

**WRIGHTWOOD
COMMUNITY
SERVICES DISTRICT**

January 7, 2020

**REGULAR BOARD
MEETING PACKET**

WRIGHTWOOD COMMUNITY SERVICES DISTRICT

P.O. Box 218 Wrightwood, CA 92397

Regular Meeting of the Board of Directors
Tuesday, January 7, 2020-6:30pm
Wrightwood Community Building
1275 State Highway 2, Wrightwood, CA

Agenda

6:30 PM – Call to Order

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval
4. Public Comments: *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 to participate in the above-agenized public meeting, should be directed to the Chair at any time prior to the meeting. Under this item, any member of the public wishing to directly address the Board on any item of interest that is not within the subject matter jurisdiction of the Board may do so now. However, the Board is prohibited by law from taking any action on any item not appearing on the agenda unless the action is otherwise authorized by the Brown Act. Any member of the public wishing to directly address the Board on any item listed on the agenda may do so when the item is being considered by the Board. Pursuant to Section 2.3.2 of Ordinance No 2019-03 adopted by the Board on April 2, 2019, the Chair may limit each speaker to a comment period of three (3) minutes or less.*
5. Agency Reports
6. Consent Calendar
 - 6a. December 3, 19 Regular Board Meeting Minutes
 - 6b. December 3, 19 Special Board Meeting Minutes
7. General Managers Report
8. December 2019 Financials
9. Park and Recreation Event Coordinator: Discussion and Possible Action
10. Community Resource Guide: Discussion and Possible Action
11. WCSD Hours and Expectations: Discussion and Possible Action
12. Art & Wine Festival: Discussion and Possible Action
13. Sound System: Discussion and Possible Action
14. Lahontan Water Board: Discussion and Possible Action
15. Appropriations Limit: Discussion and Possible Action
16. Future Board Meeting – February 4, 2020: Discussion and Possible Action
17. Directors Comments
18. Adjournment

Wrightwood Community Services District

THE VISION

To Empower our community to have local control by serving as a platform for community discussion, cohesion and action in the areas of parks and recreation, street lighting, solid waste and recycling and wastewater planning and engineering.

To promote and grow a vibrant parks and recreation department for our community.

To maintain and enhance our current infrastructure

To economize our solid waste process and maximize our efficiency in executing them

To protect our natural resources through evaluating community wastewater needs

To meet all these ends in a fiscally responsible manner

Wrightwood Community Services District

THE MISSION

to provide local governance in the areas of parks and recreation, street lighting, solid waste and recycling and wastewater planning and engineering in a fiscally responsible manner.

ITEM 6A

**REGULAR
BOARD MEETING
DECEMBER 3, 2019**

MINUTES



REGULAR BOARD MEETING
December 3, 2019
Wrightwood Community Building
1275 State Highway 2
Wrightwood, CA

MINUTES

Board Members Present: Leo Hordyk, Vice President
Natalie Lopiccolo, Member
Michelle Schneider, Member
Chuck Franklin, Member

Staff Present: Steven Kennedy - Attorney
Lori Golden – General Manager
Tamara Keen - Secretary

Call to Order

Vice President Hordyk called the Meeting to order at 6:35 p.m.
Lori Golden conducted the Pledge of Allegiance

Roll Call

President Wes Zuber was absent

3. **Approval of Agenda:** Director Lopiccolo motioned to approve the agenda; Director Schneider seconded the motion. Agenda was approved unanimously.
4. **Public Comment:** Vicky Rinek spoke about the Lion's Club billing. Dusty Gabay spoke about the sound system and the tagging that was done the prior night.
5. **Agency Reports:** Sgt. Robert Viccari stated that for this year there was a total of 1412 calls and 111 reports. Sgt Viccari also presented the number of calls and reports for the past 4 years to illustrate how we are on track with those prior years. There were 2 deputies on duty during the recent snowy weekend. Lt. Martinez talked about the tagging and stated he did not believe it to be gang related.
6. **Consent Calendar:** Director Schneider motioned to approve the November 5, 2019 minutes and was seconded by Director Lopiccolo. The minutes were approved unanimously.
7. **General Managers Report:** General Manager Golden thanked Mike Troeger of Mountain Hardware for his generous donation to replace our equipment, President Zuber for the use of his employees to finish installation of the new computer and Dusty Gabay for her help with the sound system.
8. **November Financial Statements:** Director Franklin had questions regarding the budget. The budget to actual report is in process.
9. **Parks and Rec Event Coordinator Report:** Coordinator Ciccarelli gave a brief report on the annual income to date. She also turned her resignation effective 1/2/20 but will work as a volunteer on an as needed basis. The board decided on an ad hoc committee to start work in finding a replacement.
10. **Community Resource Guide:** Jim Conkle presented his Guide to the Board. Director Schneider motioned to accept the proposal and VP Hordyk seconded the motion. The motion passed with one dissenting vote from Director Franklin. An ad hoc committee was created to design the ad.
11. **Rate Variances:** Director Franklin proposed removing all rate variances as of the start of next fiscal year. The Board declined any action at this time.
12. **Playground Material:** The Board requested to table this to the March meeting.
13. **Shed Maintenance:** General Manager Golden reported that the shed doors need to be replaced and there is a need to replace the roof as it is leaking. Director Lopiccolo motioned to have the doors and roof replaced and Director Franklin seconded the motion. The motion passed unanimously.

- 14. Lahontan Water Board:** The Board requested more information and the item was tabled until the January 7, 2020 meeting.
- 15. Building Rentals:** General Manager Golden reported that there is a conflict with the Community Building rental and requested the Board to set policy. The Board stated that rentals should only be one year out and due to the conflict approved waiving the rental fee for the hours in question.
- 16. Surplus Equipment:** General Manager Golden requested the board to declare as surplus the donated skis and snowboards that are currently stored in the shed. Director Schneider motioned to declare the items as surplus and Director Lopiccolo seconded. The motion passed unanimously.
- 17. Skate Park Camera:** General Manager Golden reported that the solar batteries on the Skate Park camera are not holding a charge and need to be replaced. Director Franklin motioned to replace the batteries and Director Lopiccolo seconded. The motion passed unanimously.
- 18. Future Board Meeting:** January 7, 2020 at 6:30pm. Steve Kennedy requested that the permanent allocation for the ballot be discussed.
- 19. Directors Comments:** VP Hordyk shared that Gill Ahern had passed away. Director Franklin and Director Schneider thanked Mike Troeger from Mountain Hardware for his generous donation.
- 20. Adjournment:** VP Hordyk adjourned the meeting at 8:58pm

Minutes approved by: _____
President Wes Zuber

ITEM 6B

**SPECIAL
BOARD MEETING
DECEMBER 3, 2019**

MINUTES



SPECIAL BOARD MEETING
December 3, 2019
Wrightwood Community Building
1275 State Highway 2
Wrightwood, CA

MINUTES

Board Members Present: Leo Hordyk, Vice President
Natalie Lopiccolo, Member
Michelle Schneider, Member
Chuck Franklin, Member

Staff Present: Steven Kennedy - Attorney
Lori Golden – General Manager
Tamara Keen - Secretary

Call to Order

Vice President Hordyk called the Meeting to order at 5:35 p.m.
VP Hordyk conducted the Pledge of Allegiance

Roll Call

President Wes Zuber was absent
Secretary Tamara Keen was absent

1. **Approval of Agenda:** Director Lopiccolo motioned to approve the agenda; Director Franklin seconded the motion. Agenda was approved unanimously.
2. **Public Comment:** No public comments.
3. **Recess to Closed session at 5:36pm**
4. **Return to Open Session at 6:20pm:** The Board had nothing to report
5. **Adjournment:** VP Hordyk adjourned the meeting at 6:21pm

Minutes approved by: _____
President Wes Zuber

ITEM 7

GENERAL MANAGER REPORT



GENERAL MANAGER REPORT

January 7, 2020

Happy New Year to all.

First, I would like to recognize Mike Troeger for his donation to the CSD. He replaced our stolen equipment at no cost to us. Also, last year we had Dusty Gabay and Wes Zuber donate time and expertise that helped out the CSD immensely.

The shed doors have been installed and painted. We are waiting on a piece to close off the lock but for now there is a temporary measure in place.

We had the septic pumped in December and were told that the Leach Lines are failing due to water coming back into the tank from the lines after pumping was done. I am in process of getting bids to replace the system. In addition, I am having someone come out and run a camera through the system so we know exactly what we are dealing with.

We are still having issues with the skate park camera. We think it is the solar panel that needs replacing and are looking into that. The new batteries were installed and should last for about 7-10 years. They do have a 1-year warranty from the installer and 7 years manufacturer warranty if something should go wrong.

I spoke with Luan Aubin regarding the Per Capita Grant and there is no movement on that at this time. I did find out that the Vivian Null Park was created with grant money and the state comes and does inspections to make sure the property is in code. They will continue to do this until 2025.

ITEM 8

DECEMBER 2019

FINANCIALS

DISCUSSION

AND

POSSIBLE ACTION



WRIGHTWOOD CSD 12/2019

Ordinary Income/Expense	Dec 19	Monthly Budget	Jul - Dec 19	YTD Budget	Annual Budget
Income					
4000 · Facility Rental					
4000.1 · CC Parking Lot	0.00		283.50		
4000.2 · Kitchen Fees	0.00	1,666.67	175.00	10,000.02	20,000.00
4000.3 · Old Firehouse / Museum	422.50		1,874.50		
4000.6 · Storage Fees	0.00		20.00		
4000.7 · Vivian Null Park Stage	0.00		20.00		
4000.8 · WW Community Bldg	682.75		5,200.75		
4000.99 · Miscellaneous	0.00		310.00		
Total 4000 · Facility Rental	1,105.25	1,666.67	7,883.75	10,000.02	20,000.00
4100 · Property Tax	59.37	10,491.91	939.61	62,951.52	125,902.97
4200 · Solid Waste Franchise Fee	0.00	7,250.00	49,560.06	43,500.00	87,000.00
4300 · Solid Waste Special Tax	154,541.16	20,165.12	198,449.42	120,990.72	241,981.40
4400 · Sports League					
4400.2A · Softball	0.00		4,450.00		
4400.2D · Corn Hole	0.00		400.00		
4401 · Donation Activities	0.00		1,148.19		
4400 · Sports League - Other	0.00	1,666.67	0.00	10,000.00	20,000.00
Total 4400 · Sports League	0.00	1,666.67	5,998.19	10,000.00	20,000.00
4500 · Donations	0.00		200.00		
4900 · Misc Refunds Rebates	0.00		906.07		
Total Income	155,705.78	41,240.37	263,937.10	247,442.26	494,884.37
Gross Profit	155,705.78	41,240.37	263,937.10	247,442.26	494,884.37
Expense					
5000 · Advertising & Marketing	47.95		108.09		
5010 · Bank Charges & Fees	0.00	41.06	27.97	246.36	492.68
5030 · Dues & Subscriptions					
5030.1 · LAFCO Apportionments	0.00	31.85	268.09	190.90	381.95
5030.2 · Memberships	60.00	147.58	1,996.15	885.52	1,771.00
5030 · Dues & Subscriptions - Other	0.00		389.15		
Total 5030 · Dues & Subscriptions	60.00	179.43	2,653.39	1,076.42	2,152.95
5040 · Election Costs	0.00		0.00		10,583.00
5050 · Equipment	0.00	0.00	551.68	0.00	0.00
5070 · Insurance					
5070.1 · Property & Liability	0.00	651.57	7,818.78	3,909.42	7,818.86
5070.2 · Workers Compensation	0.00	192.89	1,169.85	1,157.34	2,314.67
Total 5070 · Insurance	0.00	844.46	8,988.63	5,066.76	10,133.53
5080 · Meals & Entertainment	0.00		73.09		
5090 · Office Admin					
5090.1 · Office Equipment	0.00	25.00	1,539.81	150.00	300.00
5090.2 · Online Software	0.00	37.50	504.98	225.00	450.00

5090.3 · Postage	0.00	8.33	42.35	49.98	100.00
5090.4 · Printing	51.82	163.33	116.30	979.98	1,960.00
5090.5 · Supplies	0.00	33.33	1,411.46	199.98	400.00
5090.6 · SW Dump Card	0.00	250.86	21.08	1,505.16	3,010.34
5091 · Training	0.00		15.95		
5090 · Office Admin - Other	0.00		75.96		
Total 5090 · Office Admin	51.82	518.35	3,727.89	3,110.10	6,220.34
5100 · Payroll Expenses					
5100.1 · Facility Staff	806.00	1,625.00	8,697.25	9,750.00	19,500.00
5100.2 · GM Salaries	1,544.38	3,088.75	18,284.23	18,532.50	37,065.00
5100.3 · Park Services	502.50	1,291.67	6,686.25	7,750.02	15,500.00
5100.4 · Overtime	0.00		367.20		
Total 5100 · Payroll Expenses	2,852.88	6,005.42	34,034.93	36,032.52	72,065.00
5110 · Payroll Tax Expense					
5110.1 · Federal Payroll Taxes	218.26	1,788.40	3,683.69	10,730.39	21,460.74
5110.2 · State Payroll Taxes	0.00	285.57	0.00	1,713.42	3,426.84
Total 5110 · Payroll Tax Expense	218.26	2,073.97	3,683.69	12,443.81	24,887.58
5120 · Permits & Licenses					
5120.1 · Health Permit	0.00	51.62	0.00	309.74	619.50
Total 5120 · Permits & Licenses	0.00	51.62	0.00	309.74	619.50
5130 · Professional Services					
5130.1 · Accounting	0.00	500.00	0.00	3,000.00	6,000.00
5130.2 · Audit	0.00	908.34	16,770.00	5,450.01	10,900.00
5130.3 · Legal Services	0.00	2,916.67	17,643.75	17,500.02	35,000.00
5130.5 · Payroll Processing	59.17		236.68		
Total 5130 · Professional Services	59.17	4,325.01	34,650.43	25,950.03	51,900.00
5140 · Rent & Lease					
5140.1 · Porta Potty	0.00	250.00	1,792.19	1,500.00	3,000.00
Total 5140 · Rent & Lease	0.00	250.00	1,792.19	1,500.00	3,000.00
5150 · Repairs & Maintenance					
5150.1 · Equipment	0.00	25.00	958.19	150.00	300.00
5150.2 · Facility Maintenance	266.30	435.22	3,867.67	2,611.36	5,222.68
5150.3 · Job Supplies	114.21	929.17	6,182.49	5,574.98	11,150.00
5150.4 · Plumbing Repairs	0.00	66.66	280.00	400.00	800.00
5150.5 · Property	0.00	988.83	1,495.00	5,933.02	11,866.00
5150.6 · Septic Maintenance	550.00	83.33	550.00	500.00	1,000.00
Total 5150 · Repairs & Maintenance	930.51	2,528.21	13,333.35	15,169.36	30,338.68
5160 · Security	43.95	43.92	8,118.14	263.52	527.00
5180 · Services					
5180.1 · Classes	0.00	0.00	0.00	0.00	0.00
5180.2 · Sports League					
5180.2C · Flag Football	0.00	210.65	566.01	1,263.90	2,527.82
5180.2A · Softball	0.00		3,466.77		
5180.2B · Soccer	0.00		383.40		
5180.2C · Cornhole	100.00	210.44	338.09	1,262.66	2,525.32

5180.2 · Sports League - Other	0.00	250.00	220.65	1,500.00	3,000.00
Total 5180.2 · Sports League	100.00	671.09	4,974.92	4,026.56	8,053.14
5182 · Services Coordinator	0.00	1,170.00	3,472.70	7,020.00	14,040.00
5180 · Services - Other	0.00		1,600.00		
Total 5180 · Services	100.00	1,841.09	10,047.62	11,046.56	22,093.14
5190 · Solid Waste Disposal Fees	11,144.81	10,228.33	76,364.41	61,369.98	122,740.00
5210 · Telephone					
5210.3 · Office Phone	145.39	125.00	788.05	750.00	1,500.00
Total 5210 · Telephone	145.39	125.00	788.05	750.00	1,500.00
5220 · Travel	0.00		67.28		
5240 · Utilities					
5240.1 · Electric					
5240.1A · Community Center	0.00	343.67	2,005.01	2,062.00	4,124.00
5240.1B · Museum	0.00	59.74	302.29	358.42	716.86
5240.1C · Street Lights	330.41	316.67	1,985.50	1,900.02	3,800.00
Total 5240.1 · Electric	330.41	720.08	4,292.80	4,320.44	8,640.86
5240.2 · Gas					
5240.2A · Community Center	276.49	223.34	639.18	1,340.01	2,680.00
5240.2B · Museum	89.66	38.21	280.57	229.30	458.56
Total 5240.2 · Gas	366.15	261.55	919.75	1,569.31	3,138.56
5240.3 · Trash					
5240.3A · Community Center	180.21	174.12	1,081.26	1,044.72	2,089.44
Total 5240.3 · Trash	180.21	174.12	1,081.26	1,044.72	2,089.44
5240.4 · Water					
5240.4A · Community Center	142.50	150.00	1,797.95	900.00	1,800.00
5240.4B · Museum	25.40	25.55	143.77	153.30	306.60
Total 5240.4 · Water	167.90	175.55	1,941.72	1,053.30	2,106.60
Total 5240 · Utilities	1,044.67	1,331.30	8,235.53	7,987.77	15,975.46
5900 · Debt Service					
5900.1 · Principal Expense	0.00		0.00		27,000.00
Total 5900 · Debt Service	0.00		0.00		27,000.00
66000 · *Payroll Expenses	0.00		0.00		0.00
Total Expense	16,699.41	30,387.17	207,246.36	182,322.93	402,228.86
Net Ordinary Income	139,006.37	10,853.20	56,690.74	65,119.33	92,655.51
Other Income/Expense					
Other Income					
4600 · Interest Income	0.00		1.73		
Total Other Income	0.00		1.73		
Other Expense					
7100 · Capital Outlay Expense	0.00	3,351.92	0.00	20,111.52	40,223.00
Total Other Expense	0.00	3,351.92	0.00	20,111.52	40,223.00
Net Other Income	0.00	-3,351.92	1.73	-20,111.52	-40,223.00
	139,006.37	7,501.28	56,692.47	45,007.81	52,432.51

DECEMBER 2019 DISBURSEMENTS AND DEPOSITS

Check Number	Amount	Disbursement Date	Cleared Date	Payee	Account
1695	\$80.00	12/3/2019	12/9/2019	SB & Riverside Fire Equip	Fire Extinguishers
1696	\$58.06	12/3/2019	12/12/2019	SCE	Museum Elec
1697	\$43.95	12/3/2019	12/6/2019	Turner Security	Alarm
1698	\$141.61	12/3/2019	12/11/2019	Uline Shipping	Safety Cones
1699	\$330.65	12/3/2019	12/8/12	SCE	Community Bldg
1700	\$270.00	12/3/2019	12/6/2019	Davison Electric	Porch Light
1701	\$31.30	12/5/2019	12/12/2019	EDD	2nd Quarter taxes
Auto Debit	\$59.17	12/5/2019	12/5/2019	ADP	Payroll Taxes
1702	\$1,400.00	12/9/2019	12/20/2019	Brunick, McdElhane, Kennedy	Nov Attorney
1703	\$1,238.00	12/9/2019	12/16/2019	CM Installations	Solar batteries
1704	\$330.41	12/9/2019	12/16/2019	SCE	Street Lights
1705	\$100.00	12/11/2019	12/18/2019	Monica Ciccarelli	Corn Hole prize
Debit Card	\$47.95	12/12/2019	12/12/2019	Quick Trophy	Appreciation Plaque
Auto Debit	\$652.48	12/17/2019	12/17/2019	ADP	Payroll Taxes
1706	\$180.21	12/16/2019	12/27/2019	CR&R	Community Bldg
1707	\$550.00	12/16/2019		Septic Control	Pump septic
1708	\$276.49	12/16/2019	12/27/2019	So Cal Gas	Community Bldg
1709	\$8,542.43	12/16/2019	12/27/2019	CR&R	Solid Waste
Debit Card	\$29.08	12/16/2019	12/16/2019	Amazon	Phone case
Debit Card	\$7.53	12/17/2019	12/17/2019	Amazon	Screen Protector
Debit Card	\$266.30	12/19/2019	12/19/2019	Wrightwood Auto	Batteries for floor cleaner
Debit Card	\$51.82	12/19/2019	12/19/2019	Office Max	Copy Manual
Debit Card	\$71.10	12/20/2019	12/20/2019	Amazon	Breaker finder
Debit Card	\$43.11	12/20/2019	12/20/2019	Amazon	Air grilles
Auto Debit	\$14.00	12/26/2019	12/26/2019	Amazon	Prime Membership
Auto Debit	\$59.17	12/27/2019	12/27/2019	ADP	Payroll processing
Auto Debit	\$599.26	12/23/2019	12/23/2019	Andy Gump	Porta Potties
1710	\$2,602.38	12/30/2019		County of San Bernardino	Solid Waste
1711	\$142.50	12/30/2019		Golden State Water	Community Bldg
1712	\$89.66	12/30/2019		So Cal Gas	Museum Gas
1713	\$108.78	12/30/2019		Verizon	Cell Phones
1714	\$25.40	12/30/2019		Golden State Water	Museum
1715	\$60.00	12/30/2019		Wrightwood Chamber	2020 Membership
Debit Card	\$40.32	12/31/2019	12/31/2019	Amazon	Toilet Paper
Debit Card	\$7.45	12/31/2019	12/31/2019	Amazon	Office Supplies
TOTAL	\$18,470.57				

	Payroll
17-Dec	\$2,418.65
TOTAL	\$2,418.65

Deposits		
Date	Amount	Name
12/5/2019	\$13,031.59	Franchise Fee
12/5/2019	\$102.00	Rental income
12/6/2019	\$165.36	Property tax
12/10/2019	\$78.00	Rental income
12/16/2019	\$22.88	Payroll Tax
12/16/2019	\$189.00	Rental income
12/16/2019	\$150.00	Deposit
12/17/2019	\$422.50	Rental income
12/19/2019	\$137,701.12	Property tax
12/20/2019	\$3,702.46	Property tax
12/30/2019	\$150.00	Rental income
TOTAL	\$155,714.91	

BANK BALANCE AND PAYROLL HOURS WILL BE AVAILABLE AT MEETING

ITEM 9

PARK AND RECREATION EVENT COORDINATOR: DISCUSSION AND POSSIBLE ACTION



The ad hoc committee met on 12/11/19 and updated the Scope of Work for the position. Ads are running on Facebook, Wrightwoodcalif.com, our website, the Mountaineer Progress and NewsPlus. The ads will run until the position is filled.

WRIGHTWOOD COMMUNITY SERVICES DISTRICT

Parks and Recreation Coordinator

SCOPE OF WORK

Position: Part-Time (10-15 hours per week depending on programs in progress)

Pay Range: \$17.00-\$20.00

Coordinator will oversee the District's recreation programs including but not limited to:

Recreational Programs, Sports Leagues and Events. He or she will have the knowledge of varying district rules and regulations for sports, games, arts and crafts; ability to maintain effective working relationships with children, teens and/or adults and the general public.

In addition to the duties described, the coordinator will work directly with Facility Reservations, Contract Classes, Senior Programs, Community Excursions, Youth Programs, Youth and Adult Sports and Special Events. Must be able to work weekends, evenings and/or holidays as needed.

- Create new potential Parks and Recreation programs
- Surveys community to gauge interest in future possible programs
- Research similar programs in other areas
- Coordinate with local groups to facilitate new programs
- Write comprehensive proposals for General Manager's review monthly at regular Board meetings.
- Works with staff to schedule programs
- Assist with organization and scheduling of frontline staff, sports activities, arts and crafts, games and play activities for youth and adults
- Assist in the supervision and development of sports leagues and park areas and ensure the safety of participants through the proper use of equipment and the enforcement of rules and regulations.
- Complete written reports including facility checks, attendance reports, and incident and accident reports.
- Monitor the activities as needed.

Prerequisites

- Must have a High School Diploma
- Previous experience in developing Parks and Recreation programs
- A valid Class C California driver license and acceptable driving record throughout the course of employment and must carry auto insurance coverage
- Self-Starter who can take initiative
- Ability to accomplish tasks with little to no direction
- Above-average communications skills
- Writing skills
- Word processing skills
- Conflict resolution skills
- Be able to coordinate District events and activities, work in conjunction with paid staff, and coordinate and supervise volunteer staff.
- Ability to work flexible hour
- Other duties as assigned

ITEM 10

COMMUNITY RESOURCE GUIDE:

DISCUSSION AND POSSIBLE ACTION



ITEM 11

WCSD HOURS AND EXPECTATIONS:

DISCUSSION AND POSSIBLE ACTION



Since we started staffing the office on Fridays, the Board requested a count on number of people that come into the office. We averaged 3.86 people per week since the beginning of November. I did not include Christmas week as it was a short week and no one came it. The average people per day is:

Monday	2.6
Tuesday	.4
Wednesday	1
Thursday	.6
Friday	.8

Our busiest day is Monday followed by Wednesday.

ITEM 12

ART & WINE FESTIVAL:

DISCUSSION AND POSSIBLE ACTION



Pat Ferrell wants to address the Board regarding a Art and Wine Festival here in Wrightwood.

ITEM 13

SOUND SYSTEM:

DISCUSSION AND POSSIBLE ACTION



In November, Dusty Gabay came out to look at some of the issues we were having with the system. She noted that the control box had been played with and proposed to add a lock out device so no one could play with the settings. In addition, it was noted that we needed a couple of new cables for microphones. Dusty also let me know about some speakers that still need to be installed. Wes Zuber offered the use of one of his employees to make the ceiling cuts that Dusty needs prior to installing the additional speakers.

ITEM 14

LAHONTAN WATER BOARD:

DISCUSSION AND POSSIBLE ACTION



I spoke with several people in regards to the CSD being responsible for the testing wells. I received the Resolution which created the CSD and condition 4 states "the Wrightwood CSD, as successor District, shall succeed to all rights, duties, responsibilities, properties (both real and personal), contracts, equipment, assets, liabilities, obligations, functions, executory provisions, entitlements, permits, and approvals of the extinguished agency." Since CSA56 was in charge of getting these wells tested, that duty now belongs to the CSD.

As such, we do have a need to get the well tested. I would recommend having the video done so we know where we stand on the condition of the well. I am asking the Board to approve the \$2,054.63 needed to video the well.

The Mojave Water Agency is scheduled to look at the well on January 14, 2020. They may be a resource for us in dealing with the wells. My suggestion is to wait until they have looked at the well before scheduling the video.

RESOLUTION NO. 3227

organization, objections and evidence which were made, presented, or filed; it received evidence as to whether the territory is inhabited or uninhabited, improved or unimproved; and all persons present were given an opportunity to hear and be heard in respect to any matter relating to the application in evidence presented at the hearing; and,

WHEREAS, the Commission determines to modify the proposal to include additional territory to the north and east and the expansion of the authorized services to include the function of wastewater for the service of planning and engineering should the Lahontan Regional Water Quality Control Board so mandate.

NOW, THEREFORE, BE IT RESOLVED, that the Commission does hereby determine, resolve, order and find as follows:

DETERMINATIONS:

SECTION 1. The proposal is approved subject to the terms and conditions hereinafter specified:

CONDITIONS:

Condition No. 1. The boundaries of this change of organization are approved as set forth in Exhibits "A" and "A-I", attached this resolution;

Condition No. 2. The following distinctive short form designation shall be used through this proceeding: LAFCO 3202;

Condition No. 3. The effective date of this reorganization shall be July 1, 2017 or later upon the completion of terms and conditions outlined in this resolution for approval as authorized by Government Code Sections 56886(p) and 57202;

Condition No. 4. The Wrightwood Community Services District (hereafter Wrightwood CSD) shall be the successor agency and shall function under and carry out all authorized duties and responsibilities assigned to a community services district as outlined in Government Code Section 61000 et seq., Community Services District Law, and other applicable laws. Upon the Effective Date of this reorganization, the legal existence of County Service Area 56 shall cease to exist, except as otherwise required by law, and the Wrightwood CSD, as successor District, shall succeed to all the rights, duties, responsibilities, properties (both real and personal), contracts, equipment, assets, liabilities, obligations, functions, executory provisions, entitlements, permits and approvals of the extinguished agency;

Condition No. 5. The Board of Directors of the Wrightwood CSD shall consist of five (5) members, elected at-large, pursuant to the provisions of Government Code Section 61020;

Condition No. 6. The Wrightwood CSD shall be authorized to provide the following functions and services as active powers:

Special Districts Department
 Water and Sanitation Division
 12402 Industrial Blvd Bldg. D, Suite 6
 Victorville CA 92395
 760-955-9885



WRIGHTWOOD CSA

Date : November 20, 2018

Wrightwood Well Video-Log

ESTIMATE

JOB DESCRIPTION:

MEET WITH CONTRACTOR TO VIDEO WELL

E-115

QTY/HOURS	Description	AMOUNT	AMOUNT DUE
2.5	LABOR (including travel time)	157.38	\$ 157.38
2.5	EQUIPMENT USAGE	49.60	\$ 49.60
1.0	CONTRACTOR VIDEO-LOG	1,806.25	\$ 1,806.25

County Subtotal:

County Admin Charge (20%): \$ 41.40

\$ 206.98

41.40

Contractor Charges: \$ 1,806.25

TOTAL ESTIMATE: \$ 2,054.63

ITEM 15

APPROPRIATIONS LIMIT:

DISCUSSION AND POSSIBLE ACTION



LOCAL AGENCY FORMATION COMMISSION FOR
SAN BERNARDINO COUNTY

215 North "D" Street, suite 204, san Bernardino, CA 92415-0490
(909) 388-0480 • Fax (909) 885-8170 E-mail:
lafco@lafco.sbcounty.gov
www.sbclafco.org

PROPOSAL NO.: LAFCO 3202

HEARING: SEPTEMBER 22, 2016

RESOLUTION NO. 3235

A RESOLUTION OF THE EXECUTIVE OFFICER OF THE LOCAL AGENCY FORMATION COMMISSION FOR SAN BERNARDINO COUNTY ORDERING LAFCO 3202 - REORGANIZATION TO INCLUDE FORMATION OF THE WRIGHTWOOD COMMUNITY SERVICES DISTRICT AND DISSOLUTION OF COUNTY SERVICE AREA 56

WHEREAS, this action is being taken pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code Sections 56000 et seq.); and,

WHEREAS, by policy adopted on December 20, 2000, and amended on November 21, 2001, the Local Agency Formation Commission for San Bernardino County ("the Commission") has delegated authority over all protest proceeding functions to the Executive Officer; and,

WHEREAS, the Commission adopted its Resolution No. 3227 on July 20, 2016 making determinations and approving the proposed reorganization as described in Exhibit "A" and "A-I" attached hereto and by this reference incorporated herein; and,

WHEREAS, the terms and conditions for LAFCO 3202, as approved by the Commission, on July 20, 2016, are as follows:

CONDITIONS:

Condition No. 1. The boundaries of this change of organization are approved as set forth in Exhibits "A" and "A-I", attached this resolution;

Condition No. 2. The following distinctive short form designation shall be used through this proceeding: LAFCO 3202;

Condition No. 3. The effective date of this reorganization shall be July 1, 2017 or later upon the completion of terms and conditions outlined in this resolution for approval as authorized by Government Code Sections 56886(p) and 57202;

Condition No. 4. The Wrightwood Community Services District (hereafter

Wrightwood CSD) shall be the successor agency and shall function under and carry out all authorized duties and responsibilities assigned to a community services district as outlined in Government Code Section 61000 et seq., Community Services District Law, and other applicable laws. upon the Effective Date of this reorganization, the legal existence of

RESOLUTION NO. 3235

of San Bernardino Special Districts Department to be filed upon the effective date of the change with a copy provided to LAFCO;

Condition No. 8. All property tax revenues attributable to County Service Area 56, prior to calculations required by Section 96.1 of the Revenue and Taxation Code, including delinquent taxes, and any and all other collections or assets of the District to be dissolved, shall accrue and be transferred to the successor District, the Wrightwood CSD, pursuant to the provisions of Government Code Section 56810. In providing for this calculation, the full amount of the base year allocation for value/revenue for CSA 56, increment experienced within CSA 56 boundaries, and the revenue shifts previously approved by completion of LAFCO 3070 shall be transferred to the Wrightwood CSD upon its formation;

Condition No. 9. All previously authorized charges, fees, assessments, and/or taxes of County Service Area 56 in effect upon the effective date of this reorganization shall be continued and assumed by the Wrightwood CSD, as the successor agency, in the same manner as provided in the original authorization pursuant to the provisions of Government Code Section 568860;

Condition No. 10. Until duly revised by the Wrightwood CSD, and unless otherwise expressly provided herein or legally required, all ordinances, resolutions, rules and regulations, policies, procedures, and practices existing for CSA 56 on the effective date of this reorganization shall govern the activities and affairs of the Successor District. The Board of Directors of the Wrightwood CSD, as the successor district, shall expeditiously review and ratify the ordinances, resolutions, policies, procedures and practices adopted hereby, making such revisions as it shall deem appropriate;

Condition No. 11. Upon the effective date of this reorganization, any funds currently deposited for the benefit of County Service Area 56 which have been impressed with a public trust, use or purpose shall be transferred to the Wrightwood CSD, as the successor agency, and the successor agency shall separately maintain such funds in accordance with the provisions of Government Code Section 57462;

Condition No. 12. Pursuant to the provisions of Government Code Section 56811, the provisional appropriation limit of the Wrightwood CSD shall be set at \$552, 129. The permanent appropriation limit shall be established at the first district election held following the first full fiscal year of operation and shall not be considered to be a change in the appropriation limit of the district pursuant to Article XIII B of the California Constitution;

Condition No. 13. All streetlights currently the responsibility of County Service Area 56 shall be transferred to the Wrightwood CSD upon successful formation of the District. The County Special Districts Department shall prepare the appropriate documentation to transfer the streetlights; LAFCO staff shall verify the data, and forward the signed authorization form requesting Southern California Edison to transfer the specific streetlights to the Wrightwood CSD accounts upon successful completion of LAFCO 3202;

RESOLUTION NO. 2019-09

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE WRIGHTWOOD COMMUNITY SERVICES DISTRICT
ESTABLISHING AN APPROPRIATIONS LIMIT FOR FISCAL YEAR
2019/2020

WHEREAS, the Wrightwood Community Services District ("the District") is a community services district organized and operating pursuant to California Government Code Section 61000 et seq.; and

WHEREAS, Section 61113 of the Government Code requires the District's Board of Directors to adopt a resolution establishing its appropriations limit, if any, and make other necessary determinations for the following fiscal year pursuant to Article XIII B of the California Constitution, on or before July 1 of each year; and

WHEREAS, Article XIII B of the Constitution of the State of California, as approved by the voters at the special statewide election held on November 6, 1979, provides for an annual appropriations limitation for local jurisdictions adjusted for changes in population and consumer prices index; and

WHEREAS, the State legislation added Division 9 (Commencing with Section 7900) to Title 1 of the Government Code of the State of California to implement Article XIII B of the California Constitution; and

WHEREAS, Section 7910 of the Government Code provides that each year the governing body of each local jurisdiction shall, by resolution, establish its appropriations limit for the following fiscal year pursuant to Article XIII B at a regularly scheduled meeting or a noticed special meeting and that fifteen (15) days prior to such meeting, documentation used in the determination of the appropriations limit shall be available to the public; and

WHEREAS, Section 7902 of the Government Code sets forth the method for determining the appropriations limit for each local jurisdiction for each fiscal year; and

WHEREAS, the District's Board of Directors wishes to establish the appropriations limit for the forthcoming fiscal year for the Wrightwood Community Services District.

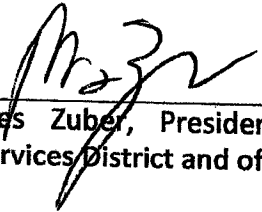
NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Wrightwood Community Services District as follows:

Section 1. The appropriations limit for the Wrightwood Community Services District for Fiscal Year 2019/2020 (the "Fiscal Year"), as established in accordance with Section 7902 of the Government Code, is set forth as \$552,129.00.

Section 2. It is hereby found and determined that the documentation used in establishing the appropriations limit for the Fiscal Year was available to the public in the Office of the District at least fifteen (15) days prior to this date.

Section 3. This Resolution shall take effect immediately upon adoption.

Section 4. The General Manager is hereby authorized and directed to file a certified copy of this Resolution with the Clerk of the Board of Supervisors and Office of the State Auditor/Controller forty-five (45) days after the effective date of the resolution.



Wes Zuber, President of Wrightwood Community Services District and of the Board of Directors thereof.

ADOPTED this 4th day of June 2019.

STATE OF CALIFORNIA

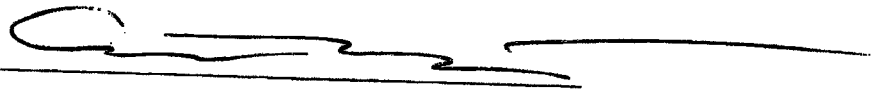
COUNTY OF SAN BERNARDINO

I, Albert Morrissette, General Manager of the Board of Directors of the Wrightwood Community Services District, DO HEREBY CERTIFY that the foregoing Resolution, being Resolution No. 2019-09, was duly adopted by the Board of Directors of said District at a regular meeting of said Board held on the 4th day of June 2019, and that it was so adopted by the following vote:

AYES: S

NOES: ...e ABSENT: &
ABSTAIN:

ATTEST:



Albert Morrissette, General Manager of the Wrightwood Community Services District and of the Board of Directors thereof.

**WRIGHTWOOD
COMMUNITY SERVICES DISTRICT
APPROPRIATIONS LIMIT CALCULATION**

FISCAL YEAR 2019/2020

	PRICE FACTOR U.S. CAPITA PERSONAL INCOME CPI	3.85%
1	POPULATION PERCENT CHANGE	0.53%
2	PER CAPITA CONVERTED TO A RATIO:	1.03850
3	POPULATION CONVERTED TO A RATIO:	1.00530
4	BASE FACTOR FOR RATIO OF CHANGE:	1.04400
5	PRIOR YEAR- (18/19) APPROPRIATION LIMIT	\$552,129
6	Provisional (17-18) Resolution 3245 - Condition No 12	
	CURRENT YEAR APPROPRIATION LIMIT Board	
7	Resolution 2019-09	\$552,129

WWCSD_Ap pro priae10n s 2019-2020,APPROLMT1819

RESOLUTION NO. 2018-05
RESOLUTION OF THE BOARD OF DIRECTORS
OF THE WRIGHTWOOD COMMUNITY SERVICES DISTRICT,
SAN BERNARDINO COUNTY, CALIFORNIA, ESTABLISHING AN
APPROPRIATIONS LIMIT FOR FISCAL YEAR 2018/2019

WHEREAS, the Wrightwood Community Services District ("the District") is a community services district organized and operating pursuant to California Government Code Section 61000 et seq.; and

WHEREAS, Section 61113 of the Government Code requires the District's Board of Directors to adopt a resolution establishing its appropriations limit, if any, and make other necessary determinations for the following fiscal year pursuant to Article XIII B of the California Constitution, on or before July 1 of each year; and

WHEREAS, Article XIII B of the Constitution of the State of California, as approved by the voters at the special statewide election held on November 6, 1979, provides for an annual appropriations limitation for local jurisdictions adjusted for changes in population and consumer prices index; and

WHEREAS, the State legislation added Division 9 (Commencing with Section 7900) to Title 1 of the Government Code of the State of California to implement Article XIII B of the California Constitution; and

WHEREAS, Section 7910 of the Government Code provides that each year the governing body of each local jurisdiction shall, by resolution, establish its appropriations limit for the following fiscal year pursuant to Article XIII B at a regularly scheduled meeting or a noticed special meeting and that fifteen (15) days prior to such meeting, documentation used in the determination of the appropriations limit shall be available to the public; and

WHEREAS, Section 7902 of the Government Code sets forth the method for determining the appropriations limit for each local jurisdiction for each fiscal year; and

WHEREAS, the District's Board of Directors wishes to establish the appropriations limit for the forthcoming fiscal year for the Wrightwood Community Services District.

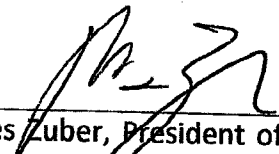
NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Wrightwood Community Services District as follows:

Section 1. The appropriations limit for the Wrightwood Community Services District for Fiscal Year 2018/2019 (the "Fiscal Year") as established in accordance with Section 7902 of the Government Code, is set forth as \$578,917.

Section 2. It is hereby found and determined that the documentation used in establishing the appropriations limit for the Fiscal Year was available to the public in the Office of the District at least fifteen (15) days prior to this date.

Section 3. This Resolution shall supersede Resolution No. 2018-04 adopted by the District's Board of Directors on June 5, 2018, and shall take effect immediately upon adoption.

Section 4. The General Manager is hereby authorized and directed to file a certified copy of this Resolution with the Clerk of the Board of Supervisors and Office of the State Auditor/Controller forty-five (45) days after the effective date of the resolution.



Wes Zuber, President of Wrightwood Community
Services District and of the Board of Directors
thereof

ADOPTED this 26th day of June 2018.

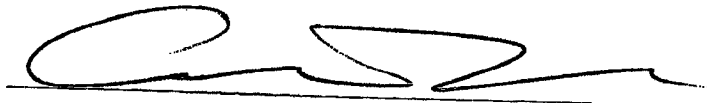
STATE OF CALIFORNIA

COUNTY OF SAN BERNARDINO

I, Albert Morrissette, General Manager of the Board of Directors of the Wrightwood Community Services District, DO HEREBY CERTIFY that the foregoing Resolution, being Resolution No. 2018-05, was duly adopted by the Board of Directors of said District at a regular meeting of said Board held on the 26th day of June 2018, and that it was so adopted by the following vote:

- AYES: 5
- NOES: 0
- ABSENT: 0
- ABSTAIN: 0

ATTEST:



Albert Morrissette, General Manager of the Wrightwood
Community Services District and of the Board of Directors
thereof.

**WRIGHTWOOD
COMMUNITY SERVICES DISTRICT
APPROPRIATIONS LIMIT CALCULATION**

FISCAL YEAR 2018/2019 1

PRICE FACTOR U.S. CAPITA PERSONAL INCOME CPI

2 POPULATION PERCENT CHANGE	3.67%
3 PER CAPITA CONVERTED TO A RATIO:	1.14%
4 POPULATION CONVERTED TO A RATIO:	1.03670
5 BASE FACTORS FOR RATIO OF CHANGE:	1.01140
PROVISIONAL (17/18) APPROPRIATION LIMIT - 6 Board Resolution 3245	1.04852
7 CURRENT YEAR 18-19 APPROPRIATION LIMIT	\$552,129
	\$578,917

ITEM 16

FUTURE BOARD

MEETING

FEBRUARY 4, 2020:

DISCUSSION AND POSSIBLE ACTION



ITEM 17

DIRECTORS COMMENTS



ITEM 18

ADJOURNMENT

