

**Startup Water District  
Regular Meeting Minutes  
December 19, 2019**

Commissioner Kate Roesler called the Regular meeting of the Startup Water District Commissioners to order at 6:00 p.m. Thursday, December 19, 2019.

**Commissioners and others present:**

**Startup Water:**

Kate Roesler                      Matt Wood  
Renette Villella  
Jaycee DeWees  
Nick Sanders

**Community:**

**City of Sultan -**

- **Computer Upgrade-** Cost of new computer, upgrade of existing computer to Windows 10 and 8 hrs of labor \$2,354.59. Will be ordered fiscal year 2020. Jaycee brought forward a motion to accept, Renette seconded and motion passed 3-0.
- **Well Report** - increase in caustic soda usage, Matt reports this is normal for winter.
- **Leak credits** - Consumption credits caused by leaks, Haney (\$280.03), Alpine trailer (\$49.13) and Jeff Cowardin (\$41.77). approved by a vote of 3-0

**Minutes -** Minutes for the 11/12/19 meeting were approved as is by a 3-0 vote. Jaycee introduced the motion, Renette seconded.

**Bank Reconciliation** - 11/30/19 Kate signed..

**Vouchers -** Signed Vouchers for \$6,773.84. Warrant numbers 2060871 thru 2060876. Renette brought forward a motion to accept Jaycee seconded the motion passed 3-0.

**Payroll** - signed payroll for \$2,922.00 payable 11/27/19. Jaycee brought forward a motion to accept, Renette seconded motion. Motion passed 3-0

**Oath of Office** - Kate made her Oath of Office for her new term beginning 1/1/2020. Renette administered.

**Public Records Training** - for Kate & Jaycee completed in 2017, Nick and Renette in 2014. Need to update every 4 years. Nick & Renette due.

**Signature Authorization - 2020** - completed Nick will send to county

**2020 Budget** - 2020 budget was approved by a vote of 3-0. Jaycee brought forward a motion, Renette seconded. There will be no rate increase for 2020.

**Executive Session** - None

**Next Meeting** - 1/9/2020 at 6:00 pm

This Regular Meeting of the Startup Water District was adjourned at 6:45 p.m.

Prepared by: Mark Sanders

Signed: Kit Roenke,  
Commissioner

**Startup Water District  
Budget  
2020**

\$70/hookup

	<b>2020</b>	Cost per Hook-up
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>Revenue</b>		
Water Revenue (1)	240,000.00	-75.76
<b>Total Revenue</b>	240,000.00	-75.76
		0.00
		0.00
<b>Total Revenue</b>	240,000.00	-75.76
<b>Expense</b>		
<b>Payroll Tax Expense</b>		
L&I Expense -	200.00	0.06
<b>Total Payroll Tax Expense</b>	200.00	0.06
<b>Salaries/Wages Expense</b>		
Office Salaries Expense	34,500.00	11.06
Commissioner's Wages	7,200.00	2.31
<b>Total Salaries/Wages Expense</b>	41,700.00	13.37
Attorney Fees	1,500.00	0.48
Membership Dues	500.00	0.16
Website	1,000.00	0.32
Employee Education Expense	1,000.00	0.32
Maintenance Expense	55,000.00	17.63
Repairs Expense	3,000.00	0.96
Insurance Expense	7,000.00	2.24
Water Testing Expense	1,200.00	0.38
Office Rent Expense	1,200.00	0.38
License Expense	1,000.00	0.32
State Utility Tax Expense	12,000.00	3.85
Misc. Services/fees Expense	1,000.00	0.32
Office Supplies Expense - New Computer	4,000.00	1.28
Software Expense	500.00	0.16
Postage Expense	1,400.00	0.45
Mileage Reimbursement Expense	1,000.00	0.32
New Construction Well #2 Rehab	15,000.00	4.81
<b>Utilities Expense</b>		
Internet	2,000.00	0.64
Electricity Expense	8,500.00	2.72
Telephone Expense	1,000.00	0.32
<b>Total Utilities Expense</b>	11,500.00	
<b>Total Expense</b>	160,700.00	51.51

	<u>2020</u>	Cost per Hook-up
Income From operations	79,300.00	
<b>Payments (prin. &amp; int)</b>		
USDA Payment	49,140.00	15.75
PWTF #1	3,314.00	1.06
PWTF #2	2,509.00	0.80
PWTF Emergency	1,468.00	0.47
	<hr/>	0.00
Total Payments	56,431.00	18.09
<b>Reserves</b>		
USDA required reserve - Loan Pmt	4,914.00	1.58
USDA required reserve - maintenance	6,250.00	2.00
Water System Plan	0.00	0.00
Operating Reserve	8,100.00	2.60
	<hr/>	
Total Reserves	19,264.00	6.17
Total Payments and Reserves	75,695.00	24.26
Total Expenses, Payments & Reserves	<hr/>	75.77
Revenues - Expenses		0.01

- (1) Wallace park 66 connections  
(2) Rate Based on 260 Total Connections

