

East Side Improvement Co. Inc. Management Hours

<u>Date</u>	<u>Hours</u>	<u>Rate</u>	<u>Description of effort</u>
2/24/2024	4		Revise Customer Notice, draft cover letter Review submittal requirement, make PDF's of all documents
2/21/2024	0.5		Cusumer confidence report , emails Mel
2/20/2025	3.5		Notice, cover letter calculations
2/19/2025	2.5		Work on documents to submit for back-up
2/18/2025	0.5		Revise customer Notice email Mel
2/18/2025	2.5		Work on Rate increase submittal
2/17/2025	1.5		Review financials with Kendra
1/31/2025	2		Submit Quarterly report
1/30/2025	1.5		Calls with Kendra 1099 Ellensburg water
1/28/2025	1		Conf call rachel
1/27/2025	0.5		Reschedule Rachel conf Kendra
1/24/2025	1.5		Review financials and 1099's
1/23/2025	1		work on quarterly report for surcharge
1/23/2025	0.5		file withdrawl letter, email Rachel
1/22/2025	0.75		Review financials with Kendra
1/22/2025	0.75		Multiple emails with Rachel
1/22/2025	2.5		Finish and file LLS forms review violation doc
12/9/2024	1		Multiple emails rachel new filing
12/6/2024	0.75		emails and data to Rachel
12/3/2024	0.5		Update PSE time sheet email rachel, send bills
11/25/2024	4		work on sending required Q reporting for surcharge
11/24/2024	1		gather data for surchare reporting

10/24/2024	1	Finalize notice letters talk to Mel and KJ
10/18/2024	1.5	<u>Work on system inventory</u>
10/14/2024	1.5	Multiple emails with Miesha Johnson regarding addition filing requirements
10/10/2024	0.25	submit additional info on turn on turn off contract
10/7/2024	1	Multiple emails with Mel Castaneda on updated customer notice
10/4/2024	1.25	Further revise notice letter per MC, submit revised letter and extension request update PSE
10/2/2024	1.5	Revise notice letter per Melissa Castaneda-Kerson email on 10-1-24 and submit
10/1/2024	0.75	Respond to emails calls with KJ
10/1/2024	1	Conf call with Rachel and Mel from Consumer protection. Call KJ
9/30/2024	3	Calls KJ, GB submit additional material requested by Rachel
<u>9/12/2024</u>	1	Submit tarriff increase
9/11/2024	2	Work with KJ to finalize rate increase filing
9/10/2024	1.5	Contnue working on rate increase filing
9/9/2024	4	Work on rate increase filing
9/8/2024	2.5	Consult GB draft transmitall for 2 affiliated contract and submit for approval
9/6/2024	0.5	Work with GPB to get data for rate fiing
8/25/2024	1.75	Work on rate increase submittal
8/24/2024	1	Work on rate increase submittal
8/23/2024	1.5	Continue working on rate increase submittal
8/22/2024	1	Work on rate increase submittal
8/16/2024	0.25	Review Liz Dijos email and findings
8/12/2024	1.5	Complete online payment for new permit fee for AB290 C
7/23/2024	0.5	Work on surcharge reporting email to Tiffany
7/12/2024	1.5	Work on rate sheet and back up resond to Liz-billing
6/27/2024	2	Attend open meeting, tiffany and Kendra emails i.e. billing
6/26/2024	1.5	multiple emails with Tiffany, MDJ, review WAC
6/25/2024	0.5	multiple emails with Tiffany, calls to MDJ on rates
6/20/2024	3.25	Work on monthly rate increase respond to Liz
6/19/2024	0.5	Conversation with EJ MJ GB email response and report to Liz
6/14/2024	0.75	Research and draft response email to 3rd email on complaint
6/13/2024	0.5	Calls to EJ (2) review emails respond to 2nd complain email Liz
6/13/2024	1	Calls EJ and MJ review information write response to complaint email Liz

6/11/2024	0.25	email to Tiffany re invoice. Email EJ about new complaint from Liz Dijos	
6/6/2024	0.5	Phone conversation with KJ to go over 2022 base year	
6/5/2024	3	Work on monthly Tarriff increase submittal	
6/4/2024	0.25	Receive and review final screen replacement description from MDJ and forward to Tiffany	
5/28/2024	6/3/2024	1	Multiple phone calls with MDJ to confirm information to be included in updated report
5/22/2024	2.5	Teams meeting with UTC (3) draft and send extension request. Review staff assist workbook	
5/22/2024	0.25	emails with Esther Neal re: annual report	
5/21/2024	2	respond to 14 emails from Tiffany, locate and provide requested documents phone call with	
5/20/2024	1.25	Respond to 4 emails from Tiffany. Locate and provide requested documents and informatio	
5/17/2024	0.5	Respond to 5 emails from Tiffany	
5/16/2024	1.5	Respond to 5 emails from Tiffany. Calls to Mike Jackson and GB.	
5/15/2024	2.5	Review and respond to 10 emails from Tiffany. Research WAC, calls to MJ, EJ and GB	
5/14/2024	0.5	Email to Tiffany call to GB. Update annual report	
5/12/2024	4	Draft annual report calls with GB	
5/7/2024	2.5	Prepare workbook, GRC workbook email Tiffany calls with KJ call GB.	
5/3/2024	1	Call with Tiffany review DOH requirement call with GB	
5/2/2024	0.25	email with Kris Irelan	
5/1/2024	0.25	5 emails with Tiffany	
5/1/2024	0.25	email with Liz Dijos call with GB	
4/30/2024	0.5	Review email from Liz Dijos. Call GB	
4/29/2024	0.25	emails with Kris Irelan	
4/26/2024	0.5	email with Cortney Wagner. Resubmit Tarriff. Call with KJ	
4/25/2024	0.5	4 emails with Tiffany.	
4/25/2024	0.5	Email from Kris Irelan. Review revised letter. Email to KJ	
4/24/2024	1	4 emails with Tiffany.	
4/24/2024	0.25	Email fro Liz Dijos. Call KJ	
4/23/2024	2.5	2 emails with Tiffany work on loan calculations call with GB review WAC	
4/22/2024	0.5	email from respond to Liz Dijos	
4/19/2024	0.5	email from Tiffany call with GB	
4/18/2024	0.25	Email Tiffany with answers to her questions	
4/18/2024	1	Multiple emails with Liz Dijos	
4/17/2024	1.5	Research loan options email Tiffany.	
4/16/2024	1.25	Call with Tiffany & Mike. Work on surcharge schedule.	

4/16/2024	0.5	multiple emails from Liz Dijos
4/15/2024	0.5	Respond to Liz Dijos
4/11/2024	1	Prepare updated workbook email Tiffany
4/10/2024	0.75	Update workbooks email Tiffany call with GB
4/9/2024	0.25	9 emails with Tiffany
3/26/2024	1	Call with Tiffany review info sent call with GB
3/19/2024	3.5	Prepare and file rate increase. Calls with GB

120.25	11 Total hours 11 months
10.9	Hours per month

\$ 1,093 \$ 100 monthly charge

\$ 13,118 12 Annual Cost

↳ Phone with GB

GB.

n Call KJ.