

**HARTSTONE POINTE WATER-SEWER DISTRICT  
REGULAR MEETING  
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584  
TELECONFERENCE AVAILABLE  
Per State of Emergency Declared in Washington State and Mason County  
November 18, 2021 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 4, 2021 Regular Meeting (2-3)

**REPORTS:**

7. Commissioner Reports
8. Financial/Administrative Report:
  - Bills to Be Authorized:
    - Voucher 2021-44
  - Monthly Financial Reports (4-7)
  - Accountability Audit Update
9. General Manager's Report

**BUSINESS:**

10. Budget Hearing for 2022 Proposed Budget (8-19)

**As per the State of Emergency, the district's Open  
Public Meetings will be available via teleconference.**

**To join a meeting, follow the instructions below:**

- 1. Call (425) 436-6260 or (800) 719-6100**
- 2. Enter Access Code 535 9093 #**

If you have a webcam-enabled computer, you may try to  
connect to the meeting using the link below:

<https://hello.freeconference.com/conf/call/5359093>

*Note: Due to limited internet connection speeds at Hartstone  
Pointe, joining meetings via webcam may lead to reduced  
quality*

**HARTSTENE POINTE WATER-SEWER DISTRICT  
REGULAR MEETING of the BOARD OF COMMISSIONERS  
November 4, 2021  
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584  
TELECONFERENCE AVAILABLE  
Per State of Emergency Declared in Washington State and Mason County**

**MINUTES**

**PRESENT:** President E. J. Anderson, Secretary S. Swart, Audit Commissioner A. Hospador, 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:**

- Commissioner Swart received an email from a subscriber regarding billing

**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 21, 2021 regular meeting were presented. *Commissioner Hospador moved to approve the minutes. Commissioner Anderson seconded. Commissioner Swart noted a correction to make. Hearing 3 aye votes and 0 nay votes, the minutes were approved as amended.*

**REPORTS:**

**Commissioner Reports:**

- Commissioner Hospador congratulated Commissioners Anderson and Swart for being officially elected
- Commissioner Hospador noted that commissioners received emails regarding the upcoming accountability audit
- Commissioner Anderson noted an article regarding aquifers that are depleted
- Commissioner Swart attended financial and utility training courses—at no cost—and shared resources available to commissioners

**Financial/Administrative Report:**

- Bills to Be Authorized:
  - Voucher 2021-43, in the amount of \$49,958.19, was presented. *Commissioner Hospador moved to approve voucher 2021-43 in the amount of \$49,958.19. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
  - PM presented Voucher 2021-42 for review

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

**BUSINESS:**

**Review/Discuss 2022 Preliminary Budget & Capital Improvement Plan:** Commissioners reviewed/discussed at length the preliminary budget and capital improvement plan, asking questions to administrative staff and expressing direction of future needs. Commissioners primarily focused on capital improvement projects they would like to see planned for the next year and other planned for years beyond 2022.

*Commissioner Hospador moved to adjourn the meeting. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 3:20 pm.*

Respectfully Submitted By:

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

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

Approved at the Regular Meeting of the Board on: 11-18-2021

## Hartstene Pointe Water Sewer District Monthly Financial Report - Fund Activity

September 2021

	Beginning Balances	Payments & Transfers Out	Deposits & Transfers In	Ending Balances	Fund Balance Change
Reserve Funds					
030 - Ecology Reserve	40,542.07	-	2.57	40,544.64	2.57
050 - DWSRF Loan Reserve	74,687.56	(81,431.80)	6,782.63	38.39	(74,649.17)
060 - Bond Fund	0.00	(19,665.00)	19,665.00	0.00	-
070 - USDA Revenue Bond Reserve	36,436.44	-	330.06	36,766.50	330.06
Total Reserve Funds	151,666.07	(101,096.80)	26,780.26	77,349.53	(74,316.54)
Unreserved Funds					
EFT Account - Columbia Bank	31,126.61	(51,949.81)	51,793.16	30,969.96	(156.65)
Petty Cash Account	2,061.58	(1,265.10)	581.97	1,378.45	(683.13)
Xpress Deposit Account	12,978.40	(50,359.92)	43,601.58	6,220.06	(6,758.34)
010 - Operating Fund					
<i>Operating Investment Fund</i>	130,000.00	-	-	130,000.00	-
<i>010 - Operating Fund - Other</i>	85,020.69	(145,956.85)	163,620.91	102,684.75	17,664.06
<b>Total 010 - Operating Fund</b>	<b>215,020.69</b>	<b>(145,956.85)</b>	<b>163,620.91</b>	<b>232,684.75</b>	<b>17,664.06</b>
065 - Capital Project Account	0.00	-	-	0.00	-
Total Unreserved Funds	261,187.28	(249,531.68)	259,597.62	271,253.22	10,065.94
Committed Funds					
020 - Water/Sewer Committed Fund					
Asset Replacement Fund	9,344.37	-	-	9,344.37	-
Capital Improvement Fund					
<i>I&amp;I Repair</i>	50,697.25	-	-	50,697.25	-
<i>Reservoir Repair</i>	70,041.39	-	-	70,041.39	-
Total Capital Improvement Fund	120,738.64	-	-	120,738.64	-
Risk Management Fund	139,751.65	-	17.17	139,768.82	17.17
<b>Total 020 - Water/Sewer Committed Fund</b>	<b>269,834.66</b>	<b>-</b>	<b>17.17</b>	<b>269,851.83</b>	<b>17.17</b>
Total Committed Funds	269,834.66	-	17.17	269,851.83	17.17
 Total Funds	 682,688.01	 (350,628.48)	 286,395.05	 618,454.58	 (64,233.43)

I hereby certify that the above statement is true.

\_\_\_\_\_  
Project & Accounts Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Audit Commissioner

\_\_\_\_\_  
Date

**Hartstene Pointe Water Sewer District  
 Profit & Loss Budget vs. Actual  
 January through September 2021**

	<u>Profit &amp; Loss</u>	<u>Budget v Actual</u>			
	<u>September '21</u>	<u>Jan - Sept '21 (75% of Yr)</u>	<u>Total 2021 Budget</u>	<u>\$ Over (Under) Budget</u>	<u>% of Total Budget</u>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>Non-Operating Revenue</b>	33.47	67,904.64	10,735.00	57,169.64	632.55%
<b>Operating Revenue</b>	74,305.61	647,273.71	846,186.00	-198,912.29	76.49%
<b>Total Income</b>	74,339.08	715,178.35	856,921.00	-141,742.65	83.46%
<b>Expense</b>					
<b>534 - Water Expenditures</b>	30,169.58	186,247.04	262,731.00	-76,483.96	70.89%
<b>535 - WW Treatment Expenditures</b>	6,389.94	136,325.54	311,827.00	-175,501.46	43.72%
<b>538 - Combined W/S Expenditures</b>	21,152.67	230,603.80	313,840.00	-83,236.20	73.48%
<b>Total Expense</b>	57,712.19	553,176.38	888,398.00	-335,221.62	62.27%
<b>Net Ordinary Income</b>	16,626.89	162,001.97	-31,477.00		
<b>Net Income</b>	<b>16,626.89</b>	<b>162,001.97</b>	<b>-31,477.00</b>		

## Hartstene Pointe Water Sewer District Monthly Financial Report - Fund Activity

October 2021

	Beginning Balances	Payments & Transfers Out	Deposits & Transfers In	Ending Balances	Fund Balance Change
<b>Reserve Funds</b>					
030 - Ecology Reserve	40,544.64	-	2.75	40,547.39	2.75
050 - DWSRF Loan Reserve	38.39	-	6,781.37	6,819.76	6,781.37
060 - Bond Fund	0.00	-	-	0.00	-
070 - USDA Revenue Bond Reserve	36,766.50	-	330.24	37,096.74	330.24
<b>Total Reserve Funds</b>	77,349.53	-	7,114.36	84,463.89	7,114.36
<b>Unreserved Funds</b>					
EFT Account - Columbia Bank	30,969.96	(50,434.83)	51,082.10	31,617.23	647.27
Petty Cash Account	1,378.45	(813.02)	1,204.59	1,770.02	391.57
Xpress Deposit Account	6,220.06	(41,412.34)	40,149.19	4,956.91	(1,263.15)
<b>010 - Operating Fund</b>					
<i>Operating Investment Fund</i>	130,000.00	-	-	130,000.00	-
<i>010 - Operating Fund - Other</i>	102,684.75	(65,330.07)	71,471.51	108,826.19	6,141.44
<b>Total 010 - Operating Fund</b>	232,684.75	(65,330.07)	71,471.51	238,826.19	6,141.44
065 - Capital Project Account	0.00	-	-	0.00	-
<b>Total Unreserved Funds</b>	271,253.22	(157,990.26)	163,907.39	277,170.35	5,917.13
<b>Committed Funds</b>					
<b>020 - Water/Sewer Committed Fund</b>					
Asset Replacement Fund	9,344.37	-	-	9,344.37	-
Capital Improvement Fund					
<i>I&amp;I Repair</i>	50,697.25	-	3,290.00	53,987.25	3,290.00
<i>Reservoir Repair</i>	70,041.39	-	-	70,041.39	-
Total Capital Improvement Fund	120,738.64	-	3,290.00	124,028.64	3,290.00
Risk Management Fund	139,768.82	-	18.33	139,787.15	18.33
<b>Total 020 - Water/Sewer Committed Fund</b>	269,851.83	-	3,308.33	273,160.16	3,308.33
<b>Total Committed Funds</b>	269,851.83	-	3,308.33	273,160.16	3,308.33
<b>Total Funds</b>	618,454.58	(157,990.26)	174,330.08	634,794.40	16,339.82

I hereby certify that the above statement is true.

\_\_\_\_\_  
Project & Accounts Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Audit Commissioner

\_\_\_\_\_  
Date

**Hartstene Pointe Water Sewer District  
 Profit & Loss Budget vs. Actual  
 January through October 2021**

	<u>Profit &amp; Loss</u>	<u>Budget v Actual</u>			
	<u>October '21</u>	<u>Jan - Oct '21 (83.3% of Yr)</u>	<u>Total 2021 Budget</u>	<u>\$ Over (Under) Budget</u>	<u>% of Total Budget</u>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>Non-Operating Revenue</b>	35.77	67,940.41	10,735.00	57,205.41	632.89%
<b>Operating Revenue</b>	70,533.80	717,807.51	846,186.00	-128,378.49	84.83%
<b>Total Income</b>	70,569.57	785,747.92	856,921.00	-71,173.08	91.69%
<b>Expense</b>					
<b>534 - Water Expenditures</b>	104,354.85	290,601.89	262,731.00	27,870.89	110.61%
<b>535 - WW Treatment Expenditures</b>	4,963.86	141,289.40	311,827.00	-170,537.60	45.31%
<b>538 - Combined W/S Expenditures</b>	26,572.81	257,176.61	313,840.00	-56,663.39	81.95%
<b>Total Expense</b>	135,891.52	689,067.90	888,398.00	-199,330.10	77.56%
<b>Net Ordinary Income</b>	-65,321.95	96,680.02	-31,477.00	128,157.02	-307.15%
<b>Net Income</b>	<u>-65,321.95</u>	<u>96,680.02</u>	<u>-31,477.00</u>	<u>128,157.02</u>	<u>-307.15%</u>

Hartstene Pointe Water-Sewer District									
2022 Proposed Budget Overview									
				Budget		Projections			
	2019 Actual	2020 Actual	2021 Projected	2021	2022	2023	2024	2025	2026
<a href="#">Beginning Unreserved Funds Balance</a>	440,789	459,899	443,094	459,899	608,229	606,310	733,104	882,313	1,074,212
<a href="#">Revenues</a>	742,555	776,605	925,823	857,721	958,204	1,002,545	1,034,759	1,067,666	1,101,808
<a href="#">Expenditures</a>	671,371	720,880	759,033	948,397	956,190	871,818	881,618	871,834	805,976
Net Income (Loss)	71,184	55,725	166,789	(90,676)	2,014	130,727	153,141	195,832	295,831
<a href="#">Ending Unreserved Funds Balance</a>	459,899	443,094	608,229	464,203	606,310	733,104	882,313	1,074,212	1,366,110
Rev. 11/17/21									



Harstene Pointe Water-Sewer District											
Beginning Fund Balances											
History				Budget	Difference		Projections				
2019 Actual	2020 Actual	2021 Actual	2022	\$ Change	% Change	2023	2024	2025	2026		
Beginning Fund Balances											
Reserve Funds											
030 - Ecology Loan Reserve	39,327	40,215	40,511	40,556	45	0.11%	40,556	40,556	40,556	40,556	
050 - DWSRF Loan Reserve	20,452	22,009	20,431	20,372	(59)	-0.29%	20,372	20,372	20,372	20,372	
070 - USDA Revenue Bond Reserve	25,095	29,630	33,787	35,456	1,668	4.94%	39,389	43,322	47,255	51,188	
Unreserved Funds											
010 - Operating Fund (incl. revolving funds)	148,728	136,962	117,711	293,253	175,542	149.13%	262,677	360,814	433,021	547,919	
020 - Committed Funds											
Asset Replacement Fund	30,540	39,540	48,540	18,344	(30,196)	-62.21%	9,000	(344)	8,656	17,656	
Capital Improvement Fund											
Inflow & Infiltration	69,540	89,540	80,617	76,821	(3,796)	-4.71%	89,043	101,265	143,487	185,709	
Reservoir Repair	70,889	56,715	56,715	70,041	13,326	23.50%	83,368	96,694	110,021	123,347	
Other	0	0	0	0	0	0.00%	0	0	0	0	
Risk Management Fund	121,092	137,142	139,511	149,769	10,258	7.35%	162,222	174,675	187,128	199,581	
Total 020 - Committed Funds	292,062	322,937	325,383	314,976	(10,407)	-3.20%	343,633	372,290	449,291	526,293	
065 - Capital Projects Account	0	0	0	0	0	0.00%	0	0	0	0	
Total Beginning Unreserved Fund Balances	440,789	459,899	443,094	608,229	165,135	37.27%	606,310	733,104	882,313	1,074,212	
Rev. 11/17/21											Rev. 11/17/21

Hartstene Pointe Water-Sewer District												
Ending Fund Balances												
		History			Budget		Difference		Projections			
		2019 Actual	2020 Actual	2021 Projected	2021	2022	\$ Change	% Change	2023	2024	2025	2026
Ending Fund Balances												
Reserve Funds												
	030 - Ecology Loan Reserve	40,215	40,511	40,556	40,475	40,556	81	0.20%	40,556	40,556	40,556	40,556
	050 - DWSRF Loan Reserve	22,009	20,431	20,372	20,388	20,372	(16)	-0.08%	20,372	20,372	20,372	20,372
	070 - USDA Revenue Bond Reserve	29,630	33,787	35,456	37,691	39,389	1,698	4.50%	43,322	47,255	51,188	55,121
Unreserved Funds												
	010 - Operating Fund (incl. revolving funds)	136,962	117,711	293,253	65,997	262,677	196,680	298.01%	360,814	433,021	547,919	762,816
020 - Committed Funds												
	Asset Replacement Fund	39,540	48,540	18,344	57,540	9,000	(48,540)	-84.36%	(344)	8,656	17,656	26,656
Capital Improvement Fund												
	Inflow & Infiltration	89,540	80,617	76,821	95,617	89,043	(6,574)	-6.88%	101,265	143,487	185,709	227,931
	Reservoir Repair	56,715	56,715	70,041	83,368	83,368	(0)		96,694	110,021	123,347	136,674
	Other	0	0	0	0	0	0	0.00%	0	0	0	0
	Risk Management Fund	137,142	139,511	149,769	161,681	162,222	541	0.33%	174,675	187,128	199,581	212,034
	Total 020 - Committed Funds	322,937	325,383	314,976	398,206	343,633	(54,573)	-13.70%	372,290	449,291	526,293	603,294
	065 - Capital Projects Account	0	0	0	0	0	0	0.00%	0	0	0	0
	Total Ending Unreserved Fund Balances	459,899	443,094	608,229	464,203	606,310	142,107	30.61%	733,104	882,313	1,074,212	1,366,110
Rev. 11/17/21												

Hartstene Pointe Water-Sewer District													
Revenues													
		History				Budget		Difference		Projections			
		2019 Actual	2020 Actual	2021 Jan - Sept	2021 Projected	2021	2022	\$ Change	% Change	2023	2024	2025	2026
1	Rates												
2	Residential Water (Bi-monthly)	133.80	144.10	162.80	162.80	162.80	161.26	(1.54)	-0.94%	175.00	180.30	185.70	191.30
3	Residential Sewer (Bi-monthly)	123.70	133.20	150.50	150.50	150.50	173.94	23.44	15.57%	188.70	194.40	200.20	206.20
4	<b>Total Residential Bi-monthly Bill</b>	<b>257.50</b>	<b>277.30</b>	<b>313.30</b>	<b>313.30</b>	<b>313.30</b>	<b>335.20</b>	<b>21.90</b>	<b>6.99%</b>	<b>363.70</b>	<b>374.70</b>	<b>385.90</b>	<b>397.50</b>
5	<b>Total Residential Monthly Charge</b>	<b>128.75</b>	<b>138.65</b>	<b>156.65</b>	<b>156.65</b>	<b>156.65</b>	<b>167.60</b>	<b>10.95</b>	<b>6.99%</b>	<b>181.85</b>	<b>187.35</b>	<b>192.95</b>	<b>198.75</b>
6	Prepaid Connection - Water (Bi-monthly)	56.70	61.10	69.00	69.00	69.00	73.80	4.80	6.96%	80.10	82.50	85.00	87.60
7	Prepaid Connection - Sewer (Bi-monthly)	50.50	54.40	61.50	61.50	61.50	65.80	4.30	6.99%	71.40	73.50	75.70	78.00
8	<b>Total Prepaid Connection Bi-monthly Bill</b>	<b>107.20</b>	<b>115.50</b>	<b>130.50</b>	<b>130.50</b>	<b>130.50</b>	<b>139.60</b>	<b>9.10</b>	<b>6.97%</b>	<b>151.50</b>	<b>156.00</b>	<b>160.70</b>	<b>165.60</b>
9	<b>Total Prepaid Connection Monthly Charge</b>	<b>53.60</b>	<b>57.75</b>	<b>65.25</b>	<b>65.25</b>	<b>65.25</b>	<b>69.80</b>	<b>4.55</b>	<b>6.97%</b>	<b>75.75</b>	<b>78.00</b>	<b>80.35</b>	<b>82.80</b>
10	Water - Metered Charges	0	0	3,524	6,124	0	21,600	21,600	#DIV/0!	23,436	24,139	24,863	25,609
11	Water Connection & Capital Facilities Charge	3,490	3,490	3,670	3,670	3,670	3,370	(300)	-8.17%	3,370	3,370	3,370	3,370
12	Sewer Connection & Capital Facilities Charge	3,810	3,810	4,130	4,130	4,130	4,460	330	7.99%	4,460	4,460	4,460	4,460
13	<b>Total Connection &amp; Capital Facilities Charge</b>	<b>7,300</b>	<b>7,300</b>	<b>7,800</b>	<b>7,800</b>	<b>7,800</b>	<b>7,830</b>	<b>30</b>	<b>0.38%</b>	<b>7,830</b>	<b>7,830</b>	<b>7,830</b>	<b>7,830</b>
14	Connections												
15	# of Residential Connections	436	440	440	442	440	445	5	1.14%	446	447	448	449
16	# of Prepaid Connections	18	22	22	25	22	25	3	13.64%	18	18	18	18
17	# of New Connections (not Prepaid)	5	2	7	7	1	2	1	100.00%	1	1	1	1
18	Revenues												
19	Total Water Revenues	359,889	389,747	336,419	448,220	438,900	463,247	24,347	5.55%	476,951	492,475	508,342	524,823
20	Total Sewer Revenues	334,290	358,630	309,935	408,351	405,438	474,277	68,839	16.98%	512,672	529,319	546,313	563,927
21	Total Penalties & Fees	4,841	2,725	881	1,174	1,848	1,285	(563)	-30.44%	1,357	1,401	1,446	1,493
22	Capital Facilities Charges & Connection Fees	33,700	21,912	51,100	51,100	7,800	15,660	7,860	100.77%	7,830	7,830	7,830	7,830
23	Interest Income	9,834	3,515	401	534	3,735	3,735	0	0.00%	3,735	3,735	3,735	3,735
24	Miscellaneous Revenues	0	76	16,444	16,444	0	0	0	0.00%	0	0	0	0
25	<b>Total Revenues</b>	<b>\$742,555</b>	<b>\$776,605</b>	<b>\$715,178</b>	<b>\$925,823</b>	<b>\$857,721</b>	<b>\$958,204</b>	<b>\$100,483</b>	<b>11.72%</b>	<b>\$1,002,545</b>	<b>\$1,034,759</b>	<b>\$1,067,666</b>	<b>\$1,101,808</b>
						% Water Revenue:	51.98%	49.41%		48.20%	48.20%	48.20%	48.20%
						% Wastewater Revenue:	48.02%	50.59%		51.80%	51.80%	51.80%	51.80%
	Rev. 11/17/21												

Hartstene Pointe Water-Sewer District													
Expenditures													
		History				Budget		Difference		Projections			
		2019 Actual	2020 Actual	2021 Jan-Sept	2021 Projected	2021	2022	\$ Change	% Change	2023	2024	2025	2026
1	Operations												
2	<a href="#">Staff</a>	309,493	312,884	193,804	245,399	382,025	402,596	20,571	5.38%	402,596	402,596	402,596	402,596
3	<a href="#">Water</a>	75,107	43,748	40,650	57,042	50,006	57,722	7,716	15.43%	55,414	57,354	59,361	61,439
4	<a href="#">Wastewater Treatment/Sewer</a>	141,607	59,886	55,455	74,174	82,382	78,304	(4,078)	-4.95%	81,044	83,881	86,817	89,855
5	<a href="#">Combined W/S, Administrative</a>	129,232	68,493	45,244	106,256	105,111	118,658	13,547	12.89%	155,860	161,869	168,127	174,645
6	Total Operations	357,139	485,011	335,154	482,872	619,524	657,280	37,756	6.09%	694,915	705,700	716,901	728,535
7	<a href="#">Capital Improvements</a>	153,441	75,025	111,747	117,288	170,000	141,022	(28,978)	-17.05%	20,000	20,000	0	0
8	<a href="#">Loan Payments</a>	160,791	160,843	19,665	158,873	158,873	157,888	(985)	-0.62%	156,903	155,918	154,933	77,441
9	<b>Total Expenditures</b>	<b>\$671,371</b>	<b>\$720,880</b>	<b>\$466,566</b>	<b>\$759,033</b>	<b>\$948,397</b>	<b>\$956,190</b>	<b>\$7,793</b>	<b>0.82%</b>	<b>\$871,818</b>	<b>\$881,618</b>	<b>\$871,834</b>	<b>\$805,976</b>
						Total Water Expenditures:	333,352			246,299	174,206	175,160	176,183
						Total Wastewater Expenditures:	242,306			242,306	235,046	237,883	220,819
						Total Combined W/S, Administrative Expenditures:	380,533			380,533	375,513	381,522	387,779
						% Water:	54.76%			45.66%	41.52%	41.51%	42.45%
						% Wastewater:	45.24%			45.24%	48.50%	48.62%	47.57%
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Hartstene Pointe Water-Sewer District																
Water Operations Costs																
History					Budget		Difference		Projections							
					2019 Actual	2020 Actual	2021 Jan - Sept	2021 Projected	2021	2022	\$ Change	% Change	2023	2024	2025	2026
1	Water Operations Expenditures															
2	534.30 · Supplies - Water															
3	31 1010 · Supplies - Water															
4	35 1010 · Tools/Equip - Water				3,833	5,136	1,940	2,586								
5	31 1010 · Supplies - Water - Other				1,503	2,170	4,822	6,429								
6	Supplies - Water				5,336	7,306	6,761	9,015	5,000	5,000	0	0.00%	5,175	5,356	5,544	5,738
7	Chemicals - Water				4,032	5,484	2,248	3,746	5,000	5,000	0	0.00%	5,175	5,356	5,544	5,738
8	<b>Total 534.30 · Supplies - Water</b>				<b>9,368</b>	<b>12,789</b>	<b>9,010</b>	<b>12,762</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>0.00%</b>	<b>10,350</b>	<b>10,712</b>	<b>11,087</b>	<b>11,475</b>
9	534.40 · Services - Water															
10	Intergov Fees (previously under 534.50)															
11	53 1010 · Excise Tax - Water				17,664	19,978	16,557	22,076	21,041	23,179	2,139	10.17%	23,991	24,830	25,699	26,599
12	53 1020 · Permit Fees - Water				764	766	776	776	804	815	11	1.34%	843	873	903	935
16	534.50 · Intergov - Water - Other				0	0	306	408	0	428	428	#DIV/0!	443	459	475	492
13	Total Intergov Fees				18,428	20,744	17,639	23,260	21,845	24,423	2,578	11.80%	25,277	26,162	27,078	28,026
14	Other Services				0	280	1,602	1,602	0	1,682	1,682	#DIV/0!	0	0	0	0
15	Lab Testing - Water				1,009	2,589	1,448	1,931	1,500	1,500	0	0.00%	1,553	1,607	1,663	1,721
16	Repair & Maintenance - Water															
17	SCADA System - Water				2,469	1,473	388	388	2,500	2,500	0	0.00%	2,588	2,678	2,772	2,869
18	Other				3,084	8,441	2,981	6,989	4,000	7,000	3,000	75.00%	7,245	7,499	7,761	8,033
19	Total 48 1030 Repair & Maintenance - Water				5,553	9,914	3,368	7,377	6,500	9,500	3,000	46.15%	7,245	7,499	7,761	8,033
20	47 1010 · Electric - Water				9,390	9,314	7,584	10,112	10,161	10,618	457	4.49%	10,989	11,374	11,772	12,184
21	<b>Total 534.40 · Services - Water</b>				<b>34,380</b>	<b>42,840</b>	<b>31,641</b>	<b>44,280</b>	<b>40,006</b>	<b>47,722</b>	<b>7,716</b>	<b>19.29%</b>	<b>45,064</b>	<b>46,642</b>	<b>48,274</b>	<b>49,964</b>
22	<b>Total Water Operations Expenditures</b>				<b>\$43,747</b>	<b>\$55,629</b>	<b>\$40,650</b>	<b>\$57,042</b>	<b>\$50,006</b>	<b>\$57,722</b>	<b>7,716</b>	<b>15.43%</b>	<b>\$55,414</b>	<b>\$57,354</b>	<b>\$59,361</b>	<b>\$61,439</b>
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Hartstene Pointe Water-Sewer District													
Wastewater Treatment Operations Costs													
		History				Budget		Difference		Projections			
		2019 Actual	2020 Actual	2021 Jan - Sept	2021 Projected	2021	2022	\$ Change	% Change	2023	2024	2025	2026
1	Wastewater Treatment Operations Expenditures												
2	535.30 · Supplies - WW Treatment												
3	31 3010 · Supplies - WW Treatment												
4	Sewer	10	90	517	517								
5	31 3010 · Supplies - WW Treatment - Other	2,583	11,926	2,240	2,987								
6	31 3010 · Supplies - WW Treatment	11,943	12,016	2,758	3,504	10,000	10,000	0	0.00%	10,350	10,712	11,087	11,475
7	31 3011 · Chemicals - WW Treatment	1,523	1,522	3,077	3,077	2,000	2,000	0	0.00%	2,070	2,142	2,217	2,295
8	<b>Total 535.30 · Supplies - WW Treatment</b>	<b>13,466</b>	<b>13,538</b>	<b>5,834</b>	<b>6,581</b>	<b>12,000</b>	<b>12,000</b>	<b>0</b>	<b>0.00%</b>	<b>12,420</b>	<b>12,855</b>	<b>13,305</b>	<b>13,770</b>
9	535.40 · Services - WW Treatment												
10	Intergov - WW Treatment (previously 535.5)												
11	B&O/Excise Tax												
12	B&O Tax - Wastewater Treatment	4,861	5,276	4,510	6,013								
13	53 2010 · Excise Tax - Sewer	105	447	176	235								
14	Total B&O/Excise Tax	4,966	5,722	4,686	6,248	5,886	6,560	674	11.45%	6,790	7,027	7,273	7,528
15	53 3020 · Permit Fees - WW Treatment	2,077	999	1,618	2,718	2,201	2,854	653	29.68%	2,954	3,058	3,165	3,275
16	Total Intergov - WW Treatment	7,043	6,721	6,304	8,966	8,086	9,414	1,328	16.43%	9,744	10,085	10,438	10,803
17	41 3040 · WWT Operations - Contracted	0	0	0	0	0	0	0	0.00%	0	0	0	0
18	41 3041 · Non-Routine WWT Operations - Contracted	0	0	0	0	0	0	0	0.00%	0	0	0	0
19	41 3050 · Lab Testing - WW Treatment	7,859	7,559	6,234	8,312	7,854	8,728	874	11.12%	9,033	9,349	9,676	10,015
20	WW Treatment Maint. and Repair												
21	48 3010 · Biosolids Disposal	13,603	24,808	5,945	11,889	25,000	17,834	(7,166)	-28.66%	18,458	19,104	19,773	20,465
22	48 3020 · SCADA - WW Treatment	2,469	5,040	388	3,788	3,000	3,000	0	0.00%	3,105	3,214	3,326	3,443
23	Other	119	31,445	15,791	15,791	7,500	7,500	0	0.00%	7,763	8,034	8,315	8,606
24	Sewer Collection System	2,864	8,954	3,298	3,298	3,500	3,500	0	0.00%	3,623	3,749	3,881	4,016
25	Total WW Treatment Maint. and Repair	19,056	70,248	25,421	34,765	39,000	31,834	(7,166)	-18.37%	32,948	34,101	35,295	36,530
26	47 3010 · Electric - WW Treatment	12,378	14,628	11,663	15,550	15,442	16,328	886	5.73%	16,899	17,490	18,103	18,736
27	<b>Total 535.40 · Services - WW Treatment</b>	<b>46,420</b>	<b>99,157</b>	<b>49,621</b>	<b>67,593</b>	<b>70,382</b>	<b>66,304</b>	<b>(4,078)</b>	<b>-5.79%</b>	<b>68,624</b>	<b>71,026</b>	<b>73,512</b>	<b>76,085</b>
28	<b>Total WWT Operations Expenditures</b>	<b>\$59,887</b>	<b>\$112,695</b>	<b>\$55,455</b>	<b>\$74,174</b>	<b>\$82,382</b>	<b>\$78,304</b>	<b>(4,078)</b>	<b>-4.95%</b>	<b>\$81,044</b>	<b>\$83,881</b>	<b>\$86,817</b>	<b>\$89,855</b>

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Hartstene Pointe Water-Sewer District													
Combined Water/Sewer, Administrative Operations Costs													
		History				Budget		Difference		Projections			
		2019 Actual	2020 Actual	2021 Jan - Sept	2021 Projected	2021	2022	\$ Change	% Change	2023	2024	2025	2026
1	Combined W/S, Administrative Operations Expenditures												
2	538.30 · Supplies - Combined W/S												
3	Tools/Equip/Supplies	4,093	9,900	3,269	4,359	7,000	5,000	(2,000)	-28.57%	5,175	5,356	5,544	5,738
4	Office Supplies	1,565	4,814	825	1,100	1,868	2,000	132	7.07%	2,070	2,142	2,217	2,295
5	<b>Total 538.30 · Supplies - Combined W/S</b>	<b>5,658</b>	<b>14,714</b>	<b>4,094</b>	<b>5,459</b>	<b>8,868</b>	<b>7,000</b>	<b>(1,868)</b>	<b>-21.06%</b>	<b>7,245</b>	<b>7,499</b>	<b>7,761</b>	<b>8,033</b>
6	538.40 · Services - Combined W/S												
8	Attorney Fees	5,472	3,184	4,190	4,190	4,500	4,500	0	0.00%	2,500	2,500	2,500	2,500
9	Accounting Consulting	2,869	551	0	0	1,500	500	(1,000)	-66.67%	518	536	554	574
10	Payroll Services	1,908	2,144	1,615	2,153	1,950	2,261	311	15.93%	2,340	2,422	2,506	2,594
11	Intergov (previously 538.50)												
12	B&O Tax - Fees/Penalties	70	48	11	14	70	70	0	0.00%	72	75	78	80
13	Other	71	72	56	56	210	210	0	0.00%	217	225	233	241
14	State Audit	6,028	845	0	7,000	7,000	0	(7,000)	-100.00%	6,250	0	6,500	0
15	County Election Costs	0	286	0	0	300	224	(76)	-25.33%	232	240	248	257
16	Total Intergov	6,170	1,251	67	7,070	7,580	504	(7,076)	-93.35%	522	540	559	578
17	Lockbox	733	1,032	895	1,194	1,258	1,253	(5)	-0.37%	1,297	1,343	1,390	1,438
18	Online Payment System	1,859	2,287	2,017	2,690	2,133	2,824	691	32.41%	2,923	3,025	3,131	3,241
19	IT/Software Applications	3,648	4,640	4,285	4,285	10,000	10,000	0	0.00%	10,500	11,025	11,576	12,155
20	Rent	840	5,840	4,500	6,000	6,000	12,000	6,000	100.00%	12,420	12,855	13,305	13,770
21	Merchant Service Fees	2,032	3,125	2,964	3,952	3,104	4,150	1,046	33.69%	4,233	4,317	4,404	4,492
22	Postage	1,815	2,742	2,133	2,844	2,937	2,986	49	1.69%	3,046	3,107	3,169	3,233
23	Telephone/Internet	7,299	8,060	6,323	8,430	7,200	7,200	0	0.00%	7,344	7,491	7,641	7,794
24	Legal Notices & Publications	0	0	272	272	225	225	0	0.00%	233	241	249	258
25	Liability Insurance	13,786	31,796	1,138	42,317	32,000	42,317	10,317	32.24%	44,433	46,654	48,987	51,437
26	Professional Dues	1,382	1,713	246	1,346	1,856	1,921	65	3.50%	43,798	45,331	46,918	48,560
27	Printing	1,516	1,352	1,659	2,213	2,000	2,323	323	16.16%	2,439	2,561	2,689	2,824
28	Other Miscellaneous Services	1,479	420	0	0	2,000	2,000	0	0.00%	2,070	2,142	2,217	2,295
29	Travel/Mileage/Training and Education	10,025	10,229	8,845	13,994	10,000	14,694	4,694	46.94%	8,000	8,280	8,570	8,870
30	<b>Total 538.40 · Services - Combined W/S</b>	<b>62,835</b>	<b>80,366</b>	<b>41,150</b>	<b>100,798</b>	<b>96,243</b>	<b>111,658</b>	<b>15,415</b>	<b>16.02%</b>	<b>148,615</b>	<b>154,371</b>	<b>160,366</b>	<b>166,612</b>
31	<b>Total Combined W/S, Administrative Operations</b>	<b>68,493</b>	<b>95,080</b>	<b>45,244</b>	<b>106,256</b>	<b>105,111</b>	<b>118,658</b>	<b>13,547</b>	<b>12.89%</b>	<b>155,860</b>	<b>161,869</b>	<b>168,127</b>	<b>174,645</b>
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Hartstene Pointe Water-Sewer District										
Staff Costs										
	History				Budget		Projections			
	2019 Actual	2020 Actual	2021 Jan - Sept	2021 Projected	2021	2022	2023	2024	2025	2026
<u>Water Distribution Manager II - 0.5 FTE</u>										
Employee Wages	42,475	24,532	0	0	0	0	0	0	0	0
Benefits & Payroll Tax	17,174	9,860	0	0	0	0	0	0	0	0
<b>Total WDM II Compensation</b>	<b>59,649</b>	<b>34,392</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<u>WW Treatment Plant Operator II - 1.0 FTE</u>										
Employee Wages	67,390	71,895	30,234	30,234	74,256	74,256	74,256	74,256	74,256	74,256
Benefits & Payroll Tax	16,021	21,014	8,106	8,106	22,077	21,635	21,635	21,635	21,635	21,635
<b>Total WWTPO II Compensation</b>	<b>83,411</b>	<b>92,909</b>	<b>38,339</b>	<b>38,339</b>	<b>96,333</b>	<b>95,891</b>	<b>95,891</b>	<b>95,891</b>	<b>95,891</b>	<b>95,891</b>
<u>General Manager - 1.0 FTE</u>										
Employee Salary	64,375	69,188	61,438	80,938	79,000	79,000	79,000	79,000	79,000	79,000
Benefits & Payroll Tax	27,364	23,897	19,570	26,093	30,827	30,583	30,583	30,583	30,583	30,583
<b>Total GM Compensation</b>	<b>91,739</b>	<b>93,085</b>	<b>81,007</b>	<b>107,030</b>	<b>109,827</b>	<b>109,583</b>	<b>109,583</b>	<b>109,583</b>	<b>109,583</b>	<b>109,583</b>
<u>Project/Account Manager - 1.0 FTE</u>										
Employee Wages	44,240	61,990	50,299	67,065	74,256	74,256	74,256	74,256	74,256	74,256
Benefits & Payroll Tax	16,058	18,501	14,596	19,461	22,077	21,635	21,635	21,635	21,635	21,635
<b>Total Compensation</b>	<b>60,297</b>	<b>80,490</b>	<b>64,895</b>	<b>86,526</b>	<b>96,333</b>	<b>95,891</b>	<b>95,891</b>	<b>95,891</b>	<b>95,891</b>	<b>95,891</b>
<u>Apprentice/Trainee</u>										
Employee Salary	0	13,760	33,343	44,457	41,600	60,320	60,320	60,320	60,320	60,320
Benefits & Payroll Tax	0	8,616	17,959	23,945	25,363	26,733	26,733	26,733	26,733	26,733
<b>Total T/L Compensation</b>	<b>0</b>	<b>22,376</b>	<b>51,302</b>	<b>68,403</b>	<b>66,963</b>	<b>87,053</b>	<b>87,053</b>	<b>87,053</b>	<b>87,053</b>	<b>87,053</b>
Commissioners										
Commissioner 1										
Per Diem	3,840	3,776	3,264	4,352	3,712	4,570	4,570	4,570	4,570	4,570
Payroll Tax	296	291	248	333	284	350	350	350	350	350
Commissioner 2										
Per Diem	4,408	3,719	2,752	3,669	4,252	3,853	3,853	3,853	3,853	3,853
Payroll Tax	339	286	209	281	325	295	295	295	295	295
Commissioner 3										
Per Diem	5,120	3,655	3,392	4,523	3,712	4,749	4,749	4,749	4,749	4,749
Payroll Tax	394	281	258	346	284	363	363	363	363	363
<b>Total Commissioner Compensation</b>	<b>14,397</b>	<b>12,009</b>	<b>10,123</b>	<b>13,504</b>	<b>12,569</b>	<b>14,179</b>	<b>14,179</b>	<b>14,179</b>	<b>14,179</b>	<b>14,179</b>
<b>Total Staff Costs</b>	<b>\$309,493</b>	<b>\$312,884</b>	<b>\$194,364</b>	<b>\$245,399</b>	<b>\$382,025</b>	<b>\$402,596</b>	<b>\$402,596</b>	<b>\$402,596</b>	<b>\$402,596</b>	<b>\$402,596</b>

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Hartstene Pointe Water-Sewer District														
Capital Improvement Plan														
	Total Project Costs	History				Budgets		Projections						
		2019 Actual	2020 Actual	2021 Jan - Sept	2021 Projected	2021 Budget	2022 Budget	2023	2024	2025	2026	2027	2028 - 2045	
1	Water													
2	Update Water System Plan	80,000					-	-						
3	Test Pump Well #3				3,320	3,320	10,000.00	-						
4	Outfit Well # 3 and Build Dog House						-	-						
5	Install Generator Well 4	20,508	18,617	1,890			-	-						
6	Install Ferric Chloride Well 4	22,255	17,685	4,570			-	-						
7	Well 4 Fence Project	5,937	5,492	445			-	-						
8	Upgrade Water SCADA						-	50,000						
9	New Radio Read Water Meters	150,000		24,171	54,820	54,820	15,000.00	18,800						
10	Water Lateral Line Replacements (27 yrs, 20 lines/yr.)	600,000					-	-						
11	<b>Total Water Capital Improvements</b>	<b>907,326</b>	<b>70,420</b>	<b>31,075</b>	<b>58,140</b>	<b>58,140</b>	<b>25,000.00</b>	<b>68,800</b>	<b>0</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	80,000			4,459	10,000	80,000.00	-						
14	WWT Pumps - Rehab and Replace	0					-	10,000						
15	Upgrade WW SCADA	15,000			19,228	19,228	15,000.00	-						
16	I&I Lateral Replacements	600,000					-	-						
17	Lift Station Generators (3 total)	60,000					-	20,000	20,000	20,000				
18	<b>Total WWT/Sewer Capital Improvements</b>	<b>760,000</b>	<b>0</b>	<b>0</b>	<b>23,687</b>	<b>29,228</b>	<b>95,000.00</b>	<b>30,000</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
19	Combined W/S													
20	Convert Patrol House to ADA	30,000					10,000.00	20,000						
21	Infrastructure Replacement	810,000					45,000.00	22,222	45,000	45,000	45,000	45,000	45,000	562,778
22	Lease/Rent/Purchase Mini Excavator	30,000			29,920	29,920	30,000.00	-						
23	Lease/Rent/Purchase New Work Truck	15,000					15,000.00	-						
24	Lease/Rent/Purchase Trailer	5,000					5,000.00	-						
25	Fiber Optic Connections at Wells and Reservoir	5,913	4,605	1,308			-	-						
26	<b>Total Combined W/S Capital Improvements</b>	<b>55,913</b>	<b>4,605</b>	<b>1,308</b>	<b>29,920</b>	<b>29,920</b>	<b>50,000.00</b>	<b>42,222</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
27	<b>Total Capital Improvements</b>	<b>\$1,723,239</b>	<b>\$75,026</b>	<b>\$32,383</b>	<b>\$111,747</b>	<b>\$117,288</b>	<b>\$170,000</b>	<b>\$141,022</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
							Carry-over from Previous Year:	24,849	52,712					
							From Reservoir Repair Fund:	-	-					
							From I&I Fund:	50,000	10,000					
							From Asset Replacement Fund:	-	18,344					
							From Risk Management Fund:	80,000	20,000					
							CIP Expenditures from Existing Funds:	\$ 154,849	\$ 101,056	0	0	0	0	0
							CIP Expenditures from Current Revenues:	\$ 15,151	\$ 39,966	\$ 20,000.00	\$ 20,000	\$ -	\$ -	\$ -

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<b>Hartstene Pointe Water-Sewer District</b>												
<b>Loan Payments</b>												
	<b>History</b>					<b>Budget</b>		<b>Projections</b>				
	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Projected</b>	<b>2021 Actual</b>	<b>Actual vs. Projected</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	
<b>Ecology Loan - Effluent Outfall</b>												
Principal Payment	33,301	33,931	34,444	34,444	0	34,444	34,964	35,492	36,028	36,572	37,125	
Interest Payment	4,810	4,180	3,667	3,667	0	3,667	3,147	2,619	2,083	1,539	987	
<b>Total Ecology Loan Payments</b>	<b>38,111</b>	<b>38,111</b>	<b>38,111</b>	<b>38,111</b>	<b>0</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>USDA Bond - Booster Pump, Meters</b>												
Principal Payment	27,035	27,783	28,552	28,552	0	28,552	29,343	30,155	30,991	31,849	32,731	
Interest Payment	12,295	11,547	10,778	10,778	0	10,778	9,987	9,175	8,340	7,481	6,599	
<b>Total USDA Bond Payments</b>	<b>39,330</b>	<b>39,330</b>	<b>39,330</b>	<b>39,330</b>	<b>0</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	0	65,671	65,671	65,671	65,671	65,671		
Interest Payment	17,731	16,746	15,761	15,761	0	15,761	14,776	13,791	12,806	11,821		
<b>Total DWSRF Loan Payments</b>	<b>83,402</b>	<b>82,417</b>	<b>81,432</b>	<b>81,432</b>	<b>0</b>	<b>81,432</b>	<b>80,447</b>	<b>79,462</b>	<b>78,477</b>	<b>77,492</b>	<b>0</b>	
<b>Total Loan Payments</b>	<b>160,843</b>	<b>159,858</b>	<b>158,873</b>	<b>158,873</b>	<b>0</b>	<b>158,873</b>	<b>157,888</b>	<b>156,903</b>	<b>155,918</b>	<b>154,933</b>	<b>77,441</b>	
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<b>Hartstene Pointe Water-Sewer District</b>			
<b>Proposed Capital Facilities Charges</b>			
	<b>Water</b>	<b>Sewer</b>	<b>Total</b>
Debt Share	780	960	1,740.00
Future Improvements	620	1650	2,270.00
Assets	1720	1600	3,320.00
<b>Total</b>	<b>\$3,120.00</b>	<b>\$4,210.00</b>	<b>7,330.00</b>
<b>Connection Fees</b>	<b>\$250.00</b>	<b>\$250.00</b>	<b>\$500.00</b>
<b>Total CFC + Connection Fees</b>	<b>\$3,370.00</b>	<b>\$4,460.00</b>	
<b>Total Cost for New Connections</b>			<b>\$7,830.00</b>