



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

Tuesday, March 25, 2025, 9:00 AM  
2721 West 10<sup>th</sup> Avenue, Kennewick, WA

**The meeting is also available via MS Teams**  
**The conference call line (audio only) is:**  
**1-323-553-2644; Conference ID: 700 722 151#**

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

**4. Public Comment**

*(Individuals desiring to provide public comment during the meeting on items relating to District business, whether in person or remotely will be recognized by the Commission President and provided an opportunity to speak. Comments are limited to five minutes. Public Comment can also be sent to the Clerk of the Board in advance of the meeting at [commission@bentonpud.org](mailto:commission@bentonpud.org). Guidelines for Public Participation can be found on the Benton PUD District website at <https://www.bentonpud.org/About/Commission/Meeting-Agendas-Minutes>.)*

**5. 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/Finance

- |                                                                             |        |
|-----------------------------------------------------------------------------|--------|
| a. Minutes of Regular Commission Meeting of March 11, 2025                  | pg. 3  |
| b. Travel Report dated March 25, 2025                                       | pg. 8  |
| c. Vouchers dated March 25, 2025                                            | pg. 10 |
| d. Resolution No. 2692, Amending the Merit-Based Salary Administration Plan | pg. 42 |

Operations/Engineering

- |                                                                                              |        |
|----------------------------------------------------------------------------------------------|--------|
| e. Contract #16-33-02 – Benton County Emergency Services (BCES)<br>Contract Change Order #11 | pg. 51 |
| f. Work Order 689768 – Hildebrand Townhomes                                                  | pg. 53 |
| g. Quit Claim – Parcel 1-1089-2BP-4329-003                                                   | pg. 55 |

Power Management

- |                                                            |        |
|------------------------------------------------------------|--------|
| h. Contract #23-45-20 – D & R Insulation, Inc. – CO#1      | pg. 62 |
| i. Contract #23-45-23 – Energy Pro Insulation, Inc. – CO#1 | pg. 64 |

**6. Business Agenda**

- |                                                                                                                                    |        |
|------------------------------------------------------------------------------------------------------------------------------------|--------|
| a. Resolution 2693 Surplus of Systemic Safety Street Lighting<br>Improvements Project – M. Ochweri                                 | pg. 66 |
| b. Interlocal Agreement – City of Prosser – Contract #25-22-03 –<br>Systemic Safety Street Lighting Improvements Project – M. Ness | pg. 71 |
| c. Financial Policy Review and Financial Forecast – K. Mercer                                                                      | pg. 80 |

- 7. Management Report**
- 8. Other Business**
- 9. Future Planning**
- 10. Meeting Reports**
- 11. Executive Session**
- 12. Adjournment**

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

## MINUTES

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

Date: March 11, 2025

Time: 9:00 a.m.

Place: 2721 West 10<sup>th</sup> Avenue, Kennewick, Washington

**Present:** Commissioner Jeff Hall, President  
Commissioner Lori Kays-Sanders, Vice-President  
General Manager Rick Dunn  
Senior Director of Finance & Executive Administration Jon Meyer  
Assistant General Manager/Sr. Director Engineering & Operations Steve Hunter  
Director of Power Management Chris Johnson  
Director of IT & Broadband Services Chris Folta  
Director of Customer Service and Treasury Keith Mercer  
Records Program Administrator II Nykki Drake  
Administrative Assistant II Roxie Weller  
General Counsel Allyson Dahlhauser

#### **Benton PUD employees present during all or a portion of the meeting, either in person or virtually:**

Senior Engineer Power Management Blake Scherer; Manager of IT Infrastructure; Superintendent of Operations Duane Szendre; Manager of System Engineering Evan Edwards; Senior Manager of Applied Technology Jennifer Holbrook; Manager of Communications & Government Relations Jodi Henderson; Financial Analyst III Katie Grandgeorge; Manager of Human Resources Karen Dunlap; Manager of Accounting Kent Zirker; Engineering Technician Mary Myers; Manager of Procurement Michelle Ochweri; Cyber Security Engineer III Paul Holgate; Superintendent of Transportation & Distribution Robert Inman; Supervisor of Energy Programs Robert Frost; Procurement Specialist I Tyson Brown; Distribution Designer Zach Underhill

#### **Call to Order and Pledge of Allegiance**

The meeting was called to order. The Commission and those present recited the Pledge of Allegiance.

#### **Agenda Review**

Commissioner Hall moved Management Report to the beginning of the agenda.

## **Public Comment**

None.

## **Treasurer's Report**

Keith Mercer, Director of Customer Service & Treasury Operations, reviewed the February 2025 Treasurer's Report with the Commission as finalized on March 3, 2025.

## **Management Report**

### ***Information Technology/Broadband:***

1. Franklin PUD NCS – Director Chris Folta and Rich Nall from NoaNet informed the Commission that NoaNet has signed a contract with Franklin PUD to provide comprehensive network coordinated services similar to that of Benton PUD.

### ***Power Management:***

1. Power Management Update – Director Chris Johnson discussed power supply updates that included Bonneville Power Administration (BPA) Provider of Choice contract signing timeline, Contract High Water Mark (CHWM), hydro water year, White Creek and Nine Canyon. Director Chris Johnson also discussed solar and conservation updates that included Kennewick Housing Authority and residential cold climate heat pumps.

### ***General Manager:***

1. Bonneville Power Administration (BPA) Workforce Issues – General Manager Dunn discussed the significant number of BPA employees who took early retirement or were laid off as part of the DOGE federal cuts. BPA initially lost around 400 of their approximately 3,000 employees but has been successful explaining their value as an electric utility rate-payer funded federal entity and that staffing cuts to BPA will do nothing to save taxpayer dollars. BPA is on a positive path to restore most if not all probationary employees who were previously terminated and the overall picture is looking much improved with a few exceptions that are troubling, including system dispatchers and linemen.
2. BPA Draft Decision on SPP Markets+ vs. CAISO EDAM – General Manager Dunn informed the commission that BPA announced their draft decision to join the SPP Markets+ and the reasons why he supports the decision.
3. Columbia River System Operations (CRSO) Supplemental Environmental Impact Statement (EIS) Notice of Intent (NOI) Update – General Manager Dunn discussed the Biden Administration's last-ditch efforts to force a CRSO supplemental EIS (SEIS) in the context of the federal government commitments made under what is known as the "12/14 Agreement". It appears under the Trump Administration the SEIS, which was characterized by some as possibly illegal, could be off the table. The comment period for the Notice of Intent for a SEIS was extended to March 20, 2025. There have been no official announcements regarding the 12/14 Agreement, but the National Rural Electric

Cooperative Association (NRECA) continues to strongly recommend it be terminated. Other public power entities have been reluctant to take this position as termination would mean the stay of litigation resulting from the 12/14 Agreement would end and we would be “back in the courts” regarding operations of federal hydroelectric dams.

4. Columbia River Treaty Update – General Manager Dunn discussed the current status of the Columbia River Treaty.
5. GM Speaking Engagements – General Manager Dunn discussed his upcoming speaking engagements.

### **Consent Agenda**

**MOTION:** Commissioner Sanders moved to approve the Consent Agenda items “a” through “n”. Commissioner Massey seconded and upon vote, the Commission unanimously approved the following:

- a. Minutes of Regular Commission Meeting of February 11, 2025
- b. Travel Report dated March 11, 2025
- c. Vouchers (report dated 3/11/2025) 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: 107220-107247; 107398-107480; 107632-107656 in the amount of \$3,131,919.29.  
Checks & Customer Refund Payments (CHK): 89593-89746 in the amount of \$625,512.67;  
Electronic Fund Transfer (WIRE) Payments: 7191-7216 in the amount of \$1,797,650.85;  
Payroll: Direct Deposit – 2/13/2025: 107248-107397 in the amount \$417,196.37; Direct Deposit – 2/27/2025: 107481-107631 in the amount \$419,708.80; Check – 2/13/2025 600228-600258 in the amount \$57,598.18  
Voided checks in the amount of \$4,150.85;  
Grand total - \$6,451,346.16
- d. 25-12-03 FWEE Tri-Cities STEM Academy 2025 - Interlocal Agreement
- e. 25-15-01 Ivoxy Consulting - Renewal - VMWare (3 year) Agreement
- f. 25-18-01 Information First - CM Managed Service & Renewal
- g. Jobs Report for Commission
- h. Work Order 718354 – Angus Bay 2 Relay Upgrades
- i. Work Order 729251 – Cherry Grove Lane Ph2
- j. Work Order 730215 - Merlot Meadows Ph1
- k. Work Order 731773 - Desert Sands
- l. Work Order 731909 - Sunset Road Regulator Replacement
- m. Quit Claim - North Care - CAAF & Map
- n. 22-21-209 Electrical Consultants Inc. (ECI)-Sunset-Dallas Road Transmission Line-CO # 3

## **Business Agenda**

### **Contract Awards Recommendation – Absco Solutions – Contract #25-20-02**

Senior Manager Jennifer Holbrook presented the contract award to Absco Solutions as part of the next phase of the enterprise security system implementation. This contract is to provide labor and materials to replace the outdated intrusion detection system which includes the security alarm, motion detectors and glass break sensors, which seamlessly integrates with the recently installed Access Control System at all buildings on the District campuses in Kennewick and Prosser as well as three District-owned hilltop radio sites – Jump off Joe, Prosser Butte and Umatilla.

**MOTION:** Commission Massey moved to authorize the General Manager on behalf of the District to award Contract #25-20-02 for Enterprise Security System - Phase 3 to include security alarm, motion detectors and glass break sensors to Absco Solutions for \$187,238.55 plus Washington State sales tax in accordance with RCW 54.04.080 which includes a 3% contingency for unforeseen project costs. Commissioner Sanders seconded, and upon vote, the motion carried unanimously.

### **Contract #23-21-18 – DJ’s Electrical, Inc. – Change Order #4**

Engineering Manager Evan Edwards informed the Commission that during construction efforts on the Spaw-Phillips Transmission Line field conditions arose that resulted in additional Contractor work. The conditions were discussed and \$250,000 will be needed for the transmission work.

**MOTION:** Commission Sanders moved to authorize the General Manager on behalf of the District to sign Change Order #4 of Contract 23-21- 18, with DJ’s Electrical, Inc. to increase the not-to-exceed amount by \$250,000.00 bringing the new not-to exceed amount of the contract to \$6,897,606.24. Commissioner Massey seconded, and upon vote, the motion carried unanimously.

### **Resolution No. 2691 Amending Retail Electric Rate Schedules**

Director Keith Mercer presented Resolution No. 2691, which amends the Retail Electric Rate Schedules to implement a 5.0% revenue increase across all rate classes and components, effective April 1, 2025. Additionally, a newsletter that will be mailed to customers next week was shared with Commissioners.

**MOTION:** Commissioner Sanders moved to approve Resolution No. 2691 amending Retail Electric Rate Schedules effective April 1, 2025. Commissioner Massey seconded, and upon vote, the motion carried unanimously.

The Board briefly recessed, reconvening at 10:25 a.m.

**2024 Cyber Security Annual Report**

Director Chris Folta and Cyber Security Engineer III Paul Holgate presented the 2024 Cyber Security Annual Report to the commission. Highlighted during the presentation were the District’s Cybersecurity policy framework, cyber risk updates, risk metrics and 2025 project initiatives.

**2024-2028 Strategic Plan: Year-End Progress Report**

General Manager Rick Dunn presented the 2024-2028 Strategic Plan year-end progress report to the commission.

**Review Final Draft of 2024 Annual Financial Report**

Senior Director Jon Meyer and Manager Kent Zirker presented the final draft of 2024 Annual Financial Report. It is a best practice to share a draft of the District’s Annual Financial Report with the Commission prior to completion.

**Other Business**

None.

**Future Planning**

None.

**Meeting Reports**

APPA/WPUDA Legislative Rally – Both Commissioner Hall and Commissioner Sanders reported on their attendance in Washington D.C. during the Legislative Rally.

**Adjournment**

Hearing no objection, President Hall adjourned the meeting at 11:25 a.m.

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

## *Periodic Travel Report - March 25, 2025*

<i>Date Start</i>	<i>Business Days</i>	<i>Name</i>	<i>City</i>	<i>Purpose</i>
3/10/2025	1	Kelly Cobb	Otis Orchard, WA	GLOVES
4/13/2025	4	Anthony Ciarlo	Everett, WA	VULNERABILITY OF INTERGRATED SECURITY ANALYSIS WORKSHOP
4/13/2025	2	Jodi Henderson	Quincy, WA	FOUNDATION FOR WATER & ENERGY EDUCATION - BOARD OF DIRECTORS
4/15/2025	1	Bob Inman	Spokane, WA	NWPPA ENGINEERING & OPERATIONS CONFERENCE
4/15/2025	2	Bob Davis	Spokane, WA	NWPPA ENGINEERING & OPERATIONS CONFERENCE
4/15/2025	2	Sean Isakson	Spokane, WA	NWPPA ENGINEERING & OPERATIONS CONFERENCE
4/15/2025	2	Joe Garner	Spokane, WA	NWPPA ENGINEERING & OPERATIONS CONFERENCE
4/15/2025	3	Dax Berven	Spokane, WA	NWPPA ENGINEERING & OPERATIONS CONFERENCE
4/15/2025	3	Shanna Everson	Spokane, WA	NWPPA ENGINEERING & OPERATIONS CONFERENCE
5/19/2025	3	Shannon Sensibaugh	Portland, OR	ENERGY EFFICIENCY EXCHANGE
5/19/2025	3	Katie Timmerman	Portland, OR	ENERGY EFFICIENCY EXCHANGE
5/19/2025	3	Robert Frost	Portland, OR	ENERGY EFFICIENCY EXCHANGE







**PAYMENT APPROVAL**  
**March 25, 2025**

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
<b>Accounts Payable:</b>				
Automated Clearing House (DD) Payments	107657 - 107842	107690 - 107885	1 - 4 4 - 8	\$ 2,322,569.40
Checks & Customer Refund Payments (CHK)	89747 -	89805 -	9 - 13	
Electronic Fund Transfer (WIRE) Payments	7219 -	7232 -	14 - 15	\$ 9,008,108.76
<b>Residential Conservation Rebates:</b>				
Credits on Customer Accounts			16	\$ 310.00
<b>Purchase Card Detail:</b>			February 2025	17 - 31
<b>Payroll:</b>				
Direct Deposit - 3/13/2025	107691 -	107841 -		\$ 426,104.46
<b>TOTAL</b>				<b>\$ 11,988,596.44</b>
<b>Void DD</b>				\$ -
<b>Void Checks</b>				\$ -
<b>Void Wires</b>				\$ -

*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 3/13/2025  
Date

**Reviewed by:**

  
 Rick Dunn, General Manager

**Approved by:**

\_\_\_\_\_  
 Jeffrey D. Hall, President

\_\_\_\_\_  
 Lori Kays-Sanders, Vice-President

\_\_\_\_\_  
 Michael D. Massey, Secretary

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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
107657 3/5/25	DD	963	ANIXTER INC.	Insul Sus 4 in Dead End	656.24
				Material	819.60
				15kV #2 URD Cable, Triplexed with Armor	164,171.81
				Material	4,030.60
				Material	1,328.14
				HOFENC A-16P16 BACKPLATE	51.72
				Horiz. Line Post Insulator 2.5 Flt Base	8,222.42
				WASHER SP LOCK GALV 5/8	434.37
				CONNECTOR, XFR, LV SECONDARY /	337.14
				Conn, LV, CMC#NSM500-6SLIU 1" for 100kva	1,400.44
				Conn,LV,CMC # NSM5004ASLIUH,4	2,630.54
				Conn,LV,RLS500-6SLIU 1" W/cover(100kVA)	42.51
				Credit - PO 57372 inv 6218434-01	-2,489.95
				<b>Total for Check/Tran - 107657:</b>	181,635.58
107658 3/5/25	DD	34	BENTON PUD-ADVANCE TRAVEL	2nd Yr Hot Stick Training	569.48
107659 3/5/25	DD	3828	BORDER STATES INDUSTRIES, INC.	CONN SLEV ANDSN VHS 1/0	8,358.59
				Parallel groove clamp, all purpose, AL	2,350.86
				TERM END VHCL,1/0 38	844.31
				<b>Total for Check/Tran - 107659:</b>	11,553.76
107660 3/5/25	DD	166	CENTURYLINK	Monthly Billing	640.19
107661 3/5/25	DD	2680	CO-ENERGY	Fuel Svc	1,752.23
107662 3/5/25	DD	2972	COMPUNET, INC.	Subscriptions	323,822.34
107663 3/5/25	DD	10914	ELLISON EARTHWORKS, LLC	Trenching/Excavation	67,432.48
107664 3/5/25	DD	642	EVERGREEN FINANCIAL SERVICES, IN	Collections Svc	29.07
107665 3/5/25	DD	2675	G&W ELECTRIC COMPANY	Material	8,589.07
				Reclosers	126,096.35
				Reclosers	-116.01

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**Bank Account: 1 - Benton PUD ACH/Wire**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
<b>Total for Check/Tran - 107665:</b>					134,569.41
107666 3/5/25	DD	79	GENERAL PACIFIC, INC.	Transformers	4,245.82
107667 3/5/25	DD	2087	H2 PRECAST, INC.	Switch Lid	1,195.70
107668 3/5/25	DD	1624	JEFFREY D HALL	WPUDA Mtgs	611.04
107669 3/5/25	DD	3171	JODI A HENDERSON	WPUDA Leg Rally Prosser Chamber Lunch	1,117.63 19.31
<b>Total for Check/Tran - 107669:</b>					1,136.94
107670 3/5/25	DD	3205	HIGH DESERT GLASS, LLC	REEP	234.00
107671 3/5/25	DD	990	INSIGHT PUBLIC SECTOR INC.	SolarWinds Maintenance/License	42,240.25
107672 3/5/25	DD	3154	IVOXY CONSULTING, LLC	Software/License/agreement	4,024.62
107673 3/5/25	DD	214	JACOBS & RHODES	REEP	200.00
107674 3/5/25	DD	103	KENNEWICK, CITY OF	Monthly Billing	491.11
				Monthly Billing	394.26
				Monthly Billing	440.93
				Monthly Billing	259.41
				Monthly Billing	844.95
<b>Total for Check/Tran - 107674:</b>					2,430.66
107675 3/5/25	DD	11055	MVA POWER, INC.	Transformers	-13,216.48
				Transformers	165,130.03
<b>Total for Check/Tran - 107675:</b>					151,913.55
107676 3/5/25	DD	919	NOANET	Professional Svc	1,400.00
107677 3/5/25	DD	2176	PACIFIC OFFICE AUTOMATION, INC.	Monthly Billing	226.66
				Monthly Billing	38.72
				Monthly Billing	497.21
<b>Total for Check/Tran - 107677:</b>					762.59

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**Bank Account: 1 - Benton PUD ACH/Wire**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
107678 3/5/25	DD	1241	PARAMOUNT COMMUNICATIONS, INC.	LaCoste Law 20 - Off-the-Dock Labor	86.96 5,912.55
<b>Total for Check/Tran - 107678:</b>					5,999.51
107679 3/5/25	DD	10718	PUBLIC UTILITY DIST PEND ORIELLE	CWPU UIP Expenses	1,340.90
107680 3/5/25	DD	1122	QUALITROL COMPANY LLC	Qualitrol RPRR Material	4,637.94 -371.21
<b>Total for Check/Tran - 107680:</b>					4,266.73
107681 3/5/25	DD	821	SCHWEITZER ENGINEERING LABORAT	Power Coupler / Input Module Reclosers Reclosers	3,356.66 17,266.94 77,658.60
<b>Total for Check/Tran - 107681:</b>					98,282.20
107682 3/5/25	DD	10915	SOUTHERN ELECTRICAL EQUIPMENT	Material	95,608.43
107683 3/5/25	DD	985	SPECTRUM PACIFIC WEST, LLC	Monthly Billing	591.00
107684 3/5/25	DD	945	SURVALENT TECHNOLOGY INC.	TextPower Subscription	2,752.28
107685 3/5/25	DD	1163	TYNDALE ENTERPRISES, INC.	Clothing-King/Anderson Clothing-Sunford/Fortune Clothing - Bradshaw Clothing- Faircloth/Lanphear	365.23 814.72 137.50 828.30
<b>Total for Check/Tran - 107685:</b>					2,145.75
107686 3/5/25	DD	193	UNITED PARCEL SERVICE OF AMERIC	Mailing Svc	39.13
107687 3/5/25	DD	3098	US BANK CORPORATE PAYMENT SYST	Travel Card Storm Card #8 Storm Card #9 Executive Finance & Business Services Customer Service Contracts & Purchasing	8,358.33 576.99 576.99 11,685.04 1,130.62 508.86 421.36

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**Bank Account: 1 - Benton PUD ACH/Wire**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				Engineering	3,104.49
				IT Infrastructure	24,665.60
				Operations - Line Department	927.96
				Operations	4,105.18
				Operations - Meter Shop	3,854.06
				Operations - Transformer Shop	5,124.74
				Operations - Support Svcs	1,645.47
				Operations - Maintenance	2,068.04
				Operations - (Support Svcs. Fleet)	23,698.26
				Operations - Warehouse	20,324.57
				Power Management	1,720.45
				<b>Total for Check/Tran - 107687:</b>	114,497.01
107688 3/5/25	DD	11062	VESTIS SERVICES, LLC	Weekly Svc	35.76
				Weekly Svc	28.31
				Weekly Svc	26.39
				Weekly Svc	23.23
				Weekly Svc	18.39
				<b>Total for Check/Tran - 107688:</b>	132.08
107689 3/5/25	DD	205	WASHINGTON STATE AUDITOR'S OFFI	Energy Compliance Attestation	4,410.32
107690 3/5/25	DD	3098	US BANK CORPORATE PAYMENT SYST	Late Fee - Main Managing Account	10.60
107842 3/12/25	DD	963	ANIXTER INC.	MOUNTING BRKT FIBRGLS 24INCH	5,028.46
107843 3/12/25	DD	11100	ARCOS, LLC	Integration Workshop	6,867.38
107844 3/12/25	DD	10496	ARNETT INDUSTRIES, LLC	Tool Repair	114.95
107845 3/12/25	DD	36	BENTON PUD - REVOLVING FUND-MAI	Benton County Auditors Ofc Esmt 700571	306.50
107846 3/12/25	DD	10837	CAMPBELL & COMPANY SERVICE COR	REEP	200.00
				REEP	200.00
				REEP	200.00

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**Bank Account: 1 - Benton PUD ACH/Wire**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
<b>Total for Check/Tran - 107846:</b>					600.00
107847 3/12/25	DD	10491	KELLY R COBB	Glove Pickup	23.00
107848 3/12/25	DD	454	COLUMBIA/SNAKE RIVER IRRIGATOR	Membership Dues	2,200.00
107849 3/12/25	DD	2972	COMPUNET, INC.	Software Subscription	14,248.50
107850 3/12/25	DD	375	DAYCO HEATING & AIR	REEP	200.00
107851 3/12/25	DD	3029	DELTA HEATING & COOLING, INC.	REEP	1,000.00
107852 3/12/25	DD	3439	DJ'S ELECTRICAL, INC.	Spaw Phillips Transmission	146,174.51
107853 3/12/25	DD	2757	RICK T DUNN	PPC/BNWRP Mtgs	601.13
107854 3/12/25	DD	2898	ELECTRICAL CONSULTANTS, INC.	Professional Svc Professional Svc	198.00 248.00
<b>Total for Check/Tran - 107854:</b>					446.00
107855 3/12/25	DD	11149	FIRST POWER GROUP LLC	1FR Nitrogen Aerosol Cans -6pk 2NP Switch & Cont. Cleaner Aerosol Cans 3PAO lubricant Aerosol Cans - 6pk Stinger Kit V2 A	314.74 299.89 587.34 8,932.05
<b>Total for Check/Tran - 107855:</b>					10,134.02
107856 3/12/25	DD	75	FRANKLIN PUD	Fiber Lease Fiber Lease Business Internet	1,404.81 1,197.90 150.00
<b>Total for Check/Tran - 107856:</b>					2,752.71
107857 3/12/25	DD	79	GENERAL PACIFIC, INC.	Material Material Material Transformers	1,907.03 878.51 4,620.84 17,055.03
<b>Total for Check/Tran - 107857:</b>					24,461.41

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**Bank Account: 1 - Benton PUD ACH/Wire**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
107858 3/12/25	DD	1624	JEFFREY D HALL	APPA Legislative Rally	1,437.38
107859 3/12/25	DD	3205	HIGH DESERT GLASS, LLC	REEP	450.00
				REEP	540.00
				REEP	378.00
<b>Total for Check/Tran - 107859:</b>					1,368.00
107860 3/12/25	DD	374	HOWARD INDUSTRIES, INC.	Transformers	34,073.10
107861 3/12/25	DD	3018	HRA VEBA TRUST	ER VEBA	10,650.00
				ER VEBA Wellness	21,150.00
<b>Total for Check/Tran - 107861:</b>					31,800.00
107862 3/12/25	DD	10056	HUMINSKYS HEATING & COOLING, LL	REEP	1,000.00
107863 3/12/25	DD	1818	IBEW LOCAL 77	IBEW A Dues Assessment	5,374.02
				IBEW BA Dues Assessment	5,256.67
<b>Total for Check/Tran - 107863:</b>					10,630.69
107864 3/12/25	DD	214	JACOBS & RHODES	REEP	200.00
107865 3/12/25	DD	877	CHRISTOPHER N JOHNSON	PPC/PNUCC Mtg	637.05
107866 3/12/25	DD	103	KENNEWICK, CITY OF	Monthly Billing	363.69
				Occupation Tax	610,136.09
<b>Total for Check/Tran - 107866:</b>					610,499.78
107867 3/12/25	DD	1098	MARSH USA INC.	Railroad Protective Liability	3,000.00
				Public Officials Bond	200.00
<b>Total for Check/Tran - 107867:</b>					3,200.00
107868 3/12/25	DD	1580	JONATHAN L MEYER	PPC/NWRP/PNUCC Mtgs	639.15
107869 3/12/25	DD	919	NOANET	MacDonald Miller	2,961.21
107870 3/12/25	DD	11053	OBNEX TECHNOLOGIES AB	Software Subscriptions	-903.79
				Software Subscriptions	11,292.19
<b>Total for Check/Tran - 107870:</b>					10,388.40



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**Bank Account: 1 - Benton PUD ACH/Wire**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
107871 3/12/25	DD	10769	ONEBRIDGE BENEFITS INC.	Flex Spending Dependent Care	185.19
				Flex Spending Health Care	2,764.84
<b>Total for Check/Tran - 107871:</b>					2,950.03
107872 3/12/25	DD	2176	PACIFIC OFFICE AUTOMATION, INC.	Monthly Billing	45.90
107873 3/12/25	DD	10718	PUBLIC UTILITY DIST PEND ORIELLE	CWPU UIP Expenses	1,091.56
107874 3/12/25	DD	11033	RINGCENTRAL, INC.	Software License/Support	984.32
				Software License/Support	2,804.28
				Software License/Support	4,698.26
<b>Total for Check/Tran - 107874:</b>					8,486.86
107875 3/12/25	DD	821	SCHWEITZER ENGINEERING LABORAT	SEL-651R2 Control	1,726.72
				SEL-651R2 Control	7,765.83
				9S SEL-735 Advanced PQ and Revenue Meter	9,523.81
<b>Total for Check/Tran - 107875:</b>					19,016.36
107876 3/12/25	DD	10943	SEALX, LLC	Janitorial Svc	4,511.31
				Janitorial Svc	2,728.85
				Janitorial Svc	1,722.86
<b>Total for Check/Tran - 107876:</b>					8,963.02
107877 3/12/25	DD	2154	SENSUS USA, INC.	SAAS/Flexnet Monitoring/AEM Svc	5,945.36
				SAAS/Flexnet Monitoring/AEM Svc	9,608.39
				SAAS/Flexnet Monitoring/AEM Svc	4,398.38
<b>Total for Check/Tran - 107877:</b>					19,952.13
107878 3/12/25	DD	3696	SUMMIT LAW GROUP, PLLC	Professional Svc	2,132.00
107879 3/12/25	DD	11120	TELECOMMUNICATION UTILITY PROC	TAMPERPROOF LOCKS GM320	9,130.80
107880 3/12/25	DD	3589	TOTAL QUALITY AIR, LLC	REEP	9,000.00
107881 3/12/25	DD	1163	TYNDALE ENTERPRISES, INC.	Credit - Inv 3822665	-429.91
				Crump/Welch/Broeske/Chandler/Patrick	2,303.90

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**Bank Account: 1 - Benton PUD ACH/Wire**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				Clothing-Gaston	738.08
<b>Total for Check/Tran - 107881:</b>					2,612.07
107882	3/12/25	DD	193	UNITED PARCEL SERVICE OF AMERIC Mailing Svc	38.88
107883	3/12/25	DD	1048	UNITED WAY OF BENTON & FRANKLI EE United Way Contribution	388.73
107884	3/12/25	DD	10570	UTILITY TRANSFORMER BROKERS, LL Transformers Transformers	-4,537.92 56,697.92
<b>Total for Check/Tran - 107884:</b>					52,160.00
107885	3/12/25	DD	11062	VESTIS SERVICES, LLC Weekly Svc Weekkly Svc Weekly Svc Weekly Svc Weekly Svc	35.76 28.31 26.39 23.23 18.39
<b>Total for Check/Tran - 107885:</b>					132.08

<b>Total Payments for Bank Account - 1 :</b>	(78)	2,322,569.40
<b>Total Voids for Bank Account - 1 :</b>	(0)	0.00
<b>Total for Bank Account - 1 :</b>	(78)	2,322,569.40

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**Bank Account: 2 - BPUD Accounts Payable Warrants**

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
89747	3/5/25	CHK	10077	ACOUSTICAL CEILING,INC.	Material	-1.33
					Acoustical tiles BQCL-224	1,445.71
<b>Total for Check/Tran - 89747:</b>						1,444.38
89748	3/5/25	CHK	2425	AT&T MOBILITY, LLC	Monthly Billing	5.44
89749	3/5/25	CHK	259	BENTON FRANKLIN COMMUNITY ACT	Helping Hands	2,641.08
89750	3/5/25	CHK	35	BENTON PUD - CUSTOMER ACCOUNT	Monthly Billing	335.84
89751	3/5/25	CHK	37	BENTON PUD - REVOLVING FUND-OPE	King - Meal Reimbursements SO 732720	28.10
					Cardinas - Meal Reimburse Outage 279064	27.31
					Drake - Meal Reimburse-Outage 279064	25.44
					Michel - Meal Reimbursement Outage 27906	11.51
<b>Total for Check/Tran - 89751:</b>						92.36
89752	3/5/25	CHK	3344	BOYD'S TREE SERVICE, LLC	Tree Trimming Svc	7,960.48
					Tree Trimming Svc	6,930.06
<b>Total for Check/Tran - 89752:</b>						14,890.54
89753	3/5/25	CHK	11143	CLEARWATER BUSINESS CENTER, LLC	Commercial Energy Efficiency Prg	3,530.00
					Commercial Energy Efficiency Prg	356.00
<b>Total for Check/Tran - 89753:</b>						3,886.00
89754	3/5/25	CHK	243	FEDERAL EXPRESS CORP	Mailing Svc	12.29
					Mailing Svc	15.01
<b>Total for Check/Tran - 89754:</b>						27.30
89755	3/5/25	CHK	3478	FP MAILING SOLUTIONS	Postge Meter	500.00
89756	3/5/25	CHK	77	FRONTIER FENCE, INC.	Fence Repair	510.89
89757	3/5/25	CHK	3933	KIM FETROW PHOTOGRAPHY	Professional Svc	633.17
89758	3/5/25	CHK	962	PACIFIC POWER	Monthly Billing	449.94
89759	3/5/25	CHK	135	PROSSER, CITY OF	Industrial Energy Efficiency Prg	22,017.00

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**Bank Account: 2 - BPUD Accounts Payable Warrants**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
89760 3/5/25	CHK	2699	TOTAL ENERGY MANAGEMENT & HV	REEP	1,200.00
89761 3/5/25	CHK	992	VERIZON NORTHWEST	Monthly Billing	194.82
				Monthly Billing	2,161.17
				Monthly Billing	348.37
<b>Total for Check/Tran - 89761:</b>					2,704.36
89762 3/5/25	CHK	100	WASTE MANAGEMENT OF WASHINGT	Monthly Billing	1,008.71
				Monthly Billing	309.36
				Monthly Billing	1,043.76
				Monthly Billing	320.11
<b>Total for Check/Tran - 89762:</b>					2,681.94
89763 3/5/25	CHK	99999	MARGARITA T FLORES	Credit Balance Refund	163.33
89764 3/5/25	CHK	99999	GOLDEN YOON LLC	Credit Balance Refund	80.58
89765 3/5/25	CHK	99999	HSS ENTERPRISES	Credit Balance Refund	38.51
89766 3/5/25	CHK	99999	YUI KANG	Credit Balance Refund	122.33
89767 3/5/25	CHK	99999	KASSAUNDR A E LARSON	Credit Balance Refund	140.32
89768 3/5/25	CHK	99999	NICOLASA MERCADO	Credit Balance Refund	73.02
89769 3/5/25	CHK	99999	RUTH POTOLICCHIO	Credit Balance Refund	257.00
89770 3/5/25	CHK	99999	ANA M RIVERA MORENO	Credit Balance Refund	24.07
89771 3/5/25	CHK	99999	OSVALDO SALAS AGUILAR	Credit Balance Refund	180.00
89772 3/5/25	CHK	99999	MA YANEI VALENCIA MENDOZA	Credit Balance Refund	66.58
89773 3/5/25	CHK	99999	DILLION ZUHLKE	District Claim	32,305.52
89774 3/12/25	CHK	258	APOLLO MECHANICAL CONTRACTOR	REEP	9,000.00
				REEP	200.00
				REEP	200.00

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**Bank Account: 2 - BPUD Accounts Payable Warrants**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
<b>Total for Check/Tran - 89774:</b>					9,400.00
89775 3/12/25	CHK	614	BOB RHODES HEATING & AC, INC.	REEP	7,500.00
89776 3/12/25	CHK	32	CITY OF BENTON CITY	Occupation Tax	19,148.21
89777 3/12/25	CHK	10615	CONCRETE SPECIAL TIES, INC.	Screed pins 2 footers	253.05
89778 3/12/25	CHK	243	FEDERAL EXPRESS CORP	Mailing Svc	48.04
				Mailing Svc	23.04
<b>Total for Check/Tran - 89778:</b>					71.08
89779 3/12/25	CHK	11139	HENDRICKSON FIR GROVE, LLC	Commercial Energy Efficiency Prg	980.00
				Commercial Energy Efficiency Prg	1,000.00
<b>Total for Check/Tran - 89779:</b>					1,980.00
89780 3/12/25	CHK	233	INTERMOUNTAIN WEST INSULATION	REEP	588.62
89781 3/12/25	CHK	4947	KENNEWICK CITY OF	Commercial Energy Efficiency Prg	1,800.00
89782 3/12/25	CHK	11115	KENT BUSINESS BUILDERS, LLC	Commercial Energy Efficiency Prg	3,520.00
				Commercial Energy Efficiency Prg	7,967.00
<b>Total for Check/Tran - 89782:</b>					11,487.00
89783 3/12/25	CHK	11140	LORDUS, LLC	Commercial Energy Efficiency Prg	2,750.00
89784 3/12/25	CHK	8951	PERFECTION TIRE #7	Commercial Energy Efficiency Prg	673.00
89785 3/12/25	CHK	135	PROSSER, CITY OF	Monthly Billing	1.41
				Monthly Billing	13.13
				Monthly Billing	1,101.61
				Occupation Tax	49,437.72
<b>Total for Check/Tran - 89785:</b>					50,553.87
89786 3/12/25	CHK	11104	PUBLIC SCHOOL EMPLOYEES OF WA	Commercial Energy Efficiency Prg	2,240.00
89787 3/12/25	CHK	141	RICHLAND, CITY OF	Occupation Tax	259.31

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**Bank Account: 2 - BPUD Accounts Payable Warrants**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
89788 3/12/25	CHK	992	VERIZON NORTHWEST	Monthly Billing	226.95
				Monthly Billing	346.91
				Monthly Billing	360.09
				Monthly Billing	319.68
				Monthly Billing	116.94
<b>Total for Check/Tran - 89788:</b>					<b>1,370.57</b>
89789 3/12/25	CHK	85	W.W. GRAINGER, INC.	Champion Ducted Evaporative Cooler	29,738.69
89790 3/12/25	CHK	99999	RODOLFO BLANCO	Credit Balance Refund	59.21
89791 3/12/25	CHK	99999	RACHEL S BOSTIC	Credit Balance Refund	350.00
89792 3/12/25	CHK	99999	TIARRA C DIAZ	Credit Balance Refund	200.00
89793 3/12/25	CHK	99999	VICKIE DREW	Credit Balance Refund	200.00
89794 3/12/25	CHK	99999	DWP GENERAL CONTRACTING, INC	Credit Balance Refund	548.23
89795 3/12/25	CHK	99999	VICTOR P EPPERLY	Credit Balance Refund	200.00
89796 3/12/25	CHK	99999	RICHARD K FOX	Credit Balance Refund	200.00
89797 3/12/25	CHK	99999	BILLY J JORGENSEN	Credit Balance Refund	400.00
89798 3/12/25	CHK	99999	TED A JOTEN	Credit Balance Refund	225.00
89799 3/12/25	CHK	99999	MAURICIA MELLIN	Credit Balance Refund	365.82
89800 3/12/25	CHK	99999	PATRICIA A ROHRER	Credit Balance Refund	275.00
89801 3/12/25	CHK	99999	ERIN L SHARMA	Credit Balance Refund	700.00
89802 3/12/25	CHK	99999	JEREMIAH SUMNER	Credit Balance Refund	28.83
89803 3/12/25	CHK	99999	TRI-CITY SPORTS LLC	Credit Balance Refund	96.35
89804 3/12/25	CHK	99999	EDWARD M VANDER VEER	Credit Balance Refund	200.00

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**Bank Account: 2 - BPUD Accounts Payable Warrants**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
89805 3/12/25	CHK	99999	JACK E YOUNG	Credit Balance Refund	170.48

<b>Total Payments for Bank Account - 2 :</b>	(59)	231,503.82
<b>Total Voids for Bank Account - 2 :</b>	(0)	0.00
<b>Total for Bank Account - 2 :</b>	(59)	231,503.82
<b>Grand Total for Payments :</b>	(137)	2,554,073.22
<b>Grand Total for Voids :</b>	(0)	0.00
<b>Grand Total :</b>	(137)	2,554,073.22

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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
7219	2/26/25	WIRE	207	WASH STATE DEPT REVENUE-PROPER	2024 Privilege Tax	2,825,336.26
7220	2/26/25	WIRE	424	WASH STATE DEPT REVENUE-EXCISE	Utility Tax	437,315.01
					Use Tax	8,646.02
					Retailing & Wholesaling Tax	937.18
					Service Tax	16,815.48
<b>Total for Check/Tran - 7220:</b>						463,713.69
7221	2/27/25	WIRE	2205	UNITED STATES TREASURY	Federal Income Tax	69,359.79
					Medicare - Employee	9,618.59
					Medicare - Employer	9,618.59
					Social Security - Employee	41,127.58
					Social Security - Employer	41,127.58
<b>Total for Check/Tran - 7221:</b>						170,852.13
7222	2/27/25	WIRE	171	WASH STATE DEPT RETIREMENT SYS	ER PERS	60,407.56
					PERS Plan 2	39,207.35
					PERS Plan 3A 5% All Ages	1,390.58
					PERS Plan 3B 6% Age 35-45	285.25
					PERS Plan 3E 10% All Ages	1,405.74
<b>Total for Check/Tran - 7222:</b>						102,696.48
7223	2/28/25	WIRE	2800	LL&P WIND ENERGY, INC.	Purchased Power	26,956.27
7224	2/28/25	WIRE	1567	ICMA RETIREMENT CORP	457(b) Leave EE Contribution	1,204.10
					457(b) Roth EE Contribution	15,990.95
					ER Def Comp 401	20,460.17
					ER Def Comp 457	2,991.56
					Plan A 457(b) Employee Contribution	5,499.71
					Plan B 457(b) Employee Contribution	26,872.37
					Plan C 401(a) Option 1 EE Contribution	3,525.76
					Plan C 401(a) Option 2 EE Contribution	1,903.89
					Plan C 401(a) Option 3 EE Contribution	572.39
					Plan C 401(a) Option 4, Step 2 EE Contri	1,514.74



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**Bank Account: 1 - Benton PUD ACH/Wire**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				Plan C 401(a) Option 4, Step 3 EE Contri	1,497.85
				Plan C 401(a) Option 4, Step 4 EE Contri	1,673.08
				Plan C 401(a) Option 5, Step 4 EE Contri	1,455.05
				Plan C 457(b) Employee Contribution	5,675.15
				457 EE Loan Repayment #1	3,617.20
				457 EE Loan Repayment #2	69.67
				457 EE Loan Repayment #3	57.03
				<b>Total for Check/Tran - 7224:</b>	94,580.67
7227 3/5/25	WIRE	246	BONNEVILLE POWER ADMIN	Purchased Power	5,265,748.00
7230 3/12/25	WIRE	169	ENERGY NORTHWEST	Fiber Lease	443.49
				810 Rack Space Rental	15,643.66
				<b>Total for Check/Tran - 7230:</b>	16,087.15
7231 3/4/25	WIRE	10084	CITI MERCHANT SERVICES	Merchant Fees	38,109.16
7232 3/6/25	WIRE	925	KLICKITAT COUNTY PUD	Tranmission White Creek	4,028.95
				<b>Total for Bank Account - 1 :</b>	(10) 9,008,108.76
				<b>Grand Total :</b>	(10) 9,008,108.76



**BENTON PUD - RESIDENTIAL CONSERVATION REBATE DETAIL**

<u>Date</u>	<u>Customer</u>	<u>Rebate Amount</u>	<u>Rebate Description</u>
02/27/2025	CINDY M HINES	\$ 30.00	Rebate - Clothes Washer
02/27/2025	JANET MECHAM	\$ 30.00	Rebate - Clothes Washer
02/27/2025	CINDY M HINES	\$ 50.00	Rebate - Clothes Dyer
02/27/2025	VALERIE L BEAVER	\$ 100.00	Rebate - Smart Thermostat
03/11/2025	WILLIAM LOSEY	\$ 100.00	Rebate - Smart Thermostat

\$ 310.00

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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
1165	01/28/2025	917	Credit Card	51 - Power Management	2250	WELLER, ROXANNE K	2250	CONSUMERS POWER I	Consumer Power, Inc. Reg M	250.00
	01/28/2025	917					2250	CONSUMERS POWER I	Consumer Power, Inc. Reg A	250.00
	01/28/2025	917					2250	CONSUMERS POWER I	Consumer Power, Inc. Reg Ki	250.00
	01/28/2025	917					2250	CONSUMERS POWER I	Consumer Power, Inc. Reg D	250.00
	01/28/2025	917					2250	CONSUMERS POWER I	Consumer Power, Inc. Reg Ja	250.00
	02/07/2025	917					2250	ODP BUS SOL LLC # 10	Office Depot - Business Card	46.41
	01/16/2025	917					2250	AMAZON.COM*ZG7EQ	Avery Mailing Labels - Amaz	34.64
	01/21/2025	917					2250	AMAZON MKTPL*ZC5	Amazon Pens 1/2 Order	10.85
	02/04/2025	917					2250	YOKE'S FRESH MARK	Yokes Cake - Scherer Annive	22.00
	01/16/2025	917					2250	AMAZON.COM*Z58QU	Amazon Pens 1/2 Order	5.24
	01/16/2025	917					2250	ASSOCIATION OF WAS	AWC-Healthy Work Site Su	300.00
	02/04/2025	917					2250	FRED-MEYER #0163	Plates, Napkins & Forks for S	11.38
	02/03/2025	917					2250	FS *DEGREEDAYS	Degree Days Subscription	31.53
	02/11/2025	917					2250	HRC*WECC*	WREGIS/WECC Transferred	8.40
<b>Total for Tran-1165:</b>										1,720.45
1166	01/15/2025	909	Credit Card	32 - Operations - Line Depart	2642	KNIGHT, GAYLE R	2642	INT CONCRETE & ASP	gravel	120.29
	02/05/2025	909					2642	INT CONCRETE & ASP	Sand for the yard	807.67
<b>Total for Tran-1166:</b>										927.96
1167	01/30/2025	910	Credit Card	31 - Operations	11093	BECKER, NICOLE M	11093	NWPPA	Operations - NWPPA Confer	800.00
	01/30/2025	910					11093	NWPPA	Operations - NWPPA Confere	800.00
	01/30/2025	910					11093	NWPPA	Operations - NWPPA Confere	800.00
	01/28/2025	910					11093	BETTENDORFS PRINTI	Operations - Xfmer Install/Re	926.12
	01/29/2025	910					11093	TOTAL CARE CLINICS	Operations - CDL Appt. S Br	150.00
	02/03/2025	910					11093	ODP BUS SOL LLC # 10	Operations - Office Supplies	59.03
	02/05/2025	910					11093	ODP BUS SOL LLC # 10	Operations-Office Supplies	9.26
	01/24/2025	910					11093	SENSUS USA CVENT	Operations Metrology Semina	300.00
	02/04/2025	910					11093	ODP BUS SOL LLC # 10	Operations - Office Supplies	63.91
	01/15/2025	910					11093	SQ *SPUDNUTS	Operations - Food for Annive	48.00
	01/21/2025	910					11093	OFFICE DEPOT #962	Operations - Planner	20.86
	01/29/2025	910					11093	DOL - PROFESSIONAL	Operations - Hunter Pro Licen	128.00
<b>Total for Tran-1167:</b>										4,105.18

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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
1168	02/05/2025	906	Credit Card	17 - Contracts & Purchasing	3213	LANPHEAR, JUSTIN L	3213	NWPPA	Eng & Ops Conf Registration	300.00
	02/04/2025	906					3213	NWPPA	Engineering & Ops Conf Regi	800.00
	02/07/2025	906					3213	NWPPA	CREDIT Engineering & Ops	-800.00
	02/04/2025	906					3213	LEGACY* LEGAL TRIC	Call for Bid #25-21-01	121.36
<b>Total for Tran-1168:</b>										421.36
1169	02/18/2025	915	Credit Card	37 - Operations - (Support Sv	2026	KINTZLEY, ROY D	2026	O'REILLY 3630	credit, part return	-209.70
							2026	JIMS PACIFIC GARAGE	credit, nitrogen sensor	-329.98
							2026	O'REILLY 3630	credit, core return	-54.35
							2026	O'REILLY 3630	credit, parts return	-62.84
							2026	SPECK BUICK GMC OF	credit, parts return	-147.61
							2026	THE HOME DEPOT #47	credit, tool return	-28.20
							2026	THE HOME DEPOT #47	credit, tool return	-15.73
							2026	PASCO A-PTS 0027915	credit, core return	-19.57
							2026	PASCO A-PTS 0027915	credit, core return	-39.13
							2026	O'REILLY 3630	credit, part return	-197.89
<b>Total for Tran - 1169:</b>										-1,105.00

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# ACCOUNTS PAYABLE CC/E-PAYMENT CHARGES

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Tran	Date	Recon ID	Type	Credit Card/E-Payment	Vendor	Vendor Name	Merchant	Merchant Name	Reference	Amount
1170	02/01/2025	915	Credit Card	37 - Operations - (Support Sv	2026	KINTZLEY, ROY D	2026	SIX ROBBLEES SPOKA	paintstick & tire lube	37.74
	02/01/2025	915					2026	PASCO A-PTS 0027915	filters & fuses	126.97
	02/01/2025	915					2026	PASCO A-PTS 0027915	#171, hood support	88.57
	02/01/2025	915					2026	RWC GROUP	#73, fender extension	641.83
	02/01/2025	915					2026	VICS AUTO PARTS & S	#175, fuel filter	61.46
	02/05/2025	915					2026	SIX ROBBLEES SPOKA	wheel weights	46.53
	02/01/2025	915					2026	THE HOME DEPOT #47	shop tool, hole saw	28.20
	02/01/2025	915					2026	MFCP - PASCO	#173 shipping for hyd hose re	140.01
	02/05/2025	915					2026	JIMS PACIFIC GARAGE	mistake charge - hose and val	147.51
	02/04/2025	915					2026	PASCO A-PTS 0027915	#64, gasket & sealant	40.95
	02/01/2025	915					2026	PASCO A-PTS 0027915	fuel additive	17.00
	02/01/2025	915					2026	O'REILLY 3630	#148, tailgate handle & bezel	32.49
	02/01/2025	915					2026	PASCO A-PTS 0027915	#119, door hinge	18.24
	02/01/2025	915					2026	PASCO A-PTS 0027915	#119, brake pads & rotors	157.60
	02/05/2025	915					2026	CORWIN FORD TRI-CI	#198, wire assembly	45.90
	02/04/2025	915					2026	O'REILLY 3630	#171, brake booster	285.02
	02/01/2025	915					2026	ALTEC INDUSTRIES, I	#217, brake pad	404.22
	02/01/2025	915					2026	VICS AUTO PARTS & S	#165, batteries	319.88
	02/01/2025	915					2026	CORWIN FORD TRI-CI	#198, rings & bolts	33.85
	02/05/2025	915					2026	THE HOME DEPOT #47	#188, switch	11.71
	02/11/2025	915					2026	O'REILLY 3630	#171, brake booster	285.02
	02/01/2025	915					2026	ALTEC INDUSTRIES, I	#170, outputshaft, gaskets &	3,401.92
	02/01/2025	915					2026	PASCO A-PTS 0027915	#171, lug nuts	114.14
	02/13/2025	915					2026	O'REILLY 3630	#192, wheel hub	146.93
	02/12/2025	915					2026	PASCO A-PTS 0027915	filters & wiperblades	54.13
	02/14/2025	915					2026	SIX ROBBLEES SPOKA	tire lube	14.07
	02/01/2025	915					2026	CORWIN FORD TRI-CI	#184, seal	45.49
	02/01/2025	915					2026	VICS AUTO PARTS & S	windshield washer fluid & bra	217.97
	02/01/2025	915					2026	O'REILLY 3630	#100, window handle	16.53
	02/03/2025	915					2026	CORWIN FORD TRI-CI	#198, gaskets	64.06
	02/10/2025	915					2026	O'REILLY 3630	#171, trans fluid	84.72
	02/01/2025	915					2026	VICS AUTO PARTS & S	Diesel exhaust fluid	1,726.60
	02/01/2025	915					2026	CORWIN FORD TRI-CI	#184, a/c compressor & accu	744.48
	02/01/2025	915					2026	O'REILLY 3630	#194, oil dye	10.99
	02/01/2025	915					2026	PASCO A-PTS 0027915	filters & light bulbs	53.00

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Tran	Date	Recon ID	Type	Credit Card/E-Payment	Vendor	Vendor Name	Merchant	Merchant Name	Reference	Amount
	02/01/2025	915					2026	PASCO TIRE FACTORY	#171, steel wheels	653.40
	02/01/2025	915					2026	CORWIN FORD TRI-CI	#198, fuel system kit	269.86
	02/01/2025	915					2026	THE HOME DEPOT #47	Tool, hole saw	31.46
	02/01/2025	915					2026	VICS AUTO PARTS & S	#119, output shaft seal	43.28
	02/01/2025	915					2026	VICS AUTO PARTS & S	TR1143, ABS light	37.70
	02/01/2025	915					2026	PASCO A-PTS 0027915	#119, door hinge pin	18.24
	02/01/2025	915					2026	MFCP - PASCO	#173, hyd hose reel	777.55
	02/06/2025	915					2026	O'REILLY 3630	#171, pedal sensor	209.70
	02/01/2025	915					2026	CORWIN FORD TRI-CI	#198, valve & seals	567.03
	02/01/2025	915					2026	CORWIN FORD TRI-CI	#198, separator assy & gasket	4,957.70
	02/03/2025	915					2026	JIMS PACIFIC GARAGE	#207, nitrogen sensor	1,119.71
	02/01/2025	915					2026	VICS AUTO PARTS & S	#143, battery	168.76
	02/05/2025	915					2026	AUTOBAHN AUTO CA	car washes	23.91
	02/10/2025	915					2026	O'REILLY 3630	#171, pedal sensor	192.68
	02/01/2025	915					2026	LITHIA CJD OF TRI-CI	#171, wheel studs	408.60
	02/12/2025	915					2026	ALTEC INDUSTRIES, I	#217, cab hinges	899.91
	02/05/2025	915					2026	PASCO A-PTS 0027915	filters, wiperblades & fuses	200.56
	02/01/2025	915					2026	VICS AUTO PARTS & S	#64, door handle	15.72
	02/10/2025	915					2026	PASCO A-PTS 0027915	#64, waterpump plate	4.22
	02/01/2025	915					2026	O'REILLY 3630	#210, DEF tank heater	197.89
	02/01/2025	915					2026	JIMS PACIFIC GARAGE	#178, gasket	4.02
	02/11/2025	915					2026	NELSON TRUCK EQUI	#13, plow shoes	216.16
	02/11/2025	915					2026	MELS INTER CITY CO	#73, paint fender	411.01
	02/01/2025	915					2026	O'REILLY 3630	#119, u-joint	20.61
	02/01/2025	915					2026	CORWIN FORD TRI-CI	#198, gaskets & ring	87.67
	02/01/2025	915					2026	CORWIN FORD TRI-CI	#184, air intake duct	262.51
	02/01/2025	915					2026	PASCO A-PTS 0027915	filters, battery & safety gloves	309.49
	02/01/2025	915					2026	O'REILLY 3630	#171, egr tube	78.37
	02/05/2025	915					2026	PASCO A-PTS 0027915	#64, timing cover & radiator	210.33
	02/01/2025	915					2026	O'REILLY 3630	#119, transfer case seal	35.85
	02/01/2025	915					2026	PASCO A-PTS 0027915	#56, battery	330.53
	02/06/2025	915					2026	O'REILLY 3630	#171, trans filter	29.88
	02/03/2025	915					2026	CORWIN FORD TRI-CI	#198, solenoid wiring	15.75
	02/01/2025	915					2026	SPECK BUICK GMC OF	#210, DEF tank & harness	1,211.19
	02/01/2025	915					2026	VICS AUTO PARTS & S	#175, battery cable connector	45.56

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Tran	Date	Recon ID	Type	Credit Card/E-Payment	Vendor	Vendor Name	Merchant	Merchant Name	Reference	Amount
	02/01/2025	915					2026	VICS AUTO PARTS & S	#175, gas shocks	121.33
	02/01/2025	915					2026	O'REILLY 3630	#119, blower motor pigtail	13.41
	02/01/2025	915					2026	THE HOME DEPOT #47	TR1155, tool box	76.05
	02/01/2025	915					2026	O'REILLY 3630	#158, engine mount	42.56
	02/06/2025	915					2026	JIMS PACIFIC GARAGE	#178, pressure sensor	227.59
	02/01/2025	915					2026	VICS AUTO PARTS & S	#161, A/C compressor & accu	589.78
<b>Total for Tran-1170:</b>										24,803.26
1171	01/16/2025	901	Credit Card	ST08 - Storm Card #8	11093	BECKER, NICOLE M	11093	THE WESTIN MONTER	Tyson Brown Hotel Arrange	576.99
<b>Total for Tran-1171:</b>										576.99
1172	01/16/2025	902	Credit Card	ST09 - Storm Card #9	11093	BECKER, NICOLE M	11093	THE WESTIN MONTER	Szendre Hotel Arrangments -	576.99
<b>Total for Tran-1172:</b>										576.99
1173	02/13/2025	913	Credit Card	38 - Operations - Support Svc	10656	FLEENOR, RYAN A	10656	THE HOME DEPOT #47	Extension cords	32.54
	02/07/2025	913					10656	THE HOME DEPOT #47	Batteries	28.12
	02/06/2025	913					10656	(PC) 3627 CED	LED Light bulbs	59.81
	01/29/2025	913					10656	THE HOME DEPOT #47	Batteries	23.77
	01/16/2025	913					10656	OFFICE DEPOT #962	Cash Drawer	160.95
	01/27/2025	913					10656	GRIGGS ACE KENNEW	Fasteners	7.39
	02/11/2025	913					10656	(PC) 3627 CED	LED Drivers	158.70
	02/12/2025	913					10656	(PC) 3627 CED	LED Driver	81.11
	02/04/2025	913					10656	GRAINGER	Fan motor and belts	398.62
	01/15/2025	913					10656	THE HOME DEPOT #47	Light Switches	16.45
	01/23/2025	913					10656	(PC) 3627 CED	Flourescent Bulbs	220.12
	02/10/2025	913					10656	GRAINGER	Filters	318.34
	02/13/2025	913					10656	(PC) 3627 CED	Light bulbs	139.55
<b>Total for Tran-1173:</b>										1,645.47

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Tran	Date	Recon ID	Type	Credit Card/E-Payment	Vendor	Vendor Name	Merchant	Merchant Name	Reference	Amount
1174	01/15/2025	916	Credit Card	39 - Operations - Warehouse	10940	PURDOM, GABRIELLE J	10940	URM CASH N CARRY #	MEETING ROOM SUPPLIE	39.51
	01/15/2025	916					10940	URM CASH N CARRY #	CASES OF WATER	8.67
	01/15/2025	916					10940	SOLID WASTE SYSTE	MISC TOOLS - SEWER AC	472.85
	01/24/2025	916					10940	ZORO TOOLS INC	KNIVES	283.45
	01/28/2025	916					10940	RS HUGHES CO.	ADHESIVE SEALANT	945.69
	02/01/2025	916					10940	FERRELL*GAS LP	PROPANE	24.41
	01/20/2025	916					10940	ZORO TOOLS INC	MISC TOOLS/BOLT CUTT	773.90
	01/29/2025	916					10940	ARNETT INDUSTRIES	MISC TOOLS - HOT GRIPS	1,422.57
	01/31/2025	916					10940	ARNETT INDUSTRIES	MISC TOOLS - K3 PHASE	725.68
	01/28/2025	916					10940	GRAINGER	PRE-MOISTENED CLEANI	91.31
	01/20/2025	916					10940	ZORO TOOLS INC	MISC TOOLS / CLAW HA	62.72
	01/24/2025	916					10940	ARNETT INDUSTRIES	TOOL TESTING/REPAIR	797.05
	01/29/2025	916					10940	PLATT ELECTRIC 800	MISC TOOLS- K60 VOLTA	305.02
	01/29/2025	916					10940	HARBOR FREIGHT TO	MISC TOOLS - 1/2" DR SA	48.90
	01/30/2025	916					10940	ARNETT INDUSTRIES	MISC TOOLS - LD FLEX E	991.02
	01/24/2025	916					10940	AMAZON.COM*ZC12U	GROUND DOUBLE LAYE	115.40
	02/03/2025	916					10940	J HARLEN CO INC	KNIVES / MISC TOOLS	414.53
	01/29/2025	916					10940	LOWES #00249*	100 FT HEAVY DUTY CON	217.36
	01/15/2025	916					10940	WAL-MART #2101	MEETING ROOM SUPPLIE	21.33
	01/28/2025	916					10940	ARNETT INDUSTRIES	MISC TOOLS - SHOTGUN	708.53
	02/07/2025	916					10940	AMAZON MKTPL*Z76	LED HEADLAMPS 8 PK	41.28
	02/14/2025	916					10940	GRAINGER 800-472464	HAND WARMERS	237.33
	01/22/2025	916					10940	GRAINGER	MISC TOOLS - HOLE CUT	568.61
	02/05/2025	916					10940	FREIGHTQUOTE.COM	FREIGHT FOR RETURN O	158.42
	01/29/2025	916					10940	AMAZON.COM*Z77O8	GROUND DOUBLE LAYE	577.05
	02/10/2025	916					10940	GRAINGER	GLOVE LINERS	202.71
	02/10/2025	916					10940	NORMED	FIRST AID SUPPLIES	247.07
	02/12/2025	916					10940	ZORO TOOLS INC 855-	MISC TOOLS - 3 GRIP WIT	838.04
	02/03/2025	916					10940	ZORO TOOLS INC	ROPE PULLER / MISC TOO	629.34
	01/24/2025	916					10940	ARNETT INDUSTRIES	MISC TOOL REPAIR	46.20
	02/03/2025	916					10940	ARNETT INDUSTRIES	MISC TOOLS - FLEX EYE	220.37
	02/11/2025	916					10940	ENERGY NORTHWEST	ENERGY NORTHWEST D	1,071.00
	02/06/2025	916					10940	BASELINE EQUIPMEN	100 FT OPEN REEL MEAS	183.76
	02/06/2025	916					10940	GRAINGER	MISC TOOLS - retractable ti	254.95
	02/01/2025	916					10940	FERRELL*GAS LP	PROPANE	114.43



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Tran	Date	Recon ID	Type	Credit Card/E-Payment	Vendor	Vendor Name	Merchant	Merchant Name	Reference	Amount
	01/22/2025	916					10940	GRAINGER	BATTERY PACK	1,639.65
	01/27/2025	916					10940	NORMED	FIRST AID SUPPLIES	462.62
	01/15/2025	916					10940	ARG-CENTRAL HOSE	MISC TOOLS - BUSHINGS	8.89
	01/14/2025	916					10940	ARG-CENTRAL HOSE	MISC TOOLS 1/2 M WATE	334.36
	01/29/2025	916					10940	THE HOME DEPOT #47	MISC TOOLS - TORCH, SO	512.68
	02/03/2025	916					10940	GRAINGER	LINE MARKING PAINT RE	787.99
	01/29/2025	916					10940	HARBOR FREIGHT TO	MISC TOOLS - 1/2" DR SA	97.81
	01/22/2025	916					10940	ZORO TOOLS INC	BOLT CUTTER	358.69
	01/23/2025	916					10940	ZORO TOOLS INC	MISC TOOLS-SCREWDRIV	1,498.88
	01/24/2025	916					10940	ARNETT INDUSTRIES	MISC TOOLS	649.81
	01/30/2025	916					10940	AMAZON.COM*ZC0BQ	RETRACTABLE AIR HOSE	51.65
	01/29/2025	916					10940	ZORO TOOLS INC	MISC TOOLS / HOSE REEL	61.08
<b>Total for Tran-1174:</b>										20,324.57
1175	02/04/2025	904	Credit Card	11 - Finance & Business Serv	1091	BLACKWELL, LURII	1091	ODP BUS SOL LLC # 10	Office Supples - Labels	31.34
	02/05/2025	904					1091	ODP BUS SOL LLC # 10	Label Printer - Ciarlo	263.16
	01/14/2025	904					1091	CITY OF KENNEWICK	Police Report	6.62
	02/04/2025	904					1091	WPTA	Grandridge WPTA Conferenc	400.00
	01/24/2025	904					1091	ESMARTPAYROLL PA	Form 1099 Misc & 1099 NEC	81.50
	02/12/2025	904					1091	ODP BUS SOL LLC 101	Office Supplies	63.71
	01/17/2025	904					1091	AMAZON MKTPL*Z59	Office Supplies	63.00
	02/05/2025	904					1091	AMAZON.COM*Z73VV	Toner	109.36
	02/03/2025	904					1091	AMAZON MKTPL*FF40	Office Supplies	8.67
	02/07/2025	904					1091	AMAZON MKTPL*HS5	Planner- Ochweri	53.26
	01/23/2025	904					1091	WPTA	Grandgeorge WPTA Member	50.00
<b>Total for Tran-1175:</b>										1,130.62
1176	02/05/2025	907	Credit Card	21 - Engineering	3880	WEBB, BRENDA R	3880	CITY OF KENNEWICK	COK permit for CR#1435	75.00
	02/01/2025	907					3880	DISTRIBUTECH	Edwards-DISTRIBUTECH 2	1,185.34
	01/23/2025	907					3880	SENSUS USA CVENT	Mitchell-Metrology Config S	300.00
	02/13/2025	907					3880	ACCURIS	National Electric Safety Code	1,346.02
	01/17/2025	907					3880	ODP BUS SOL LLC # 10	plates, spoons, forks	73.13
	02/06/2025	907					3880	THE CITY OF PROSSER	COP Permit SR22	50.00
	02/05/2025	907					3880	CITY OF KENNEWICK	COK permit CR#1433	75.00
<b>Total for Tran-1176:</b>										3,104.49

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1177	01/22/2025	903	Credit Card	01 - Executive	10998	MCKENZIE, CAMI J	10998	FRED-MEYER #0163	Large Irrigators Mtg Snacks	14.56
	02/13/2025	903					10998	FRED-MEYER #0163	Large Irrigators Meeting Snac	21.72
	02/06/2025	903					10998	LINKEDIN JOB 1017931	Linked In Recruiting	513.00
	02/14/2025	903					10998	AMAZON MKTPL *H47	360 Cleaning Supplies for Bre	56.20
	02/11/2025	903					10998	TED BROWN MUSIC C	Recording Equipment - Mic	287.98
	02/10/2025	903					10998	CBSHRM	Melling- CBSHRM Member	30.00
	01/31/2025	903					10998	LINKEDIN JOB 1016820	Linked In Recruiting	634.00
	01/27/2025	903					10998	WORLDATEWORK	Dunlap World at Work memb	275.00
	02/16/2025	903					10998	LINKEDIN JOB 1019718	Linked In Recruiting	511.97
	01/23/2025	903					10998	HALO BRANDED SOL	Magnets for Residential Dem	286.00
	02/05/2025	903					10998	IIMC	Drake CMC Certification	125.00
	02/13/2025	903					10998	FRED-MEYER #0163	Rate Information Mtg Snacks	35.98
	02/03/2025	903					10998	NWPPA	NWPPA Advertising - Recrui	135.00
	01/17/2025	903					10998	SOCIETYFORHUMANR	George SHRM Membership	264.00
	01/15/2025	903					10998	SQ *POPULAR DONUT	Preddie Retirement Party Don	36.00
	01/22/2025	903					10998	DOLLAR TREE	Prosser Chamber Awards Sup	5.44
	01/22/2025	903					10998	THE TROPHY SHOPPE	Tumbler Engraving Safety Co	54.00
	02/03/2025	903					10998	LINKEDIN JOB 1017241	Linked In Recruiting	513.00
	02/01/2025	903					10998	GOOGLE *CLOUD 6Q2	Google Cloud	10.61
	02/05/2025	903					10998	D J*WSJ	Wall Street Journal Subscripti	42.38
	02/10/2025	903					10998	PAYPAL *IIMC IIMC	Drake - IIMC Training	75.00
	02/02/2025	903					10998	LINKEDIN RECRUITER	Linked In Recruiting	184.78
	01/22/2025	903					10998	LINKEDIN JOB 1015213	Linked In Recruiting	547.00
	01/31/2025	903					10998	FACEBK *CA82QFQA3	January Facebook Ads Charg	9.81
	02/11/2025	903					10998	SQ *KENNEWICK PAS	Kennewick Man&Woman of t	600.00
	01/22/2025	903					10998	FRED-MEYER #0163	Rate Information Mtg Snacks	21.72
	01/23/2025	903					10998	WSU MARKETPLACE	Refund Career Fair Advertisin	-480.00
	02/01/2025	903					10998	LINKEDIN P274487286	Facebook Boost Post Engage	30.00
	01/20/2025	903					10998	MILLIMAN COMPENS	Milliman NW Benefits Surve	1,190.27
	01/23/2025	903					10998	AMERICAN PUBLIC PO	Dunn CEO Meeting - Round	1,295.00
	01/23/2025	903					10998	WSU MARKETPLACE	Career Fair Advertising	480.00
	01/20/2025	903					10998	MILLIMAN COMPENS	Milliman Survey	646.77
	02/06/2025	903					10998	PRINT PLUS	Empowered Employee Event	133.43
	01/27/2025	903					10998	LINKEDIN JOB 1016132	Linked In Recruiting	605.00
	01/29/2025	903					10998	SOCIETYFORHUMANR	Melling SHRM Membership	264.00

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02/11/2025		903					10998	LINKEDIN JOB 1018805	Linked In Recruiting	647.00
01/15/2025		903					10998	LINKEDIN JOB 1012108	LinkedIn- Recruiting	568.00
02/13/2025		903					10998	CSF* RTIC C0TU	Empowered Program Mugs	928.24
01/22/2025		903					10998	HOBBY-LOBBY #457	Prosser Chamber Awards Ban	87.18
<b>Total for Tran-1177:</b>										11,685.04

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1178	02/04/2025	908	Credit Card	15 - IT Infrastructure	3259	CRUM, DUANE P	3259	CDW GOVT #AC6LF7K	APC Powerstrip for Prosser	957.95
	01/29/2025	908					3259	DISTRIBUTECH	Distributech Registration (Fol	1,185.34
	02/12/2025	908					3259	OPENAI *CHATGPT SU	Renewal ChatGPT 2025	8,019.59
	02/12/2025	908					3259	FS COM INC	Optics/Cables	841.34
	02/04/2025	908					3259	SP BOUNCEPAD NA	Floorstand Mount & pinhole	406.60
	02/04/2025	908					3259	GREETLY	Greetly monthly fee	179.00
	02/08/2025	908					3259	DMI* DELL K-12/GOVT	27 inch monitors x 10	2,031.61
	01/22/2025	908					3259	AMAZON MKTPL*ZC2	IT Infrastructure	217.30
	02/12/2025	908					3259	2COCOM*CISCO SYST	Cisco Modeling Labs (Homer	284.52
	01/24/2025	908					3259	AMAZON MKTPL*ZG3	Scada network equipment	1,175.45
	01/18/2025	908					3259	AMAZON MKTPL*ZG2	Protective screen	10.86
	02/05/2025	908					3259	APPLE.COM/US	Apple Pencils for Jessie and B	258.71
	01/21/2025	908					3259	PHASE 3 MEDIA LLC	Sag10 Maintenance 2025	1,200.00
	02/10/2025	908					3259	SMARTSHEET INC.	SmartSheet Support Software	18.82
	01/23/2025	908					3259	SPECTRUM	Backup Internet	139.98
	02/12/2025	908					3259	BNSF RAIL PERMITTIN	RR Permit for TGB Badger R	2,067.00
	01/16/2025	908					3259	FSP*INTL ASSOC OF E	IAEM-USA Membership Due	99.00
	01/15/2025	908					3259	AMAZON MKTPL*ZG5	Network Equipment	22.95
	01/19/2025	908					3259	AMAZON RETA* ZG6N	iPad Cases	200.30
	01/16/2025	908					3259	FS COM INC	Network Equipment	571.56
	01/29/2025	908					3259	SMARTSHEET INC.	Smartsheet Support software	8.54
	01/27/2025	908					3259	FS COM INC	SFPs	210.87
	01/25/2025	908					3259	SMARTSHEET INC.	Smartsheet Support Software	29.35
	01/17/2025	908					3259	APPLE.COM/US	Keyboard for Ipad	258.71
	02/05/2025	908					3259	APPLE.COM/US	ipad Keyboard for Michelle N	303.27
	01/24/2025	908					3259	AMAZON MKTPL*ZG1	Scada network Equipment	84.75
	02/16/2025	908					3259	AMAZON RETA* 7N1N	External HD for Holsten	106.24
	01/20/2025	908					3259	IN *FASTTRACK SOFT	Admin By Request 2025	1,712.03
	01/17/2025	908					3259	APPLE.COM/US	iPad keyboard	606.55
	01/21/2025	908					3259	PACIFIC OFFICE AUTO	Toner	261.21
	01/18/2025	908					3259	AMAZON MKTPL*ZG5	Protective screen	10.86
	01/29/2025	908					3259	DISTRIBUTECH	Distributech Registration (Hol	1,185.34
<b>Total for Tran-1178:</b>										24,665.60

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# ACCOUNTS PAYABLE CC/E-PAYMENT CHARGES

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## 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
1179	01/29/2025	912	Credit Card	35 - Operations - Transforme	2503	GASTON, TODD	2503	THE HOME DEPOT #47	concrete and material	178.62
	01/29/2025	912					2503	THE HOME DEPOT #47	concrete and material	166.97
	02/12/2025	912					2503	WCT PRODUCTS INC	wire carts truck 78	1,073.43
	02/12/2025	912					2503	THE HOME DEPOT #47	tools for truck 78 - blades, too	88.49
	02/14/2025	912					2503	AMAZON MARK*RY45	spray can organizer truck 78	75.64
	02/10/2025	912					2503	THE HOME DEPOT #47	hardware for truck 78	29.07
	02/13/2025	912					2503	AMZN MKTP US*LS0K	led lights truck 78	355.14
	02/13/2025	912					2503	MONARCH MACHINE	metal parts for truck 78	63.87
	01/23/2025	912					2503	(PC) 5858 COLUMBIA	relays and cord connectors.	736.29
	01/23/2025	912					2503	LOWES #00249*	stick vacuum truck 202	107.61
	01/28/2025	912					2503	AMZN MKTP US*ZC5J	space heater for shop	752.34
	01/23/2025	912					2503	THE HOME DEPOT #47	torch, storage box, latching bo	116.15
	01/27/2025	912					2503	NORTH COAST ELECT	mis. tools truck 78 nuts, plier,	208.77
	02/13/2025	912					2503	THE HOME DEPOT #47	mounting parts truck 78	62.46
	02/03/2025	912					2503	BATTERIES PLUS #025	batteries for RTU	405.89
	02/12/2025	912					2503	HARBOR FREIGHT TO	tool organizer truck 78	35.84
	02/10/2025	912					2503	LOWES #00249*	plywood & supplies truck 78	487.43
	02/01/2025	912					2503	AMAZON RETA* ZC1J	portable vacuum truck 78	154.71
	01/29/2025	912					2503	FRED-MEYER #0163	water for quikcrete	26.02
<b>Total for Tran-1179:</b>										5,124.74
1180	02/14/2025	905	Credit Card	44 - Customer Service	2563	MAKI, KIMBERLEE R	2563	OFFICE DEPOT #1078 8	Misc office supplies	362.37
	02/14/2025	905					2563	OFFICE DEPOT #1078 8	Misc office supplies	20.10
	02/14/2025	905					2563	OFFICE DEPOT #1078 8	Misc office supplies	101.41
	02/14/2025	905					2563	OFFICE DEPOT #1078 8	Misc office supplies	24.98
<b>Total for Tran-1180:</b>										508.86

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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
1181	01/28/2025	914	Credit Card	36 - Operations - Maintenanc	10608	PATRICK, GEORGE M	10608	VICS AUTO PARTS & S	v-belt overhead door	40.30
	01/22/2025	914					10608	TACOMA SCREW PRO	bolts hvac	13.42
	01/21/2025	914					10608	THE HOME DEPOT #47	scraprer and blades	12.99
	01/22/2025	914					10608	THE HOME DEPOT #47	washers	4.50
	01/22/2025	914					10608	IRRIGATION SPECIALI	gasket hvac	4.36
	01/16/2025	914					10608	ACTION/NORTHSHOR	sealant for gas island	309.34
	01/21/2025	914					10608	VSP*PERFORMANCE S	fire extinguishers	1,658.16
	01/14/2025	914					10608	THE HOME DEPOT #47	shelving	24.97
<b>Total for Tran-1181:</b>										2,068.04

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# ACCOUNTS PAYABLE CC/E-PAYMENT CHARGES

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## 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
1182	01/17/2025	911	Credit Card	34 - Operations - Meter Shop	1466	BRADSHAW, GORDON J	1466	AMZN MKTP US*ZG7Q	bushing	13.58
	01/17/2025	911					1466	AMZN MKTP US*Z59S	din rail	54.75
	01/27/2025	911					1466	THE HOME DEPOT #47	flex	54.07
	02/03/2025	911					1466	TACOMA SCREW PRO	lugs,screws,washers,etc	241.29
	02/03/2025	911					1466	TACOMA SCREW PRO	lugs,screws,washers,etc	241.29
	02/03/2025	911					1466	TACOMA SCREW PRO	lugs,screws,washers,etc	241.29
	02/03/2025	911					1466	TACOMA SCREW PRO	lugs,screws,washers,etc	241.30
	01/27/2025	911					1466	THE HOME DEPOT #47	flex	54.07
	01/27/2025	911					1466	THE HOME DEPOT #47	flex	54.07
	01/27/2025	911					1466	THE HOME DEPOT #47	flex	54.07
	02/03/2025	911					1466	TACOMA SCREW PRO	lugs,screws,washers,etc	241.29
	01/17/2025	911					1466	AMZN MKTP US*ZG7Q	bushing	13.58
	01/17/2025	911					1466	AMZN MKTP US*ZG7Q	bushing	13.58
	01/17/2025	911					1466	AMZN MKTP US*ZG7Q	bushing	13.61
	01/20/2025	911					1466	TACOMA SCREW PRO	elec connectors	138.95
	01/20/2025	911					1466	TACOMA SCREW PRO	elec connectors	138.95
	01/20/2025	911					1466	TACOMA SCREW PRO	elec connectors	138.95
	01/20/2025	911					1466	TACOMA SCREW PRO	elec connectors	138.96
	01/27/2025	911					1466	NORTH COAST ELECT	fittings	36.71
	01/17/2025	911					1466	AMZN MKTP US*Z59S	din rail	54.75
	01/17/2025	911					1466	AMZN MKTP US*Z59S	din rail	54.75
	01/17/2025	911					1466	AMZN MKTP US*Z59S	din rail	54.75
	01/17/2025	911					1466	AMZN MKTP US*Z59S	din rail	54.75
	01/20/2025	911					1466	THE HOME DEPOT #47	flex	48.86
	01/20/2025	911					1466	THE HOME DEPOT #47	flex	48.86
	01/20/2025	911					1466	THE HOME DEPOT #47	flex	48.86
	01/20/2025	911					1466	TACOMA SCREW PRO	elec connectors	138.95
	01/20/2025	911					1466	THE HOME DEPOT #47	flex	48.86
	01/27/2025	911					1466	NORTH COAST ELECT	fittings	218.00
	01/20/2025	911					1466	THE HOME DEPOT #47	misc tools for brandons truck	60.81
	01/21/2025	911					1466	THE HOME DEPOT #47	hole saw for job	45.59
	02/12/2025	911					1466	(PC) 3627 CED	cellular antenna hub	94.84
	01/28/2025	911					1466	TACOMA SCREW PRO	return - spring nuts	-791.34
	01/31/2025	911					1466	AMAZON MKTPL*Z71	Shop tools - screwdrivers, zip	353.30
	01/29/2025	911					1466	LOWES #00249*	concrete	43.22

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# ACCOUNTS PAYABLE CC/E-PAYMENT CHARGES

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## 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
	02/06/2025	911					1466	AMAZON MKTPL*JK1	Shop radio batteries	567.36
	02/06/2025	911					1466	(PC) 3627 CED	Meter base caps	122.29
	01/30/2025	911					1466	(PC) 3627 CED	Shop tools	27.18
	02/05/2025	911					1466	AMZN MKTP US*Z73J	2 Lable makers	435.06
<b>Total for Tran-1182:</b>										3,854.06
1183	01/20/2025	900	Credit Card	TRAV - Travel Card	1017	NEWELL, PAULA A	1017	UNITED 0167148669	Vosahlo - Alden Conf	884.36
	01/24/2025	900					1017	ENTERPRISE RENT-A-	Henderson - TC Day Olympia	114.95
	01/16/2025	900					1017	COURTYARD BY MAR	Massey - WPUDA Hotel	504.86
	01/29/2025	900					1017	OMNI AIP RESORT FR	Dunn Hotel CEO Roundtable	424.48
	01/20/2025	900					1017	UNITED 0167148669	Webb - Alden Conf	802.36
	01/31/2025	900					1017	HILTON WEST PALM B	Sidwell - HCM Excellence C	1,084.62
	01/28/2025	900					1017	DELTA AIR 006714904	Holbrook - Distributech 2025	587.36
	01/29/2025	900					1017	AGENT FEE 027714904	Agent Fee - Mitchell Sensus	37.00
	02/13/2025	900					1017	BEST WESTERN BATT	Niebuhr Hot Stick Training -	620.84
	01/30/2025	900					1017	HYATT PLACE PORTL	Schafer - NWPPA ETF+PCB	518.55
	01/20/2025	900					1017	AGENT FEE 016714866	Agent Fee - Webb Alden Con	37.00
	01/16/2025	900					1017	ANAHEIM MARRIOTT	Credit - 05/24 Statement Not	-857.92
	01/17/2025	900					1017	ENTERPRISE RENT-A-	Sanders - WPUDA Enterprise	199.94
	01/20/2025	900					1017	UNITED 0167148669	Hightower- Alden Conf	802.36
	01/31/2025	900					1017	AGENT FEE 006714904	Agent Fee - Edwards Distribu	37.00
	01/28/2025	900					1017	DELTA AIR 006714904	Folta - Distributech 2025	618.36
	01/28/2025	900					1017	AGENT FEE 006714904	Agent Fee - Holbrook Distrib	37.00
	02/14/2025	900					1017	DOUBLETREE BY HIL	Henderson - WPUDA	341.64
	01/17/2025	900					1017	ENTERPRISE RENT-A-	Hall - WPUDA Enterprise Ca	180.01
	01/31/2025	900					1017	HILTON WEST PALM B	Sidwell - HCM Excellence C	8.00
	01/27/2025	900					1017	ENTERPRISE RENT-A-	Dunn- Roenoke Conf Car Ren	179.99
	01/31/2025	900					1017	DELTA AIR 006714904	Edwards - Distributech 2025	566.37
	01/29/2025	900					1017	ALASKA AIR 02771490	Mitchell - Sensus Elec Meter	1,298.01
	01/20/2025	900					1017	AGENT FEE 016714866	Agent Fee - Hightower Alden	37.00
	01/20/2025	900					1017	AGENT FEE 016714866	Agent Fee - Vosahlo Alden C	37.00
	01/13/2025	900					1017	UNITED 0167147802	VanFosson - Credit CME Fac	-779.81
	01/28/2025	900					1017	AGENT FEE 006714904	Agent Fee - Folta Distributec	37.00
<b>Total for Tran-1183:</b>										8,358.33



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# ACCOUNTS PAYABLE CC/E-PAYMENT CHARGES


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<b>Total Charges for CC/E-Payment Vendor - 3098: (19)</b>	114,497.01
<b>Total Voids for CC/E-Payment Vendor - 3098: (0)</b>	0.00
<b>Total for CC/E-Payment Vendor - 3098: (19)</b>	114,497.01
<b>Grand Total for Charges: (19)</b>	114,497.01
<b>Grand Total for Voids: (0)</b>	0.00
<b>Grand Total:(19)</b>	\$ 114,497.01



# COMMISSION AGENDA ACTION FORM

<b>Meeting Date:</b>	March 25, 2025	
<b>Subject:</b>	Resolution No. 2692, Amending the Merit-Based Salary Administration Plan	
<b>Authored by:</b>	Karen Dunlap	Staff Preparing Item
<b>Presenter:</b>	N/A	Staff Presenting Item (if applicable or N/A)
<b>Approved by:</b>	Jon Meyer	Dept. Director/Manager
<b>Approved for Commission:</b>	Rick Dunn 	General Manager/Asst GM
<b>Type of Agenda Item:</b>	<b>Type of Action Needed:</b> <i>(Multiple boxes can be checked, if necessary)</i>	
<input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Business Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Other Business	<input checked="" type="checkbox"/> Pass Motion <input checked="" type="checkbox"/> Pass Resolution <input type="checkbox"/> Contract/Change Order <input checked="" type="checkbox"/> Sign Letter / Document <input type="checkbox"/> Decision / Direction <input type="checkbox"/> Info Only <input type="checkbox"/> Info Only/Possible Action <input type="checkbox"/> Presentation Included	

**Motion for Commission Consideration:**

Motion to approve Resolution No. 2692, Amending the Merit-Based Salary Administration Plan.

**Background/Summary**

In accordance with Resolution No. 2467, the General Manager will submit to the Commission for approval all modifications to the Salary Administration Plan (SAP).

The General Manager desires to modify certain components of the SAP in accordance with the guidelines set forth in Resolution 2467.

The SAP is periodically modified to ensure the District’s structure meets business objectives and that compensation remains competitive. Recently, a compensation analysis for non-represented position classifications was conducted.

Based on analysis of comparable industry and regional labor market data from which the District competes for qualified talent, and the increases in the salaries of benchmarked classifications since March 2024, the General Manager recommends a 3.5% range escalation to base pay salary ranges.

The attached proposed amendment to the SAP also includes new and revised position titles and grade changes which would take effect March 25, 2025.

**Recommendation**

Recommend the Commission adopt Resolution No. 2692, Amending the Merit-Based Salary Administration Plan. The attached resolution will supersede Resolution No. 2669 and allow the District to continue to competitively attract and retain qualified employees.

**Fiscal Impact**

Proposed changes will not have a material impact on the 2025 labor budget.

## RESOLUTION NO. 2692

March 25, 2025

### A RESOLUTION AMENDING THE MERIT-BASED SALARY ADMINISTRATION PLAN

WHEREAS, The Commission of Public Utility District No. 1 of Benton County authorized the Total Compensation Philosophy Statement by Resolution No. 2467 on July 24, 2018; AND

WHEREAS, Resolution No. 2467 directed the General Manager to seek Commission approval for all modifications to the Salary Administration Plan (SAP) or Total Compensation Philosophy Statement, AND

WHEREAS, The Commission authorized the General Manager in Resolution 2467, on behalf of the District, to administer a performance evaluation and merit pay program for employees of the District, excluding the General Manager, who are not represented under the Collective Bargaining Agreement, according to the limitations within the Salary Administration Plan which specifies authorized position classifications and salary ranges for position classifications; AND

WHEREAS, The District desires to attract and retain qualified employees to fill authorized positions of the District; AND

WHEREAS, The District desires to reward employee performance results and appropriate behavior with competitive wages; AND

WHEREAS, Resolution No. 2660 amended the SAP salary ranges effective March 12, 2024; AND

WHEREAS, Resolution No. 2669 amended the SAP with edits to job titles effective April 9, 2024; AND

WHEREAS, A comprehensive compensation analysis of the District's Salary Administration Plan for non-represented position classifications was recently conducted; AND

WHEREAS, There has been no escalation in salary ranges for the position classifications since March 12, 2024; AND

WHEREAS, From time-to-time, the SAP ranges will be evaluated against market data to ensure the District compensation remains competitive; AND

WHEREAS, Based on the most recent compensation analysis, the General Manager desires to adjust the salary range mid-points by 3.5%; AND

WHEREAS, District staff will continue to monitor market pay and other indicators; AND

WHEREAS, The General Manager desires to modify certain components of the SAP in accordance with the guidelines set forth in Resolution No. 2467.

NOW, THEREFORE BE IT HEREBY RESOLVED That the Commission of Public Utility District No. 1 of Benton County adopts the attached revised Salary Administration Plan effective March 25, 2025 and continuing.

This Resolution supersedes Resolution No. 2669 amending the SAP effective April 9, 2024.

APPROVED AND ADOPTED by the Commission of Public Utility District No. 1 of Benton County, Washington, at an open public meeting as required by law this 25th day of March 2025.

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Jeffrey D. Hall, President

ATTEST:

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Michael Massey, Secretary

## Salary Administration Plan

*Effective April 9, 2024 March 25, 2025 and Continuing*

Grade	Position Titles	Minimum Base Pay 84% of Midpoint	Midpoint	Maximum Base Pay 120% of midpoint
<b>1</b>		<b>\$53,424</b>	<b>\$63,600</b>	<b>\$76,320</b>
	No positions currently in this grade	\$51,617	\$61,449	\$73,739
<b>2</b>		<b>\$58,766</b>	<b>\$69,960</b>	<b>\$83,952</b>
	Administrative Assistant I	\$56,779	\$67,594	\$81,113
	Financial Specialist I			
	Human Resources Coordinator I			
	IT Support Specialist I			
	Payroll Specialist I			
<b>3</b>		<b>\$64,643</b>	<b>\$76,956</b>	<b>\$92,347</b>
	Administrative Assistant II	\$62,457	\$74,353	\$89,224
	Communications Specialist I			
	Energy Efficiency Advisor I			
	Financial Specialist II			
	Human Resources Coordinator II			
	IT Support Specialist II			
	Payroll Specialist II			
	Procurement Specialist I			
<b>4</b>		<b>\$71,108</b>	<b>\$84,652</b>	<b>\$101,582</b>
	Applications Analyst I	\$68,702	\$81,788	\$98,146
	Business Analyst I			
	Business Intelligence Analyst I			
	Customer Service Programs Specialist I			
	Energy Efficiency Advisor II			
	Energy Programs Analyst I			
	Financial Analyst I			
	HR Generalist I			
	IT System Administrator I			
	<del>IT Support Specialist III</del>			
	Payroll Administrator			
	Procurement Specialist II			
	Records Program Administrator I			
<b>5</b>		<b>\$78,218</b>	<b>\$93,117</b>	<b>\$111,740</b>
	Clerk of the Board / Executive Assistant	\$75,572	\$89,967	\$107,960
	Communications Specialist II			
	Customer Service Programs Specialist II			
	Data Engineer I			
	Electrical Engineer I			
	Energy Efficiency Advisor III			
	Energy Programs Analyst II			
	Executive Assistant to Assistant General Manager			
	Executive Assistant to General Manager			
	HR Generalist II			
	Records Program Administrator II			
<b>6</b>		<b>\$86,040</b>	<b>\$102,429</b>	<b>\$122,915</b>
	Applications Analyst II	\$83,130	\$98,964	\$118,757
	Business Analyst II			
	Business Intelligence Analyst II			
	Customer Service Programs Specialist III			
	Financial Analyst II			
	IT System Administrator II			
	Power & Energy Programs Analyst II			
	Procurement Administrator			
	Senior Clerk of the Board / Executive Assistant			
	Supervisor of Customer Service			
	Supervisor of Energy Efficiency			

## Salary Administration Plan

*Effective April 9, 2024 March 25, 2025 and Continuing*

Grade	Position Titles	Minimum Base Pay 84% of Midpoint	Midpoint	Maximum Base Pay 120% of midpoint
<b>7</b>		<span style="color: red;"><b>\$94,644</b></span>	<span style="color: red;"><b>\$112,672</b></span>	<span style="color: red;"><b>\$135,206</b></span>
	Business Analyst III	\$91,442	\$108,860	\$130,632
	Cyber Security Engineer II			
	Data Engineer II			
	Distribution Designer			
	Electrical Engineer II			
	Financial Analyst III			
	HR Generalist III			
	<span style="color: red;">IT</span> Network Engineer II			
	IT System Administrator III			
	OT Network Engineer II			
	Power & Energy Programs Analyst III			
	Senior Communications Specialist			
	Supervisor of Executive Administration /Clerk of the Board			
<b>8</b>		<span style="color: red;"><b>\$104,109</b></span>	<span style="color: red;"><b>\$123,939</b></span>	<span style="color: red;"><b>\$148,727</b></span>
	Applications Analyst III	\$100,587	\$119,746	\$143,695
	Business Intelligence Analyst III			
	Manager of Prosser Branch			
	Physical Security Coordinator II			
	Senior Distribution Designer			
	Supervisor of Customer Engineering			
	Utility Tree Coordinator			
<b>9</b>		<span style="color: red;"><b>\$114,520</b></span>	<span style="color: red;"><b>\$136,333</b></span>	<span style="color: red;"><b>\$163,600</b></span>
	Cyber Security Engineer III	\$110,646	\$131,721	\$158,065
	Data Engineer III			
	Electrical Engineer III			
	Manager of Government and Community Relations			
	Manager of Communications and Customer Engagement			
	Manager of Customer Service			
	Manager of Procurement			
	<span style="color: red;">IT</span> Network Engineer III			
	IT Systems Engineer			
	OT Network Engineer III			
	Physical Security Coordinator III			
	Superintendent of Support Services			
	Supervisor of Accounting			
	Supervisor of Distribution Design			
	Supervisor of Risk Management & Treasury Operations			
	Utility Safety Manager			
<b>10</b>		<span style="color: red;"><b>\$122,536</b></span>	<span style="color: red;"><b>\$145,876</b></span>	<span style="color: red;"><b>\$175,051</b></span>
	<span style="color: red;">Assistant Superintendent of Transmission &amp; Distribution</span>	\$118,390	\$140,941	\$169,129
	Manager of Accounting			
	Manager of Conservation & Renewable Energy Programs			
	Manager of Human Resources			
	Manager of Risk Management & Treasury Operations			
	Senior Engineer			
	Supervisor of Business Applications			
	Supervisor of Data & Analytics			
	Supervisor of IT Infrastructure			
	Supervisor of System Engineering			

## Salary Administration Plan

*Effective April 9, 2024 **March 25, 2025** and Continuing*

Grade	Position Titles	Minimum Base Pay 84% of Midpoint	Midpoint	Maximum Base Pay 120% of midpoint
<b>11</b>		<b>\$131,113</b>	<b>\$156,087</b>	<b>\$187,304</b>
	Assistant Superintendent of Transmission & Distribution	\$126,678	\$150,807	\$180,968
	Manager of System Engineering			
	Manager of Business Applications			
	Manager of Data & Analytics			
	Manager of IT Infrastructure			
	Superintendent of Operations			
	Superintendent of Transmission & Distribution			
<b>12</b>		<b>\$140,291</b>	<b>\$167,013</b>	<b>\$200,416</b>
	Director of Customer Programs & Service (3)	\$135,545	\$161,363	\$193,636
	Director of Executive Administration			
	Manager of System Engineering			
	Senior Manager of Applied Technology			
	Superintendent of Transmission & Distribution			
<b>13</b>		<b>\$161,335</b>	<b>\$192,065</b>	<b>\$230,478</b>
	Director of Engineering (1)	\$155,876	\$185,567	\$222,680
	Director of Customer Service & Treasury Operations			
	Director of Finance & Business Services (3)			
	Director of IT & Broadband Services			
	Director of Operations (1)			
	Director of Power Management			
<b>14</b>		<b>\$185,535</b>	<b>\$220,875</b>	<b>\$265,050</b>
	Assistant General Manager (2)	\$179,258	\$213,402	\$256,082
	Senior Director of Engineering & Operations (1) (2)			
	Senior Director of Finance and Customer Services (3)			

**Administration of Salary Plan:**

1. Employees in Grades 1 - 12 may receive base pay increases to the maximum of 120% of the midpoint of the salary grade.
  2. Employees in Grade 13 are limited as follows: Employee's base salary (excluding duty supervisor compensation) cannot exceed 90% of the General Manager's base salary.
  3. Employees in Grade 14 are limited as follows: Employee's base salary (excluding duty supervisor compensation) cannot exceed 95% of the General Manager's base salary.
  4. Temporary title and corresponding pay may be granted to the Administrative Assistant of the director assigned to an AGM support role when position qualifications are met; if/when AGM role is removed or transferred, this title and additional pay may be removed from person temporarily assigned to the support role.
  5. Employees who exceed the salary range as identified in 1, 2, and 3 above are not eligible to receive base pay increases. In certain situations, such as a reclassification of a job title to a different grade, the General Manager may authorize base pay above the maximum salary range. Employees who exceed the salary range will have his/her salary red circled and will not be eligible for a base salary increase until the salary structure is adjusted and his/her salary is again within the range of the salary grade.
- (1) Currently the Senior Director of Engineering & Operations also fills the Director of Engineering and Director of Operations positions.
- (2) Currently the Senior Director of Engineering and Operations also fills the Assistant General Manager position.
- (3) Currently the Senior Director of Finance and Customer Services also fills the Director of Finance & Business Services and Director of Customer Programs & Service positions.

**Salary Administration Plan**  
*Effective March 25, 2025 and Continuing*

<b>Grade</b>	<b>Position Titles</b>	<b>Minimum Base Pay 84% of Midpoint</b>	<b>Midpoint</b>	<b>Maximum Base Pay 120% of midpoint</b>
<b>1</b>	No positions currently in this grade	<b>\$53,424</b>	<b>\$63,600</b>	<b>\$76,320</b>
<b>2</b>	Administrative Assistant I Financial Specialist I Human Resources Coordinator I IT Support Specialist I Payroll Specialist I	<b>\$58,766</b>	<b>\$69,960</b>	<b>\$83,952</b>
<b>3</b>	Administrative Assistant II Communications Specialist I Energy Efficiency Advisor I Financial Specialist II Human Resources Coordinator II IT Support Specialist II Payroll Specialist II Procurement Specialist I	<b>\$64,643</b>	<b>\$76,956</b>	<b>\$92,347</b>
<b>4</b>	Applications Analyst I Business Analyst I Business Intelligence Analyst I Customer Service Programs Specialist I Energy Efficiency Advisor II Energy Programs Analyst I Financial Analyst I HR Generalist I IT System Administrator I Payroll Administrator Procurement Specialist II Records Program Administrator I	<b>\$71,108</b>	<b>\$84,652</b>	<b>\$101,582</b>
<b>5</b>	Clerk of the Board / Executive Assistant Communications Specialist II Customer Service Programs Specialist II Data Engineer I Electrical Engineer I Energy Efficiency Advisor III Energy Programs Analyst II Executive Assistant to Assistant General Manager Executive Assistant to General Manager HR Generalist II Records Program Administrator II	<b>\$78,218</b>	<b>\$93,117</b>	<b>\$111,740</b>
<b>6</b>	Applications Analyst II Business Analyst II Business Intelligence Analyst II Customer Service Programs Specialist III Financial Analyst II IT System Administrator II Power & Energy Programs Analyst II Procurement Administrator Senior Clerk of the Board / Executive Assistant Supervisor of Customer Service Supervisor of Energy Efficiency	<b>\$86,040</b>	<b>\$102,429</b>	<b>\$122,915</b>



**Salary Administration Plan**  
*Effective March 25, 2025 and Continuing*

<b>Grade</b>	<b>Position Titles</b>	<b>Minimum Base Pay 84% of Midpoint</b>	<b>Midpoint</b>	<b>Maximum Base Pay 120% of midpoint</b>
<b>7</b>	Business Analyst III Cyber Security Engineer II Data Engineer II Distribution Designer Electrical Engineer II Financial Analyst III HR Generalist III IT Network Engineer II IT System Administrator III OT Network Engineer II Power & Energy Programs Analyst III Senior Communications Specialist Supervisor of Executive Administration /Clerk of the Board	<b>\$94,644</b>	<b>\$112,672</b>	<b>\$135,206</b>
<b>8</b>	Applications Analyst III Business Intelligence Analyst III Manager of Prosser Branch Physical Security Coordinator II Senior Distribution Designer Supervisor of Customer Engineering Utility Tree Coordinator	<b>\$104,109</b>	<b>\$123,939</b>	<b>\$148,727</b>
<b>9</b>	Cyber Security Engineer III Data Engineer III Electrical Engineer III Manager of Government and Community Relations Manager of Communications and Customer Engagement Manager of Customer Service Manager of Procurement IT Network Engineer III IT Systems Engineer OT Network Engineer III Physical Security Coordinator III Superintendent of Support Services Supervisor of Accounting Supervisor of Distribution Design Supervisor of Risk Management & Treasury Operations Utility Safety Manager	<b>\$114,520</b>	<b>\$136,333</b>	<b>\$163,600</b>
<b>10</b>	Manager of Accounting Manager of Conservation & Renewable Energy Programs Manager of Human Resources Manager of Risk Management & Treasury Operations Senior Engineer Supervisor of Business Applications Supervisor of Data & Analytics Supervisor of IT Infrastructure Supervisor of System Engineering	<b>\$122,536</b>	<b>\$145,876</b>	<b>\$175,051</b>


**Salary Administration Plan**  
**Effective March 25, 2025 and Continuing**

Grade	Position Titles	Minimum Base Pay 84% of Midpoint	Midpoint	Maximum Base Pay 120% of midpoint
<b>11</b>	Assistant Superintendent of Transmission & Distribution Manager of Business Applications Manager of Data & Analytics Manager of IT Infrastructure Superintendent of Operations	<b>\$131,113</b>	<b>\$156,087</b>	<b>\$187,304</b>
<b>12</b>	Director of Customer Programs & Service (3) Director of Executive Administration Manager of System Engineering Senior Manager of Applied Technology Superintendent of Transmission & Distribution	<b>\$140,291</b>	<b>\$167,013</b>	<b>\$200,416</b>
<b>13</b>	Director of Engineering (1) Director of Customer Service & Treasury Operations Director of Finance & Business Services (3) Director of IT & Broadband Services Director of Operations (1) Director of Power Management	<b>\$161,335</b>	<b>\$192,065</b>	<b>\$230,478</b>
<b>14</b>	Assistant General Manager (2) Senior Director of Engineering & Operations (1) (2) Senior Director of Finance and Customer Services (3)	<b>\$185,535</b>	<b>\$220,875</b>	<b>\$265,050</b>

<b>Administration of Salary Plan:</b>
1. Employees in Grades 1 - 12 may receive base pay increases to the maximum of 120% of the midpoint of the salary grade.
2. Employees in Grade 13 are limited as follows: Employee's base salary (excluding duty supervisor compensation) cannot exceed 90% of the General Manager's base salary.
3. Employees in Grade 14 are limited as follows: Employee's base salary (excluding duty supervisor compensation) cannot exceed 95% of the General Manager's base salary.
4. Temporary title and corresponding pay may be granted to the Administrative Assistant of the director assigned to an AGM support role when position qualifications are met; if/when AGM role is removed or transferred, this title and additional pay may be removed from person temporarily assigned to the support role.
5. Employees who exceed the salary range as identified in 1, 2, and 3 above are not eligible to receive base pay increases. In certain situations, such as a reclassification of a job title to a different grade, the General Manager may authorize base pay above the maximum salary range. Employees who exceed the salary range will have his/her salary red circled and will not be eligible for a base salary increase until the salary structure is adjusted and his/her salary is again within the range of the salary grade.
(1) Currently the Senior Director of Engineering & Operations also fills the Director of Engineering and Director of Operations positions.
(2) Currently the Senior Director of Engineering and Operations also fills the Assistant General Manager position.
(3) Currently the Senior Director of Finance and Customer Services also fills the Director of Finance & Business Services and Director of Customer Programs & Service positions.



# COMMISSION AGENDA ACTION FORM

<b>Meeting Date:</b>	March 25, 2025	
<b>Subject:</b>	Contract Change Order #11 – Benton County Emergency Services (BCES) Contract #16-33-02	
<b>Authored by:</b>	Duane Szendre	Staff Preparing Item
<b>Presenter:</b>	Duane Szendre	Staff Presenting Item (if applicable or N/A)
<b>Approved by:</b>	Steve Hunter	Dept. Director/Manager
<b>Approved for Commission:</b>	Rick Dunn 	General Manager
<b>Type of Agenda Item:</b>	<b>Type of Action Needed:</b> <i>(Multiple boxes can be checked, if necessary)</i>	
<input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Business Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Other Business	<input checked="" type="checkbox"/> Pass Motion <input type="checkbox"/> Pass Resolution <input checked="" type="checkbox"/> Contract / Change Order <input type="checkbox"/> Sign Letter / Document <input type="checkbox"/> Decision / Direction <input type="checkbox"/> Info Only <input type="checkbox"/> Info Only/Possible Action <input type="checkbox"/> Presentation Included	

**Motion for Commission Consideration:**

Motion to authorize the General Manager on behalf of the District to sign Change Order #11 of Contract #16-33-02 with Benton County Emergency Services (BCES), to increase the not-to-exceed amount by \$39,494.00; bringing the new not-to-exceed amount to \$333,362.72 and extending the term to April 30, 2026.

**Background/Summary**

The District has contracted with BCES, which has owned and maintained the 800 MHz radio system since 1997. This communication system is used by several Benton and Franklin County agencies for public safety. The total number of radios on the 800 MHz system is 1,083.

The District has 75 radios on the 800 MHz system that are used for communication between our dispatchers and crews, as well as for crew-to-crew communication in the field, especially where cell service is unreliable.

This access can be vital during emergencies and for outage response. Recently, the District installed six new radios in Engineering as part of our Emergency Response and Restoration Plan and is adding six more radios for use by the Executive Team.

**Recommendation**

I recommend a change order increasing the amount of the contract purchase order by \$39,494.00, bringing the new not-to-exceed amount to \$333,362.72 and extend the term to April 30, 2026.


**Fiscal Impact**

The user fee for 2025 is \$43.90 per month per device, and the District has 75 units. Funds have been budgeted in Department 33.





# COMMISSION AGENDA ACTION FORM

<b>Meeting Date:</b>	March 25, 2025	
<b>Subject:</b>	Work Order 689768 – Hildebrand Townhomes	
<b>Authored by:</b>	Tina Glines	Staff Preparing Item
<b>Presenter:</b>	Michelle Ness	Staff Presenting Item (if applicable or N/A)
<b>Approved by:</b>	Steve Hunter	Dept. Director/Manager
<b>Approved for Commission:</b>	Rick Dunn 	General Manager/Asst GM

Type of Agenda Item:	Type of Action Needed: <i>(Multiple boxes can be checked, if necessary)</i>	
<input checked="" type="checkbox"/> Consent Agenda	<input checked="" type="checkbox"/> Pass Motion	<input type="checkbox"/> Decision / Direction
<input type="checkbox"/> Business Agenda	<input type="checkbox"/> Pass Resolution	<input type="checkbox"/> Info Only
<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Contract/Change Order	<input type="checkbox"/> Info Only/Possible Action
<input type="checkbox"/> Other Business	<input type="checkbox"/> Sign Letter / Document	<input type="checkbox"/> Presentation Included

### Motion for Commission Consideration:

- Motion approving work order 689768 for the installation of three phase and single phase underground primary electric facilities. Total estimated project cost is \$180,702.49.

### Background/Summary

- Hildebrand Townhomes will be located north of Ridgeline Drive and east Sherman in Kennewick. This project will construct 40 residential buildings for a total of 107 townhomes. This development is being undertaken by Cedar and Sage Homes. Work order 689768 will provide single phase power to this development as well as tie together three phase power between Hildebrand and Ridgeline Drive.

### Recommendation

- Approval of work order 689768 will authorize the construction of facilities necessary to meet the request for electrical service by the developer of Hildebrand Townhomes.

### Fiscal Impact

- The total estimate project cost is \$180,702.49. Contribution in aid to construction (CIAC) by the developer of River Road Residences is \$170,606.02. The District’s line extension credit for travel time and transformer expenses is \$6,231.73, this credit is included in the budget. The District will also cover the cost of improvements to one span of the existing overhead primary along Ridgeline Drive incurring a cost of \$3,864.74.

# Projects to be Presented at the Benton PUD

## Commission Meeting On

March 25, 2025

**Project Name:** Hildebrand Townhomes

**WO#:**689768

**Location:** North of Hildebrand Blvd, north of Ridgeline Drive, east of Sherman.


**Justification:** Developer requests primary facilities to 107 townhomes.

### Location Map





# COMMISSION AGENDA ACTION FORM

<b>Meeting Date:</b>	March 25 <sup>th</sup> , 2025	
<b>Subject:</b>	Quit Claim – Parcel 1-1089-2BP-4329-003	
<b>Authored by:</b>	Angela Richman	Staff Preparing Item
<b>Presenter:</b>	Michelle Ness	Staff Presenting Item (if applicable or N/A)
<b>Approved by:</b>	Steve Hunter	Dept. Director/Manager
<b>Approved for Commission:</b>	Rick Dunn 	General Manager/Asst GM
<b>Type of Agenda Item:</b>	<b>Type of Action Needed:</b> <i>(Multiple boxes can be checked, if necessary)</i>	
<input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Business Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Other Business	<input checked="" type="checkbox"/> Pass Motion <input type="checkbox"/> Pass Resolution <input type="checkbox"/> Contract/Change Order <input type="checkbox"/> Sign Letter / Document <input type="checkbox"/> Decision / Direction <input type="checkbox"/> Info Only <input type="checkbox"/> Info Only/Possible Action <input type="checkbox"/> Presentation Included	

**Motion for Commission Consideration:**

Motion approving a Quit Claim of a portion of easement 2005-007392 on parcel 1-1089-2BP-4329-003 by request of the developer. An updated surveyed easement with a centerline description was provided by the developer, recorded under Auditor’s File Number 2025-002484.

**Background/Summary**

The easement recorded March 10<sup>th</sup>, 2005, under Auditor’s File Number 2005-007392 described below was recorded to provide the District with a right-of-way power easement during new construction on this parcel. A licensed surveyor was contracted by the developer to obtain a center line description of installed Benton PUD facilities.

**DESCRIPTION:**

An easement being 5.00 feet on either side of the following described centerline;

Beginning at the West quarter corner of Section 1, Township 8 North, Range 29 East, W.M., Benton County, Washington; thence South 89°37’00” East a distance of 582.30 feet; thence North 00°23’00” East a distance of 30.00 feet; thence South 89°37’00” East a distance of 120.15 feet and TRUE POINT OF BEGINNING;

Thence North 32°53’10” West a distance of 97.00 feet and TERMINUS of easement on the property described on the deed recorded under Auditor’s File #2004-042360;

All situated in the County of Benton, State of Washington.

### **Recommendation**

The Developer is expanding the footprint of the building and thus needs to extend the primary and relocate the transformer. The Developer has submitted a surveyed easement with centerline description to replace this portion of the original easement. District's interest in this portion of the easement no longer exists. Approving this motion will satisfy the request of the developer to remove the section of easement where the building expansion is taking place, leaving a specifically described centerline easement along the new alignment on the property.

### **Fiscal Impact**

The developer will pay the \$303.00 recording fee for the Quit Claim in accordance with District policy, resulting in no net fiscal impact to Benton PUD.



# Projects to be Presented at the Benton PUD

## Commission Meeting On

March 25<sup>th</sup>, 2025

**Project Name:** Quit Claim – Parcel 1-1089-2BP-4329-003

**WO#:** 720827

**Location:** 1220 W 4<sup>th</sup> Ave.

**Justification:** Auto Zone is expanding the footprint of the building and thus needs to extend the primary and relocate the transformer. The Developer has submitted a surveyed easement with centerline description to replace this vacated portion of the original easement 2005-07392.

### Location Map



Return To: Benton P.U.D.  
PO Box 6270  
Kennewick, WA 99336

## **QUIT CLAIM DEED**

The Grantor: PUBLIC UTILITY DISTRICT NO. 1 OF BENTON COUNTY, WASHINGTON for and in consideration of Mutual Covenants and Other Valuable Consideration, conveys and quit claims to OWNERS OF RECORD, the following described real estate, situated in the County of Benton, State of Washington:

Assessor's Property Tax Parcel Acct. #: 1-1089-2BP-4329-003

### **DESCRIPTION:**

A vacation of a portion of that certain 10.00-foot-wide Benton County Public Utility District No.1 utility easement as described in that easement document recorded under Auditor's File No. 2005-007392, lying in a portion of the AutoZone Parts Incorporated parcel, described in Auditor's File No. 2024-008766 and within a portion of Lot 2, Binding Site Plan 3405, according to the Amended Binding Site Plan thereof, recorded in Volume 1 of Surveys, page 4329, Records of Benton County, Washington, located in a portion of the southwest quarter of the northwest quarter of Section 1, Township 8 North, Range 29 East, W.M., City of Kennewick, Benton County, Washington, more particularly described as follows:

Beginning at the southwest corner of said AutoZone Parts Inc. parcel and the southwest corner of said Lot 1, said Binding Site Plan 3405, said point also being on the northerly right-of-way line of West 4<sup>th</sup> Avenue at a point of 30.00 feet northerly of the centerline thereof, when measured at right angles;

Thence along the southerly boundary of said AutoZone Parts Inc. parcel and said Lot 1 and the northerly right-of-way line of said West 4<sup>th</sup> Avenue, North 89°21'47" East, 126.13 feet to the southeast corner of said existing 10.00-foot-wide utility easement;

Thence leaving the southern boundary of said AutoZone Parts Inc. parcel and said Lot 2 and the northern right-of-way line of said West 4<sup>th</sup> Avenue along the east, north, and west lines of said 10.00-foot-wide utility easement the following six courses;

Thence North 33°54'23" West, 74.88 feet to the **TRUE POINT OF BEGINNING** of the easement to be vacated;

Thence continuing North 33°54'23" West, 25.40 feet to the northeast corner of said 10.00-foot-wide utility easement;

Thence South 56°05'37" West, 10.00 feet to the southwest corner of said 10.00-foot-wide utility easement;

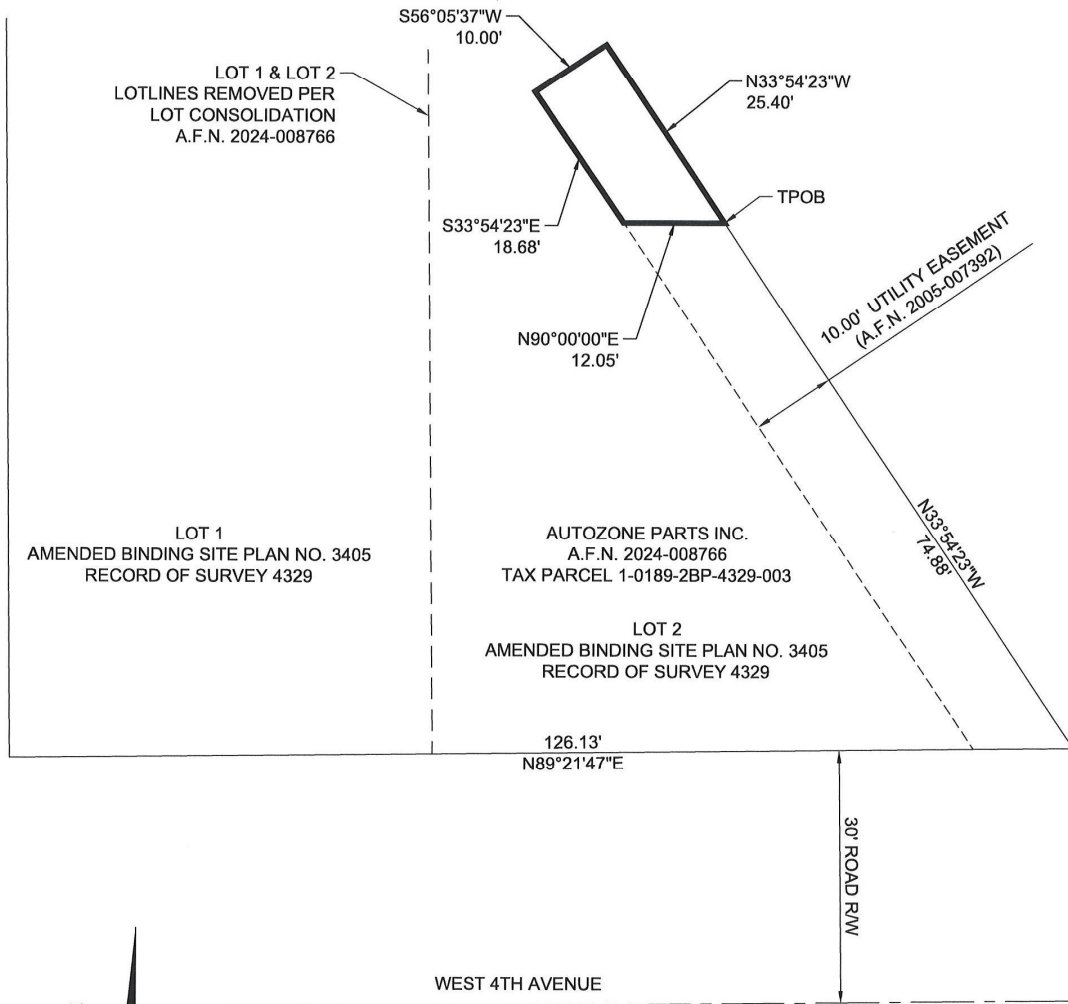
Thence South 33°54'23" East, 18.68 feet;

Thence North 90°00'00" East, 12.05 to the **TRUE POINT OF BEGINNING** and the end of the easement vacation description.

Containing 220.44 square feet, more or less.

**ALSO TOGETHER WITH AND SUBJECT TO** easements, reservations, covenants, and restrictions apparent or of record.

**EXHIBIT A-1**  
**VACATION OF A PORTION OF A**  
**BENTON COUNTY PUBLIC UTILITY DISTRICT NO. 1 UTILITY EASEMENT**  
 LOCATED IN SECTION 1, TOWNSHIP 8 NORTH, RANGE 29 EAST, WILLAMETTE MERIDIAN  
 CITY OF KENNEWICK, BENTON COUNTY, WASHINGTON  
 A PORTION OF TAX PARCEL 1-1089-2BP-4329-003



NOT TO SCALE

DECEMBER 09, 2024

TPOB=TRUE POINT OF BEGINNING  
 A.F.N.=AUDITOR'S FILE NUMBER

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

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

BY: \_\_\_\_\_  
*President*

ATTEST: \_\_\_\_\_  
*Secretary*

ACKNOWLEDGEMENT OF CORPORATION

STATE OF WASHINGTON

County of \_\_\_\_\_ } ss.

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, certify that I know or have satisfactory evidence that \_\_\_\_\_ and \_\_\_\_\_ known to me to be the President and Secretary of the Commission of *Public Utility District No. 1 of Benton County* and said person(s) acknowledged that he/they signed this instrument as his/their free and voluntary act for the uses and purposes mentioned in the instrument.

Witness my hand an official seal hereto affixed the day and year first above written.



Notary Signature \_\_\_\_\_

My Commission Expires \_\_\_\_\_

NOTARY SEAL-Recordable Document, please follow RCW 65.04



# COMMISSION AGENDA ACTION FORM

<b>Meeting Date:</b>	March 25, 2025	
<b>Subject:</b>	Contract #23-45-20 – D & R Insulation, Inc. – CO#1	
<b>Authored by:</b>	Terry Mapes	Staff Preparing Item
<b>Presenter:</b>	Chris Johnson	Staff Presenting Item (if applicable or N/A)
<b>Approved by:</b>	Chris Johnson	Dept. Director/Manager
<b>Approved for Commission:</b>	Rick Dunn	General Manager
<b>Type of Agenda Item:</b>	<b>Type of Action Needed:</b> <i>(Multiple boxes can be checked, if necessary)</i>	
<input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Business Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Other Business	<input checked="" type="checkbox"/> Pass Motion <input type="checkbox"/> Pass Resolution <input checked="" type="checkbox"/> Contract / Change Order <input type="checkbox"/> Sign Letter / Document <input type="checkbox"/> Decision / Direction <input type="checkbox"/> Info Only <input type="checkbox"/> Info Only/Possible Action <input type="checkbox"/> Presentation Included	

**Motion for Commission Consideration:**

Motion to authorize the General Manager on behalf of the District to sign Change Order #1 of Contract #23-45-20 with D & R Insulation, Inc., to increase the not-to-exceed amount by \$50,000.00; bringing the new not-to-exceed amount to \$150,000.00.

**Background/Summary**

D&R Insulation, Inc. (D&R) has participated in the District’s Residential Energy Efficiency Program (REEP) since 2020. On October 1, 2023, the District entered Contract #23-45-20 with D&R having a not-to-exceed (NTE) amount of \$100,000.00. The existing contract does not expire until September 30, 2025, and adding an additional \$50,000.00 to the contract will allow them to continue participating in the District’s residential conservation program. The District’s customers benefit by having another choice for an experienced contractor to install energy efficient measures and the energy savings acquired will count towards the District’s Energy Independence Act (EIA) compliance.

**Recommendation**

Recommend signing Change Order #1 to Contract #23-45-20 associated with Purchase Order #56604 with D&R Insulation, Inc. to increase the NTE amount by \$50,000.00, bringing the NTE amount to \$150,000.00.

**Fiscal Impact**

The 2025 budget for residential standard and low-income conservation expenses is \$800,000.00 and includes this residential energy efficiency expense.



**CONTRACT CHANGE ORDER**

**Contract #:**  
**Change Order #:**  
**Vendor Name:**  
**E-Mail:**  
**Effective Date:**  
**Contract Work Manager:**  
**Contract Title:**  
  
**Change Order Description:**

**Change order Total:**  
**Original Contract Total:**  
**New Contract Total:**


**EXCEPT AS PROVIDED HEREIN, ALL TERMS AND CONDITIONS OF THE CONTRACT REMAIN UNCHANGED AND IN FULL FORCE AND AFFECT**  
The District is a public entity subject to the disclosure requirements of the Washington Public Records Act of RCW 42.56.

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

<b>BY:</b>	<b>BY:</b>
<b>PRINT:</b>	<b>PRINT:</b>
<b>TITLE:</b>	<b>TITLE:</b>
<b>DATE:</b>	<b>DATE:</b>



# COMMISSION AGENDA ACTION FORM

<b>Meeting Date:</b>	March 25, 2025	
<b>Subject:</b>	Contract #23-45-23 – Energy Pro Insulation, Inc. – CO#1	
<b>Authored by:</b>	Terry Mapes	Staff Preparing Item
<b>Presenter:</b>	Chris Johnson	Staff Presenting Item (if applicable or N/A)
<b>Approved by:</b>	Chris Johnson	Dept. Director/Manager
<b>Approved for Commission:</b>	Rick Dunn 	General Manager
<b>Type of Agenda Item:</b>	<b>Type of Action Needed:</b> <i>(Multiple boxes can be checked, if necessary)</i>	
<input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Business Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Other Business	<input type="checkbox"/> Pass Motion <input type="checkbox"/> Pass Resolution <input checked="" type="checkbox"/> Contract / Change Order <input type="checkbox"/> Sign Letter / Document <input type="checkbox"/> Decision / Direction <input type="checkbox"/> Info Only <input type="checkbox"/> Info Only/Possible Action <input type="checkbox"/> Presentation Included	

**Motion for Commission Consideration:**

Motion to authorize the General Manager on behalf of the District to sign Change Order #1 of Contract #23-45-23 with Energy Pro Insulation, Inc., to increase the not-to-exceed amount by \$50,000.00; bringing the new not-to-exceed amount to \$150,000.00.

**Background/Summary**

Energy Pro Insulation, Inc. (Energy Pro) has participated in the District’s Residential Energy Efficiency Program (REEP) since 2023. On October 1, 2023, the District entered Contract #23-45-23 with Energy Pro having a not-to-exceed (NTE) amount of \$100,000.00. The existing contract does not expire until September 30, 2025, and adding an additional \$50,000.00 to the contract will allow them to continue participating in the District’s residential conservation program. The District’s customers benefit by having multiple experienced contractors to install energy efficient measures and the energy savings acquired will count towards the District’s Energy Independence Act (EIA) compliance.

**Recommendation**

Recommend signing Change Order #1 to Contract #23-45-23 associated with Purchase Order #56607 with Energy Pro Insulation, Inc. to increase the NTE amount by \$50,000.00, bringing the NTE amount to \$150,000.00.

**Fiscal Impact**

The 2025 budget for residential standard and low-income conservation expenses is \$800,000.00 and includes this residential energy efficiency expense.





**CONTRACT CHANGE ORDER**

**Contract #:**  
**Change Order #:**  
**Vendor Name:**  
**E-Mail:**  
**Effective Date:**  
**Contract Work Manager:**  
**Contract Title:**  
  
**Change Order Description:**

**Change order Total:**  
**Original Contract Total:**  
**New Contract Total:**


**EXCEPT AS PROVIDED HEREIN, ALL TERMS AND CONDITIONS OF THE CONTRACT REMAIN UNCHANGED AND IN FULL FORCE AND AFFECT**  
The District is a public entity subject to the disclosure requirements of the Washington Public Records Act of RCW 42.56.

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

<b>BY:</b>	<b>BY:</b>
<b>PRINT:</b>	<b>PRINT:</b>
<b>TITLE:</b>	<b>TITLE:</b>
<b>DATE:</b>	<b>DATE:</b>



# COMMISSION AGENDA ACTION FORM

<b>Meeting Date:</b>	March 25, 2025	
<b>Subject:</b>	Surplus of Systemic Safety Street Lighting – Resolution No. 2693	
<b>Authored by:</b>	Michelle Ness	Staff Preparing Item
<b>Presenter:</b>	Michelle Ochweri	Staff Presenting Item (if applicable or N/A)
<b>Approved by:</b>	Jon Meyer	Dept. Director/Manager
<b>Approved for Commission:</b>	Rick Dunn 	General Manager

Type of Agenda Item:	Type of Action Needed: <i>(Multiple boxes can be checked, if necessary)</i>	
<input type="checkbox"/> Consent Agenda	<input checked="" type="checkbox"/> Pass Motion	<input type="checkbox"/> Decision / Direction
<input checked="" type="checkbox"/> Business Agenda	<input checked="" type="checkbox"/> Pass Resolution	<input type="checkbox"/> Info Only
<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Contract / Change Order	<input type="checkbox"/> Info Only/Possible Action
<input type="checkbox"/> Other Business	<input type="checkbox"/> Sign Letter / Document	<input type="checkbox"/> Presentation Included

**Motion for Commission Consideration:**

Motion to adopt Resolution No. 2693 declaring certain Systemic Safety Street Lighting surplus to District needs according to the laws of the State of Washington, Title 54, RCW 54.16.180, and authorizing the General Manager, on behalf of the District, to transfer ownership of these lights to City of Prosser.

**Background/Summary**

Periodically, the District surpluses equipment that has become unnecessary and provides no additional value to be operated by the District.

The District shall only provide qualified District personnel and equipment to support the removal of assemblies and installation of City-supplied LED luminaire(s) located on District power poles.

**Recommendation**

I recommend that the District surpluses the Systemic Safety Street Lighting to the City of Prosser that have been identified and listed on the attached as they are no longer of use to the District.

**Fiscal Impact**

None

RESOLUTION NO. XXXX

March 25, 2025

A RESOLUTION DECLARING CERTAIN EQUIPMENT SURPLUS TO DISTRICT NEEDS

WHEREAS, Public Utility District No. 1 of Benton County is desirous of disposing of certain surplus equipment that is unserviceable, obsolete, worn out, unfit, inadequate and/or no longer necessary, material to, and useful in its operations, and

WHEREAS, the laws of the State of Washington, Title 54, Revised Code of Washington, Chapter 54 Section 16.180, provided the necessary authority for the District to dispose of said equipment, Now, Therefore,

BE IT HEREBY RESOLVED, that the Commission of Public Utility District No. 1 of Benton County declare the equipment listed below surplus because it is unserviceable, obsolete, worn out, unfit, inadequate and/or no longer necessary, material to, and useful in the District's operations, and

BE IT FURTHER RESOLVED, that the General Manager is authorized to dispose of this equipment per District policies.

(AS SHOWN ON ATTACHED LIST)

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Jeff Hall, President

Attest:

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Michael Massey, Secretary

## Exhibit A: Prosser Street Light ILA Data


Light Number	Date Inspected	Equipment Location	Structure Type	Light Type	Owner	Is this a BPUD Security Light	Is this a Prosser Street Light	Subtype Code
R00001	9/4/2024	824026705	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00002	8/26/2024	824027704	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00003	9/4/2024	824026704	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00005	8/26/2024	824027809	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00011	9/4/2024	824028905	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00015	9/4/2024	824024902	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00029	9/3/2024	824014110	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00030	9/3/2024	824012007	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00031	9/3/2024	824012006	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00032	9/3/2024	824013105	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00033	9/3/2024	824013104	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00034	8/26/2024	824013107	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00035	9/3/2024	824011105	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00037	9/3/2024	824011106	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00038	9/3/2024	824010201	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00040	8/26/2024	824013208	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00041	8/22/2024	824014205	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00042	8/22/2024	824015206	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00046	8/22/2024	824017502	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00047	8/22/2024	824017605	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00048	8/22/2024	824017702	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00049	8/22/2024	824017414	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00050	8/21/2024	824017506	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00051	8/21/2024	824017607	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00052	8/21/2024	824017712	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00053	8/21/2024	824017809	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00055	8/22/2024	824016207	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00056	8/26/2024	824016305	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00057	8/21/2024	824016509	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00058	8/21/2024	824016608	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00059	8/21/2024	824016709	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00060	8/21/2024	824016707	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00061	8/21/2024	824016806	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00062	8/22/2024	824015207	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00063	9/3/2024	824011202	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00065	8/26/2024	824015203	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00066	9/3/2024	824014109	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00068	9/3/2024	824012002	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00069	9/11/2024	824017807	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00070	8/26/2024	824012303	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00071	8/22/2024	824018506	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light

R00072	8/22/2024	824018606	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00074	9/4/2024	824015001	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00077	9/4/2024	824024909	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00078	8/22/2024	824013702	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00079	8/26/2024	824012102	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00108	8/26/2024	824028803	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00121	9/3/2024	824011203	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00126	9/3/2024	824013011	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00127	9/3/2024	824014202	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00128	8/22/2024	824016205	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00130	9/3/2024	824010208	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00139	8/26/2024	824016310	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00144	8/26/2024	824013401	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00145	8/21/2024	824013601	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00146	8/26/2024	824017006	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00151	8/26/2024	824013111	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00152	8/21/2024	824013602	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00153	9/3/2024	824010209	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00154	8/22/2024	824015212	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00001	8/27/2024	824025603	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00002	8/27/2024	824023613	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00003	8/27/2024	824024616	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00004	9/5/2024	824022606	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00020	9/3/2024	824118306	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00021	9/3/2024	824117303		LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00022	9/3/2024	824118307		LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00023	9/3/2024	824117305	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00024	9/3/2024	824118405	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00025	9/3/2024	824118412		LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00026	9/3/2024	824118508		LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00027	9/3/2024	824118504	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00028	9/3/2024	824118509	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00029	9/3/2024	824020604	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00030	9/3/2024	824119609	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00031	9/3/2024	824118605	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00032	9/3/2024	824117604	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00033	9/3/2024	824021710	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00034	9/3/2024	824020706	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00035	9/3/2024	824119701	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00036	9/3/2024	824119712	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00038	9/3/2024	824117707	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00039	9/3/2024	824022812	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00040	9/3/2024	824021801	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00041	9/3/2024	824021806	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00042	9/3/2024	824119801	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00043	9/3/2024	824119808	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00044	9/3/2024	824118803	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00045	9/3/2024	824117804	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00049	9/3/2024	824021807	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light

T00050	9/3/2024	824119802	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00051	9/3/2024	824119810	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00052	8/26/2024	824118804	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00055	9/3/2024	824021902	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00056	9/3/2024	824021908	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00057	9/3/2024	824119901	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00058	9/3/2024	824021903	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00059	9/3/2024	824021907	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00060	9/3/2024	824020903	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00061	9/3/2024	824129009	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00062	9/3/2024	824011007	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00064	9/3/2024	824010109	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00065	9/3/2024	824010006	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00066	9/5/2024	824022609	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00067	8/22/2024	824117205	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00069	9/3/2024	824119610	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00070	9/3/2024	824129004	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00071	9/3/2024	824128002		LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00072	9/3/2024	824129007	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00073	9/3/2024	824118207	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00074	8/22/2024	824118209	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00075	9/3/2024	824117510	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00078	9/3/2024	824118613	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00086	9/3/2024	824117406	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00098	9/11/2024	824022802	IRON	LED101DM	BPUD4Prosser	FALSE	TRUE	Street Light
T00113	8/22/2024	824107901	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00117	9/3/2024	824117202	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00118	9/3/2024	824117208	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00140	9/3/2024	824118608	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00157	9/3/2024	824117605	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00158	9/5/2024	824021602	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00160	9/5/2024	824022605	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00163	9/3/2024	824021912	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00164	9/3/2024	824129106	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00165	8/27/2024	824026602	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00167	9/3/2024	824011002	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00187	9/3/2024	824119401		LED101DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00190	9/3/2024	824119301	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00195	9/3/2024	824118102	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00199	8/29/2024	824118003	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00201	8/29/2024	824118001	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light



# COMMISSION AGENDA ACTION FORM

<b>Meeting Date:</b>	March 25 <sup>th</sup> , 2025	
<b>Subject:</b>	Interlocal Agreement – City of Prosser – Contract #25-22-03 – Systemic Safety Street Lighting Improvements Project	
<b>Authored by:</b>	Michelle Ness	Staff Preparing Item
<b>Presenter:</b>	Michelle Ness	Staff Presenting Item (if applicable or N/A)
<b>Approved by:</b>	Steve Hunter	Dept. Director/Manager
<b>Approved for Commission:</b>	Rick Dunn 	General Manager

Type of Agenda Item:	Type of Action Needed: <i>(Multiple boxes can be checked, if necessary)</i>	
<input type="checkbox"/> Consent Agenda	<input checked="" type="checkbox"/> Pass Motion	<input checked="" type="checkbox"/> Decision / Direction
<input checked="" type="checkbox"/> Business Agenda	<input type="checkbox"/> Pass Resolution	<input type="checkbox"/> Info Only
<input type="checkbox"/> Public Hearing	<input checked="" type="checkbox"/> Contract / Change Order	<input type="checkbox"/> Info Only/Possible Action
<input type="checkbox"/> Other Business	<input type="checkbox"/> Sign Letter / Document	<input type="checkbox"/> Presentation Included

**Motion for Commission Consideration:**

Motion authorizing the General Manager on behalf of the District to sign the Interlocal Cooperative Agreement (ILA) with City of Prosser, Contract #25-22-03 for the District to assist with Systemic Safety Street Lighting Improvements Project.

**Background/Summary**

The District no longer provides streetlight luminaires. Entering into this Interlocal Agreement will allow us to transfer ownership of all streetlight luminaires in the City of Prosser to be under the City of Prosser maintenance program. The District will continue to install and replace City provided streetlights for the City of Prosser on District owned poles using District assemblies due to safety requirements. The District will charge the City for assemblies and labor.

**Recommendation**

Transferring the ownership and street lighting design and studies is better suited to City of Prosser for the safety of the public.

**Fiscal Impact**

District costs will be fully reimbursed by the City of Prosser.

## Exhibit A: Prosser Street Light ILA Data

Light Number	Date Inspected	Equipment Location	Structure Type	Light Type	Owner	Is this a BPUD Security Light	Is this a Prosser Street Light	Subtype Code
R00001	9/4/2024	824026705	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00002	8/26/2024	824027704	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00003	9/4/2024	824026704	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00005	8/26/2024	824027809	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00011	9/4/2024	824028905	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00015	9/4/2024	824024902	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00029	9/3/2024	824014110	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00030	9/3/2024	824012007	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00031	9/3/2024	824012006	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00032	9/3/2024	824013105	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00033	9/3/2024	824013104	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00034	8/26/2024	824013107	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00035	9/3/2024	824011105	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00037	9/3/2024	824011106	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00038	9/3/2024	824010201	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00040	8/26/2024	824013208	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00041	8/22/2024	824014205	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00042	8/22/2024	824015206	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00046	8/22/2024	824017502	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00047	8/22/2024	824017605	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00048	8/22/2024	824017702	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00049	8/22/2024	824017414	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00050	8/21/2024	824017506	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00051	8/21/2024	824017607	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00052	8/21/2024	824017712	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00053	8/21/2024	824017809	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00055	8/22/2024	824016207	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00056	8/26/2024	824016305	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00057	8/21/2024	824016509	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00058	8/21/2024	824016608	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00059	8/21/2024	824016709	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00060	8/21/2024	824016707	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00061	8/21/2024	824016806	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00062	8/22/2024	824015207	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00063	9/3/2024	824011202	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00065	8/26/2024	824015203	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00066	9/3/2024	824014109	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00068	9/3/2024	824012002	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00069	9/11/2024	824017807	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00070	8/26/2024	824012303	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00071	8/22/2024	824018506	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light



R00072	8/22/2024	824018606	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00074	9/4/2024	824015001	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00077	9/4/2024	824024909	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00078	8/22/2024	824013702	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00079	8/26/2024	824012102	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00108	8/26/2024	824028803	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00121	9/3/2024	824011203	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00126	9/3/2024	824013011	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00127	9/3/2024	824014202	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00128	8/22/2024	824016205	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00130	9/3/2024	824010208	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00139	8/26/2024	824016310	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00144	8/26/2024	824013401	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00145	8/21/2024	824013601	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00146	8/26/2024	824017006	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00151	8/26/2024	824013111	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00152	8/21/2024	824013602	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00153	9/3/2024	824010209	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
R00154	8/22/2024	824015212	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00001	8/27/2024	824025603	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00002	8/27/2024	824023613	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00003	8/27/2024	824024616	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00004	9/5/2024	824022606	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00020	9/3/2024	824118306	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00021	9/3/2024	824117303		LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00022	9/3/2024	824118307		LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00023	9/3/2024	824117305	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00024	9/3/2024	824118405	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00025	9/3/2024	824118412		LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00026	9/3/2024	824118508		LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00027	9/3/2024	824118504	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00028	9/3/2024	824118509	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00029	9/3/2024	824020604	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00030	9/3/2024	824119609	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00031	9/3/2024	824118605	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00032	9/3/2024	824117604	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00033	9/3/2024	824021710	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00034	9/3/2024	824020706	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00035	9/3/2024	824119701	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00036	9/3/2024	824119712	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00038	9/3/2024	824117707	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00039	9/3/2024	824022812	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00040	9/3/2024	824021801	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00041	9/3/2024	824021806	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00042	9/3/2024	824119801	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00043	9/3/2024	824119808	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00044	9/3/2024	824118803	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00045	9/3/2024	824117804	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00049	9/3/2024	824021807	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light

T00050	9/3/2024	824119802	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00051	9/3/2024	824119810	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00052	8/26/2024	824118804	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00055	9/3/2024	824021902	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00056	9/3/2024	824021908	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00057	9/3/2024	824119901	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00058	9/3/2024	824021903	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00059	9/3/2024	824021907	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00060	9/3/2024	824020903	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00061	9/3/2024	824129009	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00062	9/3/2024	824011007	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00064	9/3/2024	824010109	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00065	9/3/2024	824010006	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00066	9/5/2024	824022609	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00067	8/22/2024	824117205	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00069	9/3/2024	824119610	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00070	9/3/2024	824129004	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00071	9/3/2024	824128002		LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00072	9/3/2024	824129007	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00073	9/3/2024	824118207	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00074	8/22/2024	824118209	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00075	9/3/2024	824117510	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00078	9/3/2024	824118613	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00086	9/3/2024	824117406	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00098	9/11/2024	824022802	IRON	LED101DM	BPUD4Prosser	FALSE	TRUE	Street Light
T00113	8/22/2024	824107901	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00117	9/3/2024	824117202	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00118	9/3/2024	824117208	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00140	9/3/2024	824118608	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00157	9/3/2024	824117605	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00158	9/5/2024	824021602	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00160	9/5/2024	824022605	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00163	9/3/2024	824021912	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00164	9/3/2024	824129106	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00165	8/27/2024	824026602	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00167	9/3/2024	824011002	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00187	9/3/2024	824119401		LED101DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00190	9/3/2024	824119301	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00195	9/3/2024	824118102	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00199	8/29/2024	824118003	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light
T00201	8/29/2024	824118001	WOOD	LED42DU	BPUD4Prosser	FALSE	TRUE	Street Light

**SCHEDULE 51  
STREET LIGHTING**

**AVAILABLE:** In all territory served by the District.

**APPLICABLE:** To governmental agencies and municipal corporations upon receipt of an authorized application for the supply of lighting facilities or energy and maintenance of lighting systems for public streets, alleys, thoroughfares, grounds and parks.

**TYPES OF LIGHTING:** Lighting systems installed and owned by the District shall consist of mast arms and luminaries mounted on poles. Customer-owned systems will be supplied at voltages specified by the District.

**MONTHLY RATES:**

Type and Size of Lamp	District-Owned Facilities		Customer-Owned Facilities	
	Metered	Unmetered	Metered <small>(See Small General Service Rates)</small>	Unmetered
50w. Ind. / LED				\$2.07
135w. Ind. / LED				\$3.46
200w. Ind. / LED				\$4.58
42w. LED	\$2.20	\$4.10		\$1.91
53w. LED	\$2.20	\$4.60		\$2.40
54w. LED				\$2.44
101w. LED	\$2.20	\$5.65		\$3.45
110w. LED				\$3.48
139w. LED	\$2.20	\$5.73		\$3.52
180w. LED				\$4.55
220w. LED				\$5.22
260w. LED				\$5.88
100w. H.P.S.	\$6.09	\$7.72		\$4.32
150w. H.P.S.		\$8.59		\$5.15
200w. H.P.S.	\$6.11	\$9.67		\$6.24
250w. H.P.S.	\$6.13	\$10.63		\$7.22
400w. H.P.S.	\$6.14	\$12.98		\$9.56
*175w. Mer. Vap.	\$5.78	\$8.73		\$5.33
*250w. Mer. Vap.	\$5.99	\$10.51		\$7.11

\* No longer available after March 1, 1982

Lights installed that are not listed in the above rate chart will be billed at the monthly rate associated with the lamp type and size to the nearest lessor wattage rate of a

similar type. When a lessor wattage rate is not available, it will be assigned to the nearest rate of a similar type.

The rate for District-owned systems includes routine maintenance and replacements of light emitting diode (LED), high pressure sodium (HPS), and Mercury Vapor lamps, photocells and luminaries. The monthly rate for Customer-owned Induction (IND) and LED type lighting does not include routine maintenance and replacement. Routine maintenance and replacement of these lights is the customers' responsibility. The rate does not cover unusual damage or failure of the system requiring major component replacements. Maintenance of the system will be performed during normal District working hours. It is the customer's responsibility to provide ingress/egress easements for the District to perform any necessary repairs. Customer will provide trench and backfill for installation or replacement of underground conditions. The cost of additional District-owned poles (wood or metal) including installation is to be collected by the District at the time of construction.

**GENERAL TERMS AND CONDITIONS:** Service under this classification is subject to the Customer Service Policies of the District.



**INTERLOCAL COOPERATIVE PROJECT AGREEMENT BETWEEN  
PUBLIC UTILITY DISTRICT #1 OF BENTON COUNTY AND CITY OF PROSSER FOR THE SYSTEMIC  
SAFETY STREET LIGHTING IMPROVEMENTS PROJECT**

BY THIS INTERLOCAL COOPERATIVE AGREEMENT, hereinafter referred to as “Interlocal Agreement”, entered on 25<sup>th</sup> day of March 2025, the City of Prosser, Washington, a municipal corporation, hereinafter referred to the “City”, and Public Utility District #1 of Benton County Washington, a municipal corporation of the State of Washington, herein referred to as the “District” enter into the following agreement:

WHEREAS the City plans to replace existing District LED light luminaires with City LED luminaires used as streetlights located on the Principle Arterial streets; and

WHEREAS the City will require assistance from the District for unmetered luminaires that are counted on the District-owned power poles identified on Exhibit “A” attached hereto and incorporated herein as if fully set forth and which lights are 42-watt LED light luminaires; and

WHEREAS the City will require assistance from the District for metered light luminaires used as streetlights that are counted on the District-owned power poles; and

WHEREAS the work covered under this agreement can be defined by five specific tasks:

1. District shall provide LED luminaire assemblies and will store at the District’s warehouse
2. Removal of any existing District LED security light luminaire lights
3. Removal of existing LED end of life street light luminaire assemblies.
4. Installation of City LED provided luminaires
5. Disposal and removal LED streetlights as needed

WHEREAS the parties hereto are authorized by RCW 39.34.030 to enter into agreements with one another to jointly carry out the powers and authorities of the parties:

NOW, THEREFORE IT IS AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS:

Section 1. The District shall furnish qualified District personnel and equipment for pickup of City-supplied LED luminaires, removal of District luminaire assemblies and installation of City-supplied LED luminaire(s) located on District power poles. The City shall supply all material required for

the street light luminaires replacement work. The City shall supply all material required for the street light luminaire replacement work.

Section 2. Each year of this agreement, on or before February 15, the City and District shall agree on how many luminaires will be replaced and when they shall be replaced, provided however, that the parties agree that not more than 15 luminaires shall be replaced in any one year. The City shall provide traffic control for said work to be performed each year.

Section 3. The District shall invoice the City monthly for work under this agreement. The District shall bill the City in accordance with the fee schedule attached hereto as Exhibit "B." The estimated cost is \$387.84 for each specific replacement.

Section 4. Any and all work completed by the District other than the tasks explicitly identified in Sections 1 and 3, including but not limited to maintenances and repairs, shall be governed by the terms and conditions of a separate agreement between the parties hereto.

Section 5. This agreement shall be construed and enforced in accordance with, and the validity and performance shall be governed by the laws of the State of Washington. Venue of any suit between the parties arising out of the Agreement shall be the Superior Court for the county of Benton, State of Washington.

Section 6. The Agreement may be changed, modified, or amended only upon written agreement executed by both parties.

Section 7. It is not intended that a separate legal entity shall be established to conduct the cooperative undertaking, nor the acquiring, or holding, or disposing of real or personal property anticipated. The City is designated as the Administrator of the project.

Section 8. The Agreement is intended to supplement City Prosser ordinances for the purpose of completing the scope of work explicitly identified hereinabove. The terms and conditions of this Agreement shall not modify the terms and conditions of City of Prosser Ordinances.

Section 9. This Agreement shall be effective upon execution by both parties and shall remain in effect until City Council accepts the Project as complete, unless terminated at an earlier date by either party without cause if such party provides 30 days prior written notice to terminate.

Section 10. Each party, by their signature below, certifies and confirms that they have the authority to sign this agreement, and to bind the entity they represent to the terms of this agreement.

Section 11. Insurance and Indemnification Provision. The District shall indemnify, defend and hold harmless the City, its agents, officers, and employees from and against any and all liability, expense, including defense costs and attorney fees, and claims for damages of any nature whatsoever including, but not limited to, bodily injury, death, personal injury or property damage arising out of or in any manner connected with the sole negligence or sole intentional misconduct of the District connected with the District's work done pursuant to this agreement.

The City shall indemnify, defend and hold harmless the District, its agents, officers, and employees from and against any and all liability, expense, including defense costs and attorney fees, and claims for damages of any nature whatsoever including, but not limited to, bodily injury, death, personal injury or property damage arising out of or in any manner connected with the sole negligence or sole intentional misconduct of the City connected with the City's work under this agreement.

Section 12. Severability. If any one or more of the provisions contained in this agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such circumstances shall not affect any other provisions hereof, and this agreement shall be constructed as if such provisions had never been contained herein.

Section 13. Notices. All notices, requests, demands and other communications required by or permitted under this agreement shall be reduced to writing and deemed to have been duly given when received by the party to whom directed: provided however; that notice shall be deemed conclusively given three business days after its deposit when sent by Certified or Registered Mail, Return Receipt Requested, at the address as set forth below, or such other address as is hereafter designated by either party by written notice thereof to the other party.

CITY: City of Prosser  
Attention: City Clerk  
PO Box 1639  
1002 Dudley Ave  
Prosser, WA 99350

DISTRICT: Public Utility District No. 1 of Benton County  
Attention: Procurement Department  
PO Box 6270  
1500 S. Ely St.  
Kennewick, Washington 99337

Section 14. To comply with RCW 39.34.040, this agreement shall be filed with the County Auditor or alternatively, listed by subject on the public agency's website or other electronically retrievable public source.

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

BY: \_\_\_\_\_

PRINT: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

**CITY OF PROSSER**

BY: \_\_\_\_\_

PRINT: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

BY: \_\_\_\_\_

PRINT: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

**APPROVAL AS TO FORM**

BY: \_\_\_\_\_


PRINT: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_



# COMMISSION AGENDA ACTION FORM

<b>Meeting Date:</b>	March 25, 2025	
<b>Subject:</b>	Financial Policy Review and Financial Forecast	
<b>Authored by:</b>	Keith Mercer	Staff Preparing Item
<b>Presenter:</b>	Keith Mercer	Staff Presenting Item (if applicable or N/A)
<b>Approved by:</b>	Keith Mercer	Dept. Director/Manager
<b>Approved for Commission:</b>	Rick Dunn 	General Manager/Asst GM
<b>Type of Agenda Item:</b>	<b>Type of Action Needed:</b> <i>(Multiple boxes can be checked, if necessary)</i>	
<input type="checkbox"/> Consent Agenda <input checked="" type="checkbox"/> Business Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Other Business	<input type="checkbox"/> Pass Motion <input type="checkbox"/> Pass Resolution <input type="checkbox"/> Contract/Change Order <input type="checkbox"/> Sign Letter / Document <input type="checkbox"/> Decision / Direction <input checked="" type="checkbox"/> Info Only <input type="checkbox"/> Info Only/Possible Action <input checked="" type="checkbox"/> Presentation Included	

**Motion for Commission Consideration:**

None

**Background/Summary**

Staff will review the District's financial policies (see attached Resolution 2657) with the Commission as well as provide an updated forecast that will include various scenarios.

**Recommendation**

None

**Fiscal Impact**

None



RESOLUTION NO. 2657

February 13, 2024

**A RESOLUTION OF THE COMMISSION OF  
PUBLIC UTILITY DISTRICT NO. 1 OF BENTON COUNTY  
UPDATING FINANCIAL POLICIES OF THE DISTRICT**

WHEREAS, Public Utility District No. 1 of Benton County (the “District”) recognizes the importance of financial policies in providing management and staff guidance in managing the finances of the District and in developing financial plans and rates for current and future years; AND

WHEREAS, The District finds it is desirable to periodically review the financial policies and incorporate updates based on the District’s current operating environment; AND

WHEREAS, The District has converted its wholesale power contract with the Bonneville Power Administration (BPA) from a Slice/Block contract to a Load Following contract effective October 1, 2023; AND

WHEREAS, Conversion to a Load Following contract removes immediate exposure for the District to volatility in wholesale power markets as BPA sets rates for two-year periods; AND

WHEREAS, As a result, wholesale power costs are more predictable under a Load Following contract in the short term; AND

WHEREAS, However, BPA is subject to immediate exposure to volatility in wholesale power markets which is ultimately reflected in rates charged to utilities and influences certain components of rates which are intended to be market based; AND

WHEREAS, the current contract with BPA will expire in September 2028 and BPA is actively developing a policy framework for the next contract which is intended to start October 2028 and last until September 2044; AND

WHEREAS, Details regarding how rates will be structured will not be known until closer to the start of the contract, however BPA has indicated that future rates under this new contract will place an emphasis on reflecting capacity costs; AND

WHEREAS, This provides a level of uncertainty for what future wholesale power costs will be for the District; AND

WHEREAS, The District is exposed to business risks associated with meeting requirements for funding its capital improvement program, debt service, working capital and catastrophic losses; AND

WHEREAS, The District finds it prudent and necessary to have adequate liquidity for managing these risks; AND

WHEREAS, The District desires to achieve and maintain the median public power bond rating; AND

WHEREAS, The District wishes to update its financial policies to reflect contract changes associated with power supply as well as other general edits.

NOW, THEREFORE, BE IT RESOLVED By the Commission of Public Utility District No. 1 of Benton County that the attached set of financial policies be adopted for purposes of planning and managing the District's finances.

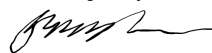
BE IT FURTHER RESOLVED That the General Manager is directed to develop subordinate directives and procedures that are consistent with the direction established by these policies.

BE IT FURTHER RESOLVED That the General Manager is authorized to disclose such policies in communications with rating agencies, creditors, and other District stakeholders.

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 13<sup>th</sup> day of February 2024.

This Resolution supersedes Resolution No. 2313 dated March 24, 2015.

DocuSigned by:



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Barry A. Bush, President

ATTEST:

DocuSigned by:



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Lori Kays-Sanders, Secretary



**BENTON PUD FINANCIAL POLICIES**  
**Resolution No. 2657**  
**February 13, 2024**

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**Definitions**

1. **Cash or Funds:** Includes both cash and cash equivalents. Cash equivalents are assets that can be readily converted into cash such as bank accounts, bankers' acceptances, the state investment pool, and short term marketable securities. For purposes of this policy, cash or funds also include investments that are permitted in the District's Investment Policy.
2. **Total Unrestricted Reserves:** Accounts which have not been Restricted and for which funds can be spent for any legal purpose of the District. Total Unrestricted Reserves equals Minimum Operating Reserves plus Designated Reserves.
  - a) **Minimum Operating Reserves:** Accounts containing funds that provide funding for day-to-day operations, working capital, emergencies, and serve as a cushion for negative performance against budget.
  - b) **Designated Reserves:** Accounts containing funds which have been designated by the Commission for a specific purpose. Designated accounts include any account designation that reflects the Commission's self-imposed limitations on the use of otherwise available expendable financial resources within the Electric Fund. The District may designate the following accounts at the direction of the Commission:
    - i. **Power Market Volatility Account:** The District has entered into a load following contract with the Bonneville Power Administration (BPA) effective October 1, 2023. While the District will not see immediate impacts of volatility in wholesale power markets or variations in hydro output based on available water, BPA will see these impacts. Since BPA sets rates, typically in two-year rate periods, these impacts will be incorporated into BPA's rate setting process which means they will be known for a rate period and allows for additional time for planning retail rate adjustments. However, there could be significant changes between BPA rate periods and excess reserves could be used to mitigate or "buy down" future rate actions. There could also be variations in power costs to the District within a rate period as BPA rates include charges that could result in either excess costs or reduced costs in a given year based on retail loads. These charges include load shaping rates and demand charges. In addition, the District's retail load is above its Tier 1 allocation from BPA (currently by about 10 aMW) and the District has elected to serve this load in the current contract with BPA's Tier 2 product. Tier 2 rates are set using forward market prices which could increase significantly in the future. Excess reserves allows the District to manage these variations from year to year.
    - ii. **Customer Deposit Account:** The District is holding customer money that will ultimately be returned to customers through refunds or application to outstanding balances. Amounts paid for deposits by the District's customers may be designated.
    - iii. **Special Capital Account:** As a result of conservative planning or the deferral of certain capital projects, reserves in some years may be higher than planned. The

Commission may designate these reserves to fund renewals, replacements, and other future capital projects.

- iv. **Other:** The Commission may designate reserves for other purposes as they arise.
3. **Bond Covenant Rate Stabilization Account (book-entry only):** In accordance with bond covenants, the District may designate a Rate Stabilization Account. The purpose of this account is to ensure the District can support its Debt Service Coverage levels consistent with desired credit ratings and as specified by bond resolution. Transfers to and from this account are typically infrequent in nature and do not reflect the use of physical financial reserves to smooth rates or fund future capital. This account exists only to manage bond covenants and is a “book entry” only account
  4. **Restricted Reserves and Debt Service Accounts:** Restricted Reserves are accounts containing funds subject to constraints that are either (a) imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or (b) imposed by law through constitutional provisions or enabling legislation. Although not legally restricted by the District's bond resolutions, Debt Service Accounts are excluded from classification as Unrestricted Reserves for purposes of this policy.
    - a) **Debt Service Accounts:** Special funds set aside for payment of principal/interest.
    - b) **Bond Reserve Account:** Special funds set aside, in conjunction with bond insurance or surety policies, as required by debt covenants for bondholder security.
    - c) **Construction Account:** Special funds set aside as required by debt covenants for capital funding.
    - d) **Other:** Other legal/contractual requirements.
  5. **Targeted Bond Rating:** The District’s targeted bond rating is the median rating of public power electric utilities.
  6. **Key Financial Metrics:** The District’s key financial metrics include days cash on hand, days liquidity on hand, debt service coverage, and fixed charge coverage. The following are the definitions of those metrics.
    - a) **Days Cash on Hand:** A measure of liquidity used by rating agencies calculated as follows:
      - i. Numerator: Unrestricted reserves x 365
      - ii. Denominator: Operating expenses less depreciation/amortization
    - b) **Days Liquidity on Hand:** A measure of liquidity used by rating agencies which includes access to an available line of credit. The measure is calculated as follows:
      - i. Numerator: (Unrestricted reserves + available line of credit) x 365
      - ii. Denominator: Operating expenses less depreciation/amortization
    - c) **Debt Service Coverage:** A ratio indicating the margin of funds available to meet current debt service requirements.
    - d) **Fixed Charge Coverage:** A ratio indicating the margin of funds available to meet current debt service requirements and fixed or “debt-like” obligations related to purchased power. This ratio treats a portion of the District’s purchases from BPA as “fixed” or a

recovery of debt service. Some rating agencies make this adjustment to the District's debt coverage ratio in order to compare distribution-only utilities to distribution utilities with generation.

## **Financial Policy**

### **1. Achieve or maintain the Targeted Bond Rating**

- a) The District shall establish financial plans that are expected to achieve or maintain a bond rating that is the median for public power utilities through a combination of Key Financial Metrics based on recent and relevant benchmark data published by rating agencies for similarly rated utilities.

### **2. Maintain sufficient liquidity relative to the District's risk profile**

- a) Minimum Operating Reserves shall be no less than 90 Days Cash on Hand. If operating conditions cause reserves to fall below 90 days, plans will be developed within in 3 months to restore reserves to the 90 day level. Included in the plans will be a timeline to restore reserves to the 90 day level.
- b) The District shall establish financial plans to maintain Total Unrestricted Reserves that are expected to achieve or maintain the Targeted Bond Rating (in combination with other Key Financial Metrics).
- c) In addition to Total Unrestricted Reserves, the District may maintain the capability to borrow via a short-term line of credit or obtain other short term financing.

### **3. Provide for adequate coverage**

- a) Provide for adequate debt service coverage for senior lien bonds.
  - i. Develop financial plans to maintain debt service coverage in each plan year of at least 2.0x calculated as follows:
    - Numerator: Net Revenues as defined per bond resolution
    - Denominator: Total annual debt service
  - ii. Net Revenues may be adjusted by transfers to or from the Rate Stabilization Account in accordance with bond resolutions.
  - iii. Plans should not forecast the defeasance of debt for purposes of achieving the minimum coverage for more than one consecutive year.
  - iv. Actual debt service coverage as defined in the bond resolutions shall not be allowed to fall below 1.25x.
- b) As applicable, provide for adequate debt service coverage to meet junior lien bond covenants as defined in bond resolutions.
- c) Provide for adequate fixed charge coverage based upon recent and relevant benchmark data published by rating agencies for similarly rated utilities. For the District, fixed charges generally refer to that portion of power expense that represents the recovery of debt of the power provider. The definition and targeted ratio of fixed charge coverage may vary by

rating agency. Fixed charge coverage is calculated as follows:

- i. Numerator: Net Revenues as defined per bond resolution excluding fixed charges
- ii. Denominator: Total annual debt service plus fixed charges

**4. *Maintain sufficient operating income***

- a) The definition of debt service coverage does not include certain financial transactions, such as depreciation, amortization of prepaid power, and other non-cash items. As such, the District shall over time maintain sufficient operating income to provide for non-cash operating expenses, as well as nonoperating expenses, such as interest expense on debt, inflationary increases in asset replacement costs, and net capital needs in excess of depreciation.

**5. *Achieve a prudent mix of debt and pay-as-you-go financing***

- b) Develop financial plans to maintain the debt ratio for senior lien debt at 38% or less. The Commission may direct staff to exceed this ratio when circumstances warrant e.g., purchase of a long-term generation asset, capacity, or prepayment of an allowable non-discretionary operating expense, such as power expense.
- c) Consider the equitable allocation of capital cost to ratepayers who will receive benefit from the assets financed when issuing long-term debt.
- d) Short-term debt should be retired within two years of initial borrowing.
- e) Maintain a threshold for capital improvements of \$5,000 or greater for items with a useful life of greater than one year.

**6. *Maintain competitive retail rates sufficient to meet normal operating and capital requirements, consistent with the financial goals of the District***

- a) The chief objective of rate setting shall be to ensure that revenue requirements are consistent with the financial goals of the district including cash requirements, debt service coverage, fixed charge coverage, and debt financing limits.
- b) The District desires to maintain competitive rates as compared to benchmark utilities. This objective, while important, is subordinate to the District's financial goals specified in paragraphs 1-4.
- c) Rates should be developed so as to minimize the subsidization of one rate class by another. Cost of service analysis should be conducted annually with results presented to the Commission.

**7. *Maintain an active Enterprise Risk Management program & Internal Audit Program***

- a) The General Manager shall establish an Enterprise Risk Management (ERM) Committee to oversee enterprise-wide risks for the District.
- b) The District shall maintain an active internal audit program to ensure adherence to policies and procedures, safeguard District assets, and to identify business practice improvement opportunities to mitigate risk.

**8. *Limit power supply risk through the establishment of an active power risk management***

***program***

- a) The General Manager shall establish a Power Risk Management Committee (PRMC) to manage power supply risk for the District.
- b) The PRMC shall develop risk management policies and risk limits for approval by the Commission.
- c) The objective of the risk management program shall be to achieve the net power supply budget.
- d) The risk management program shall be designed to accept and manage reasonable exposure to power market price volatility and counterparty credit exposure in order to maximize the benefits of the District's power supply portfolio. The PRMC may use derivatives and other hedges as a means of minimizing risk to the District.
- e) Trades for speculative purposes are prohibited.

***9. Limit credit risk to the District through the development of credit policies and procedures that promote prompt collection of receivables from retail customers***

- a) The General Manager shall establish a Credit Committee to establish and monitor credit collection policies and manage the credit risk associated with retail customers.
- b) Credit policies shall be developed that specify the time allowed for payments of amounts due to the District, and specify the procedures and timing for referring accounts to collection.
- c) Credit limits and collateral requirements should be established for the District's largest customers to limit the District's exposure to credit risk.

***10. Develop investment policies and practices that specify allowable investments under State law***

- a) The General Manager shall establish an Investment Policy to be approved by the Commission allowing investment in only statutorily authorized instruments and those authorized by bond resolutions.
- b) Investment portfolios and investment performance shall be presented to the Commission monthly.

***11. Ensure adequate insurance to protect the District from catastrophic losses***

- a) Maintain insurance, self insurance, reserves, and/or participate in an insurance pool to protect against risk of property, casualty, and liability losses.

***12. Develop a set of integrated plans for the ownership and operation of the District***

- a) The General Manager shall present for approval to the Commission a strategic plan that contains the vision, mission and objectives of the District. The plan shall identify the high-level actions necessary to achieve the objectives and shall be reviewed with the Commission at least annually. Directors will develop plans that support actions necessary to achieve the objectives and actions within the strategic plan.
- b) The General Manager shall direct staff to develop the following plans and forecasts ultimately approved individually or with the annual budget by the Commission. These plans shall be based on realistic but conservative assumptions:

- i. The Retail Energy Sales Forecast begins with the development of the Load Forecast to project future retail sales. .
- ii. The Power Supply Plan shall specify the power resources that will satisfy the load requirements set forth in the sales forecasts and provide an estimate of net power costs.
- iii. The Five-Year Plan of Service Study shall identify the capital needs for the electric system infrastructure.
- iv. The Strategic Technology Plan shall serve as the basis for major technology investments over a five-year period.
- v. The Capital Requirements Plan shall identify the capital needs for all aspects of District operations.
- vi. The Long-Range Financial Plan shall combine information from other plans and forecasts necessary to project cash reserve balances, coverage ratios, long-term financing needs and rate adjustments for a multi-year period.
- vii. The Annual Budget shall identify resource needs for the coming year and use assumptions that are consistent with those used in multi-year plans and forecasts.

**13. Establish budgetary and procurement controls over expenditures**

- a) The Commission shall approve the District's budget prior to the start of each fiscal year.
- b) The Commission shall approve total amounts for each of the following budget categories:
  - i. Revenues (excluding wholesale power sales and capital contributions).
  - ii. Net power expense (including wholesale power sales).
  - iii. Non-power operating expenses (excluding interest expense).
  - iv. Net capital additions (including the change in inventory investment, storage of natural gas, or other capital expenditure not reflected in another category, net of contributions).
  - v. Debt Service (including principal and interest on debt).
- c) Budget amounts will be presented using the accrual basis of accounting. Debt principal will be based on cash requirements.
- d) The General Manager shall notify the Commission promptly when expenditures within each category are anticipated to exceed the budget.
- e) Budget amendments, if necessary, will be presented to the Commission no later than October of each year.
- f) In order to ensure proper recording of expenditures for management analysis, financial statement reporting, and rate development, expenditures shall be charged to the general ledger account that best reflects the purpose for which the expenditure was made, not an account where an excess of budgeted funds may exist.
- g) All materials and services will be procured in accordance with State statutes, including but not limited to public works and competitive bid laws.



**14. Provide financial reports and projections in a timely manner**

- a) Monthly financial reports will be provided to the Commission including revenues, net power costs, non-power expenses, and capital expenditures. Actual results will be compared to budgeted levels, with an explanation of variances.
- b) An Annual Financial Report, prepared in accordance with generally accepted accounting principles, and audited in accordance with generally accepted auditing standards, shall be distributed to the Commission and other interested parties.
- c) Financial projections shall be provided to the Commission for the current and subsequent year at least three times a year.

**15. Evaluate capital investments taking into account both monetary and non-monetary factors**

**a) Monetary factors**

- i. Factors which impact cash flows include, but are not limited to, the initial capital investment and changes in revenues, expenses, or working capital.
- ii. Monetary analysis may include breakeven analysis or a discounted cash flow analysis that includes a risk-adjusted discount factor appropriate to the decision.
- iii. Projects that are a significant enhancement to business operations shall be subject to a more thorough monetary evaluation.

**b) Non-Monetary Factors**

- i. Factors which do not directly impact cash flows include, but are not limited to, system reliability or capacity, service effectiveness, service efficiency, customer satisfaction, regulatory and legal compliance, safety, business risk, employee morale or public benefit.
- c) Both factors will be evaluated when establishing the District's annual budget and five-year capital plan.