



REGULAR BOARD MEETING **Thursday, August 4, 2022 at 6:30 PM**

SPECIAL NOTICE OF TELECONFERENCE ACCESSIBILITY

Pursuant to the provisions of Assembly Bill 361 which amended certain provisions of the Brown Act regarding teleconference meetings during periods of statewide emergencies, and as a precaution to our Board of Directors, District staff, and general public as a result of the ongoing COVID-19 pandemic, Helendale Community Services District will hold this meeting of its Board of Directors both in-person at the District Office located at 26540 Vista Road, Suite C, Helendale, California, and via teleconference. This meeting is open to the public in person or via virtual interface and can be accessed by clicking on the link below: www.zoom.com Meeting ID 463 173 8547 Passcode: HCSD. <https://attendee.gotowebinar.com/register/49040826232191246> (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 in person or using the "raise the hand" or "chat" feature. If viewing remotely a speaker's card may be filled out at the following link: <https://www.surveymonkey.com/r/HKGNL8> or use the features referenced above. The District requests that all speaker cards be submitted at any time prior to the close of public participation.

3. Consent Items

- a. Approval of Minutes: July 21 Regular Board Meeting
- b. Bills Paid Report
- c. June Financials
- d. Resolution 2022-01J: A Resolution of the Board of Directors of the Helendale Community Services District Re-Ratifying the Proclamation of a State of Emergency by Governor Newsom, Declaring That Local Emergency Conditions Persist, and Re-Authorizing Remote Teleconference Meetings of the Board of Directors and Its Standing Committees for the Period August 4, 2022, to September 1, 2022, Pursuant to Brown Act Provisions

4. Reports

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

Regular Business:

5. Discussion and Possible Action Regarding Approval of Directors' Expense Reports
6. Public Hearing to Receive Comments Regarding Possible Adoption of Resolution 2022-14: A Resolution of the Board of Directors of the Helendale Community Services District Authorizing the Establishment and Continuation of Collection of Water and Sewer Standby Charges for Fiscal Year 2022
7. Public Hearing to Receive Comments Regarding Possible Adoption of Resolution 2022-16: A Resolution of the Board of Directors of the Helendale Community Services District Confirming, or Modifying and Then

Confirming, the Report of Delinquent Water, Sewer and Trash Collection User Charges for the Purpose of Collecting Said Charges on the San Bernardino County Tax Roll

8. Public Hearing to Receive Comments Regarding Possible Adoption of Resolution 2022-15: A Resolution of the Board of Directors of the Helendale Community Services District Authorizing the Establishment and Continuation of Collection of Refuse Disposal Land Use Fees for Fiscal Year 2022-2023
9. Discussion and Possible Action Regarding Use of Property for Circus Event

Other Business

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

11. Adjournment

Pursuant to Government Code Section 54954.2(a), any request for a disability-related modification or accommodation, including auxiliary aids or services, that is 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

Date: August 4, 2022
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #3
Consent Items

CONSENT ITEMS

- a. Approval of Minutes: July 21
- b. Bills Paid Report
- c. June Financials
- d. Resolution2022-01J:



Helendale Community Services District

Date: August 4, 2022
TO: Board of Directors
FROM: Kimberly Cox, General Manager
BY: Cheryl Vermette
SUBJECT: Agenda item #3a
Minutes from Board meeting 7/21/2022



*Minutes of the Helendale Community Services District
REGULAR BOARD OF DIRECTORS MEETING
July 21, 2022, at 6:30 PM
26540 Vista Road, Suite C, Helendale, CA 92342*

SPECIAL NOTICE OF TELECONFERENCE ACCESSIBILITY

Pursuant to the provisions of Assembly Bill 361 which amended certain provisions of the Brown Act regarding teleconference meetings during periods of statewide emergencies, and as a precaution to our Board of Directors, District staff, and general public as a result of the ongoing COVID-19 pandemic, Helendale Community Services District will hold this meeting of its Board of Directors both in-person at the District Office located at 26540 Vista Road, Suite C, Helendale, California, and via teleconference. This meeting is open to the public in person or via virtual interface and can be accessed by clicking on the link below:

www.zoom.com Meeting ID 463 173 8547 Passcode: HCSD
(Dial-in instructions will be provided after registering at the link above)

Board Members Roll Call:

Present: President Tim Smith (via Zoom); Vice President Henry Spiller; Secretary, Sandy Haas (arrived at 6:46 pm); Director Ron Clark, Director Craig Schneider

Staff Members Present:

Kimberly Cox, General Manager; Craig Carlson, Water Operations Manager; Cheryl Vermette, Parks, Recreation & Programs Supervisor

Consultants:

Steve Kennedy, Legal Counsel (via Zoom)

Members of the Public:

There 14 members of the public attending via Zoom and 9 members of the public attending in person.

Call to Order and Pledge of Allegiance

The meeting was called to order at 6:32 pm by President Smith, after which the Pledge of Allegiance was recited.

1. Approval of Agenda

Discussion: General Manager requested to add an item to closed session: Conference with Real Property Negotiators (Government Code Section 54956.8); Property: 26538 Lakeview Dr.; District Negotiator: Kimberly Cox Negotiating Parties: Billy Dempsey, MD7; Under Negotiation: Price and terms of Payment.

Action: A motion was made by Director Schneider to approve the agenda as amended. The motion was seconded by Director Clark.

Vote: The motion carried by the following roll call vote: 4 - Yes; 0 - No; 1- Absent. President Smith-Yes; Vice President Spiller-Yes; Director Clark -Yes; Director Schneider -Yes; Director Haas -Absent

2. Public Participation

San Bernardino County Sherriff Department Captain Jeremy Martinez discussed crime statistics in Helendale and answered residents' questions.

President Smith called for a brief recess at 7:15 pm. The meeting resumed at 7:21 pm.

3. Consent Items

- a. Approval of Minutes: June 16, Regular Board Meeting
- b. Bills Paid Report
- c. May Financials
- d. Resolution 2022-11: A Resolution of the Board of Directors of the Helendale Community Services District Re-Ratifying the Proclamation of a State of Emergency by Governor Newsom, Declaring That Local Emergency Conditions Persist, and Re-Authorizing Remote Teleconference Meetings of the Board of Directors and Its Standing Committees for the Period July 21, 2022, to August 4, 2022, Pursuant to Brown Act Provisions

Motion: Director Schneider made a motion to approve the consent items as presented. Director Clark seconded the motion.

Vote: The motion carried by the following roll call vote: 5 - Yes; 0 - No. President Smith-Yes; Vice President Spiller-Yes; Director Clark -Yes; Director Schneider -Yes; Director Haas -Yes

4. Reports

- a. Directors' Report

Director Schneider reported that he attended the comedy event at the CSD on July 8th. The event raised \$500 for the Park & Rec Department.

Director Clark reported that the Hot August Nights Concert in the Park is coming up

Vice President Spiller reported that he heard a lot of positive comments about the last concert.

- b. General Managers Report

General Manager Cox reported that interested members of the public can "pull" papers at the District Office for the upcoming election. The Clerk of the Board can provide election packet to candidates. Staff has no other involvement in the election process. She also reported that National Night Out is coming up on Tuesday, August 2nd.

Water Operations Manager Carlson reported that Staff completed the monthly coliform report, completed all monthly inspections for July, are working on the water master report, started annual flushing program, and has been performing hydrant maintenance. Staff also repaired a service line leak on Hummingbird In. Carlson then gave an update on Well 1A and shared pictures with the Board.

General Manager Cox gave the Administrative Update. There were 37 account transfers in June, she showed a map of where those transfers occurred. She also presented a graph showing Thrift Store sales by month and another showing sales by fiscal year.

Regular Business

5. Discussion and Possible Action Regarding Approval of Directors' Expense Reports

Discussion: Revisions to the expense reporting was adopted as Resolution 2022-09. Previous Expense Reports that had been pulled from consent are included for approval (April 21 – June 16). The expense report has been modified to include a column to notate if a director is requesting compensation for a phone call.

Action: Director Schneider made a motion table this item until the next Board Meeting. Director Clark seconded the motion.

Vote: The motion carried by the following roll call vote: 5 - Yes; 1 - No. President Smith-Yes; Vice President Spiller-Yes; Director Clark -Yes; Director Schneider -Yes; Director Haas -No

6. Discussion and Possible Action Regarding Approval of Open Purchase Orders

Discussion: This item comes to the Board annually. Expenditures that are over the General Managers signing authority and items that are not covered by any other contracts, not regulatory or utility fees are included. These expenditures are primarily for goods and services. Staff will be able to spend up to the Board approved amount, if amount is more an additional request will be made. Vendors requested to be included in the open purchase orders include Aqua Metrics for \$125,000 (per CIP), BMK Legal for \$65,000 (no change); Beck Oil for \$47,000 (estimate); and Inland Water Works for \$70,000 (no change).

Action: Director Clark made a motion to approve open purchase orders as outlined in the Staff Report. Vice President Spiller seconded the motion.

Vote: The motion carried by the following roll call vote: 5 - Yes; 0 - No. President Smith-Yes; Vice President Spiller-Yes; Director Clark -Yes; Director Schneider -Yes; Director Haas -Yes

7. Discussion and Possible Action Regarding Action Regarding Annual CalPers Unfunded Liability Payment

Discussion: Each year District receives unfunded amount from PERS. There is a short window to pay the amount, or it rolls into the overall amount. An estimated amount is programmed into the budget each year. FY23 budget include \$30,355 the actual amount is \$44,670 (\$42,555 for Classic and \$2,115 for PEPPRA). Prepayment of the unfunded amount saves 3.5% interest. This payment must be paid by July 31. Staff has requested an updated accumulated Unfunded Liability report from the actuarial department. The last estimate was approximately \$400,000.

Action: Director Schneider made the motion to approve a payment in the amount of \$44,670 for the Pers unfunded liability payment. Director Clark seconded the motion.

Vote: The motion carried by the following vote: 5 - Yes; 0 - No. President Smith-Yes; Vice President Spiller-Yes; Director Clark -Yes; Director Schneider -Yes; Director Haas -Yes

8. Discussion and Possible Action Regarding Adoption of Resolution 2022-13: A Resolution of the Helendale Community Services District Establishing the Statement of Investment for Fiscal Year 2023

Discussion: The guiding principles for the Districts investments are safety, liquidity, and yield. The District has relied on safe investment strategies for the past 3 years due to volatility and low returns on the investment market. The District currently has funds in Citizens Business Bank for day-to-day operations and current capital needs; Desert Community Bank for Thrift Store cash deposits; and Local Agency Investment Fund (LAIF). The District can invest up to \$40 million in LAIF and cannot lose principle. Government Code 53600.3 outlines the requirements for public agency investments establishing the standard of "prudent investor." Government Code 53646 requires an annual review of the District's investment policy in a public meeting as stated in Sec. 9. The Investment Policy outlines how the District's funds can be invested and is a critical document representing the District's commitment to protecting the public's funds. General Manager Cox presented charts of the District funds by depository. Diversification options were discussed in 2021, at the time the options presented were paying off debt, which has been completed; re-financing debt which has been completed; opening a pension trust fund which will be brought to the Board at a future meeting; and investing in LAIF or LAIF like investment fund which has been completed. In the past year LAIF has yielded \$7902 in interest on \$3 million. Staff will be transferring \$2 million to CLASS investment JPA. CLASS offers the same investment protections as LAIF. CSDA and League of California Cities preferred investment partner. The Board asked the General Manager to get a list of local agencies that are using CLASS.

Action: Director Schneider made the motion to approve Resolution 2022-13 Adopting the Statement of Investment Policy for FY23. Director Clark seconded the motion.

Vote: The motion carried by the following vote: 5 - Yes; 0 - No. President Smith-Yes; Vice President Spiller-Yes; Director Clark -Yes; Director Schneider -Yes; Director Haas -Yes

Other Business

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

Vice President Spiller called for a brief recess at 8:09 pm. Closed Session was called to order at 8:17 pm.

10. Closed Session

Conference with Real Property Negotiators
(Government Code Section 54956.8)

Property: 15302 Smithson

District Negotiator: Kimberly Cox

Negotiating Parties: Jeff Steifel

Under Negotiation: Price and Terms of Payment

Conference with Real Property Negotiators
(Government Code Section 54956.8)

Property: Water Rights

District Negotiator: Kimberly Cox

Negotiating Parties: Victorville Water Department

Under Negotiation: Price and Terms of Payment

Conference with Real Property Negotiators
(Government Code Section 54956.8)

Property: 26538

District Negotiator: Kimberly Cox

Negotiating Parties: Billy Dempsey, MD7

Under Negotiation: Price and Terms of Payment

Vice President Spiller adjourned the closed session at 9:14 pm

11. Report of Closed Session Items

Legal Counsel Kennedy reported that the Board met in closed session and gave Staff direction. There was no other reportable action resulting from the closed session items.

12. Adjournment

President Smith adjourned the meeting at 9:15 pm

Submitted by:

Approved by:

Tim Smith, President

Sandy Haas, Secretary

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



Helendale Community Services District

Date: August 4, 2022
TO: Board of Directors
FROM: Kimberly Cox, General Manager
BY: Sharon Kreinop
SUBJECT: Agenda item #3b
Bills Paid Report



Helendale Community Services District

Date: August 4, 2022
TO: Board of Directors
FROM: Kimberly Cox, General Manager
BY: Sharon Kreinop, Senior Account Specialist
SUBJECT: Agenda item #3 b
Consent Items: Updated Bills Paid and Presented for Approval

STAFF RECOMMENDATION:

Updated Report Only. Receive and File

STAFF REPORT:

Staff issued 65 checks and 9 EFT's totaling \$460,027.61

Total Cash Available:	<u>8/01/22</u>	<u>7/18/22</u>
Cash	\$5,940,539.11	\$6,139,376.60
Checks/EFT's Issued	\$ 460,027.61	\$ 237,201.64

Investment Report

The Investment Report shows the status of the invested District funds. The current interest rate is 0.07% for LAIF and 0.10% for the CBB Sweep Account for July 2022. Interest earned July 2022 on CBB Sweep Account is 226.15



Helendale CSD

Bills Paid and Presented for Approval

Transaction Detail

Issued Date Range: 07/18/2022 - 08/01/2022

Cleared Date Range:

Issued Date	Number	Description	Amount	Type	Module
Bank Account: 251229590 - CBB Checking					
07/18/2022	25488	Amazon Capitol Services	-498.35	Check	Accounts Payable
07/18/2022	25489	Helendale Community Services District	-124.57	Check	Accounts Payable
07/18/2022	25490	Infosend, Inc	-1,872.12	Check	Accounts Payable
07/18/2022	25491	Mobile Occupational Services, Inc.	-135.00	Check	Accounts Payable
07/18/2022	25492	USA of So. California	-110.65	Check	Accounts Payable
07/18/2022	25493	Zenith Insurance Company	-1,204.00	Check	Accounts Payable
07/18/2022	25494	Amazon Capitol Services	-23.26	Check	Accounts Payable
07/18/2022	25495	ASBCSD	-40.00	Check	Accounts Payable
07/18/2022	25496	Frontier Communications	-70.38	Check	Accounts Payable
07/18/2022	25497	Frontier Communications	-62.31	Check	Accounts Payable
07/18/2022	25498	Sonic Systems, Inc	-1,477.94	Check	Accounts Payable
07/20/2022	25499	California State Disbursement Unit	-230.76	Check	Accounts Payable
07/20/2022	25500	State of California - Franchise Tax Board	-50.00	Check	Accounts Payable
07/20/2022	25501	DEBBIE STEPHENS	-336.00	Check	Utility Billing
07/20/2022	25502	FRANK HERNANDEZ	-214.61	Check	Utility Billing
07/20/2022	25503	CHARLES FLANAGAN	-215.50	Check	Utility Billing
07/20/2022	25504	RANDOLPH M. CANTU	-50.46	Check	Utility Billing
07/21/2022	25505	County of San Bernardino, Solid Waste Mgmt. Div.	-1,078.59	Check	Accounts Payable
07/21/2022	25506	Home Depot Credit Services	-2,306.23	Check	Accounts Payable
07/21/2022	25507	Konica Minolta	-500.86	Check	Accounts Payable
07/21/2022	25508	Lawson Products, Inc.	-33.86	Check	Accounts Payable
07/21/2022	25509	Lowe's Inc.	-4,224.18	Check	Accounts Payable
07/21/2022	25510	USA Blue Book	-368.36	Check	Accounts Payable
07/21/2022	25511	Verizon Wireless	-651.23	Check	Accounts Payable
07/21/2022	25512	Verizon Wireless	-106.32	Check	Accounts Payable
07/21/2022	25513	Alma Laura Esquivel	-1,215.00	Check	Accounts Payable
07/21/2022	25514	Amazon Capitol Services	-94.79	Check	Accounts Payable
07/21/2022	25515	Chris Farmer	-1,950.00	Check	Accounts Payable
07/21/2022	25516	Chris Urmston	-200.00	Check	Accounts Payable
07/21/2022	25517	Citizens Business Bank	-149,447.45	Check	Accounts Payable
07/21/2022	25518	Hach Company	-3,142.00	Check	Accounts Payable
07/21/2022	25519	Inland Water Works Supply Co.	-211.19	Check	Accounts Payable
07/21/2022	25520	Konica Minolta	-728.31	Check	Accounts Payable
07/21/2022	25521	Lakeside Heating and Air Conditioning	-504.00	Check	Accounts Payable
07/21/2022	25522	Lawson Products, Inc.	-14.87	Check	Accounts Payable
07/21/2022	25523	Paul Harvey	-1,000.00	Check	Accounts Payable
07/21/2022	25524	Provident Agency, Inc	-1,887.00	Check	Accounts Payable
07/21/2022	25525	Pyro Spectaculars Inc.	-2,923.00	Check	Accounts Payable
07/21/2022	25526	San Bernardino County Fire Protection District	-1,045.00	Check	Accounts Payable
07/21/2022	25527	USA Blue Book	-544.70	Check	Accounts Payable
07/21/2022	25528	Insituform Technologies, LLC	-45,100.00	Check	Accounts Payable
07/22/2022	25529	Ornnell Fire Sprinkler, Inc	-1,000.00	Check	Accounts Payable
07/22/2022	25530	Ornnell Fire Sprinkler, Inc	-1,000.00	Check	Accounts Payable
07/26/2022	25531	High Desert Underground Inc	-33,450.00	Check	Accounts Payable
07/26/2022	25532	High Desert Underground Inc	-33,450.00	Check	Accounts Payable
07/26/2022	25533	ACI Payments, inc	-57.80	Check	Accounts Payable

Bank Transaction Report

Issued Date	Number	Description	Amount	Type	Module
07/26/2022	25534	Burrtec Waste Group, Inc	-13,250.51	Check	Accounts Payable
07/26/2022	25535	Cardmember Services	-1,625.42	Check	Accounts Payable
07/26/2022	25536	High Desert Underground Inc	-2,386.00	Check	Accounts Payable
07/26/2022	25537	Burrtec Waste Group, Inc	-48,525.44	Check	Accounts Payable
07/27/2022	25538	Eide Bailly LLP	-1,354.65	Check	Accounts Payable
07/27/2022	25539	Amazon Capitol Services	-186.01	Check	Accounts Payable
07/27/2022	25540	Beck Oil Inc	-3,457.08	Check	Accounts Payable
07/27/2022	25541	Chris Urmston	-300.00	Check	Accounts Payable
07/27/2022	25542	Frontier Communications	-94.24	Check	Accounts Payable
07/27/2022	25543	Layne Christiansen Company	-19,117.69	Check	Accounts Payable
07/27/2022	25544	Parkhouse Tire, Inc.	-240.71	Check	Accounts Payable
07/27/2022	25545	Paul Harvey	-2,000.00	Check	Accounts Payable
07/27/2022	25546	Sierra Analytical Labs, Inc	-300.00	Check	Accounts Payable
07/27/2022	25547	Staples Credit Plan	-460.54	Check	Accounts Payable
07/27/2022	25548	Brunick, McElhane & Kennedy Professional Law Corp	-1,850.00	Check	Accounts Payable
07/28/2022	25549	Atlas Environmental Engineering, Inc	-4,150.00	Check	Accounts Payable
07/28/2022	25550	Cashier, CDFA- Certified Farmer's Market Program 90303	-784.00	Check	Accounts Payable
07/28/2022	25551	WaterMaster	-2,174.99	Check	Accounts Payable
08/01/2022	25552	NADINE TAPIA	-335.38	Check	Utility Billing
07/21/2022	EFT0004191	SCE Street Lighting Acct # 700013030275	-1,885.21	EFT	General Ledger
07/28/2022	EFT0004192	SCE ACH Sod Farm Acct 700255337588	-2,423.65	EFT	General Ledger
07/21/2022	EFT0004207	SCE ACH Park Wellheads Acct 700448234519	-445.66	EFT	General Ledger
07/29/2022	EFT0004208	PERS Classic Annual Unfunded Accrued Liability FY 2022-	-42,555.00	EFT	General Ledger
07/29/2022	EFT0004209	PERS PEPR Annual Unfunded Accrued Liability FY 2022-23	-2,112.00	EFT	General Ledger
07/22/2022	EFT0004211	CalPERS 457 Pmt PPE 7/17/22	-3,460.50	EFT	General Ledger
08/01/2022	EFT0004217	CalPERS Classic Pmt PPE 7/3/22	-7,486.82	EFT	General Ledger
08/01/2022	EFT0004219	CalPERS PEPR Pmt PPE 7/3/22	-1,667.15	EFT	General Ledger
08/01/2022	EFT0004220	To record EVO Thrift Store CC Fees 23099	-448.31	EFT	General Ledger
08/01/2022	EFT0004217	CalPERS Classic Pmt PPE 7/3/22	-7,486.82	EFT	General Ledger
08/01/2022	EFT0004219	CalPERS PEPR Pmt PPE 7/3/22	-1,667.15	EFT	General Ledger
Bank Account 251229590 Total: (74)					-460,027.61
Report Total: (74)					-460,027.61

Summary

Bank Account
[251229590 CBB Checking](#)

Count	74	Amount	-460,027.61
Report Total:	<u>74</u>		<u>--460,027.61</u>

Cash Account
[99.99-111000 Cash in CBB - Checking](#)

Count	74	Amount	-460,027.61
Report Total:	<u>74</u>		<u>-460,027.61</u>

Transaction Type	Count	Amount
Check	65	-397,543.31
EFT	9	-62,484.30
Report Total:	<u>74</u>	<u>-460,027.61</u>



Helendale Community Services District

Date: August 4, 2022
TO: Board of Directors
FROM: Kimberly Cox, General Manager
BY: Eide Bailey
SUBJECT: Agenda item #3c
June Financials

Attached for the Board's consideration is the financial report for June 2022.



Helendale CSD
Statement of Revenues and Expenses - Water
As of June 30, 2022
(Unaudited)
Preliminary Results and Subject to Change

	Jun 2022	YTD Actual	Budget	% Budget	PYTD
1 Operating Revenues					
2 Meter Charges	\$ 134,053	\$ 1,610,717	\$ 1,593,041	101%	\$ 1,614,652
3 Water Sales	74,108	906,684	952,614	95%	947,984
4 Standby Charges	-	35,648	23,300	153%	21,585
5 Other Operating Revenue	5,765	132,966	104,300	127%	174,453
6 Total Operating Revenues	213,926	2,686,014	2,673,255	100%	2,758,674
7 Non-Operating Revenues					
8 Grant Revenue	26,905	721,905	305,000	237%	60,050
9 Miscellaneous Income (Expense)	-	91,387	-	0%	18,689
10 Total Non-Operating Revenues	26,905	813,293	305,000	267%	78,739
11 Total Revenues	240,832	3,499,307	2,978,255	117%	2,837,412
12 Expenses					
13 Salaries & Benefits					
14 Salaries	23,647	357,497	326,871	109%	326,765
15 Benefits	9,071	123,320	123,472	100%	115,879
16 Total Salaries & Benefits	32,717	480,817	450,343	107%	442,644
17 Transmission & Distribution					
18 Contractual Services	9,157	76,393	62,492	122%	80,568
19 Power	14,077	165,166	207,247	80%	125,660
20 Operations & Maintenance	7,231	130,626	136,950	95%	110,625
21 Rent/Lease Expense	800	11,490	10,860	106%	10,860
22 Permits & Fees	-	24,830	30,700	81%	24,442
23 Total T&D	31,265	408,505	448,249	91%	352,156
24 General & Administrative					
25 Utilities	388	4,920	6,500	76%	4,945
26 Office & Other Expenses	2	3,418	5,783	59%	15,089
27 Admin Allocation	48,066	576,797	576,797	100%	568,650
28 Total G&A	48,457	585,135	589,080	99%	588,683
29 Debt Service	-	480,253	531,309	90%	415,227
30 Total Expenses	112,439	1,954,709	2,018,982	97%	1,798,711
31 Net Income (Loss) Before Capital	128,392	1,544,597	959,274	161%	1,038,702
32 Sale or Lease of Water Rights	302,260	334,214	-	0%	677,980
33 Capital Expenses	-	(1,661,279)	(783,000)	212%	(1,398,400)
34 Net Income (Loss) After Capital	\$ 430,652	\$ 217,532	\$ 176,274	123%	\$ 318,282

*No assurance provided on these financial statements. These financial statements do not include a statement of cash flows. Substantially all disclosures required by accounting principles generally accepted in the United States not included.

Helendale CSD
Financial Statement Analysis
Preliminary – No Year End Audit Adjustments
For the Month Ended June 30, 2022 – 100% of Fiscal Year

Fund 01-Water Revenues and Expenses

Line 2 Meter Charges: Includes fixed monthly charge for water service. Year to date (YTD) meter charges ended in line with budget.

Line 3 Water Sales: Includes water consumption charges. YTD ended at 95% of budget.

Line 4 Standby Charges: Includes special assessment standby charges for the current & prior years, and delinquent standby penalties. YTD ended over budget due to more penalties on delinquent taxes than anticipated.

Line 5 Other Operating Revenue: Includes permit & inspection charges, connection fees, meter installation fees, other fees/charges and mechanic service reimbursements. Connection and meter installation fees are budgeted conservatively due to the unexpected nature of these fees. YTD ended over budget due to more water supply fees, delinquent fees, and penalties received than anticipated.

Line 8 Grant Revenue: Budget for this account consists of \$305,000 for grant reimbursement from the Bureau of Reclamation and the DWR. YTD ended over budget due to increased DWR Well 13 grant funds received due to increased project progress.

Line 9 Miscellaneous Income (Expense): Includes gain or loss on sale of assets, the Enel X Demand Response Program and other miscellaneous income. YTD activity includes \$73.5K in COVID relief funds from the American Rescue Plan Act (ARPA), \$12.5K from water meter recycling, \$2.5K from sale of equipment and \$2.8K from the Enel X Demand Response Program.

Line 14 Salaries: Includes salaries for water employees and portion of mechanic's salary. YTD ended over budget due to budgeting for the part time mechanic. The mechanic salary is only budget at 50% of total cost due to allocation of mechanic expense to other funds.

Line 15 Benefits: Includes health insurance, CalPERS retirement, worker's compensation insurance, payroll taxes, and employee education and trainings. YTD ended in line with budget.

Line 18 Contractual Services: Includes lab testing, engineering, GIS support & other contract services. YTD ended over budget due to the annual Aqua Metrics renewal that came in \$5.5K higher than anticipated, as-needed engineering support from Water Systems Consulting, and preliminary title work relating to various sites from Commonwealth Tittle for \$4.7K.

Line 19 Power: Includes electricity used for transmission & distribution. YTD ended at 80% of budget.

Line 20 Operations & Maintenance: Includes operations & maintenance expense, vehicle maintenance and vehicle fuel. YTD ended at 95% of budget.

Line 21 Rent/Lease Expense: Includes rental costs for the water shop and Bureau of Land Management (BLM) tank sites. YTD ended over budget due to increased rental costs for the BLM tank sites.

Line 22 Permits & Fees: Includes all water permits, miscellaneous fees, and Watermaster fees. YTD can trend over/under budget due to timing of permits and fee payments. YTD ended at 81% of budget.

Line 25 Utilities (G&A): Includes gas and telephone expenses. YTD ended at 76% of budget due lower than anticipated gas bills.

Line 26 Office & Other Expenses: Includes mileage/travel reimbursements, office supplies, water conservation program, and dues & subscriptions. These expenses are an as needed basis and can trend over/under budget. YTD ended at 59% of budget.

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

Line 29 Debt Service: Includes interest & principal payments on outstanding debt. YTD can trend over/ under budget due to timing of payments. Payments occur on a quarterly basis in July, October, January, and April. YTD ended at 90% of budget.

Line 32 Sale or Lease of Water Rights: YTD activity includes \$334K for sale or lease of water rights not budgeted for.

Line 33 Capital Expenses: YTD balance in capital expenses includes the following:

- \$484.3K - New Well
- \$406.4K - Corporate Yard Enclosure
- \$214.6K - New Well Pipeline
- \$148.1K - AMI Meters
- \$126.8K - Complete Interior of Water Ops Building
- \$61.2K - Well House for Well 13
- \$54K - Old Shop Maintenance and Insulation
- \$39.9K - Concrete, fencing, camera, internet for Well 13
- \$31.9K - Service Truck
- \$25.4K - Water Maintenance Building Paving Project
- \$24.5K - Water Rights
- \$22K - Vactor Truck
- \$16.9K - Temporary Flush line for New Well
- \$5.3K - Electrical Well 13



Helendale CSD
Statement of Revenues and Expenses - Sewer
As of June 30, 2022
(Unaudited)
Preliminary Results and Subject to Change

	Jun 2022	YTD Actual	Budget	% Budget	PYTD
1 Operating Revenues					
2 Sewer Charges	\$ 122,376	\$ 1,360,874	\$ 1,280,348	106%	\$ 1,280,488
3 Standby Charges	-	29,895	18,000	166%	16,803
4 Other Fees & Charges	1,871	32,606	29,320	111%	55,868
5 Other Income/(Expense)	-	23,474	1,000	2347%	5,255
6 Total Revenues	124,248	1,446,850	1,328,668	109%	1,358,414
7 Expenses					
8 Salaries & Benefits					
9 Salaries	22,669	273,272	267,911	102%	252,980
10 Benefits	8,094	103,513	94,821	109%	96,297
11 Total Salaries & Benefits	30,764	376,785	362,732	104%	349,278
12 Sewer Operations					
13 Contractual Services	505	58,190	76,500	76%	75,849
14 Power	9,719	95,354	89,613	106%	71,096
15 Operations & Maintenance	5,291	80,817	59,230	136%	79,819
16 Permits & Fees	-	31,268	35,000	89%	30,099
17 Total Sewer Operations	15,515	265,628	260,343	102%	256,862
18 General & Administrative					
19 Utilities	422	4,482	5,616	80%	4,389
20 Office & Other Expenses	3,232	9,383	14,760	64%	12,162
21 Admin Allocation	47,105	565,261	565,261	100%	557,277
22 Total G&A	50,759	579,126	585,637	99%	573,827
23 Debt Service	40,677	101,761	72,377	141%	69,631
24 Total Expenses	137,715	1,323,300	1,281,089	103%	1,249,598
25 Net Income (Loss) Before Capital	(13,467)	123,549	47,579	260%	108,816
26 Capital Expenses	(2,184)	(706,372)	(940,000)	75%	(313,631)
27 Net Income (Loss) After Capital	\$ (15,652)	\$ (582,823)	\$ (892,421)	65%	\$ (204,815)

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Fund 02 - Sewer Revenues and Expenses

Line 2 Sewer Charges: Includes the monthly charge for sewer services. YTD ended at over budget due sewer rate increases during the fiscal year.

Line 3 Standby Charges: Includes special assessment standby charges for the current & prior years, and delinquent standby penalties. YTD ended over budget because the District received higher than anticipated prior year delinquent standby charges.

Line 4 Other Fees & Charges: Includes permit & inspection charges, connection fees, other fees, and charges. YTD ended over budget because of conservative budgeting on these accounts due to the unexpected nature of these fees and delinquent charges.

Line 5 Other Income/(Expense): Includes gain or loss on sale of assets and other miscellaneous income. YTD activity includes \$23.4K from COVID relief funds from the American Rescue Plan Act (ARPA) through San Bernardino County.

Line 9 Salaries: Includes salaries for all sewer employees. YTD ended in line with budget.

Line 10 Benefits: Includes employee insurance, PERS retirement, workers compensation, payroll taxes, and education & training. YTD ended over budget due increased employee group insurance cost.

Line 13 Contractual Services: Includes lab testing, engineering, GIS support & other contractual services. YTD ended at 76% of budget.

Line 14 Power: Includes electricity used for Sewer. YTD ended over budget due to higher electrical costs than anticipated.

Line 15 Operations & Maintenance: Includes compost disposal, vehicle maintenance, vehicle fuel, uniforms, small tools, and salaries for mechanics. YTD ended over budget due to maintenance and repair on the backhoe loader not anticipated in budget and greater water usage for the treatment plant.

Line 16 Permits and Fees: Includes all annual permits and fees paid to the state. YTD can trend over/under budget due to timing of permits and fee payments. YTD ended at 89% of budget.

Line 19 Utilities (G&A): Includes gas, water, and telephone expenses. YTD ended under budget at 80% due to lower than anticipated phone bills.

Line 20 Office & Other Expenses: Includes mileage/travel reimbursements, office supplies, water conservation program, and dues & subscriptions. These expenses are an as needed basis and can trend over/under budget. YTD ended at 64% of budget.

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

Line 23 Debt Service: Includes interest & principal payments on outstanding debt. YTD can trend over/ under budget due to timing of payments. Payments occur bi-annually in December and June. YTD ended over budget.

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

- \$467.1K – Storage Building/Office/Lab
- \$139.7K- Interior Completion of Maintenance Building
- \$47K - Wastewater Maintenance Building Paving Project
- \$36K – Mini-Lift Station Project
- \$16.5K – Wastewater Operations Manager Vehicle



Helendale CSD
Statement of Revenues and Expenses - Recycling Center
As of June 30, 2022
(Unaudited)
Preliminary Results and Subject to Change

	Jun 2022	YTD Actual	Budget	% Budget	PYTD
1 Operating Revenues					
2 Retail Sales	\$ 26,292	\$ 330,852	\$ 300,000	110%	\$ 305,701
3 Donations	-	-	-	0%	-
4 Board Discretionary Revenue	-	-	(126,740)	0%	-
5 Miscellaneous Income (Expense)	-	7,623	-	0%	-
6 Total Revenues	26,292	338,475	173,260	195%	305,701
7 Expenses					
8 Salaries & Benefits					
9 Salaries	8,679	130,679	126,472	103%	102,693
10 Benefits	2,024	18,675	18,266	102%	16,149
11 Total Salaries & Benefits	10,703	149,355	144,738	103%	118,841
12 Recycling Center Operations					
13 Contractual Services	-	181	2,500	7%	324
14 Operations & Maintenance	224	12,417	12,900	96%	13,914
15 Total Recycling Center Operations	224	12,598	15,400	82%	14,238
16 General & Administrative					
17 Utilities	1,425	8,260	8,622	96%	7,115
18 Office & Other Expenses	439	4,861	4,500	108%	1,572
19 Total G&A	1,863	13,120	13,122	100%	8,688
20 Total Expenses	12,790	175,073	173,260	101%	141,767
21 Net Income (Loss) Before Capital	13,502	163,403	-		163,934
22 Capital Expenses	-	-	-	-	-
23 Net Income (Loss) After Capital	\$ 13,502	\$ 163,403	\$ -		\$ 163,934

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03-Recycling Center Revenues and Expenses

Line 2 Retail Sales: Includes sales revenues from the Thrift Store. YTD ended over budget due to more revenues than anticipated.

Line 3 Donations: Donations are not budgeted for due to the unexpected nature of these revenues. YTD has no activity.

Line 4 Board Discretionary Revenue: This line shows the transfer of net cash from the Recycling Center (fund 03) to the Parks & Recreation Fund (fund 05). This transfer is done at year end for the audit.

Line 5 Miscellaneous Income/(Expense): Includes gain or loss on sale of assets and other miscellaneous income. YTD activity includes \$7.6K from COVID relief funds.

Line 9 Salaries: Salaries for all recycling center employees, which are all part-time. YTD ended slightly over budget.

Line 10 Benefits: Includes employee insurance, workers compensation, payroll taxes, and education & training. YTD ended slightly over budget.

Line 13 Contractual Services: Includes software support and other contract services. Services are on an as needed basis. YTD ended at 7% of budget.

Line 14 Operations & Maintenance: Includes vehicle maintenance, vehicle fuel, operating supplies, and uniforms. YTD ended at 96% of budget.

Line 17 Utilities (G&A): Includes electric and telephone expenses. YTD ended at 96% of budget.

Line 18 Office & Other Expenses: Includes advertising, bank charges and other miscellaneous expenses. YTD ended over budget due to higher bank charges than anticipated.

Line 21 Net Income: Net income in the Recycling Center is moved to Parks & Recreation fund (fund 5) at year end for the audit through Board Discretionary Revenue.



Helendale CSD
Statement of Revenues and Expenses - Property Rental
As of June 30, 2022
(Unaudited)
Preliminary Results and Subject to Change

	Jun 2022	YTD Actual	Budget	% Budget	PYTD
1 Operating Revenues					
2 Property Rental Revenues	\$ 9,140	\$ 122,169	\$ 128,280	95%	\$ 125,112
3 Other Income	-	70	-	0%	851
4 Board Discretionary Revenue	-	-	-	0%	-
5 Total Revenues	9,140	122,239	128,280	95%	125,963
5 Expenses					
7 Contractual Services	-	-	5,000	0%	-
8 Utilities	1,430	11,600	13,795	84%	5,349
9 Operations & Maintenance	2,510	13,378	16,367	82%	12,729
10 Debt Service	-	52,900	82,833	64%	20,342
11 Total Expenses	3,940	77,878	117,995	66%	38,420
12 Net Income (Loss)	\$ 5,200	\$ 44,362	\$ 10,285	431%	\$ 87,543

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04-Property Rental Revenues and Expenses

Line 2 Property Rental Revenues: Includes revenue for 15302 Smithson and 15425 Wild Road properties. YTD ended at 95% of budget due to partial unit vacancies during the fiscal year at the Smithson property.

Line 3 Other Income: Includes penalties and other miscellaneous Income; due to the unexpected nature of these revenues these accounts are budgeted conservatively. YTD activity include delinquent fees charges to tenants.

Line 4 Board Discretionary Revenue: This line shows the transfer of net cash from the Property Rental fund (fund 04) to Parks & Recreation fund (fund 05). This transfer is done at year end for the audit.

Line 7 Contractual Services: Includes contractor and handyman expenses for installation of appliances, drywall repair, roofing, or plumbing repairs. No services were needed during the fiscal year.

Line 8 Utilities: Includes electric & gas expense for the rental properties. YTD ended at 84% of budget.

Line 9 Operations & Maintenance: Includes maintenance and other costs relating to the rental properties. YTD ended at 82% of budget.

Line 10 Debt Service: Includes interest and principal payments on outstanding debt. YTD can trend over/ under budget due to timing of payments. Payments occur bi-annually in December and June. YTD ended at 64% of budget due to consolidation of loans in late FY 21 that resulted in updated debt service allocations for FY 22.

Line 12 Net Income: Net income in the Property Rental fund (fund 04) is moved to the Parks & Recreation fund (fund 05) through Board discretionary revenue at year-end for the audit.



Helendale CSD
Statement of Revenues and Expenses - Parks & Recreation
As of June 30, 2022
(Unaudited)
Preliminary Results and Subject to Change

	Jun 2022	YTD Actual	Budget	% Budget	PYTD
1 Operating Revenues					
2 Program Fees	\$ 1,788	\$ 53,421	\$ 22,600	236%	\$ 21,324
3 Property Taxes	1,887	22,467	18,000	125%	20,009
4 Donations & Sponsorships	-	10,150	5,500	185%	12,563
5 Rental Income	1,452	25,284	26,075	97%	21,360
6 Developer Impact Fees	-	8,600	6,880	125%	18,920
7 Grants	-	-	-	0%	43,456
8 Interfund Transfer Out/(In)	(3,508)	(42,100)	(42,100)	100%	(42,100)
9 Board Discretionary Revenue	12,895	370,295	461,446	80%	519,364
10 Miscellaneous Income (Expense)	-	3,064	-	0%	-
11 Total Revenues	14,514	451,181	498,401	91%	614,898
12 Expenses					
13 Salaries & Benefits					
14 Salaries	5,992	77,885	77,378	101%	68,966
15 Benefits	2,786	35,887	42,974	84%	34,109
16 Total Salaries & Benefits	8,778	113,772	120,352	95%	103,075
17 Program Expense	3,545	77,781	64,725	120%	42,172
18 Contractual Services	1,454	47,765	9,560	500%	14,612
19 Utilities	8,324	56,348	64,387	88%	34,359
20 Operations & Maintenance	3,821	32,987	22,926	144%	31,947
21 Permits & Fees	-	1,317	1,863	71%	1,546
22 Grant Expense	-	-	-	0%	-
23 Other Expenses	-	1,124	1,955	57%	8,974
24 Debt Service	-	-	-	0%	20,340
25 Total Expenses	25,921	331,095	285,768	116%	257,025
26 Net Income (Loss) Before Capital	(11,407)	120,086	212,633	56%	357,873
27 Capital Expenses	-	(291,829)	(272,500)	107%	(58,526)
28 Net Income (Loss) After Capital	\$ (11,407)	\$ (171,743)	\$ (59,867)	287%	\$ 299,347

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05-Parks & Recreation Revenues and Expenses

Line 2 Program Fees: Includes recreation program fees, basketball league fees, youth soccer league fees and farmers market revenue. YTD ended over budget due to more program fees than anticipated.

Line 3 Property Taxes: Includes the transfer of property taxes for streetlight utility expenses. YTD ended over budget due to more property tax receipts than anticipated.

Line 4 Donations & Sponsorships: Includes concert in the park sponsorships, event sponsorships and other donations/sponsorships. YTD activity includes a \$5.5K park sponsorship from Burrtec in January and \$4.5K in concert sponsorships.

Line 5 Rental Income: Includes rental income from the water shop, storage for the recycling center, community center room rental, church rental, and gymnastics rental. YTD can trend over/under budget depending on needs of rentals. YTD ended at 97% of budget.

Line 6 Developer Impact Fees: Includes developer Impact Fees. YTD ended over budget due to more developer impact fees than anticipated.

Line 7 Grants: This accounts for grants and is not budgeted for until a grant is awarded. There was no activity during the fiscal year.

Line 8 Interfund Transfer Out/(In): This line shows the year end transfer of cash balance from the Recycling Center (fund 03) and Property Rental (fund 04) to the Parks & Recreation fund (fund 05), as well as the monthly repayment of the interfund loan from Sewer to Parks.

Line 9 Board Discretionary: Board Discretionary Revenue in June includes the following:

- Radio Tower Site Rent – \$12,287
- Property Taxes – \$305
- Solid Waste Franchise Fees - \$2,190
- Transfer Property Tax Revenue for Street Light Utilities -- \$(1,887)

Line 10 Miscellaneous Income/(Expense): Includes gain or loss on sale of assets and other miscellaneous income. YTD activity includes \$3K from COVID relief funds.

Line 14 Salaries: Includes full and part-time Parks and Recreation employees. YTD ended in line with budget.

Line 15 Benefits: Includes health insurance, CalPERS retirement, worker's compensation insurance, payroll taxes, and employee education & trainings. YTD ended at 84% of budget due to workers compensation coming in lower than anticipated.

Line 17 Program Expense: Includes supplies and expenses for the youth soccer league, park, community center, farmers market and other programs. YTD ended over budget due to higher than expected program expenses.

Line 18 Contractual Services: Includes software support and other contract services. YTD is over budget due to security guard and engineering services required at the Community Center not anticipated in budget.

Line 19 Utilities: Includes gas and electric for parks and the community center, along with telephone & electricity for street lighting. YTD ended at 88% of budget.

Line 20 Operations & Maintenance: includes vehicle maintenance, small tools, vehicle fuel and building repair for the park and community center. YTD ended over budget due to increased vehicle fuel cost, higher than anticipated small tools purchases, and ESP softball insurance not considered in budget.

Line 21 Permits & Fees: Includes permit and inspection fees, along with San Bernardino county fees. YTD can trend over/under budget due to timing of permits and fee payments. YTD ended at 71% of budget.

Line 23 Other Expenses: Includes uniforms, printing costs, dues & subscriptions, and bank charges. YTD ended at 57% of budget.

Line 24 Debt Service: Includes interest & principal payments on outstanding debt. No debt was budgeted for FY 21/22.

Line 27 Capital Expenses: YTD balance in capital expenses includes the following:

- \$241.6K - Additional Asphalt Parking Area - Community Center
- \$30K - Community Center Fencing
- \$10.2k- Park Sound System
- \$5.3K - Lighting for Baseball and Sports field
- \$2.5K - Nature Playground
- \$2.2K - Community Center Parking Lot Lights (New area)



Helendale CSD
Statement of Revenues and Expenses - Solid Waste Disposal
As of June 30, 2022
(Unaudited)
Preliminary Results and Subject to Change

	Jun 2022	YTD Actual	Budget	% Budget	PYTD
1 Operating Revenues					
2 Charges for Services	\$ 48,966	\$ 578,852	\$ 578,519	100%	\$ 556,973
3 Assessments & Fees	414	234,240	236,954	99%	236,913
4 Other Charges	11,408	35,543	16,360	217%	10,361
5 Board Discretionary Revenue	-	-	20,000	0%	-
6 Miscellaneous Income (Expense)	-	4,768	-	0%	-
7 Total Revenues	60,788	853,404	852,833	100%	804,247
8 Expenses					
9 Salaries & Benefits					
10 Salaries	8,883	87,265	85,426	102%	86,965
11 Benefits	3,594	39,922	41,861	95%	37,909
12 Total Salaries & Benefits	12,477	127,187	127,287	100%	124,874
13 Contractual Services	48,605	528,544	565,926	93%	554,024
14 Disposal Fees	13,086	173,795	158,052	110%	171,274
15 Operations & Maintenance	244	7,256	4,531	160%	4,005
16 Other Operating Expenses	22	13,029	3,997	326%	9,388
17 Admin Allocation	961	11,536	11,536	100%	11,373
18 Total Expenses	75,395	861,347	871,330	99%	874,938
19 Net Income (Loss)	\$ (14,607)	\$ (7,943)	\$ (18,497)	43%	\$ (70,691)

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06-Solid Waste Disposal Revenues and Expenses

Line 2 Charges for Services – Solid Waste: Includes regular pick up of solid waste. YTD ended in line with budget.

Line 3 Assessment & Fees: Includes special assessments for refuse land use fees for current & prior years. YTD can trend over/under budget due to timing of receipts which are usually received in April and December. YTD ended in line with budget.

Line 4 Other Charges: Includes delinquent fees and penalties on delinquent taxes. YTD ended over budget due to receipt of green waste hauling fees not budgeted for and increased penalties on delinquent taxes.

Line 5 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.

Line 6 Miscellaneous Income/(Expense): Includes gain or loss on sale of assets and other miscellaneous income. YTD activity includes \$4.7K in COVID relief funds from the American Rescue Plan Act (ARPA) through San Bernardino County.

Line 10 Salaries: Includes salaries for solid waste employees. YTD ended slightly over budget.

Line 11 Benefits: Includes employee insurance, CalPERS retirement, workers compensation, payroll taxes, and education & training. YTD ended at 95% of budget.

Line 13 Contractual Services: Includes Burrtec fees and other miscellaneous contract services. YTD can trend over/under budget due to need and timing of services and fees. YTD ended at 93% of budget.

Line 14 Disposal Fees: Includes San Bernardino County disposal fees and green waste disposal fees. YTD can trend over/under budget due to need and timing of fees. YTD ended over budget due to more County disposal fees than anticipated.

Line 15 Operations & Maintenance: Includes vehicle maintenance, vehicle fuel, operating supplies, and uniforms. YTD ended over budget due to increased fuel costs.

Line 16 Other Operating Expenses: Includes rent for park storage, telephone, postage, event expenses, public outreach, printing, small tools, and bad debt expenses. YTD ended over budget due to \$2.4K tax lien write offs in September and \$8.4K mattress recycling fees that were not considered on budget.

Line 17 Admin Allocation: This is the monthly distribution of the budgeted Administration fund (Fund 10) expenses to the enterprise funds.



Helendale CSD
Statement of Revenues and Expenses - Administration
As of June 30, 2022
(Unaudited)
Preliminary Results and Subject to Change

	Jun 2022	YTD Actual	Budget	% Budget	PYTD
1 Operating Revenues					
2 Tower Rent	\$ 12,287	\$ 172,068	\$ 158,511	109%	\$ 166,999
3 Property Taxes	305	130,661	107,345	122%	125,193
4 Solid Waste Billing & Fees	13,926	166,321	162,151	103%	162,637
5 Fees & Charges	2,343	26,891	17,000	158%	23,885
6 Investments	-	5,768	30,000	19%	11,262
7 Other Income	-	27,476	200	13738%	16,878
8 Board Discretionary Revenue	(14,783)	(392,762)	(354,706)	111%	(384,784)
9 Total Revenues	14,079	136,423	120,501	113%	122,069
10 Expenses					
11 Salaries & Benefits					
12 Salaries	44,523	552,543	534,599	103%	516,872
13 Benefits	16,607	248,420	238,381	104%	213,285
14 Directors' Fees	5,809	73,929	89,000	83%	62,439
15 Total Salaries & Benefits	66,939	874,891	861,980	101%	795,338
16 Contractual Services	14,224	219,251	220,836	99%	242,687
17 Insurance	-	95,127	92,924	102%	94,342
18 Utilities	2,537	18,750	21,504	87%	17,200
19 Operations & Maintenance	108	1,797	3,516	51%	1,204
20 Permits & Fees	81	18,300	16,700	110%	17,083
21 Office & Other Expenses	3,533	88,025	56,635	155%	57,016
22 Election Expense	-	-	-	0%	3,402
23 Admin Allocation	(96,133)	(1,153,594)	(1,153,594)	100%	(1,137,299)
24 Total Expenses	(8,710)	162,547	120,501	135%	90,973
25 Net Income (Loss)	\$ 22,790	\$ (26,124)	\$ -		\$ 31,095

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10-Administrative Revenues and Expenses

Line 2 Tower Rent: Includes radio tower site rental fees. YTD ended over budget due to more rental fees than anticipated.

Line 3 Property Taxes: Includes current & prior property tax and penalties. YTD can trend over/under budget due to timing of property tax collections, with a majority being received in December and April. YTD ended over budget due to more property taxes received than anticipated.

Line 4 Solid Waste Billing & Fees: Includes franchise fees and billing for solid waste. YTD ended in line with budget.

Line 5 Fees & Charges: Includes credit card processing fees and other miscellaneous fees. YTD ended over budget due to the large volume of credit card processing fees.

Line 6 Investments: Includes investment income and unrealized gain or loss on investments. YTD ended at 19% of budget due to a decline in interest rates.

Line 7 Other Income: Other Income includes recycling revenues and other miscellaneous income. YTD activity includes \$14.4K in COVID relief funds from the American Rescue Plan Act (ARPA), \$2K mattress recycling proceeds and \$11k receipt from Herca Telecomm services for SCE easement.

Line 8 Board Discretionary Income: Includes the transfer of the following for Parks and Recreation fund (fund 05):

- Radio Tower Site Rent – \$12,287
- Property Taxes – \$305
- Solid Waste Franchise Fees – \$2,190

Line 12 Salaries: Includes full time, part time & overtime for administrative employees. YTD ended slightly over budget.

Line 13 Benefits: Includes employee insurance, CalPERS retirement, workers compensation, payroll taxes, employee benefit & morale and education & training. YTD ended over budget due to higher than anticipated workers compensation premiums.

Line 14 Directors' Fees: Includes directors fees as well as directors training, seminars, and mileage expense. YTD ended at 83% of budget.

Line 16 Contractual Services: Includes software support, legal services, and auditing & accounting services. YTD ended in line with budget.

Line 17 Insurance: Includes both general liability and vehicle insurance expenses. YTD is slightly over budget.

Line 18 Utilities: Includes telephone and electricity expenses. YTD ended at 87% of budget.

Line 19 Operations & Maintenance: Includes vehicle maintenance, vehicle fuel, mileage & travel reimbursement, uniforms, and equipment maintenance. YTD ended at 51% of budget.

Line 20 Permits & Fees: Includes the annual LAFCO fees, the GFOA application fee for the budget award, and San Bernardino County fees. YTD ended over budget due to higher annual fees than anticipated.

Line 21 Office & Other Expense: Includes board meeting supplies, public relations, community promotion, bank charges, office supplies, postage, and dues & subscription. YTD ended over budget due to higher volume of public notices than anticipated.

Line 23 Admin Allocation: This is the monthly distribution of the budgeted Administration fund (Fund 10) expenses to the enterprise funds.



Helendale Community Services District

Date: August 4, 2022
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #3d
Resolution 2022-01J: A Resolution of the Board of Directors of the Helendale Community Services District Re-Ratifying the Proclamation of a State of Emergency by Governor Newsom, Declaring that Local Emergency Conditions Persist, and Re-Authorizing Remote Teleconference Meetings for the Board of Directors and its Standing Committees for the Period August 4, 2022, to September 1, 2022, Pursuant to Brown Act Provisions

RESOLUTION NO. 2022- 01J

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HELENDALE COMMUNITY SERVICES DISTRICT RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR NEWSOM, DECLARING THAT LOCAL EMERGENCY CONDITIONS PERSIST, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS AND ITS STANDING COMMITTEES FOR THE PERIOD AUGUST 4, 2022, TO SEPTEMBER 1, 2022, PURSUANT TO BROWN ACT PROVISIONS

WHEREAS, the Helendale Community Services District (the “District”) is committed to preserving and nurturing public access and participation in meetings of its Board of Directors; and

WHEREAS, all meetings of the District’s Board of Directors (the “Board”) and its standing committees are open and public, as required by the Ralph M. Brown Act (California Government Code Sections 54950-54963), so that any member of the public may attend, participate, and watch those bodies conduct their business; and

WHEREAS, the Brown Act, in Government Code Section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code Section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition for application of Government Code Section 54953(e) is that a state of emergency is declared by the Governor pursuant to Government Code Section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the State caused by conditions as described in Government Code Section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District’s boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, on March 4, 2020, Governor Gavin Newsom proclaimed a state of emergency to exist in California as a result of the threat of COVID-19, and such proclamation has not yet been lifted; and

WHEREAS, it is further required under Government Code Section 54953(e) that state or local officials have imposed or recommended measures to promote social distancing or that the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board previously adopted Resolution No. 2022-01I on July 12¹, 2022, finding that the requisite conditions exist for the Board and its standing committees to conduct remote teleconference meetings without compliance with Government Code Section 54953(b)(3); and

WHEREAS, as a condition of extending the use of the provisions set forth in Government Code Section 54953(e), the Board must reconsider the circumstances of the state of emergency that exists within the District, and the Board has done so; and

WHEREAS, emergency conditions persist within the District, specifically COVID-19 and its Delta variant, remain highly contagious and, therefore, a threat to the health, safety, and well-being of the District's employees, directors, vendors, contractors, customers, visitors, and residents; and

WHEREAS, directions from the San Bernardino County Department of Public Health and regulations from the State of California impose various social distancing restrictions and provide guidance on best practices with respect to actions to reduce the spread of COVID-19; and

WHEREAS, the Board does hereby find that a state of emergency continues to exist within the District's service area as a result of the continuing presence of COVID-19, which has caused, and will continue to cause, conditions of imminent risk to attendees of Board meetings, and has resulted in local, State, and federal social distancing orders and related guidance, and which has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and the Board desires to re-affirm that a local emergency exists and re-ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency persisting, the Board does hereby find that the Board and all standing committees thereof shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code Section 54953, as authorized by subdivision (e) of Government Code Section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of Government Code Section 54953; and

WHEREAS, the District will continue to provide proper notice to the public regarding all Board and standing committee meetings in accordance with Government Code Section 54953(e)(2) and shall continue to provide notice to the public of how they may access any such meeting via call-in number and/or internet link.

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

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Persists. The Board hereby considers the conditions of the state of emergency within the District and proclaims that a local emergency persists throughout the District as a result of the continuing presence of COVID-19, which continues to cause conditions of imminent risk to attendees of the District's Board and standing committee meetings, and which have resulted in local, State, and federal social distancing orders

and guidance, and that continuing to conduct the District's Board and standing committee meetings virtually will minimize the possible spread COVID-19 and any variant thereof.

Section 3. Re-Ratification of Governor's Proclamation of a State of Emergency. The Board hereby re-ratifies the Governor of the State of California's Proclamation of State of Emergency regarding COVID-19, dated March 4, 2020.

Section 4. Remote Teleconference Meetings. The District's General Manager, or his or her delegate, and the Board and standing committees of the District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution, including but not limited to continuing to conduct open and public meetings in accordance with Government Code Section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) the expiration of thirty (30) days from the date this Resolution was adopted, as set forth below, or (ii) such time as the Board adopts a subsequent resolution in accordance with Government Code Section 54953(e)(3) to extend the time during which the Board and standing committees of the District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of Government Code Section 54953.

PASSED AND ADOPTED by the Board of Directors of the Helendale Community Services District this 4th day of August, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tim Smith, President, Board of Directors

ATTEST:

Sandy Haas, Secretary, Board of Directors



Helendale Community Services District

DATE: August 4, 2022
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #5
Discussion and Possible Action Regarding Approval of Directors' Expense Reports

STAFF RECOMMENDATION

None.

STAFF REPORT

This matter is at the discretion of the Board

On June 16, the Board approved Resolution 2022-09 with minor modifications related to types of meetings that are compensable. In addition, the Board directed Staff to include the approval of Expense Reports as an action item.

Since the meeting of April 21, 2022, the approval of the expense reports has been pulled from the agenda pending review of the resolution. The expense reports were scheduled for approval at the July 21 meeting but were deferred to this meeting. Attached to this staff report are the expense reports for:

April 21, 2022
May 5, 2022
May 19, 2022
June 2, 2022
June 16, 2022

In addition, expense reports that were not included in the July 21 agenda packet and current expense reports are also included in this agenda item for consideration.

All payments have been processed according to the payroll schedule, however, if the Board elects to deny any expenses, that would result in a debit from future submissions.

FISCAL IMPACT: None additional.

POSSIBLE MOTION: At the discretion of the Board.

ATTACHMENTS: Resolution 2022-09 as revised per Board direction

April 21, 2022 Board Meeting

HELENDALE COMMUNITY SERVICES DISTRICT
BOARD MEMBER EXPENSE VOUCHER

NAME: Bob Clark Date: 4/1/22

Date	Event	Expense Description/Explanation	Mileage	Meals	Lodging	Other	Exp. Category
2/1/22	Public Benefit	Meal with Kimberly Cox					
2/3	Event	Reunion Adorale					
	Public Benefit	Reg Board Mtg					
3/16	Event	Meal with K.C.					
	Public Benefit	Reg Board Adorale					
3/17	Event	Reg Board Mtg					
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
Notes/Comments:							
Ok to process for payroll							

Signature: _____ Date: _____
 Board Member Signature: [Signature]
 Expense Categories:

Totals: Mileage _____ Meals _____ Lodging _____ Grand Total _____
 Expense Categories:
 G: Meeting w/GM re: District Operations
 H: Meeting w/auditors, attorney or consultant retained by District
 I: Meeting of Local, State or Federal body w/jurisdiction affecting HCSD
 J: Meeting w/organization with interests in matter involving functions or operations of the District
 K: Meeting pre-approved by the Board of Directors

Mileage calculated at \$0.56/mile effective 1/1/21

[Signature]

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER

Name: **HENRY SPILLER**

Date	Event	Expense Description/Explanation	Miles	Meals	Lodging	Other	Exp. Category
3/2	Public Benefit	Meeting with GM					G
3/3	Event	Meeting with GM re: District Operations					
	Public Benefit	CSD Board Meeting					A
	Event	Public Board Meeting					
3/16	Event	Farmer Market					C
	Public Benefit	Rep at public event					
3/17	Event	CSD Board Meeting					A
	Public Benefit	Public Board Meeting					
3/21	Event	Meeting of Site Specific Districts					E
	Public Benefit	Severely ill members related to the district					
3/23	Event	Farmer Market					C
	Public Benefit	Rep at public event					
3/29	Event	Meeting with GM re: District Operations					S
	Public Benefit	Meeting with GM					
3/30	Event	Meeting with GM					C
	Public Benefit	Farmer Market					
	Event	Rep at public event					
3/31	Event	Special Board Mtg					A
	Public Benefit	Public Board Meeting					
	Event						
	Public Benefit						

Notes/Comments:

Totals

Totals:	Mileage	-
	Meals	-
	Lodging	-
	Other	-
	Grand Total	-

Submitted by:

Henry Spiller

Appropriate Approval

Date

- Expense Categories
- A: Public Meeting governed by Brown Act
 - B: Public Event*
 - C: Representation at Public Meeting/Event*
 - D: Representation on a 501(c)3 Board*
 - E: Conference/Seminar/Training Program related to District*
 - F: Ad Hoc committee of the Board
 - G: Meeting w/GM re District Operations
 - H: Meeting w/auditors, attorney or consultant retained by District
 - I: Meeting of Local, State or Federal body w/jurisdiction affecting HCSD
 - J: Meeting w/organization with interests in matters involving functions or operations of the District
 - K: Meeting pre-approved by the Board of Directors

* Written or verbal report required to be presented at the next Board meeting

MEMBERS COMMITTEE SERVICES UNIT
BOARD MEMBER EXPENSE VOUCHER

NAME: Stanley Nass DATE: 7-5-22

Date	Event	Expense Description/Explanation	Mileage	Meals	Lodging	Other	Exp. Category
2/21	Public Benefit	Spec. Meeting					H
4/2	Event	Celebration 15 year					
4/5	Public Benefit	Public Meeting - award - talk to people					C
4/5	Event	Meeting w/EM					
4/7	Public Benefit	Public Meeting + other					C
4/7	Event	Public Meeting Zoom					A
4/16	Event	Discussion w/Club					
	Public Benefit	Under use issue					
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						

Tolls: _____
Mileage: _____
Meals: _____
Lodging: _____
Grand Total: 05150

Board Signature: Stanley Nass
Expense Categories: _____

- G: Meeting w/EM re: District Operations
 - H: Meeting w/auditors, attorney or consultant retained by District
 - I: Meeting of Local, State or Federal body w/jurisdiction affecting HCSD
 - J: Meeting w/organization with interests in matter involving functions or operations of the District
 - K: Meeting pre-approved by the Board of Directors
- Mileage calculated at \$0.56/mile effective 1/1/21.

Expense Categories:
A: Public Meeting governed by Brown Act
B: Public Event
C: Representation at Public Meeting/Event
D: Representation on SOLCS Board
E: Conference/Seminar/Training program related to District
F: Ad Hoc Committee of the Board
*Written or verbal report required to be presented at the next Board meeting

OK to process for payment

Signature: _____ Date: _____

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER

Name: Tim Smith		04/10/2022				
Date	Expense Description/Explanation	Miles	Meals	Lodging	Other	Exp Category
03/29/2022	mitg with general manager					G: Meeting w/GM re District Operations
03/30/2022	park planning meeting					F: Ad Hoc committee of the Board
03/31/2022	Spent on CSDA board mtg					A: Public Meeting governed by Brown Act
04/03/2022	CSDA leadership academy	165	10.54			E: Conference/seminar/Training Program re
04-Apr	CSDA leadership academy		51.10			E: Conference/seminar/Training Program re
05-Apr	CSDA leadership academy		46.30			E: Conference/seminar/Training Program re
06-Apr	CSDA leadership academy	165.0	8.61			E: Conference/seminar/Training Program re
07-Apr	CSD board mtg					A: Public Meeting governed by Brown Act
04/02/2022	park party					B: Public Event
Totals		330.0	118.6	-	-	

Notes/Comments: 8 x 137.50
- \$1100
mtg's

Totals:	Mileage	191.40
	Meals	118.55
	Lodging	-
	Other	-
	Grand Total	307.95

Submitted By: Tim Smith

Expense Categories

- G: Meeting w/GM re District Operations
- H: Meeting w/auditors, attorney or consultant retained by District
- I: Meeting of Local, State or Federal body w/jurisdiction affecting HCSD
- J: Meeting w/organization with interests in matters involving functions or operations of the District
- K: Meeting pre-approved by the Board of Directors

* Written or verbal report required to be presented at the next Board meeting

Signature _____ **Date** _____

Appropriate Approval _____

116.55

CHEESE & WINE SHOPPE
at Tom's Farms
23900 Temescal Canyon Rd
Corona, CA 92883
(951) 277-9463

Clain Jumper
Steakhouse & Bar
1355 N Harbor Dr
San Diego, CA 92101
(619) 531-7994

Order# 1486895
Eat In Order
Table: 55
Server: Vaselin G
Date: 4/5/22, 5:25 PM

1 Rye 7.99
MMO
Ham
P&P
Sub/Ttl 7.99
Tax 0.62
Total 8.61

Visa 8.61

4/06/22 1:57pm
Dell Ryan
Terminal 09 Check 90028
Order Number 13

WINNER - BEST PIZZA
IN THE INLAND EMPIRE

STORE HOURS 8am-8pm
PIZZA/DELI 8am-7:30pm

Transaction Type: Pre Auth
Entry Method: Contactless
Mode: Issuer
AID: A0000000031010
TVR: 0000000000
IAD: 06011203A00000
ARC: 00
Paid With: VISA DEBIT XXXX1600
Total: \$38.30

Tip: \$ 8.80
Total: \$ 46.30

APPROVED
(012021)

I agree to pay the above total amount
according to card issuer agreement

We cater events! Call to book
your party order today!

Customer Copy

The Brigantine Portside Pier
1360 North Harbor Drive
San Diego, CA 92101

Server: Maya DOB: 04/04/2022
06:28 PM 04/04/2022
Table 102/1 121/1210008

SALE

1048611

VISA
Card #XXXXXXXXXXXX1600
Magnetic card present: SMITH TIMOTHY
Card Entry Method: S

Approval: 092821

Amount: \$43.10
+ Tip: \$8.80
= Total: \$51.90

I agree to pay the above
total amount according to the
card issuer agreement.

Suggested Gratuity

18% = 7.20
20% = 8.00
22% = 8.80

Guest Copy

JFE



JIB# 90
CARRY OUT Order# 403

Tel(619) 232-7316
4/3/2022

8:14:44 PM
Emp Magdalena

Seat 1
1 50/50 Pop Big Box 8.19
Pls Good Good Sca
Medium French Fry
Medium Drink
Seat 1 total: [8.83]

Seat 2
1 (2) Tacos 1.59
Seat 2 total: [1.71]

Total Items: 5

BUY JUMBO JACK OR SUPREME CROISSANT,
GET SAME FREE!

WHEN YOU TAKE OUR SURVEY

1) Within 3 days...
visit www.JackInBoxes.com
or call 1-858-876-0461.

2) Enter...
14 digit code: 230 497 000 700 80

Date of Service: 4/3/2022
Time of Service: 20:14

3) Write provided validation code here:

Coupon Code: 525

4) Bring this receipt on your next visit.
One coupon per guest visit. Not valid with
with other offers. BOGO on same product.
Offer is valid 7 days after survey
completion.

Disponible en español

SubTotal 9.78
Tax 0.76
Total 10.54
CASH 20.00
Change 9.46

Thank you for your visit
471003

May 5, 2022 Board Meeting

HELENDALE COMMUNITY SERVICES DISTRICT
BOARD MEMBER EXPENSE VOUCHER

NAME: *Veredey Nolas* Date: *4-22*

Date	Event	Expense Description/Explanation	Mileage	Meals	Lodging	Other	Exp. Category
4/12	Public Benefit	<i>Board Rec Meeting</i>					A
4/13	Event	<i>Updates - Council - Program - Motivation</i>		<i>23.37</i>			
4/14	Public Benefit	<i>Ad Hoc Committee Annual</i>					C
4/14	Event	<i>When small date: Back show taping to get water</i>					
4/14	Public Benefit	<i>Special Meeting</i>					A
4/20	Event	<i>Budget work show</i>					
4/20	Public Benefit	<i>Meeting w/GM</i>					
4/21	Event	<i>Agenda & other dist Business/updates on doc</i>					C
4/21	Public Benefit	<i>General Meeting</i>					A
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
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	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						

Notes/Comments: *Ok to process for payroll*

Totals:
Mileage
Meals *93.37*
Lodging
Grand Total *170.37*

Board Member Signature: *Veredey Nolas*

- Expense Categories:
 G: Meeting w/GM re: District Operations
 H: Meeting w/auditors, attorney or consultant retained by District
 I: Meeting of Local, State or Federal body w/jurisdiction affecting HCSD
 J: Meeting w/organization with interests in matter involving functions or operations of the District
 K: Meeting pre-approved by the Board of Directors

Mileage calculated at \$0.56/mile effective 1/1/21

Los Domingos
(760) 255-1301

Ticket No: 67
Ticket UID: 20220413AED1-127
Small Room->(3) 10

Employee: Alex Ross
Dine In
Date: 4/13/2022
Time: 12:52:54 PM

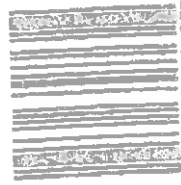
L-9 Taco Salad \$7.89
-- Meat Chicken \$0.00

Subtotal: \$7.89
Tax: \$0.69
Total: \$8.58

3.00

Suggested Tip
10% (Tip: \$0.86, Total: \$9.44)
15% (Tip: \$1.29, Total: \$9.87)
20% (Tip: \$1.72, Total: \$10.30)

\$9.37

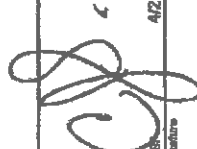


Thank you come again!
Please leave us a review on Yelp, Google or Facebook

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER
CRAIG SCHNEIDER 4/25/2022

Date	Event	Expense Description/Explanation	Meeting	Miles	Meals	Lodging	Other	Exp. Category
4/12/2022	Description of Public Benefit	Park Meeting	137.50					A: Public Meeting governed by Brown Act
4/13/2022	Event	Review Programs, Projects and Maintenance at Park						
4/13/2022	Event	Farmers Market	137.50					C: Representation at Public Meeting/Event
4/13/2022	Description of Public Benefit	Meet with Residents and Vendors						
4/14/2022	Event	Special BOD Meeting	137.50					A: Public Meeting governed by Brown Act
4/14/2022	Description of Public Benefit	HCSD Agenda for Special BOD Meeting						
4/20/2022	Event	Meeting with GM	137.50					G: Meeting without re District Operations
4/20/2022	Description of Public Benefit	Review agenda for BOD meeting						
4/21/2022	Event	Regular BOD	137.50					A: Public Meeting governed by Brown Act
4/21/2022	Description of Public Benefit	HCSD Agenda for BOD Meeting						
4/22/2022	Event	Wastewater Maintenance Building	137.50					G: Meeting without re District Operations
4/22/2022	Description of Public Benefit	Meet with Alex A. and review Office Construction in new building						
	Event							
	Description of Public Benefit							
	Event							
	Description of Public Benefit							
	Event							
	Description of Public Benefit							
	Event							
	Description of Public Benefit							
	Event							
	Description of Public Benefit							
	Event							
	Description of Public Benefit							
			Total Meetings	Total Miles	Total Meals	Total Lodging	Total Other	Total
			825.00	\$	\$	\$	\$	\$

Submitted by:



Craig J. Schneider
 Signature

4/25/2022
 Date

HELENDALE COMMUNITY SERVICES DISTRICT
BOARD MEMBER EXPENSE VOUCHER

NAME: Tim Smith Date: 4/26/2022

Date	Event	Expense Description/Explanation	Mileage	Meals	Lodging	Other	Exp. Category
4/14/22	Public Benefit	Budget workshop					
4/19/22	Public Benefit	ASB CAD mtg					
4/19/22	Public Benefit	Meeting w/GM					
4/25/22	Public Benefit	Board Mtg - Reg.					
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
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	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						

Notes/Comments:
Ok to process for payroll

Totals:
Mileage _____
Meals _____
Lodging _____
Grand Total 550.00

Signature _____ Date _____
Board Member Signature: _____

- Expense Categories:
- G: Meeting w/GM re: District Operations
 - H: Meeting w/auditors, attorney or consultant retained by District
 - I: Meeting of Local, State or Federal body w/jurisdiction affecting HCSD
 - J: Meeting w/organization with interests in matter involving functions or operations of the District
 - K: Meeting pre-approved by the Board of Directors
- Mileage calculated at \$0.56/mile effective 1/1/21

RECEIVED APR 25 2017

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER							
Name: HENRY SPILLER							
Date	Event	Expenses Description/Explanation	Miles	Meals	Lodging	Other	
						Exp Category	
4/2	Public Benefit	Semiannual Clean-up Day					A
4/5	Event	Public Event					G
4/6	Public Benefit	Meeting w/ GM re: District Ops					C
4/7	Event	Farmer Market					C
4/12	Public Benefit	Rep @ Public Event					A
4/13	Event	HSD Board Meeting					A
4/14	Public Benefit	Public Meeting Governed by the Brown Act					A
4/18	Event	Public Meeting Governed by the Brown Act					C
4/19	Public Benefit	Farmer Market					C
4/21	Event	Rep @ Public Event					C
4/21	Public Benefit	Special Board Meeting					G
4/21	Event	Meeting regarding District Business					E
4/21	Public Benefit	Special District of SB Conference					E
4/21	Event	Training presentation by SDCD organization					G
4/21	Public Benefit	Meeting with GM					G
4/21	Event	Meeting with GM regarding districts ops					A
4/21	Public Benefit	Board Meeting CSD					A
4/21	Event	Public Meeting Governed by the Brown Act					A

Totals:	Mileage	-
	Meals	-
	Lodging	-
	Other	-
	Grand Total	-

Signature: *[Signature]*
 Date: _____

- Notes/Comments:
- Expenses Categories
- A: Public Meeting governed by Brown Act
 - B: Public Event*
 - C: Representation at Public Meeting/Event*
 - D: Representation on a SDCS Board*
 - E: Conference/Seminar/Training Program related to District*
 - F: Ad Hoc committee of the Board
 - G: Meeting w/ GM re District Operations
 - H: Meeting w/ auditor, attorney or consultant retained by District
 - I: Meeting of Local, State or Federal body w/ jurisdiction affecting HCS
 - J: Meeting w/ organization with interests in matters involving functions or operations of the District
 - K: Meeting pre-approved by the Board of Directors

* Written or verbal report required to be presented at the next Board meeting

May 19, 2022 Board Meeting

**HELENDALE COMMUNITY SERVICES DISTRICT
EXPENSE VOUCHER**

Name: Ron Clark Date: 5/5/22

Expense	Expense Description/Explanation	Date	Miles	Mileage Reimbursed @ 0.466	Meals	Lodging	Other
4/5	Meat with kabuf car						
	FLWA Agenda						
4/7	Bus Board MTR						
4/20	Meat with K.C.						
4/21	Bus Board MTR						
4/25	Cat Show Judge						
Totals							

Totals: Mileage _____
Meals _____
Lodging _____
Other _____
Grand Total _____

APPROVALS

I certify the expenses listed above are related to my authorized Board related expenses.

Appropriate Approval

Signature _____

Date _____

Submitted By: 

HELENDALE COMMUNITY SERVICES DISTRICT
BOARD MEMBER EXPENSE VOUCHER

NAME: Andy Ward Date: 5-9-22

Date	Event	Expense Description/Explanation	Mileage	Meals	Lodging	Other	Exp. Category
5/2	Public Benefit	Discuss w/GM					A
5/3	Event	dissection of wisdom & other business					
5/4	Public Benefit	Follow-up inspection of new building					B
5-5	Event	Meeting w/GM					
	Public Benefit	approve and other dist. business					A
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						

Notes/Comments:
Ok to process for payroll

Signature: _____
Date: _____

Totals: Mileage _____
Meals _____
Lodging _____
Grand Total 5.50

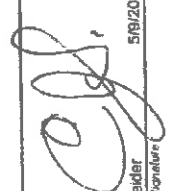
Board Member Signature: Andy Ward
Expense Categories:

- G: Meeting w/GM re: District Operations
 - H: Meeting w/auditors, attorney or consultant retained by District
 - I: Meeting of Local, State or Federal body w/jurisdiction affecting HCSD
 - J: Meeting w/organization with interests in matter involving functions or operations of the District
 - K: Meeting pre-approved by the Board of Directors
- Mileage calculated at \$0.56/mile effective 1/1/21

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER
 CRAIG SCHNEIDER 5/9/2022

Date	Event	Expense Description/Explanation	Meeting	Miles	Meals	Lodging	Other	Exp. Category	
								C: Representation at Public Meeting/Event*	G: Meeting w/GM re District Operations.
5/3/2022	Description of Public Benefit	Review agenda for BOD meeting	137.50						
5/4/2022	Event	Farmers Market	137.50						
5/4/2022	Description of Public Benefit	Meet with Residents and Vendors							
5/5/2022	Event	BOD Meeting	137.50						
5/5/2022	Description of Public Benefit	HCSD Agenda for BOD Meeting							
	Event								
	Description of Public Benefit								
	Event								
	Description of Public Benefit								
	Event								
	Description of Public Benefit								
	Event								
	Description of Public Benefit								
	Event								
	Description of Public Benefit								
	Event								
	Description of Public Benefit								
	Event								
	Description of Public Benefit								
			Total Meetings	Total Miles	Total Meals	Total Lodging	Total Other	Total	
			412.50						

Submitted by:

 Signature
 Craig J. Schneider
 Date: 5/9/2022

HELLENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER

Name: <u>Tim Smith</u>		Miles		Meals		Lodging		Other		Exp Category																																																													
Date	Expense Description/Explanation	Miles	Meals	Lodging	Other	G: Meeting w/GM re District Operations																																																																	
05/03/2022	Event Public Benefit mtg with general manager																																																																						
05/04/2022	Event Public Benefit Ad Hoc committee mtg					F: Ad Hoc committee of the Board																																																																	
05/05/2022	Event Public Benefit regular board mtg					A: Public Meeting governed by Brown Act																																																																	
	Event Public Benefit					I: Meeting of Local, State or Federal body w/																																																																	
	Event Public Benefit					C: Representation at Public Meeting/Event*																																																																	
	Event Public Benefit					B: Public Event*																																																																	
	Event Public Benefit					A: Public Meeting governed by Brown Act																																																																	
	Event Public Benefit																																																																						
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	Event Public Benefit																																																																						
Notes/Comments:		<table border="0"> <tr> <td>Totals:</td> <td>Mileage</td> <td>-</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Meals</td> <td>-</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Lodging</td> <td>-</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Other</td> <td>-</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Grand Total</td> <td>-</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>										Totals:	Mileage	-											Meals	-											Lodging	-											Other	-											Grand Total	-									
Totals:	Mileage	-																																																																					
	Meals	-																																																																					
	Lodging	-																																																																					
	Other	-																																																																					
	Grand Total	-																																																																					
Appropriate Approval		Submitted By: <u>Tim Smith</u>																																																																					
Signature		Date <u>05/08/2022</u>																																																																					

- Expense Categories**
- A: Public Meeting governed by Brown Act
 - B: Public Event*
 - C: Representation at Public Meeting/Event*
 - D: Representation on a 501C3 Board*
 - E: Conference/seminar/Training Program related to District*
 - F: Ad Hoc committee of the Board
 - G: Meeting w/GM re District Operations
 - H: Meeting w/auditors, attorney or consultant retained by District
 - I: Meeting of Local, State or Federal body w/jurisdiction affecting HCSD
 - J: Meeting w/organization with interests in matters involving functions or operations of the District
 - K: Meeting pre-approved by the Board of Directors

* Written or verbal report required to be presented at the next Board meeting

June 2, 2022 Board Meeting



KL

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER

Name: Tim Smith

Date	Event	Expense Description/Explanation	Miles	Meals	Lodging	Other	Exp Category
05/09/2022	Public Benefit	Abscd	60.0				J: Meeting w/organization with interests in n
05/10/2022	Public Benefit	Park and Rec					A: Public Meeting governed by Brown Act
05/11/2022	Public Benefit	Met with staff about A/C for new buildings					G: Meeting w/GM re District Operations
05/14/2022	Public Benefit	Concert in the Park					B: Public Event*
05/17/2022	Public Benefit	mtg with gm					G: Meeting w/GM re District Operations
05/19/2022	Public Benefit	board meeting					A: Public Meeting governed by Brown Act
	Public Benefit						A: Public Meeting governed by Brown Act
	Public Benefit						
	Public Benefit						
	Public Benefit						
	Public Benefit						
	Public Benefit						
	Public Benefit						
	Public Benefit						
	Public Benefit						
	Public Benefit						
	Public Benefit						
	Public Benefit						
	Public Benefit						

Totals		
60.0		

Totals:
Mileage -3480
Meals
Lodging
Other
Grand Total 3480

35.10
975-

Submitted By: Tim Smith

Signature: _____

Date: _____

Appropriate Approval: _____

- Expense Categories
- G: Meeting w/GM re District Operations
 - H: Meeting w/auditors, attorney or consultant retained by District
 - I: Meeting of Local, State or Federal body w/Jurisdiction affecting HCSD
 - J: Meeting w/organization with interests in matters involving functions or operations of the District
 - K: Meeting pre-approved by the Board of Directors

* Written or verbal report required to be presented at the next Board meeting

✓

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER
 CRAIG SCHNEIDER 5/23/2022

Date	Event	Expenses Description/Explanation	Meeting	Miles	Meals	Lodging	Other	Exp Category																																			
5/9/2022	Description of Public Benefit	ASB SDSA Meeting of Regional Special Districts	137.50	58.00				C: Representation at Public Meeting/Event																																			
5/10/2022	Event	Park and Recreation Meeting	137.50					A: Public Meeting governed by Brown Act																																			
5/10/2022	Description of Public Benefit	Discuss and review Park Maintenance and Recreation Programs																																									
5/11/2022	Event	Farmers Market	137.50					C: Representation at Public Meeting/Event																																			
5/11/2022	Description of Public Benefit	Meet Residents and Assiat Vendors																																									
5/18/2022	Event	Farmers Market	137.50					C: Representation at Public Meeting/Event																																			
5/18/2022	Description of Public Benefit	Meet Residents and Assiat Vendors																																									
5/19/2022	Event	Regular BOD	137.50					A: Public Meeting governed by Brown Act																																			
5/19/2022	Description of Public Benefit	Business Meeting of HCSD																																									
5/20/2022	Event	National Night Out Committee	137.50					F: Ad Hbc committee of the Board																																			
5/20/2022	Description of Public Benefit	Plan and Discuss 8/2/2022 event																																									
	Event																																										
	Description of Public Benefit																																										
	Event																																										
	Description of Public Benefit																																										
	Event																																										
	Description of Public Benefit																																										
	Event																																										
	Description of Public Benefit																																										
<table border="1"> <tr> <td>Total Meetings</td> <td>826.00</td> <td>58 miles</td> <td>\$</td> <td></td> <td></td> <td></td> <td></td> <td>Total</td> </tr> <tr> <td>Total Meals</td> <td></td> <td></td> <td>\$</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Lodging</td> <td></td> <td></td> <td>\$</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Other</td> <td></td> <td></td> <td>\$</td> <td>33.93</td> <td></td> <td></td> <td></td> <td></td> </tr> </table>								Total Meetings	826.00	58 miles	\$					Total	Total Meals			\$						Total Lodging			\$						Total Other			\$	33.93				
Total Meetings	826.00	58 miles	\$					Total																																			
Total Meals			\$																																								
Total Lodging			\$																																								
Total Other			\$	33.93																																							

Submitted by:

CJS

Craig J. Schneider
 Signature

5/20/2022
 Date

mi kage

ks

HELENDALE COMMUNITY SERVICES DISTRICT
BOARD MEMBER EXPENSE VOUCHER

NAME: Craig Naas Date: 5-2-21

Date	Event	Expense Description/Explanation	Mileage	Meals	Lodging	Other	Exp. Category
5/10	Public Benefit	Park & Rec					
5/11	Event	Standing Comm - Construction				Presy	K
5/11	Public Benefit	In. Comm lunch	2131				
5/12	Event	last PSD shows onto questions					K
5/12	Event	GM					
5/16	Public Benefit	Maintain Consent and					
5/16	Event	Discussion w Cheryl					
5/17	Public Benefit	Concert in the Park - all obstacles				Car - Suburban	
5/17	Event	W/ Paul Craig					
5/19	Public Benefit	Ag. organizer work on Waterside Road, see expenses					
5/19	Event	Regular Meeting					
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
Notes/Comments:			Totals:	Mileage	Meals	Lodging	Other
Ok to process for payroll				2131			975
Signature			Board Member Signature:	Grand Total <u>846.51</u>			
Date							

Expense Categories:
 G: Meeting w/GM re: District Operations
 H: Meeting w/auditors, attorney or consultant retained by District
 I: Meeting of Local, State or Federal body w/jurisdiction affecting HCSD
 J: Meeting w/organization with interests in matter involving functions or operations of the District
 K: Meeting pre-approved by the Board of Directors
 Mileage calculated at \$0.56/mile effective 1/1/21

Handwritten initials: *CK*

LOS DOMINGOS
(760) 256-1381

Ticket No: 79
Ticket UID: 202205112A0E-42
Small Room->5

Employee: Brittney
Dine In
Date: 5/11/2022
Time: 12:19:38 PM

L-25 Crispy Chicken Wrap \$8.95
L-6 Quesadillas \$7.89

Subtotal: \$16.84
Tax: \$1.47
Total: \$18.31

3 / 13

Suggested Tip
10% (Tip: \$1.83, Total: \$20.14)
15% (Tip: \$2.75, Total: \$21.06)
20% (Tip: \$3.66, Total: \$21.97)



Thank you come again!
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IF CREDIT VOUCHER)

X.....
SIGNATURE

✓

HELENDALE COMMUNITY SERVICES DISTRICT EXPENSE VOUCHER

Name: Bon Clark Date: 5/2/22

Expense Description/Explanation	Date	Miles	Meals	Lodging	Other
<u>AD Hoc MTC</u>	<u>5/5</u>				
<u>Enrollment Card</u>					
<u>Reg Bd MTC</u>	<u>5/5</u>				
<u>Review Ad Spots with</u>					
<u>Ch. A.S. Cantor</u>	<u>5/18</u>				
<u>Reg Bd MTC</u>	<u>5/19</u>				
<u>Meeting with Kimberly Cox</u>					
<u>Police A Spots</u>	<u>5/31</u>				

Totals: Mileage _____ Meals _____ Lodging _____ Other _____ Grand Total _____

I certify the expenses listed above are related to my authorized Board related expenses.

Appropriate Approval _____

Submitted By: [Signature]

Signature _____ Date _____

KC

**HELENDALE COMMUNITY SERVICES DISTRICT
BOARD MEMBER EXPENSE VOUCHER**

NAME: Stanley Noan Date: 5-21

Date	Event	Expense Description/Explanation	Mileage	Meals	Lodging	Other	Exp. Category
5/14	Public Benefit	Park & Rec					
5/11	Event	Standing Comm - Construction				Prey	K
5/12	Public Benefit	In Comm Lunch		2131			
5/12	Event	Local CSO shows inmate questions					K
5/16	Public Benefit	GR					
5/16	Public Benefit	Business concert and discussion w Cheryl					
5/17	Public Benefit	Concert in the Park - all obstacles				Cables - Cases - Supplies	
5/19	Event	Met w/ Craig					
5/19	Public Benefit	As a general work on schedule book, file & samples					
5/19	Event	Regular Meeting					
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						
	Event						
	Public Benefit						

Totals: Mileage 2131
 Meals 2131
 Lodging 2131
 Grand Total 84631

Board Member Signature: Stanley Noan

- Expense Categories:
- G: Meeting w/GM re: District Operations
 - H: Meeting w/auditors, attorney or consultant retained by District
 - I: Meeting of Local, State or Federal body w/jurisdiction affecting HCSD
 - J: Meeting w/organization with interests in matter involving functions or operations of the District
 - K: Meeting pre-approved by the Board of Directors
- Mileage calculated at \$0.56/mile effective 1/1/21

Ok to process for payroll

Signature _____ Date _____

- Expense Categories:
- A: Public Meeting governed by Brown Act
 - B: Public Event*
 - C: Representation at Public Meeting/Event**
 - D: Representation on 501C3 Board *
 - E: Conference/Seminar/Training program related to District*
 - F: Ad Hoc Committee of the Board
- *Written or verbal report required to be presented at the next Board meeting

Los Domingos
(760) 256-1381

Ticket No: 79
Ticket UID: 202205112A0E-42
Small Room->5

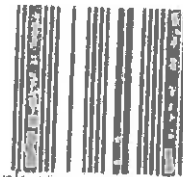
Employee: Brittney
Dine In
Date: 5/11/2022
Time: 12:19:39 PM

L-25 Crispy Chicken Wrap \$8.95
L-6 Quesadillas \$7.89

Subtotal: \$16.84
Tax: \$1.47
Total: \$18.31

Suggested Tip
10% (Tip: \$1.83, Total: \$20.14)
15% (Tip: \$2.75, Total: \$21.06)
20% (Tip: \$3.66, Total: \$21.97)

3
21.31



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Facebook

IF CREDIT VOUCHER)

X.....
SIGNATURE

June 16, 2022 Board Meeting

✓

HELENDALE COMMUNITY SERVICES DISTRICT EXPENSE VOUCHER

Name: Ron Clark Date: 5/2/22

Expense Description/Explanation	Date	Miles	Mileage Reimbursed @ 0.485	Meals	Lodging	Other
<u>Ad Hoc MTC</u>	<u>5/4</u>					
<u>Enterprise Card</u>						
<u>Reg Bd MTC</u>	<u>5/5</u>					
<u>District Ad Spec with Chair</u>	<u>5/8</u>					
<u>Reg Bd MTC</u>	<u>5/9</u>					
<u>MTF with Kimberly Cox</u>						
<u>Volicee Ad Spec</u>	<u>5/31</u>					
Totals						

Totals: Mileage _____ Meals _____ Lodging _____ Other _____ **Grand Total** _____

Submitted By: [Signature]

APPROVALS

I certify the expenses listed above are related to my authorized Board related expenses.

Appropriate Approval _____ Date _____

Signature _____ Date _____

[Handwritten initials]

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER

NAME: Sandy Nava Date: 5-21

Date	Expense Description/Explanation	Mileage	Meals	Lodging	Other	Exp. Category
5/11	Park & Rec					
	Public Benefit					
5/11	Standing Comm - Construction - Consult - Proj					K
	Event		2131			
	Public Benefit					
5/12	Local CSO Shows invites questions					
	Event					K
	GM					
5/16	Business Council and Discussion w/ Cheryl					
	Event					
5/17	Consent in the Park - all obstacles - tables - cases - summaries					
	Event					
5/19	Met w/ Craig					
	Public Benefit					
	Ag. agenda, work on Schedule Book, full spreadsheet					
	Event					
	Regular Meeting					
	Event					
	Public Benefit					
	Event					
	Public Benefit					
	Event					
	Public Benefit					
	Event					
	Public Benefit					
	Event					
	Public Benefit					
	Event					
	Public Benefit					

Totals: Mileage 2131
Meals
Lodging
Grand Total 2131

Ok to process for payroll

Board Member Signature: Sandy Nava

Expense Categories:

- A: Public Meeting governed by Brown Act
- B: Public Event*
- C: Representation at Public Meeting/Event*
- D: Representation on 501C3 Board *
- E: Conference/Seminar/Training program related to District*
- F: Ad Hoc Committee of the Board
- G: Meeting w/GM re: District Operations
- H: Meeting w/auditors, attorney or consultant retained by District
- I: Meeting of Local, State or Federal body w/jurisdiction affecting HCSD
- J: Meeting w/organization with interests in matter involving functions or operations of the District
- K: Meeting pre-approved by the Board of Directors

*Written or verbal report required to be presented at the next Board meeting

Mileage calculated at \$0.56/mile effective 1/1/21

Los Domingos
(760) 256-1381

Ticket No: 79
Ticket UID: 202205112A0E-42
Small Room->5

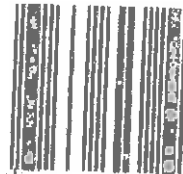
Employee: Brittney
Dine In
Date: 5/11/2022
Time: 12:19:39 PM

L-25 Crispy Chicken Wrap \$8.95
L-6 Quesadillas \$7.89

Subtotal: \$16.84
Tax: \$1.47
Total: \$18.31

3
21.31

Suggested Tip
10% (Tip: \$1.83, Total: \$20.14)
15% (Tip: \$2.75, Total: \$21.06)
20% (Tip: \$3.66, Total: \$21.97)



Thank you come again!
Please leave us a review on Yelp, Google or
Facebook

IF CREDIT VOUCHER)

X.....
SIGNATURE

HELENDALE COMMUNITY SERVICES DISTRICT
BOARD MEMBER EXPENSE VOUCHER

NAME: *Judy Nead* Date: *6-27*

Date	Expense Description/Explanation	Mileage	Meals	Lodging	Other	Exp. Category
<i>6/1</i>	<i>Meeting w/GM</i>					
<i>6/1</i>	<i>supervisor + other dist business</i>					
<i>6/1</i>	<i>Regular Meeting</i>					

Totals: Mileage _____
Meals _____
Lodging _____
Grand Total *275*

Board Member Signature: *Judy Nead*
Expense Categories:

- G: Meeting w/GM re: District Operations
 - H: Meeting w/auditors, attorney or consultant retained by District
 - I: Meeting of Local, State or Federal body w/jurisdiction affecting HCSD
 - J: Meeting w/organization with interests in matter involving functions or operations of the District
 - K: Meeting pre-approved by the Board of Directors
- Mileage calculated at \$0.56/mile effective 1/1/71.

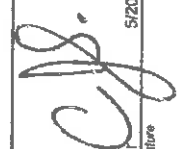
Notes/Comments: *Ok to process for payroll*
Signature _____ Date _____

- A: Public Meeting governed by Brown Act
 - B: Public Event*
 - C: Representation at Public Meeting/Event*
 - D: Representation on SOIC3 Board *
 - E: Conference/Seminar/Training program related to District*
 - F: Ad Hoc Committee of the Board
- *Written or verbal report required to be presented at the next Board meeting

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER
 CRAIG SCHNEIDER 5/23/2022

Date	Event	Expense Description/Explanation	Meeting	Miles	Meals	Lodging	Other	Exp. Category				
5/9/2022	Description of Public Benefit	SBSDA	137.50	58.00				C: Representation at Public Meeting/Event*				
		Meeting of Regional Special Districts										
5/10/2022	Event	Park and Recreation Meeting	137.50					A: Public Meeting governed by Brown Act				
	Description of Public Benefit	Discuss and review Park Maintenance and Recreation Programs										
5/11/2022	Event	Farmers Market	137.50					C: Representation at Public Meeting/Event*				
	Description of Public Benefit	Meet Residents and Assist Vendors										
5/18/2022	Event	Farmers Market	137.50					C: Representation at Public Meeting/Event*				
	Description of Public Benefit	Meet Residents and Assist Vendors										
5/19/2022	Event	Regular BOD	137.50					A: Public Meeting governed by Brown Act				
	Description of Public Benefit	Business Meeting of HCSD										
5/20/2022	Event	National Night Out Committee	137.50					F: Ad Hoc committee of the Board				
	Description of Public Benefit	Plan and Discuss 8/2/2022 event										
	Event											
	Description of Public Benefit											
	Event											
	Description of Public Benefit											
	Event											
	Description of Public Benefit											
	Event											
	Description of Public Benefit											
							Total Meetings	Total Miles	Total Meals	Total Lodging	Total Other	Total
							825.00	58 miles	\$	\$	\$	\$

Submitted by:



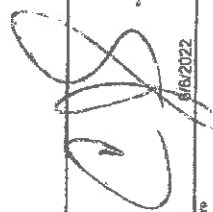
Craig J. Schneider
 Signature
 5/20/2022

Chief

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER
 CRAIG SCHNEIDER 6/6/2022

Date	Event	Expense Description/Explanation	Meeting	Miles	Meals	Lodging	Other	Exp Category
5/31/2022	Description of Public Benefit	Meeting with GMI	137.50					G: Meeting w/GM re District Operations
		Meet to discuss Agenda for BOD June 2, 2022						
6/1/2022	Event	Farmers Market	137.50					C: Representation at Public Meeting/Event*
	Description of Public Benefit	Meet with Vendors and Helendale Residents						
6/2/2022	Event	Regular BOD	137.50					A: Public Meeting governed by Brown Act
	Description of Public Benefit	HCSD Business and adopt 2023 Annual Budget						
6/3/2022	Event	Coffee with a Cop	137.50					C: Representation at Public Meeting/Event*
	Description of Public Benefit	Meet Residents and San Bernardino County Sheriff						
	Event							
	Description of Public Benefit							
	Event							
	Description of Public Benefit							
	Event							
	Description of Public Benefit							
	Event							
	Description of Public Benefit							
	Event							
	Description of Public Benefit							
	Event							
	Description of Public Benefit							
			Total Meetings	Total Miles	Total Meals	Total Lodging	Total Other	Total
			550.00					

Submitted by:



Craig J. Schneider
 Signature

6/6/2022

Date

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER

Name: <u>Tim Smith</u>							
Date	Expense Description/Explanation	Miles	Meals	Lodging	Other	Exp Category	
05/09/2022	Asbcsd	60.0				J: Meeting w/organization with interests in n	
05/10/2022	Park and Rec					A: Public Meeting governed by Brown Act	
05/11/2022	Met with staff about A/C for new buildings					G: Meeting w/GM re District Operations	
05/14/2022	Concert in the Park					B: Public Event	
05/17/2022	mtg with gm					C: Meeting w/GM re District Operations	
05/19/2022	board meeting					A: Public Meeting governed by Brown Act	
						A: Public Meeting governed by Brown Act	
Notes/Comments:		60.0					
		Totals:		Mileage	34.80		
				Meals	-		
				Lodging	-		
				Other	-		
				Grand Total	34.80		
		Submitted By:		Tim Smith			

Expense Categories

A: Public Meeting governed by Brown Act
 B: Public Event*
 C: Representation at Public Meeting/Event*
 D: Representation on a SOLC3 Board*
 E: Conference/seminar/Training Program related to District*
 F: Ad Hoc committee of the Board

G: Meeting w/GM re District Operations
 H: Meeting w/auditors, attorney or consultant retained by District
 I: Meeting of Local, State or Federal body w/jurisdiction affecting HCSD
 J: Meeting w/organization with interests in matters involving functions or operations of the District
 K: Meeting pre-approved by the Board of Directors

* Written or verbal report required to be presented at the next Board meeting

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER

Name: <u>Tim Smith</u>		June 5, 2022				
Date	Expense Description/Explanation	Miles	Meals	Lodging	Other	Exp Category
05/31/2022	Event mtg with Kim					G: Meeting w/GM re District Operations
06/02/2022	Public Benefit regular board mtg					A: Public Meeting governed by Brown Act
06/03/2022	Event picked up air conditioners for new shop buildings					A: Public Meeting governed by Brown Act
	Public Benefit					
	Event					I: Meeting of Local, State or Federal body w/
	Public Benefit					
	Event					C: Representation at Public Meeting/Event*
	Public Benefit					
	Event					B: Public Event*
	Public Benefit					
	Event					A: Public Meeting governed by Brown Act
	Public Benefit					
	Event					
	Public Benefit					
	Event					
	Public Benefit					
	Event					
	Public Benefit					
Notes/Comments.		Totals				
Appropriate Approval						
Signature _____						Submitted By: <u>Tim Smith</u>
						Date _____

Expense Categories

- G: Meeting w/GM re District Operations
- H: Meeting w/auditors, attorney or consultant retained by District
- I: Meeting of Local, State or Federal body w/jurisdiction affecting HCSD
- J: Meeting w/organization with interests in matters involving functions or operations of the District
- K: Meeting pre-approved by the Board of Directors

* Written or verbal report required to be presented at the next Board meeting

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER

Name: **HENRY SPILLER**

Date	Event	Expense Description/Explanation	Miles	Meals	Lodging	Other	Exp Category
5/3	Public Benefit	Pre Board Meeting w/ GM					G
5/4	Event	Review of 2009 documents @ board Mtg					B/C
5/4	Public Benefit	Farmer's Market					A
5/5	Event	Rep @ public event					B/C
5/5	Public Benefit	Board Meeting					A
5/11	Event	Public Meeting governed by the Brown Act					B/C
5/11	Public Benefit	Farmer's Market					A
5/14	Event	Rep @ public event					B/C
5/14	Public Benefit	Conduct in the Park					C
5/17	Event	Rep @ public event					C
5/17	Public Benefit	Pre Board Meeting w/ GM					A
5/18	Event	Review of copies addressed @ board Mtg					B/C
5/18	Public Benefit	Farmer's Market					A
5/19	Event	Rep @ public event					B/C
5/19	Public Benefit	Board Meeting					A
5/20	Event	Public meeting governed by the Brown Act					A
5/20	Public Benefit	Meeting with Attorney Night Out committee					F
5/20	Event	Ad Hoc committee of the Board					F
5/25	Event	Farmer's Market					B/C
5/25	Public Benefit	Rep @ public event					B/C

Notes/Comments:

Totals: Mileage _____
 Meals _____
 Lodging _____
 Other _____
 Grand Total _____

Submitted By: 

Appropriate Approval

Date

Expense Categories

- G: Meeting w/GM re District Operations
- H: Meeting w/auditors, attorney or consultant retained by District
- I: Meeting of Local, State or Federal body w/jurisdiction affecting HCSD
- J: Meeting w/organization with interests in matters involving functions or operations of the District
- K: Meeting pre-approved by the Board of Directors

- A: Public Meeting governed by Brown Act
- B: Public Event*
- C: Representation at Public Meeting/Event*
- D: Representation on a 501(c)3 Board*
- E: Conference/seminar/Training Program related to District*
- F: Ad Hoc committee of the Board

* Written or verbal report required to be presented at the next Board meeting

Current Expense Reports for

PPE 6/19/22

PPE 7/3/22

PPE 7/17/22

PPE 7/31/22

PPE 6/19/22

HELENDALE COMMUNITY SERVICES DISTRICT
EXPENSE VOUCHER

Name: Pon Clark Date: 6/28/22

Expense Description/Explanation	Date	Miles	Mileage Reimbursed @ 0.485	Meals	Lodging	Other
Reg Board MTC	6/3					
Met with Kimberly Cox Rebecca Adghada	6/15					
Reg Board MTC	6/16					
Totals:						

Totals:
 Mileage _____
 Meals _____
 Lodging _____
 Other _____
Grand Total _____

I certify the expenses listed above are related to my authorized Board related expenses.

Pon Clark
 Appropriate Approval

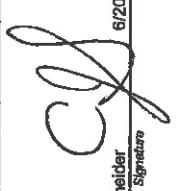
APPROVALS

Submitted By: Pon Clark

Signature: _____ Date: _____

PPE 6/19/22

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER										
CRAIG SCHNEIDER 6/20/2022										
Date	Event Description/Explanation	Meeting	Miles	Meals	Lodging	Other	Exp Category			
6/7/2022	National Night Out Planning for NNO to have residents attending NNO interact with First Responders	137.50					F: Ad Hoc committee of the Board			
6/14/2022	Park and Recreation Committee Discuss Park Maintenance (Blow sand). Lights for sports fields, to allow for night events.	137.50					A: Public Meeting governed by Brown Act			
6/15/2022	Meeting with GM Review HCSD Business and BOD agenda for 6/16/2022	137.50					C: Meeting w/GM re District Operations			
6/16/2022	HCSD Regular BOD Meeting HCSD Business Meeting. Review Fee Schedule and Sunshine Document.	137.50					A: Public Meeting governed by Brown Act			
6/17/2022	HCSD Senior Center Attend Senior Monthly Lunch. Discuss future M-F lunches for Seniors that will begin July 2022						C: Representation at Public Meeting/Event*			
		Total Meetings	Total Miles	Total Meals	Total Lodging	Total Other	Total			
		667.50								



Craig J. Schneider
Signature

6/20/2022
Date

Submitted by:

RPE 6/19/22

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER

Name: Tim Smith 06/19/2022

Date	Event	Expense Description/Explanation	Miles	Meals	Lodging	Other	Exp Category	
06/11/2022	Public Benefit	Concert in the park					B: Public Event*	
06/14/2022	Event	mtg with gm	Welcomed attendees and made announcements					
06/16/2022	Public Benefit	regular board meeting	met with gm about mtg agenda and district business					G: Meeting w/GM re District Operations
06/17/2022	Event	Senior luncheon					A: Public Meeting governed by Brown Act	
	Public Benefit	ad hoc mtg on sunshine ordinance	made announcement about possible refuse to be a victim seminar					
	Public Benefit	met with Director Clark and Kimberly (not sure on date)					F: Ad Hoc committee of the Board	
	Event						B: Public Event*	
	Public Benefit							
	Event						A: Public Meeting governed by Brown Act	
	Public Benefit							
	Event							
	Public Benefit							
	Event							
	Public Benefit							
	Event							
	Public Benefit							
Notes/Comments:		<p style="text-align: right;">Totals: Mileage _____ Meals _____ Lodging _____ Other _____ Grand Total _____</p> <p>Submitted By: Tim Smith</p>						
		<p style="text-align: center;">Appropriate Approval _____ Date _____</p>						

Expense Categories

- G: Meeting w/GM re District Operations
- H: Meeting w/auditors, attorney or consultant retained by District
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* Written or verbal report required to be presented at the next Board meeting

PPE 7/3/22

HELENDALE COMMUNITY SERVICES DISTRICT
BOARD MEMBER EXPENSE VOUCHER

NAME: *Judy Haas* Date: *6/22*

Date	Expense Description/Explanation	Mileage	Meals	Lodging	Other	Exp. Category
<i>6/4</i>	<i>Monthly discussion w/ Cheryl</i>					
<i>6/7</i>	<i>Resident request re: the City of Secaucus, N.J. Cleanup</i>					
<i>6/9</i>	<i>Meeting w/ Cheryl</i>					
<i>6/9</i>	<i>City Buildings held under a due diligence; No AC at this time</i>					
<i>6/14</i>	<i>The Communities Panel</i>					
	<i>Other CD's info and classification from apps ex when change will occur</i>					
	<i>Darken standing</i>					
<i>6/15</i>	<i>Telephone W/GM</i>					
	<i>agenda & other about business</i>					
<i>6/16</i>	<i>Res meeting</i>					
Notes/Comments:						

Totals: Mileage *22 91*
Meals
Lodging
Grand Total *22 91*

Board Member Signature: *Judy Haas*

- Expense Categories:
- G: Meeting w/GM re: District Operations
 - H: Meeting w/auditors, attorney or consultant retained by District
 - I: Meeting of Local, State or Federal body w/jurisdiction affecting HCSD
 - J: Meeting w/organization with interests in matter involving functions or operations of the District
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*Written or verbal report required to be presented at the next Board meeting

Mileage calculated at \$0.56/mile effective 1/1/21

Los Domingos
(760) 256-1381

Ticket No: 43
Ticket UID: 2022060867BD-172
Small Room->3

Employee: Brittny

Dine In

Date: 6/8/2022

Time: 12:05:21 PM

L-13 Soup & Salad \$8.95
L-25 Crispy Chicken Wrap \$8.95
-- Fruit \$0.00

Subtotal: \$17.90
Tax: \$1.57
Total: \$19.47

3.00
16.47

Suggested Tip
10% (Tip: \$1.95, Total: \$21.42)
15% (Tip: \$2.92, Total: \$22.39)
20% (Tip: \$3.89, Total: \$23.36)



Thank you come again!
Please leave us a review on Yelp, Google or Facebook

PPE 7/3/22

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER
CRAIG SCHNEIDER 7/4/2022

Date	Event	Expense Description/Explanation	Meeting	Miles	Meals	Lodging	Other	Exp. Category
6/21/2022	Description of Public Benefit	National Night Out	137.50					F: Ad Hoc committee of the Board
	Event	Planning for NNO to have residents attending NNO interact with First Responders						
6/28/2022	Description of Public Benefit	National Night Out	137.50					F: Ad Hoc committee of the Board
	Event	Planning for NNO to have residents attending NNO interact with First Responders						
	Description of Public Benefit							
	Event							
	Description of Public Benefit							
	Event							
	Description of Public Benefit							
	Event							
	Description of Public Benefit							
	Event							
	Description of Public Benefit							
	Event							
	Description of Public Benefit							
	Event							
	Description of Public Benefit							

Total Meetings	Total Miles	Total Meals	Total Lodging	Total Other	Total
275.00					

Submitted by:



Craig J. Schneider
Signature

7/4/2022
Date

REC'D JUL - 5 2022

RPE 7/13/22

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER

Name: Tim Smith 07/06/2022

Date	Expense Description/Explanation	Miles	Meals	Lodging	Other	Exp Category																																			
06/20/2022	ASBCSD					J: Meeting w/organization with interests in n																																			
	Public Benefit					A: Public Meeting governed by Brown Act																																			
	Event					A: Public Meeting governed by Brown Act																																			
	Public Benefit					A: Public Meeting governed by Brown Act																																			
	Event					I: Meeting of Local, State or Federal body w/																																			
	Public Benefit					C: Representation at Public Meeting/Event*																																			
	Event					B: Public Event*																																			
	Public Benefit					A: Public Meeting governed by Brown Act																																			
	Event																																								
	Public Benefit																																								
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Totsals:	Mileage	-																																							
	Meals	-																																							
	Lodging	-																																							
	Other	-																																							
	Grand Total	-																																							
Notes/Comments:		<p>Submitted By: Tim Smith</p>																																							
Signature		Date																																							
Appropriate Approval																																									

Expense Categories

- G: Meeting w/GM re District Operations
- H: Meeting w/auditors, attorney or consultant retained by District
- I: Meeting of Local, State or Federal body w/jurisdiction affecting HCSD
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* Written or verbal report required to be presented at the next Board meeting

PPE 7/3/22

HELLENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER

Name: **HENRY SPILLER**

Date	Event	Expense Description/Explanation	Miles	Meals	Lodging	Other	Exp Category
6/2	Public Benefit	Board Meeting					A
6/3	Event	Public Meeting covered by the Brown Act					
6/3	Public Benefit	Coffee with a GOP					C
6/7	Event	Rep @ public event					
6/7	Public Benefit	National Night Out Prop Meeting					F
6/8	Event	Ad Hoc Committee of the board					
6/8	Public Benefit	Farmers Market					C
6/11	Event	Rep @ public event					
6/11	Public Benefit	Concerts with Park					C
6/14	Event	Rep @ public event					
6/14	Public Benefit	Meeting with the GM					G
6/15	Event	Meeting with GM regarding District business					
6/15	Public Benefit	Farmers Market					C
6/16	Event	Rep @ public event					
6/16	Public Benefit	Board Meeting					
6/16	Event	Public Meeting Covered by the Brown Act					A
6/20	Public Benefit	Special District's Meeting with the Board					E
6/22	Event	Conference Related to the District					
6/22	Public Benefit	Farmers Market					C
6/22	Public Benefit	Rep @ public event					

Notes/Comments: Totals

Totals:	Mileage	-
	Meals	-
	Lodging	-
	Other	-
	Grand Total	-

Submitted By: *Nancy Spiller*

Appropriate Approval: _____ Date: _____

- Expense Categories
- G: Meeting w/GM re District Operations
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 - J: Meeting w/organization with interests in matters involving functions or operations of the District
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CUSTOMER COPY

Los Domingos
(760) 256-1381

12:37:48 PM

3A504352

Terminal SN: 20220713588-3

EVO UID: 20220713588-3

EVO ID: 65

EVO Payment UID: 202207130841

Small Room->(1) 6

Employee: David

Transaction #: 31

Account: 8041

Name On Card: HAAS/SANDRA L

Entry: Chip

Amount: \$20.49

Tip: \$

Total: \$

Auth Code: 013743

Response: OK

TC: 8087DE4602D9BB67

TVR: 8080008000

AID: A000000031010

TSI: 6800

ATC: 00E9

APPLAB: VISA DEBIT

Suggested Tip
[] 10% (Tip: \$2.05, Total: \$22.54)
[] 15% (Tip: \$3.07, Total: \$23.56)
[] 20% (Tip: \$4.10, Total: \$24.59)

I AGREE TO PAY ABOVE TOTAL
AMOUNT ACCORDING TO CARD ISSUER
AGREEMENT (MERCHANT AGREEMENT
IF CREDIT VOUCHER)

SIGNATURE

PPE 7/31/22

**HELENDALE COMMUNITY SERVICES DISTRICT
EXPENSE VOUCHER**

Name: Bon Clark Date: 8/1/22

Expense Description/Explanation	Date	Mile	Mileage Reimbursement @ 0.485	Meals	Lodging	Other
Meet with Kimberly Cox	7/19					
Review Agenda						
Reg Bond MTC	7/21					
Totals						

Totals: Mileage _____ Meals _____ Lodging _____ Other _____ Grand Total _____

APPROVALS

I certify the expenses listed above are related to my authorized Board related expenses.

Appropriate Approval _____

Signature _____ Date _____

Submitted By: [Signature]

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER
CRAIG SCHNEIDER 8/1/2022

Date	Event	Expense Description/Explanation	Meeting	Miles	Meals	Lodging	Other	Exp Category
7/6/2022	Description of Public Benefit	Farmers Market	150.00					C: Representation at Public Meeting/Event*
7/8/2022	Event	Meet residents and vendors at Market						
7/8/2022	Description of Public Benefit	National Night Out	150.00					F: Ad Hoc committee of the Board
7/9/2022	Event	Planning for NNO, meet with Greg and Larry from SL Market						
7/9/2022	Description of Public Benefit	Concert in the Park	150.00					C: Representation at Public Meeting/Event*
7/13/2022	Event	Interact with residents and vendors at Concert						
7/13/2022	Description of Public Benefit	Farmers Market	150.00					C: Representation at Public Meeting/Event*
7/19/2022	Event	Meet residents and vendors at Market						
7/19/2022	Description of Public Benefit	Park and Recreation Meeting	150.00					A: Public Meeting governed by Brown Act
7/20/2022	Event	Discuss Park projects, Recreation programs						
7/20/2022	Description of Public Benefit	Farmers Market	150.00					C: Representation at Public Meeting/Event*
7/21/2022	Event	Meet residents and vendors at Market						
7/21/2022	Description of Public Benefit	Regular BOD Meeting	150.00					A: Public Meeting governed by Brown Act
7/22/2022	Event	Business and plans for HCSD						
7/22/2022	Description of Public Benefit	National Night Out	150.00					F: Ad Hoc committee of the Board
7/27/2022	Event	Outdoor plans for Vendors and Safety Organizations						
7/27/2022	Description of Public Benefit	Farmers Market	150.00					C: Representation at Public Meeting/Event*
7/27/2022	Event	Meet residents and vendors at Market						
7/27/2022	Description of Public Benefit							
			Total Meetings	Total Miles	Total Meals	Total Lodging	Total Other	Total
			1,350.00	\$	\$	\$	\$	\$

Submitted by:

Craig J. Schneider
 Signature



Date

8/1/2022

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER

Name: Tim Smith 08/01/2022

Date	Expense Description/Explanation	Miles	Meals	Lodging	Other	Exp Category
07/09/2022	CONCERT IN THE PARK					B: Public Event*
	District Announcements					
07/19/2022	MEETING WITH GM					G: Meeting w/GM re District Operations
	for upcoming board meeting					
07/21/2022	Regular board meeting					A: Public Meeting governed by Brown Act
						I: Meeting of Local, State or Federal body w/
						C: Representation at Public Meeting/Event*
						B: Public Event*
						A: Public Meeting governed by Brown Act

Notes/Comments: **Totals**

Totals:	Mileage	
	Meals	
	Lodging	
	Other	
	Grand Total	

Submitted By: **Tim Smith**

Appropriate Approval

Signature _____ Date _____

Expense Categories
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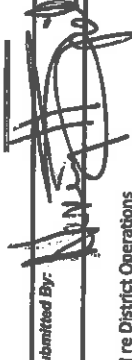
HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER

Name: **HENRY SPILLER**

Date	Event	Expense Description/Explanation	Miles	Meals	Lodging	Other	Exp Category
7/6/22	Public Benefit	Farmer Market					C
7/9/22	Event	Rep @ public event					C
7/9/22	Public Benefit	Meeting with staff regarding Nat Night Out					F
7/9/22	Event	Ad Hoc committee of the Board					F
7/9/22	Public Benefit	Concert in the Park					B/C
7/9/22	Event	Rep @ public event					B/C
7/13/22	Public Benefit	Farmer Market					C
7/19/22	Event	Rep @ public event					C
7/19/22	Public Benefit	Meeting w/ GM					G
7/19/22	Event	Meeting w/ GM regarding district business					G
7/20/22	Public Benefit	Farmer Market					C
7/20/22	Event	Rep @ public event					C
7/21/22	Public Benefit	Brack Meeting					A
7/21/22	Event	Public Meeting governed by the Brown Act					A
7/21/22	Public Benefit	National Night Out Meeting					F
7/21/22	Event	Ad Hoc committee of the Board					F
7/27/22	Public Benefit	Farmer Market					F
7/27/22	Event	Rep @ public event					F
	Public Benefit						

Notes/Comments: _____

Totals: Mileage _____ Meals _____ Lodging _____ Other _____ Grand Total _____

Submitted By: 

Appropriate Approval: _____ Date: _____

- Expense Categories
- A: Public Meeting governed by Brown Act
 - B: Public Event*
 - C: Representation at Public Meeting/Event*
 - D: Representation on a 501C3 Board*
 - E: Conference/seminar/Training Program related to District*
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NEW EXPENSE REPORT FORM

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER

Pay Period Ending _____

Date	Expense Description/Explanation	Meeting	Miles	Meals	Lodging	Other	Phone Call	Exp Category
	Event							
	Description of Public Benefit							
	Event							
	Description of Public Benefit							
	Event							
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	Event							
	Description of Public Benefit							
	Event							
	Description of Public Benefit							
		Total Meetings	Total Miles	Total Meals	Total Lodging	Total Other	Total	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Submitted by: _____

Signature _____ Date _____

- A: Public Meeting governed by Brown Act
 - B: Public Event*
 - C: Representation at Public Meeting/Event*
 - D: Representation on a 501C3 Board*
 - E: Conference/Seminar/Training Program related to District*
 - F: Ad Hoc committee of the Board
- Expense Categories*
 G: Meeting w/GM re District Operations
 H: Meeting w/auditors, attorney or consultant retained by District
 I: Meeting of Local, State or Federal body w/jurisdiction affecting HCSD
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 K: Meeting pre-approved by the Board of Directors
- * Written or verbal report required to be presented at the next Board meeting**



Helendale Community Services District

Date: August 4, 2022
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #6
Public Hearing to Receive Comments Regarding Possible Adoption of Resolution 2022-14: A Resolution of the Board of Directors of the Helendale Community Services District Authorizing the Establishment and Continuation of Collection of Water and Sewer Standby Charges for Fiscal Year 2023

STAFF RECOMMENDATION:

Staff recommends approval of Resolution 2022-14. Additionally, staff requests authorization to make any final adjustments based upon payments or other discovery prior to submittal to the County.

BACKGROUND:

On, April 21, 2022, the Board of Directors approved the initiation of the collection of the standby fee. This is a procedural item that comes before the Board on an annual basis. The Collection of Standby Fees is a two-part process which includes the initiation of the process and then culminates in a public hearing and possible adoption of a second resolution approving the continuation of collection of the standby fees. Once approved by the Board, Staff prepares and submits the final list to the County Tax Collector by August 10th.

STAFF REPORT:

This is an annual public hearing item that comes before the Board prior to September to facilitate the tax roll process. The action requested of the Board is to receive any additional public comments during the hearing and provide authorization to Staff to forward the standby charges to the County to be collected with the property taxes.

As a public agency and consistent with LAFCO 2996, the District is allowed to utilize the County property tax process for collection of various forms of debt and fees as the County had historically done prior to the formation of the District. This would include the annual collection of sewer and water standby fees. A standby fee could best be described as a fee for the availability of service. The fee is appropriate to offset the capacity in the system that is reserved for a specific parcel that pays the standby fee and cannot be allocated to another user. Most of these parcels have water and sewer service in close proximity of the property line and upon property development the service is available for connection to the parcel. The list of parcels who pay the standby fee is modified as new develop occurs with in-fill lots within the Silver Lakes housing area.

The Standby Fee is a minimum of \$30.00 for up to a one-acre parcel and increased by \$30.00 for every additional acre. The engineer's report is attached for reference and provides a more detailed analysis of the fee. The estimated amount of standby fees the District will receive for fiscal year 2023- \$41,750.

FISCAL IMPACT: Estimated revenue of \$22,670 for water and \$19,080 for wastewater.

POSSIBLE MOTION: Approve Staff recommendation and adopt Resolution 2022-14.

ATTACHMENTS: Resolution 2022-14
Engineer's Report for Water and Sewer Standby Charges (FY2015)



RESOLUTION NO. 2022-14

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HELENDALE COMMUNITY SERVICES DISTRICT AUTHORIZING THE ESTABLISHMENT AND CONTINUATION OF COLLECTION OF WATER AND SEWER STANDBY CHARGES FOR FISCAL YEAR 2023

WHEREAS, the Helendale Community Services District (“the District”) is a Community Services District organized and operating pursuant to Government Code 61000 et seq.

WHEREAS, the District is authorized by Government Code Section 61124(a) to impose standby charges for water services pursuant to the Uniform Standby Charge Procedures Act, Government Code Section 54984 et seq. (“the Act”).

WHEREAS, under the Act, the District is authorized to fix before August 10 of any given year a water standby charge on land within its jurisdiction to which water service is made available for any purpose by the District, whether the water services are actually used or not.

WHEREAS, under the Act, the District’s Board of Directors (“the Board”) may establish schedules varying the charge according to land uses, benefit derived or to be derived from the use, availability of facilities to provide water service, the degree of availability or quantity of the use of the water to the affected lands, and may restrict the assessment to one or more improvement districts or zones of benefit established within the jurisdiction of the District, and may impose the charge on an area, frontage, or parcel basis, or a combination thereof.

WHEREAS, pursuant to Resolution No. 2951 of the Local Agency Formation Commission of the County of San Bernardino (“LAFCO”), the District is the successor agency to County Service Area 70, Improvement Zones B and C (“CSA 70 B&C”).

WHEREAS, Condition No. 10 of LAFCO Resolution No. 2951 expressly states that “[a]ll previously authorized charges, fees, assessments, and/or taxes of [CSA 70 B&C] currently in effect shall be continued and assumed by the [District] as the successor agency in the same manner as provided in the original authorization pursuant to the provisions of Government Code Section 56886(t);”

WHEREAS, Government Code Section 56886(t) provides that LAFCO Resolution No. 2951 contains the exclusive terms and conditions for the change of organization from CSA 70 B&C to the District is it relates to the “extension or continuation of any previously authorized charge, fee, assessment, or tax by [the District as the] successor local agency in the affected territory.”

WHEREAS, prior to the adoption of LAFCO Resolution No. 2951, the territory within the CSA 70 B&C was subject to water and sewer standby and availability charges that had been fixed, levied, and

imposed upon such lands.

WHEREAS, the Board wishes to continue, extend, and assume all previously authorized water and sewer standby and availability charges that had been fixed, levied, and imposed upon lands within CSA 70 B&C.

WHEREAS, on August 4, 2022, at 6:30 p.m., at the District offices located at 26540 Vista Road, Suite C, Helendale, California, the Board held a public protest hearing to hear and consider any and all objections or protests regarding the imposition of the charge, which hearing was duly conducted in the manner set forth in the Act.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Helendale Community Services District as follows:

1. The public interest and necessity requires the Board to adopt this Resolution hereby fixing, levying, imposing, and collecting water standby and availability charges on all properties within the District's jurisdictional boundaries where water is available in accordance with, and in the amounts set forth in, Exhibit "A" attached hereto and incorporated herein by this reference, pursuant to applicable law, including but not limited to the pertinent provisions of the Act, Condition No. 10 of LAFCO Resolution No. 2951, and/or Government Code Section 56886(t).

2. The public interest and necessity requires the Board to adopt this Resolution hereby fixing, levying, imposing, and collecting sewer standby and availability charges on all properties within the District's jurisdictional boundaries where water is available in accordance with, and in the amounts set forth in, Exhibit "B" attached hereto and incorporated herein by this reference, pursuant to applicable law, including but not limited to the pertinent provisions of the Act, Condition No. 10 of LAFCO Resolution No. 2951, and/or Government Code Section 56886(t).

3. The written protests received by the Board which were not withdrawn at the time of its determination represented less than fifteen percent (15%) of the parcels subject to the charges set forth herein.

4. The standby charges hereby levied by the Board are based upon the report of a qualified engineer, which is on file with the District. The content of said report are hereby adopted in full by the Board and are incorporated herein in full by this reference, including, but not limited to, any and all statements and determinations specifically relating to each of the following:

- a. A description of the charge and the method by which it is proposed to be imposed;
- b. A compilation of the amount of the charge proposed for each parcel subject to the charge;
- c. A statement of the methodology and rationale followed in determining the degree of benefit conferred by the service for which the proposed charge is made;
- d. The District's legal ability to fix and adjust a standby charge, the amount of the

- proposed charge, and the properties affected thereby;
- e. A description of the lands upon which the charge is proposed to be imposed; and
- f. The amount of the proposed charge for each of the lands so described.

5. The Board hereby authorizes the District's General Manager to take any and all actions necessary to carry out the intent of the Board as set forth herein, and to cause the charges fixed and established herein to be collected at the same time, and in the same manner, as the levying of special assessments on the 2022-23 San Bernardino County Tax Roll, and/or to be otherwise collected in accordance with all legally-permissible methods available under applicable law.

6. If any charge hereby adopted becomes delinquent, the amount of the delinquency, together with any interest and penalties thereon, shall constitute a lien on the affected property to the fullest extent legally allowable under applicable law.

ADOPTED AND APPROVED this 4th day of August 2022, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____
ABSTAIN: _____

By: _____
Henry Spiller, Vice-President

ATTEST:

Sandy Haas, Secretary

Exhibit A Water Standby Fee

5.6 Acres = 5 EBUs for the first five acres + 0.5 times the remaining fractional acreage of 0.6 = (0.5 x 0.6) = 0.3 EBUs Total EBUs = 5.3 EBUs

The total number of EBUs equals the sum of all EBUs assigned to Undeveloped Parcels. The existing Standby Charge, equal to \$30 per EBU, is then applied to each parcel's individual EBUs to determine the parcel's proportionate benefit and total obligation. The following formulas are used to calculate each parcel's annual Levy Amount.

Standby Charge per EBU x Parcel's EBUs = Parcel's Levy

EXAMPLE:

5.6 Acres = \$30 x 5.3 EBUs = \$159

.5 Acres - \$30 x 1EBU = \$30

1 Acre = \$30 x 1EBU - \$30

Exhibit B Sewer Standby Fee

5.6 Acres = 5 EBUs for the first five acres + 0.5 times the remaining fractional acreage of 0.6 = (0.5 x 0.6) = 0.3 EBUs Total EBUs = 5.3 EBUs

The total number of EBUs equals the sum of all EBUs assigned to Undeveloped Parcels. The existing Standby Charge, equal to \$30 per EBU, is then applied to each parcel's individual EBUs to determine the parcel's proportionate benefit and total obligation. The following formulas are used to calculate each parcel's annual Levy Amount.

Standby Charge per EBU x Parcel's EBUs = Parcel's Levy

EXAMPLE:

5.6 Acres = \$30 x 5.3 EBUs = \$159

.5 Acres - \$30 x 1EBU = \$30

1 Acre = \$30 x 1EBU - \$30



HELENDALE COMMUNITY SERVICES DISTRICT

**ENGINEER'S REPORT
FOR FISCAL YEAR 2014-15
STANDBY CHARGE**

FINAL DRAFT: OCTOBER 2014



BARTLE WELLS ASSOCIATES



Independent Public Finance Advisors
1889 Alcatraz Avenue
Berkeley, CA 94703-2714
Tel. 510.653.3399
Fax 510.653.3769
www.bartlewells.com

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AFFIDAVIT FOR THE ENGINEER'S REPORT: HELENDALE COMMUNITY SERVICES DISTRICT WATER STANDBY CHARGE

This Report describes the annual Standby Charge of the Helendale Community Services District (the CSD), which was initially formed by the County of San Bernardino as County Service Areas 70 B & C and assumed by the CSD as part of the reorganization pursuant to Condition 10 of LAFCO Resolution No. 2996, adopted June 21, 2006. This Report outlines the assessment methodology, affected parcels, and assessments to be levied for Fiscal Year 2014-2015. Reference is hereby made to the San Bernardino County Assessor's Maps for a detailed description of the lines and dimensions of parcels that are subject to the Standby Charge. The undersigned respectfully submits the enclosed Report as directed by the District's Board of Directors.

Dated this _____ day of _____, 2014.

By: _____
Kimberly Cox, General Manager

By: _____
Douglas Dove, PE, CIPFA
President/Principal

OVERVIEW

Pursuant to the provisions the Uniform Standby Charge Procedures Act (Gov. Code, §§ 54984-54984.9; "Act"), public agencies may set a water and/or sewer standby charge each year for making infrastructure available to property whether the services are used or not. (§ 54984.2.) On November 5, 1996, the electorate adopted an initiative measure ("Proposition 218"), amending the California Constitution by adding articles XIII C and XIII D. Under article XIII D, new limitations and procedural requirements for assessments on real property were established and Section 6.b.4 of Article XIII D specifically states:

"Standby Charges, whether characterized as charges or assessments, shall be classified as assessments and shall not be imposed without compliance with Section 4."

However, notwithstanding the following, any assessment/standby charge that was in effect prior to the effective date of Proposition 218 that was imposed exclusively to finance the capital costs or maintenance and operation expenses for sidewalks, streets, sewer, water, flood control, drainage systems or vector control shall be exempt from the procedures and approval process set forth in Section 4. Therefore, the CSD's existing standby charge is not required to re-notice and undergo a Proposition 218 Majority Protest Balloting, unless the CSD wishes to increase the standby charge above its current rate.

Accordingly, the CSD is authorized by law to provide water and sewer service, and may fix, before August 10 of any given year, a water and/or sewer standby charge, on land within the jurisdiction of the CSD to which water and/or sewer services are made available for any purpose by the CSD, whether the water or sewer service is actually used or not.

Upon approval and adoption of the annual standby charge by the CSD Board of Directors, the standby charges for Fiscal Year 2014-2015 shall be submitted to the San Bernardino County Auditor/Controller for inclusion on the property tax roll for each parcel.

For the purposes of this Report, the word "parcel" refers to an individual property assigned its own Assessor Parcel Number by the San Bernardino County Assessor's Office.

HISTORICAL BACKGROUND AND CURRENT LEGISLATION

In November 1996, California voters approved Proposition 218 that established specific requirements for the ongoing imposition of taxes, assessments and fees. The provisions of the Proposition are now contained in the California Constitutional Articles XIIC and XIID. All assessments described in this Report and approved by the District Board of Directors are prepared in accordance with Uniform Standby Charge Procedures Act (the "Act"), LAFCO Resolution No. 2996 and in compliance with the provisions of the Constitution.

Pursuant to the Article XIID Section 5 of the Constitution, certain existing assessments and, in this case, standby charges, were exempt from the substantive and procedural requirements of the Article XIID Section 4. Therefore, a property owner balloting is not required until such time that a new or increased standby charge is proposed. At this time, the CSD does not intend to increase the existing standby charge and this Engineer's Report is in connection with the continued collection of the current standby charge for Fiscal Year 2014-2015.

The standby charge of the CSD may be used for any purpose pursuant to the Act, commencing with Government Code Section 54984.2, whether the water and/or sewer service is actually used or not. The standby charge may also vary according to land uses, benefit derived or to be derived from the use or availability of facilities to provide water, or the degree of availability or quantity of the use of the water to the affected lands. The charge may be imposed on an area, frontage, or parcel basis, or a combination thereof.

The existing standby charge methodology is employed throughout the CSD service area and is only levied against undeveloped parcels to provide equity between existing ratepayers and future customers that are not currently connected to the system by charging a portion of the cost to maintain the water and sewer system to undeveloped parcels that have the potential to develop in the future.

Based on the FY2014-15 budget the existing standby charge for water is estimated to generate \$30,500 annually in comparison to an annual budget for the Water Enterprise Fund in excess of \$1.8 Million. The existing standby charge for wastewater generates \$24,000 annually in comparison to an annual budget for the Wastewater Enterprise Fund in excess of \$1.3 Million.

WATER AND SEWER SERVICES

DESCRIPTION OF CSD

The CSD is located in the High Desert area of San Bernardino County between Barstow and Victorville and has an estimated population of 6,000. The CSD's existing water and sewer service area is approximately five square miles while the District's boundary encompasses more than 100 square miles. The CSD provides water and sewer service to over 2,800 service connections. Over 90 percent of water and sewer connections service single-family residences. The CSD has not experienced much growth in recent years; however, the area has a potential for growth as there are approximately 728¹ undeveloped water parcels and 720¹ undeveloped sewer parcels that may be developed in the future in addition there is significant developer interest in the area as evidenced by the draft Specific Plan that was completed by San Bernardino County Land Use Services in January 2011. This potential development at build-out could generate up to 756² new water and 737² new sewer connections.

In general, the CSD provides for the continued delivery of water and wastewater service to its service area, including the operation, maintenance, servicing, repair and rehabilitation, and expansion of water and sewer facilities. These services are required and provide a special benefit to parcels that are not currently developed and connected to the water and sewer systems as facilities must be available for the orderly development of such properties. Therefore, many public agencies impose a water and sewer standby charge against undeveloped parcels until such time that the property is developed and connected to the existing infrastructure as a ratepayer. Standby charges provide a means to charge undeveloped parcels a proportional share of the cost of the utility that provides a special benefit to undeveloped parcels, including, but not limited to, water and sewer service, repair and replacement of existing facilities, new capital improvements, and operations.

¹ Undeveloped water and sewer parcel information provided in e-mail from Kimberly Cox, 10/2/2014

² New water and sewer connections estimated by the ratio of current connections to current built properties

METHOD OF APPORTIONMENT

BENEFIT ANALYSIS

Similar to many other public water and sewer entities in the State, standby charges provide a means to charge undeveloped parcels a proportional share of the cost of the water utility as a means to spread water and sewer service costs between existing ratepayers and undeveloped parcels, which will generate future customers as parcels are developed. Water and sewer services not only provide a direct benefit to existing customers, but it also provides a special benefit to undeveloped parcels as the CSD continues to provide service now and into the future through the ongoing operations of sewer collection and treatment, water resource management, water production, water quality, and the repair, replacement and expansion of related capital improvements. Most importantly, a standby charge reserves capacity in the existing system for the perspective development.

As previously referenced under the earlier Section of the Engineer's Report entitled "Overview," a standby charge is considered an assessment under the provisions of Article XIID of the State Constitution. Therefore, all parcels which will have a special benefit conferred upon them and upon which the standby charge will be imposed must be identified (the Assessment Roll). The proportionate special benefit derived by each identified parcel shall be determined in relationship to the entirety of the costs of the capital water improvement, the maintenance and operation expenses of such improvement, and the cost of the property-related service being provided. In addition, no standby charge shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel. In addition to the elements identified above, the standby charge of the CSD may also be used for any purpose pursuant to the Act, commencing with Government Code Section 54984.2. Therefore, the CSD may use standby charge revenue to fund any portion of its annual water and sewer budget. However, as the standby charge is only levied against undeveloped property and has not been increased since the original formation, the CSD's annual expenses for water and sewer services far exceeds revenue generated by the Standby Charge.

ASSESSMENT METHODOLOGY

The current standby charge was originally established by the County of San Bernardino and transferred to the CSD through the LAFCO proceedings that created the CSD. More specifically, Condition 10 of LAFCO Resolution No. 2996 specifically states: "All previously authorized charges, fees, assessments, and/or taxes in effect shall be continued and assumed by the Helendale Community Services District as the successor agency in the same manner as provided in the original authorization pursuant to the provisions of Government Code Section 56886(t)." The CSD does not intend to change the assessment methodology nor increase the existing standby charge; therefore, the continued collection of the current standby charge is in compliance with the Act and Article XIID of the State

Constitution.

The benefit formula used for apportioning cost over affected parcels reflects the composition of the parcels and the water and sewer services provided. Therefore, as undeveloped parcels are the only parcels subject to the existing standby charge, the most appropriate allocation basis to use to fairly apportion the costs based on the special benefits to each assessable parcel is by assigning Equivalent Benefit Units (EBU's) to each parcel based on the lot size of such parcel. Only undeveloped parcels with water and sewer service readily available to the parcel are assessed. In determining access, the original criterion established for determining development potential is property within 660 feet of a water main. In addition, billable acreage excludes territory of a parcel that cannot access water or sewer services due to unique circumstances, such as, railroad or road impediments, pressure breaks, and drainage easements or other types of easements that restrict the parcel's access to water and sewer services.

EQUIVALENT BENEFIT UNITS

To assess benefits equitably it is necessary to relate each property's proportional special benefits to the special benefits of all other properties that are subject to the Standby Charge. The method of apportionment most commonly used for assessments/standby charges is based on a weighted method of apportionment known as an Equivalent Benefit Unit (EBU) methodology. This proportional weighting may be based on several factors that may include, but are not limited to: the type and status of development (land use), size of the property, location of the property, parcel frontage, or other property related factors. In the case of the Helendale Community Services District, 1 EBU is equal to one acre and the standby charge is assessed only against unimproved property.

The assessable land area of a parcel reflects the development potential of a parcel and the special benefit that the parcel would receive from the water and sewer services. The total number of EBUs assigned to each parcel equals 1 EBU per lot up to one acre in size plus 0.5 EBUs per acre for each fraction of an acre, with a minimum assignment of 1 EBU to assessable parcel.

The following formulas are used to calculate each parcel's EBUs and the total EBUs that are assessed the standby charge:

Parcel's EBUs = 1 EBU minimum up to one Billable Acre and 0.5 EBUs x fractional Billable Acreage

EXAMPLE:

5.6 Acres = 5 EBUs for the first five acres + 0.5 times the remaining fractional acreage of
 $0.6 = (0.5 \times 0.6) = 0.3$ EBUs Total EBUs = 5.3 EBUs

The total number of EBUs equals the sum of all EBUs assigned to Undeveloped Parcels. The existing Standby Charge, equal to \$30 per EBU, is then applied to each parcel's individual EBUs to determine the parcel's proportionate benefit and total obligation. The following formulas are used to calculate each parcel's annual Levy Amount.

Standby Charge per EBU x Parcel's EBUs = Parcel's Levy

EXAMPLE:

5.6 Acres = \$30 x 5.3EBUs = \$159

.5 Acres - \$30 x 1EBU = \$30

1 Acre = \$30 x 1EBU - \$30

DISTRICT BUDGET FISCAL YEAR 2014-2015

The following provides the preliminary proposed budget of the Water and Sewer Enterprise Fund for Fiscal Year 2014-2015. The budget includes the District's estimate of anticipated expenditures associated with the water utility. Pursuant to Section 54984.2 of the Act, the Standby Charge may fund any expenditure type of the proposed budget.

Table 1
Helendale Community Services District
Preliminary Fiscal Year 2014-2015 Budget

Operating Expenses	Water	Sewer
Water Purchases	70,000	NA
Salaries & Benefits	414,984	286,612
Board Compensation	0	0
Professional Fees	33,500	72,500
Service and Supplies	221,900	142,250
Utilities	152,500	104,500
Sub-Total	892,884	605,862
Non-Operating Expenses		
Debt	395,252	54,374
Administration, taxes, etc.	265,582	324,601
Sub-Total	660,834	378,975
Depreciation Expenses		
Depreciation/Amortization	247,677	382,924
TOTAL	\$1,801,395	1,367,761

In determining the portion of the budget that may be funded by the standby charge, Bartle Wells Associates reviewed the CSD's Capital Improvement Program and the CSD's 2012 Water and Sewer Fee Study. Based on the total growth potential of the CSD³, it is projected that the CSD will add approximately 756 new water connections (1017 New EBUs) and 737 new sewer connections (800 New EBUs) through buildout. This growth potential will represent 20.94% (756 new water connections/3612 total water connections) of the CSD's total water service demand and 20.89% (737 new sewer connections/ 3529 total sewer connections) of the CSD's sewer service demand. Therefore, the portion of the CSD's budget that is authorized to be funded by the Standby Charge and represents the special benefit conferred on undeveloped water property and sewer property is \$377,169 (20.94% x \$1,801,395) and \$285,777 (20.89% x \$1,367,761) the special benefit conferred by undeveloped sewer property. The 20.94% of total water demand and 20.89% of total sewer demand at buildout that is expected to be generated from future customers shall be updated at least every five years or at the same time that the CSD's Connection Fee Study is updated.

³ Future Connections estimated by Helendale Community Services District. Estimated EBUs are based on annual assessment tax revenues divided by annual assessments (\$30 per water EBU and \$30 per sewer EBU).

Based on the allocated expenses for the water and sewer enterprise funds of \$377,169 and \$285,777 respectively, the maximum standby charge per water and sewer EBU would be equal to \$370.98 and \$357.22 for Fiscal Year 2014-2015 ($\$377,169 / 1016.67 \text{ EBUs}^3 = \370.98 per EBU) and ($\$285,777 / 800 \text{ EBUs}^3 = \357.22 per EBU). However, the current rate of \$30 per EBU may not be increased without a majority protest ballot proceeding pursuant to Article XIII D Section 4(d) of the State Constitution. The CSD does not intend to increase the existing standby charge at this time and will continue to levy and collect the current standby charge for Fiscal Year 2013-2014.

DISTRICT BOUNDARY DIAGRAMS

The boundaries subject to the standby charge are equivalent to the existing water and sewer service area of the CSD and, by reference are hereby made part of this Engineer's Report. However, only undeveloped parcels within 66 feet of existing water and sewer infrastructure are subject to the Standby Charge. For more detailed specifications on the CSD's service area, diagrams are available for inspection at the administration office during normal business hours.

2014-2015 ASSESSMENT ROLL

Parcel identification, for each lot or parcel subject to the standby charge, shall be the parcel as shown on the San Bernardino County Assessor Parcel Maps and/or the San Bernardino County Secured Tax Roll for the year in which this Report is prepared. The proposed standby charge for each parcel has been prepared in accordance with the original rate established as part of the original formation and the method of apportionment described in this report and has been presented to the Board of Directors.

The standby charge information for each parcel as outlined in this Engineer's Report and confirmed by the District Board, shall be submitted to the County Auditor/Controller, and included on the property tax roll for Fiscal Year 2014-2015. If the parcels referenced by this Engineer's Report are renumbered, reapportioned or changed by the County Assessor's Office after approval of the Report, the new parcel(s) with the appropriate standby charge amount will be submitted to the County Auditor/Controller.

The Assessment roll includes parcels for the water standby fee and parcels for the sewer standby fee. The Assessment Roll has been provided to the Board under separate cover and is on file at the District Office and is made part of this Engineer's Report by reference.



Helendale Community Services District

Date: August 4, 2022
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #7
Public Hearing to Receive Comments Regarding the Possible Adoption of Resolution 2022-16; A Resolution of the Board of Directors of the Helendale Community Services District Confirming, or Modifying and then Confirming, the Report of Delinquent Water, Sewer and Trash Collection User Charges for the Purpose of Collecting Said Charges on the San Bernardino County Tax Roll

Staff Recommendation

Staff recommends approval of Resolution 2022-16. Additionally, staff requests authorization to make any final adjustments based upon payments or other discovery prior to County submittal.

Staff Report

Government agencies have the ability to place delinquent accounts on to the County tax rolls via a resolution of the Board of Directors and providing a list of parcel numbers to the County Assessor Tax Collector. To date there are forty-six parcels with outstanding balances an increase of twenty-two over last year. The estimated total amount that is delinquent is \$29,675.12, more than twice the amount last year. A list of the affected parcels is attached to this staff report. A letter was sent to each property owner in early June notifying them of this pending action. The District has placed a lien on the various parcels related to the delinquent amount but has not received payment. Typically, payment is usually collected when the house has sold or refinanced. Placing the overdue amount onto the County tax bill improves the chances of collection. Last fiscal year the District submitted \$37,858.53 in liens for collection through the property tax mechanism.

The attached Resolution 2022-16 describes the authority of the District to place delinquent accounts for services onto the County tax bill. Copies of the resolution and the accompanying reports and list of parcels are to be forwarded to the County Assessor/Tax Collector and to the Auditor Controller by no later than August 10, 2022.

At the public hearing, the Board will hear and consider any and all objections or protests to the placement of the delinquent charges for service for water, sewer and trash collection on the San Bernardino County tax bill. The accounts have until the close of this public hearing to pay the District in full before the delinquent amounts are placed on the tax roll.

Fiscal Impact: Estimated collection of special assessment revenue of \$29,675.12

Possible Motion: Approve Staff recommendation and adopt Resolution 2022-16.

Attachments: Resolution 2022-16

ACCT#	APN	AMOUNT
12-1024-03	0465573060000	\$2,392.22
12-1300-01	0465395050000	\$939.66
12-3769-03	0465521070000	\$834.91
12-1775-03	0467811110000	\$10,828.33
12-3424-03	0465552020000	\$834.91
12-3402-04	0465572080000	\$3,528.22
12-2731-06	0467751290000	\$1,160.75
12-2714-01	0467751110000	\$1,150.02
12-2407-02	0467723120000	\$1,165.64
12-2134-02	0467374200000	\$765.94
12-2099-05	0467452120000	\$611.35
12-1810-01	0467522110000	\$1,781.55
12-3599-01	0465265180000	\$1,993.08
12-3763-04	0465553090000	\$1,688.54
		\$29,675.12



RESOLUTION NO. 2022-16

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HELENDALE COMMUNITY SERVICES DISTRICT CONFIRMING, OR MODIFYING AND THEN CONFIRMING, THE REPORT OF DELINQUENT WATER, SEWER AND TRASH COLLECTION USER CHARGES FOR THE PURPOSE OF COLLECTING SAID CHARGES ON THE SAN BERNARDINO COUNTY TAX ROLL

WHEREAS, the Helendale Community Services District ("District") is a community services district organized and operating pursuant to California Government Code 61000 et seq.; and,

WHEREAS, Section 61115(b) of the Government Code authorizes the District's Board of Directors ("Board") to provide that any charges and penalties may be collected on the tax roll in the same manner as property taxes; and,

WHEREAS, Section 61115(b) of the Government Code provides that the District's General Manager must prepare and file with the Board a report that describes each affected parcel of real property and the amount of charges and delinquencies for each affected parcel for the year; and

WHEREAS, Section 61115(b) of the Government Code further provides that the District's General Manager must publish notice of the time and place for a public hearing by the Board to hear and consider adoption and/or revision of the charges and penalties contained in the report of the District's General Manager; and,

WHEREAS, the Board of Directors of the Helendale Community Services District Finds and Determines:

1. That the report of the District's General Manager on delinquent and unpaid charges for water, sewer and trash collection services within the District that remain unpaid and delinquent for thirty (30) days or more on July 1, 2022, which is attached hereto and incorporated herein by this reference, is hereby adopted and approved by the Board and confirmed for each parcel of property with the District as set forth in said report.
2. That a public hearing on said report was held on this date and that any protests or objections regarding the appropriateness of the charges or their collection on the tax roll were heard and considered by the Board.

NOW THEREFORE, that the Board, acting in its capacity as the governing body of the District, hereby resolves and orders:

1. That the General Manager is hereby directed to forward a certified copy of this resolution and accompanying reports to each of the following public bodies and officers:
 - a. The Auditor/Controller of the County of San Bernardino;
 - b. The Treasurer-Tax Collector of the County of San Bernardino;

2. That the unpaid delinquent charges for each corresponding parcel of property within the District identified in the attached report of the District's General Manager, as confirmed by the Board, are fixed in the amount set forth in said report and shall be collected on the tax roll in the same manner and at the same time as general County ad valorem property taxes are collected for fiscal year 2022-23.

Resolution 2022-16 is hereby approved and adopted by the Board of Directors of the Helendale Community Services District at a regular meeting held on August 4, 2022, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____
ABSTAIN: _____

Henry Spiller, Vice-President

Sandy Haas, Secretary



Helendale Community Services District

Date: August 4, 2024
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #8
Public Hearing to Receive Comments Regarding Possible Adoption of Resolution 2022-15; A Resolution of the Board of Directors of the Helendale Community Services District Authorizing the Establishment and Continuation of Collection of Refuse Disposal Land Use Fees for Fiscal Year 2022-23

STAFF RECOMMENDATION

Staff recommends approval of Resolution 2022-15. Additionally, staff requests authorization to make any final adjustments based upon payments or other discovery prior to County submittal.

STAFF REPORT

LAFCO Resolution 2951 determined that the Helendale Community services District was the successor agency for County Service Area 70, Improvement Zones B and C. In addition, it expressly states that all previously authorized charges, fees and assessments, and/or taxes of CSA 70 B and C currently in effect shall be continued as assumed by the District as the successor agency.

Prior to the adoption of the LAFCO resolution, the territory within CSA 70 B and C was subject to a refuse disposal land use fee that had been fixed, levied, and imposed upon such lands by the County of San Bernardino prior to 1978 and consistent with the California Integrated Waste Management Act of 1989, in order to discourage illegal dumping and to offset the cost of disposal of waste from the Helendale community. LAFCO Resolution 2927 and Resolution 2951 authorize the District to collect, transfer, and dispose of solid waste and provide solid waste handling service, including, but not limited to, source reduction, recycling, and composting activities, pursuant to Division 30 of the California Public Resources Code. Demolition waste, tires, hard to handle and special handling items are excluded from the disposal fee.

In November 2010, the District and San Bernardino County entered into a Solid Waste Fee Transfer Agreement under which the District continued and assumed the same Refuse Disposal Land Use Fee as the successor agency to County Solid Waste Management Division.

The District is authorized to fix the land use fee using San Bernardino County Land Use Codes. Exhibit A of Resolution 2022-15 documents the codes previously used by San Bernardino Solid Waste Management. The Land Use Codes, Tax Rate Areas (Traps) and Assessor Parcel Numbers (APNs) were provided by the Assessor and Solid Waste Management. The estimated total amount to be assessed is \$230,729.40 from 2,700 parcels.

Resolution 2022-15 authorizes the General Manager to take any and all actions necessary to carry out the intent of the Board and to cause the levy of the special assessment for fiscal year 2022-23. If a charge becomes delinquent, the amount of the delinquency and interest and penalties shall constitute a lien on the property.

At the public hearing, the Board will hear and consider any and all objections or protests to the imposition of the land use fee.

Fiscal Impact: Estimated collection of special assessment revenue of \$230,729.40

Possible Motion: Approve Staff recommendation and adopt Resolution 2022-15.

Attachments: Resolution 2022-15



RESOLUTION NO. 2022-15

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HELENDALE COMMUNITY SERVICES DISTRICT AUTHORIZING THE ESTABLISHMENT AND CONTINUATION OF COLLECTION OF REFUSE DISPOSAL LAND USE FEES FOR FISCAL YEAR 2021-2022

WHEREAS, the Helendale Community Services District (“the District”) is a Community Services District organized and operating pursuant to Government Code 61000 et seq.

WHEREAS, on or about December 4, 2006, the Local Agency Formation Commission of the County of San Bernardino (“LAFCO”) adopted Resolution No. 2951 (“Resolution No. 2951”) which determined that the District is the successor agency to County Service Area 70, Improvement Zones B and C (“CSA 70 B&C”).

WHEREAS, Condition No. 10 of LAFCO Resolution No. 2951 expressly states that “[a]ll previously authorized charges, fees, assessments, and/or taxes of [CSA 70 B&C] currently in effect shall be continued and assumed by the [District] as the successor agency in the same manner as provided in the original authorization pursuant to the provisions of Government Code Section 56886(t).”

WHEREAS, Government Code Section 56886(t) provides that LAFCO Resolution No. 2951 contains the exclusive terms and conditions for the change of organization from CSA 70 B&C to the District as it relates to the “extension or continuation of any previously authorized charge, fee, assessment, or tax by [the District as the] successor local agency in the affected territory.”

WHEREAS, prior to the adoption of LAFCO Resolution No. 2951, the territory within CSA 70 B&C was subject to a refuse disposal land use fee that had been fixed, levied, and imposed upon such lands by the County of San Bernardino (“the County”) pursuant to the California Integrated Waste Management Act of 1989 (Division 30 of the California Public Resources Code) (“the Act”) in order to discourage illegal dumping and to offset the cost of disposal of waste from the Helendale community (the “Refuse Disposal Land Use Fee”).

WHEREAS, on or about June 21, 2006, LAFCO adopted Resolution No. 2927 (“Resolution No. 2927”) making determinations on and approving the incorporation of the District, which was subsequently approved by the electorate at the November 7, 2006, general election and confirmed by LAFCO pursuant to its adoption of Resolution No. 2951.

WHEREAS, Resolution No. 2927 and Resolution No. 2951 authorize the District to collect,

transfer, and dispose of solid waste and provide solid waste handling service, including, but not limited to, source reduction, recycling, composting activities, pursuant to Division 30 (commencing with Section 40000), and consistent with Section 41821.2 of the Public Resources Code.

WHEREAS, on or about July 21, 2010, LAFCO adopted Resolution No. 3099 (“Resolution No. 3099”) affirming the District’s authorization to (1) collect, transfer and dispose of solid waste and provide solid waste handling service, and (2) continue and assume the Refuse Disposal Land Use Fee in the same manner as provided in the original County authorization, pursuant to Condition No. 10 of Resolution No 2927 and Resolution No. 2951.

WHEREAS, on or about November 16, 2010, the District and the County entered into a Solid Waste Fee Transfer Agreement (“Fee Transfer Agreement”) to provide for the terms and conditions under which the District will continue and assume the Refuse Disposal Land Use Fee.

WHEREAS, pursuant to the legal authority set forth above, the District is authorized to fix before August 10 of any given year a Refuse Disposal Land Use Fee on residential parcels within its jurisdiction entitling the owners of such parcels to utilize refuse disposal sites without the payment of any pay-at-the gate fee for ordinary refuse generated on such residential property.

WHEREAS, pursuant to the legal authority set forth above, the District’s Board of Directors (“the Board”) may establish the Refuse Disposal Land Use Fee according to San Bernardino County Assessor’s Land Use Codes, and the benefit derived or to be derived from the use of solid waste facilities or services for ordinary refuse (excluding demolition waste, tires, and hard to handle and special handling items) generated on the parcel of property for which the Refuse Disposal Land Use Fee is paid.

WHEREAS, the Board wishes to continue, extend, and assume all previously authorized Refuse Disposal Land Use Fees that had been fixed, levied, and imposed upon lands within the jurisdictional boundary of the District.

WHEREAS, pursuant to the Fee Transfer Agreement, the County adopted a fee ordinance effective July 1, 2011, which excluded the areas within the jurisdictional boundaries of the District from assessment by the County of the Refuse Disposal Land Use Fee.

WHEREAS, beginning on or about July 21, 2022, the District published a Notice of Public Hearing concerning the Board’s intent to adopt the Refuse Disposal Land Use Fees for 2022-2023 in a newspaper of general circulation within the District once a week for two successive weeks pursuant to the Act and Government Code Section 6066.

WHEREAS, on August 4, 2022, at 6:30 p.m., at the District offices located at 26540 Vista Road, Suite C, Helendale, California, the Board held a public protest hearing to hear and consider any and all objections or protests regarding the imposition of the Refuse Disposal Land Use Fee, which hearing was duly conducted in the manner set forth by law.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Helendale Community

Services District as follows:

1. The public interest and necessity requires the Board to adopt this Resolution hereby fixing, levying, imposing, and collecting a Refuse Disposal Land Use Fee on all properties within the District's jurisdictional boundaries in accordance with, and in the amounts set forth in, Exhibit "A" attached hereto and incorporated herein by this reference, pursuant to applicable law, including but not limited to the pertinent provisions of the Act, Government Code Section 56886(t), LAFCO Resolution Nos. 2927, 2951, and 3099, and the Fee Transfer Agreement.

2. The Refuse Disposal Land Use Fees hereby levied by the Board are a continuation of the Refuse Disposal Land Use Fees previously charged by the County that have been transferred to the District in accordance with the Fee Transfer Agreement and LAFCO Resolution Nos. 2927, 2951, and 3099 granting the District the active power and authority for refuse collection as the successor agency.

3. The Refuse Disposal Land Use Fees hereby adopted meet the definition of the exception of a tax as defined in Proposition 26 passed November 3, 2010, and amending Article XIII C of the California Constitution. The exceptions met by this fee are: (a) a charge imposed for the specific benefit conferred or privilege granted directly to the payer that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of conferring the benefit or granting the privilege; (b) a charge imposed for a specific government service or product provided directly to the payer that is not provided to those not charged and which does not exceed the reasonable costs to the local government of providing the service or product; and/or (c) a charge imposed for the entrance to our use of local government property, or the purchase, rental, or lease of local government property. The District has examined the impact of Proposition 26 on fees for solid waste disposal services and has concluded the three exceptions discussed above are applicable and do not violate Proposition 26.

4. The Board hereby authorizes the District's General Manager to take any and all actions necessary to carry out the intent of the Board as set forth herein, and to cause the Refuse Disposal Land Use Fees fixed and established herein to be collected at the same time, and in the same manner, as the levying of special assessments on the 2022-23 San Bernardino County Tax Roll, and/or to be otherwise collected in accordance with all legally-permissible methods available under applicable law.

5. If any Refuse Disposal Land Use Fee hereby adopted becomes delinquent, the amount of the delinquency, together with any interest and penalties thereon, shall constitute a lien on the affected property to the fullest extent legally allowable under applicable law.

ADOPTED AND APPROVED this 4th day of August 2022, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____
ABSTAIN: _____

By: _____
Henry Spiller, Vice-President

ATTEST: _____
Sandy Haas, Secretary

Exhibit A

<u>USE CODE</u>	<u>DESCRIPTION</u>	<u>FEES</u>
0510	Single Family Residence (suitable for permanent use)	\$ 85.14
0511	Recreation Cabin (unsuitable for permanent use)	\$ 42.57
0520	Mobile home on fee land, not in a subdivision	\$ 85.14
0525	Mobile home on fee land, in a subdivision	\$ 85.14
0526	Mobile home on a permanent foundation	\$ 85.14
0533	Time share	\$ 85.14
0534	Attached single-family residence (common wall)	\$ 85.14
0535	Zero lot line single-family residence	\$ 85.14
0599	Miscellaneous residential structure	\$ 85.14
0600	Two single-family residences	\$ 170.28
0601	Three single-family residences	\$ 255.42
0602	Four single-family residences	\$ 340.56
0603	Duplex	\$ 170.28
0604	Triplex	\$ 255.42
0605	Quad	\$ 340.56
0610	Multi single-family residence (5 to 14 units)	\$ 425.70
9999	No services provided	\$ 0.00



Helendale Community Services District

Date: August 4, 2022
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #9
Discussion and Possible Action Regarding Approval of CIRCUS

STAFF RECOMMENDATION

Staff seeks input from the Board regarding this matter.

STAFF REPORT

FISCAL IMPACT: Minor amount of Revenue for use.

ATTACHMENTS: ???



Helendale Community Services District

DATE: August 4, 2022
TO: Board of Directors
BY: Cheryl Vermette, Parks, Recreation and Programs Supervisor
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #9
Discussion and Possible Action Regarding Use of Property for Circus Event

Staff Recommendation

At the discretion of the Board.

Staff Report

Ventura Circus has approached the District again requesting to use the Community Center property to hold a circus September 1st – 5th. The circus would run for four nights. Set up would occur on August 31st and teardown will be September 6th – 7th. The total requested time frame for the use would be 7-8 days.

The Board discussed the use of the property to hold the circus at the January 20, 2022, Board meeting. The Board recommended a \$1,000 fee for the use. Due to County permitting, the circus company could not hold their event on the previously requested dates.

The circus would consist of various acts including tight rope, juggling, clowns, a concession stand, etc., and no animals are used in this circus.

The tent is approximately 100 x 100. Estimated attendance is between 200 – 300 people per night. The vendor will secure the appropriate permits through San Bernardino County and provide additional insurance in the amount of \$3 million.

Fiscal Impact: Estimated revenue of \$1,000

Possible Motion: Approve use of the Community Center property to hold a circus August 31st – September 7th.