



Helendale Community Services District

BOARD OF DIRECTORS MEETING

October 19, 2017 at 6:30 PM

26540 Vista Road, Suite C, Helendale, CA 92342

Call to Order - Pledge of Allegiance

1. Approval of Agenda

2. **Public Participation** - *Anyone wishing to address any matter pertaining to District business listed on the agenda or not, may do so at this time. However, the Board of Directors may not take action on items that are not on the agenda. The public comment period may be limited to three (3) minutes per person. Any member may speak on any agenda item at the time the agenda item is discussed by the Board of Directors.*

3. Consent Items

- Approval of Minutes: September 17, 2017 Regular Board Meeting
- Bills Paid and Presented for Approval

4. Reports

- Directors' Reports
- San Bernardino County Sheriff's Update – Deputy Haas
- Congressional Update – Congressman Cook's Field Rep. Wally Linn
- General Manager's Report

Discussion Items

- Discussion Only Regarding First Quarter Budget Report and FY2016 Draft Financial Statements
- Discussion and Possible Action Regarding Construction of Baseball Fields
- Discussion and Possible Action Regarding Preliminary Work in Anticipation of New Well Site Construction
- Discussion and Possible Action Regarding Adopting a Board Position Statement on Tertiary Water

Other Business

- Requested items for next or future agendas (Directors and Staff only)

Closed Session

- Conference with Real Property Negotiators (Government Code Section 54956.8)
Property: 26538 Lakeview Drive
District Negotiator: Kimberly Cox
Negotiating Parties: Various
Under Negotiation: Price and terms of payment

Open Session

- Reportable Action from Closed Session

11. Adjournment

Pursuant to Government Code Section 54954.2(a), any request for a disability-related modification or accommodation, including auxiliary aids or services, that is so agendized public meeting should be directed to the District's General Manager's office at (760) 951-0006 at least 24 hours prior to said meeting. The regular session of the board meeting will be recorded. Recordings of the Board meetings are kept for the Clerk of the Board's convenience. These recordings are not the official minutes of the Board meetings.

Providing:

- Water
- Wastewater
- Park & Recreation
- Solid Waste Management
- Street lighting
- Graffiti Abatement for the Helendale Community

OFFICE HOURS:

Monday-Friday
8:00 – 5:30 p.m.

PHONE:

760-951-0006

FAX:

760-951-0046

ADDRESS:

26540 Vista Road
Suite B
Helendale, CA
92342

MAILING

ADDRESS:

PO BOX 359
Helendale, CA
92342

Visit us on the Web

at:

www.helendalecsd.org





Minutes of the Helendale Community Services District Board of
Directors Meeting for September 21, 2017 at 6:30 PM
26540 Vista Road, Suite C, Helendale, CA 92342

Roll Call:

Board:

President Ron Clark; Vice President Tim Smith; Secretary Sandy Haas; Director Craig Schneider; Director Henry Spiller (arrived at 6:56 pm)

Staff:

General Manager Kimberly Cox
Program Coordinator Cheryl Vermette
Customer Service Supervisor Jean Thomas

Consultants

Legal Counsel Steve Kennedy

Audience:

There were five (5) members of the public present.

Call to Order and Pledge of Allegiance – The meeting was called to order at 6:35 pm by President Clark after which the Pledge of Allegiance was recited.

1. Approval of Agenda

Director Schneider made the motion to approve the Agenda as amended. Director Smith seconded the motion.

Vote: Motion carried. 4 Yes; 0 No; 1 absent

Yes: Director Schneider; Director Haas; President Clark; Vice President Smith

Absent: Director Spiller

2. Public Participation

3. Consent Items

- a. Approval of Minutes: September 7, 2017 Regular Board Meeting
- b. Bills Paid and Presented for Approval

4. Reports

- a. Directors' Reports
 - Director Smith – No new information on the Route 66 memorial project.
 - President Clark – Presented a certificate of appreciation to Valera Brown in honor of Bob Brown for her donation to the Helendale Community Park.
- b. San Bernardino County Sheriff's Update – Deputy Haas
 - No Report
- c. Congressional Update – Congressman Cook's Field Rep. Wally Linn
 - Wally Linn, Representative for Congressman Cook reported that Congressman Cook voted in favor of HR 3697 the Gang Member Removal Act and also assured the Board that he will inquire about the issue of the trains stopping on Vista Rd. as well as the post office issue.
- d. General Manager's Report
 - Lights are being installed at the Community Park and will be completed in time for the High School Football game
 - High School Football game will be held on Friday at 7 pm

- Soccer Opening day was on 9/16, over 160 children are playing, the new playground was used by many children at the game.
- New drinking fountain with bottle filler was installed in the Community Center
- The next concert in the park will be held on October 6th
- Administrative update: August – 51 Account Transfers, 87% of customers paid on time in August - 37% of customers paid in person, 20% are enrolled in ACH, 16% are enrolled in Bill Pay, 16% mail in payments, and 12% pay on our website.
- Water consumption for August was 75,074 HCF
- Average bill for August was 123.81
- Cash balances by Fiscal Year August 2017 - \$4,134,946
- Monthly Deposits for August - \$400,000 and checks totaled almost \$300,000
- Program Coordinator Vermette demonstrated how the new streamlined dump pass system works. The old system was time consuming and required multiple steps, the new process takes about a minute to issue a pass to the customer.

Discussion Items

5. Discussion and Possible Action Regarding Increase in Contract to Triple C Electric to Add Sidewalks to Scope of Work

Discussion: General Manager Cox presented the bid from Triple C Electric to complete ADA compliant sidewalks and ADA compliant parking. The Board discussed the options of completing the parking and sidewalks on only one side of the picnic shelters or completing parking and sidewalks on both sides of the picnic shelters. These costs would qualify under the LWCF grant.

Motion: Director Smith made the motion to increase the contract to Triple C Electric in an amount not to exceed \$57,885 plus a contingency of \$7,115 for a total approval of \$65,000. Director Schneider seconded the motion.

Vote: Motion carried. 5 Yes; 0 No; 0 absent

Yes: Director Schneider; Director Haas; President Clark; Vice President Smith; Director Spiller

6. Discussion and Possible Action Regarding Implementation of an Employee Longevity Program

Discussion: Customer Service Supervisor Thomas presented the Employee Longevity Program which would award staff for their service at 5, 10, 15 and 20 years of service to the District. Director Schneider requested to change the name to the Employee Service Program. The Board also recommended that the staff members who reached a milestone within the last year be given their award. The Board also requested that employees receiving an award be recognized at a Board Meeting.

Motion: Director Haas made the motion to approve the Employee Service Program. Director Smith seconded the motion.

Vote: Motion carried. 5 Yes; 0 No; 0 absent

Yes: Director Schneider; Director Haas; President Clark; Vice President Smith; Director Spiller

7. Discussion Only Regarding a Proposed Eagle Scout Project

Discussion: A local Eagle Scout requested to create a second Dog Park at the District's empty lot on Silver Lakes Parkway and Galleon Lane as his Eagle Scout project. The Board discussed the costs, the need to notify neighbors and parking concerns. The Board requested that the Scout bring his proposal to the Board and discuss the funding and his plan for completing this project.

Other Business

8. Requested items for next or future agendas (Directors and Staff only)

General Manager Cox announced that the October 5th Board Meeting will be cancelled.

Recess: The Board took a brief recess at 7:37 pm

The Board returned at 7:47 pm and went into closed session

Closed Session

- 9. Conference with Real Property Negotiators
(Government Code Section 54956.8)
Property: 26538 Lakeview Drive
District Negotiator: Kimberly Cox
Negotiating Parties: Various
Under Negotiation: Price and terms of payment

Closed Session ended at 8:15 pm and returned to Open Session.

Open Session

- 10. Reportable Action from Closed Session
None
- 11. Adjournment
President Clark adjourned the meeting at 8:15 pm

Submitted by:

Attest:

Ron Clark, President

Sandy Haas, Secretary

The Board actions represent decisions of the Helendale Community Services District Board of Directors. A digital voice recording and copy of the PowerPoint presentation are available upon request at the Helendale CSD office.



Helendale Community Services District

Date: October 19, 2017
TO: Board of Directors
FROM: Kimberly Cox, General Manager
BY: Sharon Kreinop, Senior Account Specialist
SUBJECT: Agenda item # 3 b.
Consent Item: Bills Paid and Presented for Approval

STAFF RECOMMENDATION:

Report Only. Receive and File

STAFF REPORT:

Staff issued 80 checks for the period September 18, 2017 through October 16, 2017 totaling \$150,632.99

Total cash available:	<u>10/16/17</u>	<u>9/18/17</u>
Cash	\$ 4,255,423.17	\$ 4,182,235.96
Checks Issued	\$ 150,632.99	\$ 144,787,.40

Investment Report

The Investment Report shows the status of invested District funds. The current interest rate is 1.23% for CalTRUST Short-Term and is 1.48% for Medium-Term Investments, 1.111 for LAIF, and 0.25% for the CBB Sweep Account for August 2017. Interest earned in August 2017 on the CalTRUST investments and the CBB Sweep Account is \$3,595.71.



Helendale CSD

Bills Paid and Presented for Approval

Transaction Detail

Issued Date Range: 09/18/2017 - 10/16/2017

Cleared Date Range: -

Issued Date	Number	Description	Amount	Type	Module
Bank Account: 251229590 - CBB Checking					
09/19/2017	19734	Aqua-Metric Sales Co.	-2,068.46	Check	Accounts Payable
09/19/2017	19735	Burrtec Waste Industries	-3,319.13	Check	Accounts Payable
09/21/2017	19736	Paul Harvey	-1,250.00	Check	Accounts Payable
09/21/2017	19737	American Water Works Assoc.	-100.00	Check	Accounts Payable
09/21/2017	19738	Asbury Environmental Services	-269.57	Check	Accounts Payable
09/21/2017	19739	Brunick, McElhaney & Kennedy	-3,087.50	Check	Accounts Payable
09/21/2017	19740	Burrtec Waste Industries	-312.41	Check	Accounts Payable
09/21/2017	19741	Burrtec Waste Industries	-615.18	Check	Accounts Payable
09/21/2017	19742	Burrtec Waste Industries, Inc.	-48,681.00	Check	Accounts Payable
09/21/2017	19743	California Special Districts Association	-107.17	Check	Accounts Payable
09/21/2017	19744	Capital One Commercial	-153.84	Check	Accounts Payable
09/21/2017	19745	County of San Bernardino, Solid Waste Mgmt. Div.	-631.83	Check	Accounts Payable
09/21/2017	19746	Dept. of Forestry & Fire Protection	-457.24	Check	Accounts Payable
09/21/2017	19747	Frontier Communications	-111.29	Check	Accounts Payable
09/21/2017	19748	Geo-Monitor, Inc.	-385.00	Check	Accounts Payable
09/21/2017	19749	Graham Equipment	-312.58	Check	Accounts Payable
09/21/2017	19750	Harbor Freight Tools	-166.39	Check	Accounts Payable
09/21/2017	19751	Infosend	-1,854.89	Check	Accounts Payable
09/21/2017	19752	Parkhouse Tire, Inc.	-29.83	Check	Accounts Payable
09/21/2017	19753	Professional Realty	-100.00	Check	Accounts Payable
09/21/2017	19754	Sandy Haas	-770.54	Check	Accounts Payable
09/21/2017	19755	Southern California Edison	-3,307.32	Check	Accounts Payable
09/21/2017	19756	Tunnel Vision Pipeline Cleaning	-6,100.00	Check	Accounts Payable
09/21/2017	19757	UIA Ultimate Internet Access, Inc	-64.42	Check	Accounts Payable
09/21/2017	19758	Verizon Wireless	-726.89	Check	Accounts Payable
09/25/2017	19760	Triple C Electric	-20,256.00	Check	Accounts Payable
09/27/2017	19762	Apple Valley Communications	-130.00	Check	Accounts Payable
09/27/2017	19763	Bank of America	-3,854.36	Check	Accounts Payable
09/27/2017	19764	Frontier Communications	-77.46	Check	Accounts Payable
09/27/2017	19765	Infosend	-2,096.02	Check	Accounts Payable
09/27/2017	19766	Official Payments Corp	-59.60	Check	Accounts Payable
09/27/2017	19767	Professional Realty	-100.00	Check	Accounts Payable
09/27/2017	19768	Rebecca Gonzalez	-330.00	Check	Accounts Payable
09/27/2017	19769	Rogers, Anderson, Malody & Scott	-8,787.00	Check	Accounts Payable
09/27/2017	19770	San Bernardino County Fire Protection District	-975.00	Check	Accounts Payable
09/27/2017	19771	Shred-it USA LLC	-57.42	Check	Accounts Payable
09/27/2017	19772	Sierra Analytical	-1,308.00	Check	Accounts Payable
09/27/2017	19773	Southwest Gas Company	-94.69	Check	Accounts Payable
09/27/2017	19774	Staples Office Supplies	-582.38	Check	Accounts Payable
09/27/2017	19775	Tim Smith	-750.00	Check	Accounts Payable
09/27/2017	19776	UIA Ultimate Internet Access, Inc	-686.48	Check	Accounts Payable
09/27/2017	19777	United Site Services	-428.25	Check	Accounts Payable
09/29/2017	19779	Konica/Minolta	-363.53	Check	Accounts Payable
10/05/2017	19780	American Public Works Association	-237.50	Check	Accounts Payable
10/05/2017	19781	American Water Works Assoc.	-420.00	Check	Accounts Payable
10/05/2017	19782	Aqua-Metric Sales Co.	-561.05	Check	Accounts Payable
10/05/2017	19783	AVCOM Services Inc.	-103.00	Check	Accounts Payable
10/05/2017	19784	Beck Oil	-2,140.61	Check	Accounts Payable
10/05/2017	19785	Boot Barn Inc.	-193.94	Check	Accounts Payable
10/05/2017	19786	Cazcom, Inc.	-175.00	Check	Accounts Payable
10/05/2017	19787	Consolidated Electrical Distributors, Inc.	-266.19	Check	Accounts Payable
10/05/2017	19788	County of San Bernardino	-21.00	Check	Accounts Payable

Bank Transaction Report

Issued Date Range: -

Issued Date	Number	Description	Amount	Type	Module
10/05/2017	19789	Craig Schneider	-1,002.37	Check	Accounts Payable
10/05/2017	19790	Fedak & Brown LLP	-8,360.00	Check	Accounts Payable
10/05/2017	19791	Hartford Life	-543.23	Check	Accounts Payable
10/05/2017	19792	Helendale Community Services District	-287.12	Check	Accounts Payable
10/05/2017	19793	Henry Spiller	-821.98	Check	Accounts Payable
10/05/2017	19794	I Candy Website & Graphic Design	-78.75	Check	Accounts Payable
10/05/2017	19795	Jerry Sooter	-500.00	Check	Accounts Payable
10/05/2017	19796	Larry Walker Associates	-7,108.75	Check	Accounts Payable
10/05/2017	19797	Mobile Occupational Services, Inc.	-240.00	Check	Accounts Payable
10/05/2017	19798	Print Mart	-75.41	Check	Accounts Payable
10/05/2017	19799	Robert Kalich	-210.00	Check	Accounts Payable
10/05/2017	19800	Ron Clark	-500.00	Check	Accounts Payable
10/05/2017	19801	Silver Lakes Hardware	-62.91	Check	Accounts Payable
10/05/2017	19802	Southern California Edison	-154.02	Check	Accounts Payable
10/05/2017	19803	Southern California Edison	-378.72	Check	Accounts Payable
10/05/2017	19804	Southern California Edison	-304.57	Check	Accounts Payable
10/05/2017	19805	Top Notch Networking, LLC	-863.02	Check	Accounts Payable
10/05/2017	19806	Tyler Technologies, Inc.	-137.00	Check	Accounts Payable
10/05/2017	19807	Uline	-176.51	Check	Accounts Payable
10/05/2017	19808	United Site Services	-173.13	Check	Accounts Payable
10/05/2017	19809	Univar USA Inc	-2,500.11	Check	Accounts Payable
10/05/2017	19810	USA Blue Book	-40.89	Check	Accounts Payable
10/05/2017	19811	USA of So. California	-128.80	Check	Accounts Payable
10/09/2017	19819	Bear's Valley Glass	-1,775.00	Check	Accounts Payable
10/09/2017	19820	Innovative Printing Concepts, Inc.	-1,839.58	Check	Accounts Payable
10/09/2017	19821	Henry Spiller	-384.16	Check	Accounts Payable
10/09/2017	19822	Robert Kalich	-175.00	Check	Accounts Payable
10/16/2017	19823	Bear's Valley Glass	-1,775.00	Check	Accounts Payable
Bank Account 251229590 Total: (80)			-150,632.99		
Report Total: (80)			-150,632.99		

Bank Transaction Report

Bank Account
[251229590 CBB Checking](#)

	Count	Amount
	80	-150,632.99
Report Total:	80	-150,632.99

Cash Account
[99 99-111000 Cash in CBB - Checking](#)

Report Total:

Count	Amount
80	-150,632.99
80	-150,632.99

Transaction Type

Check

Count	Amount	
80	-150,632.99	
Report Total:	80	-150,632.99



Helendale Community Services District

Date: October 19, 2017
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #5
Discussion Only Regarding First Quarter Budget Report

STAFF RECOMMENDATION:

Receive and file.

STAFF REPORT:

The following reports are included as attachments:

- Budget vs Actual Report
 - Account summary
 - Group summary
 - Fund summary
- Cash in Bank Report
- Statement of Cash Flows
- Detail Report for Parks

Attached for the Board's review are several reports including the first quarter Budget versus Actual Report. This report is arranged by budget categories for each of the funds. The target amount for the purpose of the review would be 25% received in revenue and 25% expended on the budget as this report represents the first quarter of the fiscal year completed. The Board may note that in some budget categories more than 25% has been expended to date. This in some cases involves cost that are paid during the first quarter for the entire year.

Water

Revenue for water are being realized at higher than projected due to the approval of a rate increase after the budget was adopted. Education and training is at 46.63% expended which represents recent attendance a conference for some of the water staff. Electrical costs have been higher than anticipated at 35.19% expended rather than 25%. Staff will be looking into this trend and if necessary will request an adjustment at mid-year review. Vehicle fuel has also come in higher than anticipated. Water has 71.49% remaining in expenditures.

Sewer

Revenue is tracking as projected. Contractual services has expended two-thirds of its budget due primarily to the protracted regulatory approval process. These expended are for services provided by the regulatory consultant who has been assisting throughout the process. Electricity charges

are coming in higher than anticipated for wastewater as well. Overall the wastewater budget is right on track at 75.36% remaining.

Parks

Parks is a dynamic fund with some diverse activity that occurs within this fund. Additional line items have been added this year to better track expenses. Several categories are in a deficit including telephone which is slightly over-spent for the year due to the need to install an additional phone line. Operations and maintenance is overspent due to some improvements that were completed at the beginning of the Fiscal Year to clean up the entrance area which included some dry-wall work, painting and repairs due to a water leak. Vehicle fuel for the park is a new line item. This will need to be evaluated and adjusted mid-year as more accurate usage information is captured. Previously wastewater was picking up an inordinate share of the fuel costs. With a new card system in place, more accurate usage is captured. Overall park is at 73% expended representing slightly over the 25% target for the first quarter.

Solid Waste

This budget is tracking as anticipated with revenues at less than 25% received which is typically since the first tax increments will not be received until December. Expenses are at 124.74% which is right at the 25% target for the first quarter indicating that expended are running less.

Administration

This is a pass-through account with revenue and expenses passing in and out of the account as needed. The costs of the administrative operation is funded by the three enterprise funds of water, wastewater and solid waste. This fund will be balanced throughout of the course of the year.

Cash in the Bank Report

This report provides a snapshot of the District's cash position up slightly for the first quarter at \$4,196,807.11 representing an increase of \$48,792.74

Statement of Cash Flow

This report of each budget area provides the current cash position for each of the funds. Included for the Board's information is a detail report for the Park's capital expenses. This is a new report that will be included with each quarterly presentation. In the past the reconciliation of capital expenditures was only visible in the audit report which showed an increasing "Due to" from parks to another fund. This will provide on-going information regarding these expenses that are not part of the line-item budget.



Helendale CSD

Budget vs Actual Report

Account Summary

For Fiscal: FY 2017-2018 Period Ending: 09/30/2017

		Current Total Budget	Period Activity	YTD Activity	Percent Remaining
Fund: 01 - Water Operations					
Revenue					
<u>01-410011-00-0</u>	Water Sales - Single Family-Meter	856,209.84	84,588.33	241,395.61	71.81 %
<u>01-410012-00-0</u>	Water Sales - Single Family-Consumpt...	401,000.00	91,279.50	224,785.40	43.94 %
<u>01-410111-00-0</u>	Water Sales - Multi-Family-Meter	8,114.04	653.59	1,937.07	76.13 %
<u>01-410112-00-0</u>	Water Sales - Multi-Family-Consumpt...	1,500.00	373.50	1,013.79	32.41 %
<u>01-410311-00-0</u>	Water Sales - Water Only-Meter	7,939.80	781.25	2,225.25	71.97 %
<u>01-410312-00-0</u>	Water Sales - Water Only-Consumpti...	11,000.00	1,617.00	4,028.40	63.38 %
<u>01-411021-00-0</u>	Water Sales - Commercial-Meter	17,411.40	2,207.19	6,326.11	63.67 %
<u>01-411022-00-0</u>	Water Sales - Commercial-Consumpti...	13,000.00	2,319.00	5,807.37	55.33 %
<u>01-411421-00-0</u>	Water Sales - Park-Meter	2,559.84	415.78	1,209.42	52.75 %
<u>01-411422-00-0</u>	Water Sales - Park-Consumption	13,500.00	3,733.50	9,773.03	27.61 %
<u>01-411521-00-0</u>	Water Sales - School-Meter	4,989.16	559.38	1,535.21	69.23 %
<u>01-411522-00-0</u>	Water Sales - School-Consumption	18,000.00	4,474.50	11,546.58	35.85 %
<u>01-413041-00-0</u>	Water Sales - Irrigation-Meter	12,093.24	1,161.79	3,447.45	71.49 %
<u>01-413042-00-0</u>	Water Sales - Irrigation-Consumption	32,000.00	7,783.50	20,370.19	36.34 %
<u>01-415000-00-0</u>	Permits & Inspections	500.00	60.00	60.00	88.00 %
<u>01-416000-00-0</u>	Connection Fees	0.00	7,251.65	7,251.65	0.00 %
<u>01-417000-00-0</u>	Meter Installation	0.00	700.00	700.00	0.00 %
<u>01-419000-00-0</u>	Fees & Charges	27,000.00	2,357.00	7,033.50	73.95 %
<u>01-419500-00-0</u>	Delinquent Fees & Penalties	42,000.00	3,450.64	10,003.62	76.18 %
<u>01-419700-00-0</u>	Mechanic Service Reimbursement	13,910.00	0.00	0.00	100.00 %
<u>01-705000-00-0</u>	Special Assmts - Water Standby	18,000.00	0.00	0.00	100.00 %
<u>01-705500-00-0</u>	Special Assmts - PY Water Standby	4,800.00	0.00	0.00	100.00 %
<u>01-706000-00-0</u>	Penalties On Delinquent Taxes	1,610.00	0.00	0.00	100.00 %
<u>01-712200-00-0</u>	Enernoc Capacity Payments	5,000.00	0.00	0.00	100.00 %
<u>01-740000-00-0</u>	Grant Revenue	0.00	0.00	23,747.57	0.00 %
<u>01-741006-00-0</u>	SCADA Grant - Enernoc	0.00	1,499.78	1,499.78	0.00 %
	Revenue Total:	1,512,137.32	217,266.88	585,697.00	61.27 %
Expense					
<u>01-500001-00-0</u>	Salaries - Full Time	232,440.00	20,731.00	62,046.97	73.31 %
<u>01-500002-00-0</u>	Salaries - Overtime	14,000.00	1,124.85	3,763.28	73.12 %
<u>01-500003-00-0</u>	On-Call Pay	11,525.00	1,080.00	2,480.00	78.48 %
<u>01-500004-00-0</u>	Salaries - Part-Time	27,820.00	0.00	0.00	100.00 %
<u>01-510000-00-0</u>	PERS Retirement	28,302.24	292.93	6,688.36	76.37 %
<u>01-510001-00-0</u>	Employee Group Insurance	41,775.72	3,519.93	10,950.07	73.79 %
<u>01-510002-00-0</u>	Workers Compensation	24,997.97	0.00	29,742.23	-18.98 %
<u>01-510003-00-0</u>	Payroll Taxes - FICA/Medicare	5,498.61	517.54	1,531.01	72.16 %
<u>01-521000-00-0</u>	Laboratory Analysis	10,500.00	385.00	1,571.00	85.04 %
<u>01-521500-00-0</u>	Contractual Services	11,000.00	944.44	1,174.75	89.32 %
<u>01-521501-00-0</u>	Engineering Services	4,000.00	0.00	0.00	100.00 %
<u>01-521600-00-0</u>	GIS Support	5,280.00	0.00	5,400.00	-2.27 %
<u>01-523000-00-0</u>	Permits and Fees	14,500.00	1,289.00	1,099.00	92.42 %
<u>01-524500-00-0</u>	Education and Training	6,560.00	589.92	3,058.62	53.37 %
<u>01-527500-00-0</u>	Rents and Leases - Water Shop	9,600.00	800.00	2,400.00	75.00 %
<u>01-527501-00-0</u>	Rent - BLM Tank Sites	1,260.00	0.00	0.00	100.00 %
<u>01-531000-00-0</u>	Utilities - Electric	111,204.00	13,826.83	39,130.54	64.81 %
<u>01-531001-00-0</u>	Utilities - Gas	480.00	0.00	22.00	95.42 %
<u>01-532500-00-0</u>	Telephone	5,167.92	354.80	1,195.16	76.87 %
<u>01-541000-00-0</u>	Operations and Maintenance	90,000.00	2,629.51	12,563.28	86.04 %
<u>01-545000-00-0</u>	Vehicle Maintenance	15,500.00	0.00	1,110.79	92.83 %
<u>01-545001-00-0</u>	Vehicle Fuel	13,000.00	1,390.86	4,310.83	66.84 %

Budget vs Actual Report

For Fiscal: FY 2017-2018 Period Ending: 09/30/2017

		Current Total Budget	Period Activity	YTD Activity	Percent Remaining
<u>01-552700-00-0</u>	Mileage and Travel Reimbursement	0.00	0.00	217.84	0.00 %
<u>01-553000-00-0</u>	Operating Supplies	30,750.00	200.57	6,219.51	79.77 %
<u>01-553500-00-0</u>	Office Supplies	0.00	0.00	75.41	0.00 %
<u>01-553555-00-0</u>	Water Conservation Program	1,495.00	0.00	0.00	100.00 %
<u>01-553600-00-0</u>	Uniforms	3,022.00	0.00	221.95	92.66 %
<u>01-554600-00-0</u>	Small Tools	5,500.00	221.65	548.51	90.03 %
<u>01-556500-00-0</u>	Dues & Subscriptions	1,160.00	0.00	0.00	100.00 %
<u>01-561000-00-0</u>	Watermaster Fees	8,000.00	0.00	1,937.84	75.78 %
<u>01-595001-00-0</u>	Interest Expense	192,752.22	0.00	88,600.82	54.03 %
<u>01-600000-00-0</u>	Depreciation	243,400.20	20,283.35	60,850.05	75.00 %
<u>01-999100-00-0</u>	Admin Allocation	431,109.13	35,925.76	107,777.28	75.00 %
	Expense Total:	1,601,600.01	106,107.94	456,687.10	71.49 %

Fund: 01 - Water Operations Surplus (Deficit): -89,462.69 111,158.94 129,009.90 244.21 %

Fund: 02 - Sewer Operations

Revenue

<u>02-410010-00-0</u>	Sewer Charges - Single Family	1,189,334.40	98,824.48	297,008.72	75.03 %
<u>02-410110-00-0</u>	Sewer Charges - Multi-Family	22,423.68	1,868.64	5,605.92	75.00 %
<u>02-411020-00-0</u>	Sewer Charges - Commercial	47,045.76	3,920.48	11,761.44	75.00 %
<u>02-411420-00-0</u>	Sewer Charges - Park	2,198.40	183.20	549.60	75.00 %
<u>02-411520-00-0</u>	Sewer Charges - School	16,268.16	1,355.68	4,067.04	75.00 %
<u>02-413040-00-0</u>	Sewer Charges - Irrigation	1,758.72	146.56	439.68	75.00 %
<u>02-415000-00-0</u>	Permits & Inspection	0.00	219.00	219.00	0.00 %
<u>02-416000-00-0</u>	Connection Fees	0.00	3,360.95	3,360.95	0.00 %
<u>02-419500-00-0</u>	Delinquent Fees & Penalties	18,000.00	1,231.84	3,695.45	79.47 %
<u>02-705000-00-0</u>	Special Assmts - Sewer Standby	15,000.00	0.00	0.00	100.00 %
<u>02-705500-00-0</u>	Special Assmts - PY Sewer Standby	4,800.00	0.00	0.00	100.00 %
<u>02-706000-00-0</u>	Penalties on Delinquent Taxes	1,550.00	0.00	0.00	100.00 %
	Revenue Total:	1,318,379.12	111,110.83	326,707.80	75.22 %

Expense

<u>02-500001-00-0</u>	Salaries - Full Time	215,872.80	16,982.00	48,005.04	77.76 %
<u>02-500002-00-0</u>	Salaries - Overtime	5,500.00	453.86	888.17	83.85 %
<u>02-500003-00-0</u>	On-Call Pay	9,125.00	1,080.00	2,480.00	72.82 %
<u>02-510000-00-0</u>	PERS Retirement	27,012.64	211.34	6,270.06	76.79 %
<u>02-510001-00-0</u>	Employee Group Insurance	29,033.28	2,743.18	8,485.82	70.77 %
<u>02-510002-00-0</u>	Workers Compensation	25,468.67	0.00	23,852.92	6.34 %
<u>02-510003-00-0</u>	Payroll Taxes - FICA/Medicare	3,130.16	264.79	734.71	76.53 %
<u>02-521000-00-0</u>	Laboratory Analysis	19,000.00	563.00	4,889.50	74.27 %
<u>02-521500-00-0</u>	Contractual Services	26,375.00	10,343.75	16,242.84	38.42 %
<u>02-521501-00-0</u>	Engineering Services	10,000.00	0.00	0.00	100.00 %
<u>02-521600-00-0</u>	GIS Support	1,760.00	0.00	1,800.00	-2.27 %
<u>02-523000-00-0</u>	Permits and Fees	27,329.00	0.00	3,345.33	87.76 %
<u>02-524500-00-0</u>	Education and Training	5,501.00	0.00	264.70	95.19 %
<u>02-531000-00-0</u>	Utilities - Electric	64,164.00	6,516.92	19,084.59	70.26 %
<u>02-531001-00-0</u>	Utilities - Gas	780.00	36.00	98.36	87.39 %
<u>02-531006-00-0</u>	Sludge/Compost Disposal	9,800.00	0.00	312.75	96.81 %
<u>02-532500-00-0</u>	Telephone	3,972.00	297.38	1,137.77	71.36 %
<u>02-541000-00-0</u>	Operations and Maintenance	45,000.00	269.57	4,932.18	89.04 %
<u>02-545000-00-0</u>	Vehicle Maintenance	17,628.00	0.00	508.59	97.11 %
<u>02-545001-00-0</u>	Vehicle Fuel	11,700.00	468.32	1,295.40	88.93 %
<u>02-553000-00-0</u>	Operating Supplies	16,000.00	0.00	1,616.92	89.89 %
<u>02-553500-00-0</u>	Office Supplies	0.00	0.00	53.86	0.00 %
<u>02-553555-00-0</u>	Public Outreach	547.50	0.00	0.00	100.00 %
<u>02-553600-00-0</u>	Uniforms	3,255.00	0.00	0.00	100.00 %
<u>02-554600-00-0</u>	Small Tools	4,000.00	0.00	837.32	79.07 %
<u>02-556500-00-0</u>	Dues & Subscriptions	1,106.00	0.00	0.00	100.00 %
<u>02-595001-00-0</u>	Interest Expense	25,319.29	0.00	0.00	100.00 %
<u>02-600000-00-0</u>	Depreciation	352,580.64	29,381.72	88,145.16	75.00 %

Budget vs Actual Report

For Fiscal: FY 2017-2018 Period Ending: 09/30/2017

		Current Total Budget	Period Activity	YTD Activity	Percent Remaining
02-999100-00-0	Admin Allocation	422,486.95	35,207.24	105,621.72	75.00 %
	Expense Total:	1,383,446.93	104,819.07	340,903.71	75.36 %
	Fund: 02 - Sewer Operations Surplus (Deficit):	-65,067.81	6,291.76	-14,195.91	78.18 %
Fund: 05 - Parks & Recreation					
Revenue					
05-419500-00-0	Delinquent Fees & Penalties	0.00	0.00	278.96	0.00 %
05-430000-00-0	Recreation Program Fees	1,083.00	0.00	55.50	94.88 %
05-430001-00-0	Fee for Flag Football League	3,000.00	0.00	90.00	97.00 %
05-430002-00-0	Fee for Basketball League Program	6,000.00	0.00	0.00	100.00 %
05-460000-50-2	Water Shop Lease Income	9,600.00	800.00	2,400.00	75.00 %
05-461000-A0-2	Storage at Park - \$500/m from Thrift ...	6,000.00	500.00	1,500.00	75.00 %
05-461000-C1-2	Unit#C \$500/m - Church	6,000.00	500.00	1,500.00	75.00 %
05-461000-D0-2	Unit #D \$1000/m - Gymnastics	12,000.00	1,000.00	3,000.00	75.00 %
05-461000-R0-2	Room Rental - Unit #C	1,000.00	476.00	623.00	37.70 %
05-462000-21-2	15302 Smithson Rental	98,280.00	8,390.00	24,770.00	74.80 %
05-463000-22-2	15425 Wild Road Rental	28,608.00	2,419.00	6,524.45	77.19 %
05-700000-00-0	Property Taxes - Current	17,292.00	0.00	0.00	100.00 %
05-712000-00-0	Event Sponsorship	6,000.00	0.00	5,000.00	16.67 %
05-714300-30-2	Electricity Reimbursement - Unit D R...	0.00	0.00	299.19	0.00 %
05-730002-00-0	Misc Donations	6,000.00	0.00	145.00	97.58 %
05-730005-00-0	Sponsorship Revenue	0.00	0.00	248.00	0.00 %
05-740000-00-0	Grant Revenue	0.00	0.00	3,000.00	0.00 %
05-750000-00-1	Retail Sales - Thrift Store	275,000.00	25,344.71	72,941.17	73.48 %
05-999700-00-0	Board Discretionary Revenue	239,665.93	0.00	0.00	100.00 %
	Revenue Total:	715,528.93	39,429.71	122,375.27	82.90 %
Expense					
05-500001-00-0	Salaries - Full Time (0.75 FTE)	22,932.00	532.49	999.52	95.64 %
05-500002-00-0	Salaries - Overtime	4,000.00	38.51	578.51	85.54 %
05-500004-00-0	Salaries - Part-Time	4,740.00	0.00	0.00	100.00 %
05-500004-10-1	Salaries - Part Time - Thrift Store	98,779.00	10,370.85	29,347.96	70.29 %
05-510000-00-0	PERS Retirement	1,503.19	143.97	864.21	42.51 %
05-510001-00-0	Employee Group Insurance	6,732.72	0.00	695.98	89.66 %
05-510002-00-0	Workers Compensation	4,299.68	0.00	0.00	100.00 %
05-510002-10-1	Workers Compensation - Thrift Store	15,348.28	0.00	9,146.61	40.41 %
05-510003-00-0	Payroll Taxes - FICA/Medicare	695.12	0.00	0.00	100.00 %
05-510003-10-1	Payroll Taxes - FICA/Medicare - Thrift ...	7,556.59	837.06	2,359.64	68.77 %
05-510004-00-0	Unemployment Expense	0.00	0.00	739.00	0.00 %
05-521500-00-0	Contractual Services	18,920.00	761.38	1,510.30	92.02 %
05-521500-10-1	Contractual Services - Thrift Store	4,300.00	0.00	0.00	100.00 %
05-523000-00-0	Permits and Inspection Fees	4,800.00	0.00	0.00	100.00 %
05-524500-00-0	Education and Training	3,400.00	0.00	356.00	89.53 %
05-524500-10-1	Education and Training - Thrift Store	500.00	0.00	0.00	100.00 %
05-526600-00-0	Public Relations	200.00	0.00	0.00	100.00 %
05-526601-10-1	Advertising - Thrift Store	2,000.00	0.00	0.00	100.00 %
05-531000-00-0	Utilities - Electric	4,620.00	419.73	889.06	80.76 %
05-531000-10-1	Utilities - Electric - Thrft Store	11,796.00	1,159.12	3,922.44	66.75 %
05-531000-20-2	Utilities - Electric - Community Ctr	8,040.00	1,954.95	5,722.50	28.82 %
05-531000-22-2	Utilities - Electric - Wild Rd	3,048.00	335.15	1,111.28	63.54 %
05-531001-20-2	Utilities - Gas - Community Center	5,244.00	16.82	51.65	99.02 %
05-531001-22-2	Utilities - Gas - Wild Rd	1,800.00	41.87	79.89	95.56 %
05-531003-00-0	Utilities - Street Lighting Electric	17,292.00	1,365.99	4,097.97	76.30 %
05-531008-00-2	Utilities - Comm Ctr Unit D	0.00	193.25	492.41	0.00 %
05-532500-00-0	Telephone	648.00	217.69	751.76	-16.01 %
05-541000-00-0	Operations and Maintenance	2,000.00	327.36	1,321.57	33.92 %
05-541000-10-1	Operations & Maintenance - Thrift St...	1,000.00	387.60	2,198.64	-119.86 %
05-541000-20-2	Operation & Maintenance - Communi...	10,000.00	5,772.40	8,279.35	17.21 %
05-541000-21-2	Operation & Maintenance - Smithson	0.00	210.00	1,256.10	0.00 %

Budget vs Actual Report

For Fiscal: FY 2017-2018 Period Ending: 09/30/2017

		Current Total Budget	Period Activity	YTD Activity	Percent Remaining
<u>05-541000-22-2</u>	Operation & Maintenance - Wild Road	0.00	1,251.50	1,384.37	0.00 %
<u>05-545000-00-0</u>	Vehicle Maintenance	7,225.60	0.00	252.74	96.50 %
<u>05-545001-00-0</u>	Vehicle Fuel	520.00	342.50	1,110.89	-113.63 %
<u>05-550000-00-0</u>	Supplies -Basketball	4,290.00	0.00	0.00	100.00 %
<u>05-550001-00-0</u>	Supplies-Flag Football	2,995.00	92.66	1,062.56	64.52 %
<u>05-553000-00-0</u>	Operating Supplies	15,000.00	1,181.83	2,762.86	81.58 %
<u>05-553000-10-1</u>	Operating Supplies - Thrift Store	10,000.00	722.31	3,283.21	67.17 %
<u>05-553300-00-0</u>	Event Expense	3,000.00	0.00	36.24	98.79 %
<u>05-553400-00-0</u>	Program Expenses	5,000.00	514.00	1,499.18	70.02 %
<u>05-553600-00-0</u>	Uniforms	780.00	0.00	137.01	82.43 %
<u>05-553700-00-0</u>	Printing Costs	200.00	0.00	0.00	100.00 %
<u>05-554600-00-0</u>	Small Tools	500.00	0.00	505.67	-1.13 %
<u>05-556500-00-0</u>	Dues & Subscriptions	475.00	0.00	0.00	100.00 %
<u>05-556800-10-1</u>	EE Incentive Program-Thrift Store	3,900.00	410.00	1,095.00	71.92 %
<u>05-595001-00-2</u>	Interest Expense	21,239.50	0.00	10,745.63	49.41 %
<u>05-595001-21-2</u>	Interest Expense - Rental Property	31,389.99	0.00	0.00	100.00 %
<u>05-600000-00-0</u>	Depreciation - Park	33,422.56	2,784.09	8,352.27	75.01 %
<u>05-600000-20-2</u>	Depreciation - Community Ctr	117,783.00	9,811.32	29,433.96	75.01 %
<u>05-600000-21-2</u>	Depreciation - Smithson	33,144.00	2,760.89	8,282.67	75.01 %
<u>05-600000-22-2</u>	Depreciation - Wild Rd	8,990.00	748.86	2,246.58	75.01 %
	Expense Total:	566,049.23	45,706.15	148,963.19	73.68 %
	Fund: 05 - Parks & Recreation Surplus (Deficit):	149,479.70	-6,276.44	-26,587.92	117.79 %
Fund: 06 - Solid Waste Disposal					
Revenue					
<u>06-410000-00-0</u>	Charges for Services - Solid Waste	464,792.52	38,580.45	115,193.66	75.22 %
<u>06-419500-00-0</u>	Delinquent Fees & Penalties	7,300.00	482.92	1,538.92	78.92 %
<u>06-705000-00-0</u>	Special Assmts - Refuse Land Use Fee	235,278.00	0.00	0.00	100.00 %
<u>06-705500-00-0</u>	Special Assmts - Pr Yr Refuse Land Use..	6,500.00	0.00	0.00	100.00 %
<u>06-706000-00-0</u>	Penalties on Delinquent Taxes	2,500.00	0.00	0.00	100.00 %
<u>06-999700-00-0</u>	Board Discretionary Revenue	11,047.90	0.00	0.00	100.00 %
	Revenue Total:	727,418.42	39,063.37	116,732.58	83.95 %
Expense					
<u>06-500001-00-0</u>	Salaries - Full Time (2.25 FTE)	72,976.80	5,094.41	15,563.22	78.67 %
<u>06-510000-00-0</u>	PERS Retirement	7,416.92	54.90	1,734.76	76.61 %
<u>06-510001-00-0</u>	Employee Group Insurance	22,977.24	1,753.31	5,437.83	76.33 %
<u>06-510002-00-0</u>	Workers Compensation	3,375.72	0.00	4,720.37	-39.83 %
<u>06-510003-00-0</u>	Payroll Taxes - FICA/Medicare	1,058.16	177.66	532.98	49.63 %
<u>06-521500-00-0</u>	Contractual Services	2,500.00	0.00	0.00	100.00 %
<u>06-521510-00-0</u>	Contract Service - Burrtec Fees	458,714.52	38,638.69	115,069.65	74.91 %
<u>06-521600-00-0</u>	GIS Support	1,760.00	0.00	0.00	100.00 %
<u>06-523500-00-0</u>	SB County Disposal Fees	122,400.00	10,674.14	31,768.88	74.05 %
<u>06-523550-00-0</u>	Green Waste Disposal	12,750.00	0.00	927.59	92.72 %
<u>06-524500-00-0</u>	Education and Training	500.00	0.00	0.00	100.00 %
<u>06-527500-00-0</u>	Rents - Thrift Store	6,000.00	500.00	1,500.00	75.00 %
<u>06-532500-00-0</u>	Telephone	312.00	0.00	76.86	75.37 %
<u>06-545000-00-0</u>	Vehicle Maintenance	2,000.00	0.00	0.00	100.00 %
<u>06-545001-00-0</u>	Vehicle Fuel	520.00	0.00	0.00	100.00 %
<u>06-553000-00-0</u>	Operating Supplies	100.00	149.69	149.69	-49.69 %
<u>06-553555-00-0</u>	Public Outreach	1,900.00	0.00	0.00	100.00 %
<u>06-553600-00-0</u>	Uniforms	400.00	0.00	33.67	91.58 %
<u>06-554600-00-0</u>	Small Tools	100.00	0.00	0.00	100.00 %
<u>06-600000-00-0</u>	Depreciation	1,034.88	86.24	258.72	75.00 %
<u>06-999100-00-0</u>	Admin Allocation	8,622.18	718.51	2,155.53	75.00 %
	Expense Total:	727,418.42	57,847.55	179,929.75	75.26 %
	Fund: 06 - Solid Waste Disposal Surplus (Deficit):	0.00	-18,784.18	-63,197.17	0.00 %

Budget vs Actual Report

For Fiscal: FY 2017-2018 Period Ending: 09/30/2017

		Current Total Budget	Period Activity	YTD Activity	Percent Remaining
Fund: 10 - Administration					
Revenue					
<u>10-419100-00-0</u>	Credit Card Processing Fees	7,000.00	865.00	2,763.75	60.52 %
<u>10-464000-00-0</u>	Site Rent - Radio Tower	94,660.00	8,033.94	30,329.41	67.96 %
<u>10-700000-00-0</u>	Property Taxes - Current	83,708.00	0.00	0.00	100.00 %
<u>10-704000-00-0</u>	Property Taxes - Prior	2,500.00	0.00	0.00	100.00 %
<u>10-706000-00-0</u>	Penalties on Delinquent Taxes	500.00	0.00	0.00	100.00 %
<u>10-707000-00-0</u>	Property Taxes - Homeowner Exempt...	1,200.00	0.00	0.00	100.00 %
<u>10-710000-00-0</u>	Investment Income	16,500.00	-501.53	9,008.90	45.40 %
<u>10-712000-00-0</u>	Other Income	200.00	0.00	575.20	287.60 %
<u>10-712100-00-0</u>	Recycling Revenue - EE Morale	5,000.00	0.00	1,506.98	69.86 %
<u>10-713100-00-0</u>	Franchise Fees - Solid Waste	72,345.84	7,046.87	18,734.28	74.10 %
<u>10-713500-00-0</u>	Solid Waste Billing Fees	60,397.80	5,002.31	14,943.83	75.26 %
<u>10-999700-00-0</u>	Board Discretionary Revenue	-250,713.83	0.00	0.00	0.00 %
	Revenue Total:	93,297.81	20,446.59	77,862.35	16.54 %
Expense					
<u>10-500001-00-0</u>	Salaries - Full Time	368,582.40	29,222.02	97,862.86	73.45 %
<u>10-500002-00-0</u>	Salaries - Overtime	1,600.00	0.00	32.40	97.98 %
<u>10-500004-00-0</u>	Salaries - Part-Time	12,495.00	1,031.03	3,100.30	75.19 %
<u>10-510000-00-0</u>	PERS Retirement	50,176.91	474.12	12,408.54	75.27 %
<u>10-510001-00-0</u>	Employee Group Insurance	44,159.76	2,594.31	8,954.40	79.72 %
<u>10-510002-00-0</u>	Workers Compensation	3,692.64	0.00	3,383.10	8.38 %
<u>10-510003-00-0</u>	Payroll Taxes - FICA/Medicare	6,300.31	480.46	1,606.21	74.51 %
<u>10-521500-00-0</u>	Contractual Services	47,244.00	1,525.60	14,793.83	68.69 %
<u>10-521600-00-0</u>	Software Support	35,200.00	1,036.47	32,624.87	7.32 %
<u>10-522000-00-0</u>	Legal Services	65,000.00	0.00	6,143.75	90.55 %
<u>10-522001-00-0</u>	Auditing & Accounting Services	75,880.00	8,360.00	39,066.50	48.52 %
<u>10-522500-00-0</u>	Directors' Fees	45,000.00	4,250.00	9,000.00	80.00 %
<u>10-522505-00-0</u>	Directors' Training & Seminars	5,000.00	447.79	1,708.70	65.83 %
<u>10-522510-00-0</u>	Board Meeting Supplies	4,500.00	159.51	457.28	89.84 %
<u>10-523000-00-0</u>	Permits and Fees	3,400.85	0.00	0.00	100.00 %
<u>10-523500-00-0</u>	San Bernardino County Fees	6,000.00	50.00	117.54	98.04 %
<u>10-524300-00-0</u>	Employment Expense	1,500.00	0.00	872.93	41.80 %
<u>10-524500-00-0</u>	Education and Training	5,000.00	-234.32	355.75	92.89 %
<u>10-525000-00-0</u>	Insurance	56,000.00	0.00	34,381.71	38.60 %
<u>10-525001-00-0</u>	Insurance - Vehicle	18,000.00	0.00	19,957.43	-10.87 %
<u>10-526600-00-0</u>	Public Relations	0.00	0.00	300.00	0.00 %
<u>10-526601-00-0</u>	Public Notices	2,500.00	0.00	1,876.80	24.93 %
<u>10-526650-00-0</u>	Community Promotion	6,000.00	0.00	0.00	100.00 %
<u>10-529900-00-0</u>	Bank Charges	21,800.00	2,137.45	6,452.47	70.40 %
<u>10-531000-00-0</u>	Utilities - Electric	8,040.00	0.00	0.00	100.00 %
<u>10-532500-00-0</u>	Telephone	13,200.00	1,256.67	2,849.11	78.42 %
<u>10-545000-00-0</u>	Vehicle Maintenance	4,000.00	0.00	22.20	99.45 %
<u>10-545001-00-0</u>	Vehicle Fuel	260.00	64.21	264.81	-1.85 %
<u>10-552700-00-0</u>	Mileage and Travel Reimbursement	1,000.00	0.00	10.95	98.91 %
<u>10-553000-00-0</u>	Operating Supplies - Office	5,000.00	668.19	1,886.68	62.27 %
<u>10-553200-00-0</u>	Postage & Delivery	700.00	196.00	618.00	11.71 %
<u>10-553600-00-0</u>	Uniforms	300.00	0.00	0.00	100.00 %
<u>10-553700-00-0</u>	Printing Costs	500.00	0.00	0.00	100.00 %
<u>10-554500-00-0</u>	Equipment Maintenance & Supplies	0.00	175.00	525.00	0.00 %
<u>10-556500-00-0</u>	Dues & Subscriptions	9,601.00	0.00	2,690.99	71.97 %
<u>10-556800-00-0</u>	Employee Benefit & Morale	6,510.00	8.68	50.60	99.22 %
<u>10-600000-00-0</u>	Depreciation	21,373.20	1,781.10	5,343.30	75.00 %
<u>10-999100-00-0</u>	Admin Allocation	-862,218.26	-71,851.51	-215,554.53	75.00 %
	Expense Total:	93,297.81	-16,167.22	94,164.48	-0.93 %
	Fund: 10 - Administration Surplus (Deficit):	0.00	36,613.81	-16,302.13	0.00 %

Group Summary

Account Typ...	Current Total Budget	Period Activity	YTD Activity	Percent Remaining
Fund: 01 - Water Operations				
Revenue	1,512,137.32	217,266.88	585,697.00	61.27 %
Expense	1,601,600.01	106,107.94	456,687.10	71.49 %
Fund: 01 - Water Operations Surplus (Deficit):	-89,462.69	111,158.94	129,009.90	244.21 %
Fund: 02 - Sewer Operations				
Revenue	1,318,379.12	111,110.83	326,707.80	75.22 %
Expense	1,383,446.93	104,819.07	340,903.71	75.36 %
Fund: 02 - Sewer Operations Surplus (Deficit):	-65,067.81	6,291.76	-14,195.91	78.18 %
Fund: 05 - Parks & Recreation				
Revenue	715,528.93	39,429.71	122,375.27	82.90 %
Expense	566,049.23	45,706.15	148,963.19	73.68 %
Fund: 05 - Parks & Recreation Surplus (Deficit):	149,479.70	-6,276.44	-26,587.92	117.79 %
Fund: 06 - Solid Waste Disposal				
Revenue	727,418.42	39,063.37	116,732.58	83.95 %
Expense	727,418.42	57,847.55	179,929.75	75.26 %
Fund: 06 - Solid Waste Disposal Surplus (Deficit):	0.00	-18,784.18	-63,197.17	0.00 %
Fund: 10 - Administration				
Revenue	93,297.81	20,446.59	77,862.35	16.54 %
Expense	93,297.81	-16,167.22	94,164.48	-0.93 %
Fund: 10 - Administration Surplus (Deficit):	0.00	36,613.81	-16,302.13	0.00 %
Fund: 50 - Western River Property				
Revenue	0.00	1,500.00	7,068.57	0.00 %
Expense	0.00	270.91	768.66	0.00 %
Fund: 50 - Western River Property Surplus (Deficit):	0.00	1,229.09	6,299.91	0.00 %
Report Surplus (Deficit):	-5,050.80	130,232.98	15,026.68	397.51 %

Fund Summary

Fund	Current Total Budget	Period Activity	YTD Activity
01 - Water Operations	-89,462.69	111,158.94	129,009.90
02 - Sewer Operations	-65,067.81	6,291.76	-14,195.91
05 - Parks & Recreation	149,479.70	-6,276.44	-26,587.92
06 - Solid Waste Disposal	0.00	-18,784.18	-63,197.17
10 - Administration	0.00	36,613.81	-16,302.13
50 - Western River Property	0.00	1,229.09	6,299.91
Report Surplus (Deficit):	-5,050.80	130,232.98	15,026.68



Cash in Bank Report

Helendale CSD

For the Period Ending 9/30/2017

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>CASH IN BANK</u>				
99-100020	Cash in DCB - Checking	27,682.36	14,028.55	41,710.91
99-111000	Cash in CBB - Checking	145,211.17	21,269.06	166,480.23
99-111500	Cash in CBB - Sweep	876,860.39	14,169.07	891,029.46
99-113000	Petty Cash	300.00	0.00	300.00
99-114000	Investment in LAIF	6,616.52	0.00	6,616.52
99-114100	Investment in CalTRUST	3,091,343.93	(673.94)	3,090,669.99
TOTAL CASH IN BANK		4,148,014.37	48,792.74	4,196,807.11



Helendale CSD

Statement of Cash Flows

07/01/2017 - 09/30/2017

01 - Water Operations

Cash Flows From Operating Activities

Total Revenue	585,697.00
Total Expense	456,687.10
Net Income	129,009.90

Adjustments to Net Income

CF - 1 - Operating Activities - Adjustment	-36,370.08
Net Income After Adjustments	92,639.82

Adjustments to reconcile Net Income to net cash provided by Operating Activities

CF - 1a - Nonoperating Rev and Exp	124,203.52
Net cash provided by Operating Activities	216,843.34

Cash Flows From Investing Activities

CF - 2a - Noncapital Financing - Taxes & Special Assessments	-4,739.64
CF - 2b - Noncapital Financing - Proceeds from capital grants	23,747.57
CF - 2c - Noncapital Financing - Other nonoperating revenue	1,499.78
Net cash provided by Investing Activities	20,507.71

Cash Flows From Financing Activities

CF - 3a - Capital & Related Financing - Acquisition & construction of ca	0.00
CF - 3b - Capital & Related Financing - Principal paid on capital debt	-81,186.32
CF - 3c - Capital & Related Financing - Interest paid on capital debt	-88,600.82
CF - 3d - Capital & Related Financing - Proceeds from sale of capital as	0.00
Net cash provided by Financing Activities	-169,787.14

Net Change in Cash	67,563.91
Beginning Cash Balance	224,955.70
Ending Cash Balance	292,519.61

Statement of Cash Flows

07/01/2017 - 09/30/2017

02 - Sewer Operations

Cash Flows From Operating Activities

Total Revenue	326,707.80
Total Expense	340,903.71
Net Income	-14,195.91

Adjustments to Net Income

CF - 1 - Operating Activities - Adjustment	8,138.40
Net Income After Adjustments	-6,057.51

Adjustments to reconcile Net Income to net cash provided by Operating Activities

CF - 1a - Nonoperating Rev and Exp	88,145.16
Net cash provided by Operating Activities	82,087.65

Cash Flows From Investing Activities

CF - 2a - Noncapital Financing - Taxes & Special Assessments	-2,585.05
CF - 2b - Noncapital Financing - Proceeds from capital grants	0.00
CF - 2c - Noncapital Financing - Other nonoperating revenue	0.00
Net cash provided by Investing Activities	-2,585.05

Cash Flows From Financing Activities

CF - 3a - Capital & Related Financing - Acquisition & construction of ca	0.00
CF - 3b - Capital & Related Financing - Principal paid on capital debt	0.00
CF - 3c - Capital & Related Financing - Interest paid on capital debt	0.00
CF - 3d - Capital & Related Financing - Proceeds from sale of capital as	0.00
Net cash provided by Financing Activities	0.00

Net Change in Cash	79,502.60
Beginning Cash Balance	4,776,954.39
Ending Cash Balance	4,856,456.99

Statement of Cash Flows

05 - Parks & Recreation

Cash Flows From Operating Activities

Total Revenue	122,375.27
Total Expense	148,963.19
Net Income	-26,587.92

Adjustments to Net Income

CF - 1 - Operating Activities - Adjustment	-9,521.15
Net Income After Adjustments	-36,109.07

Adjustments to reconcile Net Income to net cash provided by Operating Activities

CF - 1a - Nonoperating Rev and Exp	55,668.11
Net cash provided by Operating Activities	19,559.04

Cash Flows From Investing Activities

CF - 2a - Noncapital Financing - Taxes & Special Assessments	0.00
CF - 2b - Noncapital Financing - Proceeds from capital grants	3,000.00
CF - 2c - Noncapital Financing - Other nonoperating revenue	393.00
Net cash provided by Investing Activities	3,393.00

Cash Flows From Financing Activities

CF - 3a - Capital & Related Financing - Acquisition & construction of ca	-102,461.05 *
CF - 3b - Capital & Related Financing - Principal paid on capital debt	-9,594.05
CF - 3c - Capital & Related Financing - Interest paid on capital debt	-10,745.63
CF - 3d - Capital & Related Financing - Proceeds from sale of capital as	0.00
Net cash provided by Financing Activities	-122,800.73

Net Change in Cash	-99,848.69
Beginning Cash Balance	-1,160,944.15
Ending Cash Balance	-1,260,792.84

* See Detail Report attached



Helendale CSD

Detail Report Account Detail

Date Range: 07/01/2017 - 09/30/2017

Account	Name	Beginning Balance	Total Activity	Ending Balance				
Fund: 05 - Parks & Recreation								
05-162000	Park Structures & Improvements	453,134.35	8,500.00	461,634.35				
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
09/12/2017	APPKT2054	Property Settlement	19702	Block Wall Property Settlement	1062 - George A. Griffith		8,500.00	461,634.35
05-170000	CIP - Park						217,859.86	311,820.91
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
07/06/2017	POPKT00544	1345	19440	inv 1345 - Metal building erected compl	0870 - Mike Keith & Associates	5013	35,000.00	252,859.86
07/16/2017	APPKT2028	Stmt 7-16-17	19602	Crushed Rock Condo Cash For Grass	0146 - Bank of America	5014	2,655.50	255,515.36
07/20/2017	POPKT00549	1346	19523	Transfer PO00195 balance to new PO	0870 - Mike Keith & Associates	5013	14,000.00	269,515.36
08/11/2017	APPKT2034	H011297	19613	ROCK FOR CASH FOR GRASS-SMITHSON	1052 - Affordable Decorative Rock		2,969.59	272,484.95
08/16/2017	APPKT2054	Stmt-	19699	Solar light/Condo Cash for Grass	0146 - Bank of America	5014	8.08	272,493.03
08/31/2017	POPKT00580	26540-1	19666	Install Light Poles & Lights @ Communit	1047 - Triple C Electric		15,500.00	287,993.03
09/02/2017	APPKT2050	Stmt 9-2-17	19716	Playground	0147 - Lowe's	5016	60.80	288,053.83
09/05/2017	POPKT00582	303445	19697	56 cu yds wood chips delivered and inst	1060 - Best Wood Chips	5016	3,007.90	291,061.73
09/05/2017	APPKT2050	Stmt 9-5-17	19715	Playground	0172 - Home Depot Credit Services	5016	503.18	291,564.91
09/25/2017	POPKT00586	26540-2	19760	Install Light Poles & Lights @ Communit	1047 - Triple C Electric		20,256.00	311,820.91
Total Fund: 05 - Parks & Recreation:		Beginning Balance:	670,994.21	Total Activity:	102,461.05	Ending Balance:	773,455.26	
Grand Totals:		Beginning Balance:	670,994.21	Total Activity:	102,461.05	Ending Balance:	773,455.26	

Fund Summary

Fund	Beginning Balance	Total Activity	Ending Balance
05 - Parks & Recreation	670,994.21	102,461.05	773,455.26
Grand Total:	670,994.21	102,461.05	773,455.26

Statement of Cash Flows

07/01/2017 - 09/30/2017

06 - Solid Waste Disposal

Cash Flows From Operating Activities

Total Revenue	116,732.58
Total Expense	179,929.75
Net Income	-63,197.17

Adjustments to Net Income

CF - 1 - Operating Activities - Adjustment	-42,326.33
Net Income After Adjustments	-105,523.50

Adjustments to reconcile Net Income to net cash provided by Operating Activities

CF - 1a - Nonoperating Rev and Exp	258.72
Net cash provided by Operating Activities	-105,264.78

Cash Flows From Investing Activities

CF - 2a - Noncapital Financing - Taxes & Special Assessments	3,613.12
Net cash provided by Investing Activities	3,613.12

Cash Flows From Financing Activities

CF - 3a - Capital & Related Financing - Acquisition & construction of ca	0.00
CF - 3d - Capital & Related Financing - Proceeds from sale of capital as	0.00
Net cash provided by Financing Activities	0.00

Net Change in Cash -101,651.66

Beginning Cash Balance 433,595.17

Ending Cash Balance 331,943.51

Statement of Cash Flows

07/01/2017 - 09/30/2017

10 - Administration**Cash Flows From Operating Activities**

Total Revenue	77,862.35
Total Expense	94,164.48
Net Income	-16,302.13

Adjustments to Net Income

CF - 1 - Operating Activities - Adjustment	-22,422.79
Net Income After Adjustments	-38,724.92

Adjustments to reconcile Net Income to net cash provided by Operating Activities

CF - 1a - Nonoperating Rev and Exp	-24,482.06
Net cash provided by Operating Activities	-63,206.98

Cash Flows From Investing Activities

CF - 2a - Noncapital Financing - Taxes & Special Assessments	1,275.85
CF - 2c - Noncapital Financing - Other nonoperating revenue	20,816.46
CF - 4 - Investing Activities	12,151.91
Net cash provided by Investing Activities	34,244.22

Cash Flows From Financing Activities

CF - 3a - Capital & Related Financing - Acquisition & construction of ca	0.00
CF - 3c - Capital & Related Financing - Interest paid on capital debt	0.00
CF - 3d - Capital & Related Financing - Proceeds from sale of capital as	0.00
Net cash provided by Financing Activities	0.00

Net Change in Cash -28,962.76**Beginning Cash Balance** 0.00**Ending Cash Balance** -28,962.76



Helendale Community Services District

Date: October 19, 2017
TO: Board of Directors
FROM: Kimberly Cox, General Manager
BY: Cheryl Vermette, Program Coordinator
SUBJECT: Agenda item #6
Discussion and Possible Action Regarding Construction of Baseball Fields

STAFF RECOMMENDATION:

Staff seeks additional input from the Board

STAFF REPORT:

This item was discussed with the Park and Rec Committee at the July meeting and then the Board at the August 17th meeting. The Board requested more information be brought back

Staff met with a Rain Bird representative about a volunteer employee program they offer where their employees participate in community service projects. The installation of irrigation for proposed baseball fields at the Helendale Community Park would be a project they would be interested in supporting. Since talking to Rain Bird staff has also talked to Site One Landscape about the project. Site One has also expressed their interest in assisting with this project. Rain Bird staff, Site One Staff and community volunteers would help to install irrigation pipelines and sprinkler heads. Rain Bird would also provide the irrigation layout plans. The timeline for this project would be January or February 2018.

HCSD staff will assist Rain Bird staff by trenching, tying into the mainline, and installing a backflow.

Staff received a quote for the material from Site One (Attachment A). The estimated cost for irrigation for one field is \$4,983.46 plus tax (\$386.22). This does not include potential donations from Rain Bird or Site One.

Staff anticipates that there would be robust support from the Little League community with interest in volunteering as well.

Staff would amend and seed field. Cost for seed is approx. \$1,000.

Grant application requesting \$15,000 was submitted to San Manuel, our application is currently under review. The District can expect notification in January if our application was successful.

Fiscal Impact: \$11,739.36

Quotation



Riverside CA #327
 2656 Market St
 Riverside, CA 92501-2126
 W: (951)684-1080

Bill To:

Region 10-1 (#1024429)
 900 W Washington Ave
 Escondido, CA 92025-1637
 W: (760)480-9762

Ship To:

Region 10-1 (#1024429)
 900 W Washington Ave
 Escondido, CA 92025-1637
 W: (760)480-9762

Created	Quote#	Due Date	Expected Award Date	Expiration Date
10/13/2017	3333935	10/12/2017	01/08/2018	11/12/2017

Printed	Job Name	Job Description	Job Start Date
10/13/2017 09:21:07	Baseball Fields		10/12/2017

Line #	Item #	Item Desc	Qty	Unit Price	Extended Price
1	C	BACKFLOW			
2	825HBV	825Y Reduced Pressure 2 Inline W/Bv Febco	1	390.391	390.39
3	2-SXL	Wilkins 2" Lead Free Wye Strainer	1	78.319	78.32
4	NBR0836	2 X 36 Brass Nipple Eag	1	106.530	106.53
5	NBR083	2 X 3 Brass Nipple Eag	1	8.825	8.83
6	NBR083	2 X 3 Brass Nipple Eag	2	8.825	17.65
7	NBR084	2 X 4 Brass Nipple Eag	1	11.556	11.56
8	535-100N	2 Brass Thread 90 Elbow Eag	4	16.571	66.28
9	535-820N	2 Brass Thread Union Eag	1	30.530	30.53
10	1101-60	60 Lb. Redi-Mix Concrete	6	3.389	20.33
11	436-020	2 Male Adapter MIPT X Soc PVC Fitting	2	0.602	1.20
12	436-251	2 X 1 1/2 Red Male Adapt MIPT X Soc PVC Fitting	1	1.456	1.46
13	C	GATE VALVE			
14	NLQJ24C	T-113-Bhw-1.5 11/2 Solid Wedge/Hand Wheel Handle	1	87.012	87.01
15	VB10RNDH	10 Round Vb Blk Body Grn Lid W/ Bolt	1	11.231	11.23
16	436-015	1 1/2 Male Adapter MIPT X Soc PVC Fitting	1	0.457	0.46
17	097154	2 X 4 X 8 Red Brick Paver	2	0.416	0.83
18	115245	3/4" CRUSHED Gravel (1/2 Cu.Ft. Bag)	1	2.949	2.95
19	C	REMOTE CONTROL VALVES			
20	150PEB	1-1/2 Plastic Valve Rainbird	7	62.034	434.24
21	436-015	1 1/2 Male Adapter MIPT X Soc PVC Fitting	14	0.457	6.40
22	417-015	1 1/2 45 Degree Ell Soc PVC Fitting	14	0.842	11.79
23	436-015	1 1/2 Male Adapter MIPT X Soc PVC Fitting	14	0.457	6.40
24	DS-400	Pre-Filled Dri-Splice Wire Connector	14	2.059	28.83
25	VBSTDH	12 Standard Vb W/Lock Rainbird	7	18.920	132.44
26	115245	3/4" CRUSHED Gravel (1/2 Cu.Ft. Bag)	7	2.949	20.64
27	097154	2 X 4 X 8 Red Brick Paver	28	0.416	11.65
28	C	QUICK COUPLERS			
29	5RC	1 1 Piece Quick Coupler Rainbird	2	42.200	84.40
30	55K	Key For 55Qcv Rainbird	2	43.888	87.78
31	SH2	1" Hose Swivel Ell	2	31.650	63.30
32	VB10RNDH	10 Round Vb Blk Body Grn Lid W/ Bolt	2	11.231	22.46
33	115245	3/4" CRUSHED Gravel (1/2 Cu.Ft. Bag)	2	2.949	5.90
34	097154	2 X 4 X 8 Red Brick Paver	4	0.416	1.66
35	C	ROTORS			
36	F4FCSS	Falcon Fc Ss 1" L/Noz	12	27.430	329.16
37	F4PCSS	Falcon Pc Ss 1" L/Noz	21	27.430	576.03
38	B81600-04	B81600-04 #4 Falcon Nozzle	33	0.014	0.46

39	TSJ12	1"Npt X 12" Swing Joint	33	15.087	497.87
40	402-168	1 1/4 X 1 PVC Reducing Tee Soc X Fpt Sch 40 Sprs	4	1.238	4.95
41	402-010	1 Tee Soc X Fipt PVC Fitting	28	0.741	20.75
42	C	CONTROLLER W/FLOW SENSOR			
43	ESP8LXME	8 Station Controller, 120Vac (New)	1	185.680	185.68
44	FSMLXME	Flow Smart Module For Esplxme	1	52.750	52.75
45	FS150B	Rainbird 1-1/2" Brass Flow Sensor	1	374.736	374.74
46	VBJMBH	Jumbo Valve Box With Green Lid And Lock Rainbird	1	29.618	29.62
47	115245	3/4" CRUSHED Gravel (1/2 Cu.Ft. Bag)	1	2.949	2.95
48	097154	2 X 4 X 8 Red Brick Paver	4	0.416	1.66
49	C	MAINLINE / LAT PIPE			
50	150PVCBE	1-1/2" Sch40 PVC Pipe Be	500	0.496	248.00
51	1PVCBE	Sch-40 1" PVC Pipe Be	1,000	0.305	305.00
52	125PVCBE	1-1/4" Sch40 PVC Pipe Be	300	0.414	124.20
53	C	MISC			
54	417-015	1 1/2 45 Degree Ell Soc PVC Fitting	10	0.842	8.42
55	406-015	1 1/2 90 Degree Ell Soc PVC Fitting	5	0.600	3.00
56	437-212	1 1/2 X 1 1/4 Red Bushing Spig X Soc PVC Fitting	10	0.424	4.24
57	417-012	1 1/4 PVC 45 Ell Soc Sch 40 Sprs	5	0.673	3.37
58	406-012	1 1/4 PVC 90 Ell Soc Sch 40 Sprs	5	0.556	2.78
59	406-010	1 90 Degree Ell Soc PVC Fitting	10	0.314	3.14
60	417-010	1 45 Degree Ell Soc	10	0.481	4.81
61	437-168	1 1/4 X 1 PVC Reducing Bushing Spigot X Soc Sprs	5	0.400	2.00
62	PVC21B-040	721 Gal Med Body Blue PVC Cement	1	58.183	58.18
63	PRIM70P-040	P-70 Gal Purple Primer	1	51.861	51.86
64	86021	3/4 X 520 Teflon Tape	5	0.924	4.62
65	86001	3/4 X 7 Mils X 60 Black Electrical Tape Aat	5	0.770	3.85
66	141RED2500	14 Gauge 1 St 2500 Ft Red Uf Wire	2,500	0.069	172.50
67	141WHT500	14 Gauge 1 St 500 Ft White Uf Wire	500	0.069	34.50
68	180008	Paige 18 Guage 2 Pair Shielded Comm Cable	100	0.680	68.00
69	100-ELEC	Pipe IPS PVC UI 1 Conduit	100	0.372	37.20
70	2053-010B	1 PVC S-40 90Xul Sweep Ell Bell End	2	1.231	2.46
71	2053-020B	2 PVC S-40 90Xul Sweep Ell Bell End	1	3.377	3.38
72	200-ELEC	Pipe IPS PVC 2 Conduit	10	0.788	7.88

Total Price: \$ 4,983.46

SiteOne Landscape Supply is not responsible for the accuracy of the items contained in this quotation. Please review carefully. Please add appropriate sales tax. Prices on this quote are good for 30 days after the entered bid date.



Helendale Community Services District

Date: October 19, 2017
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #7
Discussion and Possible Action Regarding Preliminary Work in Anticipation of New Well Site Construction

STAFF RECOMMENDATION:

Staff requests input from the Board regarding this matter.

STAFF REPORT:

Staff is planning a meeting with the District's consulting hydrogeologist in the next couple of weeks regarding evaluation of a new well site. Prior to his departure Mike Simpson had conversations with the District's hydrogeologist regarding potential locations. Understanding that this is a high priority for the District and the fact that such projects have a long lead time Staff wanted to begin solidifying a plan.

Prior conversations had evaluated potential locations for a test hole on the east side of the river as well as a deeper test hole at Well 8 located behind the north fountain at Helendale and Vista Roads. Two test holes would cost approximately \$80,000. Completing two at once would save on mobilization costs and provide two data points for the District's consideration. It is anticipated that the work would take two weeks to complete. If the test hole at Well 8 shows satisfactory water quality that would prove to be the most cost-effective location to install a new well. This is similar to the other two wells that the District has drilled. Secondly, a test hole on the east side of the river would provide important information regarding the water quality in this area and the potential to provide service, if needed, to this on the east side who are currently on wells.

Staff is meeting with the hydrogeologist in the next couple of week and wanted input from the Board prior to that meeting. We anticipate providing and update for the Board at the November 16 meeting.

POSSIBLE MOTION:

A motion is not necessary unless the Board has specific direction for Staff regarding this matter.



Helendale Community Services District

Date: October 19, 2017
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #8
Discussion and Possible Action Regarding Adopting a Board Position on Tertiary Water

STAFF RECOMMENDATION:

Staff seeks input from the Board regarding this matter.

STAFF REPORT:

The purpose of a position statement is to assist in conveying a unified statement regarding a particular topic. This clears up any ambiguity that may exist and pre-empts any personal opinions as it represents the agreed upon position on a particular matter. A position statement is presented for the Board's consideration regarding tertiary water.

BACKGROUND:

Staff met with the Recycled Water Ad Hoc Committee in September and discussed drafting a position statement regarding the upgrade of the plant to provide tertiary water for other beneficial uses in the community. The protracted conversations with the Silver Lakes Associations have occurred over the District's ten-year history and involves an agreement that pre-dates the District's formation.

The District's permit has been under review and modification by the Regional Water Quality Control Board for the past two years and is nearing completion. Initially there was some thought that the District would be required to upgrade the plant to tertiary under the new permit, however, that potential requirement was not imposed on the District at this time. If regulations change in the future, an upgrade may be required at a later date.

The District has always seen the resource value in utilizing the wastewater to the highest beneficial use if it makes economic sense. Recently the District arranged for an engineering evaluation of the plant and proposed additional processes for a tertiary upgrade that will provide a current cost estimate. The study is forthcoming.

Attached for the Board's consideration is a draft policy statement regarding the District's position on tertiary water. The draft had previously been sent to the Recycled Water Ad Hoc committee for input and concurrence.

Board action:

No motion is necessary however, Staff is seeking input and consensus from the Board regarding this matter.



Helendale Community Services District

26540 Vista Road, Ste. B - P.O. Box 359
Helendale, California 92342-0359
(760) 951-0006 Fax (760) 951-0046

Recycled Water Position Statement – October 2017

The Helendale Community Services District owns and operations a secondary wastewater treatment plant with a design capacity of 1.2 million gallons per day. Current average flow is under 500,000 gallons per day. The facility produces approximately 600 acre-feet of secondary effluent each year which is currently used to irrigate feed crops. The existing permit under which the plant operates does not allow for transportation of the secondary effluent (treated wastewater) off District property.

The wastewater facility can be upgraded to a higher water quality level referred to as tertiary treatment. This treatment level would allow the recycled water to be used for park and golf course irrigation, dust mitigation and many other beneficial uses. Current cost estimates for this upgrade that includes tertiary quality water are between \$_____ and \$_____ and depend heavily upon regulatory requirements that will be determined during the permit review process.

In order to move the process forward there are several steps that must be taken. Engineering would need to be completed along with an environmental document that complies with the California Environmental Quality Act (CEQA). These initial steps, if started today, would take approximately a year to complete. It would take an additional one to two years from bid and award of a construction contract to completion.

The Plant operates under a permit issued by the Lahontan Regional Water Quality Control Board, an entity that establishes the requirements for wastewater facilities in our area. Regulations that Lahontan establishes may require certain plant equipment and processes to meet a required level of disinfection for the tertiary effluent. Often these processes are costly and have a high energy demand which in turn affects the operating costs of the Plant. The process to complete a revision in the Plant's existing permit could take up to a year.

Funding for a Plant upgrade can come for various sources: Grants, loans, or development impact fees are the primary sources. Grants typically have matching fund requirements and often require that certain milestones have already been achieved such as completion of engineering and CEQA. The District could secure a loan for the upgrade. Lending agencies

require a guarantee of repayment, so a source would have to be identified (i.e. sewer rates, or guarantee of repayment from an end user). Lastly, Development Impact Fees are a typical way public infrastructure is funded. These fees are collected to ensure that new development pays a fair share for using the existing facilities and for any required upgrades that will be needed to serve the new development. Any debt incurred for upgrading the plant becomes part of the operations and maintenance budget.

The cost of a plant upgrade will have to be paid back. Currently there is an agreement in place between the Silver Lakes Association (SLA) and the County of San Bernardino, CSA 70B that states that SLA will pay for all operations and maintenance for the upgraded plant and in exchange receive 100% of the water. The CSD was formed after this agreement was solidified and must comply with the terms and conditions which are valid through June 2025.

The District supports the upgrade of the plant to tertiary level for beneficial reuse.

DRAFT