



Regular Board Meeting

AGENDA

Regular Meeting

May 21, 2026 06:00 PM

26540 Visat Road, Suite C, Helendale, CA 92342

<https://helendalecsd.specialdistrict.org/>

Board of Directors

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

This meeting of the Board of Directors of the Helendale Community Services District is Open to the public in person only at the District Office located at 26540 Vista Road, Suite C, Helendale, California. There will be no remote participation for this meeting.

1. Call to Order

- A. Roll Call
- B. Pledge of Allegiance

2. Public Comment

Discussion

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.

3. Consent Agenda

Discussion Possible Action [View Item](#)

- A. Approval of Minutes: Regular Meeting May 7, 2026
- B. Approval of Special Board Meeting Minutes - May 12, 2026
- C. Bills Paid Report - May 21, 2026

4. Reports

Discussion

- A. Director's Reports
- B. General Manager's Reports

5. Discussion and Possible Action Regarding Approval of Director's Expense Reports
 Discussion Possible Action [View Item](#)
6. Discussion Only Regarding Proposed Solid Waste Rate Increase
 Discussion Possible Action [View Item](#)
7. Discussion Only Regarding Annual Review of Park Development Impact Fee
 Discussion [View Item](#)
8. Discussion and Possible Action Regarding Emergency Repair at Well #4A
 Discussion Possible Action [View Item](#)
9. Discussion and Possible Action Regarding Concerts in the Park
 Discussion Possible Action [View Item](#)
10. Requested Items for Next or Future Agendas
 Discussion
11. 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 agenzized 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

26540 Vista Road, Suite C, Helendale, CA 92342

DATE: May 21, 2026
TO: Board of Directors
FROM: Cheryl Vermette, General Manager – Administration / Recreation
SUBJECT: Agenda item # 3
Consent Items

CONSENT ITEMS:

- A. Approval of Minutes: Regular Meeting May 7, 2026
- B. Approval of Minutes: Special Meeting May 12, 2026
- C. Bills Paid Report for May 21, 2026



Helendale Community Services District

26540 Vista Road, Suite C, Helendale, CA 92342

DATE: May 21, 2026
TO: Board of Directors
FROM: Cheryl Vermette, General Manager – Administration / Recreation
SUBJECT: Agenda item # 3A
Consent Items

CONSENT ITEMS:

- A. Approval of Minutes: Regular Meeting May 7, 2026



**Minutes of the Helendale Community Services District
REGULAR BOARD OF DIRECTORS MEETING**

Date: May 7, 2026
 Time: 6:00 PM
 Meeting called to order by: President Ron Clark at 6:00 PM

Attendance

President Ron Clark	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent	<input checked="" type="checkbox"/> In Person	<input type="checkbox"/> Remote
Vice President George Cardenas	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent	<input checked="" type="checkbox"/> In Person	<input type="checkbox"/> Remote
Director Gail Guinn	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent	<input checked="" type="checkbox"/> In Person	<input type="checkbox"/> Remote
Director Artie DeVries	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent	<input checked="" type="checkbox"/> In Person	<input type="checkbox"/> Remote
Director Billy Rosenberg	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent	<input type="checkbox"/> In Person	<input type="checkbox"/> Remote

Staff Members Present

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

Consultants/Guests

Steve Kennedy, Legal Counsel
 Captain Ryan Smith, San Bernardino County Sheriff's Department

Members of the public

There were three members of the public in attendance.

1. APPROVAL OF AGENDA

Motion Vice President Cardenas made a motion to approve the agenda as presented.

Second Director Rosenberg

Vote

President Ron Clark	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Vice President George Cardenas	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Director Gail Guinn	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Director Artie DeVries	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Director Billy Rosenberg	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain

2. PUBLIC PARTICIPATION

Resident Martin Porcelli commented on the agenda items, voiced his concern over the potential truck stop on the corner of Route 66, and thanked the Board for all that they do.

Captain Ryan Smith reported the statistics for the month of April. He also talked about e-bike

safety concerns and informed everyone that the Sheriff's department will be doing a public information campaign on e-bikes.

Scott Limbacher – Silver Lakes Association Board Member reported that he and Joy have been appointed as liaisons and will be attending the CSD Board meetings. He also announced that they are planning town hall meetings to welcome new and existing residents to inform them better about the amenities.

3. CONSENT ITEMS

- a) Approval of Minutes: Regular Board Meeting – April 16, 2026
- b) Bills Paid Report - April 16, 2026
- c) Financial Reports – March 2026

Discussion: None

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

Second: Director DeVries

4. REPORTS

a. Directors' Reports

Director Guinn reported that she attended the open house at the fire station and the CERT mixer. She also mentioned that she saw a sports field dome that she would like staff to look into for the park.

Director DeVries reported that she attended the open house at the fire station, the CERT mixer and the Silver Lakes Association board meeting.

Director Cardenas commented on the new website. He also talked about the US Department of Transportation RCE grant program which has funding for railroad crossing projects.

Director Rosenberg reported that he attended the CERT mixer. He also announced that the dog park group is holding a Cinco de Mayo party.

b. General Managers Report

General Manager Vermette reported that a Budget Workshop is scheduled for May 12 at 11:00 a.m. The first Concert in the Park event of the season is scheduled for Saturday, May 9, from 6:00 p.m. to 9:00 p.m.

The District's new website is now live, although staff continues to make additional updates and refinements. Registration is currently open for Summer Youth Cheer, Youth Flag Football, and Adult Softball programs.

General Manager Vermette also reported that the May 2 Community Yard Sale was successful, with 51 vendors registered utilizing a total of 72 vendor spaces. There were 16 vendor cancellations.

Staff also reviewed the District's investment portfolio and cash balances. Staff will be transferring \$750,000 into the Local Agency Investment Fund (LAIF), which is currently earning approximately 3.81%. Current fund balances were reported as follows: Water

Fund – \$2,788,276; Wastewater Fund – \$3,628,080; Park Fund – \$927,411; Property Fund – \$181,844; and Solid Waste Fund – \$265,609.

Regular Business

5. Discussion and Possible Action Regarding Approval of Directors Expense Reports

Discussion The Board reviewed submitted expense reports.

Motion Director Rosenberg made a motion to approve Directors’ expense reports

Second Director Guinn

Vote

President Ron Clark	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Vice President George Cardenas	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Director Gail Guinn	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Director Artie DeVries	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Director Billy Rosenberg	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain

6. Discussion and Possible Action Regarding Lien Policy

Discussion: The Board of Directors reviewed the proposed lien policy and tax roll lien procedures for delinquent utility accounts. Discussion included property owner responsibility for unpaid balances, timelines for notices and lien eligibility, payment plan considerations, lien release requirements, and procedures for adding eligible delinquent balances to the property tax roll. The policy is intended to improve collection efforts, reduce financial risk, and recover administrative costs associated with delinquent accounts.

Direction: This item will come back to the Board for approval as a Resolution.

7. Discussion and Possible Action Regarding Well #4 Rehab

Discussion: Well #4 has experienced declining production and requires rehabilitation. Rehab has been delayed due to insufficient redundant wells to meet customer demand during the process, with reliance on Well 13 remaining online during rehabilitation efforts. Well #4 has recently been producing air in the water, creating concerns related to cavitation, loss of lubrication, potential damage to the pump and shaft, and cloudy water. Staff has a backup new pump available for Well #4 and has contacted two well contractors for troubleshooting assistance. Videoing the well is estimated to cost approximately \$25,000–\$30,000 and may require Board approval. Time is a major factor, as the District will need two wells operational by mid-June to meet community demand. Contractors have advised that the air issue should be remediated immediately. Due to lower pumping levels in the aquifer, the water level is below the upper perforations in the well casing, allowing cascading water which is contributing to entrained air in the system.

Staff has identified three options moving forward:

Option 1: Leave Well #4 as-is and only operate it while Well #1 is online to reduce the amount of air present throughout the system. This option may not be sustainable through the summer months.

Option 2: Would involve installing a temporary submersible pump through the summer and completing full rehabilitation in the fall. This option would allow staff to continue operations through the summer months and seek rehabilitation bids later in the year. Materials purchased for the temporary installation could also be retained for future emergency use at other wells, and rehabilitation would not be under immediate time constraints. Concerns discussed with this option included the estimated cost of approximately \$125,000, reduced pumping capacity from 850 GPM to 500 GPM, the need for Well #4 to operate nearly continuously during the summer, increased reliance on Well #1, and total District production being reduced to approximately 1,500–1,700 GPM collectively.

Option 3: Complete rehabilitation of Well #4 as soon as possible. Estimated downtime is 2–3 weeks with an estimated rehabilitation cost of \$250,000–\$350,000. A 2–3 week downtime would place the earliest return to service around the week of May 25th. Bakersfield Well & Pump can begin rehabilitation as early as next week, while Layne can mobilize within the next few weeks. Staff also met with SWRCB to permit Well #13 for emergency standby.

Discussion: The Board gave Staff direction to proceed with Southwest Pump and Drilling to camera Well #4 and bring this item back to the with additional information.

8. Discussion and Possible Action Regarding Rescinding Contract Approval with Kennedy Jenks and Approving a Request for Proposals for a Bureau Feasibility Study

Discussion: Staff reviewed the status of the Bureau feasibility study associated with the District’s \$1 million Community Set Aside Grant from Congressman Obernolte. At the April 6 Board meeting, staff requested approval of a \$60,648 contract with Kennedy Jenks to be paid from Wastewater funds, and the Board directed staff and counsel to work on a Professional Services Agreement. The feasibility study was part of the District’s required \$250,000 match contribution. Staff explained that it was initially believed the contract qualified under the District’s professional services provisions within the purchasing policy; however, recent communication with the Grant Officer clarified that federal procurement requirements apply to all grant-related funds, including local cost-share and matching funds. As a result, the District is required to circulate a Request for Proposals for the feasibility study. Staff also noted that no Professional Services Agreement was finalized with Kennedy Jenks. Next steps discussed included notifying Kennedy Jenks of the recent developments, drafting and circulating an RFP, reviewing submitted proposals, and continuing communication with the Grant Officer to minimize further delays.

Motion Director Rosenberg made a motion to rescind the approval of PSA with Kennedy Jenks in the amount of \$60,648 for a Bureau Feasibility Study and Direct staff to prepare a Request for Proposals.

Second Director DeVries

Vote

President Ron Clark	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Vice President George Cardenas	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain

Director Gail Guinn	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Director Artie DeVries	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Director Billy Rosenberg	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain

9. Discussion and Possible Action Regarding Approval of Door Oliver Sludge Pumps

Discussion: Staff reviewed the condition of the six Dorr-Oliver diaphragm pumps at the wastewater treatment plant, including two pumps located at each of the Primary Clarifier, Secondary Clarifier, and Aerobic Digester pump rooms. The pumps are used to move settleable solids throughout the solids handling facility as part of compliance with Waste Discharge Requirements. Staff explained that pump components have degraded over time due to the abrasive material being pumped, including the check balls, ball seats, check ball housings, lids, and yokes. Two pumps are currently offline due to lack of replacement parts, while the remaining four pumps are operating inefficiently and require component replacement. Staff noted that diaphragm pumps are rarely used with newer treatment technologies, making replacement parts increasingly difficult to obtain. One previous vendor declined to provide a quote due to uncertainty in guaranteeing delivery of parts. Staff obtained quotes from two qualified vendors and explained that no additional vendors are available that can supply the Dorr-Oliver-specific parts, making advertisement for bids impractical. Staff requested approval to purchase the replacement parts under Section 6.D.4 of the District Purchasing Policy. Quotes received were \$80,226.00 from WASTECORP and \$57,530.14 from Charles P. Crowley Company

Motion Director Guinn made a motion to approve the purchase of the Dorr-Oliver pump parts from the Charles P. Crowley Company for \$57,530.14

Second Director Guinn

Vote

President Ron Clark	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Vice President George Cardenas	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Director Gail Guinn	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Director Artie DeVries	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Director Billy Rosenberg	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain

Other Business

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

President Clark called for a brief break at 7:07 pm. The Board went into closed session at 7:15 pm.

Closed Session

11. Conference with Real Property Negotiators

(Government Code Section 54956.8)
District Negotiator: Alex Aviles
Negotiating Parties: SBA/TowerCo
Under Negotiation: Price and Terms of Payment

The Board reconvened in open session at 7:33 pm.

12. Report of Closed Session Items

Legal Counsel Kennedy Reported the Board met in closed session and discussed the item on the agenda. Board gave direction to staff. There was no reportable action.

13. Adjournment

President Clark adjourned the meeting at 7:34 pm.

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

26540 Vista Road, Suite C, Helendale, CA 92342

DATE: May 21, 2026
TO: Board of Directors
FROM: Cheryl Vermette, General Manager – Administration / Recreation
SUBJECT: Agenda item # 3B
Consent Items

CONSENT ITEMS:

- B. Approval of Minutes: Special Meeting May 12, 2026



Special Board Meeting

MINUTES

Special Meeting

May 12, 2026 11:00 AM

26540 Vista Rd., Suite C., Helendale, CA 92342

<https://helendalecsd.specialdistrict.org/>

1. Call to Order

The meeting was called to order at 11:00 am by President Ron Clark.

1. Roll Call

Present: President Ron Clark, Director Gail Guinn, Director Artie DeVries, Director Billy Rosenberg

Absent: Vice President George Cardenas

Staff Present: Alex Aviles, General Manager - Wastewater/Solid Waste; Craig Carlson, General Manager - Water/Parks; Cheryl Verrmette, General Manager - Administration/Recreation; Bill Kuhlmann, Wastewater Operator III; Garrett Hardy, Wastewater Operator I; Todd Keeling, OIT

2. Public Comment

3. Concert in the Park

The Board of Directors discussed enhanced safety and security measures for the Concerts in the Park series. Discussion included contracting with the San Bernardino County Sheriff's Department to provide two deputies at future concerts, increasing lighting in darker areas of the park, adjusting concert hours to better align with daylight conditions, and implementing a \$5 per vehicle parking fee to help offset the cost of additional security measures.

Citizens on Patrol members Henry Spiller and Jeff McKellar provided comments regarding the role of the Citizens on Patrol (COP) program at community events. They noted that the primary role of COP volunteers is to observe activity, assist with traffic and parking coordination, and serve as additional eyes and ears during events. They clarified that COP volunteers are not responsible for intervening in physical altercations or breaking up fights.

Mr. Spiller and Mr. McKellar also provided input regarding additional safety considerations for the Concerts in the Park series. During discussion regarding the possibility of charging an entrance or parking fee, they noted that many attendees visit the event primarily to patronize the food vendors and may not remain for the concert itself. They also discussed parking operations during the recent event, noting that COP volunteers assisted with parking coordination, which generally went well; however, available parking areas reached capacity during the event.

The Board also approved the formation of an Ad Hoc Committee to review event safety and security enhancements. Directors Guinn and Rosenberg were appointed to serve on the committee.

4. Board Workshop: FY 2027 Budget

General Managers Aviles, Carlson, and Vermette conducted a comprehensive review of each fund and identified significant operational, capital, revenue, and expenditure changes incorporated into the FY 2027 Proposed Budget.

5. Adjournment

President Clark adjourned the meeting at 12:45 p.m. in memory of Phil Morris, former Victor Valley judge and stepfather of Legal Counsel Steve Kennedy.



Helendale Community Services District

DATE: May 21, 2026
TO: Board of Directors
FROM: Cheryl Vermette, Administrative General Manager
BY: Andrea Chavis, Senior Account Technician
SUBJECT: Agenda item #3b
Consent Items: Bills Paid and Presented for Approval

STAFF RECOMMENDATION

Updated Report Only. Receive and File.

STAFF REPORT:

Staff issued 30 checks and 36 Bank Drafts totaling \$272,350.54.

Total Cash Available	5/15/26	5/1/26
Cash	\$8,789,658.05	\$8,546,917.04
Checks, DFT's/EFT's Issued	\$270,350.54	\$550,640.55

INVESTMENT REPORT:

The Investment Report shows the status of the District funds invested as of 5/1/26

	Interest Rate	Interest Income
CA CLASS	3.7114%	\$127,572.62 Fiscal Year to date
CBB Trust	3.72%	\$86,610.48 Fiscal Year to date
LAIF	3.826%	\$11,497.27 – 3 RD Fiscal Quarter



Helendale CSD

Bills Paid and Presented for Approval

Transaction Detail

Issued Date Range: 05/01/2026 - 05/14/2026

Cleared Date Range: -

Issued Date	Number	Description	Amount	Type	Module
Bank Account: 211102187 - CBB Checking					
05/05/2026	29513	Apple Valley Communications, Inc	-155.00	Check	Accounts Payable
05/05/2026	29514	Burrtec Waste Industries Inc	-14,480.90	Check	Accounts Payable
05/05/2026	29515	County of San Bernardino	-40.00	Check	Accounts Payable
05/05/2026	29516	Senir Dacillo	-1,547.43	Check	Accounts Payable
05/05/2026	29517	Sierra Analytical Labs, Inc	-1,179.50	Check	Accounts Payable
05/05/2026	29518	Steve A. Filarsky, Attorney at Law	-117.00	Check	Accounts Payable
05/05/2026	29519	Underground Service Alert of Southern California	-123.95	Check	Accounts Payable
05/08/2026	29520	Charles La Pat	-150.00	Check	Accounts Payable
05/08/2026	29521	Scott Tinturin	-1,703.37	Check	Accounts Payable
05/08/2026	29522	Damion's Construction Service LLC	-857.67	Check	Utility Billing
05/08/2026	29523	RICHARD C JEWETT	-1,266.79	Check	Utility Billing
05/08/2026	29524	KEVIN LEONARD	-10.50	Check	Utility Billing
05/08/2026	29525	ROBERT S STERN TRUST	-453.00	Check	Utility Billing
05/08/2026	29526	CLEO MILLER	-267.80	Check	Utility Billing
05/08/2026	29527	PATRICIA FIELDS	-50.32	Check	Utility Billing
05/12/2026	29528	Bartle Wells Associates	-2,645.00	Check	Accounts Payable
05/12/2026	29529	Burrtec Waste Industries Inc	-737.56	Check	Accounts Payable
05/12/2026	29530	Burrtec Waste Industries Inc	-486.64	Check	Accounts Payable
05/12/2026	29531	C Wells Pipeline Materials , Inc	-1,317.78	Check	Accounts Payable
05/12/2026	29532	G.A. Osborne Pipe & Supply Inc.	-211.87	Check	Accounts Payable
05/12/2026	29533	Geo-Monitor, Inc.	-1,171.50	Check	Accounts Payable
05/12/2026	29534	Mobile Occupational Services, Inc.	-110.00	Check	Accounts Payable
05/12/2026	29535	Mojave Resource Management, LLC	-4,820.58	Check	Accounts Payable
05/12/2026	29536	ProActive Work Health Medical Center Inc.	-600.00	Check	Accounts Payable
05/12/2026	29537	Senir Dacillo	-883.20	Check	Accounts Payable
05/12/2026	29538	State Water Resources Control Board	-284.00	Check	Accounts Payable
05/12/2026	29539	Tyler Technologies, Inc.	-500.00	Check	Accounts Payable
05/12/2026	29540	Aqua Metrics Sales Company	-12,253.72	Check	Accounts Payable
05/12/2026	29541	C. J. Brown & Company, CPAs	-225.00	Check	Accounts Payable
05/12/2026	29542	Starting Line Advisory	-3,498.75	Check	Accounts Payable
05/04/2026	DFT0003371	Frontier Communications	-105.36	Bank Draft	Accounts Payable
05/04/2026	DFT0003386	Southern California Edison	-349.53	Bank Draft	Accounts Payable
05/07/2026	DFT0003388	Frontier Communications	-82.29	Bank Draft	Accounts Payable
05/05/2026	DFT0003389	Southern California Edison	-2,324.17	Bank Draft	Accounts Payable
05/11/2026	DFT0003405	Frontier Communications	-231.45	Bank Draft	Accounts Payable
05/11/2026	DFT0003406	Southern California Edison	-24,523.57	Bank Draft	Accounts Payable
05/12/2026	DFT0003407	Southwest Gas Company	-73.87	Bank Draft	Accounts Payable
05/12/2026	DFT0003408	Southwest Gas Company	-42.37	Bank Draft	Accounts Payable
05/12/2026	DFT0003409	Southwest Gas Company	-101.80	Bank Draft	Accounts Payable
05/12/2026	DFT0003410	Southwest Gas Company	-11.00	Bank Draft	Accounts Payable
05/02/2026	DFT0003411	Verizon Wireless	-735.75	Bank Draft	Accounts Payable
05/05/2026	DFT0003415	Corporate Payment Systems	-9,715.46	Bank Draft	Accounts Payable
05/04/2026	DFT0003416	Konica Minolta	-264.16	Bank Draft	Accounts Payable
05/05/2026	DFT0003417	O'Reilly Auto Parts	-627.71	Bank Draft	Accounts Payable
05/14/2026	DFT0003418	Southern California Edison	-65.56	Bank Draft	Accounts Payable
05/14/2026	DFT0003419	Southern California Edison	-256.29	Bank Draft	Accounts Payable

Bank Transaction Report

Issued Date	Number	Description	Amount	Type	Module
05/04/2026	DFT0003420	Ultimate Internet Access, Inc	-816.69	Bank Draft	Accounts Payable
05/04/2026	DFT0003421	Pacific Advanced Civil Engineering, Inc	-129,065.05	Bank Draft	Accounts Payable
05/05/2026	DFT0003422	Sonic Systems, Inc	-2,151.60	Bank Draft	Accounts Payable
05/05/2026	DFT0003425	Paymentech, LLC	-506.16	Bank Draft	Accounts Payable
05/08/2026	DFT0003426	CalPERS - SIP 457	-7,157.22	Bank Draft	Accounts Payable
05/08/2026	DFT0003428	California State Disbursement Unit	-230.76	Bank Draft	Accounts Payable
05/08/2026	DFT0003430	CalPERS CLASSIC	-7,751.08	Bank Draft	Accounts Payable
05/08/2026	DFT0003432	CalPERS - PEPR	-3,316.26	Bank Draft	Accounts Payable
05/08/2026	DFT0003433	TASC	-1,012.45	Bank Draft	Accounts Payable
05/08/2026	DFT0003434	Internal Revenue Service	-9,096.76	Bank Draft	Accounts Payable
05/08/2026	DFT0003435	Employment Development Center	-3,204.90	Bank Draft	Accounts Payable
05/05/2026	DFT0003436	Paymentech, LLC	-2,737.15	Bank Draft	Accounts Payable
05/01/2026	DFT0003437	EVO Merchant Services	-2,186.41	Bank Draft	Accounts Payable
05/12/2026	DFT0003438	Bank of America, N.A.	-4,780.01	Bank Draft	Accounts Payable
05/12/2026	DFT0003440	Frontier Communications	-96.82	Bank Draft	Accounts Payable
05/12/2026	DFT0003441	Home Depot Credit Services	-2,846.67	Bank Draft	Accounts Payable
05/12/2026	DFT0003442	Infosend, Inc	-2,152.32	Bank Draft	Accounts Payable
05/12/2026	DFT0003443	Lowe's Inc.	-997.57	Bank Draft	Accounts Payable
05/12/2026	DFT0003444	On Line Information Services, Inc	-12.48	Bank Draft	Accounts Payable
05/12/2026	DFT0003445	Orange County Winwater Works	-573.01	Bank Draft	Accounts Payable
			Bank Account 211102187 Total: (66)		-272,350.54
				Report Total: (66)	-272,350.54

Bank Transaction Report

Issued Date Range: -

Summary

Bank Account	Count	Amount
211102187 CBB Checking	66	-272,350.54
Report Total:	66	-272,350.54

Cash Account	Count	Amount
99 99-111000 Cash in CBB - Checking	66	-272,350.54
Report Total:	66	-272,350.54

Transaction Type	Count	Amount
Bank Draft	36	-220,201.71
Check	30	-52,148.83
Report Total:	66	-272,350.54



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: 4,780.01

[Stmt 4-16-26](#) Invoice 4/16/2026 4/16/2026 5/13/2026 4/16/2026 4,780.01 0.00 0.00 0.00 4,780.01
 Misc Charges AP - CBB Checking No

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Float Drain for Plant Air Compressor	Amount	0.00	0.00	716.83	0.00	0.00	0.00	716.83

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
02-541000-00-0	Operations and Maintenance		716.83	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Push to exit for door lock system - comm..	Amount	0.00	0.00	378.19	0.00	0.00	0.00	378.19

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
05-850032-00-0	Park Door Locks		378.19	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
B. Jeffers Playground Certification	Amount	0.00	0.00	900.00	0.00	0.00	0.00	900.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
05-524500-00-0	Education and Training		900.00	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Camera & Mic for Computer	Amount	0.00	0.00	26.93	0.00	0.00	0.00	26.93

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
01-553000-00-0	Operating Supplies		26.93	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Senator Ochoabaugh Meeting	Amount	0.00	0.00	73.41	0.00	0.00	0.00	73.41

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
10-526650-00-0	Community Promotion		73.41	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Frame Display	Amount	0.00	0.00	24.98	0.00	0.00	0.00	24.98

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
10-553000-00-0	Operating Supplies - Office		24.98	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Meeting Cheryl & Alex	Amount	0.00	0.00	46.07	0.00	0.00	0.00	46.07

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
10-522510-00-0	Board & Exec Meetings		46.07	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Cheap Domain Renewal	Amount	0.00	0.00	71.98	0.00	0.00	0.00	71.98

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
10-521600-00-0	Software Support		71.98	100.00%

Payable Register

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	
The Linq Hotel Distributions	Amount		0.00	0.00	7.71	0.00	0.00	0.00	7.71	
Account Number	Account Name	Project Account Key	Amount	Percent						
10-524500-00-0	Education and Training		7.71	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
The Linq Hotel Distributions	Amount		0.00	0.00	-7.71	0.00	0.00	0.00	-7.71	
Account Number	Account Name	Project Account Key	Amount	Percent						
10-524500-00-0	Education and Training		-7.71	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Tyler Connect 2026 - C. Vermette Distributions	Amount		0.00	0.00	1,048.00	0.00	0.00	0.00	1,048.00	
Account Number	Account Name	Project Account Key	Amount	Percent						
10-524500-00-0	Education and Training		1,048.00	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Hotel - S. Aviles - Tyler Connect 2026 Distributions	Amount		0.00	0.00	66.83	0.00	0.00	0.00	66.83	
Account Number	Account Name	Project Account Key	Amount	Percent						
10-524500-00-0	Education and Training		66.83	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Tyler Connect 2026 - S. Aviles Distributions	Amount		0.00	0.00	599.00	0.00	0.00	0.00	599.00	
Account Number	Account Name	Project Account Key	Amount	Percent						
10-524500-00-0	Education and Training		599.00	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Business Cards-CSD & C. Vermette Distributions	Amount		0.00	0.00	163.32	0.00	0.00	0.00	163.32	
Account Number	Account Name	Project Account Key	Amount	Percent						
10-553000-00-0	Operating Supplies - Office		163.32	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Business Cards-Jonathan & Craig Distributions	Amount		0.00	0.00	163.31	0.00	0.00	0.00	163.31	
Account Number	Account Name	Project Account Key	Amount	Percent						
01-553000-00-0	Operating Supplies		163.31	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Business Cards-Alex & Bill Distributions	Amount		0.00	0.00	163.31	0.00	0.00	0.00	163.31	
Account Number	Account Name	Project Account Key	Amount	Percent						
02-553000-00-0	Operating Supplies		163.31	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Kimberly's Retirement Distributions	Amount		0.00	0.00	87.99	0.00	0.00	0.00	87.99	
Account Number	Account Name	Project Account Key	Amount	Percent						
10-556800-00-0	Employee Morale		87.99	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Avery Printer Labels Distributions	Amount		0.00	0.00	29.57	0.00	0.00	0.00	29.57	
Account Number	Account Name	Project Account Key	Amount	Percent						
10-553000-00-0	Operating Supplies - Office		29.57	100.00%						

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description										
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Parking- C. Vermette - Tyler Connect 20...	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				
10-524500-00-0	Education and Training				25.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Clean Up Day - Donuts	Amount		0.00	0.00	44.00	0.00	0.00	0.00	44.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
06-553555-00-0	Public Outreach				44.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Zoom Annual Subscription	Amount		0.00	0.00	159.90	0.00	0.00	0.00	159.90	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
10-521600-00-0	Software Support				159.90	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Smart & Final Refund - Senator Meeting	Amount		0.00	0.00	-8.61	0.00	0.00	0.00	-8.61	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
10-526650-00-0	Community Promotion				-8.61	100.00%				

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	1	4,780.01	0.00	0.00	0.00	4,780.01	0.00	4,780.01
	Grand Total:	4,780.01	0.00	0.00	0.00	4,780.01	0.00	4,780.01

Account Summary

Account	Name	Amount
01-553000-00-0	Operating Supplies	190.24
Total:		190.24

Account	Name	Amount
02-541000-00-0	Operations and Maintenance	716.83
02-553000-00-0	Operating Supplies	163.31
Total:		880.14

Account	Name	Amount
05-524500-00-0	Education and Training	900.00
05-850032-00-0	Park Door Locks	378.19
Total:		1,278.19

Account	Name	Amount
06-553555-00-0	Public Outreach	44.00
Total:		44.00

Account	Name	Amount
10-521600-00-0	Software Support	231.88
10-522510-00-0	Board & Exec Meetings	46.07
10-524500-00-0	Education and Training	1,738.83
10-526650-00-0	Community Promotion	64.80
10-553000-00-0	Operating Supplies - Office	217.87
10-556800-00-0	Employee Morale	87.99
Total:		2,387.44



Helendale Community Services District

26540 Vista Road, Suite C, Helendale, CA 92342

DATE: May 21, 2026
TO: Board of Directors
FROM: Cheryl Vermette, General Manager – Administration / Recreation
SUBJECT: Agenda item # 5
Discussion and Possible Action Regarding Approval of Director’s 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

Spreadsheet of cumulative meetings
Director’s Expense Reports

Rolling 12 – Month Board Compensation Report

Name	Title	Type	6 2025	7 2025	8 2025	9 2025	10 2025	11 2025	12 2025	01 2026	02 2026	03 2026	04 2026	05 2026	TOTAL
Clark	President	Compensated	4	6	5	5	2	4	3	2	4	4			39
		Non-Comp	0	0	0	0	0	0	0	0	0	0			0
Cardenas	Vice President	Compensated	2	1	2	2	2	2	2	4	2	2	2		23
		Non-Comp	2	1	2	2	1	2	3	3	3	1	3		23
Guinn	Director	Compensated	4	3	9	7	4	6	4	5	6	7	4		59
		Non-Comp	1	0	2	2	3	0	0	2	2	0	1		13
Rosenberg	Director	Compensated	4	4	7	6	2	4	1	2	4	3	2	2	41
		Non-Comp	0	0	0	0	0	0	0	0	0	0	0	0	0
DeVries	Director	Compensated	4	2	6	7	1	4	5	2	4	5			40
		Non-Comp	0	1	0	1	2	0	0	0	0	1	0		5

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER

Name

Gail Guinn

Pay Period Ending

11/1/24 - 11/31/24

Date	Expense Description/Explanation	Miles	Meals	Lodging	Other Expense	Reimburse Y/N	Phone Call Y/N	Expense Category
<i>11/10/24</i>	Event <i>opening day Basketball</i>		\$	\$	\$	<i>Y</i>	<i>N</i>	<i>C</i>
	Description of Public Benefit <i>Representation at public event</i>		\$	\$	\$	<i>Y</i>	<i>N</i>	
<i>11/13/24</i>	Event <i>meeting w/ GM</i>		\$	\$	\$	<i>Y</i>	<i>N</i>	<i>G</i>
	Description of Public Benefit <i>discussion of District operations pre open board</i>		\$	\$	\$	<i>Y</i>	<i>N</i>	
<i>11/15/24</i>	Event <i>open board mtg</i>		\$	\$	\$	<i>Y</i>	<i>N</i>	<i>A</i>
	Description of Public Benefit <i>public meeting</i>		\$	\$	\$	<i>Y</i>	<i>N</i>	
<i>11/24/24</i>	Event <i>tie strategic plan</i>		\$	\$	\$	<i>N</i>	<i>Y</i>	<i>F</i>
	Description of Public Benefit <i>Discussion ad hoc strategic plan</i>		\$	\$	\$	<i>Y</i>	<i>N</i>	
<i>11/26/24</i>	Event <i>meeting re strat plan</i>		\$	\$	\$	<i>Y</i>	<i>N</i>	<i>F</i>
	Description of Public Benefit <i>strategic plan ad hoc</i>		\$	\$	\$	<i>Y</i>	<i>N</i>	
		Total Miles	Total Meals	Total Lodging	Total Other Expense	Total # of Compensable Meetings	Meeting Total	Total
			\$	\$	\$	<i>4</i>	<i>\$600.00</i>	<i>\$600.00</i>

Gail Guinn
Signature

4/16/24
Date

- 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
 - 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

11/24 - 1/31/26

Date	Expense Description/Explanation	Miles	Meals	Lodging	Other Expense	Reimburse Y/N	Phone Call Y/N	Expense Category
<i>1/27/26</i>	Event <i>meeting strategic plan</i> Description of Public Benefit <i>Ad hoc committee meeting strategic plan</i>		\$	\$	\$	<i>Y</i>	<i>N</i>	<i>F</i>
<i>1/28/26</i>	Event <i>SLA open board</i> Description of Public Benefit <i>Representation at SLA Board mtg</i>		\$	\$	\$	<i>N</i>		<i>C</i>
	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
			\$	\$	\$	<i>1</i>	\$ <i>1</i>	\$ <i>150.00</i>

Signature

H. H. H. H.

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¢

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER

Name

Gail Guinn

Pay Period Ending

2/1/26 - 2/28/26

Date	Expense Description/Explanation	Miles	Meals	Lodging	Other Expense	Reimburse Y/N	Phone Call Y/N	Expense Category
2/3/26	Event		\$	\$	\$	Y	N	G
	Description of Public Benefit	meeting w/ GM discussion of district operations pre open board						
2/5/26	Event		\$	\$	\$	Y	N	A
	Description of Public Benefit	mtg governed by Brown Act open board meeting						
2/9/26	Event		\$	\$	\$	Y	N	K
	Description of Public Benefit	meeting w/ staff Ad hoc strategic planning meeting						
2/17/26	Event		\$	\$	\$	Y	N	G
	Description of Public Benefit	meeting w/ GM discussion of district operations						
2/18/26	Event		\$	\$	\$	N	N	F
	Description of Public Benefit	Ad hoc meeting strategic plan development with management						
		Total Miles	Total Meals	Total Lodging	Total Other Expense	Total # of Compensable Meetings	Meeting Total	Total
			\$	\$	\$	4	\$600.00	\$600.00

Gail Guinn

Signature

4/16/26

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 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¢

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER

Name

Gail Guinn

Pay Period Ending

2/1/26 - 2/28/26

Date	Expense Description/Explanation	Miles	Meals	Lodging	Other Expense	Reimburse Y/N	Phone Call Y/N	Expense Category
<i>2/18/26</i>	<i>Ad hoc meeting</i>		\$	\$	\$	<i>Y</i>	<i>N</i>	<i>F</i>
	<i>meeting, w/ managers development strategic plan</i>							
<i>2/19/26</i>	<i>open Board Mtg</i>		\$	\$	\$	<i>Y</i>	<i>N</i>	<i>A</i>
	<i>public meeting governed by Brown Act</i>							
<i>2/25/26</i>	<i>SLA Board Mtg</i>		\$	\$	\$	<i>N</i>	<i>N</i>	<i>C</i>
	<i>Representation at SLA board meeting</i>							
	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
			\$	\$	\$	<i>2</i>	<i>\$300.00</i>	<i>\$300.00</i>

Gail Guinn
Signature

4/16/26
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 H, SD
 - 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 Ending

3/1/26 - 3/31/26

Date	Expense Description/Explanation	Miles	Meals	Lodging	Other Expense	Reimburse Y/N	Phone Call Y/N	Expense Category
3/3/26	Event meeting w/ GM		\$	\$	\$	Y	N	G
	Description of Public Benefit District operations							
3/4/26	Event Webinar		\$	\$	\$	Y	N	E
	Description of Public Benefit Financial Training							
3/5/26	Event Public Meeting		\$	\$	\$	Y	N	A
	Description of Public Benefit open board meeting, cov'd by Brown Act							
3/17/26	Event meeting w/ GM		\$	\$	\$	Y	N	G
	Description of Public Benefit District operations							
3/18/26	Event meeting w/ GM		\$	\$	\$	Y	N	G
	Description of Public Benefit Dispersed MVV signs							
		Total Miles	Total Meals	Total Lodging	Total Other Expense	Total # of Compensable Meetings	Meeting Total	Total
			\$	\$	\$	5	\$ 750.00	\$ 750.00

Gail Guinn
Signature

4/16/26
Date

Expense Categories

- | | |
|---|---|
| <ul style="list-style-type: none"> 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 | <ul style="list-style-type: none"> 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 of K. Meeting pre-approved by the Board of Directors <p>* Written or verbal report required to be presented at the next Board meeting</p> |
|---|---|

HELENDALE COMMUNITY SERVICES DISTRICT BOARD MEMBER EXPENSE VOUCHER

Name

Gail Guinn

Pay Period Ending

4/1/26 - 4/30/26

Date	Expense Description/Explanation	Miles	Meals	Lodging	Other Expense	Reimburse Y/N	Phone Call Y/N	Expense Category
4/1/26	Event street naming		\$ -	\$	\$	N	N	B
	Description of Public Benefit retirement ceremony for GM							
4/2/26	Event open board mtg		\$	\$	\$	Y	N	A
	Description of Public Benefit public meeting district operations							
4/6/26	Event open board mtg		\$	\$	\$	Y	N	A
	Description of Public Benefit special public meeting to continue meeting							
4/14/26	Event meeting w/ GM		\$	\$	\$	Y	N	G
	Description of Public Benefit district operations							
4/16/26	Event public meeting		\$	\$	\$	Y	N	A
	Description of Public Benefit open board meeting governed by Brown Act							
		Total Miles	Total Meals	Total Lodging	Total Other Expense	Total # of Compensable Meetings	Meeting Total	Total
			\$	\$	\$	4	\$600.00	\$600.00

Gail Guinn
Signature

4/30/26
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 of
 - K. Meeting pre-approved by the Board of Directors
- * Written or verbal report required to be presented at the next Board meeting

Name

Billy Rosenberg

Page

1 of 2

Date	Expense Description/Explanation		Miles	Meals	Lodging	Other Expense	Reimburse Y/N	Expense Category
3/17	Event	Pre Board					Y	
	Description of Public Benefit	Meeting with gms						
3/19	Event	Open Board					Y	
	Description of Public Benefit	Open Board meeting						
3/31	Event						Y	
	Description of Public Benefit	meeting with gm						
4/6	Event						Y	
	Description of Public Benefit	Special Board meeting						
4/14	Event						Y	
	Description of Public Benefit	agenda review						
Total			\$ -	\$ -	\$ -	\$ -		

~~X~~

5/7/26
Date

- | | |
|---|---|
| <p>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</p> | <p>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 of the District
 K: Meeting pre-approved by the Board of Directors
 * Written or verbal report required to be presented at the next Board meeting</p> |
|---|---|

Name

Billy Rosenberg

Page

2 of 2

Date	Expense Description/Explanation		Miles	Meals	Lodging	Other Expense	Reimburse Y/N	Expense Category
5/4	Event	meeting with gms						
	Description of Public Benefit	agenda Review					Y	
5/7	Event							
	Description of Public Benefit	Open Board meeting					Y	
	Event							
	Description of Public Benefit							
	Event							
	Description of Public Benefit							
	Event							
	Description of Public Benefit							
Total			\$ -	\$ -	\$ -	\$ -		

X



5/7/26

Date

- | | |
|---|---|
| <p>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</p> | <p>G: Meeting w/GM or Designee regarding District Operations
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 J: Meeting w/organization with interests in matters involving functions of the District
 K: Meeting pre-approved by the Board of Directors
 * Written or verbal report required to be presented at the next Board meeting</p> |
|---|---|



Helendale Community Services District

26540 Vista Road, Suite C, Helendale, CA 92342

Date: May 21, 2026
TO: Board of Directors
FROM: Cheryl Vermette, General Manager – Administration / Recreation
SUBJECT: Agenda item # 6
Discussion Only Regarding Proposed Solid Waste Rate Increase

STAFF RECOMMENDATION:

This is Informational Only.

STAFF REPORT:

The purpose of this agenda item is to discuss the proposed rate increase for solid waste services and to allow for members of the public to ask questions.

On March 19, 2026, the Honorable Board of Directors accepted Burrtec’s Consumer Price Index (CPI)-based rate adjustment request and directed Staff to provide notice to all affected ratepayers regarding the proposed increase. Public notices were mailed on April 16, 2026, at least 45 days prior to the Public Hearing scheduled for June 4, 2026, in accordance with Proposition 218 noticing requirements.

As of the date of this report, District Staff has not received any formal inquiries or written protests regarding the proposed rate adjustment. Affected property owners and ratepayers may submit written protests at any time prior to the close of the Public Hearing on June 4, 2026, at which time the Board will determine whether a majority protest exists and consider adoption of the proposed rate increase.

PROPOSED RATE INCREASE:

The majority of this staff report will focus on residential customers. Due to the numerous options available for residential bin and commercial customers, it is challenging to articulate each possible scenario. Exhibit A attached provides details on the increase for all services.

Section 10.05 of the contract outlines the annual formula-based compensation adjustment as follows:

“The maximum rates set forth in Attachment D, Residential Bin and Commercial Services may be adjusted annually effective each July 1st by an amount equal to the calendar year annual twelve-month mean average change in the Consumer Price Index for All Urban Consumers for the Los Angeles-Riverside Orange Counties as published by the United States Department of Labor, Bureau of Labor Statistics for the previous calendar year annual twelve-months period (CPI)”...It is understood by both parties that the maximum annual CPI increase shall be no greater than four percent (4%) in any given adjustment period.”

The agreement with Burrtec was amended on June 17, 2021, to update the calculation methodology for annual rate adjustments based upon the Riverside–San Bernardino–Ontario Consumer Price Index (CPI). The updated CPI index was determined to be a more regionally applicable measure for reflecting changes in local economic conditions and operating costs affecting solid waste services within the District’s service area.

Pursuant to the agreement, Burrtec is required to submit any annual CPI-based rate adjustment request no later than April 1st of each year to allow sufficient time for the Proposition 218 public noticing process to occur.

The proposed rate increase is based upon the September average annual CPI and applies to the curbside pickup and the administrative fee for billing.

History of CPI Increases under the Burrtec Contract:

- FY22 1.87%
- FY23 5.76%
- FY 24 8.70% Due to Economic challenges the Board awarded full amount.
- FY25 4.00% Actual CPI was 4.65%
- FY26 2.61%
- FY27 3.28%

The District was granted a waiver from CalRecycle, which has largely exempted the community from the requirements and associated impacts of SB 1383 through 2028.

The estimated monthly cost of residential curbside solid waste collection service, including the \$0.40 green waste hauling fee, would be \$30.19 with the proposed 3.28% rate increase.

The chart below shows the rate increase at the 3.28% increase for curbside trash pick and admin billing services. The Recycling Fee is calculated independent of the CPI and is based upon a pro-rata share of the cost of operation offset by the recycled product commodity market.

	Trash	Recycling Fee	Franchise Fee	Admin Billing Fee	Green Waste Fee	ESFR	Prop 218 Notice	Total	Last Year's Rate	Amount of Increase
Single Family	\$21.30	\$2.35	\$3.01	\$3.05	\$0.40	\$0.00	\$0.08	\$30.19	\$28.51	\$1.68
Duplex	\$42.60	\$4.70	\$6.02	\$6.10	\$0.80	\$0.00	\$0.16	\$60.38	\$57.02	\$3.36
Condo	\$21.30	\$2.35	\$3.01	\$3.05	\$0.40	\$7.10	\$0.08	\$37.29	\$35.61	\$1.68
Extra Trash	\$9.47		\$1.05					\$10.52	\$10.19	\$0.33
Extra Recycle	\$1.86		\$0.21				\$0.00	\$2.07	\$2.00	\$0.07

RATE COMPONENTS:

The current residential rate is comprised of the following components:

1. **Curbside Solid Waste Collection Fee** – The cost associated with weekly residential curbside solid waste collection services.
2. **Recycling Fee** – A fee that supports recycling program operations and processing costs. This fee is calculated independently from the CPI-based rate adjustment and is offset, in part, by revenues generated through recyclable commodity markets.
3. **Franchise Fee** – A fee paid by Burrtec to the District in exchange for the exclusive right to provide solid waste services within District boundaries.
4. **Administrative Billing Fee** – A fee paid to the District for billing administration, customer service, bulky item coordination, and can delivery services.
5. **Green Waste Fee** – A fee associated with the hauling and disposal of green waste generated through the District’s green waste drop-off program.
6. **Proposition 218 Notice Cost Recovery Fee** – The fee to recover the prior year’s costs associated with the legally required Proposition 218 noticing process, including mailed notices and publication expenses related to rate hearings.

RECYCLING COSTS:

Recycling costs cover the expense to process the material in the blue recycling carts. The value of the recycled materials is used to offset the operation of the Materials Recovery Facility (MRF) located in Victorville that processes the blue barrel contents. The proposed cost for FY26 is \$2.35.

RESIDENTIAL BINS:

Residential Bin customers have a separate set of rates listed on the attached documents. Each size has a modest increase as follows:

Size	FY 26	FY 27	Increase
1.5	\$92.49	\$95.97	\$3.48
2	\$119.27	\$123.63	\$4.36
3	\$161.03	\$166.76	\$5.73

COMMERCIAL SERVICE:

Commercial rates have increased modestly and vary significantly based upon type of service provided. Although the residential sector has a waiver from the SB1383 requirements, commercial customers do not. Restaurants are required to separate food waste into specific bins as well as recycle cardboard and other items.

FISCAL IMPACT: As outlined in the staff report

Possible Motion: None

ATTACHMENTS: Public Notification and Exhibit A

NOTICE OF PUBLIC HEARING REGARDING HELENDALE COMMUNITY SERVICES DISTRICT REFUSE COLLECTION SERVICE CHARGES FOR RESIDENTIAL AND COMMERCIAL CUSTOMERS

The HELENDALE CSD Board of Directors will be considering an increase in residential and commercial trash service charges. Exhibit A attached hereto and incorporated herein provides specific costs related to type and frequency of services provided.

Residential weekly curbside service will increase by \$1.68 per month if this rate increase is approved.

Commercial and residential bin service increases vary based upon many factors. Please see details herein.

Article XIID of the California Constitution requires the Helendale Community Services District (HCSD) to send notification of a proposed rate increase to all owners and tenants of real property within HCSD's service area who would be directly liable to pay for refuse collection services to the property at least 45 days prior to a public hearing at which adoption of the proposed rate increases will be considered. In accordance with those requirements, please be advised that HCSD is proposing an increase in its refuse collection service charges. This Notice identifies the amount of the proposed rate increases; the basis upon which the proposed increases were calculated; the reason for the proposed rate increases; the date, time, and location of a public meeting and a public hearing on the proposed rate increases; and the manner in which all persons opposed to the proposed increases may file a written protest and/or objection thereto. Consequently, please be advised that this document shall serve as formal notification to you that HCSD's Board of Directors will hold a Public Meeting on **May 21, 2026**, and a Public Hearing on **June 4, 2026**, on the proposed rate increases described herein, at 6:00 p.m., in the HCSD Board Room located at 26540 Vista Road, Suite C, Helendale, California.

INFORMATION ABOUT THE CHARGES

- A. Basis upon which the charges were calculated.** The HCSD Board of Directors has previously determined that the collection and disposal of refuse in its service area shall be performed by Burrtec Waste Industries, Inc. ("Burrtec"), under the terms of an exclusive franchise agreement. The total proposed increase for residential customers varies based upon type and frequency of service. HCSD provides one refuse cart and up to two recycling carts for all residential customers. **RESIDENTIAL CART:** The monthly residential curbside collection charge is comprised of seven components: (1) an amount for the administration and operation of automated curbside refuse collection service, which includes the provision of collection carts - a 95 gallon refuse cart and up to two 65-gallon recycling carts - with weekly curbside pick-up service; (2) the cost of recycling; (3) an amount to compensate HCSD for its administrative costs in connection with billing, customer service and noticing requirements; (4) an amount to compensate HCSD for franchise service provision as assumed from the County of San Bernardino; (5) the cost of residential disposal at the landfill if not otherwise paid through the tax rolls; (6) the cost of hauling green waste; and (7) a reimbursement for Proposition 218 notification. Typically, residential disposal costs are paid out of a disposal fee listed on the property tax bill. If this fee is not on the tax bill, then the disposal costs are added to the monthly bill for those accounts receiving curbside service. **RESIDENTIAL BIN SERVICE:** For residential bin customers the increases vary based upon size and frequency of service. You may be able to reduce costs by changing from bin service to cart service. The residential bin charges are comprised of three components: (1) An amount for the administration and operation of residential bin refuse and recycling collection service; (2) the tipping/disposal fee (as applicable); and (3) an amount to compensate HCSD for franchise service provision as assumed from the County of San Bernardino. **COMMERCIAL SERVICE:** The commercial charges are comprised of four components: (1) An amount for the administration and operation of commercial bin refuse and recycling collection service; (2) the tipping/disposal fee; (3) an amount to compensate HCSD for franchise service provision as assumed from the County of San Bernardino; and (4) mandatory Assembly Bills 341 and 826 recycling and organic waste diversion requirements.
- B. Reason for the proposed increases.** The increase for collection service is based upon the Riverside-San Bernardino-Ontario 2025 average Consumer Price Index (CPI) for All Urban Consumers of 3.28%. The monthly residential increase includes a \$0.68 increase in curbside residential pick-up service; a \$0.10 increase in the administration fee to reflect the CPI increase; an increase of \$0.20 for the franchise fee capped at 10% of the total; a \$0.64 increase in the cost of recycling; and a \$0.06 increase to reimburse the District for Proposition 218 public notice mailings. Residential and Commercial Bin rates vary by frequency and type of service. See Exhibit A for more information related to specific service-related costs and increases.
- C. Charge per parcel.** HCSD proposes to adopt rate increases for residential and commercial refuse collection service charges as described in Exhibit A on the reverse side of this Notice. If you need assistance determining the charge for your property or parcel for residential service or change the level of service, you may contact HCSD by calling (760) 951-0006, by mail to PO BOX 359, Helendale, CA 92342, or in person at 26540 Vista Road, Suite B, Helendale, California. For questions about commercial refuse service, you may contact Burrtec by calling (760) 245-8607.
- D. Written report.** A written report has been prepared by Burrtec and filed with HCSD's General Manager regarding the proposed new commercial and residential refuse collection service charges. As required by California Government Code Section 66016, the written report also provides data indicating the amount of cost, or estimated cost, to provide refuse collection service and the revenue sources anticipated to provide the service. A copy of the written report is available at HCSD's offices located at 26540 Vista Road, Suite B, Helendale, California.

HOW TO PARTICIPATE

Information available to you – Copies of the written report, the proposed Resolution, HCSD's exclusive franchise agreement with Burrtec, and further details concerning the reasons for the proposed rate increases and the basis upon which they were calculated, are available for review at the HCSD office located at 26540 Vista Road, Suite B, Helendale, California.

Attend the Public Meeting – A Public Meeting will be held at 6:00 p.m. on **May 21, 2026**, during which a presentation will be made outlining the proposed rate. This will be an opportunity to ask questions regarding the proposed rate. You may attend the Public Meeting in-person in HCSD's Board Room located at 26540 Vista Road, Suite C, Helendale, California. Please check District website for possible remote participation option.

Attend the Public Hearing – A Public Hearing will be held at 6:00 p.m. on **June 4, 2026**, during which the Board will hear and consider all comments, protests, and objections regarding the proposed rate. For possible remote participation option, please check the District website prior to the meeting.

Public Hearing process – At the time of the Public Hearing, the Board of Directors will hear and consider all protests and objections to the proposed rates that are presented in the manner set forth below. If adopted, the proposed rates would become effective **July 1, 2026**.

Protests - Property owners or customers of record subject to the proposed rates may file a written protest and/or a written objection to the proposed maximum rates. Protests to the proposed rates may be submitted pursuant to Section 6 of Article XIII D of the California Constitution, and if protests are submitted by a majority of parcels receiving water services, then the HCSD Board of Directors cannot adopt the proposed rates. The requirements for a valid protest are: (1) must be in writing; (2) must include a statement that it is a protest against the proposed change in rates; (3) must provide the name of the record owner or customer of record submitting the protest; (4) must identify the parcel associated with the person filing the request by assessor's parcel number or service address; and (5) must include the original signature of the record owner or customer of record submitting the protest. As such, electronic protests will not be counted. Formal written protests may be mailed to the Helendale Community Services District, Attention: Clerk of the Board, P.O. Box 359, Helendale, CA 92342; or hand delivered to the administration office at 26540 Vista Road, Suite B, Helendale, California. Written protests may also be submitted at the time of the Public Hearing set forth above. All written protests must be received by HCSD prior to the close of said Public Hearing. If prior to the close of the public input portion of the Public Hearing, written protests are presented by a majority of parcels that receive refuse collection services, the HCSD Board of Directors will not increase the rates from their existing level. Only one written protest per parcel will be counted in calculating a majority protest.

Objections - Objections may be submitted pursuant to Government Code Section 53759.1, and any person who wishes to challenge the rates in a legal proceeding must file an objection, which complies with the requirements detailed below. While the same person or entity may submit both a protest and an objection, to be valid, protests and objections must be submitted separately, as clearly labeled, distinct documents. The requirements for a valid objection are: (1) must include a clear statement that it is an objection to the proposed rates; (2) must be filed separately from protests; (3) must include the name of the record owner or customer of record and the assessor's parcel number or service address associated with the objector's parcel that is subject to the proposed rates; (4) must include the specific subsections of the California Constitution Article XIII D, Section 6(b), or any other applicable law that the objector believes would be violated by the approval and/or imposition of the proposed water service rates; (5) must include the original signature of the objector (as such, electronic objections will not be valid); and (6) must include a detailed explanation, with supporting references, legal authority, and any additional data or evidence the objector chooses to present that will enable HCSD to understand the grounds for the objector's claim that the proposed rates do not comply with Proposition 218 or any other applicable law. An objection may include expert analysis in support of the objection; if an objection includes expert analysis, the expert's contact information and statement of their qualifications must be included. To be valid, all written objections must include the information listed above and be mailed to the Helendale Community Services District, Attention: Clerk of the Board, P.O. Box 359, Helendale, CA 92342; or hand delivered to the administration office at 26540 Vista Road, Suite B, Helendale, California. Written objections may also be submitted at the time of the Public Hearing set forth above. All written objections must be received by HCSD prior to the close of said Public Hearing. Failure to timely object in writing bars any right to challenge the proposed rates through a legal proceeding and any such action may be limited to issues identified in the challenger's objection. If any of the requirements for a valid, written objection are not met, then the objection will be deemed invalid and will not be considered by HCSD. Objections must be submitted separately from protests and any written submission labeled as both a protest and an objection shall be deemed invalid. Prior to the close of the Public Hearing, the HCSD Board of Directors will consider and respond in writing to any timely, valid written objection. HCSD's response will explain the substantive basis for retaining or altering the proposed rates in response to the written objection, and, if applicable, the grounds for not making any amendments in response to the objection.

Challenge - The proposed rates are subject to Government Code Section 53759. You are hereby notified pursuant to Government Code Section 53759 that any judicial action or proceeding to attack, review, set aside, void, validate, or annul the HCSD Board of Directors' adoption of the proposed rates must be commenced within 120 days of the effective date or the date of the final passage, adoption, or approval of the ordinance or resolution adopting the solid waste service rates, whichever is later.



Helendale Community Services District

26540 Vista Road, Suite C, Helendale, CA 92342

Date: May 21, 2026
TO: Board of Directors
FROM: Cheryl Vermette, General Manager – Administration / Recreation
SUBJECT: Agenda item # 7
Discussion Only Regarding Annual Review of Park Development Impact Fee

STAFF RECOMMENDATION:

Received and file.

STAFF REPORT:

On January 18, 2018, the District adopted a Park Development Impact Fee (DIF) of \$1,720 per residential unit to help ensure that new development contributes toward a portion of the costs associated with park improvements and expansion. The original nexus study supporting the fee was completed in April 2017. In accordance with the District's established practices and applicable requirements, development impact fee collections and expenditures are reviewed annually by the Board during a public meeting. To date, the District has collected a total of \$110,080 in Park Development Impact Fees designated for the Wild Road Park project, as reflected in the attached spreadsheet.

If the Board is interested in increasing the Development Impact Fee, the District would need to retain a consultant to prepare an updated Development Impact Fee Study, followed by a public hearing and Board consideration of a resolution adopting the revised fee.

FISCAL IMPACT:

Development Impact Fees associated with new development are restricted for park-related capital improvements. As of the date of this report, the District has collected approximately \$110,080 in Park Development Impact Fees. There is no additional fiscal impact associated with this informational item.

POSSIBLE MOTION:

Receive and file report

STRATEGIC PLAN ALIGNMENT:

Goal #4 & #5

ATTACHMENTS: Park Development Impact Fee payments
Development Impact Fee Report

Park Development Impact Fees 2018 - Current

	2018	2019	2020	2021	2022	2023	2024	2025	2026
Jan				\$ 3,440	\$ 1,720			\$ 3,440	
Feb	Adopted		\$ 1,720	\$ 3,440			\$ 3,440	\$ 1,720	
Mar		\$ 1,720		\$ 3,440			\$ 10,320	\$ 1,720	\$ 3,440
Apr		\$ 1,720		\$ 5,160			\$ 1,720		
May		\$ 1,720	\$ 1,720		\$ 1,720	\$ 3,440			
Jun	\$ 1,720			\$ 1,720		\$ 3,440			
Jul	\$ 1,720					\$ 3,440	\$ 8,600		
Aug	\$ 1,720		\$ 1,720	\$ 3,440		\$ 3,440		\$ 1,720	
Sep	\$ 1,720				\$ 1,720	\$ 1,720			
Oct	\$ 1,720	\$ 1,720			\$ 3,440				
Nov							\$ 1,720	\$ 3,440	
Dec				\$ 1,720			\$ 1,720		
Total	\$ 8,600	\$ 6,880	\$ 5,160	\$ 22,360	\$ 8,600	\$ 15,480	\$ 27,520	\$ 12,040	\$ 3,440



Helendale Community Services District

26540 Vista Road, Suite C, Helendale, CA 92342

DATE: May 21, 2026
TO: Board of Directors
FROM: Craig Carlson, General Manager Water & Parks
SUBJECT: Agenda item #8
Discussion Regarding Emergency Repair at Well #4A

STAFF REPORT:

Well #4A has been experiencing production issues over the past few months. During the last week of April we discovered air entrapment within the produced water from well #4A causing an additional loss of production and cloudy water throughout the system. Staff reached out to 3 well contractors to troubleshoot. In order to troubleshoot, well contractors needed to pull the motor, pump, and shaft to be able to video the well. Staff contracted with South West Pump and Drilling in the amount of \$16,934 to remove pump, motor, and shaft to video the well. South West Pump and Drilling found extensive plugging of all louvers within the well casing causing the well to not produce efficiently. South West Pump and Drilling made the recommendation to take the well offline to avoid any damage to pump and motor. Due to time constraints of peak demand usage, South West Pump and Drilling recommended to not perform a full well rehab due to the unknown time of well rehab and recommended a brush, swab, and bail of the well that will take approximately 1 week to complete. As of Monday, May 11th the well has been offline and the District is experiencing approximately a foot of water loss in the storage tanks per day. The District is relying solely on well #1A to try to meet demand and at this point we are not meeting demand and run the risk of well #1A failing at the time well #4A is offline and the District will not have a primary water source to supply the demand. This situation has become an emergency to perform the well maintenance on well #4A to get it back online as soon as possible.

Staff requested proposals from South West Pump and Drilling and Layne to perform the recommended repairs. Layne declined to provide a proposal due to their capacity of current work, and they do not feel that their bid would be competitive. South West Pump and Drilling provided a proposal to perform emergency maintenance consisting of mobilize, demobilize, install pump and motor, install new column pipe, install new stainless-steel shaft, brush, bail, and scrub the well casing in the amount of \$86,295.73

General Manager Carlson approved the emergency repair proposal per the Districts Purchasing Policy under section 8 Emergencies, due to the nature of the concern of public health and safety if the District were to not be able to produce potable water.

South West Pump and Drilling will mobilize on Tuesday May 19th to begin the emergency repair.

FISCAL IMPACT: \$86,296.73
POSSIBLE MOTION: None
ATTACHMENTS: Emergency proposal from South West Pump and Drilling



53-381 Highway 111
 Coachella
 California 92236
 Tel: 760.398.3977

Proposal No: P2996
 Date: 5/15/2026

Bill To:

Helendale CSD
 26540 Vista Road
 P. O. Box 359
 Helendale, CA 92342

Jonathan Escobar
 Water Systems Supervisor
 jescobar@helendalecsd.org
 Helendale, CA 92342

Job No: SALES

Customer P. O. Number:

San Bernardino County 7.75%

Description

Extended Price

RE: Well 4A - EMERGENCY - Brush, Swab, Bail, Install Equipment	
Shop Labor: Assemble and load out wire brush, rubber swab tool and flat bottom bailer	960.00
Shop Labor: Wire brush - install new brushes	1,575.00
Prevailing Wage Labor: Mobilize 2 men, rig & service truck to well site	1,812.00
Prevailing Wage Labor: Rig-up, brush perforations 21 hours @ \$625.00 per hour	13,125.00
Prevailing Wage Labor: Install tight fitting rubber swab tool, swab perforations 16 hours @ \$625.00 per hour	10,000.00
Prevailing Wage Labor: Bail fill material from the well casing 8 hours @ \$625.00 per hour	5,000.00
Out of Town Per Diem - 2 men for 5 days	2,300.00
Prevailing Wage Labor: Demobilize 2 men, rig & service truck from well site	1,812.00
Shop Labor: Balance bowl shaft and assemble bowl assembly	1,920.00
Shop Labor: Recondition, clean and paint discharge head. Machine shop labor to recondition stuffing box	865.00
Shop Labor: Load pumping equipment onto flatbed service truck	240.00
Prevailing Wage Labor: Mobilize 3 men, rig & service truck to well site	1,812.00
Prevailing Wage Labor: Rig-up, install bowl assembly, 200' of water lube column assemblies, discharge head and motor	7,975.00
Prevailing Wage Labor: Disinfect pumping equipment and well casing. Perform start-up procedure	1,920.00
Prevailing Wage Labor: Demobilize 3 men, rig & service truck from well site	1,812.00
Supply (19) new 8" x 9' 11-1/4" column pipe	11,400.00
Supply (2) new 8" x 4' 11-1/4" column pipe	1,020.00
Supply (19) new stainless steel line shafts 1-1/2" x 10' 10TPI	12,033.00
Supply (2) new stainless steel line shafts 1-1/2" x 5' 10TPI	900.00
Supply stuffing box bearing and new packing set	275.00



53-381 Highway 111
Coachella
California 92236
Tel: 760.398.3977

Proposal No: P2996

Date: 5/15/2026

Bill To:

Helendale CSD
26540 Vista Road
P. O. Box 359
Helendale, CA 92342

Jonathan Escobar
Water Systems Supervisor
jescobar@helendalecsd.org
Helendale, CA 92342

Job No: SALES

Customer P. O. Number:

San Bernardino County 7.75%

Description	Extended Price
Supply new stainless steel head shaft	1,475.00
Supply 200' of 1" flush thread sch 40 PVC pipe	1,062.00
Supply (21) rubber inserts	1,225.00
Estimated Freight	1,500.00

Payment will be required upon completion of the work, unless pay terms have been established
**** NOTE: TARIFF FEES OR SURCHARGES ON MATERIALS MAY APPLY WITHOUT NOTICE ****

Authorized Signature: _____ Title: _____

Date: _____ Purchase Order No.: _____

This Estimate is Valid for 30 Days Unless Otherwise Noted

****Please Note - By signing this quote, you are authorizing SWPD to dispose of your old equipment**

Thank You For Your Business!

Amount: \$	84,018.00
Sales Tax: \$	2,277.73
Deposit: \$	0.00
Total Amount: \$	86,295.73



Helendale Community Services District

26540 Vista Road, Suite C, Helendale, CA 92342

DATE: May 21, 2026
TO: Board of Directors
FROM: Cheryl Vermette, General Manager – Administration / Recreation
SUBJECT: Agenda item # 9
Discussion and Possible Action Regarding Concerts in the Park

STAFF RECOMMENDATION:

Approve the proposed lighting and safety enhancements for the remaining Concerts in the Park events and provide direction regarding potential future operational changes, including event hours, admission fees, and parking management.

STAFF REPORT:

At the May 12, 2026, Special Board Meeting, the Board discussed enhanced safety measures for the remaining Concerts in the Park. Discussion topics included increasing law enforcement presence, improving lighting throughout the park and parking areas, potential adjustments to concert hours, and the possibility of charging admission or implementing parking controls to help offset event-related safety costs.

The Board also established a Concerts in the Park Ad Hoc Committee to review event operations and provide recommendations to the Board regarding safety enhancements and future operational considerations.

Following the Special Board Meeting, staff met with the Concerts in the Park Ad Hoc Committee to evaluate existing lighting conditions, identify areas of concern, and review potential operational improvements. Staff and the Committee focused primarily on enhancing visibility within the playground, and parking lot areas to improve overall event safety and crowd monitoring. The District currently owns two portable light towers that can be used to supplement lighting in the parking area during events.

Proposed Lighting Improvements Prior to the June Concert

Staff has identified several immediate improvements that can be completed prior to the June concert, including:

- Relocating two existing solar lights currently located on the north side of the park shelter to the baseball field restroom area
- Purchasing and installing four additional solar lights at an estimated cost of \$315 each plus tax, near the playground and park entrance areas
- Repairing the existing light fixture near the snack shack
- Putting up two portable light towers in the parking lot area to improve visibility and traffic safety

Enhanced Safety Measures

In addition to lighting improvements, staff is implementing several operational safety measures for upcoming events, including:

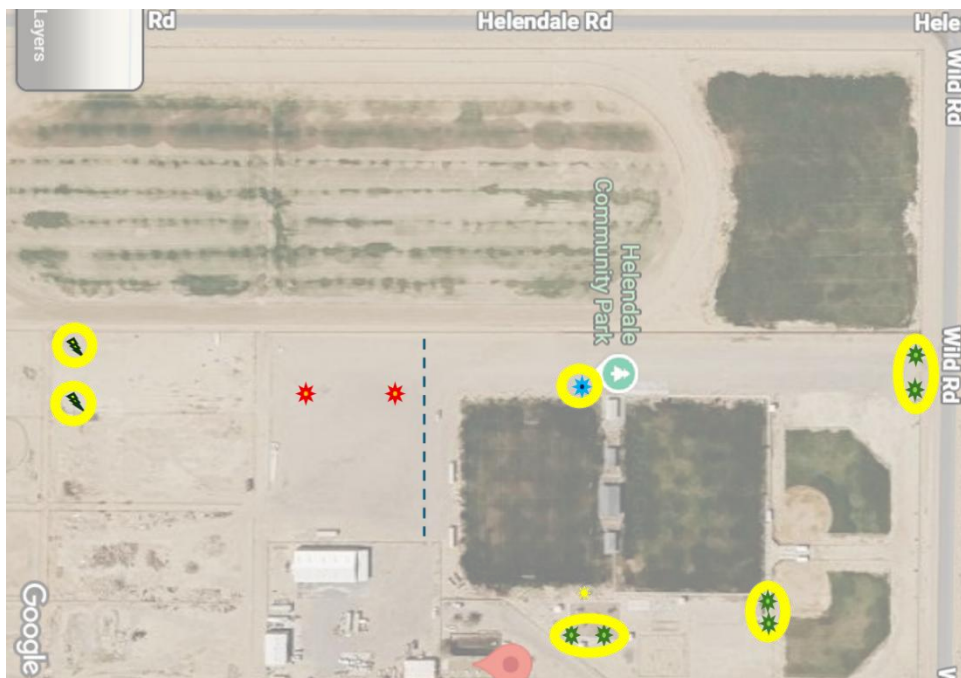
- Securing two San Bernardino County Sheriff's deputies to patrol the concert from 5:00 p.m. to 10:00 p.m.
- The San Bernardino County Sheriff's Department has agreed to provide deputies for the June concert at no cost to the District
- Reviewing the overall event layout to improve visibility, crowd monitoring, and emergency access
- Evaluating potential adjustments to vendor locations

- Utilizing additional barricades or controlled access points
- Providing updated guidance to staff and volunteers regarding incident reporting and escalation procedures
- Establishing clear communication protocols between District staff, event volunteers, security personnel, and law enforcement prior to the event
- Reinforcing direction that staff and volunteers should not physically intervene in violent altercations except in immediate life-safety situations

Future Operational Discussion

Additional Board discussion is requested regarding potential operational changes for future concerts, including the possibility of charging admission or implementing parking controls. Staff believes further discussion is warranted regarding the operational impacts associated with these options, including traffic congestion and lines of vehicle along Wild Road and Helendale Road, parking management, cash handling procedures, employee safety, and credit card processing capabilities.

Staff would also like to revisit the discussion regarding concert hours to better align events with daylight conditions, particularly during the September and October concerts when a substantial portion of the event currently occurs after dark. Earlier event hours may improve visibility and overall event safety while reducing reliance on supplemental lighting.



- ★ Solar Lights
- ★ Repair / Replace with old sports field lights
- ★ Future lights
- 🔦 Light Towers
- Will be complete by June concert
- - - Barricades