



Kitsap Public Utility District
PO Box 1989
1431 Finn Hill Road
Poulsbo, WA 98370
360.779.7656
www.kpud.org

Date: March 16, 2020

Re: Kitsap PUD Office Closure and Emergency Operations Procedures

In an effort to ensure safe, reliable utility services to our community, Kitsap PUD will be implementing emergency operating procedures effective immediately. These measures are designed to keep KPUD staff, and the public, safe as our community deals with the threat of Corona virus. The following will be in effect until further notice:

- KPUD's office will be closed to the public.
- Our Customer Service Department is available via phone at 360-779-7656 or online at www.kpud.org.
- KPUD will not assess late fees or lock-off any service for nonpayment while these emergency provisions are in place.
- Customers may still pay bills via mail, online or through a drop-box at our office.
- KPUD is cancelling all public meetings and staff travel. Other scheduled events or activities will be evaluated and, potentially, cancelled as the situation warrants. The March 24, 2020 Board meeting and all subsequent Board meetings will be held via teleconference until further notice. Please email ClerkoftheBoard@kpud.org for attending information.
- We ask that the public not approach KPUD staff as they are out working. We are committed to providing uninterrupted utility services to our community. This requires healthy staff. In addition to the "social distancing" recommendations in place, we ask that you allow KPUD staff to go about their duties with as little disruption as possible during this time. Thank you.

We trust the community understands why we are taking these steps. We take seriously our responsibility to provide uninterrupted utility services to our community. These measures further that mission while protecting KPUD staff and the general public. These emergency provisions will remain in effect until further notice.