

**WRIGHTWOOD  
COMMUNITY  
SERVICES DISTRICT  
APRIL 12, 2022  
SPECIAL  
BOARD MEETING**



# WRIGHTWOOD COMMUNITY SERVICES DISTRICT

P.O. Box 218 Wrightwood, CA 92397

Special Meeting of the Board of Directors

Tuesday, April 12, 2022 – 5:30pm

The Old Firehouse

6000 Cedar St., Wrightwood, CA

## Agenda

### Special Notice of Teleconference Accessibility

Pursuant to the provisions of Assembly Bill 361, which amended certain provisions of the Brown Act regarding teleconference meetings during periods of statewide emergencies, and as a precaution to our Board of Directors, District staff, and general public as a result of the ongoing COVID-19 pandemic, Wrightwood Community Services District will hold this meeting of its Board of Directors both in-person at the above location and via teleconference. The public may participate in the meeting by physical attendance or by teleconference as follows:

For best results please use your computer and click on the link;  
Join the meeting virtually by video or phone

<https://www.zoom.us/j/9998961711>

Dial -in# +1 (669)900-6833

Meeting ID: 999 896 1711

### 5:30 PM – Call to Order

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval
4. Public Comments: *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 to participate in the above-agendized public meeting, should be directed to the Chair at any time prior to the meeting. Under this item, any member of the public wishing to directly address the Board on any item of interest that is not within the subject matter jurisdiction of the Board may do so now. However, the Board is prohibited by law from taking any action on any item not appearing on the agenda unless the action is otherwise authorized by the Brown Act. Any member of the public wishing to directly address the Board on any item listed on the agenda may do so when the item is being considered by the Board. Pursuant to Section 2.3.2 of Ordinance No 2021-1 adopted by the Board on March 2, 2021, the Chair may limit each speaker to a comment period of three (3) minutes or less.*
5. Agency Reports
6. Consent Calendar
  - 6a: Feb. 22, 2022 Special Board Minutes
  - 6b: March 1, 2022 Regular Board Meeting Minutes
  - 6c: March 22, 2022 Special Board Minutes
7. Acting General Managers Report
8. February & March 2022 Financials
9. Resolution No. 2022-07 Reauthorizing Remote Teleconference Meetings (AB361): Discussion and Possible Action
10. WVF Donation Funds Disbursement Agreement: Discussion and Possible Action

### Wrightwood Community Services District

#### THE VISION

To empower our community to have local control by serving as a platform for community discussion, cohesion and action in the areas of parks and recreation, street lighting, solid waste and recycling and wastewater planning and engineering.

To promote and grow a vibrant parks and recreation department for our community.

To maintain and enhance our current infrastructure

To economize our solid waste process and maximize our efficiency in executing them

To protect our natural resources through evaluating community wastewater needs

To meet all these ends in a fiscally responsible manner

### Wrightwood Community Services District

#### The Mission

To provide local governance in the areas of parks and recreation, street lighting, solid waste and recycling and waste water planning and engineering in a fiscally responsible manner.

WCSD Board of Directors  
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11. Construction of Hollis Stewart Park Renovations Project: Discussion and Possible Action
12. Lion's Club Request for Easter Egg Hunt Sponsorship: Discussion and Possible Action
13. Development of Parks Ordinance: Discussion and Possible Action
14. Annual Solid Waste Management Disposal Facility Fees: Discussion of Scheduling Public Hearing on Proposed Resolution Nos. 2022-05 and 2022-06
15. Recess to Closed Session: Public Employee Appointment (Government Code Section 54957)  
Title: General Manager
16. Return to Open Session: Announcement of Reportable Action
17. Director's Comments
18. Future Board Meeting: Tuesday May 3, 2022 – 5:30pm
19. Adjournment

Item #6

# Consent Calendar's



**SPECIAL BOARD MEETING**  
February 22, 2022  
Wrightwood Community Building  
1275 State Highway 2  
Wrightwood, CA 92397  
**MINUTES**

**Board Members:** Leo Hordyk, President  
Chuck Franklin, Vice President  
Natalie Lopiccolo, Member  
Michelle Schneider, Member  
Sadie Albers, Member

**Staff Present:** Steven Kennedy, Attorney  
Tamara Keen – Acting General Manager

**Call to Order:** President Hordyk called the Meeting to order at 7:02pm

1. **Pledge of Allegiance** - Lora Steinmann led the Pledge of Allegiance.
2. **Roll Call:** All Board Members were present with Director Lopicollo and Director Shcneider attending via Zoom.
3. **Agenda Approval:** Vice President Franklin motioned to approve the agenda with Director Albers seconding the motion. All in favor. Motion carries.
4. **Public Comments:** The Community Building was almost at capacity with an additional 102 community members joining the meeting via Zoom. Twenty-two members of the community, Lora S., Jason A., Gary S., Joanne H., Bob H., Susanne T., Lisa T., Shane P., Chuck T. Brian B., Pam W., Bob C., Terri C., Noelle C., Robert G., Amanda C., Lin K., Robert C., Mike O., Janet P., and Mark D., spoke about their concerns regarding the Fire Feasibility Report.
5. **Fire Protection Feasibility Report:**
  - a. **Presentation of the Report:** Kathleen Rollings-McDonald presented the report
  - b. **General Council Recommendation:** General Council Steve Kennedy recommended that the District not pursue activation of such powers.
  - c. **Board Discussion and Possible Action:** The Board voted unanimously, to not pursue the taking over of the Fire Powers. All in favor. Motion Carries
6. **Directors Comments:** None
7. **Recess to Closed Session:** 8:00pm
8. **Return to Open Session:** 10:14pm – No reportable Action
9. **Meeting Future Regular Board:** Tuesday March 1, 2022 – 5:30pm
10. **Adjournment:** 10:15pm

President Hordyk adjourned the meeting at 10:15pm

Minutes approved: \_\_\_\_\_  
President Leo Hordyk

Date \_\_\_\_\_

## REGULAR BOARD MEETING

March 1, 2022

Wrightwood Community Building

1275 State Highway 2

Wrightwood, CA

### MINUTES

**Board Members:** Leo Hordyk, President  
Chuck Franklin, Vice President  
Natalie Lopiccolo, Member  
Michelle Schneider, Member  
Sadie Albers, Member

**Staff Present:** Steven Kennedy, Attorney  
Tamara Keen, Acting General Manager

**Call to Order:** President Hordyk called the Meeting to order at 5:33 pm

1. **Pledge of Allegiance:** Randy Marbach, WVF
2. **Roll Call:** All were present
3. **Agenda Approval:** Director Lopiccolo motioned to approve the agenda with Director Schneider seconding the motion. All in favor. Motion carries.
4. **Public Comment:** Long-time resident, Dee Potter stated, "I love Wrightwood!" and then proceeded to ask if the Board would consider contacting San Bernardino County to pave Park St. Dee stated, "Its terrible and looks awful."
5. **Agency Reports:** Lt. Ryan Smith from the Victor Valley Sheriffs Dept introduced himself. He currently lives and grew up in the high desert and is excited about making it a better place. Sgt Paul Solario reported that calls were below average this month with only 60 calls made and 5 reports taken. There were 0 arrests made. Bt. Chief Steve Tracey, with SBC Fire, stated that there were 87 medical aids, 10 traffic accidents, 2 public assists and 1 structure fire. Most of the medical aid was for Mt. High. Captain Carl Higley, from Station 14, thanked the community for their reception and respect. He stated that he has worked at many different stations and has never been treated better than his home, here in Wrightwood, this is an amazing community. Higley also spoke about the paramedic/ambulance subscription that is available to our community. The cost is only \$65 a year and covers the entire family. Brochures can be found at the Community Bldg and soon on-line. Higley also stated that another thing dear to his heart is CERT and encouraged the community to join.
6. **Consent Calendar: January 4, 2022 Minutes** – Director Lopicollo motioned to approve the minutes with Vice President Franklin seconding the motion. All in favor. Motion Carries
7. **Acting General Managers Report:** Acting General Manager Keen reported the Grant application has not been approved and the plank for the bridge at the park has been delayed. The museum heater went out again and Campbell's Appliance was called to assess the issue. Keen mentioned that Adult Softball will start on March 13<sup>th</sup> with 6 teams currently registered and possibly 2 new teams joining this season. Keen also stated that its time to start preparing for the 21/22 dump cards and ay volunteers would be greatly appreciated.
8. **Resolution No. 2022-03 Reauthorizing Remote Teleconference Meetings (AB361):** Director Schneider motioned to approve the Resolution with Director Lopicollo seconding the motion. Vice President Franklin voted against reapproving the resolution. 4 to 1, motion carries.

9. **January 2022 Financials:** Vice President Franklin motioned to approve the January financials with Director Schneider seconding the motion. All in favor. Motion Carries
10. **Variance Request: Inaugural Wrightwood Arts and Wine Festival:** Director Lopiccolo motioned to approve the variance with Director Schneider seconded the motion. All in favor. Motion carries.
11. **Wrightwood Village Foundation Park Donation Funds Disbursement Agreement:** Tabled
12. **WCSD Vision Workshop:** Tabled
13. **Recess to Closed Session:** 6:43pm
14. **Return to Open Session:** 7:45pm No reportable action.
15. **Directors Comments:** The Board thanked Acting General Manager Keen for all of her hard work with Director Lopiccolo and President Hordyk also thanking the Board for all of their work.
16. **Future Special Board Meeting:** March 22, 2022 @ 5:30pm
17. **Adjournment:** 7:47pm

President Hordyk adjourned the meeting at 7:47pm

Minutes approved: \_\_\_\_\_  
President Leo Hordyk

Date \_\_\_\_\_

**SPECIAL BOARD MEETING**  
March 22, 2022  
Wrightwood Community Building  
1275 State Highway 2  
Wrightwood, CA

**MINUTES**

**Board Members:** Leo Hordyk, President  
Chuck Franklin, Vice President  
Natalie Lopiccolo, Member  
Michelle Schneider, Member  
Sadie Albers, Member

**Staff Present:** Steven Kennedy, Attorney  
Tamara Keen – Acting General Manager

**Call to Order:** President Hordyk called the Meeting to order at 5:33 pm

1. **Pledge of Allegiance:** Bruce LaClaire led us in the Pledge of Allegiance.
2. **Roll Call:** Director Albers was absent and Vice President Franklin attended via Zoom.
3. **Agenda Approval:** Director Schneider motioned to approve the agenda with Vice President Franklin seconding the motion. All in favor. Motion carries.
4. **Public Comment:** Bruce LaClaire, Pres. of WVF, stated that they have reached their fundraising goal, with a total of \$80,220.70 being raised, and it's time to put it to good use. Hank Hallmark, a 30 year resident, who was unable to attend the meeting, asked if the attached email could be read for public record.
5. **Resolution No. 2022-04 Reauthorizing Remote Teleconference Meetings (AB361):** Council Kennedy conducted a roll call vote, with President Hordyk, Director Lopiccolo and Director Schneider voting in favor of AB361 and Vice President Franklin opposing. Director Albers was absent. Motion carries 3 to 1.
6. **Grant Contracts with State of California for Hollis Stewart Playground Improvements:** Council Kennedy conducted a roll call vote for the Board to accept the contracts. All Board members that were present voted yes, to accept the Grant Contracts. All in favor. Motion carries.
7. **Wrightwood Village Foundation Park Donation Funds Disbursement Agreement:** Tabled until 4/12/22 Board meeting.
8. **General Manager Ad Hoc Committee Update:** Tabled until 4/12/22 Board meeting.
9. **Recess to Closed Session: Public Employee Appointment:** Tabled
10. **Return to Open Session: Announcement of Reportable Closed Session Actions:** There was no closed session.
11. **Directors Comments:** Director Schneider thanked Acting GM Keen for all of her work on the Grant. Director Lopiccolo also thanked Keen and stated that she was very happy that the contact came in. Vice President Franklin also thanked everyone and said, lets get this going and don't take your foot off of the gas pedal. President Hordyk thanked the Board and requested the April 5 meeting be moved to April 12. The Board approved to change the meeting to April 12, 2022.



**12. Future Regular Board Meeting:** Tuesday April 12, 2022 @ 5:30pm at the Old Fire House

**13. Adjournment:** 6:47pm

President Hordyk adjourned the meeting at 6:47pm

Minutes approved: \_\_\_\_\_  
President Leo Hordyk

Date \_\_\_\_\_

# Item #7

## Acting General Manger's Report



## Acting General Managers Report

Mark your calendars for this years, long awaited, Tri-Community Green Waste Recycling Days. The event will be held on June 3, 4 & 5<sup>th</sup> this year, from 9am to 3pm, all 3 days. Please remember to keep your pine needles separate from weeds and tree trimmings, due to the fact the pine needles are recycled by Mt. High to use for erosion control. Flyers have been posted around town, as well as on the website and social media pages.

Central Fire was out in mid-March to perform a 12-year Hydro Test and exchange the Pyro Chemical on the Fire Suppression System in the kitchen.

The outside, men's bathroom lock has been giving us trouble again. Timberline Locksmith made a service call and discovered one of the pins in the locking mechanism was bent, causing the door to stay latched and unable to open. Steve ordered the pin and had it repaired in two days.

On April 3<sup>rd</sup>, I was invited to attend the monthly Veteran's Meeting, where a few items of concern were brought forward. Their biggest concern seemed to be the skateboarding that has been going on in the Veteran's Memorial Park. After a brief discussion, I was asked if an Ordinance can be written to prevent Skateboarding etc. in the parks. I responded by saying that I would present it to the Board and Council, at the April 12 meeting. It will be discussed tonight, under agenda item #13 – Development of Parks Ordinance. Another concern, are the 2 electrical outlet boxes located in the park. The lockboxes have been broken and one of the Veteran's witnessed an electric car using it as a charging location. While researching replacement boxes, I was only able to find the same boxes currently in use, which are easily broken. Davison Electric will be here on Wed. April 13, 2022, to give us a quote to replace them. The Veteran's also had a small request for the WCSO, and that was to lower the flag in the park to half-staff when a Veteran is not available. Sean and I agreed that it would be an honor to help the Veteran's when we can.

I have been notified by QuickBooks, that the desktop version will no longer be available after May 31, 2022. This means we need to switch to the on-line version of QB or change accounting software completely. The online version of Quick Books is approximately \$90.00 a month or \$1,100. a year.

I am in the process of ordering supplies for the dump cards and hope to get them started within the next week or so. Volunteers will be needed and greatly appreciated, in order to get the job done this year.

# Item #8

## Feb and March 2022 Financials





**DEPOSITS AND DISBURSEMENTS FISCAL YEAR 2021/2022**

<b>Month</b>	<b>Beginning Balance</b>	<b>Deposit</b>	<b>Total Disbursements</b>	<b>Payroll</b>	<b>Gross</b>
Jul-21	\$179,128.60	\$11,339.22	\$56,284.93	\$7,065.55	\$127,117.34
Aug-21	\$127,006.54	\$6,887.49	\$32,987.44	\$9,435.88	\$100,906.59
Sep-21	\$100,906.59	\$19,222.30	\$30,410.67	\$6,211.46	\$89,718.22
Oct-21	\$89,718.22	\$7,990.22	\$38,593.96	\$3,140.01	\$59,114.48
Nov-21	\$59,114.48	\$80,684.63	\$30,795.82	\$5,917.25	\$109,003.29
Dec-21	\$109,003.29	\$154,660.23	\$34,252.52	\$7,953.35	\$229,411.00
Jan-22	\$229,411.00	\$14,263.65	\$34,864.12	\$2,754.42	\$206,056.11
Feb-22	\$206,056.11	\$11,887.62	\$22,178.49	\$5,583.59	\$195,765.24
Mar-22					
Apr-22					
May-22					
Jun-22					

<b>Estimate Cash Flow Statement</b>		<b>MONTHLY HOURS</b>				
		<b>GM</b>	<b>PARK</b>	<b>OFFICE</b>	<b>PARK/REC</b>	<b>MONTH</b>
Current Bank Balance	\$229,411.00					Jul-21
Savings Account	\$150,516.63	99.5	26	103	0	Aug-21
Reserve for Operations	\$12,504.86	153	53.25	0	0	Sep-21
Reserve for Capital	\$4,000.00	156.75	96.25	0	0	Oct-21
Reserve for Replacements	\$29,805.05	150.25	93.75	0	0	Nov-21
<b>Total Estimate Revenue</b>	<b>\$409,732.68</b>	151.5	62.5	0	0	Dec-21
		142	73	0	0	Jan-22
<b>Accounts Payable</b>	<b>Outstanding</b>	128	97.5	0	0	Feb-22
Election Payment - #5 of 6	\$10,583.00	131.75	87	0	0	Mar-22
						Apr-22
Total Estimated Expense	\$10,583.00					May-22
<b>Balance</b>	<b>\$399,149.68</b>					Jun-22

Election payments are due each January 2 remaining

Hours are 5 consecutive hours per work day. number of work days can vary	dependent upon the days of the week, compared to the days of the month.
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11:00 AM

04/09/22

Accrual Basis

## Wrightwood Community Services District Profit & Loss Budget Performance February 2022

	Feb 22	Budget	Jul '21 - Feb 22
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>4000 · Facility Rental</b>			
4000.1 · CC Parking Lot	180.00	100.00	2,167.50
4000.2 · Kitchen Fees	0.00	0.00	800.00
4000.3 · Old Firehouse / Museum	210.00	250.00	1,080.00
4000.5 · Security - Cleaning Deposit	0.00		0.00
4000.6 · Storage Fees	0.00		0.00
4000.7 · Vivian Null Park Stage	0.00		135.00
4000.8 · WW Community Bldg	0.00	550.00	3,054.25
4000 · Facility Rental - Other	0.00		230.00
<b>Total 4000 · Facility Rental</b>	<b>390.00</b>	<b>900.00</b>	<b>7,466.75</b>
4100 · Property Tax	7,684.12	4,000.00	230,500.94
4200 · Solid Waste Franchise Fee	3,242.50	3,000.00	56,608.76
4300 · Solid Waste Fees	0.00	5,200.00	3,428.28
<b>4400 · Sports League</b>			
4400.2A · Softball	0.00	0.00	3,700.00
4400.2D · Corn Hole	0.00	0.00	0.00
4401 · Donation Activities	0.00		0.00
4400 · Sports League - Other	0.00		0.00
<b>Total 4400 · Sports League</b>	<b>0.00</b>	<b>0.00</b>	<b>3,700.00</b>
4500 · Donations	0.00		1,500.00
4900 · Misc Refunds Rebates	0.00		0.00
<b>Total Income</b>	<b>11,316.62</b>	<b>13,100.00</b>	<b>303,204.73</b>
<b>Gross Profit</b>	<b>11,316.62</b>	<b>13,100.00</b>	<b>303,204.73</b>
<b>Expense</b>			
4800 · Dump Card Replacements	0.00		-10.00
5000 · Advertising & Marketing	0.00	66.66	933.64
5010 · Bank Charges & Fees	0.00	0.00	0.00
5015 · Credit Card Fees	0.00	10.00	0.00
5020 · Depreciation	0.00	0.00	0.00
<b>5030 · Dues &amp; Subscriptions</b>			
5030.1 · LAFCO Apportionments	0.00	0.00	430.10
5030.2 · Memberships	74.00	103.50	2,026.80
5030 · Dues & Subscriptions - Other	0.00	0.00	11.20
<b>Total 5030 · Dues &amp; Subscriptions</b>	<b>74.00</b>	<b>103.50</b>	<b>2,468.10</b>
5040 · Election Costs	0.00	0.00	0.00
5050 · Equipment	0.00	67.33	0.00
5060 · Green Waste Fees - FSC	0.00	0.00	0.00

## Wrightwood Community Services District Profit & Loss Budget Performance February 2022

	Feb 22	Budget	Jul '21 - Feb 22
<b>5070 · Insurance</b>			
5070.1 · Property & Liability	0.00	0.00	0.00
5070.2 · Workers Compensation	0.00	0.00	-682.39
5070 · Insurance - Other	0.00		0.00
<b>Total 5070 · Insurance</b>	0.00	0.00	-682.39
<b>5080 · Meals &amp; Entertainment</b>	6.19		6.19
<b>5085 · Donation Expense</b>	450.00		7,250.00
<b>5090 · Office Admin</b>			
5090.1 · Office Equipment	0.00	183.66	105.00
5090.2 · Online Software	0.00	67.00	249.87
5090.3 · Postage	1.16	0.00	74.90
5090.4 · Printing	0.00	25.00	0.00
5090.5 · Supplies	218.18	235.00	616.65
5090.6 · SW Dump Card			
5090.61 · Dump Card Printing	0.00	2,000.00	0.00
5090.62 · Dump Card Postage	0.00	0.00	0.00
5090.63 · Dump Cards Supplies	0.00	500.00	0.00
5090.6 · SW Dump Card - Other	0.00		0.00
<b>Total 5090.6 · SW Dump Card</b>	0.00	2,500.00	0.00
<b>5091 · Training</b>	0.00		0.00
<b>Total 5090 · Office Admin</b>	219.34	3,010.66	1,046.42
<b>5100 · Payroll Expenses</b>			
5100.1 · Administrative Staff	0.00	1,666.66	1,699.50
5100.2 · GM Salaries	3,484.60	3,088.74	29,308.36
5100.3 · Park Maintenance	1,572.50	1,500.00	9,659.38
5100.4 · Overtime	129.68		395.26
5100.5 · Parks & Recreation Coordinator	0.00	1,166.66	0.00
5100 · Payroll Expenses - Other	0.00	0.00	0.00
<b>Total 5100 · Payroll Expenses</b>	5,186.78	7,422.06	41,062.50
<b>5110 · Payroll Tax Expense</b>			
5110.1 · Federal Payroll Taxes	396.81	541.67	3,141.28
5110.2 · State Payroll Taxes	0.00	125.00	0.00
5110 · Payroll Tax Expense - Other	0.00		0.00
<b>Total 5110 · Payroll Tax Expense</b>	396.81	666.67	3,141.28
<b>5120 · Permits &amp; Licenses</b>			
5120.1 · Health Permit	0.00		122.50
5120.2 · Suppresion System	0.00	0.00	0.00
<b>Total 5120 · Permits &amp; Licenses</b>	0.00	0.00	122.50



## Wrightwood Community Services District Profit & Loss Budget Performance February 2022

	Feb 22	Budget	Jul '21 - Feb 22
<b>5130 · Professional Services</b>			
5130.1 · Accounting	70.00		70.00
5130.2 · Audit	3,600.00	0.00	15,200.00
5130.3 · Legal Services	7,100.00	3,000.00	37,738.75
5130.5 · Payroll Processing	119.66	129.16	1,179.16
<b>Total 5130 · Professional Services</b>	<b>10,889.66</b>	<b>3,129.16</b>	<b>54,187.91</b>
<b>5140 · Rent &amp; Lease</b>			
5140.1 · Porta Potty	1,446.38	1,500.00	4,863.46
<b>Total 5140 · Rent &amp; Lease</b>	<b>1,446.38</b>	<b>1,500.00</b>	<b>4,863.46</b>
<b>5150 · Repairs &amp; Maintenance</b>			
5150.1 · Equipment	401.24	125.00	4,684.60
5150.2 · Facility Maintenance	135.00	1,250.00	3,140.91
5150.3 · Job Supplies	129.94	750.00	3,999.97
5150.4 · Plumbing Repairs	0.00	66.00	1,285.00
5150.5 · Property	0.00	241.00	0.00
5150.6 · Septic Maintenance	0.00	0.00	0.00
<b>Total 5150 · Repairs &amp; Maintenance</b>	<b>666.18</b>	<b>2,432.00</b>	<b>13,110.48</b>
<b>5160 · Security</b>	<b>0.00</b>		<b>483.45</b>
<b>5180 · Services</b>			
5180.2 · Sports League			
5180.2E- Flag Football	0.00		0.00
5180.2A · Softball	1,087.54	0.00	3,654.61
5180.2B · Soccer	0.00		0.00
5180.2C · Cornhole	0.00	0.00	0.00
5180.2D · Other Park & Rec Expenses	413.26	0.00	1,972.84
5180.2 · Sports League - Other	0.00		0.00
<b>Total 5180.2 · Sports League</b>	<b>1,500.80</b>	<b>0.00</b>	<b>5,627.45</b>
5182 · Services Coordinator	0.00		0.00
5180 · Services - Other	0.00		0.00
<b>Total 5180 · Services</b>	<b>1,500.80</b>	<b>0.00</b>	<b>5,627.45</b>
<b>5190 · Solid Waste Disposal Fees</b>	<b>3,430.23</b>	<b>12,500.00</b>	<b>107,203.03</b>
<b>5210 · Telephone</b>			
5210.3 · Office Phone	118.59	125.00	964.78
<b>Total 5210 · Telephone</b>	<b>118.59</b>	<b>125.00</b>	<b>964.78</b>
<b>5220 · Travel</b>	<b>0.00</b>	<b>50.00</b>	<b>0.00</b>

11:00 AM

04/09/22

Accrual Basis

## Wrightwood Community Services District Profit & Loss Budget Performance February 2022

	Feb 22	Budget	Jul '21 - Feb 22
<b>5240 · Utilities</b>			
<b>5240.1 · Electric</b>			
5240.1A · Community Center	927.40	332.67	3,413.59
5240.1B · Museum	66.76	59.00	545.72
5240.1C · Street Lights	442.76	334.00	3,462.47
5240.1D · Electrical Panel	18.10	12.50	177.38
<b>Total 5240.1 · Electric</b>	1,455.02	738.17	7,599.16
<b>5240.2 · Gas</b>			
5240.2A · Community Center	0.00	208.66	1,616.24
5240.2B · Museum	182.32	66.33	612.09
<b>Total 5240.2 · Gas</b>	182.32	274.99	2,228.33
<b>5240.3 · Trash</b>			
5240.3A · Community Center	184.36	183.67	1,489.34
5240.3 · Trash - Other	0.00		36.88
<b>Total 5240.3 · Trash</b>	184.36	183.67	1,526.22
<b>5240.4 · Water</b>			
5240.4A · Community Center	139.57	250.00	2,411.46
5240.4B · Museum	32.11	25.00	216.29
<b>Total 5240.4 · Water</b>	171.68	275.00	2,627.75
<b>Total 5240 · Utilities</b>	1,993.38	1,471.83	13,981.46
<b>5300 · Capital Outlay</b>			
5300.1 · Playground Upgrade	0.00	0.00	0.00
5300 · Capital Outlay - Other	0.00	0.00	0.00
<b>Total 5300 · Capital Outlay</b>	0.00	0.00	0.00
<b>5900 · Debt Service</b>			
5900.1 · Principal Expense	0.00	0.00	0.00
5900.2 · Interest	0.00	0.00	0.00
5900 · Debt Service - Other	0.00	0.00	0.00
<b>Total 5900 · Debt Service</b>	0.00	0.00	0.00
<b>66900 · Reconciliation Discrepancies</b>	0.00		-2.18
<b>Total Expense</b>	26,378.34	32,554.87	255,758.08
<b>Net Ordinary Income</b>	-15,061.72	-19,454.87	47,446.65

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04/09/22

Accrual Basis

**Wrightwood Community Services District**  
**Profit & Loss Budget Performance**  
February 2022

	<u>Feb 22</u>	<u>Budget</u>	<u>Jul '21 - Feb 22</u>
Other Income/Expense			
Other Income			
4600 · Interest Income	0.00	2.00	0.00
Total Other Income	0.00	2.00	0.00
Other Expense			
7100 · Capital Outlay Expense	0.00		0.00
Total Other Expense	0.00		0.00
Net Other Income	0.00	2.00	0.00
Net Income	<u>-15,061.72</u>	<u>-19,452.87</u>	<u>47,446.65</u>

## Wrightwood Community Services District Profit & Loss Budget Performance February 2022

	YTD Budget	Annual Budget
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
4000 · Facility Rental		
4000.1 · CC Parking Lot	1,000.00	1,300.00
4000.2 · Kitchen Fees	200.00	250.00
4000.3 · Old Firehouse / Museum	2,000.00	3,000.00
4000.5 · Security - Cleaning Deposit		
4000.6 · Storage Fees	40.00	40.00
4000.7 · Vivian Null Park Stage	0.00	0.00
4000.8 · WW Community Bldg	5,935.00	7,000.00
4000 · Facility Rental - Other	0.00	0.00
<b>Total 4000 · Facility Rental</b>	<b>9,175.00</b>	<b>11,590.00</b>
4100 · Property Tax	82,200.00	140,000.00
4200 · Solid Waste Franchise Fee	44,800.00	78,000.00
4300 · Solid Waste Fees	139,200.00	229,000.00
4400 · Sports League		
4400.2A · Softball	2,000.00	5,000.00
4400.2D · Corn Hole	500.00	500.00
4401 · Donation Activities	0.00	0.00
4400 · Sports League - Other	10,000.00	10,000.00
<b>Total 4400 · Sports League</b>	<b>12,500.00</b>	<b>15,500.00</b>
4500 · Donations	0.00	0.00
4900 · Misc Refunds Rebates	0.00	0.00
<b>Total Income</b>	<b>287,875.00</b>	<b>474,090.00</b>
<b>Gross Profit</b>	<b>287,875.00</b>	<b>474,090.00</b>
<b>Expense</b>		
4800 · Dump Card Replacements		
5000 · Advertising & Marketing	533.36	1,000.00
5010 · Bank Charges & Fees	0.00	0.00
5015 · Credit Card Fees	40.00	50.00
5020 · Depreciation	0.00	0.00
5030 · Dues & Subscriptions		
5030.1 · LAFCO Apportionments	750.00	750.00
5030.2 · Memberships	1,686.00	2,100.00
5030 · Dues & Subscriptions - Other	400.00	500.00
<b>Total 5030 · Dues &amp; Subscriptions</b>	<b>2,836.00</b>	<b>3,350.00</b>
5040 · Election Costs	11,000.00	11,000.00
5050 · Equipment	538.68	800.00
5060 · Green Waste Fees - FSC	2,500.00	4,510.00

## Wrightwood Community Services District Profit & Loss Budget Performance February 2022

	YTD Budget	Annual Budget
<b>5070 · Insurance</b>		
5070.1 · Property & Liability	10,000.00	10,000.00
5070.2 · Workers Compensation	3,100.00	3,100.00
5070 · Insurance - Other	0.00	0.00
<b>Total 5070 · Insurance</b>	<b>13,100.00</b>	<b>13,100.00</b>
<b>5080 · Meals &amp; Entertainment</b>	100.00	100.00
<b>5085 · Donation Expense</b>		
<b>5090 · Office Admin</b>		
5090.1 · Office Equipment	1,472.36	2,200.00
5090.2 · Online Software	736.00	1,000.00
5090.3 · Postage	110.00	110.00
5090.4 · Printing	500.00	500.00
5090.5 · Supplies	1,380.00	2,000.00
5090.6 · SW Dump Card		
5090.61 · Dump Card Printing	2,000.00	2,000.00
5090.62 · Dump Card Postage	0.00	1,000.00
5090.63 · Dump Cards Supplies	500.00	500.00
5090.6 · SW Dump Card - Other	0.00	0.00
<b>Total 5090.6 · SW Dump Card</b>	<b>2,500.00</b>	<b>3,500.00</b>
5091 · Training	50.00	50.00
<b>Total 5090 · Office Admin</b>	<b>6,748.36</b>	<b>9,360.00</b>
<b>5100 · Payroll Expenses</b>		
5100.1 · Administrative Staff	13,333.36	20,000.00
5100.2 · GM Salaries	24,710.00	37,065.00
5100.3 · Park Maintenance	12,000.00	18,000.00
5100.4 · Overtime	0.00	0.00
5100.5 · Parks & Recreation Coordinator	9,333.34	14,000.00
5100 · Payroll Expenses - Other	0.00	0.00
<b>Total 5100 · Payroll Expenses</b>	<b>59,376.70</b>	<b>89,065.00</b>
<b>5110 · Payroll Tax Expense</b>		
5110.1 · Federal Payroll Taxes	4,333.32	6,500.00
5110.2 · State Payroll Taxes	1,000.00	1,500.00
5110 · Payroll Tax Expense - Other		
<b>Total 5110 · Payroll Tax Expense</b>	<b>5,333.32</b>	<b>8,000.00</b>
<b>5120 · Permits &amp; Licenses</b>		
5120.1 · Health Permit	550.00	550.00
5120.2 · Suppression System	0.00	300.00
<b>Total 5120 · Permits &amp; Licenses</b>	<b>550.00</b>	<b>850.00</b>

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Accrual Basis

**Wrightwood Community Services District**  
**Profit & Loss Budget Performance**  
**February 2022**

	YTD Budget	Annual Budget
<b>5130 · Professional Services</b>		
5130.1 · Accounting	0.00	0.00
5130.2 · Audit	12,000.00	12,000.00
5130.3 · Legal Services	24,000.00	36,000.00
5130.5 · Payroll Processing	1,033.34	1,550.00
<b>Total 5130 · Professional Services</b>	<b>37,033.34</b>	<b>49,550.00</b>
<b>5140 · Rent &amp; Lease</b>		
5140.1 · Porta Potty	6,000.00	7,500.00
<b>Total 5140 · Rent &amp; Lease</b>	<b>6,000.00</b>	<b>7,500.00</b>
<b>5150 · Repairs &amp; Maintenance</b>		
5150.1 · Equipment	1,500.00	2,000.00
5150.2 · Facility Maintenance	10,000.00	15,000.00
5150.3 · Job Supplies	6,000.00	9,000.00
5150.4 · Plumbing Repairs	534.00	800.00
5150.5 · Property	1,934.00	2,900.00
5150.6 · Septic Maintenance	2,400.00	2,400.00
<b>Total 5150 · Repairs &amp; Maintenance</b>	<b>22,368.00</b>	<b>32,100.00</b>
5160 · Security	850.00	850.00
<b>5180 · Services</b>		
5180.2 · Sports League		
5180.2E · Flag Football	600.00	600.00
5180.2A · Softball	1,000.00	1,500.00
5180.2B · Soccer	375.00	375.00
5180.2C · Cornhole	125.00	225.00
5180.2D · Other Park & Rec Expenses	50.00	50.00
5180.2 · Sports League - Other	0.00	0.00
<b>Total 5180.2 · Sports League</b>	<b>2,150.00</b>	<b>2,750.00</b>
5182 · Services Coordinator	0.00	0.00
5180 · Services - Other	0.00	0.00
<b>Total 5180 · Services</b>	<b>2,150.00</b>	<b>2,750.00</b>
5190 · Solid Waste Disposal Fees	100,000.00	150,000.00
5210 · Telephone		
5210.3 · Office Phone	1,000.00	1,500.00
<b>Total 5210 · Telephone</b>	<b>1,000.00</b>	<b>1,500.00</b>
5220 · Travel	100.00	100.00

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Accrual Basis

# Wrightwood Community Services District Profit & Loss Budget Performance February 2022

	YTD Budget	Annual Budget
<b>5240 · Utilities</b>		
<b>5240.1 · Electric</b>		
5240.1A · Community Center	2,667.32	4,000.00
5240.1B · Museum	468.00	700.00
5240.1C · Street Lights	2,667.00	4,000.00
5240.1D · Electrical Panel	100.00	150.00
<b>Total 5240.1 · Electric</b>	5,902.32	8,850.00
<b>5240.2 · Gas</b>		
5240.2A · Community Center	1,668.36	2,500.00
5240.2B · Museum	533.68	800.00
<b>Total 5240.2 · Gas</b>	2,202.04	3,300.00
<b>5240.3 · Trash</b>		
5240.3A · Community Center	1,467.32	2,200.00
5240.3 · Trash - Other	0.00	0.00
<b>Total 5240.3 · Trash</b>	1,467.32	2,200.00
<b>5240.4 · Water</b>		
5240.4A · Community Center	2,000.00	3,000.00
5240.4B · Museum	200.00	300.00
<b>Total 5240.4 · Water</b>	2,200.00	3,300.00
<b>Total 5240 · Utilities</b>	11,771.68	17,650.00
<b>5300 · Capital Outlay</b>		
5300.1 · Playground Upgrade	25,000.00	25,000.00
5300 · Capital Outlay - Other	40,318.50	40,318.50
<b>Total 5300 · Capital Outlay</b>	65,318.50	65,318.50
<b>5900 · Debt Service</b>		
5900.1 · Principal Expense	0.00	0.00
5900.2 · Interest	0.00	0.00
5900 · Debt Service - Other	0.00	0.00
<b>Total 5900 · Debt Service</b>	0.00	0.00
<b>66900 · Reconciliation Discrepancies</b>		
<b>Total Expense</b>	349,247.94	468,503.50
<b>Net Ordinary Income</b>	-61,372.94	5,586.50

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Accrual Basis

**Wrightwood Community Services District**  
**Profit & Loss Budget Performance**  
February 2022

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	<u>YTD Budget</u>	<u>Annual Budget</u>
Other Income/Expense		
Other Income		
4600 · Interest Income	17.00	25.00
Total Other Income	17.00	25.00
Other Expense		
7100 · Capital Outlay Expense	0.00	0.00
Total Other Expense	0.00	0.00
Net Other Income	17.00	25.00
Net Income	<u>-61,355.94</u>	<u>5,611.50</u>



Mar-22		DISBURSEMENTS AND DEPOSITS			
Check Number	Amount	Disbursement Date	Cleared Date	Payee	Account
2219	\$3,007.50	2/22/2022	3/1/2022	Brunick McElhaney & Kennedy	Attorney Fees
2220	\$184.36	2/22/2022	3/1/2022	CR&R	Disposal Fees
2221	\$401.24	2/22/2022	3/9/2022	California Generator	Generator Maintenance
2222	\$1,679.16	2/22/2022	3/1/2022	County of SB	Solid Waste
2224	\$139.57	2/22/2022	3/1/2022	Golden State Water	Community Bldg
2225	\$616.11	2/22/2022	3/9/2022	So Cal Gas	Community Bldg
2226	\$32.11	2/22/2022	3/1/2022	Golden State Water	Museum
2227	\$182.32	2/22/2022	3/9/2022	So Cal Gas	Museum
2229	\$450.00	2/25/2022	3/2/2022	Rollins & McDonald Consulting	Fire Powers Presentation
Debit Card	\$95.48	3/1/2022	3/1/2022	Amazon	Toilet Paper
Debit Card	\$58.00	3/3/2022	3/3/2022	USPS	Stamps
Debit Card	\$83.46	3/4/2022	3/4/2022	Amazon	Office Supplies
2230	\$70.00	3/1/2022	3/7/2022	Patricia Thibodeau	Acct. Consultation
2231	\$66.76	3/1/2022	3/10/2022	Edison	Museum
2232	\$118.59	3/1/2022	3/9/2022	Verizon	Phones
2233	\$18.10	3/1/2022	3/10/2022	Edison	Electrical Panel
2234	\$311.29	3/1/2022	3/10/2022	Edison	Community Bldg
Auto Debit	\$59.83	3/11/2022	3/11/2022	ADP	Payroll Fees
Auto Debit	\$208.51	3/16/2022	3/16/2022	Diamond Environmental	Softball Porta Pots
Auto Debit	\$541.68	3/16/2022	3/16/2022	Diamond Environmental	Porta Pots
Debit Card	\$24.89	3/18/2022	3/18/2022	Amazon	Softball Plate Extender
Debit Card	\$12.38	3/22/2022	3/22/2022	Jensens	Water for Board Meetings
2235	\$7,100.00	3/21/2022	3/30/2022	Brunick McElhaney & Kennedy	Attorney Fees
2236	\$19,854.35	3/21/2022	3/28/2022	CR&R	Disposal Fees
2237	\$1,751.07	3/21/2022	3/28/2022	County of SB	Solid Waste
2238	\$275.00	3/21/2022	3/25/2022	Eadie & Payne	Acct. Consultation
2239	\$144.89	3/21/2022	3/30/2022	Golden State Water	Community Bldg
2241	\$442.76	3/21/2022	3/30/2022	Edison	Street Lights
2243	\$184.36	3/21/2022	3/28/2022	CR&R	Disposal Fees
2244	\$32.39	3/21/2022	3/30/2022	Golden State Water	Museum
Auto Debit	\$59.83	3/25/2022	3/25/2022	ADP	Payroll Fees
Auto Debit	\$15.75	3/23/2022	3/23/2022	Diamond Environmental	Porta Pots
Debit Card	\$16.15	3/26/2022	3/26/2022	Amazon	Door Stops
Debit Card	\$12.10	3/30/2022	3/30/2022	Amazon	Band-Aids
Debit Card	\$188.37	3/31/2022	3/31/2022	Amazon	Office & Cleaning Supplies
TOTAL	\$38,438.36				

	Payroll
3/1 Payroll	\$2,040.51
3/1 Payroll Taxes	\$532.52
3/15 Payroll	\$2,140.99
3/15 Payroll Taxes	\$558.93
3/31 Payroll	\$2,327.27
3/31 Paroll Taxes	\$666.10
TOTAL	\$8,266.32

	Deposits	
Date	Amount	Name
3/3/2022	\$15,940.74	Solid Waste Franchise Fee
3/3/2022	\$420.00	Softball Registration
3/3/2022	\$6,026.68	SB Property Tax
3/8/2022	\$420.00	Softball Registration
3/8/2022	\$150.00	Rental Income
3/14/2022	\$840.00	Softball Registration
3/14/2022	\$220.00	Rental Income
3/19/2022	\$220.00	Rental Income
3/21/2022	\$420.00	Softball Registration
3/21/2022	\$315.00	Rental Income
3/29/2022	\$420.00	Softball Registration
3/31/2022	\$4,734.29	Solid Waste Franchise Fee
3/31/2022	\$15,176.81	SB Property Tax
TOTAL	\$45,303.52	

**DEPOSITS AND DISBURSEMENTS FISCAL YEAR 2021/2022**

Month	Beginning Balance	Deposit	Total Disbursements	Payroll	Gross
Jul-21	\$179,128.60	\$11,339.22	\$56,284.93	\$7,065.55	\$127,117.34
Aug-21	\$127,006.54	\$6,887.49	\$32,987.44	\$9,435.88	\$100,906.59
Sep-21	\$100,906.59	\$19,222.30	\$30,410.67	\$6,211.46	\$89,718.22
Oct-21	\$89,718.22	\$7,990.22	\$38,593.96	\$3,140.01	\$59,114.48
Nov-21	\$59,114.48	\$80,684.63	\$30,795.82	\$5,917.25	\$109,003.29
Dec-21	\$109,003.29	\$154,660.23	\$34,252.52	\$7,953.35	\$229,411.00
Jan-22	\$229,411.00	\$14,263.65	\$34,864.12	\$2,754.42	\$206,056.11
Feb-22	\$206,056.11	\$11,887.62	\$22,178.49	\$5,583.59	\$195,765.24
Mar-22	\$195,765.24	\$45,303.52	\$46,704.68	\$8,266.32	\$190,824.26
Apr-22					
May-22					
Jun-22					

Estimate Cash Flow Statement		MONTHLY HOURS				
		GM	PARK	OFFICE	PARK/REC	MONTH
Current Bank Balance	\$190,824.26					
Savings Account	\$150,767.33	99.5	26	103	0	Jul-21
Reserve for Operations	\$12,515.63	153	53.25	0	0	Aug-21
Reserve for Capital	\$4,007.17	156.75	96.25	0	0	Sep-21
Reserve for Replacements	\$29,805.05	150.25	93.75	0	0	Oct-21
<b>Total Estimate Revenue</b>	<b>\$371,396.64</b>	151.5	62.5	0	0	Nov-21
		142	73	0	0	Dec-21
<b>Accounts Payable</b>	<b>Outstanding</b>	128	97.5	0	0	Jan-22
Election Payment - #5 of 6	\$10,583.00	131.75	87	0		Feb-22
		144.25	85	0		Mar-22
						Apr-22
Total Estimated Expense	\$10,583.00					May-22
<b>Balance</b>	<b>\$360,813.64</b>					Jun-22

Election payments are due each January 2 remaining

Hours are 5 consecutive hours per work day. number of work days can vary	dependent upon the days of the week, compared to the days of the month.
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**Wrightwood Community Services District**  
**Profit & Loss Budget Performance**  
**March 2022**

	Mar 22	Budget	Jul '21 - Mar 22
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>4000 · Facility Rental</b>			
4000.1 · CC Parking Lot	135.00	0.00	2,302.50
4000.2 · Kitchen Fees	150.00	0.00	950.00
4000.3 · Old Firehouse / Museum	210.00	250.00	1,290.00
4000.5 · Security - Cleaning Deposit	0.00		0.00
4000.6 · Storage Fees	0.00		0.00
4000.7 · Vivian Null Park Stage	0.00		135.00
4000.8 · WW Community Bldg	165.00	175.00	3,219.25
4000 · Facility Rental - Other	0.00		230.00
<b>Total 4000 · Facility Rental</b>	660.00	425.00	8,126.75
4100 · Property Tax	21,203.49	1,350.00	251,704.43
4200 · Solid Waste Franchise Fee	20,675.03	12,200.00	77,283.79
4300 · Solid Waste Fees	0.00	2,000.00	3,428.28
<b>4400 · Sports League</b>			
4400.2A · Softball	2,940.00	3,000.00	6,640.00
4400.2D · Corn Hole	0.00	0.00	0.00
4401 · Donation Activities	0.00		0.00
4400 · Sports League - Other	0.00		0.00
<b>Total 4400 · Sports League</b>	2,940.00	3,000.00	6,640.00
4500 · Donations	0.00		1,500.00
4900 · Misc Refunds Rebates	0.00		0.00
<b>Total Income</b>	45,478.52	18,975.00	348,683.25
<b>Gross Profit</b>	45,478.52	18,975.00	348,683.25
<b>Expense</b>			
4800 · Dump Card Replacements	0.00		-10.00
5000 · Advertising & Marketing	0.00	266.66	933.64
5010 · Bank Charges & Fees	0.00	0.00	0.00
5015 · Credit Card Fees	0.00	0.00	0.00
5020 · Depreciation	0.00	0.00	0.00
<b>5030 · Dues &amp; Subscriptions</b>			
5030.1 · LAFCO Apportionments	0.00	0.00	430.10
5030.2 · Memberships	0.00	103.50	2,026.80
5030 · Dues & Subscriptions - Other	0.00	0.00	11.20
<b>Total 5030 · Dues &amp; Subscriptions</b>	0.00	103.50	2,468.10
5040 · Election Costs	0.00	0.00	0.00
5050 · Equipment	0.00	67.33	0.00
5060 · Green Waste Fees - FSC	0.00	0.00	0.00

## Wrightwood Community Services District Profit & Loss Budget Performance March 2022

	Mar 22	Budget	Jul '21 - Mar 22
<b>5070 · Insurance</b>			
5070.1 · Property & Liability	0.00	0.00	0.00
5070.2 · Workers Compensation	0.00	0.00	-682.39
5070 · Insurance - Other	0.00		0.00
<b>Total 5070 · Insurance</b>	0.00	0.00	-682.39
<b>5080 · Meals &amp; Entertainment</b>	0.00		6.19
<b>5085 · Donation Expense</b>	0.00		7,250.00
<b>5090 · Office Admin</b>			
5090.1 · Office Equipment	0.00	183.66	105.00
5090.2 · Online Software	0.00	67.00	249.87
5090.3 · Postage	58.00	0.00	132.90
5090.4 · Printing	0.00	0.00	0.00
5090.5 · Supplies	290.92	135.00	907.57
5090.6 · SW Dump Card			
5090.61 · Dump Card Printing	0.00	0.00	0.00
5090.62 · Dump Card Postage	0.00	0.00	0.00
5090.63 · Dump Cards Supplies	0.00	0.00	0.00
5090.6 · SW Dump Card - Other	0.00		0.00
<b>Total 5090.6 · SW Dump Card</b>	0.00	0.00	0.00
<b>5091 · Training</b>	0.00		0.00
<b>Total 5090 · Office Admin</b>	348.92	385.66	1,395.34
<b>5100 · Payroll Expenses</b>			
5100.1 · Administrative Staff	0.00	1,666.66	1,699.50
5100.2 · GM Salaries	3,258.50	3,088.75	32,566.86
5100.3 · Park Maintenance	1,530.00	1,500.00	11,189.38
5100.4 · Overtime	109.73		504.99
5100.5 · Parks & Recreation Coordinator	0.00	1,166.67	0.00
5100 · Payroll Expenses - Other	0.00	0.00	0.00
<b>Total 5100 · Payroll Expenses</b>	4,898.23	7,422.08	45,960.73
<b>5110 · Payroll Tax Expense</b>			
5110.1 · Federal Payroll Taxes	374.72	541.67	3,516.00
5110.2 · State Payroll Taxes	0.00	125.00	0.00
5110 · Payroll Tax Expense - Other	0.00		0.00
<b>Total 5110 · Payroll Tax Expense</b>	374.72	666.67	3,516.00
<b>5120 · Permits &amp; Licenses</b>			
5120.1 · Health Permit	0.00		122.50
5120.2 · Suppression System	366.31	300.00	366.31
<b>Total 5120 · Permits &amp; Licenses</b>	366.31	300.00	488.81

## Wrightwood Community Services District Profit & Loss Budget Performance March 2022

	Mar 22	Budget	Jul '21 - Mar 22
<b>5130 · Professional Services</b>			
5130.1 · Accounting	0.00		70.00
5130.2 · Audit	275.00	0.00	15,475.00
5130.3 · Legal Services	0.00	3,000.00	37,738.75
5130.5 · Payroll Processing	119.66	129.17	1,298.82
<b>Total 5130 · Professional Services</b>	<b>394.66</b>	<b>3,129.17</b>	<b>54,582.57</b>
<b>5140 · Rent &amp; Lease</b>			
5140.1 · Porta Potty	541.68	1,500.00	5,405.14
<b>Total 5140 · Rent &amp; Lease</b>	<b>541.68</b>	<b>1,500.00</b>	<b>5,405.14</b>
<b>5150 · Repairs &amp; Maintenance</b>			
5150.1 · Equipment	0.00	125.00	4,684.60
5150.2 · Facility Maintenance	774.26	1,250.00	3,915.17
5150.3 · Job Supplies	99.44	750.00	4,099.41
5150.4 · Plumbing Repairs	0.00	67.00	1,285.00
5150.5 · Property	0.00	242.00	0.00
5150.6 · Septic Maintenance	0.00	0.00	0.00
<b>Total 5150 · Repairs &amp; Maintenance</b>	<b>873.70</b>	<b>2,434.00</b>	<b>13,984.18</b>
<b>5160 · Security</b>	<b>0.00</b>		<b>483.45</b>
<b>5180 · Services</b>			
<b>5180.2 · Sports League</b>			
5180.2E- Flag Football	0.00		0.00
5180.2A · Softball	24.89	0.00	3,679.50
5180.2B · Soccer	0.00		0.00
5180.2C · Cornhole	0.00	100.00	0.00
5180.2D · Other Park & Rec Expenses	224.26	0.00	2,197.10
5180.2 · Sports League - Other	0.00		0.00
<b>Total 5180.2 · Sports League</b>	<b>249.15</b>	<b>100.00</b>	<b>5,876.60</b>
5182 · Services Coordinator	0.00		0.00
5180 · Services - Other	0.00		0.00
<b>Total 5180 · Services</b>	<b>249.15</b>	<b>100.00</b>	<b>5,876.60</b>
<b>5190 · Solid Waste Disposal Fees</b>	<b>19,854.35</b>	<b>12,500.00</b>	<b>127,057.38</b>
<b>5210 · Telephone</b>			
5210.3 · Office Phone	118.59	125.00	1,083.37
<b>Total 5210 · Telephone</b>	<b>118.59</b>	<b>125.00</b>	<b>1,083.37</b>
<b>5220 · Travel</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## Wrightwood Community Services District Profit & Loss Budget Performance March 2022

	Mar 22	Budget	Jul '21 - Mar 22
<b>5240 · Utilities</b>			
<b>5240.1 · Electric</b>			
5240.1A · Community Center	330.10	332.67	3,743.69
5240.1B · Museum	157.99	58.00	703.71
5240.1C · Street Lights	442.76	333.00	3,905.23
5240.1D · Electrical Panel	19.89	12.50	197.27
<b>Total 5240.1 · Electric</b>	<b>950.74</b>	<b>736.17</b>	<b>8,549.90</b>
<b>5240.2 · Gas</b>			
5240.2A · Community Center	530.39	207.66	2,146.63
5240.2B · Museum	85.19	66.33	697.28
<b>Total 5240.2 · Gas</b>	<b>615.58</b>	<b>273.99</b>	<b>2,843.91</b>
<b>5240.3 · Trash</b>			
5240.3A · Community Center	184.36	182.67	1,673.70
5240.3 · Trash - Other	0.00		36.88
<b>Total 5240.3 · Trash</b>	<b>184.36</b>	<b>182.67</b>	<b>1,710.58</b>
<b>5240.4 · Water</b>			
5240.4A · Community Center	144.89	250.00	2,556.35
5240.4B · Museum	32.39	25.00	248.68
<b>Total 5240.4 · Water</b>	<b>177.28</b>	<b>275.00</b>	<b>2,805.03</b>
<b>Total 5240 · Utilities</b>	<b>1,927.96</b>	<b>1,467.83</b>	<b>15,909.42</b>
<b>5300 · Capital Outlay</b>			
5300.1 · Playground Upgrade	0.00	0.00	0.00
5300 · Capital Outlay - Other	0.00	0.00	0.00
<b>Total 5300 · Capital Outlay</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>5900 · Debt Service</b>			
5900.1 · Principal Expense	0.00	0.00	0.00
5900.2 · Interest	0.00	0.00	0.00
5900 · Debt Service - Other	0.00	0.00	0.00
<b>Total 5900 · Debt Service</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>66900 · Reconciliation Discrepancies</b>	<b>0.00</b>		<b>-2.18</b>
<b>Total Expense</b>	<b>29,948.27</b>	<b>30,467.90</b>	<b>285,706.35</b>
<b>Net Ordinary Income</b>	<b>15,530.25</b>	<b>-11,492.90</b>	<b>62,976.90</b>

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Accrual Basis

**Wrightwood Community Services District**  
**Profit & Loss Budget Performance**  
March 2022

	<u>Mar 22</u>	<u>Budget</u>	<u>Jul '21 - Mar 22</u>
Other Income/Expense			
Other Income			
4600 · Interest Income	0.00	2.00	0.00
Total Other Income	0.00	2.00	0.00
Other Expense			
7100 · Capital Outlay Expense	0.00		0.00
Total Other Expense	0.00		0.00
Net Other Income	0.00	2.00	0.00
Net Income	<u>15,530.25</u>	<u>-11,490.90</u>	<u>62,976.90</u>

**Wrightwood Community Services District**  
**Profit & Loss Budget Performance**  
 March 2022

	YTD Budget	Annual Budget
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
4000 · Facility Rental		
4000.1 · CC Parking Lot	1,000.00	1,300.00
4000.2 · Kitchen Fees	200.00	250.00
4000.3 · Old Firehouse / Museum	2,250.00	3,000.00
4000.5 · Security - Cleaning Deposit		
4000.6 · Storage Fees	40.00	40.00
4000.7 · Vivian Null Park Stage	0.00	0.00
4000.8 · WW Community Bldg	6,110.00	7,000.00
4000 · Facility Rental - Other	0.00	0.00
<b>Total 4000 · Facility Rental</b>	<b>9,600.00</b>	<b>11,590.00</b>
4100 · Property Tax	83,550.00	140,000.00
4200 · Solid Waste Franchise Fee	57,000.00	78,000.00
4300 · Solid Waste Fees	141,200.00	229,000.00
4400 · Sports League		
4400.2A · Softball	5,000.00	5,000.00
4400.2D · Corn Hole	500.00	500.00
4401 · Donation Activities	0.00	0.00
4400 · Sports League - Other	10,000.00	10,000.00
<b>Total 4400 · Sports League</b>	<b>15,500.00</b>	<b>15,500.00</b>
4500 · Donations	0.00	0.00
4900 · Misc Refunds Rebates	0.00	0.00
<b>Total Income</b>	<b>306,850.00</b>	<b>474,090.00</b>
<b>Gross Profit</b>	<b>306,850.00</b>	<b>474,090.00</b>
<b>Expense</b>		
4800 · Dump Card Replacements		
5000 · Advertising & Marketing	800.02	1,000.00
5010 · Bank Charges & Fees	0.00	0.00
5015 · Credit Card Fees	40.00	50.00
5020 · Depreciation	0.00	0.00
5030 · Dues & Subscriptions		
5030.1 · LAFCO Apportionments	750.00	750.00
5030.2 · Memberships	1,789.50	2,100.00
5030 · Dues & Subscriptions - Other	400.00	500.00
<b>Total 5030 · Dues &amp; Subscriptions</b>	<b>2,939.50</b>	<b>3,350.00</b>
5040 · Election Costs	11,000.00	11,000.00
5050 · Equipment	606.01	800.00
5060 · Green Waste Fees - FSC	2,500.00	4,510.00



## Wrightwood Community Services District Profit & Loss Budget Performance March 2022

	YTD Budget	Annual Budget
<b>5070 · Insurance</b>		
5070.1 · Property & Liability	10,000.00	10,000.00
5070.2 · Workers Compensation	3,100.00	3,100.00
5070 · Insurance - Other	0.00	0.00
<b>Total 5070 · Insurance</b>	<b>13,100.00</b>	<b>13,100.00</b>
<b>5080 · Meals &amp; Entertainment</b>	<b>100.00</b>	<b>100.00</b>
<b>5085 · Donation Expense</b>		
<b>5090 · Office Admin</b>		
5090.1 · Office Equipment	1,656.02	2,200.00
5090.2 · Online Software	503.00	1,000.00
5090.3 · Postage	110.00	110.00
5090.4 · Printing	500.00	500.00
5090.5 · Supplies	1,515.00	2,000.00
5090.6 · SW Dump Card		
5090.61 · Dump Card Printing	2,000.00	2,000.00
5090.62 · Dump Card Postage	0.00	1,000.00
5090.63 · Dump Cards Supplies	500.00	500.00
5090.6 · SW Dump Card - Other	0.00	0.00
<b>Total 5090.6 · SW Dump Card</b>	<b>2,500.00</b>	<b>3,500.00</b>
5091 · Training	50.00	50.00
<b>Total 5090 · Office Admin</b>	<b>7,134.02</b>	<b>9,360.00</b>
<b>5100 · Payroll Expenses</b>		
5100.1 · Administrative Staff	15,000.02	20,000.00
5100.2 · GM Salaries	27,798.75	37,065.00
5100.3 · Park Maintenance	13,600.00	16,000.00
5100.4 · Overtime	0.00	0.00
5100.5 · Parks & Recreation Coordinator	10,500.01	14,000.00
5100 · Payroll Expenses - Other	0.00	0.00
<b>Total 5100 · Payroll Expenses</b>	<b>66,798.78</b>	<b>89,065.00</b>
<b>5110 · Payroll Tax Expense</b>		
5110.1 · Federal Payroll Taxes	4,874.99	6,500.00
5110.2 · State Payroll Taxes	1,125.00	1,500.00
5110 · Payroll Tax Expense - Other		
<b>Total 5110 · Payroll Tax Expense</b>	<b>5,999.99</b>	<b>8,000.00</b>
<b>5120 · Permits &amp; Licenses</b>		
5120.1 · Health Permit	550.00	550.00
5120.2 · Suppression System	300.00	300.00
<b>Total 5120 · Permits &amp; Licenses</b>	<b>850.00</b>	<b>850.00</b>

**Wrightwood Community Services District**  
**Profit & Loss Budget Performance**  
**March 2022**

	YTD Budget	Annual Budget
<b>5130 · Professional Services</b>		
5130.1 · Accounting	0.00	0.00
5130.2 · Audit	12,000.00	12,000.00
5130.3 · Legal Services	27,000.00	36,000.00
5130.5 · Payroll Processing	1,162.51	1,550.00
<b>Total 5130 · Professional Services</b>	<b>40,162.51</b>	<b>49,550.00</b>
<b>5140 · Rent &amp; Lease</b>		
5140.1 · Porta Potty	7,500.00	7,500.00
<b>Total 5140 · Rent &amp; Lease</b>	<b>7,500.00</b>	<b>7,500.00</b>
<b>5150 · Repairs &amp; Maintenance</b>		
5150.1 · Equipment	1,625.00	2,000.00
5150.2 · Facility Maintenance	11,250.00	15,000.00
5150.3 · Job Supplies	6,750.00	9,000.00
5150.4 · Plumbing Repairs	601.00	800.00
5150.5 · Property	2,176.00	2,500.00
5150.6 · Septic Maintenance	2,400.00	2,400.00
<b>Total 5150 · Repairs &amp; Maintenance</b>	<b>24,802.00</b>	<b>32,700.00</b>
<b>5160 · Security</b>	<b>650.00</b>	<b>650.00</b>
<b>5180 · Services</b>		
5180.2 · Sports League		
5180.2B · Flag Football	600.00	600.00
5180.2A · Softball	1,000.00	1,500.00
5180.2B · Soccer	375.00	375.00
5180.2C · Cornhole	225.00	225.00
5180.2D · Other Park & Rec Expenses	50.00	50.00
5180.2 · Sports League - Other	0.00	0.00
<b>Total 5180.2 · Sports League</b>	<b>2,250.00</b>	<b>2,750.00</b>
5182 · Services Coordinator	0.00	0.00
5180 · Services - Other	0.00	0.00
<b>Total 5180 · Services</b>	<b>2,250.00</b>	<b>2,750.00</b>
<b>5190 · Solid Waste Disposal Fees</b>	<b>112,500.00</b>	<b>150,000.00</b>
<b>5210 · Telephone</b>		
5210.3 · Office Phone	1,125.00	1,500.00
<b>Total 5210 · Telephone</b>	<b>1,125.00</b>	<b>1,500.00</b>
<b>5220 · Travel</b>	<b>100.00</b>	<b>100.00</b>

## Wrightwood Community Services District Profit & Loss Budget Performance March 2022

	YTD Budget	Annual Budget
<b>5240 - Utilities</b>		
<b>5240.1 - Electric</b>		
5240.1A - Community Center	2,999.99	4,000.00
5240.1B - Museum	526.00	700.00
5240.1C - Street Lights	3,000.00	4,000.00
5240.1D - Electrical Panel	112.50	150.00
<b>Total 5240.1 - Electric</b>	<u>6,638.49</u>	<u>8,850.00</u>
<b>5240.2 - Gas</b>		
5240.2A - Community Center	1,676.02	2,500.00
5240.2B - Museum	800.01	800.00
<b>Total 5240.2 - Gas</b>	<u>2,476.03</u>	<u>3,300.00</u>
<b>5240.3 - Trash</b>		
5240.3A - Community Center	1,649.99	2,200.00
5240.3 - Trash - Other	0.00	0.00
<b>Total 5240.3 - Trash</b>	<u>1,649.99</u>	<u>2,200.00</u>
<b>5240.4 - Water</b>		
5240.4A - Community Center	2,250.00	3,000.00
5240.4B - Museum	215.00	300.00
<b>Total 5240.4 - Water</b>	<u>2,465.00</u>	<u>3,300.00</u>
<b>Total 5240 - Utilities</b>	<u>13,229.51</u>	<u>17,650.00</u>
<b>5300 - Capital Outlay</b>		
5300.1 - Playground Upgrade	25,000.00	25,000.00
5300 - Capital Outlay - Other	40,318.50	40,318.50
<b>Total 5300 - Capital Outlay</b>	<u>65,318.50</u>	<u>65,318.50</u>
<b>5900 - Debt Service</b>		
5900.1 - Principal Expense	0.00	0.00
5900.2 - Interest	0.00	0.00
5900 - Debt Service - Other	0.00	0.00
<b>Total 5900 - Debt Service</b>	<u>0.00</u>	<u>0.00</u>
<b>66900 - Reconciliation Discrepancies</b>		
<b>Total Expense</b>	<u>379,715.84</u>	<u>468,503.50</u>
<b>Net Ordinary Income</b>	<u>-72,865.84</u>	<u>5,586.50</u>

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Accrual Basis

**Wrightwood Community Services District**  
**Profit & Loss Budget Performance**  
March 2022

	YTD Budget	Annual Budget
Other Income/Expense		
Other Income		
4600 - Interest Income	19.00	25.00
Total Other Income	19.00	25.00
Other Expense		
7100 - Capital Outlay Expense	0.00	0.00
Total Other Expense	0.00	0.00
Net Other Income	19.00	25.00
Net Income	-72,846.84	8,311.00

# Item #9

## Resolution No. 2022-07 Reauthorizing Teleconference Meetings (AB361)



**RESOLUTION NO. 2022-07**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WRIGHTWOOD COMMUNITY SERVICES DISTRICT RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR NEWSOM, DECLARING THAT LOCAL EMERGENCY CONDITIONS PERSIST, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS AND ITS STANDING COMMITTEES FOR THE PERIOD MAY 2, 2022, TO JUNE 1, 2022, PURSUANT TO BROWN ACT PROVISIONS**

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

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

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

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

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

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

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

WHEREAS, the Board previously adopted Resolution No. 2022-04 on March 22, 2022, finding that the requisite conditions exist for the Board and its standing committees to conduct

remote teleconference meetings without compliance with Government Code Section 54953(b)(3); and

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

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

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

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

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

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

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

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

Section 2. Affirmation that Local Emergency Persists. The Board hereby considers the conditions of the state of emergency within the District and proclaims that a local emergency persists throughout the District as a result of the continuing presence of COVID-19, which

continues to cause conditions of imminent risk to attendees of the District’s Board and standing committee meetings, and which have resulted in local, State, and federal social distancing orders and guidance, and that continuing to conduct the District’s Board and standing committee meetings virtually will minimize the possible spread COVID-19 and any variant thereof.

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

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

Section 5. Effective Date of Resolution. This Resolution shall take effect May 2, 2022 and shall be effective until the earlier of (i) the expiration of thirty (30) days from the date thereof, or (ii) such time as the Board adopts a subsequent resolution in accordance with Government Code Section 54953(e)(3) to extend the time during which the Board and standing committees of the District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of Government Code Section 54953.

PASSED AND ADOPTED by the Board of Directors of the Wrightwood Community Services District this 12th day of April, 2022, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

\_\_\_\_\_  
President, Board of Directors

ATTEST:

\_\_\_\_\_  
Secretary, Board of Directors