



HELENDALE COMMUNITY SERVICES DISTRICT

26540 VISTA ROAD, SUITE C, HELENDALE, CA 92342

REGULAR BOARD MEETING Thursday, October 15, 2026, at 6:00 PM

This meeting of the Board of Directors of the Helendale Community Services District is open to the public at the District Office located at 26540 Vista Road, Suite C, Helendale, California.

Join remotely: <https://tinyurl.com/mwykbmaf>

Call in Number: 1-213-436-3171

Phone conference ID: 530 663 274#

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 in person. Remote participants may request to speak by using the raise your hand or chat feature.

3. Consent Items

- a. Approval of Minutes for Regular Board Meeting – September 17, 2026
- b. Bills Paid Report

4. Reports

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

Special Presentation

5. Presentation by San Bernardino County Fire Department

Regular Business

6. Discussion and Possible Action Regarding Approval of Directors' Expense Reports
7. Discussion and Possible Action Regarding Surplus of Various District-Owned Equipment
8. Discussion and Possible Action Regarding the California State Parks Grant Program and Potential Recreation Facility Improvements

Other Business

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

Closed Session

10. Conference with Legal Counsel – Existing Litigation

Pursuant to Section 54956.9

Case Name: In re: AFFF Multi-District Litigation

Case Number: MDL no. 2873

Action: Proposed class action Public Water Provider settlements

11. Conference with Real Property Negotiators

(Government Code Section 54956.8)

Property: Water Rights

District Negotiator: Craig Carlson

Negotiating Parties: Bobby Boytor

Action: Proceed with purchase of water rights

12. Report of Closed Session Items

13. Adjournment

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



HELENDALE COMMUNITY SERVICES DISTRICT

Staff Report

DATE: October 15, 2026
TO: Board of Directors
FROM: Cheryl Vermette, General Manager – Administration / Recreation
SUBJECT: Agenda item #3A
Approval of Minutes for Regular Board Meeting – September 17, 2026

STAFF RECOMMENDATION:

Approve minutes as presented.



HELENDALE COMMUNITY SERVICES DISTRICT

Minutes of the Regular Board of Directors Meeting

September 17, 2026 at 6:00 p.m.

26540 Vista Road, Suite C, Helendale, California

Attendance

Board Members Present

Ron Clark, President; George Cardenas, Vice President; Gail Guinn, Director; Artie DeVries, Director; Billy Rosenberg, Director

Staff Members Present

Alex Aviles, General Manager – Wastewater / Solid Waste; Craig Carlson, Water/Parks; Cheryl Vermette, General Manager – Administrative Services/Recreation

Consultants

Steve Kennedy, Legal Counsel (via Microsoft Teams)
Molina Hauv, Lahontan Regional Water Quality Control Board
Two Lahontan Regional Water Quality Control Board Staff

Members of the Public

Four members of the public attended in person.

Call to Order

President Ron Clark called the regular meeting to order at 6:00 pm followed by the Pledge of Allegiance.

1. Approval of Agenda

Discussion: Staff requested that Item 5, Special Presentation, be heard before Item 4, Reports.

Motion: Director Rosenberg made a motion to approve the agenda as amended.

Second: Director DeVries

Vote: President Ron Clark – Yes; Vice President George Cardenas – Yes; Director Guinn – Yes; Director Rosenberg – Yes; Director DeVries – Yes.

2. Public Participation

Resident Kris Cerone spoke in support of the proposed Community Resilience Center.

3. Consent Items

- a. Approval of Minutes for Regular Board Meeting – September 3, 2026
- b. Bills Paid Report
- c. July 2026 Financial Reports

Motion: Director Rosenberg made a motion to approve the consent items as presented.

Second: Director DeVries

Vote: President Ron Clark – Yes; Vice President George Cardenas – Yes; Director Guinn – Yes; Director Rosenberg – Yes; Director DeVries – Yes.

SPECIAL PRESENTATION (heard before Item 4)

5. Presentation by Lahontan Regional Water Quality Control Board

Engineering geologist Molina Hauv of the Lahontan Regional Water Quality Control Board presented an overview of the environmental restoration and remediation program at former George Air Force Base. She discussed the site's Superfund history, contaminants including chlorinated solvents, petroleum products, pesticides and PFAS, and ongoing groundwater monitoring and cleanup activities. The presentation addressed the region's complex aquifers, changes in groundwater flow, coordination among regulatory agencies and the Air Force, funding constraints, and the ongoing five-year review and PFAS investigations. Board members asked questions regarding monitoring wells, potential impacts downstream toward Helendale, aqueous film-forming foam, treatment methods, and public access to testing results. The reports and monitoring information are available through the Water Board's GeoTracker system.

4. Reports

a. Directors' Reports:

Director Guinn reported that the Concert in the Park was successful and that the fireworks were good. She added that some attendees who visited the Community Resilience Center booth had been influenced by inaccurate information circulating in the community before the event.

Director DeVries reported that she attended the concert and staffed the Community Resilience Center booth. She reported that some residents had misunderstandings about the proposal, but the additional public outreach and clarification appeared to improve some of the misunderstanding.

Vice President Cardenas also discussed Joshua tree mitigation and permitting matters.

Director Rosenberg commended staff, volunteers, and Citizens on Patrol (COP) for the concert's organization, parking arrangements, Citizens on Patrol volunteers, and the condition of the park. He also commended staff for promptly addressing inaccurate public information about the proposed Community Resilience Center.

President Clark reported that he attended the Concert and said the fireworks were good.

b. General Manager's Report:

Staff reported that the recent Concert in the Park and September 11 tribute were successful and thanked volunteers and COP participants. The final concert and community safety event will be on October 10, from 5:00 to 8:00 p.m., featuring a Taylor Swift tribute band and a friendship-bracelet activity. The Thrift Store Fall and Halloween Sale was scheduled for September 18 beginning at 11:00 a.m. Staff reported that the eight-week youth soccer season would begin September 19, with opening ceremonies at 7:45 a.m. and 24 teams participating. The District's office hours implemented September 1 had been positively received, with no customer complaints reported.

Staff reported approximately \$8.9 million in total cash and provided an update on investments, including moving \$2 million into a California CLASS term 12-month investment.

REGULAR BUSINESS

6. Discussion and Possible Action Regarding Approval of Directors' Expense Reports

Staff presented one expense report from Director Rosenberg for Board consideration.

Motion: Director Guinn made a motion to approve the Directors' expense reports.

Second: Director DeVries

Vote: President Ron Clark – Yes; Vice President George Cardenas – Yes; Director Guinn – Yes; Director Rosenberg – Yes; Director DeVries – Yes.

7. Discussion and Possible Action Regarding Proposed Community Resilience Center

Staff reviewed the proposed Community Resilience Center and the District's planned application to the California Strategic Growth Council for up to \$10 million in grant funding. The concept included a 15,000- to 20,000-square-foot facility supporting recreation, senior programs, classrooms, events, indoor sports, emergency supply distribution, and temporary heating, cooling, clean-air, charging, and communications services. Staff clarified that the proposal was not for a homeless shelter, transitional housing, or unrestricted drop-in shelter. Overnight use would be considered only during a major emergency involving community displacement.

Staff and Legal Counsel Kennedy emphasized that submitting the application does not obligate the District to accept an award or execute a grant agreement. Any proposed grant agreement, conditions, and financial commitments would return for separate public Board review and potential approval. The Board discussed whether staff should prepare a request for proposals for architectural and design services to refine the concept and obtain preliminary cost and permitting information, including the staff effort involved and timing relative to the grant decision.

Motion: Director Cardenas made the motion to proceed with the submission of the Community Resilience Center Round 2 Implementation Grant application and prepare and issue a request for proposals for professional design services.

Second: Director DeVries

Vote: President Ron Clark – Yes; Vice President George Cardenas – Yes; Director Guinn – Yes; Director Rosenberg – Yes; Director DeVries – Yes.

8. Discussion and Possible Action Regarding Adoption of Resolution 2026-25: A Resolution of the Board of Directors of the Helendale Community Services District Adopting a Conflict of Interest Code

Staff presented the District's biennial review and proposed revisions to its Conflict of Interest Code. Updates reflected the current organizational structure and position titles, added investment managers filing directly with the Fair Political Practices Commission, and revised the gift limit to \$630. Legal Counsel reported that his comments had been incorporated before the agenda was posted.

Motion: Director Rosenberg made a motion to adopt Resolution 2026-25, adopting the Conflict of Interest and Disclosure Code and rescinding Resolution 2024-16.

Second: Director Guinn

Vote: President Ron Clark – Yes; Vice President George Cardenas – Yes; Director Guinn – Yes; Director Rosenberg – Yes; Director DeVries – Yes.

Other Business

9. Requested Items for Next or Future Agendas

Director Rosenberg proposed exploring a walking club and related signage at the park.

Director DeVries proposed discussing community theater activities for youth and adults.

Director Guinn requested to invite the California Highway Patrol to discuss Route 66 traffic enforcement.

President Clark called for a brief break at 7:20.

Closed Session

Called to order at 7:29 pm

The Board met in closed session to discuss the agenda items listed below:

10. Conference with Legal Counsel – Existing Litigation

11. Conference with Real Property Negotiators

12. Report of Closed Session Items

The Board returned to open session. Legal Counsel Kennedy reported that the Board discussed the agenda items listed below and that no reportable action was taken.

Closed Session Adjourned at: 7:47 pm

13. Adjournment

President Ron Clark adjourned the meeting at 7:49 p.m.

Ron Clark, President

Cheryl Vermette, Clerk of the Board

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



HELENDALE COMMUNITY SERVICES DISTRICT

Staff Report

DATE: October 15, 2026
TO: Board of Directors
FROM: Cheryl Vermette, General Manager – Administration / Recreation
BY: Andrea Chavis, Senior Account Technician
SUBJECT: Agenda item #3B
Consent Items: Bills Paid and Presented for Approval

STAFF RECOMMENDATION:

Receive and file.

STAFF REPORT:

Staff issued 64 Bank Drafts and 64 Checks totaling \$590,767.48.

Total Cash Available	10/9/26	9/11/26
Cash	\$9,048,492.61	\$8,949,492.61
Checks & DFT's Issued	\$590,767.48	\$151,995.69

INVESTMENT REPORT:

The Investment Report shows the status of the District funds invested as of 9/30/26

	Interest Rate	Interest Income
CA CLASS	3.8181%	\$75,505.54 Year To Date
CBB Trust	3.69%	\$90,556.55 Year To Date
LAIF	3.84%	\$11,565.11 – 2 ND Fiscal Quarter



Helendale CSD

Bills Paid and Presented for Approval

Transaction Detail

Issued Date Range: 09/11/2026 - 10/08/2026

Cleared Date Range: -

Issued Date	Number	Description	Amount	Type	Module
Bank Account: 211102187 - CBB Checking					
09/15/2026	29748	Aqua Metrics Sales Company	-4,798.99	Check	Accounts Payable
09/15/2026	29749	Brian K. McNamara	-3,360.00	Check	Accounts Payable
09/15/2026	29749	Brian K. McNamara Reversal	3,360.00	Check Reversal	Accounts Payable
09/15/2026	29750	Burrtec Waste Industries Inc	-502.61	Check	Accounts Payable
09/15/2026	29751	Burrtec Waste Industries Inc	-933.46	Check	Accounts Payable
09/15/2026	29752	High Desert Water Conditioning	-1,376.94	Check	Accounts Payable
09/15/2026	29752	High Desert Water Conditioning Reversal	1,376.94	Check Reversal	Accounts Payable
09/15/2026	29753	Mojave Environmental Education Consortium	-500.00	Check	Accounts Payable
09/15/2026	29754	Sierra Analytical Labs, Inc	-271.50	Check	Accounts Payable
09/15/2026	29755	State of California Department of Justice	-17.00	Check	Accounts Payable
09/15/2026	29756	SWRCB, Office of Operator Certification	-296.00	Check	Accounts Payable
09/15/2026	29757	SWRCB, Office of Operator Certification	-307.00	Check	Accounts Payable
09/15/2026	29758	Synagro West, LLC	-818.30	Check	Accounts Payable
09/16/2026	29759	CHANDRA KIRAN	-331.25	Check	Utility Billing
09/16/2026	29760	D & H BUCKLEY FAMILY LTD	-123.37	Check	Utility Billing
09/16/2026	29761	COLBY RAHA	-310.90	Check	Utility Billing
09/16/2026	29762	ADAM WATKINS	-286.21	Check	Utility Billing
09/16/2026	29763	IDA WALDEN	-92.00	Check	Utility Billing
09/16/2026	29764	KRISTINA LEDEZMA	-480.61	Check	Utility Billing
09/16/2026	29765	KRISTAL BURNS	-31.31	Check	Utility Billing
09/16/2026	29767	Culligan Water Conditioning	-1,376.94	Check	Accounts Payable
09/17/2026	29768	Alejandro Aviles	-3,360.00	Check	Accounts Payable
09/23/2026	29769	ACI Payments, Inc	-62.20	Check	Accounts Payable
09/23/2026	29770	Bartle Wells Associates	-10,430.00	Check	Accounts Payable
09/23/2026	29771	Burrtec Waste Industries, Inc.	-12,215.82	Check	Accounts Payable
09/23/2026	29772	CHARLES P. CROWLEY COMPANY	-2,677.94	Check	Accounts Payable
09/23/2026	29773	County of San Bernardino, Solid Waste Mgmt. Div.	-713.22	Check	Accounts Payable
09/23/2026	29774	HD Supply, Inc.	-515.07	Check	Accounts Payable
09/23/2026	29775	San Bernardino County Fire Protection District	-980.00	Check	Accounts Payable
09/23/2026	29776	Senir Dacillo	-84.24	Check	Accounts Payable
09/23/2026	29777	Sierra Analytical Labs, Inc	-343.50	Check	Accounts Payable
09/24/2026	29778	MWC Group, Inc	-21,961.27	Check	Accounts Payable
09/24/2026	29779	Silver Lakes 5K	-200.00	Check	Accounts Payable
09/24/2026	29780	Silver Lakes Landscaping and Maintenance LLC	-7,245.00	Check	Accounts Payable
09/30/2026	29781	JUAN C. MELENA	-154.06	Check	Utility Billing
09/30/2026	29782	Burrtec Waste Industries, Inc.	-67,602.26	Check	Accounts Payable
09/30/2026	29783	Labor Law Poster Service	-99.50	Check	Accounts Payable
09/30/2026	29784	Rebecca Gonzalez	-400.00	Check	Accounts Payable
09/30/2026	29785	Tiffany Stevens	-300.00	Check	Accounts Payable
10/06/2026	29786	DELORES HALL	-148.46	Check	Utility Billing
10/06/2026	29787	EDWARD MUNNERLYN	-89.76	Check	Utility Billing
10/06/2026	29788	RYAN WHITE	-209.53	Check	Utility Billing
10/06/2026	29789	LAURA ZAMORA	-214.84	Check	Utility Billing
10/06/2026	29790	ANTON GALINKO	-13.07	Check	Utility Billing
10/07/2026	29791	AVCOM Services Inc.	-1,189.00	Check	Accounts Payable
10/07/2026	29792	Brunick, McElhaney & Kennedy Professional Law Corp	-7,500.00	Check	Accounts Payable

Bank Transaction Report

Issued Date	Number	Description	Amount	Type	Module
10/07/2026	29793	Burrtec Waste Industries Inc	-1,795.70	Check	Accounts Payable
10/07/2026	29794	Charles La Pat	-125.00	Check	Accounts Payable
10/07/2026	29795	County of San Bernardino	-20.00	Check	Accounts Payable
10/07/2026	29796	Drew McGarity	-400.00	Check	Accounts Payable
10/07/2026	29797	Katherine Forester	-2,400.00	Check	Accounts Payable
10/07/2026	29798	Mobile Occupational Services, Inc.	-100.00	Check	Accounts Payable
10/07/2026	29799	ProActive Work Health Medical Center Inc.	-85.00	Check	Accounts Payable
10/07/2026	29800	Sierra Analytical Labs, Inc	-675.50	Check	Accounts Payable
10/07/2026	29801	Starting Line Advisory	-4,300.00	Check	Accounts Payable
10/07/2026	29802	TW Associates LLC	-29,549.67	Check	Accounts Payable
10/07/2026	29803	Underground Service Alert of Southern California	-52.65	Check	Accounts Payable
09/14/2026	DFT0003761	Southern California Edison	-132.58	Bank Draft	Accounts Payable
09/21/2026	DFT0003778	Southern California Edison	-1,857.58	Bank Draft	Accounts Payable
09/14/2026	DFT0003779	Southern California Edison	-804.42	Bank Draft	Accounts Payable
09/22/2026	DFT0003780	Southern California Edison	-104.86	Bank Draft	Accounts Payable
09/21/2026	DFT0003781	Southern California Edison	-1,103.02	Bank Draft	Accounts Payable
09/11/2026	DFT0003783	CalPERS - SIP 457	-7,301.10	Bank Draft	Accounts Payable
09/11/2026	DFT0003784	CalPERS MEDICAL	-9,230.10	Bank Draft	Accounts Payable
09/11/2026	DFT0003785	California State Disbursement Unit	-230.76	Bank Draft	Accounts Payable
09/11/2026	DFT0003786	Choice Builder	-506.57	Bank Draft	Accounts Payable
09/11/2026	DFT0003787	CalPERS CLASSIC	-8,037.88	Bank Draft	Accounts Payable
09/11/2026	DFT0003788	Hartford Life and Accident Insurance Company	-170.35	Bank Draft	Accounts Payable
09/11/2026	DFT0003789	CalPERS - PEPRA	-3,508.37	Bank Draft	Accounts Payable
09/11/2026	DFT0003790	TASC	-1,012.45	Bank Draft	Accounts Payable
09/11/2026	DFT0003791	Internal Revenue Service	-9,441.11	Bank Draft	Accounts Payable
09/11/2026	DFT0003792	Employment Development Center	-3,396.34	Bank Draft	Accounts Payable
09/25/2026	DFT0003796	Frontier Communications	-97.11	Bank Draft	Accounts Payable
09/11/2026	DFT0003804	Clover	-29.95	Bank Draft	Accounts Payable
10/05/2026	DFT0003807	Frontier Communications	-132.12	Bank Draft	Accounts Payable
10/05/2026	DFT0003808	Southern California Edison	-5,133.97	Bank Draft	Accounts Payable
09/28/2026	DFT0003809	Southern California Edison	-2,431.38	Bank Draft	Accounts Payable
09/30/2026	DFT0003810	Southern California Edison	-338.51	Bank Draft	Accounts Payable
09/17/2026	DFT0003811	Flagstar	-1,093.08	Bank Draft	Accounts Payable
09/25/2026	DFT0003820	CalPERS - SIP 457	-7,342.75	Bank Draft	Accounts Payable
09/25/2026	DFT0003821	CalPERS MEDICAL	-9,295.73	Bank Draft	Accounts Payable
09/25/2026	DFT0003822	California State Disbursement Unit	-230.76	Bank Draft	Accounts Payable
09/25/2026	DFT0003823	Choice Builder	-476.48	Bank Draft	Accounts Payable
09/25/2026	DFT0003824	CalPERS CLASSIC	-8,037.88	Bank Draft	Accounts Payable
09/25/2026	DFT0003825	Hartford Life and Accident Insurance Company	-170.35	Bank Draft	Accounts Payable
09/25/2026	DFT0003826	CalPERS - PEPRA	-3,508.37	Bank Draft	Accounts Payable
09/25/2026	DFT0003827	TASC	-1,012.45	Bank Draft	Accounts Payable
09/25/2026	DFT0003828	Internal Revenue Service	-10,430.77	Bank Draft	Accounts Payable
09/25/2026	DFT0003829	Employment Development Center	-3,540.11	Bank Draft	Accounts Payable
10/07/2026	DFT0003830	Frontier Communications	-109.21	Bank Draft	Accounts Payable
09/23/2026	DFT0003832	Orange County Winwater Works	-1,543.12	Bank Draft	Accounts Payable
09/23/2026	DFT0003833	Pacific Advanced Civil Engineering, Inc	-11,911.80	Bank Draft	Accounts Payable
10/07/2026	DFT0003834	Southern California Edison	-33,333.31	Bank Draft	Accounts Payable
09/23/2026	DFT0003835	Stericycle, Inc	-144.55	Bank Draft	Accounts Payable
10/02/2026	DFT0003836	Verizon Wireless	-687.13	Bank Draft	Accounts Payable
09/30/2026	DFT0003842	Southern California Edison	-613.30	Bank Draft	Accounts Payable
09/30/2026	DFT0003843	Ultimate Internet Access, Inc	-828.87	Bank Draft	Accounts Payable
09/30/2026	DFT0003844	Univar Solutions, USA	-2,865.56	Bank Draft	Accounts Payable

Bank Transaction Report

Issued					
Date	Number	Description	Amount	Type	Module
10/01/2026	DFT0003848	Bank of America, N.A.	-4,213.25	Bank Draft	Accounts Payable
10/02/2026	DFT0003850	Paymentech, LLC	-2,264.21	Bank Draft	Accounts Payable
10/02/2026	DFT0003852	Paymentech, LLC	-539.69	Bank Draft	Accounts Payable
10/05/2026	DFT0003854	CA Dept of Tax and Fee Administration	-2,040.11	Bank Draft	Accounts Payable
10/05/2026	DFT0003856	Citizens Business Bank	-550.39	Bank Draft	Accounts Payable
10/07/2026	DFT0003873	Home Depot Credit Services	-1,041.70	Bank Draft	Accounts Payable
10/07/2026	DFT0003874	Infosend, Inc	-2,170.41	Bank Draft	Accounts Payable
10/07/2026	DFT0003875	Lowe's Inc.	-216.23	Bank Draft	Accounts Payable
10/07/2026	DFT0003876	Sonic Systems, Inc	-2,100.00	Bank Draft	Accounts Payable
Bank Account 211102187 Total: (107)					-357,001.81
				Report Total: (107)	-357,001.81

Summary

Bank Account	Count	Amount
211102187 CBB Checking	107	-357,001.81
Report Total:	107	-357,001.81

Cash Account	Count	Amount
99 99-111000 Cash in CBB - Checking	107	-357,001.81
Report Total:	107	-357,001.81

Transaction Type	Count	Amount
Bank Draft	50	-167,312.10
Check	55	-194,426.65
Check Reversal	2	4,736.94
Report Total:	107	-357,001.81



Helendale CSD

Payable Register

Payable Detail by Vendor Name

Packet: APPKT6563 - 9-23-26 BANK OF AMERICA

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					

Vendor: [0146 - Bank of America, N.A.](#)

Vendor Total: 4,213.25

Primary Address: Business Card
PO Box 15796
Wilmington, DE 19886-5796

Stmt 9-16-26	Invoice	9/23/2026	9/23/2026	10/13/2026	9/23/2026	4,213.25	0.00	0.00	0.00	4,213.25
Misc Charges	AP - CBB Checking				No	Payment Date: 10/1/2026		Bank Draft:		DFT0003848

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Crestline Vendor Fair - C. Carlson	Amount	0.00	0.00	65.87	0.00	0.00	0.00	65.87

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
01-524500-00-0	Education and Training		65.87	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Crestline Vendor Fair- Alex, Todd, Bill, G...	Amount	0.00	0.00	334.69	0.00	0.00	0.00	334.69

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
02-524500-00-0	Education and Training		334.69	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
TV Wall Mount	Amount	0.00	0.00	17.22	0.00	0.00	0.00	17.22

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
10-553000-00-0	Operating Supplies - Office		17.22	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
TV For Office	Amount	0.00	0.00	146.06	0.00	0.00	0.00	146.06

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
10-553000-00-0	Operating Supplies - Office		146.06	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Computer Screen Mount	Amount	0.00	0.00	124.58	0.00	0.00	0.00	124.58

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
10-553000-00-0	Operating Supplies - Office		124.58	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Cable for TV to Computer	Amount	0.00	0.00	23.69	0.00	0.00	0.00	23.69

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
10-553000-00-0	Operating Supplies - Office		23.69	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Office Chairs	Amount	0.00	0.00	323.24	0.00	0.00	0.00	323.24

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
10-553000-00-0	Operating Supplies - Office		323.24	100.00%

Payable Register

Packet: APPKT6563 - 9-23-26 BANK OF AMERICA

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code	On Hold								
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Fuel Distributions	Amount	0.00	0.00	69.03	0.00	0.00	0.00	69.03		
Account Number	Account Name	Project Account Key	Amount	Percent						
01-545001-00-0	Vehicle Fuel		69.03	100.00%						
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Wire Stripper Distributions	Amount	0.00	0.00	38.78	0.00	0.00	0.00	38.78		
Account Number	Account Name	Project Account Key	Amount	Percent						
01-554600-00-0	Small Tools		38.78	100.00%						
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Lights Distributions	Amount	0.00	0.00	76.60	0.00	0.00	0.00	76.60		
Account Number	Account Name	Project Account Key	Amount	Percent						
01-553000-00-0	Operating Supplies		76.60	100.00%						
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
CSDA Hotel Deposit Refund - B. Rosenbe... Distributions	Amount	0.00	0.00	-182.41	0.00	0.00	0.00	-182.41		
Account Number	Account Name	Project Account Key	Amount	Percent						
10-522505-00-0	Directors' Training/Seminars/Milea...		-182.41	100.00%						
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
CSDA Hotel Deposit Refund - A. Devries Distributions	Amount	0.00	0.00	-182.41	0.00	0.00	0.00	-182.41		
Account Number	Account Name	Project Account Key	Amount	Percent						
10-522505-00-0	Directors' Training/Seminars/Milea...		-182.41	100.00%						
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
CSDA Hotel Deposit Refund - G. Guinn Distributions	Amount	0.00	0.00	-182.41	0.00	0.00	0.00	-182.41		
Account Number	Account Name	Project Account Key	Amount	Percent						
10-522505-00-0	Directors' Training/Seminars/Milea...		-182.41	100.00%						
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Pest Control - Monthly Distributions	Amount	0.00	0.00	150.00	0.00	0.00	0.00	150.00		
Account Number	Account Name	Project Account Key	Amount	Percent						
05-541000-00-3	Operations & Maintenance - Comm...		150.00	100.00%						
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Youth Soccer Uniforms Distributions	Amount	0.00	0.00	2,763.02	0.00	0.00	0.00	2,763.02		
Account Number	Account Name	Project Account Key	Amount	Percent						
05-550003-00-0	Soccer		2,763.02	100.00%						
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Youth Soccer Uniforms Distributions	Amount	0.00	0.00	448.73	0.00	0.00	0.00	448.73		
Account Number	Account Name	Project Account Key	Amount	Percent						
05-550003-00-0	Soccer		448.73	100.00%						
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Aucostic Panels Distributions	Amount	0.00	0.00	139.97	0.00	0.00	0.00	139.97		
Account Number	Account Name	Project Account Key	Amount	Percent						
10-541500-00-0	Operations and Maintenance - Adm...		139.97	100.00%						

Payable Register

Packet: APPKT6563 - 9-23-26 BANK OF AMERICA

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Cognito Forms Subscription	Amount		0.00	0.00	39.00	0.00	0.00	0.00	39.00	
Distributions										
Account Number	Account Name	Project	Account Key	Amount	Percent					
10-556500-00-0	Dues & Subscriptions			39.00	100.00%					

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	1	4,213.25	0.00	0.00	0.00	4,213.25	4,213.25	0.00
Grand Total:		4,213.25	0.00	0.00	0.00	4,213.25	4,213.25	0.00

Account Summary

Account	Name	Amount
01-524500-00-0	Education and Training	65.87
01-545001-00-0	Vehicle Fuel	69.03
01-553000-00-0	Operating Supplies	76.60
01-554600-00-0	Small Tools	38.78
Total:		250.28

Account	Name	Amount
02-524500-00-0	Education and Training	334.69
Total:		334.69

Account	Name	Amount
05-541000-00-3	Operations & Maintenance - Community Center	150.00
05-550003-00-0	Soccer	3,211.75
Total:		3,361.75

Account	Name	Amount
10-522505-00-0	Directors' Training/Seminars/Mileage	-547.23
10-541500-00-0	Operations and Maintenance - Admin	139.97
10-553000-00-0	Operating Supplies - Office	634.79
10-556500-00-0	Dues & Subscriptions	39.00
Total:		266.53



Helendale CSD

Payable Register

Payable Detail by Vendor Name

Packet: APPKT6558 - 9-17-26 FLAGSTAR

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code		On Hold							
Vendor: 1623 - Flagstar								Vendor Total:	1,093.08	
Stmt 9-3-26	Invoice	9/3/2026	9/3/2026	10/1/2026	9/3/2026	1,093.08	0.00	0.00	0.00	1,093.08
Misc Charges	AP - CBB Checking		No			Payment Date: 9/17/2026		Bank Draft:	DFT0003811	
Items										
Item Description		Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
August 2026 Concert - Food for Band		Amount	0.00	0.00	111.63	0.00	0.00	0.00	111.63	
Distributions										
Account Number		Account Name	Project Account Key		Amount	Percent				
05-553300-00-0		Concert in the Park Expense			111.63	100.00%				
Items										
Item Description		Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
15 YR Anniversary Gift Card - V. Woolley		Amount	0.00	0.00	50.00	0.00	0.00	0.00	50.00	
Distributions										
Account Number		Account Name	Project Account Key		Amount	Percent				
10-556800-00-0		Employee Morale			50.00	100.00%				
Items										
Item Description		Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
15 YR Anniversary Gift Card - V. Woolley		Amount	0.00	0.00	50.00	0.00	0.00	0.00	50.00	
Distributions										
Account Number		Account Name	Project Account Key		Amount	Percent				
10-556800-00-0		Employee Morale			50.00	100.00%				
Items										
Item Description		Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
10 YR Anniversary Gift Card - R. Gonzalez		Amount	0.00	0.00	100.00	0.00	0.00	0.00	100.00	
Distributions										
Account Number		Account Name	Project Account Key		Amount	Percent				
10-556800-00-0		Employee Morale			100.00	100.00%				
Items										
Item Description		Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
Thrift Store Gift Cards - Charged as Cash...		Amount	0.00	0.00	275.00	0.00	0.00	0.00	275.00	
Distributions										
Account Number		Account Name	Project Account Key		Amount	Percent				
03-556800-00-0		EE Incentive Program			275.00	100.00%				
Items										
Item Description		Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
Cash Advance Fee - Refunding via check		Amount	0.00	0.00	13.75	0.00	0.00	0.00	13.75	
Distributions										
Account Number		Account Name	Project Account Key		Amount	Percent				
03-529900-00-0		Bank Charges			13.75	100.00%				
Items										
Item Description		Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
Bday Gift Card - G. Nemake		Amount	0.00	0.00	25.00	0.00	0.00	0.00	25.00	
Distributions										
Account Number		Account Name	Project Account Key		Amount	Percent				
10-556800-00-0		Employee Morale			25.00	100.00%				
Items										
Item Description		Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
5 YR Anniversary Gift Card - C. Isom		Amount	0.00	0.00	29.95	0.00	0.00	0.00	29.95	
Distributions										
Account Number		Account Name	Project Account Key		Amount	Percent				
10-556800-00-0		Employee Morale			29.95	100.00%				

Payable Register

Packet: APPKT6558 - 9-17-26 FLAGSTAR

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Cheer Medals Distributions	Amount		0.00	0.00	86.17	0.00	0.00	0.00	86.17	
Account Number	Account Name	Project Account Key			Amount	Percent				
05-550010-00-0	Cheer				86.17	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Flag Football Metals Distributions	Amount		0.00	0.00	174.49	0.00	0.00	0.00	174.49	
Account Number	Account Name	Project Account Key			Amount	Percent				
05-550001-00-0	Flag Football				174.49	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Ozium & Butterfly Paper Clamps Distributions	Amount		0.00	0.00	41.78	0.00	0.00	0.00	41.78	
Account Number	Account Name	Project Account Key			Amount	Percent				
10-553000-00-0	Operating Supplies - Office				41.78	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Batteries Distributions	Amount		0.00	0.00	13.01	0.00	0.00	0.00	13.01	
Account Number	Account Name	Project Account Key			Amount	Percent				
03-553000-00-0	Operating Supplies				13.01	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Batteries Distributions	Amount		0.00	0.00	13.01	0.00	0.00	0.00	13.01	
Account Number	Account Name	Project Account Key			Amount	Percent				
02-553000-00-0	Operating Supplies				13.01	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Batteries Distributions	Amount		0.00	0.00	13.01	0.00	0.00	0.00	13.01	
Account Number	Account Name	Project Account Key			Amount	Percent				
01-553000-00-0	Operating Supplies				13.01	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Batteries Distributions	Amount		0.00	0.00	13.00	0.00	0.00	0.00	13.00	
Account Number	Account Name	Project Account Key			Amount	Percent				
10-553000-00-0	Operating Supplies - Office				13.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Laminating Sheets Distributions	Amount		0.00	0.00	20.46	0.00	0.00	0.00	20.46	
Account Number	Account Name	Project Account Key			Amount	Percent				
10-553000-00-0	Operating Supplies - Office				20.46	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Philips F20T12 / CW/Alto - 20 Watt Distributions	Amount		0.00	0.00	23.90	0.00	0.00	0.00	23.90	
Account Number	Account Name	Project Account Key			Amount	Percent				
03-553000-00-0	Operating Supplies				23.90	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Batteries Distributions	Amount		0.00	0.00	2.62	0.00	0.00	0.00	2.62	
Account Number	Account Name	Project Account Key			Amount	Percent				
02-553000-00-0	Operating Supplies				2.62	100.00%				

Payable Register

Packet: APPKT6558 - 9-17-26 FLAGSTAR

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Batteries	Amount		0.00	0.00	2.62	0.00	0.00	0.00	2.62	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
01-553000-00-0	Operating Supplies				2.62	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Batteries	Amount		0.00	0.00	2.62	0.00	0.00	0.00	2.62	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
03-553000-00-0	Operating Supplies				2.62	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Batteries	Amount		0.00	0.00	2.61	0.00	0.00	0.00	2.61	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
10-553000-00-0	Operating Supplies - Office				2.61	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Batteries	Amount		0.00	0.00	7.11	0.00	0.00	0.00	7.11	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
03-553000-00-0	Operating Supplies				7.11	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Batteries	Amount		0.00	0.00	7.11	0.00	0.00	0.00	7.11	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
02-553000-00-0	Operating Supplies				7.11	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Batteries	Amount		0.00	0.00	7.11	0.00	0.00	0.00	7.11	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
01-553000-00-0	Operating Supplies				7.11	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Batteries	Amount		0.00	0.00	7.12	0.00	0.00	0.00	7.12	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
10-553000-00-0	Operating Supplies - Office				7.12	100.00%				

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	1	1,093.08	0.00	0.00	0.00	1,093.08	1,093.08	0.00
Grand Total:		1,093.08	0.00	0.00	0.00	1,093.08	1,093.08	0.00

Account Summary

Account	Name	Amount
01-553000-00-0	Operating Supplies	22.74
Total:		22.74

Account	Name	Amount
02-553000-00-0	Operating Supplies	22.74
Total:		22.74

Account	Name	Amount
03-529900-00-0	Bank Charges	13.75
03-553000-00-0	Operating Supplies	46.64
03-556800-00-0	EE Incentive Program	275.00
Total:		335.39

Account	Name	Amount
05-550001-00-0	Flag Football	174.49
05-550010-00-0	Cheer	86.17
05-553300-00-0	Concert in the Park Expense	111.63
Total:		372.29

Account	Name	Amount
10-553000-00-0	Operating Supplies - Office	84.97
10-556800-00-0	Employee Morale	254.95
Total:		339.92



HELENDALE COMMUNITY SERVICES DISTRICT

Staff Report

DATE: October 15, 2026
TO: Board of Directors
FROM: Cheryl Vermette, General Manager – Administration / Recreation
SUBJECT: Agenda item #5
Presentation by San Bernardino County Fire Department

STAFF RECOMMENDATION:

Receive the presentation and provide comments or questions.

STAFF REPORT:

Assistant Chief Kelly Anderson, representing San Bernardino County Fire's Division 5/North Desert Division, will provide a presentation on the department's budget, including current funding priorities, operational considerations, and initiatives affecting fire and emergency services in the North Desert region. This item is for information and discussion only. No Board action is required.

ATTACHMENT:

None



HELENDALE COMMUNITY SERVICES DISTRICT

Staff Report

DATE: October 15, 2026
TO: Board of Directors
FROM: Cheryl Vermette, General Manager – Administration / Recreation
SUBJECT: Agenda item #6
Discussion and Possible Action Regarding Approval of Directors' Expense Reports

STAFF RECOMMENDATION:

None

STAFF REPORT

This matter is at the discretion of the Board. Included herein for the Board's consideration are expense reports submitted since the last Board meeting.

FISCAL IMPACT

As outlined on the attached expense reports.

POSSIBLE MOTION

Approve Expense Reports as presented.

STRATEGIC PLAN ALIGNMENT

GOAL 4: Strengthen Long-Term Financial Sustainability and Strategic Partnerships to Responsibly Manage Public Funds, Maintain Rate Stability, and Expand Resources and Representation for the Community.

ATTACHMENTS

1. Spreadsheet of cumulative meetings
2. Expense Reports for:
President Ron Clark 8/5/2026 - 9/6/2026
Director Gail Guinn 8/3/2026 – 9/17/2026

ROLLING 12-MONTH BOARD COMPENSATION REPORT

Name	Title	Type	10 2025	11 2025	12 2025	01 2026	02 2026	03 2026	04 2026	05 2026	06 2026	07 2026	08 2026	09 2026	TOTAL
Clark	President	Compensated	2	4	3	2	4	4	4	6	4	2	3	4	42
		Non-Comp	0	0	0	0	0	0	0	0	0	0	0	0	0
Cardenas	Vice President	Compensated	2	2	2	4	2	2	2						16
		Non-Comp	1	2	3	3	3	1	3						16
Guinn	Director	Compensated	4	6	4	5	6	7	4	8	7	2	10	4	67
		Non-Comp	3	0	0	2	2	0	3	1	1	2	0	1	15
Rosenberg	Director	Compensated	2	4	1	2	4	3	2	2	5	1			26
		Non-Comp	0	0	0	0	0	0	0	0	0	0			0
DeVries	Director	Compensated	1	4	5	2	4	5	5	3					29
		Non-Comp	2	0	0	0	1	0	0	0					3

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER									
Name		Pay Period Endnig							
Date	Expense Description/Explanation		Miles	Meals	Lodging	Other Expense	Reimburse Y/N	Phone Call Y/N	Expense Category
8/5	Event	Relren Adgenda		\$	\$	\$	Y	N	A
	Description of Public Benefit	with Gen mgr.							
8/6	Event	Reg Board MTC		\$	\$	\$	Y	N	G
	Description of Public Benefit								
8/18	Event	Relren Adgenda		\$	\$	\$	Y	N	A
	Description of Public Benefit	with Gen mgrs							
9/1	Event	Grant MTC		\$	\$	\$	Y	N	F
	Description of Public Benefit								
9/3	Event	Reg Bd MTC		\$	\$	\$	Y	N	G
	Description of Public Benefit								
			Total Miles	Total Meals	Total Lodging	Total Other Expense	Total # of Compensable Meetings	Meeting Total	Total
				\$	\$	\$		\$	\$

Am Clark

Signature

10/6/26

Date

Expense Categories	
A: Public Meeting governed by Brown Act	G: Meeting w/GM or Designee regarding District Operations
B: Public Event *	H: Meeting w/auditors, attorney or consultant retained by District
C: Representation at Public Meeting/Event *	I: Meeting of Local, State or Federal body w/jurisdiction affecting HCSD
D: Representation on at 501C3 Board *	J: Meeting w/organization with interests in matters involving functions or
E: Conference/seminar/Training Program related to District *	K: Meeting pre-approved by the Board of Directors
F: Ad Hoc committee of the Board	* Written or verbal report required to be presented at the next Board meeting
	Mileage 65.5 c

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER

Name

Ken Clark

Pay Period Endnig

Date	Expense Description/Explanation	Miles	Meals	Lodging	Other Expense	Reimburse Y/N	Phone Call Y/N	Expense Category
9/16	Event Berren Adgele with Gen mg's		\$	\$	\$	Y	N	G
9/17	Event Reg Board mtg		\$	\$	\$	Y	N	BA
	Event		\$	\$	\$			
	Description of Public Benefit							
	Event		\$	\$	\$			
	Description of Public Benefit							
	Event		\$	\$	\$			
	Description of Public Benefit							
	Event		\$	\$	\$			
	Description of Public Benefit							
		Total Miles	Total Meals	Total Lodging	Total Other Expense	Total # of Compensable Meetings	Meeting Total	Total
			\$	\$	\$		\$	\$

Ken Clark

Signature

10/6/20

Date

Expense Categories

A: Public Meeting governed by Brown Act	G: Meeting w/GM or Designee regarding District Operations
B: Public Event *	H: Meeting w/auditors, attorney or consultant retained by District
C: Representation at Public Meeting/Event *	I: Meeting of Local, State or Federal body w/jurisdiction affecting HCSD
D: Representation at 501C3 Board *	J: Meeting w/organization with interests in matters involving functions or
E: Conference/seminar/Training Program related to District *	K: Meeting pre-approved by the Board of Directors
F: Ad Hoc committee of the Board	* Written or verbal report required to be presented at the next Board meeting
Mileage 65.5 c	

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER

Name

Gail GUINN

Pay Period Ending

Date	Expense Description/Explanation	Miles	Meals	Lodging	Other Expense	Reimburse Y/N	Phone Call Y/N	Expense Category
8/3/26	Event Ad Hoc Meeting		\$	\$	\$	Y	N	F
	Description of Public Benefit presentation planning of Strategic Plan 2 to staff		\$	\$	\$	Y	N	G
8/4/26	Event Pre Board Mtg		\$	\$	\$	Y	N	A
	Description of Public Benefit meeting w/GM's re: District operations		\$	\$	\$	Y	N	C
8/6/26	Event Open Board Mtg		\$	\$	\$	Y	N	G
	Description of Public Benefit public mtg. covered by Brown Act		\$	\$	\$	Y	N	
8/17/26	Event ASBCSD mtg.		\$	\$	\$	Y	N	
	Description of Public Benefit District training association meeting		\$	\$	\$	Y	N	
8/18/26	Event Pre Board Mtg		\$	\$	\$	Y	N	
	Description of Public Benefit meeting w/GM's re: district operations		\$	\$	\$	Y	N	
		Total Miles	Total Meals	Total Lodging	Total Other Expense	Total # of Compensable Meetings	Meeting Total	Total
			\$	\$	\$	5	\$750.00	\$750.00

Gail Guinn

Signature

9/17/26

Date

- A: Public Meeting governed by Brown Act
- B: Public Event
- C: Representation at Public Meeting/Event
- D: Representation at 501C3 Board
- E: Conference/seminar/Training Program related to District
- F: Ad Hoc committee of the Board

Expense Categories

- G: Meeting w/GM or Designee regarding District Operations
- H: Meeting w/auditors, attorney or consultant retained by District
- I: Meeting of Local, State or Federal body w/jurisdiction affecting HCSD
- J: Meeting w/organization with interests in matters involving functions or
- K: Meeting pre-approved by the Board of Directors
- * Written or verbal report required to be presented at the next Board meeting

Mileage 65.5¢

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER

Name

Gail Guinn

Pay Period Endng

Date	Expense Description/Explanation	Miles	Meals	Lodging	Other Expense	Reimburse Y/N	Phone Call Y/N	Expense Category
8/20/26	Event open Board mtg		\$	\$	\$	Y	N	A
8/24/26	Description of Public Benefit public mtg covered by Brown Act	120	\$	\$	\$	Y	N	E
8/24/26	Event CSDA conference		\$	\$	\$	Y	N	E
8/25/26	Description of Public Benefit conference and seminars, training related to District		\$	\$	\$	Y	N	E
8/25/26	Event CSDA conference		\$	\$	\$	Y	N	E
8/26/26	Description of Public Benefit conference, seminars & training related to District		\$	\$	\$	Y	N	E
8/26/26	Event CSDA conference		\$	\$	\$	Y	N	E
8/27/26	Description of Public Benefit conference, training & seminars related to District		\$	\$	\$	Y	N	E
		Total Miles	Total Meals	Total Lodging	Total Other Expense	Total # of Compensable Meetings	Meeting Total	Total
		240		\$	\$	5	\$70.00	\$930.00

@.15 = \$180

9/17/26

Date

Gail Guinn

Signature

Expense Categories

- A: Public Meeting governed by Brown Act *
- B: Public Event *
- C: Representation at Public Meeting/Event *
- D: Representation on at 501C3 Board *
- E: Conference/seminar/Training Program related to District *
- F: Ad Hoc committee of the Board

- G: Meeting w/GM or Designee regarding District Operations
- H: Meeting w/auditors, attorney or consultant retained by District
- I: Meeting of Local, State or Federal body w/jurisdiction affecting HCSD
- J: Meeting w/organization with interests in matters involving functions or
- K: Meeting pre-approved by the Board of Directors
- * Written or verbal report required to be presented at the next Board meeting

Mileage 65.5¢

HELENDALÉ COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER

Name

Gail Quinn

Pay Period Ending

Date	Expense Description/Explanation	Miles	Meals	Lodging	Other Expense	Reimburse Y/N	Phone Call Y/N	Expense Category
9/1/24	Event mtg pre open Board		\$	\$	\$	Y	N	G
9/1/24	Description of Public Benefit mtg w/GMS re: District Operations		\$	\$	\$	N	N	A
9/1/24	Event CRC public meeting		\$	\$	\$	Y	N	A
9/1/24	Description of Public Benefit elicit community input for CRC grant		\$	\$	\$	Y	N	A
9/3/24	Event open Board mtg		\$	\$	\$	Y	N	G
9/3/24	Description of Public Benefit public mtg covered by Brown Act		\$	\$	\$	Y	N	A
9/15/24	Event pre board meeting		\$	\$	\$	Y	N	G
9/15/24	Description of Public Benefit meeting w/GMS re: district operations		\$	\$	\$	Y	N	A
9/17/24	Event open Board mtg		\$	\$	\$	Y	N	A
9/17/24	Description of Public Benefit public mtg covered by Brown Act		\$	\$	\$	Y	N	A
		Total Miles	Total Meals	Total Lodging	Total Other Expense	Total # of Compensable Meetings	Meeting Total	Total
			\$	\$	\$	4	\$600.00	\$600.00

9/17/24

Date

Gail Quinn

Signature

Expense Categories

- A: Public Meeting governed by Brown Act *
- B: Public Event *
- C: Representation at Public Meeting/Event *
- D: Representation at 501C3 Board *
- E: Conference/seminar/Training Program related to District *
- F: Ad Hoc committee of the Board

- G: Meeting w/GM or Designee regarding District Operations
- H: Meeting w/auditors, attorney or consultant retained by District
- I: Meeting of Local, State or Federal body w/jurisdiction affecting HCSD
- J: Meeting w/organization with interests in matters involving functions or
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Mileage 65.5¢



HELENDALE COMMUNITY SERVICES DISTRICT

Staff Report

DATE: October 15, 2026
TO: Board of Directors
FROM: Craig Carlson, General Manager – Water/ Parks
SUBJECT: Agenda item #7
Discussion and Possible Action Regarding Surplus of Various District-Owned Equipment

STAFF RECOMMENDATION:

To declare the two District-owned assets as surplus property and authorize their disposal through public auction.

STAFF REPORT:

In 2008, the Board approved a policy for the disposal of District-owned assets which outlines the process to be followed when equipment and vehicles have exceeded their useful life or are no longer needed by the District. The Policy was last revised in March of 2026.

DISCUSSION:

Staff has determined that 2 items listed below should be declared as surplus:

1. 2011 Chevrolet 1500 – VIN# 1GCRKPE32BZ450079 was purchased “used” in 2018 as Water Operation Manager’s District vehicle. **Asset Location:** 15425 Wild Rd. **Estimated Value:** \$800 – \$1,500
In 2021 was transferred to parks department. Currently the truck has a loud knock in the engine and needs new catalytic converters. Truck was inspected by Loveland Automotive and it was determined the truck would need a complete engine rebuild, exhaust system, transmission service (leak), and tires. The estimated repair cost is approximately \$6,000. Staff determined the truck is not worth the amount of the repairs needed. This truck would not be replaced at this time with another purchase.



2. 2001 Multiquip Pro66DZ Boom lift – VIN# 9603000396 with 6106 hours. **Asset Location:** 15425 Wild Rd. Purchased in auction in 2010. **Estimated Value:** \$500 - \$1,000

The boom lift has never run or worked properly from the date of purchase. Multiple mechanics have worked on the lift and have not been able to repair properly. Lift has multiple electrical issues which have left staff stranded in the air on multiple occasions which is unsafe. Lift has two speeds but only low speed works. Full hydraulic steering repair needs to be completed. The lift will no longer drive forward or reverse. Lift will eventually be replaced with a smaller unit and is reflected in the water CIP.



These items will be listed on GovDeals.com for public auction.

FISCAL IMPACT:

To be determined based on sale price at auction. Revenue for the boom lift will go to the water fund and revenue for the Chevrolet 1500 will go to the park fund.

STRATEGIC PLAN ALIGNMENT:

GOAL 4: Strengthen Long-Term Financial Sustainability and Strategic Partnerships to Responsibly Manage Public Funds, Maintain Rate Stability, and Expand Resources and Representation for the Community.

POSSIBLE MOTION:

Move to declare the two District-owned assets identified in the staff report as surplus property and authorize staff to dispose of them through public auction in accordance with District policy.

ATTACHMENTS:

1. Surplus Policy

HELENDALE COMMUNITY SERVICES DISTRICT

Surplus Equipment and Salvage Policy and Procedures

Section 1. Purpose.

The purposes of this policy are to standardize the procedures for the disposal of surplus equipment, vehicles and salvage items of the Helendale Community Services District; and to set forth the duties and responsibilities of the General Manager and District staff in connection therewith.

Section 2. Definitions.

A) Inventorial Equipment – means District-owned free-standing equipment and vehicles with a useful life of more than two years and a purchase price of \$5,000 or more. Furnishings, computer equipment, portable radios and other electronics costing \$200 or more are inventoried for purposes of security and control and included in this category.

B) Inventorial Property – means any District-owned building, office, garage, facility, well, free-standing structure, water system, sewer system or exempt Surplus Land with recorded title, proof of purchase and ownership, letter of contribution, letter of transfer, or proof of self-construction and cost exceeding \$1.

C) Surplus Inventory – means any Inventorial Equipment that the District's Board of Directors has determined to be no longer necessary or useful to the District.

D) Salvage – means any District reclaimed or discarded equipment, material, furniture or supply which only has residual value as scrap.

Section 3. Applicability.

This policy shall apply to the disposal of Surplus Inventory and Salvage by the District.

Section 4. Disposal of Surplus Inventory.

A) Determination

1. The District Board of Directors shall, upon presentation of documentation from the General Manager, determine if Inventorial Equipment or Inventorial Property is Surplus Inventory. The documentation presented by the General Manager shall list the Inventorial Equipment or Inventorial Property sought to be declared Surplus Inventory and shall include license, VIN number or other identifying serial number or property identification number, address or physical location, assessor parcel number, estimated book or trade-in value and property description.

B) Disposal of Inventorial Equipment

HELENDAL COMMUNITY SERVICES DISTRICT

Surplus Equipment and Salvage Policy and Procedures

1. **Trade-in.** When the Surplus Inventory involves a vehicle or equipment to be used as trade-in for a newer vehicle or piece of equipment, the property title shall be signed by the General Manager at the time of transfer or after and remanded to the buyer. The trade-in value of the vehicle or equipment shall be recorded and the sold equipment record kept for five years. Only the District Board of Directors shall have the authority to determine if Inventorial Equipment determined to be Surplus Inventory may be used as trade-in.

2. **Disposal or Sale.** The sale of Inventorial Equipment determined to be Surplus Inventory shall be by the means determined to garner the greatest monetary value. This could include:

Competitive bid: District solicits bids for surplus item(s).

Auction: District holds auction on-site via sealed bids or verbal bids

Third Party Auction: Auction is hosted by a third party (i.e. Bid Fast; GovDeals, South Coast, etc.)

Bidding Platform: District places item on public bid platform (i.e. Etsy, E-Bay, etc.)

Direct Sale: District accepts private bids for an item (i.e., equipment or vehicle)

If sold by Competitive bid or Direct Sale, the sale date, sale location, list of vehicles or equipment to be sold shall be advertised in a local paper and/or trade publication and posted at the District offices and facilities at least ten days before the sale date. Employees, their immediate family or relatives, members of the Board of Directors, and hired consultants are prohibited from bidding during this process. Inventorial Equipment determined to be Surplus Inventory may be sold on a Bidding Platform. In most circumstances, the offeror/bidder with the highest bid price shall be deemed the successful proposer. In the event a minimum reserve amount has been established, that amount must be met.

a. If the advertised sale of Inventorial Equipment determined to be Surplus Inventory fails to generate a competitive bid, District employees may at this time submit sealed bids for any such items. The employee with the highest bid price shall be deemed the successful bidder.

b. If the offer of sale to employees fails to generate any bids, the Inventorial Equipment determined to be Surplus Inventory shall be sold for scrap or disposed of in a legal manner.

c. All sold or disposed Inventorial Equipment determined to be Surplus Inventory shall be removed from District property within 48 hours of the sale and title transfer unless otherwise agreed by the General Manager and successful bidder.

d. Proceeds of the sale of Inventorial Equipment determined to be Surplus Inventory shall be posted to each fund from which the surplus originated.

3. **Salvage.** If any Inventorial Equipment determined to be Surplus Inventory is not sold after a reasonable time using the methods set forth above, or if it is determined that such property has no reasonable resale value, the General Manager may consider such property Salvage and proceed with the disposal thereof pursuant to Section 6 below. Scrap meters are considered salvage.

4. **Donation.** If any Inventorial Equipment determined to be Surplus Inventory is not sold after a reasonable time using the methods set forth above, or if it is determined that such property is obsolete with no reasonable resale or salvage value, the General Manager may, upon

HELENDALE COMMUNITY SERVICES DISTRICT

Surplus Equipment and Salvage Policy and Procedures

prior approval of the District's Board of Directors, donate such property to another governmental agency or to a certified local non-profit organization that is eligible to receive such items from the District and which provides benefits to the constituents within the District's service area.

C). Disposal of Inventorial Property.

1. The District Board of Directors shall upon presentation of documentation from the General Manager determine if any Inventorial Property is Surplus Inventory. The Board shall provide guidance to the General Manager as to the method of disposal of the property as outlined in Section B(2), or other such method as determined by the Board and General Manager.

2. The District's Board of Directors may authorize the General Manager to hire consultants, or other professional service providers, as necessary, to assist with the sale or disposal of Inventorial Property determined to be Surplus Inventory.

3. Proceeds from the sale of Inventorial Property determined to be Surplus Inventory shall be posted to each fund from which the surplus originated, unless otherwise directed by the District Board of Directors.

Section 5. Disposal of Salvage.

A) Unless otherwise prohibited by law, the General Manager, from time to time, may authorize the sale of Salvage items. Salvage items determined to be surplus, may be sold to recycle centers, other agencies, private businesses, public or private organizations, or non-profit organizations.

B) Proceeds from the sale of Salvage items shall go to the employee benefit and morale fund to offset costs of employee morale and incentive programs to a maximum of \$8,000.00 per fiscal year.

C) Funds received from the sale of Salvage items shall be posted to the Salvage and Scrap Sales account in the General Fund. Employee expenses paid shall be posted to the Employee Benefit and Morale Expense account. The balance remaining shall be kept in a separate spreadsheet and the balance and account activity reported to the General Manager as requested.

Section 6. Extent of Authorization.

A) The District Board of Directors and the General Manager, to the limited extent expressly set forth herein, are the only parties authorized to sell Surplus Inventory and Salvage. No other District employee shall sell or donate any District vehicles, equipment, furniture or material without the express written authorization of the Board of Directors.

B) Unauthorized removal, disposal, or expropriation of any District-owned Inventorial Equipment, regardless of estimated value, constitutes a breach of District policy and could be construed as misappropriation of public funds.



HELENDALE COMMUNITY SERVICES DISTRICT

Staff Report

DATE: October 15, 2026
TO: Board of Directors
FROM: Cheryl Vermette, General Manager – Administration / Recreation
SUBJECT: Agenda item #8
Discussion and Possible Action Regarding the California State Parks Grant Program and Potential Recreation Facility Improvements

STAFF RECOMMENDATION:

Staff recommends that the Board discuss the State Parks grant opportunity and provide direction regarding whether to pursue funding, potential project locations, proposed improvements, and preparation of a grant application.

STAFF REPORT:

Discuss the California State Parks Statewide Park Development and Community Revitalization Program (SPP), consider potential recreational improvements at the Vista Road Community Center property and/or the Helendale Community Park on Wild Road, and provide direction to staff regarding whether to pursue grant funding, which location or locations should be prioritized, and what improvements should be considered.

BACKGROUND:

The California Department of Parks and Recreation is accepting applications for Round 5 of the Statewide Park Development and Community Revitalization Program. The program provides competitive grant funding for the development of new parks and the expansion or improvement of existing parks, with an emphasis on increasing recreational opportunities in underserved communities.

Approximately \$188.5 million is available statewide, with individual grant requests ranging from \$200,000 to \$8.5 million. No local matching funds are required. The application deadline is December 17, 2026.

The District has identified two potential locations for consideration: the existing Community Center property on Vista Road and Helendale Community Park on Wild Road.

The District has also submitted an application for the Community Resilience Center (CRC) grant, which includes proposed recreational facilities and improvements at the Vista Road location. With the CRC funding decision still pending, staff is seeking Board direction on how to approach this additional grant opportunity.

DISCUSSION

Option 1 – Vista Road Community Center and Recreation Facilities

The Vista Road property presents an opportunity to expand indoor and outdoor recreational facilities and develop additional community amenities.

Potential improvements could include:

- New indoor gymnasium and recreational facilities.
- Playground and shaded recreation areas.
- Walking paths and accessible outdoor recreation areas.
- Picnic areas, shade structures, and improved landscaping.
- Other recreation amenities identified through community input.

The State Parks grant allows funding for indoor recreational buildings, including community centers and gymnasiums, subject to specific requirements. At least 75% of the proposed recreation building's square footage must be designed for recreational use, and at least 50% of the overall park must be designated for outdoor recreation and open space.

Accordingly, a Vista Road proposal would need to incorporate an eligible indoor recreation component and sufficient outdoor recreational space to comply with program requirements.

Coordination With the Pending CRC Grant

The District's pending CRC application already includes significant improvements at the Vista Road location, including indoor recreation facilities and outdoor community amenities.

If CRC funding is awarded, State Parks funding could potentially support additional recreational improvements not included in the CRC-funded scope. The District would need to ensure that the two grants fund separate, clearly identified improvements without duplicating project costs.

If CRC funding is not awarded, the District could potentially pursue eligible recreation facilities and park development at Vista Road through the State Parks program.

Because State Parks applications must identify a specific project location and scope, the District would need to carefully structure the proposed improvements rather than assume the project could be substantially changed after grant submission.

Option 2 – Helendale Community Park Improvements (Wild Road)

An alternative would be to focus the State Parks application on completing and expanding Helendale Community Park on Wild Road.

The District has previously discussed several improvements that could significantly increase the park's capacity, accessibility, and recreational opportunities.

Potential improvements include:

- Paving and improving existing and additional parking areas.
- Constructing an outdoor amphitheater or performance stage for concerts, performances, and community events.
- Developing a third multipurpose grass field for soccer, athletics, and community activities.
- Installing new sports lighting at the existing baseball/softball fields, north soccer field, and proposed third multipurpose field; improving lighting at the south soccer field; and adding pathway, ambient park, and parking lot lighting to enhance visibility, safety, and evening use of the park.
- Constructing outdoor basketball courts.
- Installing shade structures over playground equipment.

- Adding restroom facilities at convenient park locations.
- Improving landscaping, irrigation, and shade trees.
- Expanding accessible walking paths connecting park facilities.
- Adding covered picnic areas and shaded gathering spaces.

These improvements would help maximize the use of existing District property while accommodating additional youth and adult sports, outdoor recreation, community events, and everyday park activities.

Unlike Vista Road, the Wild Road project would focus on improving an established recreational park and would not be dependent on the outcome of the CRC grant.

Option 3 – Submit Separate Applications for Both Locations

The State Parks program permits eligible applicants to submit separate applications for different park locations.

The Board could direct staff to evaluate developing an application for each site, with separate project scopes, budgets, and supporting documentation.

This approach would require additional staff time, planning, cost estimating, and community engagement. Each project would also need to independently meet the program's eligibility and evaluation requirements.

Grant Requirements and Considerations

Several program requirements should be considered before selecting a project.

Recreation and Project Eligibility

The program prioritizes the creation and expansion of recreational opportunities. Eligible features include athletic fields, sports courts, gymnasiums, playgrounds, amphitheaters, trails, and other park amenities.

Supporting improvements such as parking, lighting, restrooms, landscaping, and pathways may be included; however, projects should demonstrate substantial new or expanded recreational benefits rather than primarily infrastructure improvements.

For indoor recreation buildings, the program requires that at least 75% of the building be designed for recreation and at least 50% of the overall park be designated for outdoor recreation and open space.

Community Engagement

The program places significant emphasis on meaningful community participation in the selection and design of proposed park improvements.

For maximum points under the community-meeting evaluation criterion, applicants must document at least five qualifying in-person meetings, including at least two evening or weekend meetings, during the applicable program period.

Staff would need to evaluate previous community outreach efforts and determine whether additional public meetings or engagement opportunities are necessary before submitting an application.

Project Competitiveness

The program uses a competitive evaluation process that considers factors including park access, community income, climate vulnerability, community engagement, project design, and the extent to which the proposed improvements expand recreational opportunities.

Staff would need to evaluate each location using the State's Community FactFinder and application scoring criteria.

Project Costs and Long-Term Maintenance

Although the grant does not require matching funds, the District would need to evaluate preliminary construction costs, potential project cost increases, ongoing operations, maintenance, utilities, and replacement needs.

Athletic field lighting, additional grass areas, restrooms, indoor facilities, and other proposed amenities would create varying ongoing operating and maintenance responsibilities.

Application Timeline

Applications are due December 17, 2026. Meeting the deadline would require timely Board direction regarding the proposed project location and improvements, followed by community outreach, development of the project scope, preliminary cost estimates, and preparation of the application.

Conclusion

The California State Parks grant program presents an opportunity to expand recreational facilities and park amenities within Helendale. Both the Vista Road Community Center property and Helendale Community Park on Wild Road offer potential projects for consideration, each with different benefits and considerations.

Staff is seeking Board direction on whether to pursue grant funding and, if so, which project or projects should be prioritized. The Board may also elect not to pursue the grant opportunity at this time.

FISCAL IMPACT:

There is no immediate fiscal impact associated with the Board's discussion and provision of direction. The grant program does not require a local matching contribution. However, application preparation will require staff time.

If funding is awarded, the District would be responsible for the ongoing operation and maintenance of the completed improvements.

Any proposed expenditures requiring Board authorization would be brought forward separately.

BOARD DIRECTION REQUESTED:

The Board is requested to provide direction regarding:

1. Whether the District should pursue State Parks Round 5 grant funding.
2. Whether to prioritize Vista Road, Helendale Community Park on Wild Road, or consider separate applications for both locations.

3. Which recreational improvements should be included in the proposed project scope.
4. Whether staff should proceed with community outreach, preliminary project development, and cost estimating in preparation for an application.

STRATEGIC PLAN ALIGNMENT:

Goal 5: Enhance Community Growth and Quality of Life by Expanding Inclusive Programs, Revitalizing Public Spaces, and Fostering Meaningful Engagement—Positioning Helendale as a Vibrant, Connected, and Desirable Place to Live.

ATTACHMENTS:

1. Helendale Community Park Preliminary Improvement Concept – Wild Road.
2. State Parks Round 5 Program Overview and Grant Requirements.



HELENDALE COMMUNITY PARK

DESIGN CONCEPT

EXISTING FACILITIES

- ◆ Baseball / softball fields
- ◆ Two existing grass soccer fields
- ◆ Shop buildings and service yards
- ◆ Existing roads and site geometry
- ◆ Existing parking between fields

PROPOSED IMPROVEMENTS

- ◆ West parking and south expansion
- ◆ Additional south grass / event field
- ◆ Enclosed amphitheater stage
- ◆ Three restroom locations (concept)
- ◆ Accessible walking path connections
- ◆ Covered playground and picnic areas
- ◆ Parking striping, shade trees and lights

SCHEMATIC • NOT TO SCALE



Statewide Park Development and Community Revitalization Program



PROGRAM GOAL

The Statewide Park Program's (SPP) goal is to create NEW PARKS and NEW RECREATION OPPORTUNITIES in CRITICALLY UNDERSERVED COMMUNITIES across California.

Funding Type

DEVELOPMENT, and ACQUISITION & DEVELOPMENT combined.

Types of Projects

1. Create a NEW PARK
2. EXPAND an EXISTING PARK
3. Renovate an EXISTING PARK

Eligible Applicants

1. Cities, counties, DISTRICTS,
2. Nonprofits with 501(c)(3) status, and
3. JOINT POWERS AUTHORITIES (one member must be either an eligible city, county or DISTRICT)

Application Deadline

December 17, 2026

Amount Available

\$188.5 million approximately

Maximum Grant Request

\$8.5 million

Minimum Grant Request

\$200,000



Eligible RECREATION FEATURE Examples:

Aquatic center, amphitheater, athletic fields and courts, sensory play area, community gardens, dog park, outdoor fitness areas, equestrian and golf courses, rock climbing wall, picnic areas, playgrounds, skate parks, farmers market, public art, etc.

Additional eligible RECREATION FEATURE examples are available in the SPP Application Guide: www.parks.ca.gov/spp.

Words and terms appearing in SMALL CAPS are defined in the SPP Application Guide.



PROGRAM WEBSITE

www.parks.ca.gov/spp