

MINUTES OF REGULAR MEETING OF COMMISSIONERS
OF PUBLIC UTILITY DISTRICT NO. 3
OF MASON COUNTY, WASHINGTON

President Farmer called a regular meeting of the Mason County PUD No. 3 board of commissioners to order at 10:00 a.m. The meeting was held in the PUD 3 auditorium, at 2621 E Johns Prairie Road in Shelton, Washington, on Tuesday, July 9, 2013.

District officers present were: Commissioners Thomas J. Farmer, Linda R. Gott and Bruce E. Jorgenson; Manager Annette Creekpau; Finance Manager/Auditor Sherry Speaks; Treasurer Brian Taylor; and Attorney Robert Johnson.

The following PUD 3 personnel were present: Customer Service Manager Diane Archer; Network Systems Supervisor Joel Moore; Public Information & Government Relations Manager Joel Myer; Director of Engineering Terry Peterson; Risk Manager Bob Smith; Director of Business Operations Michelle Wicks; and Administrative Services Manager Nancy Bolender (recorded minutes).

There were no members of the public in attendance.

MODIFICATION AND/OR APPROVAL OF AGENDA

The agenda was approved as presented.

CONSENT AGENDA

Mr. Farmer reviewed the items listed on the consent agenda. Ms. Gott moved, motion seconded by Mr. Jorgenson, to adopt the consent agenda. MOTION PASSED UNANIMOUSLY. By adopting the consent agenda, the following items were approved:

A. Minutes of the June 25, 2013, regular commission meeting.

B. * Voucher numbers: (dated July 2, 2013)	122837 through 122954	\$ 468,795.05
(Includes electronic funds transfer payment Nos. 960-961.)		
Voucher numbers: (dated July 9, 2013)	122955 through 123061	<u>754,358.01</u>
(Includes electronic funds transfer payment Nos. 962-980.)		
		TOTAL \$ 1,223,153.06

C. Void accounts payable checks for the week ending June 28, 2013, in the amount of \$22,814.30. Void accounts payable check for the week ending July 5, 2013, in the amount of \$193.31.

* Vouchers audited and certified by the district 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 which has been made available to the board.

COMMENTS FROM THE PUBLIC

While no members of the public were in attendance, Mr. Farmer stated comments would be accepted throughout the meeting.

STAFF REPORTS

Mrs. Speaks reported on the status of the budget as of June 30, 2013. With 50 percent of the year elapsed, receipts and expenditures both are at 52 percent of budgeted amounts. New and Added Load is running at 65 percent of budget; however, Mrs. Speaks explained that the costs of the new or added connections are offset by the receipts to pay for them. Mr. Jorgenson asked if the higher New and Added Load amount was for a specific event or just an accumulation of applications, to which Mrs. Speaks replied it was an accumulation.

Mr. Jorgenson also asked if the purchased power costs were usually so high in the first six months of the year, and Mrs. Speaks replied that yes, it was normal.

Mr. Taylor reviewed the June treasurer's report with the commissioners. He pointed out that the total of all funds at the end of June was \$36,691,871, which is an increase of \$289,383 over last month.

Mr. Myer presented commissioners with a summary of a recently completed promotion designed to encourage PUD 3 customers to sign up for paperless billing. He noted that the promotion ran from April 17 through June 30 and used various advertising and outreach avenues including the PUD's Facebook and Twitter accounts; broadcast and newspaper advertising; bill stuffers and direct email; and a message in the customer service telephone queue. It included a prize of an iPad Mini to be given to one of the paperless billing customers in a random drawing at the end of the promotion.

Mr. Myer said that in addition to customer convenience, for each paperless billing signup, the PUD saves \$6.95 per year in processing, paper and postage costs. During the promotion 1,940 customers signed up, resulting in an annual savings of \$13,483. The net savings for the first full year, less promotional costs will be \$10,136.

Just over ten percent of all PUD 3's customers (3,431) use the paperless billing program, while nearly 17 percent of the PUD's customers have online access to manage their accounts.

Mrs. Creekpaum reported she had signed the real estate listing agreement for the downtown administrative complex with John L. Scott (Broker Scott Barnard) on July 8. The agreement is for six months.

COMMISSIONERS' REPORT

Ms. Gott reported on the Energy Northwest executive board meeting she attended in Portland, Oregon on June 26-27. There were many Bonneville Power Administration (BPA) presentations including how BPA manages its resources and integration. BPA Administrator Bill Drummond attended providing an opportunity to meet with him.

GOOD OF THE ORDER

Following a calendar review, and with no further business appearing, the commission meeting adjourned at 10:25 a.m.

Thomas J. Farmer, President

ATTEST:

Bruce E. Jorgenson, Vice President

Linda R. Gott, Secretary