



# Helendale Community Services District

**BOARD OF DIRECTORS MEETING**  
**April 18, 2019 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

- a. Approval of Minutes: April 4 Regular Board Meeting
- b. Bills Paid and Presented for Approval

### 4. Reports

- a. Directors' Reports
- b. General Manager's Report

## New Business

5. Discussion Only Regarding Third Quarter/Year-to-Date Budget Review
6. Discussion and Possible Action Regarding Review of Updated Water CIP for 2020-2024
7. Discussion and Possible Action Regarding Review of Updated Park CIP for 2020-2024
8. Discussion and Possible Action Regarding 4-plex and Gym Conversion

## Other Business

9. Requested items for next or future agendas (Directors and Staff only)
10. 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 sought in order to participate in the above agenda 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](http://www.helendalecsd.org)





# Helendale Community Services District

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Date: April 18, 2019  
TO: Board of Directors  
FROM: Kimberly Cox, General Manager  
BY: Sharon Kreinop / Cheryl Vermette  
SUBJECT: Agenda item #3  
Consent Items

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## CONSENT ITEMS

- a. Approval of Minutes: April 4 Regular Board Meeting
- b. Bills Paid and Presented for Approval



Minutes of the Helendale Community Services District  
REGULAR BOARD OF DIRECTORS MEETING FOR  
April 4, 2019 at 6:30 PM  
26540 Vista Road, Suite C. Helendale, CA 92342

**Board Members Present:**

Ron Clark - President; Tim Smith - Vice President; Sandy Haas, Secretary; Craig Schneider - Director; Henry Spiller – Director

**Staff Members Present:**

Kimberly Cox, General Manager  
Cheryl Vermette, Program Coordinator  
Alex Aviles, Wastewater Operations Manager

**Consultants:**

Steve Kennedy, Legal Counsel

**Members of the Public:**

There were six (6) members of the public present.

**Call to Order and Pledge of Allegiance**

The meeting was called to order at 6:33 by President Ron Clark, after which the Pledge of Allegiance was recited.

**1. Approval of Agenda**

**Action:** A motion was made by Director Schneider to approve the agenda as presented. The motion was seconded by Director Haas.

**Vote:** Motion carried by the following vote: 5 Yes – 0 No

**2. Public Participation**

Lieutenant Newton introduced Deputy Tom Gates who was previously in child and adult protective services and will now be serving as the Deputy for Helendale.

Regina Witherspoon Bell from First District Supervisor Robert Lovingood's office announced that San Bernardino County will be holding a tourism summit on Wednesday, April 24th, where they will have information on various tourism grants funded through the county. She also shared that Kaboom, a non-profit that helps communities build playgrounds, is holding a video contest through their let's play initiative. The best five videos will get \$20,000 in playground equipment. The 6<sup>th</sup> annual Veterans Resource Fair will be held on May 30<sup>th</sup>. Ms. Bell commented that the Board of Supervisors had previously allocated \$1 million for targeted crime sweeps throughout the county, these sweeps have ended and were very successful. Supervisor Lovingood also recently travelled to Washington DC to advocate for education and veterans' issues.

Engineer Jason Bernatene from San Bernardino County Fire Station 4 announced the Fire Station's Open House on April 27<sup>th</sup> from 12:00 – 4:00 pm. The Engine dedication will be at 1:00 pm. He invited the Board to speak at the ceremony.

### 3. Consent Items

- a. Approval of Minutes: March 21, 2019 Regular Board Meeting
- b. Bills Paid and Presented for Approval

**Action:** A motion was made by Vice President Smith to approve the consent items as presented. The motion was seconded by Director Spiller.

**Vote:** Motion carried by the following vote: 5 Yes – 0 No

### 4. Reports

- a. Directors' Reports  
None

- b. General Manager's Report

General Manager Cox noted that this is the 12<sup>th</sup> anniversary of the District being in operation and congratulated the Board. GM Cox showed pictures of the progress on the restroom/snack shack at the park. The Park and Rec committee meeting has been moved to April 16<sup>th</sup>. The Dedication of the new Fire Engine at Station 4 is April 27<sup>th</sup> from 12-4 pm. The Burrtec rate increase notice has been mailed; the public meeting is scheduled for May 16<sup>th</sup> and the Public Hearing is scheduled for June 6<sup>th</sup>. The Budget workshop was moved to April 29<sup>th</sup> and the public hearing for budget adoption is set for June 6<sup>th</sup>.

Wastewater Operations Manager Aviles gave the Wastewater report. High Desert Underground installed the park lift station lid. The plant toilet plugged and flooded the office. Wastewater staff has completed all of the annual reports. Staff found the belt on the compressor was broken and replaced it. Staff also filled in a sink hole from an abandoned septic. Staff also completed plant maintenance on all equipment. The primary sludge line plugged and stopped feeding sludge to the digester, staff pulled the discharge valve and was able to jet it free.

Program Coordinator Vermette gave the Solid Waste report. Residential recycling for the month of January was 58.36 tons; residential trash collection was 304.09 tons; our most recent e-waste pickup was in March, we recycled 5,652 pounds for a reimbursement of \$1,182.70; green waste for the month of March was at 14.94 tons; metal recycling for the month of March was 3.12 tons; and our latest mattress pickup was for 143 mattresses in the month of March. The District received a grant for \$10,000 from the Mattress recycling counsel to purchase a new lift that will make mattress recycling more efficient and safer for staff. There were 43 Bulky Item Pick ups completed in the month of March. Our annual earth day event is coming up on April 22<sup>nd</sup> and Clean-up day will be on April 27<sup>th</sup>.

### New Business

- 5. Discussion and Possible Action Regarding Approval of Ordinance 2019-01: An Ordinance of the Helendale Community Services District Authorizing Adoption of Rules and Regulations for the Use of its Public Parks and Recreational Facilities

**Discussion:** This item was discussed at the Board meeting on March 21, 2019. This meeting represents the second reading of the Ordinance.

**Action:** Director Schneider made the motion to waive the reading of the ordinance and adopt Ordinance 2019-02 establishing Rules and Regulations for the Use of Public Park facilities. Vice President Smith seconded the motion. Director Haas seconded the motion.

**Vote:** The motion was approved by the following roll call vote: 5 – Yes 0 – No

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

6. Discussion and Possible Action Regarding Approval of Resolution 2019-02: A resolution of the Board of Directors of the Helendale Community Services District Establishing Rules and Regulations for the Use of Its Public Parks and Recreation Facilities

**Discussion:** This item was also discussed at the meeting held on March 21, 2019. The suggested changes from that meeting have been made to Exhibit A.

**Action:** Director Spiller made the motion Adopt Resolution 2019-02 Establishing Rules and Regulations for the Use of its Public Parks and Recreation Facilities. Vice President Smith seconded the motion.

**Vote:** The motion was approved by the following roll call vote: 5 – Yes 0 – No

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

7. Discussion and Possible Action Regarding Purchase of 200 Acre-Feet of Base Annual Production Rights in the Alto Sub-Area

**Discussion:** On March 28, the Watermaster Board adopted the ramp down recommendations presented by the engineer. That ramp down reduced the free production allowance (FPA) from 60% to 55%. The District's base annual production (BAP) is 3707, the current FPA is 2225 and the new FPA would be 2039, a loss of 189 acre-feet. General Manager Cox explained that water will continue to increase in cost as well as value. Water will also continue to secure the District's ability to serve the needs of the community into the future and insulate the District from the volatility of the State Water Project. Water can also be liquidated in a fiscal emergency. The ramp down will reduce the available water rights, increase competition, drive up prices, may escalate customer rates, and subjects over pumpers to the Mojave Water Agency's rates. The purchase would be for:

BAP (\$4850BAP/AF)	\$970,000
Broker Fees	\$19,400
FPA (160AF @\$326/AF)	<u>\$52,160</u>
Total	\$1,041,560

**Action:** Director Schneider made the motion Approve purchase of permanent water rights and related costs in an amount not to exceed \$1,041,560 and authorize staff to wire funds upon Watermaster approval. Director Haas seconded the motion.

**Vote:** The motion was approved by the following roll call vote: 5 – Yes 0 – No

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

8. Discussion and Possible Action Regarding Approval of Resolution 2019-03: A Resolution of the Helendale Community Services District Board of Directors Approving Application(s) for Per Capita Grant Funds and Discussion of Possible Projects

**Discussion:** Program Coordinator Vermette presented this item. There is an opportunity for a grant through the California State Parks Per Capita Program. The minimum funding for Districts is \$200,000 and the District will have to provide a 20% match. We may submit multiple applications for projects. Projects over \$200,000 require at least 30 years of land tenure at the developed site. The Board discussed potential projects and decided that the application should include a request for lighting at the



baseball fields and north field and additional restrooms at the park and an application for additional parking, a walking path, gazebo, and green space at the Community Center.

**Action:** Director Spiller made the motion to approve Resolution 2019-03: A Resolution of the Helendale Community Services District Board of Directors Approving Application(s) for Per Capita Grant Fund. Vice President Smith seconded the motion.

**Vote:** The motion was approved by the following roll call vote: 5 – Yes 0 – No

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

9. Discussion Only Regarding Updated Wastewater Capital Improvement Plan  
General Manager Cox and Wastewater Operations Manager Aviles went over each of the items in the Wastewater CIP and discussed the changes as well as the reasons for the changes.

#### **Other Business**

10. Requested items for next or future agendas (Directors and Staff only)  
Director Spiller requested to see crime statistics  
Director Smith requested to discuss the possibility of a BMX track at the property the District owns near the RV park.

#### **11. Adjournment**

**Action:** President Ron Clark adjourned the meeting at 7:28 pm

Submitted by:

Approved By:

\_\_\_\_\_  
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

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Date: April 18, 2019  
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

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**STAFF RECOMMENDATION:**

Report Only. Receive and File

**STAFF REPORT:**

Staff issued 55 checks and 6 EFT's totaling \$211,936.43

Total cash available:	<u>4/15/19</u>	<u>4/1/19</u>
Cash	\$ 5,712,308.93	\$ 5,676,396.90
Checks/EFT's Issued	\$ 211,936.43	\$ 145,546.72

Investment Report

The Investment Report shows the status of invested District funds. The current interest rate is 2.51% for CalTRUST Short-Term and 2.47% for Medium-Term Investments, 2.39% for LAIF, and 0.25% for the CBB Sweep Account for Mar 2019. Interest earned in Mar 2019 on the CalTrust investments and the CBB Sweep Account is \$8,359.46



Helendale CSD

# Bills Paid and Presented for Approval

## Transaction Detail

Issued Date Range: 04/01/2019 - 04/15/2019

Cleared Date Range: -

Issued Date	Number	Description	Amount	Type	Module
<b>Bank Account: 251229590 - CBB Checking</b>					
04/01/2019	<a href="#">21716</a>	Craig Schneider	-861.36	Check	Accounts Payable
04/01/2019	<a href="#">21717</a>	Henry Spiller	-750.00	Check	Accounts Payable
04/01/2019	<a href="#">21718</a>	Tim Smith	-824.24	Check	Accounts Payable
04/03/2019	<a href="#">EFT0002717</a>	To record CalPERS Pmt Classic	-5,643.73	EFT	General Ledger
04/03/2019	<a href="#">EFT0002718</a>	To record CalPERS Pmt PEPRA	-1,003.62	EFT	General Ledger
04/04/2019	<a href="#">21719</a>	Apple Valley Communications, Inc	-130.00	Check	Accounts Payable
04/04/2019	<a href="#">21720</a>	AVCOM Services Inc.	-118.00	Check	Accounts Payable
04/04/2019	<a href="#">21721</a>	Bank of America	-4,607.40	Check	Accounts Payable
04/04/2019	<a href="#">21722</a>	Beck Oil Inc	-2,166.54	Check	Accounts Payable
04/04/2019	<a href="#">21723</a>	Burrtec Waste Industries Inc	-1,353.47	Check	Accounts Payable
04/04/2019	<a href="#">21724</a>	Burrtec Waste Industries Inc	-116.07	Check	Accounts Payable
04/04/2019	<a href="#">21725</a>	Cazcom, Inc.	-350.00	Check	Accounts Payable
04/04/2019	<a href="#">21726</a>	Hartford Life	-595.73	Check	Accounts Payable
04/04/2019	<a href="#">21727</a>	Heather L. Starstman	-200.70	Check	Accounts Payable
04/04/2019	<a href="#">21728</a>	Mike Radford	-180.00	Check	Accounts Payable
04/04/2019	<a href="#">21729</a>	Mobile Occupational Services, Inc.	-290.00	Check	Accounts Payable
04/04/2019	<a href="#">21730</a>	Mojave Printing Inc	-1,173.86	Check	Accounts Payable
04/04/2019	<a href="#">21731</a>	Neale Aukahl	-300.00	Check	Accounts Payable
04/04/2019	<a href="#">21732</a>	Paul Harvey	-100.00	Check	Accounts Payable
04/04/2019	<a href="#">21733</a>	Print Mart	-177.78	Check	Accounts Payable
04/04/2019	<a href="#">21734</a>	Rebecca Gonzalez	-495.00	Check	Accounts Payable
04/04/2019	<a href="#">21735</a>	Ron Clark	-625.00	Check	Accounts Payable
04/04/2019	<a href="#">21736</a>	SB County Registrar of Voters	-440.00	Check	Accounts Payable
04/04/2019	<a href="#">21737</a>	The Woodall Group, Inc	-20.00	Check	Accounts Payable
04/04/2019	<a href="#">21738</a>	Top Notch Networking, LLC	-813.98	Check	Accounts Payable
04/04/2019	<a href="#">21739</a>	Southern California Edison	-109.62	Check	Accounts Payable
04/04/2019	<a href="#">21740</a>	Southern California Edison	-1,455.74	Check	Accounts Payable
04/04/2019	<a href="#">21741</a>	Southern California Edison	-177.20	Check	Accounts Payable
04/04/2019	<a href="#">21742</a>	Southwest Gas Company	-1,231.69	Check	Accounts Payable
04/04/2019	<a href="#">21743</a>	High Desert Underground Inc	-113,998.50	Check	Accounts Payable
04/04/2019	<a href="#">21744</a>	Jason Courville Trucking, Inc.	-1,931.91	Check	Accounts Payable
04/04/2019	<a href="#">EFT0002719</a>	To post Payroll pmt - Dir Deposit	-34,101.81	EFT	General Ledger
04/04/2019	<a href="#">EFT0002720</a>	To post Payroll pmt - PR Tax Pmt	-8,150.18	EFT	General Ledger
04/04/2019	<a href="#">EFT0002721</a>	To record Tasc Flex Claim Pmt	-559.59	EFT	General Ledger
04/05/2019	<a href="#">21745</a>	CHRISTOPHER MILLER	-171.65	Check	Utility Billing
04/05/2019	<a href="#">21746</a>	HIRSCH REVOCABLE LIVING TRUST	-194.61	Check	Utility Billing
04/05/2019	<a href="#">21747</a>	DOROTHY LAWSON	-18.99	Check	Utility Billing
04/05/2019	<a href="#">21748</a>	MICHAEL RAWCLIFFE	-134.17	Check	Utility Billing
04/05/2019	<a href="#">21749</a>	GLEN MATA	-184.35	Check	Utility Billing
04/05/2019	<a href="#">21750</a>	CURT MOONEY	-71.86	Check	Utility Billing
04/08/2019	<a href="#">EFT0002714</a>	To record CalPERS Health Premium Paid	-13,924.88	EFT	General Ledger
04/11/2019	<a href="#">21751</a>	ASBCSD	-124.00	Check	Accounts Payable
04/11/2019	<a href="#">21752</a>	County of San Bernardino	-40.00	Check	Accounts Payable
04/11/2019	<a href="#">21753</a>	Frontier Communications	-46.54	Check	Accounts Payable
04/11/2019	<a href="#">21754</a>	Frontier Communications	-91.22	Check	Accounts Payable
04/11/2019	<a href="#">21755</a>	Geo-Monitor, Inc.	-178.50	Check	Accounts Payable
04/11/2019	<a href="#">21756</a>	Grainger, Inc	-631.09	Check	Accounts Payable
04/11/2019	<a href="#">21752</a>	County of San Bernardino	-40.00	Check	Accounts Payable
04/11/2019	<a href="#">21753</a>	Frontier Communications	-46.54	Check	Accounts Payable
04/11/2019	<a href="#">21754</a>	Frontier Communications	-91.22	Check	Accounts Payable
04/11/2019	<a href="#">21755</a>	Geo-Monitor, Inc.	-178.50	Check	Accounts Payable
04/11/2019	<a href="#">21756</a>	Grainger, Inc	-631.09	Check	Accounts Payable



**Bank Transaction Report**

**Issued Date Range: -**

<b>Issued Date</b>	<b>Number</b>	<b>Description</b>	<b>Amount</b>	<b>Type</b>	<b>Module</b>
04/11/2019	<a href="#">21757</a>	Infosend	-1,881.68	Check	Accounts Payable
04/11/2019	<a href="#">21758</a>	Lowe's	-159.55	Check	Accounts Payable
04/11/2019	<a href="#">21759</a>	O'Reilly Auto Parts	-716.13	Check	Accounts Payable
04/11/2019	<a href="#">21760</a>	Paul Harvey	-100.00	Check	Accounts Payable
04/11/2019	<a href="#">21761</a>	Quinn Company	-184.36	Check	Accounts Payable
04/11/2019	<a href="#">21762</a>	Rogers, Anderson, Malody & Scott	-945.00	Check	Accounts Payable
04/11/2019	<a href="#">21763</a>	Tyler Technologies, Inc.	-2,002.90	Check	Accounts Payable
04/11/2019	<a href="#">21764</a>	USA Blue Book	-187.36	Check	Accounts Payable
04/11/2019	<a href="#">21765</a>	USA of So. California	-94.15	Check	Accounts Payable
04/11/2019	<a href="#">21766</a>	WaterMaster	-1,030.77	Check	Accounts Payable
04/11/2019	<a href="#">21767</a>	Southern California Edison	-63.21	Check	Accounts Payable
04/11/2019	<a href="#">21768</a>	Cardmember Services	-1,651.74	Check	Accounts Payable
04/11/2019	<a href="#">21769</a>	Fedak & Brown LLP	-1,050.00	Check	Accounts Payable
04/11/2019	<a href="#">21769</a>	Fedak & Brown LLP Reversal	1,050.00	Check Reversal	Accounts Payable
04/11/2019	<a href="#">21770</a>	Rogers, Anderson, Malody & Scott	-2,055.00	Check	Accounts Payable
<b>Bank Account 251229590 Total: (62)</b>			<b>-211,936.43</b>		
<b>Report Total: (62)</b>			<b>-211,936.43</b>		

## Bank Transaction Report

Bank Account	Count	Amount
<a href="#">251229590 CBB Checking</a>	67	-211,936.43
<b>Report Total:</b>	<b>62</b>	<b>-211,936.43</b>

Cash Account	Count	Amount
<a href="#">99 99-111000 Cash in CBB - Checking</a>	62	-211,936.43
<b>Report Total:</b>	<b>62</b>	<b>-211,936.43</b>

Transaction Type	Count	Amount
Check	55	-149,602.62
Check Reversal	1	1,050.00
EFT	6	-63,383.81
<b>Report Total:</b>	<b>62</b>	<b>-211,936.43</b>



# Helendale Community Services District

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Date: April 18, 2019  
TO: Board of Directors  
FROM: Kimberly Cox, General Manager  
SUBJECT: Agenda item #5  
Discussion Only Regarding Third Quarter/Year-to-Date Budget Review for Fiscal Year 2019

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## **STAFF RECOMMENDATION:**

Receive and file.

## **STAFF REPORT:**

As directed by the Board, Staff provides budget quarterly updates in an effort to keep the Board and the public informed regarding how the District handles the public's money. Attached for your review is the year-to-date budget including the third quarter of the year ending March 31, 2019. Staff will make a detailed presentation at the Board meeting regarding the year-to-date budget figures. The target position for the budget at the third quarter is 75% of revenues and expenditures.

**Water fund:** Revenues are at 76.67% of budget coming in at a little over the target while expenditures are at 91.35% of budget. Several large annual expenditures are paid at the beginning of the years which could be the reason in part for the exceedance in expenditures.

Revenue: \$1,780,647

Expenditures: \$1,483,619

**Wastewater fund:** Revenues for wastewater are at 76.01% and expenditures are also high at 96.02%. This fund is running in the red due to capital improvement projects that will require the fund to draw from reserves to balance the budget.

Revenue: \$1,002,037

Expenditures: \$1,109,522

**Recycling Center:** Revenue is at 118.23% of budget and expenditures are at 66.48%. The excess revenue from the recycling center helps fund the community park projects.

Revenue: \$227,982

Expenditures: \$128,192

**Parks and Recreation:** Revenue is at 50.21% of budget and expenditures are at 146% of budget. There have been numerous capital projects occurring at the park as part of a grant that has concluded in April. If the District received reimbursement the current fiscal year the park should end in a net positive position.

Revenue: \$272,513  
Expenditures: \$292,756

**Solid Waste:** Revenue is at 69% of budget and expenditures are at 63.66%. The fund is performing as anticipated with not extraordinary expenditures nor additional revenues. The fund is currently shows revenue in excess of expenditures.

Revenue: \$514,543  
Expenditures: \$487,404

**FISCAL IMPACT:** None at this time

**REQUESTED ACTION:** Receive and file third quarter budget document

**ATTACHMENTS:** Year-to-date budget document





Helendale CSD

# Budget vs Actual Report

## Account Summary

For Fiscal: FY 2018-2019 Period Ending: 03/31/2019

		Current Total Budget	Period Activity	YTD Activity	Percent Used
<b>Fund: 01 - Water Operations</b>					
<b>Revenue</b>					
<a href="#">01-410011-00-0</a>	Water Sales - Single Family-Meter	1,299,959.28	108,616.89	966,469.88	74.35 %
<a href="#">01-410012-00-0</a>	Water Sales - Single Family-Consumpt...	708,453.00	29,697.00	541,480.50	76.43 %
<a href="#">01-410111-00-0</a>	Water Sales - Multi-Family-Meter	9,317.16	653.67	6,123.05	65.72 %
<a href="#">01-410112-00-0</a>	Water Sales - Multi-Family-Consumpt...	3,657.00	576.00	4,753.50	129.98 %
<a href="#">01-410311-00-0</a>	Water Sales - Water Only-Meter	7,939.80	996.75	8,880.25	111.84 %
<a href="#">01-410312-00-0</a>	Water Sales - Water Only-Consumpti...	13,999.50	669.00	12,082.50	86.31 %
<a href="#">01-411021-00-0</a>	Water Sales - Commercial-Meter	21,897.96	2,659.65	23,304.81	106.42 %
<a href="#">01-411022-00-0</a>	Water Sales - Commercial-Consumpti...	15,291.00	936.00	15,123.84	98.91 %
<a href="#">01-411421-00-0</a>	Water Sales - Park-Meter	3,386.88	484.74	4,333.70	127.96 %
<a href="#">01-411422-00-0</a>	Water Sales - Park-Consumption	24,700.50	471.00	17,566.50	71.12 %
<a href="#">01-411521-00-0</a>	Water Sales - School-Meter	4,989.16	713.71	6,358.54	127.45 %
<a href="#">01-411522-00-0</a>	Water Sales - School-Consumption	29,157.00	514.50	21,483.00	73.68 %
<a href="#">01-413041-00-0</a>	Water Sales - Irrigation-Meter	12,855.24	1,230.75	11,047.79	85.94 %
<a href="#">01-413042-00-0</a>	Water Sales - Irrigation-Consumption	51,822.00	1,554.00	41,431.50	79.95 %
<a href="#">01-415000-00-0</a>	Permits & Inspections	500.00	60.00	120.00	24.00 %
<a href="#">01-416000-00-0</a>	Connection Fees	0.00	7,251.65	14,503.30	0.00 %
<a href="#">01-417000-00-0</a>	Meter Installation	0.00	600.00	1,200.00	0.00 %
<a href="#">01-419000-00-0</a>	Fees & Charges	27,000.00	4,480.50	21,330.75	79.00 %
<a href="#">01-419500-00-0</a>	Delinquent Fees & Penalties	42,000.00	3,835.56	40,354.20	96.08 %
<a href="#">01-419700-00-0</a>	Mechanic Service Reimbursement	15,075.00	1,255.74	8,790.18	58.31 %
<a href="#">01-705000-00-0</a>	Special Assmts - Water Standby	18,000.00	265.20	11,447.85	63.60 %
<a href="#">01-705500-00-0</a>	Special Assmts - PY Water Standby	4,800.00	152.40	2,235.15	46.57 %
<a href="#">01-706000-00-0</a>	Penalties On Delinquent Taxes	1,610.00	90.12	699.74	43.46 %
<a href="#">01-712200-00-0</a>	Enernoc Capacity Revenue	6,000.00	0.00	0.00	0.00 %
<a href="#">01-741006-00-0</a>	SCADA Grant - Enernoc	0.00	0.00	-472.64	0.00 %
	<b>Revenue Total:</b>	<b>2,322,410.48</b>	<b>167,764.83</b>	<b>1,780,647.89</b>	<b>76.67 %</b>
<b>Expense</b>					
<a href="#">01-500001-00-0</a>	Salaries - Full Time	252,324.80	30,130.14	194,923.48	77.25 %
<a href="#">01-500002-00-0</a>	Salaries - Overtime	14,000.00	1,639.98	9,726.80	69.48 %
<a href="#">01-500003-00-0</a>	On-Call Pay	14,310.00	1,640.00	10,930.00	76.38 %
<a href="#">01-500004-00-0</a>	Salaries - Part-Time Mechanic	42,050.00	4,735.13	23,054.63	54.83 %
<a href="#">01-510000-00-0</a>	PERS Retirement	36,704.66	3,703.86	28,001.75	76.29 %
<a href="#">01-510001-00-0</a>	Employee Group Insurance	41,849.16	3,099.79	32,658.46	78.04 %
<a href="#">01-510002-00-0</a>	Workers Compensation	28,075.70	0.00	24,256.08	86.40 %
<a href="#">01-510003-00-0</a>	Payroll Taxes - FICA/Medicare	7,083.03	821.86	4,718.00	66.61 %
<a href="#">01-521000-00-0</a>	Laboratory Analysis	10,815.00	0.00	2,454.50	22.70 %
<a href="#">01-521500-00-0</a>	Contractual Services	12,330.00	92.85	2,036.96	16.52 %
<a href="#">01-521501-00-0</a>	Engineering Services	4,000.00	0.00	0.00	0.00 %
<a href="#">01-521600-00-0</a>	GIS Support	4,800.00	0.00	4,800.00	100.00 %
<a href="#">01-523000-00-0</a>	Permits and Fees	14,500.00	0.00	14,255.00	98.31 %
<a href="#">01-524000-00-0</a>	Equipment Rental	2,000.00	0.00	0.00	0.00 %
<a href="#">01-524500-00-0</a>	Education and Training	9,290.00	1,035.39	4,585.07	49.35 %
<a href="#">01-527500-00-0</a>	Rents and Leases - Water Shop	9,600.00	800.00	7,200.00	75.00 %
<a href="#">01-527501-00-0</a>	Rent - BLM Tank Sites	1,260.00	0.00	1,260.00	100.00 %
<a href="#">01-531000-00-0</a>	Utilities - Electric	114,576.00	670.71	79,426.07	69.32 %
<a href="#">01-531001-00-0</a>	Utilities - Gas	540.00	85.38	566.17	104.85 %
<a href="#">01-532500-00-0</a>	Telephone	4,584.00	361.50	3,659.26	79.83 %
<a href="#">01-541000-00-0</a>	Operations and Maintenance	90,000.00	1,863.51	28,508.31	31.68 %
<a href="#">01-545000-00-0</a>	Vehicle Maintenance	10,000.00	219.01	5,203.53	52.04 %
<a href="#">01-545001-00-0</a>	Vehicle Fuel	14,000.00	1,223.89	12,358.49	88.27 %

Budget vs Actual Report

For Fiscal: FY 2018-2019 Period Ending: 03/31/2019

		Current Total Budget	Period Activity	YTD Activity	Percent Used
<a href="#">01-552700-00-0</a>	Mileage and Travel Reimbursement	400.00	0.00	0.00	0.00 %
<a href="#">01-553000-00-0</a>	Operating Supplies	24,000.00	3,005.24	11,517.90	47.99 %
<a href="#">01-553500-00-0</a>	Office Supplies	0.00	0.00	22.47	0.00 %
<a href="#">01-553555-00-0</a>	Water Conservation Program	1,000.00	0.00	3,140.16	314.02 %
<a href="#">01-553600-00-0</a>	Uniforms	3,022.00	247.79	1,963.13	64.96 %
<a href="#">01-554600-00-0</a>	Small Tools	3,000.00	157.29	1,102.19	36.74 %
<a href="#">01-556500-00-0</a>	Dues & Subscriptions	410.00	0.00	269.00	65.61 %
<a href="#">01-561000-00-0</a>	Watermaster Fees	7,000.00	1,030.77	4,775.79	68.23 %
<a href="#">01-800000-00-0</a>	Debt Service	388,733.68	0.00	364,153.98	93.68 %
<a href="#">01-800500-00-0</a>	Capital Expenditure	0.00	10,153.27	289,398.17	0.00 %
<a href="#">01-999100-00-0</a>	Admin Allocation	457,766.57	38,131.95	343,187.55	74.97 %
	<b>Expense Total:</b>	<b>1,624,024.60</b>	<b>104,849.31</b>	<b>1,514,112.90</b>	<b>93.23 %</b>
	<b>Fund: 01 - Water Operations Surplus (Deficit):</b>	<b>698,385.88</b>	<b>62,915.52</b>	<b>266,534.99</b>	<b>38.16 %</b>

1 - 0	
1 - 1   YTD Water Surplus	266,534.99 +
1 - 2   Misc A/R & A/P Adj	70,260.71 -
1 - T   YTD Net Change in Cash	196,274.28 *

		Current Total Budget	Period Activity	YTD Activity	Percent Used
<b>Fund: 02 - Sewer Operations</b>					
<b>Revenue</b>					
<a href="#">02-410010-00-0</a>	Sewer Charges - Single Family	1,189,334.40	99,414.50	893,182.86	75.10 %
<a href="#">02-410110-00-0</a>	Sewer Charges - Multi-Family	22,423.68	1,722.08	15,498.72	69.12 %
<a href="#">02-411020-00-0</a>	Sewer Charges - Commercial	47,045.76	3,920.48	35,284.32	75.00 %
<a href="#">02-411420-00-0</a>	Sewer Charges - Park	2,198.40	183.20	1,648.80	75.00 %
<a href="#">02-411520-00-0</a>	Sewer Charges - School	16,268.16	1,355.68	12,201.12	75.00 %
<a href="#">02-413040-00-0</a>	Sewer Charges - Irrigation	1,758.72	146.56	1,319.04	75.00 %
<a href="#">02-415000-00-0</a>	Permits & Inspection	0.00	219.00	438.00	0.00 %
<a href="#">02-416000-00-0</a>	Connection Fees	0.00	3,360.95	9,884.35	0.00 %
<a href="#">02-419000-00-0</a>	Fees & Services	0.00	0.00	45.00	0.00 %
<a href="#">02-419500-00-0</a>	Delinquent Fees & Penalties	18,000.00	1,431.68	12,616.71	70.09 %
<a href="#">02-705000-00-0</a>	Special Assmts - Sewer Standby	15,000.00	272.70	9,576.75	63.85 %
<a href="#">02-705500-00-0</a>	Special Assmts - PY Sewer Standby	4,800.00	152.40	2,235.15	46.57 %
<a href="#">02-706000-00-0</a>	Penalties on Delinquent Taxes	1,550.00	90.12	699.74	45.14 %
<a href="#">02-712000-00-0</a>	Other Income	0.00	0.00	7,406.62	0.00 %
	<b>Revenue Total:</b>	<b>1,318,379.12</b>	<b>112,269.35</b>	<b>1,002,037.18</b>	<b>76.01 %</b>
<b>Expense</b>					
<a href="#">02-500001-00-0</a>	Salaries - Full Time	234,530.40	19,044.41	144,205.31	61.49 %
<a href="#">02-500002-00-0</a>	Salaries - Overtime	5,500.00	2,370.96	7,727.74	140.50 %
<a href="#">02-500003-00-0</a>	On-Call Pay	14,310.00	1,640.00	10,440.00	72.96 %
<a href="#">02-510000-00-0</a>	PERS Retirement	36,281.07	2,590.11	22,324.01	61.53 %
<a href="#">02-510001-00-0</a>	Employee Group Insurance	34,844.04	2,357.09	28,861.89	82.83 %
<a href="#">02-510002-00-0</a>	Workers Compensation	27,809.48	0.00	24,205.32	87.04 %
<a href="#">02-510003-00-0</a>	Payroll Taxes - FICA/Medicare	3,608.19	314.98	2,245.36	62.23 %
<a href="#">02-521000-00-0</a>	Laboratory Analysis	19,000.00	110.00	9,589.00	50.47 %
<a href="#">02-521500-00-0</a>	Contractual Services	46,702.00	55.78	30,496.79	65.30 %
<a href="#">02-521501-00-0</a>	Engineering Services	10,000.00	0.00	0.00	0.00 %
<a href="#">02-521600-00-0</a>	GIS Support	2,400.00	0.00	2,400.00	100.00 %
<a href="#">02-523000-00-0</a>	Permits and Fees	22,417.00	0.00	24,900.07	111.08 %
<a href="#">02-524500-00-0</a>	Education and Training	3,801.00	359.61	1,970.43	51.84 %
<a href="#">02-531000-00-0</a>	Utilities - Electric	68,000.00	5,052.74	49,869.76	73.34 %
<a href="#">02-531001-00-0</a>	Utilities - Gas	720.00	160.61	891.83	123.87 %
<a href="#">02-531006-00-0</a>	Sludge/Compost Disposal	7,800.00	0.00	4,956.25	63.54 %
<a href="#">02-532500-00-0</a>	Telephone	4,896.00	255.63	2,499.00	51.04 %
<a href="#">02-541000-00-0</a>	Operations and Maintenance	40,000.00	245.00	14,454.44	36.14 %
<a href="#">02-545000-00-0</a>	Vehicle Maintenance	14,000.00	1,362.06	8,799.17	62.85 %
<a href="#">02-545001-00-0</a>	Vehicle Fuel	5,600.00	606.63	5,972.74	106.66 %
<a href="#">02-552700-00-0</a>	Mileage and Travel Reimbursement	200.00	0.00	0.00	0.00 %
<a href="#">02-553000-00-0</a>	Operating Supplies	10,000.00	25.01	4,544.67	45.45 %
<a href="#">02-553555-00-0</a>	Public Outreach	547.50	0.00	0.00	0.00 %
<a href="#">02-553600-00-0</a>	Uniforms	3,255.00	253.88	634.29	19.49 %
<a href="#">02-554600-00-0</a>	Small Tools	4,000.00	0.00	1,016.45	25.41 %
<a href="#">02-556500-00-0</a>	Dues & Subscriptions	850.00	252.50	440.50	51.82 %
<a href="#">02-800000-00-0</a>	Debt Service	75,041.63	0.00	37,520.81	50.00 %
<a href="#">02-800500-00-0</a>	Capital Expenditure	0.00	113,998.50	332,232.75	0.00 %
<a href="#">02-999100-00-0</a>	Admin Allocation	448,611.23	37,369.31	336,323.79	74.97 %
	<b>Expense Total:</b>	<b>1,144,724.54</b>	<b>188,424.81</b>	<b>1,109,522.37</b>	<b>96.92 %</b>
	<b>Fund: 02 - Sewer Operations Surplus (Deficit):</b>	<b>173,654.58</b>	<b>-76,155.46</b>	<b>-107,485.19</b>	<b>-61.90 %</b>

1 - 0		
1 - 1	YTD Sewer Deficit	107,485.19 -
1 - 2	Misc A/R & A/P Adj	39,541.85 -
1 - T	YTD Net Change in Cash	-147,027.04 *



Budget vs Actual Report

For Fiscal: FY 2018-2019 Period Ending: 03/31/2019

		Current Total Budget	Period Activity	YTD Activity	Percent Used
<b>Fund: 03 - Recycling Center</b>					
<b>Revenue</b>					
<a href="#">03-480000-00-0</a>	Retail Sales - Recycling Center	276,000.00	23,808.40	227,796.04	82.53 %
<a href="#">03-731000-00-0</a>	Donations	0.00	0.00	185.98	0.00 %
<a href="#">03-999700-00-0</a>	Board Discretionary Revenue	-83,170.25	0.00	0.00	0.00 %
	<b>Revenue Total:</b>	<b>192,829.75</b>	<b>23,808.40</b>	<b>227,982.02</b>	<b>118.23 %</b>
<b>Expense</b>					
<a href="#">03-500004-00-0</a>	Wages - Part-Time	137,320.60	13,353.79	90,019.65	65.55 %
<a href="#">03-510002-00-0</a>	Workers Compensation	4,260.12	0.00	5,726.93	134.43 %
<a href="#">03-510003-00-0</a>	Payroll Taxes - FICA/Medicare	10,505.03	1,021.57	6,886.52	65.55 %
<a href="#">03-521500-00-0</a>	Contractual Services	5,300.00	0.00	60.00	1.13 %
<a href="#">03-524500-00-0</a>	Education and Training	500.00	0.00	55.56	11.11 %
<a href="#">03-526601-00-0</a>	Advertising	2,000.00	0.00	450.00	22.50 %
<a href="#">03-529900-00-0</a>	Bank Charges	0.00	292.83	2,694.94	0.00 %
<a href="#">03-531000-00-0</a>	Utilities - Electric	12,000.00	514.79	8,383.65	69.86 %
<a href="#">03-532500-00-0</a>	Telephone	1,044.00	88.76	781.14	74.82 %
<a href="#">03-541000-00-0</a>	Operation and Maintenance	4,000.00	0.00	454.38	11.36 %
<a href="#">03-553000-00-0</a>	Operating Supplies	12,000.00	1,083.07	8,579.39	71.49 %
<a href="#">03-556800-00-0</a>	EE Incentive Program	3,900.00	0.00	3,880.23	99.49 %
<a href="#">03-720000-00-0</a>	Other Expense	0.00	0.00	220.13	0.00 %
	<b>Expense Total:</b>	<b>192,829.75</b>	<b>16,354.81</b>	<b>128,192.52</b>	<b>66.48 %</b>
	<b>Fund: 03 - Recycling Center Surplus (Deficit):</b>	<b>0.00</b>	<b>7,453.59</b>	<b>99,789.50</b>	<b>0.00 %</b>

1 - 0				
1 - 1		YTD Recycling Center		99,789.5 +
1 - 2		Misc A/R & A/P Adj		2,286.99 +
1 - T		YTD Net Change in Cash		102,076.49 *



Budget vs Actual Report

For Fiscal: FY 2018-2019 Period Ending: 03/31/2019

		Current Total Budget	Period Activity	YTD Activity	Percent Used
<b>Fund: 04 - Property Rental</b>					
<b>Revenue</b>					
<a href="#">04-419500-00-0</a>	Delinquent Penalties	0.00	0.00	440.00	0.00 %
<a href="#">04-460000-00-0</a>	Internal Lease Income	15,600.00	1,300.00	11,700.00	75.00 %
<a href="#">04-461000-C0-3</a>	Community Center #C - Church	6,000.00	500.00	4,500.00	75.00 %
<a href="#">04-461000-D0-3</a>	Community Center Rental #D - Gym	12,000.00	1,000.00	9,000.00	75.00 %
<a href="#">04-461000-R0-3</a>	Community Center - #C Room Rental	2,000.00	326.00	1,951.00	97.55 %
<a href="#">04-462000-00-4</a>	15302 Smithson Rental	102,480.00	8,542.50	75,232.50	73.41 %
<a href="#">04-463000-00-5</a>	15425 Wild Road Rental	29,880.00	2,494.00	22,022.12	73.70 %
<a href="#">04-999700-00-0</a>	Board Discretionary Revenue	-1,738.72	0.00	0.00	0.00 %
	<b>Revenue Total:</b>	<b>166,221.28</b>	<b>14,162.50</b>	<b>124,845.62</b>	<b>75.11 %</b>
<b>Expense</b>					
<a href="#">04-521500-00-0</a>	Contractual Services	0.00	60.00	528.40	0.00 %
<a href="#">04-523000-00-3</a>	Permits and Fees - Community Center	0.00	0.00	880.00	0.00 %
<a href="#">04-529900-00-0</a>	Bank Charges	0.00	0.00	-31.00	0.00 %
<a href="#">04-531000-00-3</a>	Utilities - Electric - Community Ctr	8,040.00	885.33	12,432.35	154.63 %
<a href="#">04-531000-00-4</a>	Utilities - Electric - Smithson	500.00	0.00	0.00	0.00 %
<a href="#">04-531000-00-5</a>	Utilities - Electric - Wild Rd	3,120.00	189.88	1,792.59	57.45 %
<a href="#">04-531001-00-3</a>	Utilities - Gas - Community Center	6,000.00	799.08	5,348.64	89.14 %
<a href="#">04-531001-00-4</a>	Utilities - Gas - Smithson	200.00	0.00	0.00	0.00 %
<a href="#">04-531001-00-5</a>	Utilities - Gas - Wild Rd	1,800.00	186.62	1,210.26	67.24 %
<a href="#">04-541000-00-3</a>	Operation & Maintenance - Comm Ctr	12,000.00	1,039.50	9,402.07	78.35 %
<a href="#">04-541000-00-4</a>	Operation & Maintenance - Smithson	5,000.00	2,221.91	3,646.50	72.93 %
<a href="#">04-541000-00-5</a>	Operation & Maintenance - Wild Rd	3,000.00	135.00	3,259.47	108.65 %
<a href="#">04-553000-00-3</a>	Operating Supplies - Community Ctr	0.00	0.00	130.00	0.00 %
<a href="#">04-800000-00-3</a>	Debt Service - Community Ctr	40,679.37	0.00	40,679.36	100.00 %
<a href="#">04-800000-00-4</a>	Debt Service - Rental Property	85,881.91	0.00	42,940.96	50.00 %
	<b>Expense Total:</b>	<b>166,221.28</b>	<b>5,517.32</b>	<b>122,219.60</b>	<b>73.53 %</b>
	<b>Fund: 04 - Property Rental Surplus (Deficit):</b>	<b>0.00</b>	<b>8,645.18</b>	<b>2,626.02</b>	<b>0.00 %</b>

1 - 0	
1 - 1   YTD Property Rental Surplus	2,626.02 +
1 - 2   Misc A/R & A/P Adj	24,956.02 +
1 - T   YTD Net Change in Cash	27,582.04 *

		Current Total Budget	Period Activity	YTD Activity	Percent Used
<b>Fund: 05 - Parks &amp; Recreation</b>					
<b>Revenue</b>					
<a href="#">05-430000-00-0</a>	Recreation Program Fees	0.00	200.00	915.50	0.00 %
<a href="#">05-430001-00-0</a>	Flag Football League Fee	0.00	50.00	50.00	0.00 %
<a href="#">05-430002-00-0</a>	Basketball League Program Fee	6,000.00	0.00	4,740.00	79.00 %
<a href="#">05-430003-00-0</a>	Youth Soccer League Fee	15,000.00	0.00	9,805.00	65.37 %
<a href="#">05-430003-00-7</a>	Youth Soccer League Sponsorship	0.00	0.00	200.00	0.00 %
<a href="#">05-430004-00-0</a>	Farmers Market Revenue	0.00	958.00	5,959.00	0.00 %
<a href="#">05-700000-00-0</a>	Property Taxes - Current	17,292.00	0.00	0.00	0.00 %
<a href="#">05-712000-00-0</a>	Event Sponsorship	2,500.00	0.00	1,000.00	40.00 %
<a href="#">05-713200-00-0</a>	Park Development Impact Fees	0.00	1,720.00	3,440.00	0.00 %
<a href="#">05-730002-00-0</a>	Donations & Sponsorship	14,290.00	0.00	22,220.00	155.49 %
<a href="#">05-730005-00-0</a>	Sponsorship Revenue	0.00	0.00	500.00	0.00 %
<a href="#">05-740000-00-0</a>	Grant Revenue	132,600.00	0.00	0.00	0.00 %
<a href="#">05-999700-00-0</a>	Board Discretionary Revenue	355,043.16	16,159.99	223,683.80	63.00 %
	<b>Revenue Total:</b>	<b>542,725.16</b>	<b>19,087.99</b>	<b>272,513.30</b>	<b>50.21 %</b>
<b>Expense</b>					
<a href="#">05-500001-00-0</a>	Salaries - Full Time	49,254.40	4,048.80	25,802.69	52.39 %
<a href="#">05-500002-00-0</a>	Salaries - Overtime	4,000.00	0.00	73.67	1.84 %
<a href="#">05-500004-00-0</a>	Salaries - PT Rec Lead, Aid & MW	16,763.05	285.83	5,733.52	34.20 %
<a href="#">05-510000-00-0</a>	PERS Retirement	7,904.40	279.81	2,883.19	36.48 %
<a href="#">05-510001-00-0</a>	Employee Group Insurance	8,221.20	707.16	5,433.85	66.10 %
<a href="#">05-510002-00-0</a>	Workers Compensation	8,941.17	0.00	0.00	0.00 %
<a href="#">05-510003-00-0</a>	Payroll Taxes - FICA/Medicare	1,996.56	80.94	814.18	40.78 %
<a href="#">05-510004-00-0</a>	Unemployment Expense	0.00	0.00	1,868.99	0.00 %
<a href="#">05-521500-00-0</a>	Contractual Services	18,920.00	312.36	3,903.01	20.63 %
<a href="#">05-523000-00-0</a>	Permits and Inspection Fees	1,700.00	0.00	1,051.88	61.88 %
<a href="#">05-523500-00-0</a>	San Bernardino County Fees	0.00	0.00	563.00	0.00 %
<a href="#">05-524500-00-0</a>	Education and Training	3,400.00	123.00	442.00	13.00 %
<a href="#">05-526600-00-0</a>	Public Relations	200.00	0.00	0.00	0.00 %
<a href="#">05-529900-00-0</a>	Bank Charges	0.00	90.26	755.44	0.00 %
<a href="#">05-531000-00-0</a>	Utilities - Electric	4,620.00	203.32	2,515.91	54.46 %
<a href="#">05-531003-00-0</a>	Utilities - Street Lighting Electric	17,292.00	1,346.36	11,007.91	63.66 %
<a href="#">05-532500-00-0</a>	Telephone	648.00	107.68	550.24	84.91 %
<a href="#">05-541000-00-0</a>	Operation and Maintenance - Park	2,000.00	29.67	4,371.59	218.58 %
<a href="#">05-545000-00-0</a>	Vehicle Maintenance	7,412.00	740.83	4,850.74	65.44 %
<a href="#">05-545001-00-0</a>	Vehicle Fuel	3,640.00	65.00	2,283.28	62.73 %
<a href="#">05-550002-00-0</a>	Supplies - Basketball	4,300.00	37.33	5,469.84	127.21 %
<a href="#">05-550003-00-0</a>	Supplies - Youth Soccer League	10,899.75	85.00	9,361.52	85.89 %
<a href="#">05-551001-00-0</a>	Grant Expense	0.00	37.58	37.58	0.00 %
<a href="#">05-553000-00-0</a>	Operating Supplies	15,000.00	1,037.49	16,110.12	107.40 %
<a href="#">05-553300-00-0</a>	Concert in the Park Expense	6,000.00	0.00	5,418.59	90.31 %
<a href="#">05-553400-00-0</a>	Program Expenses	5,000.00	234.00	1,552.82	31.06 %
<a href="#">05-553404-00-0</a>	Farmers Market Expense	0.00	469.00	3,944.32	0.00 %
<a href="#">05-553600-00-0</a>	Uniforms	780.00	0.00	476.11	61.04 %
<a href="#">05-553700-00-0</a>	Printing Costs	200.00	0.00	0.00	0.00 %
<a href="#">05-554600-00-0</a>	Small Tools	800.00	4,399.23	5,114.49	639.31 %
<a href="#">05-556500-00-0</a>	Dues & Subscriptions	475.00	0.00	0.00	0.00 %
<a href="#">05-800500-00-0</a>	Capital Expenditure	0.00	2,485.50	204,364.53	0.00 %
	<b>Expense Total:</b>	<b>200,367.53</b>	<b>17,206.15</b>	<b>326,755.01</b>	<b>163.08 %</b>
	<b>Fund: 05 - Parks &amp; Recreation Surplus (Deficit):</b>	<b>342,357.63</b>	<b>1,881.84</b>	<b>-54,241.71</b>	<b>-15.84 %</b>

1 - 0				
1 - 1		YTD Park Deficit		54,241.71 -
1 - 2		Misc A/R & A/P Adj		49,120.09 -
1 - T		YTD Net Change in Cash		-103,361.8 *

		Current Total Budget	Period Activity	YTD Activity	Percent Used
<b>Fund: 06 - Solid Waste Disposal</b>					
<b>Revenue</b>					
<a href="#">06-410000-00-0</a>	Charges for Services - Solid Waste	473,502.12	40,110.91	358,581.79	75.73 %
<a href="#">06-419500-00-0</a>	Delinquent Fees & Penalties	7,300.00	578.03	4,957.53	67.91 %
<a href="#">06-705000-00-0</a>	Special Assmts - Refuse Land Use Fee	235,278.00	3,410.43	131,748.24	56.00 %
<a href="#">06-705500-00-0</a>	Special Assmts - Pr Yr Refuse Land Use..	6,500.00	42.72	3,206.25	49.33 %
<a href="#">06-706000-00-0</a>	Penalties on Delinquent Taxes	2,500.00	17.09	848.11	33.92 %
<a href="#">06-999700-00-0</a>	Board Discretionary Revenue	20,277.33	1,689.10	15,201.90	74.97 %
	<b>Revenue Total:</b>	<b>745,357.45</b>	<b>45,848.28</b>	<b>514,543.82</b>	<b>69.03 %</b>
<b>Expense</b>					
<a href="#">06-500001-00-0</a>	Salaries - Full Time	86,559.20	8,018.40	48,702.07	56.26 %
<a href="#">06-500002-00-0</a>	Salaries - Overtime	0.00	25.31	25.31	0.00 %
<a href="#">06-510000-00-0</a>	PERS Retirement	7,521.38	554.19	4,948.28	65.79 %
<a href="#">06-510001-00-0</a>	Employee Group Insurance	23,833.08	1,306.38	15,479.76	64.95 %
<a href="#">06-510002-00-0</a>	Workers Compensation	8,415.99	0.00	11,062.79	131.45 %
<a href="#">06-510003-00-0</a>	Payroll Taxes - FICA/Medicare	2,320.96	105.33	638.38	27.50 %
<a href="#">06-521500-00-0</a>	Contractual Services	3,200.00	0.00	0.00	0.00 %
<a href="#">06-521510-00-0</a>	Contract Service - Burrtec Fees	469,083.24	40,230.19	317,674.35	67.72 %
<a href="#">06-523500-00-0</a>	SB County Disposal Fees	126,072.00	9,024.79	65,740.96	52.15 %
<a href="#">06-523550-00-0</a>	Green Waste Disposal	12,000.00	1,353.47	9,922.29	82.69 %
<a href="#">06-524500-00-0</a>	Education and Training	500.00	0.00	0.00	0.00 %
<a href="#">06-527500-00-0</a>	Rents - Storage at Park	6,000.00	500.00	4,500.00	75.00 %
<a href="#">06-532500-00-0</a>	Telephone	312.00	25.62	243.99	78.20 %
<a href="#">06-541000-00-0</a>	Operations and Maintenance	0.00	0.00	30.49	0.00 %
<a href="#">06-545000-00-0</a>	Vehicle Maintenance	2,046.60	50.23	583.04	28.49 %
<a href="#">06-545001-00-0</a>	Vehicle Fuel	3,360.00	129.99	872.36	25.96 %
<a href="#">06-553000-00-0</a>	Operating Supplies	300.00	0.00	0.00	0.00 %
<a href="#">06-553200-00-0</a>	Postage & Delivery	650.00	0.00	0.00	0.00 %
<a href="#">06-553300-00-0</a>	Event Expense	250.00	0.00	0.00	0.00 %
<a href="#">06-553555-00-0</a>	Public Outreach	2,455.00	0.00	68.94	2.81 %
<a href="#">06-553600-00-0</a>	Uniforms	400.00	0.00	0.00	0.00 %
<a href="#">06-553700-00-0</a>	Printing Costs	1,100.00	0.00	0.00	0.00 %
<a href="#">06-554600-00-0</a>	Small Tools	100.00	0.00	0.00	0.00 %
<a href="#">06-590100-00-0</a>	Bad Debt Expense	0.00	0.00	48.21	0.00 %
<a href="#">06-999100-00-0</a>	Admin Allocation	9,155.33	762.64	6,863.76	74.97 %
	<b>Expense Total:</b>	<b>765,634.78</b>	<b>62,086.54</b>	<b>487,404.98</b>	<b>63.66 %</b>
	<b>Fund: 06 - Solid Waste Disposal Surplus (Deficit):</b>	<b>-20,277.33</b>	<b>-16,238.26</b>	<b>27,138.84</b>	<b>-133.84 %</b>

1 - 0		
1 - 1	YTD Solid Waste Surplus	27,138.84 +
1 - 2	Misc A/R & A/P Adj	45,599.85 -
1 - T	YTD Net Change in Cash	-18,461.01 *



	Current Total Budget	Period Activity	YTD Activity	Percent Used	
<b>Fund: 10 - Administration</b>					
<b>Revenue</b>					
<a href="#">10-419000-00-0</a>	Fees & Charges	0.00	170.00	1,469.00	0.00 %
<a href="#">10-419100-00-0</a>	Credit Card Processing Fees	7,000.00	1,367.50	11,215.00	160.21 %
<a href="#">10-464000-00-0</a>	Site Rent - Radio Tower	133,234.00	9,626.91	111,551.15	83.73 %
<a href="#">10-700000-00-0</a>	Property Taxes - Current	83,708.00	1,726.27	65,572.27	78.33 %
<a href="#">10-704000-00-0</a>	Property Taxes - Prior	2,500.00	53.75	1,866.10	74.64 %
<a href="#">10-706000-00-0</a>	Penalties on Delinquent Taxes	500.00	16.48	977.03	195.41 %
<a href="#">10-707000-00-0</a>	Property Taxes - Homeowner Exempt...	1,200.00	0.00	490.90	40.91 %
<a href="#">10-710000-00-0</a>	Investment Income	16,500.00	20,989.64	97,790.09	592.67 %
<a href="#">10-712000-00-0</a>	Other Income	200.00	0.00	0.20	0.10 %
<a href="#">10-712100-00-0</a>	Recycling Revenue - EE Morale	6,600.00	1,182.70	5,914.83	89.62 %
<a href="#">10-713100-00-0</a>	Franchise Fees - Solid Waste	73,469.52	6,425.68	58,428.31	79.53 %
<a href="#">10-713500-00-0</a>	Solid Waste Billing Fees	62,083.32	5,219.43	46,647.89	75.14 %
<a href="#">10-999700-00-0</a>	Board Discretionary Revenue	-375,320.45	-17,849.09	-238,885.70	63.65 %
	<b>Revenue Total:</b>	<b>11,674.39</b>	<b>28,929.27</b>	<b>163,037.07</b>	<b>1,396.54 %</b>
<b>Expense</b>					
<a href="#">10-500001-00-0</a>	Salaries - Full Time	397,696.00	47,618.58	303,009.34	76.19 %
<a href="#">10-500002-00-0</a>	Salaries - Overtime	1,600.00	0.00	0.00	0.00 %
<a href="#">10-500004-00-0</a>	Salaries - Part-Time	13,396.00	1,707.73	9,957.45	74.33 %
<a href="#">10-510000-00-0</a>	PERS Retirement	63,687.65	3,363.90	47,030.90	73.85 %
<a href="#">10-510001-00-0</a>	Employee Group Insurance	39,204.60	2,631.50	30,170.69	76.96 %
<a href="#">10-510002-00-0</a>	Workers Compensation	3,663.96	0.00	3,446.10	94.05 %
<a href="#">10-510003-00-0</a>	Payroll Taxes - FICA/Medicare	6,791.39	788.32	4,959.83	73.03 %
<a href="#">10-521500-00-0</a>	Contractual Services	49,970.00	885.09	28,061.87	56.16 %
<a href="#">10-521600-00-0</a>	Software Support	40,800.00	4,907.25	45,171.57	110.71 %
<a href="#">10-522000-00-0</a>	Legal Services	60,000.00	0.00	39,368.75	65.61 %
<a href="#">10-522001-00-0</a>	Auditing & Accounting Services	91,950.00	3,000.00	70,950.50	77.16 %
<a href="#">10-522500-00-0</a>	Directors' Fees	45,000.00	3,500.00	30,750.00	68.33 %
<a href="#">10-522505-00-0</a>	Directors' Training/Seminars/Mileage	5,000.00	293.45	6,813.60	136.27 %
<a href="#">10-522510-00-0</a>	Board Meeting Supplies	1,500.00	50.10	449.97	30.00 %
<a href="#">10-523000-00-0</a>	Permits and Fees	3,400.85	0.00	5,000.00	147.02 %
<a href="#">10-523500-00-0</a>	San Bernardino County Fees	4,500.00	28.39	4,580.85	101.80 %
<a href="#">10-523900-00-0</a>	Election Expense	20,000.00	440.00	440.00	2.20 %
<a href="#">10-524300-00-0</a>	Employment Expense	2,500.00	0.00	2,131.97	85.28 %
<a href="#">10-524500-00-0</a>	Education and Training	2,500.00	71.08	4,291.70	171.67 %
<a href="#">10-525000-00-0</a>	Insurance	56,000.00	0.00	45,599.93	81.43 %
<a href="#">10-525001-00-0</a>	Insurance - Vehicle	18,000.00	0.00	15,204.57	84.47 %
<a href="#">10-526600-00-0</a>	Public Relations	0.00	0.00	300.00	0.00 %
<a href="#">10-526601-00-0</a>	Public Notices	5,000.00	1,173.86	3,034.46	60.69 %
<a href="#">10-526650-00-0</a>	Community Promotion	6,000.00	0.00	2,459.95	41.00 %
<a href="#">10-529900-00-0</a>	Bank Charges	26,900.00	1,931.21	19,432.45	72.24 %
<a href="#">10-532500-00-0</a>	Telephone	13,200.00	880.54	8,397.31	63.62 %
<a href="#">10-541500-00-0</a>	Operation and Maintenance - Admin	0.00	0.00	275.00	0.00 %
<a href="#">10-545000-00-0</a>	Vehicle Maintenance	2,000.00	0.00	998.97	49.95 %
<a href="#">10-545001-00-0</a>	Vehicle Fuel	1,400.00	151.66	656.13	46.87 %
<a href="#">10-552700-00-0</a>	Mileage and Travel Reimbursement	1,000.00	0.00	0.00	0.00 %
<a href="#">10-553000-00-0</a>	Operating Supplies - Office	10,000.00	696.48	4,520.90	45.21 %
<a href="#">10-553200-00-0</a>	Postage & Delivery	1,200.00	835.08	1,463.65	121.97 %
<a href="#">10-553600-00-0</a>	Uniforms	300.00	0.00	326.11	108.70 %
<a href="#">10-553700-00-0</a>	Printing Costs	500.00	0.00	0.00	0.00 %
<a href="#">10-554500-00-0</a>	Equipment Maintenance & Supplies	2,100.00	0.00	3,420.60	162.89 %
<a href="#">10-556500-00-0</a>	Dues & Subscriptions	10,356.00	199.99	11,250.04	108.63 %
<a href="#">10-556800-00-0</a>	Employee Benefit & Morale	5,000.00	-41.04	6,472.60	129.45 %
<a href="#">10-999100-00-0</a>	Admin Allocation	-915,533.13	-76,263.90	-686,375.10	74.97 %
	<b>Expense Total:</b>	<b>96,583.32</b>	<b>-1,150.73</b>	<b>74,022.66</b>	<b>76.64 %</b>
	<b>Fund: 10 - Administration Surplus (Deficit):</b>	<b>-84,908.93</b>	<b>30,080.00</b>	<b>89,014.41</b>	<b>-104.84 %</b>

1 - 0		
1 - 1	YTD Admin Surplus	89,014.41 +
1 - 2	Misc A/R & A/P Adj	91,788.47 +
1 - T	YTD Net Change in Cash	180,802.88 *



## Fund Summary

Fund	Current Total Budget	Period Activity	YTD Activity
01 - Water Operations	698,385.88	62,915.52	266,534.99
02 - Sewer Operations	173,654.58	-76,155.46	-107,485.19
03 - Recycling Center	0.00	7,453.59	99,789.50
04 - Property Rental	0.00	8,645.18	2,626.02
05 - Parks & Recreation	342,357.63	1,881.84	-54,241.71
06 - Solid Waste Disposal	-20,277.33	-16,238.26	27,138.84
10 - Administration	-84,908.93	30,080.00	89,014.41
<b>Report Surplus (Deficit):</b>	<b>1,109,211.83</b>	<b>18,582.41</b>	<b>323,376.86</b>



# Helendale Community Services District

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Date: April 18, 2019  
TO: Board of Directors  
FROM: Kimberly Cox, General Manager  
SUBJECT: Agenda item #6  
Discussion and Possible Action Regarding Updated Water CIP for FY 2020-2024

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**STAFF RECOMMENDATION:**

Staff seeks input regarding the revised Water CIP.

**STAFF REPORT:**

The Capital Improvement Plan is a fluid roadmap that outlines anticipated projects and capital replacement needed for the District. As the Board has witnessed, some projects get moved from year to year to accommodate staff time and operational necessity to complete these capital projects. In reviewing the water budget Staff has modified the Capital Improvement Plan for Water that was reviewed with the Board on March, 7, 2019.

A modified list of the projected capital needs is attached to this staff report for review and will be discussed at the board meeting.

**FISCAL IMPACT:** Undetermined at this time.

**REQUESTED ACTION:** Approve Water CIP

**ATTACHMENTS:** Water CIP 2020-2024

#####  
Capital Budget FY 2020 - FY2024

All CIP Projects require Board approval before commencing.

Water Fund	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Corporate Yard - 60x120 Metal Building / Enclosure	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ -
Generator	-	90,000	-	-	-	-
New Well (Location TBD)	850,000	851,000	-	-	-	-
Well 1A Building Improvements	-	40,000	40,000	-	-	-
Abandon Wells 5 & 6	-	-	-	-	30,000	30,000
New Well Pipeline (connect to Distribution System)	240,000	210,000	210,000	-	-	-
North & South Tank - Interior Re-Coating	250,000	250,000	-	-	-	-
North & South Tank - Valves & Manifold	80,000	80,000	-	-	-	-
New Well Testing (Test drills)	-	-	-	-	-	-
New Turbine Pump Well 1A	-	-	85,000	-	-	-
New Turbine Pumps Well 4A	85,000	-	-	85,000	-	-
Well Rehabilitation 4A	110,000	-	-	110,000	-	-
Well Rehabilitation 1A	-	110,000	110,000	-	-	-
Water Truck	45,000	-	-	-	-	-
Ride On Trencher	7,000	-	-	-	-	-
AMI Meters	45,000	162,667	162,667	162,667	185,167	185,166
Well Exploration Test Holes	85,000	85,000	-	-	-	-
AMI Tower	35,000	-	-	-	-	-
Service Truck	-	-	-	20,000	-	-



# Helendale Community Services District

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Date: April 18, 2019  
TO: Board of Directors  
FROM: Kimberly Cox, General Manager  
SUBJECT: Agenda item #7  
Discussion and Possible Action Regarding Updated Park CIP for FY 2020-2024

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**STAFF RECOMMENDATION:**

Staff seeks input regarding the revised Park CIP.

**STAFF REPORT:**

The Capital Improvement Plan is a fluid roadmap that outlines anticipated projects and capital replacement needed for the District. As the Board has witnessed, some projects get moved from year to year to accommodate staff time and operational necessity to complete these capital projects. In reviewing the park budget Staff has modified the Capital Improvement Plan for Park that was reviewed with the Board on March, 7, 2019. The revised Park CIP includes items recently discussed in the public scoping meetings as well as project listed in the plan that was approved as the basis of the Park Development Impact Fee. Some of the projects included were recently ranked by the Board as priority projects.

A modified list of the projected capital needs is attached to this staff report for review and will be discussed at the board meeting.

**FISCAL IMPACT:** Undetermined at this time.

**REQUESTED ACTION:** Approve Park CIP

**ATTACHMENTS:** Park CIP 2020-2024



	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
<b>Parks and Recreation Fund</b>						
Curbing		60,000	-	-	-	60,000
Electronic Gates (3)		45,000	-	-	-	45,000
Volleyball	10,000	-	-	-	-	10,000
Fitness Circuit	35,000	-	-	-	-	35,000
Small Shelters	40,000	-	-	-	-	40,000
Playground equipment	14,000	-	-	-	-	14,000
Restroom Buildings	30,000	-	-	-	-	30,000
Sidewalks	10,000	10,000	-	-	-	20,000
Community Center Roof Repairs	10,000					10,000
Community Center Parking Lot Resurfacing			75,000			75,000
Asphalt Parking Lot (Com Center)			167,000			167,000
Park Lighting			70,000			70,000
Splash Pad				500,000		500,000
DG Walking Paths (So. Field & Memorial Grove)		100,000				100,000
Larger Playground		30,000				30,000
Additional Restroom		30,000				30,000
Lighting for Baseball		60,000				60,000
Lighting for North Field		20,000				20,000
Additional Community Center Parking Lot		80,000				80,000
Batting Cages		10,000				10,000
Fence around Playground			15,000			15,000
Shade structure for playground			50,000			50,000
Basketball courts				100,000		100,000
Community Center for park					4,000,000	4,000,000
Large Belly Sprayer		7,000				
<b>Total Capital Projects</b>	<b>149,000</b>	<b>452,000</b>	<b>377,000</b>	<b>600,000</b>	<b>-</b>	<b>5,571,000</b>



# Helendale Community Services District

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Date: April 18, 2019  
TO: Board of Directors  
FROM: Kimberly Cox, General Manager  
SUBJECT: Agenda item #8  
Discussion and Possible Action Regarding 4-Plex and Gym Conversions

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## **STAFF RECOMMENDATION:**

Staff seeks input and direction from the Board regarding this matter.

## **STAFF REPORT:**

The intent behind the discussion is to evaluate options to provide additional meeting and recreational space for the community

It was requested by members of the Board that these items be discussed with the full board at a future meeting. The discussion of the 4-plex was presented to the Board on February 21. The Board had questions and requested that the matter be brought back at a future meeting for further discussion. The gymnasium conversion was discussed at the Park and Rec committee and has been requested to be discussed with the Board to see if there is any interest.

In response to questions regarding the net revenue, the 4-plex rentals resulted in \$22,600 in net revenue between July 1, 2017 and June 30 2018. This amount only excludes utilities and does not take into account staff time to cut the lawn, maintain the swamp coolers, etc. as those functions would continue regardless of the use. The second question asked was regarding load-bearing walls. After viewing the truss positioning in the attic it appears that the dividing walls are load bearing. If the Board would like a more definitive evaluation, Staff would suggest having a structural engineer look at the building and make a further determination. Staff observed that a truss sits upon each dividing wall. The 4-plex is comprised of four 600 square foot units for a total of 2400 square feet

The second part of the discussion involved renovation of the gymnasium facility that is currently under tenancy. During the basketball season the District has approximately 100 children who participate in the eight to ten-week rec league session. Also during the course of the year the District operates an open gym which allows students and adults play time at the school gym. It had been mentioned at the Park and Rec meeting to convert Unit D into a gymnasium-type facility for court play. This facility could also house the farmer's market during inclement weather allowing vendors to be indoors. This would result in a loss of revenue of \$24,000. Staff estimates that it would cost approximately \$80,000 to convert the unit to a gymnasium. The unit is 5000 square feet in size.

**FISCAL IMPACT:** Undetermined at this time.

**REQUESTED ACTION:** Provide further direction to Staff regarding this item

**ATTACHMENTS:** None



# Helendale Community Services District

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Date: April 18, 2019  
TO: Board of Directors  
FROM: Kimberly Cox, General Manager  
SUBJECT: Agenda item #8  
Discussion and Possible Action Regarding 4-Plex and Gym Conversions

---

## **STAFF RECOMMENDATION:**

Staff seeks input and direction from the Board regarding this matter.

## **STAFF REPORT:**

The intent behind the discussion is to evaluate options to provide additional meeting and recreational space for the community

It was requested by members of the Board that these items be discussed with the full board at a future meeting. The discussion of the 4-plex was presented to the Board on February 21. The Board had questions and requested that the matter be brought back at a future meeting for further discussion. The gymnasium conversion was discussed at the Park and Rec committee and has been requested to be discussed with the Board to see if there is any interest.

In response to questions regarding the net revenue, the 4-plex rentals resulted in \$22,600 in net revenue between July 1, 2017 and June 30 2018. This amount only excludes utilities and does not take into account staff time to cut the lawn, maintain the swamp coolers, etc. as those functions would continue regardless of the use. The second question asked was regarding bearing walls. In Discussion with Staff it is our opinion that only the exterior walls are weight bearing. Therefore all interior walls could be removed to accommodate additional meeting space of the Board were to choose that option.

The second part of the discussion involved renovation of the gymnasium facility that is currently under tenancy. During the basketball season the District has approximately 100 children who participate in the eight to ten-week rec league session. Also during the course of the year the District operates an open gym which allows students and adults play time at the school gym. It had been mentioned at the Park and Rec meeting to convert Unit D into a gymnasium-type facility for court play. This facility could also house the farmer's market during inclement weather allowing vendors to be indoors. This would result in a loss of revenue of \$24,000. Staff estimates that it would cost approximately \$80,000 to convert the unit to a gymnasium.



**FISCAL IMPACT:** As outlined

**REQUESTED ACTION:** Provide further direction to Staff regarding this item

**ATTACHMENTS:** None