



# Helendale Community Services District Regular Board Meeting

26540 Vista Road, Suite C, Helendale, CA 92342

**Thursday, June 18, 2020 at 6:30 PM**

## **SPECIAL NOTICE OF TELECONFERENCE ACCESSIBILITY**

Pursuant to the provisions of Executive Order N-29-20 issued by Governor Gavin Newsom in response to the COVID-19 pandemic and in an effort to prevent the spread of the virus, Helendale CSD will hold its board meeting via teleconference. The Helendale CSD Board of Directors will meet in person at the District Office located at 26540 Vista Rd. Suite C. Helendale, CA 92342. This meeting is open to the public via virtual interface and can be accessed by clicking on the link below.

<https://attendee.gotowebinar.com/register/9117968860412146956>

(Dial-in instructions will be provided after registering at the link above)

## **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 wishing to make comments may do so by filling out the speaker's card at the following link: <https://www.surveymonkey.com/r/HKGNLL8>. We request that all speaker's cards are filled out by 6:25 pm.*

### **3. Consent Items**

- a. Approval of Minutes: June 4, 2020, Regular Board Meeting
- b. Directors Compensation and Expenses
- c. Bills paid report
- d. April Financials

### **4. Reports**

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

## **Special Presentation:**

5. County Fire Chief Munsey will discuss FP-5 (Helendale) Fire Protection District

## **Regular Business:**

6. Public Hearing to Receive Comment and Possible Action Regarding Adoption of Resolution 2020-06: A Resolution of the Helendale Community Services Determining That There was No Majority Protest to Proposed Increases to Refuse Collection Services and Adopting a Rate Schedule for Such Charges and Superseding Existing Applicable Rates
7. Public Hearing to Receive Comment and Possible Adoption of Resolution 2020-05; a Resolution of the Board of Directors of the Helendale Community Services District Approving and Adopting the Fiscal Year 2021 Annual Budget and Authorizing Appropriations Therefrom
8. Discussion and Possible Action Regarding Adoption of Resolution 2020-03: A Resolution of the Board of Directors of the Helendale Community Services District Establishing the Appropriations Limit for Fiscal Year 2021 Pursuant to Article XIIB of the California State Constitution

9. Discussion and Possible Action Regarding Adoption of Resolution 2020-05: A Resolution Authorizing Application To The Director Of Industrial Relations, State of California For A Certificate Of Consent To Self-Insure Workers' Compensation Liabilities
10. Discussion and Possible Action Regarding Concert In the Park Scheduled for June 27
11. Discussion and Possible Action Regarding Change Order #1 for the Test Hole Project

**Other Business**

12. Requested items for next or future agendas (Directors and Staff only)
13. 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'd 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.*



# Helendale Community Services District

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**Date:** June 18, 2020  
**TO:** Board of Directors  
**FROM:** Kimberly Cox, General Manager  
**SUBJECT:** Agenda item #3  
Consent Items

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## CONSENT ITEMS

- a. Approval of Minutes: June 4, 2020, Regular Board Meeting
- b. Bills Paid Report
- c. Directors Expenses
- d. Financials for April
- e. Covid19 Update



# Helendale Community Services District

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**Date:** June 18, 2020  
**TO:** Board of Directors  
**FROM:** Kimberly Cox, General Manager  
**BY:** Cheryl Vermette  
**SUBJECT:** Agenda item #3a  
Minutes for June 4 Regular Board Meeting

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## **STAFF REPORT:**

Attached for the Board's consideration are the minutes for the June 4 Regular Board Meeting.



*Minutes of the Helendale Community Services District  
BOARD OF DIRECTORS MEETING  
June 4, 2020 at 6:30 PM  
26540 Vista Road, Suite C. Helendale, CA 92342*

Pursuant to the provisions of Executive Order N-29-20 issued by Governor Gavin Newsom in response to the COVID-19 pandemic and in an effort to prevent the spread of the virus, Helendale CSD's June 4, 2020 board meeting was held via teleconference.

**Board Members Roll Call:**

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  
Craig Carlson, Water Operations Manager  
Alex Aviles, Wastewater Operations Manager

**Consultants:**

Steve Kennedy, Legal Counsel  
Richard Nino

**Members of the Public:**

There were no members of the public present via the teleconference link

**Call to Order and Pledge of Allegiance**

The meeting was called to order at 6:35 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**

None

**3. Consent Items**

- a. Approval of Minutes: May 21, 2020 Regular Board Meeting and May 27, 2020 Special Board Meeting
- b. Updated Bills Paid Report
- c. Directors Compensation and Expenses

**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**

Director Schneider reported that he went to look at the well test hole project. He was able to speak to the hydrogeologist Mark Roberts at the site.

Director Spiller reported that he went to visit the new farmers market in Apple Valley. The Board asked that Staff monitor the vendor and public attendance at the Helendale Market.

b. **General Manager's Report**

The District received notification from Helendale School District that the use of the gym for Open Gym has been suspended due to state guidance. The school will also suspend uses for Church and Seniors who meet at their facility. A letter was provided for Board review.

The drill rig mobilized on Friday, 5/27, on 5/28 they drilled to 200' and took sample; on 5/29 they drilled to 228'; on 6/1 they drilled to 280' and took a sample; on 6/2 they drilled to 333' and the sample failed; on 6/3 they drilled to 385 but their tool broke; on 6/4 they used a new tool and drove the test tool in place, they are waiting overnight for enough water for a sample. Tomorrow morning, they will evacuate sample (approximately ½ gal). Progress has been slower than anticipated. Several photos of the test hole project were then presented.

Wastewater Operations Manager Aviles presented the wastewater report. The flow meters at the plant were calibrated by A&G Instruments. Staff continues weed abatement. The filtrate pumps airlocked and would not pump drying beds collection system, Staff removed check valve to bleed gasses and inspect lifting arm on the check valve. The pumps are now working again. Staff completed lubes and oil changes on all equipment. Staff used the man lift to retrieve all broken splash plates that have fallen off of the T-filter arm over the years. Cleaned check balls in primary and cleared digester sludge feed-line blockage. Staff removed the broken skim arm off of secondary #2, and was able to piece together and rebuild arm from scrapped clarifier parts to get #2 on line and flow transferred over from Secondary #1 to Secondary #2.

**Regular Business**

5. Discussion Only Regarding Response to COVID-19 Pandemic

**Discussion:** General Manager Cox reported on the COVID-19 pandemic. Staff is all back together again after more than 2 months split into teams. On Monday the office will begin offer public hours from 1-5:30 daily. Customers have been very understanding. Staff continues to monitor cash-flow due to no disconnection requirement (N-42-20). Currently 419 customers have not paid running \$48,522 in arrears. Liens have been filed as appropriate, letters have been sent to landlords and notification calls will go out next week. Cash flow is better than expected - May receivables: \$264,628 and April receivables: \$252,176

**Action:** There was no action on this item.

6. Public Meeting to Discuss Proposed Burrtec Rate Increase

**Discussion:** Each year Burrtec presents the CPI increase for solid waste pick up services Contract requires notice no later than 4/1. Section 10.05 outlines the annual formula-based compensation adjustment: "The maximum rates set forth in Attachment D, Residential Bin and Commercial Services may be adjusted annually effective each July 1st by an amount equal to the calendar year annual twelve-month mean average change in the Consumer Price Index (CPI)...It is understood by both parties that the maximum annual CPI increase shall be no greater than four percent (4%) in any given adjustment period." The total proposed new rate will increase monthly charges by \$1.28 from \$21.70 to \$22.98. The proposed CPI increase is 3.07%. Presented for review are only the residential rates. Commercial rates vary significantly based upon service. Public notice was mailed to all

affected rate payers. The Public hearing is scheduled for June 18th and will be held in virtual format with the Board present and public online.

**Action:** There was no action on this item.

7. Discussion and Possible Action Regarding National Night Out

**Discussion:** The District has partnered with SLA for the past 3 years to hold NNO at North Beach

The site has served the event well, however as the event grows the location may need to be reconsidered. Some of the drawbacks to holding the event at North Beach are Many of the activities take place in the parking lot and the helicopter has to land across the street, on the positive side North Beach provides a convenient location and has a nice ambiance. Staff requested Board direction on the location and date of the event. The Board agreed the event should be held on the National Night Out event scheduled day, October 6, 2020, and asked Staff to seek input from the Silver Lakes Association on the location.

8. Discussion and Possible Action Regarding Purchase of a Bobcat for District Operations

**Discussion:** This item has been on the CIP, however the Board requested that it be agendized for action. District Staff has received quote on new and used units. Bobcat owns all the franchises therefore no competition amongst dealers. The District has struggled with the changing Carb regulations. These rules continue to pose challenges. This new Bobcat unit will allow some relief with those regulations because the District will be able to dispose of older non-compliant units. Numerous attachments available for the bobcat making it versatile. The Purchasing Policy allows for the purchase of equipment and requires approval by the Board over \$25,000. Due to the specific type of equipment determined by staff to best meet the needs of field operations only one brand is acceptable. Quotes included a 2014 unit for \$33,025.38 and a 2020 unit for \$44,371.91. The Board deferred to Staff to decide on the extended warranty.

**Motion:** Director Schneider made the motion to approve the purchase of the 2014 Bobcat unit for \$33,025.38 and allow Staff to decide on the extended warranty. Director Haas seconded the motion.

**Vote:** The motion was approved by the following roll call vote: President Clark – Yes; Vice President Smith – Yes; Secretary Haas – Yes; Director Schneider – Yes; Director Spiller – Yes

9. Discussion and Possible Action Regarding Increase in District Cafeteria Plan

**Discussion:** In January 2019, the Board adopted the results of a classification evaluation. The second part of that consideration was a benefits evaluation. Management contracted with Koff and Associates to provide a comparison and recommendation. The plan has not been modified since 2015 which includes \$750 plus 50% match up to \$1050. Since ADA, medical costs have continued to increase. Competitive benefits are an important component to retention. The District has lost 4 tenured employees in the past three years and have had challenges hiring qualified/certified staff. The Board determination from tonight's discussion will be factored into the budget for adoption on June 18. The consultant recommended increasing medical between \$1400-\$1500/mo with options of cash out, CA125, 457 or 401A. Management is suggesting the Board consider an increase to \$1300 and 50% of remaining fund going to 457 or 401A plan for retirement. Management also recommends that an employee who doesn't take District medical will have 50% of benefit available for a 457 or

401A plan. The current costs if all employees used max amount: \$176,400 and the proposed cost if all employees used max amount: \$217,400. The difference is \$42,000 based upon max scenario. Seven out of fourteen employees would still pay \$86 to \$472 each month additional for insurance and seven employees would have extra money for 457/401A. The Board discussed and agreed to increase the maximum District contribution to \$1,300 per month and allow any unused portion to be rolled over into a 457 or 401A plan.

**Motion:** Director Schneider made the motion to increase District medical benefit to a monthly amount of \$1300 per employee and allow 100% of any leftover funds be invested in a 457 or 401A plan. Director Haas seconded the motion.

**Vote:** The motion was approved by the following roll call vote: President Clark – Yes; Vice President Smith – Yes; Secretary Haas – Yes; Director Schneider – Yes; Director Spiller – Yes

### **Other Business**

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

### **11. Adjournment**

**Action:** President Ron Clark adjourned the meeting at 7:45 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:** June 18, 2020  
**TO:** Board of Directors  
**FROM:** Kimberly Cox, General Manager  
**BY:** Cheryl Vermette  
**SUBJECT:** Agenda item #3b  
Presentation of Directors' Expenses

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## **STAFF REPORT:**

Attached for the Board's consideration is a spreadsheet that outlines Director's expenses for the pay period from 5/11/2020 to 6/7/2020.

**Director's Expenses**  
**Pay Period Ending June 7, 2020**

<b>Name:</b>		<b>Ron Clark</b>	
	<b>Date</b>	<b>Activity</b>	<b>Rate</b>
1	5/5/2020	Meeting with General Manager	\$137.50
2	5/7/2020	Regular Board Meeting	\$137.50
3	5/20/2020	Meeting with General Manager	\$137.50
4	5/21/2020	Regular Board Meeting	\$137.50
5	5/27/2020	Budget Meeting	\$137.50
		Miles	\$0.00
		Meals	\$0.00
		Lodging	\$0.00
		Other	
Total this Pay Period			\$687.50

<b>Name:</b>		<b>Craig Schnieder</b>	
	<b>Date</b>	<b>Activity</b>	<b>Rate</b>
1	5/27/2020	Budget Workshop	\$137.50
2	5/29/2020	Site Visit - New Well Project	\$137.50
3	6/3/2020	Meeting with General Manager	\$137.50
4	6/4/2020	Board Meeting	\$137.50
5	5/21/2020	Site Visit - New Well Project	\$137.50
		Miles	\$0.00
		Meals	\$0.00
		Lodging	\$0.00
		Other	\$0.00
Total this Pay Period			\$687.50

<b>Name:</b>		<b>Sandy Haas</b>	
	<b>Date</b>	<b>Activity</b>	<b>Rate</b>
1	6/3/2020	Meeting with General Manager	\$137.50
2	5/12/2020	Board Meeting	\$137.50
		Miles	\$0.00
		Meals	
		Lodging	\$0.00
		Other	

**Director's Expenses**  
**Pay Period Ending June 7, 2020**

Total this Pay Period \$275.00

<b>Name:</b>		<b>Tim Smith</b>	
<b>Date</b>	<b>Activity</b>		<b>Rate</b>
1 5/27/2020	Board Meeting		\$137.50
2 6/2/2020	Meeting with General Manger		\$137.50
3 6/4/2020	Regular Board Meeting		\$137.50
	Miles		\$0.00
	Meals		\$0.00
	Lodging		\$0.00
	Other		

<b>Name:</b>		<b>Henry Spiller</b>	
<b>Date</b>	<b>Activity</b>		<b>Rate</b>
1 5/27/2020	Budget Meeting		\$137.50
	Miles		\$0.00
	Meals		\$0.00
	Lodging		\$0.00
	Other		

Total this Pay Period \$137.50



# Helendale Community Services District

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**Date:** June 18, 2020  
**TO:** Board of Directors  
**FROM:** Kimberly Cox, General Manager  
**BY:** Sharon Kreinop  
**SUBJECT:** Agenda item #3c  
Bills Paid Report

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**STAFF REPORT:**

Attached for the Board's consideration is the report listing all the bills paid through 6/12/2020. This report did not appear in the last Board agenda packet.



Helendale CSD

# Bills Paid and Presented for Approval

## Transaction Detail

Issued Date Range: 06/02/2020 - 06/15/2020

Cleared Date Range: -

Issued Date	Number	Description	Amount	Type	Module
<b>Bank Account: 251229590 - CBB Checking</b>					
06/04/2020	<a href="#">23150</a>	American Public Works Association	-260.00	Check	Accounts Payable
06/04/2020	<a href="#">23150</a>	American Public Works Association Reversal	260.00	Check Reversal	Accounts Payable
06/04/2020	<a href="#">23151</a>	Bank of America	-59.00	Check	Accounts Payable
06/04/2020	<a href="#">23152</a>	Beck Oil Inc	-3,191.16	Check	Accounts Payable
06/04/2020	<a href="#">23153</a>	Bob's Cooling & Heating	-230.00	Check	Accounts Payable
06/04/2020	<a href="#">23154</a>	Burrtec Waste Industries, Inc.	-56,030.65	Check	Accounts Payable
06/04/2020	<a href="#">23154</a>	Burrtec Waste Industries, Inc. Reversal	56,030.65	Check Reversal	Accounts Payable
06/04/2020	<a href="#">23155</a>	City National Bank	-105,041.47	Check	Accounts Payable
06/04/2020	<a href="#">23156</a>	County of San Bernardino, Solid Waste Mgmt. Div.	-914.25	Check	Accounts Payable
06/04/2020	<a href="#">23157</a>	G.A. Osborne Pipe & Supply Inc.	-390.72	Check	Accounts Payable
06/04/2020	<a href="#">23158</a>	Hartford Life	-719.27	Check	Accounts Payable
06/04/2020	<a href="#">23159</a>	Inland Water Works Supply Co.	-2,911.04	Check	Accounts Payable
06/04/2020	<a href="#">23160</a>	Koff & Associates Inc.	-4,000.00	Check	Accounts Payable
06/04/2020	<a href="#">23161</a>	Rebecca Gonzalez	-330.00	Check	Accounts Payable
06/04/2020	<a href="#">23162</a>	SWRCB FEES	-1,282.00	Check	Accounts Payable
06/04/2020	<a href="#">23163</a>	USA of So. California	-66.10	Check	Accounts Payable
06/04/2020	<a href="#">23164</a>	YRC Worldwide, Inc	-58.50	Check	Accounts Payable
06/03/2020	<a href="#">23165</a>	ERYN DINISI	-198.53	Check	Utility Billing
06/04/2020	<a href="#">23166</a>	Sonic Systems, Inc	-1,379.30	Check	Accounts Payable
06/08/2020	<a href="#">23168</a>	Sonic Systems, Inc	-1,428.40	Check	Accounts Payable
06/08/2020	<a href="#">23169</a>	Inland Bobcat, Inc	-33,025.38	Check	Accounts Payable
06/08/2020	<a href="#">23170</a>	Southern California Edison	-101.00	Check	Accounts Payable
06/08/2020	<a href="#">23171</a>	Southern California Edison	-80.95	Check	Accounts Payable
06/08/2020	<a href="#">23172</a>	Southern California Edison	-1,534.30	Check	Accounts Payable
06/08/2020	<a href="#">23173</a>	Southern California Edison	-279.65	Check	Accounts Payable
06/09/2020	<a href="#">23174</a>	A Door Co.	-965.00	Check	Accounts Payable
06/09/2020	<a href="#">23175</a>	ACI Payments, Inc	-57.70	Check	Accounts Payable
06/09/2020	<a href="#">23176</a>	AVCOM Services Inc.	-109.50	Check	Accounts Payable
06/09/2020	<a href="#">23177</a>	Burrtec Waste Industries Inc	-839.72	Check	Accounts Payable
06/09/2020	<a href="#">23178</a>	Burrtec Waste Industries Inc	-240.98	Check	Accounts Payable
06/09/2020	<a href="#">23179</a>	Burrtec Waste Industries, Inc.	-55,190.93	Check	Accounts Payable
06/09/2020	<a href="#">23180</a>	Choice Builder	-1,187.15	Check	Accounts Payable
06/09/2020	<a href="#">23181</a>	Frontier Communications	-48.53	Check	Accounts Payable
06/09/2020	<a href="#">23182</a>	Frontier Communications	-126.95	Check	Accounts Payable
06/09/2020	<a href="#">23183</a>	Geo-Monitor, inc.	-447.00	Check	Accounts Payable
06/09/2020	<a href="#">23184</a>	I Candy Website & Graphic Design	-443.80	Check	Accounts Payable
06/09/2020	<a href="#">23185</a>	Inland Water Works Supply Co.	-29.57	Check	Accounts Payable
06/09/2020	<a href="#">23186</a>	Lowe's Inc.	-1,375.12	Check	Accounts Payable
06/09/2020	<a href="#">23187</a>	USA of So. California	-74.35	Check	Accounts Payable
06/10/2020	<a href="#">23188</a>	California State Disbursement Unit	-230.76	Check	Accounts Payable
06/10/2020	<a href="#">23189</a>	Eide Bailly	-4,559.65	Check	Accounts Payable
06/11/2020	<a href="#">23190</a>	JULIAN DELREAL	-71.54	Check	Utility Billing
06/11/2020	<a href="#">23191</a>	WESLEY SCHUSTER	-137.50	Check	Utility Billing
06/11/2020	<a href="#">23192</a>	MEL HOWARD	-270.00	Check	Utility Billing
06/11/2020	<a href="#">23193</a>	MARISSA LEVENS	-136.78	Check	Utility Billing
06/11/2020	<a href="#">23194</a>	SHANE COOPER	-93.28	Check	Utility Billing
06/11/2020	<a href="#">23195</a>	PEDRO RODRIGUEZ	-83.17	Check	Utility Billing
06/12/2020	<a href="#">23196</a>	Bob's Cooling & Heating	-95.00	Check	Accounts Payable
06/12/2020	<a href="#">23197</a>	Costco Membership	-180.00	Check	Accounts Payable
06/12/2020	<a href="#">23198</a>	County of San Bernardino, Environmental Health Services	-367.00	Check	Accounts Payable
06/12/2020	<a href="#">23199</a>	G.A. Osborne Pipe & Supply Inc.	-799.80	Check	Accounts Payable
06/12/2020	<a href="#">23200</a>	Infosend, Inc	-1,912.61	Check	Accounts Payable

**Bank Transaction Report**

Issued Date Range: -

Issued Date	Number	Description	Amount	Type	Module
06/12/2020	<a href="#">23201</a>	O'Reilly Auto Parts	-1,214.30	Check	Accounts Payable
06/02/2020	<a href="#">EFT0003241</a>	To record Global Merchant Fees	-1,468.75	EFT	General Ledger
06/03/2020	<a href="#">EFT0003250</a>	To record CalPERS Health Premium Mar 2020	-16,479.96	EFT	General Ledger
06/03/2020	<a href="#">EFT0003251</a>	To record CalPERS Classic Pmt PPE 5/10/20	-6,426.90	EFT	General Ledger
06/03/2020	<a href="#">EFT0003252</a>	CalPERS PEPRA Pmt PPE 3/29/20	-1,203.04	EFT	General Ledger
06/10/2020	<a href="#">EFT0003254</a>	To record CalPERS 457 Pmt - PPE	-625.00	EFT	General Ledger
<b>Bank Account 251229590 Total: (58)</b>			<b>-254,712.36</b>		
<b>Report Total: (58)</b>			<b>-254,712.36</b>		

**Bank Transaction Report**

**Bank Account**  
[251229590 CBB Checking](#)

	<b>Count</b>	<b>Amount</b>
	58	-254,712.36
<b>Report Total:</b>	<b>58</b>	<b>-254,712.36</b>

**Cash Account**  
[99 99-111000 Cash in CBB - Checking](#)  
**Report Total:**

	<b>Count</b>	<b>Amount</b>
	58	-254,712.36
<b>Report Total:</b>	<b>58</b>	<b>-254,712.36</b>

**Transaction Type**

	<b>Count</b>	<b>Amount</b>
Check	51	-284,799.36
Check Reversal	2	56,290.65
EFT	5	-26,203.65
<b>Report Total:</b>	<b>58</b>	<b>-254,712.36</b>



# Helendale Community Services District

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**Date:** June 18, 2020  
**TO:** Board of Directors  
**FROM:** Kimberly Cox, General Manager  
**SUBJECT:** Agenda item #3d  
April Financials

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**STAFF REPORT:**

Attached for the Board's consideration is the financial report for the month of April 2020.



**Helendale CSD**  
**Statement of Revenues and Expenses - Water**  
**As of April 30, 2020**  
**(Unaudited)**

	Apr. 2020	YTD Actual	Budget	% Budget	PYTD
<b>1 Operating Revenues</b>					
2 Meter Charges	\$ 126,762	\$ 1,255,431	\$ 1,495,518	84%	\$ 1,141,694
3 Water Sales	52,002	703,703	866,897	81%	697,733
4 Standby Charges	3,953	28,412	24,410	116%	20,279
5 Other Operating Revenue	6,488	94,192	88,100	107%	101,887
<b>6 Total Operating Revenues</b>	<b>189,205</b>	<b>2,081,738</b>	<b>2,474,924</b>	<b>84%</b>	<b>1,961,593</b>
<b>7 Non-Operating Revenues</b>					
8 Grant Revenue	-	87,223	75,000	116%	5,000
9 Miscellaneous Income (Expense)	-	944	3,000	31%	2,754
<b>10 Total Non-Operating Revenues</b>	<b>-</b>	<b>88,167</b>	<b>78,000</b>	<b>113%</b>	<b>7,754</b>
<b>11 Total Revenues</b>	<b>189,205</b>	<b>2,169,905</b>	<b>2,552,924</b>	<b>85%</b>	<b>1,969,346</b>
<b>12 Expenses</b>					
<b>13 Salaries &amp; Benefits</b>					
14 Salaries	22,266	249,108	339,707	73%	262,867
15 Benefits	5,919	99,372	118,201	84%	101,543
<b>16 Total Salaries &amp; Benefits</b>	<b>28,185</b>	<b>348,479</b>	<b>457,908</b>	<b>76%</b>	<b>364,409</b>
<b>17 Transmission &amp; Distribution</b>					
18 Contractual Services	12,492	39,608	30,150	131%	9,711
19 Power	6,164	92,689	113,730	81%	90,851
20 Operations & Maintenance	4,039	118,608	143,824	82%	49,766
21 Rent/Lease Expense	800	9,260	10,860	85%	9,260
22 Permits & Fees	1,464	19,565	22,740	86%	19,354
<b>23 Total T&amp;D</b>	<b>24,958</b>	<b>279,729</b>	<b>321,304</b>	<b>87%</b>	<b>178,942</b>
<b>24 General &amp; Administrative</b>					
25 Utilities	363	4,003	5,124	78%	4,608
26 Office & Other Expenses	10	877	2,235	39%	6,163
27 Admin Allocation	40,959	409,592	491,511	83%	381,320
<b>28 Total G&amp;A</b>	<b>41,333</b>	<b>414,472</b>	<b>498,870</b>	<b>83%</b>	<b>392,091</b>
29 Debt Service	-	273,704	388,734	70%	540,528
<b>30 Total Expenses</b>	<b>94,475</b>	<b>1,316,385</b>	<b>1,666,815</b>	<b>79%</b>	<b>1,475,970</b>
<b>31 Net Income (Loss) Before Capital</b>	<b>94,730</b>	<b>853,520</b>	<b>886,109</b>	<b>96%</b>	<b>493,376</b>
32 Capital Expenses	-	(250,568)	(2,230,667)	11%	289,398
<b>33 Net Income (Loss) After Capital</b>	<b>\$ 94,730</b>	<b>\$ 602,952</b>	<b>\$ (1,344,558)</b>		<b>\$ 782,774</b>

**Helendale CSD**  
**Financial Statement Analysis**  
For the Month Ended April 30, 2020 – 83% of Fiscal Year

**Fund 01-Water Revenues and Expenses**

**Line 2 Meter Charges:** Meter Charges are the fixed monthly charge for water service. Year to date (YTD) meter charges is trending on budget at 84%.

**Line 3 Water Sales:** Water Sales reflects water consumption and is trending near target at 81% of budget.

**Line 4 Standby Charges:** Standby Charges includes special assessment standby charges for the current & prior years, and delinquent standby penalties. Year to Date (YTD) can trend over/under budget due to timing of assessment receipts and unbudgeted receipts of delinquent assessments, which is causing this category to trend over budget.

**Line 5 Other Operating Revenue:** Other Operating Revenue includes permit & inspection charges, connection fees, meter installation fees, other fees/charges & mechanic service reimbursements. Connection & meter installation fees are not budgeted due to the unexpected nature of these fees, which is causing this category to trend over budget.

**Line 8 Grant Revenue:** YTD balance consists of a \$75K grant from the Bureau of Reclamation for installation of AMI smart meters. YTD is over budget due to receipts for the Scada Enernoc grant totaling \$1.5K & \$12.5 from Mojave Water Agency for AMI meters.

**Line 9 Miscellaneous Income (Expense):** Miscellaneous Income includes gain/loss on sale of assets, the Enel X Demand Response Program & other miscellaneous income. YTD balance consists of \$0.9K receipts for the Enel X Demand Response Program.

**Line 14 Salaries:** Amounts for water department employees and share of mechanic's payroll. YTD is under budget at 73%

**Line 15 Benefits:** Benefits includes health insurance, CalPERS retirement, worker's compensation insurance, payroll taxes, and employee education and trainings. YTD is trending under budget due to lower than anticipated education and training expense.

**Line 16 Total Salaries & Benefits:** Salaries & Benefits include all salaries & benefits paid. YTD total salaries & benefits is trending under budget at 76%.

**Line 18 Contractual Services:** Contract Services includes lab testing, engineering, GIS support & other contract services. YTD is over budget due to payments for Prop 1 IRWM Implementation grant totaling \$10.9K & \$12.1K to Tyler Technologies for meter data sync.

**Line 19 Power:** This account includes electricity used for transmission & distribution. YTD is trending at 81% of budget.

**Line 20 Operations & Maintenance:** This line includes operations & maintenance expense, vehicle maintenance & vehicle fuel. YTD is trending at 82% of budget.

**Line 21 Rent/Lease Expense:** Rent/Lease Expense includes rental costs for the water shop & BLM tank sites. YTD is trending slightly over budget due to timing of annual BLM tank site rent in November.

**Line 22 Permits & Fees:** Includes all water permits, miscellaneous fees, and watermaster fees. YTD is at 86% due to timing of Watermaster fees, which are paid in July for the entire year.

**Line 25 Utilities (G&A):** Utilities includes gas & telephone expenses. YTD is trending under budget at 78%.

**Line 26 Office & Other Expenses:** Office & Other includes mileage/travel reimbursements, office supplies, water conservation program, and dues & subscriptions. YTD will trend higher or lower than budget % due to timing of expenses.

**Line 27 Administrative Allocation:** This is the monthly distribution of the budgeted Fund 10 (Administration fund) expenses to the enterprise funds.

**Line 29 Debt Service:** Debt Service includes Interest & Principal payments on outstanding debt. YTD is at 70% due to timing of payments.

**Line 32 Capital Expenses:** YTD balance in Capital expenses includes the following:

- \$250.5K Water Rights Purchase

**Helendale CSD**  
**Statement of Revenues and Expenses - Sewer**  
**As of April 30, 2020**  
**(Unaudited)**

	Apr. 2020	YTD Actual	Budget	% Budget	PYTD
<b>1 Operating Revenues</b>					
2 Sewer Charges	\$ 106,707	\$ 1,066,150	\$ 1,279,029	83%	\$ 1,065,853
3 Standby Charges	2,802	25,871	21,350	121%	17,014
4 Other Fees & Charges	1,434	22,049	18,000	122%	27,830
5 Other Income/(Expense)	-	-	-	0%	7,407
<b>6 Total Revenues</b>	<b>110,943</b>	<b>1,114,069</b>	<b>1,318,379</b>	<b>85%</b>	<b>1,118,104</b>
<b>7 Expenses</b>					
<b>8 Salaries &amp; Benefits</b>					
9 Salaries	17,548	200,542	246,229	81%	177,792
10 Benefits	5,814	85,157	98,728	86%	84,253
<b>11 Total Salaries &amp; Benefits</b>	<b>23,362</b>	<b>285,699</b>	<b>344,957</b>	<b>83%</b>	<b>262,045</b>
<b>12 Sewer Operations</b>					
13 Contractual Services	2,553	34,739	77,082	45%	50,402
14 Power	5,663	62,103	68,955	90%	54,706
15 Operations & Maintenance	1,310	38,871	70,138	55%	38,569
16 Permits & Fees	-	23,074	26,000	89%	24,900
<b>17 Total Sewer Operations</b>	<b>9,526</b>	<b>158,788</b>	<b>242,175</b>	<b>66%</b>	<b>168,577</b>
<b>18 General &amp; Administrative</b>					
19 Utilities	311	4,352	5,616	77%	3,714
20 Office & Other Expenses	987	5,303	11,393	47%	12,332
21 Admin Allocation	40,140	401,401	481,681	83%	373,693
<b>22 Total G&amp;A</b>	<b>41,438</b>	<b>411,056</b>	<b>498,690</b>	<b>82%</b>	<b>389,738</b>
23 Debt Service	-	37,517	75,042	50%	50,030
<b>24 Total Expenses</b>	<b>74,326</b>	<b>893,059</b>	<b>1,160,864</b>	<b>77%</b>	<b>870,390</b>
<b>25 Net Income (Loss) Before Capital</b>	<b>36,617</b>	<b>221,010</b>	<b>157,516</b>	<b>140%</b>	<b>247,714</b>
26 Capital Expenses	(6,130)	(153,560)	(1,237,000)	12%	364,609
<b>27 Net Income (Loss) After Capital</b>	<b>\$ 30,487</b>	<b>\$ 67,450</b>	<b>\$ (1,079,484)</b>		<b>\$ (116,895)</b>

## **Fund 02 - Sewer Revenues and Expenses**

**Line 2 Sewer Charges:** YTD is trending on budget at 83%.

**Line 3 Standby Charges:** Standby Charges includes special assessment standby charges for the current & prior years, and delinquent penalties. YTD can trend over/under budget due to timing of receipts.

**Line 4 Other Fees & Charges:** Other Fees & Charges includes permit & inspection charges, connection Fees, other fees/charges & delinquent charges on fees. Connection & permit fees are not budgeted due to the unexpected nature of these fees. YTD is over budget due to higher than expected delinquent fees penalties & more connection fees than anticipated.

**Line 5 Other Income/(Expense):** Other Income includes gain/loss on sale of assets & other misc. income.

**Line 9 Salaries:** Salaries for sewer employees, trending slightly under budget. Salaries for the mechanic are budgeted and accounted for in Line 15, Vehicle Maintenance.

**Line 10 Benefits:** Benefits include employee insurance, PERS retirement, workers compensation, payroll taxes, and education and training. YTD is at 86% due to the annual worker's compensation expenses being paid in July. This renewal also came in 14% higher than budgeted.

**Line 13 Contractual Services:** Contract Services include lab testing, engineering, GIS support & other contractual services. YTD is trending at 45% due to lower than anticipated engineering fees.

**Line 14 Power:** YTD is trending slightly over budget at 90%.

**Line 15 Operations & Maintenance:** This account includes compost disposal, vehicle maintenance, vehicle fuel, uniforms & small tools. Year to date is trending at 55% due to lower than planned maintenance.

**Line 16 Permits and Fees:** This accounts for all annual permitting and fees paid to the state. YTD is at 89% of budget due to timing of annual payments.

**Line 19 Utilities (G&A):** Utilities includes gas & telephone expenses. YTD is trending under budget at 77%.

**Line 20 Office & Other Expenses:** Office & Other includes mileage/travel reimbursements, operating supplies, public outreach, and dues & subscriptions. Will trend under or over budget depending upon time of year expenses are incurred.

**Line 21 Administrative Allocation:** This is the monthly distribution of the budgeted Fund 10 (Administration fund) expenses to the enterprise funds.

**Line 23 Debt Service:** Debt Service includes interest & principal payments on outstanding debt. Payments are made twice a year in June & December.

**Line 26 Capital Expenses:** YTD balance in capital expense includes the following:

- \$49.0K Monitoring Wells
- \$98.4K Grit Removal System Replacement
- \$6.1K Secondary Irrigation Pump Project

**Helendale CSD**  
**Statement of Revenues and Expenses - Recycling Center**  
**As of April 30, 2020**  
**(Unaudited)**

	Apr. 2020	YTD Actual	Budget	% Budget	PYTD
<b>1 Operating Revenues</b>					
2 Retail Sales	\$ -	\$ 208,731	\$ 294,000	71%	\$ 251,859
3 Donations	-	-	-	0%	186
4 Board Discretionary Revenue	-	-	(74,940)	0%	-
<b>5 Total Revenues</b>	<b>-</b>	<b>208,731</b>	<b>219,060</b>	<b>95%</b>	<b>252,045</b>
<b>6 Expenses</b>					
<b>7 Salaries &amp; Benefits</b>					
8 Salaries	4,733	101,714	152,959	66%	99,658
9 Benefits	362	14,238	21,103	67%	17,287
<b>10 Total Salaries &amp; Benefits</b>	<b>5,095</b>	<b>115,952</b>	<b>174,062</b>	<b>67%</b>	<b>116,944</b>
<b>11 Recycling Center Operations</b>					
12 Contractual Services	-	-	5,300	0%	1,960
13 Operations & Maintenance	1,239	10,754	12,000	90%	9,626
<b>14 Total Recycling Center Operations</b>	<b>1,239</b>	<b>10,754</b>	<b>17,300</b>	<b>62%</b>	<b>11,586</b>
<b>15 General &amp; Administrative</b>					
16 Utilities	362	7,431	19,098	39%	9,699
17 Office & Other Expenses	259	8,135	8,600	95%	4,090
<b>18 Total G&amp;A</b>	<b>621</b>	<b>15,566</b>	<b>27,698</b>	<b>56%</b>	<b>13,789</b>
<b>19 Total Expenses</b>	<b>6,955</b>	<b>142,272</b>	<b>219,060</b>	<b>65%</b>	<b>142,319</b>
<b>20 Net Income (Loss) Before Capital</b>	<b>(6,955)</b>	<b>66,459</b>	<b>-</b>		<b>109,727</b>
21 Capital Expenses	-	(10,736)	-	0%	-
<b>22 Net Income (Loss) After Capital</b>	<b>\$ (6,955)</b>	<b>\$ 55,722</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 109,727</b>

### **03-Recycling Center Revenues and Expenses**

**Line 2 Retail Sales:** YTD is under budget at 71% due to no retail sales in April.

**Line 3 Donations:** Donations is not budgeted due to the unexpected nature of these revenues.

**Line 4 Board Discretionary Revenue:** This line shows the transfer of net cash from the Recycling Center to the Parks & Recreation Fund. This transfer is done at year end so will be zero throughout the fiscal year until June 2020.

**Line 8 Salaries:** Salaries for part-time recycling center employees. YTD is trending below budget at 63%.

**Line 9 Benefits:** Benefits include employee insurance, workers compensation, payroll taxes, and education and training. YTD is trending below budget at 67%.

**Line 10 Total Salaries & Benefits:** Salaries & benefits include all salaries paid, health insurance, worker's compensation insurance, payroll taxes, and employee education and training. YTD is trending below budget at 67%.

**Line 12 Contractual Services:** Contract Services includes software support & other contract services. Will trend under or over budget depending upon time of year expenses are incurred.

**Line 13 Operations & Maintenance:** Operations & Maintenance includes vehicle maintenance, vehicle fuel, operating supplies & uniforms. YTD is trending over budget at 90% due to timing of operating supplies purchases.

**Line 16 Utilities (G&A):** Utilities includes electric & telephone expenses. YTD is at 39% of budget due to lower than expected expenses.

**Line 17 Office & Other Expenses:** This line includes advertising, bank charges and other miscellaneous expenses. Office & other includes advertising, bank charges, & other misc. expenses. YTD is trending at 95% due to higher than anticipated bank charges.

**Line 20 Net Income:** Net income in the Recycling Center is moved to Fund 05 Parks & Recreation at year end through Board Discretionary Revenue.

**Line 21 Capital Expenses:** YTD balance consists of a \$10.7K purchase of a dock lift for thrift store mattress recycling.

**Helendale CSD**  
**Statement of Revenues and Expenses - Property Rental**  
**As of April 30, 2020**  
**(Unaudited)**

	Apr. 2020	YTD Actual	Budget	% Budget	PYTD
<b>1 Operating Revenues</b>					
2 Property Rental Revenues	\$ 10,603	\$ 105,885	\$ 132,408	80%	\$ 108,291
3 Other Income	-	340	-	0%	526
4 Board Discretionary Revenue	-	-	(22,310)	0%	-
<b>5 Total Revenues</b>	<b>10,603</b>	<b>106,225</b>	<b>110,098</b>	<b>96%</b>	<b>108,817</b>
<b>6 Expenses</b>					
7 Contractual Services	-	325	10,000	3%	588
8 Utilities	-	3,031	6,216	49%	3,497
9 Operations & Maintenance	-	5,639	8,000	70%	8,306
10 Debt Service	-	42,944	85,882	50%	57,257
<b>11 Total Expenses</b>	<b>-</b>	<b>51,939</b>	<b>110,098</b>	<b>47%</b>	<b>69,649</b>
<b>12 Net Income (Loss)</b>	<b>\$ 10,603</b>	<b>\$ 54,286</b>	<b>\$ -</b>		<b>\$ 39,168</b>



#### ***04-Property Rental Revenues and Expenses***

**Line 2 Property Rental Revenues:** Property Rentals includes revenues from 15302 Smithson & 15425 Wild Road. YTD is trending near budget at 80%.

**Line 3 Other Income:** Other Income includes delinquent penalties & other misc. income. Due to the unexpected nature of these revenues, these accounts are not budgeted.

**Line 4 Board Discretionary Revenue:** This line shows the transfer of net cash from the Property Rental Fund to Parks & Rec. This entry will be done at year-end in June 2020.

**Line 7 Contractual Services:** Contract services includes contractor/handyman expense for installation of appliances, drywall repair, roofing or plumbing repairs. YTD is below budget due to timing of services needed.

**Line 8 Utilities:** Utilities includes Electric & Gas expense for the rental properties. YTD is trending under target at 49%.

**Line 9 Operations & Maintenance:** O&M includes maintenance & other costs relating to the rental properties. YTD is trending at 70% due to timing of maintenance expenses.

**Line 10 Debt Service:** Debt Service includes interest & principal payments on outstanding debt, paid in December and June.

**Line 12 Net Income:** Net income in the Property Rental fund is moved to Fund 05 through Board discretionary revenue at year end in June 2020.

**Helendale CSD**  
**Statement of Revenues and Expenses - Parks & Recreation**  
**As of April 30, 2020**  
**(Unaudited)**

	Apr. 2020	YTD Actual	Budget	% Budget	PYTD
<b>1 Operating Revenues</b>					
2 Program Fees	\$ -	\$ 24,612	\$ 26,700	92%	\$ 22,781
3 Property Taxes	-	13,358	16,600	80%	-
4 Donations & Sponsorships	-	11,071	12,940	86%	22,220
5 Rental Income	2,525	30,429	35,100	87%	29,969
6 Developer Impact Fees	-	3,440	-	0%	5,160
7 Grants	-	-	130,000	0%	-
8 Interfund Transfer Out/(In)	-	-	(42,100)	0%	(210,764)
9 Board Discretionary Revenue	53,290	301,097	420,668	72%	281,675
<b>10 Total Revenues</b>	<b>55,815</b>	<b>384,006</b>	<b>599,908</b>	<b>64%</b>	<b>151,041</b>
<b>11 Expenses</b>					
<b>12 Salaries &amp; Benefits</b>					
13 Salaries	5,820	55,342	103,129	54%	32,647
14 Benefits	2,196	28,545	38,599	74%	12,544
<b>15 Total Salaries &amp; Benefits</b>	<b>8,015</b>	<b>83,887</b>	<b>141,727</b>	<b>59%</b>	<b>45,191</b>
16 Program Expense	1,235	53,616	61,862	87%	44,239
17 Contractual Services	130	12,523	11,800	106%	4,215
18 Utilities	545	25,122	40,180	63%	27,984
19 Operations & Maintenance	973	30,391	21,440	142%	27,199
20 Permits & Fees	-	2,848	1,848	154%	3,214
21 Grant Expense	-	-	-	0%	38
22 Other Expenses	108	1,812	2,955	61%	1,321
23 Debt Service	-	29,758	40,679	73%	60,885
<b>24 Total Expenses</b>	<b>11,006</b>	<b>239,957</b>	<b>322,492</b>	<b>74%</b>	<b>214,285</b>
<b>25 Net Income (Loss) Before Capital</b>	<b>44,809</b>	<b>144,049</b>	<b>277,417</b>	<b>52%</b>	<b>(63,245)</b>
26 Capital Expenses	-	(32,140)	(225,000)	14%	(204,365)
<b>27 Net Income (Loss) After Capital</b>	<b>\$ 44,809</b>	<b>\$ 111,908</b>	<b>\$ 52,417</b>	<b>213%</b>	<b>\$ (267,609)</b>

## **05-Parks & Recreation Revenues and Expenses**

**Line 2 Program Fees:** Program Fees include recreation program fees, basketball league fees, youth soccer league fees & farmers market revenue. YTD is trending at 92% due to timing of soccer & basketball league fees.

**Line 3 Property Taxes:** Property taxes accounts for the transfer of property taxes for streetlight utility expenses. YTD is trending a slightly over budget at 80%

**Line 4 Donations & Sponsorships:** This account includes concert in park sponsorships, event sponsorship and other donations/sponsorships.

**Line 5 Rental Income:** Rental Income Includes rent/lease income from the water shop, storage for the recycling center, unit C room rental, unit D church rental, and unit D gymnastics. YTD is trending at 87%.

**Line 6 Developer Impact Fees:** Developer Impact Fees are not budgeted due to the unexpected nature of these revenues.

**Line 7 Grant Revenue:** YTD is at 0% due to timing of grant revenue receipts. The budget in grant revenue anticipates \$130K in grant revenues from the Land and Wildlife Conservation Fund for construction of park facilities.

**Line 8 Interfund Transfer Out/(In):** This line shows the transfer of cash balance from the Recycling Center & Property Rental to the Parks & Rec Fund. This entry will be done at year-end in June 2020 when it is known exactly how much net income is available to transfer.

**Line 9 Board Discretionary:** Board Discretionary Revenue in February includes the following:

- Radio Tower Site Rent – \$10,778
- Property Taxes - \$35,622
- Solid Waste Franchise Fees - \$6,890

**Line 13 Salaries:** Amounts for full & part-time parks department employees. YTD is under budget at 54%.

**Line 14 Benefits:** Benefits includes health insurance, CalPERS retirement, worker's compensation insurance, payroll taxes, and employee education and trainings. YTD is trending at 74% due to the annual worker's compensation expenses being paid in July. This renewal came in 14% higher than budgeted.

**Line 16 Program Expense:** Program expense includes supplies/expenses for the youth soccer league, park, community center, farmers market, & other programs. YTD is at 87% due to timing of summer expenses in July – September 2019.

**Line 18 Utilities:** Utilities includes gas, electric for park/community center, telephone & electricity for street lighting. YTD is trending at 65%.

**Line 19 Operations & Maintenance:** O&M includes maintenance costs for the park & community center, vehicle maintenance, small tools, vehicle fuel and building repair. YTD is trending over budget due to a \$2.3K purchase of grass seed for the park in September & increased maintenance costs including: \$3.6K air conditioner installation, \$500 gym repairs, and \$2.8k in building/warehouse maintenance & a \$2.3k purchase of grass seed for the park in September.

**Line 20 Permits & fees:** This account includes permit/inspection fees & San Bernardino county fees. YTD is over budget due to higher annual fees than anticipated.

**Line 22 Other Expenses:** Other expenses includes Uniforms, Printing Costs, Dues & Subscriptions & Bank Charges.

**Line 23 Debt Service:** Debt Service includes interest & principal payments on outstanding debt. YTD is at 73% due to timing of debt service payments. Debt Service payments are made quarterly in June, September, December & March.

**Line 26 Capital Expenses:** YTD balance in capital expenses includes the following:

- \$24.8K Additional Restroom Building/Snack Shop
- \$7.3K Parking Lighting

**Helendale CSD**  
**Statement of Revenues and Expenses - Solid Waste Disposal**  
**As of April 30, 2020**  
**(Unaudited)**

	Apr. 2020	YTD Actual	Budget	% Budget	PYTD
<b>1 Operating Revenues</b>					
2 Charges for Services	\$ 42,563	\$ 420,881	\$ 508,402	83%	\$ 398,752
3 Assessments & Fees	75,779	224,283	241,778	93%	228,572
4 Other Charges	951	10,023	9,800	102%	7,321
5 Grant Revenue	-	10,000	-	0%	-
6 Board Discretionary Revenue	-	-	-	0%	16,891
<b>7 Total Revenues</b>	<b>119,293</b>	<b>665,187</b>	<b>759,980</b>	<b>88%</b>	<b>651,536</b>
<b>8 Expenses</b>					
<b>9 Salaries &amp; Benefits</b>					
10 Salaries	4,496	57,507	73,320	78%	55,110
11 Benefits	2,470	28,219	33,713	84%	34,162
<b>12 Total Salaries &amp; Benefits</b>	<b>6,965</b>	<b>85,726</b>	<b>107,033</b>	<b>80%</b>	<b>89,272</b>
13 Contractual Services	42,210	375,877	470,317	80%	357,189
14 Disposal Fees	15,552	114,890	138,072	83%	87,480
15 Operations & Maintenance	184	2,554	6,574	39%	1,864
16 Other Operating Expenses	2,402	7,166	4,122	174%	5,387
17 Admin Allocation	819	8,192	9,830	83%	7,626
<b>18 Total Expenses</b>	<b>68,131</b>	<b>594,405</b>	<b>735,948</b>	<b>81%</b>	<b>548,819</b>
<b>19 Net Income (Loss)</b>	<b>\$ 51,162</b>	<b>\$ 70,782</b>	<b>\$ 24,032</b>	<b>295%</b>	<b>\$ 102,718</b>

## ***06-Solid Waste Disposal Revenues and Expenses***

**Line 2 Charges for Services – Solid Waste:** This is the charge or regular pick up of solid waste. YTD is trending on budget at 83%.

**Line 3 Assessment & Fees:** This account includes special assessments for refuse land use fees for current & prior years. The majority of these fees are collected in December & April.

**Line 4 Other Charges:** Other charges includes delinquent fees & penalties & penalties on delinquent taxes. YTD is over budget due to higher penalties on delinquent taxes than anticipated.

**Line 5 Grant Revenue:** YTD balance consists of a \$10K grant receipt for Mattress Recycling.

**Line 6 Board Discretionary Revenue:** This is the amount that would be transferred in from discretionary funds if this fund operates at a deficit for the fiscal year. There is no deficit planned for FY 19/20.

**Line 10 Salaries:** This is the salaries for solid waste workers. YTD is trending a little under budget at 78%.

**Line 11 Benefits:** Benefits include employee insurance, CalPERS retirement, workers compensation, payroll taxes, and education and training. YTD is trending at 84% due to the annual worker's compensation expenses being paid in July. This renewal came in 14% higher than budgeted.

**Line 13 Contractual Services:** Contract Services include Burrtec fees & other misc. contract services. YTD is at 80% due to timing of Burrtec Fees.

**Line 14 Disposal Fees:** Fees include SB County disposal fees & green waste disposal fees. YTD is trending near budget at 83%.

**Line 15 Operations & Maintenance:** O&M includes vehicle maintenance, vehicle fuel, operating supplies & uniforms. YTD is trending under budget due to timing of maintenance.

**Line 16 Other Operating Expenses:** Other Operating Expenses include rent for park storage, telephone, postage, event expense, public outreach, printing, small tools & bad debt expense. Can trend under or over budget depending upon time of year expenses are incurred. YTD is over budget due to \$500/month rental from Parks not budgeted.

**Line 18 Admin Allocation:** Admin Allocation shows the monthly transfer allocation of admin expenses to the Solid Waste Fund.

**Line 18 Total Expenses:** YTD total expenses is at 81% due to lower than lower than anticipated salary & benefits expenses as well as lower operations & maintenance costs.

**Helendale CSD**  
**Statement of Revenues and Expenses - Administration**  
**As of April 30, 2020**  
**(Unaudited)**

	Apr. 2020	YTD Actual	Budget	% Budget	PYTD
<b>1 Operating Revenues</b>					
2 Tower Rent	\$ 10,779	\$ 131,277	\$ 144,838	91%	\$ 121,706
3 Property Taxes	35,622	116,354	99,458	117%	111,123
4 Solid Waste Billing & Fees	12,364	123,173	144,552	85%	116,970
5 Fees & Charges	150	15,682	13,400	117%	14,161
6 Investments	-	59,976	77,000	78%	107,579
7 Other Income	187	7,465	6,800	110%	6,187
8 Board Discretionary Revenue	(53,290)	(314,455)	(323,418)	97%	(298,566)
<b>9 Total Revenues</b>	<b>5,810</b>	<b>139,471</b>	<b>162,630</b>	<b>86%</b>	<b>179,160</b>
<b>10 Expenses</b>					
<b>11 Salaries &amp; Benefits</b>					
12 Salaries	41,755	419,317	480,383	87%	348,507
13 Benefits	10,436	129,690	153,085	85%	106,895
14 Directors' Fees	77	41,096	90,500	45%	42,214
<b>15 Total Salaries &amp; Benefits</b>	<b>52,507</b>	<b>592,212</b>	<b>723,968</b>	<b>82%</b>	<b>497,616</b>
16 Contractual Services	11,110	219,516	252,360	87%	194,618
17 Insurance	-	54,678	56,000	98%	44,888
18 Utilities	821	14,089	26,316	54%	15,494
19 Operations & Maintenance	140	1,016	5,200	20%	5,689
20 Permits & Fees	229	8,115	9,685	84%	9,728
21 Office & Other Expenses	1,696	47,788	54,122	88%	46,408
22 Admin Allocation	(81,918)	(819,185)	(983,022)	83%	(762,639)
<b>23 Total Expenses</b>	<b>(15,416)</b>	<b>118,229</b>	<b>144,630</b>	<b>82%</b>	<b>52,243</b>
<b>24 Net Income (Loss)</b>	<b>\$ 21,227</b>	<b>\$ 21,243</b>	<b>\$ 18,000</b>	<b>118%</b>	<b>\$ 126,917</b>

## **10-Administrative Revenues and Expenses**

**Line 2 Tower Rent:** Tower Rent includes radio tower site rent. YTD is trending under budget at 91% due to timing of receipts.

**Line 3 Property Taxes:** This account includes current & prior property tax & penalties. YTD is over budget do to more property tax receipts than anticipated.

**Line 4 Solid Waste Billing & Fees:** This includes franchise fees & billing for solid waste. YTD is trending near budget at 85%.

**Line 5 Fees & Charges:** Fees & charges consists of credit card processing fees & other misc. fees. YTD is over budget due to more credit card processing fee collections than anticipated.

**Line 6 Investments:** This account includes investment income & unrealized gain/loss on investments.

**Line 7 Other Income:** Other Income includes recycling revenues & other misc. income. YTD is over budget due to increased recycling revenues.

**Line 8 Board Discretionary Income:** Board Discretionary Revenue includes the transfer of the following for Fund 05:

- Radio Tower Site Rent – \$10,778 (line 2)
- Property Taxes - \$35,622 (line 3)
- Solid Waste Franchise Fees - \$6,890 (part of line 4)

Total: \$53,290

**Line 12 Salaries:** Salaries Expense includes full time, part time & overtime labor. YTD is trending near budget at 87%.

**Line 13 Benefits:** Expense in this category include: employee group insurance, workers compensation, payroll taxes, employment expense, education & training, and employee benefit & morale. YTD is trending near budget at 85%.

**Line 14 Directors' Fees:** This category includes directors fees as well as directors training, seminars & mileage expense. YTD is trending lower than budget due to timing of conferences.

**Line 16 Contractual Services:** Contract Services include software support, legal services, & auditing/accounting services. YTD is at 87% due to \$27.8K in software support in July, timing of annual audit expenses, and higher than planned accounting services.

**Line 17 Insurance:** This account includes both general & vehicle insurance expenses. YTD is at 98% due to policy renewals occurring in July.

**Line 18 Utilities:** Utilities includes telephone expenses & electricity. YTD is under budget due to lower than anticipated electric costs for Community Center Units B & C.

**Line 19 Operations & Maintenance:** O&M includes vehicle maintenance, vehicle fuel, mileage & travel reimbursement, uniforms, & equipment maintenance. Will trend under or over budget depending upon time of year expenses are incurred.

**Line 20 Permits & Fees:** YTD is at 84% due to timing of LAFCO Fees paid in July.

**Line 21 Office & Other Expense:** Office & Other Expenses include board meeting supplies, public relations, community promotion, bank charges, office supplies, postage and dues & subscription. YTD is at 88% due to CSDA membership renewal in October.





# Helendale Community Services District

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**Date:** June 18, 2020  
**TO:** Board of Directors  
**FROM:** Kimberly Cox, General Manager  
**SUBJECT:** Agenda item #3e  
Update on COVID-19 Pandemic

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**STAFF RECOMMENDATION:**

Staff will provide an update on activities related to the COVID-19.

**STAFF REPORT:**

District management has stayed apprised of the emergency response through the County Emergency Operations Center and has provided information to the Board as appropriate. As has been observed, this is a dynamic response environment with public health professionals modifying requirements and health guidance as additional information is warranted.

Since the last update to the Board at Board at the June 4, 2020, board meeting some of the restrictions have been lessened as the state has transitioned into phase II.

The District hosted a testing site in Helendale in conjunction with the County of San Bernardino Department of Health. Three hundred appointments were available, 287 tests were given and one positive result was confirmed from that testing event.

Management participated in a survey regarding special districts and the impact of COVID-19 on operations. As a result, CSDA has been promoting legislation that would provide some relief for special Districts. Current funding support is only available to larger cities and counties. House of Representatives Bill 7073 entitled "Special Districts Provide Essential Services Act" would provide certain reimbursements for expenses incurred by Special Districts who have been excluded from any other relief.

**FISCAL IMPACT:** Staff sent out automatic calls to all customers who had an outstanding balance encouraging them the pay their bills. The customers responded and over \$10,600 paid on past due bills reducing the outstanding funds due the District to \$33,593.



# Helendale Community Services District

**Date:** June 18, 2020  
**TO:** Board of Directors  
**FROM:** Kimberly Cox, General Manager  
**SUBJECT:** Agenda item #6  
Public Hearing to Receive Comment and Possible Action Regarding Adoption of Resolution 2020-06; A Resolution of the Helendale Community Services Determining That There Was No Majority Protest to Proposed Increases to Refuse Collection Services and Adopting a Rate Schedule for Such Charges and Superseding Existing Applicable Rates

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## **STAFF REPORT:**

Per the contract with Burrtec Waste Industries, a request for a Consumer Prices Index (CPI) increase is submitted to the District each year prior to April for review and acceptance. This increase tied to an economic index such as the Bureau of Labor Statistics CPI data, validates that the requested increase is appropriate to cover the increased cost of doing business. It includes such factors as fuel and other commodities. Once the Board accepts the request Staff begins the Proposition 218 notification process which includes a public meeting and a public hearing.

Section 10.05 of the contract outlines the annual formula-based compensation adjustment as follows:

*"The maximum rates set forth in Attachment D, Residential Bin and Commercial Services may be adjusted annually effective each July 1<sup>st</sup> by an amount equal to the calendar year annual twelve-month mean average change in the Consumer Price Index for All Urban Consumers for the Los Angeles-Riverside Orange Counties as published by the United States Department of Labor, Bureau of Labor Statistics for the previous calendar year annual twelve-months period (CPI)"...It is understood by both parties that the maximum annual CPI increase shall be no greater than four percent (4%) in any given adjustment period."*

Attached for the Board's information is the letter requesting the CPI increase and all related attachments. The noted CPI is 3.07% which is below the maximum increase allowed by the contract of 4%. The CPI increase last Fiscal Year was 3.81%. Recycling costs continue to increase based upon challenging recycled commodity markets. Current recycling fees for residential services are \$1.18 with the proposed increase of \$0.59 cents for a cost of \$1.77. Increase in the Administration and Franchise fees are a component of the CPI increase. The total increase for weekly curbside service is \$0.29 cents per week or a monthly fee of \$1.28.

The breakdown is as follows:

Fee	Current	Proposed	Difference
Cart service	16.00	16.49	0.49
Recycling Fee	1.18	1.77	0.59
Admin Billing Fee	2.29	2.36	0.07
218 Fee	0.07	0.07	0
Franchise Fee	2.16	2.29	0.13

\$1.28

In addition to the residential rate increase that the Board evaluates each year, Burrtec added new fees for Barrel and Bin exchange as outlined on Exhibit A.

The public hearing for the proposed rate increase is schedule for June 18 and Staff anticipates that at that time the public will be able to participate in person and share their thoughts regarding the rate increase. To date the District has received one written protest to the proposed rate.

**FISCAL IMPACT:** If approved, increase in franchise fees and admin billing fee commensurate with proposed CPI.

**REQUESTED ACTION:** Conduct the public hearing and consider adoption of Resolution 2020-06

**ATTACHMENTS:** Mailed Public notification for rate increase  
Burrtec Letter requesting rate increase dated March 11, 2020

**NOTICE OF PUBLIC HEARING**  
**HELENDALE COMMUNITY SERVICES DISTRICT REFUSE COLLECTION SERVICE CHARGES**

Article XIII D of the California Constitution requires the Helendale Community Services District (HCSD) to send notification of a proposed rate increase to all owners and tenants of real property within HCSD's service area who would be directly liable to pay for refuse collection services to the property at least 45 days prior to a public hearing at which adoption of the proposed rate increases will be considered. In accordance with those requirements, please be advised that HCSD is proposing an increase in its refuse collection service charges. This Notice identifies the amount of the proposed rate increases; the basis upon which the proposed increases were calculated; the reason for the proposed rate increases; the date, time, and location of a public hearing on the proposed rate increases; and the manner in which all persons opposed to the proposed increases may object and/or file a written protest thereto. Consequently, please be advised that this document shall serve as formal notification to you that HCSD's Board of Directors will hold a Public Meeting on **June 4, 2020** and a Public Hearing on **June 18, 2020**, on the proposed rate increases described herein, at 6:30 p.m., in the HCSD Board Room located at 26540 Vista Road, Suite C, Helendale, California.

**INFORMATION ABOUT THE CHARGES**

- A. Basis upon which the charges were calculated.** The HCSD Board of Directors has previously determined that the collection and disposal of refuse in its service area shall be performed by Burrtec Waste Industries, Inc. ("Burrtec"), under the terms of an exclusive franchise agreement. The monthly **residential** curbside collection charge is comprised of five components: (1) an amount for the administration and operation of automated curbside refuse collection service, which includes the provision of collection carts - a 95 gallon refuse cart and up to two 65-gallon recycling carts - with weekly pick-up service; (2) the cost of recycling; (3) an amount to compensate HCSD for its administrative costs in connection with billing, customer service and noticing requirements; (4) an amount to compensate HCSD for franchise service provision as assumed from the County of San Bernardino; and (5) the cost of residential disposal at the landfill. Typically, residential disposal costs are paid out of a disposal fee listed on the property tax bill. If this fee is not paid on the tax bill then the disposal costs are added to the monthly bill for those accounts receiving curbside service. The **commercial** charge is comprised of three components: (1) An amount for the administration and operation of commercial bin refuse and recycling collection service; (2) the tipping/disposal fee; and (3) an amount to compensate HCSD for franchise service provision as assumed from the County of San Bernardino.
- B. Reason for the proposed increases.** The proposed residential rate increase per month represents a rate adjustment of 3.07% based on the annual twelve-month mean average change in the Consumer Price Index (CPI) for All Urban Consumers for Los Angeles-Riverside-San Bernardino-Orange Counties as published by the United States Department of Labor, Bureau of Labor Statistics, for the previous calendar year; an increase in the Administration fee and franchise fee to reflect the CPI increase; a reimbursement for noticing requirements; and an increase of 59 cents in the cost of recycling. Commercial rates vary by frequency and type of service. See Exhibit A for more information.
- C. Charge per parcel.** HCSD proposes to adopt rate increases for residential and commercial refuse collection services charges as described in Exhibit A on the reverse side of this Notice. If you need assistance determining the charge for your property or parcel for residential service, you may contact HCSD by calling (760) 951-0006, by mail to PO BOX 359, Helendale, CA 92342, or in person at 26540 Vista Road, Suite B, Helendale, California. For questions about commercial refuse service you may contact Burrtec by calling (760) 245-8607.
- D. Written report.** A written report has been prepared and filed with HCSD's General Manager regarding the proposed new commercial and residential refuse collection service charges. As required by California Government Code Section 66016, the written report also provides data indicating the amount of cost, or estimated cost, to provide refuse collection service and the revenue sources anticipated to provide the service. A copy of the written report is available at HCSD's offices located at 26540 Vista Road, Suite B, Helendale, California.

**HOW TO PARTICIPATE**

If you have any questions or comments about the proposed rates or wish to protest you may:

**Write** – Written protests may be mailed to the Helendale Community Services District, Attention: Clerk of the Board, P.O. Box 359, Helendale, CA 92342; or hand delivered to the administration office at 26540 Vista Road, Suite B, Helendale, California. Written protests must specify the rate or charge being protested and must include: Your name, parcel number and/or service address, and your signature. E-mailed protests will not be accepted.

**Attend the Public Hearing** – Written protests may also be submitted at the Public Hearing on **June 18, 2020** at 6:30 p.m., in HCSD's Board Room located at 26540 Vista Road, Suite C, Helendale, California. All written protests must be received before the conclusion of the Public Hearing. You may address the Board; however, oral comments do not qualify as a formal protest unless accompanied by a written protest. In the event shelter in place orders are still in place and pursuant to the provisions of Executive Order N-29-20 issued by Governor Gavin Newsom in response to the COVID-19 pandemic, and in an effort to prevent the spread of the virus, the public hearing will also be available via teleconference at <https://attendee.gotowebinar.com/register/9117968860412146956>.

**Information available to you** – Copies of the written report, the proposed Resolution, HCSD's exclusive franchise agreement with Burrtec, and further details concerning the reasons for the proposed rate increases and the basis upon which they were calculated, are available for review at the HCSD office located at 26540 Vista Road, Suite B, Helendale, California.

**Public Hearing process** – At the time of the Public Hearing, the Board of Directors will hear and consider all protests and objections. After the Public Hearing, if a majority of the property owners and tenants of real property directly liable for paying refuse collection service bills for the affected parcels file written protests in opposition to the proposed rate increases, the increases will not be imposed. However, if a majority protest is not received, HCSD's Board of Directors may increase the refuse collection service rates in the manner described in this Notice. If adopted, the proposed rates would become effective **July 1, 2020**.





**BURRTEC**

**WASTE INDUSTRIES, INC.**

*"We'll Take Care Of It"*

March 11, 2020

Kimberly Cox  
Helendale Community Services District  
26540 Vista Rd, Suite B  
P.O. Box 359  
Helendale, CA 92342

RE: 2020 Rate Review Report

Dear Ms. Cox:

Pursuant to the Agreement for Solid Waste Handling and Recycling Services, Burrtec respectfully requests a 2020 rate adjustment and submits the following rate review information.

This year's rate adjustment is comprised of the following factors:

- A collection service adjustment based on the average 2019 Consumer Price Index at 3.07%.
- Anticipated no change in the per ton disposal fee as charged by San Bernardino County.
- A residential recycling service cost factor based on 2019 recyclable commodity values and material processing costs resulting in a fee of \$1.77 per month.
- A reduction in the green waste drop off program service charge.
- New green waste and food waste recycling programs rate structure to comply with the state mandatory commercial organics recycling requirements under AB 1826.

Enclosed please find the detailed rate review work sheets.

Thank you for the consideration.

Sincerely,

Richard Niño  
Vice President

**EXHIBIT A  
HELENDALE CSD PROPOSED 2020 RATE INCREASE**

Service Type	Current 2019 Rate	Proposed 2020 Rate	Service Type	Current 2019 Rate	Proposed 2020 Rate
<b>Residential Service</b>			<b>Commercial Trash Service</b>		
95-gallon barrel w/paid disposal costs	\$21.70	\$22.98	Size	Freq	
95-gallon barrel w/o paid disposal costs	\$28.96	\$30.24	1.5	1	\$87.75 \$90.34
Extra 95-gallon trash barrel	\$7.91	\$8.16	1.5	2	\$166.48 \$171.38
65/95-gallon recy. 1st extra	N/C	N/C	1.5	3	\$245.28 \$252.50
65/95-gallon recy. extra	\$1.56	\$1.60	2	1	\$113.96 \$117.31
Extra pick-up on non-service day (barrels)	\$23.52	\$24.24	2	2	\$219.00 \$225.44
Extra pick-up on service day (barrels)	\$7.91	\$8.16	2	3	\$324.02 \$333.54
			3	1	\$157.56 \$162.18
Barrel Exchange (one exchange per year at no charge, does not apply to graffiti or damaged barrels)	n/a	\$16.61	3	2	\$315.06 \$324.32
			3	3	\$472.66 \$486.55
			3	4	\$630.19 \$648.72
			3	5	\$787.70 \$810.87
			3	6	\$945.26 \$973.05
<b>Commercial Barrel Service</b>			<b>Recycling Bin Service</b>		
95-gallon barrel -1x	\$18.14	\$18.49	1.5	1	\$79.19 \$84.82
95-gallon barrel -2x	\$45.40	\$46.39	1.5	2	\$158.35 \$169.61
			1.5	3	\$237.53 \$254.42
95-gallon barrel -3x	\$66.75	\$68.20	2	1	\$102.56 \$109.98
Automated Recy 65g - 1x	\$7.80	\$8.59	2	2	\$205.13 \$219.96
			2	3	\$307.67 \$329.92
Barrel Exchange (one exchange per year at no charge, does not apply to graffiti or damaged barrels)	n/a	\$16.61	3	1	\$140.46 \$151.17
			3	2	\$280.92 \$302.35
Barrel Replacement (lost or stolen)	n/a	\$71.56	3	3	\$421.39 \$453.53
			3	4	\$561.85 \$604.70
			3	5	\$702.29 \$755.86
			3	6	\$842.76 \$907.04
<b>Commercial Bins Service</b>			<b>Green Waste Bins &amp; Barrel</b>		
Bin Exchange (one exchange per year at no charge, does not apply to graffiti or damaged barrels)	n/a	\$83.06	1.5	1	n/a \$100.97
			1.5	2	n/a \$192.67
Bin Replacement + actual cost of bin comm-l-ost or stolen	n/a	\$92.00	1.5	3	n/a \$284.42
			3	1	n/a \$183.47
			3	2	n/a \$366.89
			3	3	n/a \$550.40
			3	4	n/a \$733.85
			3	5	n/a \$917.28
			3	6	n/a \$1,100.75
			95g	1	n/a \$55.25
<b>Residential Bin Service</b>			<b>Food Waste Bins &amp; Barrel</b>		
Size	Freq		Size	Freq	
1.5	1	\$69.20 \$71.32	2	1	n/a \$208.78
1.5	2	\$138.37 \$142.61	2	2	n/a \$406.05
1.5	3	\$207.56 \$213.92	2	3	n/a \$603.31
2	1	\$89.24 \$91.98	2	4	n/a \$800.57
2	2	\$178.49 \$183.96	2	5	n/a \$997.84
2	3	\$267.71 \$275.92	2	6	n/a \$1,195.09
3	1	\$120.49 \$124.18	65g	1	n/a \$73.34
3	2	\$240.98 \$248.37	65g	2	n/a \$128.11
3	3	\$361.48 \$372.56	65g	3	n/a \$182.89
			65g	4	n/a \$237.65
			65g	5	n/a \$292.43
			65g	6	n/a \$347.19

**EXHIBIT A  
HELENDALE CSD PROPOSED 2020 RATE INCREASE**

Service Type	Current 2019 Rate	Proposed 2020 Rate	Service Type	Current 2019 Rate	Proposed 2020 Rate
<b><u>Residential Bin Service</u></b>			<b><u>Temporary Bins</u></b>		
Bin Exchange (one exchange per year at no charge, does not apply to graffiti or damaged barrels)	n/a	\$83.06	Temporary Bins	\$112.38	\$115.82
Bin Replacement + actual cost of bin lost or stolen	n/a	\$92.00	<b><u>Miscellaneous Bin Charges</u></b>		
<b><u>Permanent (Trash) + Disposal/Processing</u></b>			Locking container	\$7.91	\$8.16
40 yard	\$210.81	\$217.18	Container steam clean	\$39.16	\$40.36
20 yard	\$210.81	\$217.18	Pull-out service	\$39.16	\$40.36
10 yard	\$210.81	\$217.18	Extra pick-up	\$47.07	\$48.51
40 yard compactor	\$210.81	\$217.18	Recy contamination bins	\$45.88	\$47.29
Dry Run /Relocate	\$74.76	\$77.04	Recy contamination barrels	\$34.77	\$35.83
Rental Fee (per day)	\$25.30	\$26.08	<b><u>Concrete Washout</u></b>		
Disposal (per ton)	\$59.94	\$59.94	Delivery	\$546.14	\$562.89
<b><u>Temporary Roll-Offs (Trash)</u></b>			Pump	\$402.42	\$414.76
40 yard	\$570.45	\$576.82	Pump Service	\$546.14	\$562.89
20 yard	\$810.21	\$816.58	Relocate	\$137.98	\$142.21
10 yard	\$810.21	\$816.58	Rental Fee (per day)	\$11.49	\$11.84
Dry Run /Relocate	\$74.76	\$77.04	<b><u>Certificate of Destruction</u></b>		
Disposal (per ton)	\$59.94	\$59.94	Taken to San Bernardino County Landfill (per ton)	n/a	\$ 115.76
<b><u>Roll-Offs (Recycling) + Disposal/Processing</u></b>					
40 yard	\$207.76	\$214.12			
20 yard	\$207.76	\$214.12			
10 yard	\$207.76	\$214.12			
40 yard compactor	\$207.76	\$214.12			
40 yard g/w	\$260.56	\$268.54			
Liner for Roll-Off	n/a	\$111.11			
Roll-Off drop-off Program for g/w (per box)	\$ 260.55	\$ 192.71			



Helendale CSD  
 Rate Components  
 Residential Service  
 Admin Fee & 218 Adjustment

Service Level	Current Components - July 2019						Proposed Components - July 2020						Total rate increase			
	2018 CPI 3.81%	Trash Service	Recycling Service	Admin Fee (incl CPI)	218 Recovery	10% Fran. Fee	Total	2019 CPI 3.07%	Trash Service	Recycling Service	Admin Fee (incl CPI)	218 Recovery			10% Fran. Fee	Total
95 gallon (and recy)		16.00	1.18	2.29	0.07	2.16	\$ 21.70		16.49	1.77	2.36	0.07	2.29	\$ 22.98	\$ 1.28	5.90%
95 gallon trash extra		7.12		-		0.79	\$ 7.91		7.34				0.82	\$ 8.16	\$ 0.25	3.16%
65/95 gallon recy. 1st extra							No Charge							No Charge		
65/95 gallon recy. extra		1.40				0.16	\$ 1.56		1.44				0.16	\$ 1.60	\$ 0.04	2.56%

Helendale CSD  
 Rate Components  
 Residential Service with ESFR Disposal  
 Admin Fee & 218 Adjustment

Service Level	Current Components - July 2019							Proposed Components - July 2020							Total rate increase			
	2018 CPI 3.81%	Trash Service	Recycling Service	ESFR Disposal	Admin Fee (Incl CPI)	218 Recovery	10% Fran. Fee	Total	2019 CPI 3.07%	Trash Service	Recycling Service	ESFR Disposal	Admin Fee (Incl CPI)	218 Recovery			10% Fran. Fee	Total
95 gallon (and recy)		16.00	1.18	7.26	2.29	0.07	2.16	\$ 28.96		16.49	1.77	7.28	2.36	0.07	2.29	\$ 30.24	\$ 1.28	4.42%
95 gallon trash extra		7.12					0.79	\$ 7.91		7.34					0.82	\$ 8.16	\$ 0.25	3.16%
65/95 gallon recy. 1st extra								No Charge								No Charge		
65/95 gallon recy. extra		1.40					0.16	\$ 1.56		1.44					0.16	\$ 1.60	\$ 0.04	2.56%
		ESFR = \$87.14/12								ESFR = \$87.14/12								

Notes:  
 Standard rates with ESFR disposal

Add 218 Recovery .07 - Per Kimberly Cox email to R. Nino 2/23/18  
 Sept. Customer count = 2,372; Cost of 218 = \$1,541.34 + 606.80.

Add 218 Recovery .07 - Per Kimberly Cox email to R. Nino 2/23/18  
 Sept. Customer count = 2,372; Cost of 218 = \$1,541.34 + 506.80.

Helendale CSD  
 Rate Components  
 Commercial Barrels

Refuse	Current Components - July 2019					Proposed Components - July 2020					Total rate increase	
	2018 CPI 3.81%	Fee per Barrel \$ 0.46	Estd \$ 47.94	10%	Total	2019 CPI 3.07%	Fee per Barrel \$ 0.46	Estd \$ 47.94	10%	Total		
Service Level	Trash Service	Compliance Fee	Disposal	Fran. Fee	Total	Trash Service	Compliance Fee	Disposal	Fran. Fee	Total		
95 gallon - 1x	10.26	0.46	6.23	1.19	\$ 18.14	10.57	0.46	6.23	1.23	\$ 18.49	\$ 0.35	1.93%
95 gallon - 2x	29.19	0.46	12.46	3.29	\$ 45.40	30.08	0.46	12.46	3.39	\$ 46.39	\$ 0.99	2.18%
95 gallon - 3x	42.79	0.46	18.69	4.81	\$ 66.75	44.10	0.46	18.69	4.95	\$ 68.20	\$ 1.45	2.17%

Recycling	Current Components - July 2019				Proposed Components - July 2020				Total rate increase	
	2018 CPI 3.81%	10%	Total		2019 CPI 3.07%	10%	Total	\$		
Service Level	Trash Service	Recycling	Fran. Fee	Total	Trash Service	Recycling	Fran. Fee	Total		
Automated Recy 65g - 1x	5.96	1.18	0.66	\$ 7.80	6.14	1.77	0.68	\$ 8.59	\$ 0.79	10.13%

Barrel lbs  
 60 used

Barrel lbs  
 60 used

Helendale CSD  
Rate Components  
Commercial Refuse Bin Service

Bin Size	Freq	Current Components - July 2019					Proposed Components - July 2020					Total rate increase	
		CPI 3.81%	Fee per Yard \$0.15	Estd \$ 47.94	10.00%	Total	CPI 3.07%	Fee per Yard \$0.15	Estd \$ 47.94	10.00%	Total		
		Trash Service	Compliance Fee	Disposal	Franchise Fee	Rate	Trash Service	Compliance Fee	Disposal	Franchise Fee	Rate		
1.5	1	62.29	0.98	17.45	7.03	\$87.75	64.20	0.98	17.92	7.24	\$90.34	\$2.59	2.95%
1.5	2	116.47	1.95	34.90	13.16	\$166.48	120.04	1.95	35.84	13.55	\$171.38	\$4.90	2.94%
1.5	3	170.71	2.93	52.35	19.29	\$245.28	175.94	2.93	53.76	19.87	\$252.50	\$7.22	2.94%
2	1	80.32	1.30	23.27	9.07	\$113.96	82.78	1.30	23.89	9.34	\$117.31	\$3.35	2.94%
2	2	152.61	2.60	46.54	17.25	\$219.00	157.29	2.60	47.78	17.77	\$225.44	\$6.44	2.94%
2	3	224.89	3.90	69.81	25.42	\$324.02	231.76	3.90	71.67	26.19	\$333.54	\$9.52	2.94%
3	1	108.44	1.95	34.90	12.27	\$157.56	111.76	1.95	35.84	12.63	\$162.18	\$4.62	2.93%
3	2	216.83	3.90	69.80	24.53	\$315.06	223.48	3.90	71.68	25.26	\$324.32	\$9.26	2.94%
3	3	325.31	5.85	104.70	36.80	\$472.66	335.28	5.85	107.52	37.90	\$486.55	\$13.89	2.94%
3	4	433.73	7.80	139.60	49.06	\$630.19	447.02	7.80	143.36	50.54	\$648.72	\$18.53	2.94%
3	5	542.13	9.75	174.50	61.32	\$787.70	558.75	9.75	179.20	63.17	\$810.87	\$23.17	2.94%
3	6	650.57	11.70	209.40	73.59	\$945.26	670.51	11.70	215.04	75.80	\$973.05	\$27.79	2.94%
T. Bin 3 yd		101.14		-	11.24	\$112.38	104.24		-	11.58	\$115.82	\$3.44	3.06%

Lbs/Yrd  
112.00

Lbs/Yrd  
115.00

Disposal is = SB Co. Gate Rate

Helendale CSD  
 Rate Components  
 Residential Refuse Bin Service

Bin Size	Freq	Current Components - July 2019			Proposed Components - July 2020			Total rate increase	
		CPI 3.81%	10.00% Franchise Fee	Total Rate	CPI 3.07%	10.00% Franchise Fee	Total Rate		
		Trash Service			Trash Service				
1.5	1	62.28	6.92	\$69.20	64.19	7.13	\$71.32	\$2.12	3.06%
1.5	2	124.53	13.84	\$138.37	128.35	14.26	\$142.61	\$4.24	3.06%
1.5	3	186.80	20.76	\$207.56	192.53	21.39	\$213.92	\$6.36	3.06%
2	1	80.32	8.92	\$89.24	82.78	9.20	\$91.98	\$2.74	3.07%
2	2	160.64	17.85	\$178.49	165.56	18.40	\$183.96	\$5.47	3.06%
2	3	240.94	26.77	\$267.71	248.33	27.59	\$275.92	\$8.21	3.07%
3	1	108.44	12.05	\$120.49	111.76	12.42	\$124.18	\$3.69	3.08%
3	2	216.88	24.10	\$240.98	223.53	24.84	\$248.37	\$7.39	3.07%
3	3	325.33	36.15	\$361.48	335.30	37.26	\$372.56	\$11.08	3.07%
T. Bin 3 yd		101.14	11.24	\$112.38	104.24	11.58	\$115.82	\$3.44	3.06%

Helendale CSD  
 Rate Components  
 Recycling Bin Service

		Proposed Components - July 2019				Proposed Components - July 2020					
Bin Size	Freq	CPI	\$ 51.21	10.00%	Total Rate	CPI	\$ 69.21	10.00%	Total Rate	Total rate increase	
		3.81%				3.07%					
		Trash Service	Recycling	Franchise Fee		Trash Service	Recycling	Franchise Fee		\$	%
1.5	1	62.28	9.99	6.92	\$79.19	64.19	13.50	7.13	\$84.82	\$5.63	7.11%
1.5	2	124.53	19.98	13.84	\$158.35	128.35	27.00	14.26	\$169.61	\$11.26	7.11%
1.5	3	186.80	29.97	20.76	\$237.53	192.53	40.50	21.39	\$254.42	\$16.89	7.11%
2	1	80.32	13.32	8.92	\$102.56	82.78	18.00	9.20	\$109.98	\$7.42	7.23%
2	2	160.64	26.64	17.85	\$205.13	165.56	36.00	18.40	\$219.96	\$14.83	7.23%
2	3	240.94	39.96	26.77	\$307.67	248.33	54.00	27.59	\$329.92	\$22.25	7.23%
3	1	108.44	19.97	12.05	\$140.46	111.76	26.99	12.42	\$151.17	\$10.71	7.62%
3	2	216.88	39.94	24.10	\$280.92	223.53	53.98	24.84	\$302.35	\$21.43	7.63%
3	3	325.33	59.91	36.15	\$421.39	335.30	80.97	37.26	\$453.53	\$32.14	7.63%
3	4	433.77	79.88	48.20	\$561.85	447.07	107.96	49.67	\$604.70	\$42.85	7.63%
3	5	542.20	99.85	60.24	\$702.29	558.82	134.95	62.09	\$755.86	\$53.57	7.63%
3	6	650.65	119.82	72.29	\$842.76	670.59	161.94	74.51	\$907.04	\$64.28	7.63%

  

Lbs/Yrd	Lbs/Yrd
60.00	60.00

Helendale CSD  
Rate Components  
Roll Off Service

Size	Current Components - July 2019					Proposed Components - July 2020					Total rate increase \$	%
	CPI % 3.81%	Fee per Load \$2.75	Est'd \$ 59.94	10.00%		CPI % 3.07%	Fee per Load \$2.75	Est'd \$ 59.94	10.00%			
	Trash Service	Compliance Fee	Disposal (See Note)	Franchise Fee	Rate	Trash Service	Compliance Fee	Disposal (See Note)	Franchise Fee	Rate		
<b>Permanent</b>												
40 Yard	186.98	2.75	Actual	21.08	\$210.81	192.71	2.75	Actual	21.72	\$217.18	\$6.37	3.02%
20 Yard	186.98	2.75	Actual	21.08	\$210.81	192.71	2.75	Actual	21.72	\$217.18	\$6.37	3.02%
10 Yard	186.98	2.75	Actual	21.08	\$210.81	192.71	2.75	Actual	21.72	\$217.18	\$6.37	3.02%
40 Yard (compactor)	186.98	2.75	Actual	21.08	\$210.81	192.71	2.75	Actual	21.72	\$217.18	\$6.37	3.02%
Dry Run/Relocate	67.28			7.48	\$74.76	69.34			7.70	\$77.04	\$2.28	3.05%
Rental Fee (per day)	22.77			2.53	\$25.30	23.47			2.61	\$26.08	\$0.78	3.08%
<b>Temporary</b>												
40 Yard - 6 ton	186.98	2.75	359.64	21.08	\$570.45	192.71	2.75	359.64	21.72	\$576.82	\$6.37	1.12%
20 Yard - 10 ton	186.98	2.75	599.40	21.08	\$810.21	192.71	2.75	599.40	21.72	\$816.58	\$6.37	0.79%
10 Yard - 10 ton	186.98	2.75	599.40	21.08	\$810.21	192.71	2.75	599.40	21.72	\$816.58	\$6.37	0.79%
Excess Disposal			59.94	0.00	\$59.94			59.94	0.00	\$59.94	\$0.00	0.00%
<b>Recycling</b>												
40 Yard	186.98		Actual	20.78	\$207.76	192.71		Actual	21.41	\$214.12	\$6.36	3.06%
20 Yard	186.98		Actual	20.78	\$207.76	192.71		Actual	21.41	\$214.12	\$6.36	3.06%
10 Yard	186.98		Actual	20.78	\$207.76	192.71		Actual	21.41	\$214.12	\$6.36	3.06%
40 Yard (compactor)	186.98		Actual	20.78	\$207.76	192.71		Actual	21.41	\$214.12	\$6.36	3.06%
40 Yard Green Waste	234.50		Actual	26.06	\$260.56	241.69		Actual	26.85	\$268.54	\$7.98	3.06%
<b>Concrete Washout</b>												
Concrete wash-out box (delivery)	491.53			54.61	\$546.14	506.80			56.29	\$562.89	\$16.75	3.07%
Concrete wash-out box (pump)	362.18			40.24	\$402.42	373.28			41.48	\$414.76	\$12.34	3.07%
Pump service	491.53			54.61	\$546.14	506.60			56.29	\$562.89	\$16.75	3.07%
Relocate	124.18			13.80	\$137.98	127.89			14.22	\$142.21	\$4.23	3.07%
Rental Fee (per day)	10.34			1.15	\$11.49	10.66			1.18	\$11.84	\$0.35	3.05%
Liner Roll Off					n/a	100.00			11.11	\$111.11	n/a	n/a

Helendale CSD  
Rate Components  
Special Services

Service	Current Components - July 2019			Proposed Components - July 2020			Total rate increase \$	%
	CPI 3.81%	10% Fran. Fee	Total	CPI 3.07%	10% Fran. Fee	Total		
	Trash Service			Trash Service				
Locking bin	7.12	0.79	\$ 7.91	7.34	0.82	\$ 8.16	\$ 0.25	3.16%
Container steam cleaning	35.24	3.92	\$ 39.16	36.32	4.04	\$ 40.36	\$ 1.20	3.06%
Pull-out service (bins)	35.24	3.92	\$ 39.16	36.32	4.04	\$ 40.36	\$ 1.20	3.06%
Extra pick-up on non-service day (barrels)	21.17	2.35	\$ 23.52	21.82	2.42	\$ 24.24	\$ 0.72	3.06%
Extra pick-up on service day (trash barrels)	7.12	0.79	\$ 7.91	7.34	0.82	\$ 8.16	\$ 0.25	3.16%
Extra pick-up (bins)	42.36	4.71	\$ 47.07	43.66	4.85	\$ 48.51	\$ 1.44	3.06%
Recycling contamination fee Bins	41.29	4.59	\$ 45.88	42.56	4.73	\$ 47.29	\$ 1.41	3.07%
Recycling contamination fee Barrels	31.29	3.48	\$ 34.77	32.25	3.58	\$ 35.83	\$ 1.06	3.05%
Barrel Exchange (one exchange per year at no charge, does not apply to graffiti or damaged barrels)			n/a	\$14.95	\$1.66	\$16.61		
Bin Exchange (one exchange per year at no charge, does not apply to graffiti or damaged barrels)			n/a	\$74.75	\$8.31	\$83.06		
Bin Replacement + actual cost of bin comm)-lost or stolen			n/a	\$82.80	\$9.20	\$92.00		
<u>Certificate of Destruction</u>								
Taken to San Bernardino County Landfill (per ton)			n/a	104.18	11.58	\$ 115.76		



Helendale CSD  
 Rate Components  
 Green Waste R/O Drop off Program

Service	Current Components - July 2019			Proposed Components - July 2020			Total rate Increase \$	%		
	CPI 3.81%	Per Box	Disposal	Total	CPI 3.07%	Per Box			Disposal	Total
Green Waste R/O drop off program	260.55	Actual	\$	260.55	192.71	Actual	\$	192.71	\$ (67.84)	-26.04%

Helendale CSD  
 Rate Components  
 Green Waste Bin & Barrel Service

Proposed Components - July 2020						
Bin Size	Freq	Service	Lbs/Yrd		10.00% Franchise Fee	Total Rate
			\$ 60.81 Processing	150.00		
1.5	1	64.20	29.64		7.13	\$100.97
1.5	2	120.04	59.29		13.34	\$192.67
1.5	3	175.94	88.93		19.55	\$284.42
3	1	111.76	59.29		12.42	\$183.47
3	2	223.48	118.58		24.83	\$366.89
3	3	335.28	177.87		37.25	\$550.40
3	4	447.02	237.16		49.67	\$733.85
3	5	558.75	296.45		62.08	\$917.28
3	6	670.51	355.74		74.50	\$1,100.75
			Lbs/Barrel			
			100			
Barrel 95G	1	37.86	13.18		4.21	\$55.25

Helendale CSD  
 Rate Components  
 Food Waste Bin & Barrel Service

Proposed Components - July 2020					
Bin Size	Freq	Trash Service	Lbs/Yrd	10.00% Franchise Fee	Total Rate
			\$ 72.15 Processing		
2	1	103.48	93.80	11.50	\$208.78
2	2	196.61	187.59	21.85	\$406.05
2	3	289.73	281.39	32.19	\$603.31
2	4	382.85	375.18	42.54	\$800.57
2	5	475.97	468.98	52.89	\$997.84
2	6	569.09	562.77	63.23	\$1,195.09
Lbs/Barrel 200					
Barrel					
65G	1	37.86	31.27	4.21	\$73.34
65G	2	59.02	62.53	6.56	\$128.11
65G	3	80.18	93.80	8.91	\$182.89
65G	4	101.33	125.06	11.26	\$237.65
65G	5	122.49	156.33	13.61	\$292.43
65G	6	143.64	187.59	15.96	\$347.19



# Helendale Community Services District

**Date:** June 18, 2020  
**TO:** Board of Directors  
**FROM:** Kimberly Cox, General Manager  
**SUBJECT:** Agenda item #7  
Public Hearing to Receive Comment and Possible Adoption of Resolution 2020-05; a Resolution of the Board of Directors of the Helendale Community Services District Approving and Adopting the Fiscal Year 2021 Annual Budget and Authorizing Appropriations Thereform

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## **STAFF RECOMMENDATION:**

Consider approval of the FY 2021 Annual Budget.

## **STAFF REPORT**

The public notice for budget adoption was published on June 11 and June 4, identifying the date and time of the public hearing at which the public can provide comment on how the District expends the funds collected.

Attached for reference is the budget in worksheet format. The final budget document with department statistics and details will be send out separately to the Board due to the size of the document.

Over the past three months, District staff has presented various aspects of the budget at both a special board meeting and regular board meetings where various components of the budget were discussed. The structure and composition of the budget is intended to provide greater depth of information and transparency as requested by the Board. The specificity of revenues and expenditures in the budget will provide a clear guide to the public as to how the District utilizes the funds it receives. Staff will make a detailed presentation to the Board and the public during the hearing.

The budget is developed using the "zero-based budget" technique, which means all line items start at "zero" at the beginning of each fiscal year. All line items were evaluated based upon current year's expenses and anticipated costs during the upcoming year. The exhaustive evaluation of each expenditure and expense is completed during this process. The Budget Summary pages show the projected results of operations for fiscal year 2020 and the proposed fiscal year 2021 budget. The estimated ending fund balance represents the projected cash balance held by the District at the end of the fiscal year with no capital improvement program expenditures debited.

### Capital Improvement Plan

The contemplated capital improvement expenditures are included in the budget and everything over the General Manager's signing authority will be discussed with the Board on a case-by-case basis and a designated funding source identified as part of the Board approval process. Funding for capital items could include grant funding, reserves, or projected excess revenue. A projected five-year Capital Improvement Plan (CIP) is included in the Budget on page 28. The CIP is a look ahead by Staff as to what projects are considered necessary for the park, water, and wastewater operations. During the year additional unanticipated capital improvements may occur that are not embodied in the CIP document. The development of the Park CIP has been a collaborative process involving the public in workshops, the Park & Rec Committee, and the full Board. Last year the District was unsuccessful in receiving a park grant which would help fund many of the projects on the CIP. For FY21, the Park CIP has been scaled back with only a couple of high priority projects on the list. All park projects will be discussed with the Board and Park and Rec Committee prior to construction.

### Availability of the Budget

Copies of the draft detailed budget for fiscal year 2021 are available at the District administrative office for public viewing and is part of the agenda material. Once approved, the FY2021 Budget will be posted on the District's website.

### Staffing

The organizational chart included within the budget depicts the approved staffing that was previously discussed with the Board. No significant modifications have been made to staffing over the previous budget year. Staffing is discussed in full-time equivalents or FTE's which represents 2080 working hours in a year. Staffing has reduced slightly from 23.995 FTE to 22.44 FTE. Water staffing essentially remains the same. A full-time Maintenance Worker I was added to replace a certified position previously vacated. A Wastewater Operator position was reduced to a full-time Operator-in-Training for half the year and an Operator I for the second half of the year in anticipation of the OIT successfully completing a certification test to become a level I operator. Salary costs increased based upon the approved Cost of Living Adjustment (COLA) of 3% and an anticipated merit increase during the year. The Board approved an increase in the employee cafeteria plan based upon a market analysis which will make the District more competitive in hiring and retaining qualified staff. The cafeteria plan for FY 2020 included a maximum of \$1050 per employee was increased for FY 21 to \$1300 per employee with the option for any unused portion to be placed in a retirement account.

### Fiscal Impact

The projected net surplus based upon the revenue and expenditures contained within the draft budget document as well as projected ending balance without any capital expenditures are as follows:

<u>Fund</u>	<u>Net Surplus</u>	<u>Estimated Reserve Balance*</u>
Water:	\$848,763	\$1,997,981
Wastewater:	\$118,484	\$3,817,651
Solid Waste:	\$ 2,563	\$ 394,034

Gen Fund (including park):	\$147,135	<u>\$ 449,053</u>
(Property \$21,487)		\$6,658,719
(Park \$125,648)		

*\*Does not include any capital expenditures for the year*

**Park funding:**

The Board has prioritized the development of a community park utilizing discretionary funds. This Fiscal Year the Recycling center is anticipated to contribute \$84,380 to park development per Board direction based upon the estimated revenues and expenses. Other revenue sources include cell site rental, franchise fees for solid waste. To date the District has developed a 14-acre public park that includes soccer/football fields, baseball fields, playground, exercise circuit and picnic shelters and pavilions.

**FISCAL IMPACT:** As outlined in the draft Fiscal Year 2021 Budget

**REQUESTED ACTION:** Adopt Resolution 2020-05

**ATTACHMENTS:** Resolution 2020-05  
FY 2021 budget (worksheet only)



**RESOLUTION NO. 2020-05**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE HELENDALE COMMUNITY SERVICES DISTRICT APPROVING AND ADOPTING THE 2020 ANNUAL BUDGET AND AUTHORIZING APPROPRIATIONS THEREFROM.**

**WHEREAS**, a proposed annual budget for the Helendale Community Services District for the fiscal year commencing July 1, 2020, and ending June 30, 2021 was submitted to the Board of Directors and is on file in the District Administration office; and

**WHEREAS**, the proceedings for adoption of the budget have been duly taken; and

**WHEREAS**, the Board of Directors conducted budget workshops open to the public and has made certain revisions and modifications to the proposed budget; and

**WHEREAS**, the General Manager has caused the proposed document to reflect the changes ordered by the Board of Directors.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE HELENDALE COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:**

**Section 1.** The budget incorporated herein by reference, is adopted by Resolution as the Annual Budget for the Helendale Community Services District for the fiscal year commencing July 1, 2020 and ending June 30, 2021.

**Section 2.** There is hereby appropriated to each account set forth in the said budget, incorporated herein by reference, the sum shown for each account in the Fiscal Year 2021 Budget, and the General Manager is authorized and empowered to expend such sum for the purpose of such account within the purchasing limits adopted by prior Board resolution. No expenditure by any department for any items within an account shall exceed the amount budgeted therefore without prior approval of the General Manager, and/or prior approval of the District Board of Directors.

**APPROVED AND ADOPTED** this 18th day of June, 2020.

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSTAIN: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

By: \_\_\_\_\_  
Ron Clark, President

Attest: \_\_\_\_\_  
Sandy Haas, Secretary



Helendale CSD

Budget Worksheet

	FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
<b>Fund: 01 - Water Operations</b>					
<b>Revenue</b>					
<u>01-410011-00-0</u>					
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary	1,299,959.28	1,302,015.95	1,430,064.00	1,421,277.58	1,505,890.32
Preliminary					
Water Sales - Single Family-Meter					
<b>Description</b>					
Single Family 1" Meter: \$46.05 x 12 = \$552.60	Units	Price	Amount		
	2,723.00	-552.60	-1,504,729.80		
Single Family 2" Meter: \$96.71 x 12 = \$1160.52	1.00	-1,160.52	-1,160.52		
Water Sales - Single Family-Consu...	708,453.00	689,959.55	722,544.00	697,732.50	722,544.00
<b>Description</b>					
PY Consumption	Units	Price	Amount		
	481,696.00	-1.50	-722,544.00		
Water Sales - Multi-Family-Meter	9,317.16	8,059.14	10,315.44	8,570.04	10,831.32
<b>Description</b>					
Multi-Family 1" Meter: \$46.05x 12 = \$552.60	Units	Price	Amount		
	7.00	-552.60	-3,868.20		
Multi-Family 2" Meter: \$96.71x 12 = \$1160.52	6.00	-1,160.52	-6,963.12		
Water Sales - Multi-Family-Consu...	3,657.00	6,868.50	4,929.00	5,409.00	7,311.00
<b>Description</b>					
PY Consumption	Units	Price	Amount		
	4,874.00	-1.50	-7,311.00		
Water Sales - Water Only-Meter	7,939.80	11,961.00	7,939.80	13,058.25	7,939.80
Water Sales - Water Only-Consu...	13,999.50	15,325.50	13,209.00	16,680.00	13,209.00
<b>Description</b>					
PY Consumption	Units	Price	Amount		
	8,806.00	-1.50	-13,209.00		
Water Sales - Commercial-Meter	21,897.96	31,345.66	24,209.88	34,101.60	25,420.44
<b>Description</b>					
Commercial 1" Meter" \$46.05x 12 = \$552.60	Units	Price	Amount		
	15.00	-552.60	-8,289.00		



**Budget Worksheet**

	FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
Preliminary	11.00	-1,160.52	-12,765.72		
Preliminary	1.00	-4,365.72	-4,365.72		
<u>01-411022-00-0</u>	15,291.00	19,157.22	16,615.50	20,262.84	17,550.00
<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	550.00	-1.50	-825.00		
Preliminary	11,000.00	-1.50	-16,500.00		
Preliminary	150.00	-1.50	-225.00		
Water Sales - Commercial-Cons...	3,386.88	5,816.88	3,736.80	6,370.62	3,923.52
<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	5.00	-552.60	-2,763.00		
Preliminary	1.00	-1,160.52	-1,160.52		
Water Sales - Park-Meter	24,700.50	21,951.00	26,962.50	24,504.00	18,764.25
<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	15,440.00	-1.50	-23,160.00		
Preliminary	1,750.00	-1.50	-2,625.00		
Preliminary	9,361.00	0.75	7,020.75		
Water Sales - School-Meter	4,989.16	8,564.52	4,989.16	9,349.59	9,891.96
<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	1.00	-4,365.72	-4,365.72		
Preliminary	1.00	-5,526.24	-5,526.24		
Water Sales - School-Consumpti...	29,157.00	27,250.50	29,856.00	29,718.00	29,856.00
<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	19,904.00	-1.50	-29,856.00		
Water Sales - Irrigation-Meter	12,855.24	14,769.00	14,262.48	16,234.53	14,976.12
<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	4.00	-552.60	-2,210.40		
Preliminary	11.00	-1,160.52	-12,765.72		
Water Sales - Irrigation-Consump...	51,822.00	51,223.50	52,780.50	49,651.50	52,780.50

**Budget Worksheet**

Budget Detail Budget Code Preliminary		FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
<u>01-4115000-00-0</u>	Description PY Consumption	Units 35,187.00	Price -1.50	Amount -52,780.50		
<u>01-4116000-00-0</u>	Description Permits & Inspections	Units 500.00	Price 240.00	Amount 500.00	180.00	120.00
<u>01-4116000-00-0</u>	Description Connection Fees	Units 0.00	Price 29,006.60	Amount 0.00	21,754.95	4,503.30
<u>01-416500-00-0</u>	Description Connection Fee \$2251.65	Units 2.00	Price -2,251.65	Amount -4,503.30		
<u>01-416500-00-0</u>	Description Water Supply Fee	Units 0.00	Price 0.00	Amount 0.00	0.00	10,000.00
<u>01-417000-00-0</u>	Description Water Supply Fee	Units 2.00	Price -5,000.00	Amount -10,000.00		
<u>01-417000-00-0</u>	Description Meter Installation	Units 0.00	Price 2,400.00	Amount 0.00	1,800.00	1,200.00
<u>01-419000-00-0</u>	Description Meter Installation Fee	Units 2.00	Price -600.00	Amount -1,200.00		
<u>01-419000-00-0</u>	Description Fees & Charges	Units 27,000.00	Price 26,525.75	Amount 27,000.00	21,953.00	20,000.00
<u>01-419500-00-0</u>	Description Delinquent Fees & Penalties	Units 42,000.00	Price 51,663.97	Amount 42,000.00	51,063.22	31,000.00
<u>01-419700-00-0</u>	Description Mechanic Service Reimbursement	Units 15,075.00	Price 13,950.63	Amount 18,600.00	12,566.22	19,408.50
<u>01-450000-00-0</u>	Description Mechanic Service Reimbursement	Units 0.50	Price -38,817.00	Amount -19,408.50		
<u>01-705000-00-0</u>	Description Sale or Lease of Water Rights	Units 0.00	Price 297,724.00	Amount 0.00	0.00	0.00
<u>01-705000-00-0</u>	Description Special Assmts - Water Standby	Units 18,000.00	Price 17,049.30	Amount 18,000.00	16,363.10	18,000.00
<u>01-705500-00-0</u>	Description Special Assmts - PY Water Stand...	Units 4,800.00	Price 5,173.00	Amount 4,800.00	8,729.32	4,800.00
<u>01-706000-00-0</u>	Description Penalties On Delinquent Taxes	Units 1,610.00	Price 935.61	Amount 1,610.00	4,392.93	1,600.00
<u>01-711900-00-0</u>	Description Gain or Loss and Sale of Assets	Units 0.00	Price 4,346.66	Amount 0.00	0.00	0.00
<u>01-712000-00-0</u>	Description Other Income	Units 0.00	Price 2,281.02	Amount 0.00	0.00	0.00
<u>01-712200-00-0</u>	Description Enel X Demand Response Progr...	Units 6,000.00	Price 0.00	Amount 3,000.00	943.66	1,000.00
<u>01-740000-00-0</u>	Description Grant Revenue	Units 0.00	Price 5,000.00	Amount 75,000.00	87,223.00	37,500.00
<u>01-740000-00-0</u>	Description Grant reimbursement from Bureau of Rec Sme	Units 1.00	Price -32,500.00	Amount -32,500.00		

**Budget Worksheet**

	FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
MWA Strategic Partners	1.00	-5,000.00	-5,000.00		
<b>Revenue Total:</b>	<b>2,322,410.48</b>	<b>2,670,564.46</b>	<b>2,552,924.06</b>	<b>2,579,889.45</b>	<b>2,590,020.03</b>
<b>Fund: 01 - Water Operations Total:</b>	<b>2,322,410.48</b>	<b>2,670,564.46</b>	<b>2,552,924.06</b>	<b>2,579,889.45</b>	<b>2,590,020.03</b>
<b>Report Total:</b>	<b>2,322,410.48</b>	<b>2,670,564.46</b>	<b>2,552,924.06</b>	<b>2,579,889.45</b>	<b>2,590,020.03</b>

Preliminary



Helendale CSD

Budget Worksheet

Fund: 01 - Water Operations		FY 2018-2019	FY 2018-2019	FY 2019-2020	FY 2019-2020	FY 2020-2021
Expense		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget
<u>01-500001-00-0</u>	Salaries - Full Time	252,324.80	243,127.13	274,236.56	231,600.80	263,647.00
<u>01-500002-00-0</u>	Salaries - Overtime	14,000.00	11,119.62	14,000.00	12,027.13	14,000.00
<u>01-500003-00-0</u>	Salaries - On-Call Pay	14,310.00	13,360.00	14,310.00	13,450.00	14,310.00
<b>Budget Detail</b>						
<b>Budget Code</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	On-Call Fri-Sun: 3 days x 52 weeks + 12 Holiday	168.00	50.00	8,400.00		
Preliminary	On-Call Mon-Thu: 4 days x 52 weeks - 12 Holiday	196.00	30.00	5,880.00		
Preliminary	On-Call to make 365 days	1.00	30.00	30.00		
<u>01-500004-00-0</u>	Salaries - Part-Time Mechanic	42,050.00	27,696.61	37,160.00	26,516.23	38,817.00
<u>01-510000-00-0</u>	PERS Retirement	36,704.66	33,473.21	40,773.48	29,274.30	36,040.00
<u>01-510001-00-0</u>	Employee Group Insurance	41,849.16	45,293.72	42,921.84	41,751.14	62,400.00
<u>01-510002-00-0</u>	Workers Compensation	28,075.70	24,256.08	18,854.16	21,424.74	7,364.00
<u>01-510003-00-0</u>	Payroll Taxes - FICA/Medicare	7,083.03	5,771.35	6,939.67	5,654.24	6,611.81
<u>01-510005-00-0</u>	Vision / Dental Expense	0.00	25.96	0.00	2,543.89	0.00
<u>01-510008-00-0</u>	PERS EPMC	0.00	101.88	0.00	4,444.77	0.00
<u>01-510009-00-0</u>	PEPRA Retirement	0.00	61.70	0.00	1,982.22	2,665.00
<u>01-510100-00-0</u>	Actuarial Pension Expense Adjus...	0.00	23,630.00	0.00	0.00	0.00
<u>01-521000-00-0</u>	Laboratory Analysis	10,815.00	3,218.00	6,000.00	3,382.50	4,000.00
<u>01-521500-00-0</u>	Contractual Services	12,330.00	62,042.51	13,350.00	20,700.92	20,000.00
<b>Budget Detail</b>						
<b>Budget Code</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	Apple Valley Communication	12.00	58.33	700.00		
Preliminary	Dept of Forestry	4.00	230.00	920.00		
Preliminary	Dig Alert	0.50	1,000.00	500.00		
Preliminary	Dig Alert Annual Fee	1.00	475.00	475.00		
Preliminary	Electrical Contractor	1.00	5,000.00	5,000.00		
Preliminary	HACH	1.00	3,000.00	3,000.00		
Preliminary	Misc	1.00	7,905.00	7,905.00		

**Budget Worksheet**

	FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
Preliminary	1.00	1,500.00	1,500.00		
SCADA			1,500.00		
Engineering Services	4,000.00	0.00	4,000.00	0.00	6,000.00
Software Support	4,800.00	4,800.00	4,800.00	16,921.88	7,050.00
<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	2.00	2,400.00	4,800.00		
Preliminary	1.00	2,250.00	2,250.00		
GIS Support - 2 Licenses Tyler					
Permits and Fees	14,500.00	14,808.01	15,380.00	16,054.16	18,200.00
<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	2.00	350.00	700.00		
Preliminary	1.00	400.00	400.00		
Preliminary	1.00	1,000.00	1,000.00		
Preliminary	4.00	525.00	2,100.00		
Preliminary	1.00	14,000.00	14,000.00		
Annual Fuel Tank Testing MDAQMD Misc SB County Fire SWRCB					
Equipment Rental	2,000.00	0.00	2,000.00	0.00	2,000.00
Education and Training	9,290.00	5,743.65	8,712.00	656.96	8,712.00
<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	1.00	250.00	250.00		
Preliminary	1.00	250.00	250.00		
Preliminary	20.00	45.00	900.00		
Preliminary	8.00	189.00	1,512.00		
Preliminary	1.00	1,500.00	1,500.00		
Preliminary	2.00	700.00	1,400.00		
Preliminary	5.00	500.00	2,500.00		
Preliminary	1.00	400.00	400.00		
Certifications / Renewal CEU Training / Registration - Tri State & Other HDWMA Lodging (\$132/day) & Meals (\$57/day): Misc Sensus Training Training Water Smart Conference - CU					
Rents and Leases - Water Shop	9,600.00	8,800.00	9,600.00	8,000.00	9,600.00
<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	12.00	800.00	9,600.00		
Water Shop Lease Paid to Park					
Rent - BLM Tank Sites	1,260.00	1,260.00	1,260.00	1,260.00	1,260.00
Utilities - Electric	114,576.00	107,163.29	113,730.00	93,380.64	124,106.40



**Budget Worksheet**

**FY 2019-2019 Total Budget**    **FY 2018-2019 Total Activity**    **FY 2019-2020 Total Budget**    **FY 2019-2020 Total Activity**    **FY 2020-2021 Total Budget**

Water Conservation Program  
 Description    Units    Price    Amount  
 AWAC Calendar    300.00    1.00    300.00  
 Misc    1.00    380.00    380.00  
 Water Audit    1.00    100.00    100.00  
 Water Conservation Printed Materials    1.00    500.00    500.00  
 Water Conservation Workshop    3.00    100.00    300.00

1,000.00

3,140.16

1,500.00

0.00

1,560.00

Uniforms    3,022.00    2,698.03    3,074.00    2,136.20    3,932.00  
 Description    Units    Price    Amount  
 Baseball Caps    8.00    25.00    200.00  
 Boot - Mechanic 50%    0.50    250.00    125.00  
 Boots    6.00    250.00    1,500.00  
 Cold Weather Gear    1.00    250.00    250.00  
 Cold Weather Gear - Mechanic 50%    0.50    250.00    125.00  
 Headwear - Beanies    4.00    20.00    80.00  
 Headwear - Straw Hat    4.00    30.00    120.00  
 Pants 7/person x 4 staff = 28 Units    28.00    25.00    700.00  
 Shirts - Mechanic 50%    2.00    16.00    32.00  
 Shirts-7/person x 4 persons = 28 units    28.00    20.00    560.00  
 Sweat Shirts 2/ person x 4 Staff = 8 Sweatshirt    8.00    30.00    240.00

3,074.00

2,698.03

3,074.00

2,136.20

3,932.00

Small Tools    3,000.00    1,980.94    2,750.00    1,206.49    2,750.00  
 Description    Units    Price    Amount  
 Mechanic Small Tool    0.50    1,500.00    750.00  
 Misc    1.00    2,000.00    2,000.00

2,750.00

1,980.94

2,750.00

1,206.49

2,750.00

Dues & Subscriptions    410.00    269.00    335.00    80.00    335.00  
 Description    Units    Price    Amount  
 AWWA    1.00    210.00    210.00  
 HDWWA    5.00    25.00    125.00

335.00

269.00

335.00

80.00

335.00

Leased Water    0.00    52,160.00    0.00    0.00    0.00  
 Watermaster Fees    7,000.00    6,609.68    7,360.00    3,510.36    7,400.00  
 Interest Expense    0.00    181,537.37    0.00    175,374.78    164,705.05

0.00

52,160.00

0.00

0.00

0.00

7,400.00

6,609.68

7,360.00

3,510.36

7,400.00

164,705.05

181,537.37

0.00

175,374.78

164,705.05

**Budget Worksheet**

FY 2018-2019 Total Budget      FY 2018-2019 Total Activity      FY 2019-2020 Total Budget      FY 2019-2020 Total Activity      FY 2020-2021 Total Budget

**Budget Detail**

Budget Code	Description	Units	Price	Amount
Preliminary	2008 Loan - 08-073	1.00	12,004.86	12,004.86
Preliminary	2011 Loan - 11-007	1.00	17,969.52	17,969.52
Preliminary	2014 Loan - 14-017	1.00	134,730.67	134,730.67

01-600000-00-0

Depreciation	0.00	235,137.75	0.00	0.00
Debt Service	388,733.68	364,153.98	388,733.68	224,028.64

**Budget Detail**

Budget Code	Description	Units	Price	Amount
Preliminary	2008 Loan 08-703	1.00	37,154.55	37,154.55
Preliminary	2011 Loan - 11-007	1.00	22,709.86	22,709.86
Preliminary	2014 Loan - 14-017	1.00	164,164.23	164,164.23

01-800100-00-0

Debt Service Reversal	0.00	-364,153.98	0.00	0.00
Capital Expenditure	0.00	1,571,462.75	0.00	0.00

**Budget Detail**

Budget Code	Description	Units	Price	Amount
Preliminary	AMI Meters - \$162,667	1.00	0.00	0.00
Preliminary	Generator - \$90,000	1.00	0.00	0.00
Preliminary	New Well Pipeline - \$210,000	1.00	0.00	0.00
Preliminary	Well 1A Building Improvements - \$40,000	1.00	0.00	0.00

01-800600-00-0

Capital Asset Adjustment - GASB ...	0.00	-1,571,462.75	0.00	0.00
Well Exploration Test Holes	0.00	0.00	0.00	0.00

01-810018-00-0

Water Rights	0.00	0.00	0.00	0.00
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01-810050-00-0

Water Equipment	0.00	0.00	0.00	0.00
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01-999100-00-0

Admin Allocation	457,766.57	489,405.85	491,510.87	558,207.22
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**Budget Detail**

Budget Code	Description	Units	Price	Amount
Preliminary	50% of Admin allocation	0.50	1,116,414.44	558,207.22

Expense Total:

	1,624,024.60	1,576,808.71	1,666,815.26	1,741,257.12
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Fund: 01 - Water Operations Total:

	1,624,024.60	1,576,808.71	1,666,815.26	1,741,257.12
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Report Total:

	1,624,024.60	1,576,808.71	1,666,815.26	1,741,257.12
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Helendale CSD

Budget Worksheet

	FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
<b>Fund: 02 - Sewer Operations</b>					
<b>Revenue</b>					
<u>02-410010-00-0</u>					
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary					
Sewer Charges - Single Family	1,189,334.40	1,191,165.65	1,189,334.40	1,191,612.40	1,189,334.40
<b>Description</b>					
Single Family = \$36.64 x 12 months=439.68 / EI	Units 2,705.00	Price -439.68	Amount -1,189,334.40		
<u>02-410110-00-0</u>					
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary					
Sewer Charges - Multi-Family	22,423.68	20,664.96	22,423.68	20,664.96	22,423.68
<b>Description</b>					
Sewer rate = \$36.64 x 12 months=439.68 / EDI	Units 51.00	Price -439.68	Amount -22,423.68		
<u>02-411020-00-0</u>					
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary					
Sewer Charges - Commercial	47,045.76	47,045.76	47,045.76	47,045.76	47,045.76
<b>Description</b>					
Church = \$36.64 x 12 months=439.68 / EDU	Units 5.00	Price -439.68	Amount -2,198.40		
Commercial = \$36.64 x 12 months=439.68 / EI	68.00	-439.68	-29,898.24		
Mobile Home = \$36.64 x 12 months=439.68 / I	3.00	-439.68	-1,319.04		
Motel = \$36.64 x 12 months=439.68 / EDU	31.00	-439.68	-13,630.08		
<u>02-411420-00-0</u>					
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary					
Sewer Charges - Park	2,198.40	2,198.40	2,198.40	2,198.40	2,198.40
<b>Description</b>					
Sewer rate = \$36.64 x 12 months=439.68 / EDI	Units 5.00	Price -439.68	Amount -2,198.40		
<u>02-411520-00-0</u>					
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary					
Sewer Charges - School	16,268.16	16,268.16	16,268.16	16,268.16	16,268.16
<b>Description</b>					
Sewer rate = \$36.64 x 12 months=439.68 / EDI	Units 37.00	Price -439.68	Amount -16,268.16		
<u>02-413040-00-0</u>					
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary					
Sewer Charges - Irrigation	1,758.72	1,758.72	1,758.72	1,758.72	1,758.72
<b>Description</b>					
Sewer rate = \$36.64 x 12 months=439.68 / EDI	Units 4.00	Price -439.68	Amount -1,758.72		

**Budget Worksheet**

	FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
Permits & Inspection	0.00	876.00	0.00	657.00	0.00
Connection Fees	0.00	16,606.25	0.00	10,082.85	438.00
<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Sewer Connection Fees	2.00	-219.00	-438.00		
Fees & Services	0.00	45.00	0.00	0.00	0.00
Delinquent Fees & Penalties	18,000.00	16,356.94	18,000.00	17,986.35	15,000.00
Special Assmts - Sewer Standby	15,000.00	14,260.95	15,000.00	13,676.40	15,000.00
Special Assmts - PY Sewer Stand...	4,800.00	4,882.75	4,800.00	8,723.77	4,800.00
Penalties on Delinquent Taxes	1,550.00	758.73	1,550.00	4,273.76	1,550.00
Gain or Loss on Sale of Assets	0.00	2,173.34	0.00	0.00	0.00
Other Income	0.00	7,406.62	0.00	0.00	0.00
<b>Revenue Total:</b>	<b>1,318,379.12</b>	<b>1,342,468.23</b>	<b>1,318,379.12</b>	<b>1,334,948.53</b>	<b>1,315,817.12</b>
<b>Fund: 02 - Sewer Operations Total:</b>	<b>1,318,379.12</b>	<b>1,342,468.23</b>	<b>1,318,379.12</b>	<b>1,334,948.53</b>	<b>1,315,817.12</b>
<b>Report Total:</b>	<b>1,318,379.12</b>	<b>1,342,468.23</b>	<b>1,318,379.12</b>	<b>1,334,948.53</b>	<b>1,315,817.12</b>



Helendale CSD

Budget Worksheet

	FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
<b>Fund: 02 - Sewer Operations</b>					
<b>Expense</b>					
<a href="#">02-500001-00-0</a>	234,530.40	176,347.58	216,756.80	199,473.11	228,925.00
Salaries - Full Time					
<a href="#">02-500002-00-0</a>	5,500.00	10,864.92	15,162.00	16,771.10	15,162.00
Salaries - Overtime					
<a href="#">02-500003-00-0</a>	14,310.00	12,870.00	14,310.00	13,290.00	14,310.00
Salaries - On-Call Pay					
<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	168.00	50.00	8,400.00		
Preliminary	1.00	30.00	30.00		
Preliminary	196.00	30.00	5,880.00		
<a href="#">02-510000-00-0</a>	36,281.07	26,244.97	32,668.99	24,437.50	30,795.00
PERS Retirement					
<a href="#">02-510001-00-0</a>	34,844.04	37,172.33	39,828.54	35,361.37	46,800.00
Employee Group Insurance					
<a href="#">02-510002-00-0</a>	27,809.48	24,205.32	16,413.46	18,650.92	7,018.00
Workers Compensation					
<a href="#">02-510003-00-0</a>	3,608.19	2,726.67	3,350.47	3,163.70	3,508.34
Payroll Taxes - FICA/Medicare					
<a href="#">02-510005-00-0</a>	0.00	0.00	0.00	2,347.25	0.00
Vision / Dental Expense					
<a href="#">02-510008-00-0</a>	0.00	77.42	0.00	4,332.50	0.00
PERS EPMC					
<a href="#">02-510009-00-0</a>	0.00	54.70	0.00	2,646.35	3,224.00
PEPRA Retirement					
<a href="#">02-510100-00-0</a>	0.00	16,770.00	0.00	0.00	0.00
Actuarial Pension Expense Adjus...					
<a href="#">02-521000-00-0</a>	19,000.00	14,721.00	19,000.00	23,109.50	25,000.00
Laboratory Analysis					
<a href="#">02-521500-00-0</a>	46,702.00	46,613.73	45,682.00	14,793.62	40,000.00
Contractual Services					
<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	12.00	36.00	432.00		
Preliminary	15.00	237.00	3,555.00		
Preliminary	350.00	3.14	1,100.00		
Preliminary	1.00	5,150.00	5,150.00		
Preliminary	1.00	6,743.00	6,743.00		
Preliminary	6.00	170.00	1,020.00		
Preliminary	1.00	22,000.00	22,000.00		
Description					
Apple Valley Communication - Alarms					
Dept of Forestry					
Dig Alert					
Electrical Work					
Misc					
Portable Restrooms					
Sewer Line Cleaning					

**Budget Worksheet**

		FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
<a href="#">02-521501-00-0</a>		10,000.00	0.00	10,000.00	0.00	10,000.00
<a href="#">02-521600-00-0</a>		2,400.00	2,400.00	2,400.00	2,400.00	2,400.00
<b>Budget Detail</b>						
<b>Budget Code</b>						
Preliminary	Description	Units	Price	Amount		
	GIS Support	1.00	2,400.00	2,400.00		
<a href="#">02-523000-00-0</a>		22,417.00	24,900.07	26,000.00	24,356.25	27,617.00
<b>Budget Detail</b>						
<b>Budget Code</b>						
Preliminary	Description	Units	Price	Amount		
	Annual Fuel Tank Test	2.00	350.00	700.00		
	MDAQM/D - Sludge, Gas pod, Diesel Eng, WWTP.	1.00	2,300.00	2,300.00		
	Misc	1.00	6,000.00	6,000.00		
	SB Co Fire Protection-CUPA, APSA, HAZMAT, CA	1.00	1,600.00	1,600.00		
	SWRCB - Threat / Complexity 2B	1.00	14,929.00	14,929.00		
	SWRCB - Threat / Complexity 3C	1.00	2,088.00	2,088.00		
<a href="#">02-524500-00-0</a>		3,801.00	3,929.30	6,467.00	2,436.77	6,467.00
<b>Budget Detail</b>						
<b>Budget Code</b>						
Preliminary	Description	Units	Price	Amount		
	APWA	1.00	202.00	202.00		
	AWWA	1.00	200.00	200.00		
	Certification Refresher	2.00	850.00	1,700.00		
	Certifications / Renewal	3.00	240.00	720.00		
	CEU Training / Registration - Tri State & Other:	3.00	160.00	480.00		
	CWEA	3.00	188.00	564.00		
	Lodging (\$132/day) & Meals (\$57/day)	9.00	189.00	1,701.00		
	Training	3.00	300.00	900.00		
<a href="#">02-531000-00-0</a>		68,000.00	61,385.31	68,955.00	68,129.38	79,750.30
<b>Budget Detail</b>						
<b>Budget Code</b>						
Preliminary	Description	Units	Price	Amount		
	Misc	1.00	3,302.50	3,302.50		
	Schooner Lift Station: 3-029-4595-25	12.00	44.00	528.00		
	SLP Lift Station: 3-029-4595-45	12.00	71.50	858.00		
	Smithson Lift Station: 3-029-4595-64	12.00	987.80	11,853.60		
	Sod Farm: 3-29-9011-74	12.00	1,068.10	12,817.20		
	WWTP Blower Room: 3-029-4594-81	12.00	4,199.25	50,391.00		
<a href="#">02-531001-00-0</a>		720.00	1,035.19	720.00	745.09	720.00
<b>Budget Detail</b>						
<b>Budget Code</b>						
Preliminary	Description	Units	Price	Amount		
	Utilities - Gas	720.00	1,035.19	720.00	745.09	720.00



**Budget Worksheet**

		FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
Preliminary	Boots	4.00	250.00	1,000.00		
Preliminary	Cold Weather Gear	4.00	250.00	1,000.00		
Preliminary	Cold Weather Gear - Mechanic 50%	0.50	250.00	125.00		
Preliminary	Headwear - Baseball Caps	3.00	25.00	75.00		
Preliminary	Headwear - Beanies	3.00	20.00	60.00		
Preliminary	Headwear - Straw Hats	3.00	30.00	90.00		
Preliminary	Pants 5 / person x 3 persons = 15 Units	15.00	20.00	300.00		
Preliminary	Shirts - 7 / person x 21 units	21.00	16.00	336.00		
Preliminary	Shirts - Mechanic 50%	2.00	16.00	32.00		
Preliminary	Sweat Shirt	3.00	25.00	75.00		
Preliminary	Sweat Shirt - Mechanic	1.00	25.00	25.00		
	Small Tools	4,000.00	2,111.53	4,000.00	1,073.02	3,000.00
<a href="#">02-554600-00-0</a>	<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	Mechanic Small Tool	0.50	2,000.00	1,000.00		
Preliminary	Misc	1.00	2,000.00	2,000.00		
	Dues & Subscriptions	850.00	440.50	643.00	452.00	643.00
<a href="#">02-556500-00-0</a>	<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	APWA	1.00	238.00	238.00		
Preliminary	AWWA	1.00	180.00	180.00		
Preliminary	CWEA	1.00	185.00	185.00		
Preliminary	HDMWA (High Desert Mtn Water Assoc)	2.00	20.00	40.00		
	Interest Expense	0.00	24,493.31	0.00	18,987.46	18,325.36
<a href="#">02-595001-00-0</a>	<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	2008 Loan - 08-07 Plant Headworks / Drying B	1.00	18,325.36	18,325.36		
	Depreciation	0.00	132,623.79	0.00	0.00	0.00
	Debt Service	75,041.63	37,520.81	75,041.63	25,994.14	56,716.27
<a href="#">02-600000-00-0</a>	<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	2008 Loan - 08 - 073	1.00	56,716.27	56,716.27		
	Debt Service - Reversal	0.00	-37,520.81	0.00	0.00	0.00
<a href="#">02-800100-00-0</a>	<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Capital Expenditure</b>	0.00	364,609.25	0.00	0.00	0.00
<a href="#">02-800500-00-0</a>	<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Capital Expenditure</b>	0.00	364,609.25	0.00	0.00	0.00

**Budget Worksheet**

		FY 2018-2019	FY 2018-2019	FY 2019-2020	FY 2019-2020	FY 2020-2021
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget
<b>Budget Detail</b>						
<b>Budget Code</b>						
Preliminary	Grit Removal System (Replacement) - \$100,00	1.00	0.00	0.00	0.00	0.00
Preliminary	Plant Sludge Lines (Replacement) - \$350,000	1.00	0.00	0.00	0.00	0.00
Preliminary	Storage Building / Office Lab - \$300,000	1.00	0.00	0.00	0.00	0.00
<u>02-800600-00-0</u>	Capital Asset Adjustment - GASB ...	0.00	-364,609.25	0.00	0.00	0.00
<u>02-820003-00-0</u>	Monitoring Wells	0.00	0.00	0.00	49,015.00	0.00
<u>02-820006-00-0</u>	Grit Removal System (Replacem...	0.00	0.00	0.00	98,415.41	0.00
<u>02-820007-00-0</u>	Secondary Irrigation Pump Project	0.00	0.00	0.00	6,130.00	0.00
<u>02-999100-00-0</u>	Admin Allocation	448,611.23	479,617.72	481,680.66	401,400.60	547,043.08
<b>Budget Detail</b>						
<b>Budget Code</b>						
Preliminary	49% of Admin allocation	0.49	1,116,414.44	547,043.08		
<u>02-999900-00-0</u>	Interfund Transfer Out/(In)	0.00	0.00	-42,100.00	0.00	-42,100.00
<b>Budget Detail</b>						
<b>Budget Code</b>						
Preliminary	Interfund Loan Payment Receipt (From Park)	1.00	-42,100.00	-42,100.00		
<b>Expense Total:</b>		<b>1,144,724.54</b>	<b>1,198,224.58</b>	<b>1,118,763.55</b>	<b>1,106,516.11</b>	<b>1,197,333.35</b>
<b>Fund: 02 - Sewer Operations Total:</b>		<b>1,144,724.54</b>	<b>1,198,224.58</b>	<b>1,118,763.55</b>	<b>1,106,516.11</b>	<b>1,197,333.35</b>
<b>Report Total:</b>		<b>1,144,724.54</b>	<b>1,198,224.58</b>	<b>1,118,763.55</b>	<b>1,106,516.11</b>	<b>1,197,333.35</b>



# Helendale CSD

	FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
Retail Sales - Recycling Center	276,000.00	302,900.14	294,000.00	208,731.07	264,000.00
<b>Description</b>					
Retail Sales	12.00	-22,000.00	-264,000.00		
Donations	0.00	185.98	0.00	0.00	0.00
Board Discretionary Revenue	-83,170.25	0.00	-74,940.48	0.00	-84,380.00
<b>Revenue Total:</b>	<b>192,829.75</b>	<b>303,086.12</b>	<b>219,059.52</b>	<b>208,731.07</b>	<b>179,620.00</b>
<b>Fund: 03 - Recycling Center Total:</b>	<b>192,829.75</b>	<b>303,086.12</b>	<b>219,059.52</b>	<b>208,731.07</b>	<b>179,620.00</b>
<b>Report Total:</b>	<b>192,829.75</b>	<b>303,086.12</b>	<b>219,059.52</b>	<b>208,731.07</b>	<b>179,620.00</b>

**Fund: 03 - Recycling Center**

**Revenue**

[03-480000-00-0](#)

**Budget Detail**

**Budget Code**

Preliminary

[03-731000-00-0](#)

[03-999700-00-0](#)





Helendale CSD

Budget Worksheet

	FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
<b>Fund: 03 - Recycling Center Expense</b>					
<a href="#">03-500004-00-0</a>	137,320.60	111,831.45	152,959.00	101,970.60	136,326.00
Salaries - Part-Time					
<a href="#">03-510002-00-0</a>	4,260.12	5,726.93	3,081.16	3,501.09	1,121.00
Workers Compensation					
<a href="#">03-510003-00-0</a>	10,505.03	8,555.13	11,701.36	7,787.46	10,429.00
Payroll Taxes - FICA/Medicare					
<a href="#">03-521500-00-0</a>	5,300.00	120.00	5,300.00	522.00	4,300.00
Contractual Services					
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary	Units	Price	Amount		
Preliminary	1.00	2,000.00	2,000.00		
Preliminary	1.00	2,000.00	2,000.00		
Preliminary	1.00	300.00	300.00		
<a href="#">03-521600-00-0</a>	0.00	1,900.00	0.00	0.00	0.00
Software Support					
<a href="#">03-524500-00-0</a>	500.00	55.56	500.00	0.00	500.00
Education and Training					
<a href="#">03-526601-00-0</a>	2,000.00	1,400.00	5,600.00	4,600.00	500.00
Advertising					
<a href="#">03-529900-00-0</a>	0.00	3,848.45	3,000.00	3,809.68	3,000.00
Bank Charges					
<a href="#">03-531000-00-0</a>	12,000.00	10,029.84	18,000.00	6,373.18	6,600.00
Utilities - Electric					
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary	Units	Price	Amount		
Preliminary	12.00	550.00	6,600.00		
<a href="#">03-532500-00-0</a>	1,044.00	1,069.38	1,098.00	1,398.34	1,524.00
Telephone					
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary	Units	Price	Amount		
Preliminary	12.00	127.00	1,524.00		
<a href="#">03-541000-00-0</a>	4,000.00	4,077.42	2,000.00	1,715.88	1,000.00
Operations and Maintenance					
<a href="#">03-545000-00-0</a>	0.00	246.33	0.00	2,828.28	2,000.00
Vehicle Maintenance					
<a href="#">03-545001-00-0</a>	0.00	17.72	0.00	304.52	300.00
Vehicle Fuel					
<a href="#">03-553000-00-0</a>	12,000.00	12,523.61	10,000.00	7,220.12	8,000.00
Operating Supplies					
<a href="#">03-553600-00-0</a>	0.00	10.00	0.00	0.00	0.00
Uniforms					

**Budget Worksheet**

	FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
EE Incentive Program	3,900.00	4,470.23	5,820.00	2,969.47	4,020.00
Other Expense	0.00	37.53	0.00	0.00	0.00
Capital Expenditure	0.00	0.00	0.00	10,736.12	0.00
Interfund Transfer In	0.00	136,766.54	0.00	0.00	0.00
<b>Expense Total:</b>	<b>192,829.75</b>	<b>302,686.12</b>	<b>219,059.52</b>	<b>155,736.74</b>	<b>179,620.00</b>
<b>Fund: 03 - Recycling Center Total:</b>	<b>192,829.75</b>	<b>302,686.12</b>	<b>219,059.52</b>	<b>155,736.74</b>	<b>179,620.00</b>
<b>Report Total:</b>	<b>192,829.75</b>	<b>302,686.12</b>	<b>219,059.52</b>	<b>155,736.74</b>	<b>179,620.00</b>

[03-556800-00-0](#)

[03-720000-00-0](#)

[03-800500-00-0](#)

[03-999800](#)



Helendale CSD

Budget Worksheet

	FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
Delinquent Penalties	0.00	495.00	0.00	375.00	200.00
15302 Smithson Rental	102,480.00	100,860.00	102,480.00	96,930.00	94,680.00
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary					
Preliminary					
Preliminary					
Preliminary					
Preliminary					
Preliminary					
Preliminary					
15425 Wild Road Rental	29,880.00	29,054.12	29,928.00	30,162.10	33,600.00
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary					
Other Income	0.00	31.00	0.00	0.00	0.00
Board Discretionary Revenue	-1,738.72	0.00	-22,310.09	0.00	0.00
<b>Revenue Total:</b>	<b>130,621.28</b>	<b>130,440.12</b>	<b>110,097.91</b>	<b>127,467.10</b>	<b>128,480.00</b>
<b>Fund: 04 - Property Rental Total:</b>	<b>130,621.28</b>	<b>130,440.12</b>	<b>110,097.91</b>	<b>127,467.10</b>	<b>128,480.00</b>

Fund: 04 - Property Rental

Revenue

[04-419500-00-0](#)

[04-462000-00-4](#)

Budget Detail

- Budget Code
- Preliminary
- Preliminary
- Preliminary
- Preliminary
- Preliminary
- Preliminary

[04-463000-00-5](#)

Budget Detail

- Budget Code
- Preliminary

[04-712000-00-0](#)

[04-999700-00-0](#)



Helendale CSD

Budget Worksheet

	FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
<b>Fund: 04 - Property Rental Expense</b>					
<a href="#">04-521500-00-0</a>	0.00	588.40	10,000.00	325.00	5,000.00
Contractual Services					
<a href="#">04-523500-00-0</a>	0.00	0.00	0.00	367.00	367.00
San Bernardino County Fees					
<a href="#">04-531000-00-4</a>	500.00	0.00	0.00	0.00	0.00
Utilities - Electric - Smithson					
<a href="#">04-531000-00-5</a>	3,120.00	2,634.70	4,656.00	2,402.57	3,300.00
Utilities - Electric - Wild Rd					
<a href="#">04-531001-00-4</a>	200.00	0.00	0.00	0.00	0.00
Utilities - Gas - Smithson					
<a href="#">04-531001-00-5</a>	1,800.00	1,376.00	1,560.00	1,286.76	800.00
Utilities - Gas - Wild Rd					
<a href="#">04-531002-00-4</a>	0.00	0.00	0.00	0.00	711.71
Utilities-Water- Smithson					
<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	410.00	1.50	615.00		
Preliminary	1.00	96.71	96.71		
<a href="#">04-531002-00-5</a>	0.00	0.00	0.00	0.00	1,342.20
Utilities-Water- Wild Rd.					
<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	158.00	1.50	237.00		
Preliminary	12.00	92.10	1,105.20		
<a href="#">04-531003-00-4</a>	0.00	0.00	0.00	0.00	2,198.40
Utilities - Sewer- Smithson					
<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	12.00	183.20	2,198.40		
Preliminary					
<a href="#">04-531003-00-5</a>	0.00	0.00	0.00	0.00	1,758.72
Utilities - Sewer - Wild					
<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	12.00	146.56	1,758.72		
Preliminary					
<a href="#">04-541000-00-4</a>	5,000.00	9,808.91	5,000.00	1,688.13	1,633.00
Operation & Maintenance - Smit...					
<a href="#">04-541000-00-5</a>	3,000.00	3,643.27	3,000.00	4,496.64	4,000.00
Operation & Maintenance - Wild...					

**Budget Worksheet**

	FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
Interest Expense	0.00	0.00	0.00	16,162.12	20,972.58
<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
2008 Loan - 08-073 Property Purchase	1.00	20,972.58	20,972.58		
Depreciation - Smithson	0.00	43,651.82	0.00	0.00	0.00
Depreciation - Wild Rd	0.00	12,991.31	0.00	0.00	0.00
Debt Service - Rental Property	85,881.91	42,940.96	85,881.91	0.00	64,909.32
<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
2008 Loan - 08-073 Property Purchase	1.00	64,909.32	64,909.32		
Debt Service - Reversal	0.00	-42,940.96	0.00	0.00	0.00
Interfund Transfer In	0.00	-594,925.77	0.00	0.00	0.00
Interfund Transfer Out	0.00	-210,763.92	0.00	0.00	0.00
<b>Expense Total:</b>	<b>99,501.91</b>	<b>-730,995.28</b>	<b>110,097.91</b>	<b>26,728.22</b>	<b>106,992.93</b>
<b>Fund: 04 - Property Rental Total:</b>	<b>99,501.91</b>	<b>-730,995.28</b>	<b>110,097.91</b>	<b>26,728.22</b>	<b>106,992.93</b>

04-595001-00-0

**Budget Detail**

**Budget Code**

Preliminary

04-600000-00-4

**Budget Detail**

**Budget Code**

Preliminary

04-600000-00-5

**Budget Detail**

**Budget Code**

Preliminary

04-800100-00-4

**Budget Detail**

**Budget Code**

Preliminary

04-999800

**Budget Detail**

**Budget Code**

Preliminary

04-999900-00-0

**Budget Detail**

**Budget Code**

Preliminary



Helendale CSD

Budget Worksheet

	FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
<b>Fund: 05 - Parks &amp; Recreation</b>					
<b>Revenue</b>					
<a href="#">05-430000-00-0</a>					
Recreation Program Fees	0.00	1,740.50	100.00	1,940.00	1,000.00
<a href="#">05-430002-00-0</a>					
Basketball League Program Fee	6,000.00	4,800.00	5,000.00	5,940.00	6,000.00
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary					
Description	Units	Price	Amount		
Basketball: \$60 each	100.00	-60.00	-6,000.00		
<a href="#">05-430003-00-0</a>					
Youth Soccer League Fee	15,000.00	10,970.00	10,800.00	10,570.80	10,800.00
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary					
Description	Units	Price	Amount		
Soccer: \$60 each	180.00	-60.00	-10,800.00		
<a href="#">05-430004-00-0</a>					
Farmers Market Revenue	0.00	9,118.00	10,800.00	6,161.00	5,000.00
<a href="#">05-430004-00-8</a>					
Farmers Market EBT	0.00	0.00	0.00	0.00	5,000.00
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary					
Description	Units	Price	Amount		
Market Match EBT Grant	500.00	-10.00	-5,000.00		
<a href="#">05-460000-00-3</a>					
Water Shop Lease Income	9,600.00	8,800.00	9,600.00	8,000.00	9,600.00
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary					
Description	Units	Price	Amount		
Water Shop	12.00	-800.00	-9,600.00		
<a href="#">05-461000-A0-2</a>					
Storage at Park- from Solid Waste	6,000.00	5,500.00	6,000.00	5,000.00	6,000.00
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary					
Description	Units	Price	Amount		
Storage Unit at Park \$500/month x 12 months	12.00	-500.00	-6,000.00		
<a href="#">05-461000-C1-3</a>					
Community Center Unit C Rental ...	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary					
Description	Units	Price	Amount		
Church Rental \$500/month x 12 months	12.00	-500.00	-6,000.00		
<a href="#">05-461000-D0-3</a>					
Community Center Unit D Rental ...	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary					
Description	Units	Price	Amount		
Gymnastics - \$1000/month x 12 months	12.00	-1,000.00	-12,000.00		
<a href="#">05-461000-P0-2</a>					
Park Field Rental	0.00	0.00	0.00	0.00	5,000.00

**Budget Worksheet**

Budget Detail		FY 2018-2019		FY 2018-2019		FY 2019-2020		FY 2019-2020		FY 2020-2021	
Budget Code		Total Budget		Total Activity		Total Budget		Total Activity		Total Budget	
Description	Units	Price	Amount	Description	Units	Price	Amount	Description	Units	Price	Amount
Field Rental for HSD Football/Soccer/Softball	1.00	-5,000.00	-5,000.00								
Community Center Room Rental --	2,000.00	1,764.00	1,500.00								
Property Taxes - Street Lights	17,292.00	15,380.81	16,600.00								
<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>
Street Lighting Portion	1.00	-17,160.00	-17,160.00								
Park Development Impact Fees	0.00	6,880.00	0.00								
Donations & Sponsorship	14,290.00	22,257.00	12,940.00								
<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>
Basketball League Sponsorship	1.00	-500.00	-500.00								
Burrtec Annual Donation	1.00	-7,500.00	-7,500.00								
Concerts in the Park Sponsorship	4.00	-500.00	-2,000.00								
Memorial Tree Sponsorship	2.00	-145.00	-290.00								
Youth Soccer Sponsorship	1.00	-500.00	-500.00								
Grant Revenue	132,600.00	0.00	130,000.00								
Board Discretionary Revenue	355,043.16	322,682.46	420,668.33								
<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>
1. Radio Tower Site Rent	1.00	-150,420.00	-150,420.00								
2. Property Taxes	1.00	-100,844.00	-100,844.00								
3. Solid Waste Franchise Fee	1.00	-81,359.64	-81,359.64								
4. Recycling Center Net	1.00	-84,380.00	-84,380.00								
<b>Revenue Total:</b>	<b>575,825.16</b>	<b>427,892.77</b>	<b>642,008.33</b>	<b>Revenue Total:</b>	<b>575,825.16</b>	<b>427,892.77</b>	<b>642,008.33</b>	<b>Revenue Total:</b>	<b>575,825.16</b>	<b>427,892.77</b>	<b>642,008.33</b>
<b>Fund: 05 - Parks &amp; Recreation Total:</b>			<b>642,008.33</b>	<b>Fund: 05 - Parks &amp; Recreation Total:</b>			<b>642,008.33</b>	<b>Fund: 05 - Parks &amp; Recreation Total:</b>			<b>642,008.33</b>
			<b>512,853.64</b>				<b>512,853.64</b>				<b>512,853.64</b>

**Budget Detail**  
**Budget Code**  
 Preliminary

[05-461000-00-0](#)  
[05-700000-00-0](#)

**Budget Detail**  
**Budget Code**  
 Preliminary

[05-713200-00-0](#)  
[05-730002-00-0](#)

**Budget Detail**  
**Budget Code**  
 Preliminary

[05-740000-00-0](#)  
[05-999700-00-0](#)

**Budget Detail**  
**Budget Code**  
 Preliminary

[05-740000-00-0](#)  
[05-999700-00-0](#)

**Budget Detail**  
**Budget Code**  
 Preliminary

[05-740000-00-0](#)  
[05-999700-00-0](#)

**Budget Detail**  
**Budget Code**  
 Preliminary

[05-740000-00-0](#)  
[05-999700-00-0](#)

**Budget Detail**  
**Budget Code**  
 Preliminary

[05-740000-00-0](#)  
[05-999700-00-0](#)

**Budget Detail**  
**Budget Code**  
 Preliminary

[05-740000-00-0](#)  
[05-999700-00-0](#)

**Budget Detail**  
**Budget Code**  
 Preliminary

[05-740000-00-0](#)  
[05-999700-00-0](#)



Helendale CSD

Budget Worksheet

Fund: 05 - Parks & Recreation

Expense

	FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
05-5000001-00-0	49,254.40	25,915.57	75,171.20	56,853.54	76,295.00
05-5000002-00-0	4,000.00	73.67	4,000.00	435.07	4,000.00
05-5000004-00-0	16,763.05	6,833.55	23,957.39	6,678.57	7,269.00
05-5100000-00-0	7,904.40	2,935.83	6,489.96	41.85	0.00
05-5100001-00-0	8,221.20	7,532.67	16,851.84	13,713.63	31,200.00
05-5100002-00-0	8,941.17	0.00	8,734.30	9,924.88	3,111.00
05-5100003-00-0	1,996.56	909.10	2,922.72	1,334.39	1,663.00
05-5100004-00-0	0.00	1,993.96	0.00	80.01	0.00
05-5100005-00-0	0.00	0.00	0.00	938.81	0.00
05-5100008-00-0	0.00	0.00	0.00	252.29	0.00
05-5100009-00-0	0.00	0.00	0.00	3,956.57	5,329.00
05-510100-00-0	0.00	763.00	0.00	0.00	0.00
05-521500-00-0	18,920.00	4,960.09	11,800.00	13,066.02	12,560.00

Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	Apple Valley Communications	12.00	130.00	1,560.00
Preliminary	Climate Control- A/C & Heater / Swamps	1.00	2,000.00	2,000.00
Preliminary	Dept of Forestry - Fire Crews	1.00	3,000.00	3,000.00
Preliminary	Engineering Service	1.00	1,000.00	1,000.00
Preliminary	Miscellaneous	1.00	5,000.00	5,000.00

05-521600-00-0

Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	Rec Desk Software	1.00	1,900.00	1,900.00

05-523000-00-0

Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	Permits and Inspection Fees	1,700.00	2,333.88	1,848.00
Preliminary	Farmers Market - AG Permit	1.00	850.00	850.00
Preliminary	Farmers Market - Food Permit SB County	1.00	533.00	533.00
Preliminary	Fireworks - SB County Fire	1.00	450.00	450.00
Preliminary	Landuse Service Fee Park Stormwater Permit	1.00	2,625.00	2,625.00
Preliminary	SB County Health Community Center Well	1.00	880.00	880.00



**Budget Worksheet**

		FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
<a href="#">05-523000-00-3</a>	Permits and Fees - Community C...	0.00	880.00	0.00	0.00	0.00
<a href="#">05-524500-00-0</a>	Education and Training	3,400.00	1,555.71	3,400.00	609.68	2,400.00
<b>Budget Detail</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	Herbicide/ Pesticide Training	1.00	200.00	200.00		
Preliminary	Misc	1.00	500.00	500.00		
Preliminary	Park Training Travel	1.00	1,000.00	1,000.00		
Preliminary	Playground Safety Inspector Training	1.00	700.00	700.00		
<a href="#">05-525000-00-0</a>	Insurance	0.00	0.00	0.00	0.00	1,887.00
<b>Budget Detail</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	Sports Insurance	1.00	1,887.00	1,887.00		
<a href="#">05-526600-00-0</a>	Public Relations	200.00	0.00	200.00	10.98	200.00
<a href="#">05-529900-00-0</a>	Bank Charges - Credit Card	0.00	1,121.92	1,200.00	1,511.60	1,200.00
<b>Budget Detail</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	EVO Credit Card Processing charge	12.00	100.00	1,200.00		
<a href="#">05-531000-00-0</a>	Utilities - Electric	4,620.00	2,702.76	3,816.00	2,424.62	2,228.60
<b>Budget Detail</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	Mobile Home Well (3-033-0695-56)	12.00	11.00	132.00		
Preliminary	Park Wellhead (3-033-0695-77)	12.00	91.67	1,100.00		
Preliminary	Water Shop / Park = 0.5 x \$151 = \$75.50	12.00	83.05	996.60		
<a href="#">05-531000-00-3</a>	Utilities - Electric - Community C...	8,040.00	9,081.77	13,116.00	6,092.17	23,540.00
<b>Budget Detail</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	Community Center Unit B	12.00	916.67	11,000.00		
Preliminary	Community Center Unit C	12.00	916.67	11,000.00		
Preliminary	Community Center Unit D	12.00	128.33	1,540.00		
<a href="#">05-531001-00-3</a>	Utilities - Gas - Community Center	6,000.00	5,468.51	6,000.00	3,912.65	4,000.00
<a href="#">05-531002-00-0</a>	Utilities-Water- Park Internal	0.00	0.00	0.00	0.00	7,020.75
<b>Budget Detail</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	Consumption - Park (Internal)	9,361.00	0.75	7,020.75		

**Budget Worksheet**

		FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
<a href="#">05-531003-00-0</a>	Utilities - Street Lighting Electric	17,292.00	15,380.81	16,600.00	14,903.28	17,160.00
<b>Budget Detail</b>						
<b>Budget Code</b>						
Preliminary	Street Lighting: Customer# 2-29-286-3263	Units 12.00	Price 1,430.00	Amount 17,160.00		
<a href="#">05-531008-00-3</a>	Utilities - Electric Comm Ctr Unit...	0.00	0.00	0.00	-1,162.99	0.00
<b>Budget Detail</b>						
<b>Budget Code</b>						
Preliminary	Community Center #D Reimbursement	Units 12.00	Price -125.00	Amount -1,500.00		
Preliminary	Community Center #D: 3-037-9555-25	Units 12.00	Price 125.00	Amount 1,500.00		
<a href="#">05-532500-00-0</a>	Telephone	648.00	991.82	648.00	2,988.66	2,352.00
<b>Budget Detail</b>						
<b>Budget Code</b>						
Preliminary	Community Center Pump Alarm	Units 12.00	Price 88.00	Amount 1,056.00		
Preliminary	Verizon Wireless - 2 Maintenance Workers	Units 12.00	Price 108.00	Amount 1,296.00		
<a href="#">05-541000-00-0</a>	Operation and Maintenance - Pa...	2,000.00	7,408.56	4,000.00	6,756.12	4,000.00
<a href="#">05-541000-00-3</a>	Operation & Maintenance - Co...	12,000.00	10,525.32	8,000.00	16,537.18	8,000.00
<a href="#">05-545000-00-0</a>	Vehicle Equipment / Maintenance	7,412.00	6,568.36	5,000.00	3,426.30	5,129.36
<b>Budget Detail</b>						
<b>Budget Code</b>						
Preliminary	General Vehicle Maintenance	Units 1.00	Price 2,024.00	Amount 2,024.00		
Preliminary	Mechanic Labor Reimbursement	Units 0.08	Price 38,817.00	Amount 3,105.36		
<a href="#">05-545001-00-0</a>	Vehicle Fuel	3,640.00	3,259.29	3,640.00	2,495.56	2,500.00
<a href="#">05-550002-00-0</a>	Supplies - Basketball	4,300.00	5,660.77	5,394.00	5,056.01	5,394.00
<b>Budget Detail</b>						
<b>Budget Code</b>						
Preliminary	Basketball \$8/kid	Units 100.00	Price 8.00	Amount 800.00		
Preliminary	Clock person \$10/game	Units 32.00	Price 10.00	Amount 320.00		
Preliminary	Medals \$3.50 each	Units 100.00	Price 3.50	Amount 350.00		
Preliminary	Picture \$9 / kid	Units 100.00	Price 9.00	Amount 900.00		
Preliminary	Plaque	Units 3.00	Price 40.00	Amount 120.00		
Preliminary	Referee	Units 32.00	Price 25.00	Amount 800.00		
Preliminary	Ribbons for 50% of kids	Units 50.00	Price 2.00	Amount 100.00		
Preliminary	Trophy	Units 12.00	Price 17.00	Amount 204.00		
Preliminary	Uniform \$18/kid	Units 100.00	Price 18.00	Amount 1,800.00		
<a href="#">05-550003-00-0</a>	Supplies - Youth Soccer League	10,899.75	9,587.02	11,330.00	11,637.84	11,330.00

**Budget Worksheet**

FY 2018-2019 Total Budget    FY 2018-2019 Total Activity    FY 2019-2020 Total Budget    FY 2019-2020 Total Activity    FY 2020-2021 Total Budget

Description	Units	Price	Amount
Balls	7.00	45.00	315.00
Chalk	1.00	100.00	100.00
Cones	20.00	10.00	200.00
First Aid	5.00	15.00	75.00
Misc	1.00	1,000.00	1,000.00
Nets	1.00	1,000.00	1,000.00
Pictures	200.00	5.00	1,000.00
Refs	66.00	50.00	3,300.00
Trophies	200.00	5.00	1,000.00
Uniforms	150.00	16.95	2,542.50
Uniforms - Pee Wee	50.00	15.95	797.50
Grant Expense	0.00	37.58	0.00
Operating Supplies - Park	15,000.00	29,503.66	20,000.00

05-551001-00-0

05-553000-00-0

**Budget Detail**

Description	Units	Price	Amount
Fertilizer	2.00	5,500.00	11,000.00
Grass Seed	1.00	1,000.00	1,000.00
Misc	1.00	5,000.00	5,000.00
Pesticide/Herbicide	1.00	1,000.00	1,000.00
Sprinklers	1.00	500.00	500.00
Woodchip / Sand	1.00	1,500.00	1,500.00
Operating Supplies - Community...	0.00	2,004.71	4,000.00
Concert in the Park Expense	6,000.00	6,949.80	8,938.00

05-553000-00-3

05-553300-00-0

**Budget Detail**

Description	Units	Price	Amount
Concerts in Park - Entertainment	5.00	1,500.00	7,500.00
Fire Works	1.00	3,500.00	3,500.00
Petting Zoo	5.00	350.00	1,750.00
Program Expenses	5,000.00	2,582.19	5,000.00

05-553400-00-0

**Budget Detail**

Description	Units	Price	Amount
Belly Dance Instructor	9.00	75.00	675.00
Classes & Workshops	1.00	500.00	500.00
Guitar Instructor	12.00	150.00	1,800.00
Memorial Trees	1.00	350.00	350.00

FY 2018-2019 Total Budget    FY 2018-2019 Total Activity    FY 2019-2020 Total Budget    FY 2019-2020 Total Activity    FY 2020-2021 Total Budget

Description	Units	Price	Amount
Balls	7.00	45.00	315.00
Chalk	1.00	100.00	100.00
Cones	20.00	10.00	200.00
First Aid	5.00	15.00	75.00
Misc	1.00	1,000.00	1,000.00
Nets	1.00	1,000.00	1,000.00
Pictures	200.00	5.00	1,000.00
Refs	66.00	50.00	3,300.00
Trophies	200.00	5.00	1,000.00
Uniforms	150.00	16.95	2,542.50
Uniforms - Pee Wee	50.00	15.95	797.50
Grant Expense	0.00	37.58	0.00
Operating Supplies - Park	15,000.00	29,503.66	20,000.00

0.00

15,959.75

20,000.00

0.00

20,000.00

4,000.00

9,015.89

12,750.00

3,525.00

**Budget Worksheet**

	FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
Preliminary	1.00	200.00	200.00		
Open Gym			200.00		
Farmers Market Expense	0.00	5,781.62	7,200.00	6,338.11	8,440.00
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary	Units	Price	Amount		
Preliminary	4.00	550.00	2,200.00		
Preliminary	52.00	120.00	6,240.00		
Quarterly Ag Fees					
Weekly Expenses					
Farmers Market EBT	0.00	0.00	0.00	239.00	5,000.00
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary	Units	Price	Amount		
Preliminary	500.00	10.00	5,000.00		
EBT Market Match					
National Night Out Expense	0.00	0.00	0.00	860.04	1,000.00
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary	Units	Price	Amount		
Preliminary	1.00	400.00	400.00		
Preliminary	1.00	200.00	200.00		
Preliminary	1.00	400.00	400.00		
Band					
Food					
Promotional Items					
Uniforms	780.00	476.11	1,080.00	604.07	1,230.00
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary	Units	Price	Amount		
Preliminary	2.00	250.00	500.00		
Preliminary	1.00	250.00	250.00		
Preliminary	2.00	25.00	50.00		
Preliminary	2.00	20.00	40.00		
Preliminary	2.00	30.00	60.00		
Preliminary	7.00	20.00	140.00		
Preliminary	7.00	20.00	140.00		
Preliminary	2.00	25.00	50.00		
Boot					
Cold Weather Gear					
Headwear - Baseball Caps					
Headwear - Beanies					
Headwear - Straw Hats					
Pants					
Shirts					
Sweat Shirts					
Printing Costs	200.00	0.00	200.00	0.00	200.00
Small Tools	800.00	5,317.17	800.00	323.34	800.00
Dues & Subscriptions	475.00	0.00	475.00	0.00	475.00
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary	Units	Price	Amount		
Preliminary	1.00	475.00	475.00		
CPRS Membership					
Interest Expense	0.00	47,941.66	0.00	32,306.56	17,969.52

Budget Worksheet

For Fiscal: FY 2020-2021 Period Ending: 06/30/2021

Defined Budgets

Budget Detail Budget Code Preliminary	Description	FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget	FY 2020-2021 YTD Activity
<a href="#">05-600000-00-0</a>	2014 Loan - 11-007 Community Center	1.00	17,969.52	17,969.52			
<a href="#">05-600000-00-3</a>	Depreciation - Park	0.00	73,189.88	0.00	0.00	0.00	0.00
<a href="#">05-800000-00-3</a>	Depreciation - Community Ctr	0.00	112,017.44	0.00	0.00	0.00	0.00
<a href="#">05-800000-00-3</a>	Debt Service - Community Center	40,679.37	40,679.36	40,679.37	40,396.02	22,709.86	0.00
<b>Budget Detail</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>			
<b>Budget Code</b>	2011 Loan - 11-007 Community Center	1.00	22,709.86	22,709.86			
<b>Preliminary</b>							
<a href="#">05-800100-00-3</a>	Debt Service Reversal - Comm Ctr	0.00	-40,679.36	0.00	0.00	0.00	0.00
<a href="#">05-800500-00-0</a>	Capital Expenditure	0.00	204,364.53	0.00	0.00	0.00	0.00
<b>Budget Detail</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>			
<b>Budget Code</b>	Sidewalks	1.00	0.00	0.00			
<b>Preliminary</b>							
<a href="#">05-800600-00-0</a>	Capital Asset Adjustment - GASB ...	0.00	-204,364.53	0.00	0.00	0.00	0.00
<a href="#">05-850003-00-0</a>	Additional Restroom Building - P...	0.00	0.00	0.00	24,890.11	0.00	0.00
<a href="#">05-850008-00-0</a>	Park Lighting	0.00	0.00	0.00	7,250.00	0.00	0.00
<a href="#">05-999800</a>	Interfund Transfer In	0.00	458,159.23	0.00	0.00	0.00	0.00
<a href="#">05-999900-00-0</a>	Interfund Transfer Out/(In)	0.00	210,763.92	42,100.00	0.00	42,100.00	0.00
<b>Budget Detail</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>			
<b>Budget Code</b>	Interfund Loan (Wastewater)	1.00	42,100.00	42,100.00			
<b>Preliminary</b>							
<b>Expense Total:</b>		<b>267,086.90</b>	<b>1,089,168.91</b>	<b>364,591.78</b>	<b>332,345.27</b>	<b>387,206.09</b>	<b>0.00</b>
<b>Fund: 05 - Parks &amp; Recreation Total:</b>		<b>267,086.90</b>	<b>1,089,168.91</b>	<b>364,591.78</b>	<b>332,345.27</b>	<b>387,206.09</b>	<b>0.00</b>



Helendale CSD

Budget Worksheet

FY 2018-2019 Total Budget    FY 2018-2019 Total Activity    FY 2019-2020 Total Budget    FY 2019-2020 Total Activity    FY 2020-2021 Total Budget

**Fund: 06 - Solid Waste Disposal**

**Revenue**

06-410000-00-0

**Budget Detail**

**Budget Code**

Preliminary	2,348.00	Units	Amount
Preliminary	43.00		-1,972.32
Preliminary	1.00		-9,422.16
Preliminary	10.00		-438.24
Preliminary	177.00		-172.80
Preliminary	1.00		-15,590.16
Preliminary	2,348.00		-40,000.00
Preliminary	2,348.00		-49,871.52
Preliminary	2,348.00		-464,622.24

Charges for Services - Solid Waste

218 Recovery \$0.07 x 12 months = \$0.84	Price	Amount
Condo \$18.26 x 12 months = \$219.12 (w/ESFR)	-0.84	-1,972.32
Duplex \$36.52 x 12 months = \$438.24	-2.19.12	-9,422.16
Extra Recycling Barrel \$1.44 x 12 months = \$17.28	-438.24	-438.24
Extra Trash Barrel \$7.34 x 12 = \$88.08	-17.28	-172.80
Miscellaneous Solid Waste Revenue	-88.08	-15,590.16
Recycling Service \$1.77 x 12 months = \$21.24	-40,000.00	-40,000.00
Trash Service \$16.49 x 12 months = \$197.88	-21.24	-49,871.52
	-197.88	-464,622.24

06-419500-00-0

**Budget Detail**

**Budget Code**

Preliminary	7,300.00	Units	Amount
Preliminary	235,278.00		7,300.00

Delinquent Fees & Penalties

Special Assmnts - ESFR	Price	Amount
	225,598.02	235,278.00

06-705500-00-0

**Budget Detail**

**Budget Code**

Preliminary	6,500.00	Units	Amount
Preliminary	2,500.00		6,500.00

Special Assmnts - Pr Yr Refuse Lan...

Condo ESFR \$7.095 x 12 months = \$85.14	Price	Amount
Single Family ESFR \$85.14 per year (\$85.14/12=\$7,686.00)	-85.14	-3,661.02
	-85.14	-228,686.04

06-706000-00-0

**Budget Detail**

**Budget Code**

Preliminary	2,500.00	Units	Amount
Preliminary	0.00		2,500.00

Penalties on Delinquent Taxes

Grant Revenue	Price	Amount
	4,551.33	3,943.50

06-740000-00-0

**Budget Detail**

**Budget Code**

Preliminary	10,000.00	Units	Amount
Preliminary	0.00		10,000.00

Board Discretionary Revenue

Revenue Total:	Price	Amount
	721,878.27	759,980.20

06-999700-00-0

**Budget Detail**

**Budget Code**

Preliminary	755,501.64	Units	Amount
Preliminary	755,501.64		828,936.50

Fund: 06 - Solid Waste Disposal Total:

	745,357.45	721,878.27	759,980.20	755,501.64	828,936.50
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Helendale CSD

Budget Worksheet

	FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
<b>Fund: 06 - Solid Waste Disposal Expense</b>					
<a href="#">06-500001-00-0</a>	86,559.20	63,198.96	73,320.00	63,992.14	79,269.00
Salaries - Full Time					
<a href="#">06-500002-00-0</a>	0.00	25.31	0.00	0.00	0.00
Salaries - Overtime					
<a href="#">06-510000-00-0</a>	7,521.38	5,687.20	6,383.31	193.39	0.00
PERS Retirement					
<a href="#">06-510001-00-0</a>	23,833.08	20,716.35	21,690.36	18,885.51	31,200.00
Employee Group Insurance					
<a href="#">06-510002-00-0</a>	8,415.99	11,062.79	4,076.44	4,631.79	1,768.00
Workers Compensation					
<a href="#">06-510003-00-0</a>	2,320.96	816.10	1,063.14	824.50	1,149.40
Payroll Taxes - FICA/Medicare					
<a href="#">06-510005-00-0</a>	0.00	-120.98	0.00	1,160.06	0.00
Vision / Dental Expense					
<a href="#">06-510009-00-0</a>	0.00	95.85	0.00	4,816.16	5,537.00
PEPRA Retirement					
<a href="#">06-510100-00-0</a>	0.00	5,337.00	0.00	0.00	0.00
Actuarial Pension Expense Adjus...					
<a href="#">06-521500-00-0</a>	3,200.00	0.00	3,200.00	0.00	0.00
Contractual Services					
<a href="#">06-521510-00-0</a>	469,083.24	475,065.79	467,116.80	460,740.36	540,117.12
Contract Service - Burrtec Fees					
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary	43.00	219.12	9,422.16		
Preliminary	1.00	438.24	438.24		
Preliminary	10.00	172.80	172.80		
Preliminary	177.00	88.08	15,590.16		
Preliminary	2,348.00	21.24	49,871.52		
Preliminary	2,348.00	197.88	464,622.24		
Condo \$18.26 x months = \$219.12					
Duplex \$36.52 x 12 months = \$438.24					
Extra Recycling Barrel \$1.44 x 12 months = \$17.28					
Extra Trash Barrel \$7.34 x 12 months = \$88.08					
Recycling Service \$1.77 x 12 months = \$21.24					
Trash Service \$16.49 x 12 months = \$197.88					
<a href="#">06-523000-00-0</a>	0.00	0.00	0.00	223.00	0.00
Permits and Fees					
<a href="#">06-523500-00-0</a>	126,072.00	113,748.09	126,072.00	124,119.28	127,956.00
SB County Disposal Fees					
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary	12.00	9,938.00	119,256.00		
Preliminary	12.00	725.00	8,700.00		
Residential Disposal fee					
SB County Dump Pass Fee					
<a href="#">06-523550-00-0</a>	12,000.00	12,984.45	12,000.00	15,709.85	14,000.00
Green Waste Disposal					
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary	45.00	192.00	8,640.00		
Preliminary	45.00	119.11	5,360.00		
Hauling					
Tipping Fee					
<a href="#">06-524500-00-0</a>	500.00	0.00	500.00	0.00	0.00
Education and Training					
<a href="#">06-527500-00-0</a>	6,000.00	5,500.00	0.00	5,000.00	6,000.00
Rents - Storage at Park					

**Budget Worksheet**

**FY 2018-2019 Total Budget**    **FY 2018-2019 Total Activity**    **FY 2019-2020 Total Budget**    **FY 2019-2020 Total Activity**    **FY 2020-2021 Total Budget**

Telephone  
 Description  
 Verizon Wireless - Tablet & Data Plan

312.00    320.85    312.00    256.20    312.00  
 Units    Price    Amount  
 12.00    26.00    312.00

Operations and Maintenance  
 Vehicle Maintenance

0.00    30.49    0.00    0.00    0.00  
 2,046.60    789.47    2,200.00    642.64    1,276.32

Description  
 Mechanic Labor Reimbursement  
 Parts & Services

Units    Price    Amount  
 0.02    38,816.00    776.32  
 1.00    500.00    500.00

Vehicle Fuel  
 Operating Supplies  
 Postage & Delivery  
 Public Outreach

3,360.00    1,178.02    3,360.00    1,990.83    2,500.00  
 300.00    0.00    300.00    0.00    0.00  
 650.00    0.00    650.00    629.55    650.00  
 2,455.00    587.77    2,060.00    47.44    1,735.00

Description  
 Clean Up Day - Bags & Gloves  
 Clean Up Day - Banner  
 Clean Up Day - Foods  
 Earth Day - Foods  
 Earth day - Supplies  
 Misc  
 Recycled Art Contest  
 Workshop - Composting

Units    Price    Amount  
 2.00    80.00    160.00  
 1.00    100.00    100.00  
 2.00    100.00    200.00  
 1.00    400.00    400.00  
 1.00    325.00    325.00  
 1.00    100.00    100.00  
 1.00    250.00    250.00  
 1.00    200.00    200.00

Uniforms

400.00    168.30    714.00    0.00    439.01

Description  
 Boot  
 Cold Gear  
 Pants  
 Shirts  
 Sweatshirts

Units    Price    Amount  
 1.00    250.00    250.00  
 1.00    0.01    0.01  
 5.00    20.00    100.00  
 4.00    16.00    64.00  
 1.00    25.00    25.00

Printing Costs  
 Small Tools  
 Bad Debt Expense

1,100.00    0.00    1,100.00    1,246.38    1,300.00  
 100.00    0.00    0.00    0.00    0.00  
 0.00    48.21    0.00    12.27    0.00

06-532500-00-0

**Budget Detail**  
**Budget Code**  
 Preliminary

06-541000-00-0

**Budget Detail**  
**Budget Code**  
 Preliminary  
 Preliminary

06-545001-00-0

06-553000-00-0

06-553200-00-0

06-553555-00-0

**Budget Detail**  
**Budget Code**  
 Preliminary  
 Preliminary  
 Preliminary  
 Preliminary  
 Preliminary  
 Preliminary  
 Preliminary

06-553600-00-0

**Budget Detail**  
**Budget Code**  
 Preliminary  
 Preliminary  
 Preliminary  
 Preliminary

06-553700-00-0

06-554600-00-0

06-590100-00-0



**Budget Worksheet**

06-600000-00-0

06-999100-00-0

**Budget Detail**

**Budget Code**

Preliminary

	FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
Depreciation	0.00	202.80	0.00	0.00	0.00
Admin Allocation	9,155.33	9,788.11	9,830.22	8,191.90	11,164.14
<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
1% of Admin allocation	0.01	1,116,414.44	11,164.14		
<b>Expense Total:</b>	<b>765,384.78</b>	<b>727,230.93</b>	<b>735,948.27</b>	<b>713,313.25</b>	<b>826,372.99</b>
<b>Fund: 06 - Solid Waste Disposal Total:</b>	<b>765,384.78</b>	<b>727,230.93</b>	<b>735,948.27</b>	<b>713,313.25</b>	<b>826,372.99</b>



Helendale CSD

Budget Worksheet

Fund: 10 - Administration

Revenue

		FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget	FY 2020-2021 YTD Activity
<a href="#">10-419000-00-0</a>	Fees & Charges	0.00	2,561.07	1,400.00	1,994.24	2,000.00	0.00
<a href="#">10-419100-00-0</a>	Credit Card Processing Fees	7,000.00	15,267.50	12,000.00	13,712.50	12,000.00	0.00
<a href="#">10-464000-00-0</a>	Site Rent - Radio Tower	133,234.00	141,859.60	144,898.00	153,292.07	150,420.00	0.00
<b>Budget Detail</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>			
Preliminary	SBA Metro PC (Cell Tower)	1.00	-28,044.00	-28,044.00			
Preliminary	T-Mobile	12.00	-1,384.00	-16,608.00			
Preliminary	Ultimate Internet Access Inc. (UIA)	12.00	-6,000.00	-72,000.00			
Preliminary	Verizon Wireless	12.00	-2,814.00	-33,768.00			
<a href="#">10-700000-00-0</a>	Property Taxes - Current	83,708.00	111,621.07	96,958.00	114,889.84	100,844.00	0.00
<b>Budget Detail</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>			
Preliminary	General Tax Levy	1.00	-118,004.00	-118,004.00			
Preliminary	Street Lighting Portion	1.00	17,160.00	17,160.00			
<a href="#">10-704000-00-0</a>	Property Taxes - Prior	2,500.00	4,799.23	1,500.00	4,434.10	2,000.00	0.00
<a href="#">10-706000-00-0</a>	Penalties on Delinquent Taxes	500.00	623.19	500.00	579.45	500.00	0.00
<a href="#">10-707000-00-0</a>	Property Taxes - Homeowner Ex...	1,200.00	981.80	500.00	958.68	500.00	0.00
<a href="#">10-710000-00-0</a>	Investment Income	16,500.00	97,411.71	77,000.00	50,491.12	45,000.00	0.00
<b>Budget Detail</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>			
Preliminary	Cash balance x 1% Interest Rate	0.01	-4,500,000.00	-45,000.00			
<a href="#">10-710001-00-0</a>	Unrealized Gains & Losses	0.00	37,277.85	0.00	9,485.28	0.00	0.00
<a href="#">10-712000-00-0</a>	Other Income	200.00	0.31	200.00	0.00	200.00	0.00
<a href="#">10-712100-00-0</a>	Recycling Revenue - EE Morale	6,600.00	7,387.31	6,600.00	7,464.61	6,600.00	0.00
<b>Budget Detail</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>			
Preliminary	E-Waste	1.00	-6,000.00	-6,000.00			
Preliminary	Mattress - \$150 per Quarter	4.00	-150.00	-600.00			
<a href="#">10-713100-00-0</a>	Franchise Fees - Solid Waste	73,469.52	78,178.38	77,237.76	81,254.71	81,359.64	0.00
<b>Budget Detail</b>	<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>			
Preliminary	Franchise Fee for Condos \$2.29 x 12 months = \$27.4	43.00	-27.48	-1,181.64			

Budget Worksheet

For Fiscal: FY 2020-2021 Period Ending: 06/30/2021

Defined Budgets

	FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget	FY 2020-2021 YTD Activity
Preliminary						
Preliminary	1.00	-54.96	-54.96			
Preliminary	2,348.00	-27.48	-64,523.04			
Preliminary	12.00	-1,300.00	-15,600.00			
	62,083.32	62,435.48	67,313.88	65,081.56	67,769.76	0.00
<b>10-713500-00-0</b>						
<b>Budget Detail</b>						
<b>Budget Code</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>			
Preliminary	2,348.00	-28.32	-66,495.36			
Preliminary	43.00	-28.32	-1,217.76			
Preliminary	1.00	-56.64	-56.64			
	-375,320.45	-338,063.27	-323,417.76	-314,454.70	-332,623.64	0.00
<b>10-999700-00-0</b>						
<b>Budget Detail</b>						
<b>Budget Code</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>			
Preliminary	1.00	100,844.00	100,844.00			
Preliminary	1.00	150,420.00	150,420.00			
Preliminary	1.00	81,359.64	81,359.64			
	<b>11,674.39</b>	<b>222,141.23</b>	<b>162,629.88</b>	<b>189,183.46</b>	<b>136,569.76</b>	<b>0.00</b>
<b>Revenue Total:</b>						
	<b>11,674.39</b>	<b>222,141.23</b>	<b>162,629.88</b>	<b>189,183.46</b>	<b>136,569.76</b>	<b>0.00</b>
<b>Fund: 10 - Administration Total:</b>						
	<b>1,463,478.28</b>	<b>1,502,352.39</b>	<b>1,674,716.32</b>	<b>1,461,523.20</b>	<b>1,606,839.90</b>	<b>0.00</b>
<b>Report Total:</b>						



Helendale CSD

Budget Worksheet

Fund: 10 - Administration

Expense

	FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
<a href="#">10-500001-00-0</a> Salaries - Full Time	397,696.00	470,795.94	464,018.40	443,972.95	494,282.00
<a href="#">10-500002-00-0</a> Salaries - Overtime	1,600.00	0.00	1,600.00	862.91	1,600.00
<a href="#">10-500004-00-0</a> Salaries - Part-Time	13,396.00	12,459.37	14,764.50	36,654.16	15,581.00
<a href="#">10-510000-00-0</a> PERS Retirement	63,687.65	43,756.72	89,180.27	37,119.77	82,630.00
<a href="#">10-510001-00-0</a> Employee Group Insurance	39,204.60	41,990.23	41,755.44	36,632.58	93,600.00
<a href="#">10-510002-00-0</a> Workers Compensation	3,663.96	3,446.10	2,791.83	3,172.68	1,214.00
<a href="#">10-510003-00-0</a> Payroll Taxes - FICA/Medicare	6,791.39	26,336.00	7,857.75	10,949.96	8,359.00
<a href="#">10-510005-00-0</a> Vision / Dental Expense	0.00	-242.09	0.00	2,348.84	0.00
<a href="#">10-510006-00-0</a> PERS Unfunded Accrued Liability	0.00	0.00	0.00	24,057.00	30,335.00

Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	Classic	1.00	28,712.00	28,712.00
Preliminary	PEPRA	1.00	1,623.00	1,623.00
<a href="#">10-510008-00-0</a>	PERS EPMC	0.00	104.89	0.00
<a href="#">10-510009-00-0</a>	PEPRA Retirement	0.00	48.01	0.00
<a href="#">10-510100-00-0</a>	Actuarial Pension Expense Adjus...	0.00	29,727.00	0.00
<a href="#">10-521500-00-0</a>	Contractual Services	49,970.00	51,115.27	50,430.00

Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	Customer Billing - Infosend	12.00	115.00	1,380.00
Preliminary	Customer Billing - Infosend Postage	12.00	1,700.00	20,400.00
Preliminary	District Answering Service	12.00	100.00	1,200.00
Preliminary	Misc	1.00	10,300.00	10,300.00
Preliminary	Office Cleaning	26.00	165.00	4,290.00
Preliminary	PERS Medical Admin Fee	12.00	50.00	600.00
Preliminary	Printer Maintenance	1.00	3,100.00	3,100.00
Preliminary	Shred Services	12.00	80.00	960.00

[10-521600-00-0](#)

Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	Adobe Publisher	12.00	15.00	180.00
Preliminary	GIS Hosting	1.00	5,000.00	5,000.00
Preliminary	HCSO Website Support - I Candy Website	12.00	100.00	1,200.00
<a href="#">10-521600-00-0</a>	Software Support	40,800.00	48,431.73	49,980.00
				64,255.76
				48,980.00

**Budget Worksheet**

	FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
Preliminary	12.00	850.00	10,200.00		
Preliminary	12.00	250.00	3,000.00		
Preliminary	12.00	60.00	720.00		
Preliminary	1.00	24,000.00	24,000.00		
Preliminary	12.00	140.00	1,680.00		
Preliminary	1.00	3,000.00	3,000.00		
<b>Legal Services</b>	60,000.00	54,197.50	60,000.00	42,707.50	50,000.00
Auditing & Accounting Services	91,950.00	96,193.50	91,950.00	96,601.05	76,000.00
<b>Budget Detail</b>					
<b>Budget Code</b>			<b>Amount</b>		
Preliminary	1.00	50,000.00	50,000.00		
Preliminary	1.00	26,000.00	26,000.00		
<b>Director's Fees</b>	45,000.00	41,750.00	84,000.00	22,643.00	82,500.00
Directors' Training/Seminars/Mill...	5,000.00	7,809.60	6,500.00	7,686.63	6,500.00
Board Meeting Supplies	1,500.00	1,336.08	1,000.00	1,115.52	1,000.00
Permits and Fees	3,400.85	5,000.00	5,185.00	5,233.00	10,185.00
<b>Budget Detail</b>					
<b>Budget Code</b>			<b>Amount</b>		
Preliminary	1.00	185.00	185.00		
Preliminary	1.00	10,000.00	10,000.00		
<b>San Bernardino County Fees</b>	4,500.00	5,664.17	4,500.00	2,886.69	4,500.00
<b>Budget Detail</b>					
<b>Budget Code</b>			<b>Amount</b>		
Preliminary	1.00	700.00	700.00		
Preliminary	1.00	2,800.00	2,800.00		
Preliminary	1.00	1,000.00	1,000.00		
<b>Election Expense</b>	20,000.00	440.00	0.00	0.00	20,000.00
Employment Expense	2,500.00	2,907.97	2,500.00	1,199.00	2,500.00
Education and Training	2,500.00	15,225.02	2,500.00	1,155.49	2,500.00
Insurance	56,000.00	44,888.35	56,000.00	54,678.01	84,673.00
<b>Budget Detail</b>					
<b>Budget Code</b>			<b>Amount</b>		
Preliminary	1.00	250.00	250.00		
Preliminary	1.00	84,423.00	84,423.00		

**Budget Worksheet**

	FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
<a href="#">10-526601-00-0</a>	5,000.00	4,137.16	3,000.00	3,313.72	3,000.00
Public Notices					
<a href="#">10-526650-00-0</a>	6,000.00	2,459.95	6,000.00	2,681.36	6,000.00
Community Promotion					
<a href="#">10-529900-00-0</a>	26,900.00	25,441.66	22,940.00	21,085.58	22,940.00
Bank Charges					
<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	12.00	600.00	7,200.00		
CBB Bank Analysis Charge					
Preliminary	12.00	120.00	1,440.00		
ETS - CC Draft / Open Edge					
Preliminary	12.00	85.00	1,020.00		
ETS - Global CC					
Preliminary	12.00	350.00	4,200.00		
ETS - Point of Sale CC					
Preliminary	12.00	750.00	9,000.00		
ETS - Web Pay					
Preliminary	1.00	80.00	80.00		
Misc					
<a href="#">10-531000-00-0</a>	0.00	6,216.17	13,116.00	5,826.40	14,427.60
Utilities - Electric					
<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	6.00	2,404.60	14,427.60		
3-037-9554-90 Comm Ctr #B&C (12 mos x 50%					
<a href="#">10-532500-00-0</a>	13,200.00	10,946.80	13,200.00	10,154.75	11,304.00
Telephone					
<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	12.00	80.00	960.00		
Frontier Landlines (2 lines) - Fax & Fire					
Preliminary	12.00	700.00	8,400.00		
UJA-VOIP					
Preliminary	12.00	162.00	1,944.00		
Verizon Wireless - 2 Admin / SB Sheriff					
<a href="#">10-545000-00-0</a>	2,000.00	1,076.13	2,000.00	256.84	2,016.16
Vehicle Maintenance					
<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	0.01	38,816.00	388.16		
Mechanic Labor Reimbursement					
Preliminary	1.00	1,628.00	1,628.00		
Parts & Services					
<a href="#">10-545001-00-0</a>	1,400.00	854.05	1,400.00	690.57	1,400.00
Vehicle Fuel					
<b>Budget Detail</b>					
<b>Budget Code</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>		
Preliminary	0.05	28,000.00	1,400.00		
Fuel					
<a href="#">10-552700-00-0</a>	1,000.00	0.00	1,000.00	121.43	1,000.00
Mileage and Travel Reimburse...					
<a href="#">10-553000-00-0</a>	10,000.00	9,980.13	8,966.44	12,759.70	8,966.44
Operating Supplies - Office					
<a href="#">10-553200-00-0</a>	1,200.00	1,707.89	1,200.00	1,539.45	1,200.00
Postage & Delivery					
<a href="#">10-553600-00-0</a>	300.00	326.11	300.00	0.00	300.00
Uniforms					

**Budget Worksheet**

	FY 2018-2019 Total Budget	FY 2018-2019 Total Activity	FY 2019-2020 Total Budget	FY 2019-2020 Total Activity	FY 2020-2021 Total Budget
Printing Costs	500.00	242.57	500.00	0.00	500.00
Equipment Maintenance & Suppl...	2,100.00	3,588.61	500.00	0.00	500.00
Dues & Subscriptions	10,356.00	8,047.42	10,516.00	10,049.78	10,516.00
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary			Amount		
APWA	1.00	245.00	245.00		
AWWA	1.00	420.00	420.00		
Bank of America CC	1.00	75.00	75.00		
CA Special District	1.00	6,740.00	6,740.00		
Daily Press Newspaper	1.00	370.00	370.00		
GFOA	1.00	160.00	160.00		
Jobs Available	1.00	45.00	45.00		
National Notary	1.00	69.00	69.00		
Silver Lake HOA	1.00	2,392.00	2,392.00		
Employee Benefit & Morale	5,000.00	7,191.48	6,500.00	9,564.74	6,500.00
Bad Debt Expense	0.00	12.51	0.00	0.00	0.00
Depreciation	0.00	12,626.46	0.00	0.00	0.00
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary			Amount		
Depreciation - 7200	1.00	0.00	0.00		
Other Expense	0.00	0.00	0.00	202.04	0.00
Admin Allocation	-915,533.13	-978,811.68	-983,021.75	-819,184.90	-1,116,414.44
<b>Budget Detail</b>					
<b>Budget Code</b>					
Preliminary			Amount		
1% of Admin Allocation to Solid Waste	0.01	-1,116,414.44	-11,164.14		
49% of Admin Allocation to Sewer	0.49	-1,116,414.44	-547,043.08		
50% of Admin Allocation to Water	0.50	-1,116,414.44	-558,207.22		
<b>Expense Total:</b>	<b>78,583.32</b>	<b>119,374.78</b>	<b>144,629.88</b>	<b>238,599.00</b>	<b>136,569.76</b>
<b>Fund: 10 - Administration Total:</b>	<b>78,583.32</b>	<b>119,374.78</b>	<b>144,629.88</b>	<b>238,599.00</b>	<b>136,569.76</b>
<b>Report Total:</b>	<b>1,210,556.91</b>	<b>1,204,779.34</b>	<b>1,355,267.84</b>	<b>1,310,985.74</b>	<b>1,457,141.77</b>



# Helendale Community Services District

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**Date:** June 18, 2020  
**TO:** Board of Directors  
**FROM:** Kimberly Cox, General Manager  
**SUBJECT:** Agenda item #8  
Discussion and Possible Action Regarding Adoption of Resolution 2020-03; A Resolution of the Board of Directors of the Helendale Community Services District Establishing the Appropriations Limit for Fiscal Year 2021 Pursuant to Article XIII B of the California State Constitution

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## **STAFF RECOMMENDATION:**

Adopt Resolution 2020-03 establishing the Helendale Community Services District Appropriations Limit for Fiscal Year 2021.

## **STAFF REPORT**

Article XIII B of the California Constitution and related implementing legislation provide for an annual "appropriations limit" for each entity of local government, including special districts, and require the governing body of each local jurisdiction to establish its appropriation limit by resolution each year.

The appropriations limit does not apply to the entire District budget but only to the appropriation of "proceeds of taxes". In the District's case this is represented solely by property taxes and special assessments. Each year the limit is adjusted by two factors: Price and Population. For FY 2021 the California Department of Finance provided these factors for San Bernardino County. The Price Factor is 3.73 and the Population Growth Factor for San Bernardino County is 1.0051%. The attached chart shows the calculation for fiscal year 2021 as well as for the last six fiscal years. For Fiscal Year 2021 the District Appropriation Limit is \$784,926. Included in the appropriation limit are the following:

- "proceeds from taxes"
- Solid Waste Disposal per parcel assessment
- Water and Wastewater standby assessments and
- General property taxes that fund the streetlights and the balance shared with the Park fund.

For fiscal year 2021, the total of these taxes and property assessments is estimated to be \$383,351, which is below the limit. Should appropriations exceed the limit, the excess taxes are required to be returned by a revision of the tax rates within the next two subsequent fiscal years.



**Fiscal Impact**

Resolution 2020-03 establishes the District's FY2020-21 appropriation limit for proceeds of taxes at \$784,926 in accordance with Article XIII B of the California State Constitution.

**FISCAL IMPACT:** None.

**REQUESTED ACTION:** Approve Resolution 2020-03

**ATTACHMENTS:** Resolution 2020-03 with attachments A & B

**HELENDALE COMMUNITY SERVICE DISTRICT**  
**Appropriations Limit (Gann) 2020/2021**

Year	Prior Year Appropriations Limit	CA per Capita Personal Income	Change in Population			Calculation Factor	Appropriations Limit
2013-2014	\$ 553,066	5.12%	1.0512	0.65%	1.0065	1.0580	\$ 585,162
2014-2015	\$ 585,162	-0.23%	0.9977	0.69%	1.0069	1.0046	\$ 587,844
2015-2016	\$ 587,844	3.82%	1.0382	1.09%	1.0109	1.0495	\$ 616,952
2016-2017	\$ 616,952	5.37%	1.0537	0.68%	1.0068	1.0609	\$ 654,503
2017-2018	\$ 654,503	3.69%	1.0369	1.16%	1.0116	1.0489	\$ 688,527
2018-2019	\$ 688,527	3.67%	1.0367	0.95%	1.0095	1.0465	\$ 718,484
2019-2020	\$ 718,484	3.85%	1.0385	0.90%	1.0090	1.0478	\$ 752,861
2020-2021	\$ 752,861	3.73%	1.0373	0.51%	1.0051	1.0426	\$ 784,926



**RESOLUTION NO. 2020-03**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HELENDALE COMMUNITY SERVICES DISTRICT ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2021 PURSUANT TO ARTICLE XIII B OF THE CALIFORNIA STATE CONSTITUTION**

**WHEREAS**, Article XIII B of the Constitution of the State of California provides that the total annual appropriations subject to limitation for each government entity shall not exceed the appropriations limit of each governmental agency for the prior year adjusted for certain changes mandated by Proposition 4 passed on November 4, 1979 and Proposition 111 passed June, 1990, except as otherwise provided for in Article XIII B and implementing State statutes; and

**WHEREAS**, pursuant to Article XIII B, and Section 7900 *et seq.* of the California Government Code, the District is required to set its appropriation limit for each fiscal year; and

**WHEREAS**, the General Manager for the Helendale Community Services District has conducted the necessary analysis and calculations to determine the appropriations limit for Fiscal Year 2020-21, relying on the approved limit from fiscal year 2019-20, and the following two adjustment factors: Annual Percent Change in Population for FY 2020-21 for San Bernardino County and the state-wide Per Capita Personal Income Change; and

**WHEREAS**, based on such calculations, the General Manager has determined the said appropriations limit to be \$784,926 and pursuant to Section 7910 of the Government Code, has made available to the public the documentation used in the determination of the limit. (Exhibit "A" and "B" attached and made of part hereto).

**NOW, THEREFORE, BE IT RESOLVED, ORDERED AND DETERMINED BY THE BOARD OF DIRECTORS OF THE HELENDALE COMMUNITY SERVICES DISTRICT.**

**APPROVED AND ADOPTED** this 18<sup>th</sup> day of June, 2020.

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSTAIN: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

By: \_\_\_\_\_  
Ron Clark, President

Attest: \_\_\_\_\_  
Sandy Haas, Secretary

**May 2020  
Attachment A**

A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2020-21 appropriation limit is:

Per Capita Personal Income Fiscal Year over prior year	Percentage change (FY)
2019-20	3.73

B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2019-20 appropriation limit.

**2019-20:**

Per Capita Cost of Living Change = 3.73 percent Population Change = 0.51 percent

Per Capita Cost of Living converted to a ratio:  $\frac{3.73 + 100}{100} = 1.0373$

Population converted to a ratio:  $\frac{0.51 + 100}{100} = 1.0051$

Calculation of factor for FY 2020-21:  $1.0373 \times 1.0051 = 1.04259$

Fiscal Year 2020-21

**Attachment B**  
**Annual Percent Change in Population Minus Exclusions\***  
**January 1, 2019 to January 1, 2020 and Total Population, January 1, 2019**

County City	Percent Change 2019-2020	--- Population Minus Exclusions ---		Total Population
		1-1-19	1-1-20	1-1-2020
San Bernardino				
Adelanto	0.73	34,857	35,113	35,663
Apple Valley	0.34	74,140	74,394	74,394
Barstow	0.13	23,790	23,822	24,268
Big Bear Lake	0.29	5,191	5,206	5,206
Chino	2.18	82,094	83,883	89,109
Chino Hills	0.12	82,310	82,409	82,409
Colton	0.48	53,862	54,118	54,118
Fontana	0.33	212,304	213,000	213,000
Grand Terrace	0.52	12,362	12,426	12,426
Hesperia	0.93	95,509	96,393	96,393
Highland	0.18	55,222	55,323	55,323
Loma Linda	0.53	24,329	24,459	24,535
Montclair	0.10	39,452	39,490	39,490
Needles	-0.78	5,289	5,248	5,248
Ontario	1.32	180,494	182,871	182,871
Rancho Cucamonga	0.18	175,201	175,522	175,522
Redlands	0.36	70,700	70,952	70,952
Rialto	0.21	104,334	104,553	104,553
San Bernardino	0.13	216,104	216,395	217,946
Twentynine Palms	2.55	18,365	18,834	29,258
Upland	0.32	78,564	78,814	78,814
Victorville	0.86	121,109	122,155	126,432
Yucaipa	0.15	55,629	55,712	55,712
Yucca Valley	0.14	22,205	22,236	22,236
Unincorporated	0.32	295,855	296,797	304,659
County Total	0.51	2,139,271	2,150,125	2,180,537

\*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.



# Helendale Community Services District

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**Date:** June 18, 2020  
**TO:** Board of Directors  
**FROM:** Kimberly Cox, General Manager  
**SUBJECT:** Agenda item #9  
Discussion and Possible Action Regarding Adoption of Resolution 2020-05: A Resolution Authorizing Application to the Director Of Industrial Relations, State of California for a Certificate of Consent to Self-Insure Workers' Compensation Liabilities

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**STAFF RECOMMENDATION:**

Approve Resolution 2020-05 at outlined in the staff report.

**STAFF REPORT:**

Attached for the Board's review is Resolution 2020-05. The Department of Industrial Relations requires submittal of the request for Workers Compensation Insurance if coverage is provided by an entity other than the state of California. The District was covered by the State from 2007 until 2009 when SDRMA became our worker's compensation provider. With significant increases over the time the Board elected to seek other coverage and on 6/4/2020, the Board unanimously selected JPRIMA as the District's Worker's Compensation provider. The action of adopting Resolution 2020-05 is required into complete the required transition to JPRIMA.

Other required paperwork and documentation can be completed without additional board approvals.

**FISCAL IMPACT:** None

**REQUESTED ACTION:** Resolution 2020-05

**ATTACHMENTS:** -Application for Certification of Consent to Self-Insure as a Public Agency Employer Self-Insurer  
-Resolution 2020-05



State of California  
Department of Industrial Relations  
OFFICE OF SELF-INSURANCE PLANS

**APPLICATION FOR CERTIFICATE OF CONSENT  
TO SELF-INSURE AS A PUBLIC AGENCY EMPLOYER SELF-INSURER**  
All questions must be answered. If not applicable, enter "N/A".

**To the Director of the Department of Industrial Relations:** The public agency employer identified below submits the following information to obtain a Certificate of Consent to Self-Insure the payment of workers' compensation under California Labor Code Section 3700.

**LEGAL NAME OF APPLICANT** (Show exactly as on Charter or other official documents):

Helendale Community Services District

Address: 26540 Vista Road, Ste B

City: Helendale State: CA Zip + 4: 92342 - \_\_\_\_\_

Federal Tax ID # of Group: 06-1803735

**CONTACT - Who Should Correspondence Regarding This Applicant Be Addressed To:**

Name: Jim Byerrum/Myra Malner Title: President/Assistant Secretary

Company Name: California Association of Mutual Water Companies Joint Powers Risk and Insurance Management Authority

Address: 15505 Whittier Blvd.

City: Whittier State: CA Zip + 4: 90603 - \_\_\_\_\_

Phone: (562) 947-3811 E-Mail: \_\_\_\_\_

**TYPE OF PUBLIC ENTITY (Check one):**

City and/or County  School District  Police and/or Fire District  Hospital District

Joint Powers Authority  Other (describe): Special District

**TYPE OF APPLICATION (Check one):**

New Application  Reapplication (Merger/Unification)  Reapplication (Name Change)

Other (describe): \_\_\_\_\_

Date Self-Insurance Program will begin: July 1, 2020

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**CURRENT WORKERS' COMPENSATION PROGRAM**

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- Currently Insured with State Fund Policy # \_\_\_\_\_ Expiration Date: \_\_\_\_\_
- Currently Self Insured, Certificate # \_\_\_\_\_
- Other (describe): Special District Risk Management Association; June 30, 2020

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**CLAIMS ADMINISTRATION**

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Who will be administering your agency's workers' compensation claims? (Check one)

- JPA will administer
- Third Party Administrator, TPA Certificate # \_\_\_\_\_
- Public entity will self-administer                       Insurance Carrier will administer

Name of Third Party Administrator:

Name: Louise Levine Title: \_\_\_\_\_

Company Name: Zenith Insurance Company

Address: 21255 Califa Street

City: Woodland Hills State: CA Zip + 4: 91367 - 5005

Phone: (818) 713-1000 E-Mail: \_\_\_\_\_

# of claims reporting locations to be used to handle Agency's claims: 1

Does applicant currently have a California Certificate of Consent to Self-Insure?  Yes  No

If yes, what is the current Certificate Number: 5806-0368

Total Number of Affiliate's California employees to be covered by Group: \_\_\_\_\_

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**AGENCY EMPLOYER**

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Current # of Agency Employees: 30 # of Public Safety Employees (police//fire): 0

If school District, # of certificated employees: 0

Will all Agency employees be covered by this self-insurance plan?  Yes  No

If 'No', explain who is not covered and how workers' compensation coverage will be provided to the excluded employees:

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**JOINT POWERS AUTHORITY**

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Will applicant be a member of a JPA for workers' compensation ?

Yes     No (If 'yes', complete the following)

Effective date of JPA Membership: July 1, 2020    JPA Certificate # 5820

Name of JPA: California Association of Mutual Water Companies Joint Powers Risk and Insurance Management Authority

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**AGENCY SAFETY PROGRAM**

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Does the Agency have a written Injury and Illness Prevention Program (IIPP)?     Yes     No

Individual responsible for Agency workplace safety and IIPP program:

Name: Kimberly Cox    Title: General Manager

Company Name: Helendale Community Services District

Address: 26540 Vista Road, Ste B; PO Box 2824

City: Helendale    State: CA    Zip + 4: 92342 - \_\_\_\_\_

Phone: (760)951-0006    E-Mail: kcox@helendalecsd.org

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**SUPPLEMENTAL COVERAGE**

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1.) Will your program be supplemented by any insurance or pooled coverage under a **STANDARD** workers' compensation insurance policy?     Yes     No (If 'Yes', complete the following):

Name of Excess Pool/Carrier: N/A

Policy #: N/A    Effective Date of Coverage: \_\_\_\_\_

2.) Will your program be supplemented by any insurance or pooled coverage under a **SPECIFIC EXCESS** workers' compensation insurance policy?     Yes     No (If 'Yes', complete the following):

Name of Excess Pool/Carrier: N/A

Policy #: N/A    Effective Date of Coverage: \_\_\_\_\_

Retention Limits: \_\_\_\_\_

3.) Will your program be supplemented by any insurance or pooled coverage under an **AGGREGATE EXCESS** (stop loss) specific excess workers' compensation insurance policy?     Yes     No (If 'Yes', complete the following):

Name of Excess Pool/Carrier: N/A

Policy #: N/A    Effective Date of Coverage: \_\_\_\_\_

Retention Limits: \_\_\_\_\_

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RESOLUTION FROM GOVERNING BOARD

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Attach a properly executed Governing Board Resolution. See attached sample resolution on page 5.

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CERTIFICATION

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The undersigned on behalf of the applicant hereby applies for a Certificate of Consent to Self-Insure the payment of workers' compensation liabilities pursuant to Labor Code Section 3700. The above information is submitted for the purpose of procuring said Certificate from the Director of Industrial Relations, State of California. If the Certificate is issued, the applicant agrees to comply with applicable California statutes and regulations pertaining to the payment of compensation that may become due to the applicant's employees covered by the Certificate.

X

SIGNED: Authorized Official / Representative

DATE: June 18, 2020

Kimberly Cox

Printed Name

General Manager

Title

Helendale Community Services District

Agency Name

RESOLUTION NO.: 2020-05 DATED: June 18, 2020

**A RESOLUTION AUTHORIZING APPLICATION  
TO THE DIRECTOR OF INDUSTRIAL RELATIONS, STATE OF CALIFORNIA  
FOR A CERTIFICATE OF CONSENT TO SELF-INSURE  
WORKERS' COMPENSATION LIABILITIES**

At a meeting of the Board of Directors  
(Enter Name of the Board)

of the Helendale Community Services District  
(Enter Name of Public Agency, District, Etc.)

a Special District organized and existing under the  
(Enter Type of Agency, i.e., County, City, School District, etc.)

laws of the State of California, held on the 18th day of June, 2020,

the following resolution was adopted:

**RESOLVED, that the above named public agency is authorized and empowered to make application to the Director of Industrial Relations, State of California, for a Certificate of Consent to Self-Insure workers' compensation liabilities and representatives of Agency are authorized to execute any and all documents required for such application.**

IN WITNESS WHEREOF: I HAVE SIGNED AND AFFIXED THE AGENCY SEAL.

X \_\_\_\_\_ DATE: June 18, 2020  
SIGNED: Board Secretary or Chair

Ron Clark  
Printed Name

President  
Title

Helendale Community Services District  
Agency Name

Affix Seal Here



# Helendale Community Services District

Date: June 18, 2020  
TO: Board of Directors  
FROM: Kimberly Cox, General Manager  
SUBJECT: Agenda item #10  
Discussion and Possible Action Regarding June 27 Concert in the Park

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## **STAFF RECOMMENDATION:**

If the Board does not have any specific direction Staff will proceed as though the concert will occur and cancel at the last minute if it is not allowed.

## **STAFF REPORT:**

As discussed in the previous agenda item, the transition to Phase III has allowed many activities and enterprises to reopen. This week nail salons and spas will be allowed to reopen. At the 6/6/2020 meeting the Board elected moved the June Concert in the Park to June 27<sup>th</sup> in anticipation that the event will be able to occur.

The purpose of this agenda item is to allow the Board to provide Staff with additional direction if desired. At this point there is not time for the Lions club to get the permits for the beer garden and given the tenuous nature of the event, Staff is unsure how many food vendors would be available. At the least, the snack bar could be open with hot dogs, drinks and the like. Staff has hear many comments that the community misses and is ready for the concerts.

Notification is released from the County each Monday, Wednesday and Friday. Primarily, Friday's have been the days when announcements of openings have occurred so we may not receive work until June 19 or June 26 as to whether outdoor venues will be allowed.

**FISCAL IMPACT:** No additional impact

**ATTACHMENTS:** None



# Helendale Community Services District

Date: June 18, 2020  
TO: Board of Directors  
FROM: Kimberly Cox, General Manager  
SUBJECT: Agenda item #11  
Discussion and Possible Action Regarding Change Order #1 for the Test Hole Project

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## **STAFF RECOMMENDATION:**

Staff requests direction from the Board regarding the Change Order #1.

## **STAFF REPORT:**

The District awarded a contract to ABC Liovin Drilling in September of 2019 for two contracts: Monitoring well project for wastewater and test hole project for water. The monitoring wells were completed timely; however, the contractor did not mobilize on the test hole project for over eight months citing delays due to an equipment order. They mobilized on June 1 and began drilling at Test Hole site #2 in a remote area south of Shadow Mountain Road.

While the drilling has occurred as appropriate according to the District's hydrogeologist, the drilling company had anticipated getting three water samples per day rather than one sample per day with intermittent delays due to rig repairs, change in sampling tool, etc. The contractor has experienced slower than expected drilling conditions based upon an assumption of time for using the Simul-Probe method.

The contractor has submitted two change orders to date. Change Order #1 claiming adverse drilling conditions and Change Order #2 for changing the method of water sampling. Management approved Change Order #2 because it was still within the overall approved cost of the project and would be necessary to get the final water quality from site #2.

Change Order #1 necessitates a conversation with the Board given the amount of \$34,000. Management has sent a letter to the owner requesting clarification and anticipates receiving a response prior to the Board meeting.

**BACKGROUND:**

Three bids were received prior to the deadline and one bid after the deadline in the following amounts:

\$ 228,500 – ABC Liovin Drilling (Simulprobe)

\$ 345,000 – Southwest Pump & Drilling (Simulprobe)

\$ 544,635 – Cascade Drilling (Simulprobe)

\$ 319,000 – Yellow Jacket (Method undetermined) Rejected bid because it was not received prior to the bid closing date.

ABC Liovin was the successful bidder and selected the Simul-probe method of drilling.

**DIRECTION REQUESTED:**

Staff requests that the Board provide direction regarding the Change Order. Does the Board wish to accept the Change Order #1 as presented by the contract or authorize Staff to negotiate a settlement regarding this change order?

**FISCAL IMPACT:** As determined by the Board for the Change Order #1

**ATTACHMENTS:**

Change Order #1 request

Change Order #2 request

Letter to Contractor requesting clarification



# ABC Liovin Drilling, Inc.

1180 East Burnett Street, Signal Hill, CA 90755  
 Phone: 714-620-4883 Fax: 562-981-9594  
<http://www.abcdrilling.com>  
 California Contractor C-57 License No. 422904

## Change Order

Bill To	
Helendale Community Services District	
26540 Vista Road	
Helendale CA 92342	
760-951-0006	Fax
Attention: Kimberly Cox	

Location
Test Hole and Water Sampling
Test Holes in vicinity of Helendale and Shadow Mountain Roads
Helendale CA 92342

Qty:	Unit	Description	Unit Price:	TOTAL
8	Each	Additional cost to collect discrete groundwater samples due to adverse conditions that were encountered during sampling and larger water collection volume needed due to higher turbidity encountered during sampling events. The lithology encountered was different from the log provided prior to bid opening.	\$4,250.00	\$34,000.00
			<b>Total</b>	<b>\$34,000.00</b>



**ABC Liovin Drilling, Inc.**  
 1180 East Burnett Street, Signal Hill, CA 90755  
 Phone: 714-620-4883 Fax: 562-981-9594  
<http://www.abcdrilling.com>  
 California Contractor C-57 License No. 422904

## Change Order

Bill To	
Helendale Community Services District	
26540 Vista Road	
Helendale CA 92342	
760-951-0006	Fax
<b>Attention:</b> Kimberly Cox	

Location
Test Hole and Water Sampling
Test Holes in vicinity of Helendale and Shadow Mountain Roads
Helendale CA 92342

Qty:	Unit	Description	Unit Price:	TOTAL
1	Each	Collect ground water samples using 4" PVC temporary well. The wells will be constructed with 10' of .020 screen and blank casing above the screen. #3 Sand will be used for the filter pack. Bentonite chips will be used for the seal. The wells will be airlifted after construction to remove any sediment from the well and a bailer will then be used to collect a groundwater sample.	\$18,500.00	\$18,500.00
<b>Total</b>				<b>\$18,500.00</b>





# Helendale Community Services District

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

June 12, 2020

Ivan Liovin, President  
ABC Liovin Drilling  
1180 East Burnett Street  
Signal Hill, CA 90755

Sent via Electronic Mail

Dear Ivan:

Due to the amount of Change Order (CO) #1, I will be required to discuss this with the Board of Directors at the upcoming meeting scheduled for June 18. After that date, my next board meeting will be on July 16. Due diligence to better understand the challenges precipitating CO#1 are necessary prior to the conversation next week with the Board of Directors. The intent of the questions below is to be able to clearly articulate the reasoning and justification for the CO. The removal of the line item for effluent containment and disposal of \$40,000 that is handled by District staff as agreed in email of May 4, 2020, will be helpful in the conversation with the Board and will provide some room in overall cost for possible increases related to CO#1.

Below I have outlined a synopsis of the progress to date and included items for clarification on points listed in the CO. Please be assured that we wish to be fair regarding compensation for the efforts expended on this project, but I must also be able to justify and articulate the necessity for the requested contract increase.

**Sampling synopsis:**

Four out of the first five samples were successful and were completed as expected given the technology selected by the contractor. Three of these five samples were collected without issue. The first sample had mud and fill, and the fourth sample did not penetrate enough material to collect a good sample. The fifth sample obtained both a core and fluid for testing but was less clean than the second and third samples. The last three sample attempts (6, 7 and 8) were not successful and resulted in Change Order #2, which was approved.

Drilling crew was observed to be very efficient. Crew was experienced and skilled in the use of the simul-probe method. Primary observed down-time has been related to tool issues and rig breakdowns. Drilling speed has been acceptable and as anticipated by the District. Water

quality samples have resulted in varying quantity of yield. One sample per day is a typical output for this sampling method.

**Requested Clarification:**

1. Request for additional cost to collect discrete groundwater samples due to adverse conditions that were encountered during sampling.

*Please explain in detail the adverse conditions for Test Hole site #2.*

2. Larger water collection volume needed due to higher turbidity

*Please explain the anticipated volume of water upon which the bid was based. Turbidity has not been a factor in the water samples per District's hydrogeologist on site.*

3. Lithology encountered was different from the log provided prior to bid opening

*There was no data provided in the bid package nor the RFI's related to lithology at Test Hole #2 site. Please provided justification for additional compensation related to lithology.*

4. CO#1 request increased compensation for water samples at \$4250 appears to represent a significant increase in proposed water quality sampling.

*Does this line item of \$4250 replace the line item of \$3250 increasing the cost by \$1000/sample or is it in addition to the \$3250 per sample representing a 143% increase per sample? If so, please explain justification for such a significant increase. Will this increase apply to the second test hole for which a drillers log has been provided?*

We look forward to receiving clarification from you at your earliest convenience but no later than Wednesday of next week to facilitate the 6/18/2020 Board meeting conversation.

Kind Regards,



Kimberly Cox, DPA  
General Manager

CC: Mark Roberts, District Hydrogeologist  
Steve Kennedy, District Legal Counsel