

**WRIGHTWOOD
COMMUNITY
SERVICES DISTRICT**

MAY 5, 2020

**REGULAR BOARD
MEETING PACKET**

WRIGHTWOOD COMMUNITY SERVICES DISTRICT

P.O. Box 218 Wrightwood, CA 92397

Regular Meeting of the Board of Directors
Tuesday, May 5, 2020-6:30pm
Wrightwood Community Building
1275 State Highway 2, Wrightwood, CA

Agenda

SPECIAL NOTICE OF TELECONFERENCE ACCESSIBILITY

Pursuant to the provisions of Executive Order N-29-20 issued by Governor Newsom in response to the COVID-19 outbreak and as a precaution to our Board of Directors, District Staff, and general public, Wrightwood Community Services District will hold this meeting of its Board of Directors via teleconference. The public may participate in the meeting by teleconference as follows:
For best results please use your computer and click on the link;

<<https://zoom.us/j/9998961711?pwd=UmRqV0NpT09KY1FXRDFCMTBk0dOQT09>>

If instead you wish to use your phone, either cell or land line, call 301-715-8592
Use meeting number 999-896-1711# then hit # again
To raise your hand for public comments hit *6

All audio and Video will be muted initially when joining the meeting

6:30 PM – Call to Order

1. Roll Call
2. Agenda Approval
3. 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-agendized 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.*
4. Agency Reports
5. Consent Calendar
 - 5a. April 7, 2020 Regular Board Meeting Minutes
 - 5b. April 21, 2020 Special Board Meeting Minutes
 - 5c. April 24, 2020 Special Board Meeting Minutes
6. General Managers Report
7. April 2020 Financials
8. Potential Expansion of Tri-Community Co-op Services: Discussion and Possible Action
9. LAFCO Ballot: Discussion and Possible Action
10. CR&R Rate Adjustment: Discussion and Possible Action
11. FY 2020-21 Budget Preparation Update: Discussion and Possible Action
12. Veteran's Park Project: Discussion and Possible Action
13. Community Building Concrete: Discussion and Possible Action
14. CSD Building and Parks Opening: Discussion and Possible Action
15. Future Board Meeting – June 2, 2020: Discussion and Possible Action
16. Directors Comments
17. 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 5A

REGULAR
BOARD MEETING
APRIL 7, 2020

MINUTES



REGULAR BOARD MEETING
April 7, 2020
Wrightwood Community Building
1275 State Highway 2
Wrightwood, CA

MINUTES

Board Members Present: Wes Zuber, President
Leo Hordyk, Vice President (online)
Natalie Lopiccolo, Member (online)
Chuck Franklin, Member (online)
Michelle Schneider, Member

Staff Present: Steven Kennedy – Attorney (online)
Lori Golden – General Manager

Call to Order

President Zuber called the Meeting to order at 6:30 p.m.
General Manager Golden conducted the Pledge of Allegiance

Roll Call

Tamara Keen, Secretary was absent

3. **Approval of Agenda:** Director Lopiccolo motioned to approve the agenda; Director Franklin seconded the motion. Agenda was approved unanimously.
4. **Public Comment:** No public comments
5. **Agency Reports:** Sgt. Viccari (remote) reported there were 83 calls for service in February with 11 reports written (vehicle theft, deaths, and crisis calls). In March there were 97 calls for service and 3 reports taken (burglary and crisis calls). For the upcoming weekend, there will be deputies assigned to Wrightwood to keep the snow playing to a minimum. Susan Drake (remote) from Supervisor Lovingood's office reported that the San Bernardino and Victorville offices are open and there is a county compliance hotline setup at 909-387-3911. Funding has been acquired to do improvements to Phelan Road and FP5 – the fire fee- has been set for the November ballot.
6. **Consent Calendar:** Director Franklin asked for a change in the wording of the March 12th minutes to include "the CSD will cover the additional cost not covered by the Chamber of Commerce" on item 5 Power Panel. Director Lopiccolo motioned to approve the minutes with the change. It was seconded by Director Franklin. The minutes were approved unanimously.
7. **General Managers Report:** General Manager Golden reported on the gas leak in the kitchen, 2020-2021 dump card progress and completion of the grant writing class.
8. **March Financial Statements:** The board asked questions in regard to the disbursements and noted that the new savings account had been open and funded.
9. **Permanent Appropriations Limit:** Mr. Kennedy reported on the wording of the resolution proposed by the Ad Hoc committee (President Zuber and Director Lopiccolo) and suggested keeping the committee in place to draft arguments for the ballot. Director Franklin motioned to accept resolution 2020-02 and Director Hordyk seconded the motion. The motion passed unanimously.
10. **Public hearing on the Solid Waste Management Disposal Facility Fees:** Opened at 7:05pm – Nancy M asked if there would be a fee increase and Mr. Kennedy answered that there was not a fee increase. Public meeting was closed at 7:14pm

11. **Solid Waste Management Disposal Facility Fees:** It was reported that the resolutions 2020-03 & 2020-04 cover both Los Angeles and San Bernardino counties. Director Schneider motioned to approve resolutions 2020-03 and 2020-04. Director Franklin seconded the motion and it was passed unanimously.
12. **FY 2020-21 Budget Preparation:** President Zuber reported that the ad hoc committee (President Zuber and Director Franklin) along with General-Manager Golden have started work on the budget and will continue to meet weekly until it is complete.
13. **Community Building Roof:** General Manager Golden reported that the insurance company deemed the damage due to "wear and tear" and would not cover the claim. The board questioned why there was such a difference in the two quotes and requested General Manager to follow up on that. Director Hordyk made the motion to accept up to \$8,322 to pay for the roof and Director Schneider seconded the motion. The motion passed unanimously.
14. **Veteran's Park Project:** General Manager Golden reported that the item was to be tabled until the May 5, 2020 meeting as the backup was not available.
15. **Ratification of Community Building Use:** The Board discussed actions to be taken by the Farmer's Market and the Tri Community Co-op. Terese Johnson spoke on behalf of the Farmer's Market and that it will be held outside and not inside the building.
16. **Parking Lot Striping:** General Manager Golden presented several quotes for doing the parking lot. The board tabled this until the May 5, 2020 meeting.
17. **Future Board Meeting:** The next meeting will be held on May 5, 2020 and will be a remote (tele-conference) meeting.
18. **Directors Comments:** Director Franklin thanked Wes Zuber and his technicians for help in setting up the remote abilities for the meeting. Director Schneider thanked everyone and included Dusty Gabay for the help with the remote meeting as well. Director Lopiccolo mentioned that Jensen's and a local charity have setup food delivery for those 65 and older in the community
19. **Adjournment:** President Zuber adjourned the meeting at 8:10 P.M.

Minutes approved by: _____
President Wes Zuber

ITEM 5B

SPECIAL BOARD MEETING
APRIL 21, 2020

MINUTES



SPECIAL BOARD MEETING
April 21, 2020
Wrightwood Community Building
1275 State Highway 2
Wrightwood, CA

MINUTES

Board Members Present: Wes Zuber, President (online)
Leo Hordyk, Vice President (online)
Natalie Lopiccolo, Member (online)
Chuck Franklin, Member (online)
Michelle Schneider, Member (online)

Staff Present: Steven Kennedy – Attorney (online)
Lori Golden – General Manager (online)

Call to Order

President Zuber called the Meeting to order at 6:31 p.m.

Roll Call

Tamara Keen, Secretary was absent

1. **Approval of Agenda:** Director Schneider motioned to approve the agenda; Director Franklin seconded the motion. Agenda was approved unanimously.
2. **Public Comment:** No public comments
3. **Farmer's Market:** The Board discussed the Farmer's Market not having all vendors in masks. Director Schneider proposed a letter to send to the director of the market reminding them to use masks and gloves. No other action was taken
4. **Election Resolution:** Resolution 2020-05 was discussed in regards to the upcoming election and limiting candidate statements and payment. Director Lopiccolo motioned to accept Resolution 2020-05 and Director Franklin seconded the motion. The motion was approved unanimously.
5. **Kitchen Usage:** General Manager Golden reported on the request by Vicky Rinek to use the Community Building kitchen to make meals for the seniors in the community. The Board wants everyone involved to have a Food Handler Permit. The Board directed General Manager Golden to post a list of guidelines for cleaning the kitchen and agreed to waive the rental fees for the project during the pandemic. Director Franklin motioned to allow the usage and Director Schneider seconded. The motion was passed unanimously.
6. **Adjournment:** President Zuber adjourned the meeting at 7:06 P.M.

Minutes approved by: _____
President Wes Zuber

ITEM 5C

SPECIAL BOARD MEETING
APRIL 24, 2020

MINUTES



SPECIAL BOARD MEETING
April 24, 2020
Wrightwood Community Building
1275 State Highway 2
Wrightwood, CA

MINUTES

Board Members Present: Wes Zuber, President (online)
Leo Hordyk, Vice President (online)
Natalie Lopiccolo, Member (online)
Chuck Franklin, Member (online)
Michelle Schneider, Member (online)

Staff Present: Steven Kennedy – Attorney (online)
Lori Golden – General Manager (online)

Call to Order

President Zuber called the Meeting to order at 5:32 p.m.

Roll Call

Tamara Keen, Secretary was absent

- 3. Approval of Agenda:** Director Lopiccolo motioned to approve the agenda; Director Franklin seconded the motion. Agenda was approved unanimously.
- 4. Public Comment:** No public comments
- 5. San Bernardino Parks:** The Board discussed the County's opening of parks on Saturday, April 25, 2020. After reviewing the County documents, no action was taken.
- 6. Adjournment:** President Zuber adjourned the meeting at 5:54 P.M.

Minutes approved by: _____

President Wes Zuber

ITEM 6

GENERAL MANAGER REPORT



GENERAL MANAGER REPORT
May 5, 2020

Several projects have wrapped up this month. The Community Building roof was fixed and the parking lot was restriped. The dump cards are ready to mail and will be sent out the week of May 18, 2020.

Davison Electric has taken over the SCE panel project and is working on permits and SCE requirements. They have ordered the panel and delivery is about 2 weeks out.

We made the final payment on the Skate Park loan.

Campbell's Appliance is working on getting the deep fryer operational. Thank you to Leo Hordyk for this.

We received the following from Susan Drake's Office:

Hi Susan,

Lone Pine Canyon at Sheep Creek Wash culvert:

Released for bids: 4/7/2020 and advertise for 30 days.

Bid Opens: May 7, 2020

Board to Award Contract: 6/9/2020

Anticipated Start Construction date: 7/1/2020

Anticipated Completion Construction date: 10/1/2020

We worked with your office and the CSD with the community workshop back in Oct 2019 and we are preparing another outreach letter which we will work with you on to get the message out about the upcoming construction. We incorporated a few additional closure

signs as part of the project based on community input at the workshop.

Lone Pine Canyon at Thrush culvert: early design stage. Construction planned for 2022.

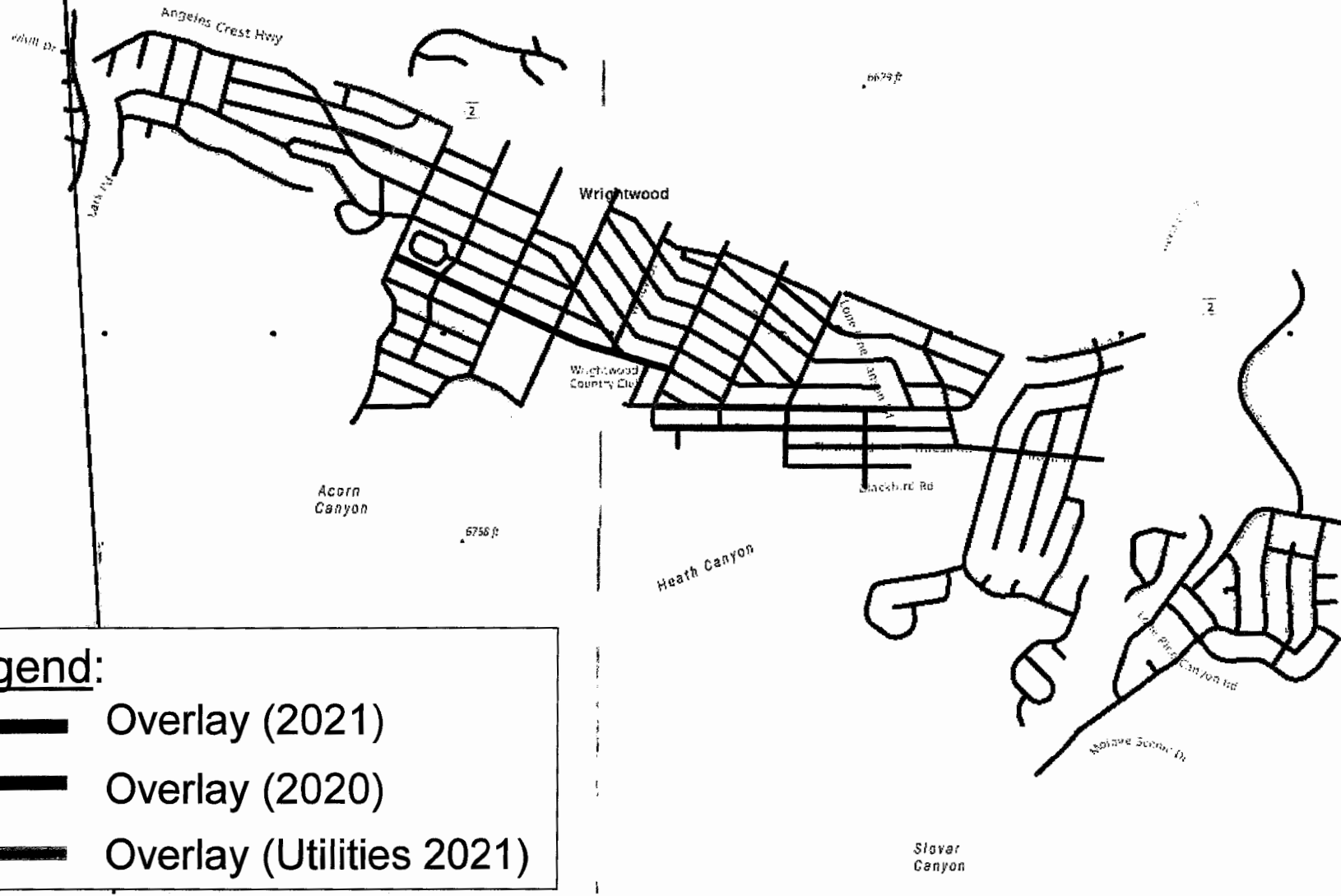
Wrightwood Paving –see attached map

DPW forces will be resurfacing local roads in Wrightwood in 2020 and 2021. Most of the roads highlighted in Blue will be deferred to 2021 because of utility work (water line replacements).


Tentative Schedule

2020 – Prep Work will Start first week of May 2020. We plan to start the resurfacings in Mid May/ Early June if bidding goes as planned.

Wrightwood Area



Legend:

-  Overlay (2021)
-  Overlay (2020)
-  Overlay (Utilities 2021)

COUNTY OF SAN BERNARDINO
DEPARTMENT OF PUBLIC WORKS
DISTRICT 01
YARD 11
W.O.# H15049



LOCATION MAP
SHEEP CREEK DRIVE AND OTHER ROADS
Various Locations / Limits
Overlay

ITEM 7

APRIL 2020
FINANCIALS
DISCUSSION
AND
POSSIBLE ACTION



Wrightwood Community Services District Profit & Loss Budget Performance April 2020

	Apr 20	Jul '19 - Apr 20	Annual Budget
Ordinary Income/Expense			
Income			
4000 · Facility Rental			
4000.1 · CC Parking Lot	0.00	283.50	
4000.2 · Kitchen Fees	0.00	200.00	20,000.00
4000.3 · Old Firehouse / Museum	0.00	1,925.50	
4000.6 · Storage Fees	0.00	20.00	
4000.7 · Vivian Null Park Stage	0.00	20.00	
4000.8 · WW Community Bldg	574.50	7,003.00	
4000 · Facility Rental - Other	0.00	300.00	
Total 4000 · Facility Rental	574.50	9,752.00	20,000.00
4100 · Property Tax	51,701.56	135,264.51	125,902.97
4200 · Solid Waste Franchise Fee	5,416.82	67,135.70	87,000.00
4300 · Solid Waste Fees	81,916.71	228,805.52	241,981.40
4400 · Sports League			
4400.2A · Softball	0.00	7,400.00	
4400.2D · Corn Hole	0.00	1,050.00	
4401 · Donation Activities	0.00	1,148.19	
4400 · Sports League - Other	0.00	0.00	20,000.00
Total 4400 · Sports League	0.00	9,598.19	20,000.00
4500 · Donations	1,500.00	2,700.00	
4900 · Misc Refunds Rebates	0.00	906.07	
Total Income	141,109.59	454,161.99	494,884.37
Gross Profit	141,109.59	454,161.99	494,884.37
Expense			
5000 · Advertising & Marketing			
5010 · Bank Charges & Fees	0.00	117.97	492.68
5015 · Credit Card Fees	0.00	1.90	
5030 · Dues & Subscriptions			
5030.1 · LAFCO Apportionments	0.00	268.09	381.95
5030.2 · Memberships	14.00	2,073.15	1,771.00
5030 · Dues & Subscriptions - Other	0.00	382.15	
Total 5030 · Dues & Subscriptions	14.00	2,723.39	2,152.95
5040 · Election Costs	0.00	0.00	10,583.00
5050 · Equipment	257.30	808.98	0.00
5070 · Insurance			
5070.1 · Property & Liability	0.00	7,818.78	7,818.86
5070.2 · Workers Compensation	0.00	1,169.85	2,314.67
Total 5070 · Insurance	0.00	8,988.63	10,133.53
5080 · Meals & Entertainment	0.00	73.09	
5090 · Office Admin			
5090.1 · Office Equipment	0.00	1,539.81	300.00
5090.2 · Online Software	0.00	844.62	450.00
5090.3 · Postage	0.00	-1.01	100.00

Wrightwood Community Services District Profit & Loss Budget Performance April 2020

	Apr 20	Jul '19 - Apr 20	Annual Budget
5090.4 · Printing	0.00	245.77	1,960.00
5090.5 · Supplies	165.02	2,454.57	400.00
5090.6 · SW Dump Card			
5090.61 · Dump Card Printing	0.00	1,570.42	
5090.62 · Dump Card Postage	660.00	702.35	
5090.63 · Dump Cards Supplies	0.00	621.96	
5090.6 · SW Dump Card - Other	0.00	0.00	3,010.34
Total 5090.6 · SW Dump Card	660.00	2,894.73	3,010.34
5091 · Training	0.00	15.95	
Total 5090 · Office Admin	825.02	7,994.44	6,220.34
5100 · Payroll Expenses			
5100.1 · Administrative Staff	1,680.38	14,897.49	19,500.00
5100.2 · GM Salaries	3,088.76	30,639.27	37,065.00
5100.3 · Park Maintenance	1,312.50	11,295.00	15,500.00
5100.4 · Overtime	0.00	367.20	
5100.5 · Parks & Recreation Coordinator	0.00	367.50	
Total 5100 · Payroll Expenses	6,081.64	57,566.46	72,065.00
5110 · Payroll Tax Expense			
5110.1 · Federal Payroll Taxes	357.18	5,523.12	21,460.74
5110.2 · State Payroll Taxes	0.00	0.00	3,426.84
Total 5110 · Payroll Tax Expense	357.18	5,523.12	24,887.58
5120 · Permits & Licenses			
5120.1 · Health Permit	0.00	0.00	619.50
Total 5120 · Permits & Licenses	0.00	0.00	619.50
5130 · Professional Services			
5130.1 · Accounting	0.00	0.00	6,000.00
5130.2 · Audit	0.00	17,270.00	10,900.00
5130.3 · Legal Services	0.00	31,887.50	35,000.00
5130.5 · Payroll Processing	118.34	816.60	
Total 5130 · Professional Services	118.34	49,974.10	51,900.00
5140 · Rent & Lease			
5140.1 · Porta Potty	599.26	4,788.49	3,000.00
Total 5140 · Rent & Lease	599.26	4,788.49	3,000.00
5150 · Repairs & Maintenance			
5150.1 · Equipment	0.00	1,112.19	300.00
5150.2 · Facility Maintenance	600.00	4,776.48	5,222.68
5150.3 · Job Supplies	333.97	9,442.38	11,150.00
5150.4 · Plumbing Repairs	0.00	599.77	800.00
5150.5 · Property	2,246.63	4,241.63	11,866.00
5150.6 · Septic Maintenance	0.00	550.00	1,000.00
Total 5150 · Repairs & Maintenance	3,180.60	20,722.45	30,338.68
5160 · Security	0.00	3,255.59	527.00
5180 · Services			
5180.1 · Classes	0.00	0.00	0.00

**Wrightwood Community Services District
 Profit & Loss Budget Performance
 April 2020**

	Apr 20	Jul '19 - Apr 20	Annual Budget
5180.2 · Sports League			
5180.2C · Flag Football	0.00	566.01	2,527.82
5180.2A · Softball	0.00	3,844.66	
5180.2B · Soccer	0.00	383.40	
5180.2C · Cornhole	0.00	438.09	2,525.32
5180.2D · Other Park & Rec Expenses	0.00	1,473.70	
5180.2 · Sports League - Other	0.00	220.65	3,000.00
Total 5180.2 · Sports League	0.00	6,926.51	8,053.14
5182 · Services Coordinator	0.00	2,655.00	14,040.00
5180 · Services - Other	0.00	1,600.00	
Total 5180 · Services	0.00	11,181.51	22,093.14
5190 · Solid Waste Disposal Fees	7,154.57	113,748.79	122,740.00
5210 · Telephone			
5210.3 · Office Phone	139.88	1,254.87	1,500.00
Total 5210 · Telephone	139.88	1,254.87	1,500.00
5220 · Travel	0.00	67.28	
5240 · Utilities			
5240.1 · Electric			
5240.1A · Community Center	160.45	3,281.14	4,124.00
5240.1B · Museum	38.81	566.39	716.86
5240.1C · Street Lights	333.14	3,315.33	3,800.00
Total 5240.1 · Electric	532.40	7,162.86	8,640.86
5240.2 · Gas			
5240.2A · Community Center	250.40	1,849.86	2,680.00
5240.2B · Museum	97.18	679.37	458.56
Total 5240.2 · Gas	347.58	2,529.23	3,138.56
5240.3 · Trash			
5240.3A · Community Center	180.21	1,730.00	2,089.44
5240.3 · Trash - Other	0.00	36.05	
Total 5240.3 · Trash	180.21	1,766.05	2,089.44
5240.4 · Water			
5240.4A · Community Center	138.73	2,480.10	1,800.00
5240.4B · Museum	26.06	247.77	306.60
Total 5240.4 · Water	164.79	2,727.87	2,106.60
Total 5240 · Utilities	1,224.98	14,186.01	15,975.46
5900 · Debt Service			
5900.1 · Principal Expense	27,000.00	27,000.00	27,000.00
Total 5900 · Debt Service	27,000.00	27,000.00	27,000.00
66000 · *Payroll Expenses	0.00	0.00	0.00
Total Expense	46,952.77	330,546.16	402,228.86
Net Ordinary Income	94,156.82	123,615.83	92,655.51
Other Income/Expense			
Other Income			
4600 · Interest Income	0.00	30.62	

Wrightwood Community Services District Profit & Loss Budget Performance April 2020

	<u>Apr 20</u>	<u>Jul '19 - Apr 20</u>	<u>Annual Budget</u>
Total Other Income	0.00	30.62	
Other Expense			
7100 · Capital Outlay Expense	0.00	0.00	40,223.00
Total Other Expense	0.00	0.00	40,223.00
Net Other Income	0.00	30.62	-40,223.00
Net Income	<u>94,156.82</u>	<u>123,646.45</u>	<u>52,432.51</u>

APRIL 2020 DISBURSEMENTS AND DEPOSITS

Check Number	Amount	Disbursement Date	Cleared Date	Payee	Account
1787	\$4,243.75	4/6/2020	4/14/2020	Brunick McElhane & Kennedy	Mar Attorney
1788	\$7,154.57	4/6/2020	4/13/2020	CR&R	Solid Waste
1789	\$461.00	4/6/2020	4/8/2020	Mountaineer Progress	Public Notice
1790	\$48.35	4/6/2020	4/17/2020	SCE	Museum
1791	\$166.05	4/6/2020	4/13/2020	Waxie	Lysol
1792	\$180.21	4/6/2020	4/13/2020	CR&R	Community Bldg
1793	\$211.16	4/6/2020	4/17/2020	SCE	Community Bldg
1794	\$333.14	4/6/2020	4/14/2020	SCE	Street Lights
Debit Card	\$275.00	4/8/2020	4/8/2020	USPS	Postage for Dump Cards
Debit Card	\$257.30	4/8/2020	4/8/2020	Pacific Electric	Cables and Connectors
Auto Debit	\$59.17	4/10/2020	4/10/2020	ADP	Payroll Processing
Debit Card	\$599.26	4/13/2020	4/13/2020	Andy Gump	Port Potties
Debit Card	\$385.00	4/14/2020	4/14/2020	USPS	Postage for Dump Cards
Debit Card	\$36.96	4/15/2020	4/15/2020	Amazonb	Floor Stripper
1795	\$2,400.00	4/17/2020	4/24/2020	Davison Electric	SCE Panel
1796	\$600.00	4/17/2020	4/17/2020	Doran Construction	Snow Removal
1797	\$27,000.00	4/17/2020	4/27/2020	Revolving Loan Fund	Skate Park loan
1798	\$250.40	4/17/2020	4/28/2020	So Cal Gas	Community Bldg
1799	\$2,357.05	4/17/2020	4/24/2020	County of Sb	Solid Waste
1800	\$97.18	4/17/2020	4/28/2020	So Cal Gas	Museum
Debit Card	\$12.25	4/20/2020	4/20/2020	Amazon	Pens
1801	\$138.73	4/20/2020	4/24/2020	Golden State Water	Community Bldg
1802	\$130.96	4/20/2020	4/28/2020	Mountain Hardware	Supplies
Debit Card	\$59.03	4/21/2020	4/21/2020	Amazon	Striping Paint
Debit Card	\$37.60	4/21/2020	4/21/2020	Amazon	Handicap Stencil
Auto Debit	\$59.17	4/24/2020	4/24/2020	ADP	Payroll Processing
1803	\$26.06	4/27/2020	4/27/2020	Golden State Water	Museum
Auto Debit	\$14.00	4/27/2020	4/27/2020	Amazon	Prime fee
Debit Card	\$152.77	4/29/2020	4/29/2020	Amazon	Toner
TOTAL	\$43,502.37				

	Payroll
4/1 PAYROLL	\$2,632.98
4/1 TAXES	\$722.34
4/16 Payroll	\$2,430.98
4/16 Taxes	\$652.52
TOTAL	\$6,438.82

Deposits		
Date	Amount	Name
4/2/2020	\$24,106.59	Property tax
4/4/2020	\$5,416.82	Solid Waste Franchise
4/17/2020	\$1,500.00	Donation
4/20/2020	\$250.00	Refund
4/20/2020	\$107,135.26	SB County
4/20/2020	\$2,376.42	LA County
4/27/2020	\$472.50	Rental Income
TOTAL	\$141,257.59	

DEPOSITS AND DISBURSEMENTS FISCAL YEAR 2019/2020

Month	Beginning Balance	Deposit	Total Disburstments	Payroll	Gross
7/1/2018	\$259,090.74	\$11,960.88	\$44,442.86	\$8,123.05	\$218,485.71
8/1/2018	\$218,485.71	\$5,771.40	\$19,693.02	\$13,947.56	\$190,616.53
9/1/2018	\$190,616.53	\$18,411.28	\$10,516.48	\$5,486.40	\$193,024.93
10/1/2018	\$190,616.53	\$7,717.37	\$56,644.05	\$8,639.45	\$133,050.40
11/1/2018	\$133,050.40	\$45,368.53	\$18,227.22	\$9,447.56	\$150,744.15
12/1/2018	\$150,744.15	\$156,229.41	\$19,127.12	\$2,418.65	\$285,427.79
1/1/2019	\$285,427.79	\$16,833.06	\$25,583.29	\$5,555.00	\$271,122.56
2/1/2019	\$271,122.56	\$14,740.17	\$29,036.44	\$5,984.69	\$250,841.60
3/1/2019	\$250,841.60	\$20,018.95	\$173,496.75	\$6,654.94	\$90,708.86
4/1/2019	\$90,708.86	\$141,257.59	\$47,815.98	\$6,438.82	\$177,711.65
5/1/2019					
6/1/2019					

Estimate Cash Flow Statement		MONTHLY HOURS				
		GM	PARK	OFFICE	PARK/REC	MONTH
Current Bank Balance	\$177,711.65	108	80	80	15	BUDGETED
Savings Account	\$150,054.10	142.5	94.75	81	0	Jul-19
Reserve Account	\$14,016.28	83.5	107	108.5	0	Aug-19
Total Estimate Revenue	\$341,782.03	63	68	112.25	0	Sep-19
Accounts Payable	Outstanding	112.75	88	117	0	Oct-19
Election Payment	\$10,583.00	91	69.75	92.5	0	Nov-19
Skate Park	\$0.00	82.25	38.5	90.5	0	Dec-19
		91.25	82.25	94.25	0	Jan-20
Total Estimated Expense	\$10,583.00	91.5	72.5	107.75	17	Feb-20
Balance	\$331,199.03	90.75	91.25	105.5	5	Mar-20
		93	85	90	0	Apr-20
						May-20
						Jun-20

10 on call
 18 on call 4.5 car
 3.5 mtg 16 on call
 8 on call 2 halloween
 9 on call
 17 on call
 25 on call
 12 on call

Election payments are due each January/ 3 remaining

Skate Park payments are due each April/ 0 remaining

Hours are 5 consecutive hours per work day. number of work days can vary dependent upon the days of the week, compared to the days of the month.

ITEM 8

POTENTIAL EXPANSION OF TRI-COMMUNITY CO-OP SERVICES:

DISCUSSION AND POSSIBLE ACTION



ITEM 9

LAFCO BALLOT:

DISCUSSION AND POSSIBLE ACTION



During the March 3, 2020 meeting, the Board voted to nominate Kimberly Cox for a seat on the LAFCO Board. We now need to vote on a candidate. The people nominated for the seat on the board are;

Kimberly Cox

T. Milford Harrison

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BALLOT

**REGULAR SPECIAL DISTRICT MEMBER
OF THE LOCAL AGENCY FORMATION COMMISSION
FOR SAN BERNARDINO COUNTY**

The _____
(Name of District)

hereby votes for the marked candidate as indicated below:

REGULAR SPECIAL DISTRICT MEMBER OF LAFCO:

_____ **KIMBERLY COX (Incumbent -- Member of the Board of
Directors of the Mojave Water Agency)**

_____ **T. MILFORD HARRISON (Member of the Board of
Directors of San Bernardino Valley Municipal Water District)**

I, _____, do hereby certify that at its scheduled meeting
of _____, the Board of Directors voted to elect the above-marked
candidate as the Regular Special District Member of the Local Agency Formation
Commission for San Bernardino County, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

District President/Authorized Board Member

Dated: _____

KIMBERLY COX, DPA

EDUCATION Doctorate, Public Administration, California Baptist University – 2019
Masters, Public Administration, Cal State San Bernardino – 2004
Bachelor of Science, Business Administration, University of Phoenix – 1999

PUBLIC SERVICE **MOJAVE WATER AGENCY**
November 2003 – Present

First elected in 2003. Served in numerous board positions including president, vice-president, Watermaster chair and vice-chair.

LOCAL AGENCY FORMATION COMMISSION (LAFCO)

April 2004 – Present

Appointed to LAFCO by special districts within San Bernardino County.

LAHONTAN REGIONAL WATER QUALITY CONTROL BOARD

September 2013 – Present

Received three appointments from Governor Jerry Brown (2013, 2014, 2018)

-
- MEMBERSHIPS/ ACTIVITIES**
- California Special Districts Association (CSDA) – Current Member
 - Participates in expert working groups including Human Resources; LAFCO; Administration; Legislation
 - American Public Works Association – Current Member
 - Association of California Water Agencies – Current Member
 - American Water Works Association – Current Member
 - California Parks and Recreation Society – Current Member
 - International City/County Management Association – Current Member
 - American Society of Public Administration – Current Member
 - Integrated Waste Management Board (2010-2013, 2016-present) – Special District Representative
 - Zone 4 Flood Commission, Director (2010-2013)
 - San Bernardino County Commission on the Status of Women (2005-2007)
 - Measure I Renewal Task Force (2005)
 - Helendale Chamber of Commerce Board (2004-2006)
 - California WaterReuse Association Board (2003-2005)
 - League of California Cities Public Works Committee (2003-2005)
-

WORK EXPERIENCE **GENERAL MANAGER/HELENDALE COMMUNITY SERVICES DISTRICT**
February 2007 – Present

Responsible for administrative activities of an organization considered a "junior city" providing many municipal-level services. Duties include budget development, contract negotiations, oversight of day-to-day service delivery including water, wastewater, solid waste management, park and recreation and street lighting. Implements/revises five-year Capital Improvement Plan. Implements vision and direction of the elected board of directors. Informs board of issues and opportunities. Interfaces with community organizations, government entities and individuals on behalf of the organization.

SENIOR MANAGEMENT ANALYST – CITY OF VICTORVILLE

August 2002 – February 2007

Served in the City Manager's office on special projects (2005-2007) and in Public Works Department (2002-2005) serving as acting director in the director's absence. Provided oversight for 100 staff with operating budget of over \$50 million. Represented the City by attending inter-governmental meetings including the regional wastewater authority, League of California Cities Mountain Desert meetings, San Bernardino Area Governments (renamed SBCTA), and American Public Works Association High Desert Chapter, San Bernardino County Flood Control and local community groups.

WATER RESOURCE SPECIALIST – CITY OF HESPERIA

August 1999 – August 2002

Represented the City at various organizations such as Mojave Water Agency, Lahontan Regional Water Quality Control Board, Victor Valley Wastewater Reclamation Authority. Monitored regulatory standards, legislation and adjudicatory matters impacting the City's core functions. Developed and implemented public outreach programs with the community and schools providing education and resources. Prepared department budget and participated in inter-governmental work groups.



380 East Vanderbilt Way
San Bernardino, CA 92408
phone: 909.387.9200
fax: 909.387.9247
www.sbvmd.com

2020 MAR -3 PM 4: 34

LOCAL AGENCY
FORMATION COMMISSION

March 3, 2020

San Bernardino County Special Districts

Dear Special District Agency Representatives,

Thank you for the privilege of reaching out to you with regard to our Special Districts' representation on the Local Agency Formation Commission (LAFCO). I have received the support of my San Bernardino Valley Municipal Water District (Valley District) Board, to submit my name for your consideration for appointment as Regular Member representing Special Districts on the LAFCO Commission.

LAFCO has a direct impact upon each of our Special Districts as well as other forms of local government. Issues are presented and actions taken which can significantly affect the operations, entitlements and futures of our Districts. Fortunately, Special Districts have the privilege of appointing two of our members to represent us on the Commission and protect our interests.

In addition to my Valley District position I have for the last four years been a Member of our Association of San Bernardino County Special Districts Board (ASBCSD) representing the San Bernardino Valley Water Conservation District and for the last year, Valley District. During this period several of us on the ASBCSD Board have had a growing frustration as to why we receive so few reports from our two LAFCO Special District Commissioners, as to what is occurring each month at LAFCO and how it may affect any or all of our Special Districts.

It is my opinion, and that of a number of other Special District members who have approached me regarding this concern, that our Special District LAFCO representatives should attend each of our Special District monthly membership meetings and report as to what has occurred or is being proposed at LAFCO which may affect any or all of our Districts. In addition, we feel that our representative should reach out to any Special Districts who are directly affected by any LAFCO agenda items. We feel they should also be soliciting the advice of our Members as to what positions the Association recommends on upcoming relevant agenda issues.

I have an extensive background in local government and have been directly involved in several issues upon which LAFCO decisions were critical. My experience includes City, County, regional and Special District positions in the last twenty plus years. I served as a Councilmember and Mayor for the City of Loma Linda, as Executive Director for San Bernardino International Airport and as Chief of Staff for two County Supervisors. My education includes a JD degree from California Southern Law School. I thoroughly enjoy serving on a Special District Board, with our ASBCSD Association and with our State Organization, CSDA, where I serve on the Legislative Committee, as well as Election and By-Laws.

Board of Directors and Officers

JUNE HAYES
Division 1

GIL NAVARRO
Division 2

SUSAN LONGVILLE
Division 3

T. MILFORD HARRISON
Division 4

PAUL R. KIELHOLD
Division 5

HEATHER DYER
General Manager

If I am selected by our Association to serve on the LAFCO Commission, I pledge to keep Special Districts informed of LAFCO agendas and initiatives and to represent you to the best of my ability. I will solicit your input on matters affecting any of our individual members and those affecting all Districts.

All of my contact information is listed below and I solicit any advice or input you might provide. I would appreciate your consideration in voting for my appointment to the LAFCO Commission.

Sincerely yours,



T. Milford Harrison, Board President, San Bernardino Valley Municipal Water District

Cell: 909-645-1731; Email: milfordharrison@aol.com;
Personal Mail Address: P.O. Box 966, Linda, CA 92354

ITEM 10

CR&R RATE ADJUSTMENT:

DISCUSSION AND POSSIBLE ACTION





9828 BUCKWHEAT ROAD
P.O. BOX 290309
PHELAN, CA 92329
760-868-6353
FAX 760-868-3689

April 23, 2020

Ms. Lori Golden
General Manager
Wrightwood CSD
1275 Hwy 2
PO Box 218
Wrightwood, CA 92397

Re: 2020-2021 Rate Adjustment

Dear Lori:

As a condition of Franchise Agreement between the Wrightwood Community Services District and CR&R Incorporated, the rates illustrated in Exhibit "E" shall be adjusted annually in accordance with Section 13.2

Based on the aforementioned, I have prepared the methodology as prescribed in the contract to calculate the 2.9% increase cost in residential services and the 2.3% increase costs in commercial services. These incremental increases that will become effective on July 1, 2020

Please review the attached and advise me if a meeting is desired or the rates as prepared are consistent with the contract.

Respectfully,

Brent D. Speers
General Manager

Attachments

Attachment 1

2020-2021
Franchise Area Rates

Franchise Area/Zona WCSO
Effective Date 07/01/2020
Jurisdiction WRIGHTWOOD
Subscription X
Uniform _____

RESIDENTIAL BARREL SERVICE (adjusted as Residential)

SERVICE CATEGORY	CURRENT RATE		RATE EFFECTIVE 7/1/2020	
	RATE		RATE	
Carts 2 (64) gallons Trash	\$	28.65 per month	\$	29.48 per month
Carts 2 (64) gallons 1 Trash 1 Recycle	\$	28.65 per month	\$	29.48 per month
Additional Cart (64) gallons	\$	6.48 per month	\$	6.67 per month
Pull Out Service	\$	9.71 per month	\$	9.99 per month

RESIDENTIAL BIN SERVICE (adjusted as Residential)

SERVICE CATEGORY	CURRENT RATE		RATE EFFECTIVE 7/1/2020	
	FREQUENCY (PER WEEK)			
	1X	2X	1X	2X
REFUSE				
1.5 CY	\$	66.87	\$	68.81
2 CY	\$	89.20	\$	91.79
3 CY	\$	133.82	\$	137.70
4 CY	\$	178.37	\$	183.54
RECYCLING				
2 CY	\$	81.35	\$	83.71
3 CY	\$	121.99	\$	125.53
4 CY	\$	160.27	\$	164.92

RESIDENTIAL BIN SERVICE SPECIAL CHARGES (adjusted as Residential)

SERVICE CATEGORY	CURRENT RATE		RATE EFFECTIVE 7/1/2020	
	RATE		RATE	
Extra Pick Up	\$	67.90 per occurrence	\$	69.87 per occurrence

MULTI-FAMILY BIN SERVICE (adjusted as Residential)

SERVICE CATEGORY	CURRENT RATE		RATE EFFECTIVE 7/1/2020	
	FREQUENCY (PER WEEK)			
	1X	2X	1X	2X
REFUSE				
1.5 CY	\$	68.28	\$	70.26
2 CY	\$	89.20	\$	91.79
3 CY	\$	133.82	\$	137.70
4 CY	\$	178.37	\$	183.54
RECYCLING				
2 CY	\$	81.35	\$	83.71
3 CY	\$	121.99	\$	125.53
4 CY	\$	160.27	\$	164.92

MULTI-FAMILY BIN SERVICE SPECIAL CHARGES (adjusted as Residential)

SERVICE CATEGORY	CURRENT RATE		RATE EFFECTIVE 7/1/2020	
	RATE		RATE	
Extra Pick Up	\$	67.90 per occurrence	\$	69.87 per occurrence

Attachment 1

2020-2021
Franchise Area Rates

Franchise Area/Zone WCSO
Effective Date 07/01/2020
Jurisdiction WRIGHTWOOD
Subscription X _____
Uniform _____

COMMERCIAL BIN SERVICE (adjusted as Commercial)

SERVICE CATEGORY	CURRENT RATE					
	FREQUENCY (PER WEEK)					
	1X	2X	3X	4X	5X	6X
REFUSE						
2 CY	\$ 116.15	\$ 220.04	\$ 323.97	\$ 427.88	\$ 531.80	\$ 635.72
3 CY	\$ 180.21	\$ 323.14	\$ 472.02	\$ 620.89	\$ 769.81	\$ 918.62
4 CY	\$ 231.00	\$ 428.29	\$ 625.55	\$ 822.81	\$ 1,020.05	\$ 1,217.37
RECYCLING						
2 CY	\$ 78.14	\$ 117.19				
3 CY	\$ 153.96					

SERVICE CATEGORY	RATE EFFECTIVE 7/1/2020					
	FREQUENCY (PER WEEK)					
	1X	2X	3X	4X	5X	6X
REFUSE						
2 CY	\$ 118.36	\$ 224.22	\$ 330.13	\$ 436.01	\$ 541.90	\$ 647.80
3 CY	\$ 183.63	\$ 329.28	\$ 480.99	\$ 632.69	\$ 784.44	\$ 936.07
4 CY	\$ 238.39	\$ 436.43	\$ 637.44	\$ 838.44	\$ 1,039.43	\$ 1,240.50
RECYCLING						
2 CY	\$ 79.62	\$ 119.42				
3 CY	\$ 156.89					

COMMERCIAL BIN SERVICE SPECIAL CHARGES (adjusted as Commercial)

SERVICE CATEGORY	CURRENT RATE	RATE EFFECTIVE 7/1/2020
	RATE	RATE
Extra Pick Up	\$ 63.53 per occurrence	\$ 64.74 per occurrence
3 CY clean up bin	\$ 133.62 per occurrence	\$ 136.16 per occurrence
6 CY clean up bin	\$ 267.22 per occurrence	\$ 272.30 per occurrence

ROLLOFF SERVICE

SERVICE CATEGORY	CURRENT RATE	RATE EFFECTIVE 7/1/2020
	RATE	RATE
REFUSE		
10 CY box (up to 7.5 tons)	\$ 756.57	\$ 765.17
20 CY box (up to 3.5 tons)	\$ 516.82	\$ 525.42
30 CY box (up to 4 tons)	\$ 546.78	\$ 555.38
40 CY box (up to 4 tons)	\$ 546.78	\$ 555.38

**Attachment 2
Initial Cost Component Weightings**

Residential and Commercial

Cost Category	Residential	Commercial
Landfill Disposal	0.0%	32.1%
Fuel	6.8%	7.1%
Service	93.2%	60.8%
Other Operations	0.0%	0.0%
Total	100.0%	100.0%

Roll Off

Cost Category	
Landfill Disposal Facility Fee Component	
Landfill Disposal	100%
Operating Component	
Fuel	12.8%
Service	87.2%
Total	100.0%

ATTACHMENT 3-1
EXAMPLE RESIDENTIAL CART, RESIDENTIAL BIN, AND MULTI-FAMILY BIN RATE ADJUSTMENT FORMULA IN LANDUSE FEE AREAS WHERE THERE IS NO LANDFILL DISPOSAL COMPONENT

Step One: Calculate percentage change in indices

Row	Adjustment Factor	Index	A	B	C
			Old Index Value	New Index Value	Percent Change In Index (Column B/ Column A) -1)
1	Landfill Disposal	(1)	N/A	N/A	
3	Fuel	(2)	3.875	3.922	1.2%
3	Service	(3)	267.261	275.984	3.0%
4	Other Operations	(3)	267.261	275.384	3.0%

Step Two: Determine components

Row	Adjustment Factor	Index	D	E	F
			Cost Component Weightings as a % of Component Total (4)	Percent Change In Index (from Column C)	Total Weighted Change (Columns D x E)
5	Landfill Disposal	(1)	0.0%		
6	Fuel	(2)	5.3%	1.2%	0.1%
7	Service	(3)	94.7%	3.0%	2.8%
8	Other Operations	(3)	0.0%	3.0%	0.0%
9	Total		100.0%		2.9%

Step Three: Apply percentage change to rates

Row	Rate Category (Examples)	G	H	I	J
		Current Customer Rate	Total Weighted Percentage Change (from Column F)	Rate Increase or Decrease (Column G x Column H)	Adjusted Rate (Column G + Column I)
10	Res. 95-gallon Cart	\$ 22.56	2.9%	\$ 0.65	\$ 23.21
11	Res. 35-gallon Senior	\$ 17.48	2.9%	\$ 0.51	\$ 17.99
12	Extra 95-gallon Refuse	\$ 5.13	2.9%	\$ 0.15	\$ 5.28
13	Extra Pickup	\$ 33.46	2.9%	\$ 0.97	\$ 34.43
14	Res. 2 cy bin, 1/wk	\$ 81.36	2.9%	\$ 2.36	\$ 83.72
15	Res. 2 cy bin, 2/wk	\$ 162.62	2.9%	\$ 4.72	\$ 167.34

Step Four: Re-weight cost components

Row	Adjustment Factor	Index	K	L	M	N	O
			Cost Component (Column D)	Percent Change in Index (Column E)	Change in Cost Component Weightings (Column K x Column L)	Adjusted Cost Component Weightings (Column K + Column M)	Cost Components Reweighted to Equal 100% (Column N Row divided by Column N Total)
16	Landfill Disposal	(1)	0.0%	0.0%	0.0%	0.0%	0.0%
17	Fuel	(2)	5.3%	1.2%	0.1%	5.4%	5.2%
18	Service	(3)	94.7%	3.0%	2.8%	97.5%	94.8%
19	Other Operations	(3)	0.0%	3.0%	0.0%	0.0%	0.0%
20	Total		100.0%			102.9%	100.0%

(1) San Bernardino County Disposal System non-WDA per ton gate rate - actual change July 1 to July 1.

(2) This example used the diesel index. California No. 2 Diesel Ultra Low-Sulfur (0-15 ppm) Retail Prices (Dollars Per Gallon), U.S. Energy Information Administration - average annual change. For natural gas fleets, use Natural Gas (CNG) Information Reported by Clean Cities, West Coast (Table 5 of quarterly report) - average annual change. See Attachment 4 for example calculation.

(3) CPI for All Urban Consumers, Los Angeles-Long Beach-Anaheim, CA, All Items less energy - average annual change. See Attachment 4 for example calculation.

(4) First year based on Attachment 2. After the first adjustment, weightings come from Column O of the previous year's rate adjustment worksheet.

**ATTACHMENT 3-2
EXAMPLE COMMERCIAL BIN AND COMMERCIAL BARREL ADJUSTMENT FORMULA**

Step One: Calculate percentage change in indices

Row	Adjustment Factor	Index	A	B	C
			Old Index Value ¹	New Index Value	Percent Change in Index [(Column B/ Column A) - 1]
1	Landfill Disposal	(1)	\$ 47.94	\$ 47.94	0.0%
3	Fuel	(2)	3,875	3,922	1.2%
3	Service	(3)	267,261	275,384	3.0%
4	Other Operations	(3)	267,261	275,384	3.0%

Step Two: Determine components

Row	Adjustment Factor	Index	D	E	F
			Cost Component Weightings as a % of Component Total (4)	Percent Change in Index (from Column C)	Total Weighted Change (Columns D x E)
5	Landfill Disposal	(1)	22.0%	0.0%	0.0%
6	Fuel	(2)	5.3%	1.2%	0.1%
7	Service	(3)	69.9%	3.0%	2.1%
8	Other Operations	(3)	2.8%	3.0%	0.1%
9	Total		100.0% [*]		2.3%

Step Three: Apply percentage change to rates

Row	Rate Category (Examples)	G	H	I	J
		Current Customer Rate	Total Weighted Percentage Change (from Column F)	Rate Increase or Decrease (Column G x Column H)	Adjusted Rate (Column G + Column I)
10	Multi-Fam. Refuse 3-yd bin 1x,wk	\$ 161.95	2.3%	\$ 3.72	\$ 165.67
11	Multi-Fam. Recycling 3-yd bin 1x,wk	\$ 119.75	2.3%	\$ 2.75	\$ 122.50
12	Multi-Fam. Green Waste 3-yd bin 1x,wk	\$ 189.84	2.3%	\$ 4.37	\$ 194.21
13	Com. Refuse 3-yd bin 1x,wk	\$ 161.95	2.3%	\$ 3.72	\$ 165.67
11	Com. Recycling 3-yd bin 1x,wk	\$ 119.75	2.3%	\$ 2.75	\$ 122.50
	Com. Green Waste 3-yd bin 1x,wk	\$ 189.84	2.3%	\$ 4.37	\$ 194.21
14	Locking Lid	\$ 8.70	2.3%	\$ 0.20	\$ 8.90

Step Four: Re-weight cost components

Row	Adjustment Factor	Index	K	L	M	N	O
			Cost Component (Column D)	Percent Change in Index (Column E)	Change in Cost Component Weightings (Column K x Column L)	Adjusted Cost Component Weightings (Column K + Column M)	Cost Components Reweighted to Equal 100% (Column N Row divided by Column N Total)
15	Landfill Disposal	(1)	22.0%	0.0%	0.0%	22.0%	21.5%
16	Fuel	(2)	5.3%	1.2%	0.1%	5.4%	5.3%
17	Service	(3)	69.9%	3.0%	2.1%	72.0%	70.4%
18	Other Operations	(3)	2.8%	3.0%	0.1%	2.9%	2.8%
19	Total		100.0% [*]			102.3%	100.0%

(1) San Bernardino County Disposal System non-WDA per ton gate rate - actual change July 1 to July 1.

(2) This example used the diesel index. California No. 2 Diesel Ultra Low-Sulfur (0-15 ppm) Retail Prices (Dollars Per Gallon), U.S. Energy Information Administration - average annual change. For natural gas fleets, use Natural Gas (CNG) Information Reported by Clean Cities, West Coast (Table 5 of quarterly report) - average annual change. See Attachment 4 for example calculation.

(3) CPI for All Urban Consumers, Los Angeles-Long Beach-Anaheim, CA, All items less energy - average annual change. See Attachment 4 for example calculation.

(4) First year based on Attachment 2. After the first adjustment, weightings come from Column O of the previous year's rate adjustment worksheet.

**ATTACHMENT 3-3
EXAMPLE ROLL-OFF BOX ADJUSTMENT FORMULA**

Step One: Calculate percentage change in indices

Row	Adjustment Factor	Index	A	B	C
			Old Index Value	New Index Value	Percent Change in Index ((Column B/ Column A) -1)
1	Fuel	(2)	3.875	3.922	1.2%
2	Service	(3)	267.261	275.384	3.0%
3	Landfill Disposal	(1)	\$ 59.94	\$ 59.94	n/a

Step Two: Determine components

Row	Adjustment Factor	Index	D	E	F
			Cost Component Weightings as a % of Component Total (4)	Percent Change in Index (from Column C)	Total Weighted Change (Columns D x E)
4	Operating Fee Component				
5	Fuel	(2)	7.4%	1.2%	0.1%
6	Service	(3)	92.6%	3.0%	2.8%
7	Total Operating Component		100.0%		2.9%
8	Solid Waste Facility Fee Component				
9	Landfill Disposal	(1)	100.0%	n/a	\$ 59.94

Step Three: Apply percentage change to rates

Row	Rate Category (Examples)	G	H	I	J
		Current Customer Rate	Total Weighted Percentage Change (from Column F)	Rate Increase or Decrease (Column G x Column H)	Adjusted Rate (Column G + Column I)
10	Operating Fee Component				
11	Refuse - 10 cy box	\$ 332.17	2.9%	\$ 9.63	\$ 341.80
12	Recycling - 40 cy box	\$ 332.17	2.9%	\$ 9.63	\$ 341.80
13	Greenwaste - 20 yd box	\$ 332.17	2.9%	\$ 9.63	\$ 341.80
14	Relocation	\$ 90.12	2.9%	\$ 2.61	\$ 92.73
15	Solid Waste Facility Fee Component - Set Equal to New County Rate				
16	Refuse - 10 cy - up to 8 tons				
16	Per Ton	\$ 59.94	n/a	n/a	\$ 59.94
17	Total Rate Example				
18	Operating Fee Component - Refuse - 10 cy box				\$ 341.80
19	Solid Waste Fee Component - Refuse - 10 cy box (up to 8 tons)			\$59.94 x 8 =	\$ 479.52
20	Total Rate				\$ 821.32

Step Four: Re-weight cost components

Row	Adjustment Factor	Index	K	L	M	N	O
			Cost Component (Column D)	Percent Change in Index (Column E)	Change in Cost Component Weightings (Column K x Column L)	Adjusted Cost Component Weightings (Column K + Column M)	Cost Components Reweighted to Equal 100% (Column N Row divided by Column N Total)
21	Fuel	(2)	7.4%	1.2%	0.1%	7.5%	7.3%
22	Service	(3)	92.6%	3.0%	2.8%	95.4%	92.7%
23	Total		100.0%			102.9%	100.0%

(1) San Bernardino County Disposal System non-WDA per ton gate rate for roll-off box loads - set at actual rate as of July 1 effective date.

(2) This example used the diesel index. California No. 2 Diesel Ultra Low-Sulfur (0-15 ppm) Retail Prices (Dollars Per Gallon), U.S. Energy Information Administration - average annual change. For natural gas fleets, use Natural Gas (CNG) Information Reported by Clean Cities, West Coast (Table 5 of quarterly report) - average annual change. See Attachment 4 for example calculation.

(3) CPI for All Urban Consumers, Los Angeles-Long Beach-Anaheim, CA, All Items less energy - average annual change. See Attachment 4 for example calculation.

(4) First year based on Attachment 2. After the first adjustment, weightings come from Column O of the previous year's rate adjustment worksheet.

ATTACHMENT 4

EXAMPLE RATE ADJUSTMENT FORMULA - CALCULATION FOR AVERAGE ANNUAL CHANGE IN PUBLISHED PRICE INDICES

Rate adjustment indices for fuel, service and other operations are calculated using the "average annual change" as demonstrated in the example below, measured for the twelve months ended the December before each rate adjustment, as compared to the twelve months ended the prior December.

The following example is for the Consumer Price Index for All Urban Consumers, Los Angeles-Long Beach-Anaheim, all items less energy index average that is used to adjust the service and/or other operations cost components. If a rate adjustment based on this CPI index were to be implemented as of July 1, 2020, the twelve-month average annual index for the 12 months ended December 2019 of 275.384 would have been the "New Index Value" to be used in Column B of the example rate adjustment formulas in Attachment 3-1 through 3-3 average annual index for the 12 months ended December 2018 of 267.261 would have been the "Old Index Value" in Column A. This would have resulted in a 3.0% increase to the service and/or other operations cost components in Column C.

Consumer Price Index – All Urban Consumers, Los Angeles-Long Beach-Anaheim, CA All items less energy, CUURS49ASA0LE

Year	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Average
2018	263.457	264.83	265.909	266.6	266.971	266.441	266.950	267.425	269.273	270.021	269.851	269.401	267.261
2019	271.869	271.996	273.189	274.505	274.798	275.518	275.897	276.331	277.256	278.028	278.051	277.171	275.384

Average Annual Change: 3.0%

The diesel fuel index would be calculated in the same manner, using the monthly indices. The natural gas index would average the reports published in January, April, July and October of each year to determine the annual average. See examples below:

California No. 2 Diesel Ultra Low Sulfur (0-15 ppm) Retail Prices (Dollars per Gallon), U.S. Energy Information Administration

Year	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Average
2018	3.639	3.68	3.654	3.973	3.941	3.982	3.957	3.94	3.973	4.086	4.018	3.858	3.875
2019	3.753	3.734	3.789	3.953	4.128	4.035	3.949	3.906	3.923	3.985	4.003	3.902	3.922

Average Annual Change: 1.2%

Natural Gas (CNG) Information Reported by Clean Cities, West Coast (Table 5 of Quarterly Report)

Year	January Report	April Report	July Report	October Report	Average
2018	\$2.45	\$2.48	\$2.47	\$2.52	\$2.48
2019	\$2.47	\$2.53	\$2.53	\$2.49	\$2.51

Average Annual Change: 1.2%

ITEM 11

FY 2020-21 BUDGET PREPARATION:

DISCUSSION AND POSSIBLE ACTION



Wrightwood Community Services District
Profit & Loss Budget Overview
July 1, 2019 through March 17, 2020

Ordinary Income/Expense	Jul 1, '19 - Mar 17, 20	2019/2020 Budget	2018-2019	2019-2020 Annualized	Budget 2020-2021
			Actual		
Income					
4000 · Facility Rental					
4000.1 · CC Parking Lot	283.50		1,377.00	400.24	1,300.00
4000.2 · Kitchen Fees	200.00	20,000.00	1,600.00	282.35	250.00
4000.3 · Old Firehouse / Museum	1,925.50		3,132.50	2,718.35	3,000.00
4000.4 · P A System			70.00	0.00	0.00
4000.5 · Security - Cleaning Deposit	0.00		757.15	0.00	0.00
4000.6 · Storage Fees	20.00		110.00	28.24	40.00
4000.7 · Vivian Null Park Stage	20.00			28.24	
4000.8 · WW Community Bldg	6,884.25		8,434.50	9,718.94	10,000.00
4000.99 · Miscellaneous	310.00		25,799.50 *	437.65	0.00
4000 · Facility Rental - Other	0.00	0.00	0.00	0.00	0.00
Total 4000 · Facility Rental	9,643.25	20,000.00	41,280.65	13,614.00	14,590.00
4100 · Property Tax	83,562.95	125,902.97	139,979.19	117,971.22	142,000.00
4200 · Solid Waste Franchise Fee	61,718.88	87,000.00	56,484.71	87,132.54	67,000.00
4300 · Solid Waste Fees	146,868.81	241,981.40	227,841.65	207,372.44	229,000.00
4400 · Sports League		20,000.00	18,670.04		10,000.00
4400.2A · Softball	7,400.00			10,447.06	0.00
4400.2B · Flag Football	0.00			0.00	0.00
4400.2C · Soccer	0.00			0.00	0.00
4400.2D · Corn Hole	1,050.00			1,482.35	0.00
4401 · Donation Activities	1,148.19			1,620.97	0.00
4400 · Sports League - Other	0.00	0.00	0.00	0.00	0.00
Total 4400 · Sports League	9,598.19	20,000.00	18,670.04	13,550.39	10,000.00
4500 · Donations	200.00		400.00	282.35	0.00
4900 · Misc Refunds Rebates	906.07	0.00	0.00	1,279.16	0.00
	312,518.15	494,884.37	484,656.24	441,202.09	462,590.00
5000 · Advertising & Marketing	108.09		8,774.04	152.60	150.00
5010 · Bank Charges & Fees	99.97	492.68	423.71	141.13	200.00
5015 · Credit Card Fees	1.90			2.68	100.00
5020 · Depreciation	0.00		55,731.18	39,000.00	0.00
5030 · Dues & Subscriptions					
5030.1 · LAFCO Apportionments	268.09	381.95	-382.15	378.48	400.00
5030.2 · Memberships	2,045.15	1,771.00	1,923.00	2,887.27	2,100.00
5030 · Dues & Subscriptions - Other	382.15	0.00	7.00	539.51	500.00
Total 5030 · Dues & Subscriptions	2,695.39	2,152.95	1,547.85	3,805.26	3,000.00
5040 · Election Costs	0.00	10,583.00		10,583.00	15,000.00
5050 · Equipment	551.68		1,758.92	778.84	800.00
5060 · Green Waste Fees	0.00		4,510.00	0.00	4,510.00
5070 · Insurance					
5070.1 · Property & Liability	7,818.78	7,818.86	7,212.98	7,800.00	9,900.00
5070.2 · Workers Compensation	1,169.85	2,314.67	3,759.25	2,300.00	2,950.00
5070 · Insurance - Other	0.00			0.00	0.00
Total 5070 · Insurance	8,988.63	10,133.53	10,972.23	10,100.00	12,850.00

Wrightwood Community Services District
Profit & Loss Budget Overview
July 1, 2019 through March 17, 2020

	<u>Jul 1, '19 - Mar 17, 20</u>	<u>2019/2020 Budget</u>	<u>2018-2019</u>	<u>2019-2020 Annualized</u>	<u>Budget 2020-2021</u>
5080 · Meals & Entertainment	73.09		419.36	103.19	100.00
5090 · Office Admin					
5090.1 · Office Equipment	1,539.81	300.00	2,282.61	2,173.85	2,200.00
5090.2 · Online Software	844.62	450.00	944.85	1,192.40	1,000.00
5090.3 · Postage	-1.01	100.00	55.50	-1.43	1,200.00
5090.4 · Printing	245.77	1,960.00	238.06	346.97	1,000.00
5090.5 · Supplies	2,104.30	400.00	3,952.26	2,970.78	3,000.00
5090.6 · SW Dump Card		3,010.34		0.00	3,100.00
5090.61 · SW Dump Card Printing	1,570.42		1,256.83	2,217.06	
5090.62 · SW Dump Card Postage	42.35		1,061.30	59.79	
5090.63 · SW Dump Card Supplies	331.01		4,148.00	467.31	
5091 · Training	15.95			22.52	50.00
5090 · Office Admin - Other	0.00		0.00	0.00	0.00
Total 5090 · Office Admin	6,693.22	6,220.34	13,939.41	9,449.25	11,550.00
5100 · Payroll Expenses					
5100.1 · Administrative Staff	13,217.10	19,500.00	21,823.18	18,659.44	23,000.00
5100.2 · GM Salaries	27,550.51	37,065.00	49,226.23	38,894.84	37,065.00
5100.3 · Park Maintenance	9,982.50	15,500.00	9,148.25	14,092.94	14,400.00
5100.4 · Overtime	367.20		494.55	518.40	
5100.5 · Parks & Rec Coordinator	367.50			518.82	14,000.00
5100 · Payroll Expenses - Other	0.00	0.00	0.00	0.00	0.00
Total 5100 · Payroll Expenses	51,484.81	72,065.00	80,692.21	72,684.44	88,465.00
5110 · Payroll Tax Expense					
5110.1 · Federal Payroll Taxes	5,165.94	21,460.74	6,709.45	7,293.09	7,400.00
5110.2 · State Payroll Taxes	0.00	3,426.84	1,586.06	0.00	1,500.00
5110 · Payroll Tax Expense - Other	0.00	0.00	0.00	0.00	0.00
Total 5110 · Payroll Tax Expense	5,165.94	24,887.58	8,297.51	7,293.09	8,900.00
5120 · Permits & Licenses					
5120.1 · Health Permit	0.00	619.50	520.00	0.00	550.00
5120 · Permits & Licenses - Other	0.00	0.00	0.00	0.00	0.00
Total 5120 · Permits & Licenses	0.00	619.50	520.00	0.00	550.00
5130 · Professional Services					
5130.1 · Accounting	0.00	6,000.00	6,015.00	0.00	0.00
5130.2 · Audit	17,270.00	10,900.00	17,850.00	24,381.18	13,000.00
5130.3 · Legal Services	27,643.75	35,000.00	36,793.75	39,026.47	35,000.00
5130.4 · Website Development	0.00		1,666.87	0.00	0.00
5130.5 · Payroll Processing	636.86			899.10	1,450.00
5130 · Professional Services - Other	0.00	0.00	0.00	0.00	0.00
Total 5130 · Professional Services	45,550.61	51,900.00	62,325.42	64,306.74	49,450.00
5140 · Rent & Lease					
5140.1 · Porta Potty	4,189.23	3,000.00	3,002.46	5,914.21	4,500.00
5140 · Rent & Lease - Other	0.00	0.00	148.94	0.00	0.00
Total 5140 · Rent & Lease	4,189.23	3,000.00	3,151.40	5,914.21	4,500.00
5150 · Repairs & Maintenance					
5150.1 · Equipment	1,112.19	300.00	2,908.49	1,570.15	1,600.00
5150.2 · Facility Maintenance	4,176.48	5,222.68	4,187.20	5,896.21	18,000.00

Wrightwood Community Services District
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	<u>Jul 1, '19 - Mar 17, 20</u>	<u>2019/2020 Budget</u>	<u>2018-2019</u>	<u>2019-2020 Annualized</u>	<u>Budget 2020-2021</u>
5150.3 · Job Supplies	8,664.38	11,150.00	11,490.16	12,232.07	12,000.00
5150.4 · Plumbing Repairs	498.38	800.00	1,937.24	703.60	800.00
5150.5 · Property	18,161.00	11,866.00	1,026.20	25,639.06	2,900.00
5150.6 · Septic Maintenance	550.00	1,000.00	1,825.00	776.47	1,000.00
5150.7 · Street Lights	0.00			0.00	
5150 · Repairs & Maintenance - Other	0.00	0.00	200.00	0.00	0.00
Total 5150 · Repairs & Maintenance	33,162.43	30,338.68	23,574.29	46,817.55	36,300.00
5160 · Security	3,255.59	527.00	581.33	4,596.13	600.00
5170 · Service Agreement SBC	0.00			0.00	0.00
5180 · Services					
5180.1 · Classes	0.00		245.00	0.00	0.00
5180.2 · Sports League					
5180.2C · Flag Football	566.01	2,527.82	1,036.00	799.07	600.00
5180.2A · Softball	3,844.66		4,086.34	5,427.76	1,500.00
5180.2B · Soccer	383.40		369.75	541.27	375.00
5180.2C · Cornhole	438.09	2,525.32		618.48	225.00
5180.2D · Other Park & Rec Expenses	1,473.70			2,080.52	50.00
5180.2 · Sports League - Other	220.65	3,000.00	2,013.36	311.51	0.00
Total 5180.2 · Sports League	6,926.51	8,053.14	7,505.45	9,778.60	2,750.00
5182 · Services Coordinator	2,655.00	14,040.00		3,748.24	0.00
5180 · Services - Other	1,600.00	0.00		2,258.82	0.00
Total 5180 · Services	11,181.51	22,093.14	7,750.45	15,785.66	2,750.00
5190 · Solid Waste Disposal Fees	104,237.17	122,740.00	105,886.38	147,158.36	130,000.00
5200 · Taxes					
5200.1 · County Taxes	0.00			0.00	
5200.2 · Property Tax	0.00			0.00	
5200 · Taxes - Other	0.00	0.00	0.00	0.00	0.00
Total 5200 · Taxes	0.00	0.00	0.00	0.00	0.00
5210 · Telephone					
5210.2 · Internet	0.00		112.99	0.00	0.00
5210.3 · Office Phone	1,114.99	1,500.00	829.21	1,574.10	1,500.00
5210 · Telephone - Other	0.00	0.00	0.00	0.00	0.00
Total 5210 · Telephone	1,114.99	1,500.00	942.20	1,574.10	1,500.00
5220 · Travel	67.28			94.98	100.00
5230 · Unapplied Cash Bill Payment Exp	0.00		0.00	0.00	0.00
5240 · Utilities					
5240.1 · Electric					
5240.1A · Community Center	2,909.53	4,124.00	3,579.37	4,107.57	4,500.00
5240.1B · Museum	479.23	716.86	912.45	676.56	700.00
5240.1C · Street Lights	2,982.19	3,800.00	3,441.16	4,210.15	4,000.00
5240.1 · Electric - Other	0.00	0.00	0.00	0.00	0.00
Total 5240.1 · Electric	6,370.95	8,640.86	7,932.98	8,994.28	9,200.00
5240.2 · Gas					
5240.2A · Community Center	1,599.46	2,680.00	1,792.19	2,258.06	2,600.00
5240.2B · Museum	582.19	458.56	897.67	821.92	800.00
5240.2 · Gas - Other	0.00	0.00	0.00	0.00	0.00

ITEM 12

VETERANS PARK
PROJECT:

DISCUSSION AND
POSSIBLE ACTION



The Veteran's Committee has approved the proposed Eagle Scout project. The Eagle Scout candidate addressed the Board in March and needs approval from the Board to begin with the project.

ITEM 13

COMMUNITY BUILDING CONCRETE:

DISCUSSION AND POSSIBLE ACTION



During the last winter, the main concrete stairs into the building started to break up. In addition, the steps to the emergency exit are in very bad condition. I contacted some concrete companies to get a quote for repair/replacement. The quotes cover repairing the front steps and replacing the steps on the East side of the building.

Gonzalez Concrete \$3,800.00

Eddings Concrete \$4,800.00

Gonzalez Concrete Lic.#1042148
P.O Box 1107
Victorville, CA 92393 US
(760) 887-1389
gonzalezconcrete89@gmail.com

Estimate

ADDRESS
Lori Golden

ESTIMATE # 1110
DATE 04/26/2020

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Sales	1275 State Hwy 2 Wrightwood,ca 92397			3,800.00

Estimate for resurfacing front concrete steps at above address and also the demolition of existing side steps and replacing them with new steps, I will be supplying all material and labor to get job completed at a timely manner

TOTAL **\$3,800.00**

Accepted By

Accepted Date

ITEM 14

CSD BUILDINGS AND PARKS OPENING:

DISCUSSION AND POSSIBLE ACTION



ITEM 15

FUTURE BOARD

MEETING

JUNE 2, 2020:

DISCUSSION AND POSSIBLE
ACTION



ITEM 16

DIRECTORS COMMENTS



ITEM 17

ADJOURNMENT

