

**HARTSTONE POINTE WATER-SEWER DISTRICT
REGULAR MEETING
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584
Novmeber 2, 2023 1:00 P.M.**

AGENDA

1. Call to Order
2. Roll Call
3. Subscriber Remarks
4. Correspondence
5. Present Agenda
6. Minutes of the October 19, 2023 Regular Meeting (2-3)

REPORTS:

7. Commissioner Reports
8. Financial/Administrative Report:
 - Bills to Be Authorized:
 - Voucher 2023-42
 - Bills to Be Reviewed:
 - Voucher 2023-41
9. General Manager's Report

BUSINESS:

10. Review & Discuss Proposed 2024 Budget (4-17)
11. Schedule a Special Meeting to Discuss Proposed 2024 Budget

OLD BUSINESS

**HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
October 19, 2023
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584**

MINUTES

PRESENT: President E. J. Anderson, Secretary S. Swart, General Manager (GM) J. Palmer, Project & Accounts Manager (PM) J. Sartori, Audit Commissioner A. Hospador absent

CALL TO ORDER: The meeting was called to order at 1:08 pm

SUBSCRIBER REMARKS: No Subscribers Present

CORRESPONDENCE:

- Commissioner Swart received comments regarding the October 7 special meeting
- Commissioner Swart received correspondence regarding the election ballots

PRESENT AGENDA: *Commissioner Swart moved to adopt the agenda. Commissioner Anderson seconded. Hearing 2 aye votes and 0 nay votes, the agenda was adopted as presented.*

MINUTES:

- The minutes of the October 5, 2023 regular meeting were presented. *Commissioner Swart moved to approve the minutes as presented. Commissioner Anderson seconded. Hearing 2 aye votes and 0 nay votes, the minutes were approved.*
- The minutes of the October 7, 2023 special meeting were presented. *Commissioner Swart moved to approve the minutes as presented. Commissioner Anderson seconded. Hearing 2 aye votes and 0 nay votes, the minutes were approved.*

REPORTS:

Commissioner Reports:

- Commissioner Swart will attend RCAC's *Small Water System Management Programs* virtual training
- Commissioner Swart shared recommendations for governing bodies from the WA State Auditor's Office website
- Commissioner Swart noted that she will be out of state from October 22nd through October 31st

Water Board Bible Review, Chapter Four (4): Commissioners tabled until all commissioners could be present

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2023-40 in the amount of \$ 37,494.88 was presented. *Commissioner Swart moved to approve voucher 2023-40 in the amount of \$ 37,494.88. Commissioner Anderson seconded. Hearing 2 aye votes and 0 nay votes, the voucher was approved.*
- Monthly Financial Report: PM presented the monthly financial report for September 2023

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

BUSINESS:

Review Preliminary 2024 Budget: PM presented the preliminary budget and commissioners and staff discussed line items and capital improvement plan.

OLD BUSINESS:

- Commissioners asked for an update regarding the state of the Memorandum of Understanding with HPMa. GM conveyed that he is waiting for responses from MRSC and WSRMP on recommendations.

Commissioner Swart moved to adjourn the meeting. Commissioner Anderson seconded. Hearing 2 aye votes and 0 nay votes, the meeting adjourned at 3:35 pm.

Respectfully Submitted By:

Signature

Stacy Swart, Secretary, Commissioner #3
Name and Title

Approved at the Special Meeting of the Board on: 11-2-2023

**Hartstene Pointe Water-Sewer District
2024 Proposed Budget Overview**

	2021 Actual	2022 Actual	2023 Projected	Budget		Projections			
				2023	2024	2025	2026	2027	2028
Beginning Unreserved Funds Balance	443,094	553,936	650,259	553,936	675,458	661,534	881,795	1,109,214	1,343,275
Revenues	945,197	999,262	1,087,245	1,040,431	1,111,251	1,184,117	1,222,184	1,261,538	1,301,606
Expenditures	869,602	898,926	1,056,926	959,028	1,122,740	961,299	992,207	1,024,792	1,021,036
Net Income (Loss)	75,595	100,337	30,319	81,402	(11,489)	222,818	229,977	236,746	280,570
Ending Unreserved Funds Balance	553,936	650,259	675,458	780,819	661,534	881,795	1,109,214	1,343,275	1,621,027

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**Harstene Pointe Water-Sewer District
Beginning Fund Balances**

	History			Budget		Difference		Projections			
	2021 Actual	2022 Actual	2023 Actual	2023	2024	\$ Change	% Change	2025	2026	2027	2028
Beginning Fund Balances											
Reserve Funds											
030 - Ecology Loan Reserve	40,511	40,553	41,065	40,989	42,664	1,599	3.90%	42,664	42,664	42,664	42,664
050 - DWSRF Loan Reserve	20,431	20,377	20,499	20,551	21,700	1,201	5.84%	21,700	21,700	21,700	21,700
070 - USDA Revenue Bond Reserve	33,787	37,758	42,201	42,225	44,520	2,319	5.49%	46,956	49,512	52,069	54,754
Unreserved Funds											
010 - Operating Fund (incl. revolving funds)	117,711	226,544	253,345	313,180	235,612	(17,733)	-5.66%	152,957	296,217	446,635	603,695
020 - Committed Funds											
Asset Replacement Fund	48,540	18,344	27,344	27,344	36,344	9,000	32.91%	45,344	54,344	63,344	72,344
Capital Improvement Fund											
Inflow & Infiltration	80,617	75,854	103,209	104,578	93,542	(9,667)	-9.24%	127,493	169,715	211,937	254,159
Reservoir Repair	56,715	83,368	96,694	96,694	110,021	13,326	13.78%	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	169,666	161,540	199,939	30,272	18.74%	212,392	224,845	237,298	249,751
Total 020 - Committed Funds	325,383	327,392	396,914	390,157	439,846	42,932	11.00%	508,576	585,577	662,579	739,580
065 - Capital Projects Account	0	0	0	0	0	0	0.00%	0	0	0	0
Total Beginning Unreserved Fund Balances	443,094	553,936	650,259	703,337	675,458	25,199	3.58%	661,534	881,795	1,109,214	1,343,275

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Hartstene Pointe Water-Sewer District
Ending Fund Balances

	History			Budget		Difference		Projections				
	2021 Actual	2022 Actual	2023 Projected	2023	2024	\$ Change	% Change	2025	2026	2027	2028	
Ending Fund Balances												
Reserve Funds												
030 - Ecology Loan Reserve	40,553	41,065	42,664	40,989	42,664	1,675	4.09%	42,664	42,664	42,664	42,664	
050 - DWSRF Loan Reserve	20,377	20,499	21,700	20,551	21,700	1,149	5.59%	21,700	21,700	21,700	21,700	
070 - USDA Revenue Bond Reserve	37,758	42,201	44,520	46,158	46,956	798	1.73%	49,512	52,069	54,754	57,573	
Unreserved Funds												
010 - Operating Fund (incl. revolving funds)	226,544	253,345	235,612	324,762	152,957	(171,805)	-52.90%	296,217	446,635	603,695	804,445	
020 - Committed Funds												
Asset Replacement Fund	18,344	27,344	36,344	36,344	45,344	9,000	24.76%	54,344	63,344	72,344	81,344	
Capital Improvement Fund												
Inflow & Infiltration	75,854	103,209	93,542	135,699	127,493	(8,206)	-6.05%	169,715	211,937	254,159	296,381	
Reservoir Repair	83,368	96,694	110,021	110,021	123,347	13,326		136,674	150,000	163,326	176,653	
Other	0	0	0	0	0	0	0.00%	0	0	0	0	
Risk Management Fund	149,826	169,666	199,939	173,993	212,392	38,399	22.07%	224,845	237,298	249,751	262,204	
Total 020 - Committed Funds	327,392	396,914	439,846	456,057	508,576	52,519	11.52%	585,577	662,579	739,580	816,582	
065 - Capital Projects Account	0	0	0	0	0	0	0.00%	0	0	0	0	
Total Ending Unreserved Fund Balances	553,936	650,259	675,458	780,819	661,534	(119,285)	-15.28%	881,795	1,109,214	1,343,275	1,621,027	
Rev. 11/1/23								777,142	966,211	1,197,969	1,529,728	

**Hartstene Pointe Water-Sewer District
Revenues**

	History				Budget		Difference		Projections			
	2021 Actual	2022 Actual	2023 Jan - Sept	2023 Projected	2023	2024	\$ Change	% Change	2025	2026	2027	2028
1 Rates												
2 Residential Water (Monthly)	81.40	80.60	93.80	93.80	93.80	112.67	18.87	20.12%	122.30	126.00	129.80	133.70
3 Residential Sewer (Monthly)	75.25	87.00	85.50	85.50	85.50	79.18	(6.32)	-7.39%	85.90	88.50	91.20	93.90
4 Total Residential Monthly Charge	156.65	167.60	179.30	179.30	179.30	191.85	12.55	7.00%	208.20	214.50	221.00	227.60
5 Prepaid Connection - Water (Monthly)	69.00	34.50	39.00	34.50	39.00	46.83	7.83	20.07%	50.80	52.30	53.90	55.50
6 Prepaid Connection - Sewer (Monthly)	61.50	35.30	35.60	35.30	35.60	32.97	(2.63)	-7.38%	35.80	36.90	38.00	39.10
7 Total Prepaid Connection Monthly Charge	65.25	69.80	74.60	69.80	74.60	79.80	5.20	6.97%	86.60	89.20	91.90	94.60
8 Water - Metered Charges	3,524	6,124	8,899	11,499	8,899	11,729	2,830	31.80%	12,726	13,108	13,501	13,906
9 Water Connection & Capital Facilities Charge	3,670	3,670	3,450	3,090	3,450	3,340	(110)	-3.19%	3,340	3,340	3,340	3,340
10 Sewer Connection & Capital Facilities Charge	4,130	4,130	4,350	4,210	4,350	4,460	110	2.53%	4,460	4,460	4,460	4,460
11 Total Connection & Capital Facilities Charge	7,800	7,800	7,800	7,800	7,800	7,800	0	0.00%	7,800	7,800	7,800	7,800
12 Connections												
13 # of Residential Connections	440	440	458	458	458	458	0	0.00%	459	460	461	462
14 # of Prepaid Connections	22	22	18	18	20	20	0	0.00%	18	18	18	18
15 # of New Connections (not Prepaid)	2	4	3	3	2	2	0	0.00%	1	1	1	1
16 Revenues												
17 Total Water Revenues	454,062	455,260	399,792	535,226	533,784	642,219	108,436	20.31%	684,601	706,817	729,696	753,221
18 Total Sewer Revenues	412,689	482,569	358,676	478,283	478,452	443,075	(35,377)	-7.39%	480,870	496,490	512,726	529,027
19 Total Penalties & Fees	2,751	7,892	4,638	6,184	8,860	6,622	(2,238)	-25.26%	7,111	7,342	7,580	7,823
20 Capital Facilities Charges & Connection Fees	58,400	43,800	21,900	21,900	15,600	15,600	0	0.00%	7,800	7,800	7,800	7,800
21 Interest Income	506	7,306	22,235	33,352	3,735	3,735	0	0.00%	3,735	3,735	3,735	3,735
22 Miscellaneous Revenues	16,788	2,436	12,300	12,300	0	0	0	0.00%	0	0	0	0
Total Revenues	\$945,197	\$999,262	\$819,541	\$1,087,245	\$1,040,431	\$1,111,251	\$70,820	6.81%	\$1,184,117	\$1,222,184	\$1,261,538	\$1,301,606
					% Water Revenue:	52.73%	59.17%					
					% Wastewater Revenue:	47.27%	40.83%					

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**Hartstene Pointe Water-Sewer District
Expenditures**

	History				Budget		Difference		Projections			
	2021 Actual	2022 Actual	2023 Jan-Aug	2023 Projected	2023	2024	\$ Change	% Change	2025	2026	2027	2028
1 Operations												
2 Staff	348,557	346,727	263,376	393,589	390,090	440,052	49,962	12.81%	459,859	480,851	503,101	526,686
3 Water	62,737	66,822	51,715	64,342	73,869	78,457	4,588	6.21%	76,785	79,473	82,254	85,133
4 Wastewater Treatment/Sewer	70,023	125,350	189,824	218,146	123,758	90,668	(33,090)	-26.74%	93,842	97,126	100,526	104,044
5 Combined W/S, Administrative	108,854	133,848	57,897	124,335	142,186	135,423	(6,763)	-4.76%	130,880	135,809	140,948	146,306
6 Total Operations	590,172	672,747	562,813	800,413	729,903	744,600	14,697	2.01%	761,366	793,259	826,829	862,169
7 Capital Improvements	119,572	68,185	81,329	99,611	72,222	222,222	150,000	207.69%	45,000	45,000	45,000	45,000
8 Loan Payments	159,858	157,888	156,903	156,903	156,903	155,918	(985)	-0.63%	154,933	153,948	152,963	113,867
9 Total Expenditures	\$869,602	\$898,926	\$801,044	\$1,056,926	\$959,028	\$1,122,740	\$163,712	17.07%	\$961,299	\$992,207	\$1,024,792	\$1,021,036

Total Water Expenditures: 450,314
 Total Wastewater Expenditures: 254,528
 Total Combined W/S, Administrative Expenditures: 417,898
 % Water: 58.72%
 % Wastewater: 41.28%

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**Hartstene Pointe Water-Sewer District
Water Operations Costs**

	History				Budget		Difference		Projections			
	2021 Actual	2022 Actual	2023 Jan - Sept	2023 Projected	2023	2024	\$ Change	% Change	2025	2026	2027	2028
1 Water Operations Expenditures												
2 534.30 · Supplies - Water												
3 31 1010 · Supplies - Water												
4 35 1010 · Tools/Equip - Water	2,381	3,323	2,499	3,332								
5 31 1010 · Supplies - Water - Other	6,254	3,114	1,184	1,578								
6 Supplies - Water	8,636	6,436	3,683	4,910	8,000	8,000	0	0.00%	8,280	8,570	8,870	9,180
7 Chemicals - Water	4,199	4,935	4,214	5,618	8,000	8,000	0	0.00%	8,280	8,570	8,870	9,180
8 Total 534.30 · Supplies - Water	12,834	11,371	7,896	10,528	16,000	16,000	0	0.00%	16,560	17,140	17,739	18,360
9 534.40 · Services - Water												
10 Intergov Fees												
11 53 1010 · Excise Tax - Water	22,552	22,966	19,765	26,353	24,025	27,670	3,645	15.17%	28,639	29,641	30,679	31,752
12 53 1020 · Permit Fees - Water	776	766	766	766	804	804	0	0.04%	832	862	892	923
13 534.50 · Intergov - Water - Other	306	0	0	0	0	0	0	#DIV/0!	0	0	0	0
14 Total Intergov Fees	23,634	23,732	20,531	27,119	24,830	28,475	3,645	14.68%	29,471	30,503	31,570	32,675
15 Other Services	1,602	1,878	1,684	1,684	1,971	1,768	(203)	-10.28%	0	0	0	0
16 Lab Testing - Water	1,876	1,365	1,092	1,456	1,500	1,500	0	0.00%	1,553	1,607	1,663	1,721
17 Repair & Maintenance - Water												
18 SCADA System - Water	388	530	0	0	2,500	2,500	0	0.00%	2,588	2,678	2,772	2,869
19 Other	11,719	17,054	11,386	11,386	15,437	15,437	0	0.00%	15,977	16,537	17,115	17,714
20 Total 48 1030 Repair & Maintenance - Water	12,106	17,584	11,386	11,386	17,937	17,937	0	0.00%	15,977	16,537	17,115	17,714
21 47 1010 · Electric - Water	10,686	10,892	9,126	12,169	11,631	12,777	1,146	9.85%	13,224	13,687	14,166	14,662
22 Total 534.40 · Services - Water	49,903	55,451	43,819	53,814	57,869	62,457	4,588	7.93%	60,225	62,333	64,515	66,773
Total Water Operations Expenditures	\$62,737	\$66,822	\$51,715	\$64,342	\$73,869	\$78,457	4,588	6.21%	\$76,785	\$79,473	\$82,254	\$85,133

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**Hartstene Pointe Water-Sewer District
Wastewater Treatment Operations Costs**

	History				Budget		Difference		Projections			
	2021 Actual	2022 Actual	2023 Jan - Sept	2023 Projected	2023	2024	\$ Change	% Change	2025	2026	2027	2028
1 Wastewater Treatment Operations Expenditures												
2 535.30 · Supplies - WW Treatment												
3 31 3010 · Supplies - WW Treatment												
4 31 3010 · Supplies - WW Treatment	1,980	1,741	1,065	1,420								
5 35 3010 · Tools/Equip - WW Treatment	1,259	6,519	0	0								
6 31 3010 · Supplies - WW Treatment	3,239	8,261	1,065	1,420	10,000	10,000	0	0.00%	10,350	10,712	11,087	11,475
7 31 3011 · Chemicals - WW Treatment	3,077	1,993	1,299	1,732	3,000	3,000	0	0.00%	3,105	3,214	3,326	3,443
8 Total 535.30 · Supplies - WW Treatment	6,316	10,253	2,364	3,152	13,000	13,000	0	0.00%	13,455	13,926	14,413	14,918
9 535.40 · Services - WW Treatment												
10 Attorney Fees - Wastewater	0	0	38,950	38,950	0	0	0	#DIV/0!	0	0	0	0
11 Intergov - WW Treatment (previously 535.5)												
12 B&O/Excise Tax												
13 B&O Tax - Wastewater Treatment	5,980	6,315	5,120	6,826								
14 53 2010 · Excise Tax - Sewer	379	2,162	714	952								
15 Total B&O/Excise Tax	6,359	8,477	5,834	7,779	8,753	8,168	(585)	-6.69%	8,454	8,750	9,056	9,373
16 53 3020 · Permit Fees - WW Treatment	2,625	2,693	2,837	2,982	2,828	3,131	303	10.71%	3,240	3,354	3,471	3,593
17 Total Intergov - WW Treatment	8,984	11,170	8,671	10,761	11,581	11,299	(282)	-2.44%	11,694	12,103	12,527	12,965
18 41 3040 · WWT Operations - Contracted	0	38,300	32,300	43,067	35,000	0	(35,000)	0.00%	0	0	0	0
19 41 3041 · Non-Routine WWT Operations - Contracted	0	0	0	0	0	0	0	0.00%	0	0	0	0
20 41 3050 · Lab Testing - WW Treatment	7,964	12,452	14,504	19,338	11,647	15,000	3,353	28.79%	15,525	16,068	16,631	17,213
21 WW Treatment Maint. and Repair												
22 48 3010 · Biosolids Disposal	5,945	10,872	22,458	28,245	17,834	17,834	0	0.00%	18,458	19,104	19,773	20,465
23 48 3020 · SCADA - WW Treatment	388	1,250	5,080	5,080	3,000	3,000	0	0.00%	3,105	3,214	3,326	3,443
24 Other	21,709	2,572	2,339	2,339	7,500	7,500	0	0.00%	7,763	8,034	8,315	8,606
25 Sewer Collection System	3,315	21,374	50,991	50,991	6,000	6,000	0	0.00%	6,210	6,427	6,652	6,885
26 Total WW Treatment Maint. and Repair	31,357	36,068	80,867	86,655	34,334	34,334	0	0.00%	35,536	36,779	38,067	39,399
27 47 3010 · Electric - WW Treatment	15,403	17,107	12,168	16,225	18,196	17,036	(1,160)	-6.38%	17,632	18,249	18,888	19,549
28 Total 535.40 · Services - WW Treatment	63,707	115,097	187,460	214,994	110,758	77,668	(33,090)	-29.88%	80,387	83,200	86,112	89,126
29 Total WWT Operations Expenditures	\$70,023	\$125,350	\$189,824	\$218,146	\$123,758	\$90,668	(33,090)	-26.74%	\$93,842	\$97,126	\$100,526	\$104,044

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**Hartstene Pointe Water-Sewer District
Combined Water/Sewer, Administrative Operations Costs**

	History				Budget		Difference		Projections			
	2021 Actual	2022 Actual	2023 Jan - Sept	2023 Projected	2023	2024	\$ Change	% Change	2025	2026	2027	2028
1 Combined W/S, Administrative Operations Expenditures												
2 538.30 · Supplies - Combined W/S												
3 Tools/Equip/Supplies	3,884	6,581	6,369	8,492	5,000	5,000	0	0.00%	5,175	5,356	5,544	5,738
4 Office Supplies	1,870	4,566	1,573	2,098	4,000	4,000	0	0.00%	4,140	4,285	4,435	4,590
5 Total 538.30 · Supplies - Combined W/S	5,753	11,147	7,942	10,589	9,000	9,000	0	0.00%	9,315	9,641	9,978	10,328
6 538.40 · Services - Combined W/S												
7 Bank Fees	0	0	38	75		150	150	#DIV/0!	158	165	174	182
8 Attorney Fees	4,190	0	143	143	4,500	4,500	0	0.00%	2,500	2,500	2,500	2,500
9 Accounting Consulting	0	920	1,214	1,214	966	1,335	369	38.21%	1,382	1,430	1,480	1,532
10 Payroll Services	1,937	2,322	1,831	2,441	2,405	2,563	158	6.59%	2,653	2,746	2,842	2,942
11 Intergov (previously 538.50)												
12 B&O Tax - Fees/Penalties	30	134	70	70	121	73	(48)	-39.55%	76	78	81	84
13 Other	73	0	23	23	210	210	0	0.00%	217	225	233	241
14 State Audit	4,117	3,553	0	8,000	8,000	750	(7,250)	-90.63%	6,250	0	6,500	0
15 County Election Costs	0	307	0	300	300	300	0	0.00%	311	321	333	344
16 Total Intergov	4,221	3,994	93	8,393	8,631	1,333	(7,298)	-84.55%	1,380	1,428	1,478	1,530
17 Lockbox	1,076	916	643	858	1,117	901	(216)	-19.37%	932	965	999	1,033
18 Online Payment System	2,761	3,067	2,603	3,471	3,524	3,644	120	3.41%	3,772	3,904	4,041	4,182
19 Cleaning Services	0	1,867	2,650	3,533	3,960	3,960	0	0.00%	3,960	3,960	3,960	3,960
20 IT/Software Applications	4,468	6,790	6,967	6,967	10,000	10,000	0	0.00%	10,500	11,025	11,576	12,155
21 Rent	6,000	11,000	9,000	12,000	12,300	12,300	0	0.00%	12,731	13,176	13,637	14,115
22 Merchant Service Fees	3,931	4,236	3,464	4,618	4,884	4,849	(35)	-0.71%	4,946	5,045	5,146	5,249
23 Postage	2,744	3,325	2,520	3,360	3,096	3,528	432	13.94%	3,598	3,670	3,743	3,818
24 Telephone/Internet	8,401	8,832	7,579	10,106	9,476	10,611	1,135	11.98%	10,823	11,040	11,261	11,486
25 Legal Notices & Publications	272	0	3,865	3,865	225	3,000	2,775	1233.33%	3,105	3,214	3,326	3,443
26 Liability Insurance	43,455	40,610	138	42,455	42,317	42,455	138	0.33%	44,578	46,807	49,147	51,604
27 Professional Dues	1,587	1,884	647	1,747	1,988	1,988	0	0.00%	2,058	2,130	2,204	2,281
28 Printing	2,186	10,953	1,829	2,195	4,052	2,305	(1,747)	-43.12%	2,420	2,541	2,668	2,802
29 Other Miscellaneous Services	0	9,134	10	10	2,000	2,000	0	0.00%	2,070	2,142	2,217	2,295
30 Travel/Mileage/Training and Education	15,871	12,851	4,721	6,295	17,745	15,000	(2,745)	-15.47%	8,000	8,280	8,570	8,870
31 Total 538.40 · Services - Combined W/S	103,101	122,700	49,955	113,745	133,186	126,423	(6,763)	-5.08%	121,565	126,168	130,970	135,979
Total Combined W/S, Administrative Operations	108,854	133,848	57,897	124,335	142,186	135,423	(6,763)	-4.76%	130,880	135,809	140,948	146,306

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Hartstene Pointe Water-Sewer District Staff Costs

	History				Budget		Projections			
	2021 Actual	2022 Actual	2023 Jan - Aug	2023 Projected	2023	2024	2025	2026	2027	2028
1 Water Distribution Manager II - 0.5 FTE										
2 Employee Wages	24,532	64,609	42,823	64,235	71,219	71,219	74,780	78,519	82,445	86,567
3 Benefits & Payroll Tax	9,860	22,113	13,854	20,781	22,055	22,831	23,972	25,171	26,430	27,751
4 Total WDM II Compensation	34,392	86,722	56,677	85,015	93,274	94,050	98,753	103,690	108,875	114,318
5 WW Treatment Plant Operator II - 1.0 FTE										
6 Employee Wages	30,234	0	0	0	0	63,648	63,648	63,648	63,648	63,648
7 Benefits & Payroll Tax	9,055	0	0	0	0	22,100	22,100	22,100	22,100	22,100
8 Total WWTPO II Compensation	39,288	0	0	0	0	85,748	85,748	85,748	85,748	85,748
8 General Manager - 1.0 FTE										
9 Employee Salary	87,437	86,353	67,190	99,310	96,396	103,105	110,323	118,045	126,308	135,150
10 Benefits & Payroll Tax	24,470	30,958	22,390	33,586	32,471	35,932	38,447	41,139	44,018	47,100
11 Total GM Compensation	111,907	117,310	89,580	132,895	128,868	139,037	148,770	159,184	170,327	182,249
12 Project/Account Manager - 1.0 FTE										
13 Employee Wages	61,739	86,303	49,199	73,799	83,427	83,427	87,598	91,978	96,577	101,406
14 Benefits & Payroll Tax	20,433	21,575	15,055	22,582	10,963	24,009	25,209	26,470	27,793	29,183
15 Total PM Compensation	82,172	107,878	64,254	96,381	94,389	107,436	112,807	118,448	124,370	130,589
16 Apprentice/Trainee										
17 Employee Salary	45,265	14,990	31,838	47,757	52,000	0	0	0	0	0
18 Benefits & Payroll Tax	22,448	6,123	12,160	18,239	7,930	0	0	0	0	0
19 Total A/T Compensation	67,713	21,113	43,998	65,997	59,930	0	0	0	0	0
20 Commissioners										
21 Commissioner 1										
22 Per Diem	4,224	3,840	2,496	3,744	3,871	3,931	3,931	3,931	3,931	3,931
23 Payroll Tax	323	284	250	375	296	301	301	301	301	301
24 Commissioner 2										

**Hartstene Pointe Water-Sewer District
Staff Costs**

		History				Budget		Projections			
		2021 Actual	2022 Actual	2023 Jan - Aug	2023 Projected	2023	2024	2025	2026	2027	2028
25	Per Diem	3,520	3,328	2,368	3,552	3,387	3,730	3,730	3,730	3,730	3,730
26	Payroll Tax	269	245	206	308	259	285	285	285	285	285
27	Commissioner 3										
28	Per Diem	4,416	5,568	3,264	4,896	5,403	5,141	5,141	5,141	5,141	5,141
29	Payroll Tax	333	421	284	426	413	393	393	393	393	393
30	Total Commissioner Compensation	13,085	13,686	8,867	13,301	13,629	13,781	13,781	13,781	13,781	13,781
	Total Staff Costs	\$348,557	\$346,727	\$263,376	\$393,589	\$390,090	\$440,052	\$459,859	\$480,851	\$503,101	\$526,686

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Hartstene Pointe Water-Sewer District													
Capital Improvement Plan													
	Total Project Costs	History				Budgets		Projections					
		2021 Actual	2022 Actual	2023 Jan - Sept	2023 Projected	2023 Budget	2024 Budget	2025	2026	2027	2028	2029	2030 - 2045
1	Water												
2	Update Water System Plan	80,000				-	-						
3	Test Pump Well #3	3,320				-	-						
4	Install Generator Well 4	20,508	1,890			-	-						
5	Well 2 Rehabilitation	30,000				-	30,000						
6	Well 3 Replacement	130,000				-	130,000						
7	Upgrade Water SCADA					10,000	-						
8	New Radio Read Water Meters	150,000	54,820	22,394		-	-						
9	Water Lateral Line Replacements (27 yrs, 20 lines/yr.)	600,000				-	-						
10	Total Water Capital Improvements	1,032,763	60,030	22,394	0	0	10,000	160,000	0	0	0	0	0
11	Wastewater Treatment/Sewer												
12	Update Sewer System Plan (Moneys from 2021)	80,000	9,086	35,571		0	-						
13	WWT Pumps - Rehab and Replace	35,038			35,038	35,038	-	40,000					
14	Laboratory Equipment Upgrade				7,202		-						
15	Wastewater Infrastructure Rehabilitation				1,333		-						
16	Upgrade WW SCADA	0	19,228				-						
17	I&I Lateral Replacements	600,000					-						
18	Lift Station Generators (3 total)	20,000					-						
19	Slide Gate Actuators	30,000			37,756	37,756	30,000	-					
20	Total WWT/Sewer Capital Improvements	770,038	28,314	35,571	81,329	72,794	30,000	40,000	0	0	0	0	0
21	Combined W/S												
22	Portable Generator for W/WW Facilities				26,817	26,817	-						
23	Convert Patrol House to ADA	30,000					10,000						
24	Infrastructure Replacement	810,000					22,222	22,222	45,000	45,000	45,000	45,000	45,000
25	Lease/Rent/Purchase Mini Excavator	30,000	29,920				-						
26	Lease/Rent/Purchase New Work Truck	15,000		10,220			-						
27	Lease/Rent/Purchase Trailer	5,000					-						
28	Fiber Optic Connections at Wells and Reservoir	1,308	1,308				-						
29	Total Combined W/S Capital Improvements	51,308	31,228	10,220	0	26,817	32,222	22,222	45,000	45,000	45,000	45,000	45,000
30	Total Capital Improvements	\$1,854,108	\$119,572	\$68,185	\$81,329	\$99,611	\$72,222	\$222,222	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000
							Carry-over from Previous Year:	24,849	(27,389)				
							From Reservoir Repair Fund:	-	-				
							From I&I Fund:	50,000	-				

Hartstene Pointe Water-Sewer District													
Capital Improvement Plan													
		History				Budgets		Projections					
		2021	2022	2023	2023	2023	2024	2025	2026	2027	2028	2029	2030 - 2045
Total Project Costs		Actual	Actual	Jan - Sept	Projected	Budget	Budget						
		From Asset Replacement Fund:				-	-						
		From Risk Management Fund:				80,000	-						
		CIP Expenditures from Existing Funds:				\$ 154,849	\$ (27,389)						
		CIP Expenditures from Current Revenues:				\$ (82,627)	\$ 249,611						

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Hartstene Pointe Water-Sewer District Loan Payments

	History				Budget		Projections			
	2021 Actual	2022 Actual	2023 Projected	2023 Actual	2023	2024	2025	2026	2027	2028
Ecology Loan - Effluent Outfall										
Principal Payment	34,444	34,964	35,492	35,492	35,492	36,028	36,572	37,125	37,686	
Interest Payment	3,667	3,147	2,619	2,619	2,619	2,083	1,539	987	426	
Total Ecology Loan Payments	38,111	38,111	38,111	38,111	38,111	38,111	38,111	38,111	38,111	0
USDA Bond - Booster Pump, Meters										
Principal Payment	28,552	29,345	30,156	30,156	30,156	30,991	31,849	32,731	33,637	34,568
Interest Payment	10,778	9,985	9,174	9,174	9,174	8,339	7,481	6,599	5,693	4,762
Total USDA Bond Payments	39,330	39,330	39,330	39,330	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	65,671	65,671	65,671	65,671	65,671	65,671
Interest Payment	16,746	14,776	13,791	13,791	13,791	12,806	11,821	10,836	9,851	8,866
Total DWSRF Loan Payments	82,417	80,447	79,462	79,462	79,462	78,477	77,492	76,507	75,522	74,537
Total Loan Payments	159,858	157,888	156,903	156,903	156,903	155,918	154,933	153,948	152,963	113,867

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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	750	1450	2,200.00
Assets	1560	1790	3,350.00
Total	\$3,090.00	\$4,210.00	7,300.00
Connection Fees	\$250.00	\$250.00	\$500.00
Total CFC + Connection Fees	\$3,340.00	\$4,460.00	
Total Cost for New Connections			\$7,800.00