948	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,986.38
80	26130	10/27/2023	DD	113799	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,545.76
81	26131	10/27/2023	DD	113955	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,443.96
82	26132	10/27/2023	DD	113946	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,838.60
83	26133	10/27/2023	DD	114138	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,968.84
84	26134	10/27/2023	DD	113965	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,699.10
85	26135	10/27/2023	DD	113793	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,723.47
86	26136	10/27/2023	DD	113663	DATA HARDWARE DEPOT LP	BROADBAND MATERIALS & SUPPLIES	473.89
87	26137	10/27/2023	DD	114149	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,436.58
88	26138	10/27/2023	DD	113947	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,074.78
89	26139	10/27/2023	DD	114091	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,149.54
90	26140	10/27/2023	DD	113890	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,294.88
91	26141	10/27/2023	DD	113792	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,506.72
92	26142	10/27/2023	DD	112753	EAN HOLDINGS LLC	CAR RENTALS	215.54
93	26143	10/27/2023	DD	114115	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,249.31
94	26144	10/27/2023	DD	102842	ENERGY NORTHWEST	NINE CANYON	214,615.42
95	26145	10/27/2023	DD	113922	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,066.76
96	26146	10/27/2023	DD	113987	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,049.46
97	26147	10/27/2023	DD	113822	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	3,337.74
98	26148	10/27/2023	DD	114008	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,205.06
99	26149	10/27/2023	DD	114161	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,798.30
100	26150	10/27/2023	DD	113794	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,316.16
101	26151	10/27/2023	DD	113995	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,033.78
102	26152	10/27/2023	DD	113997	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,191.98

Accounts Payable

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10/01/2023 To 10/31/2023

Bank Account: 3 - FPUD REVENUE ACCOUNT

#	Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
103	26153	10/27/2023	DD	113933	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,068.84
104	26154	10/27/2023	DD	113960	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,608.84
105	26155	10/27/2023	DD	113974	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,295.36
106	26156	10/27/2023	DD	100229	GRAINGER INC	BUILDING MAINTENANCE & SUPPLIES	370.04
107	26157	10/27/2023	DD	113824	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,409.12
108	26158	10/27/2023	DD	113936	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,652.48
109	26159	10/27/2023	DD	113797	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,148.80
110	26160	10/27/2023	DD	113935	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,679.16
111	26161	10/27/2023	DD	113938	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,257.66
112	26162	10/27/2023	DD	113850	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	933.84
113	26163	10/27/2023	DD	114352	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,400.94
114	26164	10/27/2023	DD	114224	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,513.68
115	26165	10/27/2023	DD	114114	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,240.07
116	26166	10/27/2023	DD	114137	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,553.22
117	26167	10/27/2023	DD	113833	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,932.16
118	26168	10/27/2023	DD	114019	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	3,029.76
119	26169	10/27/2023	DD	113939	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,909.08
120	26170	10/27/2023	DD	113442	ICE TRADE VAULT, LLC	COUNTERPARTY TRADE FEE	375.00
121	26171	10/27/2023	DD	113802	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,040.80
122	26172	10/27/2023	DD	113963	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,733.66
123	26173	10/27/2023	DD	113820	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,847.18
124	26174	10/27/2023	DD	113806	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,340.80
125	26175	10/27/2023	DD	113925	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,646.08
126	26176	10/27/2023	DD	113652	LEAF CAPITAL FUNDING LLC	PRINTER LEASE	594.07
127	26177	10/27/2023	DD	114023	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,460.88
128	26178	10/27/2023	DD	113874	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,302.72
129	26179	10/27/2023	DD	113924	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,899.90
130	26180	10/27/2023	DD	113858	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	3,093.09
131	26181	10/27/2023	DD	113951	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,487.34
132	26182	10/27/2023	DD	113795	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	3,196.20
133	26183	10/27/2023	DD	113944	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	472.64
134	26184	10/27/2023	DD	113958	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,284.74
135	26185	10/27/2023	DD	114045	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,807.64
136	26186	10/27/2023	DD	113809	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,348.64

Accounts Payable

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10/01/2023 To 10/31/2023

Bank Account: 3 - FPUD REVENUE ACCOUNT

#	Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
137	26187	10/27/2023	DD	113810	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,234.72
138	26188	10/27/2023	DD	113798	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,371.60
139	26189	10/27/2023	DD	113981	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,631.24
140	26190	10/27/2023	DD	113823	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,671.68
141	26191	10/27/2023	DD	113954	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,131.74
142	26192	10/27/2023	DD	113789	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,110.40
143	26193	10/27/2023	DD	113984	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,739.16
144	26194	10/27/2023	DD	114005	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,339.54
145	26195	10/27/2023	DD	100130	MOON SECURITY SERVICES INC	SECURITY MAINTENANCE	339.02
146	26196	10/27/2023	DD	114055	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,666.34
147	26197	10/27/2023	DD	113846	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,840.04
148	26198	10/27/2023	DD	113808	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	3,325.35
149	26199	10/27/2023	DD	113269	NISC	MAILING SERVICES AND INSERT BILLING	48,859.63
150	26200	10/27/2023	DD	101318	NORTHWEST OPEN ACCESS NETWORK	FIBER SERVICES	8,821.14
151	26201	10/27/2023	DD	113835	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,578.15
152	26202	10/27/2023	DD	113843	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,770.74
153	26203	10/27/2023	DD	113972	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	3,066.66
154	26204	10/27/2023	DD	1029	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,569.28
155	26205	10/27/2023	DD	113805	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,818.56
156	26206	10/27/2023	DD	114308	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	3,473.82
157	26207	10/27/2023	DD	114156	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,418.30
158	26208	10/27/2023	DD	113953	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,816.10
159	26209	10/27/2023	DD	114235	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,571.84
160	26210	10/27/2023	DD	113962	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,315.16
161	26211	10/27/2023	DD	113959	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,805.84
162	26212	10/27/2023	DD	114142	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,580.58
163	26213	10/27/2023	DD	113980	SANCHEZ BROS CONSTRUCTION LLC	ENERGY SERVICES	11,657.42
164	26214	10/27/2023	DD	113957	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,344.78
165	26215	10/27/2023	DD	113856	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,690.94
166	26216	10/27/2023	DD	113542	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,399.84
167	26217	10/27/2023	DD	1120	SOLAR INCENTIVE CREDIT	TRAVEL REIMBURSEMENT	1,213.82
168	26218	10/27/2023	DD	114029	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,366.46
169	26219	10/27/2023	DD	113934	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,545.38
170	26220	10/27/2023	DD	113941	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,228.86

Accounts Payable

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10/01/2023 To 10/31/2023

Bank Account: 3 - FPUD REVENUE ACCOUNT

#	Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
171	26221	10/27/2023	DD	113917	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,774.44
172	26222	10/27/2023	DD	113973	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,729.70
173	26223	10/27/2023	DD	113940	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,303.98
174	26224	10/27/2023	DD	113961	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,386.56
175	26225	10/27/2023	DD	113857	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,354.88
176	26226	10/27/2023	DD	114053	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,759.80
177	26227	10/27/2023	DD	113945	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,437.48
178	26228	10/27/2023	DD	114116	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,957.28
179	26229	10/27/2023	DD	114042	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	849.42
180	26230	10/27/2023	DD	113983	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,466.18
181	26231	10/27/2023	DD	102263	TYNDALE COMPANY INC	FIRE SAFETY CLOTHING	780.81
182	26232	10/27/2023	DD	113986	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,414.88
183	26233	10/27/2023	DD	113832	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,405.12
184	26234	10/27/2023	DD	113956	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	1,532.58
185	26235	10/27/2023	DD	113245	WESTERN UNION FINANCIAL SERVICES INC	WESTERN UNION FEES	73.00
186	26236	10/27/2023	DD	113966	SOLAR INCENTIVE CREDIT	SOLAR INCENTIVE CREDIT	2,270.70
187	26237	10/30/2023	DD	113031	DELTA STAR INC	POWER TRANSFORMER	1,347,865.10
188	26238	10/30/2023	DD	102923	DEPARTMENT OF REVENUE	2023 UNCLAIMED PROPERTY	19,918.32
Total for Bank Account - 3 :							2,942,121.35
Grand Total :							2,942,121.35

Franklin PUD - Write Off Report					
Write Off Report for the Month of:					Nov-23
Collection Agency:					Armada Corporation
#	Name	Amount			
1	HEAVEN CURL	\$	302.13		
2	JENNIE RUTH JACKSON	\$	265.06		
3	OMAR KLOTZ	\$	259.00		
4	CAROLYN JONES	\$	223.14		
5	ASHLEY MORRISON	\$	181.87		
6	JERRI L DAVIS	\$	142.52		
7	ERIKA M MORFIN	\$	138.59		
8	NIKOAL GARCIA	\$	129.78		
9	AMANDA STALLMAN	\$	112.83		
10	JUANA CARRILLO MATIAS	\$	101.90		
11	ANALICIA GUZMAN	\$	95.89		
12	JOHVANNA CEDENO	\$	89.55		
13	DILLAN JACKSON	\$	80.41		
14	LUNA RENEE	\$	78.96		
15	PRISCILLA QUEZADA	\$	74.86		
16	CANDELARIA CORONA	\$	53.65		
17	DILLON OCONNOR	\$	49.00		
18	ANTHONY MORRIS	\$	47.77		
19	SAMANTHA GARCIA	\$	44.70		
20	CLAUDIA PENA	\$	32.01		
21	ESTEVAN TORRES	\$	25.37		
22	CHRIS SCHMIEDER	\$	16.65		
23	CURTIS SMITH	\$	16.09		
24	ZACKERY LAKE	\$	14.11		
	Total	\$	2,575.84		
	Average amount per account:	\$	107.33		
	Gross bad debts as a percentage to				
	July 2023 monthly sales:		0.03%		

AGENDA ITEM 7

Franklin PUD Commission Meeting Packet

Agenda Item Summary

Presenter: Katrina Fulton
Finance & Customer Service Director

Date: November 14, 2023

☐ REPORTING ONLY
☐ FOR DISCUSSION
☒ **ACTION REQUIRED**

1. OBJECTIVE:

Re-Opening the 2024 Budgets Public Hearing, Presenting the Updated Preliminary 2024 Operating and Capital Budgets, and Recessing the Public Hearing.

2. BACKGROUND:

On September 26, 2023, the Commission President opened, and after the presentation of the preliminary budgets, discussion, and comment period, recessed the 2024 Operating and Capital Budgets public hearing to October 24, 2023.

On October 24, 2023, the Commission President re-opened the hearing, and after the presentation of the updated preliminary budgets, discussion and comment period, staff addressed questions. The Commission then recessed the 2024 Operating and Capital Budgets hearing to the November 14, 2023 Commission meeting.

Any proposed changes since the last Commission meeting are noted on the 2024 Operating and Capital Budgets Crosswalks (Attachments A and B). Staff will review any changes at the meeting.

Staff recommends that after hearing any public comment, and after Commission review and discussion, the Commission recess the public hearing to the December 12, 2023 Commission meeting. When the Commission closes the final hearing in December, staff will recommend that the Commission adopt the 2024 Operating and Capital Budgets.

3. SUGGESTED MOTION:

I move to recess the 2024 Operating and Capital Budgets public hearing to the December 12, 2023 Commission Meeting.

Public Utility District No. 1 of Franklin County
2024 Operating Budget Crosswalk

	September	October	November	\$ Change	% Change
1 <i>Operating Revenues</i>					
2 Retail Energy Sales	\$90,184,916	\$90,184,916	\$90,184,916	\$0	0.00%
3 Broadband Sales	2,403,248	2,403,248	2,403,248	0	0.00%
4 Secondary Market Sales*	30,227,549	30,227,549	30,227,549	0	0.00%
5 Other Operating Revenue	469,700	469,700	469,700	0	0.00%
6 <i>Total Operating Revenues</i>	<i>\$123,285,413</i>	<i>\$123,285,413</i>	<i>\$123,285,413</i>	<i>\$0</i>	<i>0.00%</i>
7					
8 <i>Operating Expenses</i>					
9 Power Supply	92,339,353	92,339,353	92,339,353	0	0.00%
10 System Operations & Maintenance	8,486,826	8,486,826	8,486,826	0	0.00%
11 Broadband Operations & Maintenance	995,434	995,434	995,434	0	0.00%
12 Customer Accounts Expense	1,905,280	1,905,280	1,905,280	0	0.00%
13 Administrative & General Expense	7,541,864	7,541,864	7,541,864	0	0.00%
14 Taxes	5,376,125	5,376,125	5,376,125	0	0.00%
15 <i>Total Operating Expenses</i>	<i>116,644,882</i>	<i>116,644,882</i>	<i>116,644,882</i>	<i>0</i>	<i>0.00%</i>
16					
17 <i>Operating Income (Loss)</i>	<i>\$6,640,531</i>	<i>\$6,640,531</i>	<i>\$6,640,531</i>	<i>0</i>	<i>0.00%</i>
18					
19 Non Operating Revenue (Expense)					
20 Interest Income	1,640,012	1,640,012	1,640,012	0	0.00%
21 Interest Expense	(1,845,812)	(1,845,812)	(1,845,812)	0	0.00%
22 Federal and State Grant Revenue	3,000,000	3,000,000	3,000,000	0	0.00%
23 Other Non Operating Revenue (Expense)	10,000	10,000	10,000	0	0.00%
24 <i>Total Non Operating Revenue (Expense)</i>	<i>2,804,200</i>	<i>2,804,200</i>	<i>2,804,200</i>	<i>0</i>	<i>0.00%</i>
25					
26 Capital Contributions	4,875,000	4,875,000	4,875,000	0	0.00%
27					
28 Change in Net Position	\$14,319,731	\$14,319,731	\$14,319,731	0	0.00%
29					
30 Debt Service Coverage (DSC):					
31 Change in Net Position	\$14,319,731	\$14,319,731	\$14,319,731		
32 Adjustments for Debt Service:					
33 Interest, Amortization & Bond Issuance Costs	1,845,812	1,845,812	1,845,812		
34 Deposit from Rate Stabilization Fund	0	0	0		
35 Total Adjustments	1,845,812	1,845,812	1,845,812		
36 Net Revenue Available for Debt Service	\$16,165,543	\$16,165,543	\$16,165,543		
37 Debt Service	4,866,663	4,866,663	4,866,663		
38 Debt Service Coverage	3.32	3.32	3.32		

** Beginning in September 2023, Sales for Resale has been relabeled Secondary Market Sales and includes proceeds from sales of carbon allowances*

Public Utility District No. 1 of Franklin County
2024 Capital Budget by Project

Category	Project Description	September	October	November	\$ Change
Broadband					
	BROADBAND SYSTEM IMPROVEMENTS & EXPANSION	\$ 696,000	\$ 696,000	\$ 696,000	\$ -
	BROADBAND CUSTOMER CONNECTS	570,924	570,924	570,924	-
	RAILROAD AVE COLLO FACILTY	150,000	150,000	150,000	-
	SMALL CELLULAR SITES	285,000	285,000	285,000	-
	NEW HVAC SERVER ROOM	25,000	25,000	25,000	-
	NEW HVAC COLO 1	25,000	25,000	25,000	-
	WSBO CONNELL - BASIN CITY PROJECT*	3,000,000	3,000,000	3,000,000	-
	Total for Broadband	4,751,924	4,751,924	4,751,924	-
	* AMOUNTS FUNDED BY FEDERAL GRANT PROGRAM				
Building					
	RTU 8 REPLACEMENT- CARRYOVER	155,000	155,000	155,000	-
	AC UNITS FOR OPERATIONS (2)	55,000	55,000	55,000	-
	SECURE DOORS AT OPERATIONS	35,000	35,000	35,000	-
	SECURITY SYSTEM UPDATE	50,000	50,000	50,000	-
	ASPHALT WORK AT OPERATIONS & W. CLARK ST	75,000	75,000	75,000	-
	1411 W. CLARK POWER REMODEL	750,000	750,000	750,000	-
	Total for Building	1,120,000	1,120,000	1,120,000	-
Information Handling					
	TELECOM USAGE IN SERVICE	43,560	43,560	43,560	-
	ELECTRONIC CODING SYSTEM WAREHOUSE	21,780	21,780	21,780	-
	Total for Information Handling	65,340	65,340	65,340	-
System Construction - New Customers					
	PURCHASE OF METERS	300,000	300,000	300,000	-
	CUSTOMER ADDS TO THE DISTRIBUTION SYSTEM	2,700,000	2,700,000	2,700,000	-
	PURCHASE OF TRANSFORMERS	2,800,000	2,800,000	2,800,000	-
	SUBSTATION TRANSFORMER- CARRYOVER	1,300,000	1,300,000	1,300,000	-
	ACQUIRE FUTURE SUBSTATION SITES- CARRYOVER	500,000	500,000	500,000	-
	Total for System Construction- New Customers	7,600,000	7,600,000	7,600,000	-
System Construction - Reliability & Overloads					
	TRANSMISSION PROJECTS				
	RAILROAD AVE SUB (REIMANN INDUSTRIAL) TRANSMISSION	500,000	500,000	500,000	-
	COMPLETE BPA B-F #1 TAP TO RAILROAD AVE	1,075,000	1,075,000	1,075,000	-
	EXTEND TRANSMISSION LINE TO FOSTER WELLS/EAST OF HWY 395				-
	PURCHASE/REBUILD BPA LINE COURT ST SUB TO RUBY ST SUB				-
	RECONDUCTOR LINE FROM SWTICH FB-273 TO BROADMOOR				-
	SUBSTATION PROJECTS				
	RAILROAD AVE SUB (REIMANN INDUSTRIAL) SUBSTATION	4,000,000	4,000,000	4,000,000	-
	SCADA UPGRADES- SUBSTATIONS	60,000	60,000	60,000	-
	VOLTAGE REGULATORS UPGRADES	400,000	400,000	400,000	-
	REPLACE OBSOLETE BREAKER RELAYS	300,000	300,000	300,000	-
	FOSTER WELLS/EAST OF HWY 395	600,000	600,000	600,000	-
	BAY 2 COURT ST SUB				-
	DISTRIBUTION PROJECTS				
	RAILROAD AVE SUB (REIMANN INDUSTRIAL) DISTRIBUTION	500,000	500,000	500,000	-
	UNDERGROUND CABLE REPLACEMENTS	600,000	600,000	600,000	-
	DISTRIBUTION CIRCUIT RECONDUCTORS- NP, BM, AND KC FEEDERS	700,000	700,000	700,000	-
	MISCELLANEOUS SYSTEM IMPROVEMENTS	1,000,000	1,000,000	1,000,000	-
	CONVERT OH/UG- CITY OF PASCO	675,000	675,000	675,000	-
	CAR HIT POLES	90,000	90,000	90,000	-
	Total for System Construction- Reliability & Overloads	10,500,000	10,500,000	10,500,000	-

Public Utility District No. 1 of Franklin County
2024 Capital Budget by Project

Category	Project Description	September	October	November	\$ Change
Vehicles	SERVICE BUCKETS (1)- <i>CARRYOVER</i>	170,000	170,000	170,000	-
	FOREMAN TRUCK (1)	185,000	185,000	185,000	-
	EQUIPMENT TRAILER	16,000	16,000	16,000	-
	PICKUPS (2)	185,000	185,000		(185,000)
	LINE TRUCK	480,000	480,000	480,000	-
	UPGRADE SOLAR ON TREK	10,000	10,000	10,000	-
	Total for Vehicles	1,046,000	1,046,000	861,000	(185,000)
Grand Total		\$ 25,083,264	\$ 25,083,264	\$ 24,898,264	\$ (185,000)

AGENDA ITEM 8

Franklin PUD Commission Meeting Packet

Agenda Item Summary

Presenter: Katrina Fulton
Finance and Customer Service Director
Date: November 14, 2023

☐ REPORTING ONLY
☐ FOR DISCUSSION
☒ **ACTION REQUIRED**

1. OBJECTIVE:

Adopting a Resolution Approving a Revised Financial Policy for the District (Administrative Policy 54) and Superseding Resolution 1273.

2. BACKGROUND:

On April 26, 2011, the Commission adopted Resolution 1161, which incorporated the financial policy components and the establishment of the Rate Stabilization Fund into a single comprehensive policy; Administrative Policy 54, District Financial Policy (Financial Policy).

In February 2017 the Financial Policy was revised to include definitions of the financial targets and was adopted via Resolution 1273.

In recent years economic conditions have changed substantially. The COVID-19 pandemic, ensuing supply chain shortages, persistent inflation, and volatility in the power markets has heightened the need for the District to hold sufficient cash on hand to help mitigate these risks. Staff has revised the current Financial Policy to include a revision of the calculation of minimum target reserves and slightly increasing the debt service coverage target to help provide additional cushion for unexpected financial needs. The revisions were discussed and presented to the Commission for review at the October 24, 2023 Commission meeting.

The revised Administrative Policy 54, Financial Policy is included as Exhibit A to the Resolution. Staff recommends the Commission adopt Resolution 1399, as presented.

3. SUGGESTED MOTION:

I move to adopt Resolution 1399 as presented.

RESOLUTION 1399

**A RESOLUTION OF THE BOARD OF COMMISSIONERS
OF PUBLIC UTILITY DISTRICT NO. 1, OF FRANKLIN COUNTY**

**APPROVING A REVISED FINANCIAL POLICY FOR THE DISTRICT AND
SUPERSEDING RESOLUTION 1273.**

WHEREAS, Public Utility District No. 1 of Franklin County (the District) recognizes the importance of establishing strategies to manage the District's finances to ensure the continued financial health of the District and to remain fiscally responsible to the ratepayers; and

WHEREAS, the Board of Commissioners (the Commission) adopted Resolution 1273, In February 2017, revising the District's Financial Policy, Administrative Policy 54 (Financial Policy), to include definitions of the financial targets; and

WHEREAS, in recent years economic conditions have changed substantially, and

WHEREAS, the COVID-19 pandemic, ensuing supply chain shortages, persistent inflation, and volatility in the power markets has heightened the need for the District to hold sufficient cash on hand to help mitigate these risks, and

WHEREAS, staff recognizes the need to revise the Financial Policy to address economic risk more effectively; and

WHEREAS, staff revised the Financial Policy to include definitions of the District's types of funds, a calculation of minimum unrestricted reserves, and a modification of the debt service coverage target; and

WHEREAS, the proposed changes to the Financial Policy were reviewed with the Commission at the October 24, 2023 special meeting, now therefore

BE IT RESOLVED that the Commission adopts the revised Administrative Policy 54, Financial Policy, attached hereto as Exhibit A of the resolution; and

BE IT FURTHER RESOLVED that Resolution 1273 is superseded.

ADOPTED by the Board of Commissioners of Public Utility District No. 1 of Franklin County at an open public meeting this 14th day of November, 2023.

William Gordon, President

Stuart Nelson, Vice President

Roger Wright, Secretary

Policy No: ADM-54
Revision No: 2
Effective Date: 11/14//2023



FINANCIAL POLICY

1.0 PURPOSE AND SCOPE

This Policy establishes strategies to manage the District's finances to ensure the continued financial health of the District and to remain fiscally responsible to the ratepayers. Significant risks including, but not limited to, those affecting power supply cost, economic conditions, and regulatory and compliance requirements have the potential to impact the District's finances. Therefore, this Policy is not intended to stand alone and is to be applied in conjunction with policy GM-58, Enterprise Risk Management (ERM), and other significant District documents and processes.

2.0 DEFINITIONS

Debt Service Coverage: A measure of net revenue available to pay current debt obligations as defined in the District's bond resolutions.

Designated Reserves: Cash, cash equivalents, and investments identified by the District's Board of Commissioners for a specific purpose but are not restricted by external laws or contractual obligations. For financial statement purposes, designated reserves are included in unrestricted reserves.

Leverage: A measure of assets consumed if the debt balance was paid in full.

Minimum Unrestricted Reserves: The minimum amount of unrestricted reserves required to meet the District's short term financial obligations and mitigate identified risks.

Rate Stabilization Fund: A cash reserve created to stabilize utility operations during an unexpected event that negatively impacts net operating income and debt service coverage.

Restricted Reserves: Cash, cash equivalents, and investments legally restricted by state, federal or local statute, bond covenant, or by other external constraining obligations.

Unrestricted Reserves: Cash, cash equivalents, and investments that are not legally restricted by external parties. These funds may be spent for any legal District purpose.

3.0 IMPLEMENTATION

Adequate reserve levels are a necessary component of the District's overall financial management strategy and a key factor in external agencies' measurement of the District's financial strength. Adequate reserves provide the District with the ability to exercise flexible financial planning in developing future capital projects. Reserve funds are necessary to enable the District to deal with unforeseen emergencies or changes in condition.

Policy No: ADM-54
Revision No: 2
Effective Date: 11/14/2023

3.1 Minimum Unrestricted Reserves

The District shall maintain a minimum amount of unrestricted cash, cash equivalents and investments equal to a cash reserve calculation comprised of the following:

- 15% of the annual amount of the Operation Operating and Maintenance Expenses (exclusive of Power Supply and Depreciation)
- 20% of the annual amount of the Power Supply Costs
- 20% of the annual amount of the Total Five-Year Capital Plan (less Aid to Construction and bond proceeds)

The District will monitor forecasted unrestricted reserves levels on a monthly basis. In the event that unrestricted reserves levels are forecasted to fall below the minimum reserve calculation amount by the end of the fiscal year, the District will immediately establish plans to restore unrestricted reserves to the amount required within 12 months of fiscal year end. Such plans may include, but are not limited to, implementation of spending constraints, rate increases, or issuance of bonds to fund capital expenditures.

3.2 Debt Service Coverage Target

The District will develop financial plans to maintain a Debt Service Coverage Target of 1.8x. The minimum Debt Service Coverage pursuant to bond resolution covenants is 1.25x. Debt Service Coverage is calculated by dividing the net revenues, as defined in the bond resolution, by the total annual debt service payment.

3.3 Leverage Target

The District will develop financial plans to maintain a debt to asset ratio of 40% or less. The debt to asset ratio is calculated by dividing outstanding long-term debt by the sum of total assets. The Commission must authorize exceptions that temporarily exceed this ratio on a temporary basis when circumstances warrant (e.g., purchase of a long-term generation asset or capacity or other major capital project).

3.4 Rate Stabilization Fund

The District's Rate Stabilization Fund was initially funded at \$5.9 Million based on the District's 2009 annual debt service requirement. The District's Rate Stabilization Fund will be used and replenished only with Commission approval to meet the Debt Service Coverage Target, satisfy an unexpected need for funds, or manage utility rates. District staff will periodically review with the Commission the funding levels to ensure that the fiscal needs of the District are being met.

Resolutin 1399, Exhibit A

Policy No: ADM-54
Revision No: 2
Effective Date: 11/14/2023

EXHIBITS/ATTACHMENTS

None.

As adopted by the Board of Commissioners at the November 14, 2023 Commission meeting.

Approved by: _____ Date: _____
Scott Rhees, General Manager/CEO

Revision History:

Issued:	08/10/11	RES 1161
Revision 1:	02/14/17	RES 1273
Revision 2:	11/14/23	RES 1399

AGENDA ITEM 9

Franklin PUD Commission Meeting Packet

Agenda Item Summary

Presenter:	Katrina Fulton	<input type="checkbox"/>	REPORTING ONLY
	Finance and Customer Service Director	<input type="checkbox"/>	FOR DISCUSSION
Date:	November 14, 2023	<input checked="" type="checkbox"/>	ACTION REQUIRED

1. OBJECTIVE:

Adopting a Resolution Amending the Policies and Procedures for Risk Management and Trading Operations and Superseding Resolution 1395.

2. BACKGROUND:

The District has been a Slice customer since 2001 and has managed its exposure to wholesale energy commodity market prices under formalized risk management processes. The District and The Energy Authority, Inc., (TEA) recognize the need to formalize and institute risk management processes and controls related to trading activities. These processes are documented in the District's Policies and Procedures for Risk Management and Trading Operations (Policy #49) that were last amended in June 2023 to remove the Frederickson contract as a power resource and incorporate hedging targets to stabilize long and short-term market positions.

The existing Policy #49 defines the membership of the Risk Management Committee (RMC) at the specific employee position level. Staff wishes to simplify the process of filling vacancies in the membership of the RMC to ensure continuity of operations as described in the policy. Proposed changes are in Section V. Roles and Responsibilities, Subsection B. Risk Management Committee and are shown in Attachment A. No other changes are being proposed at this time.

Staff recommends the Commission adopt Resolution 1400, amending the Risk Management and Trading Operations Procedures included as Exhibit A of the Resolution.

3. SUGGESTED MOTION:

I move to adopt Resolution 1400 as presented.

Agenda Item 9, Attachment A

Below is the section of the “POLICIES AND PROCEDURES FOR RISK MANAGEMENT AND TRADING OPERATIONS, Section V. Roles and Responsibilities, Subsection B. Risk Management Committee, showing the proposed changes.

B. Risk Management Committee

The Risk Management Committee has primary operational risk oversight for the District and shall meet monthly and prepare and approve meeting minutes. The Risk Management Committee shall be comprised of the following voting members: the District’s General Manager/CEO, Assistant General Manager or Energy Resources Director, Power Manager, Sr. Power Analyst, and its Finance and Customer Service Director or Treasurer, or persons holding like-kind positions as determined by the District’s General Manager/CEO/-Accounting Manager. At least three voting members of the Risk Management Committee must be present at a meeting for a quorum to exist. At any meeting where a quorum of the Risk Management Committee is present, action may be taken by a majority vote of those voting members which are present. In the event of a vacancy in the voting membership, and to ensure a quorum of the Risk Management Committee, the General Manager/CEO may appoint, with confirmation by a vote of the Risk Management Committee, an alternate staff member who is well versed in the District’s power portfolio and trading operations to serve on the Risk Management Committee. Such appointments may be temporary. The Risk Management Committee will-may ask that other District representatives, be present at a Risk Management Committee meeting as a non-voting members when warranted by the discussion topic. The District’s Risk Management Committee will make decisions following the process outlined in Appendix B. TEA’s Client Services Manager and representatives from trading and analytics will attend in person or by conference call as non-voting members. As deemed necessary by the Risk Management Committee, other District and TEA staff may also be asked to attend meetings from time-to-time. The Commission has delegated to the Risk Management Committee ongoing maintenance and enforcement of the District’s approved policies and procedures for trading and risk management including updating Appendix C. The responsibilities of the Risk Management Committee shall include:

No other substantive changes have been done.

RESOLUTION 1400

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF PUBLIC UTILITY DISTRICT NO. 1 OF FRANKLIN COUNTY, WASHINGTON

AMENDING THE POLICIES AND PROCEDURES FOR RISK MANAGEMENT AND TRADING OPERATIONS AND SUPERSEDING RESOLUTION 1395

WHEREAS, Public Utility District No. 1 of Franklin County, Washington (the District) has signed a Block and Slice Power Sales Agreement, Contract No. 09PB-13047, with Bonneville Power Administration (BPA) which necessitates the District buying and selling power from time to time in wholesale power markets; and

WHEREAS, the District's power supply necessitates the District buying and selling power in wholesale markets; and

WHEREAS, the Board of Commissioners (the Commission) approved Resolutions 992 and 993 authorizing the General Manager/CEO or his designee to buy and sell power and natural gas within certain prescribed limits; and

WHEREAS, buying and selling power in wholesale markets introduces financial risk to the District; and

WHEREAS, the Commission adopted Resolution 884 on August 14, 2001, establishing the Risk Management and Trading Policies (Administrative Policy 49), and subsequently amended said Risk Management and Trading Policies by Motion on February 24, 2004; by Resolution 994 on February 22, 2005; by Resolution 1046 on July 25, 2006; by Resolution 1129 on May 26, 2009; by Motion on March 27, 2012; by Resolution 1183 on June 26, 2012; by Resolution 1200 on February 26, 2013; by Resolution 1205 on August 27, 2013; by Resolution 1230 on February 24, 2015; by Resolution 1251 on April 26, 2016; and by Resolution 1262 on September 27, 2016; and

by Resolution 1320 on May 28, 2019, and by Resolution 1376 on September 27, 2022, and by Resolution 1395 on June 27, 2023, and

WHEREAS, after review and discussion by the Risk Management Committee, staff determined that an amendment is needed to the existing Administrative Policy 49, and

WHEREAS, the existing Administrative Policy 49 defines the membership of the Risk Management Committee (RMC) at the specific employee position level, and

WHEREAS, staff wishes to simplify the process of filling vacancies in the membership of the RMC to ensure continuity of operations and a quorum of the RMC be present, and

WHEREAS, the proposed change allows the General Manager/CEO to appoint, with confirmation by a vote of the Risk Management Committee, and

WHEREAS, the General Manager/CEO will ensure the alternate staff member is well versed in the District's power portfolio and trading operations, and

WHEREAS, after confirmation by a vote of the Risk Manager Committee the staff member will serve on the Risk Management Committee, and

WHEREAS, such appointments may be temporary, and

WHEREAS, the Commission recognizes the need to amend the Policies and Procedures for Risk Management and Trading Operations, Administrative Policy 49, to include the fore mentioned change; now therefore

BE IT RESOLVED that the Commission adopts the amended Policies and Procedures for Risk Management and Trading Operations attached hereto as Exhibit A of the resolution.

BE IT FURTHER RESOLVED that Resolution 1395 is superseded.

ADOPTED by the Board of Commissioners of Public Utility District No. 1 of Franklin County, Washington at an open public meeting this 14th day of November 2023.

William Gordon, President

Stuart Nelson, Vice President

Roger Wright, Secretary

Public Utility District No. 1 of Franklin County, Washington

POLICIES AND PROCEDURES FOR RISK MANAGEMENT AND TRADING OPERATIONS

I. PREAMBLE

Since October 1, 2001, Public Utility District No.1 of Franklin County, Washington (“the District”) has purchased its net requirements wholesale power supply from the Bonneville Power Administration (“BPA”) under a 10-year Slice/Block Power Purchase Agreement that was in effect through September 30, 2011. In December 2008, the District entered into a new Slice/Block Power Purchase Agreement with BPA for the term October 1, 2011 through September 30, 2028. The Slice of the System (“Slice”) product component requires the District to actively participate in wholesale power markets, both spot and forward, in order to shape firm Slice generation to load and to dispose of surplus Slice generation. Unlike a BPA Load Following contract where the quantity of power delivered matches the District’s load in each hour, Slice generation is a function of conditions on the Columbia and Snake River systems and Columbia Generating Station availability, which results in surpluses and deficits of energy compared to the load served by the District.

In addition to its Slice/Block Agreement, the District has augmented its power supply portfolio through the execution of long-term power purchase agreements for hydro generation (1.3 aMW – Packwood Lake Hydro Project), intermittent renewable energy from two wind projects (10 MW - Nine Canyon and 10 MW - White Creek), and renewable energy from a small hydro project (.7 aMW – Esquatzel). The integration and optimization of these non-federal resources further increases the District’s activity in wholesale power and natural gas markets.

The District and The Energy Authority, Inc. (TEA) recognize the need to formalize and institute risk management processes and controls related to trading activities. To that end, the District and TEA have documented these policies and procedures. The present document speaks directly to the policies and procedures in managing the District’s exposure to wholesale energy commodity market prices.

The policies contained herein are consistent with those approved by the District’s Board of Commissioners (“the Commission”) originally in Resolution No. 884 adopted on August 14, 2001 and subsequently amended by Motion on February 24, 2004, by Resolution 994 on February 22, 2005, by Resolution 1046 on July 25, 2006, by Resolution 1129 on May 26, 2009, by Motion on March 27, 2012, by Resolution 1183 on June 26, 2012, by Resolution 1200 February 26, 2013 on, by Resolution 1205 on August 27, 2013, by Resolution 1230 on February 24, 2015, by Resolution 1251 on April 26, 2016, by Resolution 1262 on September 27, 2016, by Resolution 1320 on May 28, 2019, by Resolution 1376 on September 27, 2022 by Resolution 1395 on June 27, 2023, and by Resolution 1400 on November 14, 2023.

II. MISSION AND GOAL

The mission statement of the District, adopted by the Commission is as follows:

“To provide safe, reliable, and affordable cost-based power that benefits our customers.”

III. RISK PHILOSOPHY

By purchasing the Slice/Block product the District has assumed responsibility for procuring a wholesale power supply to meet the electrical requirements of its Customers rather than rely on BPA to perform this function on its behalf. It is therefore necessary for the District to accept reasonable exposure to power market price volatility in order to maximize the benefits of its power supply portfolio. The District, however, does not engage in speculative commodity market activities that might provide additional gain.

Additionally, the District and TEA recognize the significant financial and operational threat of being physically short of supply.

The District and TEA recognize the inherent supply risk of the Slice product, particularly in forecasting hydro generation levels in the early months of a given water year. Varying percentile levels of historic stream flows (e.g., lowest water level is 1% and highest water level is 99%) have been shown to shift the District's energy net position from having monthly deficits to having significant amounts of surplus power. A balance must be struck between the risk of being short in critical and near-critical water years, with the risk of being long and losing favorable forward sale opportunities in the preponderance of years.

IV. GOALS OF THE RISK MANAGEMENT PROGRAM

The District has set the following goals and objectives for its risk management program:

1. Manage the price and volume risk of its net position consistent with the risk tolerance of the Commission.
2. Manage the credit risk of its receivables and movements in the forward market price (mark-to-market) for power and natural gas.
3. Provide the requisite information to staff given the responsibility for oversight of power management and the risks inherent in it.
4. Allow those staff to proactively represent to the Commission that appropriate diligence is being exercised regarding oversight of power supply activities.

V. ROLES AND RESPONSIBILITIES

A. Board of Commissioners

The Commission reserves to itself the approval of Policy for the District. By their approval of the risk management program, they also undertake the following responsibilities:

1. Understand the nature of the risks encountered in managing the District's resource portfolio, including approving the types of products that can be purchased or sold for the purpose of managing risk. A copy of currently approved transactions is provided in Appendix A.
2. Understand the methods and procedures that will be employed to manage that risk.
3. Approve amendments to these policies and risk limits.
4. Be updated periodically as to their functioning.
5. Delegate the oversight of that functioning to the District Risk Management Committee.
6. Approve all transactions with terms exceeding 12 months in duration, or that have a delivery period that concludes more than 48 months beyond the end of the calendar year.
7. Delegate approval of all transactions with terms of 12 months or less, and that have a delivery period that concludes within 48 months beyond the end of the calendar year, to the General Manager/Chief Executive Officer (CEO), or their designee, consistent with Resolutions 992 and 993.

B. Risk Management Committee

The Risk Management Committee has primary operational risk oversight for the District and shall meet monthly and prepare and approve meeting minutes. The Risk Management Committee shall be comprised of the following voting members: the District's General Manager/CEO, Assistant General Manager or Energy Resources Director, Power Manager, Sr. Power Analyst, and its Finance and Customer Service Director or Treasurer, or persons holding like-kind positions as determined by the District's General Manager/CEO. At least three voting members of the Risk Management Committee must be present at a meeting for a quorum to exist. At any meeting where a quorum of the Risk Management Committee is present, action may be taken by a majority vote of those voting members which are present. In the event of a vacancy in the voting membership, and to ensure a quorum of the Risk Management Committee, the General Manager/CEO may appoint, with confirmation by a vote of the Risk Management Committee, an alternate staff member who is well versed in the District's power portfolio and trading operations to serve on the Risk Management Committee. Such appointments may be temporary. The Risk Management Committee may ask that other District representatives be present at a Risk Management Committee meeting as non-voting members when warranted by the discussion topic. The District's Risk Management Committee will make decisions following the process outlined in Appendix B. TEA's Client Services Manager and representatives from trading and analytics will attend in person or by conference call as non-voting members. As deemed necessary by the Risk Management Committee, other District and TEA staff may also be asked to attend meetings from time-to-time. The Commission has delegated to the Risk Management Committee ongoing maintenance and enforcement of the District's approved policies and procedures for trading and risk management including updating Appendix C. The responsibilities of the Risk Management Committee shall include:

1. Monitor the market price and counterparty risk of the District's individual portfolio to ensure that such risks are within tolerable limits and being managed in a manner consistent with these documented policies and procedures.
2. Receive and review the following risk reports prepared by TEA:
 - Daily risk report showing current and the subsequent four years net power cost marked against current expectations for retail loads, slice generation, and forward prices versus budget
 - Daily report of counterparty credit exposures versus limits
 - Daily report showing the mark to market exposure of forward transactions
3. Review and approve changes to existing and any new risk reports.
4. Approve transactions that are beyond TEA's limits.
5. Understand the risk/reward relationship of proposed hedging transactions to ensure consistency with the District's overall business strategies, risk tolerances, and yearly budget plans.
6. Approve new hedging products to ensure that products are consistent with business and risk management infrastructure.

Exhibit A, Resolution 1400

7. Establish qualitative and quantitative limits for certain hedging products as deemed necessary.
8. Understand and approve methodologies and models used for long- and short-term load and resource forecasting, and market and credit risk measurement.
9. Ensure that independence and segregation of duties exist at TEA.
10. Approve procedural changes associated with maintenance and operation of trading and risk management and recommend policy changes to the District's Commission.
11. Review any new counterparties and approve their credit limits, as recommended by TEA. The Risk Management Committee shall provide oversight regarding credit matters. As required, a review of an individual counterparty credit documentation status will be included annually at a monthly Risk Management Committee meeting.
12. Delegate authority to TEA to execute certain specific transactions without prior approval from District staff where time constraints make it impractical for TEA to communicate with District staff prior to trade execution. TEA is granted specific trade authority as described in Exhibit B to the Resource Management Agreement between the District and TEA.
13. From time to time, and no less than once a year, review these District's Policies and Procedures for suitability.
14. Represent to the Commission the sufficiency of the District's trading and risk infrastructure and its overall compliance with policy and procedures.
15. Approve all Renewable Energy Credit (REC) transactions.

Meeting minutes will be kept (including any electronic votes taken outside of the meeting) and will be retained by the District consistent with the District's document retention policy.

C. District's Risk Management Committee Chair

The District's Power Manager carries the chief responsibility for the establishment and maintenance of risk management within the District and, to that end shall act as chair of the Risk Management Committee. The chair is responsible for the assurance of due diligence in the District's operation and to further strengthen the day-to-day control over risk management activities may delegate specific responsibilities to the District's Treasurer/Accounting Manager who acts as the primary representative of the District in the financial aspects of trading and risk management. The Power Manager will work closely with the District's Assistant General Manager or Energy Resources Director to assure that the following responsibilities are carried out:

1. Review specific risk and trading limits and hedging methodologies, and from time to time recommend changes to the Risk Management Committee.
2. Participate in the Risk Management Committee with the purpose of understanding the District's risk position and the means to mitigate it.
3. Monitor risk reports between Risk Management Committee meetings in conjunction with the District's Assistant General Manager or Energy Resources Director.

4. Ensure that compliance with all policies and limits is maintained; represent that fact to the Commission.

D. District's Assistant General Manager or Energy Resources Director

The District's Assistant General Manager or Energy Resources Director shall work closely with the District's Power Manager to establish, implement, and monitor the District's risk management program. The Assistant General Manager or Energy Resources Director will act as the primary representative of the District in the operational aspects of trading and risk management. In this capacity, either position will work closely with the District's Power Manager and may delegate specific responsibilities to the District's Sr. Power Analyst to assure that the following duties and responsibilities are carried out:

1. Represent the District on Joint Scheduling and Operating Committee and ensure any operating strategies are consistent with the District's risk management program.
2. Review the prompt month and balance of month net position developed by TEA and recommend or approve new transactions as needed.
3. Review specific risk and trading limits and hedging methodologies, and from time to time recommend changes to the Risk Management Committee.
4. Review trade tickets from TEA for transactions that extend beyond the preschedule period.
5. Monitor risk reports between Risk Management Committee meetings in conjunction with the District's Power Manager.

E. TEA Staff

The roles and responsibilities of TEA staff in the District's trading and risk management operations is provided in Exhibit B of the Resource Management Agreement (RMA) between the District and TEA.

VI. RISK MEASURES AND REPORTING

A. Risk Policies

1. The approved scope of market participation by the District is limited to those activities required to capture optimum value from the District's resource portfolio without engaging in speculative trading activity. It is not the intent of this policy to restrain the legitimate application of analysis to the optimization of resources. It is, however, the express intent to prohibit the acquisition of additional exposure to price and volume risk beyond that encountered in the efficient optimization of the District's resource portfolio. In the event questions arise as to whether a transaction is consistent with this intent shall be discussed among the RMC and the rationale will be documented in the RMC meeting minutes.

Specifically, the District acknowledges that engaging in intra-day and intra-week price arbitrage trading strategies utilizing Slice storage and pondage flexibilities is consistent with this Policy. Environmental attribute arbitrage between years of the compliance period is also recognized as similarly consistent with the Policy.

Given the uncertainty in forecasting Slice generation output, the District recognizes the basic tension between maximizing the value of surplus power through forward power sales and the potential cost of being short of energy and/or capacity if resources perform below expectations due to poor hydroelectric conditions and/or thermal generation unit outages. The District has chosen to balance the risk of being short as a result of selling too much power forward with the risk of not optimizing the value of surplus generation.

The Risk Management Committee has approved the use of TEA's stochastic model (TEA Model) of the District's net power costs under changing Slice generation and market price scenarios. The District will not sell physically forward surplus Slice book net position beyond the 10th percentile from the TEA Model until it has information about likely water supply conditions for a particular year. The District will not sell financially forward surplus Slice book net position beyond the 10th percentile unless the TEA model demonstrates an increase in the likelihood of lower net power costs. Financial hedging strategies, such as purchase of put options or forward sale with equivalent call option purchased as back-up, can be employed to execute forward sale decisions beyond a 10th percentile level.

Once information about likely water supply conditions are available, generally in December of the prior year, physical or financial forward sales for that water year may be approved by the Risk Management Committee beyond the above levels.

2. Stress-testing scenarios will be devised that subject the net position (load and slice generation) and market price of power to a range of outcomes to determine the impact on the District's projected net power cost. This will typically be performed using the TEA Model. The results of the stress testing will be reported each month at the Risk Management Committee meeting.
3. Net position limits will be observed for the following times and situations:
 - a. Maximum long and short physical positions for **preschedule through delivery**; short and long side imbalance \leq storage capacity.
 - b. Maximum long and short net positions **for the delivery month**: 10% of load short and 15% of load long.
 - c. Maximum long and short net positions **for the front forward month**: 10% of load short and 20% of load long.
 - d. Maximum long and short net positions **for the next two forward months**: 15% of load short and 25% of load long.
 - e. Maximum aggregate long and short net positions **for each forward month 4-12**: 25% of load short and 50% of load long.

Net position limits will be tested for both heavy load hours, and for all hours, in the applicable time period. Net position limits will not apply to light load hour only positions. Net position limits will be tested against the expected Slice generation scenario.

4. Minimum hedge limits will be observed for the following times and situations and will be in place by October 31st:
 - a. 60% of expected annual position based on P25 Slice for the upcoming calendar year.

- b. 35% of expected annual position based on P25 Slice for the prompt + one calendar year.
 - c. 10% of expected annual position based on P35 Slice for prompt + two calendar years.
- 5. Net positions will be calculated separately for the Slice/Purchased Power and Thermal Books. A net position for gas will be maintained in the Thermal book. Net positions for gas will be expressed in both MMBtu's per day or MWh equivalent basis.
- 6. All physical forward transactions will be consistent with BPA's 5b9c policy.
- 7. Financial derivatives will be used solely for purposes of hedging physical positions.
- 8. Physical natural gas purchases will be executed only under the following circumstances:
 - a. When necessary to support a forward wholesale power sale, or an expected retail power sale from the District's thermal generation. It should be noted that short-term (i.e., preschedule and real-time) natural gas and power markets frequently have disparate trading horizons, primarily during periods that include weekends, holidays and month-end. To the extent that the District is managing its thermal generation resources with such short-term transactions, it specifically acknowledged there will be occasions when gas purchases will not be matched with power sales for a short period of time due to these mismatched trading periods.
 - b. When purchasing physical gas at a daily or monthly index as part of a strategy to manage physical supply requirements.
 - c. Natural gas sales will be executed only to dispose of long natural gas positions and will be made as soon as practicable following the determination that the District is in such a long position.
- 9. Environmental attribute transactions are intended to satisfy expected regulatory compliance requirements.

B. Mark-to-Market and Stress Testing of Power Costs

- 1. TEA will calculate a daily mark to market of the District's net power costs for the current year, and a daily mark-to-market of the District's net power cost for the subsequent four calendar years. The mark-to-market calculations will consist of the following components and treatments:
 - a. The basis of the calculation will be the most likely estimates of load and resources, which will be expressed as averages by month across HLH and LLH.
 - b. The mark-to-market will utilize Mid-Columbia hub forward power prices and Sumas/Huntingdon and Henry Hub forward prices for natural gas.

- c. All forward transactions will be marked against “mid-market” (average of bid and offer side of market) forward prices.
 - d. All sources of supply will be included whether the supply is being used to meet load or is being sold in the market.
2. The District and TEA recognize the importance of having an at-risk metric that captures both the price and volumetric (load and Slice) risks that the District faces. The Risk Management Committee will develop and approve hedging strategies that include at-risk metrics.

C. Reports and Frequency of Reporting

1. The forward price curve, currently for Mid-C and Sumas, will be calculated daily and sent to the District.
2. The mark-to-market of the current year net power costs will be calculated daily. The mark-to-market of the subsequent four years net power costs will be calculated daily. Mark-to-market reports will be provided to the District via electronic means.
3. Net position reports, including checking of forward positions against net position limits, will occur whenever there is a significant change in forecasted Slice generation, but at no time will that be less than weekly in frequency.
4. Stress testing of the budget mark-to-market and net position will be presented at the monthly Risk Management Committee meetings.

VII. CREDIT

A. Credit Policy

The District recognizes the potential for significant losses due to events of financial default or the failure to perform regarding contracted takes and deliveries.

The District adheres to the credit policies and credit limits established by TEA. TEA’s policy addresses guidelines for setting credit limits and monitors credit exposure on a real time basis on behalf of the District. TEA’s management determines the credit quality of the District’s counterparties based upon various credit evaluation factors, including collateral requirements under certain circumstances.

As of September 24, 2008, all physical commodity transactions (for hourly and/or daily) for the District are traded by TEA as principal (on behalf of the District) and rely on TEA’s credit limits. All forward physical/financial commodity transactions are entered into only with counterparties approved by the District’s Risk Management Committee for creditworthiness.

In order to manage that credit risk, the District and TEA have established the following policies:

1. Commodity transactions, both physical and financial, will be entered into only with approved, creditworthy counterparties.

2. Counterparties will be scored using the TEA Credit Scoring Models. TEA will score each counterparty per a specific model. District's credit limits will be scaled from TEA's limits as follows:

- TEA limit greater than \$15 million: \$3 million
- TEA limit \$9 million - \$15 million: \$1.25 million
- TEA limit less than \$15million:
 - TEA limit * (\$1.25 million / \$9 million)

Each new Counterparty Credit Limit or increase to an existing limit will then be taken before the District's Risk Management Committee for approval. Every counterparty will be reassessed at minimum annually.

3. At no time will the District intentionally incur a credit exposure with any counterparty greater than \$3.0 million, with exception to TEA, where the credit exposure cannot exceed \$6.0 million unless due to the must sell operational requirement in #5 below.
4. The status of credit risk will be tracked by counterparty at the agreement level and the information made available in real time to TEA trading and scheduling personnel, and those responsible for risk oversight at both the District and TEA; credit reporting will be on a daily basis.
5. The District shall not intentionally exceed the Counterparty Credit Limit with any counterparty without the approval of the Risk Management Committee; the Risk Management Committee may grant TEA the authority to make short-term exceptions as necessary to accommodate operational requirements. Specifically, violation of Counterparty Credit Limits is permissible in must sell situations (i.e., the District will lose the energy if not sold, such as in a spill situation). Similarly, the Risk Management Committee understands that changes in MTM value can result in credit exposures beyond the assigned credit limit.
6. The District will provide credit intermediation ("sleeving") services for only Benton and Grays Harbor PUDs.
7. The District understands that transacting over the counter (OTC) swaps carries an additional Commodity Futures Trading Commission (CFTC) reporting function. When the District has a swap reporting obligation, the District will report the swap to a CFTC approved Swap Data Repository.

B. Master Agreements and Credit Documentation

1. The District intends to use the Western Systems Power Pool Agreement as the umbrella enabling agreement for physical power transactions. The District recognizes the desirability of having separate credit agreements with counterparties to augment the credit provisions in the standard WSPP agreement.

The District may utilize the Edison Electric Institute trading agreement for physical power transactions. The International Swap Dealers Agreement (ISDA) will be used for all financial transactions. The ISDA Power Annex can also be used for physical power transactions. The North American Energy Standards Board (NAESB) Agreement will be

used for Natural Gas Transactions. Separate bi-lateral master trade agreements governing physical natural gas transactions will be negotiated with counterparties as needed.

While Master agreements are the preference of the District, there may be instances of transacting carbon allowances with non-energy firms (e.g. transportation) under the Washington Climate Commitment Act where it may be necessary to execute on a long form confirmation. In the event such activity becomes necessary, approval of the terms and conditions must be given by Counsel or contract experts to ensure adequate protections are in place.

2. The District's will maintain all signed credit agreements with approved counterparties, and a copy of the agreements will be kept at TEA.

C. Credit Reports

1. The TEA Credit Department will publish a daily credit report that is available to the TEA trading and scheduling in real time on demand. This credit report will be based on the same forward prices used for calculating the mark-to-market. It will include the following: the net billed balance, the unbilled receivable and payable balance, the net notional and mark-to-market exposure of physical and financial transactions by counterparty, highlighting in red those that are within 15% of their available credit limit.
2. Until a master netting and setoff agreement is in place with a counterparty, separate credit exposures for each counterparty will be calculated for each master agreement and will be added together to derive the total credit exposures. Negative exposures under one master agreement will not offset a positive exposure under another master agreement.

D. Credit Exceptions

1. District transactions, either physical or financial, are constrained by these credit limits.
2. TEA personnel involved in day-ahead or same-day trading activities (TEA principal transactions) may exceed a counterparty's credit limit if trading with the counterparty is required to balance load and resources and failure to execute the trade would result in a punitive energy imbalance, or other control area operator or transmission charge. The proposed purchase or sale price of power will not be a consideration in choosing to execute a transaction in violation of a credit limit. Credit limits also may be exceeded when failure to sell the energy would result in the District permanently losing the energy (i.e., sell it or spill it). If a TEA Trader executes a trade under one of these circumstances, the Trader involved will write an email outlining the reason for the credit exception and providing an estimate of the dollar amount of the credit exceedance. That memo must be forwarded to the appropriate TEA Trading Director, TEA's Member Service Manager for the District, TEA's Credit Manager, and the District's Power Manager before the close of business or the end of the scheduler's shift.

VIII. OTHER POLICIES

A. Separation of Function

1. A separate line of communication will be established between the District and the external counterparty to a trade for purposes of trade confirmation and any required trade reconciliation.
2. All trade confirmations will be executed by the District's Power Manager or its Sr. Power Analyst. The District can confirm transactions using either a paper or electronic method. For counterparties that electronically confirm with the District, the counterparties will be directed to ICE's eConfirm rather than paper confirming. All paper trade confirmations, from counterparties, will be faxed or emailed to the counterparty or received from the counterparty by either the District's Power Manager, its Sr. Power Analyst or TEA's Risk Control Group. The District's Assistant General Manager, Energy Resources Director or Sr. Power Analyst will forward any confirmations received to the TEA Risk Control Group.
3. TEA's Risk Control Group will forward all trade tickets to the District's Power Manager.
4. TEA's Risk Control Group will review all paper trade confirmations based on the information contained in the trade ticket and advise the District's Power Manager and Sr. Power Analyst of any changes that are required, if any, before executing the confirmation. Additionally, TEA will monitor ICE's eConfirm to ensure all trades loaded are electronically matched. TEA's Financial Trader or Member Service Manager may be consulted if there are any questions or discrepancies between the trade ticket and the confirmation agreement.
5. The District's Power Manager will initiate trade confirmations based on the information contained on the trade ticket when the master trading agreement specifies that the District is responsible for generating the confirmation agreement. TEA's Risk Control Group will prepare a confirmation letter for the District's Power Manager's execution and distribution or an electronic file for upload.
6. The District's accounting department will do all paying and receiving.

IX. BUSINESS PROCEDURES

A. Transactions

1. Transactions will be recorded via recorded telephone lines, recorded instant messages or at recognized Internet trading sites.
2. The individual making the transaction will fill out a standard trade ticket/database entry containing, at minimum, the following information:
 - a. Date of transaction;
 - b. Counterparty;
 - c. Transaction capacity (MW/hour or MMBtu/day);
 - d. Buy or sell;
 - e. Transaction price;
 - f. Delivery point;

- g. For options, option type, strike and execution instructions;
 - h. For financial swaps, the reference index;
 - i. Starting delivery date and hour;
 - j. Ending delivery date and hour;
 - k. Product type;
 - l. Any other date, hour and/or capacity data needed to define a shaped product;
 - m. Broker or electronic trading site and fee, if applicable;
 - n. If the trade is a swap;
 - o. Reporting Counterparty;
 - p. Exemptions if any to clearing.
- 3. A copy of the trade ticket will be passed to the TEA Risk Control Group and a copy retained by the TEA trader executing the transaction.
 - 4. In the event that the master trade agreement directs the counterparty to initiate the trade confirmation, and the counterparty is not electronically confirming with the District, the counterparty will be directed to fax or email the confirmation directly to the District's Power Manager or the TEA Risk Control Group.
 - 5. A TEA Trader will initiate the confirmation process by entering the trade in the appropriate database no later than the end of shift on the day of the trade.

B. Confirmation and Database Entry of Forward Transactions

TEA's Risk Control Group will initiate the confirmation process, when applicable.

- 1. For transactions longer than the normal preschedule period, the TEA Risk Control Group will fax or transmit electronically, a copy of the trade ticket to the District's Power Manager or Sr. Power Analyst. If the District is responsible for generating a confirmation letter, the TEA Risk Control Group will either (1) create the confirmation letter or (2) include the transaction in the upload file and send to the District's Power Manager or Sr. Power Analyst for execution and distribution.
- 2. For counterparties that are paper confirming, the District's Power Manager or Sr. Power Analyst will sign and forward the confirmation letter to the counterparty when the District is the counterparty responsible for initiating the confirmation under the terms of the master agreement governing the transaction. The District's Power Manager or Sr. Power Analyst will receive, compare to the trade ticket, sign and return the confirmation to the counterparty, and a copy to TEA's Risk Control Department, when the counterparty is responsible for initiating the confirmation under the terms of the master agreement governing the transaction.
- 3. For counterparties that are electronically confirming, regardless of which entity is responsible for initiating the confirmation process, the District's Power Manager or Sr. Power Analyst will upload the file created by TEA's Risk Control Department into ICE's eConfirm. Additionally, the District's Power Manager or Sr. Power Analyst will receive, compare to the trade ticket, sign and verify the information in the confirmation file created by TEA's Risk Control Department prior to loading into ICE's eConfirm.
- 4. Should there be a disagreement between the counterparty and the TEA trade ticket as to any of the terms of the transaction; it will be the responsibility of the TEA Risk Control Group to work

with the TEA trader and the counterparty's representative to resolve all differences on that same business day.

5. All paper and electronic confirmation and reconciliation of a forward trade will be accomplished by the end of the second full workday after the trade date, or first delivery, whichever is earlier.
6. All trades executed during the day will be entered into the appropriate database by the end of the shift. When a paper confirmation of the trade is received, the TEA Risk Control will reconcile the confirmation with the transaction in the database. TEA will monitor ICE's eConfirm to ensure all transactions loaded into the platform are fully matched.
7. Confirmations will only be required for trades whose delivery term extends beyond the preschedule period.

C. Book Structure

The District will use a book structure in managing and reporting its risk position. A description of the book structure is provided below.

1. Resources, transactions and positions will be segmented into three distinct risk books:
 - a. Slice/Purchased Power
 - b. Thermal
 - c. Environmental Attributes
2. The Slice/Purchased Power book will consist of any purchased power resource or transaction that is not (i) dependent on natural gas (or alternate fuels) for purposes of pricing delivered power or (ii) backed by a product or resource that is dependent on natural gas (or alternate fuels) for purposes of pricing delivered power. Such resources include BPA Slice and Block, and any applicable market purchase or sale contracts.

Within the Slice / Purchased Power book, transactions will be further segmented into physical and financial sub-books to ensure that both physical and financial positions can be monitored and evaluated.

3. The Thermal book will consist of all power resources that are (i) dependent on natural gas (or alternate fuels) for purposes of pricing delivered power or (ii) backed by a product or resource that is dependent on natural gas (or alternate fuels) for purposes of pricing delivered power. Such resources include owned thermal resources, and any transactions that are related to management of such agreements or resources, including market purchases and sales.

Within the Thermal book, transactions will be further segmented into individual resource sub-books, which will in turn be segmented into power and natural gas (or alternate fuels) sub-books. The power and natural gas sub-books will each be further segmented into physical and financial books to ensure that both physical and financial positions can be monitored and evaluated.

4. The Environmental Attributes book will consist of intangible non-energy attributes associated with electrical power or carbon emissions designed to satisfy regulatory requirements.

D. Forecasting Slice Generation

1. Absent snowpack and runoff information on a particular water year, the District will determine probabilities for monthly Slice generation using the most recently completed BPA ESP study of Slice System generation. All mark-to-market and net position reports will use these probabilities.
2. A range of Slice generation forecasts will be calculated each month using a methodology approved by the Risk Management Committee. Forecasts will be linked to expected and contingency streamflow forecasts prepared by the Northwest River Forecast Center, or other recognized third party experts, and will be selected using long-range weather outlooks, and the inherent uncertainty contained in the long-range forecasts. Changes in forecast methodology are permitted only when there is an ability to correct an identified deficiency in methodology, and/or when the Risk Management Committee believes the change will result in improved forecast accuracy.

E. Database Administration

TEA uses a state of the art Deal Capture (DC) system, integrated with The Optimizer scheduling application system for scheduling and transaction accounting. The District and TEA recognize that as these systems evolve, modifications to processes will be made. The database administration and security provisions outlined below reflect the current development status of The Optimizer. A Database Administrator (DBA) has been designated. That person is charged with database security and maintenance for the transaction databases.

The following safeguards for data security and backup will be installed:

1. Transaction data stored in the system of record will be replicated daily to ensure data redundancy.
2. The DC and The Optimizer databases, as well as the daily schedules, will be backed up at least daily after the close of business.

F. Checkout

Monthly Checkout – TEA's Bilateral Settlement Department will checkout all transactions, both volume and dollar amounts, at the end of the month consistent with normal industry practice. TEA's Bilateral Settlement Department will strive to checkout all transactions within 5 business days of the end of the month. TEA's Bilateral Settlement Department also will perform mid-month checkouts as appropriate.

G. New Counterparty Approval

1. New counterparties for agency transactions will be recommended to the Risk Management Committee by TEA.
2. A justification for the initiation of trading will be required.

3. The Risk Management Committee is responsible for establishing, with the assistance of the TEA Credit Manager, credit limits based on the TEA credit limit and documentation requirements for any new trading partner.
4. A new counterparty will not receive final approval until the Risk Management Committee's approval is obtained. Trading with the counterparty is not allowed during that process, with the exception that real-time purchases can be executed with any counterparty regardless of their prior approval by the Risk Management Committee.

H. New Product or Transaction Type

From time to time, a new transaction type becomes available. If the new product is offered by a new counterparty, the counterparty must first be approved by the Risk Management Committee. Should such new product be considered of advantage to the goals of the District, the process outlined below should be followed:

1. New products will be recommended by TEA and must first be approved by the Risk Management Committee before trade execution.
2. TEA's Risk Manager will provide a justification for the new product stating the value to the District and its credit impact.
3. The Risk Management Committee meeting in monthly or special session, will review that justification and approve the transaction, and approve quantitative and/or qualitative limits on use of the product if deemed desirable.
4. The Risk Management Committee may defer authorization to the Commission.
5. In any case, the Commission should be informed of the new transaction and its justification.

I. Audit

1. After TEA board approval of changes to the TEA Risk policy, TEA staff will provide a verbal summary of these changes to the Risk Management Committee when the changes impact the service that TEA provides to the District. TEA is not required to summarize changes to the TEA Risk Policy appendix to the District. The District can conduct an internal review of TEA's Risk Management Policies and Procedures. The review of TEA's Risk Management Policy and associated policies and procedures will be done at the TEA office under TEA staff supervision.
2. An auditing firm that has a trading and risk management practice will conduct an external audit or review of this Policy as deemed necessary.

Appendix A
Approved Transactions

Approved Physical Transactions:

1. Same day purchases and sales of power and natural gas
2. Next day purchases and sales of power and natural gas
3. Forward purchases and sales of power and natural gas. (Transactions longer than 12-months in duration require the District's Commission approval.)
4. Energy exchanges
5. Purchase or sale of capacity or load factoring product (energy deliveries net to zero over a pre-established time period)
6. Purchase of monthly or daily calls and puts
7. Washington state compliant carbon allowances.
8. Renewable Energy Credit (REC) Transactions

Approved Financial Transactions:

1. Power and natural gas fixed for floating swaps
2. Natural gas swing swaps
3. Natural gas basis swaps
4. Natural gas index swaps
5. Currency swaps relating to managing US/Canadian exchange rate risk resulting from purchases of natural gas
6. Purchase of monthly put and call options¹
7. Purchase of daily put and call options
8. Purchase of monthly swap options
9. Purchase of dual trigger options that settle based upon a power or natural gas price index and an agreed upon temperature trigger

¹ Settlement of these options should be against applicable Northwest indices. Option exercises automatically at the end of the month if the option is in the money.

Appendix B
Risk Management Committee Decision Making Process

Consensus means that no member holds so strongly to an alternate position that the member cannot allow the decision to be made. There are five levels of agreement/disagreement with a position:

1. I fully agree;
2. I do not view the issue as highly significant, thus I agree through lack of concerns;
3. I have some concerns about the position, but support it as the best wisdom of the group;
4. I have concerns about the position, but support it because I believe my concerns have been heard and considered by the group; or
5. I disagree with the position and believe its implications are so negative that I must protest its acceptance.

Consensus exists when members of the Risk Management Committee hold positions number 1, 2, 3, or 4. When one member of the Risk Management Committee holds position 5, the Risk Management Committee will note a minority dissension to the consensus and reflect that dissension in its decision announcements. Should a greater number of persons dissent, the Risk Management Committee will consider a consensus not to exist and will either drop the issue or ask, "What would be required for the dissenter to agree to the majority position?"

Appendix C

Swap Transaction Representative Selection and Monitoring

Effective Date: January 1, 2013

Type: Mandatory Policy

Applicable Departments: District wide

Purpose:

To ensure the District, a Special Entity under the Dodd-Frank Financial Reform Act, selects a qualified independent representative (“Representative”) to provide advice and guidance when entering into swap transactions with Swap Dealers or Major Swap Participants.

Definitions:

Swap Dealer – A swap market participant that acts as a dealer in commodity swaps. The term “Swap Dealer” is further defined in 7 U.S.C. 1a(49) and further interpreted in 17 C.F.R. 1.3(ggg).

Special Entity – A swap transaction counterparty that includes a state agency, city, county, municipality or other political subdivision of a state, or any instrumentality, department, or a corporation of or established by a State or political subdivision of a State. The term “Special Entity” is further defined in 7 U.S.C. 6s(h)(2)(C) and further interpreted in 17 C.F.R. 23.401(C).

Major Swap Participant – A swap market participant that maintains substantial positions in swaps such that the level of swap activity creates substantial counterparty exposure. The term “Major Swap Participant” is further defined in 7 U.S.C. 1a(33) and further interpreted in 17 C.F.R. 1.3(hhh).

Trade Option Exemption – An exemption from most Dodd-Frank swap regulations granted to certain physical commodity options. Recordkeeping and reporting requirements still apply. The requirements for the trade option exemption can be found in 17 C.F.R. 32.3.

End-User Exception – An exception from clearing granted to certain swap transactions used for hedging or mitigating commercial risk. The end-user exception is only available to non-financial entities. The requirements for the exception are outlined in 7 U.S.C. 2(h)(7)(A) and further interpreted in 17 C.F.R. - 50.50

Swap – In general terms, a swap includes most financially settled transactions not including futures or options on futures. The term “Swap” is further defined in 7 U.S.C. 1a(47) and further interpreted in 17 C.F.R. 1.3(xxx).

Qualified Independent Representative – a representative required of Special Entities to transact swaps with Swap Dealers or Major Swap Participants. Among other tasks, the representative is required to evaluate fair pricing for the swap transaction, make timely disclosures to the Special Entity and act in the best interest of the Special Entity. An exhaustive list of the requirements for the representative can be found in 17 C.F.R. 23.450(b).

Selection: The District shall endeavor to seek and employ an individual or entity that will voluntarily act as a Representative for all energy commodity swap transactions between the District and any Swap Dealer or Major Swap Participant. The Representative must meet the following qualifications identified in 17 C.F.R. 23.450(b):

- (i) Has sufficient knowledge to evaluate the transaction and risks;
- (ii) Is not subject to a statutory disqualification;
- (iii) Is independent of the Swap Dealer or Major Swap Participant;
- (iv) Undertakes a duty to act in the best interests of the Special Entity it represents;
- (v) Makes appropriate and timely disclosures to the Special Entity;
- (vi) Evaluates, consistent with any guidelines provided by the Special Entity, fair pricing and the appropriateness of the swap; and

Exhibit A, Resolution 1400

- (vii) In the case of a Special Entity as defined in § 23.401(c)(2) or (4), is subject to restrictions on certain political contributions imposed by the Commission, the Securities and Exchange Commission, or a self-regulatory organization subject to the jurisdiction of the Commission or the Securities and Exchange Commission; provided however, that this paragraph (b)(1)(vii) of this section shall not apply if the Representative is an employee of the Special Entity.

The Representative and the District shall enter into a legal agreement that binds the Representative to comply with items (i) through (vii) in this policy.

At no longer than any 12-month interval, the District shall review the performance of the Representative to ensure compliance with items (i) through (vii) in this policy.

Appendix D

Delegation of Authority for Short-Term Power and Natural Gas Transactions

The Commission has delegated approval of all transactions with terms of 12 months or less, and that have a delivery period that concludes within 48 months beyond the end of the calendar year, to the General Manager/CEO, or their designee, consistent with Resolutions 992 and 993.

Resolution 992 authorizes the General Manager or his designee to “...Enter into Short Term Power and Natural Gas Sales Contracts Pursuant to Commission Approved Criteria” and Section 5 of the resolution sets out more specific limits on the authority to enter into short term sale contracts.

Resolution 993 authorizes the General Manager or his designee to “...Enter into Short Term Power and Natural Gas Purchase Contracts and establishes guidelines and procedures for such delegation,” and Section 3 of the Resolution sets out more specific limits on the authority to enter into short term purchase contracts.

The Power Manager is designated with the authority to approve short term power and natural gas transactions within the limits specified in Resolutions 992 and 993.

Under this designation, the Power Manager has the authority to unilaterally approve short term transactions within the limits of the referenced resolutions. However, the authority includes a stipulation that the Power Manager should, whenever possible, obtain the approval of a majority of the Risk Management Committee for transactions that extend beyond 65 days.

When the Power Manager approves transactions unilaterally, the Power Manager will document the basis for such transactions by way of a memo to the Risk Management Committee not later than the next Risk Management Committee meeting.

AGENDA ITEM 10

Franklin PUD Commission Meeting Packet
Agenda Item Summary

Presenter: Rosario Viera
Public Information Officer
Date: November 14, 2023

☐ REPORTING ONLY
☐ FOR DISCUSSION
☒ ACTION REQUIRED

1. OBJECTIVE:

Approving the 2024 Regular Commission Meeting Schedule and Appointing the 2024 Board of Commission Officers.

2. BACKGROUND:

At the end of each year, the Board of Commissioners approves the regular monthly meeting schedule for the following calendar year (RCW 42.30.070) and appoints the officers for the coming calendar year (RCW 54.12.090).

The schedule sets meetings in accordance with the District's adopted Organizational Statement, for 1:00 p.m. on the second and fourth Tuesdays of each month in the Auditorium at the Pasco administration office, located at 1411 West Clark Street.

As a matter of practice, the Commission will meet on the fourth Tuesday of every month and only on the second Tuesday of the month if there is business to transact. The exception to this is November and December. In those months, the Commission meets on the second Tuesday of the month and on the fourth Tuesday of the month if there is business to transact.

A potential conflict has been identified for the fourth Tuesday of February 2024 with the American Public Power Association Legislative Rally that will be held February 25 through February 29, 2024. Therefore, for the month of February the Commission should consider meeting on the second Tuesday of the month and on the fourth Tuesday of the month only if there is business to transact.

The proposed 2024 Regular Commission meeting schedule is shown on Attachment A and includes the consideration for February 2024.

The current Commission officers are Bill Gordon, President; Stu Nelson, Vice President; and Roger Wright, Secretary. Staff recommends that the Commission approve the proposed 2024 Regular Commission officers as per the customary rotation. The District

Commission Officers for 2024 would be, effective January 1, 2024, as follows: Stu Nelson, President; Roger Wright, Vice President; and Bill Gordon, Secretary.

Staff recommends the Commission approve the 2024 regular meeting schedule as presented with the 2024 officers to be Stu Nelson, President; Roger Wright, Vice President; and Bill Gordon, Secretary.

3. SUGGESTED MOTION:

I move to approve the 2024 regular meeting schedule as presented with the 2024 officers, effective January 1, 2024 as follows: Stu Nelson, President; Roger Wright, Vice President; and Bill Gordon, Secretary.

Public Utility District No. 1 of Franklin County 2024 Commission Meeting Dates			
Month		Regular	<i>Regular, If Needed</i>
1	January	1/23/2024	1/9/2024
2	February*	2/13/2024	2/27/2024
4	March	3/26/2024	3/12/2024
5	April	4/23/2024	4/9/2024
6	May	5/28/2024	5/14/2024
7	June	6/25/2024	6/11/2024
8	July	7/23/2024	7/9/2024
9	August	8/27/2024	8/13/2024
10	September	9/24/2024	9/10/2024
11	October	10/22/2024	10/8/2024
12	November*	11/12/2024	11/26/2024
13	December*	12/10/2024	12/24/2024

* The Commission will meet on the 2nd Tuesday of the month and on the 4th Tuesday of the month only if there is business to transact.

These meetings are open to the public. Public attending these meetings and desiring to participate are requested to adhere to the District's Public Participation at Commission Meetings Policy, which is available at www.franklinpud.com. Remote attendance options are listed on each meeting agenda.

Individuals wishing to provide public comment during the meeting (in-person or remotely) will be recognized by the Commission President and be provided opportunity to speak. Written comments can be sent ahead of the meeting and must be received at least two days prior to the meeting to ensure proper distribution to the District's Board of Commissioners. Comments can be emailed to clerkoftheboard@franklinpud.com or mailed to Attention: Clerk of the Board, PO BOX 2407, Pasco, WA, 99302.

The schedule is subject to change based upon the business needs of the District; accordingly, all persons interested in attending should contact the District prior to a regularly scheduled meeting to confirm whether the meeting will actually occur. Information is available at www.franklinpud.com under *Who We Are/Commissioners/Commission Meeting Information*.

AGENDA ITEM 11

Franklin PUD Commission Meeting Packet
Agenda Item Summary

Presenter: Rosario Viera
Public Information Officer
Date: November 14, 2023

☐ REPORTING ONLY
☐ FOR DISCUSSION
☒ **ACTION REQUIRED**

1. OBJECTIVE:

Approving New Business Hours for the District.

2. BACKGROUND:

In September of 2021, the Commission requested an employee come to each Commission meeting to have an "Employee Check In" with the intent to hear from employees and check how they are doing. The District began this process in February of 2022.

Since the implementation of the Employee Check In various employees have voiced their desire to have a 4-days X 10 hours (4x10) work schedule.

Staff proposed a 30-day trial for a 4x10 work schedule at the June 2023 Commission meeting and the Commission asked staff to research other PUDs, cities, and local utility provider hours. At the July 2023 Commission meeting staff provided the requested information and the Commission then asked staff to survey customers on the proposed 4X10 work schedule to provide opportunity to customers to give feedback on the proposed 4X10 work schedule. The survey was conducted, and 2,805 customers were surveyed. Staff reported that 87.55% of the customers surveyed had no objection to the proposed change in hours. The Commission requested staff bring a proposal for final consideration of approval that will include updated hours of Monday through Thursday, closed on Fridays, for the District and business hours of 7 a.m. to 6 p.m. for customer service.

Staff will recommend after review and discussion of the proposal, that the Commission approve the new hours of Monday through Thursday, closed on Fridays, with business hours of 7 a.m. to 6 p.m. for customer service, to be effective January 1, 2024.

3. SUGGESTED MOTION:

I move to approve the hours of Monday through Thursday, closed on Fridays, with operational hours of 7 a.m. to 6 p.m. for customer service to be effective January 1, 2024.

AGENDA ITEM 12

Franklin PUD Commission Meeting Packet
Agenda Item Summary

Presenter: Scott Rhees
General Manager/CEO
Date: November 14, 2023

☐ REPORTING ONLY
☐ FOR DISCUSSION
☒ **ACTION REQUIRED**

1. OBJECTIVE:

Ratifying the Execution of a Contract for Software as a Service Agreement for the Advanced Metering Infrastructure.

2. BACKGROUND:

The District uses a Smart Grid software to program and communicate with the advanced metering infrastructure (AMI) meters that are installed throughout the District. Previously, the software was hosted on an internal server and was maintained by District staff and Landis+Gyr Technology Inc. In September 2022, the District entered into Software as a Service (SaaS) Agreement with Landis+Gyr Technology Inc. to host and maintain the District's Smart Grid software in an external environment.

The agreement costs are comprised of a monthly base charge of charge of \$4,347 and a cost per AMI meter of \$0.16 per month for each meter over the 27,180 AMI meter threshold. The cost of the first year is \$40,700. However, collectively over the three-year term of the contract the total costs will be \$203,275, which would exceed the General Manager/CEO's approval limit. As provided in the Purchasing Approval and Payment Authority Policy No. 16, amounts over \$120,000 require approval from the Commission. The contract was executed in anticipation of the AMI deployment.

Staff recommends that the Commission ratify the execution of the SaaS with Landis+Gyr Technology Inc. for third party hosting of the District's Smart Grid software in an amount not to exceed \$203,275 for the three-year term of the agreement.

3. SUGGESTED MOTION:

I move to authorize the General Manager/CEO or his designee to ratify the execution of the SaaS Agreement with Landis+Gyr Technology Inc. for third party hosting of the District's Smart Grid software in an amount not to exceed \$203,275 for the three-year term of the agreement.

AGENDA ITEM 13

Franklin PUD Commission Meeting Packet

Agenda Item Summary

Presenter: Katrina Fulton
Finance & Customer Service Director
Date: November 14, 2023

<input checked="" type="checkbox"/>	REPORTING ONLY
<input type="checkbox"/>	FOR DISCUSSION
<input type="checkbox"/>	ACTION REQUIRED

1. OBJECTIVE:

Reviewing the 2023 Conservation Potential Assessment Report for the District.

2. BACKGROUND:

The Washington's Energy Independence Act (EIA), effective January 1, 2010 and modified October 4, 2016, requires that utilities with more than 25,000 customers, known as qualifying utilities, pursue all cost-effective conservation resources and meet conservation targets set using a utility-specific conservation potential assessment methodology. The District became a qualifying utility in 2016.

The EIA sets forth specific requirements for setting, pursuing and reporting on conservation targets. The 2021 Conservation Potential Assessment (CPA) Report will support the District's compliance with EIA requirements.

Staff worked with a consultant to develop and provide the updated 2023 CPA Report. The measures and information used to develop the District's preliminary conservation potential incorporate the most current information available for EIA reporting.

Staff will review the 2023 Conservation Potential Assessment report during the Commission meeting.

3. SUGGESTED MOTION:

No motion necessary, reporting only.