

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

**RESOLUTION 2012-06**

**A RESOLUTION OF THE  
HARTSTENE POINTE WATER-SEWER DISTRICT COMMISSIONERS  
AUTHORIZING THE 2013 OPERATING 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 2013 Operating Budget on October 20, 2012 and heard testimony at said hearing, and

**WHEREAS**, the Hartstene Pointe Water-Sewer District provided public notice of its intent to adopt a 2013 Operating Budget; and

**WHEREAS**, the District Commissioners determined the proposed 2013 Operating Budget included the expenditure limitation of \$ 584,886 to allow prudent operation of the water, waste water collection and waste water treatment systems; and


**WHEREAS**, the estimated revenues of \$ 501,060 plus the estimated 2013 starting fund balance of \$ 148,901 are adequate to fund 2013 expenditures; now,

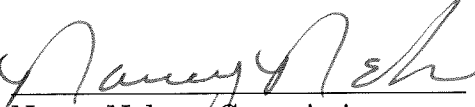
**THEREFORE, The Board of Commissioners of the Hartstene Pointe Water-Sewer District hereby resolves:**


To adopt a 2013 Operating Budget in the amount of \$ 584,886 for the period of January 1, 2013 through December 31, 2013 for the Hartstene Pointe Water-Sewer District.

ADOPTED, by the District Board of Commissioners at its scheduled meeting on November 8, 2012.

Hartstene Pointe Water-Sewer District  
Mason County, Washington

  
Mary Alice Cary, President

  
Nancy Nelson, Commissioner

  
Roger Ray, Commissioner

**Hartstene Pointe Water Sewer District  
Proposed 2013 Budget**

			2012 Actual		End of Year	Projection \$	Proposed	\$ Incr/Decr	
	2010 Actual	2011 Actual	2012 Budget	Thru 9/2012	Projection	Over/ Under Budget	2013 Budget	from 2012 Budget	
<b>Projected Cash Balance Carry Over</b>							\$ 148,901		
<b>Income</b>									
Capital Facilities Charge Sewer				500.00	500		500		
Capital Facilities Charge Water				360.00	360		360		
Interest earned				138.00	138				
311 10 · 2008 Operating Levy	1,225	180		325.00	325				
343.81s · Sewer Revenue	173,517	344,154	328,104	251,345	322,707	(5,397)	325,080	(3,024.00)	
343.81w · Water Revenue	105,921	176,575	166,656	128,232	183,293	16,637	165,120	(1,536.00)	
<b>Reimbursable Expenses</b>							10,000	10,000.00	Reimbursement for recovered costs for leak repairs due to meter installation
<b>Total Income</b>	<b>280,663</b>	<b>520,909</b>	<b>494,760</b>	<b>380,900</b>	<b>507,323</b>	<b>11,240</b>	<b>501,060</b>	<b>(4,560.00)</b>	
<b>Expense</b>									
<b>Service Fees</b>				<b>443.00</b>	<b>585</b>		<b>600</b>	<b>600</b>	
<b>10 · Salaries &amp; Wages</b>									
10 0010 · Commissioner District 1	4,610	3,238	3,120	2,080			3,606	486	
10 0020 · Commissioner District 2	2,977	3,631	3,120	2,392			3,606	486	
10 0030 · Commissioner District 3	3,746	3,140	3,120	2,288			3,606	486	
<b>Total 10 · Salaries &amp; Wages</b>	<b>11,333</b>	<b>10,009</b>	<b>9,360</b>	<b>6,760</b>	<b>10,920</b>	<b>1,560</b>	<b>10,818</b>	<b>1,458</b>	
<b>20 · Payroll Tax</b>									
20 0010 · FICA/Medicare	1,919	1,742	1,300	1,024	1,300		1,515		
<b>Total 20 · Payroll Tax</b>	<b>1,919</b>	<b>1,742</b>	<b>1,300</b>	<b>1,024</b>	<b>1,300</b>	<b>0</b>	<b>1,515</b>	<b>215</b>	
<b>30 · Supplies</b>									
31 1010 · Supplies - Water	6,115	3,619	2,000	722	1,400	(600)	2,000	-	Purchase water quality testing equipment
31 1011 · Chemicals - Water			4,000	3,355	4,705	705	4,000	-	
31 3010 · Supplies - Treatment	4,584	2,344	8,000	1,468	2,600	(5,400)	4,000	(4,000)	
31 3011 · Chemicals - Treatment			2,000	1,218	1,218	(782)	1,500	(500)	
31 4010 · Office Supplies			1,500	2,860	300	(600)	1,500	-	
35 1010 · Tools/Equip - Water	1,095	4,481	2,000	1,161	17,010	15,010	2,000	0	
35 3010 · Tools/Equip - Treatment	2,530	5,233	10,000	2,998	3,850	(6,150)	7,000	(3,000)	
<b>Total 30 · Supplies</b>	<b>14,324</b>	<b>15,677</b>	<b>29,500</b>	<b>13,782</b>	<b>31,083</b>	<b>2,183</b>	<b>22,000</b>	<b>(7,500)</b>	
<b>40 · Other Services &amp; Charges</b>									
<b>41 · Professional Services</b>									
41 1010 · Attorney Fees - Water	3,310	1,411	2,500	0	500	(2,000)	2,500	-	DWSRF legal/rate structure consult
41 1020 · Consultant Fees - Water	8,681	568	3,000	2,225	2,525	(475)	3,000	-	DWSRF work/rate structure
41 1030 · Customer Service - Water	11,587	3,464	3,750	2,642	3,750	-	3,750	-	
41 1040 · Operations - Water	55,428	25,074	26,200	20,500	27,500	1,300	27,400	1,200	Increase approved for 2012 contract
41 1041 · Operations - Non-routine Water	3,422	5,187	3,000	595	800	(2,200)	1,500	(1,500)	
41 1050 · Lab Testing - Water	1,511	788	2,000	750	891	(1,109)	1,500	(500)	
41 2030 · Customer Service - Sewer	5,403	4,793	3,750	2,642	3,750	-	3,750	-	
41 3010 · Attorney Fees - Treatment	2,000	10,553	12,000	19,805	32,250	20,250	5,000	(7,000)	Assumes outfall litigation completed
41 3020 · Consultant Fees - Treatment	2,127	1,346	4,000	7,926	23,600	19,600	1,500	(2,500)	
41 3040 · Operations - Treatment	83,840	38,810	40,000	26,055	34,710	(5,290)	35,000	(5,000)	
41 3041 · Operations - Non-routine Treat	3,160	13,366	15,000	13,078	16,333	1,333	15,000	-	Inflow & Infiltration abatement
41 3050 · Lab Testing - Treatment	1,240	8,898	10,000	7,734	10,035	35	11,000	1,000	
41 4010 · General Manager		37,610	39,300	30,250	40,500	1,200	41,100	1,800	Increase approved for 2012 contract
41 4020 · Acct & Admin Services	230	4,716	10,000	17,476	25,000	15,000	26,000	16,000	20 hrs/week
Meter Reading				800	800		3,500	3,500.00	8hrs/mo + contingency
<b>Total 41 · Professional Services</b>	<b>181,939</b>	<b>156,584</b>	<b>174,500</b>	<b>151,678</b>	<b>222,944</b>	<b>48,444</b>	<b>181,500</b>	<b>7,000</b>	

**Hartstene Pointe Water Sewer District  
Proposed 2013 Budget**

	2010 Actual	2011 Actual	2012 Budget	2012 Actual Thru 9/2012	End of Year Projection	Projection \$	Proposed 2013 Budget	\$ Incr/Decr
						Over/ Under Budget		from 2012 Budget
42 0010 · Postage	1,509	1,633	1,500	1,940	2,090	590	1,500	
42 0020 · Telephones	4,436	4,375	6,000	4,883	6,512	512	6,500	500
<b>Total 42 Communications</b>	<b>5,945</b>	<b>6,008</b>	<b>7,500</b>	<b>6,823</b>	<b>8,602</b>	<b>1,102</b>	<b>8,000</b>	<b>500</b>
43 · Travel/Mileage/Training								Mileage reimbursed at current IRS rate
43 0010 · Commissioner Travel/Mileage	2,070	1,339	3,000	1,047	1,730	(1,270)	3,000	-
43 0020 · General Manager Travel		2,085	3,000	710	710	(2,290)	1,500	(1,500)
43 0040 · Operations Mileage			3,100	1,732	2,443	(657)	3,000	(100)
<b>Total 43 · Travel/Mileage/Training</b>	<b>2,070</b>	<b>3,424</b>	<b>9,100</b>	<b>3,489</b>	<b>4,883</b>	<b>(4,217)</b>	<b>7,500</b>	<b>(1,600)</b>
44 0010 · Legal Notices & Publications	227	433	500	369	569	69	500	-
45 · Equipment Rental								
45 1010 · Equipment Rental - Water	36		2,000	0	200	(1,800)	2,000	
45 3010 · Equipment Rental - Treatment	8,478		7,000	0	500	(6,500)	7,000	
<b>Total 45 · Equipment Rental</b>	<b>8,514</b>	<b>0.00</b>	<b>9,000</b>	<b>0</b>	<b>700</b>	<b>(8,300)</b>	<b>9,000</b>	<b>-</b>
46 0010 · Liability Insurance	6,056	4,769	3,505	439	4,715	1,210	4,375	870
47 · Utilities								
47 1010 · Electric - Water	5,175	4,581	9,500	4,681	6,241	(3,259)	9,935	435
47 3010 · Electric - Treatment	7,522	9,700	8,000	7,853	10,771	2,771	8,400	400
47 4010 · Electric - Office			1,000	0		(1,000)	-	(1,000)
<b>Total 47 · Utilities</b>	<b>12,697</b>	<b>14,281</b>	<b>18,500</b>	<b>12,534</b>	<b>17,012</b>	<b>(1,488)</b>	<b>18,335</b>	<b>(165)</b>
48 · Repair and Maintenance								
48 1020 · SCADA - Water	6,667	300	21,000	0	-	(21,000)	5,000	(16,000)
48 1030 · Repair & Maintenance - Water	11,540	363	18,000	3,812	8,485	(9,515)	36,000	18,000
48 3010 · Biosolids Disposal	10,242		10,000	0	2,000	(8,000)	6,000	(4,000)
48 3020 · SCADA - Treatment	1,046	8,126	14,000	56,053	64,553	50,553	15,000	1,000
48 3030 · Repair & Maintenance - Treatm	12,184	14,532	27,000	30,392	52,000	25,000	51,000	24,000
<b>Total 48 · Repair and Maintenance</b>	<b>41,679</b>	<b>23,321</b>	<b>90,000</b>	<b>90,257</b>	<b>127,038</b>	<b>37,038</b>	<b>113,000</b>	<b>23,000</b>
49 0010 · Professional Dues	2,407	1,036	1,500	-293	1,093	(407)	1,500	-
49 0020 · Printing to Subscribers	310	90	1,000	271	405	(595)	1,000	-
<b>Total 49</b>	<b>2,717</b>	<b>1,126</b>	<b>2,500</b>	<b>-22</b>	<b>1,498</b>	<b>(1,002)</b>	<b>2,500</b>	<b>-</b>
<b>Total 40 · Other Services &amp; Charges</b>	<b>261,844</b>	<b>209,946</b>	<b>315,105</b>	<b>265,567</b>	<b>387,961</b>	<b>72,856</b>	<b>344,710</b>	<b>29,605</b>
50 · Intergovernmental Charges								
51 0010 · County Election Costs			0	191	191	191	200	200
51 1010 · State Audit - Water			500	1,796	1,796	1,296	3,500	3,000
51 3010 · State Audit - Sewer			500	1,796	1,796	1,296	-	(500)
53 1010 · Excise Tax - Water	5,590	7,677	8,400	4,910	7,210	(1,190)	8,400	-
53 1020 · Permit Fees - Water	809	1,694	900	492	492	(408)	700	(200)
53 2010 · Excise Tax - Sewer	7,185	9,560	13,000	7,297	11,424	(1,576)	13,000	-
53 3020 · Permit Fees - Treatment	1,766	3,169	1,950	1,928	1,928	(22)	2,000	50
<b>Total 50 · Intergovernmental Charges</b>	<b>15,350</b>	<b>22,100</b>	<b>25,250</b>	<b>18,410</b>	<b>24,837</b>	<b>(413)</b>	<b>27,800</b>	<b>2,550</b>

**Hartstene Pointe Water Sewer District  
Proposed 2013 Budget**

	2010 Actual	2011 Actual	2012 Budget	2012 Actual Thru 9/2012	End of Year Projection	Projection \$		\$ Incr/Decr from 2012 Budget
						Over/ Under Budget	Proposed 2013 Budget	
<b>591 - Debt Service- Principal</b>								
78 3010 - Ecology Loan Principal	43,648	29,649	30,097	14,992	30,097	(0)	30,552	455
78 1010 USDA Principal			24,419	0.00	-	(24,419)	22,935	(1,484) New loan payment
<b>Total 35 - Debt Service Principal</b>	<b>43,648</b>	<b>29,649</b>	<b>54,516</b>	<b>14,992</b>	<b>30,097</b>	<b>(24,419)</b>	<b>53,487</b>	<b>-1,029</b>
<b>592 - Debt Service Interest</b>								
83 3010 - Ecology Loan - Interest	13,518	8,463	8,015	8,015	7,786	(229)	7,560	(455)
83 1010 USDA Interest			812.00	0.00	-	(812)	16,396	15,584 New loan payment
Interim Loan Interest				5,870				
<b>Total Debt Service Interest</b>	<b>13,518</b>	<b>8,463</b>	<b>8,827</b>	<b>13,885</b>	<b>7,786</b>	<b>(1,041)</b>	<b>23,956</b>	<b>15,129</b>
<b>Total Operations &amp; Debt Svc</b>	<b>361,936</b>	<b>297,586</b>	<b>443,858</b>	<b>334,863</b>	<b>494,569</b>	<b>50,711</b>	<b>484,886</b>	<b>41,028</b>
<b>594 00 - Capital Outlay</b>								
63 1010 - Capital Improvements Water		3,853	129,000	34,643	100,157	(28,843)		(129,000)
63 3010 - Capital Improvements - Sewer		3,853	100,000	20,115	92,115	(7,885)	100,000	0 Continue WWTP Headworks improvements
<b>Total 594 00 - Capital Outlay</b>	<b>0.00</b>	<b>7,706</b>	<b>229,000</b>	<b>54,758</b>	<b>192,272</b>	<b>(36,728)</b>	<b>100,000</b>	<b>(129,000)</b>
<b>Total Expense</b>	<b>359,219</b>	<b>305,292</b>	<b>672,858</b>	<b>389,621</b>	<b>686,841</b>	<b>13,983</b>	<b>584,886</b>	<b>(87,972)</b>
<b>Net Income</b>	<b>-78,556</b>	<b>215,617</b>	<b>(178,098)</b>	<b>(8,721)</b>	<b>(179,518)</b>	<b>(1,420)</b>	<b>(83,826)</b>	
					Plus 2012 Carry Over		148,901	
					Minus Reserve Transfers		(22,121)	
					Net Cash Balance		42,954	
<b>2012 Ending Cash Balance</b>								
Cash Balance as of 9/30/12 - Operating Fund					338,915			
Minus Reserve Transfers Due in 2012					-19,217			
Minus Expenditures 10/12-12/12					-297,220			
Plus Projected Income 10/12-12/12					126,423			
Projected Ending Cash Balance					\$ 148,901			