



Helendale Community Services District

26540 Vista Road, Suite C, Helendale, CA 92342

REGULAR BOARD MEETING **Thursday, February 3, 2022 at 6:30 PM**

SPECIAL NOTICE OF TELECONFERENCE ACCESSIBILITY

Pursuant to the provisions of Assembly Bill 361 which amended certain provisions of the Brown Act regarding teleconference meetings during periods of statewide emergencies, and as a precaution to our Board of Directors, District staff, and general public as a result of the ongoing COVID-19 pandemic, Helendale Community Services District will hold this meeting of its Board of Directors both in-person at the District Office located at 26540 Vista Road, Suite C, Helendale, California, and via teleconference. This meeting is open to the public in person or via virtual interface and can be accessed by clicking on the link below:

www.zoom.com Meeting ID 463 173 8547 Passcode: HCSD
(Dial-in instructions will be provided after registering at the link above)

Call to Order - Pledge of Allegiance

1. Approval of Agenda

2. Public Participation

Anyone wishing to address any matter pertaining to District business listed on the agenda or not, may do so at this time. However, the Board of Directors may not take action on items that are not on the agenda. The public comment period may be limited to three (3) minutes per person. Any member wishing to make comments may do so by filling out the speaker's card in person or using the "raise the hand" or "chat" feature. If viewing remotely a speaker's card may be filled out at the following link: <https://www.surveymonkey.com/r/HKGNLL8> or use the features referenced above. The District requests that all speaker cards be submitted at any time prior to the close of public participation.

3. Consent Items

- a. Approval of Minutes: January 20, 2022, Regular Board Meeting
- b. Bills Paid Report
- c. Directors Compensation and Expenses
- d. Resolution 2022-1B: Discussion and Possible Action Regarding Adoption of Resolution 2022-01A: A Resolution of the Helendale Community Services District Ratifying the Proclamation of a State of Emergency by Governor Newsom, Declaring the Existence of Local Emergency Conditions, and Authorizing Remote Teleconference Meetings of the Board of Directors and Its Standing Committee for the Period February 3, 2022, to March 3, 2022, Pursuant to Brown Act Provisions
- e. COVID-19 Update

4. Reports

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

Regular Business:

5. Discussion and Possible Action Regarding Approval of FY23 Budget Calendar
6. Discussion and Possible Action Regarding Adoption of Resolution 2022-04: A Resolution of the Board of Directors of the Helendale Community Services District Establishing Policies for its Compensation, Reimbursement, and Ethics Training
7. Discussion and Possible Action Regarding Approval of an Increased Budget Allocation for Additional Meters and Radios

8. Discussion and Possible Action Regarding Adoption of Resolution 2022-05: Discussion and Possible Action Regarding Adoption of Resolution 2022-05: A Resolution of the Helendale Community Services District Board of Directors Approving the Application for Land and Water Conservation Fund Helendale Community Park Project

Other Business

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

10. Closed Session
Conference with Legal Counsel – Anticipated Litigation
Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2):
One Potential Case

11. Report of Closed Session Items

12. 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'd public meeting should be directed to the District's General Manager's office at (760) 951-0006 at least 24 hours prior to said meeting. The regular session of the Board meeting will be recorded. Recordings of the Board meetings are kept for the Clerk of the Board's convenience. These recordings are not the official minutes of the Board meetings.



Helendale Community Services District

Date: February 3, 2022
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #3
Consent Items

CONSENT ITEMS

- a. Approval of Minutes: Regular Board Meeting of January 20, 2022
- b. Bills Paid Report
- c. Directors Expenses
- d. Resolution 2022-01B: A Resolution of the Helendale Community Services District Ratifying the Proclamation of the State of Emergency by Governor Newsom, Declaring the Existence of Local Emergency Conditions, and Authorizing Remote Teleconference Meetings of the Board of Directors and Its Standing Committee for the Period of February 2, 2022, to March 3, 2022, Pursuant to Brown Act Provisions
- e. COVID Update



Helendale Community Services District

Date: February 3, 2022
TO: Board of Directors
FROM: Kimberly Cox, General Manager
BY: Cheryl Vermette
SUBJECT: Agenda item #3a
Minutes from Board meetings



*Minutes of the Helendale Community Services District
REGULAR BOARD OF DIRECTORS MEETING
January 20, 2022, at 6:30 PM
26540 Vista Road, Suite C, Helendale, CA 92342*

SPECIAL NOTICE OF TELECONFERENCE ACCESSIBILITY

Pursuant to the provisions of Assembly Bill 361 which amended certain provisions of the Brown Act regarding teleconference meetings during periods of statewide emergencies, and as a precaution to our Board of Directors, District staff, and general public as a result of the ongoing COVID-19 pandemic, Helendale Community Services District will hold this meeting of its Board of Directors both in-person at the District Office located at 26540 Vista Road, Suite C, Helendale, California, and via teleconference. This meeting is open to the public in person or via virtual interface and can be accessed by clicking on the link below:

www.zoom.com Meeting ID 463 173 8547 Passcode: HCSD
(Dial-in instructions will be provided after registering at the link above)

Board Members Roll Call:

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

Staff Members Present:

Kimberly Cox, General Manager; Craig Carlson, Water Operations Manager; Wastewater Operations Manager, Alex Aviles; Cheryl Vermette, Parks, Recreation & Programs Supervisor

Consultants:

Steve Kennedy, Legal Counsel (via Zoom)

Members of the Public:

There were four members of the public present.

Call to Order and Pledge of Allegiance

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

1. Approval of Agenda

Discussion: General Manager Cox requested to add a closed session item: Conference with Real Property Negotiators under Government Code Section 54956.8 Property APN's 0466-181-25 and 0466-181-26. District Negotiator Kimberly Cox and Negotiating Parties: Successors and Interested Heirs to Harrison Farms. Under Negotiation: Terms of the lease.

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

Vote: The motion carried by the following vote: 5 - Yes; 0 - No. President Smith-Yes; Vice President Spiller-Yes; Director Clark -Yes; Director Schneider -Yes; Director Haas -Yes

2. Public Participation

Christopher Porter, First District Supervisor Cook's Office (via Zoom) – reported on redistricting. County has Started redistributing rapid antigen tests at San Bernardino testing locations. Also reported on Operation Hammer Strike.

3. Consent Items

- a. Approval of Minutes: December 16, 2021, Regular Board Meeting and January 11, 2022, Special Meeting
- b. Bills Paid Report
- c. Directors Compensation and Expenses
- d. November Financials
- e. COVID-19 Update

Action: Director Clark made the motion to approve the consent items as presented. Vice President Spiller seconded the motion.

Vote: The motion carried by the following vote: 5 - Yes; 0 - No. President Smith-Yes; Vice President Spiller-Yes; Director Clark -Yes; Director Schneider - Yes; Director Haas -Yes

4. Reports

a. Directors' Reports

Director Schneider reported that he attended the Farmers Market, the vendor participation was low but seemed like there were a lot of people out shopping.

President Smith reported that he attended the Thrift Store meeting with Vice President Spiller. They presented the staff with trophies for their highest sales year.

Vice President Spiller reported that he also attended the Thrift Store meeting.

Director Haas attended the tri-communities meeting and presented that President Smith was running for the ASBCSD Board.

b. General Manager's Report

Regular Business:

5. Discussion and Possible Action Regarding Use of Property for Circus Event

The District was contacted recently by an individual representing a circus group. They are requesting to use the Community Center property the last week in February or the first week in March. The school would also like to use the property for a carnival February 24 through 27. The circus would use the property 7 to 8 days: 3 to 4 days for setup and tear down and 4 days for the event. The tent is 100' x 100', the attendance is approximately 200 to 300 people per night. The vendor would be responsible for all permits. The vendor has \$3 million in insurance. Staff recommended a fee of \$1,000 for the use of the property. The Board agreed that no fee would be charged for the school event and \$1,000 would be charged for the circus.

Motion: Director Clark made a motion to approve the use of the property for the circus event and the school event. Director Schneider seconded the motion.

Vote: The motion carried by the following vote: 5 - Yes; 0 - No. President Smith-Yes; Vice President Spiller-Yes; Director Clark -Yes; Director Schneider - Yes; Director Haas -Yes

6. Discussion and Possible Action Regarding Continuation of Remote Meetings

Discussion: Executive Order N-08-20 issued on June 11, 2021 rescinded the relaxed open meeting rules (Brown Act). AB361 signed into law in September 2021 allowed for the continuation of remote meetings. This measure requires approval by the governing body every 30 days. On occasion, meetings occur further apart. The District held a special meeting on 1/11 due to this provision. Based upon the meeting schedule, only one other special meeting will be required. The required resolution will appear on the consent calendar on 2/3, 3/3, 3/17, 4/7, 5/5, 6/2, 6/16, 8/4, 9/1, 9/15, 10/6, 11/13, and 12/1. A special meeting will need to be held on 7/12 prior to the Park & Rec Committee meeting. The Board discussed the schedule and Legal Council Kennedy suggested adopting the Resolution at a regularly scheduled board meeting for a future effective date that would fall within the 30 day guidelines.

Motion: Director Schneider made a motion to agenda Resolution for the continuation of remote meetings as often as necessary. Director Haas seconded the motion.

Vote: The motion carried by the following vote: 5 - Yes; 0 - No. President Smith-Yes; Vice President Spiller-Yes; Director Clark -Yes; Director Schneider - Yes; Director Haas -Yes

7. Discussion and Possible Action Regarding Use of Salvage Funds for Purchase of Vehicle
Discussion: The Board adopted budget allocates revenues and expenses to specific categories. Fund 10-7121000-00-0 – Recycling and Employee Morale is a revenue fund for all recycling revenue. This revenue is used for the Christmas party, employee birthday card and \$25 gift card and an annual staff bbq. After the Christmas Party, the fund balance is \$3,604. Additional revenue from brass recycling is \$9,000. The fund left from COVID reimbursement \$18,035. This would leave approximately \$30,639 for vehicle/equipment. The Board approved use of COVID reimbursement to purchase two vehicles, General Manager presented photographs of the two vehicles purchased. Staff is requesting to use the remaining COVID reimbursement funds as well as recycling revenue to purchase a replacement service truck for the water department, a broom and fork attachments for the bobcat (estimated \$2,500 - \$5,000), and a portable man lift (estimated \$15,000 - \$20,000). The Board discussed the requested equipment, and the possible funding. The Board discussed using the remaining COVID funds, recycling revenue, as well as \$10,000 from the water department and \$10,000 from the sewer department. The Board asked that Staff research what is needed and bring back to the Board what is purchased. The Board also asked that Staff continue looking at repairing the parks truck.

Motion: Director Schneider made a motion to approve the use of salvage funds to purchase equipment up to and including a truck and to add \$10,000 from the water fund and \$10,000 from the sewer fund for a total not to exceed \$50,000. Director Haas seconded the motion.

Vote: The motion carried by the following vote: 5 - Yes; 0 - No. President Smith-Yes; Vice President Spiller-Yes; Director Clark -Yes; Director Schneider - Yes; Director Haas -Yes

8. Discussion and Possible Action Regarding Annual Election of Officers

Discussion: Resolution 2018-05 spells out timing for election of officers. The current officers are President Tim Smith, Vice President Henry Spiller and Secretary Sandy Haas. This matter is at the discretion of the Board. This item was deferred pending full Board attendance.

Action: Director Schneider made a motion to appoint Tim Smith as president, Henry Spiller as Vice President and Sandy Haas as Secretary until next December. Director Clark seconded the motion.

Vote: The motion carried by the following vote: 5 - Yes; 0 - No. President Smith-Yes; Vice President Spiller-Yes; Director Clark -Yes; Director Schneider - Yes; Director Haas -Yes

Other Business

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

None

President Smith called for a short recess at 7:41 pm.

President Smith called closed session to order at 7:51 pm

Closed Session

- 9A. Conference with Real Property Negotiators

(Government Code Section 54956.8)

Property APN's 0466-181-25 and 0466-181-26.

District Negotiator Kimberly Cox and

Negotiating Parties: Successors and Interested Heir to Harrison Farms.

Under Negotiation: Terms of the lease.

President Smith adjourned closed session at 8:18 PM.

9B. Reportable Action from Closed Session Items

Discussion: Legal Counsel reported that the Board met in closed session and the Board gave Staff direction.

10. Adjournment

President Smith adjourned the meeting at 8:19 pm

Submitted by:

Approved by:

Tim Smith, President

Sandy Haas, Secretary

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



Helendale Community Services District

Date: February 03, 2022
TO: Board of Directors
FROM: Kimberly Cox, General Manager
BY: Sharon Kreinop, Senior Account Specialist
SUBJECT: Agenda item #3 b
Consent Items: Updated Bills Paid and Presented for Approval

STAFF RECOMMENDATION:

Updated Report Only. Receive and File

STAFF REPORT:

Staff issued 50 checks and 9 EFT's totaling \$169,372.18

Total Cash Available:	<u>1/31/21</u>	<u>1/13/22</u>
Cash	\$4,905,587.44	\$4,975,113.23
Checks/EFT's Issues	\$ 169,372.18	\$ 946,313.40

Investment Report

The Investment Report shows the status of the invested District funds. The current interest rate is 0.02% for LAIF and 0.10% for the CBB Sweep Account for December 2021. Interest earned December 2021 on CBB Sweep Account is \$172.52



Helendale CSD

Bills Paid and Presented for Approval Transaction Detail

Issued Date Range: 01/13/2022 - 01/31/2022

Cleared Date Range: -

Issued Date	Number	Description	Amount	Type	Module
Bank Account: 251229590 - CBB Checking					
01/13/2022	24881	CHRIS T. HOLLAND	-125.86	Check	Utility Billing
01/13/2022	24882	RONALD COULTER	-97.76	Check	Utility Billing
01/13/2022	24883	MARVETTE GILMORE	-30.48	Check	Utility Billing
01/13/2022	24884	CALIFORNIA BEST TITLE CO, INC.	-29.43	Check	Utility Billing
01/20/2022	24885	Robert R. Yeghoian Co., Inc.	-25,383.00	Check	Accounts Payable
01/20/2022	24886	Robert R. Yeghoian Co., Inc.	-47,040.00	Check	Accounts Payable
01/20/2022	24887	K. C. Fabrication & Restoration	-24,791.46	Check	Accounts Payable
01/20/2022	24888	ASBCSD	-32.00	Check	Accounts Payable
01/20/2022	24889	Burrtec Waste Group, Inc	-11,508.60	Check	Accounts Payable
01/20/2022	24890	Burrtec Waste Industries Inc	-126.50	Check	Accounts Payable
01/20/2022	24891	Cardmember Services	-2,250.56	Check	Accounts Payable
01/20/2022	24892	County of San Bernardino, Solid Waste Mgmt. Div.	-595.06	Check	Accounts Payable
01/20/2022	24893	Frontier Communications	-89.84	Check	Accounts Payable
01/20/2022	24894	Geo-Monitor, Inc.	-221.00	Check	Accounts Payable
01/20/2022	24895	Home Depot Credit Services	-33.74	Check	Accounts Payable
01/20/2022	24896	Inland Water Works Supply Co.	-2,229.54	Check	Accounts Payable
01/20/2022	24897	Kimberly Cox	-2,660.00	Check	Accounts Payable
01/20/2022	24898	Konica Minolta	-572.41	Check	Accounts Payable
01/20/2022	24899	Pacific Advanced Civil Engineering, Inc	-3,800.00	Check	Accounts Payable
01/20/2022	24900	Print Mart	-207.31	Check	Accounts Payable
01/20/2022	24901	Robert R. Yeghoian Co., Inc.	-1,800.00	Check	Accounts Payable
01/20/2022	24902	Rudy Villareal & Son Inc	-855.00	Check	Accounts Payable
01/20/2022	24903	San Bernardino County	-68.00	Check	Accounts Payable
01/20/2022	24904	Tyler Technologies, Inc.	-5,305.30	Check	Accounts Payable
01/20/2022	24905	Uline	-95.79	Check	Accounts Payable
01/20/2022	24906	USA Blue Book	-474.15	Check	Accounts Payable
01/20/2022	24907	USPS	-232.00	Check	Accounts Payable
01/20/2022	24908	WaterMaster	-1,709.17	Check	Accounts Payable
01/20/2022	24909	California State Disbursement Unit	-230.76	Check	Accounts Payable
01/20/2022	24910	State of California - Franchise Tax Board	-50.00	Check	Accounts Payable
01/21/2022	24911	EDGAR HORN	-94.41	Check	Utility Billing
01/21/2022	24912	RAVINDRA GAUTAM	-173.41	Check	Utility Billing
01/21/2022	24913	DANA B FADLER-SPILIOS	-50.96	Check	Utility Billing
01/24/2022	24914	SWRCB, DWOCP	-105.00	Check	Accounts Payable
01/26/2022	24915	ACI Payments, Inc	-57.60	Check	Accounts Payable
01/26/2022	24916	American Soccer Co, Inc	-61.59	Check	Accounts Payable
01/26/2022	24917	AVCOM Services Inc.	-125.00	Check	Accounts Payable
01/26/2022	24918	Boot Barn Inc.	-489.36	Check	Accounts Payable
01/26/2022	24919	Inland Water Works Supply Co.	-75.66	Check	Accounts Payable
01/26/2022	24920	Plumbers Depot Inc.	-1,121.72	Check	Accounts Payable
01/26/2022	24921	Staples Credit Plan	-121.07	Check	Accounts Payable
01/26/2022	24922	Tyler Technologies, Inc.	-112.00	Check	Accounts Payable
01/26/2022	24923	Ultimate Internet Access, Inc	-779.55	Check	Accounts Payable
01/26/2022	24924	Verizon Wireless	-106.32	Check	Accounts Payable
01/26/2022	24925	Verizon Wireless	-650.05	Check	Accounts Payable
01/26/2022	24926	VVIPA Medical Group	-130.00	Check	Accounts Payable

Bank Transaction Report

Issued Date	Number	Description	Amount	Type	Module
01/26/2022	24927	Brunick, McElhaney & Kennedy Professional Law Corp	-3,287.50	Check	Accounts Payable
01/26/2022	24928	Mark Roberts	-8,050.00	Check	Accounts Payable
01/26/2022	24929	Cashier, CDFA- Certified Farmer's Market Program 90303	-800.00	Check	Accounts Payable
01/31/2022	24930	Tim Smith	-496.39	Check	Accounts Payable
01/24/2022	EFT0003982	SCE Street Lighting Acct # 700013030275	-1,843.95	EFT	General Ledger
01/24/2022	EFT0003983	SCE ACH Park Wellheads Acct 700448234519	-342.38	EFT	General Ledger
01/27/2022	EFT0003985	SCE ACH Sod Farm Acct 700255337588	-963.61	EFT	General Ledger
01/31/2022	EFT0003989	SCE ACH Well 6,7,8,9 & 2 Acct 700620711734	-378.50	EFT	General Ledger
01/21/2022	EFT0003996	CalPERS 457 Pmt PPE 1/2/22	-3,292.30	EFT	General Ledger
01/21/2022	EFT0003997	CalPERS 457 Pmt PPE 1/16/22	-3,292.30	EFT	General Ledger
01/21/2022	EFT0003998	CalPERS Classic Pmt PPE	-7,313.72	EFT	General Ledger
01/21/2022	EFT0003999	CalPERS PEPRA Pmt PPE 12/19/21	-1,644.37	EFT	General Ledger
01/25/2022	EFT0004003	To record Tasc Flex Claim Pmt - PPE	-768.74	EFT	General Ledger
			Bank Account 251229590 Total: (59)		-169,372.18
			Report Total: (59)		-169,372.18

Summary

Bank Account
[251229590 CBB Checking](#)

Count	Amount
59	-169,372.18
Report Total: 59	-169,372.18

Cash Account
[99 99-111000 Cash in CBB - Checking](#)

Count	Amount
59	-169,372.18
Report Total: 59	-169,372.18

Transaction Type	Count	Amount
Check	50	-149,532.31
EFT	9	-19,839.87
Report Total:	59	-169,372.18



Helendale Community Services District

Date: February 3, 2022
TO: Board of Directors
FROM: Kimberly Cox, General Manager
BY: Cheryl Vermette
SUBJECT: Agenda item #3c
Directors' Compensation and Expenses

STAFF REPORT:

Attached for the Board's consideration is a spreadsheet that outlines Director's expenses paid for the current pay period and/or since the last Board meeting.

**HELENDALE COMMUNITY SERVICES DISTRICT
BOARD MEMBER EXPENSE VOUCHER**

NAME: Sandy Nans

Date: 1-22

Expense Description/Explanation	Mileage	Meals	Lodging	Other	Exp. Category
Meeting w/GM (tele)					G
Travel / Bus tickets					
Discussion w/Water Board					
trying to update on old building thru pict					
Meeting GM					G
is agenda for Special Meeting					
Special Meeting					
Part 4 Rec					A
CIP - request for Corn Bull					
the Comm. Lunch		26.21			C
Consent act w/ other CD - update on red starting					
sewer plant/alex					
see the black top cement					

Totals: Mileage _____
 Meals 26.21
 Lodging _____
 Grand Total 26.21

Board Member Signature: _____

Date

Expense Categories:

- ned by Brown Act
- lic Meeting/Event*
- 3 Board *
- sining program related to District*
- he Board
- required to be presented at the next Board meeting

Expense Categories:

- G: Meeting w/GM re: District Operations
- H: Meeting w/audits, 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 matter involving functions or operations of the Dist.
- K: Meeting pre-approved by the Board of Directors

Mileage calculated at \$0.56/mile effective 1/1/21

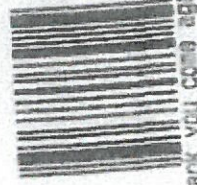
Los Dominicos
(760) 256-1381

Ticket No: 45
Ticket UID: 2022011202E7-163

Employee: Alex Ross
Dine In
Date: 1/12/2022
Time: 12:05:49 PM
1-12 Buffalo Chicken Salad \$9.95
-- Blue Cheese \$0.00
1-9 Taco Salad \$7.89
-- Meat Ground Beef \$0.00
-- No Refried Beans \$0.00
Diet Coke \$3.50

Subtotal: \$21.34
Tax: \$1.87
Total: \$23.21
3.00
26.21

Suggested Tip
10% (Tip: \$2.32, Total: \$25.53)
15% (Tip: \$3.48, Total: \$26.69)
20% (Tip: \$4.64, Total: \$27.85)



Please leave us a review on Yelp, Google or
Facebook



Helendale Community Services District

DATE: February 3, 2022
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #3d
Resolution 2022-1B: A Resolution of the Helendale Community Services District Ratifying the Proclamation of a State of Emergency by Governor Newsom, Declaring the Existence of Local Emergency Conditions, and Authorizing Remote Teleconference Meetings of the Board of Directors and Its Standing Committee for the Period February 3, 2022, to March 3, 2022, Pursuant to Brown Act Provisions

Resolution is attached.

RESOLUTION NO. 2022- 01B

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HELENDALE COMMUNITY SERVICES DISTRICT RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR NEWSOM, DECLARING THAT LOCAL EMERGENCY CONDITIONS PERSIST, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS AND ITS STANDING COMMITTEES FOR THE PERIOD FEBRUARY 3, 2022, TO MARCH 3, 2022, PURSUANT TO BROWN ACT PROVISIONS

WHEREAS, the Helendale Community Services District (the “District”) is committed to preserving and nurturing public access and participation in meetings of its Board of Directors; and

WHEREAS, all meetings of the District’s Board of Directors (the “Board”) and its standing committees are open and public, as required by the Ralph M. Brown Act (California Government Code Sections 54950-54963), so that any member of the public may attend, participate, and watch those bodies conduct their business; and

WHEREAS, the Brown Act, in Government Code Section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code Section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition for application of Government Code Section 54953(e) is that a state of emergency is declared by the Governor pursuant to Government Code Section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the State caused by conditions as described in Government Code Section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District’s boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, on March 4, 2020, Governor Gavin Newsom proclaimed a state of emergency to exist in California as a result of the threat of COVID-19, and such proclamation has not yet been lifted; and

WHEREAS, it is further required under Government Code Section 54953(e) that state or local officials have imposed or recommended measures to promote social distancing or that the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board previously adopted Resolution No. 2022-01A on January 11, 2022, finding that the requisite conditions exist for the Board and its standing committees to conduct remote teleconference meetings without compliance with Government Code Section 54953(b)(3); and

WHEREAS, as a condition of extending the use of the provisions set forth in Government Code Section 54953(e), the Board must reconsider the circumstances of the state of emergency that exists within the District, and the Board has done so; and

WHEREAS, emergency conditions persist within the District, specifically COVID-19 and its Delta variant, remain highly contagious and, therefore, a threat to the health, safety, and well-being of the District's employees, directors, vendors, contractors, customers, visitors, and residents; and

WHEREAS, directions from the San Bernardino County Department of Public Health and regulations from the State of California impose various social distancing restrictions and provide guidance on best practices with respect to actions to reduce the spread of COVID-19; and

WHEREAS, the Board does hereby find that a state of emergency continues to exist within the District's service area as a result of the continuing presence of COVID-19, which has caused, and will continue to cause, conditions of imminent risk to attendees of Board meetings, and has resulted in local, State, and federal social distancing orders and related guidance, and which has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and the Board desires to re-affirm that a local emergency exists and re-ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency persisting, the Board does hereby find that the Board and all standing committees thereof shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code Section 54953, as authorized by subdivision (e) of Government Code Section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of Government Code Section 54953; and

WHEREAS, the District will continue to provide proper notice to the public regarding all Board and standing committee meetings in accordance with Government Code Section 54953(e)(2) and shall continue to provide notice to the public of how they may access any such meeting via call-in number and/or internet link.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE HELENDALE COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Persists. The Board hereby considers the conditions of the state of emergency within the District and proclaims that a local emergency persists throughout the District as a result of the continuing presence of COVID-19, which continues to cause conditions of imminent risk to attendees of the District's Board and standing committee meetings, and which have resulted in local, State, and federal social distancing orders

and guidance, and that continuing to conduct the District's Board and standing committee meetings virtually will minimize the possible spread COVID-19 and any variant thereof.

Section 3. Re-Ratification of Governor's Proclamation of a State of Emergency. The Board hereby re-ratifies the Governor of the State of California's Proclamation of State of Emergency regarding COVID-19, dated March 4, 2020.

Section 4. Remote Teleconference Meetings. The District's General Manager, or his or her delegee, and the Board and standing committees of the District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution, including but not limited to continuing to conduct open and public meetings in accordance with Government Code Section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) the expiration of thirty (30) days from the date this Resolution was adopted, as set forth below, or (ii) such time as the Board adopts a subsequent resolution in accordance with Government Code Section 54953(e)(3) to extend the time during which the Board and standing committees of the District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of Government Code Section 54953.

PASSED AND ADOPTED by the Board of Directors of the Helendale Community Services District this 3rd day of February, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tim Smith, President, Board of Directors

ATTEST:

Sandy Haas, Secretary, Board of Directors



Helendale Community Services District

DATE: February 3, 2022
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #3e
Discussion Only Regarding COVID-19 Pandemic Update

STAFF RECOMMENDATION:

Receive and file.

STAFF REPORT:

Staff continues to monitor the regulations and any changes made by the CDC, CDPH and CalOSHA. There is an increase in the Omicron amongst the staff, however, it is noted that the CDC has reduced the quarantine to five days from the original 10 days. The symptoms seem to be more milder compared to the COVID-19 symptoms. Staff has notified the County of the number of staff members who have been positive for COVID and the District has followed all of the posting requirements.

Last week discussions emerged with legislators and the governor to extend the COVID sick leave pay through September 2022. The prior mandated COVID leave expired in September. It is anticipated that within the next couple of weeks a new sick leave mandate will be approved. This leave will be retroactive to January 1, 2022.

The District has continued to offer COVID leave based upon the original allocation of 80 hour for full-time staff and approximately 38-hours for part-time staff. This seemed to be the best approach to keeping the workplace healthy and encourage people who are sick to stay home. The majority of the employees used less than half of their COVID leave.

FISCAL IMPACT: NA



Helendale Community Services District

DATE: February 3, 2022
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #5
Discussion and Possible Action Regarding Approval of the FY23 Budget Calendar

STAFF RECOMMENDATION:

Staff seeks input from the Board regarding the Budget Calendar

STAFF REPORT:

Each year the budget development process looks different based upon operational needs and challenges. Three years ago, Staff drastically changed the look of the budget to speak to the Boards' desire for more transparency and expand upon the general understanding of how the public's money is allocated by the District. The budget has been a valuable and useful document for the Staff as well as the Board.

It takes several months to develop the budget. Below is the proposed timeframe for budget preparation, review and adoption. Staff seeks input from the Board regarding the Budget Workshop which typically takes place in a special meeting.

February 17	Mid-year budget review Wastewater CIP Review
March 3	Park CIP Cost of Living Consideration
March 17	Review of Water CIP Acceptance of Burrtec Annual Request
March & April	Staff level review and projections
April TBD	Budget Workshop
May 5	Public Review of Draft Budget
May 19	Public Hearing for Budget Adoption

FISCAL IMPACT: NA

POSSIBLE MOTION: To approve Budget Calendar

ATTACHMENTS: None



Helendale Community Services District

DATE: February 3, 2022
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #6
Discussion and Possible Action Regarding Adoption of Resolution 2022-04: A Resolution of the Board of Directors of the Helendale Community Services District Establishing Policies for its Compensation, Reimbursement, and Ethics Training

STAFF RECOMMENDATION:

Staff requests approval of the resolution.

STAFF REPORT:

This Resolution is slated for annual review and was last modified in 2020. To help simplify the tracking of annual resolutions such as this, Staff will modify the resolution number each year as it is reviewed and newly adopted by the Board. Therefore, we are requesting adoption of the proposed resolution.

At the January 21, and February 4, 2021, meeting this resolution and the expense report format was discussed at length. In addition, the Board reviewed and commented on Exhibit A, a list of meeting examples included in the agenda material. Staff has modified the expense report based upon comments from the Board which included the option for an electronic version that could be used by the directors.

BACKGROUND:

The matter of Board Member compensation is an area in which the Board governs itself. As expense reports are turned in to staff, the General Manager approves it for processing within payroll and a copy of the expense report is then included in the next Board agenda on the consent calendar for approval by the Board. The extent of Staff's oversight is to ensure that no more than the allotted meetings is claimed in a month.

The Board may wish to review and amend any part of this resolution as it is a document attesting to the Board's self-governance. Further it is a gesture of transparency as to what types of meetings the Board will claim compensation for in service to the community. Attachment A to the Resolution is the current list of meeting examples. A sample of meetings claimed this past year is attached for your information. The Board may wish to modify this list to reflect what the Board deems are acceptable events for which to claim compensation.

FISCAL IMPACT: None

POSSIBLE MOTION: Adopt Resolution 2022-04

ATTACHMENTS: Resolution 2022-04: A Resolution of the Board of Directors of the Helendale Community Services District Establishing Policies For Its Compensation, Reimbursement, and Ethics Training



RESOLUTION NO. 2022-04

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
HELENDALE COMMUNITY SERVICES DISTRICT ESTABLISHING POLICIES FOR ITS
COMPENSATION, REIMBURSEMENT, AND ETHICS TRAINING**

WHEREAS, the Board of Directors of the Helendale Community Services District finds as follows:

A. The Helendale Community Services District (the District) is a community services district organized and operating pursuant to California Government Code Section 61000 et seq.

B. The District is governed by an elected Board of Directors (the Board) whose activities are subject to the requirements of California law, including but not limited to the Local Government Sunshine Bill (AB 1234).

C. The purpose of this resolution is to ensure compliance with AB 1234 and to establish policies with respect to (1) Board member compensation, (2) Board member reimbursement, and (3) Board member ethics training.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS of the Helendale Community Services District as follows:

Section 1. **COMPENSATION.**

1.1. **Amount.** The amount of Board member compensation by the District shall be determined in accordance with all applicable requirements of California law. Pursuant to said requirements, the Board shall set the amount of such compensation at a rate established by adoption of a separate ordinance or resolution.

1.2. **Day of Service.**

1.2.1. **Definition.** For purposes of determining eligibility for compensation of Board members pursuant to the ordinance or resolution referred to in Section 1.1 above, the term “day of service” is defined as follows, and Board member attendance, representation, and participation shall be deemed previously approved by the Board, pursuant to Government Code Section 61047(e):

- (a) Attendance at a meeting of the Board;
- (b) Participation at a meeting of a standing committee of the Board;
- (c) Attendance at a meeting of an ad hoc committee of the Board;
- (d) Attendance at a meeting with the District’s General Manager/Senior Staff involving the operations of the District;
- (e) Attendance at a meeting with the District’s auditors, attorneys, or other consultants involving matters for which the consultants have been retained by the District;
- (f) Attendance at a meeting of a local, state, or federal body with subject matter jurisdiction affecting the operations of the District;
- (g) Attendance at a meeting with a local, state, or federal representative concerning matters involving the operations of the District;
- (h) Participation in the following activities, provided that the Board member delivers a written or oral report to the Board regarding the member’s participation at the next Board meeting following the event:
 - (1) A conference, seminar, or organized educational or training

activity involving matters related to the functions and operations of the District; and

(2) A meeting of organizations or community members with interests in matters involving the function and operations of the District;

(i) Representation of the District at the following events, provided that the Board member delivers a written or oral report to the Board regarding the member's representation at the next Board meeting following the event:

(1) A public meeting or a public hearing conducted by another public agency;

(2) A public benefit nonprofit corporation on whose board the District has membership;

(j) Any occurrence that is listed in Exhibit "A" attached hereto and incorporated herein by this reference; and

(k) All other occurrences for which the Board member has obtained prior approval from the Board to attend or participate on behalf of the District.

1.2.2. Daily Limitation. If a Board member attends or participates in multiple meetings in a single day, the Board member shall only be eligible for compensation for one meeting on that day.

1.3. Procedure. To receive compensation for a day of service within the scope of this Resolution, a Board member shall submit a payment request to the District's General Manager. Thereafter, the District's General Manager will issue payment to the Board member consistent with the District's regular payroll cycle and will include the payment request in the agenda

materials for the next public meeting. At that meeting, the Board will review and approve or deny the payment request. Payments made by District staff prior to Board consideration of compensation requests are expressly subject to reconciliation following Board action thereon.

Section 2. **REIMBURSEMENT.**

Pursuant to Government Code Section 61047(c), the District shall reimburse Board members for their actual and necessary traveling and incidental expenses incurred while on official business as provided herein.

2.1. **Qualifying Events.** Pursuant to Government Code Section 53232.2(b), the types of occurrences that qualify a Board member to receive reimbursement of eligible expenses set forth in Section 2.2 below shall be any occurrence that is listed in Section 1.2.1 of this Resolution.

2.2. **Eligible Expenses.** Expenses eligible for reimbursement shall be limited to (1) registration or tuition costs, or other charges for participation at the meeting; (2) transportation to and from the meeting, including airfare, car rental, or mileage for use of a Board member's own automobile, and other miscellaneous transportation costs (shuttle, taxi, parking, etc.); (3) lodging at the single-room rate; and (4) costs of meals as set forth in Section 2.3.4.

2.3. **Rates.**

2.3.1. **Registration, Tuition, and Meeting Charges.** The District reimbursement rate for registration or other charges for participation at a meeting shall be the actual amount incurred, not to exceed the maximum rate published by the conference or activity sponsor for timely registration after applying all applicable deductions for any available discounts.

2.3.2. **Transportation.**

(a) Members of the Board must use government and group rates offered by a provider of transportation services for travel when available. If such rates are not available, the District reimbursement rate for Board member transportation shall be the actual amount incurred, not to exceed the cost of round-trip coach airfare.

(b) The District reimbursement rate for mileage by use of a Board member's own vehicle shall be calculated on the basis of total miles driven for District purposes at the rate specified in the Internal Revenue Code in effect at the time of the vehicle usage.

(c) The District reimbursement rate for vehicle parking by a Board member shall be the actual amount incurred.

2.3.3. Lodging. Members of the Board must use government and group rates offered by a provider of lodging services when available. If the lodging is in connection with an accepted conference or organized educational activity, lodging costs must not exceed the maximum group rate published by the conference or activity sponsor, provided that lodging at the group rate is available to the member of the Board at the time of booking. If a government or group rate is not available, the District reimbursement rate for Board member lodging shall be the actual amount incurred, not to exceed the rate for comparable lodging.

2.3.4. Meals. The District reimbursement rate for Board member meals shall be the actual amount incurred, not to exceed the applicable Internal Revenue Service rates for reimbursement as established in Publication 463 or any successor publication, or \$100.00, whichever is less, for each day of service outside the District's boundaries.

2.3.5. Other. District reimbursement of all other actual and necessary expenses incurred by a Board member shall be computed using the applicable Internal Revenue Service

rates for reimbursement as established in Publication 463, or any successor publication. All expenses that do not fall within this reimbursement policy or the Internal Revenue Service reimbursable rates, as provided above, shall be approved by the Board in a public meeting before the expense is incurred.

2.4. **Budget Limits.** The maximum amount of District-paid expenses that each Board member may annually incur without separate prior Board approval is \$2,000 each fiscal year.

2.5. **Ineligible Expenses.** Board members shall not be eligible for District reimbursement of any expenses incurred by any person traveling or attending a meeting as a guest of the Board member. No Board member shall be eligible for District reimbursement of any expenses for personal services not related to District business.

2.6. **Expense Forms.** The District shall provide expense report forms to be filed by the members of the Board for reimbursement for actual and necessary eligible expenses incurred on behalf of the District in the performance of official duties. The expense reports shall document that said expenses meet the policy reflected in this Resolution for expenditure of public resources. Board members shall submit such expense reports to the District's General Manager, and the reports shall be accompanied by the receipts documenting each expense. Thereafter, the District's General Manager will issue payment to the Board member in the amount requested in the expense report consistent with the District's regular payroll cycle and will include the reimbursement request in the agenda materials for the next public meeting. At that meeting, the Board will review and approve or deny the reimbursement request. Payments made by District staff prior to Board consideration of expense reimbursement requests are expressly subject to reconciliation following Board action thereon. All documents related to reimbursable

District expenditures are public records subject to disclosure under the California Public Records Act.

2.7. **Report.** Board members shall provide brief reports on meetings attended at the expense of the District at the next regular meeting of the Board.

Section 3. **ETHICS TRAINING.**

3.1. **Requirement.** Each local agency official of the District must receive training in ethics laws no later than one year from the first day of service with the District. Thereafter, each local agency official must receive such training at least once every two years.

3.2. **Application.**

3.2.1. **Local Agency Official.** As used in Section 3.1 of this Resolution, the term “local agency official” means all of the following:

- (a) All Board members; and
- (b) All executive staff of the District.

3.2.2. **Ethics Laws.** As used in Section 3.1 of this Resolution, the phrase “ethics laws” includes, but is not limited to, the following:

- (a) Laws relating to personal financial gain by public servants, including, but not limited to, laws prohibiting bribery and conflict-of-interest laws;
- (b) Laws relating to claiming prerequisites of office, including, but not limited to, gift and travel restrictions, prohibitions against the use of public resources for personal or political purposes, prohibitions against gifts of public funds, mass mailing restrictions, and prohibitions against acceptance of free or discounted transportation by transportation companies;

(c) Government transparency laws, including, but not limited to, financial interest disclosure requirements and open government laws; and

(d) Laws relating to fair processes, including, but not limited to, common law bias prohibitions, due process requirements, incompatible offices, competitive bidding requirements for public contracts, and disqualification from participating in decisions affecting family members.

3.3. **District Responsibilities.**

3.3.1. **Records.** The District shall maintain records indicating (a) the dates that local agency officials satisfied the requirements of Section 3 of this Resolution and (b) the entity that provided the training. The District shall maintain these records for at least five years after local agency officials receive the training. These records are public records subject to disclosure under the California Public Records Act.

3.3.2. **Notice.** The District is required to provide information on training available to meet the requirements of Section 3 of this Resolution to its local agency officials at least once annually.

Section 4. **REVIEW OF RESOLUTION ON ANNUAL BASIS.**

Each year the Board shall review this Resolution to determine its effectiveness and the necessity for its continued operation. The District's General Manager shall report to the Board on the operation of this Resolution, and make any recommendations deemed appropriate, including proposals to amend the Resolution. Upon conclusion of its review, the Board may take any action it deems appropriate concerning this Resolution. Nothing herein shall preclude the Board from taking action on the Resolution at times other than upon conclusion of the annual

review.

Section 5. **SEVERABILITY.**

If any provision of this Resolution or the application thereof to any person or circumstances, is held invalid, such invalidity shall not affect other provisions or applications of this Resolution which can be given effect without the invalid provision or application, and to this end the provisions of this Resolution are declared to be severable.

Section 6. **EFFECTIVE DATE.**

This Resolution supersedes Resolution No. 2021-01 adopted by the Board on February 4, 2021, and shall take effect immediately upon its adoption.

ADOPTED this 3rd day of February, 2022

AYES:

NOES:

ABSTAIN:

ABSENT:

Tim Smith, Vice President

ATTEST:

Sandy Haas, Secretary

Exhibit "A"

This list is to be used as examples of meetings outlined under Section 1.2.1 and is subject to change at the discretion of the Board.

Brown Act Meetings
Regular and Special Board Meetings

Representation at a public hearing or public meeting of another government agency
Mojave Water Agency
Watermaster
San Bernardino County
LAFCO
Various City Councils
VWRA

Meeting with a representative from County, State, or Federal Government
Elected officials or representatives

Ad hoc committees of the Board
Park and Rec Committee
Recycled Water Committee

Meeting with District Consultants
Attorney, Engineer, Auditor, etc.

Meetings of County, Special District or LAFCO
Tri-Communities Special District Luncheon
Association of San Bernardino County Special Districts (ASBCSD)

Representation of the District on a non-profit Board
Chamber of Commerce
Homeowners Association

Training or education involving matters related to the functions and operations of the District
Board member training through CSDA
ABC's of Water seminars (Mojave Water Agency)
Mojave Water Agency Tours



Helendale Community Services District

DATE: February 3, 2022
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #7
Discussion and Possible Action Regarding Approval of an Increased Budget Allocation for the Purchase of Additional Meters and Radios

STAFF RECOMMENDATION:

Staff seeks approval for this request.

STAFF REPORT:

Earlier in the year the Board approved an open purchase order for the acquisition of meters from Aqua Metrics to fulfill the Bureau of Reclamation grant requirements. These meters took over seven months to arrive from the time the order was placed. Communication from the manufacturer indicated that it was an issue with chips that are needed for the meters to function properly.

Since that time, the District received another round of grant funding that would help purchase 800 meters and 400 radios. Staff is seeking approval to order half of the supplies for the total grant award in an amount of \$82,277.90. This would acquire 400 meters and 200 radios. By ordering them now it will help us meet the installation timeframe if it takes another seven months to receive this shipment. Of this amount, the Bureau would reimburse \$38,180 and the District's obligation as part of the grant is \$44,097.90. Staff anticipates that the remainder of the meter supplies to complete the grant would be purchased in next fiscal year sometime after July 1, 2022.

FISCAL IMPACT: \$82,277.90

POSSIBLE MOTION: Approve purchase of meters and radios as outlined in staff report.

ATTACHMENTS: NA



Helendale Community Services District

DATE: February 3, 2022
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #8
Discussion and Possible Action Regarding Adoption of Resolution 2022-05: A Resolution of the Helendale Community Services District Board of Directors Approving the Application for Land and Water Conservation Fund Helendale Community Park Project

STAFF RECOMMENDATION:

Staff seeks approval for this request.

STAFF REPORT:

The Park and Recreation Committee discussed applying for the current round of funding through the Land and Wildlife Conversation Fund. The turn around time for the application was very short and did not allow time to bring the project discussion to the Board. In an effort to keep the District match reasonable only three projects were selected for the application. The projects included an electronic gate; baseball lighting and a shade structure for the playground.

The grant application was due on 2/1 and possible award will be announced in fall 2022. Staff feels that the odds of receiving this grant are lower than in the past because our median household income is at the high end of the threshold and the park acreage per 1000 residents exceeds the criteria. This application is not adding a new park and therefore won't garner as many points.

This grant requires a resolution of support from the Board as part of the application.

FISCAL IMPACT: \$75,000

POSSIBLE MOTION: Adopt Resolution 2022-05.

ATTACHMENTS: NA



Resolution No. 2022-05
RESOLUTION OF THE HELENDALE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
APPROVING THE APPLICATION FOR
LAND AND WATER CONSERVATION FUND
HELENDALE COMMUNITY PARK PROJECT

WHEREAS, the Congress under Public Law 88-578 has authorized the establishment of a federal Land and Water Conservation Fund Grant-In-Aid program, providing Matching funds to the State of California and its political subdivisions for acquiring lands and developing Facilities for public outdoor recreation purposes; and

WHEREAS, the California Department of Parks and Recreation is responsible for administration of the program in the State, setting up necessary rules and procedures governing APPLICATIONS by local agencies under the program; and

WHEREAS, the HELENDALE COMMUNITY SERVICES DISTRICT certifies by resolution the approval of the LWCF APPLICATION and the availability of eligible MATCHING funds prior to submission of the LWCF APPLICATION to the State; and

NOW, THEREFORE, BE IT RESOLVED that the Helendale Community Services District Board of Directors hereby:

1. Approves the filing of an APPLICATION for Land and Water Conservation Fund assistance for the proposed; Helendale Community Park
2. Agrees to abide by SECTION 6(f)(3) of Public Law 88-578 which states "No property acquired or developed with assistance under this section shall, without the approval of the National Secretary of the Interior, be converted to other than public outdoor recreation uses. The Secretary shall approve such conversion only if he finds it to be in accord with the then existing comprehensive statewide outdoor recreation plan and only upon such conditions as he deems necessary to assure the substitution of other recreation properties of at least equal fair market value and of reasonably equivalent usefulness and location."
3. Certifies that said agency has MATCHING funds from eligible source(s) and can finance 100 percent of the Project, which up to half may be reimbursed; and
4. Appoints the District's General Manager as agent of the HELENDALE COMMUNITY SERVICES DISTRICT to conduct all negotiations and execute and submit all documents, including, but not limited to, APPLICATIONS, CONTRACTS, amendments, payment requests, and compliance with all applicable current state and federal laws which may be necessary for the completion of the aforementioned PROJECT.

Approved and Adopted on the 3 day of February, 2022.

I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by The Helendale Community Services District Board of Directors following a roll call vote:

Ayes _____

Noes _____

Absent _____

APPROVED

ATTEST

Tim Smith, President

Sandy Haas, Secretary