

**HARTSTONE POINTE WATER-SEWER DISTRICT
REGULAR MEETING
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584
November 3, 2022 1:00 P.M.**

AGENDA

1. Call to Order
2. Roll Call
3. Subscriber Remarks
4. Correspondence
 - Letter from Ratepayer, District Reply (2-3)
5. Present Agenda
6. Minutes of the October 21, 2022 Special Meeting (4-5)

REPORTS:

7. Commissioner Reports
8. Financial/Administrative Report:
 - Bills to Be Authorized:
 - Voucher 2022-43
 - Bills to Be Reviewed:
 - Voucher 2022-42
 - Monthly Financial Report (6-7)
 - Monthly Billing Report
9. General Manager's Report

BUSINESS:

10. Review/Discuss 2023 Preliminary Budget and Capital Improvement Plan (8-20)
11. Schedule Special Meeting to Review & Discuss 2023 Proposed Budget and Capital Improvement Plan

OLD BUSINESS

12. Review Planning Spreadsheet



Hartstene Pointe Water-Sewer District
772 Chesapeake Drive Shelton, WA 98584
(360) 427-2413 • info@hpwatersewer.com

|||||

[Redacted]

November 3, 2022

RE: Letter of 10/21/22; received 10/26/22

Dear [Redacted]:

First, and foremost, thank you for your letter of support for the work of the District.

Thank you, as well, for drawing our attention to the effect of our usage of hyperbole in our Board meeting minutes. We needn't exaggerate the District's reality that a rumor mill remains up and running here at the Pointe. Any single mistruth or source of misinformation is clearly unwanted. The issue particular to the Pointe is less about the number of complaints/mistruths and more a concern over the spread of the misinformation before we learn of it. This forces us to function in a reactive mode. I believe our intent to operate in a proactive mode is evident in our newsletters. Unfortunately, over the past year our content has frequently shifted to address the need to disseminate accurate information to replace what we've learned via the rumor mill.

As for the need to identify additional means of communication with the community and encouragement of contact, we can say this: Unlike most utility companies and municipalities, our entire operation is embedded within our small community. We could not be more accessible, with our office located a short walk from the Clubhouse and Mail Shed. We post our monthly newsletters on our website and in 3 physical locations (in the Clubhouse, outside our office and in the mail shed). Every newsletter includes multiple reminders and encouragements to contact us directly with any questions and concerns. Most importantly, we conduct 'open meetings' as per the law, to which all unhappy ratepayers have been personally invited.

Regarding your thoughtful suggestion of creating a ratepayer advisory panel, allow us to explain that your 3 elected commissioners are the District ratepayers' liaisons with District management. We are charged with representation of the community and take this very seriously. As you are aware the 3 of us remain active within the community. We interact with our neighbors to gauge their concerns and reactions to steps we've taken. As you may have noted in our Board minutes, we often attend trainings in 'best practice' as commissioners in order to heighten our awareness and better serve our ratepayers.



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We additionally make ourselves available to the community via activities such as the Shredding Event we sponsored in May and a June Wildfire Preparedness presentation that we opened up to relevant HPMA committees and Maintenance Staff. Our contact information is available in multiple locations, as well. With all due respect for your input, we are a small water-sewer operation with great accessibility.

It is our loss that your seasonal absence from the Pointe prevents your participation on the District Board. We intend to keep lines of communication open with you in the hopes of future municipal service consideration. Once again, thank you for your sincere letter, conveying practical suggestions along with your encouragements. Your informed background effectively strengthens your points and will result in due attention.

Sincerely,

Earl Jim Anderson, President

Stacy Swart, Secretary

Andrew Hospador, Audit Commissioner

ORIGINAL to PROPERTY OWNER

CC: PROPERTY FILE FOLDER

**HARTSTENE POINTE WATER-SEWER DISTRICT
SPECIAL MEETING of the BOARD OF COMMISSIONERS
October 21, 2022
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584**

MINUTES

PRESENT: President E. J. Anderson, Audit Commissioner A. Hospador, Secretary S. Swart, General Manager (GM) J. Palmer.

CALL TO ORDER: The meeting was called to order at 1:00 pm

SUBSCRIBER REMARKS: No subscribers present

CORRESPONDENCE: No correspondence

PRESENT AGENDA: *Commissioner Hospador moved to adopt the agenda. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the agenda was adopted.*

MINUTES: The minutes of the October 6, 2022 regular meeting were presented. *Commissioner Hospador moved to approve the minutes. Commissioner Anderson seconded.* Commissioner Swart requested an addition to Old Business. **Hearing 3 aye votes and 0 nay votes, the minutes were approved as amended.**

REPORTS:

Commissioner Reports:

- Commissioner Hospador presented a PFAS article
- Commissioner Hospador Shared emergency planning spreadsheet
- Commissioner Swart attended WAWARN virtual Drill
- Commissioner Swart encouraged staff and commissioners to complete the NIMS/ICS 100 course online

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2022-41 in the amount of \$ 48,141.24, was presented. *Commissioner Swart moved to approve voucher 2022-41 in the amount of \$ 48,141.24. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
 - Voucher 2022-39 was presented
 - Voucher 2022-40 was presented

General Manager's Report: GM presented his report on the current state of the District.

BUSINESS:

Summary Report of IACC Conference: Commissioner Swart and GM gave a summary report of the IACC conference

OLD BUSINESS: Commissioners discussed old business

Commissioner Hospador moved to adjourn the meeting. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 3:30 pm.

Respectfully Submitted By:

Signature

Stacy Swart, Secretary, Commissioner #3
Name and Title

Approved at the Regular Meeting of the Board on: 11-3-2022

Hartstene Pointe Water Sewer District
Monthly Financial Report - Fund Activity

September 2022

	Beginning Balances	Payments & Transfers Out	Deposits & Transfers In	Ending Balances	Fund Balance Change
Reserve Funds					
030 - Ecology Reserve	40,690.29	-	73.63	40,763.92	73.63
050 - DWSRF Loan Reserve	73,962.92	(80,446.74)	6,804.59	320.77	(73,642.15)
060 - Bond Fund	0.00	(19,665.00)	19,665.00	0.00	-
070 - USDA Revenue Bond Reserve	40,512.95	-	400.86	40,913.81	400.86
Total Reserve Funds	155,166.16	(100,111.74)	26,944.08	81,998.50	(73,167.66)
Unreserved Funds					
EFT Account - Columbia Bank	32,343.04	(63,695.24)	63,888.48	32,536.28	193.24
Petty Cash Account	2,132.70	(2,196.42)	2,929.15	2,865.43	732.73
Xpress Deposit Account	3,512.00	(38,284.97)	41,908.63	7,135.66	3,623.66
010 - Operating Fund					
<i>Operating Investment Fund</i>	130,000.00	-	-	130,000.00	-
<i>010 - Operating Fund - Other</i>	173,209.84	(166,429.53)	156,866.24	163,646.55	(9,563.29)
Total 010 - Operating Fund	303,209.84	(166,429.53)	156,866.24	293,646.55	(9,563.29)
065 - Capital Project Account	0.00	-	-	0.00	-
Total Unreserved Funds	341,197.58	(270,606.16)	265,592.50	336,183.92	(5,013.66)
Committed Funds					
020 - Water/Sewer Committed Fund					
Asset Replacement Fund	18,344.37	-	-	18,344.37	-
Capital Improvement Fund					
<i>I&I Repair</i>	79,035.41	-	30.00	79,065.41	30.00
<i>Reservoir Repair</i>	83,367.83	-	-	83,367.83	-
Total Capital Improvement Fund	162,403.24	-	30.00	162,433.24	30.00
Risk Management Fund	150,939.97	-	600.29	151,540.26	600.29
Total 020 - Water/Sewer Committed Fund	331,687.58	-	630.29	332,317.87	630.29
Total Committed Funds	331,687.58	-	630.29	332,317.87	630.29
Total Funds	828,051.32	(370,717.90)	293,166.87	750,500.29	(77,551.03)

I hereby certify that the above statement is true.

Project & Accounts Manager

Date

Audit Commissioner

Date

**Hartstene Pointe Water Sewer District
 Profit & Loss Budget vs. Actual
 August 2022**

	<u>Profit & Loss</u>	<u>Budget v Actual</u>			
	<u>Sept 22</u>	<u>Jan-Sept '22 (75% of Yr)</u>	<u>Total 2022 Budget</u>	<u>\$ Over (Under) Budget</u>	<u>% of Total Budget</u>
Ordinary Income/Expense					
Income					
Non-Operating Revenue	1,112.26	32,322.28	11,535.00	20,787.28	280.21%
Operating Revenue	79,812.35	711,294.04	938,809.00	-227,514.96	75.77%
Total Income	80,924.61	743,616.32	950,344.00	-206,727.68	78.25%
Expense					
534 - Water Expenditures	110,862.05	256,434.59	207,132.00	49,302.59	123.8%
535 - WW Treatment Expenditures	18,613.56	137,756.88	207,195.00	-69,438.12	66.49%
538 - Combined W/S Expenditures	29,488.83	252,142.79	380,465.00	-128,322.21	66.27%
Total Expense	158,964.44	105.61			
Net Ordinary Income	-78,039.83	646,439.87	794,792.00		
Net Income	<u><u>-78,039.83</u></u>	<u><u>97,176.45</u></u>	<u><u>155,552.00</u></u>		
		<u><u>97,176.45</u></u>	<u><u>155,552.00</u></u>		

Hartstene Pointe Water-Sewer District
2023 Preliminary Budget Overview

				Budget		Projections			
	2020 Actual	2021 Actual	2022 Projected	2022	2023	2024	2025	2026	2027
Beginning Unreserved Funds Balance	459,899	443,094	553,936	443,094	756,150	847,735	#DIV/0!	#DIV/0!	#DIV/0!
Revenues	776,605	715,178	988,202	857,721	1,040,484	1,110,274	1,145,449	1,181,902	1,219,641
Expenditures	671,371	686,488	780,911	908,619	944,966	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Net Income (Loss)	105,234	28,691	207,291	(50,898)	95,518	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Ending Unreserved Funds Balance	443,094	553,936	756,150	553,936	847,735	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Rev. 10/31/22									

Harstene Pointe Water-Sewer District											
Beginning Fund Balances											
	History			Budget	Difference		Projections				
	2020 Actual	2021 Actual	2022 Actual	2023	\$ Change	% Change	2024	2025	2026	2027	
Beginning Fund Balances											
Reserve Funds											
030 - Ecology Loan Reserve	40,215	40,511	40,553	40,989	436	1.07%	40,989	40,989	40,989	40,989	
050 - DWSRF Loan Reserve	22,009	20,431	20,377	20,551	174	0.86%	20,551	20,551	20,551	20,551	
070 - USDA Revenue Bond Reserve	29,630	33,787	37,758	42,225	4,467	11.83%	46,158	50,091	54,024	57,957	
Unreserved Funds											
010 - Operating Fund (incl. revolving funds)	136,962	117,711	226,544	365,993	139,449	61.55%	428,921	#DIV/0!	#DIV/0!	#DIV/0!	
020 - Committed Funds											
Asset Replacement Fund	39,540	48,540	18,344	27,344	9,000	49.06%	18,000	27,000	36,000	45,000	
Capital Improvement Fund											
Inflow & Infiltration	89,540	80,617	75,854	104,578	28,724	37.87%	116,800	159,022	201,244	243,466	
Reservoir Repair	56,715	56,715	83,368	96,694	13,326	15.99%	110,021	123,347	136,674	150,000	
Other	0	0	0	0	0	0.00%	0	0	0	0	
Risk Management Fund	137,142	139,511	149,826	161,540	11,714	7.82%	173,993	186,446	198,899	211,352	
Total 020 - Committed Funds	322,937	325,383	327,392	390,157	62,765	19.17%	418,814	495,815	572,817	649,818	
065 - Capital Projects Account	0	0	0	0	0	0.00%	0	0	0	0	
Total Beginning Unreserved Fund Balances	459,899	443,094	553,936	756,150	202,214	36.50%	847,735	#DIV/0!	#DIV/0!	#DIV/0!	
Rev. 10/31/22										Rev. 10/31/22	

Hartstene Pointe Water-Sewer District												
Ending Fund Balances												
		History			Budget		Difference		Projections			
		2020 Actual	2021 Actual	2022 Projected	2022	2023	\$ Change	% Change	2024	2025	2026	2027
Ending Fund Balances												
Reserve Funds												
	030 - Ecology Loan Reserve	40,511	40,553	40,989	40,553	40,989	436	1.07%	40,989	40,989	40,989	40,989
	050 - DWSRF Loan Reserve	20,431	20,377	20,551	20,377	20,551	174	0.86%	20,551	20,551	20,551	20,551
	070 - USDA Revenue Bond Reserve	33,787	37,758	42,225	37,758	46,158	8,400	22.25%	50,091	54,024	57,957	61,890
Unreserved Funds												
	010 - Operating Fund (incl. revolving funds)	117,711	226,544	365,993	226,544	428,921	202,377	89.33%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
020 - Committed Funds												
	Asset Replacement Fund	48,540	18,344	27,344	18,344	18,000	(344)	-1.88%	27,000	36,000	45,000	54,000
Capital Improvement Fund												
	Inflow & Infiltration	80,617	75,854	104,578	75,854	116,800	40,946	53.98%	159,022	201,244	243,466	285,688
	Reservoir Repair	56,715	83,368	96,694	83,368	110,021	26,653		123,347	136,674	150,000	163,326
	Other	0	0	0	0	0	0	0.00%	0	0	0	0
	Risk Management Fund	139,511	149,826	161,540	149,826	173,993	24,167	16.13%	186,446	198,899	211,352	223,805
	Total 020 - Committed Funds	325,383	327,392	390,157	327,392	418,814	91,422	27.92%	495,815	572,817	649,818	726,820
	065 - Capital Projects Account	0	0	0	0	0	0	0.00%	0	0	0	0
	Total Ending Unreserved Fund Balances	443,094	553,936	756,150	553,936	847,735	293,799	53.04%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Rev. 10/31/22												
									777,142	966,211	1,197,969	1,529,728

Hartstene Pointe Water-Sewer District													
Revenues													
		History				Budget		Difference		Projections			
		2020 Actual	2021 Actual	2022 Jan - Aug	2022 Projected	2022	2023	\$ Change	% Change	2024	2025	2026	2027
1	Rates												
2	Residential Water (Monthly)	72.05	81.40	80.60	80.60	80.60	86.28	5.68	7.04%	93.60	96.40	99.30	102.30
3	Residential Sewer (Monthly)	66.60	75.25	87.00	87.00	87.00	93.09	6.09	7.00%	101.00	104.00	107.10	110.30
5	Total Residential Monthly Charge	138.65	156.65	167.60	167.60	167.60	179.37	11.77	7.02%	97.30	100.20	103.20	106.30
6	Prepaid Connection - Water (Monthly)	61.10	69.00	34.50	34.50	36.90	39.50	2.60	7.05%	42.90	44.20	45.50	46.90
7	Prepaid Connection - Sewer (Monthly)	54.40	61.50	35.30	35.30	32.90	35.20	2.30	6.99%	38.20	39.30	40.50	41.70
9	Total Prepaid Connection Monthly Charge	57.75	65.25	69.80	69.80	69.80	74.70	4.90	7.02%	40.55	41.75	43.00	44.30
10	Water - Metered Charges	0	3,524	6,124	8,724	21,600	8,899	(12,701)	-58.80%	9,655	9,945	10,243	10,550
11	Water Connection & Capital Facilities Charge	3,490	3,670	3,670	3,090	3,340	3,270	(70)	-2.10%	3,270	3,270	3,270	3,270
12	Sewer Connection & Capital Facilities Charge	3,810	4,130	4,130	4,210	4,460	4,360	(100)	-2.24%	4,360	4,360	4,360	4,360
13	Total Connection & Capital Facilities Charge	7,300	7,800	7,800	7,800	7,800	7,630	(170)	-2.18%	7,630	7,630	7,630	7,630
14	Connections												
15	# of Residential Connections	436	440	440	458	440	458	18	4.09%	459	460	461	462
16	# of Prepaid Connections	18	22	22	20	22	20	(2)	-9.09%	18	18	18	18
17	# of New Connections (not Prepaid)	5	2	4	4	1	2	1	100.00%	1	1	1	1
18	Revenues												
19	Total Water Revenues	389,747	336,419	284,515	459,982	438,900	492,555	53,655	12.22%	524,815	541,675	559,156	577,282
20	Total Sewer Revenues	358,630	309,935	303,089	486,624	405,438	520,071	114,633	28.27%	564,559	582,569	601,225	620,510
21	Total Penalties & Fees	2,725	881	5,524	8,285	1,848	8,863	7,015	379.61%	9,535	9,840	10,156	10,484
22	Capital Facilities Charges & Connection Fees	21,912	51,100	29,575	31,200	7,800	15,260	7,460	95.64%	7,630	7,630	7,630	7,630
23	Interest Income	3,515	401	1,221	1,832	3,735	3,735	0	0.00%	3,735	3,735	3,735	3,735
24	Miscellaneous Revenues	76	16,444	279	279	0	0	0	0.00%	0	0	0	0
25	Total Revenues	\$776,605	\$715,178	\$624,203	\$988,202	\$857,721	\$1,040,484	\$182,763	21.31%	\$1,110,274	\$1,145,449	\$1,181,902	\$1,219,641
						% Water Revenue:	51.98%	48.64%		48.18%	48.18%	48.19%	48.20%
						% Wastewater Revenue:	48.02%	51.36%		51.82%	51.82%	51.81%	51.80%
	Rev. 10/31/22												

Hartstene Pointe Water-Sewer District													
Expenditures													
		History				Budget		Difference		Projections			
		2020 Actual	2021 Actual	2022 Jan-Aug	2022 Projected	2022	2023	\$ Change	% Change	2024	2025	2026	2027
1	Operations												
2	Staff	315,273	278,492	193,804	245,399	397,179	388,188	(8,991)	-2.26%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
3	Water	75,107	43,748	46,024	61,246	57,723	65,732	8,009	13.87%	63,405	65,624	67,921	70,298
4	Wastewater Treatment/Sewer	141,607	59,886	78,841	105,676	78,304	85,503	7,199	9.19%	88,496	91,593	94,799	98,117
5	Combined W/S, Administrative	129,232	68,493	65,835	128,965	118,725	126,417	7,692	6.48%	127,783	132,680	137,787	143,113
6	Total Operations	357,139	450,619	384,504	541,286	651,931	665,841	13,909	2.13%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
7	Capital Improvements	153,441	75,025	71,709	81,737	98,800	122,222	23,422	23.71%	65,000	65,000	45,000	45,000
8	Loan Payments	160,791	160,843	19,665	157,888	157,888	156,903	(985)	-0.62%	155,918	154,933	153,948	152,963
9	Total Expenditures	\$671,371	\$686,488	\$475,878	\$780,911	\$908,619	\$944,966	\$36,346	4.00%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
						Total Water Expenditures:	389,279			234,524	181,211	182,445	183,758
						Total Wastewater Expenditures:	156,527			#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
						Total Combined W/S, Administrative Expenditures:	399,160			399,160	403,304	408,201	413,308
						% Water:	62.32%			45.94%	#DIV/0!	#DIV/0!	#DIV/0!
						% Wastewater:	37.68%			#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
	Rev. 10/31/22												

Hartstene Pointe Water-Sewer District

Water Operations Costs

		History				Budget		Difference		Projections			
		2020 Actual	2021 Actual	2022 Jan - Aug	2022 Projected	2022	2023	\$ Change	% Change	2024	2025	2026	2027
1	Water Operations Expenditures												
2	534.30 · Supplies - Water												
3	31 1010 · Supplies - Water												
4	35 1010 · Tools/Equip - Water	5,136	2,381	3,172	4,757								
5	31 1010 · Supplies - Water - Other	2,170	6,254	1,368	2,052								
6	Supplies - Water	7,306	8,636	4,539	6,809	5,000	5,000	0	0.00%	5,175	5,356	5,544	5,738
7	Chemicals - Water	4,032	4,199	2,307	3,461	5,000	5,000	0	0.00%	5,175	5,356	5,544	5,738
8	Total 534.30 · Supplies - Water	11,338	12,834	6,847	10,270	10,000	10,000	0	0.00%	10,350	10,712	11,087	11,475
9	534.40 · Services - Water												
10	Intergov Fees (<i>previously under 534.50</i>)												
11	53 1010 · Excise Tax - Water	19,978	22,552	15,149	22,723	23,179	23,859	680	2.93%	24,694	25,559	26,453	27,379
12	53 1020 · Permit Fees - Water	766	776	766	766	815	804	(11)	-1.31%	832	862	892	923
16	534.50 · Intergov - Water - Other	0	306	0	0	428	0	(428)	-100.00%	0	0	0	0
13	Total Intergov Fees	20,744	23,634	15,915	23,489	24,423	24,664	241	0.99%	25,527	26,420	27,345	28,302
14	Other Services	280	1,602	1,878	1,878	1,682	1,971	289	17.21%	0	0	0	0
15	Lab Testing - Water	2,589	1,876	785	1,178	1,500	1,500	0	0.00%	1,553	1,607	1,663	1,721
16	Repair & Maintenance - Water												
17	SCADA System - Water	1,473	388	530	530	2,500	2,500	0	0.00%	2,588	2,678	2,772	2,869
18	Other	8,441	11,719	12,405	12,405	7,000	13,026	6,026	86.08%	13,481	13,953	14,442	14,947
19	Total 48 1030 Repair & Maintenance - Water	9,914	12,106	12,935	12,935	9,500	15,526	6,026	63.43%	13,481	13,953	14,442	14,947
20	47 1010 · Electric - Water	9,314	10,686	7,664	11,496	10,618	12,071	1,453	13.69%	12,494	12,931	13,384	13,852
21	Total 534.40 · Services - Water	42,840	49,903	39,177	50,976	47,723	55,732	8,009	16.78%	53,055	54,911	56,833	58,823
22	Total Water Operations Expenditures	\$54,178	\$62,737	\$46,024	\$61,246	\$57,723	\$65,732	8,009	13.87%	\$63,405	\$65,624	\$67,921	\$70,298
	Rev. 10/31/22												

Hartstene Pointe Water-Sewer District													
Wastewater Treatment Operations Costs													
		History				Budget		Difference		Projections			
		2020 Actual	2021 Actual	2022 Jan - Aug	2022 Projected	2022	2023	\$ Change	% Change	2024	2025	2026	2027
1	Wastewater Treatment Operations Expenditures												
2	535.30 · Supplies - WW Treatment												
3	31 3010 · Supplies - WW Treatment												
4	Sewer	517	517	1,273 [1]	1,909								
5	31 3010 · Supplies - WW Treatment - Other	2,722	2,722	6,265	9,397								
6	31 3010 · Supplies - WW Treatment	3,239	3,239	7,538	11,306	10,000	10,000	0	0.00%	10,350	10,712	11,087	11,475
7	31 3011 · Chemicals - WW Treatment	3,077	3,077	1,338	1,993	2,000	2,000	0	0.00%	2,070	2,142	2,217	2,295
8	Total 535.30 · Supplies - WW Treatment	6,316	6,316	8,875	13,299	12,000	12,000	0	0.00%	12,420	12,855	13,305	13,770
9	535.40 · Services - WW Treatment												
10	Intergov - WW Treatment (previously 535.5)												
11	B&O/Excise Tax												
12	B&O Tax - Wastewater Treatment	5,980	5,980	4,064	6,096								
13	53 2010 · Excise Tax - Sewer	379	379	1,658	2,487								
14	Total B&O/Excise Tax	6,359	6,359	5,722	8,583	6,560	9,012	2,452	37.38%	9,328	9,654	9,992	10,342
15	53 3020 · Permit Fees - WW Treatment	2,625	2,625	2,693	3,793 [2]	2,854	3,983	1,129	39.56%	4,122	4,267	4,416	4,571
16	Total Intergov - WW Treatment	8,984	8,984	8,415	12,376	9,414	12,995	3,581	38.04%	13,450	13,921	14,408	14,912
17	41 3040 · WWT Operations - Contracted	0	0	21,900	21,900	0	0	0	0.00%	0	0	0	0
18	41 3041 · Non-Routine WWT Operations - Contracted	0	0	0	0	0	0	0	0.00%	0	0	0	0
19	41 3050 · Lab Testing - WW Treatment	7,964	7,964	6,109	9,163 [3]	8,728	9,621	893	10.24%	9,958	10,307	10,667	11,041
20	WW Treatment Maint. and Repair												
21	48 3010 · Biosolids Disposal	5,945	5,945	5,985	11,970	17,834	17,955	121	0.68%	18,584	19,234	19,907	20,604
22	48 3020 · SCADA - WW Treatment	388	388	1,250	4,650	3,000	3,000	0	0.00%	3,105	3,214	3,326	3,443
23	Other	21,709	21,709	226	226 [4]	7,500	7,500	0	0.00%	7,763	8,034	8,315	8,606
24	Sewer Collection System	3,315	3,315	14,060	14,060	3,500	3,500	0	0.00%	3,623	3,749	3,881	4,016
25	Total WW Treatment Maint. and Repair	31,357	31,357	21,521	30,907	31,834	31,955	121	0.38%	33,074	34,231	35,429	36,669
26	47 3010 · Electric - WW Treatment	15,403	15,403	12,020	18,030	16,328	18,932	2,604	15.95%	19,595	20,280	20,990	21,725
27	Total 535.40 · Services - WW Treatment	63,707	63,707	69,966	92,376	66,304	73,503	7,199	10.86%	76,076	78,739	81,495	84,347
28	Total WWT Operations Expenditures	\$70,023	\$70,023	\$78,841	\$105,676	\$78,304	\$85,503	7,199	9.19%	\$88,496	\$91,593	\$94,799	\$98,117

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Hartstene Pointe Water-Sewer District													
Combined Water/Sewer, Administrative Operations Costs													
		History				Budget		Difference		Projections			
		2020 Actual	2021 Actual	2022 Jan - Aug	2022 Projected	2022	2023	\$ Change	% Change	2024	2025	2026	2027
1	Combined W/S, Administrative Operations Expenditures												
2	538.30 · Supplies - Combined W/S												
3	Tools/Equip/Supplies	4,093	3,884	2,906	3,875	5,000	4,069	(931)	-18.62%	4,211	4,359	4,511	4,669
4	Office Supplies	1,565	1,870	3,645	4,860	2,000	5,103	3,103	155.14%	5,281	5,466	5,658	5,856
5	Total 538.30 · Supplies - Combined W/S	5,658	5,753	6,551	8,735	7,000	9,172	2,172	31.02%	9,493	9,825	10,169	10,525
6	538.40 · Services - Combined W/S												
8	Attorney Fees	5,472	4,190	0	0	4,500	4,500	0	0.00%	2,500	2,500	2,500	2,500
9	Accounting Consulting	2,869	0	920	920	500	966	466	93.20%	1,000	1,035	1,071	1,109
10	Payroll Services	1,908	1,937	1,747	2,330	2,261	2,446	185	8.18%	2,532	2,620	2,712	2,807
11	Intergov (previously 538.50)												
12	B&O Tax - Fees/Penalties	70	30	96	128	70	134	64	91.48%	139	144	149	154
13	Other	71	73	0	56	210	210	0	0.00%	217	225	233	241
14	State Audit	6,028	4,117	3,553	3,553	0	7,000	7,000	#DIV/0!	6,250	0	6,500	0
15	County Election Costs	0	0	307	307	224	224	0	0.00%	232	240	248	257
16	Total Intergov	6,170	4,221	3,956	4,044	504	7,568	7,064	1401.59%	7,833	8,107	8,391	8,684
17	Lockbox	733	1,076	783	1,044	1,253	1,096	(157)	-12.52%	1,135	1,174	1,215	1,258
18	Online Payment System	1,859	2,761	2,022	2,696	2,824	2,831	7	0.24%	2,930	3,033	3,139	3,249
	Cleaning Services	0	0	1,372	1,320	0	3,960	3,960	#DIV/0!	3,960	3,960	3,960	3,960
19	IT/Software Applications	3,648	4,468	6,562	6,562	10,000	10,000	0	0.00%	10,500	11,025	11,576	12,155
20	Rent	840	6,000	7,000	9,333	12,000	12,000	0	0.00%	12,420	12,855	13,305	13,770
21	Merchant Service Fees	2,032	3,931	2,814	3,752	4,150	3,940	(210)	-5.06%	4,019	4,099	4,181	4,265
22	Postage	1,815	2,744	1,936	2,581	2,986	2,710	(276)	-9.24%	2,764	2,819	2,876	2,933
23	Telephone/Internet	7,299	8,401	6,067	8,089	7,200	7,200	0	0.00%	7,344	7,491	7,641	7,794
24	Legal Notices & Publications	0	272	0	0	225	225	0	0.00%	233	241	249	258
25	Liability Insurance	13,786	43,455	88	42,317	42,317	42,317	0	0.00%	44,433	46,654	48,987	51,437
26	Professional Dues	1,382	1,587	247	1,347	1,988	1,988	0	0.00%	2,058	2,130	2,204	2,281
27	Printing	1,516	2,186	9,880	13,174	2,323	2,439	116	5.00%	2,561	2,689	2,824	2,965
28	Other Miscellaneous Services	1,479	0	9,070	12,093	2,000	2,000	0	0.00%	2,070	2,142	2,217	2,295
29	Travel/Mileage/Training and Education	10,025	15,871	4,821	8,628	14,694	9,059	(5,635)	-38.35%	8,000	8,280	8,570	8,870
30	Total 538.40 · Services - Combined W/S	62,835	103,101	59,284	120,230	111,725	117,246	5,521	4.94%	118,290	122,855	127,618	132,589
31	Total Combined W/S, Administrative Operations	68,493	108,854	65,835	128,965	118,725	126,417	7,692	6.48%	127,783	132,680	137,787	143,113
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Hartstene Pointe Water-Sewer District											
Staff Costs											
		History				Budget		Projections			
		2020 Actual	2021 Actual	2022 Jan - Oct	2022 Projected	2022	2023	2024	2025	2026	2027
1	Water Distribution Manager II - 0.5 FTE										
2	Employee Wages	24,532	0	0	0	60,320	71,219	0	0	0	0
3	Benefits & Payroll Tax	9,860	0	0	0	20,290	22,055	0	0	0	0
4	Total WDM II Compensation	34,392	0	0	0	80,610	93,274	0	0	0	0
5	WW Treatment Plant Operator II - 1.0 FTE										
6	Employee Wages	71,895	71,895	30,234	30,234	74,256	0	0	0	0	0
7	Benefits & Payroll Tax	21,014	21,014	8,106	8,106	21,635	2,912	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
8	Total WWTPO II Compensation	92,909	92,909	38,339	38,339	95,891	2,912	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
8	General Manager - 1.0 FTE										
9	Employee Salary	69,188	69,188	61,438	80,938	81,000	90,090	90,090	90,090	90,090	90,090
10	Benefits & Payroll Tax	23,897	23,897	19,570	26,093	30,776	31,863	31,863	31,863	31,863	31,863
11	Total GM Compensation	93,085	93,085	81,007	107,030	111,776	121,953	121,953	121,953	121,953	121,953
12	Project/Account Manager - 1.0 FTE										
13	Employee Wages	61,990	61,990	50,299	67,065	74,256	83,427	83,427	83,427	83,427	83,427
14	Benefits & Payroll Tax	18,501	18,501	14,596	19,461	22,077	10,963	10,963	10,963	10,963	10,963
15	Total Compensation	80,490	80,490	64,895	86,526	96,333	94,389	94,389	94,389	94,389	94,389
16	Apprentice/Trainee										
17	Employee Salary	0	13,760	33,343	44,457	0	53,414	53,414	53,414	53,414	53,414
18	Benefits & Payroll Tax	0	8,616	17,959	23,945	0	8,066	8,066	8,066	8,066	8,066
19	Total T/L Compensation	0	22,376	51,302	68,403	0	61,481	61,481	61,481	61,481	61,481
20	Commissioners										
21	Commissioner 1										
22	Per Diem	3,840	3,776	3,264	4,352	3,712	4,570	4,570	4,570	4,570	4,570
23	Payroll Tax	296	291	248	333	284	350	350	350	350	350
24	Commissioner 2										

25		Per Diem	4,408	3,719	2,752	3,669	4,252	3,853	3,853	3,853	3,853	3,853
26		Payroll Tax	339	286	209	281	325	295	295	295	295	295
27		Commissioner 3										
28		Per Diem	5,120	3,655	3,392	4,523	3,712	4,749	4,749	4,749	4,749	4,749
29		Payroll Tax	394	281	258	346	284	363	363	363	363	363
30		Total Commissioner Compensation	14,397	12,009	10,123	13,504	12,569	14,179	14,179	14,179	14,179	14,179
31		Total Staff Costs	\$315,273	\$278,492	\$194,364	\$245,399	\$397,179	\$388,188	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
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Hartstene Pointe Water-Sewer District													
Capital Improvement Plan													
	Total Project Costs	History				Budgets		Projections					
		2020 Actual	2021 Actual	2022 Jan - Sept	2022 Projected	2022 Budget	2023 Budget	2024	2025	2026	2027	2028	2029 - 2045
1	Water												
2	Update Water System Plan	80,000											
3	Test Pump Well #3		3,320										
4	Outfit Well # 3 and Build Dog House												
5	Install Generator Well 4	20,508	1,890										
6	Install Ferric Chloride Well 4	22,255	4,570										
7	Well 4 Fence Project	445	445										
8	Upgrade Water SCADA					50,000	50,000						
9	New Radio Read Water Meters	150,000	24,171	54,820	22,394	22,394	18,800						
10	Water Lateral Line Replacements (27 yrs, 20 lines/yr.)	600,000											
11	Total Water Capital Improvements	873,207	31,075	58,140	22,394	22,394	68,800	50,000	0	0	0	0	0
12	Wastewater Treatment/Sewer												
13	Update Sewer System Plan (Moneys from 2021)	80,000	5,357	30,086	40,115								
14	WWT Pumps - Rehab and Replace	0			?	10,000	10,000						
15	Upgrade WW SCADA	0		19,228	19,228								
16	i&I Lateral Replacements	600,000											
17	Lift Station Generators (3 total)	80,000				20,000	20,000	20,000	20,000				
18	Total WW7/Sewer Capital Improvements	765,000	0	5,357	49,314	59,343	30,000	30,000	20,000	20,000	0	0	0
19	Combined W/S												
20	Convert Patrol House to ADA	30,000				20,000	20,000						
21	Infrastructure Replacement	810,000				22,222	22,222	45,000	45,000	45,000	45,000	45,000	562,778
22	Lease/Rent/Purchase Mini Excavator	30,000	29,920										
23	Lease/Rent/Purchase New Work Truck	15,000											
24	Lease/Rent/Purchase Trailer	5,000											
25	Fiber Optic Connections at Wells and Reservoir	5,913	4,605	1,308									
26	Total Combined W/S Capital Improvements	55,913	4,605	31,228	0	0	0	42,222	45,000	45,000	45,000	45,000	562,778
27	Total Capital Improvements	\$1,694,120	\$35,680	\$94,725	\$71,709	\$81,737	\$98,800	\$122,222	\$65,000	\$65,000	\$45,000	\$45,000	\$562,778
							Carry-over from Previous Year:	24,849	17,063				
							From Reservoir Repair Fund:	-	-				
							From I&I Fund:	50,000	10,000				
							From Asset Replacement Fund:	-	18,344				
							From Risk Management Fund:	80,000	20,000				
							CIP Expenditures from Existing Funds:	\$ 154,849	\$ 65,407	0	0	0	0
							CIP Expenditures from Current Revenues:	\$ (56,049)	\$ 56,815	\$ 65,000.00	\$ 65,000.	\$ 45,000.	\$ 45,000.

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Hartstene Pointe Water-Sewer District												
Loan Payments												
	History					Budget		Projections				
	2020 Actual	2021 Actual	2022 Projected	2022 Actual	Actual vs. Projected	2022	2023	2024	2025	2026	2027	
Ecology Loan - Effluent Outfall												
Principal Payment	33,931	34,444	34,964	34,964	0	34,964	35,492	36,028	36,572	37,125	37,686	
Interest Payment	4,180	3,667	3,147	3,147	0	3,147	2,619	2,083	1,539	987	426	
Total Ecology Loan Payments	38,111	38,111	38,111	38,111	0	38,111	38,111	38,111	38,111	38,111	38,111	
USDA Bond - Booster Pump, Meters												
Principal Payment	27,783	28,552	29,334	29,334	0	29,343	30,155	30,991	31,849	32,731	33,637	
Interest Payment	11,547	10,778	9,996	9,996	0	9,987	9,175	8,340	7,481	6,599	5,693	
Total USDA Bond Payments	39,330	39,330	39,330	39,330	0	39,330	39,330	39,330	39,330	39,330	39,330	
DWSRF Loan - Water Treatment Upgrades												
Principal Payment	65,671	65,671	65,671	65,671	0	65,671	65,671	65,671	65,671	65,671	65,671	
Interest Payment	17,731	16,746	14,776	14,776	0	14,776	13,791	12,806	11,821	10,836	9,851	
Total DWSRF Loan Payments	83,402	82,417	80,447	80,447	0	80,447	79,462	78,477	77,492	76,507	75,522	
Total Loan Payments	160,843	159,858	157,888	157,888	0	157,888	156,903	155,918	154,933	153,948	152,963	
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Hartstene Pointe Water-Sewer District												
Net Effect of Transfers												
	History				Budget		Difference		Projections			
	2020 Actual	2021 Actual	2022 Jan - Oct	2022 Projected	2022	2023	\$ Change	% Change	2024	2025	2026	2027
Net Effect of Transfers												
030 - Ecology Loan Reserve	669	888	211	436	0	0	0	#DIV/0!	0	0	0	0
050 - DWSRF Loan Reserve	(107)	1,558	(13,382)	174	0	0	0	#DIV/0!	0	0	0	0
070 - USDA Revenue Bond Reserve	4,324	4,535	3,484	4,467	3,933	3,933	0	0.00%	3,933	3,933	3,933	3,933
010 - Operating Fund (incl. revolving funds)	86,537	(52,029)	2,837	(67,842)	47,410	(32,590)	(80,000)	-168.74%	(80,934)	(80,934)	(80,934)	(80,934)
020 - Committed Funds							0	0.00%				
Asset Replacement Fund	9,000	9,000	0	9,000	(9,344)	(9,344)	(0)	0.00%	9,000	9,000	9,000	9,000
Capital Improvement Fund							0	0.00%				
Inflow & Infiltration	20,000	20,000	5,136	28,724	12,222	12,222	0	0.00%	42,222	42,222	42,222	42,222
Reservoir Repair	(54,181)	0	0	13,326	13,326	13,326	0	0.00%	13,326	13,326	13,326	13,326
Other	0	0	0	0	0	0	0	0.00%	0	0	0	0
Risk Management Fund	44,648	16,048	1,714	11,714	(67,547)	12,453	80,000	-118.44%	12,453	12,453	12,453	12,453
Total 020 - Committed Funds	19,467	45,048	6,850	62,765	(51,343)	28,657	80,000	-155.82%	77,001	77,001	77,001	77,001
065 - Capital Projects Account	(110,891)	0	0	0	0	0	0	#DIV/0!	0	0	0	0
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Hartstene Pointe Water-Sewer District			
Proposed Capital Facilities Charges			
	Water	Sewer	Total
Debt Share	780	970	1,750.00
Future Improvements	620	1480	2,100.00
Assets	1620	1660	3,280.00
Total	\$3,020.00	\$4,110.00	7,130.00
Connection Fees	\$250.00	\$250.00	\$500.00
Total CFC + Connection Fees	\$3,270.00	\$4,360.00	
Total Cost for New Connections			\$7,630.00

[1] This is higher because of the sewer engineering

[2] New Nutrient Permit Fees Added

[3] Newer testing requirements by Ecology added

[4] Bulk expenses for Outfall repair (covered by insurance) and time-switch install for generator in 2021, not incurred in 2022