



Helendale Community Services District

BOARD OF DIRECTORS MEETING
May 17, 2018 at 6:30 PM
26540 Vista Road, Suite C, Helendale, CA 92342

Call to Order - Pledge of Allegiance

1. Approval of Agenda

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

3. Consent Items

- Approval of Minutes: May 3, 2018 Regular Board Meeting and May 7 Special Board Meeting
- Bills Paid and Presented for Approval

4. Reports

- Directors' Reports
- General Manager's Report

Discussion Items

- Discussion and Possible Action Regarding FY 2019 Discretionary Funds Allocation
- Discussion and Possible Action Regarding Consideration of a Brief Fireworks Display at Last Summer Concert
- Discussion and Possible Action Regarding Adoption of Resolution 2018-09: A Resolution of the Board of Directors of the Helendale Community Services District Initiating Procedures to Continue Collection of Water and Sewer Standby Fees for Fiscal Year 2019

Other Business

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

Closed Session

- Conference with Legal Counsel – Anticipated Litigation
Significant Exposure to Litigation
Pursuant to Government Code Section 54956.9(d)(2):
Two Potential Cases

- Announcement of Closed Session Actions

- Adjournment

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

Providing:

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

OFFICE HOURS:

Monday-Friday
8:00 – 5:30 p.m.

PHONE:

760-951-0006

FAX:

760-951-0046

ADDRESS:

26540 Vista Road
Suite B
Helendale, CA
92342

MAILING

ADDRESS:

PO BOX 359
Helendale, CA
92342

Visit us on the Web
at:

www.helendalecsd.org





Minutes of the Helendale Community Services District
BOARD OF DIRECTORS MEETING FOR
May 3, 2018 at 6:30 PM
26540 Vista Road, Suite C. Helendale, CA 92342

Board Members Present:

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

Staff Members Present:

Kimberly Cox – General Manager

Consultants:

Steve Kennedy – Legal Counsel

Members of the Public:

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

CALL TO ORDER AND PLEDGE OF ALLEGIANCE – The meeting was called to order at 6:32 by President Ron Clark, after which the Pledge of Allegiance was recited.

1. Approval of Agenda

Action: A motion was made by Director Smith to approve the agenda as presented. The motion was second by Director Haas.

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

2. Public Participation

None

3. Consent Items

a. Approval of Minutes: April 19, 2018 Regular Board Meeting

b. Bills Paid and Presented for Approval

Action: A motion was made by Vice President Smith to approve the consent items. The motion was seconded by Director Haas.

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

4. Reports

• **Directors Reports**

- Director Schneider congratulated the Board and Staff on getting to \$5 million in reserves. Director Schneider also made a comment on the power outage.
- Director Spiller attended the mini tour offered by Mojave Water Agency.

• **General Manager Report**

- GM Cox showed photos of the fence project on Wild Rd.
- There will be a special Board Meeting on Monday May 7th for a budget workshop
- Concert in the Park scheduled for May 5th
- Staff repaired a broken stem on a fire hydrant on Rivers Edge
- Staff replaced a single side 1" service line on Bonita that fed a drinking fountain on the golf course line.
- Continuing the meter replacement program.

- Raised valve lids while county has been doing their road improvements.
- Staff completed annual fire extinguisher training.

Discussion Items

5. Discussion and Possible Action Regarding Update to Capital Improvement Plan

Discussion: General Manager Cox went over all of the items in the Capital Improvement Plan (CIP). The CIP is included in the budget and provides a projection for infrastructure improvements and major expenditures. Typically, not included in the line item budget. Revenue for capital projects typically comes from reserve funds. Capital projects over \$25,000 will come to the Board for approval. The CIP should be revisited and revised each year depending on needs. GM Cox went over each of the items in the Water, Park, and Wastewater CIP. Director Schneider asked to discuss accelerating some of the major projects in the water department by taking a loan from the wastewater department and paying that loan back over a specific amount of time.

Action: There was no action on this item.

6. Discussion and Possible Action Regarding the Approval of a Professional Services Agreement with Rogers, Anderson, Malody and Scott LLP for Accounting Support Services for FY 19

Discussion: RAMS has provided accounting support services for over a year. Last year the contract had significant overrun due to District needs and major modification of the budget and accounting procedures. The current proposal is \$73,950. The total includes \$18,850 for budget preparation, \$17,400 for monthly closing, \$24,650 for year end close, \$8,700 for staff training, and \$4,350 in changes.

Action: Director Schneider made the motion to approve a PSA with RAMS for \$73,590. Director Spiller seconded the motion.

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

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

7. Discussion and Possible Action Regarding the Purchase of New Computers and Servers

Discussion: The District is in need of a new general server as the current server is at least 7 years old. We will also need new software at a cost of approximately \$2,200. This is a non-budgeted item. Admin staff desperately needs new computers, issues seemed to begin with Windows 10 upgrade, computers run extremely slow and have other random issues. Productivity is negatively impacted daily. Computers are 4-6 years old. This is also a non-budgeted item. Staff requests that the Board award bid to Xi Computer Corp for computers and server and add redundant hot swappable power supplies to the unit. The Board recommended purchasing the seven new computers for the admin staff, the new server and 6 additional computers: two for the front counter, two for the wastewater staff and two for the water staff from Xi Computers.

Action: Director Schneider made the motion to approve the purchase of new computers, software and server in an amount not to exceed \$25,000 and requested that staff come back to the Board with an update on what was purchased. Director Haas seconded the motion.

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

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

Other Business

- ##### 8. Requested items for next or future agendas (Directors and Staff only)
- Director Spiller requested the stats from Clean Up Day.

Closed Session

The regular meeting adjourned to closed session at 7:35 pm. After a short break closed session began at 7:48 pm.

Closed Session

9. Conference with Legal Counsel – Anticipated Litigation
Significant Exposure to Litigation
Pursuant to Government Code Section 54956.9(d)(2):
Two Potential Cases

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

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

10. Announcement of Closed Session Actions

Closed Session was adjourned at 8:14 pm
Open Session resumed at 8:14 pm

Action: There was no reportable action.

11. Adjournment

Action: President Ron Clark adjourned the meeting at 8:15 pm

Submitted by:

Approved By:

Ron Clark, President

Sandy Haas, Secretary

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



Minutes of the Helendale Community Services District
SPECIAL BOARD OF DIRECTORS MEETING FOR
May 7, 2018 at 6:30 PM
26540 Vista Road, Suite C. Helendale, CA 92342

Board Members Present:

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

Staff Members Present:

Kimberly Cox – General Manager
Craig Carlson – Water Operations Manager
Alex Aviles – Wastewater Operations Manager
Cheryl Vermette – Program Coordinator
Sharon Kreinop – Senior Account Specialist

Consultants:

Sunny Kim

Members of the Public:

There were three (3) members of the public present.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE – The meeting was called to order at 4:30 by President Ron Clark, after which the Pledge of Allegiance was recited.

1. Approval of Agenda

Action: A motion was made by Director Smith to approve the agenda as presented. The motion was second by Director Haas.

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

2. Public Participation

None

Discussion Item

3. Discussion and Possible Action Regarding Adoption of Resolution 2018-8: A Resolution of the Helendale Community Services District Board of Directors in Support of Filing an Application with The Bureau of Reclamation for a Grant Under the WaterSMART Grants: Water and Energy Efficiency Grants for FY 2018

Action: director Schneider made the motion to adopt Resolution 2018-8: A Resolution of the Helendale Community Services District Board of Directors in Support of Filing an Application with The Bureau of Reclamation for a Grant Under the WaterSMART Grants: Water and Energy Efficiency Grants for FY 2018. Director Smith seconded the motion.

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

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

Workshop

4. Workshop regarding 2018-19 Annual Budget

General Manager Cox reviewed the budget with the Board. Each item in the budget was reviewed for every fund. Notable increases or decreases in budget items were discussed. The Board requested to see the balances of the current loans the District has and their maturity date. The Board also requested to look at the discretionary funds in more detail.

5. Adjournment

Action: President Ron Clark adjourned the meeting at 6:14 pm

Submitted by:

Approved By:

Ron Clark, President

Sandy Haas, Secretary

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



Helendale Community Services District

Date: May 17, 2018
TO: Board of Directors
FROM: Kimberly Cox, General Manager
BY: Sharon Kreinop, Senior Account Specialist
SUBJECT: Agenda item # 3 b.
Consent Item: Bills Paid and Presented for Approval

STAFF RECOMMENDATION:

Report Only. Receive and File

STAFF REPORT:

Staff issued 48 checks and 14 EFT's for the period of May 1, 2018 through May 10, 2018 totaling \$120,858.73

Total cash available:	<u>5/17/18</u>	<u>5/3/098</u>
Cash	\$ 5,020,555.32	\$ 5,012,231.21
Checks Issued	\$ 120,858.73	\$ 135,032.29

Investment Report

The Investment Report shows the status of invested District funds. The current interest rate is 1.96% for CalTRUST Short-Term and 2.43% for Medium-Term Investments, 1.70% for LAIF, and 0.25% for the CBB Sweep Account for March 2018. Interest earned in April 2018 on the CalTrust investments and the CBB Sweep Account is \$6,241.80.



Helendale CSD

Bills Paid and Presented for Approval

Transaction Detail

Issued Date Range: 05/01/2018 - 05/10/2018

Cleared Date Range: -

Issued Date	Number	Description	Amount	Type	Module
Bank Account: 251229590 - CBB Checking					
05/01/2018	20529	UIA Ultimate Internet Access, Inc Reversal	1,384.90	Check Reversal	Accounts Payable
05/01/2018	20531	A&G Instrument Service and Calibration, Inc.	-831.80	Check	Accounts Payable
05/01/2018	20532	Apple Valley Communications	-130.00	Check	Accounts Payable
05/01/2018	20533	AVCOM Services Inc.	-96.50	Check	Accounts Payable
05/01/2018	20534	Burrtec Waste Industries	-112.91	Check	Accounts Payable
05/01/2018	20535	Consolidated Electrical Distributors, Inc.	-765.68	Check	Accounts Payable
05/01/2018	20536	Daily Press	-369.20	Check	Accounts Payable
05/01/2018	20537	Desert Community Bank	-225.00	Check	Accounts Payable
05/01/2018	20538	Desert Station Maintenance	-1,095.82	Check	Accounts Payable
05/01/2018	20539	G.A. Osborne Pipe & Supply Inc.	-124.06	Check	Accounts Payable
05/01/2018	20540	Hartford Life	-557.31	Check	Accounts Payable
05/01/2018	20541	Henry Spiller	-750.00	Check	Accounts Payable
05/01/2018	20542	Jeff Hale	-800.00	Check	Accounts Payable
05/01/2018	20543	Rebecca Gonzalez	-330.00	Check	Accounts Payable
05/01/2018	20544	Sensus USA	-1,949.94	Check	Accounts Payable
05/01/2018	20545	Southern California Edison	-1.24	Check	Accounts Payable
05/01/2018	20546	Top Notch Networking, LLC	-813.98	Check	Accounts Payable
05/01/2018	20547	Tyler Technologies, Inc.	-137.00	Check	Accounts Payable
05/01/2018	20548	United Site Services	-181.17	Check	Accounts Payable
05/01/2018	20549	USPS	-200.00	Check	Accounts Payable
05/01/2018	20550	Southwest Gas Company	-326.39	Check	Accounts Payable
05/01/2018	20551	Rogers, Anderson, Malody & Scott	-9,609.00	Check	Accounts Payable
05/01/2018	20552	Coast Recreations, Inc	-16,162.50	Check	Accounts Payable
05/01/2018	EFT0002278	To record unfunded accrued liability - Classic	-1,152.49	EFT	General Ledger
05/01/2018	EFT0002279	To record Unfunded Accrued Liability - PEPRA	-24.77	EFT	General Ledger
05/02/2018	20553	ERIC CORONADO	-182.32	Check	Utility Billing
05/02/2018	20554	DANIEL W. HAWBAKER	-192.29	Check	Utility Billing
05/02/2018	20555	MARK RAMIREZ	-78.97	Check	Utility Billing
05/02/2018	20556	Mojave Copy & Printing	-619.29	Check	Accounts Payable
05/02/2018	EFT0002290	To record ETS Fees - #9691	-339.56	EFT	General Ledger
05/02/2018	EFT0002291	To record ETS Fees - #9692	-746.19	EFT	General Ledger
05/02/2018	EFT0002292	To record ETS Fees - #557	-70.24	EFT	General Ledger
05/02/2018	EFT0002294	To record Global Fee	-395.49	EFT	General Ledger
05/03/2018	20557	Sandy Haas	-500.00	Check	Accounts Payable
05/03/2018	EFT0002274	To record Tasc Flex Claim Pmt	-619.21	EFT	General Ledger
05/03/2018	EFT0002276	To post Payroll pmt - Dir Deposit	-34,066.41	EFT	General Ledger
05/03/2018	EFT0002277	To post Payroll pmt - PR Tax Pmt	-8,006.74	EFT	General Ledger
05/07/2018	20558	GREAT TNT LLC	-240.11	Check	Utility Billing
05/07/2018	20559	REBECCA ERGENBRIGHT	-148.87	Check	Utility Billing
05/08/2018	20560	Southern California Edison	-1,388.63	Check	Accounts Payable
05/08/2018	20561	Southern California Edison	-263.02	Check	Accounts Payable
05/08/2018	20562	Southern California Edison	-112.35	Check	Accounts Payable
05/08/2018	20563	Southern California Edison	-188.12	Check	Accounts Payable
05/08/2018	20564	Burrtec Waste Industries	-1,450.00	Check	Accounts Payable
05/08/2018	20565	Cazcom, Inc.	-175.00	Check	Accounts Payable
05/08/2018	20566	County of San Bernardino	-60.00	Check	Accounts Payable

Bank Transaction Report

Issued Date	Number	Description	Amount	Type	Module
05/08/2018	20567	Konica/Minolta	-561.11	Check	Accounts Payable
05/08/2018	20568	Mojave Copy & Printing	-957.40	Check	Accounts Payable
05/08/2018	20569	O'Reilly Auto Parts	-327.28	Check	Accounts Payable
05/08/2018	20570	Paul Nadreau	-540.00	Check	Accounts Payable
05/08/2018	20571	Ron Clark	-500.00	Check	Accounts Payable
05/08/2018	20572	United Site Services	-158.19	Check	Accounts Payable
05/08/2018	20573	USA of So. California	-54.55	Check	Accounts Payable
05/08/2018	EFT0002280	To record CalPERS Health Premium Paid	-15,450.81	EFT	General Ledger
05/08/2018	EFT0002281	To record CalPERS Pmt Classic PPE 4/01/18	-5,333.04	EFT	General Ledger
05/08/2018	EFT0002283	To record CalPERS Pmt PEPRA	-1,124.96	EFT	General Ledger
05/08/2018	EFT0002286	To record CalPERS Pmt 457 Contribution	-575.00	EFT	General Ledger
05/09/2018	20574	KIMBERLY COFFEL	-650.00	Check	Utility Billing
05/09/2018	20575	Deloach & Associates, Inc	-6,219.49	Check	Accounts Payable
05/09/2018	20577	Lyon's Floor Covering	-250.00	Check	Accounts Payable
05/09/2018	20578	Bank of America	-1,108.23	Check	Accounts Payable
05/09/2018	EFT0002297	To record Thrift Store Sales Tax Payable -Jul-Sep	-1,844.00	EFT	General Ledger
Bank Account 251229590 Total: (62)					-120,858.73
Report Total: (62)					-120,858.73



Helendale Community Services District

Date: May 17, 2018
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #5
Discussion and Possible Action Regarding FY 2019 Discretionary Funds Allocation

STAFF RECOMMENDATION:

Staff seeks input from the Board.

STAFF REPORT:

The Board has reviewed the Capital Improvement Plan and the draft FY19 Budget at the Board meeting of May 3 and a Special Budget Workshop held May 7. The next step in the process is to evaluate the Board's discretionary revenue and determine the allocation to various funding categories. With this final discussion, the Staff will be able to complete the FY19 Budget in preparation for the review and possible adoption on June 7. The latest version of the draft FY19 Budget document is attached and will be referenced at the Board meeting.

As background, the Board's discretionary funds are derived from other revenue not associated with the District's enterprise funds which are Water, Wastewater and Solid Waste Funds. The discretionary funds are derived from tower site rentals and internet infrastructure rentals, franchise fees from the solid waste hauler and the balance of the general tax that remains after street lighting is funded.

For FY 19 the estimated Board discretionary funds are \$371,287.60 which includes Radio Tower Rent of \$133,234; Property Tax of \$83,708; Franchise Fees of \$73,469.52; Thrift Store estimated net revenue of \$83,170.25 and a slight deficit deduction from rental property of -\$2,294.17. Due to the recent modification of the budget by separating the Thrift Store into "Fund 03" and Rental property in "Fund 04" these are now added back into Board Discretionary Funds. In the past these funds have been used to balance the solid waste fund and augment development activity at the Helendale Community Park.

Currently there are two funds that have a deficit: Parks at -\$12,584.68 and Solid Waste with a deficit of -\$42,273.04. Last fiscal year the Board allocated enough to Solid Waste to cure the estimated deficit and placed the balance of discretionary funds in the Park fund to go towards projects. There is the on-going work related to the Land and Wildlife Conservation Fund (LWCF) grant that requires a 75% match of cash and in-kind contributions that will expire in March of

2019. Utilizing this grant program allows for a generous in-kind contribution and expands the District's money by the 25% grant value.

If the Board elected to follow this same methodology then -\$42,273.04 would be allocated to Solid Waste and the balance of \$329,014.56 would be allocated to Parks.

Staff will also take the opportunity to review the estimated Administrative allocation to the three enterprises accounts and other miscellaneous items in the draft budget in anticipation of the budget hearing and possible adoption on June 7.

Page 7: Note loan balances as requested

Page 7: Note estimated Admin allocation

Page 8: Note estimated balance of Water Fund

Page 13: Still working on final valuation from Broker for transfer of property from Park to WWTP

Page 14: Note Admin allocation and estimated balance of Wastewater Fund

Page 15: Note estimated balance from Thrift Store operation

Page 22: Note discretionary funds in Park Fund

Page 26: Note estimated balance for Park Operations

Page 27: Note placeholder for Board Discretionary Fund allocation

Page 29: Note admin allocation

Page 30: Note estimated balance of Solid Waste Fund

Page 32: Note placeholder for Board Discretionary Fund allocation

Page 36: Note estimated Admin allocation to other funds

FISCAL IMPACT: As outlined within the budget.



Helendale CSD

Budget Worksheet - HCSD

Account Summary

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Fund: 01 - Water Operations	Revenue	Description	Units	Price	Amount	FY 2016-2017 Total Activity	FY 2017-2018 Total Budget	FY 2017-2018 YTD Activity	Defined Budgets	
									FY 2018-2019 Preliminary	FY 2018-2019 Preliminary
	<u>01-1-10-410012</u>	Water Sales - Single Family-Consumption				0.00	0.00	0.00	0.00	0.00
	<u>01-410011-00-0</u>	Water Sales - Single Family-Meter				863,665.65	856,209.84	876,504.99	1,299,959.28	
	Budget Detail									
	Budget Code									
	Preliminary	Single Family 1" Meter: \$39.87 x 12 = \$478.44	2,715.00	-478.44	-1,298,964.60					
	Preliminary	Single Family 2" Meter: \$82.89 x 12 = \$994.68	1.00	-994.68	-994.68					
	<u>01-410012-00-0</u>	Water Sales - Single Family-Consumption				440,384.84	401,000.00	574,952.90	708,453.00	
	Budget Detail									
	Budget Code									
	Preliminary	PY Consumption	472,302.00	-1.50	-708,453.00					
	<u>01-410111-00-0</u>	Water Sales - Multi-Family-Meter				8,200.73	8,114.04	6,587.20	9,317.16	
	Budget Detail									
	Budget Code									
	Preliminary	Multi-Family 1" Meter: \$39.87 x 12 = \$478.44	7.00	-478.44	-3,349.08					
	Preliminary	Multi-Family 2" Meter: \$82.89 x 12 = \$994.68	6.00	-994.68	-5,968.08					
	<u>01-410112-00-0</u>	Water Sales - Multi-Family-Consumption				2,309.80	1,500.00	3,662.79	3,657.00	
	Budget Detail									
	Budget Code									
	Preliminary	PY Consumption	2,438.00	-1.50	-3,657.00					
	<u>01-410311-00-0</u>	Water Sales - Water Only-Meter				7,952.90	7,939.80	8,069.00	7,939.80	
	<u>01-410312-00-0</u>	Water Sales - Water Only-Consumption				9,029.83	11,000.00	10,145.40	13,999.50	
	Budget Detail									
	Budget Code									
	Preliminary	PY Consumption	9,333.00	-1.50	-13,999.50					
	<u>01-411021-00-0</u>	Water Sales - Commercial-Meter				23,819.51	17,411.40	22,457.16	21,897.96	
	Budget Detail									
	Budget Code									
	Preliminary	Commercial 1" Meter" \$39.87 x 12 = \$478.44	15.00	-478.44	-7,176.60					

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

FY 2016-2017 Total Activity
 FY 2017-2018 Total Budget
 FY 2017-2018 YTD Activity
 FY 2018-2019 Preliminary

Preliminary	Commercial 2" Meter" \$82.89 x 12 = \$994.68	11.00	-994.68	-10,941.48				
Preliminary	Commercial 3" Meter" \$514.99 x 12 = \$3779.88	1.00	-3,779.88	-3,779.88				
<u>01-411022-00-0</u>	Water Sales - Commercial-Consumption			12,030.33	13,000.00	15,971.97	15,291.00	

Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	PY Consumption - Churches	1,274.00	-1.50	-1,911.00
Preliminary	PY Consumption - Commercial	8,783.00	-1.50	-13,174.50
Preliminary	PY Consumption - Hotel	137.00	-1.50	-205.50

01-411421-00-0

Water Sales - Park-Meter				4,534.32	2,559.84	4,239.88	3,386.88
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Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	Park 1" Meter: \$39.87 x 12 = \$478.44	5.00	-478.44	-2,392.20
Preliminary	Park 2" Meter: \$82.89 x 12 = \$994.68	1.00	-994.68	-994.68

01-411422-00-0

Water Sales - Park-Consumption				15,483.33	13,500.00	17,898.53	24,700.50
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Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	PY Consumption - Park	14,792.00	-1.50	-22,188.00
Preliminary	PY Consumption - SLA RV Park	1,675.00	-1.50	-2,512.50

01-411521-00-0

Water Sales - School-Meter				4,997.40	4,989.16	5,719.31	4,989.16
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01-411522-00-0

Water Sales - School-Consumption				20,484.88	18,000.00	24,220.08	29,157.00
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Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	PY Consumption	19,438.00	-1.50	-29,157.00

01-413041-00-0

Water Sales - Irrigation-Meter				13,486.44	12,093.24	11,699.98	12,855.24
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Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	Irrigation 1" Meter: \$39.87 x 12 = \$478.44	4.00	-478.44	-1,913.76
Preliminary	Irrigation 2" Meter: \$82.89 x 12 = \$994.68	11.00	-994.68	-10,941.48

01-413042-00-0

Water Sales - Irrigation-Consumption				35,826.49	32,000.00	42,046.69	51,822.00
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Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	PY Consumption	34,548.00	-1.50	-51,822.00

01-415000-00-0

Permits & Inspections				219.00	500.00	60.00	500.00
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01-416000-00-0

Connection Fees				2,311.65	0.00	21,874.95	0.00
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Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

	FY 2016-2017 Total Activity	FY 2017-2018 Total Budget	FY 2017-2018 YTD Activity	FY 2018-2019 Preliminary
Water Supply Fee	5,000.00	0.00	0.00	0.00
Meter Installation	600.00	0.00	1,900.00	0.00
Fees & Charges	24,597.30	27,000.00	24,489.20	27,000.00
Delinquent Fees & Penalties	41,459.83	42,000.00	35,238.83	42,000.00
Mechanic Service Reimbursement	29,000.00	13,910.00	11,591.70	15,075.00
Budget Detail				
Budget Code	Description	Units	Price	Amount
Preliminary	Mechanic Service Reimbursement	0.50	-30,150.00	-15,075.00
01-450000-00-0	Sale or Lease of Water Rights			198,588.00
01-705000-00-0	Special Assmts - Water Standby			17,526.90
01-705500-00-0	Special Assmts - PY Water Standby			4,800.00
01-706000-00-0	Penalties On Delinquent Taxes			4,293.72
01-711900-00-0	Gain or Loss and Sale of Assets			-6,700.22
01-712000-00-0	Other Income			0.00
01-712200-00-0	Emernoc Capacity Revenue			0.00
01-740000-00-0	Grant Revenue			0.00
01-741001-00-0	SCE Incentive Revenue			25,780.40
01-741006-00-0	SCADA Grant - Emernoc			427.73
Revenue Total: 1,730,300.00 2,142,851.12 1,557,172.00 1,811,912.19 1,512,137.32 1,789,902.29 2,322,410.48				
Expense				
01-500001-00-0	Salaries - Full Time			298,449.96
01-500002-00-0	Salaries - Overtime			15,400.50
01-500003-00-0	On-Call Pay			10,987.50
Budget Detail				
Budget Code	Description	Units	Price	Amount
Preliminary	On-Call	365.00	25.00	9,125.00
Preliminary	PT OIT: 8 days x 12 months = 96 days	96.00	25.00	2,400.00
01-500004-00-0	Salaries - Part-Time Mechanic			11,615.42
01-510000-00-0	PERS Retirement			40,674.51
01-510001-00-0	Employee Group Insurance			46,486.30
01-510002-00-0	Workers Compensation			34,583.01
01-510003-00-0	Payroll Taxes - FICA/Medicare			7,786.87
				27,820.00
				28,302.24
				41,775.72
				24,997.97
				5,498.61
				15,693.08
				29,097.63
				35,156.50
				29,742.23
				5,242.62
				42,050.00
				35,900.08
				41,849.16
				26,336.83
				6,800.13

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

FY 2016-2017 Total Activity FY 2017-2018 Total Budget FY 2017-2018 YTD Activity FY 2018-2019 Preliminary

-29,331.00 0.00 0.00 0.00
 12,125.50 10,500.00 2,957.50 10,815.00
 20,077.48 11,000.00 3,769.89 12,330.00

Actuarial Pension Expense Adjustment
 Laboratory Analysis
 Contractual Services

Budget Detail

Description	Units	Price	Amount
Apple Valley Communication	12.00	35.00	420.00
Dept of Forestry	4.00	230.00	920.00
Dig Alert	350.00	1.50	525.00
Hank Dyer Electric	1.00	2,500.00	2,500.00
Misc	1.00	6,465.00	6,465.00
SCADA	1.00	1,500.00	1,500.00

01-521501-00-0

Engineering Services

0.00 4,000.00 563.00 4,000.00

01-521600-00-0

GIS Support

0.00 5,280.00 5,400.00 5,400.00

Budget Detail

Description	Units	Price	Amount
GIS Support - 3 Licenses	3.00	1,800.00	5,400.00

01-523000-00-0

Permits and Fees

19,707.70 14,500.00 14,850.63 14,500.00

Budget Detail

Description	Units	Price	Amount
MDAQMD	1.00	600.00	600.00
Misc	1.00	100.00	100.00
SB County Fire	4.00	325.00	1,300.00
SWRCB	1.00	12,500.00	12,500.00

01-524000-00-0

Equipment Rental

0.00 0.00 0.00 2,000.00

01-524500-00-0

Education and Training

6,416.87 6,560.00 9,115.18 9,290.00

Budget Detail

Description	Units	Price	Amount
Certifications / Renewal	2.00	250.00	500.00
CEU Training / Registration - Tri State & Others	2.00	250.00	500.00
Lodging (\$132/day) & Meals (\$57/day):	10.00	189.00	1,890.00
Misc	1.00	3,000.00	3,000.00
Sensus Training	2.00	700.00	1,400.00
Training	5.00	400.00	2,000.00

01-525000-00-0

Insurance

461.80 0.00 0.00 0.00

01-527500-00-0

Rents and Leases - Water Shop

9,600.00 9,600.00 8,175.00 9,600.00

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

FY 2016-2017 Total Activity FY 2017-2018 Total Budget FY 2017-2018 YTD Activity FY 2018-2019 Preliminary

Budget Detail	Description	Units	Price	Amount	FY 2016-2017 Total Activity	FY 2017-2018 Total Budget	FY 2017-2018 YTD Activity	FY 2018-2019 Preliminary
<u>01-527501-00-0</u>	Water Shop Lease	12.00	800.00	9,600.00				
<u>01-531000-00-0</u>	Rent - BLM Tank Sites			1,260.00	1,260.00	1,260.00	1,260.00	1,260.00
	Utilities - Electric			104,237.07	111,204.00	90,630.63	114,576.00	
Budget Detail	Description	Units	Price	Amount				
<u>01-531001-00-0</u>	Water Shop 3-041-2155-12	12.00	180.00	2,160.00				
	Well #1 3-029-4595-77	12.00	3,735.00	44,820.00				
	Well #2: 3-029-4601-27	12.00	300.00	3,600.00				
	Well #3 3-029-4595-87	12.00	203.00	2,436.00				
	Well #4 3-029-4596-03	12.00	4,513.00	54,156.00				
	Well #6 3-029-4596-36	12.00	156.00	1,872.00				
	Well #7 3-029-4596-44	12.00	117.00	1,404.00				
	Well #8 3-029-4596-58	12.00	110.00	1,320.00				
	Well #9: 3-029-4596-71	12.00	234.00	2,808.00				
<u>01-531001-00-0</u>	Utilities - Gas			336.75	480.00	493.00	540.00	

Budget Detail	Description	Units	Price	Amount	FY 2016-2017 Total Activity	FY 2017-2018 Total Budget	FY 2017-2018 YTD Activity	FY 2018-2019 Preliminary
<u>01-532500-00-0</u>	Water Shop	12.00	45.00	540.00				
Budget Detail	Description	Units	Price	Amount				
<u>01-532500-00-0</u>	Telephone			4,874.41	5,167.92	4,825.69	4,584.00	

Budget Detail	Description	Units	Price	Amount	FY 2016-2017 Total Activity	FY 2017-2018 Total Budget	FY 2017-2018 YTD Activity	FY 2018-2019 Preliminary
<u>01-541000-00-0</u>	Mechanic - 50%	12.00	31.00	372.00				
	Verizon -Carlson/Escobar/Pattison/Zuber	12.00	304.00	3,648.00				
	Verizon Wireless - Tablet (3 units)	12.00	47.00	564.00				
Budget Detail	Description	Units	Price	Amount				
<u>01-541000-00-0</u>	Operations and Maintenance			42,683.75	90,000.00	68,689.66	90,000.00	

Budget Detail	Description	Units	Price	Amount	FY 2016-2017 Total Activity	FY 2017-2018 Total Budget	FY 2017-2018 YTD Activity	FY 2018-2019 Preliminary
<u>01-545000-00-0</u>	Distributon Parts & Materials	1.00	65,000.00	65,000.00				
<u>01-545001-00-0</u>	Meters and Meter Parts	1.00	25,000.00	25,000.00				
Budget Detail	Description	Units	Price	Amount				
<u>01-545000-00-0</u>	Vehicle Maintenance			12,378.71	15,500.00	7,755.85	10,000.00	
<u>01-545001-00-0</u>	Vehicle Fuel			11,529.82	13,000.00	12,666.93	14,000.00	

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

FY 2016-2017 Total Activity FY 2017-2018 YTD Activity FY 2018-2019 Preliminary

Budget Detail
Budget Code Preliminary
 Description Fuel
 Units 0.50 Price 28,000.00 Amount 14,000.00

01-551001-00-0 SCADA Grant Expense 0.00 0.00 0.00 0.00
01-552700-00-0 Mileage and Travel Reimbursement 386.40 0.00 0.00 400.00
01-553000-00-0 Operating Supplies 59,175.98 30,750.00 14,582.07 24,000.00

Budget Detail
Budget Code Preliminary
 Description Chlorine Units 1.00 Price 9,000.00 Amount 9,000.00
 Description Misc Operating Supplies Units 1.00 Price 12,000.00 Amount 12,000.00
 Description Safety Units 1.00 Price 3,000.00 Amount 3,000.00

01-553500-00-0 Office Supplies 725.06 0.00 -24.31 0.00
01-553555-00-0 Water Conservation Program 0.00 1,495.00 511.53 1,000.00

Budget Detail
Budget Code Preliminary
 Description AWAC Calendar Units 300.00 Price 1.20 Amount 360.00
 Description Water Audit Units 1.00 Price 100.00 Amount 100.00
 Description Water Conservation Printed Materials Units 1.00 Price 240.00 Amount 240.00
 Description Water Conservation Workshop Units 3.00 Price 100.00 Amount 300.00

01-553600-00-0 Uniforms 1,174.26 3,022.00 1,341.97 3,022.00
Budget Detail
Budget Code Preliminary
 Description Boot - Mechanic 50% Units 0.50 Price 250.00 Amount 125.00
 Description Boots Units 5.00 Price 250.00 Amount 1,250.00
 Description Cold Weather Gear Units 2.00 Price 250.00 Amount 500.00
 Description Cold Weather Gear - Mechanic 50% Units 0.50 Price 250.00 Amount 125.00
 Description Pants 5/person x 5 people = 25 Units Units 25.00 Price 20.00 Amount 500.00
 Description Shirts - Mechanic 50% Units 2.00 Price 16.00 Amount 32.00
 Description Shirts-3/person x 5 persons = 15 units Units 15.00 Price 16.00 Amount 240.00
 Description Sweat Shirts Units 10.00 Price 25.00 Amount 250.00

01-554600-00-0 Small Tools 2,222.20 5,500.00 1,638.52 3,000.00

Budget Detail
Budget Code Preliminary
 Description Mechanic Small Tool Units 0.50 Price 2,000.00 Amount 1,000.00
 Description Misc Units 1.00 Price 2,000.00 Amount 2,000.00

01-556500-00-0 Dues & Subscriptions 350.00 1,160.00 227.00 410.00

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

FY 2016-2017 Total Activity FY 2017-2018 Total Budget FY 2017-2018 YTD Activity FY 2018-2019 Preliminary

Budget Notes	Description	Units	Price	Amount	FY 2016-2017 Total Activity	FY 2017-2018 Total Budget	FY 2017-2018 YTD Activity	FY 2018-2019 Preliminary
Budget Code Preliminary	CA Rural Water - No budget for FY2019							
Budget Detail								
Budget Code Preliminary	AWWA	1.00	210.00	210.00				
Budget Code Preliminary	HDMWA	8.00	25.00	200.00				
<u>01-560001-00-0</u>	Leased Water				5,310.00	0.00	0.00	0.00
<u>01-561000-00-0</u>	Watermaster Fees				0.00	8,000.00	6,877.84	7,000.00
<u>01-590100-00-0</u>	Bad Debt Expense				12,555.70	0.00	1,027.01	0.00
<u>01-595001-00-0</u>	Debt Service				198,298.86	192,752.22	184,495.86	388,733.40

Budget Notes

Budget Code
Preliminary

Description
2008 Loan(Well 1A, Wastewater Projects & Rental Property): \$2,832,000 20-Year Loan, Refinanced in June 2014

Annual Pmt - \$105,041.47 x 2
Maturity Date - 12/23/2028
7/1/18 Balance - \$1,795,916.22

2011 Loan (Well 4A & Park Community Center): \$1,000,000 20-Year Loan

Annual Pmt - \$40,679.37 x 2
Maturity Date - 09/21/2031
7/1/18 Balance - \$779,834.69

2014 Loan (Water Right Purchase): \$4,000,000 20-Year Loan

Annual Pmt - \$149,447.45 x 2
Maturity Date - 08/15/2034
7/1/18 Balance - \$3,510,067.68

Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	2008 Loan Refinanced Interest (23.4%) - Well 1A	0.23	68,675.32	16,070.02
Preliminary	2008 Loan Refinanced Principal(23.4%) - Well 1.	0.23	141,407.62	33,089.38
Preliminary	2011 Loan Interest (50%) - Well 4A	0.50	40,410.00	20,205.00
Preliminary	2011 Loan Principal (50%) - Well 4A	0.50	40,948.00	20,474.00
Preliminary	2014 Water Loan Interest	1.00	147,974.00	147,974.00
Preliminary	2014 Water Loan Principal	1.00	150,921.00	150,921.00

01-720000-00-0 Other Expense

01-999100-00-0 Admin Allocation

389,111.23 0.00 0.00 0.00

431,109.13

359,257.60

455,285.58

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

FY 2016-2017
Total Activity

FY 2017-2018
Total Budget

FY 2017-2018
YTD Activity

FY 2018-2019
Preliminary

Budget Detail	Description	Units	Price	Amount	FY 2016-2017 Total Activity	FY 2017-2018 Total Budget	FY 2017-2018 YTD Activity	FY 2018-2019 Preliminary
01-999900-00-0	50% of Admin allocation	0.50	910,571.15	455,285.58	50,681.10	0.00	0.00	0.00
	Interfund Transfer Out/(In)				1,402,333.72	1,358,199.81	1,152,504.07	1,611,331.98
	Expense Total:	1,255,534.00	1,372,474.24	1,245,665.00	409,578.47	153,937.51	637,398.22	711,078.50
	Fund: 01 - Water Operations Surplus (Deficit):	474,766.00	770,376.88	311,507.00				

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

Fund: 02 - Sewer Operations

Revenue

02-410010-00-0 Sewer Charges - Single Family 1,187,937.66 1,189,334.40 990,934.88 1,189,334.40

Budget Detail

Budget Code Description Units Price Amount
 Preliminary Single Family = \$36.64*12 months=439.68 / EDL 2,705.00 -439.68 -1,189,334.40

02-410110-00-0

Sewer Charges - Multi-Family 22,454.21 22,423.68 17,665.37 22,423.68

Budget Detail

Budget Code Description Units Price Amount
 Preliminary Sewer rate = \$36.64*12 months=439.68 / EDU 51.00 -439.68 -22,423.68

02-411020-00-0

Sewer Charges - Commercial 47,045.76 47,045.76 39,204.80 47,045.76

Budget Detail

Budget Code Description Units Price Amount
 Preliminary Church = \$36.64*12 months=439.68 / EDU 5.00 -439.68 -2,198.40
 Preliminary Commercial = \$36.64*12 months=439.68 / EDU 68.00 -439.68 -29,898.24
 Preliminary Mobile Home = \$36.64*12 months=439.68 / EDI 3.00 -439.68 -1,319.04
 Preliminary Motel = \$36.64*12 months=439.68 / EDU 31.00 -439.68 -13,630.08

02-411420-00-0

Sewer Charges - Park 2,198.40 2,198.40 1,832.00 2,198.40

Budget Detail

Budget Code Description Units Price Amount
 Preliminary Sewer rate = \$36.64*12 months=439.68 / EDU 5.00 -439.68 -2,198.40

02-411520-00-0

Sewer Charges - School 16,268.16 16,268.16 13,556.80 16,268.16

Budget Detail

Budget Code Description Units Price Amount
 Preliminary Sewer rate = \$36.64*12 months=439.68 / EDU 37.00 -439.68 -16,268.16

02-413040-00-0

Sewer Charges - Irrigation 1,758.72 1,758.72 1,465.60 1,758.72

Budget Detail

Budget Code Description Units Price Amount
 Preliminary Sewer rate = \$36.64*12 months=439.68 / EDU 4.00 -439.68 -1,758.72

02-415000-00-0

Permits & Inspection 0.00 0.00 657.00 0.00

02-416000-00-0

Connection Fees 3,360.95 0.00 6,970.40 0.00

02-419000-00-0

Fees & Services 0.00 0.00 716.44 0.00

02-419500-00-0

Delinquent Fees & Penalties 16,978.26 18,000.00 12,408.25 18,000.00

02-705000-00-0

Special Assmts - Sewer Standby 15,063.60 15,000.00 14,775.75 15,000.00

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

	FY 2016-2017 Total Activity	FY 2017-2018 Total Budget	FY 2017-2018 YTD Activity	FY 2018-2019 Preliminary
Special Assmts - PY Sewer Standby	6,419.63	4,800.00	2,434.80	4,800.00
Penalties on Delinquent Taxes	2,077.21	1,550.00	1,188.90	1,550.00
Gain or Loss on Sale of Assets	-81.50	0.00	6,293.00	0.00
Other Income	653.96	0.00	0.00	0.00
Revenue Total:	1,316,135.00	1,320,665.63	1,110,103.99	1,318,379.12

Expense

<u>02-500001-00-0</u>	Salaries - Full Time	206,461.00	215,872.80	177,950.03	234,530.40
<u>02-500002-00-0</u>	Salaries - Overtime	4,520.25	5,500.00	7,075.63	5,500.00
<u>02-500003-00-0</u>	On-Call Pay	9,862.50	9,125.00	10,900.00	9,125.00
Budget Detail					
Budget Code	Description	Units	Price	Amount	
Preliminary	On-Call	365.00	25.00	9,125.00	
<u>02-500004-00-0</u>	Salaries - Part-Time			0.00	0.00
<u>02-510000-00-0</u>	PERS Retirement			27,629.08	26,072.93
<u>02-510001-00-0</u>	Employee Group Insurance			25,035.25	30,511.05
<u>02-510002-00-0</u>	Workers Compensation			25,895.22	23,852.92
<u>02-510003-00-0</u>	Payroll Taxes - FICA/Medicare			4,775.17	2,789.53
<u>02-510100-00-0</u>	Actuarial Pension Expense Adjustment			-20,350.00	0.00
<u>02-521000-00-0</u>	Laboratory Analysis			11,182.50	15,382.50
<u>02-521500-00-0</u>	Contractual Services			46,821.34	31,740.27

Budget Detail

Budget Code	Description	Units	Price	Amount	
Preliminary	Apple Valley Communication - Alarms	12.00	36.00	432.00	
Preliminary	Dept of Forestry	15.00	237.00	3,555.00	
Preliminary	Dig Alert	350.00	1.50	525.00	
Preliminary	Electrical Work	1.00	5,150.00	5,150.00	
Preliminary	Misc	1.00	13,000.00	13,000.00	
Preliminary	Portable Restrooms	12.00	170.00	2,040.00	
Preliminary	Sewer Line Cleaning	1.00	22,000.00	22,000.00	
<u>02-521501-00-0</u>	Engineering Services			0.00	10,000.00
<u>02-521505-00-0</u>	Contract Service - Sod Farm			249.60	0.00
<u>02-521600-00-0</u>	GIS Support			0.00	1,760.00

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

FY 2016-2017 Total Activity FY 2017-2018 Total Budget FY 2017-2018 YTD Activity FY 2018-2019 Preliminary

Budget Detail	Description	Units	Price	Amount	FY 2016-2017 Total Activity	FY 2017-2018 Total Budget	FY 2017-2018 YTD Activity	FY 2018-2019 Preliminary
Budget Code Preliminary	GIS Support	1.00	1,760.00	1,760.00				
02-523000-00-0	Permits and Fees			20,925.68	27,329.00	22,144.33	22,417.00	
Budget Detail	Description	Units	Price	Amount				
Budget Code Preliminary	MDAQMD - Sludge, Gas pod, Diesel Eng, WWTP, P	1.00	2,300.00	2,300.00				
Budget Code Preliminary	Misc	1.00	2,000.00	2,000.00				
Budget Code Preliminary	SB Co Fire Protection-CUPA, APSA, HAZMAT, CA S	1.00	1,100.00	1,100.00				
Budget Code Preliminary	SWRCB - Threat / Complexity 2B	1.00	14,929.00	14,929.00				
Budget Code Preliminary	SWRCB - Threat / Complexity 3C	1.00	2,088.00	2,088.00				
02-524500-00-0	Education and Training			3,763.68	5,501.00	2,778.37	3,801.00	
Budget Detail	Description	Units	Price	Amount				
Budget Code Preliminary	Certifications / Renewal	3.00	240.00	720.00				
Budget Code Preliminary	CEU Training / Registration - Tri State & Others	3.00	160.00	480.00				
Budget Code Preliminary	Lodging (\$132/day) & Meals (\$57/day)	9.00	189.00	1,701.00				
Budget Code Preliminary	Training	3.00	300.00	900.00				
02-525000-00-0	Insurance			27.72	0.00	0.00	0.00	
02-531000-00-0	Utilities - Electric			57,141.22	64,164.00	54,652.91	68,000.00	
Budget Detail	Description	Units	Price	Amount				
Budget Code Preliminary	Misc	1.00	20.00	20.00				
Budget Code Preliminary	Schooner Lift Station: 3-029-4595-25	12.00	60.00	720.00				
Budget Code Preliminary	SLP Lift Station: 3-029-4595-45	12.00	80.00	960.00				
Budget Code Preliminary	Smithson Lift Station: 3-029-4595-64	12.00	980.00	11,760.00				
Budget Code Preliminary	Sod Farm: 3-29-9011-74	12.00	845.00	10,140.00				
Budget Code Preliminary	WWTP Blower Room: 3-029-4594-81	12.00	3,700.00	44,400.00				
02-531001-00-0	Utilities - Gas			588.30	780.00	472.14	720.00	
Budget Detail	Description	Units	Price	Amount				
Budget Code Preliminary	Southwest Gas - WWTP	12.00	60.00	720.00				
02-531006-00-0	Sludge/Compost Disposal			12,478.72	9,800.00	5,582.50	7,800.00	
Budget Detail	Description	Units	Price	Amount				
Budget Code Preliminary	Burrtec Hauling	4.00	1,450.00	5,800.00				

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

FY 2016-2017 Total Activity
 FY 2017-2018 Total Budget
 FY 2017-2018 YTD Activity
 FY 2018-2019 Preliminary

Preliminary	Sludge Disposal= Tipping Fee - Biosolids	80.00	25.00	2,000.00	3,211.76	3,972.00	3,419.63	4,896.00
Budget Detail								
<u>02-532500-00-0</u>	Telephone							
Budget Code	Description	Units	Price	Amount				
Preliminary	Frontier Landlines Alarm for Process	12.00	60.00	720.00				
Preliminary	Mechanic - 50%	12.00	30.00	360.00				
Preliminary	PT OIT Phone	12.00	62.00	744.00				
Preliminary	Smithson Lift Station	12.00	60.00	720.00				
Preliminary	Verizon Wireless - Aviles / Kuhlman / Vance	12.00	170.00	2,040.00				
Preliminary	Verizon Wireless - Tablet	12.00	26.00	312.00				

<u>02-541000-00-0</u>	Operations and Maintenance			32,460.35		45,000.00	13,055.99	40,000.00
<u>02-545000-00-0</u>	Vehicle Maintenance			22,661.38		17,628.00	12,321.12	14,000.00

Budget Detail	Description	Units	Price	Amount				
Budget Code	General Vehicle Repair Parts & Services	1.00	1,940.00	1,940.00				
Preliminary	Mechanic Labor Reimbursement from Water	0.40	30,150.00	12,060.00				

<u>02-545001-00-0</u>	Vehicle Fuel			10,646.35		11,700.00	3,553.79	5,600.00
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Budget Detail	Description	Units	Price	Amount				
Budget Code	Fuel	0.20	28,000.00	5,600.00				
Preliminary	Mileage and Travel Reimbursement			61.60	0.00	0.00	0.00	200.00
<u>02-552700-00-0</u>	Operating Supplies			6,146.28	16,000.00	4,613.15	10,000.00	
<u>02-553000-00-0</u>	Office Supplies			185.02	0.00	216.31	0.00	
<u>02-553500-00-0</u>	Public Outreach			0.00	547.50	0.00	0.00	547.50

Budget Detail	Description	Units	Price	Amount				
Budget Code	Earth Day Outreach Materials	1.00	300.00	300.00				
Preliminary	Fog Flyer	500.00	0.30	150.00				
Preliminary	Hand Outs	50.00	0.15	7.50				
Preliminary	Posters	3.00	30.00	90.00				

<u>02-553600-00-0</u>	Uniforms			1,436.61		3,255.00	1,434.19	3,255.00
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Budget Detail	Description	Units	Price	Amount				
Budget Code	Boot - Mechanic 50%	0.50	250.00	125.00				
Preliminary	Boots	4.00	250.00	1,000.00				

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

	FY 2016-2017 Total Activity	FY 2017-2018 Total Budget	FY 2017-2018 YTD Activity	FY 2018-2019 Preliminary
Preliminary	1,000.00			
Preliminary	125.00			
Preliminary	400.00			
Preliminary	448.00			
Preliminary	32.00			
Preliminary	100.00			
Preliminary	25.00			
Small Tools				
	1,924.83	4,000.00	1,435.28	4,000.00

Budget Detail	Units	Price	Amount
Budget Code			
Preliminary	0.50	2,000.00	1,000.00
Preliminary	1.00	3,000.00	3,000.00

Budget Detail	Units	Price	Amount
Budget Code			
Preliminary	1.00	238.00	238.00
Preliminary	1.00	180.00	180.00
Preliminary	1.00	185.00	185.00
Preliminary	1.00	247.00	247.00

Budget Detail	Units	Price	Amount
Budget Code			
Preliminary	0.00	0.00	0.00
Preliminary	19,139.79	25,319.29	9,116.95
Preliminary	425.00	1,106.00	850.00

Budget Notes	Description	Units	Price	Amount
Budget Code				
Preliminary	2008 Loan(Well 1A, Wastewater Projects & Rental Property): \$2,832,000 20-Year Loan, Refinanced in June 2014 Annual Pmt - \$105,041.47 x 2 Maturity Date - 12/23/2028 7/1/18 Balance - \$1,795,916.22 Total 2008 Loan \$2,832,000 Silver Lake Farm Land = \$617,757 for 80 acre WWTP Expanded Irrigation Area = 35 acre \$617,757 / \$2,832,000 / 80 acre x 35 acre = 0.0954 = 10%			

Budget Detail	Description	Units	Price	Amount
Budget Code				
Preliminary	2008 Loan Refinanced Interest (24.2%)	0.24	68,675.32	16,619.43
Preliminary	2008 Loan Refinanced Principal (24.2%)	0.24	141,407.62	34,220.64
Preliminary	WWTP Expanded Irrigation-Park interest (10%)	0.10	68,675.32	6,867.53

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

Preliminary	WWTP Expanded Irrigation-Park Principal (10%)	0.10	141,407.62	14,140.76									
	Admin Allocation				389,111.22	422,486.95	352,072.40	446,179.86					
Budget Detail													
Budget Code	Description	Units	Price	Amount									
Preliminary	49% of Admin allocation	0.49	910,571.15	446,179.86									
	Interfund Transfer Out/(In)				-16,794.18	0.00	0.00	0.00					
					671,364.00	892,106.78	749,700.00	907,607.74	1,030,866.29	819,591.92	1,131,524.57		
	Expense Total:				644,771.00	428,558.85	568,300.00	414,527.28	287,512.83	290,512.07	186,854.55		
	Fund: 02 - Sewer Operations Surplus (Deficit):												

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

FY 2017-2018 Total Budget
 FY 2017-2018 YTD Activity
 FY 2018-2019 Preliminary

Fund: 03 - Thrift Store

Revenue	Total Activity	FY 2017-2018 Total Budget	FY 2017-2018 YTD Activity	FY 2018-2019 Preliminary
03-480000-00-0 Retail Sales - Thrift Store (New)	0.00	0.00	0.00	276,000.00
Budget Detail				
Budget Code	Description	Units	Price	Amount
Preliminary	Retail Sales	12.00	-23,000.00	-276,000.00
03-999700-00-0 Board Discretionary Revenue		0.00	0.00	-83,170.25
Budget Notes	Description			
Preliminary	1. Radio Tower Rent \$133,234.00			
	2. Property Tax \$83,708.00			
	3. Solid Waste Franchise Fees \$73,469.52			
	4. Thrift Store Net \$83,170.25			
	5. Rental Property (\$2,294.17)			
	Total		\$371,287.60	

Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	Thrift Store Net	1.00	83,170.25	83,170.25
	Revenue Total:	0.00	0.00	0.00

Expense

03-500004-00-0	Wages - Part-Time		0.00	0.00	137,320.60
03-510002-00-0	Workers Compensation		0.00	0.00	4,260.12
03-510003-00-0	Payroll Taxes - FICA/Medicare		0.00	0.00	10,505.03
03-521500-00-0	Contractual Services		0.00	0.00	5,300.00
Budget Detail					
Budget Code	Description	Units	Price	Amount	
Preliminary	Climate Control	1.00	3,000.00	3,000.00	
Preliminary	Maintenance Services	1.00	2,000.00	2,000.00	
Preliminary	Misc	1.00	300.00	300.00	
03-524500-00-0	Education and Training		0.00	0.00	500.00
03-526601-00-0	Advertising		0.00	0.00	2,000.00
Budget Detail					
Budget Code	Description	Units	Price	Amount	
Preliminary	Misc	1.00	600.00	600.00	
Preliminary	Radio Ad	2.00	400.00	800.00	

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

Preliminary	Sivert Publishing	4.00	150.00	600.00	Total Activity	FY 2017-2018 Total Budget	FY 2017-2018 YTD Activity	FY 2018-2019	
								Preliminary	Preliminary
	Utilities - Electric				0.00	0.00	0.00	0.00	12,000.00
Budget Detail	Description	Units	Price	Amount					
<u>03-531000-00-0</u>	3-037-9555-20	12.00	1,000.00	12,000.00					
Preliminary	Telephone				0.00	0.00	0.00	0.00	1,044.00
Budget Detail	Description	Units	Price	Amount					
<u>03-532500-00-0</u>	760-241-2711 - CC line	12.00	87.00	1,044.00					
Preliminary	Operation and Maintenance				0.00	0.00	0.00	0.00	4,000.00
<u>03-541000-00-0</u>	Operating Supplies				0.00	0.00	0.00	0.00	12,000.00
<u>03-553000-00-0</u>	EE Incentive Program				0.00	0.00	0.00	0.00	3,900.00
<u>03-556800-00-0</u>									
Budget Detail	Description	Units	Price	Amount					
Budget Code	Incentive Program	12.00	325.00	3,900.00					
Preliminary									

Expense Total: 0.00 0.00 0.00 0.00 0.00 192,829.75

Fund: 03 - Thrift Store Surplus (Deficit): 0.00 0.00 0.00 0.00 0.00

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

Fund: 04 - Property Rental Revenue		FY 2017-2018 Total Budget		FY 2017-2018 YTD Activity		FY 2018-2019 Preliminary	
		Total Activity					
Internal Lease Income		0.00	0.00	0.00	0.00	15,600.00	
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Preliminary	Storage at Park	12.00	-500.00	-6,000.00			
Preliminary	Water Shop Lease	12.00	-800.00	-9,600.00			
Community Center #C - Church		0.00	0.00	0.00	0.00	6,000.00	
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Preliminary	Church	12.00	-500.00	-6,000.00			
Community Center Rental #D - Gym		0.00	0.00	0.00	0.00	12,000.00	
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Preliminary	Gymnastics	12.00	-1,000.00	-12,000.00			
Community Center - #C Room Rental		0.00	0.00	0.00	0.00	2,000.00	
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Preliminary	15302 Smithson Rental	12.00	-890.00	-10,680.00			
Preliminary	Unit #A	12.00	-1,000.00	-12,000.00			
Preliminary	Unit #B	12.00	-500.00	-6,000.00			
Preliminary	Unit #C	12.00	-1,950.00	-23,400.00			
Preliminary	Unit #D	12.00	-1,000.00	-12,000.00			
Preliminary	Unit #E	12.00	-3,200.00	-38,400.00			
15425 Wild Road Rental		0.00	0.00	0.00	0.00	29,040.00	
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Preliminary	Unit #A	12.00	-600.00	-7,200.00			
Preliminary	Unit #B	12.00	-625.00	-7,500.00			
Preliminary	Unit #C	12.00	-595.00	-7,140.00			
Preliminary	Unit #D	12.00	-600.00	-7,200.00			
Board Discretionary Revenue		0.00	0.00	0.00	0.00	2,294.17	
Budget Detail							
Budget Code	Description	Units	Price	Amount			
Preliminary	Board Discretionary Revenue	12.00	-600.00	-7,200.00			
Preliminary	Unit #A	12.00	-625.00	-7,500.00			
Preliminary	Unit #B	12.00	-595.00	-7,140.00			
Preliminary	Unit #C	12.00	-600.00	-7,200.00			

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

FY 2017-2018 Total Budget FY 2017-2018 YTD Activity FY 2018-2019 Preliminary

Budget Notes

Budget Code
Preliminary

- Description**
- 1. Radio Tower Rent \$133,234.00
 - 2. Property Tax \$83,708.00
 - 3. Solid Waste Franchise Fees \$73,469.52
 - 4. Thrift Store Net \$83,170.25
 - 5. Rental Property (\$2,294.17)

Total \$371,287.60

Budget Detail

Budget Code
Preliminary

Description	Units	Price	Amount
Rental Property	1.00	-2,294.17	-2,294.17

Revenue Total: 169,414.17

Expense

04-531000-00-3

Budget Detail

Budget Code
Preliminary

Description	Units	Price	Amount
Utilities - Electric - Community Ctr	0.00	0.00	0.00
Utilities - Electric - Smithson	0.00	0.00	0.00
Utilities - Electric - Wild Rd	0.00	0.00	0.00
3-037-9554-90 (50%) Comm Ctr #B&C	6.00	1,340.00	8,040.00
Utilities - Electric - Smithson	0.00	0.00	0.00
Utilities - Electric - Wild Rd	0.00	0.00	0.00
Utilities - Gas - Community Center	0.00	0.00	0.00
Utilities - Gas - Smithson	0.00	0.00	0.00
Utilities - Gas - Wild Rd	0.00	0.00	0.00
4-Plex	12.00	150.00	1,800.00
Operation & Maintenance - Comm Ctr	0.00	0.00	0.00
Operation & Maintenance - Smithson	0.00	0.00	0.00
Operation & Maintenance - Wild Rd	0.00	0.00	0.00
Debt Service - Community Center	0.00	0.00	0.00

04-531000-00-4

Budget Detail

Budget Code
Preliminary

Description	Units	Price	Amount
3-039-6119-73	12.00	260.00	3,120.00

04-531001-00-3

Budget Detail

Budget Code
Preliminary

Description	Units	Price	Amount
4-Plex	12.00	150.00	1,800.00

04-541000-00-3

Budget Detail

Budget Code
Preliminary

Description	Units	Price	Amount
4-Plex	12.00	150.00	1,800.00

04-541000-00-4

Budget Detail

Budget Code
Preliminary

Description	Units	Price	Amount
4-Plex	12.00	150.00	1,800.00

04-541000-00-5

Budget Detail

Budget Code
Preliminary

Description	Units	Price	Amount
4-Plex	12.00	150.00	1,800.00

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

FY 2017-2018 FY 2018-2019
Total Budget YTD Activity Preliminary

Total Activity

Budget Notes
Budget Code
Preliminary

Description

2011 Loan (Well 4A & Park Community Center):
\$1,000,000 20-Year Loan
Annual Pmt - \$40,679.37 x 2
Maturity Date - 09/21/2031
7/1/18 Balance - \$779,834.69

Budget Detail
Budget Code
Preliminary
Preliminary

Description	Units	Price	Amount
2011 Loan Interest (50%)	0.50	40,410.00	20,205.00
2011 Loan Pmt (50% Water & 50% Comm Ctr)	0.50	40,948.00	20,474.00

04-595001-00-4
Budget Notes
Budget Code
Preliminary

Description

2008 Loan(Well 1A, Wastewater Projects & Rental Property):
\$2,832,000 20-Year Loan, Refinanced in June 2014
Annual Pmt - \$105,041.47 x 2
Maturity Date - 12/23/2028
7/1/18 Balance - \$1,795,916.22

0.00 0.00 0.00 89,075.17

Budget Detail
Budget Code
Preliminary
Preliminary
Preliminary
Preliminary

Description	Units	Price	Amount
2008 Loan Refinanced Interest Pmt (52.4%)	0.52	68,675.32	35,985.87
2008 Loan Refinanced Principal Pmt (52.4%)	0.52	141,407.62	74,097.59
WWTP Expanded Irrigation-Park interest (10%)	0.10	-68,675.32	-6,867.53
WWTP Expanded Irrigation-Park Principal (10%)	0.10	-141,407.62	-14,140.76

Expense Total:	0.00	0.00	0.00	169,414.17
Fund: 04 - Property Rental Surplus (Deficit):	0.00	0.00	0.00	0.00

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

FY 2016-2017 Total Activity FY 2017-2018 Total Budget FY 2017-2018 YTD Activity FY 2018-2019 Preliminary

Fund: 05 - Parks & Recreation

Revenue

05-419500-00-0	Delinquent Fees & Penalties	438.90	0.00	567.96	0.00
05-430000-00-0	Recreation Program Fees	6,209.00	1,083.00	280.50	0.00

Budget Notes

Budget Code

Preliminary

Description

Archery Class: = 10% of \$30/person x 12 = \$36
 Belly Dancing: 10% of \$20/person x 12
 Paint Class: 10% of \$30/person x 12=\$36

05-430001-00-0

Fee for Flag Football League

1,732.00	3,000.00	90.00	0.00
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Budget Notes

Budget Code

Preliminary

Description

Foot Ball: \$30/kid (10 kids x 10 teams= 100 kids)

05-430002-00-0

Fee for Basketball League Program

6,040.00	6,000.00	5,775.00	6,000.00
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Budget Detail

Budget Code

Preliminary

Description

Basket Ball: 10 Kis x 10 teams

Units

100.00

Price

-60.00

Amount

-6,000.00

05-430003-00-0

Youth Soccer League

0.00	0.00	0.00	15,000.00
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Budget Detail

Budget Code

Preliminary

Description

Soccer: \$60 each

Units

250.00

Price

-60.00

Amount

-15,000.00

05-460000-50-2

Water Shop Lease Income

9,600.00	9,600.00	8,000.00	0.00
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05-461000-A0-2

Storage at Park - \$500/m from Thrift Store

6,000.00	6,000.00	5,000.00	0.00
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05-461000-B0-2

Unit #B \$600/m - Admin Office

7,200.00	0.00	0.00	0.00
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05-461000-C1-2

Unit#C \$500/m - Church

5,300.00	6,000.00	5,000.00	0.00
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05-461000-D0-2

Unit #D \$1000/m - Gymnastics

12,000.00	12,000.00	10,000.00	0.00
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05-461000-R0-2

Room Rental - Unit #C

1,811.50	1,000.00	2,396.00	0.00
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05-462000-21-2

15302 Smithson Rental

100,664.78	98,280.00	71,005.00	0.00
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05-463000-22-2

15425 Wild Road Rental

27,757.98	28,608.00	23,422.45	0.00
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05-464000-30-2

Site Rent - Radio Tower

59,305.90	0.00	0.00	0.00
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05-700000-00-0

Property Taxes - Current

43,257.86	17,292.00	0.00	17,292.00
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Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

FY 2016-2017
Total Activity

FY 2017-2018
Total Budget

FY 2017-2018
YTD Activity

FY 2018-2019
Preliminary

Budget Detail Budget Code Preliminary	Description	Units	Price	Amount	FY 2016-2017 Total Activity	FY 2017-2018 Total Budget	FY 2017-2018 YTD Activity	FY 2018-2019 Preliminary
<u>05-704000-00-0</u>	Property Taxes - Prior Unsecured				2,592.65	0.00	0.00	0.00
<u>05-706000-00-0</u>	Penalties - Delinquent Taxes				968.06	0.00	0.00	0.00
<u>05-707000-00-0</u>	Property Taxes - Homeowner's Exempt				1,093.56	0.00	0.00	0.00
<u>05-711900-00-0</u>	Gain or Loss on Sale of Assets				-1,668.11	0.00	0.00	0.00
<u>05-712000-00-0</u>	Event Sponsorship				5,600.00	6,000.00	1,300.00	2,500.00

Budget Detail

Budget Code Preliminary	Description	Units	Price	Amount	FY 2016-2017 Total Activity	FY 2017-2018 Total Budget	FY 2017-2018 YTD Activity	FY 2018-2019 Preliminary
<u>05-712100-00-0</u>	Recycling Rev - EE Morale				3,262.43	0.00	0.00	0.00
<u>05-713100-00-0</u>	Franchise Fees				30,000.00	0.00	0.00	0.00
<u>05-713200-00-0</u>	Park Development Impact Fees				53.25	0.00	0.00	0.00
<u>05-714300-30-2</u>	Electricity Reimbursement - Unit D Rent				1,272.24	0.00	0.00	0.00
<u>05-714350-00-0</u>	Insurance Claim Reimbursement				0.00	0.00	0.00	0.00
<u>05-714375-00-0</u>	Miscellaneous Reimbursements				16.00	0.00	0.00	0.00
<u>05-730001-10-1</u>	Donation - Thrift Store				88.54	0.00	0.00	0.00
<u>05-730002-00-0</u>	Donations & Sponsorship				4,396.00	6,000.00	10,505.00	14,290.00

Budget Detail

Budget Code Preliminary	Description	Units	Price	Amount	FY 2016-2017 Total Activity	FY 2017-2018 Total Budget	FY 2017-2018 YTD Activity	FY 2018-2019 Preliminary
<u>05-730005-00-0</u>	Sponsorship Revenue				700.00	0.00	748.00	0.00
<u>05-740000-00-0</u>	Grant Revenue				34,999.92	0.00	24,211.00	132,600.00

Budget Detail

Budget Code Preliminary	Description	Units	Price	Amount	FY 2016-2017 Total Activity	FY 2017-2018 Total Budget	FY 2017-2018 YTD Activity	FY 2018-2019 Preliminary
<u>05-750000-10-1</u>	Retail Sales - Thrift Store				289,336.64	275,000.00	254,591.91	0.00
<u>05-999700-00-0</u>	Board Discretionary Revenue				0.00	239,665.93	189,664.15	0.00

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

FY 2016-2017 Total Activity
 FY 2017-2018 Total Budget
 FY 2017-2018 YTD Activity
 FY 2018-2019 Preliminary

Budget Notes
Budget Code
 Preliminary

Description

- 1. Radio Tower Rent \$133,234.00
- 2. Property Tax \$83,708.00
- 3. Solid Waste Franchise Fees \$73,469.52
- 4. Thrift Store Net \$83,170.25
- 5. Rental Property (\$2,294.17)

Total \$371,287.60

Revenue Total: 577,800.00 594,444.78 567,000.00 715,528.93 612,556.97 187,682.00

Expense

Budget Code	Description	FY 2016-2017 Total Activity	FY 2017-2018 Total Budget	FY 2017-2018 YTD Activity	FY 2018-2019 Preliminary
05-500001-00-0	Salaries - Full Time	23,896.24	22,932.00	22,686.33	49,254.40
05-500002-00-0	Salaries - Overtime	2,366.28	4,000.00	622.52	4,000.00
05-500004-00-0	Salaries - PT Rec Lead, Aid & MW	0.00	4,740.00	1,867.50	16,630.70
05-500004-10-1	Salaries - Part Time - Thrift Store	100,648.83	98,779.00	92,608.54	0.00
05-510000-00-0	PERS Retirement	1,829.17	1,503.19	4,639.13	7,909.40
05-510001-00-0	Employee Group Insurance	6,128.34	6,732.72	3,768.10	8,221.20
05-510002-00-0	Workers Compensation	4,716.73	4,299.68	0.00	8,977.79
05-510002-10-1	Workers Compensation - Thrift Store	0.00	15,348.28	9,146.61	0.00
05-510003-00-0	Payroll Taxes - FICA/Medicare	537.85	695.12	454.06	1,986.44
05-510003-10-1	Payroll Taxes - FICA/Medicare - Thrift Store	4,135.88	7,556.59	7,094.17	0.00
05-510004-00-0	Unemployment Expense	86.97	0.00	10,209.00	0.00
05-510100-00-0	Actuarial Pension Expense Adjustment	-96.00	0.00	0.00	0.00
05-521500-00-0	Contractual Services	26,721.56	18,920.00	5,154.83	18,920.00

Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	Clemmer Service - A/C & Heater	1.00	2,000.00	2,000.00
Preliminary	Dept of Forestry - Fire Crews	1.00	10,000.00	10,000.00
Preliminary	Engineering Service	1.00	5,000.00	5,000.00
Preliminary	United Site Services	12.00	160.00	1,920.00
05-521500-10-1	Contractual Services - Thrift Store	71.00	4,300.00	0.00
05-521600-00-0	Software Support - Park	0.00	0.00	1,900.00
05-521600-10-1	Software Support - Thrift Store	0.00	0.00	0.00
05-523000-00-0	Permits and Inspection Fees	1,482.00	4,800.00	692.00
				1,700.00

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

FY 2016-2017
Total Activity

FY 2017-2018
Total Budget

FY 2017-2018
YTD Activity

FY 2018-2019
Preliminary

Budget Detail

Budget Code
Preliminary
Preliminary

Description
Community Ctr Water System Health Fee
Landuse Service Fee

Units
1.00
1.00

Price
700.00
1,000.00

Amount
700.00
1,000.00

05-523500-00-0
05-524500-00-0

San Bernardino County Fees
Education and Training

6,815.75
1,722.68

0.00
3,400.00

0.00
1,749.15

0.00
3,400.00

Budget Detail

Budget Code
Preliminary
Preliminary
Preliminary
Preliminary

Description
Herbicide/ Pesticide Training
Misc
Park Training Travel
Playground Safety Inspector Training - Cheryl

Units
1.00
1.00
1.00
1.00

Price
200.00
500.00
2,000.00
700.00

Amount
200.00
500.00
2,000.00
700.00

05-524500-10-1
05-525000-00-0
05-526600-00-0
05-526601-10-1
05-529900-00-0
05-531000-00-0

Education and Training - Thrift Store
Insurance
Public Relations
Advertising - Thrift Store
Bank Charges
Utilities - Electric

0.00
188.98
491.98
630.00
0.01
18,296.50

500.00
0.00
200.00
2,000.00
0.00
4,620.00

0.00
0.00
0.00
300.00
0.00
3,199.77

0.00
0.00
200.00
0.00
0.00
4,620.00

Budget Detail

Budget Code
Preliminary
Preliminary

Description
Mobile Home Well
Park Wellhead

Units
12.00
12.00

Price
47.00
338.00

Amount
564.00
4,056.00

05-531000-10-1
05-531000-20-2
05-531000-21-2
05-531000-22-2
05-531001-20-2
05-531001-21-2
05-531001-22-2
05-531003-00-0

Utilities - Electric - Thrift Store
Utilities - Electric - Community Ctr
Utilities - Electric - Smithson
Utilities - Electric - Wild Rd
Utilities - Gas - Community Center
Utility - Gas - Smithson
Utilities - Gas - Wild Rd
Utilities - Street Lighting Electric

12,593.49
2,823.65
0.00
364.35
808.59
0.00
346.96
17,579.70

11,796.00
8,040.00
0.00
3,048.00
5,244.00
0.00
1,800.00
17,292.00

8,448.84
12,437.89
278.92
2,582.64
3,400.46
96.53
1,227.40
13,719.60

0.00
0.00
0.00
0.00
0.00
0.00
0.00
17,292.00

Budget Detail

Budget Code
Preliminary

Description
Street Lighting: Customer# 2-29-286-3263

Units
12.00

Price
1,441.00

Amount
17,292.00

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

FY 2016-2017 Total Activity
 FY 2017-2018 YTD Activity
 FY 2017-2018 Total Budget
 FY 2018-2019 Preliminary

1,391.43
 76.29
 0.00
 0.00

Utilities - Comm Ctr Unit D

05-531008-00-0

Budget Detail

Budget Code

Preliminary
 Preliminary

Description

Community Center #D Reimbursement
 Community Center #D: 3-037-9555-25

Units

Price

Amount

-1,500.00
 1,500.00

05-532500-00-0

Budget Detail

Budget Code

Preliminary

Description

Telephone
 Verizon Wireless - D Chavez

Units

Price

Amount

648.00
 648.00

05-541000-00-0

Budget Detail

Budget Code

Preliminary

Description

Operation and Maintenance - Park
 Operation & Maintenance - Thrift Store

Units

Price

Amount

2,000.00
 1,000.00
 10,000.00
 0.00
 0.00
 95.58
 6,029.14

05-541000-10-1

Budget Detail

Budget Code

Preliminary

Description

Operation & Maintenance - Community Center

Units

Price

Amount

2,000.00
 2,702.33
 11,440.56
 3,221.15
 2,293.00
 122.07
 3,517.85

05-541000-21-2

Budget Detail

Budget Code

Preliminary

Description

Operation & Maintenance - Smithson

05-541000-22-2

Budget Detail

Budget Code

Preliminary

Description

Operation & Maintenance - Wild Road

05-542001-00-0

Budget Detail

Budget Code

Preliminary

Description

Landscaping Maintenance - INACTIVE

05-545000-00-0

Budget Detail

Budget Code

Preliminary

Description

Vehicle Maintenance

Budget Detail

Budget Code

Preliminary

Description

General Vehicle Maintenance

Units

Price

Amount

5,000.00
 2,412.00

Budget Detail

Budget Code

Preliminary

Description

Mechanic Labor Reimbursement

Budget Detail

Budget Code

Preliminary

Description

Vehicle Fuel

Units

Price

Amount

3,640.00
 3,640.00

Budget Detail

Budget Code

Preliminary

Description

Fuel

Units

Price

Amount

3,640.00
 3,640.00

05-550001-00-0

Budget Detail

Budget Code

Preliminary

Description

Supplies - Flag Football

Units

Price

Amount

1,092.56
 4,300.00

05-550002-00-0

Budget Detail

Budget Code

Preliminary

Description

Supplies - Basketball

Units

Price

Amount

240.00
 600.00
 50.00
 300.00
 900.00
 120.00
 100.00

Budget Detail

Budget Code

Preliminary

Description

Background Check \$60/coach
 Basket Ball \$6/kid
 Clock person \$5/game
 Medals \$3 each
 Picture \$9 / kid
 Plaque \$40 each
 Referee \$10/game

Units

Price

Amount

240.00
 600.00
 50.00
 300.00
 900.00
 120.00
 100.00

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

FY 2016-2017 Total Activity FY 2017-2018 Total Budget FY 2017-2018 YTD Activity FY 2018-2019 Preliminary

Preliminary	Ribbons \$3 for 50% of kids	50.00	3.00	150.00					
Preliminary	Trophy \$20 each	2.00	20.00	40.00					
Preliminary	Uniform \$18/kid	100.00	18.00	1,800.00					
	Supplies - Youth Soccer League				0.00	0.00	0.00	10,899.75	
05-550003-00-0	Budget Detail								
Budget Code	Description	Units	Price	Amount					
Preliminary	Balls (6 balls / 20 teams)	120.00	10.00	1,200.00					
Preliminary	Chalk	1.00	100.00	100.00					
Preliminary	Cones	20.00	10.00	200.00					
Preliminary	First Aid	20.00	10.00	200.00					
Preliminary	Misc	1.00	1,000.00	1,000.00					
Preliminary	Nets	1.00	1,000.00	1,000.00					
Preliminary	Pictures	200.00	5.00	1,000.00					
Preliminary	Ref Uniforms	1.00	99.75	99.75					
Preliminary	Refs	16.00	110.00	1,760.00					
Preliminary	Trophies	200.00	5.00	1,000.00					
Preliminary	Uniforms	150.00	16.95	2,542.50					
Preliminary	Uniforms	50.00	15.95	797.50					
	Operating Supplies				3,462.11	15,000.00	6,533.19	15,000.00	

05-553000-00-0

Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	Fertilizer	2.00	5,500.00	11,000.00
Preliminary	Grass Seed	1.00	1,000.00	1,000.00
Preliminary	Pesticide/Herbicide	1.00	1,000.00	1,000.00
Preliminary	Sprinklers	1.00	500.00	500.00
Preliminary	Woodchip / Sand	1.00	1,500.00	1,500.00

05-553000-10-1

Operating Supplies - Thrift Store

Event Expense

		9,655.07	10,000.00	8,719.83	0.00
		228.37	3,000.00	1,739.55	6,000.00

05-553400-00-0

Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	Concerts in Park	5.00	600.00	3,000.00
Preliminary	Fire Works	1.00	3,000.00	3,000.00

05-553400-00-0

Program Expenses

Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	Memorial Trees	1.00	350.00	350.00
Preliminary	Misc Classes & Workshops	1.00	3,450.00	3,450.00

		11,954.05	5,000.00	2,588.63	5,000.00
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Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

Preliminary												
Preliminary	National Night Out	1.00	1,000.00	1,000.00								
	Open Gym	1.00	200.00	200.00								
<u>05-553600-00-0</u>	Uniforms			659.40		780.00		736.37				780.00
Budget Detail												
Budget Code	Description	Units	Price	Amount								
Preliminary	Boot	1.00	200.00	200.00								
Preliminary	Cold Weather Gear	1.00	250.00	250.00								
Preliminary	Pants	7.00	20.00	140.00								
Preliminary	Shirts	7.00	20.00	140.00								
Preliminary	Sweat Shirts	2.00	25.00	50.00								
<u>05-553700-00-0</u>	Printing Costs			322.89		200.00		75.41				200.00
<u>05-554600-00-0</u>	Small Tools			1,185.34		500.00		576.41				800.00
<u>05-556500-00-0</u>	Dues & Subscriptions			0.00		475.00		0.00				475.00
Budget Detail												
Budget Code	Description	Units	Price	Amount								
Preliminary	CPRS Membership	1.00	475.00	475.00								
<u>05-556800-10-1</u>	EE Incentive Program-Thrift Store			4,593.24		3,900.00		4,920.12				0.00
<u>05-590100-00-0</u>	Bad Debt Expense			0.00		0.00		0.00				0.00
<u>05-595001-00-0</u>	Debt Service			21,955.22		21,239.50		25,258.59				0.00
<u>05-595001-21-2</u>	Debt Service - Rental Property			41,443.18		31,389.99		15,973.50				0.00
<u>05-999900-00-0</u>	Interfund Transfer Out/(In)			-33,886.92		0.00		0.00				0.00
	Expense Total:	430,424.00	412,076.86	386,900.00	345,795.74	372,709.67	315,069.69	200,266.68				
	Fund: 05 - Parks & Recreation Surplus (Deficit):	147,376.00	182,367.92	180,100.00	314,233.36	342,819.26	297,487.28	-12,584.68				

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

FY 2016-2017 Total Activity FY 2017-2018 YTD Activity FY 2017-2018 Total Budget FY 2018-2019 Preliminary

Fund: 06 - Solid Waste Disposal

Revenue

06-410000-00-0 483,097.57 389,764.78 464,792.52 473,502.12

Charges for Services - Solid Waste

Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	10% Franchise Fee \$2.06 x 12 month = \$24.72	2,341.00	24.72	57,869.52
Preliminary	Condo \$27.90 x 12 month = \$334.80 (w/ESFR)	39.00	-334.80	-13,057.20
Preliminary	Duplex \$41.28 x 12 month = \$495.36	1.00	-495.36	-495.36
Preliminary	Extra Barrel \$7.62 x 12 month = \$91.44	110.00	-91.44	-10,058.40
Preliminary	Extra Recycling Barrel \$1.50 x 12 month = \$18.00	10.00	-18.00	-180.00
Preliminary	Single Family \$20.64 x 12 month = \$247.68	2,300.00	-247.68	-569,664.00
Preliminary	SW Admin Fee \$2.21 x 12 month = \$26.52	2,341.00	26.52	62,083.32

06-419000-00-0

Other Fees & Services

0.00 26.80 0.00 0.00

06-419500-00-0

Delinquent Fees & Penalties

6,001.74 5,094.07 7,300.00 7,300.00

06-705000-00-0

Special Assmts - Refuse Land Use Fee

224,914.80 220,685.82 235,278.00 235,278.00

Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	ESFR \$87.14 per year (\$87.14/12=\$7.26/month)	2,700.00	-87.14	-235,278.00

06-705500-00-0

Special Assmts - Pr Yr Refuse Land Use Fee

6,613.08 5,178.12 6,500.00 6,500.00

06-706000-00-0

Penalties on Delinquent Taxes

2,466.69 1,702.00 2,500.00 2,500.00

06-999700-00-0

Board Discretionary Revenue

0.00 9,206.60 11,047.90 0.00

Budget Notes

Budget Code	Description	Amount
Preliminary	1. Radio Tower Rent	\$133,234.00
	2. Property Tax	\$83,708.00
	3. Solid Waste Franchise Fees	\$73,469.52
	4. Thrift Store Net	\$83,170.25
	5. Rental Property	(\$2,294.17)

Total \$371,287.60

Revenue Total: 236,548.00 778,576.10 727,418.42 631,658.19 725,080.12

Expense

06-500001-00-0	Salaries - Full Time (2.25 FTE)	58,590.12	62,892.22	72,976.80	86,559.20
06-500002-00-0	Salaries - Overtime	0.00	23.51	0.00	0.00
06-510000-00-0	PERS Retirement	7,075.12	7,396.73	7,416.92	7,529.38
06-510001-00-0	Employee Group Insurance	13,204.98	17,380.47	22,977.24	23,833.08

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

	FY 2016-2017 Total Activity	FY 2017-2018 Total Budget	FY 2017-2018 YTD Activity	FY 2018-2019 Preliminary
Workers Compensation	8,839.73	3,375.72	4,720.37	8,415.99
Payroll Taxes - FICA/Medicare	1,540.44	1,058.16	-677.90	2,320.96
Actuarial Pension Expense Adjustment	-3,397.00	0.00	0.00	0.00
Contractual Services	2,562.50	2,500.00	3,000.00	3,200.00
Contract Service - Burrtec Fees	451,665.36	458,714.52	388,862.52	469,083.24

Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	218 Recovery \$0.07 x 12 months = \$0.84	2,341.00	0.84	1,966.44
Preliminary	Extra Barrel \$6.86 x 12 month = \$82.32	110.00	82.32	9,055.20
Preliminary	Extra Recycling Barrel \$1.35 x 12 month = \$16.20	10.00	16.20	162.00
Preliminary	Recycling Service \$0.89 x 12 month = \$10.68	2,341.00	10.68	25,001.88
Preliminary	Trash Service \$15.41 x 12 month = \$184.92	2,341.00	184.92	432,897.72

GIS Support

0.00	1,760.00	0.00	1,760.00
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Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	GIS Support	1.00	1,760.00	1,760.00

SB County Disposal Fees

126,456.26	122,400.00	101,252.70	126,072.00
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Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	Residential Disposal fee	12.00	10,094.00	121,128.00
Preliminary	SB County Dump Pass Fee	12.00	412.00	4,944.00

Green Waste Disposal

9,886.49	12,750.00	7,692.25	12,000.00
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Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	Dump Fee	30.00	100.00	3,000.00
Preliminary	Load	30.00	300.00	9,000.00

Education and Training

25.66	500.00	823.16	500.00
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Rents - Storage at Park

6,000.00	6,000.00	5,000.00	6,000.00
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Telephone

284.37	312.00	245.28	312.00
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Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	Verizon Wireless - Tablet 760-475-4810 & Data f	12.00	26.00	312.00

Operations and Maintenance

0.00	0.00	0.00	0.00
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Vehicle Maintenance

2,900.00	2,000.00	463.70	2,046.60
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Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

FY 2016-2017 Total Activity FY 2017-2018 Total Budget FY 2017-2018 YTD Activity FY 2018-2019 Preliminary

Budget Code	Description	Units	Price	Amount	FY 2016-2017 Total Activity	FY 2017-2018 Total Budget	FY 2017-2018 YTD Activity	FY 2018-2019 Preliminary
Budget Detail								
Budget Code								
Preliminary	Mechanic Labor Reimbursement	0.02	30,150.00	603.00				
Preliminary	Parts & Services	1.00	1,443.60	1,443.60				
<u>06-545001-00-0</u>	Vehicle Fuel				0.00	520.00	696.04	3,360.00
Budget Detail								
Budget Code								
Preliminary	Fuel	0.12	28,000.00	3,360.00				
<u>06-553000-00-0</u>	Operating Supplies				82.59	100.00	189.69	300.00
<u>06-553200-00-0</u>	Postage & Delivery				0.00	0.00	0.00	650.00
<u>06-553300-00-0</u>	Event Expense				0.00	0.00	0.00	250.00
Budget Detail								
Budget Code								
Preliminary	Recycled Art	1.00	250.00	250.00				
<u>06-553555-00-0</u>	Public Outreach				148.79	1,900.00	1,784.84	2,455.00
Budget Detail								
Budget Code								
Preliminary	Clean Up Day - Bags & Gloves	2.00	80.00	160.00				
Preliminary	Clean Up Day - Banner	1.00	300.00	300.00				
Preliminary	Clean Up Day - Foods	2.00	100.00	200.00				
Preliminary	Earth day - Busing	1.00	375.00	375.00				
Preliminary	Earth Day - Foods	1.00	400.00	400.00				
Preliminary	Earth day - Supplies	1.00	325.00	325.00				
Preliminary	E-Waste Outreach Materials	1.00	160.00	160.00				
Preliminary	E-Waste Posters	2.00	30.00	60.00				
Preliminary	Misc	1.00	100.00	100.00				
Preliminary	Recycling Door Tags	1.00	75.00	75.00				
Preliminary	Workshop - Composting	1.00	300.00	300.00				
<u>06-553600-00-0</u>	Uniforms				316.48	400.00	33.67	400.00
<u>06-553700-00-0</u>	Printing Costs				0.00	0.00	0.00	1,100.00
<u>06-554600-00-0</u>	Small Tools				567.33	100.00	0.00	100.00
<u>06-590000-00-0</u>	Administrative Charges				0.00	0.00	0.00	0.00
<u>06-590100-00-0</u>	Bad Debt Expense				0.00	0.00	247.37	0.00
<u>06-999100-00-0</u>	Admin Allocation				0.00	8,622.18	7,185.10	9,105.71

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

Budget Detail												
Budget Code	Description	Units	Price	Amount	FY 2016-2017	FY 2017-2018	FY 2017-2018	FY 2017-2018	FY 2018-2019			
Preliminary	1% of Admin allocation	0.01	910,571.15	9,105.71	Total Activity	Total Budget	YTD Activity	YTD Activity	Preliminary			
06-999900-00-0	Interfund Transfer Out/(In)				0.00	0.00	0.00	0.00	0.00			
		182,844.00	662,068.31	227,757.00	686,749.22	726,383.54	609,211.72	609,211.72	767,353.16			
		53,704.00	116,507.79	14,291.00	36,344.66	1,034.88	22,446.47	22,446.47	-42,273.04			
		Expense Total:										
		Fund: 06 - Solid Waste Disposal Surplus (Deficit):										

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

FY 2016-2017 Total Activity
 FY 2017-2018 Total Budget
 FY 2017-2018 YTD Activity
 FY 2018-2019 Preliminary

Fund: 10 - Administration

Revenue

<u>10-419000-00-0</u>	Fees & Charges	1,895.00	0.00	162.50	0.00
<u>10-419100-00-0</u>	Credit Card Processing Fees	9,685.00	7,000.00	9,951.25	7,000.00
<u>10-464000-00-0</u>	Site Rent - Radio Tower	17,467.81	94,660.00	117,212.68	133,234.00

Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	SBA Metro PC (Cell Tower)	1.00	-25,750.00	-25,750.00
Preliminary	T-Mobile	12.00	-1,305.00	-15,660.00
Preliminary	Ultimate Internet Access Inc. (UIA)	12.00	-5,000.00	-60,000.00
Preliminary	Verizon Wireless	12.00	-2,652.00	-31,824.00

10-700000-00-0

Property Taxes - Current

61,000.00	83,708.00	104,291.63	83,708.00
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Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	General Tax Levy	1.00	-101,000.00	-101,000.00
Preliminary	Street Lighting Portion	1.00	17,292.00	17,292.00

10-704000-00-0

Property Taxes - Prior

0.00	2,500.00	1,137.94	2,500.00
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10-706000-00-0

Penalties on Delinquent Taxes

0.00	500.00	598.86	500.00
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10-707000-00-0

Property Taxes - Homeowner Exemption

0.00	1,200.00	506.98	1,200.00
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10-710000-00-0

Investment Income

14,548.49	16,500.00	10,153.22	16,500.00
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10-710001-00-0

Investment Gains & Losses

0.00	0.00	0.00	0.00
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10-711900-00-0

Gain or Loss on Sale of Assets

-762.06	0.00	0.00	0.00
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10-712000-00-0

Other Income

57.13	200.00	575.20	200.00
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10-712100-00-0

Recycling Revenue - EE Morale

1,628.14	5,000.00	6,457.78	6,600.00
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Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	E-Waste	1.00	-6,000.00	-6,000.00
Preliminary	Mattress - \$150 per Quarter	4.00	-150.00	-600.00

10-713100-00-0

Franchise Fees - Solid Waste

26,446.53	72,345.84	63,199.16	73,469.52
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Budget Detail

Budget Code	Description	Units	Price	Amount
Preliminary	10% Franchise Fee \$2.06 x 12 month = \$24.72 (2,341.00	-24.72	-57,869.52
Preliminary	Franchise Fee from Burrtec for Commercial Acct	12.00	-1,300.00	-15,600.00

10-713500-00-0

Solid Waste Billing Fees

47,297.30	60,397.80	50,516.59	62,083.32
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Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

Budget Detail Budget Code Preliminary	Description	Units	Price	Amount	FY 2017-2018			FY 2018-2019 Preliminary
					Total Budget	YTD Activity		
<u>10-731000-00-0</u>	Donations							
	SW Admin Fee \$2.21 x 12 month = \$26.52	2,341.00	-26.52	-62,083.32				
<u>10-999700-00-0</u>	Board Discretionary Revenue							
				0.00	0.00	0.00		0.00
				0.00	-250,713.83	-198,870.75		80,876.06
Budget Notes	Description							
Budget Code	1. Radio Tower Rent			\$133,234.00				
Preliminary	2. Property Tax			\$83,708.00				
	3. Solid Waste Franchise Fees			\$73,469.52				
	4. Thrift Store Net			\$83,170.25				
	5. Rental Property			(\$2,294.17)				
	Total			\$371,287.60				
Budget Detail	Description	Units	Price	Amount				
Budget Code	Board Discretionary Rev allocated to Solid Waste	1.00	0.01	0.01				
Preliminary	Board Discretionary Revenue allocated to Park	1.00	0.01	0.01				
Preliminary	Rental Property Net	1.00	2,294.17	2,294.17				
Preliminary	Thrift Store Net	1.00	-83,170.25	-83,170.25				
	Revenue Total:	220,350.00	130,977.77	228,236.00	179,263.34	93,297.81	165,893.04	467,870.90
Expense								
<u>10-500001-00-0</u>	Salaries - Full Time				371,490.07	368,582.40	331,885.95	397,696.00
<u>10-500002-00-0</u>	Salaries - Overtime				1,100.63	1,600.00	32.40	1,600.00
<u>10-500004-00-0</u>	Salaries - Part-Time				12,176.43	12,495.00	11,799.37	13,396.00
<u>10-510000-00-0</u>	PERS Retirement				62,511.68	50,176.91	57,608.03	63,725.65
<u>10-510001-00-0</u>	Employee Group Insurance				38,536.94	44,159.76	30,785.30	39,204.60
<u>10-510002-00-0</u>	Workers Compensation				3,942.89	3,692.64	3,383.10	3,663.96
<u>10-510003-00-0</u>	Payroll Taxes - FICA/Medicare				5,947.95	6,300.31	5,516.31	6,791.39
<u>10-510100-00-0</u>	Actuarial Pension Expense Adjustment				-29,354.00	0.00	0.00	0.00
<u>10-521500-00-0</u>	Contractual Services				50,311.18	47,244.00	40,653.27	49,970.00
Budget Detail	Description	Units	Price	Amount				
Budget Code	Customer Billing - Infosend	12.00	900.00	10,800.00				
Preliminary	Customer Billing - Infosend Postage	12.00	1,100.00	13,200.00				
Preliminary	District Answering Service	12.00	100.00	1,200.00				

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

FY 2016-2017 Total Activity FY 2017-2018 Total Budget FY 2017-2018 YTD Activity FY 2018-2019 Preliminary

Preliminary	Misc	1.00	10,300.00	10,300.00		
Preliminary	Office Cleaning	26.00	165.00	4,290.00		
Preliminary	Payroll Processing Fee	26.00	180.00	4,680.00		
Preliminary	PERS Medical Admin Fee	12.00	50.00	600.00		
Preliminary	Printer Maintenance	1.00	4,000.00	4,000.00		
Preliminary	Shred Services	12.00	75.00	900.00		
	Software Support			36,785.30	35,200.00	47,405.60
						35,800.00

10-521600-00-0

Budget Detail

Budget Code	Description	Units	Price	Amount		
Preliminary	HCSD Website Support - I Candy Website & Graf	12.00	100.00	1,200.00		
Preliminary	Official Payments Corp - OR & CF Pmt Processing	12.00	60.00	720.00		
Preliminary	Top Notch Monthly Support	12.00	850.00	10,200.00		
Preliminary	Tyler Annual Maintenance Bill	1.00	22,000.00	22,000.00		
Preliminary	Tyler Online Utility Billing & Web Hosting	12.00	140.00	1,680.00		

10-522000-00-0

Budget Detail

Budget Code	Description	Units	Price	Amount		
Preliminary	Audit	1.00	15,000.00	15,000.00		
Preliminary	RAMS - Accounting Support	510.00	145.00	73,950.00		
Preliminary	RAMS - Consultation with Senior Partner	10.00	300.00	3,000.00		
	Legal Services			74,187.50	65,000.00	25,732.50
	Auditing & Accounting Services			110,488.00	75,880.00	103,643.50
						60,000.00
						91,950.00

10-522500-00-0

Budget Detail

Budget Code	Description	Units	Price	Amount		
Preliminary	Clark: 6 meeting per month x 12 months	72.00	125.00	9,000.00		
Preliminary	Haas: 6 meeting per month x 12 months	72.00	125.00	9,000.00		
Preliminary	Schneider: 6 meeting per month x 12 months	72.00	125.00	9,000.00		
Preliminary	Smith: 6 meeting per month x 12 months	72.00	125.00	9,000.00		
Preliminary	Spiller: 6 meeting per month x 12 months	72.00	125.00	9,000.00		
	Directors' Fees			36,412.50	45,000.00	30,750.00
						45,000.00

10-522505-00-0

Budget Detail

Budget Code	Description	Units	Price	Amount		
Preliminary	Directors' Training/Seminars/Mileage			1,616.98	5,000.00	3,894.26
Preliminary	Board Meeting Supplies			3,425.92	4,500.00	843.79
	Meeting Supplies					1,500.00
	Permits and Fees			0.00	3,400.85	0.00
						3,400.85

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

FY 2016-2017 Total Activity FY 2017-2018 Total Budget FY 2017-2018 YTD Activity FY 2018-2019 Preliminary

Budget Code	Description	Units	Price	Amount	FY 2016-2017 Total Activity	FY 2017-2018 Total Budget	FY 2017-2018 YTD Activity	FY 2018-2019 Preliminary
<u>10-523500-00-0</u>	San Bernardino County Fees				7,866.33	6,000.00	2,717.43	4,500.00
Budget Detail								
Budget Code	Description	Units	Price	Amount				
Preliminary	LAFCO fee	1.00	3,400.85	3,400.85				
Budget Code	Description	Units	Price	Amount				
Preliminary	Misc	1.00	700.00	700.00				
Preliminary	Property Tax Fee	1.00	2,800.00	2,800.00				
Preliminary	Recording Fee	1.00	1,000.00	1,000.00				
<u>10-523900-00-0</u>	Election Expense				0.00	0.00	0.00	20,000.00
<u>10-524300-00-0</u>	Employment Expense				1,392.68	1,500.00	1,860.95	2,500.00
<u>10-524500-00-0</u>	Education and Training				11,547.92	5,000.00	4,730.57	2,500.00
<u>10-525000-00-0</u>	Insurance				31,297.06	56,000.00	34,903.02	56,000.00
<u>10-525001-00-0</u>	Insurance - Vehicle				17,136.34	18,000.00	19,957.43	18,000.00
<u>10-526600-00-0</u>	Public Relations				95.97	0.00	300.00	0.00
<u>10-526601-00-0</u>	Public Notices				6,304.65	2,500.00	4,294.01	5,000.00
<u>10-526650-00-0</u>	Community Promotion				3,435.56	6,000.00	1,411.16	6,000.00
<u>10-527500-00-0</u>	Rents - Admin Office				9,300.00	0.00	0.00	0.00
<u>10-529900-00-0</u>	Bank Charges				22,114.52	21,800.00	22,025.61	26,900.00
Budget Detail								
Budget Code	Description	Units	Price	Amount				
Preliminary	CBB Bank Analysis Charge	12.00	600.00	7,200.00				
Preliminary	ETS - CC Draft	12.00	120.00	1,440.00				
Preliminary	ETS - Global CC	12.00	415.00	4,980.00				
Preliminary	ETS - Point of Sale CC	12.00	350.00	4,200.00				
Preliminary	ETS - Web Pay	12.00	750.00	9,000.00				
Preliminary	Misc	1.00	80.00	80.00				
<u>10-531001-00-0</u>	Utilities - Gas, Trash, Other				25.62	0.00	0.00	0.00
<u>10-532500-00-0</u>	Telephone				11,623.86	13,200.00	8,731.01	13,200.00
Budget Detail								
Budget Code	Description	Units	Price	Amount				
Preliminary	Frontier Landlines (2 lines) - Fax & Fire	12.00	80.00	960.00				
Preliminary	UIA-VOIP	12.00	700.00	8,400.00				
Preliminary	Verizon Wireless - Cox/Vermette/Deputy	12.00	320.00	3,840.00				

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

FY 2016-2017 Total Activity
 FY 2017-2018 Total Budget
 FY 2017-2018 YTD Activity
 FY 2018-2019 Preliminary

357.52
 6,577.02
 0.00
 4,000.00
 0.00
 407.37
 0.00
 2,000.00

Operation and Maintenance - Admin
 Vehicle Maintenance

Budget Detail

Budget Code
 Preliminary
 Preliminary

Description
 Mechanic Labor Reimbursement
 Parts & Services

Units
 0.01
 1.00

Price
 301.50
 1,698.50

Amount
 301.50
 1,698.50

10-541500-00-0

Vehicle Fuel

106.29
 260.00
 763.39
 1,400.00

Budget Detail

Budget Code
 Preliminary

Description
 Fuel

Units
 0.05

Price
 28,000.00

Amount
 1,400.00

10-552700-00-0

Mileage and Travel Reimbursement

4,165.46
 1,000.00
 425.99
 1,000.00

10-553000-00-0

Operating Supplies - Office

9,407.80
 5,000.00
 7,802.82
 10,000.00

10-553200-00-0

Postage & Delivery

14,658.34
 700.00
 1,100.12
 1,200.00

10-553600-00-0

Uniforms

467.88
 300.00
 24.00
 300.00

10-553700-00-0

Printing Costs

10,743.97
 500.00
 0.00
 500.00

10-554500-00-0

Equipment Maintenance & Supplies

126.99
 0.00
 1,575.00
 2,100.00

Budget Detail

Budget Code
 Preliminary

Description
 Site Rent - Cazcom Radio

Units
 12.00

Price
 175.00

Amount
 2,100.00

10-554600-00-0

Small Tools

567.33
 0.00
 0.00
 0.00

10-556500-00-0

Dues & Subscriptions

10,255.60
 9,601.00
 9,781.49
 10,356.00

Budget Detail

Budget Code
 Preliminary
 Preliminary
 Preliminary
 Preliminary
 Preliminary
 Preliminary
 Preliminary
 Preliminary

Description
 APWA
 AWWA
 Bank of America CC
 CA Special District
 Daily Press Newspaper
 Jobs Available
 National Notary
 Silver Lake HOA

Units
 1.00
 1.00
 1.00
 1.00
 1.00
 1.00
 1.00
 1.00

Price
 245.00
 420.00
 75.00
 6,740.00
 370.00
 45.00
 69.00
 2,392.00

Amount
 245.00
 420.00
 75.00
 6,740.00
 370.00
 45.00
 69.00
 2,392.00

10-556800-00-0

Employee Benefit & Morale

5,445.70
 6,510.00
 6,595.23
 5,000.00

10-999100-00-0

Admin Allocation

-778,222.45
 -862,218.26
 -718,515.10
 -910,571.15

Defined Budgets

FY 2016-2017 Total Activity
 FY 2017-2018 Total Budget
 FY 2017-2018 YTD Activity
 FY 2018-2019 Preliminary

Budget Code	Description	Units	Price	Amount	FY 2016-2017 Total Activity	FY 2017-2018 Total Budget	FY 2017-2018 YTD Activity	FY 2018-2019 Preliminary
Preliminary	1% of Admin allocation to Solid Waste	0.01	-910,571.15	-9,105.71				
Preliminary	49% of Admin allocation to Sewer	0.49	-910,571.15	-446,179.86				
Preliminary	50% of Admin allocation to Water	0.50	-910,571.15	-455,285.58				
	Expense Total:	819,501.00	114,181.92	855,350.00	186,377.93	63,884.61	104,824.88	96,583.30
	Fund: 10 - Administration Surplus (Deficit):	-599,151.00	16,795.85	-627,114.00	-7,114.59	29,413.20	61,068.16	371,287.60
	Report Surplus (Deficit):	721,466.00	1,514,607.29	447,084.00	1,167,569.18	814,717.68	1,308,912.20	1,214,362.93

50% to Water = \$ 455,285.58
 49% to WWTTP = \$ 446,179.86
 1% to Solid Waste = \$ 9,105.71

Group Summary

Account Type	Defined Budgets						
	FY 2015-2016		FY 2016-2017		FY 2017-2018		FY 2018-2019
	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	Preliminary
Fund: 01 - Water Operations							
Revenue	1,730,300.00	2,142,851.12	1,557,172.00	1,811,912.19	1,512,137.32	1,789,902.29	2,322,410.48
Expense	1,255,534.00	1,372,474.24	1,245,665.00	1,402,333.72	1,358,199.81	1,152,504.07	1,611,331.98
	474,766.00	770,376.88	311,507.00	409,578.47	153,937.51	637,398.22	711,078.50
	Fund: 01 - Water Operations Surplus (Deficit):						

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

Account Type	FY 2015-2016		FY 2016-2017		FY 2016-2017		FY 2017-2018		FY 2017-2018		FY 2018-2019	
	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	Total Activity	YTD Activity	Preliminary		
Fund: 02 - Sewer Operations	1,316,135.00	1,320,665.63	1,318,000.00	1,322,135.02	1,318,379.12	1,110,103.99	1,318,379.12	1,110,103.99	1,110,103.99	1,318,379.12	1,318,379.12	1,318,379.12
Revenue	671,364.00	892,106.78	749,700.00	907,607.74	1,030,866.29	819,591.92	1,131,524.57	819,591.92	819,591.92	1,131,524.57	1,131,524.57	1,131,524.57
Expense	644,771.00	428,558.85	568,300.00	414,527.28	287,512.83	290,512.07	186,854.55	290,512.07	290,512.07	186,854.55	186,854.55	186,854.55

Fund: 02 - Sewer Operations Surplus (Deficit):

Defined Budgets

Account Type	FY 2017-2018		FY 2018-2019	
	Total Budget	Total Activity	Total Budget	Total Activity
Fund: 03 - Thrift Store				
Revenue	0.00	0.00	0.00	0.00
Expense	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00

Fund: 03 - Thrift Store Surplus (Deficit):

0.00

Defined Budgets

Account Type	FY 2017-2018		FY 2018-2019	
	Total Budget	Total Activity	Total Budget	YTD Activity
Fund: 04 - Property Rental				
Revenue	0.00	0.00	0.00	0.00
Expense	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00

Fund: 04 - Property Rental Surplus (Deficit):

Preliminary
169,414.17
169,414.17
0.00

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

Account Type	FY 2015-2016		FY 2016-2017		FY 2017-2018		FY 2018-2019	
	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	Preliminary	
Fund: 05 - Parks & Recreation								
Revenue	577,800.00	594,444.78	567,000.00	660,029.10	715,528.93	612,556.97	187,682.00	
Expense	430,424.00	412,076.86	386,900.00	345,795.74	372,709.67	315,069.69	200,266.68	
	147,376.00	182,367.92	180,100.00	314,233.36	342,819.26	297,487.28	-12,584.68	

Fund: 05 - Parks & Recreation Surplus (Deficit):

Budget Worksheet - HCSD

For Fiscal: FY 2017-2018 Period Ending: 04/30/2018

Defined Budgets

Account Type	FY 2015-2016		FY 2016-2017		FY 2017-2018		FY 2018-2019	
	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	Preliminary	
Fund: 06 - Solid Waste Disposal	236,548.00	778,576.10	242,048.00	723,093.88	727,418.42	631,658.19	725,080.12	
Revenue	182,844.00	662,068.31	227,757.00	686,749.22	726,383.54	609,211.72	767,353.16	
Expense	53,704.00	116,507.79	14,291.00	36,344.66	1,034.88	22,446.47	-42,273.04	

Fund: 06 - Solid Waste Disposal Surplus (Deficit):

Defined Budgets

Account Type	FY 2015-2016		FY 2016-2017		FY 2016-2017		FY 2016-2017		FY 2017-2018		FY 2017-2018		FY 2018-2019	
	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	Total Budget	YTD Activity	Preliminary	
Fund: 10 - Administration	220,350.00	130,977.77	228,236.00	179,263.34	93,297.81	165,893.04	467,870.90							
Revenue	819,501.00	114,181.92	855,350.00	186,377.93	63,884.61	104,824.88	96,583.30							
Expense	-599,151.00	16,795.85	-627,114.00	-7,114.59	29,413.20	61,068.16	371,287.60							
Fund: 10 - Administration Surplus (Deficit):	721,466.00	1,514,607.29	447,084.00	1,167,569.18	814,717.68	1,308,912.20	1,214,362.93							
Report Surplus (Deficit):														

Fund Summary

Fund	FY 2015-2016		FY 2016-2017		FY 2016-2017		FY 2017-2018		Defined Budgets	
	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	FY 2018-2019 Preliminary	
01 - Water Operations	474,766.00	770,376.88	311,507.00	409,578.47	153,937.51	637,398.22	711,078.50			
02 - Sewer Operations	644,771.00	428,558.85	568,300.00	414,527.28	287,512.83	290,512.07	186,854.55			
03 - Thrift Store	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
04 - Property Rental	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
05 - Parks & Recreation	147,376.00	182,367.92	180,100.00	314,233.36	342,819.26	297,487.28	-12,584.68			
06 - Solid Waste Disposal	53,704.00	116,507.79	14,291.00	36,344.66	1,034.88	22,446.47	-42,273.04			
10 - Administration	-599,151.00	16,795.85	-627,114.00	-7,114.59	29,413.20	61,068.16	371,287.60			
Report Surplus (Deficit):	721,466.00	1,514,607.29	447,084.00	1,167,569.18	814,717.68	1,308,912.20	1,214,362.93			



Helendale Community Services District

Date: May 17, 2018
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #6
Discussion and Possible Action Regarding Consideration of a Brief Fireworks Display at Last Summer Concert

STAFF RECOMMENDATION:

Staff would like input from the Board regarding a small fireworks display to be held on August 4 at the last Concert in the Park for the season.

STAFF REPORT:

At the Park and Rec Committee Meeting held on May 8 this item was discussed with the Committee who requested that it be brought to the full Board for consideration.

The concert series is funded by Park funds and sponsorships. The District budgeted \$3,000 in FY 18 budget to fund the concerts which have been scheduled for the first Saturday of each month beginning in April. The next concerts will be held June 2, July 7 and concluding on August 4. The draft FY 19 budget has included \$3000 for concerts and \$3000 for fireworks which would occur on August 4 at the conclusion of the series.

The final two concerts of the series will be held in the next fiscal year and an additional \$3000 has been included in the budget for fund the fireworks display which costs approximately \$1000/minute plus a permit fee of \$128. Staff is asking for approval to proceed with a contract for the fireworks display prior to the budget adoption due to the need to execute a contract and advertise the event if the Board is interested in this option.

FISCAL IMPACT: Maximum estimated cost of \$3500 for fireworks display.



Helendale Community Services District

Date: May 17, 2018
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #7
Discussion and Possible Action Regarding Adoption of Resolution 2018-09: A Resolution of the Board of Directors of the Helendale Community Services District Initiating Procedures to Continue Collection of Water and Sewer Standby Fees for Fiscal Year 2019

STAFF RECOMMENDATION:

Staff recommends approval of Resolution 2018-09. Additionally, staff requests authorization to make any final adjustments based upon payments or other discovery prior to submittal

STAFF REPORT:

This is a procedural item that comes before the Board on an annual basis.

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 as the County has historically done. 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 due to the fact that capacity in the system is reserved for that parcel and cannot be allocated to another user. Most of these parcels have water and sewer services stubbed out at the property line and the service is available for connection upon development of the parcel.

In 2014, the District completed an engineering report that provided appropriate substantiation for the Standby Fees. The Standby Fee is a minimum of \$30 for up to a one acre parcel and increased by \$30 for every additional acre. The total amount of standby fees the District has received to as of 4/30/2018 for fiscal year 2018 is \$17,239 for Water and \$14,775.75 for Wastewater including penalties and interest. Staff will continue to refine this list prior to submittal to the County in early August 2018.

A public protest hearing is scheduled for July 19, 2018 at 6:30 p.m. regarding the imposition of the charge. At the hearing, the Board will hear and consider any and all objections or protests to the proposed charges.

FISCAL IMPACT: Potential revenue of approximately \$44,470.



RESOLUTION NO. 2018-09

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HELENDALE COMMUNITY SERVICES DISTRICT INITIATING PROCEDURES TO CONTINUE COLLECTION OF WATER AND SEWER STANDBY CHARGES FOR FISCAL YEAR 2019

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 10th 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.

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 initiating proceedings to fix, levy, and collect water standby and availability charges on all properties within the District's jurisdictional boundaries where water service is available 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 initiating proceedings to fix, levy, and collect sewer standby and availability charges on all properties within the District's jurisdictional boundaries where sewer service is available 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 standby charges proposed to be adopted by the Board are based upon the report of a qualified engineer, Bartle Wells Associates, which is attached hereto and incorporated herein by this reference. The content of said report includes, but is 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.

4. On July 20, 2017, at 6:30 p.m., at the District offices located at 26540 Vista Road, Suite C, Helendale, California, the Board will hold a public protest hearing regarding the imposition of the charge, which hearing shall be conducted in the manner set forth in the Act. At the hearing, the Board may also

consider whether to provide that if any charge so adopted becomes delinquent, the amount of the delinquency, together with any interest and penalties thereon, should constitute a lien on the affected property upon the filing of a certificate in the Office of the County Recorder, which lien may have the same force, effect, and priority as a judgment lien. At the hearing, the Board will hear and consider any and all objections or protests to the proposed charges pursuant to the requirements of the Act.

5. The District's General Manager is hereby authorized and directed to cause notice of the date, time, and place of the public hearing on the proposed charges to be duly published prior thereto as may be required by the Act.

APPROVED AND ADOPTED this 17th day of May, 2018, by the following vote:

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

By: _____
Ron Clark, President

Attest: _____
Sandy Haas, Secretary