

**HARTSTONE POINTE WATER-SEWER DISTRICT
REGULAR MEETING
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584
October 17, 2024 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 3, 2024 Regular Meeting (2-3)

REPORTS:

7. Commissioner Reports
8. Financial/Administrative Report:
 - Bills to Be Authorized:
 - Voucher 2024-42
 - Bills to Be Reviewed:
 - Voucher 2024-41
 - Monthly Financial Report: September 2024 (4-13)
9. General Manager's Report (14)

BUSINESS:

10. Adopt Res. 2024-04: Establishing a Small Public Works Roster Process to Award Contracts (15-21)
11. Adopt Res. 2024-05: Updating the Audit Function & Designating a Responsible Commissioner (22-23)
12. Review 2025 Preliminary Budget (24-36)
13. Keep or Cancel 10/18/24 Special Meeting

ONGOING BUSINESS

14. Discuss Drafting Memorandum of Understanding
15. Review Cross Connection Packet
16. Discuss Resolution 2019-02 Status
17. Discuss "Code of Safety" Policy
18. Discuss Asset Management Documents

**HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
October 3, 2024
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584**

MINUTES

PRESENT: President S. Swart, Audit Commissioner S. Birgh, Secretary C. Anderson, General Manager (GM) J. Palmer, Project & Accounts Manager (PM) J. Sartori

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

SUBSCRIBER REMARKS: No subscribers present

CORRESPONDENCE: No correspondence

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

MINUTES:

The minutes of the September 19, 2024 special meeting were presented. *Commissioner Anderson moved to approve the minutes. Commissioner Birgh seconded. Hearing 3 aye votes and 0 nay votes, the minutes were approved.*

REPORTS:

Commissioner Reports:

- Commissioner Swart reviewed WASWD updates
- Commissioner Swart noted a proposed L&I increase in employer rates for workers compensation insurance
- Commissioner Swart expressed concern over the definition of “Common Area” in Island Hs Handbook
- Commissioner Swart noted three remaining RCAC Leadership trainings this year

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2024-40 in the amount of \$8,959.29 was presented. *Commissioner Birgh moved to approve voucher 2024-40 in the amount of \$8,959.29. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
 - Voucher 2024-29 was presented for review
- Monthly Billing Report: PM presented the billing report for October 2024

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

- *Commissioner Anderson moved to authorize quoted cost of \$2,338.90 for the GM to purchase locating equipment compatible with the District’s sewer camera system. Commissioner Birgh seconded. Hearing 3 aye votes and 0 nay votes, the funds are approved for the purchase.*

- *Commissioner Anderson moved to authorize up to \$6,000.00 for the GM to schedule repairs to the Pressure Reducing Valve manifolds. Commissioner Birgh seconded. Hearing 3 aye votes and 0 nay votes, the funds are approved for the repairs.*

BUSINESS:

Review Example Policy for Heat Safety: Commissioners tabled for the next regular meeting.

Review Resolutions 2009-18 & 2012-01: Commissioners discussed the resolutions and intent. PM will draft an amendment to Resolution 2012-01 in order to clearly repeal Resolution 2009-18.

Review 2025 Preliminary Budget: PM fielded questions and commissioners discussed the current draft budget.

ONGOING BUSINESS:

Discuss Drafting Memorandum of Understanding (MOU): Commissioner Birgh and GM met with HPMA GM to discuss goals of the proposed MOU. A template will be sought by the District’s GM.

Review Cross Connection Packet: GM presented resolution 2009-31. Commissioners determined that further reading is required. Review is tabled until the next regular meeting.

Discuss Abandoned Resolution 2019-02 Status: Commissioners tabled for the next regular meeting.

Schedule Lunch for Presenting Commissioner Plaque: Commissioners set a date of 11/1/24.

Discuss “Code of Safety” Policy: GM identified new information for consideration and will present a proposed document at the next regular meeting.

Discuss Asset Management (AM) Documents: GM and commissioners will try to identify software used to create existing AM spreadsheet and determine the best platform to port data into for collection of most useful data. Ongoing review of AM documents sent by GM will be discussed at the next regular meeting.

Commissioner Swart called for a special meeting on 10/18/24 at 10:00 am at the District office for the purpose of conducting a 2025 Capital Improvement Plan & Budget workshop.

Commissioner Anderson moved to adjourn the meeting. Commissioner Birgh seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 5:03 pm.

Respectfully Submitted By:

Signature

Carl Anderson, Secretary, Commissioner #1

Name and Title

Approved at the Regular Meeting of the Board on: 10-17-2024

Hartstene Pointe Water Sewer District
Monthly Financial Report - Fund Activity

September 2024

	Beginning Balances	Payments & Transfers Out	Deposits & Transfers In	Ending Balances	Fund Balance Change
Reserve Funds					
030 - Ecology Reserve	44,542.10	-	193.06	44,735.16	193.06
050 - DWSRF Loan Reserve	73,654.59	(78,476.61)	6,644.14	1,822.12	(71,832.47)
060 - Bond Fund	0.00	(19,665.00)	19,665.00	0.00	-
070 - USDA Revenue Bond Reserve	46,480.70	-	201.46	46,682.16	201.46
Total Reserve Funds	164,677.39	(98,141.61)	26,703.66	93,239.44	(71,437.95)
Unreserved Funds					
EFT Account - Umpqua Bank	67,406.94	(108,953.74)	73,476.33	31,929.53	(35,477.41)
Petty Cash Account	2,108.28	(345.13)	1,155.75	2,918.90	810.62
Xpress Deposit Account	25,694.52	(65,006.19)	47,384.66	8,072.99	(17,621.53)
010 - Operating Fund					
<i>Operating Investment Fund</i>	200,000.00	-		200,000.00	-
<i>010 - Operating Fund - Other</i>	97,070.95	(585,039.94)	640,210.14	152,241.15	55,170.20
Total 010 - Operating Fund	297,070.95	(585,039.94)	640,210.14	352,241.15	55,170.20
065 - Capital Project Account	0.00	-	-	0.00	-
Total Unreserved Funds	392,280.69	(759,345.00)	762,226.88	395,162.57	2,881.88
Committed Funds					
020 - Water/Sewer Committed Fund					
Asset Replacement Fund	36,344.37	-	-	36,344.37	-
Capital Improvement Fund					
<i>I&I Repair</i>	91,777.33	-	1,260.00	93,037.33	1,260.00
<i>Reservoir Repair</i>	110,020.69	-	-	110,020.69	-
Total Capital Improvement Fund	201,798.02	-	1,260.00	203,058.02	1,260.00
Risk Management Fund	208,788.23	-	1,988.52	210,776.75	1,988.52
Total 020 - Water/Sewer Committed Fund	446,930.62	-	3,248.52	450,179.14	3,248.52
Total Committed Funds	446,930.62	-	3,248.52	450,179.14	3,248.52
Total Funds	1,003,888.70	(857,486.61)	792,179.06	938,581.15	(65,307.55)

I hereby certify that the above statement is true.

	Date		Date
Project & Accounts Manager		Audit Commissioner	

11:00 AM
 10/14/24
 Cash Basis

Hartstene Pointe Water Sewer District Profit & Loss Budget vs. Actual September 2024

	<u>Profit & Loss</u>	<u>Budget v Actual</u>			
	<u>September '24</u>	<u>Jan - Sept '24 (75% of Yr)</u>	<u>Total 2024 Budget</u>	<u>\$ Over (Under) Budget</u>	<u>% of Total Budget</u>
Ordinary Income/Expense					
Income					
Non-Operating Revenue	421,377.22	1,224,397.68	1,355,035.00	-130,637.32	90.36%
Operating Revenue	89,954.55	816,670.39	1,080,940.00	-264,269.61	75.55%
Total Income	<u>511,331.77</u>	<u>2,041,068.07</u>	<u>2,435,975.00</u>	<u>-394,906.93</u>	<u>83.79%</u>
Gross Profit	511,331.77	2,041,068.07	2,435,975.00	-394,906.93	83.79%
Expense					
534 · Water Expenditures	111,371.23	198,090.32	378,313.00	-180,222.68	52.36%
535 · WW Treatment Expenditures	440,569.74	1,391,677.03	1,635,828.00	-244,150.97	85.08%
538 · Combined W/S Expenditures	23,902.57	246,718.71	391,113.00	-144,394.29	63.08%
591.38 · Leases	1,000.00	9,000.00	12,300.00	-3,300.00	73.17%
Total Expense	<u>576,843.54</u>	<u>1,845,486.06</u>	<u>2,427,554.00</u>	<u>-572,067.94</u>	<u>76.34%</u>
Net Ordinary Income	<u>-65,511.77</u>	<u>195,582.01</u>	<u>18,421.00</u>		
Net Income	<u><u>-65,511.77</u></u>	<u><u>195,582.01</u></u>	<u><u>18,421.00</u></u>		

Hartstene Pointe Water Sewer District Profit & Loss Budget vs. Actual January through September 2024

	<u>Jan - Sep 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
Non-Operating Revenue				
334.03 - 334.03.10 State Grant-Ecology	6,082.25			
361.11 - Interest earned				
010	6,002.02			
020	16,859.84			
030	1,687.03			
050	1,755.16			
070	1,760.47			
361.11 - Interest earned - Other	0.00	3,735.00	-3,735.00	0.0%
Total 361.11 - Interest earned	<u>28,064.52</u>	<u>3,735.00</u>	<u>24,329.52</u>	<u>751.39%</u>
367.40 - Contributions - Nongov't - DW	4,185.00	13,305.00	-9,120.00	31.45%
367.50 - Contributions - Nongov't - WW	5,315.00	16,695.00	-11,380.00	31.84%
391.80 - Intergovernmental Loan Proceeds	1,180,750.91	1,321,300.00	-140,549.09	89.36%
Total Non-Operating Revenue	<u>1,224,397.68</u>	<u>1,355,035.00</u>	<u>-130,637.32</u>	<u>90.36%</u>
Operating Revenue				
343.40 - Water Sales and Services				
343.42 - Metered Water Charges	4,528.14	11,729.00	-7,200.86	38.61%
343.40 - Water Sales and Services - Other	425,236.24	559,030.00	-133,793.76	76.07%
Total 343.40 - Water Sales and Services	<u>429,764.38</u>	<u>570,759.00</u>	<u>-140,994.62</u>	<u>75.3%</u>
343.50 - Sewer Sales and Services	381,697.27	503,626.00	-121,928.73	75.79%
359.90 - Penalties and Fees	4,857.74	6,555.00	-1,697.26	74.11%
369.91 - Miscellaneous Revenues	351.00			
Total Operating Revenue	<u>816,670.39</u>	<u>1,080,940.00</u>	<u>-264,269.61</u>	<u>75.55%</u>
Total Income	<u>2,041,068.07</u>	<u>2,435,975.00</u>	<u>-394,906.93</u>	<u>83.79%</u>
Gross Profit	<u>2,041,068.07</u>	<u>2,435,975.00</u>	<u>-394,906.93</u>	<u>83.79%</u>
Expense				
534 - Water Expenditures				
534.10 - Salaries - Water				
Water Distribution Manager	15,137.25	71,219.00	-56,081.75	21.26%
Total 534.10 - Salaries - Water	<u>15,137.25</u>	<u>71,219.00</u>	<u>-56,081.75</u>	<u>21.26%</u>

Hartstene Pointe Water Sewer District Profit & Loss Budget vs. Actual January through September 2024

	<u>Jan - Sep 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
534.20 - Personnel Benefits, Payroll Tax				
FICA/Medicare - Water	219.83			
HRA VEBA - Water	173.22			
Insurance	1,851.94			
L&I expense - Water	511.77			
Retirement Contribution	1,210.98			
SUTA - Water	57.97			
534.20 - Personnel Benefits, Payroll Tax - Other	<u>0.00</u>	<u>22,831.00</u>	<u>-22,831.00</u>	<u>0.0%</u>
Total 534.20 - Personnel Benefits, Payroll Tax	<u>4,025.71</u>	<u>22,831.00</u>	<u>-18,805.29</u>	<u>17.63%</u>
534.30 - Supplies - Water				
31 1010 - Supplies - Water				
35 1010 - Tools/Equip - Water	2,983.72			
31 1010 - Supplies - Water - Other	<u>2,248.51</u>	<u>8,000.00</u>	<u>-5,751.49</u>	<u>28.11%</u>
Total 31 1010 - Supplies - Water	<u>5,232.23</u>	<u>8,000.00</u>	<u>-2,767.77</u>	<u>65.4%</u>
31 1011 - Chemicals - Water				
Ferric Chloride	1,284.36			
Potassium Permanganate	605.99			
Sodium Hypochlorite	3,138.10			
31 1011 - Chemicals - Water - Other	<u>0.00</u>	<u>8,000.00</u>	<u>-8,000.00</u>	<u>0.0%</u>
Total 31 1011 - Chemicals - Water	<u>5,028.45</u>	<u>8,000.00</u>	<u>-2,971.55</u>	<u>62.86%</u>
Total 534.30 - Supplies - Water	<u>10,260.68</u>	<u>16,000.00</u>	<u>-5,739.32</u>	<u>64.13%</u>
534.40 - Services - Water				
Intergov				
53 1010 - Excise Tax - Water	21,406.36	27,670.00	-6,263.64	77.36%
53 1020 - Permit Fees - Water	809.20	804.00	5.20	100.65%
Other Intergov - Water	<u>57.00</u>			
Total Intergov	<u>22,272.56</u>	<u>28,474.00</u>	<u>-6,201.44</u>	<u>78.22%</u>
Other Services				
Software Subscriptions	<u>2,355.75</u>	<u>1,768.00</u>	<u>587.75</u>	<u>133.24%</u>
Total Other Services	<u>2,355.75</u>	<u>1,768.00</u>	<u>587.75</u>	<u>133.24%</u>
Professional Services - Water				
41 1050 - Lab Testing - Water	<u>1,163.00</u>	<u>1,500.00</u>	<u>-337.00</u>	<u>77.53%</u>

Hartstene Pointe Water Sewer District Profit & Loss Budget vs. Actual January through September 2024

	<u>Jan - Sep 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total Professional Services - Water	1,163.00	1,500.00	-337.00	77.53%
Water Repair and Maint.				
48 1020 - SCADA - Water	0.00	2,500.00	-2,500.00	0.0%
48 1030 - Repair & Maintenance - Water				
Other	8,363.42			
Water Leak Repair	8,629.02			
48 1030 - Repair & Maintenance - Water - Other	0.00	15,437.00	-15,437.00	0.0%
Total 48 1030 - Repair & Maintenance - Water	<u>16,992.44</u>	<u>15,437.00</u>	<u>1,555.44</u>	<u>110.08%</u>
Total Water Repair and Maint.	16,992.44	17,937.00	-944.56	94.73%
47 1010 - Electric - Water	8,076.32	12,777.00	-4,700.68	63.21%
Total 534.40 - Services - Water	<u>50,860.07</u>	<u>62,456.00</u>	<u>-11,595.93</u>	<u>81.43%</u>
594.34 - Capital Expenditures - Water				
Capacity Assessment	0.00	10,000.00	-10,000.00	0.0%
Reservoir				
Painting/Repair	0.00	8,000.00	-8,000.00	0.0%
Total Reservoir	<u>0.00</u>	<u>8,000.00</u>	<u>-8,000.00</u>	<u>0.0%</u>
Water SCADA Upgrade	0.00	50,000.00	-50,000.00	0.0%
Well #2 Rehab	0.00	30,000.00	-30,000.00	0.0%
Total 594.34 - Capital Expenditures - Water	<u>0.00</u>	<u>98,000.00</u>	<u>-98,000.00</u>	<u>0.0%</u>
59X.34 - Debt Service - Water				
5913470 - Debt Service Principal - Water				
DWSRF Loan Principal	65,670.80	65,671.00	-0.20	100.0%
78 1010 - USDA Loan Principal	30,990.76	30,991.00	-0.24	100.0%
Total 5913470 - Debt Service Principal - Water	<u>96,661.56</u>	<u>96,662.00</u>	<u>-0.44</u>	<u>100.0%</u>
5923480 - Debt Service Interest - Water				
DWSRF Loan Interest	12,805.81	12,806.00	-0.19	100.0%
83 1010 - USDA Loan - Interest	8,339.24	8,339.00	0.24	100.0%
Total 5923480 - Debt Service Interest - Water	<u>21,145.05</u>	<u>21,145.00</u>	<u>0.05</u>	<u>100.0%</u>
Total 59X.34 - Debt Service - Water	<u>117,806.61</u>	<u>117,807.00</u>	<u>-0.39</u>	<u>100.0%</u>
Total 534 - Water Expenditures	<u>198,090.32</u>	<u>388,313.00</u>	<u>-190,222.68</u>	<u>51.01%</u>
535 - WW Treatment Expenditures				
535.10 - Salaries/Wages-WWT				

Hartstene Pointe Water Sewer District Profit & Loss Budget vs. Actual January through September 2024

	<u>Jan - Sep 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Wastewater Treatment Plant Oper	48,241.01	63,648.00	-15,406.99	75.79%
WW Apprentice	30,727.00			
Total 535.10 · Salaries/Wages-WWT	78,968.01	63,648.00	15,320.01	124.07%
535.20 · Personnel Benefits - WW				
Employment Security	183.40			
FICA Expense	1,114.40			
HRA VEBA - WW	606.27			
Insurance - WW	16,374.50			
L&I - WW	2,289.38			
Retirement - WW	6,107.84			
535.20 · Personnel Benefits - WW - Other	0.00	22,100.00	-22,100.00	0.0%
Total 535.20 · Personnel Benefits - WW	26,675.79	22,100.00	4,575.79	120.71%
535.30 · Supplies - WW Treatment				
31 3010 · Supplies - WW Treatment				
Sewer	702.81			
31 3010 · Supplies - WW Treatment - Other	1,302.64	10,000.00	-8,697.36	13.03%
Total 31 3010 · Supplies - WW Treatment	2,005.45	10,000.00	-7,994.55	20.06%
31 3011 · Chemicals - WW Treatment	2,405.88	3,000.00	-594.12	80.2%
35 3010 · Tools/Equip - WW Treatment	1,550.48			
Total 535.30 · Supplies - WW Treatment	5,961.81	13,000.00	-7,038.19	45.86%
535.40 · Services - WW Treatment				
Intergov				
B&O/Excise Tax				
B&O Tax - Wastewater Treatment	5,540.80			
Excise Tax - Sewer	358.47			
B&O/Excise Tax - Other	0.00	8,168.00	-8,168.00	0.0%
Total B&O/Excise Tax	5,899.27	8,168.00	-2,268.73	72.22%
Other	65.00			
Permit Fees - WW Treatment	3,143.61	3,131.00	12.61	100.4%
Total Intergov	9,107.88	11,299.00	-2,191.12	80.61%
Professional Services - WWT				
41 3010 · Attorney Fees - WW Treatment	3,871.15			

Hartstene Pointe Water Sewer District Profit & Loss Budget vs. Actual January through September 2024

	<u>Jan - Sep 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
41 3050 - Lab Testing - WW Treatment				
WA Ecology Nutrient Lab Testing	6,127.00			
41 3050 - Lab Testing - WW Treatment - Other	10,849.00	15,000.00	-4,151.00	72.33%
Total 41 3050 - Lab Testing - WW Treatment	<u>16,976.00</u>	<u>15,000.00</u>	<u>1,976.00</u>	<u>113.17%</u>
Total Professional Services - WWT	20,847.15	15,000.00	5,847.15	138.98%
WW Treatment Maint. and Repair				
48 3010 - Biosolids Disposal	19,901.04	17,834.00	2,067.04	111.59%
48 3020 - SCADA - WW Treatment	603.00	3,000.00	-2,397.00	20.1%
48 3030 - Repair & Maint. - WW Treatment				
Other	4,687.16	7,500.00	-2,812.84	62.5%
Sewer Collection	10,624.93	6,000.00	4,624.93	177.08%
Total 48 3030 - Repair & Maint. - WW Treatment	<u>15,312.09</u>	<u>13,500.00</u>	<u>1,812.09</u>	<u>113.42%</u>
Total WW Treatment Maint. and Repair	<u>35,816.13</u>	<u>34,334.00</u>	<u>1,482.13</u>	<u>104.32%</u>
47 3010 - Electric - WW Treatment	10,608.67	17,036.00	-6,427.33	62.27%
Total 535.40 - Services - WW Treatment	<u>76,379.83</u>	<u>77,669.00</u>	<u>-1,289.17</u>	<u>98.34%</u>
594.35 - Capital Expenditures - WWT				
I&I Lateral Replacements	0.00	20,000.00	-20,000.00	0.0%
Influent Flow Meters	3,724.81			
WIRP Engineering Phase	1,179,418.12	1,321,300.00	-141,881.88	89.26%
WWT Pumps - Rehab & Replacement	1,492.96	80,000.00	-78,507.04	1.87%
Total 594.35 - Capital Expenditures - WWT	<u>1,184,635.89</u>	<u>1,421,300.00</u>	<u>-236,664.11</u>	<u>83.35%</u>
59X.35 - Debt Service - WW Treatment				
5913570 - Debt Service Principal - WWT				
78 3010 - Ecology Loan Principal	17,946.66	36,028.00	-18,081.34	49.81%
Total 5913570 - Debt Service Principal - WWT	<u>17,946.66</u>	<u>36,028.00</u>	<u>-18,081.34</u>	<u>49.81%</u>
5923580 - Debt Service Interest - WWT				
83 3010 - Ecology Loan - Interest	1,109.04	2,083.00	-973.96	53.24%
Total 5923580 - Debt Service Interest - WWT	<u>1,109.04</u>	<u>2,083.00</u>	<u>-973.96</u>	<u>53.24%</u>
Total 59X.35 - Debt Service - WW Treatment	<u>19,055.70</u>	<u>38,111.00</u>	<u>-19,055.30</u>	<u>50.0%</u>
Total 535 - WW Treatment Expenditures	<u>1,391,677.03</u>	<u>1,635,828.00</u>	<u>-244,150.97</u>	<u>85.08%</u>
538 - Combined W/S Expenditures				
538.10 - Salaries & Wages				

Hartstene Pointe Water Sewer District Profit & Loss Budget vs. Actual January through September 2024

	<u>Jan - Sep 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Elected Officials				
10 0010 · Commissioner 1	4,019.50	3,931.00	88.50	102.25%
10 0020 · Commissioner 2	3,315.00	3,730.00	-415.00	88.87%
10 0030 · Commissioner 3	4,344.50	5,141.00	-796.50	84.51%
Total Elected Officials	<u>11,679.00</u>	<u>12,802.00</u>	<u>-1,123.00</u>	<u>91.23%</u>
Employees				
Clerk	62,052.76	83,427.00	-21,374.24	74.38%
General Manager	73,279.20	103,105.00	-29,825.80	71.07%
Total Employees	<u>135,331.96</u>	<u>186,532.00</u>	<u>-51,200.04</u>	<u>72.55%</u>
Total 538.10 · Salaries & Wages	147,010.96	199,334.00	-52,323.04	73.75%
538.20 · Personnel Benefits, Payroll Tax				
HRA VEBA - Admin	1,174.14			
L&I Expense	2,897.54			
Retirement Expense - Admin	10,826.55			
SUTA Expense	253.12			
20 0010 · FICA/Medicare	2,877.01			
20 0020 · Insurance	25,811.19			
538.20 · Personnel Benefits, Payroll Tax - Other	0.00	60,920.00	-60,920.00	0.0%
Total 538.20 · Personnel Benefits, Payroll Tax	<u>43,839.55</u>	<u>60,920.00</u>	<u>-17,080.45</u>	<u>71.96%</u>
538.30 · Supplies - Combined W/S				
Tools/Equip/Supplies	5,890.56	12,737.00	-6,846.44	46.25%
31 4010 · Office Supplies	1,228.58	4,000.00	-2,771.42	30.72%
Total 538.30 · Supplies - Combined W/S	<u>7,119.14</u>	<u>16,737.00</u>	<u>-9,617.86</u>	<u>42.54%</u>
538.40 · Services - Combined W/S				
Intergov				
B&O Tax - Fees/Penalties	73.39	73.00	0.39	100.53%
County Election Costs	392.18	300.00	92.18	130.73%
Other	0.00	210.00	-210.00	0.0%
State Audit	0.00	750.00	-750.00	0.0%
Total Intergov	<u>465.57</u>	<u>1,333.00</u>	<u>-867.43</u>	<u>34.93%</u>
Other Services - Combined W/S				
Accounting Consultant Fees	1,645.74	1,335.00	310.74	123.28%

Hartstene Pointe Water Sewer District Profit & Loss Budget vs. Actual January through September 2024

	<u>Jan - Sep 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Attorney Fees - Combined W/S	142.50	4,500.00	-4,357.50	3.17%
Bank Fees	112.50	150.00	-37.50	75.0%
Cleaning Services	2,970.00	3,960.00	-990.00	75.0%
Information Technology	7,391.28	10,000.00	-2,608.72	73.91%
Lockbox	262.74	901.00	-638.26	29.16%
Online Payment System				
Monthly Fees	900.00			
Transaction Fees	2,362.04			
Online Payment System - Other	0.00	3,644.00	-3,644.00	0.0%
Total Online Payment System	<u>3,262.04</u>	<u>3,644.00</u>	<u>-381.96</u>	<u>89.52%</u>
Payroll Services	2,588.20	2,563.00	25.20	100.98%
361.19 · Investment Service Fees	3,530.28	4,849.00	-1,318.72	72.8%
42 0010 · Postage	2,731.97	3,528.00	-796.03	77.44%
42 0020 · Telephones	7,341.73	10,611.00	-3,269.27	69.19%
44 0010 · Legal Notices & Publications	46.50	3,000.00	-2,953.50	1.55%
46 0010 · Liability Insurance	88.00	42,455.00	-42,367.00	0.21%
49 0010 · Professional Dues	695.90	1,988.00	-1,292.10	35.01%
49 0020 · Printing to Subscribers	1,531.80	2,305.00	-773.20	66.46%
Other Services - Combined W/S - Other	2,362.29	2,000.00	362.29	118.12%
Total Other Services - Combined W/S	<u>36,703.47</u>	<u>97,789.00</u>	<u>-61,085.53</u>	<u>37.53%</u>
43 · Travel/Mileage/Training				
Employee Training	6,191.14			
43 0020 · General Manager Travel	210.86			
43 0040 · Operations Mileage	5,058.02			
43 · Travel/Mileage/Training - Other	120.00	15,000.00	-14,880.00	0.8%
Total 43 · Travel/Mileage/Training	<u>11,580.02</u>	<u>15,000.00</u>	<u>-3,419.98</u>	<u>77.2%</u>
Total 538.40 · Services - Combined W/S	<u>48,749.06</u>	<u>114,122.00</u>	<u>-65,372.94</u>	<u>42.72%</u>
Total 538 · Combined W/S Expenditures	<u>246,718.71</u>	<u>391,113.00</u>	<u>-144,394.29</u>	<u>63.08%</u>
591.38 · Leases				
Office Rent	9,000.00	12,300.00	-3,300.00	73.17%
Total 591.38 · Leases	<u>9,000.00</u>	<u>12,300.00</u>	<u>-3,300.00</u>	<u>73.17%</u>
Total Expense	<u>1,845,486.06</u>	<u>2,427,554.00</u>	<u>-582,067.94</u>	<u>76.02%</u>

Hartstene Pointe Water Sewer District

Profit & Loss Budget vs. Actual

January through September 2024

Net Ordinary Income
Net Income

<u>Jan - Sep 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
195,582.01	8,421.00		
<u>195,582.01</u>	<u>8,421.00</u>		

GM REPORT FOR BOC MEETING ON 10/17/24

- WWTP averaged 31,837 GPD (24,351 min; 39,795 max)
- Wells averaged 41,754 GPD (26,900 min; 67,950 max)
- From 9/29 - 10/12, with higher flows on weekends
- Safety meeting: Earthquake prep; Great ShakeOut
- Cla-Val quote updated
- Strategic planning in Jan
- 10/11 water leak repair
- Lead Service Line Inventory
- Windjammer leak
-

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

RESOLUTION 2024-04

**A RESOLUTION OF THE
HARTSTENE POINTE WATER-SEWER DISTRICT COMMISSIONERS
ESTABLISHING A SMALL PUBLIC WORKS ROSTER AND THE AUTHORITY TO
USE THE ROSTER PROCESS TO AWARD SMALL PUBLIC WORKS CONTRACTS,
A CONSULTANT SERVICES ROSTER FOR GENERAL CONSULTING AND
OTHER PROFESSIONAL SERVICES AND A VENDOR ROSTER FOR GOODS AND
SERVICES**

WHEREAS, RCW 39.04.151-154 and other laws regarding contracting for public works by authorized local governments, allow certain contracts to be awarded by a small works roster process; and

WHEREAS, to be able to implement a small works roster and process, the District is required to adopt a resolution, establish reporting procedures that are publicly available, and commit to providing the most practicable opportunities for small businesses when using Direct Contracting; and

WHEREAS, to be able to use Direct Contracting on occasion, the District is required to develop a [Small] Business Utilization Plan; and

WHEREAS, chapter 39.80 RCW and other laws regarding contracting for consulting services by municipalities allow certain contracts to be awarded by a consultant roster process; and

WHEREAS, RCW 39.04.190, regarding purchase of materials, supplies, or equipment not connected to a public works project, allows certain purchasing contracts to be awarded using a vendor list; now,

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

Section 1. Resolution No. 2011-03 is hereby repealed and replaced with this Resolution.

Section 2. MRSC Rosters. The District hereby elects to use the statewide small works roster established under RCW 39.04.151(2) and administered by the Municipal Research Services Center of Washington (MRSC).

Section 3. Small Works Roster. The District adopts the following to use in the management and awards of small public works projects as allowed under RCW 39.04.152. The District will maintain separate procedures and contracting templates for small works roster contracts.

- A. Small Works, as defined by RCW 39.04.152 are public works projects estimated to cost \$350,000 or less, excluding sales tax, for the construction, renovation, remodeling, repair, or improvement of real property.
- B. A Small Works Roster is a pre-established list of properly licensed contractors, registered to do business with the District under selected project types and (work) categories.
- C. The Small Works Roster process is an alternative to publicly advertising public work projects.
- D. Every small works contract is subject to the same public works bidding, award, and compliance requirements of chapter 39.04 RCW unless specifically included in RCW 39.04.151-154, this resolution, or the incorporated policies or procedures.
- E. Small Work Roster contract procurements will be bid electronically through the District's procurement processes using electronic bidding, except as may be used in small works roster direct contracting process. (RCW 39.04.152(4))
- F. Only those contractors registered with MRSC Rosters will be invited to bid on small works roster projects.
- G. **Invitations for bid** or direct contracting negotiations shall include an estimate of the scope and nature of the work to be performed as well as materials and equipment to be furnished. However, detailed plans and specifications need not be included in the invitation.
- H. Small Works contracts will be awarded to a responsible contractor (RCW 39.04.350) submitting the lowest responsive bid, unless using direct contracting where a contract will be awarded to a responsible contractor submitting a competitive bid or negotiated bid.
- I. Small Works bidding and award information will be entered by the District into the statewide small works roster platform immediately upon conclusion of each small works roster award.
- J. Small Works bidding and award data will be part of the District's procurement files and records and all documents will be available for review with the District's clerk.
- K. **Annual Notification and Invitation.** At least once a year, MRSC shall, on behalf of the District publish in a newspaper of general circulation within the municipality's jurisdiction a notice of the existence of the small works roster and invite contractors to register on the statewide small works roster. Additionally, as required by RCW 39.04.151(1)(c), MRSC will notify the Office of Minority and Women's Business Enterprise (OMWBE) directory of certified firms and invite small businesses to apply to the roster.

- L. MRSC shall add responsible contractors to the small works roster at any time that a contractor completes the online application provided by MRSC and meets minimum State requirements for roster listing.

M. Direct Contracting.

The District intends to use the direct contracting option (RCW 39.04.152(4)) whenever practicable for Small Works projects estimated to cost \$150,000 or less, excluding sales tax. The District has developed additional policies and procedures to ensure the District uses Direct Contracting with the spirit and intent of the statute; and are incorporated herein as follows:

1. Direct Contracting Procedures (including rotation and negotiation options)
2. Business Utilization Plan

The District delegates authority to oversee and manage the use and outcomes of the small works roster to its General Manager. As the delegated authority, the Small Works Roster Program Manager will be responsible for ensuring all necessary policies, procedures, templates, contracts or similar are developed and used in accordance with the applicable statutes and guidance provided by MRSC.

Further, the Small Works Roster Program Manager will be responsible for establishing and implementing the District’s Business Utilization Plan and reporting annually on the utilization and improvements needed to the policy or contracting processes to meet or exceed the established goals for small business utilization through the Direct Contracting opportunities.

The Small Works Roster Program Manager will also be responsible for data collection, reporting, and similar on all activities, uses, and awards for small works and will ensure all information is provided to MRSC, the state, or the public as required or requested.

Section 4. Consultant Services Roster. The District adopts the use of the MRSC Rosters Consultant Roster (vendor list) to be used for the procurement and award of consultant services.

A. **Consultant Services.** Consultant services can be “personal services” such as technical expertise, studies, project management, planning, or similar, or “architecture and engineering services” or “professional services” services as defined by chapter 39.80 RCW. For all services, the District reserves the right to procure using methods other than formal sealed bidding (low bid) as afforded under RCW 39.04.190.

B. **Soliciting to join the Consultant Roster.** MRSC Rosters, as provided as part of their membership service, will publish twice a year, in a newspaper of general

circulation within the District's county, a notice of the existence of the Consultant Roster and solicit consultants to join on our behalf. (RCW 39.04.190(2))

C. **Procuring Consultants.** The District adopts the following as policies, procedures or similar when contracting for consultant services:

1. Personal Services.

- a. Personal consultants, firms and individuals that provide subject matter expertise, or services more intellectual in nature such as studies, accounting, legal, project management, or similar shall be procured using a Request for Proposal (RFP). Selection should be based on the best value provided to the District and include scoring on experience and expertise in the field or industry needed, a proposed approach to completing services, capabilities of the businesses staff, time, and cost to complete the work.

2. Professional Services.

- a. Professional architecture and engineering services shall be procured under the requirements of chapter 39.80 RCW, using the MRSC Consultant Roster. Procuring professionals will be through a Request for Qualification (RFQ) and/or Request for Proposals (RFP) with Qualifications. Price and/or the cost of the professional services will be 10% or less of the overall score. Selection criteria should clearly define the scope of services and the details on how the District will determine the most qualified professional (or firm), which will be different depending on the District need. Further, selection criteria shall include a plan, as appropriate, to include minority and women-owned firms, small business, and veteran-owned firms to the maximum extent practicable.

3. **Electronic Submissions.** As required by RCW 39.04.190(2), the District established the following procedure for securing written proposals or submittals for consultant services.

- a. Unless otherwise adopted, through establishment of an e-procurement tool, the District will use email communications to request and receive submissions.
- b. An RFQ or RFP shall be developed that will include at a minimum a description of the services needed, the time of performance, the scoring criteria with descriptions and relative weighting, the schedule with due dates, and any other relevant information. Attached to each RFQ or RFP shall be the intended contract to be signed.
- c. A selection committee will be formed with at least 3 staff members or members of the Board of Commissioners, to review and score the submissions. The selection committee will sign statements attesting they

have no conflicts of interest in the matter and all proceedings will be confidential until Award.

- d. A list of business will be pulled from the MRSC Rosters consultant roster under the category of need, and an email request will be sent only to the businesses on the roster list of businesses.
- e. Once submittals are received, the selection committee will review, score, and recommend award to the consultant scored the highest.
- f. **Records.** The original request, responses, scoring, and award documentation will be kept in the District's records and will be available upon request.

4. Award of Consultant Contracts.

There may be two methods for awarding consultant services contracts.

- a. The Board of Commissioners reviews and scores all proposal(s) or statements of qualifications received, negotiates or similar and then awards the contract; or
- b. If the Board of Commissioners delegates the authority to award contracts to the General Manager for consulting services costing less than or equal to \$3,000, the General Manager shall have the authority to award contracts for consulting services without the Board's approval, provided that the Board of Commissioners shall ratify the General Manager's signature and delegation of authority through the District's standard process for such matters. For consulting services anticipated with an anticipated value more than \$3,000, the Board of Commissioners shall review, score, and award all contracts for consulting services.

D. **Posting of Awards.** In accordance with RCW 39.04.200, all consultant/services contract awards will be posted to the District's website at least every other month.

Section 5. Vendor Roster. The District adopts the use of the MRSC Rosters Vendor Roster (vendor list) to be used for the procurement and award of materials, supplies, equipment or similar. The following vendor list roster procedures are established for use by the District pursuant to RCW 39.04.190 and the District's Purchasing Manual:

- A. **Purchase of materials, supplies, or equipment not connected to a public works project.** The District is not required to use formal sealed bidding procedures to purchase materials, supplies, or equipment not connected to a public works project where the cost will not exceed the statutory threshold of the District as provided in RCW 57.08.050. The District will attempt to obtain the lowest practical price for such goods and services.

- B. Publication.** At least twice per year, MRSC shall, on behalf of the District, publish in a newspaper of general circulation within the municipality's jurisdiction a notice of the existence of the vendor list roster and solicit the names of vendors for the vendor list roster. MRSC shall add vendors licensed to do business in the State of Washington to the Vendor Roster at any time when a vendor completes the online application and meets and minimum requirements.
- C. Electronic Quotations.** The District shall use the following process to obtain written quotations from vendors for the purchase of materials, supplies, or equipment not connected to a public works project:
1. A written Invitation (to Bid or Quote) with description shall be drafted for the specific materials, supplies, or equipment to be purchased, including the number, quantity, quality, and type desired, the proposed delivery date, together with any evaluation criteria and any relevant information of the purchase. The contract intended to be signed by the successful vendor is also to be included in with the invitation.
 2. The General Manager, or their designee, shall make a good faith effort to contact at least three (3) of the vendors on the roster to obtain written quotations from the vendors for the required materials, supplies, or equipment;
 3. The General Manager, or their designee, shall not share written quotations received from one vendor with other vendors soliciting for the bid to provide the materials, supplies, or equipment;
 4. A written record shall be made by the General Manager, or their designee, of each vendor's bid on the material, supplies, or equipment, and of any conditions imposed on the bid by such vendor;
- D. Determining the Lowest Responsible Bidder.** The District shall purchase the materials, supplies, or equipment from the lowest responsible bidder, provided that whenever there is reason to believe that the lowest acceptable bid is not the best price obtainable, all bids may be rejected, and the District may call for new bids.
- E. Award.** All of the bids or quotations shall be collected by the General Manager or their designee. The General Manager, or their designee, shall create a written record of all bids or quotations received, which shall be made available by request after the award of the contract.
1. The General Manager, or their designee, shall then present all bids or quotations and their recommendation for award of the contract to the Board of Commissioners. The Board shall consider all bids or quotations received, determine the lowest responsible bidder, and award the contract; or

2. If the Board of Commissioners delegates the authority to award bids to the General Manager of the District for materials, supplies, or equipment costing less than or equal to the statutory threshold of the agency as provided in RCW 57.08.050, the General Manager shall have the authority to award public works contracts without [governing body] approval, provided that the [governing body] shall ratify the General Manager's approval at the next scheduled Board of Commissioner meeting by means of the agenda. For materials, supplies or equipment costing more than the statutory threshold of the District as provided in RCW 57.08.050, the Board shall award all vendor contracts.

F. Posting of Awards. In accordance with RCW 39.04.200, all vendor contract awards will be posted to the District's website at least every other month. The posting will include the vendor awarded the contract, the amount of the contract, a brief description of the items purchased, and the date it was awarded.

ADOPTED by the Board of Commissioners at its regular scheduled meeting on this 17th day of October, 2024.

Hartstene Pointe Water-Sewer District
Mason County, Washington

Stacy Swart, President

Carl Anderson, Secretary

Stefan Birgh, Audit Commissioner

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

RESOLUTION 2024-05

**A RESOLUTION OF THE
HARTSTENE POINTE WATER-SEWER DISTRICT COMMISSIONERS
UPDATING THE AUDIT FUNCTION AND DESIGNATING A RESPONSIBLE
COMMISSIONER**

WHEREAS, Hartstene Pointe Water-Sewer District (the “District”) is a special purpose district and municipal corporation organized under and governed by Title 57 RCW; and

WHEREAS, the District’s Board of Commissioners recognizes the importance of ensuring responsible management of public funds; and

WHEREAS, Resolutions 2009-18 and 2012-01 established different guidelines for designating an audit commissioner; and

WHEREAS, the Board of Commissioners determined a Designated Audit Commissioner may be a rotating position where the responsibility is subject to change; and

WHEREAS, commissioners wish to establish clear and updated definitions in one resolution; now

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

Section 1. Resolution No. 2009-18 is hereby repealed.

Section 2. Resolution No. 2012-01 is hereby repealed.

Section 3. The Designated Audit Commissioner is appointed by the Board President.

Section 4. The Designated Audit Commissioner shall serve one year in this capacity. The designation may be renewed after a term of one year, with no limits, except that the Designated Commissioner’s term in office is not expired. The Board President may reappoint another commissioner before the term of one year concludes.

Section 5. Audit functions may be performed by another commissioner when the Designated Audit Commissioner is unavailable and the function is of a time-sensitive nature.

Section 6. All vouchered expenditures will be audited by the Commissioner duly appointed before final approval. An auditing commissioner will review appropriateness and conformance to accepted accounting practices.

ADOPTED by the Board of Commissioners at its regular scheduled meeting on this 17th day of October, 2024.

Hartstene Pointe Water-Sewer District
Mason County, Washington

Stacy Swart, President

Carl Anderson, Secretary

Stefan Birgh, Audit Commissioner

**Hartstene Pointe Water-Sewer District
2025 Preliminary Budget Overview**

	2022 Actual	2023 Actual	2024 Projected	Budget		Projections			
				2024	2025	2026	2027	2028	2029
Beginning Unreserved Funds Balance	553,936	650,259	632,639	666,923	889,258	886,064	922,218	1,109,062	1,339,286
Revenues	999,262	1,085,958	2,470,947	2,435,975	15,164,455	1,225,735	1,264,476	1,304,484	1,345,789
Expenditures	898,820	1,098,013	2,204,927	2,427,555	15,165,091	1,186,897	1,074,946	1,071,441	1,107,677
Net Income (Loss)	100,442	(12,055)	266,020	8,420	(637)	38,838	189,529	233,043	238,111
Ending Unreserved Funds Balance	553,936	632,639	889,258	780,819	886,064	922,218	1,109,062	1,339,286	1,574,438

Rev. 10/15/24

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

	History			Budget		Difference		Projections			
	2022 Actual	2023 Actual	2024 Actual	2024	2025	\$ Change	% Change	2026	2027	2028	2029
Beginning Fund Balances											
Reserve Funds											
030 - Ecology Loan Reserve	40,553	41,065	43,048	42,664	45,289	2,241	5.25%	45,289	45,289	45,289	45,289
050 - DWSRF Loan Reserve	20,377	20,499	21,574	21,700	27,008	5,435	25.04%	27,008	27,008	27,008	27,008
070 - USDA Revenue Bond Reserve	37,758	42,201	44,922	44,520	46,647	1,725	3.88%	49,204	51,888	54,573	57,392
Unreserved Funds											
010 - Operating Fund (incl. revolving funds)	226,544	253,345	251,997	227,077	422,239	170,242	74.97%	358,108	339,482	471,547	646,991
020 - Committed Funds											
Asset Replacement Fund	18,344	27,344	27,344	36,344	45,344	18,000	49.53%	54,344	63,344	72,344	81,344
Capital Improvement Fund											
Inflow & Infiltration	75,854	103,209	68,769	93,542	94,807	26,038	27.84%	120,965	140,965	160,965	180,965
Reservoir Repair	83,368	96,694	96,694	110,021	110,021	13,326	12.11%	123,347	136,674	150,000	163,326
Other	0	0	0	0	0	0	0.00%	0	0	0	0
Risk Management Fund	149,826	169,666	187,834	199,939	216,847	29,013	14.51%	229,300	241,753	254,206	266,659
Total 020 - Committed Funds	327,392	396,914	380,642	439,846	467,019	86,377	19.64%	527,957	582,736	637,515	692,295
065 - Capital Projects Account	0	0	0	0	0	0	0.00%	0	0	0	0
Total Beginning Unreserved Fund Balances	553,936	650,259	632,639	666,923	889,258	256,619	38.48%	886,064	922,218	1,109,062	1,339,286

Rev. 10/15/24

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Hartstene Pointe Water-Sewer District
Ending Fund Balances

	History			Budget		Difference		Projections			
	2022 Actual	2023 Actual	2024 Projected	2024	2025	\$ Change	% Change	2026	2027	2028	2029
Ending Fund Balances											
Reserve Funds											
030 - Ecology Loan Reserve	40,553	43,048	45,289	40,989	45,289	4,300	10.49%	45,289	45,289	45,289	45,289
050 - DWSRF Loan Reserve	20,377	21,574	27,008	20,551	27,008	6,457	31.42%	27,008	27,008	27,008	27,008
070 - USDA Revenue Bond Reserve	37,758	44,922	46,647	46,158	49,204	3,046	6.60%	51,888	54,573	57,392	60,352
Unreserved Funds											
010 - Operating Fund (incl. revolving funds)	226,544	251,997	422,239	324,762	358,108	33,346	10.27%	339,482	471,547	646,991	827,364
020 - Committed Funds											
Asset Replacement Fund	18,344	27,344	45,344	36,344	54,344	18,000	49.53%	63,344	72,344	81,344	90,344
Capital Improvement Fund											
Inflow & Infiltration	75,854	68,769	94,807	135,699	120,965	(14,734)	-10.86%	140,965	160,965	180,965	200,965
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	187,834	216,847	173,993	229,300	55,307	31.79%	241,753	254,206	266,659	279,112
Total 020 - Committed Funds	327,392	380,642	467,019	456,057	527,957	71,900	15.77%	582,736	637,515	692,295	747,074
065 - Capital Projects Account	0	0	0	0	0	0	0.00%	0	0	0	0
Total Ending Unreserved Fund Balances	553,936	632,639	889,258	780,819	886,064	105,245	13.48%	922,218	1,109,062	1,339,286	1,574,438

Rev. 10/15/24

**Hartstene Pointe Water-Sewer District
Revenues**

	History				Budget		Difference		Projections			
	2022 Actual	2023 Actual	2024 Jan - Sept	2024 Projected	2024	2025	\$ Change	% Change	2026	2027	2028	2029
1 Rates												
2 Residential Water (Monthly)	80.60	93.80	99.90	99.90	99.90	99.81	(0.09)	-0.09%	108.30	111.50	114.80	118.20
3 Residential Sewer (Monthly)	87.00	85.50	90.00	90.00	90.00	98.09	8.09	8.99%	106.40	109.60	112.90	116.30
4 Total Residential Monthly Charge	167.60	179.30	189.90	189.90	189.90	197.90	8.00	4.21%	214.70	221.10	227.70	234.50
5 Prepaid Connection - Water (Monthly)	34.50	39.00	41.50	41.50	41.50	41.44	(0.06)	-0.15%	45.00	46.40	47.80	49.20
6 Prepaid Connection - Sewer (Monthly)	35.30	35.60	37.50	37.50	37.50	42.26	4.76	12.70%	45.90	47.30	48.70	50.20
7 Total Prepaid Connection Monthly Charge	69.80	74.60	79.00	79.00	79.00	83.70	4.70	5.95%	90.90	93.70	96.50	99.40
8 Water - Metered Charges	6,124	7,000	4,528	6,038	11,729	6,158	(5,571)	-47.50%	6,682	6,882	7,089	7,301
9 Water Connection & Capital Facilities Charge	3,670	3,450	4,435	4,435	4,435	4,565	130	2.93%	4,565	4,565	4,565	4,565
10 Sewer Connection & Capital Facilities Charge	4,130	4,350	5,565	5,565	5,565	8,005	2,440	43.85%	8,005	8,005	8,005	8,005
11 Total Connection & Capital Facilities Charge	7,800	7,800	10,000	10,000	10,000	12,570	2,570	25.70%	12,570	12,570	12,570	12,570
12 Connections												
13 # of Residential Connections	440	458	463	463	458	458	0	0.00%	459	460	461	462
14 # of Prepaid Connections	22	18	16	16	20	20	0	0.00%	18	18	18	18
15 # of New Connections (not Prepaid)	4	3	2	2	3	2	(1)	-33.33%	1	1	1	1
16 Revenues												
17 Total Water Revenues	455,260	533,306	429,514	569,550	570,759	564,659	(6,100)	-1.07%	606,236	625,502	645,398	665,928
18 Total Sewer Revenues	482,569	479,186	381,447	507,740	503,626	549,224	45,598	9.05%	595,966	615,209	635,082	655,610
19 Total Penalties & Fees	7,892	6,308	4,858	6,477	6,555	6,697	142	2.17%	7,228	7,460	7,699	7,945
20 Capital Facilities Charges & Connection Fees	43,800	21,900	20,000	20,000	30,000	25,140	(4,860)	-16.20%	12,570	12,570	12,570	12,570
21 Interest Income	7,306	30,099	28,065	37,419	3,735	10,000	6,265	167.74%	3,735	3,735	3,735	3,735
22 WA State Ecology Water Quality Fin. Assistance Loan			1,180,751	1,321,300	1,321,300	14,000,000	12,678,700	959.56%				
23 Miscellaneous Revenues	2,436	15,159	6,433	8,461	0	8,735	8,735	0.00%	0	0	0	0
Total Revenues	\$999,262	\$1,085,958	\$2,051,068	\$2,470,947	\$2,435,975	\$15,164,455	\$12,728,480	522.52%	\$1,225,735	\$1,264,476	\$1,304,484	\$1,345,789
					% Water Revenue:	53.12%	50.69%					
					% Wastewater Revenue:	46.88%	49.31%					

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**Hartstene Pointe Water-Sewer District
Expenditures**

	History				Budget		Difference		Projections			
	2022 Actual	2023 Actual	2024 Jan-Aug	2024 Projected	2024	2025	\$ Change	% Change	2026	2027	2028	2029
1 Operations												
2 Staff	346,727	399,470	280,470	413,373	440,052	433,256	(6,796)	-1.54%	454,017	475,817	498,706	522,740
3 Water	66,822	66,945	62,251	76,206	78,457	83,646	5,189	6.61%	81,426	84,276	87,226	90,279
4 Wastewater Treatment/Sewer	125,350	237,675	82,342	101,422	90,668	99,660	8,992	9.92%	103,148	106,758	110,495	114,362
5 Combined W/S, Administrative	133,848	128,206	68,981	132,822	143,160	158,107	14,948	10.44%	154,380	160,155	166,171	172,439
6 Total Operations	672,747	832,296	494,044	723,824	752,337	774,670	22,333	2.97%	792,972	827,006	862,598	899,820
7 Capital Improvements	68,185	108,709	766,761	1,325,185	1,519,300	14,198,000	12,678,700	834.51%	165,000	20,000	20,000	20,000
8 Loan Payments	157,888	156,903	155,918	155,918	155,918	192,421	36,503	23.41%	228,925	227,940	188,843	187,858
9 Total Expenditures	\$898,820	\$1,098,013	\$1,416,722	\$2,204,927	\$2,427,555	\$15,165,091	\$12,737,536	524.71%	\$1,186,897	\$1,074,946	\$1,071,441	\$1,107,677

Total Water Expenditures: 377,774
 Total Wastewater Expenditures: 372,025
 Total Combined W/S, Administrative Expenditures: 415,292
 % Water: 50.25%
 % Wastewater: 49.75%

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\$1,165,091

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

	History				Budget		Difference		Projections			
	2022 Actual	2023 Actual	2024 Jan - Sept	2024 Projected	2024	2025	\$ Change	% Change	2026	2027	2028	2029
1 Water Operations Expenditures												
2 534.30 · Supplies - Water												
3 31 1010 · Supplies - Water												
4 35 1010 · Tools/Equip - Water	3,323	3,902	3,345	4,459								
5 31 1010 · Supplies - Water - Other	3,114	1,515	2,249	2,998								
6 Supplies - Water	6,436	5,418	5,593	7,457	8,000	8,000	0	0.00%	8,280	8,570	8,870	9,180
7 Chemicals - Water	4,935	5,354	5,028	6,705	8,000	8,000	0	0.00%	8,280	8,570	8,870	9,180
8 Total 534.30 · Supplies - Water	11,371	10,772	10,621	14,162	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	22,966	26,477	21,406	28,542	27,670	29,969	2,298	8.31%	31,018	32,103	33,227	34,390
12 53 1020 · Permit Fees - Water	766	766	809	809	804	850	45	5.64%	879	910	942	975
13 534.50 · Intergov - Water - Other	0	638	0	0	0	0	0	#DIV/0!	0	0	0	0
14 Total Intergov Fees	23,732	27,880	22,273	29,351	28,475	30,819	2,344	8.23%	31,897	33,014	34,169	35,365
15 Other Services	1,878	1,684	2,356	2,356	1,768	2,474	705	39.88%	0	0	0	0
16 Lab Testing - Water	1,365	1,365	1,163	1,551	1,500	1,628	128	8.55%	1,685	1,744	1,805	1,868
17 Repair & Maintenance - Water												
18 SCADA System - Water	530	0	0	0	2,500	2,500	0	0.00%	2,588	2,678	2,772	2,869
19 Other	17,054	13,922	16,992	16,992	15,437	17,842	2,405	15.58%	18,467	19,113	19,782	20,474
20 Total 48 1030 Repair & Maintenance - Water	17,584	13,922	16,992	16,992	17,937	20,342	2,405	13.41%	18,467	19,113	19,782	20,474
21 47 1010 · Electric - Water	10,892	11,322	8,846	11,794	12,777	12,384	(393)	-3.08%	12,817	13,266	13,730	14,211
22 Total 534.40 · Services - Water	55,451	56,174	51,629	62,044	62,457	67,646	5,189	8.31%	64,866	67,137	69,486	71,919
Total Water Operations Expenditures	\$66,822	\$66,945	\$62,251	\$76,206	\$78,457	\$83,646	5,189	6.61%	\$81,426	\$84,276	\$87,226	\$90,279

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

	History				Budget		Difference		Projections			
	2022 Actual	2023 Actual	2024 Jan - Sept	2024 Projected	2024	2025	\$ Change	% Change	2026	2027	2028	2029
1 Wastewater Treatment Operations Expenditures												
2 535.30 · Supplies - WW Treatment												
3 31 3010 · Supplies - WW Treatment												
4 31 3010 · Supplies - WW Treatment	1,741	1,994	2,005	2,674								
5 35 3010 · Tools/Equip - WW Treatment	6,519	414	1,550	2,067								
6 31 3010 · Supplies - WW Treatment	8,261	2,408	3,556	4,741	10,000	10,000	0	0.00%	10,350	10,712	11,087	11,475
7 31 3011 · Chemicals - WW Treatment	1,993	1,718	2,406	3,208	3,000	3,000	0	0.00%	3,105	3,214	3,326	3,443
8 Total 535.30 · Supplies - WW Treatment	10,253	4,126	5,962	7,949	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	39,786	3,871	3,871	0	0	0	#DIV/0!	0	0	0	0
11 Intergov - WW Treatment (<i>previously 535.5</i>)												
12 B&O/Excise Tax												
13 B&O Tax - Wastewater Treatment	6,315	6,630	5,541	7,388								
14 53 2010 · Excise Tax - Sewer	2,162	1,449	358	478								
15 Total B&O/Excise Tax	8,477	8,078	5,899	7,866	8,168	8,259	91	1.12%	8,548	8,847	9,157	9,477
16 53 3020 · Permit Fees - WW Treatment	2,693	3,087	3,209	3,353	3,131	3,521	390	12.46%	3,644	3,772	3,904	4,040
17 Total Intergov - WW Treatment	11,170	11,165	9,108	11,219	11,299	11,780	481	4.26%	12,192	12,619	13,061	13,518
18 41 3040 · WWT Operations - Contracted	38,300	44,800	0	0	0	0	0	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	12,452	23,281	16,976	22,635	15,000	17,380	2,380	15.87%	17,988	18,618	19,270	19,944
21 WW Treatment Maint. and Repair												
22 48 3010 · Biosolids Disposal	10,872	27,940	19,901	25,688	17,834	20,000	2,166	12.15%	20,700	21,425	22,174	22,950
23 48 3020 · SCADA - WW Treatment	1,250	5,281	603	603	3,000	3,000	0	0.00%	3,105	3,214	3,326	3,443
24 Other	2,572	3,622	4,687	4,687	7,500	7,500	0	0.00%	7,763	8,034	8,315	8,606
25 Sewer Collection System	21,374	62,311	10,625	10,625	6,000	10,000	4,000	66.67%	10,350	10,712	11,087	11,475
26 Total WW Treatment Maint. and Repair	36,068	99,156	35,816	41,603	34,334	40,500	6,166	17.96%	41,918	43,385	44,903	46,475
27 47 3010 · Electric - WW Treatment	17,107	15,362	10,609	14,145	17,036	17,000	(36)	-0.21%	17,595	18,211	18,848	19,508
28 Total 535.40 · Services - WW Treatment	115,097	233,550	76,380	93,473	77,668	86,660	8,992	11.58%	89,693	92,832	96,082	99,444
29 Total WWT Operations Expenditures	\$125,350	\$237,675	\$82,342	\$101,422	\$90,668	\$99,660	8,992	9.92%	\$103,148	\$106,758	\$110,495	\$114,362

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

	History				Budget		Difference		Projections			
	2022 Actual	2023 Actual	2024 Jan - Sept	2024 Projected	2024	2025	\$ Change	% Change	2026	2027	2028	2029
1 Combined W/S, Administrative Operations Expenditures												
2 538.30 · Supplies - Combined W/S												
3 Tools/Equip/Supplies	6,581	7,929	7,121	9,494	12,737	10,159	(2,579)	-20.25%	10,514	10,882	11,263	11,657
4 Office Supplies	4,566	1,781	1,616	2,154	4,000	4,000	0	0.00%	4,140	4,285	4,435	4,590
5 Total 538.30 · Supplies - Combined W/S	11,147	9,710	8,736	11,648	16,737	14,159	(2,579)	-15.41%	14,654	15,167	15,698	16,247
6 538.40 · Services - Combined W/S												
7 Bank Fees	0	75	113	150	150	150	0	0.00%	158	165	174	182
8 Attorney Fees	0	143	143	143	4,500	4,500	0	0.00%	2,500	2,500	2,500	2,500
9 Accounting Consulting	920	1,214	1,646	1,646	1,335	1,761	426	31.90%	1,823	1,886	1,952	2,021
10 Payroll Services	2,322	2,461	2,855	3,806	2,563	3,997	1,433	55.91%	4,136	4,281	4,431	4,586
11 Intergov (previously 538.50)												
12 B&O Tax - Fees/Penalties	134	92	73	98	73	103	30	40.47%	106	110	114	118
13 Other	0	23	0	0	210	210	0	0.00%	217	225	233	241
14 State Audit	3,553	10,248	0	0	750	10,248	9,498	1266.40%	6,250	0	6,500	0
15 County Election Costs	307	0	392	392	300	400	100	33.33%	414	428	443	459
16 Total Intergov	3,994	10,363	466	490	1,333	10,961	9,628	722.17%	11,344	11,741	12,152	12,578
17 Lockbox	916	737	291	863	901	901	0	0.00%	932	965	999	1,033
18 Online Payment System	3,067	3,665	3,635	4,847	3,644	5,090	1,445	39.66%	5,268	5,452	5,643	5,840
19 Cleaning Services	1,867	3,970	2,970	3,960	3,960	3,960	0	0.00%	3,960	3,960	3,960	3,960
20 IT/Software Applications	6,790	7,104	7,446	7,446	10,000	10,000	0	0.00%	10,500	11,025	11,576	12,155
21 Rent	11,000	12,000	10,000	12,000	12,300	12,300	0	0.00%	12,731	13,176	13,637	14,115
22 Merchant Service Fees	4,236	4,611	3,922	5,230	4,849	5,491	642	13.24%	5,601	5,713	5,827	5,944
23 Postage	3,325	3,661	2,743	3,657	3,528	3,840	312	8.85%	3,916	3,995	4,075	4,156
24 Telephone/Internet	8,832	9,971	7,809	10,412	10,611	10,932	321	3.03%	11,151	11,374	11,602	11,834
25 Legal Notices & Publications	0	3,865	47	47	3,000	3,000	0	0.00%	3,105	3,214	3,326	3,443
26 Liability Insurance	40,610	44,337	88	44,287	42,455	45,323	2,868	6.76%	47,589	49,969	52,467	55,090
27 Professional Dues	1,884	2,510	696	2,476	1,988	2,600	612	30.76%	2,691	2,785	2,882	2,983
28 Printing	10,953	2,279	1,532	2,042	2,305	2,145	(160)	-6.96%	2,252	2,364	2,483	2,607
29 Other Miscellaneous Services	9,134	10	2,362	2,362	2,000	2,000	0	0.00%	2,070	2,142	2,217	2,295
30 Travel/Mileage/Training and Education	12,851	5,521	11,483	15,311	15,000	15,000	0	0.00%	8,000	8,280	8,570	8,870
31 Total 538.40 · Services - Combined W/S	122,700	118,495	60,245	121,174	126,423	143,949	17,526	13.86%	139,726	144,988	150,473	156,191
Total Combined W/S, Administrative Operations	133,848	128,206	68,981	132,822	143,160	158,107	14,948	10.44%	154,380	160,155	166,171	172,439

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

	History				Budget		Projections			
	2022 Actual	2023 Actual	2024 Jan - Aug	2024 Projected	2024	2025	2026	2027	2028	2029
1 Water Distribution Manager II - 0.5 FTE										
2 Employee Wages	64,609	65,228	10,385	29,393	71,219	57,283	60,147	63,155	66,312	69,628
3 Benefits & Payroll Tax	22,113	20,551	2,561	3,841	22,831	22,023	23,125	24,281	25,495	26,770
4 Total WDM II Compensation	86,722	85,780	12,946	33,235	94,050	79,307	83,272	87,435	91,807	96,398
5 WW Treatment Plant Operator II - 1.0 FTE										
6 Employee Wages	0	0	41,996	62,994	63,648	73,195	76,855	80,698	84,733	88,969
7 Benefits & Payroll Tax	0	0	13,466	20,199	22,100	23,570	24,749	25,986	27,285	28,650
8 Total WWTPO II Compensation	0	0	55,462	83,193	85,748	96,765	101,603	106,684	112,018	117,619
8 General Manager - 1.0 FTE										
9 Employee Salary	86,353	99,330	64,280	96,420	103,105	96,420	101,241	106,303	111,618	117,199
10 Benefits & Payroll Tax	30,958	33,379	23,178	34,767	35,932	34,742	36,479	38,303	40,218	42,229
11 Total GM Compensation	117,310	132,709	87,458	131,187	139,037	131,162	137,720	144,606	151,836	159,428
12 Project/Account Manager - 1.0 FTE										
13 Employee Wages	86,303	78,673	55,585	83,377	83,427	83,427	87,598	91,978	96,577	101,406
14 Benefits & Payroll Tax	21,575	22,331	15,279	22,918	24,009	24,565	25,793	27,082	28,437	29,858
15 Total PM Compensation	107,878	101,005	70,863	106,295	107,436	107,991	113,391	119,060	125,013	131,264
16 Apprentice/Trainee										
17 Employee Salary	14,990	48,325	30,727	30,727	0	0	0	0	0	0
18 Benefits & Payroll Tax	6,123	17,943	11,552	11,552	0	0	0	0	0	0
19 Total A/T Compensation	21,113	66,268	42,279	42,279	0	0	0	0	0	0
20 Commissioners										
21 Commissioner 1										
22 Per Diem	3,840	3,904	3,539	5,308	3,931	5,573	5,573	5,573	5,573	5,573
23 Payroll Tax	284	304	287	430	301	426	426	426	426	426
24 Commissioner 2										
25 Per Diem	3,328	3,584	3,315	4,973	3,730	5,221	5,221	5,221	5,221	5,221
26 Payroll Tax	245	269	240	360	285	399	399	399	399	399
27 Commissioner 3										
28 Per Diem	5,568	5,248	3,782	5,672	5,141	5,956	5,956	5,956	5,956	5,956
29 Payroll Tax	421	397	295	442	393	456	456	456	456	456
30 Total Commissioner Compensation	13,686	13,705	11,456	17,184	13,781	18,032	18,032	18,032	18,032	18,032
Total Staff Costs	\$346,727	\$399,470	\$280,470	\$413,373	\$440,052	\$433,256	\$454,017	\$475,817	\$498,706	\$522,740

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Hartstene Pointe Water-Sewer District													
Capital Improvement Plan													
	Total Project Costs	History				Budgets		Projections					
		2022 Actual	2023 Actual	2024 Jan - Aug	2024 Projected	2024 Budget	2025 Budget	2026	2027	2028	2029	2030	2031 - 2046
1	Water												
2	Update Water System Plan	80,000				-	-						
3	Test Pump Well #3					-	-						
4	Install Generator Well 4	20,508				-	-						
5	Well 2 Rehabilitation	30,000				30,000	30,000						
6	Well 3 Connect	130,000				-	-	130,000					
7	Upgrade Water SCADA					50,000	50,000						
8	New Radio Read Water Meters	150,000	22,394			-	-						
9	Capacity Assessment	10,000				10,000	10,000						
10	Reservoir Cleaning	8,000				8,000	8,000						
11	Total Water Capital Improvements	450,763	22,394	0	0	0	98,000	98,000	130,000	0	0	0	0
12	Wastewater Treatment/Sewer												
13	Update Sewer System Plan (Moneys from 2021)	80,000	35,571			-	-						
14	WWT Pumps - Rehab and Replace	36,531		35,038	1,493	1,493	80,000	80,000					
15	Laboratory Equipment Upgrade			7,766									
16	Wastewater Infrastructure Rehabilitation Project			1,333	761,543	1,319,967	1,321,300	14,000,000	15,000				
17	Influent Flow Meters	0			3,725	3,725							
18	I&I Lateral Replacements	600,000				20,000	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									
21	Total WWT/Sewer Capital Improvements	771,531	35,571	81,892	766,761	1,325,185	1,421,300	14,100,000	35,000	20,000	20,000	20,000	320,000
22	Combined W/S												
23	Portable Generator for W/WW Facilities			26,817									
24	Convert Patrol House to ADA	30,000											
25	Infrastructure Replacement	810,000											
26	Lease/Rent/Purchase Mini Excavator	30,000											
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	0											
30	Total Combined W/S Capital Improvements	50,000	10,220	26,817	0	0	0	0	0	0	0	0	0
31	Total Capital Improvements	\$1,272,294	\$68,185	\$108,709	\$766,761	\$1,325,185	\$1,519,300	\$14,198,000	\$165,000	\$20,000	\$20,000	\$20,000	\$320,000
					Carry-over from Previous Year:		24,849	194,115					
					From Reservoir Repair Fund:		-	-					
					From I&I Fund:		50,000	-					
					From Asset Replacement Fund:		-	-					
					From Risk Management Fund:		80,000	-					
					CIP Expenditures from Existing Funds:		\$ 154,849	\$ 194,115					
					CIP Expenditures from Current Revenues:		\$ 1,364,451	\$ 14,003,885					

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**Hartstene Pointe Water-Sewer District
Loan Payments**

	History				Budget		Projections			
	2022 Actual	2023 Actual	2024 Projected	2024 Actual	2024	2025	2026	2027	2028	2029
Ecology Loan - Effluent Outfall										
Principal Payment	34,964	35,492	36,028	36,028	36,028	36,572	37,125	37,686		
Interest Payment	3,147	2,619	2,083	2,083	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	0	0
USDA Bond - Booster Pump, Meters										
Principal Payment	29,345	30,156	30,991	30,991	30,991	31,849	32,731	33,637	34,568	35,525
Interest Payment	9,985	9,174	8,339	8,339	8,339	7,481	6,599	5,693	4,762	3,805
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	14,776	13,791	12,806	12,806	12,806	11,821	10,836	9,851	8,866	7,880
Total DWSRF Loan Payments	80,447	79,462	78,477	78,477	78,477	77,492	76,507	75,522	74,537	73,551
WIRP Engineering - Ecology Loan										
Principal Payment						21,545	59,519	60,237	60,964	61,700
Interest Payment						11,957	11,593	11,055	10,509	9,958
Admin Payment						3,986	3,864	3,685	3,503	3,319
Total WIRP Engineering - Ecology Loan	0	0	0	0	0	37,488	74,977	74,977	74,977	74,977
WIRP Construction - Ecology Loan										
Principal Payment						0				
Interest Payment						0				
Admin Payment						0				
Total WIRP Construction - Ecology Loan	0	0	0	0	0	0	0	0	0	0
Total Loan Payments	157,888	156,903	155,918	155,918	155,918	192,421	228,925	227,940	188,843	187,858

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

Net Effect of Transfers

	History				Budget		Difference		Projections			
	2022 Actual	2023 Actual	2024 Jan - Aug	2024 Projected	2024	2025	\$ Change	% Change	2026	2027	2028	2029
030 - Ecology Loan Reserve	512	1,983	1,494	2,241	0	0	0	#DIV/0!	0	0	0	0
050 - DWSRF Loan Reserve	122	1,074	58,411	5,435	0	0	0	#DIV/0!	0	0	0	0
070 - USDA Revenue Bond Reserve	4,444	2,721	1,559	1,725	2,435	2,557	122	5.00%	2,685	2,685	2,819	2,960
010 - Operating Fund (incl. revolving funds)	(74,599)	(2,832)	(117,737)	(95,778)	(68,943)	(63,494)	5,449	-7.90%	(57,464)	(57,464)	(57,598)	(57,739)
020 - Committed Funds							0	0.00%				
Asset Replacement Fund	9,000	0	0	18,000	9,000	9,000	0	0.00%	9,000	9,000	9,000	9,000
Capital Improvement Fund							0	0.00%				
Inflow & Infiltration	27,355	6,726	23,933	26,038	31,729	26,158	(5,571)	-17.56%	20,000	20,000	20,000	20,000
Reservoir Repair	13,326	(27,840)	13,326	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	19,840	18,168	19,013	29,013	12,453	12,453	0	0.00%	12,453	12,453	12,453	12,453
Total 020 - Committed Funds	69,522	(2,946)	56,273	86,377	66,508	60,938	(5,570)	-8.38%	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

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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	2105	2480	4,585.00
Assets	1430	4305	5,735.00
Total	\$4,315.00	\$7,755.00	12,070.00
Connection Fees	\$250.00	\$250.00	\$500.00
Total CFC + Connection Fees	\$4,565.00	\$8,005.00	
Total Cost for New Connections			\$12,570.00