

**WORKSHOP NOTES OF THE BOARD OF  
COMMISSIONERS OF KITTITAS COUNTY PUD #1  
MAY 29, 2018**

The workshop of the Board of Commissioners of Public Utility District No. 1 of Kittitas County was called to order by President Shan Rowbotham at 10:00 AM

Those Present:

Shan Rowbotham, President  
Paul Rogers, Vice President (left meeting at 12:10 p.m.)  
Joe O'Leary, Secretary  
Matt Boast, General Manager  
Genine Pratt, Finance Manager (arrived @ 10:08 a.m.)  
Kelly Carlson, Admin

**GUESTS:**

No Guests

**GUEST COMMENTS:** None

**DISCUSSION:**

**Line Extension Policy Discussion:**

GM Boast submitted a proposed amendment to the existing policy for discussion only.

The following was discussed:

- Change order process
- Customer experience
- Actual cost process
- Accuracy in estimates and estimate deadlines
- Customer deposits
- Engineering costs

**Vehicle Replacement Policy:**

GM Boast presented the final draft of the Vehicle Replacement Policy for review and discussion. There were a few very small changes that needed to be completed so Commissioners requested staff to make these changes and bring back to them for consideration.


**Revenue Adjustments:**


FM Pratt presented information for discussion on revenue adjustments and the following was discussed:

- Meter audits
- New process implementation

**Adjourned at 12:43 PM**

ATTEST:

  
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Joe O'Leary, Secretary

  
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Shan Rowbotham, President

  
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Paul Rogers, Vice President