### Hartstene Pointe Water-Sewer District 2019 Budget Overview

		His	tory		Bud	lget	Diffe	rence		Projec	tions	
	2016 Actual	2017 Actual	2018 Jan - Sept	2018 Projected	2018	2019	\$ Change	% Change	2020	2021	2022	2023
Beginning Unreserved Funds Balance	572,047	465,469	399,379	399,379	399,379	515,064	115,685	28.97%	300,533	306,573	333,076	367,584
Revenues	599,076	622,923	471,430	642,896	651,497	700,899	49,402	7.58%	761,257	785,540	810,476	836,325
Expenditures	621,261	623,122	392,846	632,097	825,938	910,903	84,964	10.29%	750,688	754,509	771,440	793,663
Net Income (Loss)	(22,185)	(199)	78,583	10,798	(174,441)	(210,004)	(35,563)	20.39%	10,568	31,031	39,036	42,662
Ending Unreserved Funds Balance 11/1/18	465,469	465,469	583,495	515,064	331,322	300,533	(30,789)	-9.29%	306,573	333,076	367,584	409,651
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## Harstene Pointe Water-Sewer District Beginning Fund Balances

		His	tory		Bud	lget	Diffe	rence		Projec	tions	
	2016 Actual	2017 Actual	2018 Jan - Sept	2018 Projected	2018	2019	\$ Change	% Change	2020	2021	2022	2023
Beginning Fund Balances												
Reserve Funds												
030 - Ecology Loan Reserve	38,170	38,330	38,657	38,657	38,657	39,278	621	1.61%	39,665	40,052	40,439	40,826
050 - DWSRF Loan Reserve	48,000	68,000	20,558	20,558	20,558	21,559	1,001	4.87%	21,559	21,559	21,559	21,559
070 - USDA Revenue Bond Reserve	12,782	16,715	20,771	20,771	20,771	25,074	4,303	20.72%	29,215	33,356	37,497	41,638
Unreserved Funds												
010 - Operating Fund (incl. revolving funds)	172,275	154,233	126,706	126,706	126,706	145,607	18,901	14.92%	101,844	99,945	109,589	116,269
020 - Committed Funds												
Asset Replacement Fund	36,000	12,540	21,540	21,540	21,540	30,540	9,000	41.78%	39,540	19,969	9,000	9,000
Capital Improvement Fund												
Inflow & Infiltration	26,000	42,000	49,540	49,540	49,540	69,540	20,000	40.37%	318	0	0	0
Reservoir Repair	75,000	112,500	125,070	125,070	125,070	150,000	24,930	19.93%	27,000	42,375	57,750	73,125
Other	50,000	0	0	0	0	0	0	0.00%	0	0	0	0
Risk Management Fund	141,789	133,067	76,444	76,444	76,444	119,378	42,933	56.16%	131,831	144,284	156,737	169,190
Total 020 - Committed Funds	328,789	300,107	272,594	272,594	272,594	369,458	96,863	35.53%	198,689	206,627	223,487	251,315
065 - Capital Projects Account	70,984	11,129	79	79	79	0	(79)	-100.00%	0	0	0	0
Total Beginning Unreserved Fund Balances	572,047	465,469	399,379	399,379	399,379	515,064	115,685	28.97%	300,533	306,573	333,076	367,584
												11/1/18

### Hartstene Pointe Water-Sewer District Ending Fund Balances

		His	story		Bud	get	Diffe	rence		Projec	tions	
	2016 Actual	2017 Actual	2018 Jan - Sept	2018 Projected	2018	2019	\$ Change	% Change	2020	2021	2022	2023
nding Fund Balances												
Reserve Funds												
030 - Ecology Loan Reserve	38,330	38,330	39,124	39,278	39,044	39,665	621	1.59%	40,052	40,439	40,826	41,21
050 - DWSRF Loan Reserve	68,000	68,000	82,796	21,559	21,195	21,559	364	1.72%	21,559	21,559	21,559	(15,864
070 - USDA Revenue Bond Reserve	16,715	16,715	23,986	25,074	24,912	29,215	4,303	17.27%	33,356	37,497	41,638	41,84
Unreserved Funds												
010 - Operating Fund (incl. revolving funds)	154,233	154,233	184,282	145,607	128,345	101,844	(26,501)	-20.65%	99,945	109,589	116,269	130,50
020 - Committed Funds												
Asset Replacement Fund	12,540	12,540	21,540	30,540	10,540	39,540	29,000	275.14%	19,969	9,000	9,000	9,00
Capital Improvement Fund												
Inflow & Infiltration	42,000	42,000	49,540	69,540	69,540	318	(69,222)	-99.54%	0	0	0	
Reservoir Repair	112,500	112,500	150,000	150,000	0	27,000	27,000		42,375	57,750	73,125	88,50
Other	0	0	0	0	0	0	0	0.00%	0	0	0	
Risk Management Fund	133,067	133,067	109,378	119,378	122,897	131,831	8,934	7.27%	144,284	156,737	169,190	181,64
Total 020 - Committed Funds	300,107	300,107	330,458	369,458	202,977	198,689	(4,288)	-2.11%	206,627	223,487	251,315	279,14
065 - Capital Projects Account	11,129	11,129	68,755	0	0	0	0	0.00%	0	0	0	-
Total Ending Unreserved Fund Balances	465,469	465,469	583,495	515,064	331,322	300,533	(30,789)	-9.29%	306,573	333,076	367,584	409,65
/1/18												
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### Hartstene Pointe Water-Sewer District Revenues

		His	tory		Bud	get	Differ	ence		Projec	ctions	
	2016 Actual	2017 Actual	2018 Jan - Sept	2018 Projected	2018	2019	\$ Change	% Change	2020	2021	2022	2023
Rates												
Residential Water (Bi-monthly)	118.00	118.00	124.24		124.24	133.80	9.56	7.69%	145.20	149.60	154.10	158.70
Residential Sewer (Bi-monthly)	98.00	101.92	114.86		114.86	123.70	8.84	7.70%	134.20	138.20	142.30	146.60
Total Residential Bi-monthly Bill	216.00	219.92	239.10		239.10	257.50	18.40	7.70%	279.40	287.80	296.40	305.30
<b>Total Residential Monthly Charge</b>	108.00	109.96	119.55		119.55	128.75	9.20	7.70%	139.70	143.90	148.20	152.65
Prepaid Connection - Water (Bi-monthly)	50.00	50.00	52.62		52.62	56.70	4.08	7.75%	61.50	63.30	65.20	67.20
Prepaid Connection - Sewer (Bi-monthly)	40.00	41.60	46.88		46.88	50.50	3.62	7.72%	54.80	56.40	58.10	59.80
Total Prepaid Connection Bi-monthly Bill	90.00	91.60	99.50		99.50	107.20	7.70	7.74%	116.30	119.70	123.30	127.00
<b>Total Prepaid Connection Monthly Charge</b>	45.00	45.80	49.75		49.75	53.60	3.85	7.74%	58.15	59.85	61.65	63.50
Water Connection & Capital Facilities Charge	1,950	1,950	2,050		2,050	3,490	1,440	70.24%	3,490	3,490	3,490	3,490
Sewer Connection & Capital Facilities Charge	2,650	2,850	2,950		2,950	3,810	860	29.15%	3,810	3,810	3,810	3,810
Total Connection & Capital Facilities Charge	4,600	4,800	5,000		5,000	7,300	2,300	46.00%	7,300	7,300	7,300	7,300
Connections												
# of Residential Connections			434	435	434	436	2	0.46%	437	438	439	440
# of Prepaid Connections			19	18	23	18	(5)	-21.74%	18	18	18	18
# of New Connections (not Prepaid)	2	2	0	0	1	1	0	0.00%	1	1	1	1
Revenues												
Total Water Revenues	315,934	314,332	240,673	328,659	330,823	356,144	25,321	7.65%	387,356	399,985	412,941	426,226
Total Sewer Revenues	264,821	273,764	221,800	303,093	305,575	329,053	23,478	7.68%	357,791	369,281	381,093	393,482
Total Penalties & Fees	8,144	8,219	3,442	4,302	6,364	4,666	(1,698)	-26.68%	5,074	5,239	5,407	5,582
Capital Facilities Charges & Connection Fees	8,200	8,600	0	0	5,000	7,300	2,300	46.00%	7,300	7,300	7,300	7,300
Interest Income	1,913	3,850	5,305	6,631	3,735	3,735	0	0.00%	3,735	3,735	3,735	3,735
Miscellaneous Revenues	65	14,158	210	210	0	0	0	0.00%	0	0	0	0
Total Revenues	\$599,076	\$622,923	\$471,430	\$642,896	\$651,497	\$700,899	\$49,402	7.58%	\$761,257	\$785,540	\$810,476	\$836,325
			% Wate	er Revenue:	51.98%	51.98%			51.98%	52.00%	52.01%	52.00%
		9	6 Wastewate	er Revenue:	48.02%	48.02%			48.02%	48.00%	47.99%	48.00%
11/1/18												
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# Hartstene Pointe Water-Sewer District Expenditures

		His	story		Bud	lget	Diffe	rence		Projec	tions	
	2016 Actual	2017 Actual	2018 Jan - Sept	2018 Projected	2018	2019	\$ Change	% Change	2020	2021	2022	2023
Operations												
Staff	12,070	11,193	39,512	110,685	12,072	308,919	296,847	100.00%	320,773	333,101	345,923	360,891
Water	79,755	85,752	63,372	74,184	90,956	49,715	(41,241)	-45.34%	49,810	51,507	53,257	55,062
Wastewater Treatment/Sewer	124,265	145,687	82,746	93,443	156,211	76,624	(79,587)	-50.95%	79,650	82,417	85,279	88,245
Combined W/S, Administrative	131,155	128,361	94,574	127,247	130,418	50,930	(79,488)	-60.95%	46,581	54,595	50,077	58,546
Total Operations	347,245	370,993	280,204	405,560	389,657	486,188	96,530	24.77%	496,814	521,620	534,536	562,744
Capital Improvements	196,575	97,728	54,256	67,256	277,000	263,872	(13,128)	-4.74%	94,016	74,016	79,016	74,016
<u>Loan Payments</u>	77,441	154,401	58,386	159,281	159,281	160,843	1,562	0.98%	159,858	158,873	157,888	156,903
Total Expenditures	\$621,261	\$623,122	\$392,846	\$632,097	\$825,938	\$910,903	\$84,964	10.29%	\$750,688	\$754,509	\$771,440	\$793,663
			Tota	al Water Exp	enditures:	402,554			317,707	301,433	305,333	309,413
			Total Was	stewater Exp	enditures:	259,650			232,184	238,599	250,256	252,167
	Total	Combined	W/S, Admin	nistrative Exp	enditures:	248,698			200,797	214,477	215,852	232,083
					% Water:	57.84%			55.70%	54.16%	53.57%	53.61%
				% W	astewater:	42.16%			44.30%	45.84%	46.43%	46.39%
11/1/18												
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# Hartstene Pointe Water-Sewer District Staff Costs

		His	tory		Budget		Projec	tions	
	2016 Actual	2017 Actual	2018 Jan - Sept	2018 Projected	2019	2020	2021	2022	2023
Water Distribution Manager II - 0.625 FTE									
Employee Wages	0	0	7,785	19,785	54,054	56,216	58,465	60,803	63,236
Benefits & Payroll Tax	0	0	1,372	5,752	18,404	19,140	19,906	20,702	21,530
Total WDM II Compensation	0	0	9,157	25,537	72,458	75,356	78,370	81,505	84,765
WW Treatment Plant Operator II - 1.0 FTE									
Employee Wages	0	0	5,211	19,461	66,830	69,504	72,284	75,175	78,182
Benefits & Payroll Tax	0	0	221	4,046	20,863	21,697	22,565	23,468	24,407
Total WWTPO II Compensation	0	0	5,432	23,507	87,693	91,201	94,849	98,643	102,589
General Manager - 1.0 FTE									
Employee Salary	0	0	13,333	28,333	62,500	65,000	67,600	70,304	73,116
Benefits & Payroll Tax	0	0	2,581	8,776	28,101	29,225	30,394	31,609	32,874
Total GM Compensation	0	0	15,914	37,109	90,601	94,225	97,994	101,913	105,990
District Clerk - 0.625 FTE									
Employee Wages	0	0	0	7,794	31,200	32,448	33,746	35,096	36,500
Benefits & Payroll Tax	0	0	0	3,450	14,398	14,974	15,573	16,196	16,844
Total Clerk Compensation	0	0	0	11,244	45,598	47,422	49,319	51,292	53,344
Commissioners									
Commissioner 1									
Per Diem	2,964	3,192	2,450	3,730	3,712	3,712	3,712	3,712	4,195
Payroll Tax	227	244	187	285	284	284	284	284	321
Commissioner 2									
Per Diem	4,191	3,735	3,127	4,542	4,252	4,252	4,252	4,252	4,805
Payroll Tax	321	286	239	347	325	325	325	325	368
Commissioner 3									
Per Diem	4,218	3,420	2,792	4,072	3,712	3,712	3,712	3,712	4,195

Payroll Tax	323	262	214	312	284	284	284	284	321
Total Commissioner Compensation	12,243	11,139	9,009	13,288	12,569	12,569	12,569	12,569	14,203
Total Staff Costs	\$12,243	\$11,139	\$39,512	\$110,685	\$308,919	\$320,773	\$333,101	\$345,923	\$360,891
10/25/18									
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			A	II Staff C	ompensat	ion Workshe	eet			
	Retii	rement Option:	8%	contributio	n and NO Soci	ial Security [1]				
Position	Part-time or Full- time	Hourly Wage/ Salary	Insu	nthly urance ntribution	Total Estimated Pay	Total Estimated Benefits & Payroll Taxes	Total Estimated Employee Compensation Package	2018 Contract Price (eliminated)	Net \$ Increase/ (Decrease)	Net % Increase (Decrease)
General Manager	Full-time [2]	\$ 62,500.00 [3	\$	1,541.76	62,500	28,101	90,601	47,231	43,370	91.82%
District Clerk	Part-Time - 25 Hrs [4]	\$ 24.00 [5]	\$	900.00	31,200	14,398	45,598	42,000	3,598	8.57%
Water/Sewer Tech	[6]	[7]			-	-	-	35,917	(35,917)	-100.00%
WWTPO	Full-time [8]	\$ 31.50 [9]	\$	900.00	66,830	20,863	87,693	54,000	33,693	62.39%
Water Operator	Part-Time - 25 Hrs [10	\$ 31.50 [11]	\$	900.00	54,054	18,404	72,458	31,487	40,971	130.12%
		Totals	\$	4,241.76	\$ 214,584	\$ 81,766	\$ 296,350	\$ 210,635	\$ 85,715	40.69%
2019 Full-Time Equivalent (FTE):	3.25									
2018 Contracted FTE:	2.5									
Additional FTE:	0.75									
10/25/18										Page 19

## Hartstene Pointe Water-Sewer District Water Operations Costs

		Hi	story		Bud	dget	Diffe	rence		Projec	ctions	
	2016 Actual	2017 Actual	2018 Jan - Sept	2018 Projected	2018	2019	\$ Change	% Change	2020	2021	2022	2023
/ater Operations Expenditures												
534.30 · Supplies - Water												
Supplies - Water	1,006	2,938	2,841	3,551	1,500	3,000	1,500	100.00%	3,105	3,214	3,326	3,443
Chemicals - Water	3,420	3,011	3,258	4,073	3,000	4,000	1,000	33.33%	4,140	4,285	4,435	4,590
Total 534.30 · Supplies - Water	4,427	5,950	6,099	7,624	4,500	7,000	2,500	55.56%	7,245	7,499	7,761	8,033
534.40 · Services - Water												
Meter Reading - Contracted	1,327	3,817	1,879	1,879	4,007	0	(4,007)	-100.00%	0	0	0	0
Attorney Fees - Water	0	0	0	0	250	0	(250)	-100.00%	0	0	0	0
Consultant Fees - Water	1,061	0	0	0	250	0	(250)	-100.00%	0	0	0	0
Water Operations - Contracted	29,869	29,988	18,243	18,243	31,487	0	(31,487)	-100.00%	0	0	0	0
Non-routine Water Operations - Contracted	210	1,190	0	0	350	0	(350)	-100.00%	0	0	0	0
Lab Testing - Water	1,064	1,597	1,120	1,400	1,070	1,470	400	37.36%	1,521	1,574	1,630	1,687
Repair & Maintenance - Water												
SCADA System - Water	0	0	0	0	0	2,500	2,500	100.00%	2,588	2,678	2,772	2,869
Jeffreys Mgmt. Services Contract	6,225	16,314	9,656	9,656	17,129	0	(17,129)	-100.00%	0	0	0	0
Other	12,945	1,915	3,113	3,892	5,000	4,000	(1,000)	-20.00%	4,140	4,285	4,435	4,590
Total 48 1030 Repair & Maintenance - Water	19,170	18,229	12,770	15,962	22,129	6,500	(15,629)	-70.63%	4,140	4,285	4,435	4,590
47 1010 · Electric - Water	6,305	8,692	7,272	9,090	9,500	9,544	44	0.47%	9,878	10,224	10,582	10,952
Total 534.40 · Services - Water	59,006	63,513	41,284	46,574	69,045	24,014	(45,031)	-65.22%	22,267	23,046	23,853	24,688
534.50 · Intergov - Water												
53 1010 · Excise Tax - Water	14,191	15,531	15,226	19,032	16,637	17,911	1,274	7.65%	19,480	20,115	20,767	21,435
53 1020 · Permit Fees - Water	1,009	759	764	764	774	790	16	2.11%	818	847	876	907
534.50 · Intergov - Water - Other	1,122	0	0	0	0	0	0	0.00%	0	0	0	0
Total 534.50 · Intergov - Water	16,322	16,290	15,989	19,987	17,411	18,701	1,290	7.41%	20,298	20,962	21,643	22,342
otal Water Operations Expenditures	\$79,755	\$85,752	\$63,372	\$74,184	\$90,956	\$49,715	(41,241)	-45.34%	\$49,810	\$51,507	\$53,257	\$55,062
0/25/18												
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## Hartstene Pointe Water-Sewer District Wastewater Treatment Operations Costs

		His	story		Bud	lget	Diffe	rence		Projec	ctions	
	2016 Actual	2017 Actual	2018 Jan - Sept	2018 Projected	2018	2019	\$ Change	% Change	2020	2021	2022	2023
astewater Treatment Operations Expenditures												
535.30 · Supplies - WW Treatment												
31 3010 · Supplies - WW Treatment	1,566	8,251	2,993	3,741	2,000	2,000	0	0.00%	2,070	2,142	2,217	2,29
31 3011 · Chemicals - WW Treatment	915	2,118	762	1,524	4,000	2,000	(2,000)	-50.00%	2,070	2,142	2,217	2,29
Total 535.30 · Supplies - WW Treatment	2,481	10,369	3,755	5,266	6,000	4,000	(2,000)	-33.33%	4,140	4,285	4,435	4,59
535.40 · Services - WW Treatment												
Attorney Fees - Wastewater	0	0	0	0	250	0	(250)	-100.00%	0	0	0	
Consultant Fees - Wastewater	0	0	0	0	250	0	(250)	-100.00%	0	0	0	
41 3040 · WWT Operations - Contracted	48,954	54,000	36,000	36,000	54,000	0	(54,000)	-100.00%	0	0	0	
41 3041 · Non-Routine WWT Operations - Contracted	5,208	2,428	1,780	1,780	4,000	0	(4,000)	-100.00%	0	0	0	
41 3050 · Lab Testing - WW Treatment	8,776	9,398	5,515	6,893	8,058	7,500	(558)	-6.92%	7,763	8,034	8,315	8,60
WW Treatment Maint. and Repair												
48 3010 · Biosolids Disposal	4,980	11,751	7,834	7,834	20,000	25,000	5,000	25.00%	25,875	26,781	27,718	28,68
48 3020 · SCADA - WW Treatment	3,640	0	1,370	1,370	1,500	6,800	5,300	353.33%	7,038	7,284	7,539	7,80
Jeffreys Mgmt. Services Contract	9,482	14,077	4,514	4,514	14,781	0	(14,781)	-100.00%	0	0	0	
Other	7,155	5,172	5,268	6,585	8,000	8,500	500	6.25%	8,798	9,105	9,424	9,75
Sewer Collection System	18,921	22,447	2,905	3,632	20,000	3,500	(16,500)	-82.50%	3,623	3,749	3,881	4,01
Total WW Treatment Maint. and Repair	44,178	53,446	21,892	23,935	64,281	43,800	(20,481)	-31.86%	45,333	46,920	48,562	50,26
47 3010 · Electric - WW Treatment	7,885	9,439	8,467	12,000	12,000	12,600	600	5.00%	13,041	13,497	13,970	14,45
Total 535.40 · Services - WW Treatment	115,002	128,712	73,653	80,608	142,839	63,900	(78,939)	-55.26%	66,137	68,451	70,847	73,32
535.50 · Intergov - WW Treatment												
Total B&O/Excise Tax	4,740	4,559	4,399	5,499	5,302	6,581	1,279	24.12%	7,156	7,386	7,622	7,87
53 3020 · Permit Fees - WW Treatment	2,043	2,046	939	2,070	2,070	2,142	72	3.50%	2,217	2,295	2,375	2,45
Total 535.50 · Intergov - WW Treatment	6,783	6,606	5,338	7,569	7,372	8,724	1,352	18.33%	9,373	9,681	9,997	10,32
Total WWT Operations Expenditures	<b>\$124,265</b>	\$145,687	\$82,746	\$93,443	\$156,211	\$76,624	(79,587)	-50.95%	\$79,650	\$82,417	\$85,279	\$88,24
/25/18												
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#### **Hartstene Pointe Water-Sewer District**

### **Combined Water/Sewer, Administrative Operations Costs**

		His	tory		Bud	get	Diffe	ence		Projec	tions	
	2016 Actual	2017 Actual	2018 Jan - Sept	2018 Projected	2018	2019	\$ Change	% Change	2020	2021	2022	2023
Combined W/S, Administrative Operations Expenditures												
538.30 · Supplies - Combined W/S												
Tools/Equip/Supplies	1,143	1,423	1,684	6,305	2,500	1,500	(1,000)	-40.00%	1,553	1,607	1,663	1,721
Office Supplies	816	928	1,117	1,396	850	1,200	350	41.18%	1,242	1,285	1,330	1,377
Total 538.30 · Supplies - Combined W/S	1,959	2,351	2,801	7,701	3,350	2,700	(650)	-19.40%	2,795	2,892	2,994	3,098
538.40 · Services - Combined W/S												
General Manager - Contracted	44,804	44,982	27,364	27,364	47,231	0	(47,231)	-100.00%	0	0	0	(
Acct & Admin Services - Contracted	34,125	33,623	31,658	44,118	42,000	3,120	(38,880)	-92.57%	3,229	3,342	3,459	3,580
Attorney Fees	0	0	0	0	0	1,000	1,000	100.00%	1,035	1,071	1,109	1,148
Lockbox	9,820	9,233	5,066	5,186	4,842	730	(4,112)	-84.92%	756	782	809	838
Online Payment System	580	4,901	1,319	1,649	1,800	1,675	(125)	-6.94%	1,734	1,794	1,857	1,922
IT/Software Applications	2,862	2,935	3,143	3,143	3,143	3,421	277	8.82%	3,592	3,771	3,960	4,158
Rent	483	1,140	630	840	840	882	42	5.00%	913	945	978	1,012
Merchant Service Fees	2,091	2,553	1,392	1,740	1,900	1,800	(100)	-5.26%	1,836	1,873	1,910	1,948
Postage	2,008	1,552	860	1,410	1,400	1,400	0	0.00%	1,428	1,457	1,486	1,51
Telephone/Internet	8,580	7,906	5,701	7,501	6,156	7,200	1,044	16.96%	7,344	7,491	7,641	7,794
Legal Notices & Publications	114	177	144	180	255	225	(30)	-11.76%	233	241	249	258
Liability Insurance	10,070	10,614	175	9,191	10,042	9,651	(391)	-3.90%	10,133	10,640	11,172	11,730
Professional Dues	1,631	1,859	1,138	1,650	1,650	1,733	83	5.00%	1,793	1,856	1,921	1,988
Printing	2,057	1,722	1,176	1,800	1,800	1,890	90	5.00%	1,985	2,084	2,188	2,297
Other Miscellaneous Services	0	0	1,947	1,947	0	2,000	2,000	100.00%	2,070	2,142	2,217	2,29
Travel/Mileage/Training and Education	3,400	2,299	4,359	5,850	3,500	5,000	1,500	42.86%	5,175	5,356	5,544	5,738
Total 538.40 · Services - Combined W/S	122,667	125,496	86,072	113,569	126,559	41,726	(84,834)	-67.03%	43,254	44,845	46,500	48,22°
538.50 · Intergov - Combined W/S	,						,					
B&O Tax - Fees/Penalties	72	173	57	72	95	70	(25)	-26.32%	76	79	81	84
Other	217	120	165	206	200	210	10	4.93%	220	231	243	25
State Audit	6,035	0	5,480	5,480	0	6,000	6,000	100.00%	0	6,300	0	6,615
County Election Costs	207	221	0	220	214	224	10	4.86%	236	247	260	273
Total 538.50 · Intergov - Combined W/S	6,529	514	5,702	5,977	509	6,504	5,995	1177.85%	532	6,857	584	7,22
	.,		., ,,	.,.		.,	.,			,		
otal Combined W/S, Administrative Operations	131,155	128,361	94,574	127,247	130,418	50,930	(79,488)	-60.95%	46,581	54,595	50,077	58,546
11/1/18												
												Page 25

#### **Hartstene Pointe Water-Sewer District**

#### **Capital Improvement Plan**

			istory			gets				ojections			
Total Project Costs	2016 Actual	2017 Actual	2018 Jan - Sept	2018 Projected	2018 Budget	2019 Budget	2020	2021	2022	2023	2024	2025	2026 - 2045
26,292	26,292												
0					150,000								
15,950			15,950	15,950	12,000								
6,840			6,840	6,840	5,000								
205,270	69,616	32,422	1,090	1,090	45,000	102,142							
0			0	0	20,000	0	20,000						
23,507				3,000	30,000	20,507							
19,683			19,683	19,683	0								
30,000						30,000							
5,000						5,000							
200,000						0	28,571	28,571	28,571	28,571	28,571	28,571	28,571
600,000						0	22,222	22,222	22,222	22,222	22,222	22,222	466,667
1,132,541	95,908	32,422	43,562	46,562	262,000	157,649	70,794	50,794	50,794	50,794	50,794	50,794	495,238
71,757	71,757												
10,809		10,809											
37,733		37,733											
49,020	25,423	16,765	6,832	6,832	0								
10,000				10,000	0								
7,350	3,487	0	3,863	3,863	15,000	0							
4,000						4,000							
5,000						0	0	0	5,000				
600,000						22,222	22,222	22,222	22,222	22,222	22,222	22,222	444,444
5,000						1,000	1,000	1,000	1,000	1,000			
30,000						30,000							
830,668	100,667	65,307	10,694	20,694	15,000	57,222	23,222	23,222	28,222	23,222	22,222	22,222	444,444
26 000						26.000							
-													
-							•						0
	Project Costs  26,292 0 15,950 6,840 205,270 0 23,507 19,683 30,000 5,000 200,000 600,000 1,132,541  71,757 10,809 37,733 49,020 10,000 7,350 4,000 5,000 600,000 5,000 600,000 5,000 30,000	Project Costs         2016 Actual           26,292         26,292           0         15,950           6,840         69,616           0         23,507           19,683         30,000           5,000         95,908           71,757         71,757           10,809         37,733           49,020         25,423           10,000         7,350           3,487         4,000           5,000         600,000           5,000         30,000           830,668         100,667           26,000         15,000           5,000         3,000           3,000         3,000	Project Costs         2016 Actual         2017 Actual           26,292         26,292           0         15,950           6,840         205,270           205,270         69,616           32,422           0         23,507           19,683         30,000           5,000         200,000           600,000         32,422           71,757         71,757           10,809         37,733           49,020         25,423         16,765           10,000         7,350         3,487         0           4,000         5,000         600,000           5,000         30,000         830,668         100,667         65,307           26,000         15,000         5,000         5,000           3,000         3,000         65,000         65,000           3,000         3,000         65,000         65,000	Project Costs         2016 Actual         2017 Actual         2018 Jan - Sept           26,292         26,292         15,950           0         15,950         6,840           205,270         69,616         32,422         1,090           0         0         0           23,507         19,683         19,683           30,000         5,000         19,683           200,000         400,000         43,562           71,757         71,757         10,809           37,733         37,733           49,020         25,423         16,765         6,832           10,000         7,350         3,487         0         3,863           4,000         5,000         600,000         5,000         600,000           830,668         100,667         65,307         10,694           26,000         15,000         5,000         5,000           3,000         5,000         5,000         5,000           3,000         3,000         60,000         60,000	Project Costs         2016 Actual         2017 Actual         2018 Jan - Sept         2018 Projected           26,292         26,292	Project Costs         2016 Actual         2017 Actual         2018 Jan - Sept         Projected Projected         2018 Budget           26,292         26,292	Project Costs         2016 Actual         2017 Actual         2018 Jan - Sept         2018 Projected         2018 Budget         2019 Budget           26,292         26,292	Project Costs         2016 Actual         2017 Actual         2018 Jan - Sept         Projected         Budget         2019 Budget         2020           26,292         26,292         15,950         15,950         15,950         12,000         15,950         15,950         12,000         15,950         12,000         10,0	Project Costs         2016 Actual         2017 Actual         2018 Jan - Sept         2018 Budget         2019 Budget         2020         2021           26,292 (0) (0) (15,950)         26,292 (0) (15,950)         15,950 (15,000)         155,000 (0) (0) (0) (0) (0) (0) (0) (0) (0)	Project   Costs   Actual   Actual   Jan - Sept   Projected   Budget   Budget   Budget   Budget   Budget   Budget   Budget   2020   2021   2022	Project   Cost   Actual   Cost   Actual   Cost   Cost	Project Costs	Project Costs

		Har	tstene	Pointe V	Vater-Se	wer Dist	trict							
			Capi	tal Impr	ovement	Plan								
			Hi	story		Bud	gets			Pi	rojections	3		
	Total Project Costs	2016 Actual	2017 Actual	2018 Jan - Sept	2018 Projected	2018 Budget	2019 Budget	2020	2021	2022	2023	2024	2025	2026 - 2045
Total Capital Improvements	\$2,012,209	\$196,575	\$97,728	\$54,256	\$67,256	\$277,000	\$263,872	\$94,016	\$74,016	\$79,016	\$74,016	\$73,016	\$73,016	\$939,683
				2	2018 Budget	Carryover:	\$59,744							
				From	Reservoir R	epair Fund:	123,000							
					Froi	n I&I Fund:	69,222	318						
				From As	set Replace	ment Fund:	0	28,571	19,969	9,000	9,000	9,000	9000	
			CIF	Expenditur	es from Exis	ting Funds:	\$251,966	28,889	19,969	9,000	9,000	9,000	9,000	
			CIP Ex	penditures f	rom Current	Revenues:	\$11,906	\$65,127	\$54,047	\$70,016	\$65,016	\$64,016	\$64,016	
10/25/2018														
														Page 27

# Hartstene Pointe Water-Sewer District Loan Payments

			,	-				
		History		Budget		Projec	tions	
	2016 Actual	2017 Actual	2018 Projected	2019	2020	2021	2022	2023
Ecology Loan - Effluent Outfall								
Principal Payment	31,957	32,439	32,929	33,427	33,931	34,444	34,964	35,492
Interest Payment	6,155	5,672	5,182	4,685	4,180	3,667	3,147	2,619
Total Ecology Loan Payments	38,111	38,111	38,111	38,111	38,111	38,111	38,111	38,111
USDA Bond - Booster Pump, Meters								
Principal Payment	24,910	25,599	26,306	27,034	27,783	28,552	29,343	30,155
Interest Payment	14,420	13,731	13,024	12,296	11,547	10,778	9,987	9,175
Total USDA Bond Payments	39,330	39,330	39,330	39,330	39,330	39,330	39,330	39,330
DWSRF Loan - Water Treatment Upgrades								
Principal Payment	0	56,734	65,671	65,671	65,671	65,671	65,671	65,671
Interest Payment	0	20,226	16,169	17,731	16,746	15,761	14,776	13,791
Total DWSRF Loan Payments	0	76,959	81,840	83,402	82,417	81,432	80,447	79,461
Total Loan Payments	77,441	154,401	159,281	160,843	159,858	158,873	157,888	156,903
10/25/18								
								Page 29

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

						. •						
		His	tory		Bud	lget	Differ	rence		Projec	tions	
	2016 Actual	2017 Actual	2018 Jan - Sept	2018 Projected	2018	2019	\$ Change	% Change	2020	2021	2022	2023
Effect of Transfers												
030 - Ecology Loan Reserve	160	327	466	621	387	387	0	0.00%	387	387	387	38
050 - DWSRF Loan Reserve	20,000	20,763	62,238	1,001	637	0	(637)	-100.00%	0	0	0	(37,423
070 - USDA Revenue Bond Reserve	3,933	4,056	3,215	4,303	4,141	4,141	0	0.00%	4,141	4,141	4,141	20
010 - Operating Fund (incl. revolving funds)	4,589	(21,509)	(39,852)	8,103	176,581	166,241	(10,340)	-5.86%	(12,467)	(21,387)	(32,356)	(28,423
020 - Committed Funds							0	0.00%				
Asset Replacement Fund	(23,460)	9,000	0	9,000	(11,000)	9,000	20,000	-181.82%	(19,571)	(10,969)	0	
Capital Improvement Fund							0	0.00%				
Inflow & Infiltration	16,000	7,540	0	20,000	20,000	(69,222)	(89,222)	-446.11%	(318)	0	0	
Reservoir Repair	37,500	12,570	24,930	24,930	(62,000)	(123,000)	(61,000)	98.39%	15,375	15,375	15,375	15,37
Other	(50,000)	(50,000)	0	0	0	0	0	0.00%	0	0	0	
Risk Management Fund	(8,722)	(66,677)	32,933	42,933	46,453	12,453	(34,000)	-73.19%	12,453	12,453	12,453	12,45
Total 020 - Committed Funds	(28,682)	(87,567)	57,863	96,863	(6,547)	(170,769)	(164,222)	2508.36%	7,939	16,859	27,828	27,82
065 - Capital Projects Account	0	83,930	(83,930)	(110,891)	(175,199)	0	175,199	-100.00%	0	0	0	
10/25/18												Page 31

										History															Budg	pet														Projectio	16							
			216 Actual				2917	Actual				2018 Jan-Sept Actu	al				2018 Total Proje	ted				20	C18 Budget					2019 Budget					2020 Projection					2021 Projection		J			2022 Projection				2023 Pvs	ection
		620 - 0	onunited Funds				929 - Come	mitted Funds			00	0 - Committed Fund					020 - Committed I	unds				620 - 0	Committed Funds					123 - Committed Fun	ds			020	1 - Committed Fu	nds			03	0 - Committed Fu	unds			cor	0 - Committed Fund	ds			620 - Curwin	Jitted Funds
Tec	000.	, d	11 8	11 0	10	000	e .	100	36 0	10° 00 0	0 0 0	0 20 5	1 24 6	1980 0	00	0 4	0 0 00	d de	10	00	000	1.	001 3	136	0 10 6	000	30 pd	5 00	1 36	0 1 0		us was	4 01	1 34	40 48	000	o es per	201	1 34	40 -100	000	en park	400	1 36 6	D 150 10	00	0 000	11 1 25
y Loan Reserve		160			160	3.	27			327	466			444		621				621		387			287		387			287		387			267		367			207		367			387		387	
Loan Reserve	20	0,000,0			21,000	20.79	la la			20,793	62,238			62,238		82,841				2,841	100	477			92,477		89,402			83,432		82,417			82,417		81,432			81,432		80,447			80,447		9,461	
evenue Bond Reserve		3.893			3.933	40	14			4.054	3,215			3,215		4,202				4.302	_	141			4.141		6.161			6.161		6.141			4.141		4.761			4.141		4101			4.141		228	
g Fund (incl. revolving funds)		32,460	50,00	0 10,055	92,515		10463	50,000	10,055	70,515			30,000	30,000	81,840			30	,000 26,961 T	8,801 8	,840	20,000	150,000	25,000 2	1,199 205,039	83,402		0 69,222 123,000		275,624	82,417	28,571	318		111,304	81,432	19,96	ie .		101,400	80,447	9,07	.0		89,447	79,461	9,000	
acement Fund		9,000,0			9,000	9,0	00			9,000	0					9,000				9,000		.000			9,000		9,000			9,000		9,000			9,000		9,000			1,000		9,000	4		9,000		9,000	
bration	16	0000,0			16,000	16,0	00			18,000	0					22,000				0,000	20	.000			23,000															0								
Repair	33	7,500			27,500	37,9	00			37,500			24,1	130 24,930					24,690	4,930					1,000 88,000							15,376			15,375		15,375			15,375		15,375			15,275		15,375	
					0 0																				0															0								
pement Fund	1	1,393			1,333	2.3	n e			2,378	3,933		59,0	000 62,833		13,933			59,000	2,933	12	453			1,000 T1,452		12,453			12,453		12,453			12,453		12,493			12,463		12,493			12,453		12,453	
siects Account								24.932	59-000	83.822																																						

General M	anager Po	siti	on						
Employee Co	st Estimate								
Annual	<b>Hours Per</b>				Social				
Salary	Week	L8	&I Rate	ESD Rate	Security	Medicare	Retirement	I	nsurance
\$ 62,500.00	40	\$	1.40	1.25%	0.00%	1.45%	8.00%	\$	1,541.76
		٧	Veekly	Monthly	Annually				
Gross Payroll		\$1	,201.92	\$5,208.33	\$ 62,500.00				
FICA		\$	17.43	\$ 75.52	\$ 906.25				
L&I		\$	56.00	\$ 242.67	\$ 2,912.00				
ESD		\$	15.02	\$ 65.10	\$ 781.25				
Retirement		\$	96.15	\$ 416.67	\$ 5,000.00				
Insurance		\$	355.79	\$1,541.76	\$ 18,501.12				
Totals		\$ 1	L,742.32	\$ 7,550.05	\$ 90,600.62				

<b>District Cler</b>	k									
Employee Cos	t Estimate									
Hourly I Wage	Hours Per Week	L	&I Rate	ESD Rate	2	Social Security	Medicare	Retirement	Ins	urance
\$ 24.00	25	\$	0.20	1.25	%	0.00%	1.45%	8.00%	\$	900.00
		٧	Veekly	Monthly	,	Annually				
Gross Payroll		\$	600.00	\$2,600.0	0	\$ 31,200.00				
FICA		\$	8.70	\$ 37.7	0	\$ 452.40				
L&I		\$	5.00	\$ 21.6	7	\$ 260.00				
ESD		\$	7.50	\$ 32.5	0	\$ 390.00				
Retirement		\$	48.00	\$ 208.0	0	\$ 2,496.00				
Insurance		\$	207.69	\$ 900.0	0	\$ 10,800.00				
Totals		\$	876.89	\$ 3,799.	37	\$ 45,598.40				

Water/Sev	ver Techni	cian								
Employee Co	st Estimate									
Hourly	<b>Hours Per</b>						Social			
Wage	Week	L&	l Rate	ESD	Rate	S	Security	Medicare	Retirement	Insurance
	0	\$	1.40		1.25%		0.00%	1.45%	8.00%	
		W	eekly	Mo	nthly	Δ	Innually			
Gross Payrol	ĺ	\$	-	\$	-	\$	-			
FICA		\$	-	\$	-	\$	-			
L&I		\$	-	\$	-	\$	-			
ESD		\$	-	\$	-	\$	-			
Retirement		\$	-	\$	-	\$	-			
Insurance		\$	-			\$	-			
Totals		\$	-	\$	-	\$	-			

Was	tewate	er Treatme	ent Plant C	perator						
Empl	oyee Co	st Estimate								
	urly	Hours Per	Weekly				Social			
· W	/age	Week	On-Call	Overtime %	L&I Rate	ESD Rate	Security	Medicare	Retirement	Insurance
\$	31.50	40	0.00	2.00%	\$ 1.40	1.25%	0.00%	1.45%	8.00%	\$ 900.00
			Weekly	Monthly	Annually					
Gross	s Payroll		\$1,285.20	\$ 5,569.20	\$ 66,830.40					
FICA			\$ 18.64	\$ 80.75	\$ 969.04					
L&I			\$ 56.00	\$ 242.67	\$ 2,912.00					
ESD			\$ 16.07	\$ 69.62	\$ 835.38					
Retire	ement		\$ 102.82	\$ 445.54	\$ 5,346.43					
Insur	ance		\$ 207.69	\$ 900.00	\$ 10,800.00					
Total	S		\$ 1,686.41	\$ 7,307.77	\$ 87,693.25					

Wat	er Dist	ribution N	/lanager							
Empl	oyee Co	st Estimate								
Нс	ourly	<b>Hours Per</b>	Weekly				Social			
W	/age	Week	On-Call	Overtime %	L&I Rate	ESD Rate	Security	Medicare	Retirement	Insurance
\$	31.50	25	8.00	0.00%	\$ 1.40	1.25%	0.00%	1.45%	8.00%	\$ 900.00
			Weekly	Monthly	Annually					
Gross	s Payroll		\$1,039.50	\$ 4,504.50	\$54,054.00					
FICA			\$ 15.07	\$ 65.32	\$ 783.78					
L&I			\$ 35.00	\$ 151.67	\$ 1,820.00					
ESD			\$ 12.99	\$ 56.31	\$ 675.68					
Retir	ement		\$ 83.16	\$ 360.36	\$ 4,324.32					
Insur	ance		\$ 207.69	\$ 900.00	\$10,800.00					
Total	ls		\$ 1,393.42	\$ 6,038.15	\$72,457.78					

	Monthly Me	dical Premiums				
Insurance Plan		Subscriber Only 2019 Premiums	\$ Change	% Change		
Kaiser Permanente WA Classic	858.90	880.04	21.14	2.46%		
Kaiser Permanente WA CDHP	729.69	747.09	17.40	2.38%		
Kaiser Permanente WA Value	774.03	802.90	28.87	3.73%		
UMP Classic	798.37	821.50	23.13	2.90%		
UMP CDHP	729.42	747.19	17.77	2.44%		
					2018 Monthly Medical Benefit	2019 Monthly Medical Benefit
Average	778.08	799.74	21.66	2.78%	\$900.00	\$900.00

Hartstene Po	ointe Water-	Sewer Distri	ct
Proposed	l Capital Facilit	ies Charges	
	Water	Sewer	Total
Debt Share	770	960	1,730.00
Future Improvements	1880	1260	3,140.00
Assets	590	1,340.00	1,930.00
Total	\$3,240.00	\$3,560.00	6,800.00
Connection Fees	\$250.00	\$250.00	\$500.00
Total CFC + Connection Fees	\$3,490.00	\$3,810.00	
Total Cost for New Connection	ıs		\$7,300.00

	Capita	al Improveme	nt Plan				
	2016 Actual	2017 Actual	2018	2019	2020	2021	2022
Wastewater/Sewer Collection Capital Expenditures							
Inflow & Infiltration Abatement transfer to reserves	16,000	18,000	20,000	22,000	24,000	26,000	28,000
New Lift Station 8 Pump and Rebuild for Spare	9,867	4,660	-	-	-	-	-
Rebuild Effluent Pump	3,998	12,105	-	-	-	-	-
Rehab Gaseous Cl2 System	3,487 -		15,000				
Lift Station Generators -			-	20,000	20,000	20,000	-
Phase 3 WWT SCADA/Lift Station Telemetry Upgrade -		37,733		3,900	-	-	-
Lift Station 5 Spare Pump -			-	10,000	-	-	-
Spare Composite Sampler -			-	-	-	7,000	-
Incubator/Lab Equipment for In-House Testing -	-		-	-	-	-	-
Sewer Inspection Camera -		10,809	-	-	-	-	-
Total Wastewater/Sewer Capital Expenditures	100,667	65,307	15,000	43,900	30,000	37,000	10,000
Drinking Water Capital Expenditures							
Water Treatment Project (non-reimbursed under loan)		11,853					
Well 1 Replacement	72,618	32,422	45,000	50,000	_	_	_
Reservoir Inspection and Cleaning -	72,010	2,116		-	_	_	
Reservoir Mixer -	_	2,110	20,000	_	_	_	_
Well Generator -	_		30,000	15,000	_	_	_
Replace Housing for Well 1 and Well 2	_		-	-	-	-	-
Reservoir Cathodic Protection -	-		20,000	-	-	-	-
Reservoir Interior Painting/Repair -	-		,	-	-	-	-
Lateral Replacements -	-		-	20,000	20,000	20,000	20,000
Well 2 Rehabilitation, New Pump and Motor	-		20,000	,	-	-	-
Well 1 Treatment Building New Roof	-		5,000	-	-	-	-
Total Drinking Water Capital Expenditures	98,910	46,391	140,000	85,000	20,000	20,000	20,000
Total Capital Expenditures/Major Repairs	199,577	111,697	155,000	128,900	50,000	57,000	30,000
Asset Replacement Fund Transfers (From Asset Replacement	32,460 -	111,037	20,000	10,000		7,000	
Capital Improvement Fund Transfers (from Capital Improvemen	· · ·		-	-	-	-	-
Capital Improvements to be paid from Operating Account	Die George	111,697	135,000	118,900	50,000	50,000	30,000

Capital Improvement/Repair and Maintenance Projects	Estimated Start	imated Completi	Estimated Cost	Responsible Party	Progress/Notes
Replace Gaseous Cl2 System	Canceled			GM	Project canceled due to a lack of sufficient Data. (DC)
Install Ferric Chloride in the well 4 treatment room.	Jan-18	Jan-18	\$50,000	GM+WDM2	It is highly likely that based on initial samples and upon completion of the pilot study that we will need to install FeCL3 (Ferric Chloride) In well 4 treatment room. We will not know for sure until we complete required testing.
Well 1 Replacement	In progress	Winter 2018	\$ 150,000.00	GM+WDM2	Drilling and testing completed November 2016. RH2 engineering completed final design. Contractor selected just waiting on the return of the signed contract. Final equipping to be completed in November/December of 2018. (DC)
Water system flushing & drinking water valve exercising	Annual	Dec-18	\$ -	All Staff	Completed for 2018. Next scheduled is January 2019. (MJ&DC)
Lift Station Generator	2019	??	\$15,000	GM	Researching possible options.
Lift Station Generator	2020	??	\$15,000	GM	Researching possible options.
Lift Station Generator	2021	??	\$15,000	GM	Researching possible options.
Well Generator	2018	Dec-18	\$20,000	GM+WDM2	Contract warded to Sare Electric. Waiting on the return of signed document.
Purchase new water meters	2018	Apr-18	\$200,000	All Staff	Purchase Radio Read Meters to be installed over a seven years.
Influent Gate Actuator Motor Spare	Jan-18	??	\$2,000	GM	Need to Purchase
Drinking water reservoir inspection and cleaning, install mixer, investigate cathodic protection repair	Spring 2017	Spring 2018	\$37,115	GM	Cleaning and inspection completed, \$2,115; mixer quotes received, \$15,000; cathodic protection repair - need quotes, \$20,000. Cleaning and inspection should be inspected every 5 years. (MJ)
Clean WWTP SBRs		Sep-18	\$10,000	GM	Perform one at a time. Flohawk to do.
Re-roof Well #1 (#4) Treatment Building			\$6,840	GM	Completed July 2018, (David Carnahan)
Excavating Equipment	Winter 2018		\$60,000	GM	In the process of gathering pricing and associated data
Replace Well #2 Housing	Summer 2017	Fall 2018	\$500	GM	Repair existing structure.

Reservoir Repairs	??	??	??	GM	Minor repairs as indicated in inspection report.
Water Lateral Lines Replacement	2019-2030		\$600,000	GM	Begin investigation and planning after Water Treatment Project. Purchase excavating equipment to make our own repairs.(DC)
Sewer Later Lines Replacement/Repair	2019-2030		\$600,000	GM	Investigating and mapping lines. Need to make a plan for complete repair/replacement of lateral lines. Purchase excavating equipment to make our own repairs. (DC)
Well Generator	Nov-18		\$30,000	GM	Collected quotes. Will be installed November/December 2018 (DC)
Test/Service WWTP Generator	Annual	November	\$1,500	GM	Applying for Credit with Cummins. Complete when Cummins is out to service Timberlakes'. (DC)
Install Jet Pumps			\$3,500	GM	Completed June 2018 (DC)
Policy/Procedure Development Projects	Estimated Start	imated Completi	i Estimated Cost	Responsible Party	Progress/Notes
Update Water System Plan	2016	Ongoing	\$0	WDM2	DOH has approved the District changing to a Small System Plan. Will begin working on updates to current plan after DW upgrade.
					Building inventory of Assets, Putting together a long term asset management plan. Estimated
Asset Management Inventory	Ongoing	Ongoing		GM+DC	comp-letion date is August 2020. (DC&JS)
Asset Management Inventory  Emergency Management Plan	Ongoing  In progress	Ongoing		GM+DC GM/Board	
	In progress	Ongoing :imated Completi	Estimated Cost	GM/Board	comp-letion date is August 2020. (DC&JS)  Commissioner Scarola and GM David Carnahan are working on establishing an effective EM plan.

Closeout Water Treatment Project & Loan Contract	in progress		\$0		Contractor working on punch list, 0&M manuals, as-builts and facility signage. Filtration facilities under going optimization for contaminate removal for WSDOH project signoff.
Update Filing Systems	in progress	Fall 2017		AAS	A partial file inventory has been started. Need to make copies of all essential records for storage off-site. Have a climate-controlled storage unit for long-term storage of records. Need to investigate cloud solutions for electronic records database.
Change to New Lockbox Service	in progress	May 2018		AAS	

		Jan - Dec 16	Jan - Dec 17	YTD	TOTAL
Ordinary	Income/Expense				
Incor	me				
1	Non-Operating Revenue				
	361.11 · Interest earned				
	010	419.54	719.80	831.45	1,970.7
	020	1,332.90	2,377.60	3,398.01	7,108.
	030	160.12	327.00	402.85	889.
	050	0.00	303.31	445.22	748.
	070	0.00	122.69	227.49	350.
	Total 361.11 · Interest earned	1,912.56	3,850.40	5,305.02	11,067.
	367.40 · Contributions - Nongov't - DW	3,400.00	3,400.00	0.00	6,800.
	367.50 · Contributions - Nongov't - WW	4,800.00	5,200.00	0.00	10,000.
	369.10 · Sale of Scrap & Junk	0.00	0.00	209.55	209.
	391.80 · Intergovermental Loan Proceeds	67,448.23	765,515.54	169,805.01	1,002,768.
	395.20 · Compens Loss of Capital Assets	0.00	14,158.04	0.00	14,158.0
1	Total Non-Operating Revenue	77,560.79	792,123.98	175,319.58	1,045,004.3
	Operating Revenue				
	343.40 · Water Sales and Services	315,933.52	314,332.02	240,672.97	870,938.
	343.50 · Sewer Sales and Services	264,821.18	273,763.57	221,800.39	760,385.
	359.90 · Penalties and Fees	8,143.64	8,219.37	3,441.79	19,804.
	369.90 · Miscellaneous Revenue	65.00	0.00	0.00	65.
1	Total Operating Revenue	588,963.34	596,314.96	465,915.15	1,651,193.
Total	Il Income	666,524.13	1,388,438.94	641,234.73	2,696,197.
Expe					
	534 · Water Expenditures				
	534.10 · Salaries - Water				
	Water Distribution Manager	0.00	0.00	7,785.00	7,7

	Jan - Dec 16	Jan - Dec 17	YTD	TOTAL
Total 534.10 · Salaries - Water	0.00	0.00	7,785.00	7,785.00
534.20 · Personnel Benefits, Payroll Tax				
FICA/Medicare - Water	0.00	0.00	112.88	112.88
Insurance	0.00	0.00	903.90	903.90
Retirement Contribution	0.00	0.00	355.20	355.20
Total 534.20 · Personnel Benefits, Payroll Tax	0.00	0.00	1,371.98	1,371.98
534.30 · Supplies - Water				
31 1010 · Supplies - Water				
35 1010 · Tools/Equip - Water	0.00	957.25	904.13	1,861.38
31 1010 · Supplies - Water - Other	1,006.33	1,980.95	1,936.53	4,923.81
Total 31 1010 · Supplies - Water	1,006.33	2,938.20	2,840.66	6,785.19
31 1011 · Chemicals - Water	3,420.29	3,011.37	3,258.24	9,689.90
Total 534.30 · Supplies - Water	4,426.62	5,949.57	6,098.90	16,475.09
534.40 · Services - Water				
Professional Services - Water				
Meter Reading	1,326.85	3,816.66	1,879.44	7,022.95
41 1020 · Consultant Fees - Water	1,060.88	0.00	0.00	1,060.88
41 1040 · Operations - Water	29,869.00	29,988.00	18,242.70	78,099.70
41 1041 · Operations - Non-routine Water	210.00	1,190.00	0.00	1,400.00
41 1050 · Lab Testing - Water	1,064.00	1,597.40	1,119.80	3,781.20
Total Professional Services - Water	33,530.73	36,592.06	21,241.94	91,364.73
Water Repair and Maint.				
48 1030 · Repair & Maintenance - Water				
JMS Contract	6,225.43	16,313.76	9,656.41	32,195.60
Other	0.00	0.00	1,833.02	1,833.02
Water Leak Repair	10,690.92	618.45	1,182.40	12,491.77

	Jan - Dec 16	Jan - Dec 17	YTD	TOTAL
48 1030 · Repair & Maintenance - Water - Other	2,253.75	1,296.87	98.39	3,649.01
Total 48 1030 · Repair & Maintenance - Water	19,170.10	18,229.08	12,770.22	50,169.40
Total Water Repair and Maint.	19,170.10	18,229.08	12,770.22	50,169.40
47 1010 · Electric - Water	6,305.34	8,692.43	7,271.91	22,269.68
Total 534.40 · Services - Water	59,006.17	63,513.57	41,284.07	163,803.81
534.50 · Intergov - Water				
53 1010 · Excise Tax - Water	14,191.02	15,530.98	15,225.64	44,947.64
53 1020 · Permit Fees - Water	1,008.80	758.80	763.60	2,531.20
534.50 · Intergov - Water - Other	1,122.00	0.00	0.00	1,122.00
Total 534.50 · Intergov - Water	16,321.82	16,289.78	15,989.24	48,600.84
594.34 · Capital Expenditures - Water				
Other	0.00	2,115.75	0.00	2,115.75
Pressure Reducing Valve Replace	26,292.08	0.00	0.00	26,292.08
Reservoir				
Mixer	0.00	0.00	15,949.50	15,949.50
Total Reservoir	0.00	0.00	15,949.50	15,949.50
Well #1 Replacement	69,615.61	32,421.55	1,090.00	103,127.16
Well #1 Treatmnt Bldg. Re-Roof	0.00	0.00	6,839.78	6,839.78
Well #2 Rehab	0.00	0.00	19,682.99	19,682.99
WTP Improvements Project				
DWSRF Reimbursable				
Construction	63,836.89	754,182.28	9,500.00	827,519.17
Engineering - Design	40,989.84	0.00	0.00	40,989.84
Engineering - Svcs During Const	17,709.67	36,963.47	0.00	54,673.14
Other Fees	2,842.13	69,349.47	1,700.00	73,891.60
Total DWSRF Reimbursable	125,378.53	860,495.22	11,200.00	997,073.75

	Jan - Dec 16	Jan - Dec 17	YTD	TOTAL
loan fee	1,924.19	0.00	0.00	1,924.19
WTP Improvements Project - Other	0.00	11,853.36	5,999.40	17,852.76
Total WTP Improvements Project	127,302.72	872,348.58	17,199.40	1,016,850.70
Total 594.34 · Capital Expenditures - Water	223,210.41	906,885.88	60,761.67	1,190,857.96
59X.34 · Debt Service - Water				
5913470 · Debt Service Principal - Water				
DWSRF Loan Principal	0.00	56,733.70	0.00	56,733.70
78 1010 · USDA Loan Principal	24,909.76	25,599.49	12,703.63	63,212.88
Total 5913470 · Debt Service Principal - Water	24,909.76	82,333.19	12,703.63	119,946.58
5923480 · Debt Service Interest - Water				
DWSRF Loan Interest	0.00	20,225.71	0.00	20,225.71
83 1010 · USDA Loan - Interest	14,420.24	13,730.51	6,961.37	35,112.12
Total 5923480 · Debt Service Interest - Water	14,420.24	33,956.22	6,961.37	55,337.83
Total 59X.34 · Debt Service - Water	39,330.00	116,289.41	19,665.00	175,284.41
Total 534 · Water Expenditures	342,295.02	1,108,928.21	152,955.86	1,604,179.09
535 · WW Treatment Expenditures				
535.10 · Salaries/Wages-WWT				
Wastewater Treatment Plant Oper	0.00	0.00	5,211.00	5,211.00
Total 535.10 · Salaries/Wages-WWT	0.00	0.00	5,211.00	5,211.00
535.20 · Personnel Benefits - WW				
FICA Expense	0.00	0.00	75.56	75.56
Insurance - WW	0.00	0.00	145.53	145.53
Total 535.20 · Personnel Benefits - WW	0.00	0.00	221.09	221.09

	Jan - Dec 16	Jan - Dec 17	YTD	TOTAL
535.30 · Supplies - WW Treatment				
31 3010 · Supplies - WW Treatment				
Sewer	0.00	902.84	0.00	902.84
31 3010 · Supplies - WW Treatment - Other	1,565.74	1,560.29	1,686.98	4,813.01
Total 31 3010 · Supplies - WW Treatment	1,565.74	2,463.13	1,686.98	5,715.8
31 3011 · Chemicals - WW Treatment	914.86	2,117.90	762.17	3,794.93
35 3010 · Tools/Equip - WW Treatment	0.00	5,788.44	1,306.40	7,094.8
Total 535.30 · Supplies - WW Treatment	2,480.60	10,369.47	3,755.55	16,605.62
535.40 · Services - WW Treatment				
Professional Services - WWT				
41 3040 · Operations - WW Treatment	48,954.17	54,000.00	36,000.00	138,954.17
41 3041 · Operations - Non-routine WWT	5,207.91	2,428.17	1,780.00	9,416.0
41 3050 · Lab Testing - WW Treatment	8,776.45	9,397.80	5,514.60	23,688.8
Total Professional Services - WWT	62,938.53	65,825.97	43,294.60	172,059.10
WW Treatment Maint. and Repair				
48 3010 · Biosolids Disposal	4,980.15	11,750.55	7,833.70	24,564.40
48 3020 · SCADA - WW Treatment	3,640.00	0.00	1,370.00	5,010.00
48 3030 · Repair & Maint WW Treatment				
JMS Contract	9,481.92	14,077.36	4,514.29	28,073.5
Other	0.00	0.00	3,172.50	3,172.5
Sewer Collection	18,921.10	22,446.59	2,905.48	44,273.1
48 3030 · Repair & Maint WW Treatment - Other	7,154.82	5,171.70	2,095.81	14,422.3
Total 48 3030 · Repair & Maint WW Treatment	35,557.84	41,695.65	12,688.08	89,941.57
Total WW Treatment Maint. and Repair	44,177.99	53,446.20	21,891.78	119,515.9
47 3010 · Electric - WW Treatment	7,885.01	9,439.49	8,466.66	25,791.10

	Jan - Dec 16	Jan - Dec 17	YTD	TOTAL
Total 535.40 · Services - WW Treatment	115,001.53	128,711.66	73,653.04	317,366.23
535.50 · Intergov - WW Treatment				
B&O/Excise Tax				
B&O Tax - Wastewater Treatment	3,929.55	3,554.89	3,874.45	11,358.89
53 2010 · Excise Tax - Sewer	810.23	1,004.56	524.57	2,339.36
Total B&O/Excise Tax	4,739.78	4,559.45	4,399.02	13,698.25
53 3020 · Permit Fees - WW Treatment	2,043.33	2,046.39	938.52	5,028.24
Total 535.50 · Intergov - WW Treatment	6,783.11	6,605.84	5,337.54	18,726.49
594.35 · Capital Expenditures - WWT				
Other	25,422.97	16,765.43	6,831.60	49,020.00
Pellet Disinfection	3,486.71	0.00	3,862.55	7,349.26
Sewer Inspection Camera	0.00	10,808.77	0.00	10,808.77
WAS Pump Station Improvements	71,756.86	0.00	0.00	71,756.86
WW SCADA/Telemetry Upgrade	0.00	37,732.50	0.00	37,732.50
Total 594.35 · Capital Expenditures - WWT	100,666.54	65,306.70	10,694.15	176,667.39
59X.35 · Debt Service - WW Treatment				
5913570 · Debt Service Principal - WWT				
78 3010 · Ecology Loan Principal	31,956.66	32,439.31	16,402.93	80,798.90
Total 5913570 · Debt Service Principal - WWT	31,956.66	32,439.31	16,402.93	80,798.90
5923580 · Debt Service Interest - WWT				
83 3010 · Ecology Loan - Interest	6,154.74	5,672.09	2,652.77	14,479.60
Total 5923580 · Debt Service Interest - WWT	6,154.74	5,672.09	2,652.77	14,479.60
Total 59X.35 · Debt Service - WW Treatment	38,111.40	38,111.40	19,055.70	95,278.50
Total 535 · WW Treatment Expenditures	263,043.18	249,105.07	117,928.07	630,076.32

	Jan - Dec 16	Jan - Dec 17	YTD	TOTAL
538 · Combined W/S Expenditures				
538.10 · Salaries & Wages				
Elected Officials				
10 0010 · Commissioner 1	2,964.00	3,192.00	2,450.00	8,606.0
10 0020 · Commissioner 2	4,191.00	3,735.00	3,127.00	11,053.0
10 0030 · Commissioner 3	4,218.00	3,420.00	2,792.00	10,430.0
Total Elected Officials	11,373.00	10,347.00	8,369.00	30,089.0
Employees				
General Manager	0.00	0.00	13,333.33	13,333.3
Total Employees	0.00	0.00	13,333.33	13,333.3
Total 538.10 · Salaries & Wages	11,373.00	10,347.00	21,702.33	43,422.3
538.20 · Personnel Benefits, Payroll Tax				
L&I Expense	0.00	0.00	22.32	22.3
Retirement Expense - Admin	0.00	0.00	800.00	800.0
20 0010 · FICA/Medicare				
Federal Withholding	-80.01	-20.00	0.00	-100.0
20 0010 · FICA/Medicare - Other	777.27	866.47	989.73	2,633.4
Total 20 0010 · FICA/Medicare	697.26	846.47	989.73	2,533.4
20 0020 · Insurance	0.00	0.00	1,565.00	1,565.0
Total 538.20 · Personnel Benefits, Payroll Tax	697.26	846.47	3,377.05	4,920.7
538.30 · Supplies - Combined W/S				
Tools/Equip/Supplies	1,142.77	1,422.78	1,619.40	4,184.9
31 4010 · Office Supplies	815.80	927.92	1,117.02	2,860.7
538.30 · Supplies - Combined W/S - Other	0.00	0.00	64.37	64.3
Total 538.30 · Supplies - Combined W/S	1,958.57	2,350.70	2,800.79	7,110.0

		Jan - Dec 16	Jan - Dec 17	YTD	TOTAL
	538.40 · Services - Combined W/S				
	Management				
	41 4010 · General Manager	44,803.50	44,982.00	27,364.08	117,149.58
	41 4020 · Acct & Admin Services	34,125.00	33,622.50	31,657.50	99,405.00
	Total Management	78,928.50	78,604.50	59,021.58	216,554.58
	Other Services - Combined W/S				
	Bank Fees	41.00	0.00	0.00	41.00
	Information Technology	2,861.53	2,934.90	3,143.23	8,939.66
	Lockbox	10,399.37	9,232.98	5,065.71	24,698.06
	Online Payment System				
	Monthly Fees	0.00	1,178.00	940.95	2,118.95
	Transaction Fees	0.00	537.50	378.30	915.80
	Online Payment System - Other	0.00	3,185.59	0.00	3,185.59
	Total Online Payment System	0.00	17,068.97	9,528.19	26,597.16
	Rent				
	Office Rental	0.00	314.48	0.00	314.48
	Storage Unit Rental	483.49	826.00	630.00	1,939.49
_	Total Rent	483.49	1,140.48	630.00	2,253.97
	361.19 · Investment Service Fees	2,091.23	2,552.55	1,392.12	6,035.90
	42 0010 · Postage	2,007.80	1,552.38	859.70	4,419.88
	42 0020 · Telephones	8,579.86	7,906.26	5,701.49	22,187.61
	44 0010 · Legal Notices & Publications	114.00	177.00	144.00	435.00
	46 0010 · Liability Insurance	10,070.00	10,614.00	175.00	20,859.00
	49 0010 · Professional Dues	1,631.07	1,859.08	1,137.91	4,628.06
	49 0020 · Printing to Subscribers	2,057.48	1,721.56	1,175.97	4,955.01
	Other Services - Combined W/S - Other	0.00	0.00	1,947.09	1,947.09
$\top$	Total Other Services - Combined W/S	40,336.83	56,760.16	30,900.41	127,997.40

		Jan - Dec 16	Jan - Dec 17	YTD	TOTAL
	43 · Travel/Mileage/Training				
	Employee Training	0.00	0.00	1,480.92	1,480.92
	43 0010 · Commissioner Travel/Mileage	1,420.20	657.75	1,289.83	3,367.78
	43 0020 · General Manager Travel	490.72	721.22	0.00	1,211.94
	43 0040 · Operations Mileage	758.05	565.42	513.04	1,836.51
	43 · Travel/Mileage/Training - Other	731.47	354.79	1,074.89	2,161.15
	Total 43 · Travel/Mileage/Training	3,400.44	2,299.18	4,358.68	10,058.30
	538.40 · Services - Combined W/S - Other	0.00	0.00	975.97	975.97
	Total 538.40 · Services - Combined W/S	122,665.77	137,663.84	95,256.64	355,586.25
	538.50 · Intergov - Combined W/S				
	B&O Tax - Fees/Penalties	71.69	173.11	57.42	302.22
	Other	216.50	120.40	164.60	501.50
	State Audit	6,034.50	0.00	5,479.74	11,514.24
	51 0010 · County Election Costs	206.72	220.83	0.00	427.55
	Total 538.50 · Intergov - Combined W/S	6,529.41	514.34	5,701.76	12,745.51
	Total 538 · Combined W/S Expenditures	143,224.01	151,722.35	128,838.57	423,784.93
Т	Total Expense	748,562.21	1,509,755.63	399,722.50	2,658,040.34
Net O	Ordinary Income	-82,038.08	-121,316.69	241,512.23	38,157.46
Net Incom	me	-82,038.08	-121,316.69	241,512.23	38,157.46

ERWOW Fall Conference	275
WASWD Fall Conference	475
WASWD Commissioner Workshop	
Certifications/Renewals	
CEU's	

- [1] Select a retirement plan option from the drop-down list.
- [2] Select part-time or full-time from the drop-down list
- [3] Enter annual salary. Enter 0 if eliminating position.
- [4] Select part-time or full-time from the drop-down list
- [5] Enter hourly wage. Enter 0 if eliminating position.
- [6] Select part-time or full-time from the drop-down list
- [7] Enter hourly wage. Enter 0 if eliminating position
- [8] Select part-time or full-time from the drop-down list
- [9] Enter hourly wage. Enter 0 if eliminating position.
- [10] Select part-time or full-time from the drop-down list
- [11] Enter hourly wage. Enter 0 if eliminating position.