

**ITEM 8a**

**FINANCIAL REPORT THROUGH  
NOVEMBER 30, 2019  
FOR DECEMBER MEETING**

***CAPISTRANO BAY  
COMMUNITY SERVICES DISTRICT***

# Capistrano Bay Community Services District

Balance Sheet  
As of 11/30/19

## ASSETS

### Current Assets

#### Checking/Savings

|                        |                             |                 |                 |
|------------------------|-----------------------------|-----------------|-----------------|
| 1010                   | Farmers & Merchants Bank OP | \$ 1,481,017.68 |                 |
| 1011                   | Sunwest Bank                | 41,747.79       |                 |
| 1015                   | LAIF Account                | 226,506.08      |                 |
| Total Checking/Savings |                             |                 | \$ 1,749,271.55 |

#### Accounts Receivable

|                           |                             |           |              |
|---------------------------|-----------------------------|-----------|--------------|
| 1210                      | A/R Annual Summer Trash Fee | \$ 100.00 |              |
| 1215                      | A/R Railroad Fee            | 22,790.00 |              |
| Total Accounts Receivable |                             |           | \$ 22,890.00 |

#### Other Current Assets

|                           |  |  |        |
|---------------------------|--|--|--------|
| Total Other Current Asset |  |  | \$ .00 |
|---------------------------|--|--|--------|

|                      |  |  |                 |
|----------------------|--|--|-----------------|
| Total Current Assets |  |  | \$ 1,772,161.55 |
|----------------------|--|--|-----------------|

### Fixed Assets

#### Depreciable Assets

|                          |                |               |                 |
|--------------------------|----------------|---------------|-----------------|
| 3100                     | Structure      | \$ 227,671.60 |                 |
| 3110                     | Security       | 27,796.77     |                 |
| 3120                     | Maintenance    | 36,160.28     |                 |
| 3130                     | Administrative | 5,332.00      |                 |
| 3140                     | Road System    | 1,006,119.00  |                 |
| 3150                     | Storm Drains   | 156,529.00    |                 |
| 3160                     | Entryway       | 1,408,563.83  |                 |
| Total Depreciable Assets |                |               | \$ 2,868,172.48 |

#### Accumulated Depreciation

|      |                           |                 |  |
|------|---------------------------|-----------------|--|
| 3600 | Accum Deprec-Structure    | \$ (100,693.59) |  |
| 3610 | Accum Deprec-Security     | (27,367.81)     |  |
| 3620 | Accum Deprec-Maintenance  | (33,500.79)     |  |
| 3630 | Accum Deprec-Admin        | (5,289.09)      |  |
| 3640 | Accum Deprec-Road System  | (558,950.23)    |  |
| 3650 | Accum Deprec-Storm Drains | (124,820.70)    |  |
| 3660 | Accum Deprec-Entryway     | (563,312.51)    |  |

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# Capistrano Bay Community Services District

Balance Sheet

As of 11/30/19

|                          |                   |
|--------------------------|-------------------|
| Total Accum Depreciation | \$ (1,413,934.72) |
|--------------------------|-------------------|

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|                    |                 |
|--------------------|-----------------|
| Total Fixed Assets | \$ 1,454,237.76 |
|--------------------|-----------------|

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TOTAL ASSETS

\$ 3,226,399.31

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# Capistrano Bay Community Services District

Balance Sheet  
As of 11/30/19

## Liabilities & Equity

### Liabilities

#### Current Liabilities

|      |                        |             |             |
|------|------------------------|-------------|-------------|
| 2020 | Accounts Payable       | \$ 1,494.61 |             |
|      | Total Accounts Payable |             | \$ 1,494.61 |

#### Other Current Liabilities

|      |                         |             |              |
|------|-------------------------|-------------|--------------|
| 2120 | Accrued Vacation        | \$ 5,114.20 |              |
| 2130 | Other Accrued Expenses  | 5,944.33    |              |
|      | Total Other Liabilities |             | \$ 11,058.53 |
|      | Total Liabilities       |             | \$ 12,553.14 |

### Equity

|      |                              |                 |                 |
|------|------------------------------|-----------------|-----------------|
| 3300 | Net Investment in Cap Assets | \$ 1,918,075.58 |                 |
|      | Unrestricted                 |                 |                 |
| 3320 | Unrestricted - Other         | 939,495.09      |                 |
|      | Total Unrestricted           | \$ 2,857,570.67 |                 |
| 3000 | Retained Earnings            | \$ 695,760.73   |                 |
|      | Net Income                   | (339,485.23)    |                 |
|      | Total Equity                 |                 | \$ 3,213,846.17 |

TOTAL LIABILITIES & EQUITY

\$ 3,226,399.31

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# Capistrano Bay Community Services District

## Income/Expense Statement

Period: 11/01/19 to 11/30/19

| Account | Description                   | Actual     | Current Period |            | Actual     | Year-To-Date |             | Yearly Budget |
|---------|-------------------------------|------------|----------------|------------|------------|--------------|-------------|---------------|
|         |                               |            | Budget         | Variance   |            | Budget       | Variance    |               |
| INCOME: |                               |            |                |            |            |              |             |               |
| 04140   | Annual Fee for County Gate    | .00        | .00            | .00        | .00        | .00          | .00         | 5,475.00      |
| 04110   | Development Impact Fee        | 5,424.00   | 666.67         | 4,757.33   | 7,003.00   | 3,333.35     | 3,669.65    | 8,000.00      |
| 04150   | Interest Income               | 60.55      | 416.67         | (356.12)   | 3,153.98   | 2,083.35     | 1,070.63    | 5,000.00      |
| 04160   | Parking - Permits & OCTA Fees | 43,340.00  | 8,668.00       | 34,672.00  | 43,340.00  | 8,668.00     | 34,672.00   | 43,340.00     |
| 04130   | Transfer From Reserves        | .00        | 8,311.83       | (8,311.83) | .00        | 41,559.15    | (41,559.15) | 99,742.00     |
| 04020   | Property Tax Revenue          | 172,833.05 | 162,694.00     | 10,139.05  | 192,658.36 | 172,861.00   | 19,797.36   | 1,016,834.00  |
| 04190   | Summer Trash Collection       | (200.00)   | 1,333.33       | (1,533.33) | 3,975.00   | 2,666.67     | 1,308.33    | 4,000.00      |
| 04120   | Transponder Revenue           | .00        | 333.33         | (333.33)   | 1,040.00   | 1,666.65     | (626.65)    | 4,000.00      |
|         | Subtotal Income               | 221,457.60 | 182,423.83     | 39,033.77  | 251,170.34 | 232,838.17   | 18,332.17   | 1,186,391.00  |

## EXPENSES

### General & Admin

|       |                               |            |           |             |            |            |             |            |
|-------|-------------------------------|------------|-----------|-------------|------------|------------|-------------|------------|
| 08020 | Auditing Services (RAMS/CPA)  | 2,850.00   | 941.67    | (1,908.33)  | 2,850.00   | 4,708.35   | 1,858.35    | 11,300.00  |
| 08015 | Bank Charges                  | .00        | 8.33      | 8.33        | .00        | 41.65      | 41.65       | 100.00     |
| 08420 | Board Mtg Rm Rental/Stipend   | 1,500.00   | 375.00    | (1,125.00)  | 1,500.00   | 1,875.00   | 375.00      | 4,500.00   |
| 08010 | Communications-Phone/Internet | 243.99     | 291.67    | 47.68       | 1,222.79   | 1,458.35   | 235.56      | 3,500.00   |
| 08045 | Contibution-CBRA Annual Mtg   | .00        | .00       | .00         | 2,500.00   | 2,500.00   | .00         | 2,500.00   |
| 08050 | Contribution-Pacific Legal    | .00        | .00       | .00         | 10,000.00  | 10,000.00  | .00         | 10,000.00  |
| 08110 | Document Management           | .00        | 25.00     | 25.00       | .00        | 125.00     | 125.00      | 300.00     |
| 08005 | Depreciation Expense          | 18,463.56  | .00       | (18,463.56) | 92,317.80  | .00        | (92,317.80) | .00        |
| 08060 | Equipment - Copy Machine Leas | 224.12     | 313.33    | 89.21       | 1,312.76   | 1,566.65   | 253.89      | 3,760.00   |
| 08055 | Equipment-Copy Machine Cnty T | .00        | .00       | .00         | 31.34      | 40.00      | 8.66        | 40.00      |
| 08120 | Legal Fees/Owen Schwerdtfeger | .00        | 4,166.67  | 4,166.67    | 5,102.50   | 20,833.35  | 15,730.85   | 50,000.00  |
| 08130 | Liability Ins/EQ-Flood        | (1,392.17) | .00       | 1,392.17    | 15,465.93  | 15,400.00  | (65.93)     | 15,400.00  |
| 08140 | Memberships (LAFCO/Carb/CSDA) | 106.00     | .00       | (106.00)    | 2,448.60   | 2,840.00   | 391.40      | 7,250.00   |
| 08145 | MHTL Survey/LCP Committee     | .00        | .00       | .00         | 5,470.00   | 6,400.00   | 930.00      | 6,400.00   |
| 08490 | Misc General Expenses         | .00        | 33.33     | 33.33       | .00        | 166.65     | 166.65      | 400.00     |
| 08350 | Notices to Community          | .00        | 200.00    | 200.00      | 321.27     | 1,000.00   | 678.73      | 2,400.00   |
| 08237 | Office Equip (Computer, Etc)  | .00        | 166.67    | 166.67      | 53.84      | 833.35     | 779.51      | 2,000.00   |
| 08240 | Office Supplies               | 177.56     | 250.00    | 72.44       | 659.32     | 1,250.00   | 590.68      | 3,000.00   |
| 08230 | Photo Copying                 | .00        | 83.33     | 83.33       | 298.68     | 416.65     | 117.97      | 1,000.00   |
| 08210 | Property Management Contract  | 2,000.00   | 2,125.00  | 125.00      | 10,000.00  | 10,625.00  | 625.00      | 25,500.00  |
| 08290 | Railroad Parking Exp (OCTA)   | .00        | .00       | .00         | 42,073.00  | 43,340.00  | 1,267.00    | 43,340.00  |
| 08310 | Reserve Study Update          | 879.00     | 1,800.00  | 921.00      | 1,465.00   | 1,800.00   | 335.00      | 1,800.00   |
| 07138 | Security/July 4 Allowance     | .00        | .00       | .00         | 3,594.60   | 5,000.00   | 1,405.40    | 5,000.00   |
| 07133 | Security/Bonuses for Staff    | .00        | .00       | .00         | .00        | .00        | .00         | 1,800.00   |
| 07134 | Security/Contingencies        | .00        | 66.67     | 66.67       | .00        | 333.35     | 333.35      | 800.00     |
| 07132 | Security/DwellingLIVE Guest P | .00        | 150.00    | 150.00      | 846.84     | 750.00     | (96.84)     | 1,800.00   |
| 07131 | Security/DwellingLIVE Lic Fee | 607.12     | 620.00    | 12.88       | 3,035.60   | 3,100.00   | 64.40       | 7,440.00   |
| 07135 | Security/Radar Certification  | .00        | .00       | .00         | .00        | .00        | .00         | 150.00     |
| 07130 | Security/Securitas Contract   | 46,404.36  | 43,884.25 | (2,520.11)  | 231,196.97 | 219,421.25 | (11,775.72) | 526,611.00 |

# Capistrano Bay Community Services District

## Income/Expense Statement

Period: 11/01/19 to 11/30/19

| Account                       | Description                   | Actual     | Current Period |             | Actual     | Year-To-Date |             | Yearly Budget |
|-------------------------------|-------------------------------|------------|----------------|-------------|------------|--------------|-------------|---------------|
|                               |                               |            | Budget         | Variance    |            | Budget       | Variance    |               |
| 07139                         | Security/Surveillance Camara  | .00        | 333.33         | 333.33      | .00        | 1,666.65     | 1,666.65    | 4,000.00      |
| 07136                         | Security/Transponders         | .00        | 250.00         | 250.00      | 1,140.95   | 1,250.00     | 109.05      | 3,000.00      |
| 07137                         | Security/Trans (Reader Servic | 152.78     | 41.67          | (111.11)    | 152.78     | 208.35       | 55.57       | 500.00        |
| 08410                         | Website Hosting               | 170.00     | 58.33          | (111.67)    | 1,650.00   | 291.65       | (1,358.35)  | 700.00        |
|                               | General & Admin               | 72,386.32  | 56,184.25      | (16,202.07) | 436,710.57 | 359,241.25   | (77,469.32) | 746,291.00    |
| Employee Expenses             |                               |            |                |             |            |              |             |               |
| 08265                         | Health Insurance              | 1,981.44   | 2,033.33       | 51.89       | 9,908.48   | 10,166.65    | 258.17      | 24,400.00     |
| 08252                         | Payroll Processing Fees       | 246.08     | 183.33         | (62.75)     | 909.15     | 916.65       | 7.50        | 2,200.00      |
| 08255                         | Payroll Tax Expense           | 758.71     | 1,025.00       | 266.29      | 3,872.16   | 5,125.00     | 1,252.84    | 12,300.00     |
| 08258                         | Salary/Wages (Manager)        | 7,583.34   | 7,583.33       | (.01)       | 37,916.70  | 37,916.65    | (.05)       | 91,000.00     |
| 08264                         | Salary/Wages (Admin Asstnt)   | 2,334.50   | 2,766.67       | 432.17      | 12,699.50  | 13,833.35    | 1,133.85    | 33,200.00     |
| 08280                         | Training/Seminars/Travel/Meal | .00        | 41.67          | 41.67       | .00        | 208.35       | 208.35      | 500.00        |
| 08135                         | Workers Comp Insurance        | .00        | .00            | .00         | (2,669.67) | .00          | 2,669.67    | 1,700.00      |
|                               | Employee Expenses             | 12,904.07  | 13,633.33      | 729.26      | 62,636.32  | 68,166.65    | 5,530.33    | 165,300.00    |
| Landscape Maintenance         |                               |            |                |             |            |              |             |               |
| 06050                         | Irrigation Repairs (Western)  | 128.02     | 250.00         | 121.98      | 633.54     | 1,250.00     | 616.46      | 3,000.00      |
| 06010                         | Landscape Contract (Western)  | 1,650.00   | 1,666.67       | 16.67       | 8,250.00   | 8,333.35     | 83.35       | 20,000.00     |
| 06020                         | Landscape Extras (Western)    | (1,009.19) | 433.33         | 1,442.52    | 2,919.85   | 2,166.65     | (753.20)    | 5,200.00      |
| 06025                         | Landscape Misc (Luna & McGee) | .00        | 200.00         | 200.00      | 579.70     | 1,000.00     | 420.30      | 2,400.00      |
| 06030                         | Palm Tree Trimming            | .00        | .00            | .00         | 3,570.00   | 4,640.00     | 1,070.00    | 4,640.00      |
| 06055                         | White Fly Spray               | 1,100.00   | 600.00         | (500.00)    | 1,475.89   | 600.00       | (875.89)    | 1,200.00      |
|                               | Landscape Maintenance         | 1,868.83   | 3,150.00       | 1,281.17    | 17,428.98  | 17,990.00    | 561.02      | 36,440.00     |
| General Repairs & Maintenance |                               |            |                |             |            |              |             |               |
| 07060                         | Beach Cleanup                 | .00        | 1,250.00       | 1,250.00    | .00        | 6,250.00     | 6,250.00    | 15,000.00     |
| 07055                         | Block Wall & Fence Rpr        | .00        | 166.67         | 166.67      | .00        | 833.35       | 833.35      | 2,000.00      |
| 07070                         | Computer Consultant           | 350.00     | 125.00         | (225.00)    | 350.00     | 625.00       | 275.00      | 1,500.00      |
| 07316                         | Drain/Catch Basin/Filter Main | .00        | 925.00         | 925.00      | .00        | 4,625.00     | 4,625.00    | 11,100.00     |
| 07125                         | Driveway Pressure Wash        | 235.00     | 250.00         | 15.00       | 1,175.00   | 1,250.00     | 75.00       | 3,000.00      |
| 07030                         | Electrical Rpr                | .00        | 225.00         | 225.00      | .00        | 1,125.00     | 1,125.00    | 2,700.00      |
| 07210                         | Fire Extinguisher Refills     | .00        | 12.50          | 12.50       | .00        | 62.50        | 62.50       | 150.00        |
| 07111                         | Gate Mech Rprs (Wooden)       | .00        | 200.00         | 200.00      | 934.50     | 1,000.00     | 65.50       | 2,400.00      |
| 07020                         | Lighting/Holiday @ Gate Entry | .00        | 2,100.00       | 2,100.00    | 2,000.00   | 4,200.00     | 2,200.00    | 4,200.00      |
| 07010                         | Lighting Maintenance for LS   | .00        | 33.33          | 33.33       | .00        | 166.65       | 166.65      | 400.00        |
| 07315                         | Misc Maintenance              | 120.00     | 283.33         | 163.33      | 1,174.06   | 1,416.65     | 242.59      | 3,400.00      |
| 07310                         | Mutt Mitt Disposable Bags     | .00        | 80.00          | 80.00       | 201.04     | 400.00       | 198.96      | 960.00        |
| 07035                         | Painting/Re-OilingWoodwork    | 2,480.00   | 3,500.00       | 1,020.00    | 2,480.00   | 3,500.00     | 1,020.00    | 7,000.00      |
| 07140                         | Patrol Vehical Maintenance    | .00        | 133.33         | 133.33      | 1,243.72   | 666.65       | (577.07)    | 1,600.00      |
| 07330                         | Pavement Maintenance          | (519.01)   | 416.67         | 935.68      | 265.00     | 2,083.35     | 1,818.35    | 5,000.00      |
| 07410                         | Pest Control                  | 50.00      | 116.67         | 66.67       | 250.00     | 583.35       | 333.35      | 1,400.00      |

# Capistrano Bay Community Services District

## Income/Expense Statement

Period: 11/01/19 to 11/30/19

| Account                       | Description                   | Current Period |           |            | Year-To-Date |              |             | Yearly Budget |
|-------------------------------|-------------------------------|----------------|-----------|------------|--------------|--------------|-------------|---------------|
|                               |                               | Actual         | Budget    | Variance   | Actual       | Budget       | Variance    |               |
| 07040                         | Plumbing Repair               | .00            | 50.00     | 50.00      | 223.00       | 250.00       | 27.00       | 600.00        |
| 07050                         | Roof Repair                   | .00            | 100.00    | 100.00     | .00          | 500.00       | 500.00      | 1,200.00      |
| 07320                         | Sand Grading/Tractor Service  | .00            | 250.00    | 250.00     | .00          | 1,250.00     | 1,250.00    | 3,000.00      |
| 07415                         | Signage                       | .00            | 41.67     | 41.67      | (75.00)      | 208.35       | 283.35      | 500.00        |
| 07420                         | Small Tools & Equipment       | 114.55         | 41.67     | (72.88)    | 209.79       | 208.35       | (1.44)      | 500.00        |
| 07120                         | Street Sweeping               | 1,248.00       | 1,250.00  | 2.00       | 6,240.00     | 6,250.00     | 10.00       | 15,000.00     |
| 07510                         | Winter Roadway Cleanup (Flood | .00            | 416.67    | 416.67     | .00          | 2,083.35     | 2,083.35    | 5,000.00      |
|                               | General Repair & Maint        | 4,078.54       | 11,967.51 | 7,888.97   | 16,671.11    | 39,537.55    | 22,866.44   | 87,610.00     |
|                               |                               |                |           |            |              |              |             |               |
| Utilities                     |                               |                |           |            |              |              |             |               |
| 05010                         | Electricity/LS & Guard Shack  | 238.64         | 300.00    | 61.36      | 1,163.50     | 1,500.00     | 336.50      | 3,600.00      |
| 05020                         | Electricity/ Street Lights    | 674.19         | 675.00    | .81        | 3,370.95     | 3,375.00     | 4.05        | 8,100.00      |
| 05030                         | Gas                           | 248.30         | 325.00    | 76.70      | 1,142.94     | 1,625.00     | 482.06      | 3,900.00      |
| 05040                         | Trash Services                | 3,878.52       | 4,250.00  | 371.48     | 23,059.77    | 21,250.00    | (1,809.77)  | 51,000.00     |
| 05070                         | Water/Sewer                   | 531.78         | 500.00    | (31.78)    | 3,326.43     | 2,500.00     | (826.43)    | 6,000.00      |
|                               | Utilities                     | 5,571.43       | 6,050.00  | 478.57     | 32,063.59    | 30,250.00    | (1,813.59)  | 72,600.00     |
|                               |                               |                |           |            |              |              |             |               |
| Planned Improvements          |                               |                |           |            |              |              |             |               |
| 07710                         | Block Wall Repairs            | .00            | 416.67    | 416.67     | .00          | 2,083.35     | 2,083.35    | 5,000.00      |
| 07720                         | District Admin Office Int Wrk | .00            | 570.83    | 570.83     | .00          | 2,854.15     | 2,854.15    | 6,850.00      |
| 07730                         | Guard Shack Rear Office Imp   | .00            | 291.67    | 291.67     | .00          | 1,458.35     | 1,458.35    | 3,500.00      |
| 07780                         | Trench Drain Rpr @ 35195      | 6,645.00       | 1,066.67  | (5,578.33) | 6,645.00     | 5,333.35     | (1,311.65)  | 12,800.00     |
|                               | Planned Improvements          | 6,645.00       | 2,345.84  | (4,299.16) | 6,645.00     | 11,729.20    | 5,084.20    | 28,150.00     |
|                               |                               |                |           |            |              |              |             |               |
| Non Operatinoal Items         |                               |                |           |            |              |              |             |               |
| General Reserve Contribution  |                               |                |           |            |              |              |             |               |
| 08820                         | Underground Utilities         | .00            | 4,166.67  | 4,166.67   | 18,500.00    | 20,833.35    | 2,333.35    | 50,000.00     |
|                               | Non Operatinoal Items         | .00            | 4,166.67  | 4,166.67   | 18,500.00    | 20,833.35    | 2,333.35    | 50,000.00     |
|                               |                               |                |           |            |              |              |             |               |
| TOTAL EXPENSES                |                               | 103,454.19     | 97,497.60 | (5,956.59) | 590,655.57   | 547,748.00   | (42,907.57) | 1,186,391.00  |
|                               |                               |                |           |            |              |              |             |               |
| Current Year Net Income/(loss |                               | 118,003.41     | 84,926.23 | 33,077.18  | (339,485.23) | (314,909.83) | (24,575.40) | .00           |
|                               |                               | =====          | =====     | =====      | =====        | =====        | =====       | =====         |

# Capistrano Bay Community Services District

## Income/Expense Statement

Actual spreadsheet Start date: 07/01/19 Cutoff date: 11/30/19

|                          | JUL  | AUG | SEP   | OCT  | NOV    | DEC | JAN | FEB | MAR | APR | MAY | JUN | Total  |
|--------------------------|------|-----|-------|------|--------|-----|-----|-----|-----|-----|-----|-----|--------|
| <b>INCOME:</b>           |      |     |       |      |        |     |     |     |     |     |     |     |        |
| Development Impact Fee   | 0    | 0   | 0     | 1579 | 5424   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 7003   |
| Interest Income          | 1505 | 72  | 66    | 1451 | 61     | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 3154   |
| Parking - Permits & OCTA | 0    | 0   | 0     | 0    | 43340  | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 43340  |
| Property Tax Revenue     | 0    | 472 | 17566 | 1787 | 172833 | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 192658 |
| Summer Trash Collection  | 0    | 0   | 0     | 4175 | 200-   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 3975   |
| Transponder Revenue      | 200  | 120 | 380   | 340  | 0      | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 1040   |
| <hr/>                    |      |     |       |      |        |     |     |     |     |     |     |     |        |
| Subtotal Income          | 1705 | 664 | 18011 | 9332 | 221458 | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 251170 |

## EXPENSES

### General & Admin

|                           |       |       |       |       |       |   |   |   |   |   |   |   |        |
|---------------------------|-------|-------|-------|-------|-------|---|---|---|---|---|---|---|--------|
| Auditing Services (RAMS/C | 0     | 0     | 0     | 0     | 2850  | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2850   |
| Board Mtg Rm Rental/Stipe | 0     | 0     | 0     | 0     | 1500  | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1500   |
| Communications-Phone/Inte | 241   | 250   | 244   | 244   | 244   | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1223   |
| Contibution-CBRA Annual M | 2500  | 0     | 0     | 0     | 0     | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2500   |
| Contribution-Pacific Lega | 0     | 0     | 10000 | 0     | 0     | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 10000  |
| Depreciation Expense      | 18464 | 18464 | 18464 | 18464 | 18464 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 92318  |
| Equipment - Copy Machine  | 272   | 272   | 272   | 272   | 224   | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1313   |
| Equipment-Copy Machine Cn | 31    | 0     | 0     | 0     | 0     | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 31     |
| Legal Fees/Owen Schwerdtf | 0     | 2773  | 0     | 2330  | 0     | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5103   |
| Liability Ins/EQ-Flood    | 0     | 14074 | 0     | 2784  | 1392- | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 15466  |
| Memberships (LAFCO/Carb/C | 2025  | 0     | 137   | 181   | 106   | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2449   |
| MHTL Survey/LCP Committee | 5470  | 0     | 0     | 0     | 0     | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5470   |
| Notices to Community      | 0     | 321   | 0     | 0     | 0     | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 321    |
| Office Equip (Computer,   | 0     | 0     | 54    | 0     | 0     | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 54     |
| Office Supplies           | 228   | 19    | 158   | 76    | 178   | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 659    |
| Photo Copying             | 0     | 299   | 0     | 0     | 0     | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 299    |
| Property Management Contr | 2000  | 2000  | 2000  | 2000  | 2000  | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 10000  |
| Railroad Parking Exp (OCT | 0     | 0     | 0     | 42073 | 0     | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 42073  |
| Reserve Study Update      | 0     | 0     | 586   | 0     | 879   | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1465   |
| Security/July 4 Allowance | 279   | 3316  | 0     | 0     | 0     | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3595   |
| Security/DwellingLIVE Gue | 0     | 0     | 847   | 0     | 0     | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 847    |
| Security/DwellingLIVE Lic | 607   | 607   | 607   | 607   | 607   | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3036   |
| Security/Securitas Contra | 46654 | 44157 | 48067 | 45915 | 46404 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 231197 |
| Security/Transponders     | 0     | 0     | 1141  | 0     | 0     | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1141   |
| Security/Trans (Reader Se | 0     | 0     | 0     | 0     | 153   | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 153    |
| Website Hosting           | 310   | 120   | 900   | 150   | 170   | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1650   |

|                 |       |       |       |        |       |   |   |   |   |   |   |   |        |
|-----------------|-------|-------|-------|--------|-------|---|---|---|---|---|---|---|--------|
| General & Admin | 79082 | 86671 | 83476 | 115096 | 72386 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 436711 |
|-----------------|-------|-------|-------|--------|-------|---|---|---|---|---|---|---|--------|

### Employee Expenses



# Capistrano Bay Community Services District

## Income/Expense Statement

Actual spreadsheet Start date: 07/01/19 Cutoff date: 11/30/19

|                               | JUL   | AUG   | SEP   | OCT   | NOV   | DEC | JAN | FEB | MAR | APR | MAY | JUN | Total |
|-------------------------------|-------|-------|-------|-------|-------|-----|-----|-----|-----|-----|-----|-----|-------|
| Health Insurance              | 1981  | 1984  | 1981  | 1981  | 1981  | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 9908  |
| Payroll Processing Fees       | 161   | 246   | 89    | 167   | 246   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 909   |
| Payroll Tax Expense           | 772   | 779   | 766   | 795   | 759   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 3872  |
| Salary/Wages (Manager)        | 7583  | 7583  | 7583  | 7583  | 7583  | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 37917 |
| Salary/Wages (Admin Asstn)    | 2513  | 2603  | 2436  | 2813  | 2335  | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 12700 |
| Workers Comp Insurance        | 0     | 0     | 2670- | 0     | 0     | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 2670- |
| Employee Expenses             | 13011 | 13195 | 10186 | 13340 | 12904 | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 62636 |
| Landscape Maintenance         |       |       |       |       |       |     |     |     |     |     |     |     |       |
| Irrigation Repairs (Weste     | 0     | 0     | 0     | 506   | 128   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 634   |
| Landscape Contract (Weste     | 1650  | 1650  | 1650  | 1650  | 1650  | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 8250  |
| Landscape Extras (Western     | 0     | 0     | 602   | 3327  | 1009- | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 2920  |
| Landscape Misc (Luna & Mc     | 0     | 0     | 0     | 580   | 0     | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 580   |
| Palm Tree Trimming            | 0     | 0     | 0     | 3570  | 0     | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 3570  |
| White Fly Spray               | 0     | 0     | 0     | 376   | 1100  | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 1476  |
| Landscape Maintenanc          | 1650  | 1650  | 2252  | 10008 | 1869  | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 17429 |
| General Repairs & Maintenance |       |       |       |       |       |     |     |     |     |     |     |     |       |
| Computer Consultant           | 0     | 0     | 0     | 0     | 350   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 350   |
| Driveway Pressure Wash        | 235   | 235   | 235   | 235   | 235   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 1175  |
| Gate Mech Rprs (Wooden)       | 0     | 278   | 657   | 0     | 0     | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 935   |
| Lighting/Holiday @ Gate E     | 0     | 0     | 0     | 2000  | 0     | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 2000  |
| Misc Maintenance              | 444   | 270   | 220   | 120   | 120   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 1174  |
| Mutt Mitt Disposable Bags     | 0     | 201   | 0     | 0     | 0     | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 201   |
| Painting/Re-OilingWoodwor     | 0     | 0     | 0     | 0     | 2480  | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 2480  |
| Patrol Vehical Maintenanc     | 45    | 0     | 465   | 734   | 0     | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 1244  |
| Pavement Maintenance          | 0     | 0     | 784   | 0     | 519-  | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 265   |
| Pest Control                  | 50    | 50    | 50    | 50    | 50    | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 250   |
| Plumbing Repair               | 0     | 0     | 0     | 223   | 0     | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 223   |
| Signage                       | 0     | 75-   | 0     | 0     | 0     | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 75-   |
| Small Tools & Equipment       | 50    | 45    | 0     | 0     | 115   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 210   |
| Street Sweeping               | 1248  | 1248  | 1248  | 1248  | 1248  | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 6240  |
| General Repair & Mai          | 2072  | 2252  | 3659  | 4610  | 4079  | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 16671 |
| Utilities                     |       |       |       |       |       |     |     |     |     |     |     |     |       |
| Electricity/LS & Guard Sh     | 245   | 217   | 224   | 239   | 239   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 1164  |
| Electricity/ Street Light     | 674   | 674   | 674   | 674   | 674   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 3371  |
| Gas                           | 91    | 342   | 172   | 290   | 248   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 1143  |
| Trash Services                | 3879  | 5697  | 5111  | 4495  | 3879  | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 23060 |

# Capistrano Bay Community Services District

## Income/Expense Statement

Actual spreadsheet Start date: 07/01/19 Cutoff date: 11/30/19

|                              | JUL    | AUG     | SEP    | OCT     | NOV    | DEC | JAN | FEB | MAR | APR | MAY | JUN | Total   |
|------------------------------|--------|---------|--------|---------|--------|-----|-----|-----|-----|-----|-----|-----|---------|
| Water/Sewer                  | 611    | 834     | 818    | 532     | 532    | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 3326    |
| Utilities                    | 5500   | 7763    | 6999   | 6229    | 5571   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 32064   |
| Planned Improvements         |        |         |        |         |        |     |     |     |     |     |     |     |         |
| Trench Drain Rpr @ 35195     | 0      | 0       | 0      | 0       | 6645   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 6645    |
| Planned Improvements         | 0      | 0       | 0      | 0       | 6645   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 6645    |
| Non Operatinoal Items        |        |         |        |         |        |     |     |     |     |     |     |     |         |
| General Reserve Contribution |        |         |        |         |        |     |     |     |     |     |     |     |         |
| Underground Utilities        | 0      | 18500   | 0      | 0       | 0      | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 18500   |
| Non Operatinoal Item         | 0      | 18500   | 0      | 0       | 0      | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 18500   |
| TOTAL EXPENSES               | 101315 | 130031  | 106573 | 149283  | 103454 | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 590656  |
| CURRENT YEAR NET INCOME/     | 99610- | 129367- | 88561- | 139951- | 118003 | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 339485- |

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**Farmers & Merchants Bank®**  
California's Strongest, since 1907.

Date 11/29/19

Account No.

Enclosures

3278

19

Capistrano Bay Community Services Dist  
35000 Beach Road  
Capistrano Beach CA 92624-1700

**California's Strongest,  
since 1907.**

**Deposit more today.**

Account Title: Capistrano Bay Community Services Dist

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with Digital Wallet, FMB-Mobile 2.0, and F&M Alerts.  
See insert for details.

|                               |              |                                |                        |
|-------------------------------|--------------|--------------------------------|------------------------|
| Business Interest on Checking |              | Number of Enclosures           | 19                     |
| Account Number                | 3278         | Statement Dates                | 11/01/19 thru 12/01/19 |
| Beginning Balance             | 1,484,604.71 | Days in the statement period   | 31                     |
| 12 Deposits/Credits           | 181,177.42   | Average Ledger                 | 1,475,380.25           |
| 48 Checks/Debits              | 133,174.28   |                                |                        |
| Service Charge                | .00          | Interest Earned                | 62.65                  |
| Interest Paid                 | 60.55        | Annual Percentage Yield Earned | 0.05%                  |
| Ending Balance                | 1,532,668.40 | 2019 Interest Paid             | 531.06                 |

Deposits and Other Credits

| Date  | Description                                             | Amount     |
|-------|---------------------------------------------------------|------------|
| 11/06 | Deposit                                                 | 275.00     |
| 11/06 | Deposit                                                 | 290.00     |
| 11/06 | Deposit                                                 | 2,555.00   |
| 11/07 | County of Orange EDI PYMNT 091000014956509 7956000928 C | 71,219.32  |
| 11/12 | Deposit                                                 | 1,485.00   |
| 11/14 | Deposit                                                 | 1,392.17   |
| 11/18 | Deposit                                                 | 364.00     |
| 11/18 | Deposit                                                 | 455.00     |
| 11/18 | Deposit                                                 | 519.01     |
| 11/27 | Deposit                                                 | 407.00     |
| 11/27 | Deposit                                                 | 602.19     |
| 11/27 | County of Orange EDI PYMNT 091000017791456 7956000928 C | 101,613.73 |
| 11/30 | Interest Deposit                                        | 60.55      |



Questions? Call us: (866) 437-0011  
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10



Date 11/29/19

Account No.

3278

Enclosures

19

Business Interest on Checking

3278 (Continued)

| Date  | Description       | Checks and Other Debits                     | Amount    |
|-------|-------------------|---------------------------------------------|-----------|
| 11/01 | TELEPAYROLL       | PAYROL FEE 122201190144353 1953419391 CCD   | 78.76-    |
| 11/01 | TELEPAYROLL       | TAXPAYMENT 122201190144257 1953419391 CCD   | 1,388.55- |
| 11/01 | TELEPAYROLL       | DDEP PAYCHECK 122201190143885 1953419391 PP | 4,222.88- |
| 11/01 | POS 0000 10/31/19 | 930400140218 SQ *SQ *CLIFF WASSMANN         | 50.00-    |
|       | GOSQ.COM          | CA                                          |           |
|       | Card# 5891        |                                             |           |
| 11/01 | POS 0000 10/31/19 | 930400443256 TONY'S LOCKSMITH               | 113.08-   |
|       | SAN CLEMENTE CA   |                                             |           |
|       | Card# 5891        |                                             |           |
| 11/04 | SD GAS & ELEC     | PAID SDGE 122000492103725 1951184800 PP     | 19.11-    |
| 11/04 | SD GAS & ELEC     | PAID SDGE 122000492104631 1951184800 PP     | 238.64-   |
| 11/05 | CALPERS           | 1800 122000495020592 1946207465 CCD         | 1,981.44- |
| 11/05 | POS 1635 11/04/19 | 000000210995 STAPLES 0385                   | 106.47-   |
|       | STAPLES 0385      |                                             |           |
|       | SAN JUAN CAPI CA  | Card# 5891                                  |           |
| 11/06 | POS 1813 11/05/19 | 000000127155 AMAZON.COM*3956A69Q3           | 10.76-    |
|       | AMAZON.COM        |                                             |           |
|       | SEATTLE WA        | Card# 5891                                  |           |
| 11/07 | POS 0000 11/06/19 | 931000412991 SEPULVEDA BLDG MATERIA         | 1.47-     |
|       | LAGUNA NIGUE CA   |                                             |           |
|       | Card# 5891        |                                             |           |
| 11/12 | USB Equip Finance | CNTRCT PMT 042000012724008 9800000157       | 224.12-   |
| 11/12 | SO CAL GAS        | SIMPLEPAY 122000499778272 1991052494 PPD    | 248.30-   |
| 11/13 | POS 0000 11/12/19 | 931600399721 STAPLES 00103853               | 60.33-    |
|       | SAN JUAN CAP CA   |                                             |           |
|       | Card# 5891        |                                             |           |
| 11/13 | POS 0000 11/12/19 | 931600432067 MSFT * E08009NKRK              | 96.00-    |
|       | 8006427676 WA     |                                             |           |
|       | Card# 5891        |                                             |           |
| 11/15 | TELEPAYROLL       | PAYROL FEE 122201190115261 1953419391 CCD   | 88.56-    |
| 11/15 | COX COMM ORG      | BANKDRAFT 091000016949750 3841527255 PPD    | 243.99-   |
| 11/15 | SD GAS & ELEC     | PAID SDGE 122000494844814 1951184800 PP     | 655.08-   |
| 11/15 | TELEPAYROLL       | TAXPAYMENT 122201190114761 1953419391 CCD   | 1,322.44- |
| 11/15 | TELEPAYROLL       | DDEP PAYCHECK 122201190112264 1953419391 PP | 4,039.25- |
| 11/21 | SOUTH COAST WD    | WATER BILL 122000491887850 1956002977       | 74.27-    |
| 11/21 | SOUTH COAST WD    | WATER BILL 122000491887349 1956002977       | 200.78-   |
| 11/21 | SOUTH COAST WD    | WATER BILL 122000491887849 1956002977       | 256.73-   |
| 11/26 | CR & R INCORPORA  | PPDCRRACH 121100781700909 1952316878W       | 423.90-   |
| 11/26 | CR & R INCORPORA  | PPDCRRACH 121100781700895 1952316878W       | 3,454.62- |
| 11/26 | POS 0000 11/25/19 | 932900451377 OC REGISTER SUBS               | 10.00-    |
|       | 7147967777 CA     |                                             |           |
|       | Card# 5891        |                                             |           |
| 11/29 | CAPISTRANO BAY C  | IMPOUND 091000016163289 3953419391 CCD      | 78.76-    |
| 11/29 | CAPISTRANO BAY C  | IMPOUND 091000016163290 3953419391 CCD      | 1,310.05- |
| 11/29 | CAPISTRANO BAY C  | IMPOUND 091000016163288 3953419391 CCD      | 4,004.81- |

Date 11/29/19

Account No.

Enclosures

3278

19

Business Interest on Checking

3278 (Continued)

--- CHECKS IN NUMBER ORDER ---

| Date  | Check No | Amount    | Date  | Check No | Amount   | Date  | Check No | Amount   |
|-------|----------|-----------|-------|----------|----------|-------|----------|----------|
| 11/05 | 1350     | 1,392.17  | 11/22 | 1358*    | 6,645.00 | 11/22 | 1365     | 128.02   |
| 11/12 | 1351     | 42,073.00 | 11/21 | 1359     | 152.78   | 11/20 | 1366     | 2,304.80 |
| 11/04 | 1352     | 223.00    | 11/29 | 1360     | 1,483.00 | 11/25 | 1367     | 120.00   |
| 11/08 | 1353     | 500.00    | 11/26 | 1361     | 2,000.00 | 11/21 | 1368     | 50.00    |
| 11/06 | 1354     | 55.00     | 11/25 | 1362     | 607.12   | 11/29 | 1373*    | 2,480.00 |
| 11/04 | 1355     | 43,869.08 | 11/22 | 1363     | 120.00   |       |          |          |
| 11/08 | 1356     | 2,468.16  | 11/26 | 1364     | 1,500.00 |       |          |          |

\* Denotes missing check numbers

Checking Account Daily Balances

| Date  | Balance      | Date  | Balance      | Date  | Balance      |
|-------|--------------|-------|--------------|-------|--------------|
| 11/01 | 1,478,751.44 | 11/13 | 1,461,008.71 | 11/25 | 1,446,730.07 |
| 11/04 | 1,434,401.61 | 11/14 | 1,462,400.88 | 11/26 | 1,439,341.55 |
| 11/05 | 1,430,921.53 | 11/15 | 1,456,051.56 | 11/27 | 1,541,964.47 |
| 11/06 | 1,433,975.77 | 11/18 | 1,457,389.57 | 11/29 | 1,532,607.85 |
| 11/07 | 1,505,193.62 | 11/20 | 1,455,084.77 | 11/30 | 1,532,668.40 |
| 11/08 | 1,502,225.46 | 11/21 | 1,454,350.21 |       |              |
| 11/12 | 1,461,165.04 | 11/22 | 1,447,457.19 |       |              |

Interest Rate Summary

| Date  | Rate      |
|-------|-----------|
| 10/31 | 0.050000% |

\* \* \* \* End of Statement \* \* \* \*

Thank you for banking with Farmers & Merchants Bank.