



AGENDA
BENTON COUNTY PUBLIC UTILITY DISTRICT NO. 1
REGULAR COMMISSION MEETING

Tuesday, January 9, 2024, 9:00 AM
2721 West 10th Avenue, Kennewick, WA

The meeting is also available via MS Teams
The conference call line (audio only) is:
1-323-553-2644; Conference ID: 576 372 107#

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Review Agenda**

- 4. Public Comment**
(Individuals wishing to provide public comment during the meeting whether in person or remotely will be recognized by the Commission President and provided an opportunity to speak. Public Comment can also be sent to the Clerk of the Board in advance of the meeting at commission@bentonpud.org. Guidelines for Public Participation can be found on the Benton PUD District website.)

- 5. Treasurer’s Report** pg. 3

- 6. Approval of Consent Agenda**
(All matters listed within the Consent Agenda have been distributed to each member of the Commission for reading and study, are considered routine, and will be enacted by one motion of the Commission with no separate discussion. If separate discussion is desired by any member of the Commission, that item will be removed from the Consent Agenda and placed on the Regular Agenda by request.)
Executive Administration
 - a. Minutes of Regular Commission Meeting of December 12, 2023 pg. 7
 - b. Travel Report dated January 9, 2024 pg. 14
 - c. Annual Travel Report - 2024 pg. 15Finance/Customer Services
 - d. Vouchers dated January 9, 2024 pg. 16Operations/Engineering
 - e. Approval of Work Order 692056 – Clearwater North Modification of Existing Facilities pg. 57Procurement
 - f. Empire Well Drilling LLC - Project Completion & Acceptance - Contract #23-21-14 pg. 59
 - g. Tikka Masonry Inc. - Project Completion & Acceptance - Contract #23-21-17 pg. 62

- 7. Management Report**

- 8. Business Agenda**
 - a. Acknowledgement of Conflict of Interest Requirements – Governance Policy of the Benton PUD Commission Code of Conduct – Melina Conover pg. 65



b. Approval of Work Order 658549 – Replacement of Pole, Framing and Capacitor Bank - Install 83006-6502 – Evan Edwards pg. 97

c. Contract Award Recommendation for Cable Replacement/NESC Compliance & Special Projects to DJ’s Electrical, Inc. – Evan Edwards pg. 99

- 9. Other Business**
- 10. Future Planning**
- 11. Meeting Reports**
- 12. Executive Session**

(To request an accommodation to attend a commission meeting due to a disability, contact dunlapk@bentonpud.org or call (509) 582-1270, and the District will make every effort to reasonably accommodate identified needs.)

PUBLIC UTILITY DISTRICT NO. 1 OF BENTON CO., WA.

TREASURER'S REPORT TO COMMISSION FOR DECEMBER 2023

Jan 3, 2024

Final

REVENUE FUND:

	<u>RECEIPTS</u>	<u>DISBURSEMENTS</u>	<u>BALANCE</u>
12/01/23 Cash Balance			\$ 2,502,073.39
Collections	\$ 10,509,292.68		
Bond Proceeds	25,000,000.00		
Investments Matured	3,992,117.68		
Miscellaneous - BAB's Subsidy	-		
Transfer from Debt Service Fund	-		
EFT Taxes		\$ 712,105.85	
Checks Paid		270,090.26	
Debt Service to Unrestricted		-	
Debt Service to Restricted		492,117.68	
Investments Purchased		27,103,980.49	
Deferred Compensation		286,796.66	
Department of Retirement Systems		107,669.15	
Purchase Inv		-	
Special Fund-Construction Funds		-	
Purchased Power		4,115,493.56	
Direct Deposit - Payroll & AP		4,151,285.14	
Credit Card Fees		32,567.05	
Miscellaneous -		-	
Sub-total	<u>\$ 39,501,410.36</u>	<u>\$ 37,272,105.84</u>	
12/31/23 Cash Balance			<u>\$ 4,731,377.91</u>

Investment Activity	Balance 12/01/23	Purchased	Matured	LGIP Interest	Balance 12/31/23
	\$37,971,066.04	27,492,117.68	3,992,117.68	\$103,980.49	\$61,575,046.53

Check Activity	Balance 12/01/23	Issued	Redeemed	Cancelled*	Balance 12/31/23
	\$140,261.02	\$300,309.84	\$270,090.26	\$1,209.11	\$169,271.49

	12/01/23	12/31/23	Change
Unrestricted Reserves:			
Minimum Operating Reserves (90 DCOH) Incl. RSA ⁽¹⁾	\$ 35,103,060.00	\$ 35,103,060.00	\$ -
Designated Reserves (Bond Insurance Replacement)	-	-	-
Designated Reserves (Customer Deposits Account)	1,900,000.00	1,900,000.00	-
Designated Reserves (Power Market Volatility Account)	8,500,000.00	8,500,000.00	-
Designated Reserves (Special Capital Account)	6,421,396.78	6,421,396.78	-
Undesignated Reserves (DCOH -13 days) ⁽²⁾	(11,838,733.65)	(5,414,843.32)	6,423,890.33
Unrestricted Reserves Total	\$ 40,085,723.13	\$ 46,509,613.46	\$ 6,423,890.33
DCOH - Beginning and Ending of Month	103	119	
DCOH - Year-end Projection (Unrestricted \$46.0M)	118	118	
DCOH - Year-end Projection (Construction \$18.0M)	46	46	
Restricted Reserves:			
Bond Reserve Account	\$ 108,200.00	\$ 108,200.00	\$ -
Bond Redemption Accounts	279,216.31	771,333.99	492,117.68
Construction Account	-	18,917,277.00	18,917,277.00
Restricted Reserves Total	387,416.31	19,796,810.99	19,409,394.68
TOTAL RESERVES	\$ 40,473,139.44	\$ 66,306,424.45	\$ 25,833,285.01

(1) RSA (Rate Stabilization Account): \$7,500,000.00

(2) Undesignated Reserves are periodically reviewed to reallocate to the Designated Reserve accounts

Prepared by: Keith Mercer
Keith Mercer, Treasurer

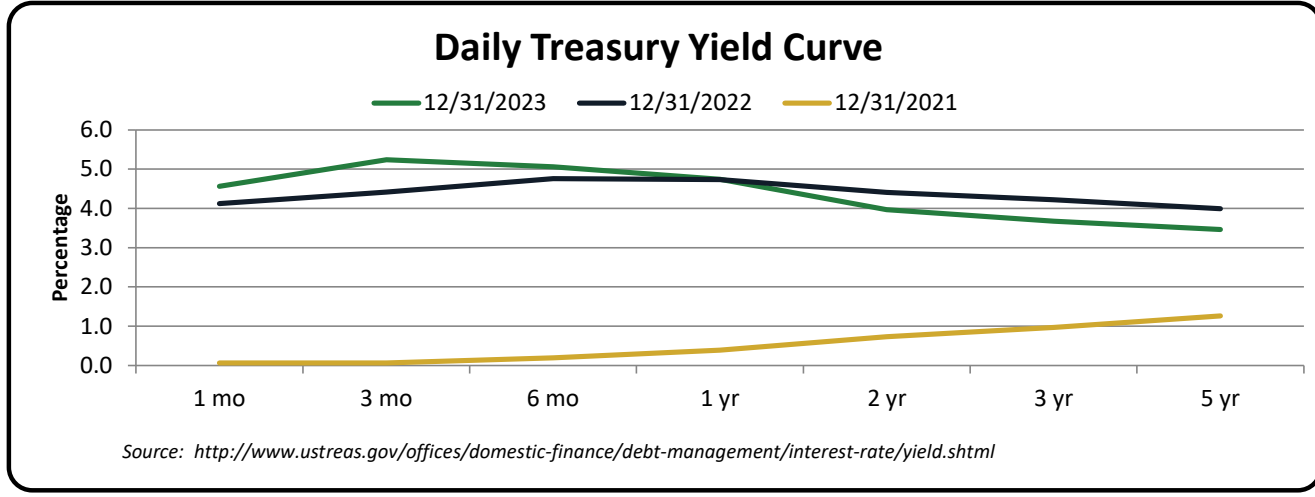
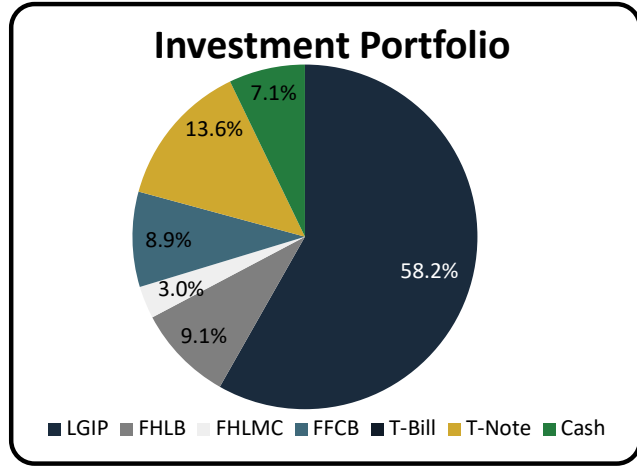
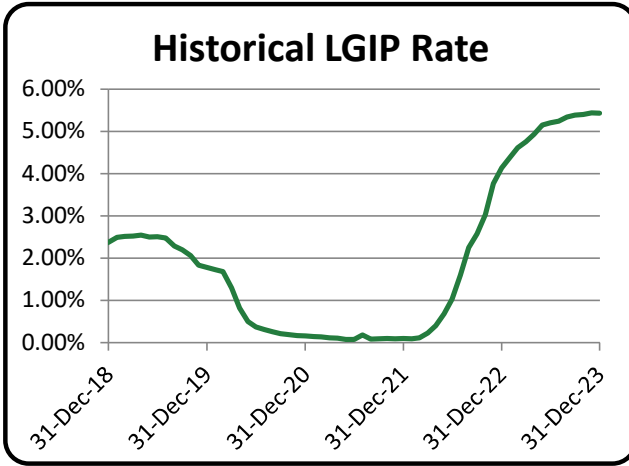
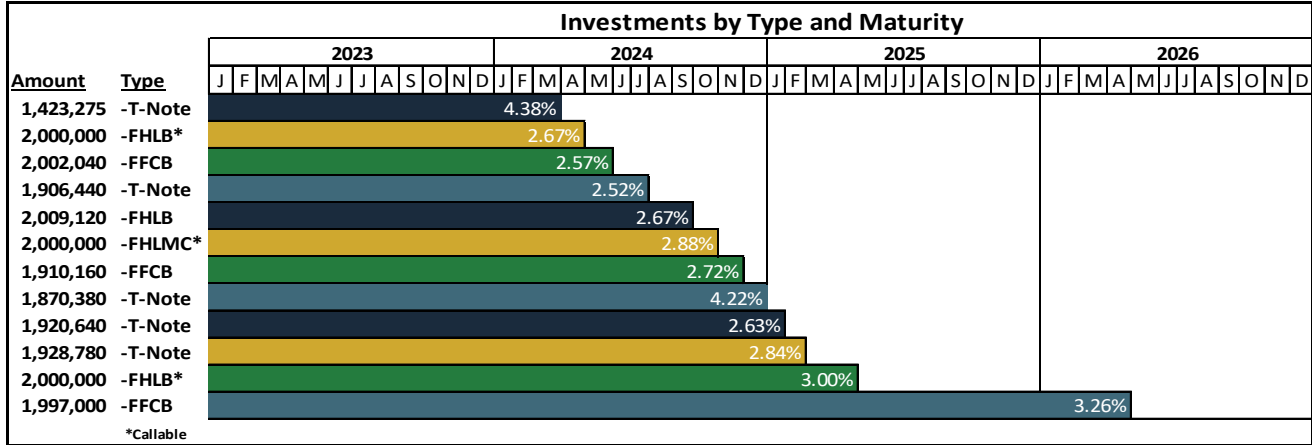
Certified by: Jon Meyer
Jon Meyer, Auditor

CASH & INVESTMENTS SUMMARY

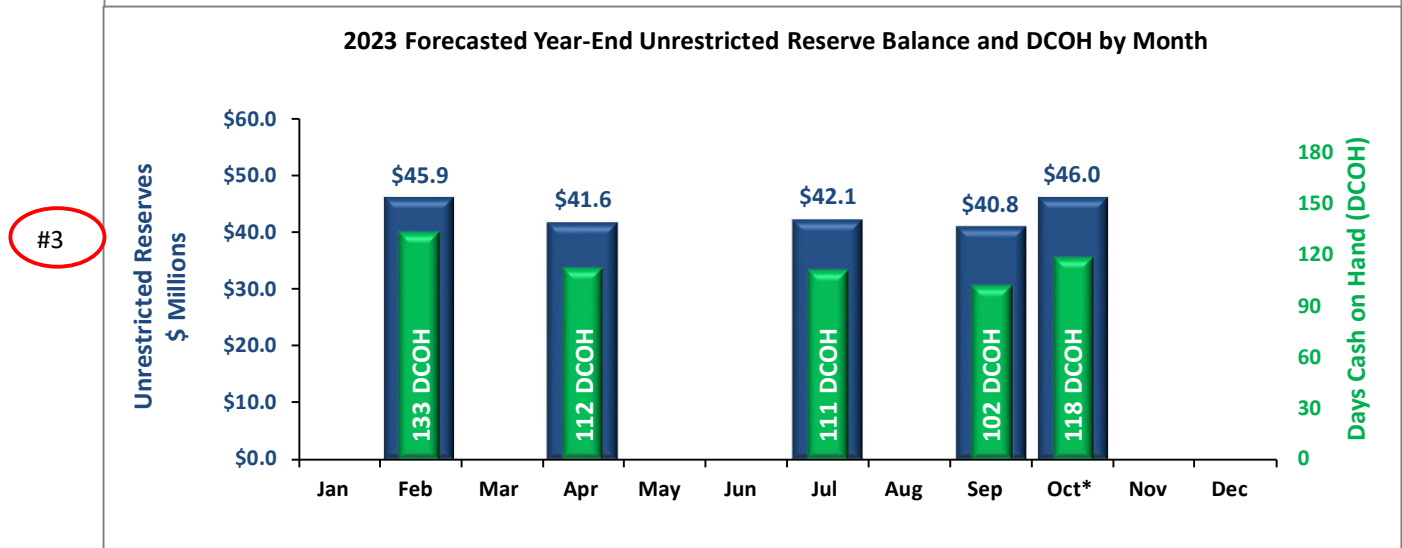
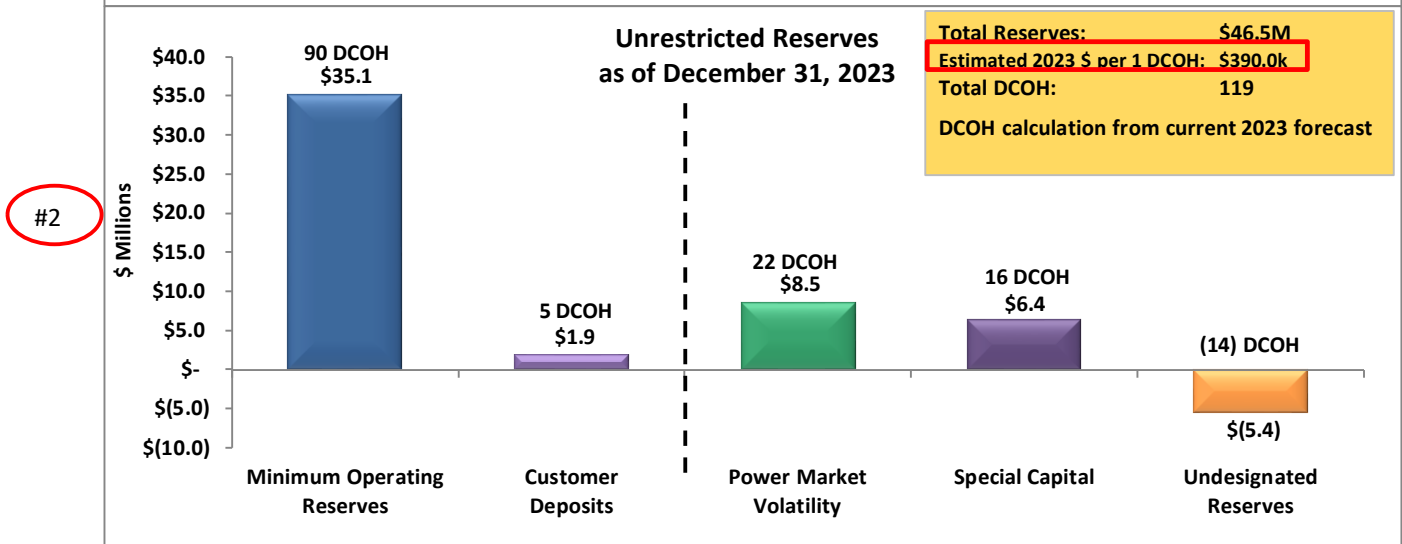
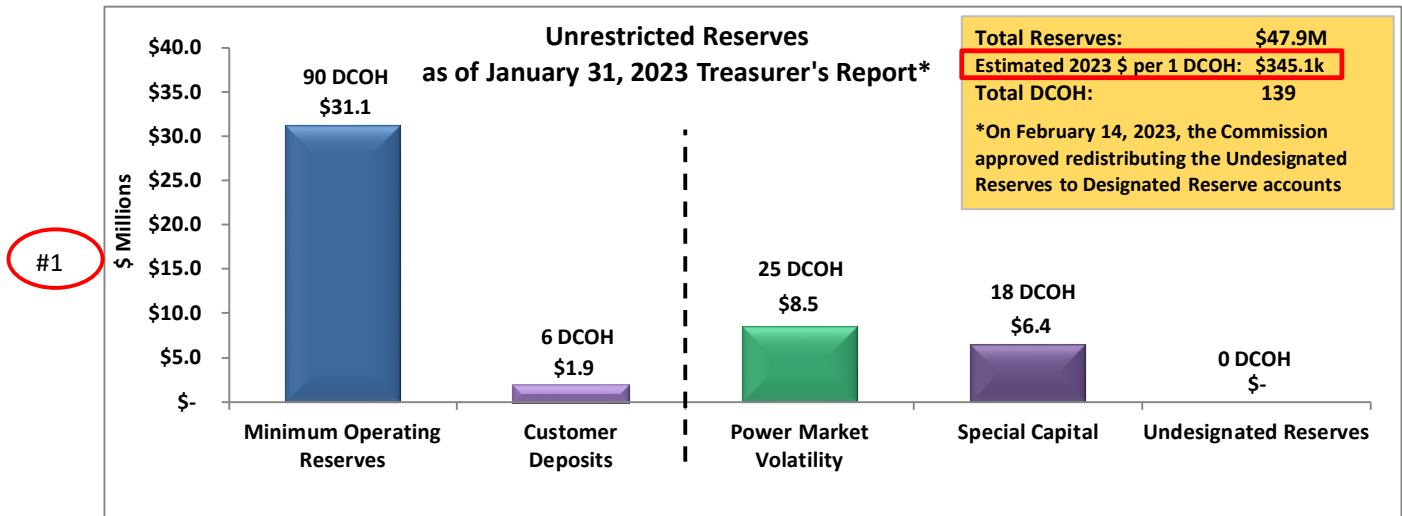
as of December 31, 2023

Average Days to Maturity	122	Investments see below*	22,967,835
		LGIP**	38,607,212
Average Weighted Yield	4.523%	TOTAL INVESTMENTS	61,575,047
		CASH	4,731,378
		TOTAL CASH & INVESTMENTS	\$ 66,306,425

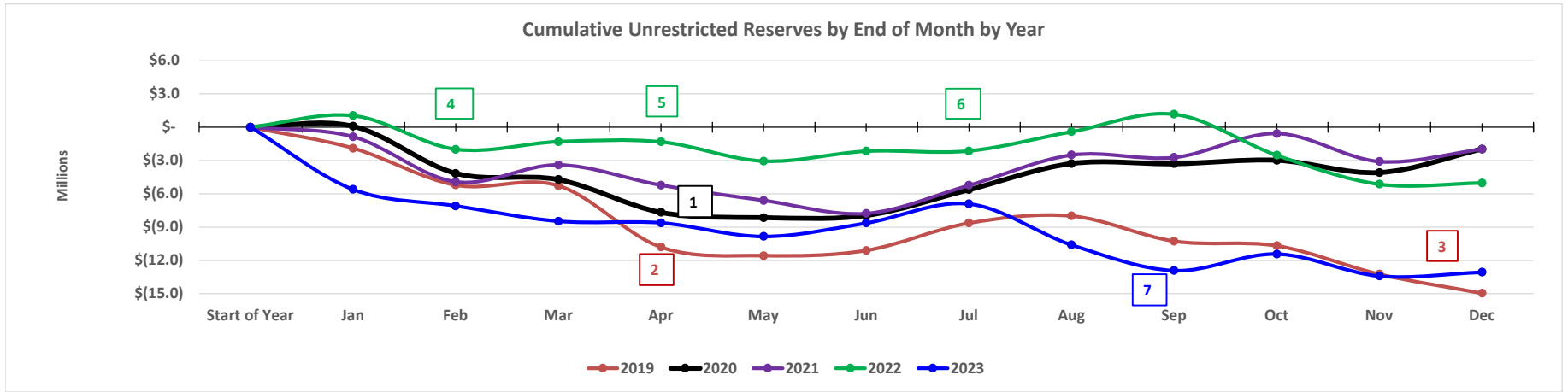
* Held in custody at Principal Financial Group
 ** Local Government Investment Pool



Unrestricted Reserves and Days Cash on Hand (DCOH)



*Excludes an estimated \$18 million year end construction fund balance from the 2023 bond proceeds (\$25 million).
 Note: The District is estimating \$7 million of bond proceeds will be used to reimburse 2023 capital expenditures.



Note: Starting in 2019, the Privilege Tax due date changed to February. Prior to 2019, the Privilege Tax due date and payment was in May. Also, any money received from issuing bonds was removed for comparison purposes (i.e. 2020 bond issue and 2023 bond issue).

Other Notable Information:

Weather can play a major factor with customer loads (retail revenue) and slice generation that can ultimately increase or decrease the District's Unrestricted Reserves.

- (2020 - April) Reserves were drawn down an additional \$2.2 million due to two factors. First, April included a third payroll and fifth accounts payable cycle because of how the calendar aligned with these cycles (~\$1.5 million timing issue). In previous years, May included these additional cycles. Second, past due accounts are above normal levels (~\$0.7 million higher).
- (2019 - March/April) Reserves were drawn down due to February/March power market volatility event (~\$5 million).
- (2019 - October - December) Reserves were drawn down due to large capital expenditures paid in the 4th quarter of 2019.
- (2022 - February) Adjusted balance down ~\$6.3 million for January BPA invoices that were paid in March due to timing of when the invoices were issued. These invoices are typically paid in February.
- (2022 - April) Adjusted balance down ~\$5.7 million for March BPA invoices that were paid in May due to timing of when the invoices were issued. These invoices are typically paid in April.
- (2022 - July) Adjusted balance down ~\$4.3 million for June BPA Power invoice that was paid in August due to timing of when the invoice was issued. This invoice is typically paid in July.
- (2023 - September) Adjusted balance down ~\$5.3 million for August BPA power and transmission invoices that were paid in October due to timing of when the invoice was issued. These invoice would typically pay in September.

MINUTES

PUBLIC UTILITY DISTRICT NO. 1 OF BENTON COUNTY REGULAR COMMISSION MEETING

Date: December 12, 2023

Time: 9:00 a.m.

Place: 2721 West 10th Avenue, Kennewick, Washington

Commissioners (present):

Commissioner Barry Bush, President

Commissioner Jeff Hall, Vice-President

Commissioner Lori Kays-Sanders, Secretary

Attendees (in person):

General Manager Rick Dunn

Assistant General Manager Steve Hunter

Senior Director of Finance and Customer Services Jon Meyer

Director of Power Management Chris Johnson

Director of Executive Administration Melina Conover

Director of IT & Broadband Services Chris Folta

Sr. Clerk of the Board/Executive Assistant Cami McKenzie

Records Program Administrator II Nykki Drake

Manager of System Engineering Evan Edwards

Manager of Risk Management & Treasury Operations Keith Mercer

Manager of Procurement Michelle Ochweri

General Counsel Allyson Dahlhauser

Manager of Customer Service Annette Cobb

Manager of IT Infrastructure Duane Crum

Manager of Communications & Government Relations Jodi Henderson

Manager of Business Applications Jennifer Holbrook

Attendees (virtual):

Manager of Human Resources Karen Dunlap

Manager of Customer Engagement Jenny Sparks

Cyber Security Engineer III Paul Holgate

Superintendent of Transportation & Distribution Robert Inman

Senior Engineer Power Management Blake Scherer

Manager of Accounting Kent Zirker

Superintendent of Operations Duane Szendre

Supervisor of Energy Programs Robert Frost

Procurement Specialist I Tyson Brown

Financial Analyst III Katie Grandgeorge

Pledge of Allegiance

The Commission and those present recited the Pledge of Allegiance.

Business Agenda

Adoption of Final 2024 Budget

Senior Director Jon Meyer presented Resolution 2656 adopting the Final 2024 Budget. He said the 2024 preliminary budget document was distributed to the Commission on November 9, 2023. The Commission held a public hearing on the preliminary budget and opened the public comment period on November 14, 2023. The public comment period was closed on December 5, 2023 and no public comments were received. He stated there were no significant changes to the budget that was presented at the public hearing and staff recommended adopting the 2024 Budget as presented.

MOTION: Commissioner Sanders moved to approve Resolution No. 2656, adopting the Final 2024 Budget. Commissioner Hall seconded, and upon vote, the motion carried unanimously.

State Auditor Exit Conference for EIA Renewable Compliance Audit

Director Chris Johnson introduced State Auditors Thomas Bernard and Travis Beyerl, who presented the 2022 EIA renewable energy compliance examination via/MS Teams. The presentation included results of the audit and concluded that everything was clean, and no issues were identified. Additionally, they indicated the reports were published on the website, and would be available in the next week or so.

Treasurer's Report

Keith Mercer, Manager of Risk Management & Treasury Operations, reviewed the November 2023 Treasurer's Report with the Commission as finalized on December 5, 2023.

Consent Agenda

MOTION: Commissioner Sanders moved to approve the Consent Agenda items "a" through "r". Commissioner Hall seconded, and upon vote, the Commission unanimously approved the following:

- a. Regular Commission Meeting Minutes of November 28, 2023
- b. Vouchers (report dated December 12, 2023) audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing made available to the Commission and approved as follows for payment:
Accounts Payable: Automated Clearing House (DD) Payments: 100231-100265 in the amount of \$1,284,803.00;

Checks & Customer Refund Payments (CHK): 87089-87157 in the amount of \$77,813.06;
Electronic Fund Transfer (WIRE) Payments: 6804-6814 in the amount of \$6,923,820.03;
Residential Conservation Rebates: Credits on Customer Accounts in the amount \$270.00;
Payroll: Direct Deposit – 11/22/2023: 100077-100230 in the amount \$423,129.74;
Voided checks (November 2023) in the amount of \$2,758.92;
Grand total - \$8,709,835.83

- c. 2024 Designation of Representatives
- d. City of Kennewick Aeration Upgrades Authorization to Proceed - Contract #23-45-43
- e. City of Kennewick Solids Facility Project Authorization to Proceed - Contract # 23-45-44
- f. DJ's Electrical, Inc. Project Completion/Acceptance - Correction - Contract #20-21-56
- g. Vehicle Surplus – Correction to Resolution No. 2613
- h. Equipment Surplus – Resolution No. 2654
- i. 2024 Prequalification of Contactors – Resolution No. 2655
- j. Community Action Connections Contract Award – Contract #23-45-42
- k. National Information Solutions Cooperative (NISC) Contract Award - Contract #23-18-05
- l. NoaNet – Network Coordinated Services Contract – Contract #23-46-21
- m. NoaNet – Change Order #11 – Contract #10-46-12
- n. Doble Engineering – Change Order #1 – Contract #20-33-01
- o. Sensus USA, Inc. – Change Order #5 - Contract #18-18-04
- p. Citibank Merchant Services – Change Order #8 - Contract #16-16-02
- q. Farm Cable Replacement - Work Order #695358
- r. Lineage Logistics - Authorization to Proceed – Contract #23-45-45

Management Report

General Manager:

1. Latest Hydro Litigation – General Manager Dunn reported there would be an announcement on Friday about what the U.S. Government had been negotiating behind closed doors. Additionally, he said he participated in a December 6th confidential meeting as a Northwest River Partners board member with representatives of federal agencies (Department of Energy and Bonneville Power Administration), Department of Justice, Federal Mediation and Conciliation Service and The Council on Environmental Quality; PPC was also provided the opportunity to have a similar confidential meeting which was held December 4th. General Manager Dunn also discussed a press release issued by Benton PUD (on Facebook with links included) encouraging the public to voice an opinion to President Biden, Governor Inslee, and Washington's congressional delegation and oppose breaching the Lower Snake River Dams. There was a discussion with the Board regarding the impacts of political and legal efforts to undermine hydropower which is the foundation of clean energy policies in Washington and Oregon. General Manager stated the northwest will rely more and more on hydropower in the future for grid reliability as coal plants retire and no new natural gas plants are added to the grid.

Public Comment

Caroline, Benton PUD customer, expressed her concern about the \$8.00 demand charge on her bill. She said they put in solar panels on their residence, were about 85% solar, and she was unhappy about the increase. The Board and General Manager explained the demand charge formula and reasons for its implementation and encouraged her to use the SmartHub portal to track usage and identify trends of peak demand usage.

Management Report - Continued

General Manager:

2. Columbia River Treaty Update – General Manger Dunn said the settlement to modernize the Columbia River Treaty did not occur as promised by U.S. negotiators earlier in the year. He discussed the letter from the Columbia River Treaty Power Group to the NW Congressional Delegation expressing concern over the delay and their failure to provide a plan for flood control provisions that expire in September, 2024 when it reverts to a “called upon” status.
3. California RA Pricing/BPA Demand Rate & Mid-C Forwards – General Manager Dunn updated the Commission on the California Resource Adequacy (RA) Pricing compared to the Bonneville Power Administration’s demand rate schedule and how the \$30 per kilowatt (kW) RA price for the current calendar year is an indication of the scarcity of dependable generating capacity in California. The California RA pricing is well above BPA’s monthly demand rates which range from a low of \$3.88 per kW in June during peak hydro runoff to a high of \$15.54 per kW in August. General Manager also presented the quarterly Mid-C forward energy price curves for 2024 which are also sending a strong signal for dependable generating capacity with Q3 (summer) prices over \$150 per megawatt-hour (MWh) and Q1/Q4 (winter) prices over \$90 per MWh. General Manager also presented calendar-year Mid-C peak and off-peak forwards with heavy load hours (peak) transacting at just over \$100 per MWh.
4. BPA Transmission – PPC LRP Ops – General Manager Dunn said he, Steve Hunter, Evan Edwards, and Bob Inman met with representatives of BPA’s transmission planning and operations team as part of an effort being led by the Public Power Council (PPC) Long Range Planning (LRP) Committee. General Manager volunteered to lead a group to seek ways to improve processes and procedures related to operational coordination and cooperation between BPA and their utility customers; particularly during power outages caused by problems on BPA’s transmission system.
5. Substack – Op Ed Statistics – General Manager Dunn confirmed he has established a Substack profile (an online publishing platform) to support EmPOWERed efforts and to expand educational outreach beyond employees and local communities. Additionally, he sent a Substack link to select business contacts and District employees providing access to his recent Clearing Up op-ed which he republished with graphics; noting there were 981 views so far.

6. Far West Agribusiness Association Conference – Panel Speaker – General Manager Dunn said he was invited to be a panel speaker on Wednesday at the Far West Agribusiness Association Conference, along with a representative from the Northwest Gas Association.
7. Building Bridges Luncheon– General Manager Dunn said he attended a Building Bridges luncheon hosted by TriDEC. The luncheon included local state house and senate elected officials as well as organized labor representatives. Among other things, there was discussion regarding the negative impacts of Washington’s overly aggressive clean energy policies and how high energy and electricity prices are beginning to limit industrial development and associated job growth.
8. Marie Mosley Retirement – General Manager Dunn said he attended the retirement for Kennewick City Manager Marie Mosley, who had been a fantastic partner, and said that her replacement had not yet been announced.

The Board briefly recessed, reconvening at 10:27 a.m.

Power Management:

1. BPA RDC Net Impact – Director Chris Johnson said the reserve distribution credit from BPA was reduced from a potential \$3.3 million due to a charge for debt reduction and fish that would be factored in over the remaining fiscal year, for a new net credit of \$2.5 million.

Executive Administration:

1. Early Release – Director Melina Conover reminded the Commission the District would have a two-hour early release on Christmas Eve and New Year’s Eve and they would close the doors to the public on December 21 and 28 at 3:30 p.m. Senior Director Meyer said the same options available on Fridays would be available for after-hours calls through the customer service automated call attendant on the early release days.

Finance/Customer Services:

1. Bond Issues Update – Senior Director Jon Meyer said the District’s bond ratings were affirmed: Fitch AA-, Moody’s Aa3, and S&P A+. In addition, S&P upgraded the District’s outlook from stable to positive. The bonds were sold with a total interest cost of 4.29% on December 7, which is about 1% less than what was expected a month ago. He reviewed the summary of orders following final repricing, along with the debt service profile and said they would close on the bonds December 21.
2. Demand Charge Feedback - Senior Director Jon Meyer discussed that customer service is answering questions from customers related to the residential demand charge. He provided a monthly base charge comparison, showing how many utilities have a base charge over \$30/month to recover fixed costs. Benton PUD’s cost of service indicates the monthly daily system charge should be \$35, higher than the current rate of about \$19. Instead of raising the monthly charge to recover fixed costs, which impacts every customer the same, the demand charge is a way to recover fixed costs in a manner that is proportionate to each customer’s demand on the system.

Business Agenda

Election of Officers for 2024

Director Melina Conover presented the proposed election of officers for 2024. She indicated that past practice had been to elect officers each year in December to serve the following year, with the officers holding the same position for two consecutive years.

MOTION: Commissioner Sanders moved that effective January 1, 2024, Barry Bush be nominated and elected President of the Commission, Jeff Hall be nominated and elected Vice-President of the Commission, and Lori Sanders be nominated and elected Secretary of the Commission. Commissioner Hall seconded, and upon vote, the motion carried unanimously.

2024 Affiliations List

Senior Director Jon Meyer presented the 2024 Affiliations list outlining the associations and membership costs that the District and its employees will be associated with in 2024. The estimated cost for 2024 memberships is \$534,880.00, a \$18,000 reduction from 2023.

MOTION: Commissioner Hall moved to approve the 2024 Affiliations List as presented to approve memberships, estimated dues, and fees associated with District affiliations for a one-year term from January 1, 2024 through December 31, 2024. Commissioner Sanders seconded, and upon vote, the motion carried unanimously.

Contract Award to RingCentral, Inc.

Duane Crum and Annette Cobb presented a request to upgrade the District's phone system and award a contract to RingCentral, Inc. The new system would replace the antiquated Cisco system, implemented in 2004. The RFP process received 12 responses, with four selected for demos. Highlights of the new system included implementation of a new cloud-based phone and contact center system, upgrades with zero downtime, integration to MS Teams, advanced skills-based routing, omnichannel routing (voice, chat, email, messaging, and social media), and analytics. The upgrade would be complete in 2024, with a total 5-year cost of \$376,946.00 plus WSST.

MOTION: Commissioner Sanders moved to authorize the General Manager on behalf of the District to sign Contract #23-15-02 with RingCentral, Inc., for implementation of cloud-based phone and contact center system for a not-to-exceed amount of \$376,946.00 with an expiration date of December 1, 2028. Commissioner Hall seconded, and upon vote, the motion carried unanimously.

Cancellation of December 26, 2023 Board Meeting

Director Melina Conover stated that all required actions for 2023 had been brought before the Board and staff recommended cancelling the regular meeting scheduled for December 26, 2023.

MOTION: Commissioner Hall moved to cancel the District’s regular Commission meeting scheduled for 9:00 a.m. on December 26, 2023, and directing the General Manager to provide notification to the public of such cancellation. Commissioner Sanders seconded, and upon vote, the motion carried unanimously.

Future Planning

Commissioner Sanders discussed an email received from Bill Latham regarding the demand charge and said she responded to him. Additionally, she asked if the District could review providing some focused communication to customers looking for specific information and educating the HVAC contractors on installation options.

Adjournment

Hearing no objection, President Bush adjourned the meeting at 10:55 a.m.

Barry Bush, President

ATTEST:

Lori Kays-Sanders, Secretary

Periodic Travel Report - January 9, 2024

<i>Date Start</i>	<i>Business Days</i>	<i>Name</i>	<i>City</i>	<i>Purpose</i>
1/21/2024	6	Drake Welch	Battle Ground, WA	2ND YR TRANSFORMER SESSION
1/24/2024	2	Duane Szendre	Portland, OR	NWPPA - WILDFIRES: WHAT UTILITIES NEED TO KNOW
2/11/2024	4	Chad Brooks	Boise, ID	STAKING TECHNICIAN PROGRAM/UNDERGROUND LINE DESIGN & SUBDIVISION LAYOUT
2/11/2024	4	Tina Glines	Boise, ID	STAKING TECHNICIAN PROGRAM/UNDERGROUND LINE DESIGN & SUBDIVISION LAYOUT
3/3/2024	6	Drake Welch	Battle Ground, WA	2ND YR HOT STICK TRAINING SESSION

Recurring Annual Travel Report - January 9, 2024

<i>Frequency</i>	<i>Business Days</i>	<i>Name</i>	<i>City</i>	<i>Purpose</i>
Quarterly	2	Travis Scott	Seattle, WA	EUSAC - ELECTRIC UTILITY SAFETY ADVISORY COMMITTEE MEETINGS
Quarterly	2	Karen Dunlap	TBD	CWPU UIP QUARTERLY AND SPECIAL MEETINGS
Quarterly	2	Jody George	TBD	CWPU UIP QUARTERLY AND SPECIAL MEETINGS
Monthly	2	Chris Folta	Spokane, WA or Olympia, WA	NOANET BOARD MEETINGS & STRATEGIC PLANNING WORKSHOPS
Monthly	3	Rick Dunn	Portland, OR	PPC MEETINGS, PNUCC MEETINGS, & NORTHWEST RIVER PARTNERS MEETINGS
Monthly	3	Chris Johnson	Portland, OR	PPC AND PNUCC MEETINGS



PAYMENT APPROVAL
January 9, 2024

The vouchers presented on this Payment Approval Report for approval by the Board of Commissioners have been audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims by officers and employees have been certified as required by RCW 42.24.090.

Type of Payment	Starting #	Ending #	Page #	Amount
Accounts Payable:				
Automated Clearing House (DD) Payments	100419 - 100611	100456 - 100677	1 - 6 6 - 13	\$ 3,263,655.31
Checks & Customer Refund Payments (CHK)	87158 -	87365 -	14 - 27	\$ 300,309.84
Electronic Fund Transfer (WIRE) Payments	6817 -	6840 -	28 - 30	\$ 5,204,149.76
Residential Conservation Rebates:				
Credits on Customer Accounts			31	\$ 1,720.00
Purchase Card Detail:				
	November 2023		32 - 40	
Payroll:				
Direct Deposit - 12/7/2023	100266 -	100418 -		\$ 430,865.27
Direct Deposit - 12/21/2023	100457 -	100610 -		\$ 435,897.13
TOTAL				\$ 9,636,597.31
Void DD				\$ -
Void Checks	December 2023		14	\$ 1,209.11
Void Wires				\$ -

I, the undersigned Auditor of Public Utility District No. 1 of Benton County, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claims identified in this report are just, due and unpaid obligations against the District and that I am authorized to authenticate and certify to said claims.


 Jon L. Meyer, Auditor 1/2/2024
Date

Reviewed by:


 Rick Dunn, General Manager

Approved by:

Barry A. Bush, President

Jeffrey D. Hall, Vice-President

Lori Kays-Sanders, Secretary

01/02/2024 8:50:30 AM

Accounts Payable Check Register

Page 1

12/04/2023 To 12/31/2023

Bank Account: 1 - Benton PUD ACH/Wire

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
100419 12/6/23	DD	10869	DUSTIN M ANDERSON	CDL License Endorsement Renewal	136.00
100420 12/6/23	DD	963	ANIXTER INC.	Material Clamp 2 bolt Hot Line Connecto Fuse T-Type, Kearney #51006	2,850.77 5,706.75 548.94
Total for Check/Tran - 100420:					9,106.46
100421 12/6/23	DD	10643	APEX CONTRACTING & PAVING	Asphalt cutting/repair	1,304.40
100422 12/6/23	DD	811	ARAMARK UNIFORM SERVICES	Weekly Svc Weekly Svc Weekly Svc Weekly Svc Weekly Svc	44.29 44.01 30.55 21.95 32.07
Total for Check/Tran - 100422:					172.87
100423 12/6/23	DD	3828	BORDER STATES INDUSTRIES, INC.	TAPE VINYL PLAST 3/4 X 66 Material Deadend Shoe , Brz , Anderson THERMOSTAT NORM.CLOSED PTC HEATER AC/DC 120/240V 50W INS. Cl/top 115kV, Poly, NGK	1,314.18 2,810.46 6,534.39 156.17 352.12 18,225.60
Total for Check/Tran - 100423:					29,392.92
100424 12/6/23	DD	10837	CAMPBELL & COMPANY SERVICE COR REEP		200.00
100425 12/6/23	DD	2972	COMPUNET, INC.	Software Lic/Agreement	8,527.19
100426 12/6/23	DD	57	CONSOLIDATED ELECTRICAL DISTRIB	6mm knife disconnect block Glue Weld On 717, Clear PVC, Quarts. Glue Weld On 717, Clear, PVC, Gallons	29.35 2,308.79 5,144.55
Total for Check/Tran - 100426:					7,482.69
100427 12/6/23	DD	11028	DELINEA INC.	Software Support/Maintenance	2,486.36
100428 12/6/23	DD	3439	DJ'S ELECTRICAL, INC.	Cable Replacement	145,020.11

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Bank Account: 1 - Benton PUD ACH/Wire

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
100429 12/6/23	DD	10961	ENERGY PRO INSULATION, INC.	REEP	1,575.00
100430 12/6/23	DD	3018	HRA VEBA TRUST	ER VEBA CDHP	208.34
				ER VEBA	7,600.00
				ER VEBA Wellness	22,200.00
Total for Check/Tran - 100430:					30,008.34
100431 12/6/23	DD	1818	IBEW LOCAL 77	IBEW A Dues Assessment	4,610.70
				IBEW BA Dues Assessment	5,239.57
Total for Check/Tran - 100431:					9,850.27
100432 12/6/23	DD	10660	IRBY ELECTRICAL UTILITIES	Spacer 24 " 15 kv Hughes # CF8	11,168.93
100433 12/6/23	DD	10162	LINGUISTICA INTERNATIONAL, INC.	Interpreting Svc	24.18
100434 12/6/23	DD	2015	NATIONAL METERING & TECHNICAL	In Service Meter Testing	14,042.00
100435 12/6/23	DD	10769	ONEBRIDGE BENEFITS INC.	Flex Spending Dependent Care	292.31
				Flex Spending Health Care	2,332.04
Total for Check/Tran - 100435:					2,624.35
100436 12/6/23	DD	2176	PACIFIC OFFICE AUTOMATION, INC.	Monthly Billing	598.48
				Monthly Billing	46.65
Total for Check/Tran - 100436:					645.13
100437 12/6/23	DD	1241	PARAMOUNT COMMUNICATIONS, INC.	Finley Dish	2,304.06
				20 - Off-the-Dock Labor	14,594.07
				CRAN-018	2,634.02
				20 - Off-the-Dock Labor	7,277.95
				CRAN 001	86.96
				CRAN 001	108.70
				20 - Off-the-Dock Labor	13,722.14
				CRAN-014	2,065.30
				CRAN-014	108.70
				20 - Off-the-Dock Labor	11,328.65

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Bank Account: 1 - Benton PUD ACH/Wire

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				Thornton	195.66
				Thornton	86.96
				20 - Off-the-Dock Labor	2,441.58
				Thornton	3,467.45
				Ferguson Enterprise	168.49
				20 - Off-the-Dock Labor	2,041.95
				Edison Aerial to Underground	86.96
				20 - Off-the-Dock Labor	17,093.56
				CRAN - 009	1,348.97
				20 - Off-the-Dock Labor	3,666.48
				CRAN 019	1,330.49
				20 - Off-the-Dock Labor	12,146.67
				CRAN -006	1,401.14
				20 - Off-the-Dock Labor	5,826.25
				CRAN 022	513.06
				20 - Off-the-Dock Labor	3,132.03
				CRAN -021	1,205.48
				20 - Off-the-Dock Labor	7,754.98
				Zuroff Ortho	86.96
				20 - Off-the-Dock Labor	3,489.10
				Total for Check/Tran - 100437:	121,714.77
100438	12/6/23	DD	10936	MICHAEL J PRAEST	500.00
100439	12/6/23	DD	10943	SEALX, LLC	4,233.53
				Janitorial Svc	2,659.41
				Janitorial Svc	1,653.42
				Total for Check/Tran - 100439:	8,546.36
100440	12/6/23	DD	1556	STANDARD & POOR'S RATINGS SERVI	5,500.00
				Annual Surveillance Fee	5,500.00
100441	12/6/23	DD	1163	TYNDALE ENTERPRISES, INC.	-240.44
				Credit - Inv 3268217	-240.44
				Clothing-Welch	460.34

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Bank Account: 1 - Benton PUD ACH/Wire

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				Clothing-Crump	482.63
				Clothing-Anderson	83.27
Total for Check/Tran - 100441:					785.80
100442	12/6/23	DD 1048	UNITED WAY OF BENTON & FRANKLI	EE United Way Contribution	402.80
100443	12/6/23	DD 3098	US BANK CORPORATE PAYMENT SYST	Travel Card	3,151.61
				Storm Card #10	107.19
				Executive	19,378.30
				Finance & Business Services	1,629.64
				Customer Service	403.04
				Contracts & Purchasing	2,668.22
				Engineering	1,002.04
				IT Infrastructure	6,799.73
				Operations	3,992.97
				Operations - Meter Shop	3,202.37
				Operations - Transformer Shop	3,324.79
				Operations - Support Svcs	63.06
				Operations - Maintenance	3,871.35
				Operations - (Support Svcs. Fleet)	18,176.89
				Operations - Warehouse	4,693.17
Total for Check/Tran - 100443:					72,464.37
100444	12/12/23	DD 963	ANIXTER INC.	Cable , #2 Al Str., 175 mils o	230,550.09
				Cable , #2 Al Str., 175 mils o	230,550.09
				Cable , #2 Al Str., 175 mils o	230,106.73
				Transformers	61,513.33
				Cable , #2 Al Str., 175 mils o	229,663.36
Total for Check/Tran - 100444:					982,383.60
100445	12/12/23	DD 811	ARAMARK UNIFORM SERVICES	Weekly Svc	44.29
				Weekly Svc	44.01
				Weekly Svc	30.55

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Bank Account: 1 - Benton PUD ACH/Wire

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				Weekly Svc	32.07
				Weekly Svc	21.95
Total for Check/Tran - 100445:					172.87
100446	12/12/23	DD 2985	CHINOOK HEATING & AIR, INC.	REEP	6,757.75
				REEP	6,757.75
				REEP	6,757.75
Total for Check/Tran - 100446:					20,273.25
100447	12/12/23	DD 2680	CO-ENERGY	Fuel Svc	2,048.21
100448	12/12/23	DD 11023	ELLERD, HULTGRENN & DAHLHAUSE	Professional Svc	5,665.27
				Professional Svc	6,405.77
Total for Check/Tran - 100448:					12,071.04
100449	12/12/23	DD 724	HERITAGE PROFESSIONAL LANDSCAP	Landscaping Svc	1,771.11
				Landscaping Svc	274.54
				Landscaping Svc	305.92
				Landscaping Svc	373.06
				Landscaping Svc	1,130.33
				Landscaping Svc	331.40
				Landscaping Svc	973.22
				Landscaping Svc	411.50
Total for Check/Tran - 100449:					5,571.08
100450	12/12/23	DD 3205	HIGH DESERT GLASS, LLC	REEP	546.00
100451	12/12/23	DD 214	JACOBS & RHODES	REEP	200.00
100452	12/12/23	DD 103	KENNEWICK, CITY OF	Monthly Billing	190.02
				Occupation Tax	437,182.16
Total for Check/Tran - 100452:					437,372.18
100453	12/12/23	DD 919	NOANET	Carma Pole Permitting/Prior Sub Planning	500.00
100454	12/12/23	DD 2176	PACIFIC OFFICE AUTOMATION, INC.	Monthly Billing	67.12

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
100455 12/12/23	DD	1241	PARAMOUNT COMMUNICATIONS, INC.	Porter Kinney	86.96
				20 - Off-the-Dock Labor	1,880.23
				Southridge Capitol Building	3,608.84
				20 - Off-the-Dock Labor	29,195.31
				Stoneway Roofing	168.48
				20 - Off-the-Dock Labor	1,038.45
				Stoneway Roofing	4,006.71
				Deschutes Rd Widening	645.62
				20 - Off-the-Dock Labor	7,709.13
				Bobs Burgers	513.06
				20 - Off-the-Dock Labor	4,686.91
				Port of Benton	735.08
				20 - Off-the-Dock Labor	4,801.68
				AT&T Kennewick High School	654.37
				20 - Off-the-Dock Labor	3,641.31
				Steptow to Duportail Backbone	86.96
				20 - Off-the-Dock Labor	7,020.29
Total for Check/Tran - 100455:					70,479.39
100456 12/12/23	DD	11016	WILSON & COMPANY INC.,	Permit - Untility Inspction & Roadway Wk 18	1,800.00
					1,800.00
Total for Check/Tran - 100456:					3,600.00
100611 12/20/23	DD	10548	ALPINE POWER SYSTEMS, INC	Vertiv/Alber 1100-221 Standard Test	432.14
				Vertiv/Alber Voltage test leads	197.45
Total for Check/Tran - 100611:					629.59
100612 12/20/23	DD	963	ANIXTER INC.	PT, Outdoor, 7200/12470Y, 60:1	11,577.53
				Support, Static Wire	3,286.00
				Transformer, 37.5 kVA single p	6,151.33
Total for Check/Tran - 100612:					21,014.86
100613 12/20/23	DD	811	ARAMARK UNIFORM SERVICES	Weekly Svc	44.29

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Bank Account: 1 - Benton PUD ACH/Wire

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount	
				Weekly Svc	44.01	
				Weekly Svc	30.55	
				Weekly Svc	32.07	
				Weekly Svc	21.95	
				Weekly Svc	44.29	
				Weekly Svc	44.01	
				Weekly Svc	30.55	
				Weekly Svc	32.07	
				Total for Check/Tran - 100613:	323.79	
100614	12/20/23	DD	3556	ASSETWORKS LLC	FleetFocus Maintenance	8,123.01
100615	12/20/23	DD	3828	BORDER STATES INDUSTRIES, INC.	POLE CRETE Support, Static Wire, 12 in	347.23 718.67
				Total for Check/Tran - 100615:	1,065.90	
100616	12/20/23	DD	10837	CAMPBELL & COMPANY SERVICE COR	REEP REEP REEP REEP	200.00 200.00 200.00 1,000.00
				Total for Check/Tran - 100616:	1,600.00	
100617	12/20/23	DD	57	CONSOLIDATED ELECTRICAL DISTRIB	CLAMPS CINCH 2 IN CLAMPS CINCH 3 IN	410.89 521.76
				Total for Check/Tran - 100617:	932.65	
100618	12/20/23	DD	4226	COOK SOLUTIONS GROUP, INC.	Maintenance - Drive thru	1,700.52
100619	12/20/23	DD	3167	COOPERATIVE RESPONSE CENTER, IN	CRCLink Userd/Multispeak OMS	11,203.65
100620	12/20/23	DD	3439	DJ'S ELECTRICAL, INC.	JU-NESC Compliance JU-NESC Compliance JU-NESC Compliance JU-NESC Compliance Cable Replacement	44,848.02 4,516.36 1,534.04 68,651.36 137,583.80

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
Total for Check/Tran - 100620:					257,133.58
100621	12/20/23	DD	2898	ELECTRICAL CONSULTANTS, INC.	
				Professional Svc	1,770.50
				Professional Svc	164.00
				Professional Svc	2,883.50
Total for Check/Tran - 100621:					4,818.00
100622	12/20/23	DD	3742	EMPLOYMENT SCREENING SERVICES,	299.74
				Screening Svc	
100623	12/20/23	DD	10982	FEDERAL ENGINEERING, INC.	10,737.05
				Consulting Svc	
100624	12/20/23	DD	865	CHRISTOPHER J FOLTA	9.62
				NoaNet Board	
100625	12/20/23	DD	75	FRANKLIN PUD	
				Fiber Lease	1,290.00
				Fiber Lease	150.00
				Fiber Lease	1,100.00
Total for Check/Tran - 100625:					2,540.00
100626	12/20/23	DD	79	GENERAL PACIFIC, INC.	
				SP SLEEVE HOMAC 2/0	635.35
				Washer, for Fiberglass X-Arm	4,967.59
				Support, Static Wire, 12 in	328.12
Total for Check/Tran - 100626:					5,931.06
100627	12/20/23	DD	3969	GPS INSIGHT, LLC	
				Device Monitoring Activation Fee	10.92
				Device Monitoring	2,125.21
Total for Check/Tran - 100627:					2,136.13
100628	12/20/23	DD	10420	HEALTH INVEST HRA TRUST	
				Employer Annual fee	600.00
				Monthly Fees	50.71
Total for Check/Tran - 100628:					650.71
100629	12/20/23	DD	4207	INFORMATION FIRST, INC.	2,000.00
				Content Mgr Support	
100630	12/20/23	DD	990	INSIGHT PUBLIC SECTOR INC.	24,792.57
				Software Lic/Maintenance	
100631	12/20/23	DD	10660	IRBY ELECTRICAL UTILITIES	
				Tape, Electrical, Vinyl, Scotch	564.15
				Connector Threaded, Copper top	5,788.28

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
Total for Check/Tran - 100631:					6,352.43
100632 12/20/23	DD	3213	JUSTIN L LANPHEAR	2022 Supp Ins Refund	358.20
100633 12/20/23	DD	3180	SHAWNEE D LANPHEAR	2022 Supp Ins Refund	258.80
100634 12/20/23	DD	3644	LOOMIS	Safepoint Svc	1,298.44
100635 12/20/23	DD	10563	MESSAGE TECHNOLOGIES, INC.	IVR Svc/SMS Svelling	3,462.45
100636 12/20/23	DD	3821	NISC	Envelopes/Mail Svc/Postage/Print Svc	30,011.70
				Software Lic	8,279.86
				Software Lic	2,453.30
				Software Lic	3,679.95
				Software Lic	16,253.09
				Postage/Online Payments/ACH Svc	1,040.90
				Postage/Online Payments/ACH Svc	391.23
Total for Check/Tran - 100636:					62,110.03
100637 12/20/23	DD	919	NOANET	Co-Location Kenn Verizon	1,460.00
				Broadband Billing	18,012.29
				Broadband Billing	72,049.16
				Broken Riser	1,107.93
				Low Fiber Benton Cith	2,671.79
				Benton County	2,157.95
				Benton City	9,926.14
Total for Check/Tran - 100637:					107,385.26
100638 12/20/23	DD	286	NORTH COAST ELECTRIC COMPANY	2 inch conduit connector male	238.12
100639 12/20/23	DD	10769	ONEBRIDGE BENEFITS INC.	Flex Spending Dependent Care	292.25
				Flex Spending Health Care	2,329.00
Total for Check/Tran - 100639:					2,621.25
100640 12/20/23	DD	10770	ONEBRIDGE BENEFITS INC. (ADMIN)	12/23 Administrative Fees	99.00

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Bank Account: 1 - Benton PUD ACH/Wire

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
100641	12/20/23	DD	3162	ONLINE INFORMATION SERVICES,	Online Utility Exchange	1,031.11
100642	12/20/23	DD	2176	PACIFIC OFFICE AUTOMATION, INC.	Monthly Billing	48.43
					Monthly Billing	229.92
					Monthly Billing	348.31
					Monthly Billing	75.01
					Monthly billing	20.54
					Monthly Billing	101.07
Total for Check/Tran - 100642:						823.28
100643	12/20/23	DD	585	PARADISE BOTTLED WATER CO.	Monthly Billing	520.12
					Monthly Billing	64.07
Total for Check/Tran - 100643:						584.19
100644	12/20/23	DD	10561	POWER & TELEPHONE SUPPLY COMPA	A/C power supply FSP 150-XG108	1,157.66
100645	12/20/23	DD	10671	PRINCIPAL BANK	Biometric Screening	7,620.00
100646	12/20/23	DD	10718	PUBLIC UTILITY DIST PEND ORIELLE	CWEPUI Expenses	1,758.82
100647	12/20/23	DD	10212	QCL, INC.	Drug Screeing Svc	680.00
100648	12/20/23	DD	10896	QUENCH USA, INC.	Ice/Water Machine Rental	270.67
100649	12/20/23	DD	10947	RELIANCE STANDARD LIFE INSURAN	Basic AD&D	148.49
					Basic Life	742.45
					Non Barg Basic AD&D	74.97
					Non Barg Basic Dep Life	81.51
					Non Barg Basic Life	996.84
					Supplemental AD&D - Child	7.80
					Supplemental AD&D - EE	487.20
					Supplemental AD&D - Spouse	248.85
					Supplemental Life - Child	44.54
					Supplemental Life - EE	1,869.00
					Supplemental Life - Spouse	363.05

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				LTD Core No Buy-Up	3,309.80
				LTD Buy-Up	680.00
Total for Check/Tran - 100649:					9,054.50
100650	12/20/23	DD 10569	RPS ADVISORS	REC Transfer	220,000.00
100651	12/20/23	DD 2154	SENSUS USA, INC.	Alert Mgr/Monthly SAAS Fee/Flxnt Monitor	5,772.23
				Alert Mgr/Monthly SAAS Fee/Flxnt Monitor	9,328.59
				Alert Mgr/Monthly SAAS Fee/Flxnt Monitor	4,270.31
Total for Check/Tran - 100651:					19,371.13
100652	12/20/23	DD 3226	SHI INTERNATIONAL CORP	Software License/Maintenance	9,768.41
100653	12/20/23	DD 139	TOWNSQUARE MEDIA TRI CITIES	Advertising	4,080.00
100654	12/20/23	DD 3006	TRI-CITY GLASS, INC.	BPUD Window Replacments	45,987.84
100655	12/20/23	DD 1163	TYNDALE ENTERPRISES, INC.	Clothing-Wurz	182.18
100656	12/20/23	DD 1048	UNITED WAY OF BENTON & FRANKLI	EE United Way Contribution	402.80
100657	12/20/23	DD 10154	US PAYMENTS, LLC	Paysite Fee/Kiosk/Card Processing Fee	367.65
				Paysite Fee/Kiosk/Card Processing Fee	1,440.00
Total for Check/Tran - 100657:					1,807.65
100658	12/20/23	DD 272	UTILITIES UNDERGROUND LOCATION	Underground Locate	414.09
100659	12/20/23	DD 10887	VITAL RECORDS HOLDINGS, LLC	Records Storage Fee	100.00
100660	12/20/23	DD 4235	WATER STREET PUBLIC AFFAIRS, LLC	Lobbying Svc	6,500.00
100661	12/27/23	DD 811	ARAMARK UNIFORM SERVICES	Weekly Svc	21.95
100662	12/27/23	DD 3828	BORDER STATES INDUSTRIES, INC.	Spl Str 400A 350 KCM 175	1,403.04
				Spl Str 400A 350 KCM 175	1,403.04
Total for Check/Tran - 100662:					2,806.08
100663	12/27/23	DD 1810	CARLSON SALES METERING SOLUTIO	Transformers	127,192.04

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Bank Account: 1 - Benton PUD ACH/Wire

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
100664 12/27/23	DD	1639	CENTRAL MACHINERY SALES, INC.	Backhoe	136,125.01
100665 12/27/23	DD	166	CENTURYLINK	Monthly Billing	580.80
100666 12/27/23	DD	2972	COMPUNET, INC.	Labor Charges	500.00
100667 12/27/23	DD	79	GENERAL PACIFIC, INC.	Genics Cobra Pole Wrap SP SLEEVE HOMAC 2/0	2,171.83 635.35
Total for Check/Tran - 100667:					2,807.18
100668 12/27/23	DD	2087	H2 PRECAST, INC.	Transformer Pads	8,967.75
100669 12/27/23	DD	103	KENNEWICK, CITY OF	Monthly Billing Monthly Billing Monthly Billing Monthly Billing	441.43 351.71 416.58 227.98
Total for Check/Tran - 100669:					1,437.70
100670 12/27/23	DD	3599	PLATT ELECTRIC SUPPLY	Watertight Conduit 2 inch	206.08
100671 12/27/23	DD	10951	RELIANCE STANDARD LIFE INSURAN	Self Insured STD Fee	185.00
100672 12/27/23	DD	10947	RELIANCE STANDARD LIFE INSURAN	Basic AD&D Basic Life Non Barg Basic Ad&D Non Barg Basic Dep Life Non Barg Basic Life Supplemental AD&D - Child Supplemental AD&D - EE Supplemental AD&D - Spouse Supplemental Life - Child Supplemental Life - EE Supplemental Life - Spouse LTD- Core No Buy-Up LTD-Buy-Up	149.65 748.25 74.97 81.51 996.84 4.50 493.20 37.05 25.84 1,881.00 124.25 3,335.26 680.00

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
Total for Check/Tran - 100672:					8,632.32
100673 12/27/23	DD	2154	SENSUS USA, INC.	Meter, Sensus 2S Stratus IQ 320A, 240V Meters	23,868.96 16,251.13
Total for Check/Tran - 100673:					40,120.09
100674 12/27/23	DD	985	SPECTRUM PACIFIC WEST, LLC	Monthly Billing Monthly Billing	605.27 588.56
Total for Check/Tran - 100674:					1,193.83
100675 12/27/23	DD	219	STONEWAY ELECTRIC SUPPLY	#2 AWG copper, solid, tinned 2 inch galv steel locknut 2 inch sealing hub Cover for line item # 2 Ground Rod, Copper Clad 3/4"x10' thred 2 inch galv conduit IMC 2 inch galv steel conduit type XX Gasket for line # 2 Ground Rod, Copper Clad 3/4"x10' thred CU #4/0 Soft drawn bare 19 STR	1,092.64 6.51 121.08 33.15 615.19 614.46 167.29 15.21 652.34 20,686.11
Total for Check/Tran - 100675:					24,003.98
100676 12/27/23	DD	1163	TYNDALE ENTERPRISES, INC.	Clothing-Crump Clothing- Crump Clothing-Heberlein	323.93 357.84 804.17
Total for Check/Tran - 100676:					1,485.94
100677 12/27/23	DD	205	WASHINGTON STATE AUDITOR'S OFFI	Auditing Svc Auditing Svc	7,759.70 7,243.08
Total for Check/Tran - 100677:					15,002.78
Total Payments for Payment Type - DD:					(105) 3,263,655.31
Total Voids for Payment Type - DD:					(0) 0.00
Total for Payment Type - DD:					(105) 3,263,655.31

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
86352 8/9/23	CHK	99999	JULIA M ROBISON	Credit Balance Refund	528.59 VOID
86739 9/27/23	CHK	10268	ZACHARI LAMBERSON	2023 Renewable Energy Incentive	546.66 VOID
87115 11/29/23	CHK	99999	GAVIN FINANCIAL LLC	Credit Balance Refund	133.86 VOID
87158 12/6/23	CHK	10955	8486 GAGE, LLC	Commercial Energy Efficiency Prg	1,322.00
87159 12/6/23	CHK	3344	BOYD'S TREE SERVICE, LLC	Tree Trimming Svc Tree Trimming Svc	6,385.14 8,088.87
Total for Check/Tran - 87159:					14,474.01
87160 12/6/23	CHK	1636	CONNECTION	Software Lic/Renewal	3,799.78
87161 12/6/23	CHK	243	FEDERAL EXPRESS CORP	Mailing Svc Mailing Svc	75.20 9.03
Total for Check/Tran - 87161:					84.23
87162 12/6/23	CHK	10954	MILLERS ELECTRIC SERVICE, LLC	Install Conduit/transformer/pedestal	7,682.24
87163 12/6/23	CHK	962	PACIFIC POWER	Monthly Billing	474.07
87164 12/6/23	CHK	11032	PACIFIC UNDERWRITERS PREMIUM	Special Trips Policy	1,450.51
87165 12/6/23	CHK	379	PURMS JOINT SELF INSURANCE FUND	Everest National 2023 Fronted Renewal	455.62
87166 12/6/23	CHK	10649	ZIPLY FIBER	Monthly Billing	2,805.09
87167 12/6/23	CHK	99999	HUGO CENTENO	Credit Balance Refund	41.36
87168 12/6/23	CHK	99999	MAXIMINO CERVANTES	Credit Balance Refund	87.24
87169 12/6/23	CHK	99999	CVKOB LLC	Credit Balance Refund	8,093.27
87170 12/6/23	CHK	99999	JOCELYN T DAHL	Credit Balance Refund	128.54
87171 12/6/23	CHK	99999	ELIZABETH HINCHEM	Credit Balance Refund	53.88
87172 12/6/23	CHK	99999	DAVID HUDGES	Credit Balance Refund	81.46

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87173 12/6/23	CHK	99999	JANETTE LOPEZ	Credit Balance Refund	402.12
87174 12/6/23	CHK	99999	ELOY C LOZANO	Credit Balance Refund	127.09
87175 12/6/23	CHK	99999	MUZZY CONSTRUCTION, LLC	Credit Balance Refund	84.71
87176 12/6/23	CHK	99999	KEITH ONEY	Credit Balance Refund	15.85
87177 12/6/23	CHK	99999	HANNAH C PRATT	Credit Balance Refund	145.00
87178 12/6/23	CHK	99999	IRMA PULIDO	Credit Balance Refund	262.71
87179 12/6/23	CHK	99999	LORENA RODRIGUEZ GARCIA	Credit Balance Refund	249.09
87180 12/6/23	CHK	99999	REED VIVEROS	Credit Balance Refund	57.41
87181 12/6/23	CHK	99999	CASEY YOUNG	Credit Balance Refund	13.73
87182 12/12/23	CHK	39	BENTON COUNTY	Easements Recording Fees w/o 685053	205.50
				Easements Recording Fees w/o 687357	205.50
				Easements Recording Fees w/o 691022	205.50
				Easements Recording Fees w/o 692822	205.50
				Easements Recording Fees w/o 694382	411.00
Total for Check/Tran - 87182:					1,233.00
87183 12/12/23	CHK	259	BENTON FRANKLIN COMMUNITY ACT	Helping Hands	2,433.54
87184 12/12/23	CHK	3344	BOYD'S TREE SERVICE, LLC	Tree Trimming Svc	6,435.58
				Tree Trimming Svc	4,788.85
Total for Check/Tran - 87184:					11,224.43
87185 12/12/23	CHK	32	CITY OF BENTON CITY	Occupation Tax	12,805.19
87186 12/12/23	CHK	10169	FALCON SOFTWARE COMPANY, INC.	Website Redesign Project	3,850.00
				Website Redesign Project	2,850.00
				Website Redesign Project	3,862.50
				Monthly Support	12,337.50
				Monthly Support	1,200.00

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
Total for Check/Tran - 87186:					24,100.00
87187 12/12/23	CHK	243	FEDERAL EXPRESS CORP	Mailing Svc	57.23
				Mailing Svc	23.28
Total for Check/Tran - 87187:					80.51
87188 12/12/23	CHK	99	KIE SUPPLY CORP	Material	1,026.51
				Material	1,203.09
				Swabs for gallon cans of glue	484.58
				Credit - Inv 1325230	-1,026.51
Total for Check/Tran - 87188:					1,687.67
87189 12/12/23	CHK	128	PERFECTION GLASS, INC.	REEP	240.00
				REEP	288.00
				REEP	306.00
Total for Check/Tran - 87189:					834.00
87190 12/12/23	CHK	135	PROSSER, CITY OF	Monthly Billing	1.28
				Monthly Billing	24.42
				Monthly Billing	985.86
				Occupation Tax	37,580.62
Total for Check/Tran - 87190:					38,592.18
87191 12/12/23	CHK	141	RICHLAND, CITY OF	Occupation Tax	1,270.64
87192 12/12/23	CHK	193	UNITED PARCEL SERVICE OF AMERIC	Mailing Svc	33.42
				Mailing Svc	32.61
Total for Check/Tran - 87192:					66.03
87193 12/12/23	CHK	992	VERIZON NORTHWEST	Monthly Billing	2,161.10
87194 12/12/23	CHK	227	WASH STATE DEPT LICENSING/STATE	Driving Abstract - Employees	30.00
87195 12/12/23	CHK	100	WASTE MANAGEMENT OF WASHINGT	Monthly Billing	969.92
				Monthly Billing	297.47
				Monthly Billing	556.82

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Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
Total for Check/Tran - 87195:						1,824.21
87196	12/12/23	CHK	10649	ZIPLY FIBER	Montly Billing	107.43
87197	12/12/23	CHK	99999	MUSTAPHA AMARI	Credit Balance Refund	135.23
87198	12/12/23	CHK	99999	LINDSAY BAKER	Credit Balance Refund	25.72
87199	12/12/23	CHK	99999	CAITLEN BEAVER	Credit Balance Refund	69.90
87200	12/12/23	CHK	99999	JESSICA A BELTRAN PACHECO	Credit Balance Refund	122.52
87201	12/12/23	CHK	99999	ROBERT D BLEVINS	Credit Balance Refund	375.00
87202	12/12/23	CHK	99999	TERESA M BROWN	Credit Balance Refund	525.00
87203	12/12/23	CHK	99999	ARBENS CARIAS	Credit Balance Refund	155.00
87204	12/12/23	CHK	99999	MAYRNA L COCHRANE	Credit Balance Refund	275.00
87205	12/12/23	CHK	99999	SCOTT A COMSTOCK	Credit Balance Refund	125.00
87206	12/12/23	CHK	99999	DALE E DECOURSEY	Credit Balance Refund	650.00
87207	12/12/23	CHK	99999	ELIZABETH ERWIN	Credit Balance Refund	300.00
87208	12/12/23	CHK	99999	EDWARD ESPADA	Credit Balance Refund	525.00
87209	12/12/23	CHK	99999	MELENIE ESQUIVEL	Credit Balance Refund	448.84
87210	12/12/23	CHK	99999	ESTATE OF M A MARLEY	Credit Balance Refund	177.69
87211	12/12/23	CHK	99999	TOM D FRANSON	Credit Balance Refund	150.00
87212	12/12/23	CHK	99999	RYAN T GREENHALGH	Credit Balance Refund	225.00
87213	12/12/23	CHK	99999	JEFFREY W GRIFFIN	Credit Balance Refund	175.00
87214	12/12/23	CHK	99999	DARLENE HAYES	Credit Balance Refund	139.09
87215	12/12/23	CHK	99999	KENNETH L HAYNES	Credit Balance Refund	750.00

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87216 12/12/23	CHK	99999	MARK R HAZEN	Credit Balance Refund	200.00
87217 12/12/23	CHK	99999	GUY M HILLIS	Credit Balance Refund	528.59
87218 12/12/23	CHK	99999	ALBERT L HOLMES	Credit Balance Refund	351.77
87219 12/12/23	CHK	99999	VICTOR M IBARRA	Credit Balance Refund	125.00
87220 12/12/23	CHK	99999	ROXANNE KARR	Credit Balance Refund	300.00
87221 12/12/23	CHK	99999	ANGELA LINDBERG	Credit Balance Refund	239.58
87222 12/12/23	CHK	99999	DIANA L LINSOWE	Credit Balance Refund	365.72
87223 12/12/23	CHK	99999	SCOTT LORIMER	Credit Balance Refund	125.00
87224 12/12/23	CHK	99999	MATSON STORAGE LLC	Credit Balance Refund	200.00
87225 12/12/23	CHK	99999	JOAN M MCNAIR	Credit Balance Refund	477.51
87226 12/12/23	CHK	99999	CHRISTY MUNDEN	Credit Balance Refund	300.00
87227 12/12/23	CHK	99999	FIDEL NUNEZ	Credit Balance Refund	159.17
87228 12/12/23	CHK	99999	MELISSA ORTEGA	Credit Balance Refund	115.25
87229 12/12/23	CHK	99999	STEPHEN T OSBORNE	Credit Balance Refund	200.00
87230 12/12/23	CHK	99999	JAN L PIES	Credit Balance Refund	550.00
87231 12/12/23	CHK	99999	OREN R PORTER	Credit Balance Refund	275.00
87232 12/12/23	CHK	99999	JESUS H ROBLERO	Credit Balance Refund	69.61
87233 12/12/23	CHK	99999	ANAIS RODRIGUEZ	Credit Balance Refund	73.42
87234 12/12/23	CHK	99999	LINDA RODRIGUEZ	District Claim	2,311.01
87235 12/12/23	CHK	99999	JUSTIN N SALTZ	Credit Balance Refund	200.00
87236 12/12/23	CHK	99999	PIEDAD SANCHEZ CRUZ	Credit Balance Refund	120.00

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87237	12/12/23	CHK	99999	MARK D SCHOUVILLER	Credit Balance Refund	175.00
87238	12/12/23	CHK	99999	BOB SIMI	Credit Balance Refund	66.19
87239	12/12/23	CHK	99999	KEVIN L SIMMONS	Credit Balance Refund	250.00
87240	12/12/23	CHK	99999	PAUL N STALEY	Credit Balance Refund	400.00
87241	12/12/23	CHK	99999	DANIEL TREVINO	Credit Balance Refund	150.00
87242	12/12/23	CHK	99999	JIMMY R TROBAUGH	Credit Balance Refund	150.00
87243	12/12/23	CHK	99999	LORETTA E TUCKSEN	Credit Balance Refund	275.00
87244	12/12/23	CHK	99999	ROBERT WATTS	Credit Balance Refund	300.00
87245	12/20/23	CHK	2911	ABSOLUTE POWER, INC	Commercial Energy Efficiency Prg	1,540.00
87246	12/20/23	CHK	436	BANK OF AMERICA	Qtrly Fee LOC	10,222.22
87247	12/20/23	CHK	39	BENTON COUNTY	GIS Prints	38.00
87248	12/20/23	CHK	259	BENTON FRANKLIN COMMUNITY ACT	REEP	5,815.45
					REEP	4,995.86
Total for Check/Tran - 87248:						10,811.31
87249	12/20/23	CHK	35	BENTON PUD - CUSTOMER ACCOUNT	Monthly Billing	274.67
87250	12/20/23	CHK	3344	BOYD'S TREE SERVICE, LLC	Tree Trimming Svc	8,580.78
					Tree Trimming Svc	6,385.14
Total for Check/Tran - 87250:						14,965.92
87251	12/20/23	CHK	10630	CAMPBELL TRAINING SOLUTIONS, LL	Empowered Season 2	577.50
87252	12/20/23	CHK	10169	FALCON SOFTWARE COMPANY, INC.	Website Redesign Project	3,487.50
					Software Support	6,875.00
					Software Maintenance/Support	562.50
Total for Check/Tran - 87252:						10,925.00

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87253 12/20/23	CHK	99	KIE SUPPLY CORP	Meter Base 20A 13 Jaw Mtr Skt	7,468.23
				2 inch conduit 2 hole strap zinc	1.96
				2 inch galv IMC coupling	14.12
				2 inch plastic, insulating bushing	4.67
Total for Check/Tran - 87253:					7,488.98
87254 12/20/23	CHK	1393	MEIER ENTERPRISES, INC.	Professional Svc	7,910.00
87255 12/20/23	CHK	310	MOON SECURITY SERVICES, INC.	Monitoring Svc	48.31
				Monitoring Svc	770.72
				Monitoring Svc	180.81
				Monitoring Svc	91.43
				Monitoring Svc	91.43
				Monitoring Svc	91.43
				Monitoring Svc	144.53
Total for Check/Tran - 87255:					1,418.66
87256 12/20/23	CHK	611	PAVEMENT SURFACE CONTROL	Traffic Control	109.46
87257 12/20/23	CHK	128	PERFECTION GLASS, INC.	REEP	240.00
				REEP	504.00
Total for Check/Tran - 87257:					744.00
87258 12/20/23	CHK	141	RICHLAND, CITY OF	Fiber Lease	586.98
				Fiber Lease	293.49
				Fiber Lease	293.49
				Fiber Lease	146.75
				Fiber Lease	146.75
				Fiber Lease	293.49
				Fiber Lease	586.98
				Fiber Lease	293.49
				fiber Lease	1,760.94
				Fiber Lease	146.75
				Fiber Lease	146.75

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				Fiber Lease	146.75
				Fiber Lease	146.75
				Fiber Lease	146.75
				Fiber Lease	146.75
				Fiber Lease	146.75
				Fiber Lease	146.75
				Fiber Lease	146.75
				Fiber Lease	293.49
				Fiber Lease	146.75
				Fiber Lease	146.75
				Fiber Lease	146.75
				Fiber Lease	146.75
				Fiber Lease	146.75
				Fiber Lease	293.49
				Fiber Lease	146.75
				Fiber Lease	146.75
				Fiber Lease	293.49
				Fiber Lease	146.75
				Total for Check/Tran - 87258:	7,924.33
87259	12/20/23	CHK 142	ROGERS SURVEYING, INC. P.S.	Professional Svc	9,750.00
87260	12/20/23	CHK 7944	TWIN CITY FOODS INC	Industrial Energy Efficiency Prg	4,707.62
87261	12/20/23	CHK 193	UNITED PARCEL SERVICE OF AMERIC	Mailing Svc	32.61
87262	12/20/23	CHK 992	VERIZON NORTHWEST	Monthly Billing	1,233.37
87263	12/20/23	CHK 99999	KAYE M ALLEY	Credit Balance Refund	175.00
87264	12/20/23	CHK 99999	ODILON C ALVAREZ	Credit Balance Refund	79.55
87265	12/20/23	CHK 99999	RAYMOND E BRADSHAW	Credit Balance Refund	125.00

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
87266 12/20/23	CHK	99999	ANAHEIM CALVARIO	Credit Balance Refund	30.99
87267 12/20/23	CHK	99999	KELSEY CHARLES	Credit Balance Refund	43.41
87268 12/20/23	CHK	99999	CISCO CIRIANO	Credit Balance Refund	25.74
87269 12/20/23	CHK	99999	JOE S CORDER	Credit Balance Refund	300.00
87270 12/20/23	CHK	99999	DAVID CRONEY	Credit Balance Refund	200.00
87271 12/20/23	CHK	99999	JAMES A CUEVAS	Credit Balance Refund	71.81
87272 12/20/23	CHK	99999	DAVID & JESSICA TANNER	Credit Balance Refund	48.45
87273 12/20/23	CHK	99999	HOPE E DAVIS	Credit Balance Refund	175.00
87274 12/20/23	CHK	99999	PENNY L DESHAW	Credit Balance Refund	125.00
87275 12/20/23	CHK	99999	JAIME M DIAZ	Credit Balance Refund	175.00
87276 12/20/23	CHK	99999	CHRISTOPHER DICKINSON	Credit Balance Refund	101.65
87277 12/20/23	CHK	99999	RONALD K DUNCAN	Credit Balance Refund	700.00
87278 12/20/23	CHK	99999	ELHAG AFRICA HALAL FOOD LLC	Credit Balance Refund	202.43
87279 12/20/23	CHK	99999	CHAD A ESVELT	Credit Balance Refund	125.00
87280 12/20/23	CHK	99999	BRICE G FINCH	Credit Balance Refund	225.00
87281 12/20/23	CHK	99999	JAIME FLORES PENA	Credit Balance Refund	191.40
87282 12/20/23	CHK	99999	JOHN GAVIN	Credit Balance Refund	133.86
87283 12/20/23	CHK	99999	KAREN K GILLEY	Credit Balance Refund	250.00
87284 12/20/23	CHK	99999	DEBBY K HANSON	Credit Balance Refund	387.89
87285 12/20/23	CHK	99999	RON HERMAN	Credit Balance Refund	150.00
87286 12/20/23	CHK	99999	LONNIE J MARCUM	Credit Balance Refund	125.00

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87287	12/20/23	CHK	99999	LEONARD E MCCALLUM	Credit Balance Refund	150.00
87288	12/20/23	CHK	99999	TODD A MCCLELLAND	Credit Balance Refund	100.00
87289	12/20/23	CHK	99999	QULI M MUHUMED	Credit Balance Refund	113.11
87290	12/20/23	CHK	99999	VERONICA MUNOZ PEDROZA	Credit Balance Refund	125.00
87291	12/20/23	CHK	99999	THOMAS E PICKETT	Credit Balance Refund	125.00
87292	12/20/23	CHK	99999	CHARMAINE L RAMPEY	Credit Balance Refund	555.34
87293	12/20/23	CHK	99999	MAUDOTHA R RATCHFORD	Credit Balance Refund	250.00
87294	12/20/23	CHK	99999	STEPHEN J REJNIAK	Credit Balance Refund	100.00
87295	12/20/23	CHK	99999	ANITA REYES	Credit Balance Refund	750.00
87296	12/20/23	CHK	99999	LINDA RODRIGUEZ	District Claim	2,119.62
87297	12/20/23	CHK	99999	JESSIE ROWETT	Credit Balance Refund	150.00
87298	12/20/23	CHK	99999	BONNIE J SAMS	Credit Balance Refund	125.00
87299	12/20/23	CHK	99999	JUANA SILVA	Credit Balance Refund	48.36
87300	12/20/23	CHK	99999	RICHARD SZEMPRUCH	Credit Balance Refund	100.00
87301	12/20/23	CHK	99999	LAURA L TOOL	Credit Balance Refund	300.00
87302	12/20/23	CHK	99999	BRITTNEY M WATSON	Credit Balance Refund	10.37
87303	12/20/23	CHK	99999	JENNIFER L WILLIAMSON	Credit Balance Refund	375.00
87304	12/20/23	CHK	99999	JACKSON D WOODARD	Credit Balance Refund	185.00
87305	12/27/23	CHK	10991	5D DEVELOPMENT AT QUAKE BULDIN	Commercial Energy Efficiency Prg	6,162.00
87306	12/27/23	CHK	2425	AT&T MOBILITY, LLC	Monthly Billing	5.44

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87307	12/27/23	CHK	259	BENTON FRANKLIN COMMUNITY ACT	Helping Hands	4,167.51
87308	12/27/23	CHK	10268	ZACHARI LAMBERSON	2023 Renewable Energy Incentive	546.66
87309	12/27/23	CHK	3961	SIERRA ELECTRIC, INC.	Repair/Replace Meter/Mast and Wire Repair/Replace Meter Base	834.65 315.74
Total for Check/Tran - 87309:						1,150.39
87310	12/27/23	CHK	193	UNITED PARCEL SERVICE OF AMERIC	Mailing Svc	32.67
87311	12/27/23	CHK	102	UNITED STATES POSTAL SERVICE		1,780.00
87312	12/27/23	CHK	992	VERIZON NORTHWEST	Monthly Billing Monthly Billing	191.16 2,161.10
Total for Check/Tran - 87312:						2,352.26
87313	12/27/23	CHK	99999	5D DEVELOPMENT AT COTTONWOOD	Credit Balance Refund	15,856.00
87314	12/27/23	CHK	99999	MORGAN ADI	Credit Balance Refund	19.91
87315	12/27/23	CHK	99999	EVONN BAEZA	Credit Balance Refund	10.82
87316	12/27/23	CHK	99999	LYNNETTE BRITTON	Credit Balance Refund	37.97
87317	12/27/23	CHK	99999	JEFF J BUCKENDORF	Credit Balance Refund	300.00
87318	12/27/23	CHK	99999	TYLER M BUSSELL	Credit Balance Refund	79.42
87319	12/27/23	CHK	99999	DUANE CLARKE	Credit Balance Refund	200.00
87320	12/27/23	CHK	99999	ROSE M COOK	Credit Balance Refund	200.00
87321	12/27/23	CHK	99999	KEVIN CROSBY	Credit Balance Refund	325.00
87322	12/27/23	CHK	99999	TREVOR C DAY	Credit Balance Refund	375.00
87323	12/27/23	CHK	99999	TOM DENCHEL	Credit Balance Refund	200.00
87324	12/27/23	CHK	99999	MICHAEL F ERHART	Credit Balance Refund	175.00

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87325 12/27/23	CHK	99999	MATTHEW J GARCIA	Credit Balance Refund	175.00
87326 12/27/23	CHK	99999	CHEP R GAUNTT	Credit Balance Refund	175.00
87327 12/27/23	CHK	99999	NECIA A GRAHAM	Credit Balance Refund	100.00
87328 12/27/23	CHK	99999	MATTHEW L GUTZMER	Credit Balance Refund	125.00
87329 12/27/23	CHK	99999	GREGORY T HOBSON	Credit Balance Refund	775.00
87330 12/27/23	CHK	99999	LILLIE HOWARD	Credit Balance Refund	129.29
87331 12/27/23	CHK	99999	PATRICK W JACKSON	Credit Balance Refund	200.00
87332 12/27/23	CHK	99999	ROSEMARY JACOBO	Credit Balance Refund	145.62
87333 12/27/23	CHK	99999	JOHN KOENIG	Credit Balance Refund	300.00
87334 12/27/23	CHK	99999	EL SAMANI KOURI	Credit Balance Refund	85.21
87335 12/27/23	CHK	99999	LANA G LAUGHLIN	Credit Balance Refund	200.00
87336 12/27/23	CHK	99999	LYNN L LAWRENCE	Credit Balance Refund	150.00
87337 12/27/23	CHK	99999	NANCY K MARQUART	Credit Balance Refund	77.47
87338 12/27/23	CHK	99999	NEIL E MARTIN	Credit Balance Refund	175.00
87339 12/27/23	CHK	99999	LILLIAN C MEDRANO	Credit Balance Refund	362.86
87340 12/27/23	CHK	99999	JADA NORWOOD	Credit Balance Refund	21.78
87341 12/27/23	CHK	99999	SANDY M NYE	Credit Balance Refund	43.69
87342 12/27/23	CHK	99999	JUAN OLIVA LICON	Credit Balance Refund	40.49
87343 12/27/23	CHK	99999	DAN B OLLERO	Credit Balance Refund	125.00
87344 12/27/23	CHK	99999	WILLIAM W PARKERSON	Credit Balance Refund	600.00
87345 12/27/23	CHK	99999	PHYLLIS PELLETIER	Credit Balance Refund	100.00

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Accounts Payable Check Register

12/04/2023 To 12/31/2023

Bank Account: 2 - BPUD Accounts Payable Warrants

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
87346 12/27/23	CHK	99999	DANIEL PENA	Credit Balance Refund	48.78
87347 12/27/23	CHK	99999	BRYAN PEREZ	Credit Balance Refund	21.00
87348 12/27/23	CHK	99999	PROSSER FUNERAL HOME	Credit Balance Refund	425.00
87349 12/27/23	CHK	99999	HOWARD W PUNCHES	Credit Balance Refund	2,550.48
87350 12/27/23	CHK	99999	BOUAKHAO P RICE	Credit Balance Refund	125.00
87351 12/27/23	CHK	99999	ESTRELLA RIOS	Credit Balance Refund	157.71
87352 12/27/23	CHK	99999	LEONEL G RIOS	Credit Balance Refund	27.96
87353 12/27/23	CHK	99999	KENNETH E SAVAGE	Credit Balance Refund	174.89
87354 12/27/23	CHK	99999	KAYLA SCHELL	Credit Balance Refund	31.18
87355 12/27/23	CHK	99999	JEANICE R SCHMICK	Credit Balance Refund	275.00
87356 12/27/23	CHK	99999	RANDAL L SMITH	Credit Balance Refund	250.00
87357 12/27/23	CHK	99999	SONJA J SMITH	Credit Balance Refund	100.00
87358 12/27/23	CHK	99999	BEN SONNICHSEN	Credit Balance Refund	200.00
87359 12/27/23	CHK	99999	SHANA L SOVERN	Credit Balance Refund	100.00
87360 12/27/23	CHK	99999	MINDIE M STROBBE	Credit Balance Refund	325.00
87361 12/27/23	CHK	99999	ROBERT H SUMMERVILLE	Credit Balance Refund	175.00
87362 12/27/23	CHK	99999	OLEN D TUCKER	Credit Balance Refund	200.00
87363 12/27/23	CHK	99999	ACZAEL R VALDEZ III	Credit Balance Refund	700.00
87364 12/27/23	CHK	99999	GARTH T WEIGLE	Credit Balance Refund	300.00
87365 12/27/23	CHK	99999	DALE C WEST	Credit Balance Refund	275.00

Total Payments for Payment Type - CHK: (208) 300,309.84

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Accounts Payable Check Register

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12/04/2023 To 12/31/2023

Bank Account: 2 - BPUD Accounts Payable Warrants

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount	
					Total Voids for Payment Type - CHK:	(3) 1,209.11
					Total for Payment Type - CHK:	(211) 301,518.95
					Total Payments for Bank Account - 2 :	(208) 300,309.84
					Total Voids for Bank Account - 2 :	(3) 1,209.11
					Total for Bank Account - 2 :	(211) 301,518.95
					Grand Total for Payments :	(313) 3,563,965.15
					Grand Total for Voids :	(3) 1,209.11
					Grand Total :	(316) 3,565,174.26

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Accounts Payable Check Register

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Bank Account: 1 - Benton PUD ACH/Wire

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
6817 12/6/23	WIRE	169	ENERGY NORTHWEST	Fiber Lease	443.49
				Fiber Lease	443.49
Total for Check/Tran - 6817:					886.98
6818 12/6/23	WIRE	925	KLICKITAT COUNTY PUD	Purchased Power	4,032.51
6820 12/7/23	WIRE	171	WASH STATE DEPT RETIREMENT SYS	ER PERS	64,277.98
				PERS Plan 2	39,933.34
				PERS Plan 3A 5% All Ages	1,205.02
				PERS Plan 3B 5% Up to Age 35	114.04
				PERS Plan 3B 6% Age 35-45	134.48
				PERS Plan 3E 10% All Ages	1,530.76
				PERS Plan 3F 15% All Ages	473.53
Total for Check/Tran - 6820:					107,669.15
6821 12/7/23	WIRE	437	WASH STATE DEPT SUPPORT REGIST	Garnishment - Child Support	301.98
6822 12/7/23	WIRE	3704	YAHOO CREEK WIND PARK, LLC	Purchased Rec's	243,310.50
6823 12/7/23	WIRE	1567	ICMA RETIREMENT CORP	457(b) Leave EE Contribution	12,298.09
				457(b) Roth EE Contribution	9,697.81
				ER Def Comp 401	16,398.44
				ER Def Comp 457	2,562.43
				Plan A 457(b) Employee Contribution	5,857.55
				Plan B 457(b) Employee Contribution	20,654.17
				Plan C 401(a) Option 1 EE Contribution	3,353.35
				Plan C 401(a) Option 2 EE Contribution	1,790.53
				Plan C 401(a) Option 3 EE Contribution	538.13
				Plan C 401(a) Option 4, Step 2 EE Contri	1,308.59
				Plan C 401(a) Option 4, Step 3 EE Contri	1,410.32
				Plan C 401(a) Option 4, Step 4 EE Contri	1,540.20
				Plan C 401(a) Option 5, Step 4 EE Contri	1,210.07
				Plan C 457(b) Employee Contribution	15,570.37

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Accounts Payable Check Register

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Bank Account: 1 - Benton PUD ACH/Wire

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				457 EE Loan Repayment #1	2,586.07
Total for Check/Tran - 6823:					96,776.12
6824 12/15/23	WIRE	436	BANK OF AMERICA	Banking Fees	1,392.86
6825 12/15/23	WIRE	169	ENERGY NORTHWEST	Rent Rattlesnake Mt	17,983.63
6826 12/15/23	WIRE	2570	THE ENERGY AUTHORITY, INC.	Purchased Power	31,373.00
6829 12/4/23	WIRE	10084	CITI MERCHANT SERVICES	Merchant Fees	32,567.05
6830 12/20/23	WIRE	169	ENERGY NORTHWEST	Purchased Power	133,724.38
6831 12/20/23	WIRE	2902	WHITE CREEK WIND I, LLC	Purchased Power	92,369.00
6832 12/21/23	WIRE	2205	UNITED STATES TREASURY	Federal Income Tax	71,511.45
				Medicare - Employee	10,008.88
				Medicare - Employer	9,723.78
				Social Security - Employee	35,694.85
				Social Security - Employer	35,694.85
Total for Check/Tran - 6832:					162,633.81
6833 12/21/23	WIRE	171	WASH STATE DEPT RETIREMENT SYS	ER PERS	63,209.34
				PERS Plan 2	39,263.05
				PERS Plan 3A 5% All Ages	1,200.19
				PERS Plan 3B 5% Up to Age 35	114.04
				PERS Plan 3B 6% Age 35-45	132.82
				PERS Plan 3E 10% All Ages	1,426.83
				PERS Plan 3F 15% All Ages	473.53
Total for Check/Tran - 6833:					105,819.80
6834 12/21/23	WIRE	437	WASH STATE DEPT SUPPORT REGIST	Garnishment - Child Support	301.98
6835 12/22/23	WIRE	1567	ICMA RETIREMENT CORP	457(b) Leave EE Contribution	5,571.46
				457(b) Roth EE Contribution	9,139.96
				ER Def Comp 401	16,740.59

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Accounts Payable Check Register

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Bank Account: 1 - Benton PUD ACH/Wire

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				ER Def Comp 457	2,573.95
				Plan A 457(b) Employee Contribution	5,711.28
				Plan B 457(b) Employee Contribution	21,014.81
				Plan C 401(a) Option 1 EE Contribution	3,366.74
				Plan C 401(a) Option 2 EE Contribution	1,790.53
				Plan C 401(a) Option 3 EE Contribution	538.13
				Plan C 401(a) Option 4, Step 2 EE Contri	1,308.59
				Plan C 401(a) Option 4, Step 3 EE Contri	1,410.32
				Plan C 401(a) Option 4, Step 4 EE Contri	1,540.20
				Plan C 401(a) Option 5, Step 4 EE Contri	1,210.07
				Plan C 457(b) Employee Contribution	9,698.04
				457 EE Loan Repayment #1	2,586.07
				Total for Check/Tran - 6835:	84,200.74
6836	12/25/23	WIRE 246	BONNEVILLE POWER ADMIN	Purchased Power	3,501,276.00
6837	12/7/23	WIRE 2205	UNITED STATES TREASURY	Federal Income Tax	76,702.42
				Medicare - Employee	10,374.04
				Medicare - Employer	10,159.56
				Social Security - Employee	38,324.49
				Social Security - Employer	38,324.49
				Total for Check/Tran - 6837:	173,885.00
6839	12/27/23	WIRE 424	WASH STATE DEPT REVENUE-EXCISE	Utility Tax	368,525.59
				Use Tax	1,326.46
				Retailing & Wholesaling Tax	934.46
				Service Tax	4,800.53
				Total for Check/Tran - 6839:	375,587.04
6840	12/29/23	WIRE 2800	LL&P WIND ENERGY, INC.	Purchased Power	38,058.23
				Total for Bank Account - 1 :	(20) 5,204,149.76



BENTON PUD - RESIDENTIAL CONSERVATION REBATE DETAIL

<u>Date</u>	<u>Customer</u>	<u>Rebate Amount</u>	<u>Rebate Description</u>
12/04/2023	DENNIS D HAMMER	\$ 30.00	Rebate - Clothes Washer
12/04/2023	SCOTT SQUYRES	\$ 30.00	Rebate - Clothes Washer
12/06/2023	BRADLEE SIMMONS	\$ 30.00	Rebate - Clothes Washer
12/07/2023	CHRIS B ROEMELING	\$ 30.00	Rebate - Clothes Washer
12/04/2023	SCOTT SQUYRES	\$ 50.00	Rebate - Clothes Dryer
12/06/2023	BRADLEE SIMMONS	\$ 50.00	Rebate - Clothes Dryer
12/14/2023	DIANE K BONIN	\$ 50.00	Rebate - Clothes Dryer
12/19/2023	PERRY N LAMPREY	\$ 50.00	Rebate - Clothes Dryer
12/07/2023	DEWAYNE L HETRICK	\$ 900.00	Rebate - Heat Pump Water Heater
12/19/2023	BRIAN A RUEGSEGGER	\$ 250.00	Rebate - Electric Vehicle
12/28/2023	AARON AVELAR	\$ 250.00	Rebate - Electric Vehicle

\$ 1,720.00

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ACCOUNTS PAYABLE CC/E-PAYMENT CHARGES

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CC/E-Payment Vendor: 3098 - US BANK CORPORATE PAYMENT SYSTEM

Tran	Date	Recon ID	Type	Credit Card/E-Payment	Vendor	Vendor Name	Merchant	Merchant Name	Reference	Amount
870	11/14/2023	654	Credit Card	11 - Finance & Business Serv	1091	BLACKWELL, LURII	1091	ATTORNEY & NOTAR	Willis Notary	107.07
	11/14/2023	654					1091	ATTORNEY & NOTAR	Willis Notary	135.00
	11/03/2023	654					1091	ODP BUS SOL LLC # 10	Paper- Cardstock	91.28
	11/09/2023	654					1091	ODP BUS SOL LLC # 10	Paper- Cardstock	91.28
	10/19/2023	654					1091	MASTERCPE	Herrington - Ethics for Washi	39.95
	11/01/2023	654					1091	ODP BUS SOL LLC # 10	T.Brown Business Cards	46.41
	10/20/2023	654					1091	AMZN MKTP US*YO74	McMahon Whiteboard	239.13
	10/31/2023	654					1091	AMZN MKTP US*442PJ	Cans of Air	76.86
	11/01/2023	654					1091	GOVERNMENT FINAN	Meyer - GAAFR Subscription	149.00
	10/30/2023	654					1091	ODP BUS SOL LLC # 10	Office Supplies	53.66
	11/01/2023	654					1091	NWPPA	Blackwell - Admin Prof Serie	600.00
Total for Tran-870:										1,629.64
871	11/03/2023	664	Credit Card	39 - Operations - Warehouse	1465	PURDOM, KRISTI L	1465	ULINE *SHIP SUPPLIE	BANDAIDS AND TOILET	1,568.04
	10/17/2023	664					1465	ULINE *SHIP SUPPLIE	MULTIFOLDS	1,687.35
	10/25/2023	664					1465	BETTENDORFS PRINTI	SPECIAL HOLD TAGS FOR	833.72
	11/01/2023	664					1465	HI-LINE 7813	SILICONE TREATED WIPI	258.14
	11/03/2023	664					1465	AMZN MKTP US*HCOF	BINDER FASTENERS	17.72
	11/08/2023	664					1465	FERRELL*GAS LP	Propane	155.78
	10/26/2023	664					1465	YOKE'S FRESH MARK	E/W SUPINT. MEETING RE	18.00
	10/24/2023	664					1465	ZORO TOOLS INC	SOCKETS AND WRENCH	24.00
	11/01/2023	664					1465	ZORO TOOLS INC	FIBERGLASS DRILL BITS	130.42
Total for Tran-871:										4,693.17
872	10/26/2023	662	Credit Card	38 - Operations - Support Svc	10656	FLEENOR, RYAN A	10656	THERMAL SUPPLY 221	50 VA Transformer	63.06
Total for Tran-872:										63.06
873	11/01/2023	666	Credit Card	ST10 - Storm Card #10	1654	CRAMER, BRIAN M	1654	CONOCO - COTTAGE	fuel	107.19
Total for Tran-873:										107.19
874	11/08/2023	656	Credit Card	17 - Contracts & Purchasing	3213	LANPHEAR, JUSTIN L	3213	MCCLATCHY ADVERT	23-21-26 Call for Bid	169.10
	11/08/2023	656					3213	MCCLATCHY ADVERT	Legal Ad - McClatchy	94.70
	10/25/2023	656					3213	WCP SOLUTIONS COR	Printer Paper	133.70
	10/25/2023	656					3213	WCP SOLUTIONS COR	Printer Paper	1,695.72
	11/04/2023	656					3213	MUNICIPAL RESEARC	MRSC Annual Roster Fee	575.00
Total for Tran-874:										2,668.22

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ACCOUNTS PAYABLE CC/E-PAYMENT CHARGES

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CC/E-Payment Vendor: 3098 - US BANK CORPORATE PAYMENT SYSTEM

Tran	Date	Recon ID	Type	Credit Card/E-Payment	Vendor	Vendor Name	Merchant	Merchant Name	Reference	Amount
875	10/27/2023	659	Credit Card	31 - Operations	901	SCHLEKEWEY, DIANE A	901	ODP BUS SOL LLC # 10	Office Supplies - Pens, Sharpi	164.60
	10/27/2023	659					901	ODP BUS SOL LLC # 10	Office Supplies - Pens and M	76.21
	10/26/2023	659					901	IEEE PRODUCTS & SE	IEEE License Renewal	253.00
	10/17/2023	659					901	IN *PROTRAIN	ProTrain Class - Gabby Purdo	1,060.00
	10/31/2023	659					901	ODP BUS SOL LLC # 10	Office Supplies - Dry Erase C	305.35
	10/25/2023	659					901	LU LU CRAFT BAR + K	Room Reservation for E/W S	281.73
	10/24/2023	659					901	COSTCO WHSE #0486	Refreshments for East/West S	218.20
	10/19/2023	659					901	TAQUERIA EL SAZON	Food expense for all-employe	1,179.80
	10/31/2023	659					901	ODP BUS SOL LLC # 10	Office Supplies - Pens	56.50
	11/01/2023	659					901	ODP BUS SOL LLC # 10	Office Supplies - Calendars	114.48
	11/01/2023	659					901	TOTAL CARE CLINICS	CDL Med Card Appt - Nick	130.00
	10/24/2023	659					901	URM CASH N CARRY #	Meeting Room Supplies	122.81
	10/27/2023	659					901	ODP BUS SOL LLC # 10	Office Supplies - index tabs	30.29
Total for Tran-875:										3,992.97
876	10/25/2023	658	Credit Card	15 - IT Infrastructure	3259	CRUM, DUANE P	3259	FS COM INC	Premise for customer	304.36
	10/25/2023	658					3259	FS COM INC	Core for customer	1,321.80
	10/19/2023	658					3259	DMI* DELL K-12/GOVT	Docking station	277.17
	10/26/2023	658					3259	DMI* DELL MEDIUM B	Dell Power supply	239.13
	10/23/2023	658					3259	AMZN MKTP US*9C6S	Label maker tape for handhel	27.12
	11/07/2023	658					3259	CITY OF KENNEWICK	DPW - 2023 - 3062 Just Rose	75.00
	11/08/2023	658					3259	SP RAM MOUNTS	Mounts for iPads (Trucks)	94.70
	10/23/2023	658					3259	INTERNETWORK EXP	Online training (Homer)	1,085.92
	11/07/2023	658					3259	TECHNOLOGY UNLIM	HW maintenance check proce	1,054.39
	11/14/2023	658					3259	FS COM INC 253-277-30	Pack of 20 SFPs	304.36
	11/08/2023	658					3259	EXCEL MICRO	Google workspace x 3	360.00
	10/25/2023	658					3259	SMARTSHEET INC.	support Software (Holgate)	29.35
	10/19/2023	658					3259	AMZN MKTP US*TD84	Power Supply	312.01
	10/25/2023	658					3259	AMZN MKTP US*HF4B	Labels for handheld label mak	21.14
	10/23/2023	658					3259	AMZN MKTP US*DR55	Handheld lable maker	26.04
	10/23/2023	658					3259	SPECTRUM	backup internet	139.98
	10/24/2023	658					3259	AMZN MKTP US*S78L3	Power supply	312.01
	11/07/2023	658					3259	JIMS PACIFIC GARAGE	software renewal Diagnostic	815.25
Total for Tran-876:										6,799.73

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ACCOUNTS PAYABLE CC/E-PAYMENT CHARGES

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CC/E-Payment Vendor: 3098 - US BANK CORPORATE PAYMENT SYSTEM

Tran	Date	Recon ID	Type	Credit Card/E-Payment	Vendor	Vendor Name	Merchant	Merchant Name	Reference	Amount
877	11/08/2023	653	Credit Card	01 - Executive	2854	PREDDIE, BRENDA J	2854	VISTAPRINT	VistaPrint-Cust Srvc Bus Car	98.90
	10/23/2023	653					2854	ADDEPT	AdDept Media-Veteran's Day	165.00
	11/02/2023	653					2854	WASHINGTON PUD AS	WPUDA-Leg Rally Reg-L Sa	75.00
	10/16/2023	653					2854	WAL-MART #2101	Walmart - Senior Day Food &	333.47
	10/28/2023	653					2854	STK*SHUTTERSTOCK	Shutterstock-Monthly Subscri	31.53
	10/25/2023	653					2854	WASHINGTON PUD AS	WPUDA-Leg Rally Reg-J He	75.00
	11/06/2023	653					2854	10TH AVE CLEANERS	10th Ave Cleaners-Tablecove	45.30
	10/25/2023	653					2854	MCCLATCHY ADVERT	McClatchy-Legal Ad	154.51
	11/09/2023	653					2854	PROSSER RECORD BU	Prosser Rec Bulletin-Legal A	99.73
	10/17/2023	653					2854	SPORTSMANS WAREH	Sportsman's Warehouse-Gift	50.00
	10/19/2023	653					2854	PROSSER RECORD BU	Prosser Record Bulletin-Legal	48.53
	10/31/2023	653					2854	LINKEDIN JOB 8867577	LinkedIn - HR Recruiting	612.76
	10/27/2023	653					2854	ODP BUS SOL LLC # 10	Office Depot-Commission R	61.35
	11/06/2023	653					2854	STK*SHUTTERSTOCK	Shutterstock-Subscription Ca	43.48
	11/08/2023	653					2854	PROSSER RECORD BU	Prosser Rec Bulletin-Legal A	95.04
	11/06/2023	653					2854	AMAZON.COM*OW6A	Amazon-Walktober GC-C Sti	30.00
	10/17/2023	653					2854	OFFICE DEPOT #962	Employee Recognition Cards	57.59
	11/13/2023	653					2854	4IMPRINT, INC	Fiber Optic Wands for NYE E	2,979.29
	11/06/2023	653					2854	AMAZON.COM*U983E	Amazon-Walktober GC-B He	30.00
	10/17/2023	653					2854	DICKS SPORTING GOO	Dicks Sporting Goods-Gift Ca	50.00
	10/22/2023	653					2854	LINKEDIN JOB 8837013	LinkedIn-HR Recruiting	519.69
	10/18/2023	653					2854	HALO BRANDED SOL	Halo-Demand Charge Magnet	359.75
	11/01/2023	653					2854	4IMPRINT, INC	Hand Warmer Kits for Custo	2,370.46
	10/31/2023	653					2854	LOURDES OCC HEALT	Recruiting Physicals/DOT Ser	155.00
	11/10/2023	653					2854	LINKEDIN JOB 8895903	LinkedIn-HR Recruiting	551.63
	11/13/2023	653					2854	PRSA	PRSA-Membership Dues-J H	292.00
	11/05/2023	653					2854	AMZN MKTP US*2P5JF	Amazon-Christmas Lights	193.60
	11/05/2023	653					2854	LINKEDIN JOB 8878202	LinkedIn-HR Recruiting	548.91
	11/02/2023	653					2854	WASHINGTON PUD AS	WPUDA-Leg Rally Reg-J Ha	75.00
	10/17/2023	653					2854	BIG 5 SPORTING GOO	Big 5-Gift Card & Balls	74.95
	10/18/2023	653					2854	IN *ENERGY GPS LLC	Energy GPS-Burrito Subscrip	774.49
	10/18/2023	653					2854	FRED-MEYER #0163	Fred Meyer-Employee Breakf	61.50
	11/02/2023	653					2854	LINKEDIN RECRUITER	LinkedIn-HR Recruiting	184.78
	11/01/2023	653					2854	AMERICAN PUBLIC PO	APPA-Leg Rally Reg-J Hend	375.00
	10/25/2023	653					2854	MCCLATCHY ADVERT	McClatchy-Legal Ad	140.17

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ACCOUNTS PAYABLE CC/E-PAYMENT CHARGES

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CC/E-Payment Vendor: 3098 - US BANK CORPORATE PAYMENT SYSTEM

Tran	Date	Recon ID	Type	Credit Card/E-Payment	Vendor	Vendor Name	Merchant	Merchant Name	Reference	Amount
	11/06/2023	653					2854	AMAZON.COM*F32CU	Amazon-Walktober CG-K M	30.00
	10/18/2023	653					2854	REI #75 KENNEWICK	REI-Employee Breakfast Gift	50.00
	11/01/2023	653					2854	GOOGLE CLOUD 89ZF	Google Cloud-Website Transl	82.24
	10/23/2023	653					2854	TRI CITIES JOURNAL	TC Journal of Bus-Rebate Ad	1,120.00
	11/05/2023	653					2854	AMZN MKTP US*4F2A	Amazon-360 Program Suppli	26.09
	10/30/2023	653					2854	NWPPA	NWPPA-HR Recruiting	135.00
	10/17/2023	653					2854	B&H PHOTO 800-606-69	AV Equipment	884.81
	11/08/2023	653					2854	FIRST NIGHT TRI-CITI	Gesa Carousel-First Night Sp	2,500.00
	11/02/2023	653					2854	AMERICAN PUBLIC PO	APPA-Leg Rally Reg-J Hall	375.00
	11/07/2023	653					2854	AMERICAN PUBLIC PO	APPA-Leg Rally Reg-L Sand	375.00
	10/18/2023	653					2854	CULVER COMPANY IN	Culver-Bucket Trucks	608.02
	11/06/2023	653					2854	PROJECT ENERGY SA	Project Energy Savers-Event	644.05
	10/16/2023	653					2854	DOLLAR TREE	Dollar Tree - Senior Day Sup	12.23
	11/11/2023	653					2854	AMZN MKTP US*R24M	Amazon-"Reserved" Chair Cl	28.25
	11/09/2023	653					2854	ANYPROMO.COM	AnyPromo-KID Santa Givea	642.10
	10/17/2023	653					2854	FRED-MEYER #0163	Fred Meyer-Employee Breakf	52.10
Total for Tran-877:										19,378.30
878	10/24/2023	657	Credit Card	21 - Engineering	3880	WEBB, BRENDA R	3880	BNSF CONTRACTOR.C	Fees for online training	50.00
	10/25/2023	657					3880	ODP BUS SOL LLC # 10	Batteries & pens	105.40
	11/02/2023	657					3880	CITY OF KENNEWICK	ROW WORK/STREET CUT	75.00
	10/23/2023	657					3880	BNSF RAIL PERMITTIN	Carma Fiber Liability Insuran	528.00
	10/25/2023	657					3880	ODP BUS SOL LLC # 10	Business Cards	54.33
	11/02/2023	657					3880	ODP BUS SOL LLC # 10	2024 Wall Calendars	92.82
	10/19/2023	657					3880	TYNDALE COMPANY I	Richman - FR Button Down	73.70
	11/08/2023	657					3880	HOMEDEPOT.COM	Richmand-100' Measuring tap	22.79
Total for Tran-878:										1,002.04
879	11/08/2023	655	Credit Card	44 - Customer Service	2563	MAKI, KIMBERLEE R	2563	FP MAILING SOLUTIO	postage meter rental	172.83
	10/31/2023	655					2563	HOMEDEPOT.COM	Frames for signage in Kenne	44.57
	10/22/2023	655					2563	ODP BUS SOL LLC # 10	Business cards	185.64
Total for Tran-879:										403.04
880	11/16/2023	667	Credit Card	37 - Operations - (Support Sv	2026	KINTZLEY, ROY D	2026	ALTEC INDUSTRIES, I	credit, parts return	-2,037.35
							2026	JIMS PACIFIC GARAGE	#167, parts return	-399.46
							2026	ALTEC INDUSTRIES, I	credit, parts return	-370.15

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ACCOUNTS PAYABLE CC/E-PAYMENT CHARGES

ALL

CC/E-Payment Vendor: 3098 - US BANK CORPORATE PAYMENT SYSTEM

Tran	Date	Recon ID	Type	Credit Card/E-Payment	Vendor	Vendor Name	Merchant	Merchant Name	Reference	Amount
880	11/16/2023	667	Credit Card	37 - Operations - (Support Sv	2026	KINTZLEY, ROY D	2026	PASCO A-PTS 0027915	credit, core returns	-283.71
							2026	ALTEC INDUSTRIES, I	credit, parts return	-1,408.95
							2026	PASCO A-PTS 0027915	credit, parts return	-12.39
							2026	PASCO A-PTS 0027915	credit, core return	-39.13
									Total for Tran - 880:	-4,551.14

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ACCOUNTS PAYABLE CC/E-PAYMENT CHARGES

ALL

CC/E-Payment Vendor: 3098 - US BANK CORPORATE PAYMENT SYSTEM

Tran	Date	Recon ID	Type	Credit Card/E-Payment	Vendor	Vendor Name	Merchant	Merchant Name	Reference	Amount
881	11/13/2023	667	Credit Card	37 - Operations - (Support Sv	2026	KINTZLEY, ROY D	2026	PASCO TIRE FACTORY	#139, steer tires	437.49
	11/08/2023	667					2026	PASCO A-PTS 0027915	filters, DEF & wiper blades	355.35
	11/01/2023	667					2026	PROSSER AUTOMOTIV	#168, battery terminal	5.05
	11/01/2023	667					2026	ALTEC INDUSTRIES, I	#198, beacon light	140.68
	11/01/2023	667					2026	ALTEC INDUSTRIES, I	#176, control board	2,000.31
	11/08/2023	667					2026	PASCO A-PTS 0027915	tr1111, lens	12.30
	11/01/2023	667					2026	ALTEC INDUSTRIES, I	#90, jib rope & bucket cover	693.96
	11/01/2023	667					2026	PASCO A-PTS 0027915	#161, block heater	66.06
	11/01/2023	667					2026	PASCO A-PTS 0027915	#163, battery & cord	264.47
	11/01/2023	667					2026	TANKMAX	#144, vic clamp	64.20
	11/01/2023	667					2026	RDOAG PAS 010262	tr1132, thermostat	18.51
	11/01/2023	667					2026	PASCO A-PTS 0027915	tr1132, battery	166.48
	11/01/2023	667					2026	MELS INTER CITY CO	#213, body repair	4,229.21
	11/09/2023	667					2026	ALTEC INDUSTRIES, I	#90, travel height placard	60.74
	11/07/2023	667					2026	PASCO A-PTS 0027915	#204, snow cables	187.03
	11/01/2023	667					2026	PASCO A-PTS 0027915	#197, coolant	32.38
	11/02/2023	667					2026	JIMS PACIFIC GARAGE	#167, a/c condensor	133.99
	11/01/2023	667					2026	MELS INTER CITY CO	#191, paint bin door	312.22
	11/01/2023	667					2026	ALTEC INDUSTRIES, I	#176, control board	1,907.90
	11/01/2023	667					2026	TEREX UTILITIES, INC.	#149, lanyard anchor	287.42
	11/06/2023	667					2026	GOODYEAR COMMER	#204, tires	660.55
	11/01/2023	667					2026	PASCO A-PTS 0027915	#210, filter	32.59
	11/01/2023	667					2026	JIMS PACIFIC GARAGE	#167, radiator	1,250.04
	11/01/2023	667					2026	PASCO A-PTS 0027915	#3, battery	153.11
	11/01/2023	667					2026	PASCO A-PTS 0027915	#165,batteries	322.01
	11/01/2023	667					2026	J&L HYDRAULICS	#165, hyd adaptors	28.54
	11/13/2023	667					2026	AFFORDABLE WINDS	#73, windshield replace	447.84
	11/06/2023	667					2026	PASCO A-PTS 0027915	Ice scrapers	39.56
	11/01/2023	667					2026	SQ *JESKE INSPECTIO	#187, boom repair	1,630.50
	11/01/2023	667					2026	PASCO A-PTS 0027915	#198, battery	322.01
	11/01/2023	667					2026	PASCO A-PTS 0027915	#210, batteries	311.69
	11/01/2023	667					2026	ARG-CENTRAL HOSE	#165, hyd fitting	11.79
	11/01/2023	667					2026	THE HOME DEPOT #47	#189, hose fitting	5.08
	11/01/2023	667					2026	ALTEC INDUSTRIES, I	#189, hyd fitting	151.26
	11/01/2023	667					2026	PASCO A-PTS 0027915	wiper blades	57.20

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ACCOUNTS PAYABLE CC/E-PAYMENT CHARGES

ALL

CC/E-Payment Vendor: 3098 - US BANK CORPORATE PAYMENT SYSTEM

Tran	Date	Recon ID	Type	Credit Card/E-Payment	Vendor	Vendor Name	Merchant	Merchant Name	Reference	Amount
	11/06/2023	667					2026	PASCO A-PTS 0027915	#90, filters	53.60
	11/01/2023	667					2026	PROSSER AUTOMOTIV	#100, battery	204.35
	11/02/2023	667					2026	COBALT TRUCK - SPO	#175, bin latch	128.72
	11/01/2023	667					2026	JIMS PACIFIC GARAGE	#167, a/c condensor & screen	607.62
	11/01/2023	667					2026	SIRENNET	#213 & #202, antenna mounts	605.24
	11/01/2023	667					2026	PASCO A-PTS 0027915	Seafoam motor tune up	55.37
	11/07/2023	667					2026	JIMS PACIFIC GARAGE	#206, air spring	86.95
	11/13/2023	667					2026	AFFORDABLE WINDS	#108, windshield replace	768.51
	11/13/2023	667					2026	RWC PENDLETON 114	#133, block heater	247.06
	11/01/2023	667					2026	O'REILLY 3630	tr1160, fuel can	43.47
	11/01/2023	667					2026	PASCO A-PTS 0027915	filters, wiper blades & safety	182.59
	11/01/2023	667					2026	PASCO A-PTS 0027915	#140, front brakes & rotors	188.04
	11/01/2023	667					2026	PASCO A-PTS 0027915	filters & wiper blades	193.71
	11/07/2023	667					2026	O'REILLY 3630	#90, super glue	7.60
	11/01/2023	667					2026	PASCO A-PTS 0027915	#160, hood support	70.26
	11/01/2023	667					2026	VERSALIFT NORTHWE	#184, boom switch	506.78
	11/06/2023	667					2026	PASCO A-PTS 0027915	#1, battery	153.11
	11/13/2023	667					2026	AUTOBAHN AUTO CA	car washes	45.00
	11/02/2023	667					2026	CORWIN FORD TRI-CI	#193, outside mirror	365.41
	11/01/2023	667					2026	ARG-CENTRAL HOSE	#165, hyd hoses	127.69
	11/01/2023	667					2026	ALTEC INDUSTRIES, I	#176, connector	28.39
	11/01/2023	667					2026	PASCO A-PTS 0027915	Tool, impact socket	15.22
	11/10/2023	667					2026	COBALT TRUCK - SPO	#175, shipping	15.74
	11/01/2023	667					2026	PASCO A-PTS 0027915	filters, batteries & DEF	1,203.30
	11/02/2023	667					2026	PASCO A-PTS 0027915	#158, stoplight switch	24.78
Total for Tran-881:										22,728.03
882	10/17/2023	660	Credit Card	34 - Operations - Meter Shop	1466	BRADSHAW, GORDON J	1466	FASTENAL COMPANY	fasteners, nuts bolts	25.97
	10/18/2023	660					1466	AMZN MKTP US*TP2C	Honeywell air quality monitor	1,519.60
	10/18/2023	660					1466	FASTENAL COMPANY	clamps for ct wiring in xfmr	60.38
	11/01/2023	660					1466	SP WEBOOST	We-Boost, cell booster for rig	1,195.68
	10/17/2023	660					1466	KIE SUPPLY - KENNE	knockout covers for ct can	52.62
	11/06/2023	660					1466	CARLSON SALES INC	Test switch covers for switch	348.12
Total for Tran-882:										3,202.37

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ACCOUNTS PAYABLE CC/E-PAYMENT CHARGES

ALL

CC/E-Payment Vendor: 3098 - US BANK CORPORATE PAYMENT SYSTEM

Tran	Date	Recon ID	Type	Credit Card/E-Payment	Vendor	Vendor Name	Merchant	Merchant Name	Reference	Amount
883	10/25/2023	665	Credit Card	TRAV - Travel Card	1017	NEWELL, PAULA A	1017	ALASKA AIR 02780516	Henderson - WPUDA	363.80
	10/26/2023	665					1017	ALASKA AIR 02779424	Credit - Mercer PURMS Meet	-321.79
	10/25/2023	665					1017	AGENT FEE 0278051635	Agent Fee - Henderson WPU	35.00
	10/25/2023	665					1017	AGENT FEE 0278051635	Agent Fee - Henderson APPA	37.00
	10/27/2023	665					1017	AGENT FEE 890085968	Agent Fee - Henderson WPU	37.00
	10/25/2023	665					1017	AGENT FEE 027805163	Credit Agent Fee Error - Hen	-357.00
	11/02/2023	665					1017	SIGNIA BY HILTON BO	Mitchell Hotel Xylem Reach	1,340.39
	10/25/2023	665					1017	AGENT FEE 0278051635	Agent Fee Charge in Error -	357.00
	10/25/2023	665					1017	ALASKA AIR 02780516	Henderson - WPUDA	363.80
	10/25/2023	665					1017	ALASKA AIR 02780516	Henderson - APPA Leg Rally	1,296.41
Total for Tran-883:										3,151.61
884	11/02/2023	661	Credit Card	35 - Operations - Transforme	2503	GASTON, TODD	2503	GRAINGER	thermometer for batteries	101.94
	11/02/2023	661					2503	THE HOME DEPOT 473	shop supplies	88.28
	10/30/2023	661					2503	WA L & I KENNEWICK	MCKEE ELEC JOURNEYM	88.30
	10/17/2023	661					2503	PLATT ELECTRIC 006	Electric Fuses	30.72
	10/19/2023	661					2503	FRED-MEYER #0163	avery labels	17.25
	11/02/2023	661					2503	SP TAYLOR USA	thermometer for battery room	358.60
	10/19/2023	661					2503	THE HOME DEPOT #47	shop supplies	57.08
	10/16/2023	661					2503	TRI CITY LUMBER CO	Railroad ties for transformer	417.28
	10/31/2023	661					2503	GRAINGER	led bulbs for controllers	656.85
	10/30/2023	661					2503	PLATT ELECTRIC 006	electric meter	693.08
	10/18/2023	661					2503	PLATT ELECTRIC 006	electric parts and meter	815.41
Total for Tran-884:										3,324.79
885	11/02/2023	663	Credit Card	36 - Operations - Maintenanc	10608	PATRICK, GEORGE M	10608	THERMAL SUPPLY 221	410a hvac refrigerant	1,208.74
	11/08/2023	663					10608	THERMAL SUPPLY 221	hvac copper fittings	54.09
	10/23/2023	663					10608	O'REILLY 5992	antifreeze for air comp.	17.38
	11/02/2023	663					10608	MURLEYS FLOOR CO	flooring for csr remodelworko	1,776.43
	10/16/2023	663					10608	OFFICE DEPOT #962	clock	19.56
	11/07/2023	663					10608	THE HOME DEPOT #47	batteries	28.93
	10/23/2023	663					10608	PERFORMANCE SYST	fire ext.	555.46
	11/01/2023	663					10608	GRAINGER	motor for waste oil heater	189.14
	11/13/2023	663					10608	AMZN MKTP US*G14Q	replacement shop vac part	21.62
Total for Tran-885:										3,871.35

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ACCOUNTS PAYABLE CC/E-PAYMENT CHARGES


ALL

Total Charges for CC/E-Payment Vendor - 3098: (16)	72,464.37
Total Voids for CC/E-Payment Vendor - 3098: (0)	0.00
Total for CC/E-Payment Vendor - 3098: (16)	72,464.37
Grand Total for Charges: (16)	72,464.37
Grand Total for Voids: (0)	0.00
Grand Total:(16)	\$ 72,464.37



<input type="checkbox"/>	<i>Business Agenda</i>
<input type="checkbox"/>	<i>Second Reading</i>
<input checked="" type="checkbox"/>	<i>Consent Agenda</i>
<input type="checkbox"/>	<i>Info Only/Possible Action</i>
<input type="checkbox"/>	<i>Info Only</i>

COMMISSION MEETING AGENDA ITEM

Subject:	Work Order 692056 – Clearwater North	
Agenda Item No:	6e	
Meeting Date:	January 9, 2024	
Authored by:	Tina Glines	<i>Staff Preparing Item</i>
Presented by:	Evan Edwards	<i>Staff Presenting Item</i>
Approved by (dept):	Steve Hunter	<i>Director/Manager</i>
Approved for Commission review:	Rick Dunn 	<i>General Manager</i>

Motion for Commission Consideration

Motion approving work order 692056 for the modification of existing power facilities from overhead to underground to allow for the mass grading in the preparation of land development.

Background/Summary

Work Order 692056 accounts for the future development of 161 residential lots, 4 commercial lots and 323 apartment units in addition to the developer’s request to modify power facilities due to grade changes north of W. Clearwater.

Recommendation

Approval of work order 692056 will authorize the construction of facilities necessary to meet the initial request by the developer, Tom Solbrack.

Fiscal Impact

The estimated project cost is \$263,657.20. The developer’s contribution in aid to construction (CIAC) is \$259,404.24. The District line extension credit for travel time is \$4,252.96.

Projects to be Presented at the Benton PUD

Commission Meeting On

January 9th, 2024

Project Name: Clearwater North

WO#: 692056

Location: North of Clearwater Ave, West of Steptoe

Justification: Developer request to underground existing infrastructure due to extreme grade changes.

Location Map





<input type="checkbox"/>	Business Agenda
<input type="checkbox"/>	Second Reading
<input checked="" type="checkbox"/>	Consent Agenda
<input type="checkbox"/>	Info Only/Possible Action
<input type="checkbox"/>	Info Only

COMMISSION MEETING AGENDA ITEM

Subject:	Project Completion and Acceptance for Contract #23-21-14 – Empire Well Drilling LLC	
Agenda Item No:	6f	
Meeting Date:	January 9, 2024	
Authored by:	Tyson Brown	<i>Staff Preparing Item</i>
Presented by:	Michelle Ochweri	<i>Staff Presenting Item</i>
Approved by (dept):	Jon Meyer	<i>Director/Manager</i>
Approved for Commission review:	Rick Dunn 	<i>General Manager/Asst. GM</i>

Motion for Commission Consideration

Motion authorizing the General Manager on behalf of the District to sign Project Completion and Acceptance for Contract #23-21-14 -Vista Substation Ground Wells with Empire Well Drilling LLC; for a total contract amount of \$113,048.00 including Washington State sales tax.

Background/Summary

The City of Richland (COR) purchased a portion of Vista Substation to utilize as road right of way for their Center Parkway extension project. The portion sold to COR reduces the substation ground grid footprint. The ground grid is essential for equipment, employee, and public safety. To ensure the ground grid performs as necessary engineering analysis was performed and it was determined that two separate grounding wells will need to be installed and connected to the remaining ground grid to ensure safe operation. Engineering staff solicited formal quotes for well drilling services. The District received one formal quote from Empire Drilling, LLC out of Wenatchee, WA; has reviewed and is satisfied the quote meets the specifications and scope of project defined.

All work has been completed on October 17, 2023 and the District is satisfied with the work done.

Recommendation

Recommendation to close Contract #23-21-14 with Empire Well Drilling LLC as work has been completed to the District’s satisfaction and release retainage held on the project.

Fiscal Impact

Vista Substation project was not included in the 2023 budget. The City of Richland will be reimbursing the district actual costs as part of our agreement.



**PROJECT COMPLETION AND ACCEPTANCE
(Contracts \$120,000 before tax and greater)**

TO: Commission/General Manager
BENTON PUD

The following information is submitted to the Commission/General Manager after being reviewed and certified as being accurate by District staff. The work has been fully completed and approved by the staff.

CONTRACT NUMBER : 23-21-14

CONTRACT TITLE : Vista Substation Grounding Wells

CONTRACT DESCRIPTION : Preparation for, installation of, and area restoration for two electrical substation grounding wells inside Benton PUD's Vista Substation located at 8224 W Gage Blvd.

CONTRACTOR NAME : Empire Well Drilling LLC.

UBI NUMBER : 603302277

AFFIDAVIT NUMBER : 1267867

DATE WORK COMMENCED : May 24, 2023

DATE WORK COMPLETED : October 9, 2023

DATE ACCEPTED BY STAFF : May 23, 2023

CONTRACT BID AMOUNT : \$165,600

CONTRACT ADDITIONS : \$0

ACTUAL CONTRACT AMOUNT : \$104,000

SALES TAX : \$9,048

TOTAL CONTRACT AMOUNT : \$113,048

AMOUNT RETAINED : \$5,200

Submitted by: Michelle Ochweri Date: 01/09/2024

Accepted by Commission 1/09/2024 _____
(Date) Rick Dunn, General Manager


Bonding Co. Merchants National Bonding, Inc.,

Original – Vault File
Copy to - Accounting
Revised July 31, 2019



<input type="checkbox"/>	Business Agenda
<input type="checkbox"/>	Second Reading
<input checked="" type="checkbox"/>	Consent Agenda
<input type="checkbox"/>	Info Only/Possible Action
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COMMISSION MEETING AGENDA ITEM

Subject:	Project Completion and Acceptance for Contract 23-21-17 – Tikka Masonry Inc.	
Agenda Item No:	6g	
Meeting Date:	January 9, 2024	
Authored by:	Tyson Brown	<i>Staff Preparing Item</i>
Presented by:	Michelle Ochweri	<i>Staff Presenting Item</i>
Approved by (dept):	Jon Meyer	<i>Director/Manager</i>
Approved for Commission review:	Rick Dunn 	<i>General Manager/Asst. GM</i>

Motion for Commission Consideration

Motion authorizing the General Manager on behalf of the District to sign Project Completion and Acceptance for Contract #23-21-17 for Vista Substation Masonry Wall with Tikka Masonry Inc. of Battle Ground WA for a total Contract amount of \$397,481.12 including Washington State sales Tax.

Background/Summary

As part of the City of Richland’s (COR) Center Parkway project. Both parties agreed that the installation of a masonry block wall along the west boundary of Vista Substation would ensure substation security and visual aesthetics in the immediate area.

The bid request was split into two phases. The phase 1 portion of the bid includes work to be performed as per the District’s agreement with the COR. Phase 2 of the bid includes the cost to continue the masonry wall along the north boundary of the substation at the District’s expense.

Phase 2 improved security along the north boundary of the substation where the District has had past difficulty with pedestrian traffic cutting the fences and throwing objects at sensitive substation equipment.

All work has been completed on October 26, 2023, and the District is satisfied with the work done.

Recommendation

Recommendation to close Contract #23-21-17 with Tikka Masonry Inc., the work has been completed improving our substation security and visual aesthetics this will allow the District to release retainage held on the project.

Fiscal Impact

The Phase 1 portion of this bid will be covered by the City of Richland Agreement. The phase 2 portion of this bid was not included in the 2023 budget and has been amended.



**PROJECT COMPLETION AND ACCEPTANCE
(Contracts \$120,000 before tax and greater)**

TO: Commission/General Manager
BENTON PUD

The following information is submitted to the Commission/General Manager after being reviewed and certified as being accurate by District staff. The work has been fully completed and approved by the staff.

CONTRACT NUMBER : 23-21-17
CONTRACT TITLE : Vista Substation Masonry Wall
CONTRACT DESCRIPTION : Provide labor, materials, and equipment resources to primarily perform installation of Vista Substation Masonry Wall.
CONTRACTOR NAME : Tikka Masonry INC.
UBI NUMBER : 602875791
AFFIDAVIT NUMBER : 1257743
DATE WORK COMMENCED : June 13, 2023
DATE WORK COMPLETED : September 8, 2023
DATE ACCEPTED BY STAFF : June 13, 2023
CONTRACT BID AMOUNT : \$358,640
CONTRACT ADDITIONS : \$7,028
ACTUAL CONTRACT AMOUNT : \$365,668
SALES TAX : \$31,813.12
TOTAL CONTRACT AMOUNT : \$397,481.12
AMOUNT RETAINED : \$18,283.40

Submitted by Michelle Ochweri Date: 01/09/2024

Accepted by Commission 01/09/2024
(Date)

Rick Dunn, General Manager


Bonding Co. Granite RE, Inc.

Original – Vault File
Copy to - Accounting
Revised July 31, 2019



X	Business Agenda
	Second Reading
	Consent Agenda
	Info Only/Possible Action
	Info Only

COMMISSION MEETING AGENDA ITEM

Subject:	Acknowledgement of Conflict of Interest Requirements per the Governance Policy of the Benton PUD Commission Code of Conduct	
Agenda Item No:	8a	
Meeting Date:	January 9, 2024	
Authored by:	Cami McKenzie	<i>Staff Preparing Item</i>
Presented by:	Melina Conover	<i>Staff Presenting Item</i>
Approved by (dept):	Melina Conover	<i>Director/Manager</i>
Approved for Commission review:	Rick Dunn 	<i>General Manager/Asst GM</i>

Motion for Commission Consideration:

No motion required. See recommendation below.

Background/Summary

The Governance Policy of the Benton PUD Commission, as amended by Resolution No. 2603, states under Policy No. 6 - Commission Members' Code of Conduct that each commissioner will annually acknowledge their obligation to disclose conflicts of interest, as defined in RCW 42.23.

Policy No. 6 also states that each commissioner will disclose, on a case-by-case basis, to the other commissioners, in a public forum, such interests as defined in RCW 42.23, with such disclosure being noted in the District's official minutes.

A copy of the Governance Policy and referenced statutes are attached for review.

Recommendation

Each commissioner should individually acknowledge they understand their conflict of interest disclosure responsibilities as defined in RCW 42.23 and as stated and adopted under the Governance of the Benton PUD Commission, Policy No. 6 – Commission Members' Code of Conduct. The minutes will reflect this acknowledgement.

Fiscal Impact

N/A

RESOLUTION NO. 2603

June 7, 2022

**A RESOLUTION OF THE COMMISSION OF
PUBLIC UTILITY DISTRICT NO. 1 OF BENTON COUNTY ADOPTING
THE AMENDED "BENTON PUD COMMISSION GOVERNANCE POLICY"**

WHEREAS, The Commission of Benton PUD values the responsibilities and authorities granted it through the legislature in the form of laws codified in large part under Title 54, Revised Code of Washington; AND

WHEREAS, The Commission of Benton PUD recognizes the responsibilities placed upon it by the citizens of Benton County in guiding the District through defined purposes, values and vision, for the betterment of its customers and the communities in which it serves; AND

WHEREAS, The Commission of Benton PUD understands that effective board governance can be accomplished through strategic leadership, collaborative decision-making, and the identification of appropriate board-staff relationships; AND

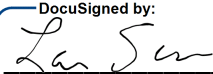
WHEREAS, The Commission adopted its original policy entitled, "Governance of the Benton PUD Commission" on January 11, 2005; AND

WHEREAS, Annually the Governance Policy will be reviewed to ensure appropriate laws, fiduciary responsibilities, and Commission and staff-delegated authorities are in alignment with Commission expectations and business needs.

NOW THEREFORE BE IT HEREBY RESOLVED That the Commission adopts the amended policy, "Benton PUD Commission Governance Policy" attached hereto as a part of this resolution.

ADOPTED By the Commission of Public Utility District No. 1 of Benton County at an open meeting, with notice of such meeting being given as required by law, this 7th days of June, 2022.

This resolution supersedes all previous governance resolutions.

DocuSigned by:

D78F53DCFB43435
Lori Kays-Sanders, President

ATTEST:

DocuSigned by:

69B2EFD7319E4CC...
Jeffrey D. Hall, Secretary



GOVERNANCE OF THE BENTON PUD COMMISSION

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BENTON PUD COMMISSION GOVERNANCE POLICY

POLICY NO. 1 PURPOSE OF THE COMMISSION

Initiative No. 1, upon approval by Washington voters in 1931, allowed for the formation of municipal corporations known as public utility districts (PUDs) within the State of Washington.

The Revised Code of Washington, principally Title 54, codifies the authorities of PUDs.

RCW 54.12.010 states in part: “The powers of the PUD shall be exercised through a Commission consisting of three members in three commissioner districts.”

The purpose of Benton PUD’s Commission is to:

- a) Identify and define the purpose, values and vision of the District, along with the results the District is to achieve, and communicate them in the form of policy.
- b) Make certain operational decisions as are designated by law.
- c) Hire, evaluate, and terminate the General Manager.
- d) Serve as the District’s Audit Committee. Only members of the Commission may serve on the Audit Committee to ensure accountability and oversight for the District’s financial operations.

The Commission governance focus will primarily be on:

- a) Strategic leadership more than administrative detail.
- b) Encouragement of diversity in viewpoints.
- c) Clear distinction of Commission and General Manager roles.
- d) Collaborative rather than individual decisions.
- e) Future rather than past or present.
- f) Being proactive rather than reactive.

Specifically, the Commission will direct, evaluate and inspire the organization through the careful establishment of written policies reflecting the Commission’s values and vision. The Commission’s major policy focus will be on Benton PUD’s long-term impacts outside the organization, not on the administrative or programmatic means of achieving those effects.

The specific responsibilities of the Commissioners as elected representatives are to ensure appropriate organizational performance.

The Commission will:

- a) Require the production and maintenance of written policies that ensure a high quality of governance and clear roles in decision-making between Commission and staff.
- b) Identify policies (Commission Policies) that require periodic review, and request staff to bring back those policies for review/modification on a minimum two-year cycle.

- c) Regularly monitor, evaluate, and provide compensation for the performance of the General Manager.
- d) Adopt the District's Strategic Plan and review it at least annually.
- e) Adopt the District's budget on an annual basis.
- f) In its role as the District's Audit Committee, be responsible for:
 - Independent review and oversight of the District's financial reporting processes, internal controls and independent auditors;
 - The selection and retention of independent auditors engaged for the purpose of preparing or issuing an independent audit report or performing other independent audit, review, or attest services;
 - Receiving the report of independent accountants. To conform with open public meetings laws, such reports shall be received in a public meeting in open session. To promote full and candid discussion between the independent accountants and the Commission, staff may be excused from a portion of the open public meeting;
 - Receiving periodic reports from the District's Auditor relative to internal controls and legal compliance of District activities; Ensuring the establishment of procedures for the receipt, retention, and treatment of complaints regarding accounting, internal accounting controls, or auditing matters. Such procedures should specifically provide for the confidential, anonymous submission by District employees of concerns regarding questionable accounting or auditing matters. The policy and procedure for such reporting can be found in the Whistleblower Commission Policy.
- g) Set the rates, rules and regulations for services and commodities provided by the District.
- h) Develop principles and philosophies to govern compensation and benefits in order to attract and retain highly qualified and skilled individuals.
- i) Take other actions as may be required by law.

GOVERNANCE OF THE BENTON PUD COMMISSION

POLICY NO. 2 AGENDA PLANNING/PUBLIC MEETINGS

The work of the Commission is accomplished in public meetings. RCW 54.12.090 states in part that “All proceedings of the Commission shall be by motion or resolution, recorded in its minute books, which shall be public records.”

Public meetings of the Commission are generally held at the District's Administration Office; however, with notice as required by law, public meetings may be held in other locations and/or times.

Telephonic or Virtual attendance of public meetings.

From time to time, a commissioner may physically not be able to be present at a public meeting but may want to participate in part or in whole; and although attendance by telephonic or virtual means should be by exception and not the rule, remote participation will be considered equivalent to physical attendance, with that commissioner having all the rights of attending in person. Commissioners not attending in person shall notify the General Manager and Clerk of the Board, and attendance will be noted in the commission meeting minutes by the Clerk.

Examples of telephonic and virtual participation are as follows:

- a) Telephonic participation shall be by speakerphone to allow that commissioner to be heard by all public meeting attendees, and to allow that commissioner to hear all that is said by those present at the meeting.
- b) Virtual participation shall be by the virtual meeting platform approved and supported by the District's Information Technology Department (currently MS Teams) to allow that commissioner to be seen and heard by all public meeting attendees and to allow that commissioner to hear and see what is being said and shared by those present at the meeting.

Declared Emergencies

If a local, state, or federal emergency has been declared and the District determines it cannot hold an in-person meeting, the meeting can be fully remote. If required by the emergency, the District may choose to either fully prohibit or limit in-person public attendance at the meeting. If the meeting is held remotely or the public attendance is limited or prohibited, the District will provide a cost-free option to attend in real-time, either by telephone or another readily available alternative (currently MS Teams). Public comment is not required in emergency situations and is not required (but is recommended) at special meetings, even where final action is taken. (RCW 42.30)

Public Meeting Agendas:

The agenda of the public meeting identifies in general terms the topics to be considered by the Commission.

Specifically:

- a) The General Manager shall prepare and issue an agenda for each regular Commission Meeting.
- b) Members of the Commission, General Manager, or designee, may request matters be placed on Commission agendas. At each regular Commission Meeting, time will be set aside under "Other Business" for any Commission Member, the General Manager, or designee, to bring before the Commission any business that should be discussed or deliberated upon. Under "Future Planning" any Commission Member, the General Manager, or designee, will have the opportunity to discuss/recommend business for placement on future agendas in accordance with Policy No. 10, "Unity of Control."
- c) Items may be placed on either the business agenda or on the consent agenda. An item placed on the consent agenda may be moved to the business agenda at the request of any Commission Member during a Commission Meeting and prior to approval of the consent agenda. The moved item will be placed on the business agenda for further discussion or scheduled for a future meeting as determined during the meeting.
- d) Special Meetings, normally held for purposes of discussing specific topics, will be noticed in accordance with RCW 42.30.080. The call and notice shall specify the time and place of the special meeting and the business to be transacted. This notice may take the place of an agenda for special meetings.

GOVERNANCE OF THE BENTON PUD COMMISSION

POLICY NO. 3 ROLE OF THE COMMISSION PRESIDENT

The President of the Commission shall:

- a) Ensure that the Commission jointly and consistently adheres to its own rules and policies, and those imposed upon it by the laws of the State of Washington.
- b) Ensure that deliberation is fair, open and thorough, but also timely, orderly and kept to the point. The President of the Commission shall preside over and facilitate all Commission Meetings in accordance with these governance principles and, as appropriate, under Roberts Rules of Order Newly Revised, latest edition.
- c) Schedule and coordinate the annual process of evaluating the General Manager.
- d) Preside over and facilitate Commission Meetings.
- e) Have no authority to supervise or administratively direct the General Manager, apart from authority expressly granted the President by the Commission.
- f) Assume responsibility of the Commission that is not specifically assigned to another Commission member.
- g) Be allowed to delegate his or her authority but remains accountable for its use.
- h) Call Special Meetings of the Commission in the event of a business need as provided for in RCW 42.30.080.

GOVERNANCE OF THE BENTON PUD COMMISSION

POLICY NO. 4 ROLE OF THE COMMISSION VICE-PRESIDENT

The Vice-President of the Commission shall:

- a) Perform such duties as are assigned by the President.
- b) Have all the power and duties of the President in the absence or inability of the President to act.
- c) Have all the powers and duties of the Secretary in the absence or inability of the Secretary to act, when not acting as the President.

GOVERNANCE OF THE BENTON PUD COMMISSION

POLICY NO. 5 ROLE OF THE COMMISSION SECRETARY

The Secretary of the Commission shall:

- a) Attest all contracts, bonds, deeds, leases and other instruments and documents duly authorized by the Commission unless otherwise delegated by the Commission.
- b) Perform all duties incident to the office of Secretary as may from time to time be required by law or assigned to such office by motion, rule or resolution of the Commission.
- c) Have all of the powers and duties of the President in the absence or inability of both the President and the Vice-President to act.

GOVERNANCE OF THE BENTON PUD COMMISSION

POLICY NO. 6 COMMISSION MEMBERS' CODE OF CONDUCT

Ethics and Conflicts of Interest:

- a) Commission members shall conduct themselves in accordance with all laws. The State of Washington has adopted a "Code of Ethics" that applies to all municipal officers, codified under RCW 42.23. The declared purpose of the Code of Ethics is to make uniform the laws of the State concerning the transaction of business by municipal officers in conflict with the proper performance of their duties in the public interest, and to promote the efficiency of local government by prohibiting certain instances and areas of conflict while at the same time sanctioning, under sufficient controls, certain other instances and areas of conflict.
- b) Commission members are strictly prohibited by law from entering into or engaging in any activity defined by RCW 42.23 as a conflict of interest with their official duties as a Benton PUD Commissioner.
- c) On an annual basis and in a public forum, each Commissioner shall acknowledge their obligation to disclose any conflicts of interest as defined in RCW 42.23.
- d) On a case by case basis, each Commission member will disclose to the other Commission members, in a public forum, any remote conflicts of interest as defined under RCW 42.23. Disclosure will be noted in the District's official minutes which are public record. A Commissioner with such remote interest will not participate in any discussion and/or debate concerning such interest, will not vote on the matter, and will do nothing to influence any other Commissioner concerning their decision on the matter.
- e) Commission members will adhere to the Benton PUD Code of Ethics adopted by the Commission and shall conduct themselves with civility and respect with one another, with staff, and with members of the public.
- f) Commission members shall demonstrate loyalty to the interests of Benton PUD's owners/ratepayers. This loyalty supersedes any conflicting loyalty such as that to advocacy or interest groups and membership on other Boards or staffs. It also supersedes the personal interest of any Commission member acting as a consumer of the District's activities.
- g) Commission members may not attempt to exercise individual authority over Benton PUD except as explicitly set forth and authorized in Commission policies.

1. Commission members shall recognize the lack of authority vested in them as individuals in their interactions with the General Manager or with staff, except where explicitly authorized by the Commission.
2. In interactions with the public, press or other entities, Commission members must recognize the same limitation and the inability of any Commission member to speak for the Commission except to repeat explicitly stated and adopted Commission decisions.
3. Commission members should refrain from making statements that may put the District at a legal disadvantage.

Benton PUD Policy Compliance:

Each Commission member will individually adhere to all applicable Commission approved policies of Benton PUD as they relate to their duties as elected officials and representatives of a public agency.

Compliance with requirements of Washington Open Public Meetings Act:

Each Commission member will individually understand and comply with the following laws and this policy, applicable to acting individually and as a Commission of a public agency:

- a) A Commission quorum shall not meet outside of Commission-called public meetings to hold discussion(s) or make decisions as defined in RCW 42.30, regarding the business of the District.
- b) The Commission shall not meet as a quorum with staff outside of a Commission-called public meeting for the purpose of gathering information relating to District business.
- c) The Washington Open Public Meetings Act applies to communications relating to District business via telephone, e-mail, instant messaging, texting, blogging, or any other form of electronic communication and media. In any of the identified communications listed above, any exchange between any two Commission members may constitute an official meeting of the Commission and may be in violation of the Act.

Outside of a public meeting, Commission members may send information to other members of the Commission on an informational basis; however, replies and/or exchanges of communications regarding District business must not occur outside of an official public meeting of the Commission.

Commissioners should not “reply” to any e-mail received by another member of the Commission except under the following circumstances (not intended to be all-inclusive): 1) to acknowledge meeting for lunch, dinner, 2) accepting an invitation, 3) acknowledging receipt of something or 4) confirming attendance at an association function (no discussion can be held on District business in any manner).

- d) Commission members will respect the confidentiality appropriate to issues regarding personnel, real estate transactions, proprietary matters, and attorney-client privileged communications, including those requirements listed under RCW 42.30.110, Executive Sessions and including any other confidential information gained by reason of the commissioner's position.

Compliance with requirements of Washington Public Records laws:

Each Commissioner will individually comply with the following laws and this policy, applicable to Commissioners acting individually and as a Commission of the District:

- a) Communications, including hard-copy or any type of electronic media, including e-mail, photographs, websites, blogs, wikis, digital photos, text messages, instant messages, tweets and any emerging technologies, the subject of which relates to the conduct of the District or the performance of any District function or when acting or performing in the official capacity as a commissioner, on District devices or on personal devices, may be public records of Benton PUD and, if retainable, must be filed, held and/or be retrievable in accordance with public records requirements.
- b) All public records in any form may be requested under the Washington Public Records Act by a member of the public, and it is imperative that all records and their locations are made known and accessible to the Benton PUD Public Records Officer and/or General Manager.
- c) E-mail is considered a public record and as such all e-mail made and/or received by a commissioner in his/her performance as a Benton PUD Commissioner must be managed and retained under the requirements of the Commission Policy on records management and State records retention requirements. Each commissioner is highly encouraged to utilize the District's e-mail system and addresses, and to only keep e-mail relating to District business on the District's systems. E-mail, by subject, may be considered a retainable record and will be filed by the Executive Department according to District policies. It is against District policy and applicable law to delete certain electronic public records, including e-mail, until State retention requirements have been met.
- d) Each Commissioner is urged to keep all electronic records separate from personal records held on home personal computers, cell phones, and other media devices. This could avoid being required to review all electronic information stored on personal devices in the event of a public records request and/or legal discovery action.

Compliance with requirements of Social Media Communications:

(defined as the use of third-party hosted online technologies that facilitate social interactions and dialogue)

Each Commissioner will individually comply with the following, applicable to Commissioners acting individually and as a Commission of the District:

- a) Social media should not be used to communicate official PUD business by a Commissioner unless such social media is maintained and/or managed by the District.

- b) Any social media transmitted or received individually as a Commissioner when performing District business is considered a public record and must be used in such a manner to allow capture of the electronic record by Benton PUD. It is the responsibility of each Commissioner to seek requirements for records retention from the General Manager prior to utilizing a social media site for Benton PUD business that is not already maintained and/or managed by the District.
- c) Commissioners with individual social media sites that are of a personal nature should not discuss District business on that site.
- d) Any correspondence sent in the capacity as a Commissioner posting to social media sites maintained by others must be retained by the posting Commissioner. Printouts of postings to others' sites may suffice for retention purposes, and those printouts must be transferred to the District's Public Records Officer.
- e) Any social media tools utilized should clearly state that all content submitted by members of the public is potentially subject to public disclosure – this notice should be prominently displayed.
- f) Communications between Commissioners via social media may constitute a meeting under the Open Public Meetings Act. Each Commissioner is strongly discouraged from "friending" another Commissioner.
- g) Any communications by a Commissioner on any social media site, excluding the District's social media site, but including a personal site, should include wording that they are speaking as an individual and not as a commissioner or representative of the District.
- h) Messaging "texting" and Cellular Phones: business conducted in any manner is a public record. Care must be taken to ensure that records created are maintained and can be provided if requested. Commissioners are highly encouraged to utilize each of their individual e-mail accounts under the District's e-mail system for business of the District.

GOVERNANCE OF THE BENTON PUD COMMISSION

POLICY NO. 7 BOARD TRAINING, ORIENTATION

The Commission shall ensure that its skills are sufficient to assure excellence in governance of Benton PUD.

Specifically:

- a) New Commission members shall receive training and orientation in Commission governance, policies and procedures.
- b) New Commission members shall receive an orientation on the District's Strategic Plan.
- c) Commission members shall receive training in the skills of effective communication and decision-making.
- d) The Commission President may, if needed, receive training in the facilitation of public meetings.
- e) Each Commissioner will receive training on the Washington Open Public Meetings Act and the Washington Public Records Act and records retention requirements. For new commissioners, training will take place no later than 90 days after their oath of office and assuming their duties. A refresher training is also required for each commissioner at intervals of no more than four years.

GOVERNANCE OF THE BENTON PUD COMMISSION

POLICY NO. 8 COMMISSION REVIEW OF DISTRICT PUBLIC RECORDS

Benton PUD has a duty to comply with appropriate public records requests as prescribed in the Washington Public Records Act. Commissioners do not give up their status as members of the public and therefore can request such information.

Because of the special status conferred upon the Commission as elected representatives, each Commissioner agrees that:

- a) Access to District public records may be achieved by providing a “Request for Public Records” to the General Manager. Records requested by a single commissioner will generally be provided by the General Manager to the remaining commissioners. Commission member requests to inspect District documents that do not meet the criteria of a “public record” under RCW 42.56 and/or which may be confidential in nature, shall be forwarded directly to the General Manager, who will consider disclosure of the records depending upon the needs of the business matter being requested, as well as the legal requirements to withhold or disclose the record.
- b) No confidential or original records shall be taken from District premises except with the authorization of the General Manager.
- c) Commission members shall adhere to the same confidentiality requirements applicable to employees when dealing with the District’s records and other documents. Any request for commissioner access to the contents of an employee personnel file will be requested through the General Manager and considered as defined above.
- d) Commission members acknowledge that records distributed during Executive Sessions of the Commission may or may not be exempt from production to the public under the Washington Public Records Act, and will seek guidance from the General Manager or Legal Counsel if copies of such records are requested prior to disclosing.

GOVERNANCE OF THE BENTON PUD COMMISSION

POLICY NO. 9 COMMISSION COMMITTEES

The Commission may establish ad hoc advisory and standing committees. All committees should include designation of members, chair and a charter describing the committee's purpose.

The Commission will review the committees at least annually to determine whether they should continue.

Specifically:

- a) Committees will ordinarily assist the Commission by gaining education, considering alternatives and implications, and preparing policy alternatives.
- b) Commission committees may not speak or act for the Commission, except when formally given such authority for specific and time-limited purposes.
- c) Commission committees cannot exercise authority over staff nor interfere with the delegation from the Commission to the General Manager.
- d) Participation by Commissioners in committee meetings shall be in compliance with the provisions of the Washington Open Public Meetings Act, in that if two or more Commission members are present, then the meeting must be properly noticed as a public meeting.
- e) This policy applies to any group which is formed by Commission action, whether or not it is called a committee. It does not apply to committees formed under the authority of the General Manager.

GOVERNANCE OF THE BENTON PUD COMMISSION

POLICY NO. 10 UNITY OF CONTROL

Only decisions of the Commission acting as a body are binding upon the General Manager, the General Counsel, the District Auditor, or District Treasurer.

Specifically, in or out of Commission Meetings:

- a) Decisions or instructions of individual Commission members are not binding on the General Manager, General Counsel, the District Auditor, or District Treasurer except in instances when the Commission has specifically authorized such exercise of authority.
- b) In the case of a Commission member requesting information or assistance without Commission concurrence, and not in association with a public records request, the General Manager, General Counsel, the District Auditor, or District Treasurer should consider, in their opinion, if the request will require a material amount of staff time or funds, is disruptive to the District, or which may involve a conflict of interest between the District and the Commissioner requesting the information or assistance. In such instances, the General Manager may request Commission concurrence.
- c) Commission members individually may communicate directly with District employees or contractors. However, the Commission as a body and the Commission members will never give direction to persons who report directly or indirectly to the General Manager, with the exception of the General Counsel, District Auditor or District Treasurer. If individual Commission members are dissatisfied with the response they receive, they may seek resolution through the General Manager or the Commission.
- d) Any commissioner may seek the assistance of Executive Department administrative staff to assist in work relating to the PUD.
- e) The Commission as a body and the Commission members will refrain from evaluating, either formally or informally, the job performance of any District employee other than the General Manager.

GOVERNANCE OF THE BENTON PUD COMMISSION

POLICY NO. 11 COMMISSION-GENERAL MANAGER RELATIONSHIP

The Commission governs Benton PUD and is the policy-making body of the District. The Commission operates under the provisions of the Revised Code of Washington, Title 54, Title 42 in part, and all other applicable statutes and laws.

The Commission is responsible for the following:

- a) Identifying and defining the purpose, values and vision of the District, along with the results that the District is to achieve and communicating them in the form of policies.
- b) Identify those policies (Commission Policies) that require periodic review, and request staff to bring back those policies for review/modification on a minimum two-year cycle.
- c) Making certain operational decisions as are designated by law.
- d) Hiring, evaluating, and terminating the General Manager.

The General Manager is responsible for the following:

- a) In accordance with RCW 54.16.100, serve as the chief administrative officer of the District, overseeing all operations and business affairs.
- b) Achieving the results established by the Commission within the appropriate and ethical standards of business conduct set by the Commission.
- c) Enforcing Commission policies, administering directives, staff procedures, hiring and terminating all employees, attending meetings of the Commission and reporting on the general affairs of the District, and keeping the Commission advised as to the current and future business needs of the District.
- d) Designating an "Acting General Manager", to administer the functions of the General Manager in the planned absence or temporary disability of the General Manager, with such approval by the President of the Commission, until such time that the Commission may take further action.
- e) Appointing a person to serve as the District's chief financial officer. This person may be the District Auditor, District Treasurer, or other person with sufficient education and experience to fulfill the duties of the position. Together with the chief financial officer, the General Manager shall ensure that, to the best of their knowledge and belief, financial reports are complete and reliable in all material respects.

- f) Ensuring the smooth continuous operation of the District in the event of the planned or unplanned absence of the General Manager.
- g) Interacting with the public and other utilities and government agencies, pursuant to policies and direction adopted by the Commission.
- h) Perform other responsibilities as may be appropriately delegated by the Commission.

GOVERNANCE OF THE BENTON PUD COMMISSION

POLICY NO. 12 COMMISSION—GENERAL COUNSEL RELATIONSHIP

The General Counsel provides legal counsel to the District and to the Commission. The General Counsel reports both to the Commission and to the General Manager.

The General Manager is ultimately responsible for hiring and terminating the General Counsel subject to Commission concurrence. As a general practice, the Commission and the General Manager shall participate jointly in hiring and terminating the General Counsel.

The General Counsel shall advise the Commissioners regarding potential conflict of interest issues or ethical matters. General Counsel shall provide assistance to individual Commissioners in complying with applicable statutes and laws only when such advice does not conflict with the General Counsel's obligations to the District or to specific direction of the Commission.

The General Manager is responsible for evaluating the General Counsel's performance. The General Manager shall solicit the Commissioner's input in evaluating the performance of the General Counsel, and the Commission may, at its discretion, participate in that evaluation.

With respect to the Commission and the General Manager, the General Counsel shall:

- a) Give his or her advice or opinion whenever he or she deems it necessary or when required by the General Manager or Commission.
- b) Inform the General Manager or Commission of material legal issues impacting the District or the Commission.
- c) When necessary, act independently of the General Manager.
- d) Provide counsel to the General Manager, Commission or individual Commission members with regard to conflict of interest issues.
- e) Provide counsel to the General Manager, Commission or individual Commission members with regard to other ethical matters.
- f) Assist the General Manager or Commission members in complying with applicable statutes and laws.
- g) Not provide legal counsel to Commission members or the General Manager except as it relates to their roles at the District.
- h) Not be required to provide counsel to the General Manager if to do so would create a conflict of interest for the general counsel with the Commission or the District.

GOVERNANCE OF THE BENTON PUD COMMISSION

POLICY NO. 13 COMMISSION RELATIONSHIP WITH AUDITOR AND TREASURER

The District Auditor (Auditor) and District Treasurer (Treasurer) serve in the capacity set forth by Title 54 of the Revised Code of Washington.

In accordance with RCW 54.16.100, the General Manager serves as the chief administrative officer of the District. As such, the General Manager shall recommend the appointments of Auditor and Treasurer for approval by the Commission.

The Commission, by resolution, shall designate an Auditor and this person shall be a District employee other than the General Manager or Treasurer. The Commission, by resolution, shall designate a person other than the County Treasurer to be District Treasurer and this person shall be a District employee other than the General Manager or Auditor. The Auditor and Treasurer shall perform those duties specified by RCW 54.24.010 and shall be granted direct access to the Commission as necessary in the performance of these duties.

The Auditor and Treasurer shall report through the General Manager or designee for all administrative matters, including hiring, performance evaluations, salary administration, employee benefits, and terminations. The General Manager or delegate may assign additional duties to the Auditor and Treasurer as long as these duties do not interfere with the Auditor and Treasurer duties as specified by law. The General Manager shall consult with the Commission in advance regarding his or her intention to terminate the Auditor or Treasurer.

The Treasurer or Deputy Treasurer shall provide monthly reports to the Commission summarizing cash and investment activity, and provide other reports to the Commission as necessary related to the duties of the Treasurer.

The Auditor or Deputy Auditor shall issue warrants for claims against the District. As soon as practical after issuance of such warrants, the Auditor shall provide a list of all warrants issued, and shall certify to the Commission that such disbursements satisfy just, due and unpaid obligations of the District, in a manner specified by the State Auditor. In order that the Auditor may provide such certification, the Auditor shall conduct internal reviews and audits that provide reasonable assurance as to the internal control systems that provide for the safeguarding of assets from unauthorized use or disposition, adherence to plans, policies, and procedures, and compliance with applicable laws and regulations.

If the Commission disapproves a claim on the District, the Auditor shall recognize the claim as a receivable of the District and pursue collection.

The Auditor shall develop an annual internal audit plan, and conduct audits contained within the plan or other audits as may be requested by the Commission. The Auditor shall report to the Commission on the progress and results of such audits at least annually. The Auditor, in

the performance of his or her duties, shall have unlimited access to all activities, records, property and personnel of the District.

At the direction and oversight of the Commission in its role as Audit Committee, the Auditor shall serve as the chief liaison with all external audit agencies, shall coordinate the proper independent audit of annual financial statements, and shall ensure that the results and findings of such audits are reported to the Commission. In acting in this capacity, the Auditor does not relieve the Commission of its Audit Committee oversight responsibilities.

GOVERNANCE OF THE BENTON PUD COMMISSION

POLICY NO. 14 DELEGATION TO THE GENERAL MANAGER

The Commission will instruct the General Manager through written policies, normally in the form of resolutions, motions, or minute entries, that define the results that the organization is to achieve, and which describe the delegation of authority to the General Manager.

Specifically:

- a) The Commission shall develop policies that define the delegation to the General Manager with regard to the General Manager's authority.
- b) The Commission authorizes the General Manager, at his discretion, to further delegate to the Assistant General Manager or other management employees the authority to carry out or approve actions as specified in the motion or resolution. Accountability to the Commission for these actions remains with the General Manager. The General Manager retains the authority to delegate to others unless the motion or resolution specifically disallows further delegation of General Manager authority. Specific approval authority delegated by the General Manager will be by written directive and/or email, and can be defined as either on-going, or temporary.
- c) General Manager will designate authority to an "Acting General Manager" that is applicable only during his absence due to business needs or during times when he is unable to function in his capacity as the General Manager. This specific authority may not be further delegated and shall be approved by the Commission.
- d) The General Manager is authorized to establish all further directives, make all decisions, take all actions, establish all practices, and develop all activities to achieve the goals set forth by the Commission for the District.
- e) The General Manager must bring to the Commission's attention circumstances that affect the goals established by the Commission and may request the Commission to take appropriate actions.
- f) The Commission may change its delegation to the General Manager at any time, thereby expanding or limiting the authority of the General Manager. However, whenever delegated authority identified within this policy is acted upon by the General Manager, the Commission will not modify the authority acted upon as long as it was made within the General Manager's delegation of authority as it existed at the time.

GOVERNANCE OF THE BENTON PUD COMMISSION

POLICY NO. 15 BUDGET AND PROCUREMENT AUTHORITY

By resolution, the Commission shall set forth the authority of the General Manager to manage and expend District funds in accordance with financial policies and budgetary limits. Procurement of goods and services shall take place in accordance with applicable legal requirements in a fair, competitive and inclusive manner to maximize the benefit to the District's ratepayers/customers.

Financial Policies

The Commission, by resolution, shall adopt financial policies that provide guidance to the General Manager in managing the finances of the District and in developing budgets, financial plans and rates. At a minimum, these policies shall 1) provide for sufficient liquidity relative to the District's risk profile, 2) provide for adequate coverage to meet debt covenants, 3) establish criteria for debt and rate financed capital expenditures, 4) require that budgets be developed based on conservative and prudent assumptions consistent with standard industry practice, and 5) establish budgetary and procurement controls over expenditures.

Budgetary Authority

The Commission, by resolution, shall approve the District's budget prior to the start of each fiscal year. The District's financial transactions shall be recorded within proprietary fund(s) adopted by the Commission. As such, the District does not have governmental funds with legally adopted budgets that carry the force of law. The General Manager shall manage the District's operations within the approved budget levels consistent with authority levels set forth in the financial policies.

Procurement Authority

The Commission, by resolution, shall establish procurement authorities and guidelines for the General Manager consistent with state laws and regulations. The General Manager shall establish procurement controls that provide reasonable assurance that the procurement of goods and services are made for a valid business purpose and within authorized budget levels.

It is District policy that procurement decisions be made free from actual or perceived conflicts of interest consistent with the District's Code of Ethics.

It is District policy that due diligence and prudent judgment be exercised in the making of procurement decisions, including conducting a risk assessment. If the General Manager reasonably determines that a procurement activity presents, regardless of the size of the financial commitment, either: (i) a unique and significant operational risk to the District; or (ii) a significant impact to customers, the General Manager shall inform the Commission.

GOVERNANCE OF THE BENTON PUD COMMISSION

POLICY NO. 16 EVALUATING THE GENERAL MANAGER'S PERFORMANCE

The General Manager's job performance shall be evaluated by comparing the organization's operations and results and the General Manager's performance to the policies established by the Commission.

Specifically:

- a) The Commission shall evaluate the General Manager's performance on an annual basis, and shall from time to time fix the General Manager's compensation by resolution.
- b) The evaluation will be based on an evaluation of the organization's performance and the General Manager's personal performance against the results established by the Commission.
- c) The General Manager shall propose, for Commission approval, performance criteria each year that represents his or her reasonable interpretation of achieving the results defined by the Commission.

Chapter 42.23 RCW
CODE OF ETHICS FOR MUNICIPAL OFFICERS—CONTRACT INTERESTS

Sections

- 42.23.010 Declaration of purpose.
- 42.23.020 Definitions.
- 42.23.030 Interest in contracts prohibited—Exceptions.
- 42.23.040 Remote interests.
- 42.23.050 Prohibited contracts void—Penalties for violation of chapter.
- 42.23.060 Local charter controls chapter.
- 42.23.070 Prohibited acts.
- 42.23.900 Construction—Chapter applicable to state registered domestic partnerships—2009 c 521.

Cities, free passes, services prohibited: RCW 35.17.150.

County officers, general provisions: Chapter 36.16 RCW.

Ethics in public service act: Chapter 42.52 RCW.

Public employment, civil service: Title 41 RCW.

State officers, general provisions: Chapter 43.01 RCW.

RCW 42.23.010 Declaration of purpose. It is the purpose and intent of this chapter to revise and make uniform the laws of this state concerning the transaction of business by municipal officers, as defined in chapter 268, Laws of 1961, in conflict with the proper performance of their duties in the public interest; and to promote the efficiency of local government by prohibiting certain instances and areas of conflict while at the same time sanctioning, under sufficient controls, certain other instances and areas of conflict wherein the private interest of the municipal officer is deemed to be only remote, to the end that, without sacrificing necessary public responsibility and enforceability in areas of significant and clearly conflicting interests, the selection of municipal officers may be made from a wider group of responsible citizens of the communities which they are called upon to serve. [1961 c 268 § 2.]

RCW 42.23.020 Definitions. For the purpose of chapter 268, Laws of 1961:

- (1) "Municipality" shall include all counties, cities, towns, districts, and other municipal corporations and quasi municipal corporations organized under the laws of the state of Washington;
- (2) "Municipal officer" and "officer" shall each include all elected and appointed officers of a municipality, together with all deputies and assistants of such an officer, and all persons exercising or undertaking to exercise any of the powers or functions of a municipal officer;
- (3) "Contract" shall include any contract, sale, lease or purchase;

(4) "Contracting party" shall include any person, partnership, association, cooperative, corporation, or other business entity which is a party to a contract with a municipality. [1961 c 268 § 3.]

RCW 42.23.030 Interest in contracts prohibited—Exceptions. No municipal officer shall be beneficially interested, directly or indirectly, in any contract which may be made by, through or under the supervision of such officer, in whole or in part, or which may be made for the benefit of his or her office, or accept, directly or indirectly, any compensation, gratuity or reward in connection with such contract from any other person beneficially interested therein. This section shall not apply in the following cases:

(1) The furnishing of electrical, water or other utility services by a municipality engaged in the business of furnishing such services, at the same rates and on the same terms as are available to the public generally;

(2) The designation of public depositaries for municipal funds;

(3) The publication of legal notices required by law to be published by any municipality, upon competitive bidding or at rates not higher than prescribed by law for members of the general public;

(4) The designation of a school director as clerk or as both clerk and purchasing agent of a school district;

(5) The employment of any person by a municipality for unskilled day labor at wages not exceeding \$1,000 in any calendar month. The exception provided in this subsection does not apply to a county with a population of 125,000 or more, a city with a population of more than 1,500, an irrigation district encompassing more than 50,000 acres, or a first-class school district;

(6) (a) The letting of any other contract in which the total amount received under the contract or contracts by the municipal officer or the municipal officer's business does not exceed \$3,000 in any calendar month.

(b) However, in the case of a particular officer of a second-class city or town, or a noncharter optional code city, or a member of any county fair board in a county which has not established a county purchasing department pursuant to RCW 36.32.240, the total amount of such contract or contracts authorized in this subsection (6) may exceed \$3,000 in any calendar month but shall not exceed \$36,000 in any calendar year.

(c) (i) In the case of a particular officer of a rural public hospital district, as defined in RCW 70.44.460, the total amount of such contract or contracts authorized in this subsection (6) may exceed \$1,500 in any calendar month, but shall not exceed \$24,000 in any calendar year.

(ii) At the beginning of each calendar year, beginning with the 2006 calendar year, the legislative authority of the rural public hospital district shall increase the calendar year limitation described in this subsection (6) (c) by an amount equal to the dollar amount for the previous calendar year multiplied by the change in the consumer price index as of the close of the 12-month period ending December 31st of that previous calendar year. If the new dollar amount established under this subsection is not a multiple of \$10, the increase shall be rounded to the next lowest multiple of \$10. As used in this subsection, "consumer price index" means the consumer price index compiled by the bureau of labor statistics, United States

department of labor for the state of Washington. If the bureau of labor statistics develops more than one consumer price index for areas within the state, the index covering the greatest number of people, covering areas exclusively within the boundaries of the state, and including all items shall be used.

(d) The exceptions provided in this subsection (6) do not apply to:

(i) A sale or lease by the municipality as the seller or lessor;

(ii) The letting of any contract by a county with a population of 125,000 or more, a city with a population of 5,000 or more, or an irrigation district encompassing more than 50,000 acres; or

(iii) Contracts for legal services, except for reimbursement of expenditures.

(e) The municipality shall maintain a list of all contracts that are awarded under this subsection (6). The list must be made available for public inspection and copying;

(7) The leasing by a port district as lessor of port district property to a municipal officer or to a contracting party in which a municipal officer may be beneficially interested, if in addition to all other legal requirements, a board of three disinterested appraisers and the superior court in the county where the property is situated finds that all terms and conditions of such lease are fair to the port district and are in the public interest. The appraisers must be appointed from members of the American Institute of Real Estate Appraisers by the presiding judge of the superior court;

(8) The letting of any employment contract for the driving of a school bus in a second-class school district if the terms of such contract are commensurate with the pay plan or collective bargaining agreement operating in the district;

(9) The letting of an employment contract as a substitute teacher or substitute educational aide to an officer of a second-class school district that has 300 or fewer full-time equivalent students, if the terms of the contract are commensurate with the pay plan or collective bargaining agreement operating in the district and the board of directors has found, consistent with the written policy under RCW 28A.330.240, that there is a shortage of substitute teachers in the school district;

(10) The letting of any employment contract to the spouse of an officer of a school district, when such contract is solely for employment as a substitute teacher for the school district. This exception applies only if the terms of the contract are commensurate with the pay plan or collective bargaining agreement applicable to all district employees and the board of directors has found, consistent with the written policy under RCW 28A.330.240, that there is a shortage of substitute teachers in the school district;

(11) The letting of any employment contract to the spouse of an officer of a school district if the spouse was under contract as a certificated or classified employee with the school district before the date in which the officer assumes office and the terms of the contract are commensurate with the pay plan or collective bargaining agreement operating in the district. However, in a second-class school district that has less than 200 full-time equivalent students enrolled at the start of the school year as defined in RCW 28A.150.203, the spouse is not required to be under contract as a certificated or classified employee before the date on which the officer assumes office;

(12) The authorization, approval, or ratification of any employment contract with the spouse of a public hospital district commissioner if: (a) The spouse was employed by the public hospital district before the date the commissioner was initially elected; (b) the terms of the contract are commensurate with the pay plan or collective bargaining agreement operating in the district for similar employees; (c) the interest of the commissioner is disclosed to the board of commissioners and noted in the official minutes or similar records of the public hospital district prior to the letting or continuation of the contract; and (d) and the commissioner does not vote on the authorization, approval, or ratification of the contract or any conditions in the contract.

A municipal officer may not vote in the authorization, approval, or ratification of a contract in which he or she is beneficially interested even though one of the exemptions allowing the awarding of such a contract applies. The interest of the municipal officer must be disclosed to the governing body of the municipality and noted in the official minutes or similar records of the municipality before the formation of the contract. [2023 c 153 § 1; 2020 c 69 § 1; 2007 c 298 § 1; 2006 c 121 § 1; 2005 c 114 § 1; 1999 c 261 § 2; 1997 c 98 § 1; 1996 c 246 § 1. Prior: 1994 c 81 § 77; 1994 c 20 § 1; 1993 c 308 § 1; 1991 c 363 § 120; 1990 c 33 § 573; 1989 c 263 § 1; 1983 1st ex.s. c 44 § 1; prior: 1980 c 39 § 1; 1979 ex.s. c 4 § 1; 1971 ex.s. c 242 § 1; 1961 c 268 § 4.]

Findings—Intent—1999 c 261: "The legislature finds that:

(1) The current statutes pertaining to municipal officers' beneficial interest in contracts are quite confusing and have resulted in some inadvertent violations of the law.

(2) The dollar thresholds for many of the exemptions have not been changed in over thirty-five years, and the restrictions apply to the total amount of the contract instead of the portion of the contract that pertains to the business operated by the municipal officer.

(3) The confusion existing over these current statutes discourages some municipalities from accessing some efficiencies available to them.

Therefore, it is the intent of the legislature to clarify the statutes pertaining to municipal officers and contracts and to enact reasonable protections against inappropriate conflicts of interest." [1999 c 261 § 1.]

Purpose—Captions not law—1991 c 363: See notes following RCW 2.32.180.

Purpose—Statutory references—Severability—1990 c 33: See RCW 28A.900.100 through 28A.900.102.

Severability—1989 c 263: "If any provision of this act or its application to any person or circumstance is held invalid, the remainder of the act or the application of the provision to other persons or circumstances is not affected." [1989 c 263 § 3.]

Severability—1980 c 39: "If any provision of this amendatory act or its application to any person or circumstance is held invalid, the

remainder of the act or the application of the provision to other persons or circumstances is not affected." [1980 c 39 § 3.]

RCW 42.23.040 Remote interests. A municipal officer is not interested in a contract, within the meaning of RCW 42.23.030, if the officer has only a remote interest in the contract and the extent of the interest is disclosed to the governing body of the municipality of which the officer is an officer and noted in the official minutes or similar records of the municipality prior to the formation of the contract, and thereafter the governing body authorizes, approves, or ratifies the contract in good faith by a vote of its membership sufficient for the purpose without counting the vote or votes of the officer having the remote interest. As used in this section "remote interest" means:

- (1) That of a nonsalaried officer of a nonprofit corporation;
- (2) That of an employee or agent of a contracting party where the compensation of such employee or agent consists entirely of fixed wages or salary;
- (3) That of a landlord or tenant of a contracting party;
- (4) That of a holder of less than one percent of the shares of a corporation or cooperative which is a contracting party.

None of the provisions of this section are applicable to any officer interested in a contract, even if the officer's interest is only remote, if the officer influences or attempts to influence any other officer of the municipality of which he or she is an officer to enter into the contract. [1999 c 261 § 3; 1961 c 268 § 5.]

Findings—Intent—1999 c 261: See note following RCW 42.23.030.

RCW 42.23.050 Prohibited contracts void—Penalties for violation of chapter. Any contract made in violation of the provisions of this chapter is void and the performance thereof, in full or in part, by a contracting party shall not be the basis of any claim against the municipality. Any officer violating the provisions of this chapter is liable to the municipality of which he or she is an officer for a penalty in the amount of five hundred dollars, in addition to such other civil or criminal liability or penalty as may otherwise be imposed upon the officer by law.

In addition to all other penalties, civil or criminal, the violation by any officer of the provisions of this chapter may be grounds for forfeiture of his or her office. [1999 c 261 § 4; 1961 c 268 § 6.]

Findings—Intent—1999 c 261: See note following RCW 42.23.030.

RCW 42.23.060 Local charter controls chapter. If any provision of this chapter conflicts with any provision of a city or county charter, or with any provision of a city-county charter, the charter shall control if it contains stricter requirements than this chapter. The provisions of this chapter shall be considered as minimum standards to be enforced by municipalities. [1999 c 261 § 5; 1961 c 268 § 16.]

Findings—Intent—1999 c 261: See note following RCW 42.23.030.

RCW 42.23.070 Prohibited acts. (1) No municipal officer may use his or her position to secure special privileges or exemptions for himself, herself, or others.

(2) No municipal officer may, directly or indirectly, give or receive or agree to receive any compensation, gift, reward, or gratuity from a source except the employing municipality, for a matter connected with or related to the officer's services as such an officer unless otherwise provided for by law.

(3) No municipal officer may accept employment or engage in business or professional activity that the officer might reasonably expect would require or induce him or her by reason of his or her official position to disclose confidential information acquired by reason of his or her official position.

(4) No municipal officer may disclose confidential information gained by reason of the officer's position, nor may the officer otherwise use such information for his or her personal gain or benefit. [1994 c 154 § 121.]


Effective date—1994 c 154: See RCW 42.52.904.

RCW 42.23.900 Construction—Chapter applicable to state registered domestic partnerships—2009 c 521. For the purposes of this chapter, the terms spouse, marriage, marital, husband, wife, widow, widower, next of kin, and family shall be interpreted as applying equally to state registered domestic partnerships or individuals in state registered domestic partnerships as well as to marital relationships and married persons, and references to dissolution of marriage shall apply equally to state registered domestic partnerships that have been terminated, dissolved, or invalidated, to the extent that such interpretation does not conflict with federal law. Where necessary to implement chapter 521, Laws of 2009, gender-specific terms such as husband and wife used in any statute, rule, or other law shall be construed to be gender neutral, and applicable to individuals in state registered domestic partnerships. [2009 c 521 § 104.]



X	Business Agenda
	Second Reading
	Consent Agenda
	Info Only/Possible Action
	Info Only

COMMISSION MEETING AGENDA ITEM

Subject:	Work Order 658549 – Cap Bank Install 83006-6502	
Agenda Item No:	8b	
Meeting Date:	January 9, 2024	
Authored by:	Chad Brooks	<i>Staff Preparing Item</i>
Presented by:	Evan Edwards	<i>Staff Presenting Item</i>
Approved by (dept):	Steve Hunter	<i>Director of Engineering</i>
Approved for Commission review:	Rick Dunn 	<i>General Manager</i>

Motion for Commission Consideration:

Motion approving work order 658549 for the replacement of pole, framing and capacitor bank.

Background/Summary

This is part of the District’s Voltage Optimization (VO) Efforts. VO fine tunes the distribution system for efficiency to gain energy savings that can qualify for conservation credit with Bonneville Power Administration (BPA). VO is being piloted on Bay #1 at Kennewick Substation. The capacitor bank installations in this work order will replace existing capacitor banks with new capacitor banks with modern sensing and Schweitzer controls and are the final step before a measurement and verification period that is required to qualify for conservation credit.

Recommendation

The modernization of these capacitor banks will allow the District to move forward in our VO effort, improve system efficiency and following a measurement and verification period, qualify for conservation credit with BPA.

Fiscal Impact

The estimated project cost is \$101,262.51 and includes time for metershop resources for control wiring, programming and testing. This project was not included in the 2024 Budget and will require an amendment.

Projects to be Presented at the Benton PUD

Commission Meeting On

January 9th, 2024

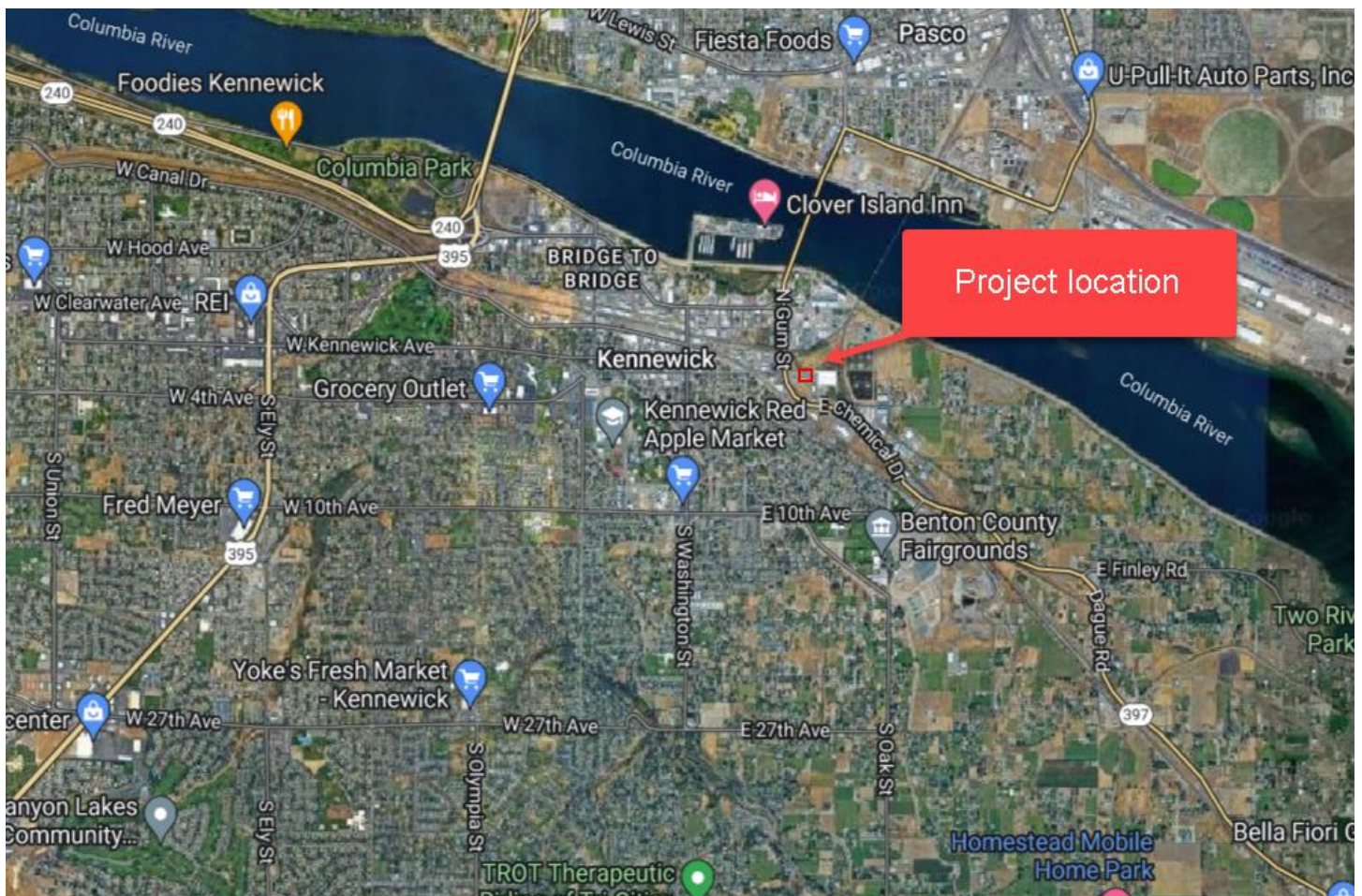
Project Name: Cap Bank Install 83006-6502.

WO#: 658549

Location: East of N. Gum St. on E. 1st Ave. by Twin City Foods in Kennewick.

Justification: Capacitor bank needs installed as part of the District's voltage optimization to improve system reliability to the Districts rate payers.


Location Map





X	Business Agenda
	Second Reading
	Consent Agenda
	Info Only/Possible Action
	Info Only

COMMISSION MEETING AGENDA ITEM

Subject:	Contract Award Recommendation – Cable Replacement/NESC Compliance & Special Projects – Bid Package 23-21-26	
Agenda Item No:	8c	
Meeting Date:	January 9 th , 2024	
Authored by:	Jeff Vosahlo	<i>Staff Preparing Item</i>
Presented by:	Evan Edwards	<i>Staff Presenting Item</i>
Approved by (dept):	Steve Hunter	<i>Director/Manager</i>
Approved for Commission review:	Rick Dunn 	<i>General Manager/Asst. GM</i>

Motion for Commission Consideration

Motion to award Unit Price Contract #23-21-26 for Cable Replacement/NESC Joint Use Compliance & Special Projects to DJ’s Electrical, Inc. of Battle Ground, WA for a not to exceed amount of \$1,171,218.00 for Cable Replacement and not to exceed amount of \$1,035,609.00 for NESC Joint Use for a total not to exceed amount of \$2,206,827.00 plus Washington State sales tax in accordance with RCW 54.04.080 with an expiration date of December 31, 2024 that allows for the option to extend annually up two additional years.

Background/Summary

In 2014 the District conducted a joint use audit to capture the magnitude of effort required to bring all District’s overhead infrastructure into national Electric Safety Code (NESC) compliance related to district and tenant owned communication attachments.

From this audit the District established a JU-NESC Compliance Program (One Touch) to correct non-compliant attachments to District owned overhead facilities was established. The Program utilizes unit cost pricing to divide the costs on each project among the participants, currently LS networks, Charter/Spectrum, and Zply/Frontier.

This contract also includes units for Cable Replacement projects. The District currently has 113,238 circuit feed of direct buried unjacketed cable and over 205,300 feet of unjacketed cable with unknown conduit size meaning it may or may not have an accompanying duct system. In the three previous years to date the District’s contractor has been able to complete an average of roughly 25,000 feet of cable replacement annually.

The evaluation process was based on the total overall unit price, two representative projects typical of Joint Use Compliance and two representative projects typical of Cable Replacement and a total unit price for the four representative projects added together. Using unit pricing from

each of the Bidder’s submitted unit cost spreadsheets. The following is a tabulation of those totals:

	DJ’s Electrical	ILB	Potelco
Total Unit Cost	\$903,811.68	\$1,082,890.79	\$2,867,777.39

Project#	DJ’s Electrical	ILB	Potelco
Cable Replacement Project #649339	\$75,477.60	\$91,719.08	\$162,705.00
Cable Replacement Project #648706	\$96,577.24	\$93,791.76	\$167,421.06
NESC Compliance Project #666478	\$9,577.24	\$7,118.68	\$7188.02
NESC Compliance Project #659934	\$14,283.13	\$12,060.09	\$11,539.10
Evaluated Total Cost	\$195,485.80	\$204,689.61	\$348,853.18

This contract is for the calendar year 2024 and has two, annual extension options. This contract is for a period of one year and can be extended on an annual base for a period not to exceed another two years. Extension of the contract will be determined on but not limited to; the ability to maintaining established timelines, work performance and contractual agreements. Individual projects will be tracked by unique work order numbers to facilitate project and budget management efforts. There is currently at the time of the bid, no sequence to how the work orders are completed and subject to change by the District if needed.

Recommendation

Awarding this contract will enable the District to continue to ensure Cable Replacement and JU-NESC Compliance activities are moving ahead to meet goals previously established by staff.

Fiscal Impact

Cable Replacement and JU-NESC Compliance budget items are included in the 2024 budget and are reflected in the Not to Exceed amounts above. Special projects are limited in scope and subject to necessity due to District resource limitations and will be covered by the appropriate budget lines when necessary.



CONTRACT #23-21-26

AGREEMENT

THIS AGREEMENT AND CONTRACT, made and entered into at Kennewick, Washington,

This 9th day of January 2024, by and between:

PUBLIC UTILITY DISTRICT NO. 1 OF BENTON COUNTY, Washington, a municipal corporation hereinafter designated as the "District",

AND

DJ'S ELECTRICAL, INC. hereinafter designated as the "Contractor".

WITNESS:

That whereas the District has heretofore caused to be prepared Call for Bids, Definitions, General Instructions to Bidders, Special Instructions to Bidders, Affidavit of Pre-Qualified Bidder, Contractor's Proposal, Specifications for Construction, Performance Bond Form, and Plans and Construction Drawings, hereinafter referred to as "Contract Documents" for the construction of the

Cable Replacement/NESC Compliance and Special Projects

Project and the Contractor did on the 13th day of December, 2023, file with the District a Bid to contract said Unit Price Contract and agreed to accept as payment therefore the unit prices stated and set forth in the proposal for a not to exceed amount for a one year term with the option to extend for two additional years, AND

WHEREAS, the said Contract Documents fully and accurately describe the terms and conditions upon which the Contractor proposes to furnish said equipment, labor, material, and appurtenances and perform said work, together with the manner and time of furnishing same;

IT IS THEREFORE AGREED, first, that said Contract Documents do in all particulars become a part of the Agreement and Contract by and between the parties hereto in all matters and things therein set forth and described; and further, that the District and the Contractor hereby accept and agree to the terms and conditions of said Contract Documents as filed as completely as if said terms and conditions and plans were herein set out in full.



IN FAITH WHEREOF, witness the signatures of both parties, below, on the day and year in this Agreement first above written.

The District is a public entity subject to the disclosure requirements of the Washington Public Records Act of RCW 42.56. The vendor expressly acknowledges and agrees that its proposal and any information vendor submits with its proposal or which vendor submits to the District in its performance of any contract with the District is subject to public disclosure pursuant to the Public Records Act or other applicable law and the District may disclose vendor’s proposal and/or accompanying information at its sole discretion in accordance with its obligations under applicable law.

The District must comply with the Preservation and Destruction of Public Records RCW 40.14. The vendor expressly acknowledges and agrees that it will maintain all records and documentation related to the contract in accordance with its obligations under applicable law.

In the event that the District receives a request pursuant to the Washington Public Records Act, or other legal process requesting or mandating disclosure of any information or documents submitted to the District by vendor, the District’s sole obligation shall be to notify the vendor promptly, so that the vendor at vendor’s expense and cost, may seek court protection of any of the requested information vendor deems confidential.

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

DJ’S ELECTRICAL INC.

BY: _____

BY: _____

PRINT: _____

PRINT: _____

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____

WA ST CONTRACTOR’S REGISTRATION NO:

UBI NO:



PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS: That whereas, **Public Utility District No. 1** of

Benton County, Washington, a municipal corporation, hereinafter designated as the "District",

has entered into an agreement dated January 9, 2024, with **DJ's Electrical, Inc.**, hereinafter,

designated as the "Contractor", providing for Unit Price Contract for Cable Replacement/ NESC

Joint Use Compliance & Special Projects, which agreement is on file at the District's office and

by this reference is made a part hereof.

NOW, THEREFORE, We, the undersigned Contractor, as principal, and a corporation

organized and existing under and by virtue of the laws of the State of

and duly authorized to do a surety business in the State of Washington, as surety, are held and

firmly bound into the State of Washington and the District in the sum of

2 Million Two Hundred Six Thousand Eight Hundred Twenty-Seven Dollars (\$2,206,827.00) plus Washington State sales tax in accordance with RCW54.04.080

for the payment of which we do jointly and severally bind ourselves, our heirs, executors,

administrators, successors, and assigns by these presents.

THE CONDITIONS OF THIS OBLIGATION are such that if the said principal, his heirs, representatives or successors, shall well and truly keep and observe all of the



covenants, conditions, and agreements in said contract and shall faithfully perform all of the provisions of the contract, pay all taxes of the Contractor arising therefrom, and pay all laborers, mechanics, subcontractors, and material men and all persons who shall supply such person or subcontractors with provisions and supplies for carrying on such work, and shall indemnify and save harmless the District, their officers, and agents, from any and all claims, actions or damage of every kind and description including attorneys' fees and legal expense and from any pecuniary loss resulting from the breach of any of said terms, covenants, or conditions to be performed by the Contractor:

AND FURTHER, that the Contractor will correct or replace any defective work or materials discovered by the said District within a period of one year from the date of acceptance of such work or material by said District, then this obligation shall become null and void; otherwise, it shall be and remain in full force and effect.

No change, extension of time, alteration or addition to the work to be performed under the agreement shall in any way affect Contractor's or surety's obligation on this bond, and surety does hereby waive notice of any change, extension of time, alterations or additions thereunder.

This bond is furnished in pursuance of the requirements of Sections 54.04.080 et seq. of Revised Code of Washington, and, in addition to other Contractor and surety to the District for the use and benefit of said District together with all laborers, mechanics, subcontractors, material men, and all persons who supply such person or subcontractors with provisions and supplies for the carrying on of the work covered by the agreement to the extent required by said Revised Code of Washington.

IN WITNESS WHEREOF, the said Contractor and the said surety have caused this bond to be signed and sealed by their duly authorized officers this ____ day of _____, 2024.

Surety

Title

Contractor

Title



Certification of Compliance with Wage Payment Statutes Form

Effective July 23, 2017, before award of a public works contract, the bidder under consideration for award of a public works project must submit to the public agency a sworn statement that they have not willfully violated wage payment laws within the past three years in order to be considered a responsible bidder. (See [RCW 39.04.350](#) as modified by [SSB 5301](#), Laws of 2017, ch. 258.)

=====

**Certification of Compliance with Wage Payment Statutes
Contract #23-21-26**

The bidder hereby certifies that, within the three-year period immediately preceding the bid solicitation date (12/13/2023) the bidder is not a “willful” violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction.

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Bidder’s Business Name

Signature of Authorized Official*

Printed Name

Title

Date

City

State

** If a corporation, proposal must be executed in the corporate name by the president or vice-president (or any other corporate officer accompanied by evidence of authority to sign). If a co-partnership, proposal must be executed by a partner.*