



Helendale Community Services District Regular Board Meeting

26540 Vista Road, Suite C, Helendale, CA 92342

Thursday, October 1, 2020 at 6:30 PM

SPECIAL NOTICE OF TELECONFERENCE ACCESSIBILITY

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

<https://attendee.gotowebinar.com/register/5277226314128932110>

(Dial-in instructions will be provided after registering at the link above)

Call to Order - Pledge of Allegiance

1. Approval of Agenda

2. Public Participation

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

We request that all speaker's cards are filled out by 6:25 pm.

3. Consent Items

- a. Approval of Minutes: September 17, 2020, Regular Board Meeting & September 19, 2020 Special Board Meeting
- b. Directors Compensation and Expenses
- c. Bills paid report

4. Reports

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

Regular Business:

5. Discussion Only Regarding COVID-19 Pandemic Update
6. Discussion and Possible Action Regarding Community Center Allocation/Reallocation of Space
7. Discussion and Possible Action Regarding Water Rights and Review of Water Rights Holdings

Other Business

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

Closed Session

9. Conference with Real Property Negotiators (Government Code Section 54956.8)

Property: APN's: 0467-021-33; 0466-181-25; 0466-618-26

District Negotiator: Kimberly Cox, General Manager

Negotiating Parties: US Materials

Under Negotiation: Price and Terms of Payment

10. Conference with Real Property Negotiators (Government Code Section 54956.8)

Property: APN's: 0467-121-28, 0467-121-22

District Negotiator: Kimberly Cox, General Manager

Negotiating Party: Carl Ross Living Trust

Under Negotiation: Price and Terms of Payment

11A. Conference with Real Property Negotiators

Government Code Section 54956.8

Property: Various

District Negotiator: Kimberly Cox

Negotiating Parties: Robert Boytor

Under Negotiation: Price and Terms of Payment

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 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: October 1, 2020
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #3
Consent Items

CONSENT ITEMS

- a. Approval of Minutes: Regular Board Meeting of September 3; Special Board Meeting of September 19
- b. Bills Paid Report
- c. Directors Expenses



Helendale Community Services District

Date: October 1, 2020
TO: Board of Directors
FROM: Kimberly Cox, General Manager
BY: Cheryl Vermette
SUBJECT: Agenda item #3a
Minutes from Board meetings 9/17/2020 and 9/19/20



*Minutes of the Helendale Community Services District
BOARD OF DIRECTORS MEETING
September 17, 2020 at 6:30 PM
26540 Vista Road, Suite C. Helendale, CA 92342*

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

Board Members Roll Call:

Present: President Ron Clark; Vice President Tim Smith; Secretary Sandy Haas (via teleconference); Director Craig Schneider; Director Henry Spiller

Staff Members Present:

Kimberly Cox, General Manager
Cheryl Vermette, Program Coordinator

Consultants:

Steve Kennedy, Legal Counsel (via teleconference)

Members of the Public:

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

Call to Order and Pledge of Allegiance

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

1. Approval of Agenda

Discussion: General Manager Cox requested to add Item 11A, Conference with Real Property Negotiators (Government Code Section 54956.8) to the closed session.

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

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

2. Public Participation

None

3. Consent Items

- a. Approval of Minutes: September 3, 2020 Regular Board Meeting
- b. Bills Paid Report
- c. Directors Compensation and Expenses

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

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

4. Reports

- a. Directors' Reports

Director Smith reported that he took a field trip to look at the container building company the Board approved to build the new park restroom. Director Smith presented several photographs of a building the company was currently working on.

- b. General Manager's Report

General Manager Cox reminded the Board there will be a Special Board Meeting on September 19th at 10:00 am for the park public input meeting. The District has purchased 10 AF of water rights at a cost of \$50,000 from Dolch Trust. This purchase will be approved by Watermaster on 9/23. For the second year in a row the District has received the Outstanding Budget Award from the Government Finance Officers Association.

General Manager Cox presented the Wastewater report and showed several photos of the secondary irrigation project.

Program Coordinator Vermette presented the Solid Waste report. The total recycling for the month of July was 71.36 tons; the total refuse collection for the month of July was 354.27 tons; the last e-waste pickup was in July where 4,603 pounds were recycled with a reimbursement of \$1,228.41. The metal recycling for the month of August totaled 3.71 tons and the green waste recycling for the month of August totaled 3.56 tons at a cost of \$595.46. The District recently negotiated the Mattress Recycling Contract and there was an increase from \$1.76 per mattress to \$2.25 per mattress. Our last pickup was in August, where 126 mattresses were collected with a reimbursement of \$227.04. There were 40 bulky item pickups completed in August.

General Manager Cox gave the Administration Update. There were 53 account transfers in the month of August. The majority of customers, 24%, make their payment in person; 22% pay with ACH; 20% pay on the CSD website; 15% use bill pay; 13% pay by mail and 5% pay by phone.

Regular Business

5. Discussion Only Regarding COVID-19 Pandemic Update

Discussion: The County is still in the "Purple" phase this week. New evaluations are released every Thursday. Trends show moving to the red. As of 9/15 there were 18 new cases. GM Cox showed a graph of daily new cases and a graph of the positive rate. She shared another chart showing the percent change in the 7-day moving average. Finally, she presented a graphic of the San Bernardino County Covid Dashboard. The District continues to monitor the information released by the State. Staff also continues to monitor cash flow, currently we are over \$40,000 in back payments. There have been approximately 4 liens in the amount of \$2,835 paid off since the last board meeting.

6. Discussion and Possible Action Regarding Farmers Market Holiday Schedule

Discussion: Last year we held special holiday markets in October and November. This year Staff is proposing holding our special markets again. The proposed special markets are 10/14; 10/21 and 10/28. We are hoping to have a pumpkin patch, petting zoo, socially distanced hayrides, fall and Halloween themed chalk art (fee applies) and trick or treating at the market on 10/28. The proposed special markets will be held on 11/11 and 11/18. The November markets will include a food drive, coat drive, blood drive, Thanksgiving tree, a place for people to write a thank you note and a farmer's market basket giveaway. The proposed special markets for December will be held on 12/2, 12/9 and 12/16. Activities will possibly include Christmas trees, a petting zoo, chalk art activities (for a fee), free hot cocoa, pictures with Santa if COVID-19 guidelines will allow, and we will decorate Unit D for Christmas. Staff also discussed possible market closures on Veterans Day, the day before Thanksgiving, the day before Christmas Eve and the Day before New Year's Eve. The Board suggested changing the time to earlier hours for the Thanksgiving market.

Motion: There was no motion on this item. The Board directed Staff to poll the vendors to see if they would like to have markets on Veterans Day and the day before the holidays.

7. Discussion and Possible Action Regarding Revision to Community Center Park Rendering

Discussion: At the last meeting, the Board selected a rendering for the proposed new park. Upon discussion with other staff, the location of some of the features conflicts with the septic system, which necessitated moving the building and two play elements towards north. The Board requested to get more information on bringing a sewer system to this property. The Board discussed a new drawing to be sent for rendering at a cost of approximately \$6,600.

Motion: There was no motion on this item. The Board concurred to move this new rendering forward and send it to the landscape architect for a rendering.

8. Discussion and Possible Action Regarding District Investments

Discussion: The guiding principals for the District's investments are safety, liquidity, and yield. With the onset of COVID and volatility in the stock market funds were brought back to local banks. CalTrust investments can lose principle. The District's cash assets include: CBB - \$6,218,607 at 0.2% (nightly sweep); LAIF - \$7,071 @ 0.92% and DCB - \$89,448 for a total of \$6,315,126. The District's debt includes a 2008 loan for \$2.83-million-dollar loan at 3.9% which matures in 2028 with a balance of \$1,507,532 split between the Water Department at 23.40%, the Sewer Department at 35.72% and the Parks Department at 40.88%. The second loan is our 2011 loan for 1 million dollars at 5.25% interest which matures in 2031 with a balance of \$686,812 split between the Water Department at 50% and the Parks Department at 50%. The last loan is the 2014 loan for \$4 million which matures in 2034 and has a balance of \$3,129,524 which is paid 100% by the Water Department. Staff's recommendation in consultation is to pay off the 2011 loan in full ASAP with a 2% prepayment penalty which will result in a savings of approximately \$200,000 and refinance the 2008 loan in December, the prepayment will be rolled into the new loan and will result in a savings of approximately \$60,000. The savings is greater than any interest earning potential on the horizon.

Motion: Director Schneider made the motion to the payoff of the 2011 loan and refinance the 2008 loan. Vice President Smith seconded the motion.

Vote: The was approved by the following 5 Yes – 0 No. Roll call vote: President Clark – Yes; Vice President Smith – Yes; Secretary Haas – Yes; Director Schneider – Yes; Director Spiller – Yes

Other Business

9. Requested items for next or future agendas (Directors and Staff only)
Director Schneider requested to review the District's Water Rights

President Clark called for a brief recess at 7:10 pm after which closed session began.

Closed Session

President Clark called Closed Session to order at 2:23 pm.

10. Conference with Real Property Negotiators (Government Code Section 54956.8)
Property: APN's: 0467-021-33; 0466-181-25; 0466-618-26
District Negotiator: Kimberly Cox, General Manager
Negotiating Parties: US Materials
Under Negotiation: Price and Terms of Payment
11. Conference with Real Property Negotiators (Government Code Section 54956.8)
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District Negotiator: Kimberly Cox, General Manager
Negotiating Party: Carl Ross Living Trust

Under Negotiation: Price and Terms of Payment

11A. Conference with Real Property Negotiators

Government Code Section 54956.8

Property: Various

District Negotiator: Kimberly Cox

Negotiating Parties: Robert Boytor

Under Negotiation: Price and Terms of Payment

12. Report of Closed Session Items

Closed Session adjourned at 7:34 pm at which time President Clark called to order the Open Session.

Legal Counsel Kennedy announced there was no action resulting from any of the closed session items.

13. Adjournment

Action: President Ron Clark adjourned the meeting at 7:35 pm

Submitted by:

Approved By:

Ron Clark, President

Sandy Haas, Secretary

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



*Minutes of the Helendale Community Services District
SPECIAL BOARD OF DIRECTORS MEETING
September 19, 2020 at 6:30 PM
26540 Vista Road, Suite C. Helendale, CA 92342*

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Board Members Roll Call:

Present: President Ron Clark; Vice President Tim Smith; Secretary Sandy Haas (via teleconference); Director Craig Schneider; Director Henry Spiller

Staff Members Present:

Kimberly Cox, General Manager
Cheryl Vermette, Program Coordinator

Consultants:

Steve Kennedy, Legal Counsel (via teleconference)

Members of the Public:

There were six members of the public present via the teleconference link.

Call to Order and Pledge of Allegiance

The meeting was called to order at 10:00 pm by President Ron Clark, after which the Pledge of Allegiance was recited.

1. Approval of Agenda

Discussion:

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

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

2. Public Participation

None

Workshop

3. Community Based Planning Workshop

General Manager Cox and Program Coordinator Vermette went over several slides showing elements of the proposed new park and discussed design, recreation features, safety, beautification, and volunteer opportunities. Several community members gave input on design, safety, and amenities.

12. Adjournment

Action: President Ron Clark adjourned the meeting at 11:05 am

Submitted by:

Approved By:

Ron Clark, President

Sandy Haas, Secretary

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



Helendale Community Services District

Date: October 1, 2020
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 37 checks and 5 EFT's totaling \$892,049.73

Total Cash Available:	<u>9/23/20</u>	<u>9/13/20</u>
Cash	\$5,596,850.22	\$6,320,454.41
Checks/EFT's Issues	\$ 892,049.73	\$ 110,054.61

Investment Report

The Investment Report shows the status of the invested District funds. The current interest rate is 0.07% for LAIF and 0.20% for the CBB Sweep Account for August 2020. Interest earned in August 2020 on CBB Sweep Account is \$979.03



Helendale CSD

Bills Paid and Presented for Approval Transaction Detail

Issued Date Range: 09/13/2020 - 09/23/2020

Cleared Date Range: -

Issued Date	Number	Description	Amount	Type	Module
Bank Account: 251229590 - CBB Checking					
09/14/2020	23506	K. C. Fabrication & Restoration	-17,277.68	Check	Accounts Payable
09/15/2020	23507	Southern California Edison	-1,063.56	Check	Accounts Payable
09/15/2020	23508	Southern California Edison	-397.54	Check	Accounts Payable
09/15/2020	23509	Southern California Edison	-21,333.77	Check	Accounts Payable
09/15/2020	23510	Southern California Edison	-182.23	Check	Accounts Payable
09/15/2020	23511	Aqua-Metric Sales Co.	-15,990.10	Check	Accounts Payable
09/15/2020	23512	Beck Oil Inc	-732.21	Check	Accounts Payable
09/15/2020	23513	Burrtec Waste Industries Inc	-595.46	Check	Accounts Payable
09/15/2020	23514	Burrtec Waste Industries, Inc.	-12,186.14	Check	Accounts Payable
09/15/2020	23515	Choice Builder	-685.60	Check	Accounts Payable
09/15/2020	23516	Clemmer Services, Inc.	-68.00	Check	Accounts Payable
09/15/2020	23517	Frontier Communications	-127.88	Check	Accounts Payable
09/15/2020	23518	Frontier Communications	-48.60	Check	Accounts Payable
09/15/2020	23519	Infosend, Inc	-1,860.60	Check	Accounts Payable
09/15/2020	23520	Inland Water Works Supply Co.	-19.01	Check	Accounts Payable
09/15/2020	23521	Lowe's Inc.	-429.76	Check	Accounts Payable
09/15/2020	23522	Sierra Analytical Labs, Inc	-3,019.00	Check	Accounts Payable
09/15/2020	23523	Synagro Technologies, Inc	-541.46	Check	Accounts Payable
09/15/2020	23524	Walters Wholesale Electric Co.	-1,073.02	Check	Accounts Payable
09/18/2020	23525	California State Disbursement Unit	-230.76	Check	Accounts Payable
09/17/2020	23526	GARRETT JANSEN	-124.70	Check	Utility Billing
09/17/2020	23527	SANDRA MONTGOMERY	-18.30	Check	Utility Billing
09/17/2020	23528	Brunick, McElhane & Kennedy	-9,468.75	Check	Accounts Payable
09/17/2020	23528	Brunick, McElhane & Kennedy Reversal	9,468.75	Check Reversal	Accounts Payable
09/17/2020	23529	Void Check	0.00	Check	Accounts Payable
09/17/2020	23530	Brunick, McElhane & Kennedy	-9,468.75	Check	Accounts Payable
09/17/2020	23531	Inland Water Works Supply Co.	-5,642.61	Check	Accounts Payable
09/17/2020	23532	Void Check	0.00	Check	Accounts Payable
09/17/2020	23533	Void Check	0.00	Check	Accounts Payable
09/17/2020	23534	Void Check	0.00	Check	Accounts Payable
09/17/2020	23535	Void Check	0.00	Check	Accounts Payable
09/17/2020	23536	Void Check	0.00	Check	Accounts Payable
09/17/2020	23537	ALTEC Engineering Corp	-7,500.00	Check	Accounts Payable
09/17/2020	23538	Burrtec Waste Industries, Inc.	-45,486.42	Check	Accounts Payable
09/17/2020	23539	Frontier Communications	-64.37	Check	Accounts Payable
09/17/2020	23540	Home Depot Credit Services	-1,084.30	Check	Accounts Payable
09/17/2020	23541	Inland Water Works Supply Co.	-1,277.71	Check	Accounts Payable
09/22/2020	23542	LOIS PURCHASE	-25.00	Check	Utility Billing
09/23/2020	23543	Robert & Judith Dolch Living Trust c/o Judith Dolch Partrid	-50,000.00	Check	Accounts Payable
09/16/2020	EFT0003365	CalPERS 457 Pmt PPE	-3,980.90	EFT	General Ledger
09/17/2020	EFT0003372	T record PERS GASB-68 Payable	-700.00	EFT	General Ledger
09/22/2020	EFT0003374	To record Sales Tax Pmt - 3rd Quarter Pmt	-1,855.05	EFT	General Ledger
09/23/2020	EFT0003375	To record Tasc Flex Claim Pmt - PPE 9/13/20	-777.07	EFT	General Ledger
09/21/2020	EFT0003378	to record CNB wire to pay off Loan 11-007	-686,182.17	EFT	General Ledger
Bank Account 251229590 Total: (44)					-892,049.73
Report Total: (44)					-892,049.73

Summary

Bank Account	Count	Amount
251229590 CBB Checking	44	-892,049.73
Report Total:	44	-892,049.73

Cash Account	Count	Amount
No Cash Account	6	0.00
99 99-111000 Cash in CBB - Checking	38	-892,049.73
Report Total:	44	-892,049.73

Transaction Type	Count	Amount
Check	38	-208,023.29
Check Reversal	1	9,468.75
EFT	5	-693,495.19
Report Total:	44	-892,049.73



Helendale Community Services District

Date: October 1, 2020
TO: Board of Directors
FROM: Kimberly Cox, General Manager
BY: Cheryl Vermette
SUBJECT: Agenda item #3c
Presentation of Directors' Expenses

STAFF REPORT:

Attached for the Board's consideration is a spreadsheet that outlines Director's expenses paid for the current pay period.

Director's Expenses

Pay Period Ending September 27, 2020

Name: Sandy Haas

	Date	Activity	Rate
1	9/16/20	Meeting with General Manager	\$137.50
2	9/17/20	Regular Board Meeting	\$137.50
3	9/18/20	Conversation with Bank reg: wire transfers	\$137.50
4	9/19/20	Park planning meeting	\$137.50
Total this pay period			\$550.00

Name: Craig Schneider

	Date	Activity	Rate
1	9/1/20	Meeting with General Manager	\$137.50
2	9/2/20	Recycled Water Project	\$137.50
3	9/3/20	Regular Board Meeting	\$137.50
4	9/8/20	Park & Rec Meeting	\$137.50
5	9/15/20	Meeting with General Manager	\$137.50
6	9/17/20	Regular Board Meeting	\$137.50
7	9/19/20	Park Grant Meeting	\$137.50
Total this pay period			\$962.50

Name: Tim Smith

	Date	Activity	Rate
1	9/15/20	Trip to restroom manufacturer	\$137.50
2	9/16/20	Meeting with General Manager	\$137.50

Director's Expenses

Pay Period Ending September 27, 2020

Name:	Tim Smith		
Date	Activity		Rate
3	9/17/20	Regular Board Meeting	\$137.50
4	9/19/20	Park Planning Meeting	\$137.50
5	9/25/20	Community Service Award broadcast	\$137.50
Total this pay period			\$687.50

Name:	Henry Spiller		
Date	Activity		Rate
1	9/1/20	Meeting with General Manager	\$137.50
2	9/2/20	Serviced Farmer's Market EBT table	\$137.50
3	9/3/20	Regular Board Meeting	\$137.50
4	9/9/20	Serviced Farmer's Market EBT table	\$137.50
5	9/13/20	Meeting with General Manager	\$137.50
6	9/17/20	Regular Board Meeting	\$137.50
7	9/19/20	Park Planning Meeting	\$137.50
8	9/23/20	Serviced Farmer's Market EBT table	\$137.50
Total this pay period			\$1,100.00



Helendale Community Services District

Date: October 1, 2020
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #5
Discussion Only Regarding COVID-19 Pandemic Update

STAFF RECOMMENDATION:

Receive and file.

STAFF REPORT:

San Bernardino County is hopeful to transition to the red category in the next few weeks. Cases continue to remain low with few new deaths occurring which is great news. Local schools are beginning to prepare for students to return to the classroom in a modified environment. Helendale now shows 68 cases with 1 death. On 9/25 County issued guidance for Halloween activities. The District intends to host trick-or-treating at the Farmers Market on 10/28.

Staff continues to monitor the cash flow and the unpaid accounts as the probation for disconnections continues. Following is the most recent information as we transition into a new month with billing being sent out this week. Since the last report the District has zeroed out the old balances that were placed on the tax rolls thereby reducing the outstanding accounts to \$29,472.48 from \$42,677.47 reported at the last meeting.

Lastly, the District continues to exercise precaution in daily operations with protocols in place to protect the staff and the public. With flu season approaching, there is heightened concern from the medical community regarding the combined impacts of the normal flu season and COVID-19.

FISCAL IMPACT: As outlined.

POSSIBLE MOTION: None

ATTACHMENTS: County guidance for Halloween



Guidance for Celebrating Halloween

Many traditional Halloween activities involve mingling with neighbors, sharing treats, and visiting carnivals and pumpkin patches. The County requires compliance with State of California Health Orders, which are subject to change in response to the nature of the pandemic. The County also urges residents and businesses to exercise an abundance of caution while engaging in traditional Halloween activities, and encourages residents to opt for safer alternatives. Carelessness during other holidays has led to spikes in sickness and death, as well as increased restrictions.

State Health Orders

State Health Orders currently prohibit indoor and outdoor gatherings involving members of different households. State Health Orders also do not allow for the operation of carnivals, festivals, live entertainment, and amusement parks, including haunted house attractions.

Door-to-door Trick-or-Treating and “Trunk-or-Treating”

These activities usually involve children and adults from various households gathering on porches, sidewalks or behind parked vehicles, accompanied by the sharing of candy and other treats. People who are immune-compromised, who have pre-existing conditions, or are age 65 and older should consider avoiding Halloween activities. Individuals who are feeling sick or believe they might have been exposed to COVID-19 should stay at home (isolate) and should not participate in these activities.

The County urges residents to use extreme caution by ensuring they and their children wear face coverings, remain at least six feet away from other trick-or-treaters, frequently use hand sanitizer, accept only wrapped food items, and examine all treats for tampering. Consider limiting the number of homes you visit and/or staying in close proximity to your home.

Residents handing out candy and treats are urged to wear face coverings, provide only wrapped items, use tongs or wear gloves to pick up treats and candy when distributing, wash their hands frequently, and discourage trick-or-treaters from gathering closely on their property or near their vehicles. Consider opening the bag or container without touching the candy and placing the candy on a table or tray to maintain social distancing so children can pick up their own candy. Ensure that trick-or-treaters only touch the piece of candy they have selected. Individuals who are feeling sick or have possibly been exposed to COVID-19 should stay at home (isolate) and should not hand out candy.

Residents who do not believe they can take these precautions should turn off their lights to signal that they are not participating in trick or treating.

Residents are encouraged to use creativity in finding ways to safely hand out candy to trick-or-treaters, like this candy slide:



To learn how to make this at home, watch this video: <https://www.youtube.com/watch?v=il6eAKfSSoE>

Allowed and Recommended

- Online parties/contests (e.g. costume or pumpkin carving)
- Car parades that comply with public health guidance for vehicle-based parades including:
 - Drive-by events or contests where individuals dress up or decorate their vehicles and drive by “judges” that are appropriately physically distanced.
 - Drive-through events where individuals remain in their vehicles and drive through an area with Halloween displays.
- Halloween movie nights at drive-in theaters (must comply with State guidance for movie theaters, <https://files.covid19.ca.gov/pdf/guidance-family-entertainment--en.pdf>, specifically drive-in movie theaters).
- Halloween themed meals at outdoor restaurants (must comply with State guidance for restaurants providing outdoor dining, <https://files.covid19.ca.gov/pdf/guidance-outdoor-restaurants--en.pdf>).
- Halloween-themed art installations at an outdoor museum (must comply with State guidance for outdoor museums and galleries, <https://files.covid19.ca.gov/pdf/guidance-outdoor-museums--en.pdf>).
- Dressing up homes and yards with Halloween-themed decorations.

Personal Protection Measures

Regardless of how you choose to celebrate Halloween it is important to keep the following in mind:

- Correctly wear a cloth face covering (over the nose and mouth) to prevent disease spread when outside your home and around others that are not part of your household.
- Avoid confined spaces – Stay away from indoor spaces that don't allow for easy distancing of at least 6 feet between you and others who are not members of your household.
- Avoid close contact – Stay at least 6 feet away from other people who are not members of your household, especially while talking, eating, drinking, and singing.
- Wash your hands often with soap and warm water.
- Clean frequently touched items regularly. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Avoid touching your eyes, nose, and mouth with unwashed hands.
- If you are sick, or you have been in contact with someone who is sick with COVID-19 or has symptoms of COVID-19 stay home and away from other people.



Helendale Community Services District

Date: October 1, 2020
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #6
Discussion and Possible Action Regarding Community Center Allocation/
Reallocation of Space

Staff Recommendation

Staff seeks input from the Board regarding this item.

Staff Report

The purpose of this agenda item is to begin the conversation as to how the Board wishes to repurpose for public use Unit D. With Unit D now vacant, Staff was requested to begin discussions with the Board on the vision for the best utilization of that additional space.

The unit is 5000 square feet and has its own electric meter to track the usage independent of the rest of the Community Center. The wall dividing Unit D from Unit C is of 2x4 and drywall construction. The restroom facilities are identical in both units. Unit D has swamp coolers for cooling that are not extremely effective and one forced air gas heater that is very ineffective. If daily use is foreseen, then climate control modifications may be required.

Currently, some of the Farmers Market vendors are setting up in Unit D on Market days until other plans are in place.

Staff has noted numerous maintenance items that need to be addressed including holes in the drywall, painting and repairs to the concrete where equipment had been affixed to the floor.

FISCAL IMPACT: Undetermined at this time.

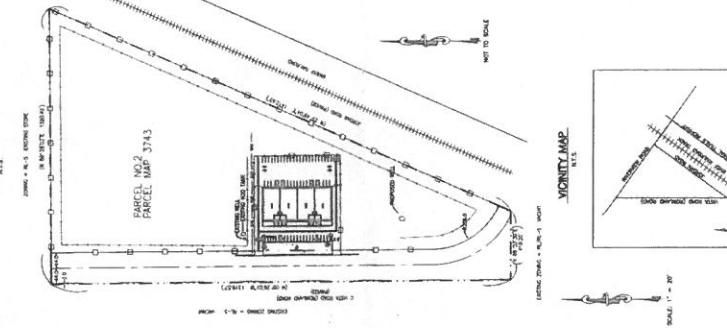
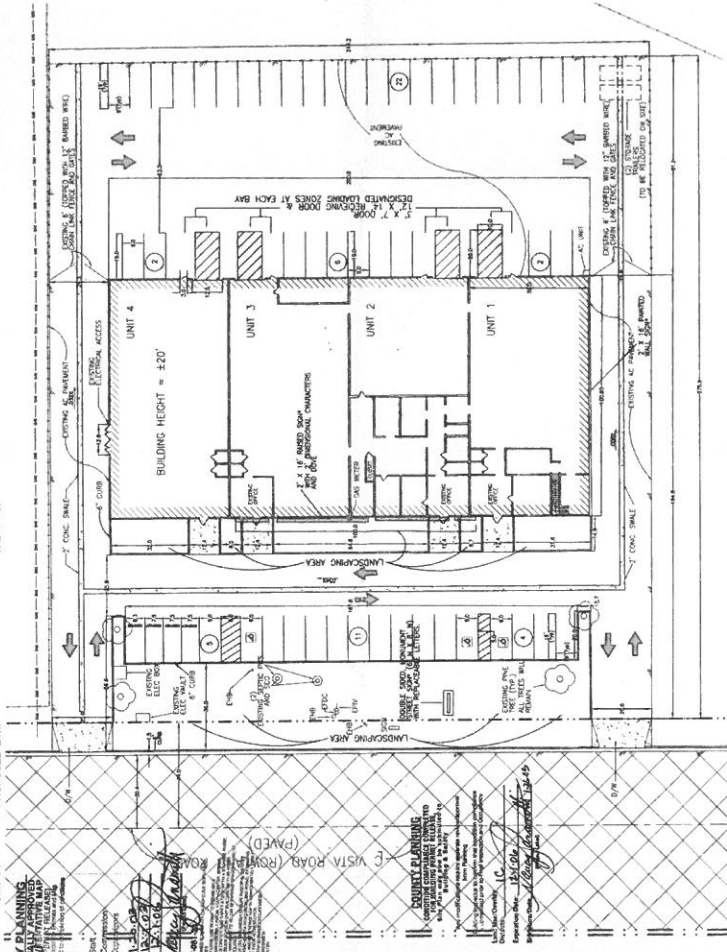
POSSIBLE MOTION:

ATTACHMENTS: Drawing of the Community Center

CONDITIONAL USE PERMIT FOR PARCEL NO. 2 OF PARCEL MAP 3743

COUNTY OF SAN BERNARDINO
MERRILL-JOHNSON ENGINEERING INC.
APRIL 2005

UNIT #1
UNIT #2 (FRONT) = SENIOR RESOURCE CENTER
UNIT #2 (REAR) = THEFT STORE STORAGE
UNIT #3 = CITY CENTER
UNIT #4 = PROPOSED CIVIL



OWNER/APPLICANT:
MERRILL-JOHNSON ENGINEERING INC.
11111 111TH STREET
MERRILLVILLE, IN 46541
(765) 224-1111

PREPARED BY:
MERRILL-JOHNSON ENGINEERING INC.
11111 111TH STREET
MERRILLVILLE, IN 46541
(765) 224-1111

UTILITIES:
ELECTRIC: MERRILL-JOHNSON ENGINEERING INC.
TELEPHONE: MERRILL-JOHNSON ENGINEERING INC.
WATER: MERRILL-JOHNSON ENGINEERING INC.
SEWER: MERRILL-JOHNSON ENGINEERING INC.

LEGAL DESCRIPTION:
PARCEL NO. 2 OF PARCEL MAP NO. 3743
SECTION 16, T4S, R11E, S44

ASSESSOR'S PARCEL NO.:
187-0811-38

PARKING:
REGULAR PARKING: 17
HANDICAPPED PARKING: 2

LOT COVERAGE:
TOTAL LOT AREA: 19 ACRES (827,700)
TOTAL LOT AREA: 19 ACRES (827,700)

PARKING SPACES:
TOTAL SPACES: 19
REGULAR SPACES: 17
HANDICAPPED SPACES: 2

PARKING VARIANCE:
TOTAL SPACES: 19
REGULAR SPACES: 17
HANDICAPPED SPACES: 2

OCCUPANCY LIMITS:
UNIT 1: 100 OCCUPANTS
UNIT 2: 100 OCCUPANTS
UNIT 3: 100 OCCUPANTS
UNIT 4: 100 OCCUPANTS

NOTES:
1. THE PROPOSED BUILDING SHALL BE USED FOR RESIDENTIAL PURPOSES ONLY.
2. THE PROPOSED BUILDING SHALL BE USED FOR RESIDENTIAL PURPOSES ONLY.
3. THE PROPOSED BUILDING SHALL BE USED FOR RESIDENTIAL PURPOSES ONLY.
4. THE PROPOSED BUILDING SHALL BE USED FOR RESIDENTIAL PURPOSES ONLY.
5. THE PROPOSED BUILDING SHALL BE USED FOR RESIDENTIAL PURPOSES ONLY.

PROPOSED PROJECT:
THE PROPOSED PROJECT IS A SENIOR RESOURCE CENTER AND THEFT STORE STORAGE. THE PROPOSED PROJECT IS A SENIOR RESOURCE CENTER AND THEFT STORE STORAGE. THE PROPOSED PROJECT IS A SENIOR RESOURCE CENTER AND THEFT STORE STORAGE. THE PROPOSED PROJECT IS A SENIOR RESOURCE CENTER AND THEFT STORE STORAGE. THE PROPOSED PROJECT IS A SENIOR RESOURCE CENTER AND THEFT STORE STORAGE.

HOURS OF OPERATION:
MONDAY - 9:00 AM - 5:00 PM
TUESDAY - 9:00 AM - 5:00 PM
WEDNESDAY - 9:00 AM - 5:00 PM
THURSDAY - 9:00 AM - 5:00 PM
FRIDAY - 9:00 AM - 5:00 PM
SATURDAY - 9:00 AM - 5:00 PM
SUNDAY - 9:00 AM - 5:00 PM

THE MIRACLE CENTER

Merrill-Johnson Engineering, Inc.
11111 111TH STREET
MERRILLVILLE, IN 46541
(765) 224-1111

SCALE:
AS SHOWN
JOB NO. 2213
SHEET 1 OF 1

**CONDITIONAL USE PERMIT
PARCEL NO. 2 OF
PARCEL MAP 3743
SUNBELT COUNTY
CHURCH**

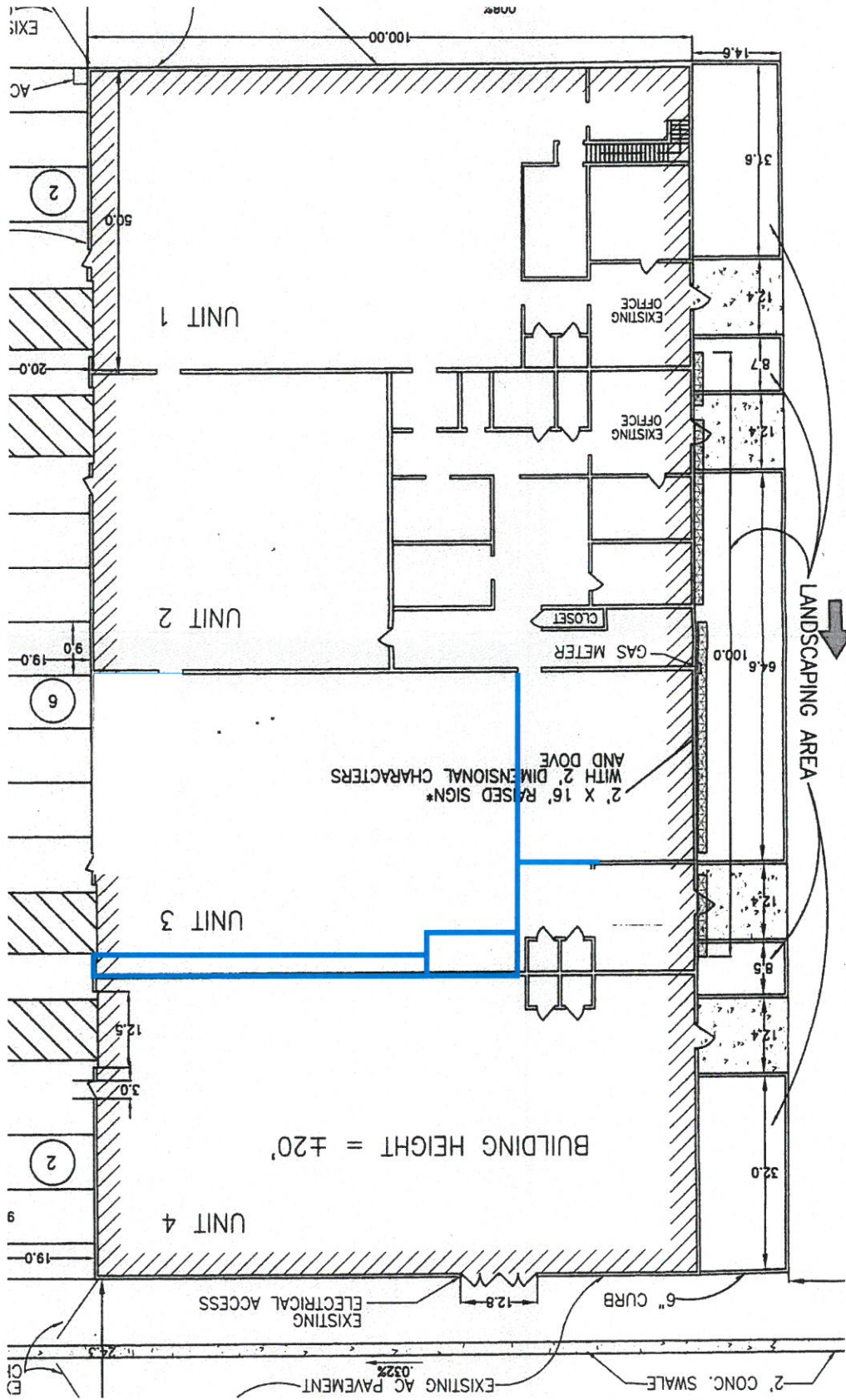
APPROVED BY:
MERRILL-JOHNSON ENGINEERING INC.
11111 111TH STREET
MERRILLVILLE, IN 46541
(765) 224-1111

DATE:
APRIL 2005

SCALE:
AS SHOWN

JOB NO.:
2213

SHEET:
1 OF 1





Helendale Community Services District

Date: October 1, 2020
TO: Board of Directors
FROM: Kimberly Cox, General Manager
SUBJECT: Agenda item #7
Discussion and Possible Action Regarding Water Rights and Water Production

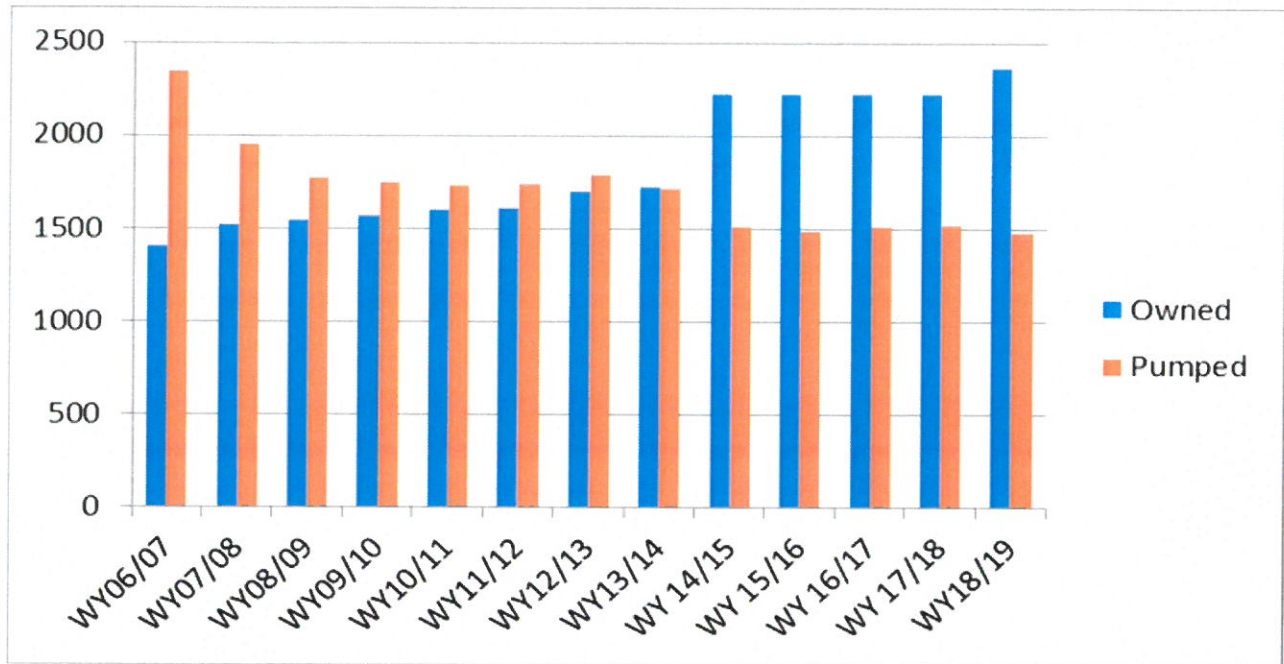
STAFF RECOMMENDATION:

Staff seeks input from the Board regarding this matter.

STAFF REPORT:

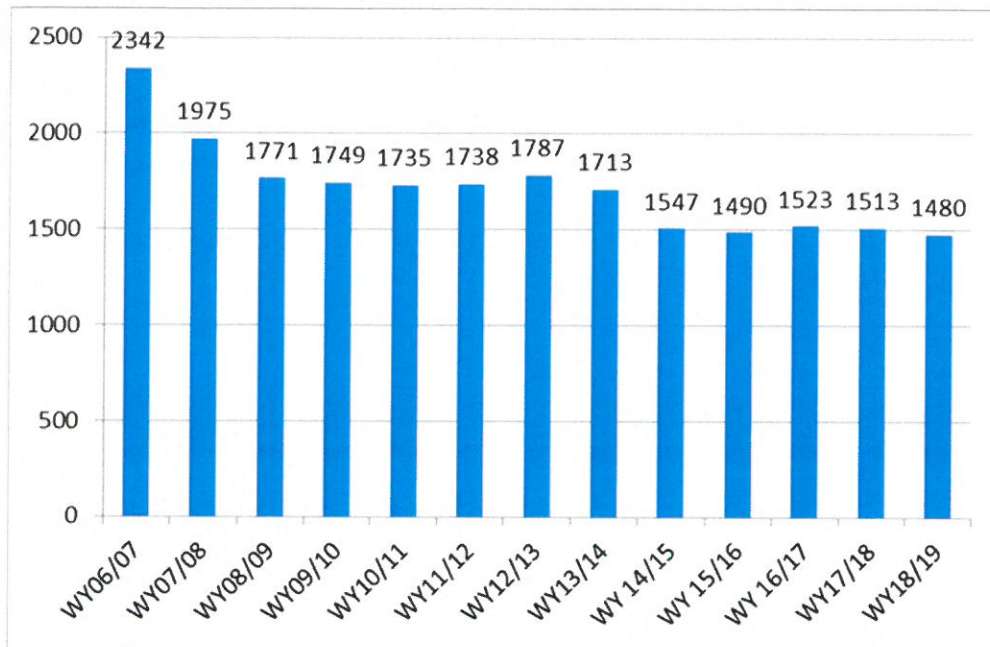
Last week Staff met with a developer who is looking at reviving one of the latent tentative tract maps that were developed in 2008-2009 timeframe. The project proposes approximately 700-900 new homes adjacent to the existing community. Staff is also seeing an uptick in in-fill development having processed three new lots with two more on the horizon.

The District has made significant investment in water resources during its history. It has been a positive yet substantial investment for the District to come from a position of not having enough water rights to serve the annual pumping demands in WY06/07, as shown in the chart below, to a current position of having excessive water available to lease. The forward-thinking investment will continue to benefit the District for the foreseeable future. The purchase of water rights from the Palisades property (Safari Ranch) in WY14/15 helped increased the District's water rights ownership above the production demand and the District has continued to purchase water when it comes available. Just recently the District completed a transaction of 10 acre-feet of permanent water rights that will bring the total to 2370.

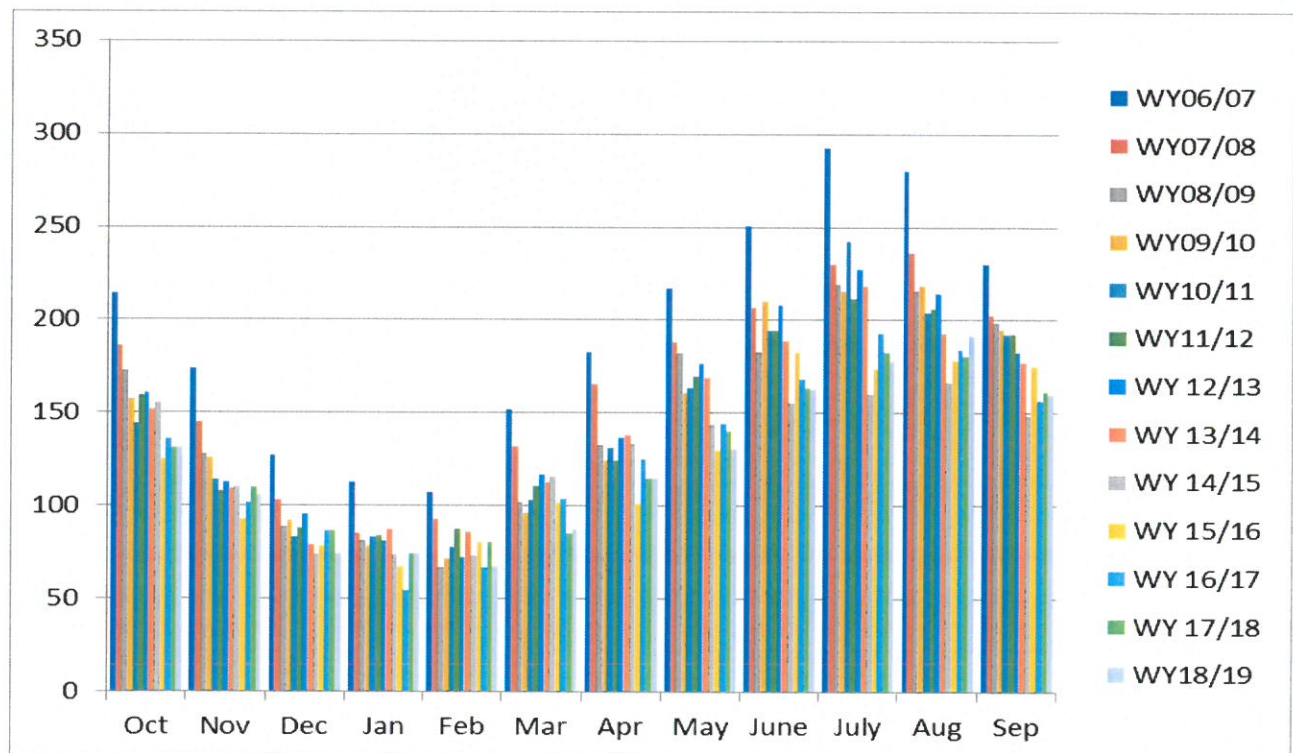


The excess water production rights that the District owns above what is required to meet the needs of the District are leased to other entities and provides an extra source of income to help offset debt service or capital projects. This past year the District leased 1041 acre-feet for \$494,475. Because lease arrangements are speculative in nature, it is not programmed into the annual budget and if consummated provides an increase in projected revenue over the programmed amount.

The District has done an excellent job reducing water related to “unaccounted for water” through proactive maintenance and the initial service line replacement program completed in 2010. As noted by the graph below, water production reduced from 1975 in WY07/08 to a current level just under 1500AF. The initial reduction in water loss was over 400 acre-feet lost each year due to water leaks prior to the District assuming control from the County and addressed this significant issue. Further, the community has done its part in the water conservation effort as shown by the annual average from WY10/11 through WY13/14 of 1766 which drops to an average of 1501 acre-feet per years for WY14/15 through WY18/19. This reflects an average reduction of over 265 acre-feet per year.

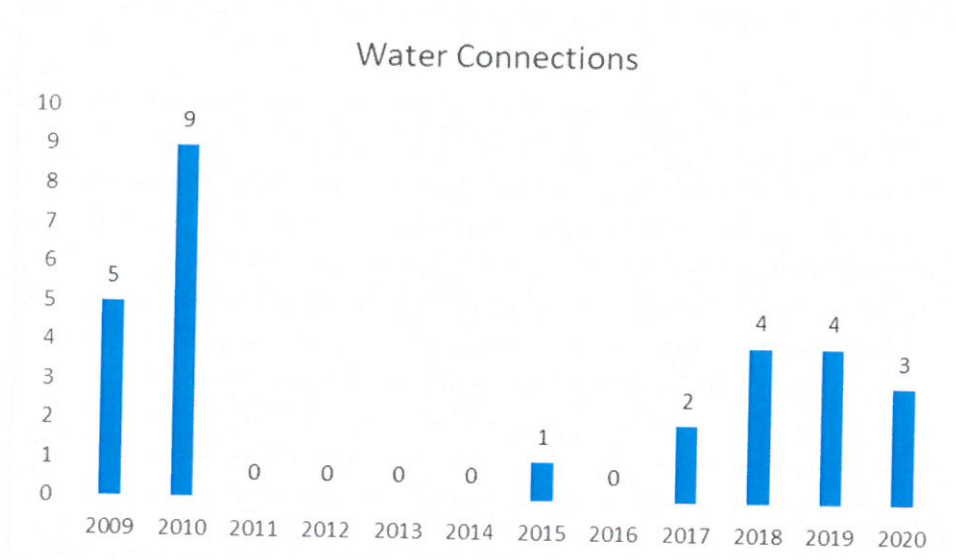


The following graph depicts the monthly usage from WY 06/07 through the recently concluded WY 18/19.



The District collects a water supply fee for new construction that was originally instituted in May 2009 and modified from time to time. The current water supply fee that is used specifically for the cost of the water rights is currently \$5000 per new single-family residential dwelling unit. Since

2009 the District has had 28 houses constructed or in the process of being construction who have paid the water supply fee for a total of \$140,000.



Water in storage: In 2011, the District purchased 500 acre feet of water in Mojave Water Agency's inventory claim program at a cost of \$386/AF. Based upon last year's lease rate of \$475/AF, Staff is recommending that the District liquidate the storage pool so the funds can be used for water capital projects. Leased at that rate the amount would be \$237,500 an increase of \$44,500 over the original purchase price.

FISCAL IMPACT: Undetermined at this time

POSSIBLE MOTION: At the Board's discretion

ATTACHMENTS: None