



Heather Glen Community Services District

District Operations Profit and Loss
Heather Glen Community Services District
January 1- December 2, 2025

Distribution account	Total
Income	
Management Committee Fee January to April 2025 Billing	641.90
Operations Fees Collected	34,313.90
Total for Income	\$34,955.80
Cost of Goods Sold	0.00
Gross Profit	\$34,955.80
Operations/ Admin Overhead Expenses	40,521.48
Total	-\$5,565.68

DISTRICT OPS VENDOR EXPENSE REPORT - \$40,521.48 -
 JANUARY 1 - DECEMBER 2, 2025

01/01/2025	Julie Gordon	Bookkeeping & Office Supplies (\$100)	1,300.00
01/02/2025	Jackie Day	Water Sales Credit - Refund for overpayment on closed acct.	375.25
01/13/2025	BMO Bank	Bank Fees - Admin.	42.44
01/24/2025	Julie Gordon	Bookkeeping (Year End - Extra Hours Charged)	900.00
01/27/2025	PLACER COUNTY CLERK	Admin/Election Costs (Inv# C132705)	238.75
02/06/2025	APPLEGATE CIVIC CENTER	Hall Rental - Board Meetings: 12/06/24 & 1/23/25	140.00
02/06/2025	Julie Gordon	Bookkeeping (+ \$100 for Office Supplies)	1,300.00
02/13/2025	Jensen Smith CPA's	Professional Fees / 2023-2024 SCO Report	450.00
02/19/2025	BMO Bank	Administration - Name Plates	75.08
03/03/2025	Charles Williams	Admin/Office Expn. - Lock Box	124.35
03/04/2025	CRWRMA	Renewal Subscription 4/25-4/26 (Paid invoice# INV0677)	4,393.00
03/04/2025	Rachel Rose Robertson	Paying Last Payroll (see stub)	1,108.20
03/04/2025	US TREASURY	Last Qrtly Payroll Taxes Due	966.76
03/12/2025	APPLEGATE CIVIC CENTER	Hall Rental - Board Meetings: Feb/Mar (Inv's# 1213 & 1214)	140.00
04/01/2025	Julie Gordon	\$1200 & \$100 = Final Billing for the month of March bookkeeping	1,300.00
05/05/2025	Surety Bonds	POS TRANSACTION, Bank Ref: XXXXXX9223	110.00
05/13/2025	Cheryl Madden	Reimbursement for Staples Supplies (Rcpt# 23592)	14.46
05/13/2025	Rachel Rose Robertson	Paying invoice# 0001	645.00
05/13/2025	CA Rural Water Association	Paying Annual Membership Dues (April 2025)	538.00
05/30/2025		BANGKOK 12 THAI REST SACRAMENTO CAXXXXXX4132, Bank Ref: XXXXXX2760, Customer Ref: XXXXXX4132	91.89
06/05/2025	Rachel Rose Robertson	GM's April Services Due (see invoice# 0002 attached)	1,698.75
06/05/2025	Rachel Rose Robertson	GM's May Services Due (see invoice# 0003 attached)	2,160.00
06/05/2025	Rachel Rose Robertson	GM's Reimbursement request for Meter Reading supplies (see receipts attached)	41.57
06/05/2025	Cheryl Madden	Reimbursement for Stamp Supplies (Rcpt# 4564)	26.56
06/06/2025	CLS Business Services	Contracted bookkeeping Services for April & May (Paying invoice# 1024)	2,224.76
07/07/2025	Cheryl Madden	Fees for HGCSO's Domain name (CC charges to be reimbursed).	265.00
07/07/2025	Placer County Recorder	LAFCO's annual funding fee for fiscal year 2025-2026	254.20
07/07/2025	Rachel Rose Robertson	GM's June's Services Due (see invoice# 0004 attached)	2,032.50
07/07/2025	Rachel Rose Robertson	GM's Reimbursement request for Ink & Pen supplies (see receipt #8250 attached)	85.09

**DISTRICT OPS VENDOR EXPENSE REPORT - \$40,521.48 -
JANUARY 1 - DECEMBER 2, 2025**

07/07/2025	CLS Business Services	Contracted bookkeeping Services for June (Paying invoice# 1025)	1,402.50
08/30/2025	US POSTAL SERVICE	12-Months POB Rental Renewal (for POB# 715)	126.00
08/30/2025	Thomas & Associates	July Legal Services - CC&R amendments (Paying Invoice# 18695)	504.00
08/30/2025	APPLEGATE CIVIC CENTER	Hall Rental - Board Meeting 4/17/25 (Paying Inv# 1281)	70.00
08/30/2025	APPLEGATE CIVIC CENTER	Board Mtg's: 3/27, 6/26, 9/25 & 12/4 (Paying Inv#1282)	280.00
08/30/2025	CLS Business Services	Contracted bookkeeping Services for June (Paying invoice# 1026)	1,411.00
08/30/2025	CLS Business Services Jensen Smith	Reimb. for Ink, Paper & Supplies purchased (see Staples receipt herein)	81.80
09/20/2025	CPA's	Professional Fees / 2023-2024 SCO Report (Inv# 2647)	450.00
09/20/2025	Rachel Rose Robertson	GM's August's Services Due (see invoice# 0006 attached)	1,432.50
09/20/2025	CLS Business Services	Contracted bookkeeping Services for June (Paying invoice# 1027)	1,222.50
09/20/2025	CLS Business Services	Clerical Work (reading the Meters for the 1st time)	30.00
09/20/2025	CLS Business Services	Reimb. of Quickbooks (August Usage billed to CLS)	38.00
09/20/2025	CLS Business Services California Special Districts Assoc.	Reimb. for Stamps purchased for AP's (see receipt herein)	9.36
10/01/2025		Annual Membership Dues - Jan to Dec of 2026	866.00
10/05/2025	Rachel Rose Robertson	General Manager & Board Secretary tasks (dates range from: 8/31/25 - 9/30/25)	2,385.00
10/05/2025	Rachel Rose Robertson	Reimbursement for Staples supplies (Receipt # 73634)	96.95
10/05/2025	Thomas & Associates	Balance due from under paid invoice (see STMT attached below) Attorney Fees.	72.00
10/08/2025	Cheryl Madden	Stamps Purchased - Oct billings (to be reimbursed)	78.00
10/10/2025	CLS Business Services	September Bookkeeping Services	1,292.32
11/02/2025	Rachel Rose Robertson	See billing details on the attached invoice.	1,710.00
11/03/2025	Thomas & Associates	Invoice for legal services provided by Thomas & Associates to Heather Glen Estates	684.00
11/08/2025	APPLEGATE CIVIC CENTER	Invoice for Grandfathered Rental service from Applegate Civic Center Club to Rachel Rose, due on 11/08/2025.	70.00
11/10/2025	EDD	First Qtr-2025 Employee PIT taxes withheld & past due!	821.08
11/10/2025	STATE FUND	Worker's Comp. Insurance Cost (re: Inv# 1003130705)	1,018.86
11/10/2025	CLS Business Services	Invoice for bookkeeping, clerical, meter reading services, and software fee reimbursement	1,328.00
			<u>1,328.00</u>
			\$40,521.488