



# Helendale Community Services District

BOARD OF DIRECTORS MEETING  
September 20, 2018 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

- Approval of Minutes: September 6, 2018 Regular Board Meeting
- Bills Paid and Presented for Approval

### 4. Reports

- Directors' Reports
- General Manager's Report

## Discussion Items

- Discussion and Possible Action Regarding Authorizing Staff to Circulate a Request for Proposals for Well Exploration Services
- Discussion and Possible Action Regarding Authorizing Staff to Circulate a Request for Proposals for Asphalt Installation at Helendale Community Park

## Other Business

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

## Closed Session

- Conference with Legal Counsel  
Anticipated Litigation  
Significant Exposure to Litigation pursuant to Government Code Section 54956.9(d)(2):  
One potential case
- Conference with Real Property Negotiators  
Government Code Section 54956.8  
Property: Various  
District Negotiator: Kimberly Cox  
Negotiating Parties: Bob Feenstra  
Under Negotiation: Price and terms of payment

### 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 agendaized 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 for the Helendale Community

## 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: September 20, 2018  
TO: Board of Directors  
FROM: Kimberly Cox, General Manager  
SUBJECT: Agenda item #3  
Consent Items

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## **Consent Items**

- a. Approval of Minutes: September 6, 2018, Regular Board Meeting
- b. Bills Paid and Presented for Approval



Minutes of the Helendale Community Services District  
REGULAR BOARD OF DIRECTORS MEETING FOR  
September 6, 2018 at 6:30 PM  
26540 Vista Road, Suite C. Helendale, CA 92342

**Board Members Present:**

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

**Staff Members Present:**

Kimberly Cox – General Manager  
Craig Carlson – Water Operations Manager  
Alex Aviles – Wastewater Operations Manager  
Cheryl Vermette – Program Coordinator  
Shavon Aviles – Customer Service Rep II

**Consultants:**

Steve Kennedy, Legal Counsel

**Members of the Public:**

There was one (1) member 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 as presented. 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: August 16, 2018 Regular Board Meeting

b. Bills Paid and Presented for Approval

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

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

**4. Reports**

a. Director's Reports:

None

b. General Manager's Report

**Program Report – given by Program Coordinator Vermette**

- Youth Soccer begins this Saturday, September 8th. The opening ceremony begins at 8:00 am and all Board members and public are welcome to attend.

- The Helendale Farmers market will begin in October. We are still looking for vendors.
- Technology classes with Doug begin on September 10<sup>th</sup> at 10:00 am. They will last 4 weeks and go over various topics.

**Wastewater Report – given by Wastewater Operations Manager Aviles**

- The average daily flow for August was 392,000 gallons per day
- Staff completed a few more manhole lids
- Repaired a broken cleanout on the drying beds
- Wastewater Staff assisted Water Staff with relocating the snack shack at the park for restroom construction.
- Blower pressure relief valves failed and were releasing air causing loss of air to digester and splitter boxes, staff used a ball valve and throttled back to simulate 11 psi for a temporary fix.

**Discussion Items**

**5. Discussion and Possible Action Regarding Minimum Wage Increase on January 1, 2019**

**Discussion:** The minimum wage increase was discussed during budget preparation, and an increase for all employees was factored into the budget. Three of the last four mandatory minimum wage increases were passed on to all store employees. A chart showing the mandatory minimum wage increases beginning in 2014 going through 2022, when the minimum wage will be \$15/hour was presented. The Board had the option of increasing the pay for all employees, which would help maintain parity between tenured employees, lead workers, and supervisors or to increase only staff currently below the mandatory minimum wage of \$12/hour beginning on January 1, 2019.

**Action:** Director Schneider made the motion to approve a minimum wage/\$1 increase for all Thrift Store Employees. Director Haas seconded the motion.

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

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

**6. Discussion and Possible Action Regarding Evaluation of Specific Areas of Sewer Collection System and Need for Further Action**

**Discussion:** During recent routine maintenance areas of concern were discovered in the sewer collection system. More information will come as Staff devises a game plan to address the issues. Previously the District has used a sewer lining product that is effective in fixing such problems. A few photographs of examples of the problem areas were presented. Wastewater Operations Manager Aviles discussed a product that may be an option and he will be meeting with the company to go over options for the District. Staff will be seeking quotes for up to nine locations in the collection system.

**7. Discussion and Possible Action Regarding the Purchase of a New Tractor for the Wastewater Department**

**Discussion:** The Wastewater Department has functioned with a small 30hp 2006 Kubota tractor and a large 2001 Cat backhoe since 2007. These items were inherited from County. The Kubota has been undersized for the job and has several maintenance issues. The Wastewater Department is requesting a new 40 hp tractor with an enclosed cab. Staff is requesting a John Deere tractor like the Park Department's tractor, which will help to standardize parts. The tractor will have a 5-year warranty and be tier 4 carb compliant. Staff received three quotes:

**Stotz Equipment, Montclair                      \$38,307.35**

**Kern Machinery, Lancaster**                    **\$39,206.96**  
**RDO Ag Equipment, Indio**                    **\$38,068.00**

The tractor was included in the FY18/19 CIP at \$35,000 and will be funded from Wastewater Reserves. The estimated lifespan of the equipment is 10-12 years.

**Action:** Vice President Smith made the motion to approve purchase of John Deere Tractor for Wastewater from the lowest responsive bidder – RDO Ag Equipment in Indio. Director Spiller seconded the motion.

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

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

8. Discussion and Possible Action Regarding Request to Declare as Surplus Various District Owned Equipment

**Discussion:** The District Surplus Property and Salvage Policy and Procedures were adopted on 3/1/08 and details the process for disposing of District equipment. The surplus inventory is defined in section 2(c) as “Equipment that the District’s Board has determined to be no longer necessary...” Section 3(a)3.

- Disposal done in a way to garner the most value for the District. Staff is requesting to surplus the following equipment:

- **2006 Dodge Dakota.** This vehicle needs an engine overhaul. It burns a quart oil a week. The transmission is slipping, it was previously rebuilt & is out of warranty. The vehicle gets 11 mpg due to engine problems. Odometer: 163,287.
- **2000 Ford F350. This vehicle needs** numerous repairs. The transmission is slipping. The steering column and ignition switch need replaced. The bed needs top doors. The interior is fouled from rodents. The engine needs servicing. Odometer: 107,639.
- **1999 Chevy Blazer** This vehicle was inherited from County and needs many repairs. All door hinges need to be replaced. The driver’s door needs to be lifted 1” to close. The driver’s seat needs to be replaced. The headliner needs to be replaced. The front suspension shot. The transmission needs servicing. Odometer: 155,511.

**Action:** Director Spiller made the motion to approve disposal of equipment as outlined in the Staff Report and designate funds to go into Recycling Revenue 10-712100-00-0. Director Schneider seconded the motion.

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

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

**Other Business**

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

Director Spiller requested a report from the Silver Lakes Association on the lake levels.

**Closed Session**

Open Session recessed at 7:18 pm and Closed session began at 7:32 pm.

10. Conference with Real Property Negotiator

(Government Code Section 54956.8)

Property: 26538 Lakeview Drive

District Negotiator: Kimberly Cox

Negotiating Parties: SBA Communications

Under negotiation: Price and terms of payment

**11. Announcement of Closed Session Actions**

Closed session adjourned at 7:44 pm at which time President Clark re-opened the regular board meeting and announced that there were no reportable actions resulting from closed session items.

**12. Adjournment**

**Action:** President Ron Clark adjourned the meeting at 7:45 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.*



# Helendale Community Services District

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Date: September 20, 2018  
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 64 checks and 15 EFT's totaling \$142,864.85.

Total cash available:	<u>9/17/18</u>	<u>8/30/18</u>
Cash	\$ 5,271,216.47	\$ 5,162,068.82
Checks/EFT's Issued	\$ 142,864.85	\$ 390,551.34

Investment Report

The Investment Report shows the status of invested District funds. The current interest rate is 2.19% for CalTRUST Short-Term and 2.64% for Medium-Term Investments, 1.97% for LAIF, and 0.25% for the CBB Sweep Account for June 2018. Interest earned in August 2018 on the CalTrust investments and the CBB Sweep Account is \$7,629.18



Helendale CSD

# Bills Paid and Presented for Approval

## Transaction Detail

Issued Date Range: 08/31/2018 - 09/17/2018

Cleared Date Range: -

Issued Date	Number	Description	Amount	Type	Module
<b>Bank Account: 251229590 - CBB Checking</b>					
08/31/2018	<a href="#">EFT0002455</a>	To record SCE Community Center Electric Acct 2-34-148-8!	-4,334.50	EFT	General Ledger
08/31/2018	<a href="#">EFT0002457</a>	To record Payroll Fee Pmt	-179.29	EFT	General Ledger
09/04/2018	<a href="#">20972</a>	Alfred Lowell Fourmentin	-50.30	Check	Accounts Payable
09/04/2018	<a href="#">20973</a>	Apple Valley Communications	-130.00	Check	Accounts Payable
09/04/2018	<a href="#">20974</a>	AVCOM Services Inc.	-105.00	Check	Accounts Payable
09/04/2018	<a href="#">20975</a>	Clemmer Services, Inc.	-205.48	Check	Accounts Payable
09/04/2018	<a href="#">20976</a>	County of San Bernardino, Environmental Health Services	-563.00	Check	Accounts Payable
09/04/2018	<a href="#">20977</a>	Craig Carlson	-80.76	Check	Accounts Payable
09/04/2018	<a href="#">20978</a>	Frontier Communications	-78.94	Check	Accounts Payable
09/04/2018	<a href="#">20979</a>	Henry Spiller	-750.00	Check	Accounts Payable
09/04/2018	<a href="#">20980</a>	High Desert Refrigeration & Heating	-184.74	Check	Accounts Payable
09/04/2018	<a href="#">20981</a>	Mike Mangan	-74.00	Check	Accounts Payable
09/04/2018	<a href="#">20982</a>	Rebecca Gonzalez	-330.00	Check	Accounts Payable
09/04/2018	<a href="#">20983</a>	Shred-it USA LLC	-234.48	Check	Accounts Payable
09/04/2018	<a href="#">20984</a>	Staples Office Supplies	-206.56	Check	Accounts Payable
09/04/2018	<a href="#">20985</a>	Tyler Technologies, Inc.	-756.00	Check	Accounts Payable
09/04/2018	<a href="#">20986</a>	United Site Services	-167.39	Check	Accounts Payable
09/04/2018	<a href="#">EFT0002463</a>	To record EVO Rec Desk CC Fees 22567	-105.79	EFT	General Ledger
09/04/2018	<a href="#">EFT0002464</a>	To record EVO Thrift Store CC Fees 23099	-448.12	EFT	General Ledger
09/05/2018	<a href="#">20987</a>	Southern California Edison	-177.35	Check	Accounts Payable
09/05/2018	<a href="#">20988</a>	Southern California Edison	-372.54	Check	Accounts Payable
09/05/2018	<a href="#">20989</a>	Southern California Edison	-325.38	Check	Accounts Payable
09/05/2018	<a href="#">20990</a>	Southwest Gas Company	-96.47	Check	Accounts Payable
09/06/2018	<a href="#">20991</a>	City National Bank	-40,679.37	Check	Accounts Payable
09/06/2018	<a href="#">20992</a>	Consolidated Electrical Distributors, Inc.	-67.43	Check	Accounts Payable
09/06/2018	<a href="#">20993</a>	County of San Bernardino	-16.00	Check	Accounts Payable
09/06/2018	<a href="#">20994</a>	Mobile Occupational Services, Inc.	-180.00	Check	Accounts Payable
09/06/2018	<a href="#">20995</a>	On Line	-31.35	Check	Accounts Payable
09/06/2018	<a href="#">20996</a>	Paul Harvey	-1,100.00	Check	Accounts Payable
09/06/2018	<a href="#">20997</a>	JAKE KNOTTS	-83.72	Check	Utility Billing
09/06/2018	<a href="#">20998</a>	Bank of America	-2,982.70	Check	Accounts Payable
09/06/2018	<a href="#">20999</a>	Burrtec Waste Industries	-116.07	Check	Accounts Payable
09/06/2018	<a href="#">21000</a>	California Turf Irrigation & Industrial Supply	-326.42	Check	Accounts Payable
09/06/2018	<a href="#">21001</a>	Desert Community Bank	-800.00	Check	Accounts Payable
09/06/2018	<a href="#">21002</a>	Scout Troop and Pack 574	-90.00	Check	Accounts Payable
09/06/2018	<a href="#">21003</a>	Sierra Analytical	-1,158.00	Check	Accounts Payable
09/06/2018	<a href="#">21004</a>	USPS	-246.00	Check	Accounts Payable
09/06/2018	<a href="#">EFT0002467</a>	To record CalPERS Health Premium Paid	-13,572.53	EFT	General Ledger
09/07/2018	<a href="#">EFT0002465</a>	To post Payroll pmt - Dir Deposit	-34,422.57	EFT	General Ledger
09/07/2018	<a href="#">EFT0002466</a>	To post Payroll pmt - PR Tax Pmt	-8,753.37	EFT	General Ledger
09/07/2018	<a href="#">EFT0002470</a>	To record CalPERS Pmt - GASB 68	-700.00	EFT	General Ledger
09/11/2018	<a href="#">21005</a>	Beck Oil	-3,853.12	Check	Accounts Payable
09/11/2018	<a href="#">21006</a>	Burrtec Waste Industries	-710.82	Check	Accounts Payable
09/11/2018	<a href="#">21007</a>	Burrtec Waste Industries	-1,450.00	Check	Accounts Payable
09/11/2018	<a href="#">21008</a>	Cazcom, Inc.	-175.00	Check	Accounts Payable
09/11/2018	<a href="#">21009</a>	Frontier Communications	-86.36	Check	Accounts Payable
09/11/2018	<a href="#">21010</a>	Frontier Communications	-45.41	Check	Accounts Payable
09/11/2018	<a href="#">21011</a>	Hartford Life	-567.31	Check	Accounts Payable
09/11/2018	<a href="#">21012</a>	Liberty Composting, Inc.	-192.25	Check	Accounts Payable
09/11/2018	<a href="#">21013</a>	O'Reilly Auto Parts	-218.34	Check	Accounts Payable
09/11/2018	<a href="#">21014</a>	Parkhouse Tire, Inc.	-321.44	Check	Accounts Payable
09/11/2018	<a href="#">21015</a>	SB County Agriculture	-330.00	Check	Accounts Payable



**Bank Transaction Report**

**Issued Date Range: -**

<b>Issued Date</b>	<b>Number</b>	<b>Description</b>	<b>Amount</b>	<b>Type</b>	<b>Module</b>
09/11/2018	<a href="#">21016</a>	Southern California Edison	-1,383.15	Check	Accounts Payable
09/11/2018	<a href="#">21017</a>	Southern California Edison	-1,141.18	Check	Accounts Payable
09/11/2018	<a href="#">21018</a>	The Woodall Group, Inc	-60.00	Check	Accounts Payable
09/11/2018	<a href="#">21019</a>	United Site Services	-112.81	Check	Accounts Payable
09/11/2018	<a href="#">21020</a>	USA of So. California	-85.90	Check	Accounts Payable
09/11/2018	<a href="#">21021</a>	Walters Wholesale Electric Co.	-533.44	Check	Accounts Payable
09/11/2018	<a href="#">21022</a>	West End Material Supply	-47.14	Check	Accounts Payable
09/11/2018	<a href="#">21023</a>	Fedak & Brown LLP	-4,110.00	Check	Accounts Payable
09/11/2018	<a href="#">21024</a>	Inland Water Works Supply Co.	-1,018.67	Check	Accounts Payable
09/11/2018	<a href="#">EFT0002471</a>	To record Southwest Gas Pmt - Community Center	-11.00	EFT	General Ledger
09/11/2018	<a href="#">EFT0002472</a>	To record Southwest Gas Pmt - 4-Plex	-39.90	EFT	General Ledger
09/11/2018	<a href="#">EFT0002473</a>	To record Southwest Gas Pmt - Water Shop	-11.00	EFT	General Ledger
09/11/2018	<a href="#">EFT0002474</a>	To record Southwest Gas Pmt - WWTP	-34.57	EFT	General Ledger
09/12/2018	<a href="#">21025</a>	STACY WALKER	-75.85	Check	Utility Billing
09/12/2018	<a href="#">21026</a>	LISA BRUNETTE	-29.01	Check	Utility Billing
09/12/2018	<a href="#">21027</a>	MICHAEL HOLTZ	-26.98	Check	Utility Billing
09/12/2018	<a href="#">21028</a>	HEYDA SHINN	-161.85	Check	Utility Billing
09/12/2018	<a href="#">21029</a>	CHRIS MARLER	-102.57	Check	Utility Billing
09/13/2018	<a href="#">21030</a>	Cardmember Service	-4,308.96	Check	Accounts Payable
09/13/2018	<a href="#">21031</a>	Desert Community Bank	-110.00	Check	Accounts Payable
09/13/2018	<a href="#">21032</a>	Infosend	-1,898.65	Check	Accounts Payable
09/13/2018	<a href="#">21033</a>	Lowe's	-467.90	Check	Accounts Payable
09/13/2018	<a href="#">21034</a>	NV5	-2,240.00	Check	Accounts Payable
09/13/2018	<a href="#">21035</a>	State of California Department of Justice	-196.00	Check	Accounts Payable
09/13/2018	<a href="#">EFT0002476</a>	To record Tasc Flex Claim Pmt PPE 9/2/18	-619.21	EFT	General Ledger
09/13/2018	<a href="#">EFT0002477</a>	To record Tasc Flex Claim Pmt PPE 9/16/18	-619.21	EFT	General Ledger
09/14/2018	<a href="#">EFT0002475</a>	To record Payroll Fee Pmt	-188.23	EFT	General Ledger
<b>Bank Account 251229590 Total: (79)</b>			<b>-142,864.85</b>		
<b>Report Total: (79)</b>			<b>-142,864.85</b>		

**Bank Transaction Report**

<b>Bank Account</b>	<b>Count</b>	<b>Amount</b>
<a href="#">251229590 CBB Checking</a>	79	-142,864.85
<b>Report Total:</b>	<b>79</b>	<b>-142,864.85</b>

<b>Cash Account</b>	<b>Count</b>	<b>Amount</b>
<a href="#">99 99-111000 Cash in CBB - Checking</a>	79	-142,864.85
<b>Report Total:</b>	<b>79</b>	<b>-142,864.85</b>

<b>Transaction Type</b>	<b>Count</b>	<b>Amount</b>
Check	64	-78,825.56
EFT	15	-64,039.29
<b>Report Total:</b>	<b>79</b>	<b>-142,864.85</b>



# Helendale Community Services District

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Date: September 20, 2018  
TO: Board of Directors  
FROM: Kimberly Cox, General Manager  
SUBJECT: Agenda item #5  
Discussion and Possible Action Regarding Authorizing Staff to Circulate a Request for Proposals for Well Exploration Services

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## **STAFF RECOMMENDATION:**

Staff seeks approval from the Board to proceed with circulating the RFP.

## **STAFF REPORT:**

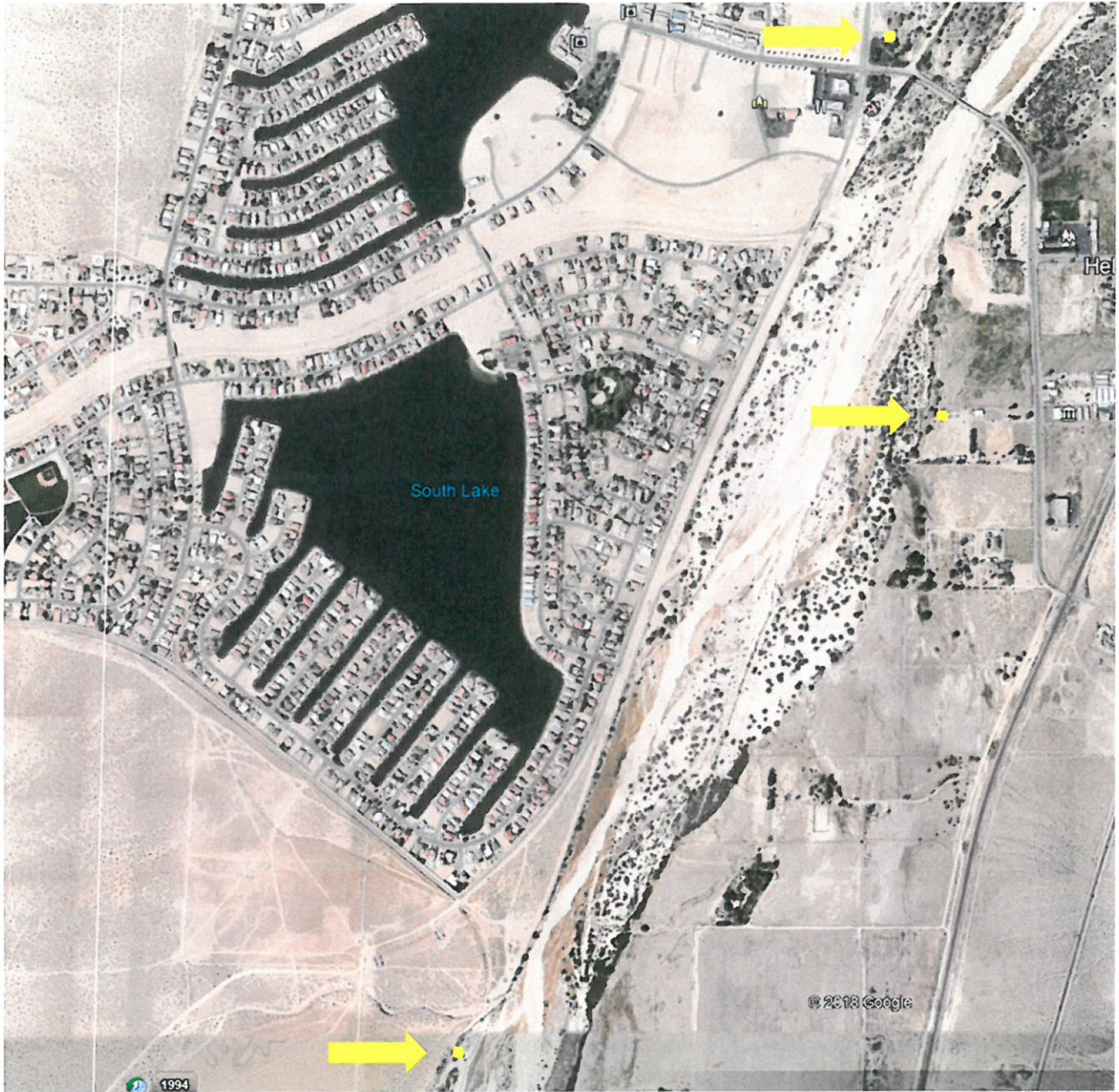
The purpose of this agenda item is to seek approval from the Board to circulate a request for proposals for drilling test holes as part of an exploratory process for determining the location of future production wells. Staff is also requesting input from the Board regarding increasing the test holes from two to three.

At the meeting of October 19, 2017, Staff discussed the option with the Board of drilling two test holes rather than a single test hole. The Board opted for two test holes at that time at an anticipated estimated cost of \$80,000 per test hole. Staff has continued to work with the hydrogeologist regarding possible sites and three locations stand out as strong candidates for the next District production well. Each location has its pros and cons. Attached for the Board's reference is an aerial map depicting the three potential locations.

Staff met with the hydrogeologist who has been able to procure a current cost estimate for discussion purposes for the proposed work. The costs would range from approximately \$70,000 to \$90,000 per hole for a process that would allow discrete zone samples every fifty feet of depth from a depth of 150' up to a maximum of 700'. If for some reason the soils become too granular they may have to switch to a different type of drilling.

For two test holes the estimates would range from \$140,000 to \$180,000. If the Board elected to add a third test hole the cost would be \$210,000 to \$270,000 for three holes barring any significant changes in the alluvium as drilling commenced through the various aquifer depths. The purpose for looking at multiple test holes would be for future planning. This would provide important information that could be utilized as the District's infrastructure demand developed over the next twenty years.

**Fiscal Impact:** To be determined once the bids are received.





# Helendale Community Services District

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Date: September 20, 2018  
TO: Board of Directors  
FROM: Kimberly Cox, General Manager  
SUBJECT: Agenda item #6  
Discussion and Possible Action Regarding Authorizing Staff to Circulate a Request for Proposals for Asphalt Installation at Helendale Community Park

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## **STAFF RECOMMENDATION:**

Staff seeks input from the Board regarding this item.

## **STAFF REPORT:**

This item was discussed at the recent Park and Rec Committee meeting and requested that the discussion occur with the full Board. Attached is a graphic that illustrated the area under consideration.

Asphalt is one of the quality elements that will enhance the usability of the facility. This is listed in the Capital Improvement Plan as a project in FY2021 for \$75,000. Staff recently received an estimate for planning purposes of \$125,000.

Based upon the conversation at the Park and Rec Committee, Staff wanted to present this information to the Board to see if there is interested in moving the project to the current budget year or wait. With the addition of two baseball fields that will be open for play with the upcoming baseball season in March and soccer and football season occurring now, increased use of the facility is anticipated to continue.

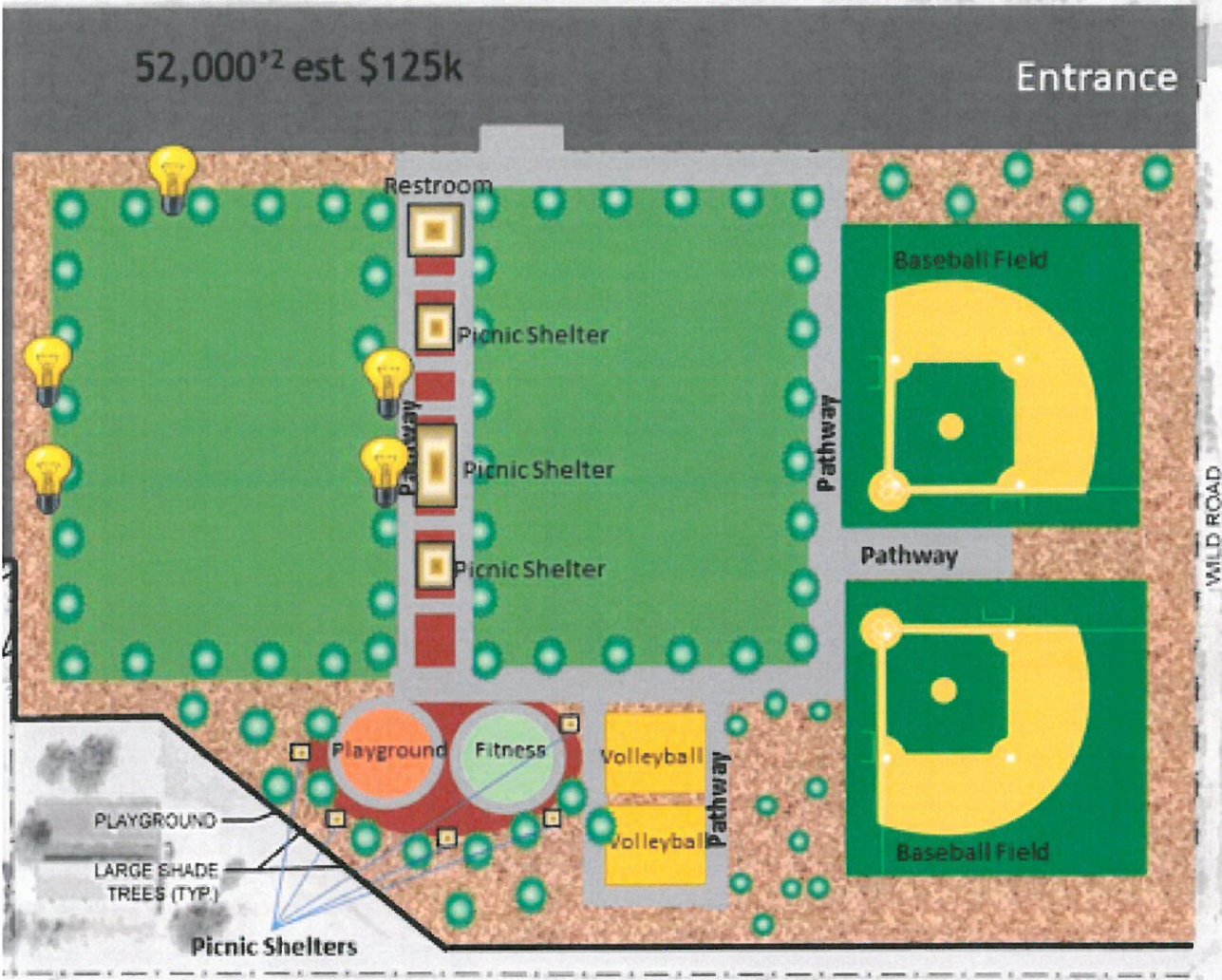
The installation of a permanent surface after the sewer line is installed will greatly improve the quality of the facility. The gravel that was installed this past year has made a good improvement but it is far from ideal.

This is intended to be an initial discussion, however, if the Board would like to move forward action can be taken to do so.

## **FISCAL IMPACT:**

TBD

A motion to Authorize Staff to Circulate a Request for Proposals for Asphalt Installation at Helendale Community Park.



# Items for general information



# SAN BERNARDINO COUNTY FIRE PROTECTION DISTRICT

157 W 5<sup>th</sup> Street, 2<sup>nd</sup> Floor • San Bernardino, CA 92415-0451 • (909) 387-5974 • Fax (909) 387-5685



Administration  
Headquarters  
sbcfire.org

Mark A. Hartwig  
Fire Chief/Fire Warden

Don Trapp  
Deputy Chief

John Chamberlin  
Deputy Chief

TO: HELENDALE COMMUNITY SERVICES DISTRICT  
PO BOX 359  
HELENDALE, CA 92342-0359

FROM: San Bernardino County Fire Protection District  
157 W. 5<sup>th</sup> Street 2<sup>nd</sup> Floor  
San Bernardino, CA 92415-0451

On direction from the Board of Directors of the San Bernardino County Fire Protection District, a proposed expansion to the boundaries of Service Zone FP-5 will include a majority of the unincorporated lands of San Bernardino County. The tax-exempt lands owned by government or public agencies will be unaffected by the adoption of the proposed action. Since the parcels owned by your organization are subject to Payment In Lieu of Taxes (PILT) collected by the County of San Bernardino on government or public lands, the proposed assessment accompanying the Service Zone FP-5 expansion will not apply to your organization.

This letter and public hearing notice shall serve as a good faith effort to notice all landowners in the San Bernardino County Fire Protection District of the expansion of Service Zone FP-5.

**No action is necessary on your part.**

On the reverse is a list of parcel(s) from a list provided by the County of San Bernardino Assessors Office that indicate they are owned by your agency.

**BOARD OF SUPERVISORS**

Robert A. Lovingood  
Chairman  
First District

Janice Rutherford  
Second District

James Ramos  
Third District

Curt Hagman  
Vice Chairman  
Fourth District

Josie Gonzales  
Fifth District

Gary McBride  
Chief Executive Officer



Owner of Tax-Exempt Parcels: HELENDALE COMMUNITY SERVICES DISTRICT

Assessor Parcel Number(s) (APN):

046543101-0000	046702133-0000	046729412-0000	046774109-0000
046545112-0000	046708138-0000	046729413-0000	047012104-0000
046618125-0000	046712126-0000	046759303-0000	
046618126-0000	046712127-0000	046759307-0000	
046618143-0000	046724108-0000	046770204-0000	

**THE BOARD OF DIRECTORS OF THE SAN BERNARDINO COUNTY FIRE PROTECTION DISTRICT  
ANNOUNCES A PUBLIC HEARING ON A RESOLUTION TO EXPAND THE BOUNDARIES OF  
SERVICE ZONE FP-5**

**10:00 AM OCTOBER 16, 2018**  
**SAN BERNARDINO COUNTY GOVERNMENT CENTER**  
**1<sup>ST</sup> FLOOR COVINGTON CHAMBER**  
**385 NORTH ARROWHEAD AVENUE**  
**SAN BERNARDINO, CA 92415**

Pursuant to Health & Safety Code 13950-13951 (Fire Protection District Law of 1987) and Government Code Section 6061; the District Board is acting in the public's interest by proposing the expanding of Service Zone FP-5 to raise additional revenue for maintenance of existing services. Service Zone FP-5 will be expanded to include all territory within the jurisdiction of the District that is not currently included in Service Zone FP-5. Although the city of Upland and the area of San Antonio Heights were previously annexed into Service Zone FP-5, they are included in this proposal to address concerns raised by a taxpayer's group. A description of the boundaries to be added and those areas which are statutorily exempt are listed in Attachment A of the proposed Resolution (June 12, 2018).

Service Zone FP-5 will result in the levy of an annual amount of \$157.26, with a maximum 3% inflationary factor, on each parcel, for annual revenue of ~\$26.9 million. The levy is intended to replace any San Bernardino County Fire Protection District existing tax or fee to include FP-1,2,3,4 & 6 and PM 1,2,3 & 4. Anticipated revenue will enable the continuance of existing service levels and provide for future capital needs.

After the publication of this notice and prior to the conclusion of the public hearing, but not thereafter, any owner of land within the territory of the aforementioned expansion of the service zone may file a written protest against the change in boundaries of the service zone. All written protests shall be considered public records.

The public hearing may be continued from time to time but not to exceed sixty (60) days from the above date. At the hearing, the District Board shall hear and receive any oral or written protests, objections, or evidence that is made, presented, or filed. Any person who has filed a written protest may withdraw that protest at any time prior to the conclusion of the hearing.

The district is not responsible for any delays caused by the Postal Service for any protest submitted by regular mail. Allow sufficient time for the mail to be delivered prior to the protest hearing.

**Visit [www.sbcfire.org](http://www.sbcfire.org) to view:**

- Protest Form and Instructions
- Frequently Asked Questions
- Map of the territory impacted
- District Board Proposed Resolutions
- Attachment A

**To obtain a protest form:**

- Visit [www.sbcfire.org](http://www.sbcfire.org)
- Contact "211"

**Mail Protests to:**

*Service Zone FP-5 Expansion Protest*  
 157 W 5<sup>th</sup> Street 2<sup>nd</sup> Floor  
 San Bernardino, CA 92415 - 0451

**Return Protests in person:**

San Bernardino County Fire Protection District  
 157 W 5<sup>th</sup> Street 2<sup>nd</sup> Floor  
 San Bernardino, CA 92415

