



Helendale Community Services District Regular Board Meeting

26540 Vista Road, Suite C, Helendale, CA 92342

Thursday, November 19, 2020 at 6:30 PM

SPECIAL NOTICE OF TELECONFERENCE ACCESSIBILITY

Pursuant to the provisions of Executive Order N-29-20 issued by Governor Gavin Newsom in response to the COVID-19 pandemic and in an effort to prevent the spread of the virus, Helendale CSD will hold its board meeting via teleconference. The Helendale CSD Board of Directors will meet in person at the District Office located at 26540 Vista Rd. Suite C. Helendale, CA 92342. This meeting is open to the public via virtual interface and can be accessed by clicking on the link below.

<https://attendee.gotowebinar.com/register/935409927759769867>
(Dial-in instructions will be provided after registering at the link above)

Call to Order - Pledge of Allegiance

1. Approval of Agenda

2. Public Participation

Anyone wishing to address any matter pertaining to District business listed on the agenda or not, may do so at this time. However, the Board of Directors may not take action on items that are not on the agenda. The public comment period may be limited to three (3) minutes per person. Any member wishing to make comments may do so by filling out the speaker's card at the following link: <https://www.surveymonkey.com/r/HKGNLL8>. We request that all speaker's cards are filled out by 6:25 pm.

3. Consent Items

- a. Approval of Minutes: November 5, 2020, Regular Board Meeting
- b. Directors Compensation and Expenses

4. Reports

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

Workshop

5. Mandatory Sexual Harassment Training for Board of Directors per SB 1343

Other Business

6. Requested items for next or future agendas (Directors and Staff only)
7. Adjournment

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



Helendale Community Services District

Date: November 19, 2020
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #3
Consent Items

CONSENT ITEMS

- a. Approval of Minutes: Regular Board Meeting of November 5, 2020
- b. Director's Expenses



*Minutes of the Helendale Community Services District
BOARD OF DIRECTORS MEETING
November 5, 2020 at 6:30 PM
26540 Vista Road, Suite C. Helendale, CA 92342*

Pursuant to the provisions of Executive Order N-29-20 issued by Governor Gavin Newsom in response to the COVID-19 pandemic and in an effort to prevent the spread of the virus, Public Participation in Helendale CSD's Board Meeting was held via teleconference.

Board Members Roll Call:

Present: President Ron Clark; Vice President Tim Smith; Director Craig Schneider; Director Henry Spiller

Absent: Secretary, Sandy Haas

Staff Members Present:

Kimberly Cox, General Manager
Cheryl Vermette, Program Coordinator
Craig Carlson, Water Operations Manager

Consultants:

Steve Kennedy, Counsel

Members of the Public:

There were no members of the public present via the teleconference link.

Call to Order and Pledge of Allegiance

The meeting was called to order at 6:31 pm by President Ron Clark, after which the Pledge of Allegiance was recited.

1. Approval of Agenda

Discussion: General Manger Cox requested to pull item #8 from the agenda.

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

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

2. Public Participation

None

3. Consent Items

- a. Approval of Minutes: October 15, 2020, Regular Board Meeting and October 27, 2020 Special Meeting
- b. Director's Compensation and Expenses
- c. Bills Paid Report
- d. September Financial Report

4. Reports

- a. Director's Reports

Director Haas thanked everyone for their support in the election.

Director Schneider congratulated Directors Haas and Spiller on their re-election.

Director Spiller thanked everyone for their support in the election.

President Clark congratulated Directors Haas and Spiller on their re-election.

b. General Managers Report

On 10/27-2020 after 5 years of work the County-wide community plans were approved by Board of Supervisors. Staff requested on minor change prior to Planning Commission Approval related to Community Center. A map was shown, and General Manager Cox explained that the blue area depicted on the map is public facility and will overlay all the District's properties and the red is commercial. With all environmental completed this should expedite land use approval within the designated areas.

Cox reported that the District won judgment against the sign contractor in small claims court. The audit presentation will be held on December 3rd. The Sexual Harassment Training will be at 11/19 Board meeting the Semi-Annual Ethics Training will be held at 12/17 Board meeting. The environmental document for new well location has been submitted to the State Clearing House for 30-day comment period, escrow is set to close next week.

Cox reported on the local elections: Measure U repealing FP-5 did not pass; Smitty Smith was elected to Assembly; Helendale School Board incumbents were re-elected; Apple Valley Council – no change; Barstow has a new mayor and two new council members; Spring Valley Lake CSD initiative failed; No change on Hesperia Council; No change at PPHCSD; No change at Wrightwood CSD; and Mojave Water Agency has 3 new Board members.

Water Operations Manager Carlson gave the Water Report. All the meter installations for the Strategic Partners grant have been completed. Staff Repaired a service line leak on Sunset Ct., replaced stuck a-stop on Hummingbird Ln., completed 2019-2020 water master report, completed all monthly inspections for the month of October, potholed all utilities at the new well tie in location, found and potholed SLA line at the new well location, received new trencher attachment for bobcat and rock bucket for bobcat. (\$1800 new / \$1000 used), we paid \$500.

Program Coordinator Vermette presented the Solid Waste Report. Total recycling for the month of August was 62.99 tons and recycling was 327.72 tons. We had an e-waste pickup in July and were reimbursed \$1,228.41 for 4,603 pounds of e-waste. Metal recycling for the month of October was at 3.61 tons and green waste tonnage for October totaled 7.12 tons at a cost of \$812.62. Our last mattress pickup was in September and totaled 126 mattresses for which the District was reimbursed \$221.76. We had 48 bulky item pickups in October.

General Manager Cox reported that the District's total cash balance is \$5,605,336. The Water fund has a balance of \$1,499,178; the Wastewater fund has a balance of \$3,668,945; the Park fund has a balance of \$147,764; the Solid Waste Fund has a balance of \$253,018.

Special Presentation

5. Presentation of a Prospective Eagle Scout Project

Discussion: Prospective Eagle Scout Candidate Thomas Johnson presented his project to install bat boxes at the Helendale Community Park. He discussed the importance of bats, why he selected this project, how the project would be completed, where the boxes would be located and his plans for funding the project. The Board requested that he come back and make another presentation when the project is complete.

Motion: There was no motion on this item, the Board concurred to allow the Scout to proceed with the project.

Regular Business

6. Discussion Only Regarding COVID-19 Pandemic

Discussion: General Manager Cox presented a map of California's current COVID tier assignments. The District continues to monitor the information released by the State. Staff continues to monitor cash flow and we are currently over \$80,000 in back payments (greater than 30 days past due). Staff continues to make reminder calls and has contacted landlords and filed liens.

7. Discussion and Possible Action Regarding Approval of Resolution 2020-14: A Resolution of the Board of Directors of the Helendale Community Services District Approving the Application for Statewide Park Development and Community Revitalization Program Grant Funds.

Discussion: The Board has discussed the Statewide Parks Grant application on numerous occasions over the past few months. The application requires the board to adopt a Resolution approving the application for the Statewide Parks Development and Community Revitalization Program grant funds. At the October 15th board meeting, the Board agreed to request \$5,500,000 to create a new park in Helendale. A breakdown of the projects and corresponding estimated costs was shown. The original grant application deadline was December 14, 2020; however, Staff was recently notified that the grant deadline has been extended to March 12, 2020.

Motion: A motion was made by Director Schneider to adopt Resolution 2020-14: A Resolution of the Board of Directors of the Helendale Community Services District Approving the Application for Statewide Park Development and Community Revitalization Program Grant Funds. Director Haas seconded the motion.

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

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

~~8. Discussion and Possible Action Regarding Proposal for Park Lighting to be Funded Under the Per Capita Grant Program~~

This item was pulled from the agenda

9. Discussion and Possible Action Regarding Approval of the 2021 District Calendar

Discussion: The Board is typically dark the first meetings in January and July. The Concerts in the Park are scheduled for May through September. Clean Up Days are scheduled for April and November. The 14-year operational anniversary falls on a Board meeting day (4/1). National Night Out is scheduled for August 3rd. Soccer season is scheduled for 9/11 – 11/20, basketball has been cancelled. Open Gym has been suspended due to the loss of use of the space. All the days in blue on the calendar are District holidays. Vice President Smith requested that the calendar be added to the District's website.

Motion: A motion was made by Vice President Smith to adopt the 2021 District Calendar. Director Spiller seconded the motion.

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

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

Other Business

- 10. Requested items for next or future agendas (Directors and Staff only)**
Director Schneider requested to review the employee morale budget.

President Clark called for a brief recess at 7:20 pm after which closed session began.

Closed Session

President Clark called Closed Session to order at 7:25 pm.

- 11. Conference with Legal Counsel – Anticipated Litigation**
Significant Exposure to Litigation
Pursuant to Government Code Section 54956.9(d)(2)
One Potential Case

12. Report of Closed Session Items

Closed Session adjourned at 7:47 pm at which time President Clark called to order the Open Session.
Legal Counsel Kennedy announced there was no action resulting from any of the closed session items.

13. Adjournment

Action: President Ron Clark adjourned the meeting at 7:49 pm

Submitted by:

Approved By:

Ron Clark, President

Sandy Haas, Secretary

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

Director's Expenses
Pay Period Ending November 5, 2020

Name:		Ron Clark	
	Date	Activity	Rate
1	10/27/2020	Special Board Meeting	\$137.50
		Miles	\$0.00
		Meals	\$0.00
		Lodging	\$0.00
		Other	\$0.00
Total this Pay Period			\$137.50

Name:		Sandy Haas	
	Date	Activity	Rate
1	11/3/2020	Meeting with General Manager	\$137.50
2	11/4/2020	Regular Board Meeting	\$137.50
3	11/5/2020	Regular Board Meeting	\$137.50
4	11/8/2020	Prospective Homeowners toured park & facilities	\$137.50
		Miles	\$0.00
		Meals	\$0.00
		Lodging	\$0.00
		Other	\$0.00
Total this Pay Period			\$550.00

Name:		Tim Smith	
	Date	Activity	Rate
1	10/27/2020	Meeting with General Manager	\$137.50
2	11/3/2020	Meeting with General Manager	\$137.50
3	11/5/2020	Regular Board Meeting	\$137.50
		Miles	\$0.00
		Meals	\$0.00
		Lodging	\$0.00
		Other	\$0.00
Total this Pay Period			\$412.50

Director's Expenses
Pay Period Ending November 5, 2020

Name:	Henry Spiller		
Date	Activity		Rate
1 10/19/2020	Special Board Meeting		\$137.50
2 10/27/2020	Special Board Meeting		\$137.50
	Miles		\$0.00
	Meals		\$0.00
	Lodging		\$0.00
	Other		\$0.00
Total this Pay Period			\$275.00