

PUBLIC UTILITY DISTRICT NO. 1 OF SKAGIT COUNTY
BOARD OF COMMISSIONERS

AGENDA
MARCH 10, 2026
4:30 PM

The public is invited to attend in person or via Zoom.

Join meeting via Zoom: <https://skagitpud.zoom.us/j/84039095413?pwd=GjD5tFa8lPxIT4XG3pHu2K66vR7BGr.1>

Meeting ID: 840 3909 5413
Passcode: 030272
Or dial: 1-253-215-8782

Please turn your audio and video off during the meeting. Use the "Raise Hand" feature if you would like to speak during Audience Comments.

If you have a question or comment for the Board, please submit it by 5 p.m. the Monday prior to the meeting by calling (360) 848-4460 or send an email to pud@skagitpud.org

CALL TO ORDER

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

1. Approval of Agenda 3/10/26
2. Approval of Minutes 2/24/26 Regular Meeting
3. Ratification of Vouchers 2/24/26 and 3/3/26
4. Voucher Approval 3/10/26

AUDIENCE COMMENTS

OLD BUSINESS

5. General Manager's Report
6. Operations Department Update

NEW BUSINESS

7. [Recommendation to Award: Panorama Storage Tank Design Contract](#)
8. [Adoption of Resolution No. 2319-26, Approving the Waiver of Water Connection Fees Paid by Family Promise](#)
9. Future Temporary Seasonal Water Rights Transfers - Discussion

INFORMATION

10. Public Works Board Award Letter: Panorama Storage Tank Project
11. Year-to-Date Budget to Actual: January 2026

COMMISSIONER COMMENTS

ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE COMMISSION
PUBLIC UTILITY DISTRICT NO. 1 OF SKAGIT COUNTY, WASHINGTON

February 24, 2026

The regular meeting of the Commission of Public Utility District No. 1 was held in the Aqua Room of the utility located at 1415 Freeway Drive, Mount Vernon, Washington.

The meeting was called to order at 4:30 p.m. Commissioner Andrew Miller, president; Corrin Hamburg, vice president; and Commissioner Joe Lindquist, secretary, were in attendance.

In attendance were also Kevin Tate, Shannon Patiño, Nick Semrau, Ryan Anderson, Pete Gilbert, Alistair Boudreaux, Mark Handzlik, Brian Henshaw, Courtney Shilling, Mark Semrau, Cort Wilson, and Wendy LaRocque.

Participating remotely was Michael (no last name given).

Commissioner Miller led the Pledge of Allegiance.

CONSENT AGENDA

Commissioner Hamburg moved to approve the Consent Agenda for February 24, 2026, as presented.

1. Approval of Agenda 2/24/26
2. Approval of Minutes 1/27/26 Regular Meeting
3. Ratification of Voucher 2/3/26 No. 3224 (\$314,975.54)
Accounts Payable Voucher No. 33723-33766 (\$314,975.54)
Ratification of Voucher 2/10/26 No. 3225 (\$1,193,293.61)
Accounts Payable Voucher No. 33767-33829 (\$791,618.33)
Electronic Funds Transfer (\$136,604.87)
Ratification of Voucher 2/17/26 No. 3226 (\$307,655.94)
Accounts Payable Voucher No. 33830-33868 (\$155,173.69)
Electronic Funds Transfer (\$152,482.25)
4. ~~Voucher Approval 2/24/26~~
5. Pipeline Relocation at Henson Road Project Acceptance

The motion passed unanimously.

AUDIENCE COMMENTS

None.

OLD BUSINESS

6. Manager's Report: Acting General Manager Tate provided an update on the following:
 - Manager Sidhu is in Washington, D.C. for the APPA/WPUDA Legislative Rally.
 - The two projects submitted for capital state budget funding, Water Treatment Plant Generator and Panorama Reservoir, did not appear in either House or Senate budgets.
 - The Panorama Reservoir project was selected for conditional award of \$725k in pre-construction funding from the Washington Public Works Board.
 - The PUD is currently soliciting statements of qualifications for firms with experience in resources needed for the leasing and sale of commercial property.
 - An open house was hosted at Hillcrest Lodge on February 18 for property owners in the Hillcrest Park area in preparation for the replacement of aging waterlines in their neighborhood. The open house provided an opportunity for community members to ask questions and have their concerns addressed by PUD engineering staff.
 - The PUD also hosted the AP Environmental Science students from Mount Vernon High School at the Micro-Hydro Project on East Division St. to talk about the micro-hydro installation and EV charging stations on their campus.
 - Students from Skagit Academy toured the Judy Reservoir Water Treatment Plant on February 24, 2026.
7. Engineering Department Update: Engineering Manager Handzlik, along with Engineering Supervisor Trueman, Asset Management Supervisor Wilson, and

Engineering Technician Shilling, provided an Engineering Department update. Engineering Handzlik gave a recap of the Hillcrest open house and recognized staff who contributed to the event's success. He also highlighted completed and planned pipeline replacement projects and CIP projects.

Capital Program Manager Semrau gave an overview of 2025 distribution system losses, Judy System standard water balance, Skagit County population forecasts, historical and forecasted meter counts, and water consumption per ERU. A brief discussion ensued.

Engineering Supervisor Trueman gave a development team update that included an overview of updated purchasing policies for the small works roster, water rights, development team activity, and Accessory Dwelling Units (ADUs).

Engineering Technician Shilling provided an update on cross-connection control, including federal and state regulations, backflow incidents, backflow prevention assemblies, the incentive program, inspection and testing data, and future goals.

Asset Management Supervisor Wilson gave a GIS/Asset Management update on GIS and asset management software upgrades, raw water pipeline asset inventory, field inspection improvements, 10-year pipe replacement outlook, dig law compliance, and WTP Stormwater Pollution Prevention Plan (SWPPP) mapping.

NEW BUSINESS

None.

INFORMATION

- 8. 2025 Water Use Efficiency Report
- 9. Judy Reservoir Data Report

COMMISSIONER COMMENTS

None.

ADJOURNMENT

Having no further business to come before the board, Commissioner Miller moved for adjournment. The motion passed, and the February 24, 2026, meeting adjourned at 5:24 p.m.

ATTEST

Andrew Miller, President

Joe Lindquist, Secretary

Corrin Hamburg, Vice President

We, the undersigned Board of Commissioners of Public Utility District No. 1 of Skagit County, Washington, do hereby certify that the merchandise and /or services hereinafter specified have been received and are hereby approved for payment in the amount of \$726,632.04 this 24th day of February, 2026.

The total is comprised of the following:

Accounts Payable voucher No. from 33869 through 33913 in the amount of \$198,009.05, Electronic Funds Transfer in the amount of \$269,030.47. Payroll Electronic Funds Transfers and checks No. 048599 through 048682 in the amount of \$259,592.52.

Attest:

Kevin Tate

 Manager


 Auditor

 President

 Vice - President

 Secretary

Date: 02/24/2026

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Voucher	Claimant	Amount
33869 - EDI	AFLAC	826.71
33870	ALL PHASE ELECTRIC SUPPLY	104.13
33871	AMAZON.COM SALES, INC.	3,534.80
33872 - EDI	AMERITAS LIFE INSURANCE CORP	590.00
33873	ASSOCIATED EARTH SCIENCES, INC.	14,521.03
33874	BALLARD SPAHR LLP	15,301.28
33875 - EDI	BANNER BANK	226.48
33876	BECKWITH & KUFFEL INC	7,059.93
33877	BUILDERS EXCHANGE OF	136.00
33878	CAROLLO ENGINEERS INC	69,672.75
33879	CITY OF ANACORTES	13,139.00
33880	DWAYNE LANE'S	769.14
33881	E&E LUMBER INC	58.93
33882 - EDI	ELECTRONIC FEDERAL TAX PAYMENT	98,577.01
33883 - EDI	EMPLOYEES WELFARE & RECREATION	545.00
33884 - EDI	EMPOWER RETIREMENT	2,100.00
33885	FERGUSON ENTERPRISES INC #3007	160.52
33886	GEOSYNTEC CONSULTANTS, INC	921.25
33887	HACH COMPANY	12,620.65
33888	HD FOWLER COMPANY INC	10,350.33
33889	HOME DEPOT	817.63
33890	IDEAL RENT-ALL	802.40
33891	KGS NORTHWEST LLC	1,311.28
33892	KPFF INC	554.52
33893	LAKESIDE INDUSTRIES INC	1,972.87
33894 - EDI	Mutual of Omaha	3,948.33

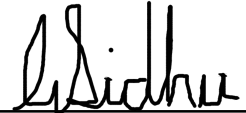
Voucher	Claimant	Amount
33895	NAPA AUTO PARTS	237.79
33896	NATIONAL SAFETY INC	1,016.90
33897	NORDIC TEMPERATURE CONTROL	503.13
33898	NORTH HILL RESOURCES	200.55
33899	NW SAFETY SIGNS	1,350.78
33900 - EDI	PAYMENTUS CORPORATION	15,333.02
33901	PUGET SOUND ENERGY	10,212.33
33902	SEATTLE PUMP & EQUIPMENT CO	1,085.82
33903	SECURITY SOLUTIONS NORTHWEST	155.04
33904	SKAGIT REGIONAL HEALTH	1,035.00
33905	SMART	1,066.00
33906	STAHOLI TRENCHLESS CONSULTANTS	26,098.00
33907	TACOMA SCREW PRODUCTS INC	22.78
33908	UNITED WAY OF SKAGIT COUNTY	100.00
33909 - EDI	WA STATE DEPT OF RETIREMENT	130,977.50
33910 - EDI	WA STATE SUPPORT REGISTRY	273.49
33911 - EDI	WA STATE TREASURER	9,260.51
33912	ASTOUND BUSINESS SOLUTIONS LLC	1,116.49
33913 - EDI	ZIPLY FIBER	6,372.42
		467,039.52

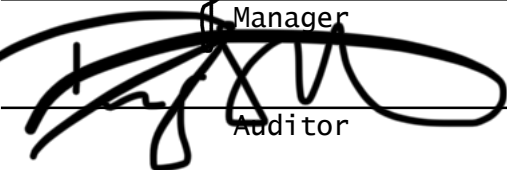
We, the undersigned Board of Commissioners of Public Utility District No. 1 of Skagit County, Washington, do hereby certify that the merchandise and /or services hereinafter specified have been received and are hereby approved for payment in the amount of \$183,805.43 this 3rd day of March, 2026.

The total is comprised of the following:

Accounts Payable voucher No. from 33914 through 33979 in the amount of \$177,446.45, Electronic Funds Transfer in the amount of \$6,358.98. Payroll Electronic Funds Transfers and checks No. through in the amount of \$0.00.

Attest:



 Manager


 Auditor

 President

 Vice - President

 Secretary

Date: 03/03/2026

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Voucher	Claimant	Amount
33914	ALL PHASE ELECTRIC SUPPLY	236.98
33915	ANGELIQUE JAMES	297.91
33916	ARLYN LIVINGSTON/DURHAM, LLC	193.21
33917	ATEC WATER SYSTEMS LLC	3,351.04
33918	B & H PHOTO-VIDEO INC	2,566.66
33919	BADGER METER INC	303.33
33920	BRETT TAGGART	146.70
33921	BRITTANY GALLACCI	172.86
33922	CAMERON BAILEY	1,500.00
33923	CDW GOVERNMENT INC	14,622.38
33924	CERTERRA GEOTEST SERVICES, INC.	2,392.75
33925	CERTIFIED LABORATORIES	512.94
33926	CHANCE & VICTORIA HOLDER	65.91
33927	CHOICE GROUNDS CARE	5,843.85
33928	CONNER LAHTONEN	40.99
33929	CONCENTRIC, LLC DBA A11 BATTERY SALES	509.02
33930	DOUGLAS A STREETER	2,500.00
33931	DREAM MANAGEMENT, LLC	41.46
33932	E&E LUMBER INC	76.60
33933	EUROFINS EATON ANALYTICAL LLC	448.05
33934	EWING IRRIGATION PRODUCTS INC	28.79
33935	FERGUSON ENTERPRISES INC #3007	1,951.26
33936	GABRIELA & CLEMENTE ARMENDARIZ	181.99
33937	GARTH MCMURTREY	225.00
33938	GARY & JANET SIMMONS	112.67
33939	HI-LINE ELECTRIC CO INC	301.55

Voucher	Claimant	Amount
33940	HONEY BUCKET	68.50
33941	JARED BRINGHURST	225.00
33942	JULIE SWARTZ	155.22
33943	K&D SERVICES INC	19,625.94
33944	KAREN SAVIDGE	91.63
33945	LINDA & EDWARD SCHMITT	470.13
33946	LINDE GAS & EQUIPMENT INC	1,921.97
33947	LYDIA CLAXTON	14.17
33948	MARIO A HERNANDEZ	119.63
33949	MARTIN MARIETTA MATERIALS	763.68
33950	MELISSA HOWLETT	102.16
33951	MILES SAND & GRAVEL	1,585.58
33952	NAPA AUTO PARTS	134.97
33953	NATIONAL AUTO FLEET GROUP	43,937.36
33954	NATIONAL SAFETY INC	843.58
33955	NELSON-REISNER	290.46
33956	NORTH HILL RESOURCES	20.97
33957	NPS OZ LLC	3,500.00
33958	NW SAFETY SIGNS	2,047.42
33959	ORKIN LLC	276.90
33960	PACIFIC SECURITY	362.62
33961	PEREGRINE O'GORMLEY	114.20
33962	PUGET SOUND ENERGY	2,132.26
33963	RAAD SAAD HASSAN AL-ALWANI	141.66
33964	RH2 ENGINEERING INC	24,139.32
33965	RWC GROUP	328.36
33966	SCOTT KILPATRICK	49.27
33967	SEATTLE PUMP & EQUIPMENT CO	598.40
33968	SECURITY SOLUTIONS NORTHWEST	165.32
33969	SEDRO WOOLLEY AUTO PARTS INC	55.91
33970	SKAGIT FARMERS SUPPLY	1,268.75
33971	SUMMIT LAW GROUP PLLC	935.00
33972	T-MOBILE	446.81
33973	TOM LITTLE	215.18
33974	TOM LITTLE (DED-IRR)	59.56
33975	ULINE INC	1,102.24
33976	UNIVAR SOLUTIONS USA LLC	21,393.01
33977	VERIZON WIRELESS	8,786.35
33978	ASTOUND BUSINESS SOLUTIONS LLC	333.06
33979 - EDI	ZIPLY FIBER	6,358.98
		183,805.43



1415 Freeway Drive | Mount Vernon, Washington 98273 | (360) 424-7104 | SkagitPUD.org

March 10, 2026

MEMORANDUM

TO: George Sidhu, P.E., General Manager

FROM: Mark Handzlik, P.E., Engineering Manager

SUBJECT: Recommendation to Award: Panorama Storage Tank Design Contract

Requested Action:

Authorize the general manager to execute a professional services contract with Consor North American, Inc., in the amount of \$392,530.00 for design services related to the Panorama Storage Tank project.

Background:

This project will construct a proposed 1.6 million-gallon (MG) water storage tank in the PUD-owned parcel south of Old Day Creek Road. The storage tank will add resiliency to the water system by providing gravity water service and fire suppression storage to the Judy Water Treatment Plant and the Panorama service area. The storage tank will also provide equalizing storage for the water treatment plant.

This scope of services is a continuation of the engineering services for the design prepared under the previous contract for the Panorama Storage Tank project, which was scoped in June 2021 and halted in August 2022 following the 90% design submittal.

Fiscal Impact:

This project was originally combined with the W1 pump system upgrade. With that project completed a new project number and budget has been started to represent costs associated with the tank construction. Consulting fees paid to this consultant for prior work total \$479,107.91.

Prior year expenses	\$ 0.00
2026 Budget	\$ 16,500,000.00
Total Project Budget	\$ 16,500,000.00
Expenses and Commitments to date	(\$3,779.09)
Available Budget	\$ 16,496,220.91
This Contract	\$ (392,530.00)
Remaining Budget	\$ 16,103,690.91
Estimated Project Costs to Complete	\$(16,103,690.91)
Estimated Balance/(Deficit)	0.00
Revised Budget/Est. Total Project Cost	\$ 16,500,000.00

- Enclosures: 1. [Panorama Storage Tank Fee](#)
2. [Panorama Storage Tank Scope](#)

PANORAMA STORAGE TANK
 SKAGIT COUNTY PUD NO. 1
 PROPOSED FEE ESTIMATE

	LABOR CLASSIFICATION (HOURS)													
	Principal Engineer VI	Principal Engineer IV	Professional Engineer VIII	Professional Engineer IV	Engineering Designer III	Technician IV	Project Coordinator III	Hours	Labor	Subconsultants		Subconsultant Total with Markup	Expenses	Total
	\$384	\$342	\$269	\$218	\$209	\$211	\$185		E&I	Structural				
Task 1 - Project Management														
Task 1.1 - Invoices/Status Reports		5	9				15	29	\$ 6,901			\$ -	\$ -	\$ 6,901
Task 1.2 - Coordination with District Staff and Other Agencies		15	18					33	\$ 9,968			\$ -	\$ -	\$ 9,968
Task 1.3 - Staff and Subconsultant Management		10	10					20	\$ 6,108			\$ -	\$ -	\$ 6,108
Task 1.4 - Project Schedule		6	12					18	\$ 5,277			\$ -	\$ -	\$ 5,277
Task 1.5 - Project Kickoff Meeting		3	4	4				11	\$ 2,975			\$ -	\$ -	\$ 2,975
Task 1.6 - Quality Management	30	30						60	\$ 21,785			\$ -	\$ -	\$ 21,785
Task 1 Subtotal	30	69	53	4	0	0	15	171	\$ 53,013	\$ -	\$ -	\$ -	\$ -	\$ 53,013
Task 2 - Data Collection														
Task 2.1 - Data Request List			6	6				12	\$ 2,923			\$ -	\$ -	\$ 2,923
Task 2.2 - Review Data and Information			8	10				18	\$ 4,334			\$ -	\$ -	\$ 4,334
Task 2 Subtotal	0	0	14	16	0	0	0	30	\$ 7,258	\$ -	\$ -	\$ -	\$ -	\$ 7,258
Task 3 - Geotechnical Coordination														
Task 3.1 - Geotechnical Coordination and Review			4	6				10	\$ 2,386			\$ -	\$ -	\$ 2,386
Task 3 Subtotal	0	0	4	6	0	0	0	10	\$ 2,386	\$ -	\$ -	\$ -	\$ -	\$ 2,386
Task 4 - Final Design														
Task 4.1 - 90% Plans and Specifications	6	15	35	45	65	65		231	\$ 53,974			\$ -	\$ 1,170	\$ 55,144
Task 4.2 - 100% Plans and Specifications	8	25	55	65	110	100		363	\$ 84,698			\$ -	\$ 1,800	\$ 86,498
Task 4.3 - Bid Documents	5	15	15	15	20	20		90	\$ 22,759			\$ -	\$ 360	\$ 23,119
Task 4.4 - Construction Cost Opinions		4	12	20	20			56	\$ 13,141			\$ -	\$ -	\$ 13,141
Task 4.5 - Constructability Reviews	12	12						24	\$ 8,714			\$ -	\$ -	\$ 8,714
Task 4.6 - District Review Meetings		6	16	16				38	\$ 9,847			\$ -	\$ -	\$ 9,847
Task 4 Subtotal	31	77	133	161	215	185	0	802	\$ 193,133	\$ -	\$ -	\$ -	\$ 3,330	\$ 196,463
Task 5 - Permitting														
Task 5.1 - Final DOH Project Report Addendum	2	4	8	10				24	\$ 6,471			\$ -	\$ -	\$ 6,471
Task 5.2 - DOH Coordination		2	3	5				10	\$ 2,582			\$ -	\$ -	\$ 2,582
Task 5.3 - Permit Application Preparation								0	\$ -			\$ -	\$ 360	\$ 360
Skagit County Building Permit		4	12	22	5			43	\$ 10,247			\$ -	\$ -	\$ 10,247
DOH Construction Documents Review		2	4	5	7			18	\$ 4,314			\$ -	\$ -	\$ 4,314
Skagit County Shoreline Substantial Development/Conditional Permit		2	4	7				13	\$ 3,222			\$ -	\$ -	\$ 3,222
Skagit County Grading Permit		2	5	8				15	\$ 3,700			\$ -	\$ -	\$ 3,700
Skagit County Utility Permit		1	4	6				11	\$ 2,671			\$ -	\$ -	\$ 2,671
Skagit County Right-of-Way Permit		2	4	6	6			18	\$ 4,279			\$ -	\$ -	\$ 4,279
Skagit County Stormwater Report		10	16	35	10			71	\$ 17,146			\$ -	\$ -	\$ 17,146
Task 5 Subtotal	2	29	60	20	91	21	0	223	\$ 54,632	\$ -	\$ -	\$ -	\$ 360	\$ 54,992
Task 6 - Bidding Support Services														
Task 6.1 - Bidder Inquiries and Addenda	4	5	8	8	8	4		37	\$ 9,660			\$ -	\$ 72	\$ 9,732
Task 6.2 - Pre-bid Conference		6	6					12	\$ 3,665			\$ -	\$ 189	\$ 3,853
Task 6.3 - Bid Award Review	1	2	2	4				9	\$ 2,479			\$ -	\$ -	\$ 2,479
Task 6 Subtotal	5	13	16	12	8	4	0	58	\$ 15,804	\$ -	\$ -	\$ -	\$ 261	\$ 16,065
Task 7 - Subconsultant Services														
Task 7.1 - Electrical Engineering & Instrumentation and Controls								0	\$ -	\$ 23,860		\$ 26,246	\$ -	\$ 26,246
Task 7.2 - Structural Engineering								0	\$ -	\$ 32,825	\$ 36,108	\$ -	\$ -	\$ 36,108
Task 7 Subtotal	0	0	0	0	0	0	0	0	\$ -	\$ 23,860	\$ 32,825	\$ 62,354	\$ -	\$ 62,354
TOTAL - ALL TASKS	68	188	280	219	314	210	15	1294	\$ 326,226	\$ 23,860	\$ 32,825	\$ 62,354	\$ 3,951	\$ 392,530

EXHIBIT A

SCOPE OF SERVICES PANORAMA STORAGE TANK PROJECT DESIGN AND BIDDING SUPPORT SERVICES PUD NO. 1 OF SKAGIT COUNTY

Introduction

Conсор North America, Inc. (Conсор) has developed this Scope of Services (scope) and accompanying fee estimate to provide engineering services for the Panorama Storage Tank project (Project). The scope and fee have been developed based on discussions with PUD No. 1 of Skagit County (PUD) staff and Conсор's understanding of the project.

The consultant team is led by Conсор as the prime consultant and includes subconsultants Peterson Structural Engineering (Peterson) for structural engineering services and Industrial Systems Inc (IS) for electrical, instrumentation, and controls.

Project Understanding

This project will construct a proposed 1.6 million gallon (MG) water tank in the PUD-owned parcel south of Old Day Creek Road. An access road will be constructed from Janicki Road to the proposed tank site. Separate inlet and outlet pipes will connect the tank to the W1 pump system and the Panorama Service Area.

This scope of services is a continuation of the engineering services for the designs prepared under the previous contract for the Panorama Storage Tank project, which was scoped in June 2021 and halted in August 2022 following the 90% design submittal.

The following is a brief overview of the proposed improvements included for design in this scope of services:

- Construction of the new 1.6 MG prestressed concrete water tank.
- Installation of approximately 3,900 linear feet of proposed parallel inlet and outlet piping.
- Installation of approximately 1,800 linear feet of proposed tank overflow / drain line with connection to Judy Reservoir
- Construction of an approximately 1,260-foot-long and 20-foot wide access road from Janicki Road to the proposed tank site.
- Connection to the W-1 pump system to fill the new water tank.
- Connection to allow the new tank's stored volume to refill the existing clearwells.

The following items from the previous scope of work are not a part of this scope of work

- Upgrading the W1 pump system with new and updated motor control equipment.

The following project elements will be performed by the PUD:

- Public outreach
- Environmental permitting and permit package submission
- Geotechnical investigations
- Right-of-way permit for crossing Old Day Creek Road
- Easement acquisition, if needed

Scope of Services

The Scope of Services includes final design and bid period service phases. All tasks include the following elements:

- Objective: Summary of the goals that will be achieved by the task
- Activities: Project elements and efforts that will be completed by the Consor project team
- Deliverables: The finished product that will be delivered to the PUD
- Assumptions: Assumptions used to develop each task
- PUD Responsibilities: PUD staff responsibilities to complete the task

PUD staff will be actively engaged throughout the project, utilizing a series of meetings, workshops, and presentations to solicit the PUD’s input and develop consensus at key points in the design process. Tasks in this Scope of Services include:

- Task 1 – Project Management
- Task 2 – Data Collection
- Task 3 – Geotechnical Coordination
- Task 4 – Final Design
- Task 5 – Permitting
- Task 6 – Bidding Support Services
- Task 7 – Subconsultant Services

Engineering services during construction, construction observation, and special inspections are not included in the Scope of Services. Specific scope and budget will be added by Contract Amendment.

Task 1 - Project Management

Objective

Conсор will provide overall leadership and team strategic guidance aligned with PUD staff objectives. Coordinate, monitor, and control the project resources to meet the technical, communication, and contractual obligations required for implementing the project scope.

Activities

1.1 Invoices/Status Reports

Conсор will prepare monthly invoices, including expenditures by task, hours worked by project personnel, and other direct expenses with the associated backup documentation. Monthly reports of project status and budget summary will accompany each invoice and will be submitted electronically to the District's Project Manager.

1.2 Coordination with PUD Staff and Other Agencies

Coordination will be through the PUD's Project Manager in the form of phone conversations and e-mail to communicate project status, work activities, and issues requiring PUD input. Provide up to 40 hours of coordination with PUD, Department of Health (DOH) and other agencies/utilities.

1.3 Staff and Subconsultant Management

Conсор's project manager will coordinate with and manage subconsultants on specific tasks, scope, and budget to facilitate execution of the Scope of Services.

1.4 Project Management Plan Update

Conсор will update the Project Management Plan (PMP) prepared under the previous contract, which includes a description of the problem statement, scope of work, project team member roles and responsibilities, communications protocols, quality management plan and activities, risk register, schedule from the task below, and this scope of consultant services.

1.5 Project Schedule

Conсор will prepare an integrated project schedule using Microsoft Project at the beginning of the project that combines the schedule of all work by Conсор's team. The schedule will include all work packages, Consultant activities, project deliverables, meetings, and PUD review periods. This approved schedule will become the baseline schedule for the project.

The project schedule will be reviewed monthly and modified, if necessary. All schedule updates will be provided to the PUD.

1.6 Project Kickoff Meeting

Conсор will prepare for and facilitate a project kickoff meeting with PUD's engineering, operations, and maintenance staff. The Consultant will prepare a meeting agenda and review materials in advance for distribution to team members. The kickoff meeting will review the project objectives, roles and responsibilities, project milestones, and project assumptions, constraints, and risks. The Consultant will prepare draft meeting minutes for review and editing by the PUD. Conсор will finalize meeting minutes.

1.7 Quality Management

Conсор will perform quality management at key milestones and on project deliverables.

Task Deliverables

- Monthly invoice and status report covering:
 - Work on the project performed during the previous month
 - Problems encountered and actions taken for their resolution
 - Potential impacts to submittal dates, budget shortfalls or optional services
 - Budget Analysis
 - Updated monthly schedule, when applicable
 - Issues requiring project team action
- Updated draft and final PMP in PDF format
- Kickoff meeting agenda and notes
- Initial project schedule, and up to two (2) project schedule updates, in PDF format
- Set up a Microsoft Teams shared environment to facilitate collaboration, assign tasks using Microsoft Planner, and centrally locate project files and information. The PUD's team will have guest access to the Team site.

Assumptions

- Notice to Proceed date by March 2026.
- Project duration is anticipated to be nine (9) months.
- Up to nine (9) invoice packages, based on the completion schedule described above.
- Kick-off meeting will be hosted virtually, last up to two (2) hours in duration, and will be attended by three (3) staff from Consor's team.
- Up to 18 (as necessary) 30-minute phone meetings with Consor's Project Manager and PUD Project Manager.
- Up to 18 bi-weekly 30-minute team coordination calls will be held with Consor's PM and internal team members (Consor and subconsultants) to review progress and work elements and coordinate future work to be accomplished according to project schedule.

PUD Responsibilities

- Review Project Schedule and Project Management Plan, and provide review comments
- Schedule and attend kick-off meeting.
- Timely review and processing of invoices.
- Participate in meetings.

Task 2 – Data Collection

Objective

Conсор’s team will request and review existing available data and background information from the PUD and other agencies.

Activities

2.1 Data Request List

Prepare a list of data needed for the project, submit to the PUD and other agencies, and coordinate with various agencies during the data collection process. This includes preparing additional lists of data needed for the project, as necessary.

2.2 Review Data and Information

Prepare a list of data needed for the project, submit to the PUD and other agencies, and coordinate with various agencies during the data collection process. This includes preparing additional lists of data needed for the project, as necessary.

Task Deliverables

- Data request list

Assumptions

- None

PUD Responsibilities

- Provide available record drawings for PUD facilities, operations and maintenance information, and other requested or pertinent data.

Task 3 –Geotechnical Coordination

Objective

Conсор’s team will coordinate with the PUD staff to obtain additional geotechnical information needed for the structural design.

Activities

3.1 Geotechnical Coordination and Review

Review previously provided geotechnical information and additional information needed to update the design to be in compliance with ASCE 7-22/IBC 2024.

- Geotechnical services will be completed by GeoEngineers, who will be contracted directly by the PUD and are not included in this scope of services.

Task Deliverables

- None

Assumptions

- Up to three (3) members of the Consor design team will attend the site reconnaissance

PUD Responsibilities

- Contract with GeoEngineers for additional geotechnical investigations and reporting, as needed

Task 4 – Final Design

Objective

This task will develop final design plans and specifications, based on the 90% design submitted under the previous contract. Final design plans and specifications will be developed to the 90% and 100% completion levels for review by the PUD. Final bid-ready plans and specifications will incorporate all prior PUD review comments and be suitable for bidding.

Activities

4.1 90% Plans and Specifications

Revise the plans that were completed to the 90% level under the previous contract for the proposed tank, pipelines, and access road to incorporate new design items and remove omitted items based upon discussion with PUD staff. Revisions to the prior design are anticipated to include the following:

- The updates to the W1 pumps are no longer a part of the design.
- The tank outlet pipe connection to the W1 pump system will be revised to allow the tank to fill the existing clearwells adjacent to the Judy Reservoir.
- Widening the proposed access road width from 12 feet to 20 feet.
- Updating the structural design of the tank to incorporate the updated geotechnical information provided in Task 3.

Plans will be developed at a 1"=20' scale and include details for improvements. Develop key technical specifications for new design items.

4.2 100% Plans and Specifications

Further develop the final design plans and specifications to the 100% completion level based on the 90% plans/specifications and modifications from the PUD's review of the 90% plans/specifications. Specifications will include the PUD's front-end contract documents, PUD's general provisions, and Consor's technical specifications.

4.3 Bid Documents

Upon completion of the PUD's review of the 100% plans and specifications, implement modifications, as necessary, and develop bid-ready contract documents and plans. Submit stamped and signed bid-ready contract documents and design plans to the PUD.

4.5 Construction Cost Opinions

Prepare construction cost opinions at each submittal milestone (90%, 100%, and Bid). These cost opinions will be formatted to reflect the bid items in the bid schedule of the contract documents.

4.6 Constructability Reviews

Provide constructability reviews of the improvements and document potential issues that could affect the construction of the project as designed or the construction schedule.

4.7 PUD Review Meetings

Submit draft plans, specifications, and cost opinion to the PUD for review and comment at the 90% and 100% completion levels. Meet with PUD upon completion of each review to discuss review comments and proposed modifications to the 90% and 100% submittal packages.

Deliverables

- Review meetings/workshop agendas and notes.
- Submission of 90% and 100% design packages includes:
 - An electronic copy in PDF format of plan sets (full-size 22"x34"), key technical specifications, project schedule and engineer's opinion of probable construction cost; including Word documents of the specifications.
- Submission of bid document package includes:
 - An electronic copy in PDF format of stamped and signed bid-ready documents including: full-size (22"x34") plan sets, specifications, project schedule and engineer's opinion of probable construction cost; Word documents of the specifications and AutoCAD files of the bidding drawings.

Assumptions

- Technical specifications will be prepared in CSI Masterformat
- A total of two (2) PUD review meetings is anticipated, which will be hosted virtually, last up to two (2) hours in duration, and will be attended by up to five (5) Consor design team members
- Reservoir site landscaping will be limited to site restoration and seeding, no detailed landscaping planting plan or irrigation will be required.
- The pipeline installation across Old Day Creek Road will be accomplished using open cut methods.
- PUD review period will be up to four (4) weeks for the 90% and 100% submittals.
- Additional survey will not be necessary as a result from the changes from the previous contract design noted in Task 4.1.
- Specifications submitted with the 90% submittal package will be limited to new key technical specifications resulting from revised design elements.
- PUD Responsibilities Provide PUD's standard front-end contract documents and general provisions (boilerplate specifications).
- Review 90% and 100% design submittal packages and provide comments to Consultant.
- Participate in review meetings and provide input on preferences for proposed improvements.

PUD Responsibilities

- PUD to deliver a digital copy of stamped and signed bid ready documents to Builders Exchange of Washington.

Task 5 – Permitting

Objective

Prepare permit application packages for PUD staff to submit to the appropriate review agencies.

Activities

5.1 Final DOH Project Report Addendum

Conсор will prepare an addendum for the Final DOH Project Report completed by the PUD to address any changes from what was described in the prior Project Report.

5.2 DOH Coordination

The draft addendum will be revised based on comments and discussions with the PUD and submitted to DOH for formal review and approval. Coordination with DOH and modifications to addendum based on DOH's review is anticipated. The report addendum will be finalized with the requested modifications and resubmitted to DOH and the PUD.

5.3 Permit Application Preparation

Conсор will prepare the permit application packages or reports for the permits/reviews/approvals listed below.

1. Skagit County Building Permit
2. DOH Construction Documents Review
3. Skagit County Stormwater Report

Conсор will assist the PUD with the preparation of permit application packages for the permits/reviews/approvals listed below.

1. Skagit County Shoreline Substantial Development/Conditional Use Permit
2. Skagit County Grading Permit
3. Skagit County Utility Permit
4. Skagit County Right-of-Way Access Permit

Deliverables

- Addendum to the Project Report, draft and final
- Relevant documents for permit application packages (drafts for PUD review and finals for agency review) for the items listed under Task 5.3

Assumptions

- The PUD will prepare and submit the permit packages to the appropriate reviewing agency, with the exception of the Skagit County Building Permit and the DOH Construction Documents Review. Conсор's role will be to assist with document preparation.

- The following application packages are anticipated to be submitted following the 90% design submittal.
 - Skagit County Building Permit
 - Skagit County Shoreline Substantial Development/Conditional Use Permit
 - Grading Permit
 - Skagit County Right-of-Way/Utility Permit
 - Skagit County Stormwater Report
 - DOH Construction Documents Review
- Assistance for preparation of the Shoreline Substantial Development/Conditional Use Permit will consist of providing the most recent design documents for inclusion in the permit application.
- The stormwater management design will consist of full dispersion from the project site, as designed under the previous contract. Design of additional stormwater management improvements will not be required.
- Consor will not be responsible for preparation of the Stormwater Pollution Prevention Plan.
- MUTCD Standard WSDOT traffic control will be sufficient to meet the traffic control plan requirements for the Right-of-Way permit.

PUD Responsibilities

- Take the lead on preparing and submitting permit application packages to the appropriate reviewing agencies.
- Complete all environmental permitting documents, including SEPA and JARPA requirements.
- Review draft project report addendum and provide comments to Consultant.
- Review draft application package for the building permit and provide one set of compiled review comments.
- Payment of all permitting fees.

Task 6 – Bidding Support Services

Objective

Provide services to assist the PUD on an as-needed basis during bidding and award of the project.

Activities

6.1 Bidder Inquiries and Addenda

Assist the PUD in responding to bidders' questions and in documenting conversations; prepare addenda as necessary to clarify the contract documents.

6.2 Pre-bid Conference

Attend a pre-bid conference for the project and provide support to the PUD for specific agenda items.

6.3 Bid Award Review

Provide supplemental support in reviewing bids, contacting references, verifying qualifications, and recommending bid award.

Deliverables

- Draft addenda for the PUD to distribute to plan holders.
- Written responses to bidder's questions as required.

Assumptions

- Upon referral from the PUD, Consultant will respond to up to fifteen (15) questions.
- Up to two (2) draft addenda will be prepared for the PUD.
- The Pre-bid Conference will be attended in person by up to two (2) Consultant team members.

PUD Responsibilities

- PUD will take the lead in tasks associated with bid advertisement, addenda distribution, plan holder administrations, bid evaluation, bid tabulation, etc.
- PUD will be the lead in receiving questions from bidders, subcontractors, equipment suppliers and other vendors. Upon referral from the PUD, Consor will respond to questions.
- PUD will pay costs associated with bid advertisement and publications.

Task 7 – Subconsultant Services

Objective

Subconsultants supplement the Consor design team by providing structural and electrical, controls, and instrumentation design services.

Activities

7.1 Electrical Engineering & Instrumentation and Controls

Industrial Systems, Inc. will provide electrical, communication, and control system design support. Industrials Systems will prepare a control narrative to be used by QCC to program proper operation of the new water storage tank. A more detailed description of the services to be provided follows.

1. Coordinate with the PUD to arrange electrical service to the tank site.
 - a. It is estimated that the nearest point of service is 1,200 feet from the tank site.
2. Finalize electrical calculations for utility service and electrical distribution at the tank site.
3. Coordinate instrumentation requirements with QCC and PUD.
4. Prepare electrical, instrumentation, communication, and control system drawings.
5. Prepare electrical, instrumentation, communication, and control system technical specifications.
6. Prepare engineering opinion of probable construction cost.
7. Submit progress drawings at 90% and 100% completion for review by the project team. Submit stamped and signed bid-ready drawings.

7.2 Structural Engineering

Peterson Structural Engineers will provide structural engineering services for the proposed 1.6 MG prestress concrete tank design and bidding support services. Peterson's scope is based on the provided geotechnical report and assumes that updated geotechnical information for the relevant seismic and soil design parameters according to ASCE 7-22 will be provided prior to initiation of the design review and updates. This scope also assumes that the tank structure geometry will be substantially similar to the prior

90% design and site soil parameters will allow continued use of shallow spread footings and a membrane slab as previously proposed. A more detailed description of the services to be provided follows.

1. Perform design and generation of construction drawings for the 90% and 100% design submittals for the storage tank structure.
2. Submittal of 90% and 100% construction documents for design review.
3. Review and respond to various design review comments and questions.
4. Assist in the development of structurally related specification sections.
5. Generation of bid-ready design and construction documents for the project.
6. Submittal of stamped bidding/construction drawings and structural calculations.
7. Provide up to eight (8) hours of structural support during permitting to review and respond to reviewer questions or comments.
8. Provide up to 16 hours of support during bidding to review and respond to bidder questions or RFIs and prepare addendums.

Budget

The fee estimate is included as Exhibit B. Payment will be made at the billing rates for personnel working directly on the project, which will be made at Consor's Hourly Rates, plus Direct Expenses incurred. Subconsultants, when required by Consor, will be charged at actual costs plus a 10 percent fee to cover administration and overhead costs.

Project Schedule

Below is the estimated schedule for the project. The detailed project schedule will be updated after Notice to Proceed is provided by the City.

<u>Activity</u>	<u>Estimated Completion</u>
Notice to Proceed for Final Design	March 2026
90% Design Submittal	June 2026
100% Design Submittal	October 2026
Bid-Ready Documents	November 2026
Bid Advertisement	December 2026
Bid Award	January 2027



1415 Freeway Drive | Mount Vernon, Washington 98273 | (360) 424-7104 | SkagitPUD.org

March 10, 2026

MEMORANDUM

TO: Board of Commissioners

FROM: Mark Handzlik P.E., Engineering Manager

SUBJECT: Adoption of Resolution No. 2319-26, Approving the Waiver of Water Connection Fees Paid by Family Promise

Requested Action:

Adopt Resolution No. 2319-26 approving the waiver of water connection fees paid by Family Promise.

Background:

Family Promise of Skagit Valley (Family Promise), an affiliate of the national Family Promise non-profit organization, is proposing a project to construct 14 transitional low-income housing units in the city of Sedro-Woolley. The water utility portions of the project will include the relocation of an existing 1 ½-inch water service and installation of a new 5/8-inch water service. The 5/8-inch water service will provide continued water supply to the existing church building on the site. The relocated 1 ½-inch service will be used as a common meter to provide water supply to the new housing units, as the multifamily project will be under a single ownership.

Family Promise is responsible for all costs associated with this project, which include System Development Fees (SDF) and project fees due to the PUD for the new water system improvements. Prior to the start of construction, Family Promise is required to execute a project authorization with the PUD and pay a deposit equal to the estimated project costs. SDF payments and any additional project costs will be due after PUD acceptance of the project and prior to activation of water service.

Family Promise has requested assistance from the PUD in their pursuit of funding from Washington State’s Connecting Housing to Infrastructure Program (CHIP). This funding would reimburse Family Promise for water connection fees paid to the PUD. Skagit County Health has been awarded CHIP funding, and Family Promise can receive reimbursement from Skagit County Health and CHIP for water connection fees paid to the PUD if the funding requirements are satisfied. One of the funding requirements is for the utility or municipality to approve a “waiver” of water connection fees on the condition of reimbursement from CHIP. The attached resolution satisfies funding requirements for a “waiver”, clarifies that the PUD will receive all applicable fees and payments directly from Family Promise, and clarifies that potential reimbursements from CHIP finding will occur directly from Skagit County Health to Family Promise.

Fiscal Impact:

None. All project costs are the responsibility of the developer. PUD will not refund or directly waive project fees due from the developer.

Estimated PUD project costs to be reimbursed by Developer to PUD: \$11,000

Anticipated SDF fees related to project to be paid by Developer: \$8,620

- Enclosures:
1. [Resolution 2319-26 Family Promise](#)
 2. [Family Promise Cottage Village Vicinity Map](#)

RESOLUTION NO. 2319-26

A RESOLUTION OF THE COMMISSION OF PUBLIC UTILITY DISTRICT NO. 1 OF SKAGIT COUNTY, WASHINGTON (DISTRICT), APPROVING THE WAIVER OF WATER CONNECTION FEES PAID BY FAMILY PROMISE OF SKAGIT VALLEY (FAMILY PROMISE) TO THE DISTRICT ON THE CONDITION OF REIMBURSEMENT FROM THE WASHINGTON DEPARTMENT OF COMMERCE'S (COMMERCE) CHIP FUNDING TO FAMILY PROMISE FOR FEES PAID TO THE DISTRICT FOR THE FAMILY PROMISE COTTAGE VILLAGE PROJECT LOCATED AT 1013 POLTE RD, SEDRO-WOOLLEY, WA 98284 (FAMILY PROMISE COTTAGE HOUSING).

WHEREAS, the State Legislature, in 2012, authorized municipalities to waive system development charges partially or fully, also known as tap-in charges, connection or hookup fees, for housing designated for low-income persons (RCW 35.92.380), and

WHEREAS, the Skagit County Board of Commissioners, in 2021, voted to implement the Affordable Housing Sales and Use tax to fund affordable housing (RCW 82.14.540), and

WHEREAS, exemption of system development charges and other water connection fees will enable low-income housing projects to become more economically viable, and further the production of housing for low-income households, and

WHEREAS, several factors have combined to severely limit the production of housing for low-income families, and

WHEREAS, exemption of system development charges and water connection fees is categorically exempt from review under the State Environmental Policy Act, and

WHEREAS, the Legislature, in 2021, authorized the creation of the Connecting Housing to Infrastructure Program (CHIP), which reimburses local governments and public utility districts for waived system development charges, and

WHEREAS, Skagit County Public Health has been awarded CHIP funding, and

WHEREAS, Family Promise will complete water system improvements at Family Promise Cottage Housing, will have system development and project fees due to the District, and will pay the District for these fees, and

WHEREAS, Family Promise desires to be reimbursed by the CHIP program for system development and project fees paid to the District for the Family Promise Cottage Housing project.

NOW, THEREFORE, BE IT RESOLVED THAT the District approves of the waiver of water system development charges and connection fees paid by Family Promise Cottage Housing to the District, and their full reimbursement by the CHIP program directly to Family Promise, for the Family Promise Cottage Housing at 1013 Polte Rd, Sedro-Woolley, WA 98284. This full waiver of water system development fees will be administered by Skagit County Public Health to Family Promise and is conditional on the full reimbursement of CHIP funds from COMMERCE.

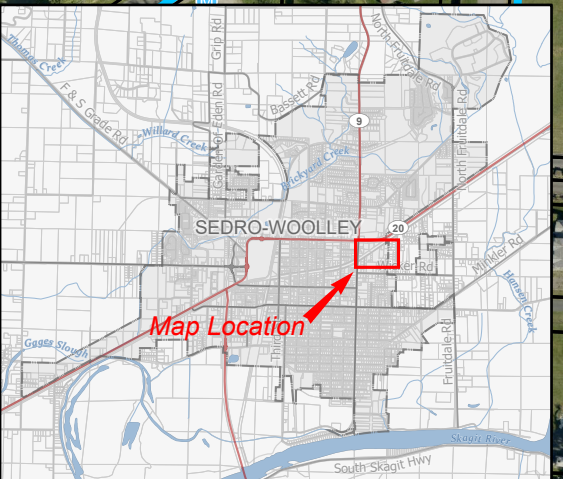
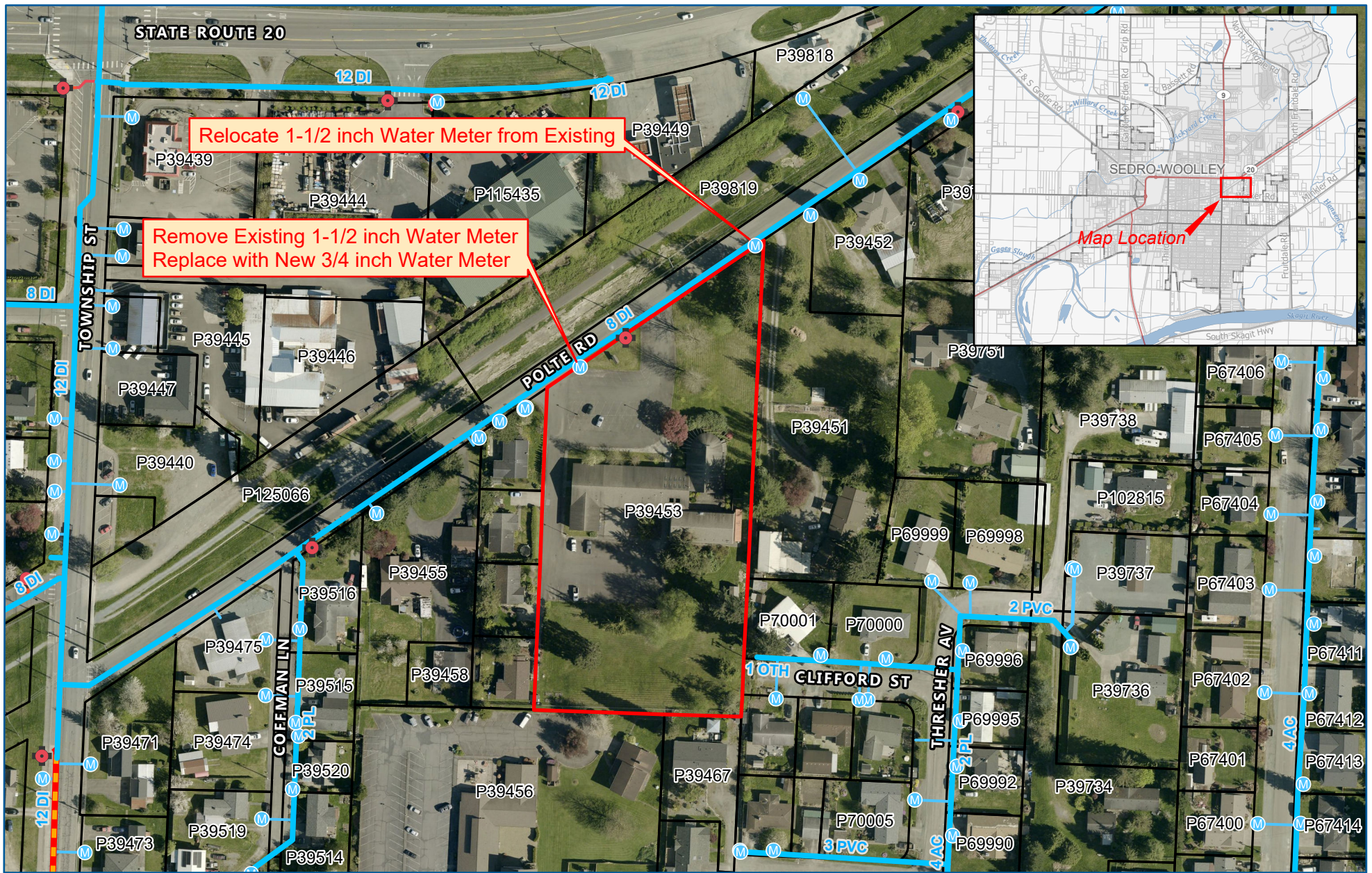
ADOPTED by the Commission of Public Utility District No. 1 of Skagit County, Washington, at a regular meeting held this 10th day of March 2026.

Andrew Miller, President

Corrin Hamburg, Vice President

ATTEST

Joe Lindquist, Secretary



Family Promise Cottage Village Vicinity Map

- Tax Parcels
- Project Site
- Main Line
- Awaiting Acceptance

- Lateral Line
- Domestic
- Fire
- Hydrant Laterals
- Domestic Meter
- Hydrant



0 75 150 300 Feet

NAD 1983 StatePlane Washington North FIPS 4601 Feet
 Author: carson
 2/24/2026

This map was created from available public records and existing map sources, not from field surveys. While great care was taken in this process, maps from different sources rarely agree as to the precise location of geographic features. The relative positioning of map features to one another results from combining different map sources without field verification.

The PUD #1 of Skagit County disclaims any warranty of merchantability or warranty of fitness of this map for any particular purpose, either expressed or implied. No representation or warranty is made concerning the accuracy, currency, completeness or quality of data depicted on this map. Any user of this map assumes all responsibility for use thereof, and further agrees to hold the PUD #1 of Skagit County harmless from any damage, loss, or liability arising from the use of this map.





WASHINGTON STATE
PUBLIC WORKS BOARD
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www.pwb.wa.gov

February 24, 2026

George Sidhu
PUD No. 1 of Skagit County
1415 Freeway Dr
Mount Vernon, WA 98273

RE: PUBLIC WORKS BOARD PRE-CONSTRUCTION AWARD LETTER

Dear General Manager George Sidhu,

Thank you for submitting a Public Works Board Pre-Construction funding application for consideration by the Public Works Board (Board). Congratulations, your Panorama Storage Tank project has been selected for an award of \$750,000 in loan funding and \$0 in grant funding. Our office has completed the underwriting for this project, and the interest rate is 1.06% with a loan term of 5 years.

The Board approved your pre-construction application at their February 20, 2026 board meeting. The approval date is the award date. Any eligible costs incurred from this date forward are reimbursable.

The Governor's Executive Order 21-02 requires projects funded through appropriations in the State's Capital Budget to be reviewed prior to any ground-disturbing activities and the expenditure of any state funds for construction, demolition, or acquisition.

Your contract will be emailed to you for signature using DocuSign once your scope of work and milestones are approved. Applicants must fully execute contracts within six months of receipt.

Once again, thank you for applying to the Public Works Board. Please contact your Project Manager, Izabela Kocan by email at izabela.kocan@commerce.wa.gov if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'SR', with a horizontal line extending to the right.

Sheila Richardson | PWB Programs Director and Tribal Liaison | (564) 999-1927

PUBLIC UTILITY DISTRICT NO. 1 OF SKAGIT COUNTY
JANUARY 2026

	<u>YTD 2025</u>		<u>YTD 2026</u>	Percent Change	<u>Budget 2026</u>	Budget to Actual
Beginning Reserves	\$ 24,793,252		\$ 26,219,902	6%		
Revenues						
Residential & Multi-family	\$ 1,731,857		\$ 1,891,185	9%	\$ 1,763,514	107%
Commercial Gov't & Agriculture	635,878		673,093	6%	556,421	121%
Resale	14,663		16,245	11%	11,256	144%
Irrigation	22,962		17,205	-25%	14,259	121%
Water Sales	\$ 2,405,360		\$ 2,597,728	8%	\$ 2,345,450	111%
Other Water Sales	110,191	(a)	59,185	-46%	56,827	104%
Non-operating Revenue	106,862	(b)	81,569	-24%	54,145	151%
Work & Service Orders	50,928	(c)	23,431	-54%	78,635	30%
System Development Fees	91,930	(c)	40,215	-56%	97,628	41%
Total Revenues	\$ 2,765,270		\$ 2,802,128	1%	\$ 2,632,685	106%
Operating Expenses						
Salary/Wages/Benefits	644,859		1,251,045	94%	1,152,177	109%
WTP - Water, Power, Chem.	38,631	(d)	71,138	84%	134,238	53%
Repairs & Maint, and Fleet	63,628	(e)	46,079	-28%	143,452	32%
Tech./SCADA/Support	333,785		128,887	-61%	70,402	183%
Professional Services	14,800	(e)	8,483	-43%	54,223	16%
Goods & Services	151,292	(f)	197,248	30%	225,381	88%
Utility & Other Taxes	125,749		132,170	5%	124,764	106%
Construction in Progress	(51,963)	(g)	(39,969)	-23%	(119,120)	34%
Total Operating Expenses	\$ 1,320,781		\$ 1,795,081	36%	\$ 1,785,517	101%
Capital Expenses						
Labor	43,111		50,860	18%	1,585,010	3%
Other Expenses (Equip, Inv, G&S)	225,491		86,027	-62%	(251,677)	-34%
Capital Expenses	\$ 268,602		\$ 136,887	-49%	\$ 1,333,333	10%
Debt (Principal & Interest)	394,444		392,638	0%	392,638	100%
Total Capital & Debt Service	\$ 663,046		\$ 529,525	-20%	\$ 1,725,971	31%
Total Expenses	\$ 1,983,828		\$ 2,324,606	17%	\$ 3,511,488	66%
Income / Loss	\$ 781,442		\$ 477,521			
Revenue Fund	\$ 15,863,259		\$ 15,872,044	0%		
System Development Fees	7,123,059		8,139,635	14%		
Bond & Debt Reserve	1,836,945		2,003,388	9%		
Ending Estimated Reserves	\$ 24,823,263		\$ 26,015,067	5%		

- (a) Decrease in late fees, penalties, and sprinkler fees
- (b) Interest on investments is lower
- (c) Decrease in new development
- (d) Increase in electricity for pumping & chemical costs
- (e) Timing of projects & repairs
- (f) Inflation increases - utilities & insurance & campus expenses