



# Helendale Community Services District

**BOARD OF DIRECTORS MEETING**  
**November 7, 2019 at 6:30 PM**  
**26540 Vista Road, Suite C, Helendale, CA 92342**

## 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 may speak on any agenda item at the time the agenda item is discussed by the Board of Directors.

### 3. Consent Items

- a. Approval of Minutes: October 17, 2019, Regular Board Meeting
- b. Bills Paid and Presented for Approval

### 4. Reports

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

### Regular Business:

5. Discussion and Possible Action Regarding the Possible Purchase of 30 Acre-Foot of Base Annual Production Water Rights in the Alto Sub-Area
6. Discussion and Possible Action Regarding New Signage for Helendale Community Center
7. Discussion and Possible Action Regarding Receipt of Claims Against the District

### Other Business

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

### Closed Session

9. Conference with Legal Counsel – Anticipated Litigation  
Significant Exposure to Litigation  
Pursuant to Government Code Section 54956.9(D)(2)  
Two Potential Cases

10. Announcement of Closed Session Actions

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

### Providing:

- Water
- Wastewater
- Park & Recreation
- Solid Waste Management
- Street lighting
- Graffiti Abatement

### OFFICE HOURS:

Monday – Friday  
8:00 – 5:30 p.m.

### PHONE:

760-951-0006

### FAX:

760-951-0046

### ADDRESS:

26540 Vista Road  
Suite B  
Helendale, CA  
92342

### MAILING

#### ADDRESS:

PO BOX 359  
Helendale, CA  
92342

Visit us on the Web

at:

[www.helendalecsd.org](http://www.helendalecsd.org)





# Helendale Community Services District

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Date: November 7, 2019  
TO: Board of Directors  
FROM: Kimberly Cox, General Manager  
BY: Sharon Kreinop / Cheryl Vermette  
SUBJECT: Agenda item #3  
Consent Items

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## **CONSENT ITEMS**

- a. Approval of Minutes: October 17, 2019 Regular Board Meeting
- b. Bills Paid and Presented for Approval



*Minutes of the Helendale Community Services District*

*BOARD OF DIRECTORS MEETING*

*October 17, 2019 at 6:30 PM*

*26540 Vista Road, Suite C. Helendale, CA 92342*

**Board Members Present:**

Tim Smith - Vice President; Sandy Haas, Secretary; Craig Schneider – Director; Henry Spiller – Director

**Board Members Not Present:**

Ron Clark – President

**Staff Members Present:**

Kimberly Cox, General Manager  
Alex Aviles, Water Operations Manager  
Cheryl Vermette, Program Coordinator

**Consultants:**

Steve Kennedy, Legal Counsel  
Wes Zuber, UIA

**Members of the Public:**

There were three (3) members of the public present.

**Call to Order and Pledge of Allegiance**

The meeting was called to order at 6:30 by President Ron Clark, after which the Pledge of Allegiance was recited.

**1. Approval of Agenda**

**Action:** A motion was made by Director Schneider to approve the agenda. The motion was seconded by Vice President Smith.

**Vote:** Motion carried by the following vote: 5 Yes – 0 No – 0 Absent

**2. Public Participation**

Deputy Kraft reported on the crime statistics for the month of September.

**3. Consent Items**

- a. Approval of Minutes: October 3, 2019 Regular Board Meeting
- b. Bills Paid and Presented for Approval
- c. Financial Statements for August 2019

**Action:** A motion was made by Vice President Smith Haas to approve the consent items as presented. The motion was seconded by Director Haas.

**Vote:** Motion carried by the following vote: 5 Yes – 0 No – 0 Absent

**4. Reports**

**a. Directors' Reports**

Vice President Smith comment that the last concert went over really well, the band was good and the fireworks went off without a hitch. The concert was well attended but got very cold.

Director Spiller reiterated that the concert was a success and suggested due to the weather we may look at other options for dates. He also commented the last farmers market was very well attended and the vendors seemed to have done well.

b. General Manager's Report

GM Kimberly Cox that the District has received two inquiries for multi-family construction, one for apartment units and another for a 900 unit in-fill development. The Governor's plan is to create 1.3 million new housing units by 2025, and 40% are to be low-income housing. Cities and Counties not complying with this will receive penalties from the state. SCAG housing need for 2021 through 2029 is estimated to be 1,344,740. County will need to streamline their land use approval process. General Manager Cox distributed a letter from HUD to the Board.

The new scoreboard has been hung in place at the park. The tree will need to be relocated when the leaves drop.

General Manager Cox shared photos of the Fall Festival at the Farmers Market with the boy scouts pumpkin patch – proceeds will be donated to the local food bank to purchase turkeys for Thanksgiving, petting zoo, kids area, and the large crowd.

Wastewater Operations Manager Aviles gave the wastewater report. Staff switched Contact basins from the west to the east contact basin and began pumping down the offline tank so that sludge could dry and staff can clean out the basin. Had calibration tech come out to recalibrate meter after switch. Staff has been clearing the plant grounds of weeds. Director Spiller reported a sewer odor coming from the Silver lakes Parkway lift station. Upon inspection, the station was found to have failed overnight causing the sewer to surcharge the system. Staff made an emergency entry into the station to repair broken discharge line. Bill assisted Jonathan with a sink hole on Silver Lakes Parkway. Staff wired up a motor on T-filter #2 and installed new belt to slow the distribution arm down during colder weather. Alex Creason is our new OIT at the Treatment Plant and has been working out great.

General Manager Cox gave the administrative update. There were 40 account transfers for the month of September. She also presented a map showing the account activity by area and a graph showing the monthly account transfers as an annual comparison.

**Regular Business**

5. Discussion Only Regarding Update on United Internet Access Infrastructure Development Project in Helendale  
**Discussion:** Prior to UIA's investment in the community new residents could not get internet service from the local tel-co provider. UIA began local deployment in 2014. UIA received a small grant and have made a significant personal investment in our community. The lease of the infrastructure brings in approximately \$6000 on average each month. This revenue has been used to develop Helendale Community Park. The partnership has been a win – win for the District. General Manager Cox presented a chart of revenue to the Board. UIA CEO Wes Zuber spoke to the success of the service in the community.

**Action:** There was no action on this item.

6. Discussion and Possible Action Regarding Approval for Grant Acceptance bureau of Reclamation and Discussion of Mojave Water Agency Strategic Partners Grant  
**Discussion:** Members of the High Desert District/California Inland Empire Council for the Boy Scouts of America are requesting use of park. The two campouts are to be held November 1st-3rd & November 15-17. The scouts will use the camp on baseball fields. The P&R Committee okayed the use of fires if they are in an elevated pit, they use dura-flame type logs and the fires are only on dirt areas. The Boy Scouts of America will also need to add the District as additionally insured. The troop is also aware that there are soccer games on Saturday morning. President Clark asked the fire captain if there may be any issues about fire permits. The Captain said he will follow up with the fire prevention office and have them get back to GM Cox. The Board requested that the troop provide insurance and any applicable fire department permits and required that the area is cleaned and left in the same condition in which it was found.

**Action:** Director Schneider made the motion to approve use of the park for two campouts by CIEC BSA.

**Vote:** The motion was approved by the following vote: 5 – Yes 0 – No – 0 Absent

Director Schneider: Yes; Director Haas: Yes; President Clark: Yes; Vice President Smith: Yes; Director Spiller: Yes

7. Discussion and Possible Action Regarding Approval of Posting Employment Information on Electronic Sign for US Census Takers

**Discussion:** A representative from the US Census requested to place a job ad on the sign for Census takers. The job pay starts at \$17 per hour. Information will be available in the office, however staff will not take applications. The ad would run for a limited time. General Manager Cox showed the Board an example of what the sign would look like, which would direct job seekers to the US Census website.

**Action:** Director Haas made the motion to approve the posting of job information for the US Census. Director Spiller seconded the motion.

**Vote:** The motion was approved by the following vote: 5 – Yes 0 – No – 0 Absent

Director Schneider: Yes; Director Haas: Yes; President Clark: Yes; Vice President Smith: Yes; Director Spiller: Yes

8. Discussion and Possible Action Regarding Consideration of Paving at the Helendale Community Center and Helendale Community Park

**Discussion:** This item was previously discussed, but only contemplated paving to the north of the community center. This item will discuss the concept of paving the south side of the community center. Staff is also introducing the idea of paving a strip at the park. General Manager Cox presented the conceptual drawing for paving at the north end of the community center. The design is less than one acre. The drive approaches will be completed before bidding the project. The south end of the community center is where employees park and on market days customers park there as well. Solar covers were suggested, however, staff consulted on covers and they are not cost effective at this time. This paving can be bid as a separate line item. The other concept presented was paving along the west edge of the park from the gate to the end of the football field. We would also need to install bollards to keep vehicles off the grass. We will need to install pipe gates for maintenance vehicles. General Manager Cox showed a picture of the area where paving would be considered at the park and explained the telephone poles were originally placed there to keep people off of the grass, however they need to be removed as they could be a tripping hazard. All three of the projects can be bid together reserving options on how and when they will be completed. Staff is seeking direction from the Board on whether just the paving at the north end of the community center should be done for now or if the park and south side of the community center should be included.

**Action:** There was no action on this item. The Board directed staff to get separate bids for all three locations, the community center being the top priority.

9. Discussion and Possible Action Regarding Review and Possible Modification of Water and Wastewater Minimum Reserve Balances

**Discussion:** This item was discussed with the Board in 2012 and included in the annual budget. It has not been discussed at a Board meeting since 2012 and staff has not recommended any changes. The policy is in three parts: Reserve for Operations (3-6 months); Reserve for Replacement (25%-50%); and Reserve for Disaster (10% of original plant costs). General Manager Cox presented a chart showing the low reserve for water operations is \$419,703 and the high is \$839,406; the low reserve for replacement is \$1,393,544 and the high is \$2,787,088, the low reserve for disaster is \$1,653,003 and the high is \$1,653,003. For wastewater the low reserve for operations is \$279,690 and the high is \$559,380; the low reserve for replacement is \$1,655,481 and the high is \$2,979,866 and the low reserve for disaster is \$844,256 and the high is \$844,256. The Board did not wish to make any changes to the policy at this time.

**Action:** There was no action on this item.

**Other Business**

**10.** Requested items for next or future agendas (Directors and Staff only)  
Director Haas requested Staff to invite the CHP to come to a Board meeting.

President Clark called for a brief recess at 7:35 pm after which Closed Session began.

**Closed Session**

President Clark called the Closed Session to Order at 7:55 pm

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

**12.** Announcement of Closed Session Actions  
President Clark called to order the Open Session of the Board meeting at 8:19 pm and Legal Counsel announced there was no reportable action resulting from closed session items.

**13.** Adjournment  
**Action:** President Ron Clark adjourned the meeting at 8:20 pm

Submitted by:

Approved By:

\_\_\_\_\_  
Tim Smith, Vice-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

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Date: November 7, 2019  
TO: Board of Directors  
FROM: Kimberly Cox, General Manager  
BY: Sharon Kreinop, Senior Account Specialist  
SUBJECT: Agenda item # 3 b.  
Consent Item: Bills Paid and Presented for Approval

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**STAFF RECOMMENDATION:**

Report Only. Receive and File

**STAFF REPORT:**

Staff issued 55 checks and 16 EFT's totaling \$240,070.63

Total cash available:	<u>11/04/19</u>	<u>10/14/19</u>
Cash	\$ 4,919,541.66	\$ 4,846,680.63
Checks/EFT's Issued	\$ 240,070.63	\$ 147,354.05

Investment Report

The Investment Report shows the status of invested District funds. The current interest rate is 2.10% for CalTRUST Short-Term and 1.78% for Medium-Term Investments, 2.39% for LAIF, and 0.25% for the CBB Sweep Account for Oct 2019. Interest earned in Oct 2019 on the CalTrust investments and the CBB Sweep Account is \$6,272.96



Helendale CSD

# Bills Paid and Presented for Approval

## Transaction Detail

Issued Date Range: 10/12/2019 - 11/03/2019

Cleared Date Range: -

Issued Date	Number	Description	Amount	Type	Module
<b>Bank Account: 251229590 - CBB Checking</b>					
10/18/2019	<a href="#">10004</a>	Goforth, Billy L	-906.87	Check	Payroll
10/18/2019	<a href="#">10005</a>	Martin, Trini	-552.05	Check	Payroll
10/18/2019	<a href="#">10006</a>	Parz, Kathleen J	-617.74	Check	Payroll
10/18/2019	<a href="#">10007</a>	Perez, Devin L	-1,132.81	Check	Payroll
11/01/2019	<a href="#">10008</a>	Goforth, Billy L	-882.25	Check	Payroll
11/01/2019	<a href="#">10009</a>	Martin, Trini	-492.17	Check	Payroll
11/01/2019	<a href="#">10010</a>	Parz, Kathleen J	-669.82	Check	Payroll
11/01/2019	<a href="#">10011</a>	Perez, Devin L	-1,112.05	Check	Payroll
10/04/2019	<a href="#">22432</a>	Godon Morris	99.85	Check	Utility Billing
10/17/2019	<a href="#">22433</a>	Brunick, McElhaney & Kennedy	-10,912.50	Check	Accounts Payable
10/17/2019	<a href="#">22433</a>	Brunick, McElhaney & Kennedy Reversal	10,912.50	Check Reversal	Accounts Payable
10/17/2019	<a href="#">22434</a>	Burrtec Waste Industries, Inc.	-53,366.37	Check	Accounts Payable
10/17/2019	<a href="#">22435</a>	California Special Districts Association	-7,077.00	Check	Accounts Payable
10/17/2019	<a href="#">22436</a>	Choice Builder	-712.04	Check	Accounts Payable
10/17/2019	<a href="#">22437</a>	Craig Carlson	-101.12	Check	Accounts Payable
10/17/2019	<a href="#">22438</a>	Frontier Communications	-64.64	Check	Accounts Payable
10/17/2019	<a href="#">22439</a>	Home Depot Credit Services	-77.87	Check	Accounts Payable
10/17/2019	<a href="#">22440</a>	Inland Water Works Supply Co.	-1,009.49	Check	Accounts Payable
10/17/2019	<a href="#">22441</a>	Konica/Minolta	-807.62	Check	Accounts Payable
10/17/2019	<a href="#">22442</a>	Liberty Composting, Inc.	-261.75	Check	Accounts Payable
10/17/2019	<a href="#">22443</a>	Lowe's	-732.71	Check	Accounts Payable
10/17/2019	<a href="#">22444</a>	Official Payments Corp	-57.30	Check	Accounts Payable
10/17/2019	<a href="#">22445</a>	Print Mart	-140.97	Check	Accounts Payable
10/17/2019	<a href="#">22446</a>	Pyro Spectaculars Inc.	-437.00	Check	Accounts Payable
10/17/2019	<a href="#">22447</a>	Rebecca Gonzalez	-495.00	Check	Accounts Payable
10/17/2019	<a href="#">22448</a>	Sandy Haas	-789.26	Check	Accounts Payable
10/17/2019	<a href="#">22449</a>	Special District Risk Management Authority	-1,875.28	Check	Accounts Payable
10/17/2019	<a href="#">22450</a>	Sullivan Uniform	-226.17	Check	Accounts Payable
10/17/2019	<a href="#">22451</a>	Tyler Technologies, Inc.	-2,244.75	Check	Accounts Payable
10/17/2019	<a href="#">22452</a>	Uline	-165.63	Check	Accounts Payable
10/17/2019	<a href="#">22453</a>	Univar USA Inc	-776.87	Check	Accounts Payable
10/17/2019	<a href="#">22454</a>	USA Blue Book	-291.49	Check	Accounts Payable
10/17/2019	<a href="#">22455</a>	Brunick, McElhaney & Kennedy	-10,912.50	Check	Accounts Payable
10/17/2019	<a href="#">22456</a>	Westech Engineering, Inc.	-13,680.42	Check	Accounts Payable
10/17/2019	<a href="#">22457</a>	Southern California Edison	-2,192.83	Check	Accounts Payable
10/17/2019	<a href="#">22458</a>	Southern California Edison	-18,717.31	Check	Accounts Payable
10/17/2019	<a href="#">22459</a>	Southern California Edison	-357.73	Check	Accounts Payable
10/17/2019	<a href="#">22460</a>	California State Disbursement Unit	-461.52	Check	Accounts Payable
10/17/2019	<a href="#">22461</a>	Frontier Communications	-129.08	Check	Accounts Payable
10/17/2019	<a href="#">22462</a>	Heather L. Starstman	-269.10	Check	Accounts Payable
10/23/2019	<a href="#">22463</a>	A&G Instrument Service and Calibration, Inc.	-859.80	Check	Accounts Payable
10/23/2019	<a href="#">22464</a>	Bartle Wells Associates	-2,425.00	Check	Accounts Payable
10/23/2019	<a href="#">22465</a>	Beck Oil Inc	-13.42	Check	Accounts Payable
10/23/2019	<a href="#">22466</a>	Cardmember Services	-1,723.48	Check	Accounts Payable
10/23/2019	<a href="#">22467</a>	Cashier, CDFA- Certified Farmer's Market Program 90303	-520.00	Check	Accounts Payable
10/23/2019	<a href="#">22468</a>	County of San Bernardino, Solid Waste Mgmt. Div.	-863.91	Check	Accounts Payable
10/23/2019	<a href="#">22469</a>	Craig Schneider	-817.66	Check	Accounts Payable
10/23/2019	<a href="#">22470</a>	Frontier Communications	-87.84	Check	Accounts Payable
10/23/2019	<a href="#">22471</a>	Frontier Communications	-61.08	Check	Accounts Payable
10/23/2019	<a href="#">22472</a>	Mobile Occupational Services, Inc.	-110.00	Check	Accounts Payable
10/23/2019	<a href="#">22473</a>	Paul Harvey	-450.00	Check	Accounts Payable
10/23/2019	<a href="#">22474</a>	Shred-it USA LLC	-80.55	Check	Accounts Payable
10/23/2019	<a href="#">22475</a>	United Site Services	-103.99	Check	Accounts Payable



## Bank Transaction Report

Issued Date Range: -

Issued Date	Number	Description	Amount	Type	Module
10/23/2019	<a href="#">22476</a>	Verizon California	-772.23	Check	Accounts Payable
10/23/2019	<a href="#">22477</a>	Verizon Wireless	-96.90	Check	Accounts Payable
10/18/2019	<a href="#">22478</a>	STEWART TITLE OF CALIFORNIA, INC.	-11.03	Check	Utility Billing
10/18/2019	<a href="#">22479</a>	JAMES MILLER	-41.41	Check	Utility Billing
10/18/2019	<a href="#">DFT0000077</a>	Payroll EFT	-32,226.64	EFT	Payroll
11/01/2019	<a href="#">DFT0000102</a>	Payroll EFT	-32,480.61	EFT	Payroll
10/16/2019	<a href="#">EFT0002953</a>	To record CalPERS Pmt Classic - PP 9/2/19 - 9/15/19	-5,762.71	EFT	General Ledger
10/16/2019	<a href="#">EFT0002956</a>	To record CalPERS Pmt PEPRA - PP 9/2/19 - 9/15/19	-1,332.23	EFT	General Ledger
10/22/2019	<a href="#">EFT0002957</a>	IRS Payroll Tax PP 9/16/19 -9/29/19	-7,237.01	EFT	General Ledger
10/22/2019	<a href="#">EFT0002959</a>	IRS Payroill Tax - PP 9/30/19 - 10/13/19	-6,931.50	EFT	General Ledger
10/22/2019	<a href="#">EFT0002960</a>	To record Tasc Flex Claim Pmt	-559.57	EFT	General Ledger
10/23/2019	<a href="#">EFT0002961</a>	EDD Payroll Tax PP 9/30/19 - 10/13/19	-2,188.00	EFT	General Ledger
10/24/2019	<a href="#">EFT0002962</a>	To record Bank Account Analysis Fees	-454.19	EFT	General Ledger
11/01/2019	<a href="#">EFT0002963</a>	To record payroll fee payment	-121.33	EFT	General Ledger
11/01/2019	<a href="#">EFT0002964</a>	To record EVO Rec Desk CC Fees 22567	-188.40	EFT	General Ledger
11/01/2019	<a href="#">EFT0002965</a>	To record EVO Thrift Store CC Fees 23099	-444.83	EFT	General Ledger
11/01/2019	<a href="#">EFT0002966</a>	To record CalPERS Pmt Classic - PP 9/16/19 - 9/29/19	-5,762.68	EFT	General Ledger
11/01/2019	<a href="#">EFT0002967</a>	To record CalPERS Pmt PEPRA PP 9/16/19 - 9/29/19	-1,326.70	EFT	General Ledger
11/01/2019	<a href="#">EFT0002968</a>	EDD Payroll Tax - PP 10/14/19 10/27/19	-2,188.00	EFT	General Ledger
11/01/2019	<a href="#">EFT0002970</a>	IRS Payroll Tax PP 10/14/19 - 10/27/19	-6,931.50	EFT	General Ledger
<b>Bank Account 251229590 Total: (73)</b>			<b>-240,070.63</b>		
<b>Report Total: (73)</b>			<b>-240,070.63</b>		

**Bank Transaction Report**

<b>Bank Account</b>	<b>Count</b>	<b>Amount</b>
<a href="#">251229590 CBB Checking</a>	73	240,070.63
<b>Report Total:</b>	<b>73</b>	<b>-240,070.63</b>

<b>Cash Account</b>	<b>Count</b>	<b>Amount</b>
<a href="#">99 99-111000 Cash in CBB - Checking</a>	73	-240,070.63
<b>Report Total:</b>	<b>73</b>	<b>240,073.63</b>

<b>Transaction Type</b>	<b>Count</b>	<b>Amount</b>
Check	56	-144,747.38
Check Reversal	1	10,912.50
EFT	16	-106,135.90
<b>Report Total:</b>	<b>73</b>	<b>240,070.63</b>



# Helendale Community Services District

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Date: November 7, 2019  
TO: Board of Directors  
FROM: Kimberly Cox, General Manager  
SUBJECT: Agenda item #5  
Discussion and Possible Action Regarding the Possible Purchase of 30 Acre-Feet of Base Annual Production Water Rights in the Alto Sub-Area

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**STAFF RECOMMENDATION:**

This item is at the discretion of the Board.

**STAFF REPORT:**

There is a potential interested seller in the Alto Sub-Area who is contemplating liquidating 30 acre-feet (AF) of base annual production (BAP) water rights at the current market rate. Whenever time allows for this conversation to occur with the Board, Staff will agendize it for public discussion.

Based upon the recent adoption of the Purchasing Policy with revisions and affirmation, the General Manager has the authority to acquire water rights, however, since this potential acquisition is still in the formative stages, Staff is seeking input from the Board. Following is what we anticipate the deal points to be:

BAP at a cost between \$4800-\$5000/AF

Additional Free Production Allowance (FPA) at a cost of approximately \$350-\$450/AF

If this acquisition materializes and if the Board expresses support for the possible acquisition, Staff will proceed with the purchase. The contemplated water rights of 30 AF of BAP will increase the District's FPA by 17 acre-feet of annual production rights in perpetuity. The SPA amount is only impacted by future rampdowns. At this time there are not additional ramp downs estimated for the Alto Sub Area, however, Watermaster staff and engineer are still working through the water balance numbers.

**FISCAL IMPACT:** To be determined.

**ATTACHMENTS:** None.



# Helendale Community Services District

**Date:** November 7, 2019  
**TO:** Board of Directors  
**FROM:** Kimberly Cox, General Manager  
**BY:** Cheryl Vermette, Program Coordinator  
**SUBJECT:** Agenda item #6  
 Discussion and Possible Action Regarding New Signage for Helendale Community Center

**STAFF REPORT:**

The Board directed staff to investigate the cost of replacing the signage at the Community Center. Staff has received two quotes to date (waiting on a third quote).

The quote for the District Office:

Includes a molded plastic Helendale CSD logo as well as molded plastic letters spelling out "HELENDALE CSD." This sign will be placed above the parapet on "Unit B." Additionally, staff got quotes for an aluminum sign with the District Address and an aluminum sign reading Unit B to be hung on the parapet.

Thrift Store – aluminum sign reading "Thrift Store/Recycling Center" and an aluminum sign reading Suite A.  
 Suite C & D –aluminum sign with the suite letter.

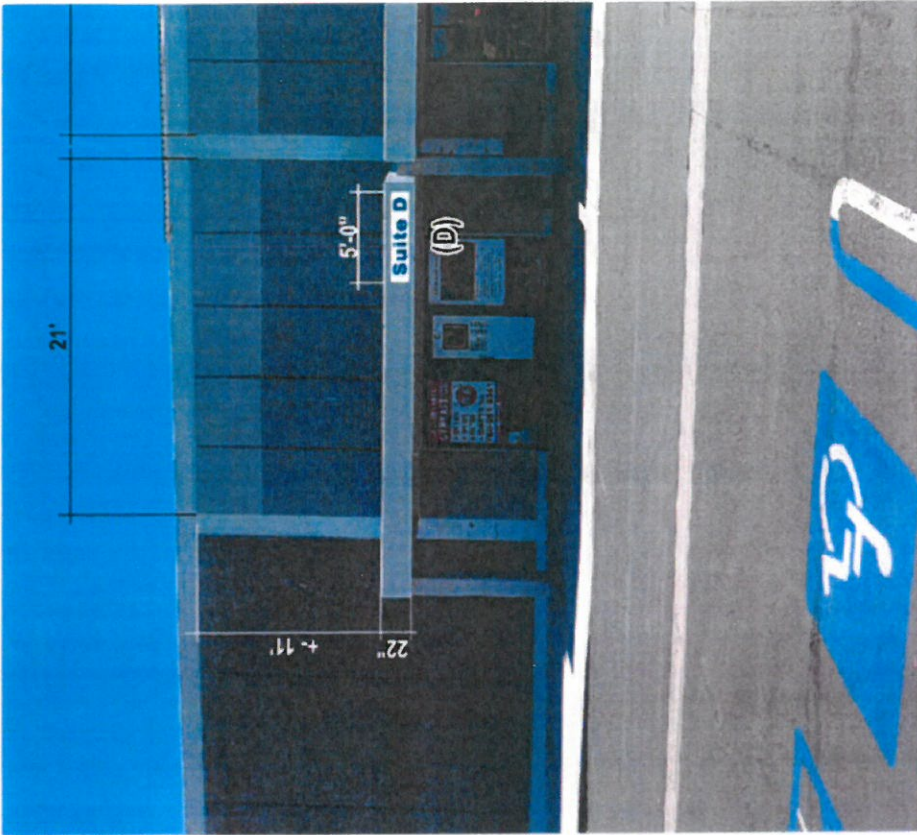
Quotes:

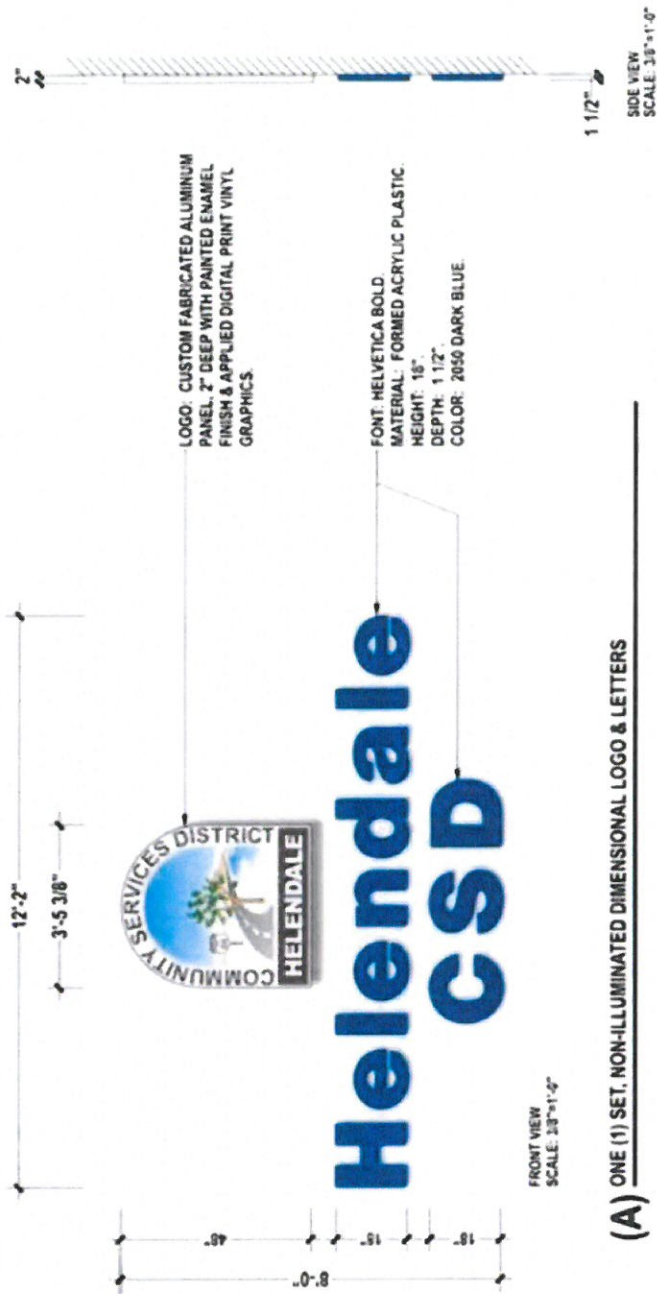
Item	Cloud Break Signs	Quiel
Logo and Helendale CSD Sign	\$2,150	\$4,952.22
Thrift Store/Recycling Center	\$432.00	\$220.00
Suite A	\$189.00	\$351.00
Suite B	\$189.00	\$351.00
Suite C	\$189.00	\$351.00
Suite D	\$189.00	\$351.00
Address	\$189.00	\$351.00
Installation	Included	\$1,163.50

Permitting fees will need to be determined.

**Fiscal Impact:** \$3,527 for Cloud Break Signs or \$8,090.72 for Quiel Signs plus permitting fees.

**Attachments:** Quotes and drawings and specifications for signage





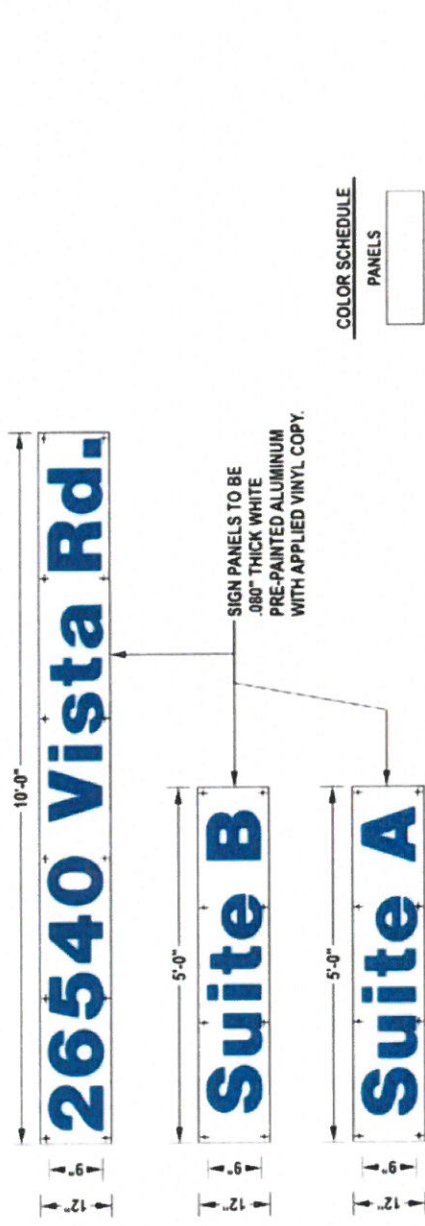
**(A)** ONE (1) SET, NON-ILLUMINATED DIMENSIONAL LOGO & LETTERS

COLOR SCHEDULE

PANELS

White Pre-Painted Aluminum COPY

#230-26 Green Vinyl

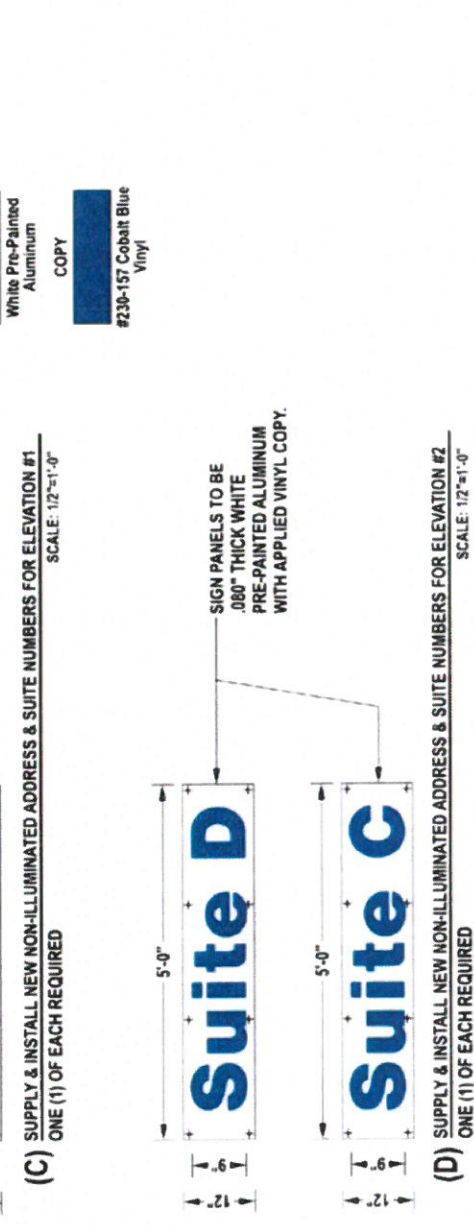


COLOR SCHEDULE

PANELS

White Pre-Painted Aluminum COPY

#230-157 Cobalt Blue Vinyl





**CloudBreak Signs Studio**  
 2901 West MacArthur Blvd.  
 #112  
 Santa Ana, CA 92704  
 Ph: (714) 486-2926  
 FAX: (714) 486-2993  
 Email: sales@cloudbreaksigns.com  
 Web: http://www.cloudbreaksigns.com

**Estimate #: 509**

<b>Created Date:</b> 10/25/2019 10:51:00AM	<b>Prepared For:</b> Helendale CSD
<b>Salesperson:</b> Craig Case	<b>Contact:</b> Cheryl Vermette, Administrative
<b>Email:</b> sales@cloudbreaksigns.com	<b>Office Phone:</b> (760) 951-0006 x230
<b>Not Specified:</b> (714) 486-2926	<b>Email:</b> CVermette@helendalecsd.org
<b>Not Specified:</b> (714) 486-2993	<b>Address:</b> CA
<b>Entered by:</b> First Last	

**Description: Gemini Plastic Letters and Aluminum Building Signs**

		Quantity	Price		Subtotal
<b>1</b>	<b>Product:</b> Custom Fabrication <b>Description:</b> Injected Molded Plastic Letters with Custom Fabricated Logo Box. Installation Included.	0	\$2,150.00	\$0.00	\$2,150.00
<b>2</b>	<b>Product:</b> Custom Fabrication <b>Description:</b> Permits will be billed after permit is approved.	0	\$0.00	\$0.00	\$0.00
<b>3</b>	<b>Product:</b> Sign Fabrication <b>Description:</b> Aluminum signs to go above units.12" H x 18' W Copy' Recycling Center + Thrift Store'	0	\$220.00	\$0.00	\$220.00
<b>4</b>	<b>Product:</b> Sign Fabrication <b>Description:</b> Aluminum signs to go above units.12" H x 5' copy' Suite A and Suite B, Suite C Suite D' 1 of each	0	\$189.00	\$0.00	\$189.00
<b>5</b>	<b>Product:</b> Sign Fabrication <b>Description:</b> Aluminum signs to go above units.12" H x 10' copy' 26540 Vista RD.'	0	\$189.00	\$0.00	\$189.00

<b>Estimate Total:</b>	\$2,748.00
<b>Subtotal:</b>	\$2,748.00
<b>Taxes:</b>	\$212.97
<b>Total:</b>	\$2,960.97
<b>Deposit Required:</b>	\$1,480.49

**Payment Terms:** Balance due upon receipt.

**Client Reply Request**

- Estimate Accepted "As Is". Please proceed with Order.
- Changes required, please contact me.

Other: \_\_\_\_\_  
 SIGN: \_\_\_\_\_ Date: / /





272 South I Street, San Bernardino, CA 92410

909-885-4476 www.quielsigns.com

Phone #: 760-387-8311

Email: cvermette@helendalecsd.org

**CONDITIONAL SALES AGREEMENT - J**  
**AGREEMENT NUMBER: SS082119**

THIS AGREEMENT made on 8/21/19 between QUIEL SIGNS INC., ("Quiel") and Purchaser, Cheryl Vermette

DBA: Helendale Community Center with its principal place of business located at: 26540 Vista Road, Helendale, CA

1. Quiel agrees to sell and Purchaser agrees to purchase and pay for the electrical or non-electrical display and/or structure hereinafter referred to as "Display" in accordance with the specifications and as hereinafter set forth hereinafter.

**JOB LOCATION:** Same As Above

**PROJECT DESCRIPTION:** Supply and install one (1) set of 18" formed plex letters and one (1) 48" x 3.5-3/8" metal sign with painted copy. Install flat to exterior wall. \$4,952.22

Fabricate "Recycling Center" sign.	\$540.00
Fabricate "Thrift Store" sign.	\$432.00
Fabricate Suite A Sign	\$351.00
Fabricate Suite B Sign	\$351.00
Fabricate Suite C Sign	\$351.00
Fabricate Suite D Sign	\$351.00

Install metal signs at the same time \$1,163.50

2. **GRAND TOTAL of Display:** \$ 8,491.32
3. **TERMS:** \$ 4,245.66 with Quiel's acceptance of the order, \$ N/A Progressive Payment due upon N/A  
\$ N/A Progressive Payment due upon N/A **Balance due upon completion** plus any unpaid permit charges and approved addendums payable upon completion of install per Sales Agreement. (Price applies to the terms and conditions of this Agreement only.) **Price quote good for 15 days from date of agreement and any changes to proposed project will require re-estimating.**
4. **SPECIFICATIONS:** As Per Quiel Signs, Inc. **Print # 19115-A** and, at the sole discretion of Quiel, such may be attached here to as Addendum "A".
5. **SUB-CONTRACTOR AGREEMENT:** The Contract between General Contractor and the Owner has no application to Quiel, or to this Agreement. All of the terms and conditions relevant to this Agreement between Quiel and Purchaser are contained in this Agreement. **An additional charge will be applied if we are requested to perform this work under the terms and conditions of a Sub-Contract Agreement. If required, please provide Agreement for our review and evaluation.** Any PLA Agreement will not be accepted. This Agreement supersedes all terms/conditions of Sub-Contractor Agreement.
6. **TITLE:** Ownership of Display shall remain with Quiel until all of the payments are made, and all of the conditions contained herein are in full compliance. Neither the loss of, injury to or destruction of Display or institution of suit or procurement of judgment thereon, while in the possession of Purchaser or its agents, shall operate as payment or as a transfer of title to Purchaser.
7. **PROGRESSIVE PAYMENT:** Any project in the production cycle for more than 30 days will be invoiced on a progressive payment schedule. If the purchaser requests to place a hold on the project for any reason, but not limited to the purchaser request, the customer agrees to pay progressive invoices as per term on invoice.
8. **DEFAULT:** These promises are upon the conditions that in the event of a breach by Purchaser of any of the covenants, terms and conditions herein contained or if during the term of this Agreement, or any extensions thereof, including but not limited to: 1) the filing of bankruptcy or insolvency proceedings are commenced by or against Purchaser; 2) Purchaser makes an assignment for the behalf of creditors; 3) if a receiver is appointed to take possession of the Purchaser's business or if any action is taken to accomplish this end; 4) if Purchaser discontinues business at the premises where Display is located, or sells or files, or is filed on his behalf, notice of intention to sell in bulk; 5) or transfers said business or any material part thereof, whether voluntarily or involuntarily, Quiel, at its option and without notice to Purchaser, may declare the entire unpaid balance of the purchase price hereunder immediately due and payable. Further, Quiel may, without notice to Purchaser declare all of Purchaser's rights under this Agreement terminated, and without demand first made and with or without legal process, immediately take possession of Display and hold same, together with title thereto. Should Quiel take possession of Display, all rights of Purchaser under this Agreement shall immediately terminate and all payments therefore made hereunder shall belong absolutely to Quiel as compensation for the depreciation in value and for the use of Display, and Purchaser shall continue to be obligated to Quiel for all installments then delinquent under this Agreement, with any such payment(s) made shall not be considered preferential payments. Upon any such termination Quiel may, but shall not be obligated to do so, sell the Display at public or private sale, without demand for performance, with or without notice to Purchaser (if given, notice mailed to Purchaser's business address as given in this Agreement being sufficient), with or without having Display at the place of sale, and upon the terms and conditions and in such manner as Quiel may determine and Quiel may submit a bid at any such sale. In the event that the proceeds from said sale, added to the payments therefore made by Purchaser hereunder, not total the amount required to be paid by Purchaser pursuant to this Agreement, plus the costs to repossess and reselling Display, Purchaser agrees to pay Quiel, on demand, any such deficiency. In case Quiel shall employ an attorney to recover Display and/or collect any sum due under this Agreement, Purchaser promises to pay Quiel for such additional sums, including but not limited to, actual attorney's fee, court costs and related charges. Further, all overdue payments shall bear interest at the rate of 1½% per month.
9. **ACCEPTANCE OF AGREEMENT:** Agreement, including paragraphs 11 through 26 on page 2, shall not be considered as executed until signed by or on behalf of Purchaser and approved by an executive of Owner and signed by them on Owner's behalf. Purchaser authorizes Quiel to obtain a credit report if deemed necessary.
10. **BUILDING PERMITS, DSA APPROVALS, DRAWINGS, ENGINEERING, and SOIL REPORTS AND INSPECTIONS, IF REQUIRED:** These items shall be invoiced as costs for extra time and material. Materials requested by Purchaser and/or customer for Quiel to secure permits shall be invoiced on time & material basis. This Agreement amount does not include costs for prevailing wages. If required, Purchaser authorizes these items to be invoiced as an additional charge. Only work authorized, performed and provided by Quiel Signs will be covered in DSA permits and fees.

CONDITIONAL SALES AGREEMENT - CONTINUED

- 11. INTREGATION: It is hereby further declared, agreed and understood that there are no prior oral or written negotiations, understandings, representations or agreements between the parties not herein expressed.
12. PURCHASER SHALL PROVIDE DEDICATED SERVICE FEED WIRES OF SUITABLE CAPACITY TO LOCATION OF DISPLAY IN ADVANCE OF INSTALL DATE. Upon request, Quiel will provide an additional quote to install electrical to the sign location.
13. REPOSSESSION: Display shall at all times be deemed personal property, and shall not by reason of attachment or connection to any realty, become or be deemed a fixture or appurtenance to such realty. Display shall at all times be severable there from, and shall be and remain at all times the property of Quiel, free of any claim or right of Purchaser, except as set forth therein. Quiel shall have the right to enter the premises to inspect, repair, or take immediate possession of Display.
14. DELIVERY AND PERFORMANCE: Quiel shall commence the construction of Display and perform the necessary work thereon with due diligence until completion. All obligations to be performed by Seller hereunder, shall be subject to delay or failure resulting from war, fire, labor disputes, unforeseen commercial delays, Acts of God, regulations or restrictions of the Government or public authorities, or other accidents, forces, conditions or circumstances beyond sellers control.
15. WAIVER OF BREACH: Time and performance of each and all of the terms, provisions and Agreements are of the essence, except as herein otherwise expressly provided. No waiver by either party hereto of the non-performance of breach of any term, provision, condition of this Agreement or of any default hereunder shall be construed to be, or operate as, a waiver of any subsequent non-performance, breach or default.
16. TRANSFER OF AGREEMENT: All of the terms, conditions, and provisions of this Agreement shall be binding upon the successors; provided, however, that the interest of Purchaser herein shall be transferable only with the express written consent of Quiel. An additional Subcontractor Fee (min. \$600) will be assessed should Quiel not remain the Prime Contractor.
17. LICENSES AND TRADEMARK APPROVALS: Purchaser shall obtain and maintain at Purchaser's expense and risk all necessary licenses and approvals from required authorities, and from the owner of the premises upon which Display is to be installed and from all others whose consent is necessary for use and/or existence of Display. Purchaser agrees to allow Quiel and its agents to use pictures, drawings and/or the name of this project in any of its sales or marketing materials and Purchaser hereby waives any and all privacy or proprietary rights thereto.
18. SERVICE WIRING, COST OF ELECTRICITY, REINFORCEMENT OF BUILDING, FENCING: Purchaser shall bring service feed wires of suitable capacity and approved type to the location of Display, shall pay for all electrical energy used by Display and shall be responsible for the supply thereof. Unless specifically stated in writing to the contrary, Purchaser shall provide all necessary access and reinforcements to the building on which Display is installed. Any required fencing to be installed by customer or general contractor, including security as may be necessary to prevent vandalism.
19. WARRANTY & MAINTENANCE: It is agreed that any maintenance included herein shall be, and consists only of the following; any guarantees stated do not cover Acts of God or vandalism. Quiel Signs provides one (1) year Limited Warranty from defects in material and workmanship for products manufactured by Quiel Signs under normal use and services. Electronic displays, computers, electronic parts and fixtures not manufactured by Quiel Signs are covered by manufactures limited warranty. Seller will replace defective components manufactured by others 30 days from date of shipment or installation, if manufacturer's warranty allows. Normal hourly labor charges apply to any additional work after 30 days. Warranty will be activated upon installation of display and shall be tolled during any applicable holding period.
20. ABNORMAL INSTALL/UNUSUAL DIGGING: Through wall installation is assumed to be normal stucco, wood, soft brick facing or standard concrete without rebar. If installer discovers unique circumstances inside wall or if unusual digging conditions (i.e.; ledge, water, underground utilities, excessive rocky or sandy conditions requiring additional equipment and labor, etc.) are encountered in ground installation, this contract is binding and any additional costs or expenses shall be added to the contract price as an extra based on time and materials.
21. CONTRACTORS: The law requires Contractors to be licensed and subject to the regulation by the Contractors' State License Board. Any questions concerning the responsibilities of a contractor may be referred to the Registrar of the Board whose address is: Contractors' State License Board, 1012 "N" Street Sacramento, CA 95814.
22. ELECTRONIC MESSAGE CENTERS: Electronic Message units have capabilities that City, State or Federal Agency's may deem to be illegal or not allowed. Quiel accepts no responsibility or liability on the use of Electronic Message Center Displays.
23. ANY ADDITIONAL LABOR: Additional training, design, development, & services which are not specifically stated in this Agreement, if requested, will be charged extra at time and material.
24. Purchaser hereby takes full responsibility for making its/their own evaluation of the adequacy and accuracy of all projections. Purchaser shall have no claim against Quiel or any of its agents with respect thereto. QUIEL SPECIFICALLY DISCLAIMS ANY AND ALL OTHER WARRANTIES OF ANY TYPE, WHETHER EXPRESS OR IMPLIED, IN MERCHANTABILITY OR, FITNESS FOR PARTICULAR PURPOSE.
25. All site work to be performed during normal business hours, Monday-Friday 8 a.m. - 5 p.m. Quiel is entitled to an additional charge based on time and materials for any special requests.
26. INSPECTION: Purchaser shall carefully inspect the product within ten (10) calendar days after installation. If the product does not meet the requirements set forth in this Agreement, or if the product has any defect in manufacturing, installation, or operation, customer shall forthwith, and in no event in more than five (5) calendar days thereafter, give Quiel written notice of the nonconformance or defect claimed. THE ABSENCE OF SUCH WRITTEN NOTICE SHALL BE CONCLUSIVE EVIDENCE THAT THE PRODUCT(S) ARE ACCEPTABLE AND IN COMPLIANCE TO PURCHASER AS PROVIDED.

Labor and Materials to Fabricate and Install: \$ 8,491.32

Monthly Maintenance Agreement in the amount of \$ N/A at a term of \_\_\_ months.

X \_\_\_ Accepted X \_\_\_ Declined
Initials Initials

OWNER: QUIEL SIGNS
Account Rep: Sheri Stahlheber
By: X \_\_\_
Executive Officer

PURCHASER: Helendale Community Center
By: X \_\_\_
Title: \_\_\_

GUARANTEE: For value received I or we, the undersigned, jointly and severally, hereby absolutely and unconditionally guarantee prompt payment by Purchaser of all monies due and payable under the foregoing Sales Agreement, at the dates and for the purposes therein stated, and the performance of all other undertakings by Purchaser as therein provided, including reasonable attorney's fees and costs. As Guarantor(s) it is understood that the obligations herein provided shall be binding upon and enforceable against the heirs, assigns, successors, and personal representative of each of the undersigned. Each undersigned agrees that no notice of acceptance by Quiel of this Guarantee shall be required of Purchaser. This guarantee waives notice of any default, and hereby consents to any changes or modifications hereafter made by Quiel and Purchaser.

By: x \_\_\_ Dated \_\_\_
Guarantor



# Helendale Community Services District

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Date: November 7, 2019  
TO: Board of Directors  
FROM: Kimberly Cox, General Manager  
SUBJECT: Agenda item #7  
Discussion and Possible Action Regarding Receipt of Claims Against the District

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**STAFF RECOMMENDATION:**

Staff seeks input from the Board.

**STAFF REPORT:**

An unfortunate incident occurred towards the end of the day while the Thrift Store employees were nearing the end of their shift on Sunday, November 3, 2019. A Toyota FJ drove into the gravel area where employees park and drove rapidly in circles (donuts) creating a huge dust cloud and throwing up rocks that broke the back windows of the three vehicles and pitted them with rocks.

This is an unusual situation as it is not covered under our property liability policy and even if it were the repairs would be less than the deductible. I requested that the affected employees submit a claim for to facilitate the discussion with the Board as to the District's willingness to assist the employees in getting their vehicle windows replaced. In the meantime, efforts are underway to identify the individual responsible and seek civil remedies.

Staff anticipates that additional information will be available on Thursday and will be presented with this agenda item.

**FISCAL IMPACT: To be Determined**

**POSSIBLE MOTION:** A motion on this item is at the discretion of the Board.

**ATTACHMENTS:** Two of three possible claims.

CLAIM FOR DAMAGES

TO PERSON OR PROPERTY

Reserved for Date Stamp

1. Claims for death, injury to person or personal property must be filed no later than six (6) months after the occurrence. (Gov. Code Sec. 911.2).
2. Claims for damages relating to any other type of occurrence must be filed no later than one year after the occurrence. (Gov. Code Sec. 911.2).
3. Read entire claim before filing. Claim can be mailed or filed in person with original signatures. No faxes accepted.
4. See Page 3 for diagram upon which to locate place of accident.
5. This claim form must be signed on Page 3, bottom.
6. Attach separate sheets, if necessary, to give full details. SIGN EACH SHEET.
7. Fill out in Duplicate. ONE COPY TO BE RETAINED BY CLAIMANT.
8. Claim must be filed with General Manager, 26540 Vista Road, Suite B. Helendale, CA 92342

Claim No. \_\_\_\_\_

TO: BOARD OF DIRECTORS OF THE HELENDALE COMMUNITY SERVICES DISTRICT

Name of Claimant

Joshua McClure

Home address of Claimant

26157 balboa ct Helendale CA 92342

Mailing address of Claimant

Po box 892

Telephone Number of Claimant

How did DAMAGE or INJURY occur? Please include as much detail as possible.

A white male did donuts in parking lot and broke rear windows silver toyota fj cruiser

When did DAMAGE or INJURY occur? Please include the date and time of the damage or injury.

Damage occurred at 5:00 \$ 5:15 November 3 2019

Where did the DAMAGE or INJURY occur? Please describe fully, and locate on the diagram on the reverse side of this sheet, if applicable. Where appropriate, please give street names and addresses or measurements from landmarks.

on back side

What particular ACT or OMISSION do you claim caused the injury or damage? Please give names of District employees causing the injury or damage and identify any vehicles involved by license number, year, make and model, if known.

2006-2014 Toyota FJ Cruiser

Please list names and addresses of witnesses, Doctors and hospitals:

Signature of Claimant (REQUIRED FOR EACH PAGE)

Joshua McClure

Print Name:

Joshua McClure

Date: 11-4-19

### CLAIM FOR DAMAGES

What DAMAGE or INJURIES do you claim resulted? Please give full extent of injuries or damages claimed:

Rear window shattered & paint chips

Name and address of any other person(s) injured:

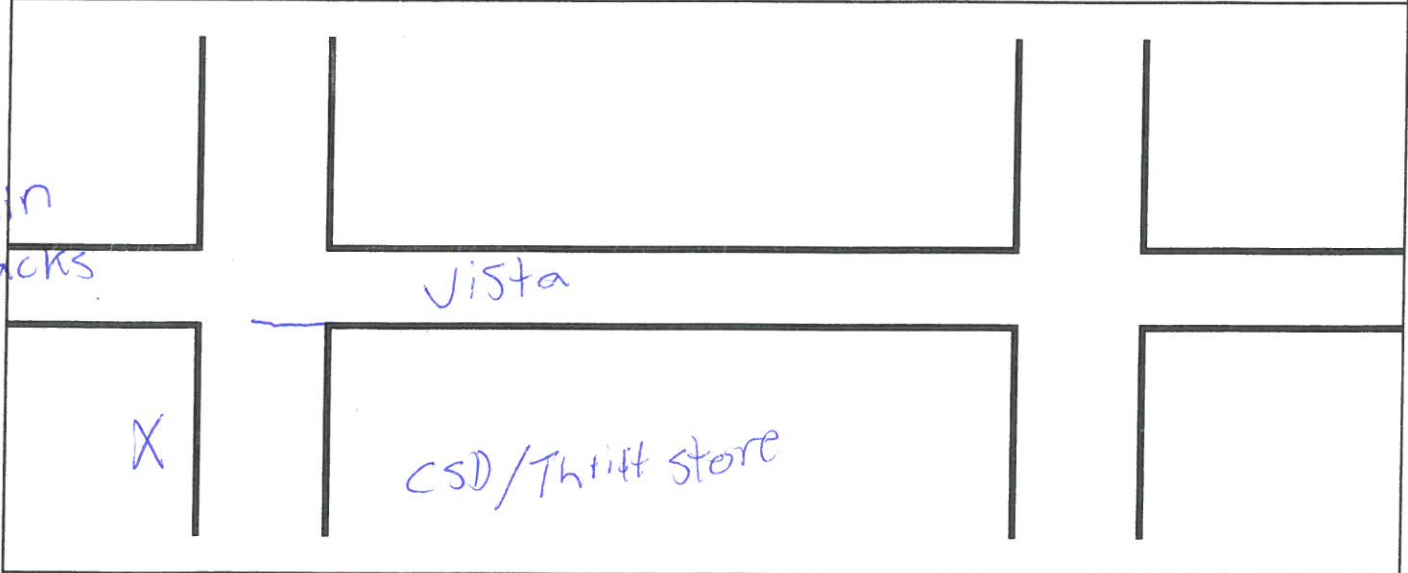
If you received and insurance payments, please give the names of the insurance companies:

NA

Name and address of the Owner of any damaged property:

For all accident claims please place on the following diagram the names of the streets where the accident occurred and indicate the place of the accident by an "X" and by showing the nearest address and distances to street corners.

Please indicate where NORTH is on the diagram.



Signature of Claimant (REQUIRED FOR EACH PAGE)

*Joshua McClure*

Print Name:

Joshua McClure

Date:

11-4-19

### CLAIM FOR DAMAGES

Amount of Damages Claimed: (Check One)

Less than \$10,000.00

More than \$10,000.00

Damages claimed (if less than \$10,000.00)

a. Amount claimed as of this date: \$0

b. Estimated amount of future costs: \$ 374,98 satellite

c. Total amount claimed: \$

d. Basis for computation of amounts claimed (include copies of all bills, invoices, estimates, etc.)

Attatchment in Email

Any additional information that might be helpful in considering the claim:

**WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM**

(PENAL CODE Sec. 72; INSURANCE CODE SECTION ' 1871.2)

Any person who knowingly presents false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement instate prison.

I have read the matters and statements made in the above claim and I know the same to be true of my own knowledge, except as to those matters stated upon information or belief and as to such matters I believe the same to be true.

I declare under penalty of perjury, under the laws of the State of California, that the foregoing is true

Signature of Claimant (or Claimant's Attorney)

*Joshua McClure*

Print Name:

Joshua McClure

Date:

11-4-19

CLAIM FOR DAMAGES

TO PERSON OR PROPERTY

Reserved for Date Stamp

1. Claims for death, injury to person or personal property must be filed no later than six (6) months after the occurrence. (Gov. Code Sec. 911.2).
2. Claims for damages relating to any other type of occurrence must be filed no later than one year after the occurrence. (Gov. Code Sec. 911.2).
3. Read entire claim before filing. Claim can be mailed or filed in person with original signatures. No faxes accepted.
4. See Page 3 for diagram upon which to locate place of accident.
5. This claim form must be signed on Page 3, bottom.
6. Attach separate sheets, if necessary, to give full details. SIGN EACH SHEET.
7. Fill out in Duplicate. ONE COPY TO BE RETAINED BY CLAIMANT.
8. Claim must be filed with General Manager, 26540 Vista Road, Suite B. Helendale, CA 92342

Claim No. \_\_\_\_\_

TO: BOARD OF DIRECTORS OF THE HELENDALE COMMUNITY SERVICES DISTRICT

Name of Claimant

Natasha Moore

Home address of Claimant

14912 Blue Grass Drive

(760) 553-0383

Mailing address of Claimant

Telephone Number of Claimant

P.O. Box 2105 Helendale, CA 92342

How did DAMAGE or INJURY occur? Please include as much detail as possible.

Person in a Toyota FJ Cruiser was doing donuts in Thrift Store dirt parking lot. Rocks flew into my rear back window, shattering my window completely.

When did DAMAGE or INJURY occur? Please include the date and time of the damage or injury.

November 3, 2019 9 + 5:07

Where did the DAMAGE or INJURY occur? Please describe fully, and locate on the diagram on the reverse side of this sheet, if applicable. Where appropriate, please give street names and addresses or measurements from landmarks.

on back side

What particular ACT or OMISSION do you claim caused the injury or damage? Please give names of District employees causing the injury or damage and identify any vehicles involved by license number, year, make and model, if known.

Toyota FJ Cruiser

Please list names and addresses of witnesses, Doctors and hospitals:

Signature of Claimant (REQUIRED FOR EACH PAGE)

Natasha Moore

Print Name:

Natasha Moore

Date:

11/4/19

### CLAIM FOR DAMAGES

What DAMAGE or INJURIES do you claim resulted? Please give full extent of injuries or damages claimed:

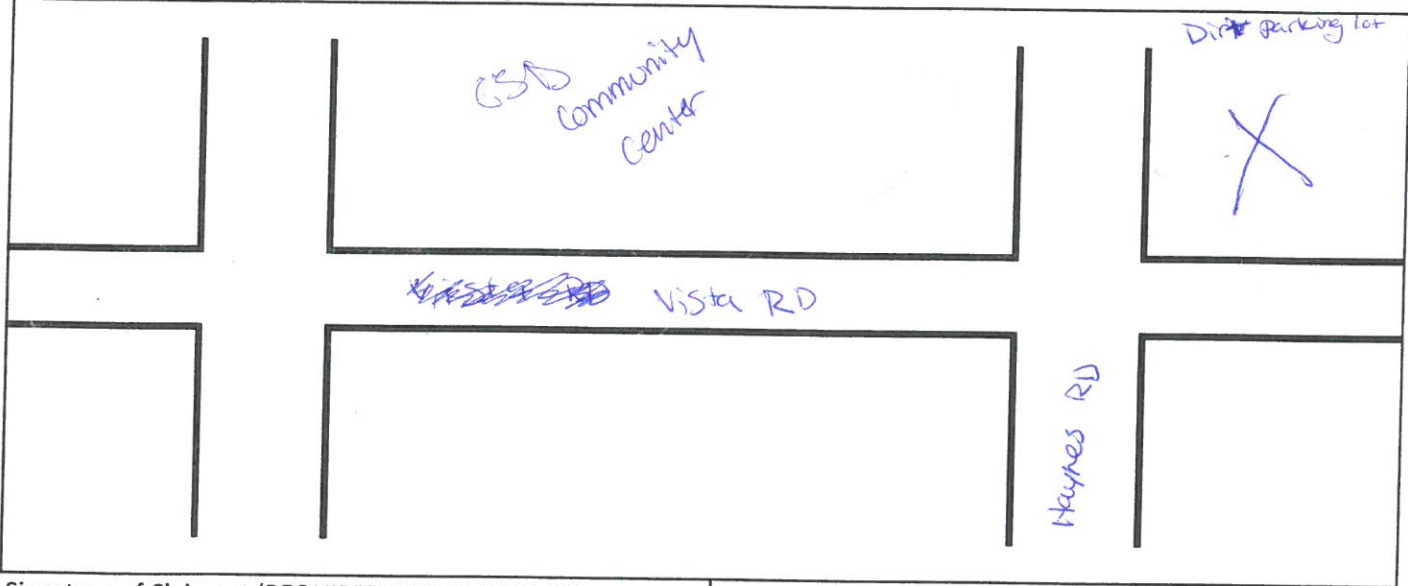
my back windshield is shattered to where I cannot drive  
my car

Name and address of any other person(s) injured:

If you received and insurance payments, please give the names of the insurance companies:

Name and address of the Owner of any damaged property:

For all accident claims please place on the following diagram the names of the streets where the accident occurred and indicate the place of the accident by an "X" and by showing the nearest address and distances to street corners. Please indicate where NORTH is on the diagram.



Signature of Claimant (REQUIRED FOR EACH PAGE)

Print Name:

Date:



### CLAIM FOR DAMAGES

Amount of Damages Claimed: (Check One)

Less than \$10,000.00

More than \$10,000.00

Damages claimed (if less than \$10,000.00)

a. Amount claimed as of this date: \$ ~~500~~

b. Estimated amount of future costs: \$ ~~500~~ 464.98 Satellite

c. Total amount claimed: \$ ~~500~~ 464.98

d. Basis for computation of amounts claimed (include copies of all bills, invoices, estimates, etc.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Any additional information that might be helpful in considering the claim:

\_\_\_\_\_  
\_\_\_\_\_

**WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM**

(PENAL CODE Sec. 72; INSURANCE CODE SECTION 1871.2)

Any person who knowingly presents false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement instate prison.

I have read the matters and statements made in the above claim and I know the same to be true of my own knowledge, except as to those matters stated upon information or belief and as to such matters I believe the same to be true.

I declare under penalty of perjury, under the laws of the State of California, that the foregoing is true

Signature of Claimant (or Claimant's Attorney) <i>Natasha Moore</i>	Print Name: <i>Natasha Moore</i>	Date: <i>11/4/19</i>
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# NEIGHBORS

## Helendale CSD receives award

Staff reports

Government Finance Officers Association has announced that Helendale Community Services District has received GFOA's Distinguished Budget Presentation Award for its budget.

The award represents a significant achievement by the entity. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as:

- a policy document
- a financial plan
- an operations guide
- a communications device

Budget documents must



be rated "proficient" in all four categories, and in the 14 mandatory criteria within those categories, to receive the award.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual(s) or department designated as being primarily responsible for having achieved the award. This has been presented to Kimberly Cox, General Manager.

There are over 1,600 participants in the Budget Awards Program. The most recent Budget Award recipients, along

with their corresponding budget documents, are posted quarterly on GFOA's website. Award recipients have pioneered efforts to improve the quality of budgeting and provide an excellent example for other governments throughout North America.

Government Finance Officers Association is a major professional association servicing the needs of more than 19,000 appointed and elected local, state, and provincial-level government officials and other finance practitioners. It provides top quality publications, training programs, services, and products designed to enhance the skills and performance of those responsible for government finance policy and management. The association is headquartered in Chicago, Illinois, with offices in Washington D.C.