



**BEACON HILL**  
**WATER AND SEWER DISTRICT**

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**MAINTENANCE,  
OPERATIONS AND  
RESERVES BUDGET FOR 2012**

## Contents

<b>EXECUTIVE SUMMARY</b> .....	2
<b>BUDGET STARTING BALANCES</b> .....	3
<b>SEWER UTILITY STARTING BALANCES</b> .....	3
<b>WATER UTILITY STARTING BALANCES</b> .....	3
<b>SHARED UTILITY EXPENSES</b> .....	4
<b>BENEFITS</b> .....	4
<b>SHARED ADMINISTRATIVE AND GENERAL EXPENSES</b> .....	6
<b>SHARED OFFICE EXPENSE</b> .....	9
<b>SHARED OPERATIONAL EXPENSE</b> .....	13
<b>SEWER UTILITY REVENUES AND EXPENSES</b> .....	15
<b>SEWER UTILITY REVENUES</b> .....	15
<b>SEWER UTILITY EXPENSES</b> .....	17
<b>WATER UTILITY REVENUES AND EXPENSES</b> .....	19
<b>WATER UTILITY REVENUES</b> .....	19
<b>WATER UTILITY EXPENSES</b> .....	21
<b>CAPITAL BUDGETS</b> .....	24
<b>SHARED CAPITAL BUDGET</b> .....	24
<b>SEWER CAPITAL BUDGET</b> .....	26
<b>WATER CAPITAL BUDGET</b> .....	27
<b>BUDGET ENDING BALANCES</b> .....	29
<b>SEWER UTILITY ENDING BALANCES</b> .....	29
<b>WATER UTILITY ENDING BALANCES</b> .....	29

## EXECUTIVE SUMMARY

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Beacon Hill Water and Sewer District is in good financial condition as we move into 2012. We now have a clear understanding of our current finances. In January a rate increase took effect for water which prepared us for additional Mint Farm Well expenses. Since adopting this increase, the STAG Grant we applied for three years ago was approved which frees up some of our cash and reduces our expected debt service. In addition the Mint Farm Well project is well under budget and we will no longer have to issue bonds with Longview for the project. The project is funded entirely through low interest loans and grants. Longview has determined that we will likely have funds returned to us at the end of the project. This is not reflected in the budget, but it may be as much as \$500,000. This could change if there are overages in the final stages of the project.

The water utility combined beginning balance is \$689,318. We project income of \$3,323,305 including loan and grant proceeds, and expenditures of \$2,765,009 including capital spending and debt service. Our combined projected final balance for the water utility is approximately \$1,247,500.

If our projections remain accurate and the Mint Farm Wells project remains under budget lowering our debt service, we may be able to lower our final rate increase planned for January 2013. We are in a much better financial position than we were in three years ago.

The sewer utility remains financially strong, with our largest expense being treatment. Our treatment costs have been reduced due to lower flows and Longview diverting flows to its lagoons to the treatment plant. We are in the second year of major capital projects to rebuild our small pump stations, and are in the advantageous position of being able to pay cash for the upgrades. This is drawing down our reserves slightly, but as soon as we finish these projects balances should recover quickly.

Our combined beginning balance for the sewer utility is \$4,541,684. Of this, \$2,505,000 invested in bonds with staggered maturities. Income is projected to be \$1,777,464 and expenditures are expected to be \$2,079,197. Of the expenses, \$850,012 are capital expenditures. The sewer utility has no debt. Our projected combined final balance is \$4,182,193. This is a loss of \$359,491 for 2012. We have only one more capital project planned for 2013, so I don't expect reserves to continue to be drawn down after this year.

## **BUDGET STARTING BALANCES**

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### **SEWER UTILITY STARTING BALANCES**

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#### **MAINTENANCE**

The 2011 year-end balance is \$1,236,007.

Beginning Balance = \$1,236,007

#### **CAPITAL RESERVE**

The 2011 year-end balance is \$3,305,677. Of that balance, \$2,505,000 is in bond investments the remainder is invested in the Local Government Investment Pool.

Beginning Balance = \$3,305,677

### **WATER UTILITY STARTING BALANCES**

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#### **MAINTENANCE**

The 2011 year-end balance is \$506,022.

Beginning Balance = \$506,022

#### **CAPITAL RESERVE**

The 2011 year-end balance is \$160,802. The entire balance is invested in the Local Government Investment Pool.

Beginning Balance = \$160,802

## **SHARED UTILITY EXPENSES**

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### **PERSONNEL**

We are currently staffed with five (5) Field I cross certified technicians. Brian Wilson is paid an additional 5% per year for his additional duties as Field Lead. Troy Smith is paid an additional 5% per year for his BAT certification. Our summer helper, was paid \$10 per hour this year, but the 2012 budget reflects a wage of \$10.50 per hour should he choose to return. If he does not return, a new summer helper will be hired at \$10 per hour for their first year.

In the office are staffed with three regular full-time and one regular part time employee. We are now adequately staffed in both the office and the field.

While we continue to use a split of 43% sewer and 57% water based on customer ratio for administrative salaries, field salaries with the exception of summer help are calculated on a 39% sewer and 61% water split. This is based on previous year's actual field hours. The summer helper's hours is calculated based on the administrative ratio.

The Portland CPI - All Urban Consumers, July '10 - July '11, is 2.6%. BHWSD has traditionally provided a 100% match up to the greatest of 3% or .85% of any increase above 3%. In December the Commissioners approved a COLA of 2.6 with annual step adjustments for those who qualified. More information on individual salaries is included in the salaries tab.

### **BENEFITS**

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#### **SOCIAL SECURITY**

The 2012 social security rate is 7.65% on all employees including commissioners, with a cap of \$110,100.

Total = \$49,965

Sewer = \$20,457

Water = \$29,508

#### **RETIREMENT**

The employer contribution for PERS 1 and 2 was reduced to 7.25% for 2012.

Total= \$46,077

Sewer = \$18,881

Water = \$27,196

#### **INDUSTRIAL INSURANCE \ MEDICAL AIDE**

The industrial insurance and medical aide are both paid quarterly to the Department of Labor & Industries on all employees and commissioners. We have had no claims and our rates have increased for field employees by .01% and decreased for the office by .009%.

Field Personnel - 1.12745 per hour  
Office Staff - .09170 per hour

Total - \$13,409

Sewer = \$5,297

Water = \$8,112

### **EMPLOYMENT SECURITY**

Current employee contributions for Washington State Employment Security is 0.17% for the first \$38,200 of wages paid. This is a reduction from 2011.

Total= \$645

Sewer = \$264

Water = \$381

### **HEALTH INSURANCE**

We have just completed our first full year handling our own insurance. In 2011 we maintained the choice of non-deductible Kaiser medical insurance, and added a choice of a \$250 deductible insurance. We paid 88% of the total cost of health, life and disability insurance with the understanding that in 2012 the District would no longer offer the non-deductible Kaiser plan and the District's portion of the insurance package would decrease to 85%. The 2011 monthly payment per employee was \$1,343.67.

Premiums for 2012 increased by 7% for the \$250 deductible plan. This is our main plan for 2012, but we have also added the option of a \$500 deductible plan. Having discontinued the traditional plan and increased the employee portion to 15%, we have lowered the District's portion of medical, life and disability to \$1,160.27 per employee per month.

Total = \$139,232

Sewer = \$57,085

Water = \$82,147

## **SHARED ADMINISTRATIVE AND GENERAL EXPENSES**

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### **PUBLIC UTILITY TAX**

Public Utility Tax is paid to the Washington State Department of Revenue on a quarterly basis. Tax is based on service receipts. Budgeted expense for water was projected using budgeted service income with 2012 rate increase.

Total = \$170,000

Sewer = \$40,000

Water = \$130,000

### **DIKING/STORM TAX**

In 2011 Cowlitz County implemented a \$36 storm water assessment at several of our properties resulting in an increase in our annual property tax payments. That charge is included in the budget for 2012 resulting in a 48% increase.

Total = \$1,295

Sewer = \$510

Water = \$785

### **NEWSLETTER**

We started sending out a newsletter to our customers 2008. This is a reliable way of fulfilling our customer education requirements for the water system, while communicating sewer concerns as well. Currently we send a full newsletter twice each year. In addition to these, we have an annual Department of Health requirement to provide a Consumer Confidence Report to each of our water customers on an annual basis.

Also included in this category are the expenses related to our bill inserts between newsletters.

Spring and Fall Newsletters - \$4,500

Periodic Inserts - \$2,100

CCR - \$700

Total = \$7,300

Sewer = \$4,462

Water = \$6,042

### **ASSOCIATION DUES AND MEMBERSHIPS**

WASWD membership dues for 2012 of \$6,800 were paid in December but are included in the 2012 budget. WWUC, WPUDA, WEF and AWWA are water only charges.

Washington Association of Sewer and Water Districts estimated dues (WASWD) = \$6,800

Cowlitz Wahkiakum Council of Governments estimated dues (CWCOG) = \$2,700

Cowlitz Economic Development Council estimated dues (CEDC) = \$100

Utility Coordinating Council of Cowlitz County (UCC) = \$200

Drug Free Business - Annual EAP estimated dues = \$250

WASWD Retro Membership estimated dues = \$400  
Washington Water Utilities Council (WWUC) = \$250  
Washington Public Utility District Association (WPUDA) = \$250  
Water Environment Federation estimated dues (WEF) = \$150  
American Water Works Association estimated dues (AWWA) = \$350  
Washington Association of Municipal Attorneys (WAMA) = \$120  
American Society for Public Administration (APA) = \$100  
Washington Municipal Treasurers Association (WMTA) = \$40

Total = \$11,710

Sewer = \$4,605

Water = \$7,105

### **TRAVEL EXPENSE**

Meals and lodging for meetings or travel not related to education.

Total = \$1,554

Sewer = \$720

Water = \$834

### **MILEAGE REIMBURSEMENT**

Mileage reimbursements for daily business related activities.

Total = \$1,635

Sewer = \$711

Water = \$924

### **EDUCATION**

This category covers conference registration, lodging, meals, staff training and reference material. The following is an estimated summary of next year's expenses:

AWWA Rate Conference Registration/Lodging – \$800/\$400 = \$1,200  
WMTA Conference Registration/Lodging - \$200/\$350 = \$550  
WASWD Fall Conf. Registration/Lodging – \$400/\$700 = \$1,100  
Harris Northwest Users Conference (two attendees) – \$1,000  
WASAMA Spring Conference Registration/Lodging (A. Engstrom) - \$600  
WASAMA Fall Conference Registration/Lodging (A. Engstrom) - \$600  
Field CEU Classes - \$2,000  
Field Hotel Budget - \$2,000  
Field Meals - \$1,000  
UCC Monthly Mtg. – \$225  
Other Training\Education - \$2,000  
Reference Material - \$300

Total = \$12,575

Sewer = \$3,257



Water = \$9,318

**ENGINEER**

Developer extension plan review and construction inspection fees are included in this category. Although reimbursement will occur, that component of costs is unpredictable, like customer refunds. Considering miscellaneous information and support for projects.

Total = \$2,000

Sewer = \$1,000

Water = \$1,000

**LEGAL EXPENSE**

Alan Engstrom's monthly retainer and estimated hourly legal fees increased in 2012. The combined retainer is \$775 per month and the hourly rate for non-retainer items is \$215. Based on past experience. There is approximately a 50% split between retainer and non-retainer billing.

Total = \$18,500

Sewer = \$7,955

Water = \$10,545

**ELECTION EXPENSE**

We have no election expenses for 2012.

Total = \$0

**INSURANCE**

We've been with the Water and Sewer Risk Management Pool since the fiscal year 1989-90. Our 2011-2012 premiums were \$47,445. In addition we purchase a bond that is required since we operate as our own treasurer for \$500 per year. Insurance renews in November of each year so we do not have the 2012-2013 premiums yet. I am assuming a 7% increase.

Total = \$51,301

Sewer = \$22,059

Water = \$29,242

## **SHARED OFFICE EXPENSE**

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### **OFFICE/SHOP CLEANING SUPPLIES**

This category includes all general purpose janitorial supplies, disposable paper products and cleaning services. We have the carpets cleaned twice each year. Weekly building cleaning is performed by a BHWSO employee after hours. Landscape maintenance is handled by the field crew reducing costs. In 2012 we expect the following expenses:

Total = \$1,037

Sewer = \$446

Water = \$591

### **BUILDING MAINTENANCE**

Miscellaneous repair projects including replacement of furniture or other building related items.

Replace shelving in shop (existing shelves are not sound and are seismically unsafe) - \$5,000

Replace vacuum cleaner - \$500

Miscellaneous repairs and materials - \$2,500

Total = \$8,000

Sewer = \$3,440

Water = \$4,560

### **SECURITY**

In 2011 we upgraded our security system, added security cameras and started having a security company monitor the system to avoid having employees dispatched by themselves to building security alarms. Now a security alarm is reported to the on-call crew member who will meet security staff on site.

Annual Monitoring - \$400

Misc. Security Expenses - \$200

Total = \$600

Sewer = \$258

Water = \$342

### **OFFICE PHONES**

This category includes office phones and cell phone service. Office internet is also included because it is bundled with our phone service.

Total = \$5,651

Sewer = \$2,430

Water = \$3,221

### **OFFICE POSTAGE**

This category is for miscellaneous postage purchased for our Mail Station postage machine. We

expect higher postage next year because we will be mailing our own claims, but that is offset by reduced charges from the County Auditor's office.

Total = \$3,412

Sewer = \$1,540

Water = \$1,872

### **OFFICE POWER**

We recently experienced an 18% increase in power costs which is reflected in the 2012 budget.

Total = \$6,586

Sewer = \$2,832

Water = \$3,754

### **OFFICE SUPPLIES AND EQUIPMENT**

Purchase of paper, printed forms and other supplies along with small office equipment.

Total = \$5,964

Sewer = \$2,563

Water = \$3,401

### **BANK FEES**

This is a new budget category for reporting fees associated with ACH, credit cards, District visa cards and other miscellaneous bank fees. Current budget is based on 2011 fees.

Total = \$9,400

Sewer = \$4,030

Water = \$5,370

### **SOFTWARE MAINTENANCE AGREEMENTS**

Expenses for annual maintenance agreements for software used by the District. This includes our various billing software modules as well as our mapping and water modeling software.

Total = \$11,907

Sewer = \$4,783

Water = \$7,124

### **BILLING AND COLLECTING**

Billing is done in-house using the Harris Utility Management software we purchased in 2008. We have changed from the postcard bills to the combined water/sewer bills on 8 1/2 x 11 invoice paper and are now including a return envelope for our customers use. Our bill printing and mailing is done by Databar. Expenses include monthly charges from Databar, expenses for in-house final notice preparation and paper for door hangers which are used for notification of impending water shut-off. This category has been reduced to reflect credit card charges being moved to the Bank

Fees category.

Total = \$23,661

Sewer = \$9,900

Water = \$13,761

### **SAFETY/HEALTH**

The Safety/Health category includes expenses for small personal protection items, crew physicals and safety equipment. Also included in this category is our District Health program which is part of our insurance pool requirements. We are eligible for two \$500 grants for health programs each year. Equipment purchases planned for 2012 include the following:

PPE/Rain Gear - \$2,500

Traffic Cones - \$500

Replacement Road Signs - \$2,500

Medical Exams - \$1,000

Misc. Small Safety Items - \$500

Health Program Activities - \$1,000

Automated External Defibrillators (one for office and one for field) - \$4,000

Total = \$12,000

Sewer = \$5,160

Water = \$6,840

### **CLOTHING**

There is no increase in the 2012 budget for this category

Clothing Allowances for Field Crew - \$1,100

Boot Allowance for Field Crew - \$550

District Portion of Clothing with District Identification - \$500

Total = \$2,150

Sewer = \$925

Water = \$1,225

### **COMPUTERS**

Planned computer purchases and replacements are included in the shared capital budget. The expenses here are for support, networking and internet access along with a small allowance for miscellaneous expenses and repairs.

Internet Access w/static IP - \$1,260

Data Plan for tablet - \$600

Miscellaneous Computer Expenses - \$5,000

IT Support for (10) Desktop PC's, (1) Laptop and Server- \$11,825

Total = \$18,685

Sewer = \$8,035  
Water = \$10,650

**SHOP SUPPLIES**

This category contains cleaning and disposable items used in the office and shop along with small tools. Projected costs in this line item are based on actual expenses with a 3% increase.

Total. = \$4,706

Sewer = \$1,717  
Water = \$2,989

**COPIER MAINTENANCE**

Annual maintenance charges are limited to \$.009 per copy printed.

Total. = \$1,458

Sewer = \$627  
Water = \$831

**REGULATORY/AUDITOR**

We are audited by the state every other year by the State of Washington. This year is a regular audit year.

Total. = \$12,000

Sewer = \$5,160  
Water = \$6,840

## **SHARED OPERATIONAL EXPENSE**

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### **EQUIPMENT REPAIR AND REPLACEMENT**

This category is for repair and replacement of shop and field equipment. Also included in this category are new items that are not above our \$1,500. For miscellaneous repair and replacement of shared equipment, we maintain last year's budget of \$2,000.

Shared equipment purchases are expected to be:

Trash Pump - \$3,000  
Metal Detector - \$1,100  
Concrete Mixer - \$650

For the sewer utility we expect to make the following purchases.

Locating Sonde - \$800  
Discharge Hose - \$500  
WartHog Sewer Nozzle - \$1,300  
12" – 18" Sewer Plug - \$900  
Miscellaneous Sewer Equipment Repairs - \$2000

For the water utility we expect to make the following purchases:

Chlorine Tester - \$1,000  
Miscellaneous Water Equipment Repairs - \$2,000

Total = \$13,250

Sewer Equipment Repair and Replacement = \$7,542  
Water Equipment Repair and Replacement = \$5,708

### **GROUNDS MAINTENANCE**

This covers maintenance and landscape expenses both at the shop and office and at our various properties throughout the District.

Total = \$2,137

Sewer = \$1,094  
Water = \$1,043

### **LOCATES AND LINE MARKERS**

In 2012, Cowlitz County entities left the Northwest Utilities Notification Center and switched to the Utilities Underground Location Center. We pay \$1.20 per locate ticket as opposed to \$1.32 previously. We were also previously being charged for approximately 50 locates each month, many of which were not in our area but we had to pay for them regardless. With the UULC we are no longer responsible for locate tickets that are not in our District. We are now seeing 25-30 locates per month. We also purchase location markers each year to identify the location of our mainlines. We may also have expenses related to potholing for our capital projects this year.

Locates - \$1,100  
Marking Stakes - \$2,000

Total = \$3,100

Sewer = \$1,333  
Water = \$1,767

**TRANSPORTATION – FUEL**

Fuel is purchased through card lock and tracked per vehicle so it can be correctly distributed to water or sewer. We typically spend more on fuel for sewer than we do for water, but it is based on which vehicle is being used rather than split on a 43-57% basis. Budgeted amounts are based on past tracked use with a 3% increase.

Total = \$13,940

Sewer = \$8,705  
Water = \$5,235

**TRANSPORTATION – VEHICLES**

Expenses for vehicle maintenance and repair. Items are listed individually in the budget but totals are combined here into a single category.

Total = \$10,285

Sewer = \$5,170  
Water = \$6,516

## **SEWER UTILITY REVENUES AND EXPENSES**

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### **SEWER UTILITY REVENUES**

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All revenues are based on a service charge of \$48.48 per month per residential equivalent units (eru's). This is the 2011 rate adjusted by the CPI of 2.6%. Interest revenue accounts reflect an annual interest rate of .1%.

#### **SERVICE RECEIPTS**

2011 sewer rates were \$47.25 per month. In 2009 we adopted a Resolution for automatic annual increases in both water and sewer rates based on the annual CPI increase. This allows us to keep up with the rising costs of materials, personnel COLA's and fuel with very small annual increases that will be much less impact on our customers than waiting until a major increase is needed. This also means the only time a major increase should be needed is when we have capital improvement needs. This year the CPI is 2.6% resulting in a \$1.23 per month increase.

Projected billed accounts of 3,040 ERU's less 47 average monthly vacancy credits  
= 2,993 x \$48.48 x 12/mo = \$1,741,208

#### **CONNECTION FEES**

Our current General Facilities Charge is \$3,269.73 (GFC) implemented January 1, 2012. By resolution, the GFC is to be increased annually by a factor reflecting the ENR Construction Cost Index (CCI) at the beginning of each year. The ENR CCI for Seattle reflects a 3.9% increase. Applying this increase to our GFC we get \$3,270.

In the past we have based the number of connections on approximately 40% of the available, buildable lots in the District. Unfortunately in 2008 new housing starts dried up. We have not seen housing starts rebound to date and can only go by recent experience. I recommend budgeting for 10 connections @ \$3,270, GFC's = \$32,700

#### **INSPECTION FEES**

We should budget for 10 inspection permits associated with new construction and 3 permits associated with lateral repairs = 13 permit fees x 50.00 = \$650

#### **LIEN INTEREST ON SERVICE ACCOUNTS**

Lien interest is difficult to budget for since we don't know when liens will clear. An assumption of \$1,000 is used, but we typically collect more than that.

Estimate = \$1,000

#### **MISCELLANEOUS INCOME**

This covers receipts that are out of the ordinary such as loan draws or insurance reimbursements.

Estimate = \$1,000

#### **MAINTENANCE INTEREST**

Interest from funds invested in Washington Government Investment Pool. Based on investment interest at .1%.



Estimate = \$1,567

**CAPITAL RESERVE INTEREST**

Interest from Bonds and funds invested in Washington Government Investment Pool

Estimate = \$24,006

## **SEWER UTILITY EXPENSES**

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### **TREATMENT**

The annual treatment plant budget is divided among the four user entities (Longview, Kelso, BHSD, Cowlitz County) on the basis of their respective flow percentages for a given twelve month period. This period includes the months of August through July prior to the adoption of the following year's budget.

Actual flow percentages for the subsequent twelve month period then is applied to the previous year's budget and a "correction" or "adjustment" is added or subtracted from the entity's upcoming treatment obligation.

This year our flow percentage has decreased from 8.35% to 7.37%. Treatment is by far our largest annual expense; it makes up over 60% of our operating expenses.

Budget = \$578,270

### **PUMPING ELECTRICITY**

This category reflects electricity used in the sewer collection system. Office and shop electricity is included in a separate, shared overhead category. This reflects an 18% increase in rates.

Estimate = \$14,921

### **PUMPING TELEMETERY**

Pump station auto-dialers at \$200.00\mo x 12 = \$2,400, and cost of \$50.00\mo. For 24 hour answering service x 12 = \$600.

Estimate = \$3,647

### **PUMPING MAINTENANCE**

Miscellaneous maintenance on pump stations along with planned maintenance of specific pump stations listed in budget.

Estimate = \$6,500

### **TRANSMISSION & DISTRIBUTION LINES**

This line item covers dig up and repair of transmission lines for sewer system, both scheduled and unscheduled.

Estimate = \$5,000

### **ROAD PERMITS**

Required when digging in county roads or state highways.

Estimate = \$305

### **EXCAVATION**

Expenses related to equipment rental or hiring outside contractors for excavation.

Estimate = \$1,000

**MANHOLE REHABILITATION**

This category is for parts and materials related to our manhole maintenance program. The program consists of scheduled inspections and repairs along with the installation of rain stopper inserts in all District manholes.

Estimate = \$250

## **WATER UTILITY REVENUES AND EXPENSES**

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### **WATER UTILITY REVENUES**

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#### **SERVICE RECEIPTS**

Water rates differ based on geographic location. Rate Area 1 includes Columbia Heights, Beacon Hill and Lexington and is charged according to the attached Schedule 91. All other service areas are charged according to Schedule 93. In January 2012 we implemented a rate increase for both schedules. Current budget is based on the current number of connections in each area at the new rates along with excess consumption in each area for 2011.

Total Service Receipt = \$2,556,803

#### **CONNECTION FEES**

We currently charge \$2,550 for all connections plus a local facilities charge to cover actual time and materials for new services. The Local Facilities Charge is included in the Miscellaneous Revenue line item. In 2008 a resolution was passed to increase the connection fee annually by a factor reflecting the ENR Construction Cost Index (CCI) at the beginning of each year. The ENR CCI for Seattle reflected a .9% increase. Applying this increase to our 2011 GFC, the new rate of \$2,550 went into effect January 1, 2012. We estimate a total of 10 connections in 2012 at a fee of \$2,550.

Total Connection Fees = \$25,500

#### **MAINTENANCE INTEREST**

Interest from funds invested in Washington Government Investment Pool. Based on investment interest at .1%.

Estimate = \$350

#### **CAPITAL RESERVE INTEREST**

Interest from funds invested in Washington Government Investment Pool. Based on investment interest at .1%.

Estimate = \$200

#### **PWTF LOAN**

We have a Public Works Trust Fund loan that will be drawn on for expenses related to two projects.

Estimate = \$335,000

**STAG GRANT**

A federal STAG grant will reimburse 55% of the expenses for three water projects.

Estimate = \$400,000

**MISCELLANEOUS INCOME**

This covers receipts that are out of the ordinary.

Estimate = \$1,000

**DEBT SERVICE**

This is by far the largest financial impact we have for the water utility. We pay debt service on several loans. There are outstanding PWTF loans, along with a loan to the PUD and a loan for the regional water treatment plant. The bulk of the debt service is related to the Mint Farm Well project with the City of Longview. Because Debt Service is a liability rather than an expense it does not show up on the operating budget so I am including it here for informational purposes.

Estimate = \$367,321

## **WATER UTILITY EXPENSES**

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### **WATER SYSTEM OPERATOR LICENSE**

Annual water system licensing fee and any additional charges from Washington State Department of Health.

Estimate = \$2,700

### **WATER TESTING**

We test twice per month for coliforms at approximately \$200 per month. In 2010 we finished our monitoring plan for two different disinfection by-products to meet our DOH required Stage 2 DBP requirements. We start testing again this year for regular monitoring. These tests are \$250 a piece and multiple tests are required.

Regular and Misc. Coliform Testing = \$3,000

DBP Testing = \$1,000

Estimate = \$4,000

### **CERTIFICATIONS/LICENSING**

Each year we need to pay renewal fees to the Department of Health for our individual water certification. Currently employees hold eight certifications including Water Distribution Specialist, Water Distribution Manager 1 & 2, Cross Control Specialist and Backflow Assembly Tester.

Estimate = \$881

### **RWTP CAPITAL EXPENSE**

This is our portion of scheduled and emergency maintenance for the regional water treatment plant. Expenses are being kept at a minimum due to the planned replacement of the plant.

Estimate = \$15,000

### **WATER SUPPLY**

Water is purchased from the City of Longview at a rate of \$0.0046 per cubic foot (CF). Our average consumption 2004 through 2007 is 45 million CF but there has been a downward trend. The 2012 budget is projected based on 2011 consumption. In 2011 we were drawing down the RWTP reserves so we did not pay five months' worth of service resulting in a low annual cost. We are now back to paying monthly. Also included in this category are wheeling charges from Longview and Kelso.

Estimate = \$255,553

### **PUMPING EXPENSE - TELEMETRY**

This category covers the cost of the existing SCADA system at the water pump stations. Charges are approximately \$425 per month.

Estimate = \$5,135

### **POWER COSTS FOR PUMPING**

This is the electricity cost each of the pump stations in our water distribution system. Estimate reflects an 18% increase in power costs.

Estimate = \$34,429

### **PUMP STATION MAINTENANCE**

These expenses are for the repair or replacement of pump station equipment at each of our water system pump stations. The estimate covers unexpected non-capital expenses. They typically average approximately \$2,000 per pump station.

Estimate = \$16,000

### **TRANSMISSION AND DISTRIBUTION LINES**

This line item covers District emergency expenses, with the exception of contracted excavation, for dig up and repair of collection system. In 2011 we spent \$5,016 on repairs.

Estimate = \$10,000

### **SPECIALTY VALVE MAINTENANCE**

We use a contractor for planned and emergency maintenance and inspection of specialty control valves.

Estimate = \$5,000

### **METER REPLACEMENT PROGRAM**

The meter replacement program is for the replacement of existing meters. Our goal is to replace approximately 200 water meters annually due to age or failure. We also have to install a source meter as required by the Department of Health at Cowlitz Gardens, estimated cost \$6,000.

Estimate = \$14,000

### **CUSTOMER INSTALLATIONS**

In 2008 we started tracking the expenses related to new services separately. These costs include our materials and contractor excavation costs, but not our crew time. All expenses in this category are reimbursed by the customer.

Estimate = \$2,000

### **ROAD PERMITS**

Required when digging in county roads or state highways.

Estimate = \$606

**EXCAVATION EXPENSE**

This is for excavation related to emergency repairs which are contracted out. We do most of our own excavation which has resulted in a budget reduction for this category.

Estimate = \$2,500

**BACKFLOW INSPECTIONS**

Expenses related to backflow testing including test forms and calibration of testing equipment.

Estimate = \$500

**RESERVOIR EXPENSES**

Expenses for cleaning and inspection of our reservoirs along with required minor maintenance expenses. In 2012 we plan to clean Lexington and Beacon Hill reservoirs per our maintenance schedule.

Estimate = \$14,700

**MAINTENANCE OF MAINS**

Expenses in this category are for emergency excavation and repair of existing water mains and regular valve maintenance. In 2011 we spent approximately \$6,000 in this category. We plan to spend more in 2012 because we will be doing more valve maintenance this year.

Estimate = \$12,000

**MAINTENANCE OF METERS**

Repair and testing oversize customer meters, source meters and flow meters.

Estimate = \$2,500

**MAINTENANCE OF HYDRANTS**

In 2008 we established a program for the flushing and repair of hydrants in the District. Parts and materials associated with this program are included in this line item. Main expenses include replacement of buried extensions, primer, paint and ID tags.

Estimate = \$3,500

**METER READING**

Contract for monthly residential meter reading at approximately \$2,750 per month.

Estimate = \$35,000



## **CAPITAL BUDGETS**

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### **SHARED CAPITAL BUDGET**

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The following purchases are considered capital purchases because they are over \$1000. We expect to make the following shared purchases in 2012.

#### **EQUIPMENT AND TOOLS**

In 2012 we propose to purchase the following pieces of equipment that can be used by either utility. Please see attached field justification.

Hydro Vac Trailer - \$57,000

Total = \$57,000

Sewer = \$24,510

Water = \$32,490

#### **COMPUTERS**

As you can see from the attached Technology Replacement Schedule, we are scheduled to replace three desktop computers this year. All are four years old, which is the preferred replacement age for desktop computers. We do not plan to replace the laptop so we have quit funding this item.

(3) Workstations w/ network installation - \$8,400

Total = \$8,400

Sewer = \$3,612

Water = \$4,788

#### **TELEPHONES**

We are replacing the phone system in the office because the current system does not meet our needs. There are issues identifying lines in use which result in employees picking up lines that are already in use. There is also an issue with "cross-talk", conversation being held on one line can be heard on the other line causing confidentiality issues. We will also add an additional outgoing line because the manager is taking part in many meetings on the phone to save travel expenses.

Total = \$4,000

Sewer = \$1,720

Water = \$2,280

**PARKING LOT PAVING**

The parking lot at the office is in need of repaving. There are large potholes that result in standing water and wear and tear on vehicles. Due to the heavy equipment through the parking lot on a regular basis, the parking lot is deteriorating quickly.

Total = \$19,000

Sewer = \$8,170

Water = \$10,830

## **SEWER CAPITAL BUDGET**

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### **CAPITAL IMPROVEMENT PROJECTS**

We plan to do the following CIP projects in 2012.

#### **CIP – NIBBLET PS**

Construction of an upgrade of the Niblett Way pump station similar to the upgrades we completed at Eastside and Louise pump stations in 2010 is scheduled for summer 2012.

Estimate = \$210,000

#### **CIP – KELSEY COURT PS**

Construction of an upgrade of the Kelsey Court pump station relocating the control cabinet and upgrading the wet well is scheduled for summer 2012.

Estimate = \$210,000

#### **CIP – YELTON PS**

This upgrade will be slightly different from those completed at Eastside and Louise. We are relocating the entire pump station due to concerns about slope stability above the existing location. Construction is scheduled for summer 2012.

Estimate = \$386,000

#### **CIP – AIR VAC #3 REPLACEMENT**

We will replace the air vac and vault located at the Nevada Drive pump station.

Estimate = \$6,000

## **WATER CAPITAL BUDGET**

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### **CAPITAL IMPROVEMENT PROJECTS**

We plan to do the following CIP projects in 2012.

#### **CIP – ALDERWOOD PS**

We received a federal STAG grant to reimburse 55% of the cost of this project. The Alderwood pump station will be rebuilt and additional pumping installed for fire flow. PWTF loan funds are being used for this project. After STAG reimbursement the total cost to the District is \$274,500.

Estimate = \$625,000

#### **CIP – CURTIS ROAD INTERTIE**

The STAG grant covers 55% of the cost of this project as well. The District's portion will be \$66,825. Our water main will be connected to Longview's water main at Curtis Road allowing for additional supply to our Lone Oak Reservoir. This project also includes the relocation of a PRV. We typically budget \$15,000 annually for PRV upgrades. Since we are addressing a PRV in this project we did not budget additional funds for PRV replacement in 2012.

Estimate = \$150,000

#### **CIP – WILLIAMS FINNEY EMERGENCY POWER**

This project will provide emergency power at the Williams Finney Pump Station. This location has no storage so customers lose water during power interruptions and it also requires excessive field crew time to get the system recharged and back online after a failure. This project is also eligible for 55% reimbursement from the STAG grant. \$41,975 in PWTF loan funds will be used for the District's portion of the project.

Estimate = \$100,000

#### **CIP – REBUILD HILLSIDE PUMP**

Our secondary pump at Hillside pump station is offline and requires rebuilding. This station will likely be replaced within the next couple years, but we require the second pump for summer flows. This pump must be rebuilt. A second pump at the station also requires a rebuild, but we are trying to hold off on this work until a new pump station is built.

Estimate = \$20,000

#### **CIP – PAINT LONE OAK RESERVOIR**

Lone Oak reservoir is scheduled for repainting this year. This meets our regular maintenance schedule.

Estimate = \$25,000

#### **CIP – LEXINGTON RESERVOIR SITE WORK**

We still have some site work to perform at the Lexington Reservoir. This work was recommended by GeoEngineers in their study of local ground movement.

Estimate = \$25,000

**WATER INVENTORY**

This is the purchase of regular stock for repairs and inventory.

Estimate = \$20,000

## **BUDGET ENDING BALANCES**

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### **SEWER UTILITY ENDING BALANCES**

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#### **MAINTENANCE**

The maintenance fund is projected to have a balance of \$840,417 at year end. This is a reduction of \$385,995 from our beginning balance. The reduction is the result of spending \$850,012 cash on capital projects.

Estimate = \$850,012

#### **CAPITAL RESERVE**

Projected balance at year end 2012 invested in Washington Government Investment Pool. This is an increase of \$26,504.

Estimate = \$3,332,181

### **WATER UTILITY ENDING BALANCES**

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#### **MAINTENANCE**

Funds held in Heritage Bank and invested in the Washington Government Investment Pool are projected to be \$1,033,653 at the end of the year. This is an increase of \$527,631.

Estimate = \$1,033,653

#### **CAPITAL RESERVE**

Projected balance at year end 2012 invested in Washington Government Investment Pool. This is an increase of \$53,347.

Estimate = \$214,149

**Beacon Hill Water and Sewer District**  
**Budget Forecast Report**  
**2012 Expense Budget**

Date : 4/12/2012 9:46:25 AM  
 User Name : Kim

Amendment # : 0

**01 Sewer**

	<b>Current Budget</b>	<b>Proposed Budget</b>	<b>Estimated Year end</b>	<b>Percent Change</b>	<b>Current YTD</b>	<b>Last Year Actual</b>
501005 - Labor-Billing & Collecting	23,019.00	23,618.00	23,083.31	2.602	24,390.10	21,414.84
501010 - Labor-Commissioners	1,609.92	1,878.24	1,878.24	16.667	1,744.08	1,833.52
501011 - Labor-Customer Service	21,468.00	22,027.00	21,320.81	2.604	22,695.11	19,686.64
501015 - Labor-Executive Assistant	11,271.00	12,990.00	12,469.64	15.252	13,497.92	10,180.11
501035 - Labor-General Manager	48,890.00	50,161.00	51,753.33	2.600	54,450.22	47,965.75
501040 - Labor-Accounting	27,931.00	26,269.00	46,353.44	-5.950	27,746.59	30,462.45
501050 - Labor- System Maintenance	63,898.00	117,283.70	107,217.04	83.548	114,563.99	55,829.49
501060 - Labor-Pump Station Maintenc	16,152.37	10,337.30	7,505.33	-36.001	7,462.37	13,843.82
501100 - Employees Bens-PERS	17,090.00	18,881.00	14,950.55	10.480	14,908.61	11,989.98
501110 - Employees Bens-Health Ins	57,747.91	27,150.00	26,160.54	-52.985	18,731.48	49,351.01
501111 - Employer VEBA Contrib	0.00	29,934.00	46,622.26	100.000	27,724.15	0.00
501200 - Federal Payroll Taxes	17,084.00	33,005.46	33,005.46	93.195	0.00	16,337.52
501207 - SSI & Medicare	0.00	12,784.13	12,411.78	100.000	0.00	0.00
501208 - Life & ADD	0.00	5,240.64	4,080.23	100.000	2,999.24	0.00
501210 - Employees Bens-Ind Ins	2,416.58	5,297.00	6,536.21	119.194	4,006.59	5,256.15
501220 - Employee Bens-Unemp	1,553.00	1,448.64	1,448.64	-6.720	402.58	948.48
501300 - State Exise Tax	26,047.52	40,000.00	28,440.04	53.566	31,346.81	31,809.38
501350 - Diking Assessments	500.00	510.00	2,583.36	2.000	430.56	477.12
502090 - Newsletters	4,558.00	4,462.00	2,151.27	-2.106	1,972.00	2,361.34
502100 - Association Dues & Members	4,528.00	4,605.00	7,232.78	1.701	7,295.99	3,741.53
502120 - Travel Expenses (Meals/Lodg	1,918.95	720.25	880.68	-62.467	911.91	1,082.47
502130 - Mileage Reimbursement	320.06	710.84	676.99	122.096	676.99	440.90
502135 - Engineering Services	1,000.00	1,000.00	5,323.65	0.000	1,774.55	4,476.33
502140 - Legal Services	7,170.00	7,955.00	9,943.46	10.948	9,796.18	7,679.58
502160 - Misc Professional Services	1,168.32	6,500.00	7,783.00	456.354	5,837.25	1,771.00
502190 - Education	4,784.00	3,257.00	348.30	-31.919	290.25	354.57
502193 - Election Costs	700.00	0.00	0.00	-100.000	554.46	0.00
502195 - Insurance	13,849.47	22,059.00	20,997.07	59.277	13,739.02	14,102.73
502210 - Office/ Shop cleaning supplie	0.00	445.84	432.85	100.000	432.85	91.45
502220 - Building Maintenance	1,075.00	2,064.00	1,083.93	92.000	1,266.38	0.00
502230 - Security	0.00	258.00	1,912.99	100.000	1,912.99	0.00
502240 - Office Expense-Phone	2,365.00	2,429.59	2,358.83	2.731	2,304.27	2,553.73
502250 - Office Expense-Postage	1,505.00	1,540.10	1,400.09	2.332	1,402.41	1,161.46
502260 - Office Expense-Power	2,199.20	2,831.87	2,399.89	28.768	2,381.46	2,561.10
502270 - Office Expense-Supplies	1,575.00	2,563.43	2,488.77	62.758	2,399.23	3,946.42
502300 - Recording Fees	1,000.00	1,000.00	1,803.58	0.000	1,936.88	6,272.77
502305 - Banking Fees	0.00	4,030.00	443.40	100.000	2,271.61	66.65
502310 - Software Maintenance Agree	3,820.00	4,783.31	4,643.99	25.218	3,482.99	0.00
502330 - Subscriptions-Publications	55.51	100.00	76.98	80.148	64.15	83.15
503000 - Billing & Collecting	10,915.00	9,900.00	14,086.74	-9.299	12,929.02	13,717.06
520000 - Customer Refunds	500.00	833.15	808.88	66.630	808.88	1,014.31
520100 - Safety & Health	2,537.00	5,160.00	2,071.06	103.390	2,037.56	2,540.37

**Beacon Hill Water and Sewer District**  
**Budget Forecast Report**  
**2012 Expense Budget**

Date : 4/12/2012 9:46:25 AM  
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Amendment # : 0

**01 Sewer**

	<b>Current Budget</b>	<b>Proposed Budget</b>	<b>Estimated Year end</b>	<b>Percent Change</b>	<b>Current YTD</b>	<b>Last Year Actual</b>
520200 - Clothing Allowance	2,276.05	925.00	1,907.59	-59.359	1,623.19	1,013.77
521006 - Computer Expenses	6,569.00	8,142.00	16,145.96	23.946	16,349.02	13,990.68
521400 - Garbage Service	198.89	381.33	370.22	91.729	339.37	255.76
521500 - Advertising	256.35	418.03	405.85	63.070	579.11	187.84
522000 - Shop Supplies	722.83	1,717.14	1,667.13	137.558	1,665.75	1,132.53
523009 - Copier Maintenance	374.00	627.12	608.85	67.679	667.12	606.84
528000 - Regulatory/Auditor	1,000.00	5,160.00	23,149.65	416.000	17,362.24	1,506.37
528200 - Certifications/Licenses	50.00	564.34	547.90	1,028.680	547.90	30.00
611000 - Sewer Treatment Costs - TRF	677,328.00	578,270.00	677,328.00	-14.625	677,328.00	654,760.00
612000 - Equipment Repair & Replace	4,196.55	7,542.00	797.09	79.719	797.09	1,405.31
612100 - Grounds Maintenance	3,232.63	1,094.95	1,063.06	-66.128	620.12	1,574.31
620080 - Pumping Expense-Electric	9,785.95	14,921.37	12,645.23	52.478	13,592.74	10,404.97
620800 - Pumping Expense-Telemetry	3,354.10	3,647.10	3,540.87	8.736	2,316.72	4,881.85
620810 - Pumping Expense-Mtn	4,066.81	6,500.00	17,857.94	59.830	14,881.62	2,568.41
630000 - Locates	568.00	1,500.00	2,548.06	164.085	2,566.07	534.54
632020 - Kelsey Pump Station Mtn	0.00	887.92	862.06	100.000	790.22	0.00
632030 - Lexington Pump Station Mtn	0.00	933.67	906.48	100.000	830.94	0.00
632050 - Nevada Pump Station Mtn	0.00	1,453.51	1,411.17	100.000	1,293.57	0.00
632060 - Niblett Pump Station Mtn	0.00	887.93	862.07	100.000	790.23	0.00
632070 - Yelton Dr Pump Station Mtn	0.00	1,602.47	1,555.80	100.000	1,426.15	0.00
650005 - Transportation Exp-Fuel (All \	4,800.00	8,704.89	8,451.35	81.352	8,779.64	6,579.25
650017 - Transportation exp-2000 Jee	0.00	205.00	238.02	100.000	198.35	89.90
650020 - Transportation Expense-201C	205.00	205.00	117.32	0.000	97.77	897.64
650025 - Trans Exp-2001 Chev Cube \	450.00	450.00	213.84	0.000	160.38	261.58
650030 - Transportation Exp-2004 GM	450.00	450.00	4,471.31	0.000	4,483.60	783.51
650035 - Transp Exp-1984 Ford Dump	1,365.00	1,365.00	1,280.55	0.000	1,280.55	1,709.33
650042 - Trans Expense-2008 Chevy	205.00	205.00	179.06	0.000	74.61	7.71
650043 - Trans Exp-Back Hoe	645.00	1,589.60	1,543.30	146.450	1,286.08	79.94
650045 - Equipment-O'Brien Sewer Cl	300.00	300.00	141.48	0.000	141.48	91.27
650050 - Equipment-WWII Generator	300.00	300.00	0.00	0.000	0.00	0.00
650060 - Equipment-Misc (utility trailer)	0.00	100.00	1,259.69	100.000	1,259.69	387.35
662000 - Trans & Dist Lines Expenses-	5,000.00	5,000.00	1,396.77	0.000	816.73	1,666.89
664100 - Road Permits	305.42	305.00	0.00	-0.138	0.00	148.26
664110 - Excavation	1,037.64	1,000.00	747.16	-3.628	622.63	3,451.46
680100 - Supplies - Bldg Mtn	0.00	70.64	68.58	100.000	22.86	0.00
680300 - Supplies Expense-Manhole R	250.00	250.00	0.00	0.000	0.00	0.00

**Default Department Summary**

<b>Grand Totals</b>	0.00	0.00	0.00	0.000	0.00	0.00
<b>Total Expenditures</b>	1,133,682.75	1,232,829.81	1,371,216.38	8.746	1,233,175.83	1,098,551.00
<b>Total Other Expenditures</b>	0.00	0.00	0.00	0.000	0.00	0.00



**Beacon Hill Water and Sewer District  
Budget Forecast Report  
2012 Expense Budget**

Date : 4/12/2012 9:46:25 AM  
User Name : Kim

Amendment # : 0

**01 Sewer**

	<b>Current Budget</b>	<b>Proposed Budget</b>	<b>Estimated Year end</b>	<b>Percent Change</b>	<b>Current YTD</b>	<b>Last Year Actual</b>
<b>Default Department Summary</b>						
<b>Grand Totals</b>	(1,133,682.75)	(1,232,829.81)	(1,371,216.38)	8.746	(1,233,175.83)	(1,098,551.00)

**Beacon Hill Water and Sewer District**  
**Budget Forecast Report**  
**2012 Expense Budget**

Date : 4/12/2012 9:46:25 AM  
 User Name : Kim

Amendment # : 0

	Current Budget	Proposed Budget	Estimated Year end	Percent Change	Current YTD	Last Year Actual
<b>Grand Summary</b>						
<b>Grand Totals</b>	0.00	0.00	0.00	0.000	0.00	0.00
<b>Total Expenditures</b>	1,133,682.75	1,232,829.81	1,371,216.38	8.746	1,233,175.83	1,098,551.00
<b>Total Other Expenditures</b>	0.00	0.00	0.00	0.000	0.00	0.00
<b>Grand Totals</b>	(1,133,682.75)	(1,232,829.81)	(1,371,216.38)	8.746	(1,233,175.83)	(1,098,551.00)

**Beacon Hill Water and Sewer District**  
**Budget Forecast Report**  
**2012 Expense Budget**

Date : 4/12/2012 9:46:25 AM  
 User Name : Kim

Amendment # : 0

**02 Water**

	<b>Current Budget</b>	<b>Proposed Budget</b>	<b>Estimated Year end</b>	<b>Percent Change</b>	<b>Current YTD</b>	<b>Last Year Actual</b>
501005 - Labor-Billing & Collecting	30,514.00	31,307.00	30,157.55	2.599	31,864.46	28,387.25
501010 - Labor-Commissioners	2,134.08	2,489.00	2,489.76	16.631	2,311.92	2,430.47
501011 - Labor-Customer Service	28,458.00	29,198.00	28,262.46	2.600	30,084.24	26,096.19
501015 - Labor-Executive Assistant	14,941.00	17,219.00	16,539.59	15.247	17,782.65	13,495.71
501035 - Labor-General Manager	64,807.00	66,492.00	67,813.67	2.600	71,388.63	63,582.71
501040 - Labor-Accounting	37,024.00	34,821.00	61,445.18	-5.950	36,780.12	39,714.78
501050 - Labor- System Maintenance	212,253.84	208,798.46	202,716.95	-1.628	218,627.27	198,162.63
501060 - Labor-Pump Station Maintenc	27,594.04	3,463.38	3,362.50	-87.449	3,336.25	22,435.28
501100 - Employees Bens-PERS	34,519.00	27,196.00	23,219.11	-21.214	23,409.71	21,868.81
501110 - Employees Bens-Health Ins	102,823.36	42,466.00	44,674.00	-58.700	36,372.31	68,535.85
501111 - Employer VEBA Contrib	0.00	39,681.00	61,719.82	100.000	36,889.92	0.00
501200 - Federal Payroll Taxes	30,683.00	49,037.66	47,609.38	59.820	0.00	28,436.78
501207 - SSI & Medicare	0.00	29,508.00	16,452.80	100.000	0.00	0.00
501208 - Life & ADD	0.00	6,124.30	5,945.92	100.000	4,581.23	0.00
501210 - Employees Bens-Ind Ins	6,430.17	8,112.00	10,471.96	26.155	7,227.50	1,493.78
501220 - Employee Bens-Unemp	2,059.00	381.00	2,020.46	-81.496	1,455.15	2,016.91
501300 - State Exise Tax	81,000.00	130,000.00	61,634.93	60.494	68,082.57	82,612.34
501350 - Diking Assessments	499.00	785.00	3,455.88	57.315	575.98	397.66
502090 - Newsletters	6,042.00	6,042.00	2,851.68	0.000	2,614.04	3,130.17
502100 - Association Dues & Members	6,002.00	7,105.00	11,149.64	18.377	11,233.43	7,514.44
502120 - Travel Expenses (Meals/Lodg	3,829.39	834.26	809.96	-78.214	677.50	2,264.58
502130 - Mileage Reimbursement	424.32	924.33	897.41	117.838	897.41	1,168.92
502135 - Engineering Services	1,000.00	1,000.00	0.00	0.000	0.00	5,807.12
502140 - Legal Services	5,650.00	10,545.00	6,135.04	86.637	5,939.82	16,263.75
502160 - Misc Professional Services	1,595.14	8,550.00	8,671.40	436.003	6,503.55	2,347.60
502190 - Education	6,341.00	9,318.00	1,244.75	46.948	1,604.75	2,020.01
502193 - Election Costs	900.00	0.00	0.00	-100.000	734.99	0.00
502195 - Insurance	18,358.59	29,242.00	27,833.33	59.282	15,077.24	46,640.20
502210 - Office/ Shop cleaning supplie	0.00	591.03	573.82	100.000	13,685.64	121.25
502220 - Building Maintenance	1,425.00	2,736.00	1,436.86	92.000	1,678.71	0.00
502230 - Security	0.00	342.00	2,514.82	100.000	2,514.82	0.00
502240 - Office Expense-Phone	3,135.00	3,220.62	3,126.82	2.731	3,054.49	3,390.91
502250 - Office Expense-Postage	1,995.00	1,872.32	1,817.79	-6.149	1,820.87	1,549.06
502260 - Office Expense-Power	2,915.21	3,753.88	3,181.25	28.769	3,156.82	3,394.95
502270 - Office Expense-Supplies	2,088.00	3,401.06	3,302.00	62.886	3,184.09	5,230.44
502300 - Recording Fees	1,000.00	1,000.00	3,218.42	0.000	3,457.12	327.23
502305 - Banking Fees	0.00	5,370.00	574.06	100.000	2,737.49	88.35
502310 - Software Maintenance Agree	5,065.00	7,123.64	6,916.16	40.644	6,339.81	0.00
502330 - Subscriptions-Publications	73.74	164.44	159.65	123.000	133.04	541.97
503000 - Billing & Collecting	15,685.00	13,761.00	19,380.71	-12.267	17,846.07	19,023.49
520000 - Customer Refunds	1,500.00	1,000.00	3,108.04	-33.333	3,134.04	732.43
520100 - Safety & Health	3,363.00	6,840.00	2,653.19	103.390	2,608.80	2,518.18

**Beacon Hill Water and Sewer District**  
**Budget Forecast Report**  
**2012 Expense Budget**

Date : 4/12/2012 9:46:25 AM  
 User Name : Kim

Amendment # : 0

**02 Water**

	<b>Current Budget</b>	<b>Proposed Budget</b>	<b>Estimated Year end</b>	<b>Percent Change</b>	<b>Current YTD</b>	<b>Last Year Actual</b>
520200 - Clothing Allowance	3,017.15	1,225.00	2,528.71	-59.399	2,151.71	1,343.86
521006 - Computer Expenses	8,707.00	10,650.00	21,402.97	22.315	21,672.13	21,319.50
521400 - Garbage Service	352.62	480.63	466.63	36.303	466.63	339.07
521500 - Advertising	125.58	554.13	537.99	341.257	767.65	106.18
522000 - Shop Supplies	2,685.70	2,988.72	2,901.67	11.283	2,899.85	2,633.42
523009 - Copier Maintenance	495.00	831.30	807.09	67.939	884.33	804.44
528000 - Regulatory/Auditor	0.00	6,840.00	8,213.49	100.000	7,529.03	1,996.83
528050 - Water System Operator Licer	6,000.00	2,700.00	252.00	-55.000	252.00	5,449.20
528100 - Water Testing	3,000.00	4,000.00	4,421.59	33.333	4,421.59	5,634.84
528200 - Certifications/Licenses	350.00	881.04	855.38	151.726	784.10	51.00
602003 - Purchased Water - Williams-F	260.00	5,884.00	5,712.62	2,163.077	5,739.32	795.41
602004 - Purchased Water - Cowlitz G	213.00	3,709.32	3,601.28	1,641.465	3,786.43	679.53
602200 - Water Supply-Qtrly Cap Cost	15,000.00	15,000.00	16,190.40	0.000	6,746.00	0.00
602210 - RWTP	197,087.00	245,960.00	92,207.66	24.798	92,207.66	164,976.36
612000 - Equipment Repair & Replace	5,544.24	3,000.00	1,395.94	-45.890	1,584.58	2,036.13
612100 - Grounds Maintenance	4,285.13	5,708.00	1,012.68	33.205	590.73	4,629.44
620800 - Pumping Expense-Telemetry	5,100.00	5,135.02	4,985.46	0.687	4,605.45	4,979.04
623001 - Power Costs for Pumping -Hil	9,714.53	15,165.18	12,851.85	56.108	12,571.85	12,367.24
623003 - Power Costs for Pumping - W	1,219.16	3,795.65	3,216.65	211.333	3,032.03	1,447.57
623005 - Power Costs for Pumping-Os	3,199.07	5,431.92	4,603.32	69.797	4,545.83	4,021.66
623007 - Power Costs for Pumping-Be	2,305.96	3,204.62	2,715.78	38.971	2,638.63	2,766.91
623010 - Power Costs for Pumping -Cc	5,335.64	6,804.85	5,766.82	27.536	5,508.18	6,331.10
630000 - Locates	753.00	1,600.00	1,002.72	112.483	1,026.60	1,040.49
631000 - Pump Station Mtn - Undistrib	1,500.00	2,000.00	5,397.14	33.333	2,698.57	78.83
631001 - Pump Station Mtn- Hillside (c	2,716.00	2,000.00	2,141.62	-26.362	2,141.62	0.00
631003 - Pump Station Mtn - Williams I	1,000.00	2,000.00	1,950.79	100.000	1,950.79	660.46
631004 - Pump Station Mtn - Cowlitz G	1,000.00	2,000.00	0.00	100.000	0.00	0.00
631006 - Pump Station Mtn - Skyline	2,262.00	2,000.00	1,961.06	-11.583	1,961.06	0.00
631008 - Pump Station Mtn - Beacon H	1,000.00	2,000.00	0.00	100.000	0.00	54.38
631010 - Pump Station Mtn - Grand Vie	2,262.00	2,000.00	1,693.83	-11.583	1,693.83	23.77
633005 - Pump Station Mtn - Ostrande	1,750.00	2,000.00	11,400.92	14.286	8,550.69	3,274.40
650005 - Transportation Exp-Fuel (All \	5,063.59	5,234.85	5,082.38	3.382	5,246.19	5,355.27
650017 - Transportation exp-2000 Jee	245.00	324.96	315.50	32.637	262.92	566.09
650020 - Transportation Expense-201C	320.00	320.00	0.00	0.000	0.00	96.88
650035 - Transp Exp-1984 Ford Dump	1,785.00	1,748.37	1,697.45	-2.052	1,697.45	2,265.86
650040 - Transp Exp-2006 Ford F550 (	450.00	1,643.19	1,595.33	265.153	1,595.33	2,541.63
650042 - Trans Expense-2008 Chevy	245.00	244.43	237.31	-0.233	98.88	0.00
650043 - Trans Exp-Back Hoe	855.00	2,107.17	2,045.80	146.453	1,704.83	105.96
650060 - Equipment-Misc (utility trailer)	0.00	130.00	378.37	100.000	378.37	440.88
662000 - Trans & Dist Lines Expenses-	10,000.00	10,000.00	5,016.99	0.000	5,016.99	5,908.48
662100 - Specialty Valves	5,000.00	5,000.00	5,613.78	0.000	5,613.78	45.99
663000 - Meter Expenses - Undistrib	12,000.00	14,000.00	457.31	16.667	304.87	310.36

**Beacon Hill Water and Sewer District**  
**Budget Forecast Report**  
**2012 Expense Budget**

Date : 4/12/2012 9:46:25 AM  
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**02 Water**

	<b>Current Budget</b>	<b>Proposed Budget</b>	<b>Estimated Year end</b>	<b>Percent Change</b>	<b>Current YTD</b>	<b>Last Year Actual</b>
664000 - Customer Installations-Undist	2,000.00	2,000.00	482.74	0.000	153.41	902.91
664100 - Road Permits	741.60	606.72	589.05	-18.188	1,238.18	425.00
664110 - Excavation	5,000.00	2,500.00	2,177.92	-50.000	1,814.93	2,844.04
664150 - Backflow Inspection	0.00	500.00	308.21	100.000	205.47	453.64
672005 - Reservoir Mtn - Ostrander	1,000.00	1,000.00	3,499.04	0.000	2,915.87	2,339.38
672006 - Reservoir Mtn - Lexington	6,350.00	5,350.00	2,688.44	-15.748	1,792.29	0.00
672007 - Reservoir Mtn - Beacon Hill	1,000.00	4,250.00	51.36	325.000	29.96	352.31
672009 - Reservoir Mtn - Skyline	1,000.00	1,000.00	13,522.96	0.000	3,380.74	0.00
672010 - Reservoir Mtn - Grand View	1,000.00	1,000.00	0.00	0.000	0.00	1,511.53
672011 - Reservoir Mtn - Cedar Gates	0.00	1,000.00	1,980.00	100.000	1,650.00	0.00
672012 - Reservoir Mtn - Lone Oak	1,000.00	1,000.00	788.88	0.000	788.88	0.00
673000 - Maint of Mains - Undistributec	25,000.00	12,000.00	7,245.22	-52.000	6,037.68	1,496.99
676000 - Maint of meters - undistribute	2,500.00	2,500.00	5,725.96	0.000	1,431.49	15.02
677000 - Maint of Hydrants - Undistribl	5,000.00	3,500.00	3,066.91	-30.000	3,066.91	3,120.96
680100 - Supplies - Bldg Mtn	0.00	93.63	90.90	100.000	30.30	0.00
692000 - Meter Reading Expenses-Unr	33,000.00	35,000.00	34,388.58	6.061	34,388.58	34,066.90
<b>Default Department Summary</b>						
<b>Grand Totals</b>	0.00	0.00	0.00	0.000	0.00	0.00
<b>Total Expenditures</b>	1,172,921.85	1,402,163.28	1,188,563.22	19.544	1,029,198.11	1,040,881.54
<b>Total Other Expenditures</b>	0.00	0.00	0.00	0.000	0.00	0.00
<b>Grand Totals</b>	(1,172,921.85)	(1,402,163.28)	(1,188,563.22)	19.544	(1,029,198.11)	(1,040,881.54)

**Beacon Hill Water and Sewer District**  
**Budget Forecast Report**  
**2012 Expense Budget**

Date : 4/12/2012 9:46:25 AM  
 User Name : Kim

Amendment # : 0

	Current Budget	Proposed Budget	Estimated Year end	Percent Change	Current YTD	Last Year Actual
<b>Grand Summary</b>						
<b>Grand Totals</b>	0.00	0.00	0.00	0.000	0.00	0.00
<b>Total Expenditures</b>	1,172,921.85	1,402,163.28	1,188,563.22	19.544	1,029,198.11	1,040,881.54
<b>Total Other Expenditures</b>	0.00	0.00	0.00	0.000	0.00	0.00
<b>Grand Totals</b>	(1,172,921.85)	(1,402,163.28)	(1,188,563.22)	19.544	(1,029,198.11)	(1,040,881.54)

**Beacon Hill Sewer District**  
**Budget Forecast Report**  
 BHSD Capital Budget

Date: 4/12/2012 10:13 AM

User Name: Kim

01 Sewer						
	Current Budget	Proposed Budget	Estimated Year End	Percent Change	Current YTD	Last Year Actual
223500 - Grant Monies Received	0.00	0.00	0.00		0.00	0.00
271900 - Interlocal Loan Proceeds	0.00	0.00	0.00		0.00	0.00
474420 - General Facilities Charges	37,764.00	32,700.00	62,940.00	87%	62,940.00	62,940.00
	<u>37,764.00</u>	<u>32,700.00</u>	<u>62,940.00</u>		<u>62,940.00</u>	<u>62,940.00</u>
107310 - CIP Niblett PS Upgrade	150,000.00	210,000.00	46,940.00	140%	46,940.00	46,940.00
107315- CIP Yelton PS Upgrade	200,000.00	386,000.00	42,660.90	193%	42,660.90	42,660.90
107320 - CIP Kelsey PS Upgrade	100,000.00	210,000.00	43,191.47	210%	43,191.47	43,191.47
107325 - CIP Air Vac #3 Replacement	0.00	6,000.00	0.00		0.00	0.00
107085 - CIP Parking Lot Paving	0.00	8,170.00	0.00		0.00	0.00
191000 - UP Equipment and Tools	3,000.00	24,510.00	0.00	817%	0.00	0.00
195000 - Office Furniture and Equipment	0.00	1,720.00	0.00		0.00	0.00
195010 - Computers and Peripherals	3,483.00	3,612.00	2,365.00	104%	2,365.00	2,365.00
	<u>456,483.00</u>	<u>850,012.00</u>	<u>135,157.37</u>	<u>186%</u>	<u>135,157.37</u>	<u>135,157.37</u>
2012 Beginning Balance	3,305,677.00					
Revenues	32,700.00					
Capital Expenses	(850,012.00)					
Interest	24,006.00					
Funding from Maintenance	<u>850,012.00</u>					
2012 Ending Balance	<u>3,362,383.00</u>					

**Beacon Hill Sewer District  
Budget Forecast Report  
BHSD Capital Budget**

Date: 4/12/2012 10:13 AM

User Name: Kim

02 Water						
	Current Budget	Proposed Budget	Estimated Year End	Percent Change	Current YTD	Last Year Actual
223500 - Grant Monies Received	36,000.00	400,000.00	0.00	1011%	0.00	0.00
271900 - Interlocal Loan Proceeds	4,962,953.00	0.00	0.00	-100%	0.00	0.00
224440 - PWTF Loans	0.00	335,000.00	1,707,600.00		1,707,600.00	1,707,600.00
416100 - Water SDC	29,448.00	25,500.00	37,277.00	-13%	37,277.00	37,277.00
	<u>5,028,401.00</u>	<u>760,500.00</u>	<u>1,744,877.00</u>	<u>898%</u>	<u>1,744,877.00</u>	<u>1,744,877.00</u>
107000 - CIP - Alderwood PS	350,000.00	625,000.00	78,765.00	79%	78,765.00	78,765.00
107035 - Curtis Road Intertie	0.00	150,000.00	0.00		0.00	0.00
107055 - Williams Finney Emergency Pow	0.00	100,000.00	0.00		0.00	0.00
107065 - Rebuild Hillside Pump	0.00	20,000.00	0.00		0.00	0.00
107070 - Paint Lone Oak Reservoir	0.00	25,000.00				
107077 -CIP Lexington Reservoir Geotech	15,000.00	25,000.00	2,330.00	67%	2,330.00	2,330.00
107085 - CIP Parking Lot Paving	0.00	10,830.00	0.00		0.00	0.00
191000 - UP-Equipment and Tools	5,814.00	32,490.00	4,792.00	459%	4,792.00	4,792.00
195000 - Office Furniture and Equipment	0.00	2,280.00	0.00		0.00	0.00
195010 - Computers and Peripherals	4,674.00	4,788.00	3,494.00	2%	3,494.00	3,494.00
154100 - Water Inventory	20,000.00	20,000.00	19,440.00		19,440.00	19,440.00
	<u>395,488.00</u>	<u>1,015,388.00</u>	<u>3,598,575.00</u>	<u>257%</u>	<u>3,598,575.00</u>	<u>3,598,575.00</u>
2012 Beginning Balance	160,802.00					
Revenues	760,500.00					
Capital Expenses	(1,015,388.00)					
Interest	197.00					
Funding from Maintenance	269,588.00					
2012 Ending Balance	<u>175,699.00</u>					