

**HARTSTONE POINTE WATER-SEWER DISTRICT  
REGULAR MEETING  
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584  
November 16, 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 November 2, 2023 Regular Meeting (2-3)
7. Minutes of the November 9, 2023 Special Meeting (4)

**REPORTS:**

8. Commissioner Reports
9. Financial/Administrative Report:
  - Bills to Be Authorized:
    - Voucher 2023-44
  - Bills to Be Reviewed:
    - Voucher 2023-43
  - Monthly Billing Report: November 2023 (5)
10. General Manager's Report

**BUSINESS:**

11. Review Sanitary Survey Report (6-21)
12. Approve Resolution 2023-04, Adopting the 2024 Budget (22-37)
13. Approve Resolution 2023-05, Adopting the 2023 Fee Schedule (38-39)

**OLD BUSINESS**

**HARTSTENE POINTE WATER-SEWER DISTRICT  
REGULAR MEETING of the BOARD OF COMMISSIONERS  
November 2, 2023  
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, Project & Accounts Manager (PM) J. Sartori

**CALL TO ORDER:** The meeting was called to order at 1:20 pm

**SUBSCRIBER REMARKS:** No Subscribers Present

**CORRESPONDENCE:** A resident suggested conducting an in-house risk assessment of sewer project prior to its launch

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

**MINUTES:** The minutes of the October 19, 2023 regular meeting were presented. *Commissioner Swart moved to approve the minutes. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the minutes were approved.*

**REPORTS:**

**Commissioner Reports:**

- Commissioner Hospador inquired about gate project with Evergreen Rural Water
- Commissioner Swart shared WASWD article, encouraging Districts to thank legislators for protecting house bill, *Public Works Assistance Acc. For 2023-2025*
- Commissioner Swart shared a Trenchless Technology article on safety precautions around CIPP materials
- Commissioner Swart shared an article suggesting posting of District water consumption to increase conservation compliance during high use periods

**Financial/Administrative Report:**

- Bills to Be Authorized:
  - Voucher 2023-42 in the amount of \$ 72,405.98 was presented. *Commissioner Hospador moved to approve voucher 2023-42 in the amount of \$ 72,405.98. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
  - Voucher 2023-41 was presented by PM for review

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

**BUSINESS:**

**Review & Discuss Proposed 2024 Budget:** Commissioners and administrative staff discussed line items, the needed capital improvements and the direction of project goals for 2024.

**Schedule a Special Meeting to Discuss Proposed 2024 Budget:** *Commissioner Swart made a motion to schedule a special meeting for the purpose of reviewing and discussing the 2024 Proposed Budget on November 9<sup>th</sup>, 2023 at 1:00 pm at the District office. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the special meeting is scheduled.*

**OLD BUSINESS**

- Commissioner Hospador inquired about reservoir projects
- Commissioner Hospador inquired about the state of the District's golf cart
- Commissioner Hospador inquired about the status of laboratory testing accreditation
- Commissioner Hospador suggested contacting Mason County PUD No. 3 if there will be any digging throughout the sewer rehabilitation upgrade project
- Commissioner Hospador inquired about the state of the District's backup generator
- Commissioner Hospador suggested using the Chevrolet truck periodically to keep it in good working condition; GM informed him that it is used regularly
- Commissioner Hospador inquired about the regular use of the District's excavator and trailer
- Commissioner Hospador inquired about SCADA upgrades

*Commissioner Hospador moved to adjourn the meeting. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 3:45 pm.*

Respectfully Submitted By:

\_\_\_\_\_  
*Signature*

Stacy Swart, Secretary, Commissioner #3  
\_\_\_\_\_  
*Name and Title*

Approved at the Regular Meeting of the Board on: 11-16-2023

**HARTSTENE POINTE WATER-SEWER DISTRICT  
SPECIAL MEETING of the BOARD OF COMMISSIONERS  
November 9, 2023  
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, Project & Accounts Manager (PM) J. Sartori

**CALL TO ORDER:** The meeting was called to order at 1:12 pm

**SUBSCRIBER REMARKS:** No Subscribers Present

**CORRESPONDENCE:**

- Commissioner Swart was asked by a resident about the identity of one of the commissioners on the ballot
- Commissioner Swart shared suggestions on emergency preparedness discussions
- Commissioner Swart was asked about the condition of the District's Ford truck tires and pointed out that the winter season is approaching

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

**BUSINESS:**

**Review & Discuss the Revised Proposed 2024 Budget:** Commissioners and administrative staff discussed line items, the needed capital improvements and the direction of project goals for 2024.

*Commissioner Swart moved to adjourn the meeting. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 2:53 pm.*

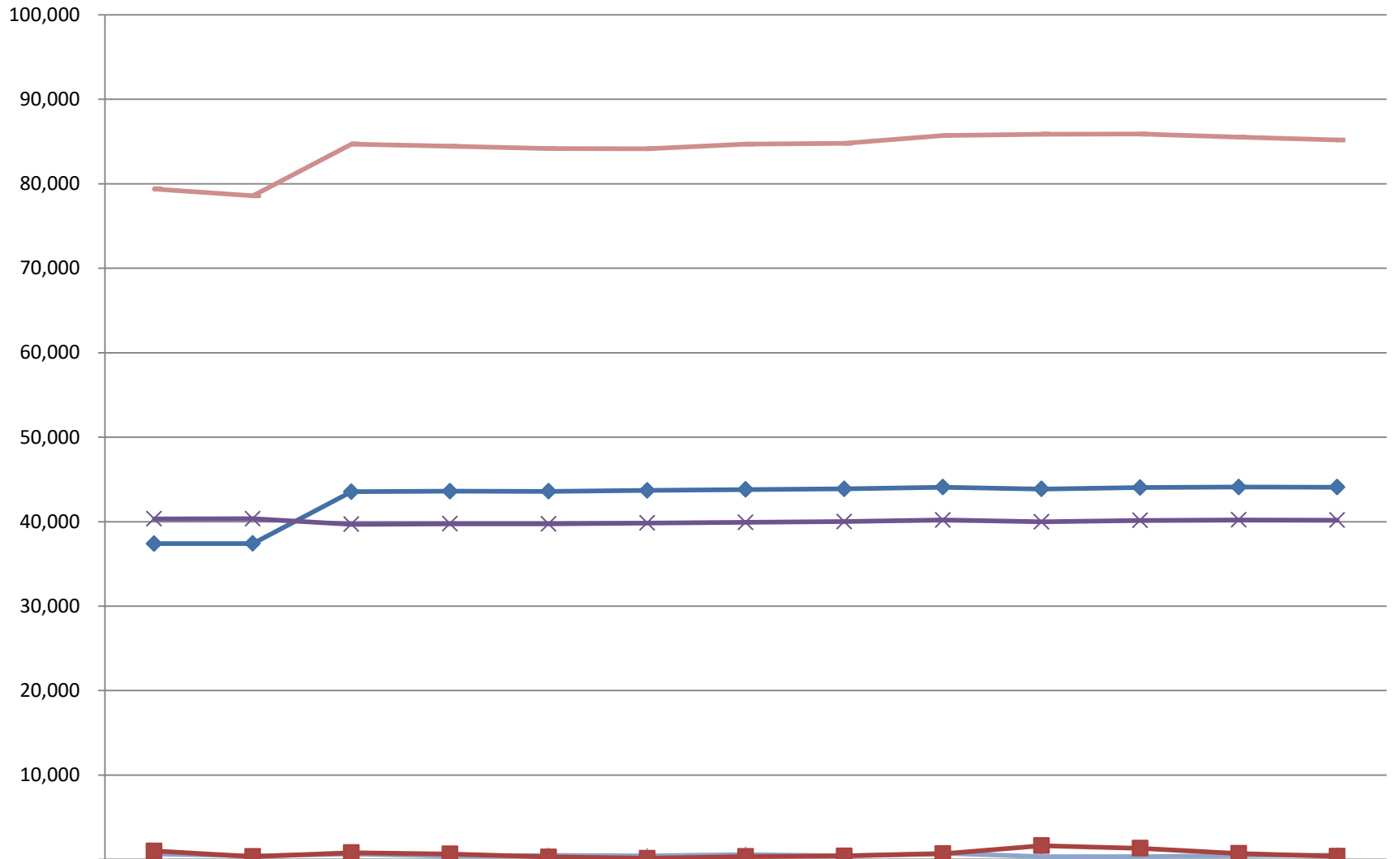
Respectfully Submitted By:

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
Stacy Swart, Secretary, Commissioner #3  
*Name and Title*

Approved at the Regular Meeting of the Board on: 11-16-2023

## Regular Utility Billing



	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	June 2023	July 2023	Aug 2023	Sept 2023	Oct 2023	Nov 2023
◆ Water Service	37,398	37,419	43,537	43,604	43,592	43,701	43,797	43,886	44,087	43,862	44,041	44,102	44,074
✕ Sewer Service	40,326	40,350	39,686	39,747	39,736	39,835	39,922	40,004	40,187	39,982	40,145	40,200	40,175
+ Late/Misc. Fees	645	436	648	427	516	437	602	446	738	359	364	488	532
■ Consumption	1,015	365	820	665	320	165	355	440	690	1,655	1,335	725	385
— Total Charges	79,384	78,569	84,690	84,442	84,164	84,139	84,676	84,777	85,701	85,858	85,885	85,515	85,166



STATE OF WASHINGTON  
DEPARTMENT OF HEALTH  
SOUTHWEST DRINKING WATER REGIONAL OPERATIONS  
111 Israel Road Southeast • PO Box 47823 • Olympia, Washington 98504-7823  
Tel: (360) 236-3030 • Fax: (360) 236-3029 • TDD/TTY 711

November 7, 2023  Jeffery Palmer, Manager Hartstene Pointe Water-Sewer District 772 East Chesapeake Drive Shelton, Washington 98584	Hartstene Pointe ID #31569 Sanitary Survey Report	
	County:	Mason
	System Type:	Community
	Operating Permit Color:	Green
	Surveyor:	Scott Torpie
	Inspection Date:	November 3, 2023

Thank you and Craig Milanowski for meeting with me to conduct a survey of this water system. Sanitary surveys are the Office of Drinking Water's (ODW) way to inspect public water systems through a field visit. ODW is also able to offer technical assistance to help utilities improve their system operations and ensure that public health is protected.

This report documents the findings of this survey. Significant Deficiencies and Findings are assigned a due date. If you are not able to complete the work by the assigned date, you MUST submit a Corrective Action Plan describing how and when the work will be completed. Failure to respond by the date below will result in further compliance actions in accordance with WAC 246-290-050.

As you correct the items, send DOH documentation that demonstrates the items have been completed as directed. Include the system name, ID number, item #, and the date the deficiencies were corrected. You can send them to Denise Miles by e-mail at [denise.miles@doh.wa.gov](mailto:denise.miles@doh.wa.gov) or by mail at PO Box 47823, Olympia, Washington 98504-7823.

**SIGNIFICANT DEFICIENCIES\* - BY DECEMBER 22, 2023**

1. Reconnect the electrical conduit to the junction box located in the enclosure for Well 2.

**SIGNIFICANT FINDINGS\*\* - BY DECEMBER 22, 2023**

2. Submit evidence that the ferric chloride used in your water treatment process is NSF60 certified for use in potable water. The source of chlorine and potassium permanganate are both NSF60 compliant.

**OBSERVATIONS**

3. The water service to the WWTP must have an air gap (WAC 246-290-490). Consult with our certification program for guidance on how to comply. Contact Bill Bernier at (360) 236-3562 or by e-mail at [william.bernier@doh.wa.gov](mailto:william.bernier@doh.wa.gov)

**RECOMMENDATIONS**

4. We support the district's evaluation and replacement of electrical components supporting operation of the pump in Well 4. The district expects to complete this work soon. The district expects synchronizing power supply equipment with the needs of the pump motor will increase production from the current 60

gpm (throttled well discharge to reduce pump motor amp load) to near the original design value of 100 gpm.

5. We recommend the district complete a capacity evaluation, prepared by a professional engineer. The system is approaching its approved number of connections (see System Information below), and the source capacity is currently curtailed (see Sources section below). Before undertaking the evaluation, we recommend you consult with the DOH regional engineer and regional planner to determine the data needs for the analysis.
6. The district employs several hydraulic valves (“Cla-Valves”) to properly operate the treatment plant and distribution system. We recommend the district contract with a manufacturer’s representative or manufacturer’s certified/recommended subcontractor to periodically maintain, repair, and re-calibrate these valves to ensure reliable, long-term service. We recommend a maintenance service frequency of every two years.
7. The reservoir was last cleaned and inspected in 2017. We recommend budgeting for a structural inspection and cleaning of the reservoir interior within the next five years.
8. Replace the hasp lock on the reservoir hatch.
9. We recommend evaluating the condition of the large fir trees located near the reservoir for the tree-fall risks they pose.
10. The district employs several in-line analyzers for monitoring and process control. We recommend the district contract with a manufacturer’s representative or manufacturer’s certified/recommended subcontractor to periodically maintain, repair, and re-calibrate these instruments to ensure accurate, reliable, long-term service. We recommend a maintenance service frequency of every year.
11. We recommend the district make a formal request for public disclosure from DOH, requesting printed or electronic copies of the distribution system, reservoir, wells, and water treatment plant approved design reports and construction documents. The district operates with very little written documentation, as the previous water system management team left little behind in the way of record documents.
12. We recommend the district request a technical assistance visit from members of DOH’s arsenic treatment optimization team (“ATOP”). I will alert Regina Grimm, the assistant regional manager for the SW Regional Office, of your upcoming request.

## SYSTEM INFORMATION

Hartstene Pointe is a community water system approved to serve 498 connections. The system currently serves 481 active connections. The number of approved connections was most recently established in the 2015 small water system management program conversion approval.

The water system’s facilities include two groundwater wells, disinfection/chlorination, two ATEC arsenic/iron/manganese removal/filtration treatment plants, one 188,000-gallon storage tank, two pressure reducing valve stations, and distribution piping.

The water facilities inventory (WFI) should be updated as follows:

- WFI Box 23: The source capacity for Well #2 is 30 gpm.
- WFI Box 23: The source capacity for Well #4 is 60 gpm.

**SECTION 1: SOURCE**

This system has two active groundwater sources: Well 2 and Well 4. Well #1 is an inactive source disconnected from water system, located 50 feet from Well #4, and is no longer considered a useful asset. Well #3 has never been equipped with a well pump or connected to the water system and is located 20 feet from Well #2.

Well #2 is the lead well, and currently delivers about 30 gpm. I observed metered production into the Well #2 WTP at 25 gpm. Discharge from the well is throttled due to excessive drawdown. If not throttled, the pump will draw in air and begin to cavitate.

Well #4 and its pump are rated for production of about 100 gpm but is throttled down to about 60 gpm to avoid tripping out the motor starter (overload protection). Reportedly, the motor starter is poorly matched with the electrical current needs of the well pump operating at full capacity. The district intends to rectify this imbalance soon.

Each well pumps to its own water treatment plant. Raw water arsenic values range from 15 to 20 parts per billion (ppb). The arsenic maximum contaminant level is 10 ppb.

In the meantime, the system’s two throttled sources remain capable of satisfying the maximum daily demand during the summer of 2023.

Source ID #	Name:	Description:	Active or Inactive	Ecology Tag #	Listed on WFI	
					Yes	No
S01	Well #1 AHB601	Groundwater Well	Inactive - Disconnected	AHB601	<input checked="" type="checkbox"/>	<input type="checkbox"/>
S02	Well #2 AHB690	Groundwater Well	Active	AHB690	<input checked="" type="checkbox"/>	<input type="checkbox"/>
S03	Well #3	Groundwater Well	Inactive - Disconnected	None	<input checked="" type="checkbox"/>	<input type="checkbox"/>
S04	Well #4	Groundwater Well	Active	BIB339	<input checked="" type="checkbox"/>	<input type="checkbox"/>

WELLHEAD	Source ID #02		Source ID #04	
	Yes	No	Yes	No
System has well log (unknown)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*Well cap sealed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
*Openings sealed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
*Vent screened	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Terminates 6” above grade	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
*Protected from flooding	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Source meter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>



WELLHEAD	Source ID #02		Source ID #04	
	Yes	No	Yes	No
Pressure gauge	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
**Raw water sample tap	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Check valve	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
**Protected from unauthorized access	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Structure in good condition	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
*Sanitary control area has no unmitigated contaminants	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
**Protected from physical damage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Frequency of routine site visit	Weekly		Weekly	
Frequency of source meter reading	Weekly		Weekly	

WELL PUMP EQUIPMENT	Source ID #02		Source ID #04	
	Yes	No	Yes	No
*Functional and reliable pump and pump controls	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
*Pump control valve or vacuum relief valve with a protected air gap at discharge	N/A		N/A	
Generator available	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Generator has automatic startup	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Generator fuel source	Diesel (portable)		Propane (in place)	

## SECTION 2: DISINFECTION

Disinfection treatment is provided primarily as an oxidant for the filtration systems. At the time of the survey the residual leaving the Well #2 treatment plant was 1.74 mg/l. At the time of the survey the free residual measured at the wastewater treatment plant (WWTP), which is at the extreme end of the distribution system, was measured at 0.37 mg/l. Distribution residuals are analyzed with a Hach DR900 digital test kit.

Among the 120 measurements taken at the WWTP during the most recent four months of chlorine residual reports submitted by the district, only three times did the measured daily residual fall below 0.2 mg/l (0.12 to 0.16). Excellent results spring from excellent operations.

#	Site or Location	Treatment type and Chemical Used	Listed on WFI		CT Provided	
			Yes	No	Yes	No
1	Well #1 Pumphouse	Sodium Hypochlorite Injection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Well #2 Pumphouse	Sodium Hypochlorite Injection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

CHEMICAL TREATMENT	1		2	
	Yes	No	Yes	No
Operated & maintained properly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
*RPBA or air gap between the chemical tank and fill waterline	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
**Post treatment sample tap	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Redundant equipment available	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Schematic of treatment facilities available	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Adequate chlorine residual test kit available	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Test kit calibrated and maintained properly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chemical feed proportional to flow	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
**Approved chemicals used	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

HYPOCHLORITE ADDITION	1		2	
	Yes	No	Yes	No
Hypochlorite concentration %	12.5%		12.5%	
Feed solution concentration				
Hypochlorite solution located in separate room	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

DISINFECTION COMPLIANCE	1		2	
	Yes	No	Yes	No
Disinfection required	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
CT required	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Minimum CT met at all times	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Peak flow used to calculate CT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Monthly report submitted	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Residuals maintained in distribution system	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Daily residuals recorded	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

### SECTION 3: OTHER TREATMENTS

Well #2 and Well #4 are treated by their own water treatment plants. The two plants are very similar in that they employ MnO<sub>2</sub> media in multiple pressure filters, use sodium hypochlorite and KMnO<sub>4</sub> as oxidants, and use FeCl<sub>2</sub> as an arsenic adsorbent. There are 6 pressure filters operating at Well #2 and 7 operating at Well #4).

All three treatment chemicals are applied prior to the filters. Filters are operated in parallel mode. Backwash is initiated after 13 hours of run time at each WTP, with 7 minutes of backwash per filter. Each pressure filter is backwashed during each backwash cycle.

The filter to waste and backwash discharge has an air gap. Backwash and filter to waste discharge to the district’s sewer system.

In-line turbidity meters have been turned off. The in-line chlorine residual and pH meter output may or may not be used in controlling chemical feed. It’s not clear (to me) what controls the rate of FeCl<sub>2</sub> feed to influent water. **The district requests DOH schedule a technical service visit to review in detail their arsenic treatment processes in order to optimize treatment results.**

#	Treatment Process	Chemical Added	Purpose	On WFI		Location in system
				Yes	No**	
1	Manganese Greensand Filtration	Ferric Chloride, Potassium Permanganate, Sodium Hypochlorite	Arsenic, Iron, and Manganese Removal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Well #2 Treatment Building
2	Manganese Greensand Filtration	Ferric Chloride, Potassium Permanganate, Sodium Hypochlorite	Arsenic, Iron, and Manganese Removal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Well #4 Treatment Building

**SECTION 4: DISTRIBUTION SYSTEM**

The composition of the full distribution system is not known by the current management and operations team. There are only partial record drawings of the original construction. It is believed most of the distribution system is comprised of 4-inch AC pipe, with poly service lines.

The distribution system has two pressure reducing valve stations. The valves in these vaults were replaced in 2016.

The district began charging for water use in September 2021. The district saw an immediate drop in consumption, proving once again consumers’ financial considerations affects behavior.

FEATURES	Yes	No
Service area and facility map	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Minimum pressure requirements met	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Service meters (reading frequency is monthly)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Leak detection program	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Water system leakage (%)	16% (2022)	
Adequate valving for flushing and pipe repair	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Blow-offs on dead ends	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Routine flushing (frequency is quarterly)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Routine valve exercise (frequency is quarterly)	<input checked="" type="checkbox"/>	<input type="checkbox"/>

CROSS CONNECTION CONTROL	Yes	No
System has enabling authority	<input checked="" type="checkbox"/>	<input type="checkbox"/>

CROSS CONNECTION CONTROL	Yes	No
	Ongoing hazard inspections	<input checked="" type="checkbox"/>
High hazards identified	<input checked="" type="checkbox"/>	<input type="checkbox"/>
High hazards protected – <b>need air gap at WWTP</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Annual testing	<input checked="" type="checkbox"/>	<input type="checkbox"/>
System has installation standards	<input checked="" type="checkbox"/>	<input type="checkbox"/>
CCS on staff or under contract	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cross connections observed have been eliminated	<input type="checkbox"/>	<input type="checkbox"/>

The system’s only high hazards are the wastewater treatment plant and swimming pool supply. The three sewer lift stations reportedly do not have water supplied to them. The wastewater treatment plant is required to have an in-plant air gap. Currently, an RPBA is installed, but this is not sufficient protection. There are reportedly a total of 8 backflow assemblies in service, and each is tested annually.

For technical assistance for evaluating proper backflow protection at the WWTP please contact Bill Bernier, ODW’s Cross Connection Control Specialist, at (360) 236-3562 or by e-mail at [william.bernier@doh.wa.gov](mailto:william.bernier@doh.wa.gov).

**SECTION 5: FINISHED WATER STORAGE**

The system has one 90-foot-tall standpipe for storage. The operational height of the reservoir enabled the district to discontinue use of their booster pump station, intended to serve homes near the base of the reservoir.

RESERVOIR	RESERVOIR NAME	DESCRIPTION	YEAR BUILT	TOTAL VOLUME (GAL)
1	Storage Reservoir	Steel Standpipe	1973	188,000

TOP OF RESERVOIR	Res #1	
	Yes	No
<b>**Hatch: Locked – The lockable hatch handle rusted off. Until it is replaced in the spring of 2024 the lock on the access ladder to the 90-foot-tall reservoir will be adequate to prevent unauthorized entry.</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
*Hatch: Watertight seal or gasket	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Hatch: Over-lapping cover	<input checked="" type="checkbox"/>	<input type="checkbox"/>
*Screened air vent	<input checked="" type="checkbox"/>	<input type="checkbox"/>
*Openings sealed/protected	<input checked="" type="checkbox"/>	<input type="checkbox"/>

FEATURES	Res #1	
	Yes	No
Separate inlet/outlet	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Protected drain outlet	<input checked="" type="checkbox"/>	<input type="checkbox"/>

FEATURES	Res #1	
	Yes	No
*Protected overflow outlet	<input checked="" type="checkbox"/>	<input type="checkbox"/>
*Overflow line discharges into a sanitary sewer with an air gap	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Operational water level gauge	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Bypass piping or isolation possibility	<input type="checkbox"/>	<input checked="" type="checkbox"/>
**Protected from unauthorized entry	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Low level alarms	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sample tap at outlet	<input type="checkbox"/>	<input checked="" type="checkbox"/>

MAINTENANCE	Res #1	
	Yes	No
Frequency of structural and coating inspection	Last done in 2017	
Frequency of cleaning	Last done in 2017	
Frequency of appurtenance inspection	Not inspected regularly.	
Frequency of routine site visit	Weekly	
**Structure in good condition	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Clear of excessive vegetation	<input checked="" type="checkbox"/>	<input type="checkbox"/>

### SECTION 6: PRESSURE TANKS

This system does not have pressure tanks.

### SECTION 7: BOOSTER PUMPS AND FACILITIES

The “pit” booster pump station (submersible pumps) documented in the 2016 survey has been removed from service. The pump station is bypassed and powered off. Minimum pressure requirements are satisfied within the former pressure zone served by these pumps, with the lowest pressure measured at about 40 psi during periods of peak demand.

### SECTION 8: WATER QUALITY MONITORING AND REPORTING

The system treats Well 2 and Well 4 for arsenic, iron, and manganese removal. The running annual average for monthly treated water arsenic concentration over the last 12 months from Well 2 and Well 4 are 3.6 parts per billion (ppb) and 6.6 ppb, respectively. The arsenic maximum contamination level (MCL) set for drinking water is 10 ppb. According to DOH records, the district hasn’t exceeded the arsenic running annual average since late 2017.

Refer to the Water Quality Monitoring Schedule for your monitoring requirements and status. All chemical sampling from the sources and distribution system required for 2023 has been completed. If you have any

questions on source monitoring, please contact Sophia Petro at (360) 236-3046 or by e-mail at sophia.petro@doh.wa.gov.

<b>CHEMICAL</b>	
<b>Sample Point</b>	<b>Description</b>
1	After Well #2 Treatment Plant
2	After Well #4 Treatment Plant

<b>CHEMICAL</b>	<b>Sample Point 1</b>		<b>Sample Point 2</b>	
	<b>Yes</b>	<b>No</b>	<b>Yes</b>	<b>No</b>
Monitoring adequate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ODW WQ data reviewed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sample collection sites correct	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
System has prior:				
<input type="checkbox"/> Nitrate results above 5 mg/L				
<input type="checkbox"/> Nitrite results above 0.5 mg/L				
<input checked="" type="checkbox"/> Primary MCL (As – both wells)				
<input checked="" type="checkbox"/> Secondary MCL exceedance(s) (Fe/Mn both wells)				
<input type="checkbox"/> Organic detections				
<input type="checkbox"/> Other _____				

<b>COLIFORM</b>	<b>Yes</b>	<b>No</b>
Monitoring adequate	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Monitoring plan adequate (developed in 2021, reflecting RTCR requirements)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Monitoring plan followed	<input checked="" type="checkbox"/>	<input type="checkbox"/>
# of violations since last survey	None	

<b>LEAD &amp; COPPER</b>	<b>Yes</b>	<b>No</b>
Monitoring adequate	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Results below action level	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<b>DISINFECTION BYPRODUCTS</b>	<b>Yes</b>	<b>No</b>
Monitoring adequate	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Monitoring plan adequate	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Monitoring plan followed	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Results satisfactory	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**SECTION 9: SYSTEM MANAGEMENT AND OPERATIONS**

The system is owned and operated by the Hartstene Pointe Water and Sewer District.

<b>PROJECT/PLANNING</b>	<b>Yes No</b>
System approved	<input checked="" type="checkbox"/> <input type="checkbox"/>
Current WSP/SWSMP	<input checked="" type="checkbox"/> <input type="checkbox"/>
Year WSP/SWSMP approved	WSP approved in 2009. WSP to SWSMP conversion approved in 2015
Emergency response plan	<input checked="" type="checkbox"/> <input type="checkbox"/>

<b>REPORTING</b>	<b>Yes No</b>	<b>N/A</b>
WFI reviewed and updated with purveyor	<input checked="" type="checkbox"/> <input type="checkbox"/>	---
Consumer confidence report (Community only)	<input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Water use efficiency report (Municipal Water Suppliers)	<input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
Cross connection control annual report (> 1000 conn)	<input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/>

**OPERATOR CERTIFICATION**

This system requires an operator certified as WTPO1 and a WDM1. Jeff Palmer is the operator in charge and handles full operations and maintenance of the water system including water sampling, plant operation, reporting, repairs oversight, emergency response, customer response, and so on.

If you have any questions or this information is inaccurate, please contact Operator Certification at (800) 525-2536.

<b>Name of Operator</b>	<b>Certification Number</b>	<b>Certifications</b>	<b>Mandatory Operator</b>
Jeff Palmer	010990	WDM2, WPTO1, CCS	<input checked="" type="checkbox"/>

WDS-Water Distribution Specialist; WDM-Water Distribution Manager; WTPO-Water Treatment Plant Operator, BTO-Basic Treatment Operator; CCS-Cross Connection Specialist; BAT-Backflow Assembly Tester

<b>OPERATIONS</b>	<b>Yes No</b>
Operational records maintained	<input checked="" type="checkbox"/> <input type="checkbox"/>
Complaints followed up	<input checked="" type="checkbox"/> <input type="checkbox"/>
Complaints documented	<input checked="" type="checkbox"/> <input type="checkbox"/>
# of complaints recorded at ODW (since last survey)	None
Operation and maintenance program	<input checked="" type="checkbox"/> <input type="checkbox"/>
Previous survey deficiencies/findings corrected, if no list below.	<input checked="" type="checkbox"/> <input type="checkbox"/>

**CLOSING**

By completing this sanitary survey, your water system met the requirements in WAC 246-290-416. DOH will notify you of your next sanitary survey in three to five years. Please note that you should not interpret satisfying the requirements of the sanitary survey as meeting other applicable local, state, or federal statutes, ordinances, and regulations. Accordingly, address other DOH requirements separately from the sanitary survey.

Regulations establishing a schedule of fees, including fees for sanitary surveys, were adopted April 30, 2012 (WAC 246-290-990). The amount due is \$637.50. An itemized worksheet is enclosed with the invoice.

If you have any questions, please contact me at (509) 329-2121 or by e-mail at [scott.torpie@doh.wa.gov](mailto:scott.torpie@doh.wa.gov)

Sincerely,

A handwritten signature in blue ink that reads "Scott Torpie".

Scott Torpie, P.E.  
Office of Drinking Water, Regional Engineer

Enclosures

cc: Mason County Public Health





**Well 2 well head and enclosure**



**Well 2 well head and enclosure**



**Well 4 well head. Instrument cable (black) entered well casing measures water level**



**Well 4 well head**



**Well 4 and Well 4 WTP generator**





**Underside of hatch with intact perimeter gasket**



**Latch will be replaced, and underside of hatch repainted in spring of 2024**



Res vent.MOV

Unfortunately, the photo taken of the reservoir vent by the purveyor is a video. The vent structure and screen meet DOH standards.



**Reservoir overflow outlet with secure screen**



**Base of reservoir with off-line "pit" booster station**



Well #2 WTP PLC display



Well 2 supply to WTP



Metering and chem injection of Well 2 supply



Chemical feed line sleeves and production meter



Treated water fitting badly corroded. Will be replaced



NaOCl, FeCl2, and KMnO4 feed equipment room

STATE OF WASHINGTON  
Department of Health  
OFFICE OF DRINKING WATER  
SANITARY SURVEY INSPECTION

**INVOICE**

ACCOUNTS PAYABLE  
HARTSTENE POINTE  
772 E CHESAPEAKE DR  
SHELTON, WA 98584

WS ID: 31569  
Invoice No: 54050  
Invoice Date: 11/08/2023  
Due Date: 12/23/2023

WS NAME: HARTSTENE POINTE

SURVEY DATE: 11/03/2023

DESCRIPTION	QTY	COST	AMOUNT
Scheduling, Research, Prep	1.50	x \$102.00	\$153.00
Survey Documentation	2.50	x \$102.00	\$255.00
Survey Field Work	2.25	x \$102.00	\$229.50
		<b>Total Amount Due</b>	<b>\$637.50</b>

1. **Pay online** with a credit card, debit card, or electronic check (ACH) using the Environmental Health Payment System at <https://secureaccess.wa.gov/>.
2. For billing questions, please contact Southwest Drinking Water Regional Operations at (360) 236-3030.
3. This invoice is issued in accordance with WAC 246-290-990(3)(c)(iii).
4. For persons with disabilities, this document is available on request in other formats. To submit a request, please call 711 Washington Relay Service.
5. If paying by check:

**Make checks payable to Department of Health, Federal ID #91-1444603.**

Please return the bottom portion of this invoice with your check.

Invoice Number: 54050  
**INVOICE AMOUNT: \$637.50**  
Owner Number: 033833  
WS Name: HARTSTENE POINTE

Invoice Date: 11/08/2023  
**Invoice Due Date: 12/23/2023**  
Region: SW  
WS ID: 31569

Reference: SANITARY SURVEY INSPECTION PERFORMED ON 11/03/2023

Please remit to:  
**ACCOUNTS RECEIVABLE  
DOH SANITARY SURVEY PROGRAM  
PO BOX 1099  
OLYMPIA, WA 98507-1099**

## SANITARY SURVEY FEE WORKSHEET

Department of Health Office of Drinking Water Sanitary Survey Time Tracking			
System Name Hartstene Pointe		PWS ID # 31569	
County Mason County			
Surveyor Scott Torpie		Date: 11/03/23	
System over 10,000 Connections?		NO	
		Quantity	Cost
Department of Health Paid Costs		Hours/Miles	
Survey program RO Coordination	1.0	\$ 102	\$ 102.00
Survey Program Administrative Support	1.0	\$ 102	\$ 102.00
Travel expenses (Mileage)	180.0	(# Miles) x (\$.337/Mile)	\$ 60.60
Technical Assistance		\$ 102	\$ -
Travel Time <10,000	3.5	\$ 102	\$ 357.00
Total Department of Health Costs to Perform All Surveys			\$ 621.60
Water System Paid Costs		Hours	
Scheduling, research, prep	1.5	\$ 102	\$ 153.00
Survey Field Work	2.3	\$ 102	\$ 229.50
Survey documentation – preparation of survey report to the purveyor	2.5	\$ 102	\$ 255.00
Additional Water System Paid Costs for systems serving 10,000 or more connections			
Hours			
		\$ -	\$ -
NOTES:	Total Cost of Survey		\$ 1,259.10
	Costs Covered by DOH		\$ 621.60
	Invoice amount due (Less than 10,000 Connections)		\$ 637.50

**HARTSTENE POINTE WATER-SEWER DISTRICT  
MASON COUNTY, WASHINGTON**

**RESOLUTION 2023-04**

**A RESOLUTION OF THE  
HARTSTENE POINTE WATER-SEWER DISTRICT COMMISSIONERS  
ADOPTING THE 2024 BUDGET**

**WHEREAS**, Hartstene Pointe Water-Sewer District is a special purpose district, governed by Title 57 of the Revised Code of Washington; and

**WHEREAS**, the District Commissioners held a public hearing on the proposed 2023 Budget on November 9, 2023 and heard testimony at said hearing, including testimony received during public hearing period prior to November 9, 2023; and

**WHEREAS**, the Hartstene Pointe Water-Sewer District provided public notice of its intent to adopt a 2024 Budget; and

**WHEREAS**, the District Commissioners determined the proposed 2024 Budget included expenditure limitations to allow prudent operation of the water, waste water collection, and waste water treatment systems, payment on the District's annual debt service, and funding for scheduled capital outlay projects; and

**WHEREAS**, the estimated revenues of the District in 2024 plus the estimated 2024 starting fund balance are adequate to fund 2024 expenditures;

**THEREFORE, The Board of Commissioners of the Hartstene Pointe Water-Sewer District hereby resolves:**

To adopt the enclosed Budget for the period of January 1, 2024 through December 31, 2024 for the Hartstene Pointe Water-Sewer District.

**ADOPTED** by the District Board of Commissioners at its scheduled meeting on this 16<sup>th</sup> day of November, 2023.

Hartstene Pointe Water-Sewer District  
Mason County, Washington

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*Earl Jim Anderson, President*

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*Stacy Swart, Secretary*

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*Andrew Hospador, Audit Commissioner*

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

	2021 Actual	2022 Actual	2023 Projected	Budget		Projections			
				2023	2024	2025	2026	2027	2028
<a href="#">Beginning Unreserved Funds Balance</a>	443,094	553,936	650,259	553,936	666,923	672,907	754,973	988,335	1,227,464
<a href="#">Revenues</a>	945,197	999,262	1,087,245	1,040,431	1,114,675	1,173,930	1,211,415	1,250,184	1,290,224
<a href="#">Expenditures</a>	869,602	898,926	1,065,461	959,028	1,106,255	1,089,307	975,496	1,008,371	1,004,915
Net Income (Loss)	75,595	100,337	21,784	81,402	8,420	84,623	235,919	241,814	285,309
<a href="#">Ending Unreserved Funds Balance</a>	553,936	650,259	666,923	780,819	672,907	754,973	988,335	1,227,464	1,509,955

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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	227,077	(26,268)	-8.39%	166,553	193,840	372,423	556,772
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%	125,271	145,271	165,271	185,271
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%	506,354	561,133	615,913	670,692
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	666,923	16,664	2.37%	672,907	754,973	988,335	1,227,464

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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	227,077	324,762	166,553	(158,209)	-48.72%	193,840	372,423	556,772	784,483
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	125,271	(10,428)	-7.68%	145,271	165,271	185,271	205,271
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	506,354	50,297	11.03%	561,133	615,913	670,692	725,472
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	666,923	780,819	672,907	(107,912)	-13.82%	754,973	988,335	1,227,464	1,509,955

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**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	99.90	6.10	6.51%	108.40	111.70	115.10	118.60
3 Residential Sewer (Monthly)	75.25	87.00	85.50	85.50	85.50	90.00	4.50	5.26%	97.60	100.50	103.50	106.60
4 <b>Total Residential Monthly Charge</b>	<b>156.65</b>	<b>167.60</b>	<b>179.30</b>	<b>179.30</b>	<b>179.30</b>	<b>189.90</b>	10.60	5.91%	<b>206.00</b>	<b>212.20</b>	<b>218.60</b>	<b>225.20</b>
5 Prepaid Connection - Water (Monthly)	69.00	34.50	39.00	34.50	39.00	41.50	2.50	6.41%	45.00	46.40	47.80	49.20
6 Prepaid Connection - Sewer (Monthly)	61.50	35.30	35.60	35.30	35.60	37.50	1.90	5.33%	40.70	41.90	43.20	44.50
7 <b>Total Prepaid Connection Monthly Charge</b>	<b>65.25</b>	<b>69.80</b>	<b>74.60</b>	<b>69.80</b>	<b>74.60</b>	<b>79.00</b>	4.40	5.90%	<b>85.70</b>	<b>88.30</b>	<b>91.00</b>	<b>93.70</b>
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	4,435	985	28.55%	4,435	4,435	4,435	4,435
10 Sewer Connection & Capital Facilities Charge	4,130	4,130	4,350	4,210	4,350	5,565	1,215	27.93%	5,565	5,565	5,565	5,565
11 <b>Total Connection &amp; Capital Facilities Charge</b>	<b>7,800</b>	<b>7,800</b>	<b>7,800</b>	<b>7,800</b>	<b>7,800</b>	<b>10,000</b>	2,200	28.21%	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
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	3	1	50.00%	1	1	1	1
16 Revenues												
17 Total Water Revenues	454,062	455,260	399,792	535,226	533,784	570,759	36,976	6.93%	606,787	626,606	647,058	668,146
18 Total Sewer Revenues	412,689	482,569	358,676	478,283	478,452	503,626	25,174	5.26%	546,372	563,810	581,893	600,602
19 Total Penalties & Fees	2,751	7,892	4,638	6,184	8,860	6,555	(2,305)	-26.01%	7,036	7,263	7,498	7,741
20 Capital Facilities Charges & Connection Fees	58,400	43,800	21,900	21,900	15,600	30,000	14,400	92.31%	10,000	10,000	10,000	10,000
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
<b>Total Revenues</b>	<b>\$945,197</b>	<b>\$999,262</b>	<b>\$819,541</b>	<b>\$1,087,245</b>	<b>\$1,040,431</b>	<b>\$1,114,675</b>	<b>\$74,244</b>	<b>7.14%</b>	<b>\$1,173,930</b>	<b>\$1,211,415</b>	<b>\$1,250,184</b>	<b>\$1,290,224</b>
					% Water Revenue:	52.73%	53.12%					
					% Wastewater Revenue:	47.27%	46.88%					

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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 <a href="#">Staff</a>	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 <a href="#">Water</a>	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 <a href="#">Wastewater Treatment/Sewer</a>	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 <a href="#">Combined W/S, Administrative</a>	108,854	133,848	57,897	124,335	142,186	143,160	974	0.68%	138,888	144,098	149,527	155,185
6 Total Operations	590,172	672,747	562,813	800,413	729,903	752,337	22,434	3.07%	769,374	801,548	835,407	871,048
7 <a href="#">Capital Improvements</a>	119,572	68,185	108,146	108,146	72,222	198,000	125,778	174.15%	165,000	20,000	20,000	20,000
8 <a href="#">Loan Payments</a>	159,858	157,888	156,903	156,903	156,903	155,918	(985)	-0.63%	154,933	153,948	152,963	113,867
9 <b>Total Expenditures</b>	<b>\$869,602</b>	<b>\$898,926</b>	<b>\$827,861</b>	<b>\$1,065,461</b>	<b>\$959,028</b>	<b>\$1,106,255</b>	<b>\$147,227</b>	<b>15.35%</b>	<b>\$1,089,307</b>	<b>\$975,496</b>	<b>\$1,008,371</b>	<b>\$1,004,915</b>

Total Water Expenditures: 388,314  
 Total Wastewater Expenditures: 314,528  
 Total Combined W/S, Administrative Expenditures: 403,414  
 % Water: 53.33%  
 % Wastewater: 46.67%

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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 <b>Total 534.30 · Supplies - Water</b>	<b>12,834</b>	<b>11,371</b>	<b>7,896</b>	<b>10,528</b>	<b>16,000</b>	<b>16,000</b>	<b>0</b>	<b>0.00%</b>	<b>16,560</b>	<b>17,140</b>	<b>17,739</b>	<b>18,360</b>
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 <b>Total 534.40 · Services - Water</b>	<b>49,903</b>	<b>55,451</b>	<b>43,819</b>	<b>53,814</b>	<b>57,869</b>	<b>62,457</b>	<b>4,588</b>	<b>7.93%</b>	<b>60,225</b>	<b>62,333</b>	<b>64,515</b>	<b>66,773</b>
<b>Total Water Operations Expenditures</b>	<b>\$62,737</b>	<b>\$66,822</b>	<b>\$51,715</b>	<b>\$64,342</b>	<b>\$73,869</b>	<b>\$78,457</b>	<b>4,588</b>	<b>6.21%</b>	<b>\$76,785</b>	<b>\$79,473</b>	<b>\$82,254</b>	<b>\$85,133</b>

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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 <b>Total 535.30 · Supplies - WW Treatment</b>	<b>6,316</b>	<b>10,253</b>	<b>2,364</b>	<b>3,152</b>	<b>13,000</b>	<b>13,000</b>	<b>0</b>	<b>0.00%</b>	<b>13,455</b>	<b>13,926</b>	<b>14,413</b>	<b>14,918</b>
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 <b>Total 535.40 · Services - WW Treatment</b>	<b>63,707</b>	<b>115,097</b>	<b>187,460</b>	<b>214,994</b>	<b>110,758</b>	<b>77,668</b>	<b>(33,090)</b>	<b>-29.88%</b>	<b>80,387</b>	<b>83,200</b>	<b>86,112</b>	<b>89,126</b>
29 <b>Total WWT Operations Expenditures</b>	<b>\$70,023</b>	<b>\$125,350</b>	<b>\$189,824</b>	<b>\$218,146</b>	<b>\$123,758</b>	<b>\$90,668</b>	<b>(33,090)</b>	<b>-26.74%</b>	<b>\$93,842</b>	<b>\$97,126</b>	<b>\$100,526</b>	<b>\$104,044</b>

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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	12,737	7,737	154.75%	13,183	13,645	14,122	14,616
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 <b>Total 538.30 · Supplies - Combined W/S</b>	<b>5,753</b>	<b>11,147</b>	<b>7,942</b>	<b>10,589</b>	<b>9,000</b>	<b>16,737</b>	<b>7,737</b>	<b>85.97%</b>	<b>17,323</b>	<b>17,929</b>	<b>18,557</b>	<b>19,206</b>
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 <b>Total 538.40 · Services - Combined W/S</b>	<b>103,101</b>	<b>122,700</b>	<b>49,955</b>	<b>113,745</b>	<b>133,186</b>	<b>126,423</b>	<b>(6,763)</b>	<b>-5.08%</b>	<b>121,565</b>	<b>126,168</b>	<b>130,970</b>	<b>135,979</b>
<b>Total Combined W/S, Administrative Operations</b>	<b>108,854</b>	<b>133,848</b>	<b>57,897</b>	<b>124,335</b>	<b>142,186</b>	<b>143,160</b>	<b>974</b>	<b>0.68%</b>	<b>138,888</b>	<b>144,098</b>	<b>149,527</b>	<b>155,185</b>

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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 <a href="#">Water Distribution Manager II - 0.5 FTE</a>										
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 <b>Total WDM II Compensation</b>	<b>34,392</b>	<b>86,722</b>	<b>56,677</b>	<b>85,015</b>	<b>93,274</b>	<b>94,050</b>	<b>98,753</b>	<b>103,690</b>	<b>108,875</b>	<b>114,318</b>
5 <a href="#">WW Treatment Plant Operator II - 1.0 FTE</a>										
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 <b>Total WWTPO II Compensation</b>	<b>39,288</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>85,748</b>	<b>85,748</b>	<b>85,748</b>	<b>85,748</b>	<b>85,748</b>
8 <a href="#">General Manager - 1.0 FTE</a>										
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 <b>Total GM Compensation</b>	<b>111,907</b>	<b>117,310</b>	<b>89,580</b>	<b>132,895</b>	<b>128,868</b>	<b>139,037</b>	<b>148,770</b>	<b>159,184</b>	<b>170,327</b>	<b>182,249</b>
12 <a href="#">Project/Account Manager - 1.0 FTE</a>										
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 <b>Total PM Compensation</b>	<b>82,172</b>	<b>107,878</b>	<b>64,254</b>	<b>96,381</b>	<b>94,389</b>	<b>107,436</b>	<b>112,807</b>	<b>118,448</b>	<b>124,370</b>	<b>130,589</b>
16 <a href="#">Apprentice/Trainee</a>										
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 <b>Total A/T Compensation</b>	<b>67,713</b>	<b>21,113</b>	<b>43,998</b>	<b>65,997</b>	<b>59,930</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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	<b>Total Commissioner Compensation</b>	<b>13,085</b>	<b>13,686</b>	<b>8,867</b>	<b>13,301</b>	<b>13,629</b>	<b>13,781</b>	<b>13,781</b>	<b>13,781</b>	<b>13,781</b>	<b>13,781</b>
	<b>Total Staff Costs</b>	<b>\$348,557</b>	<b>\$346,727</b>	<b>\$263,376</b>	<b>\$393,589</b>	<b>\$390,090</b>	<b>\$440,052</b>	<b>\$459,859</b>	<b>\$480,851</b>	<b>\$503,101</b>	<b>\$526,686</b>

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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 Connect	130,000						130,000						
7	Upgrade Water SCADA					10,000	50,000							
8	New Radio Read Water Meters	150,000	54,820	22,394										
9	Capacity Assessment	10,000					10,000							
10	Reservoir Cleaning	8,000					8,000							
11	<b>Total Water Capital Improvements</b>	<b>450,763</b>	<b>60,030</b>	<b>22,394</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>98,000</b>	<b>130,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
12	Wastewater Treatment/Sewer													
13	Update Sewer System Plan (Moneys from 2021)	80,000	9,086	35,571		0								
14	WWT Pumps - Rehab and Replace	35,038			35,038	35,038		80,000						
15	Laboratory Equipment Upgrade				7,202	7,202								
16	Wastewater Infrastructure Rehabilitation				1,333	1,333			15,000					
17	Upgrade WW SCADA	0	19,228											
18	I&I Lateral Replacements	600,000					20,000		20,000	20,000	20,000	20,000	20,000	320,000
19	Lift Station Generators (3 total)	20,000												
20	Slide Gate Actuators	30,000			37,756	37,756	30,000							
21	<b>Total WWT/Sewer Capital Improvements</b>	<b>770,038</b>	<b>28,314</b>	<b>35,571</b>	<b>81,329</b>	<b>81,329</b>	<b>30,000</b>	<b>100,000</b>	<b>35,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>320,000</b>
22	Combined W/S													
23	Portable Generator for W/WW Facilities				26,817	26,817								
24	Convert Patrol House to ADA	30,000					10,000							
25	Infrastructure Replacement	810,000					22,222							
26	Lease/Rent/Purchase Mini Excavator	30,000	29,920											
27	Lease/Rent/Purchase New Work Truck	15,000		10,220										
28	Lease/Rent/Purchase Trailer	5,000												
29	Fiber Optic Connections at Wells and Reservoir	1,308	1,308											
30	<b>Total Combined W/S Capital Improvements</b>	<b>51,308</b>	<b>31,228</b>	<b>10,220</b>	<b>26,817</b>	<b>26,817</b>	<b>32,222</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
31	<b>Total Capital Improvements</b>	<b>\$1,272,108</b>	<b>\$119,572</b>	<b>\$68,185</b>	<b>\$108,146</b>	<b>\$108,146</b>	<b>\$72,222</b>	<b>\$198,000</b>	<b>\$165,000</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$320,000</b>
							Carry-over from Previous Year:	24,849	(35,924)					
							From Reservoir Repair Fund:	-	-					

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 I&I Fund:				50,000	-						
		From Asset Replacement Fund:				-	-						
		From Risk Management Fund:				80,000	-						
		CIP Expenditures from Existing Funds:				\$ 154,849	\$ (35,924)						
		CIP Expenditures from Current Revenues:				\$ (82,627)	\$ 233,924						

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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
<b>Ecology Loan - Effluent Outfall</b>										
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	
<b>Total Ecology Loan Payments</b>	<b>38,111</b>	<b>38,111</b>	<b>38,111</b>	<b>38,111</b>	<b>38,111</b>	<b>38,111</b>	<b>38,111</b>	<b>38,111</b>	<b>38,111</b>	<b>0</b>
<b>USDA Bond - Booster Pump, Meters</b>										
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
<b>Total USDA Bond Payments</b>	<b>39,330</b>	<b>39,330</b>	<b>39,330</b>	<b>39,330</b>	<b>39,330</b>	<b>39,330</b>	<b>39,330</b>	<b>39,330</b>	<b>39,330</b>	<b>39,330</b>
<b>DWSRF Loan - Water Treatment Upgrades</b>										
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
<b>Total DWSRF Loan Payments</b>	<b>82,417</b>	<b>80,447</b>	<b>79,462</b>	<b>79,462</b>	<b>79,462</b>	<b>78,477</b>	<b>77,492</b>	<b>76,507</b>	<b>75,522</b>	<b>74,537</b>
<b>Total Loan Payments</b>	<b>159,858</b>	<b>157,888</b>	<b>156,903</b>	<b>156,903</b>	<b>156,903</b>	<b>155,918</b>	<b>154,933</b>	<b>153,948</b>	<b>152,963</b>	<b>113,867</b>

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**Hartstene Pointe Water-Sewer District  
Net Effect of Transfers**

Net Effect of Transfers

	History				Budget		Difference		Projections			
	2021 Actual	2022 Actual	2023 Jan - Sept	2023 Projected	2023	2024	\$ Change	% Change	2025	2026	2027	2028
030 - Ecology Loan Reserve	42	512	1,439	1,599	0	0	0	#DIV/0!	0	0	0	0
050 - DWSRF Loan Reserve	(54)	122	(12,295)	1,201	0	0	0	#DIV/0!	0	0	0	0
070 - USDA Revenue Bond Reserve	3,970	4,444	2,153	2,319	2,319	2,435	116	5.00%	2,557	2,557	2,685	2,819
010 - Operating Fund (incl. revolving funds)	7,359	(74,599)	24,070	(48,051)	(68,220)	(68,944)	(724)	1.06%	(57,336)	(57,336)	(57,464)	(57,598)
020 - Committed Funds												
Asset Replacement Fund	(30,196)	9,000	0	9,000	9,000	9,000	0	0.00%	9,000	9,000	9,000	9,000
Capital Improvement Fund												
Inflow & Infiltration	(4,763)	27,355	(35,640)	(9,667)	31,121	31,729	608	1.95%	20,000	20,000	20,000	20,000
Reservoir Repair	13,326	13,326	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	10,315	19,840	20,272	30,272	12,453	12,453	0	0.00%	12,453	12,453	12,453	12,453
Total 020 - Committed Funds	(11,317)	69,522	(15,368)	42,932	65,900	66,508	608	0.92%	54,779	54,779	54,779	54,779
065 - Capital Projects Account	0	0	0	0	0	0	0	#DIV/0!	0	0	0	0

Rev. 11/13/23

## Hartstene Pointe Water-Sewer District

### Proposed Capital Facilities Charges

	Water	Sewer	Total
Debt Share	780	970	1,750.00
Future Improvements	1975	2380	4,355.00
Assets	1430	1965	3,395.00
<b>Total</b>	<b>\$4,185.00</b>	<b>\$5,315.00</b>	<b>9,500.00</b>
<b>Connection Fees</b>	<b>\$250.00</b>	<b>\$250.00</b>	<b>\$500.00</b>
<b>Total CFC + Connection Fees</b>	<b>\$4,435.00</b>	<b>\$5,565.00</b>	
<b>Total Cost for New Connections</b>			<b>\$10,000.00</b>

**HARTSTENE POINTE WATER-SEWER DISTRICT  
MASON COUNTY, WASHINGTON**

**RESOLUTION 2023-05**

**A RESOLUTION OF THE  
HARTSTENE POINTE WATER-SEWER DISTRICT COMMISSIONERS  
ADOPTING A DISTRICT FEE SCHEDULE FOR 2024**

**WHEREAS**, Hartstene Pointe Water-Sewer District is a special purpose district, governed by Title 57 of the Revised Code of Washington; and

**WHEREAS**, RCW 57.08 authorizes the commissioners of any district to provide for revenues by fixing rates and charges for furnishing sewer and drainage service and facilities to those to whom service is available or for providing water, such rates and charges to be fixed as deemed necessary by the commissioners; now

**THEREFORE, The Board of Commissioners of the Hartstene Pointe Water-Sewer District hereby resolves:**

1. As of January 1, 2024, to repeal Resolution 2022-03.
2. As of January 1, 2024, fees will be charged according to the following schedule, which shall supersede any previously adopted fee schedule.

**Water Fees**

Residential water connection monthly base fee	\$99.90
Non-Residential water connection monthly base fee	\$299.70
Residential water connection surcharge for each additional 100 cubic foot of water consumed over 500 cubic foot read in a month	\$5.00
Prepaid Connection Lot/Connected Lot water monthly base fee	\$41.50
Prepaid Connection Lot/Connected Lot surcharge for each 100 cubic foot consumed	
Water Capital Facilities Charge	\$4,185.00
Meter Installation Connection Fee	\$550.00
Pre-Installed Meter Connection Fee	\$250.00

**Sewer Fees**

Residential sewer connection monthly fee	\$90.00
Non-Residential sewer connection monthly fee	\$270.00
Prepaid Connection Lot/Connected Lot sewer monthly fee	\$37.50
Sewer Capital Facilities Charge	\$5,315.00
Sewer Connection Fee	\$250.00

**Miscellaneous Fees**

Water/Sewer System Tampering	\$500.00
Billing Late Fee	10%
Returned Checks and eChecks	\$40.00
Certified Mail Fee	\$10.00
Water Shut-off Notice	\$20.00
Water Turn-on for delinquent accounts	\$40.00
Water Turn-on for delinquent accounts after hours	\$180.00
Meter Testing (if meter is not faulty)	\$22.50
Hydrant Meter Damage Deposit	\$1,000
Hydrant Meter Rental (per week)	\$25.00
Unauthorized Use/Tampering, Minimal Impact to Public Health (Examples include cutting District locks, damaging meters, unauthorized taking of water, etc.)	\$500.00 plus cost of repair
Unauthorized Use/Tampering, Potential Impact to Public Health (Examples include creating a backflow that violates the cross connection program, injecting any unauthorized substance into the water system, vandalism of any pump, well, or tank, etc.)	\$1,000.00 plus cost of repair
Lien Fee	\$128.00
New Account Fee	\$20.00
Escrow Fee	\$25.00
Copies (black and white)	\$0.15 each
Records on disk	\$0.40 each
Damage to Water/Sewer System or District Equipment*	Time and Materials (\$100 min.)

\*In the event of damage to the water or sewer system due to construction without a locate request, tampering, misuse, or negligence, the damage will be repaired by a District contractor and billed to the responsible property owner.

**ADOPTED** by the District Board of Commissioners at its scheduled meeting on this 16th day of November, 2023.

Hartstene Pointe Water-Sewer District  
Mason County, Washington

\_\_\_\_\_  
*Earl Jim Anderson, President*

\_\_\_\_\_  
*Stacy Swart, Secretary*

\_\_\_\_\_  
*Andrew Hospador, Audit Commissioner*