

**WRIGHTWOOD  
COMMUNITY  
SERVICES DISTRICT  
February 1, 2022  
REGULAR  
BOARD MEETING**



**WRIGHTWOOD COMMUNITY SERVICES DISTRICT**  
P.O. Box 218 Wrightwood, CA 92397

**Notice**

Regular Meeting of the Board of Directors  
Tuesday, February 1, 2022-5:30 pm  
Wrightwood Community Building  
1275 State Highway 2, Wrightwood, CA

**Amended Agenda**

**5:30 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 2021-1 adopted by the Board on March 2,2021, the Chair may limit each speaker to a comment period of three (3) minutes or less.*
5. Agency Reports
6. Consent Calendar – January 4, 2022 Minutes
7. Acting General Manager’s Report
8. Resolution No. 2022-02 Authorizing Remote Teleconference Meetings (AB 361): Discussion and Possible Action
9. Fire Protection Feasibility Report: Schedule Special Board Meeting for Consideration – NO OTHER ACTION WILL BE TAKEN
10. August 2021 - December 2021 Financial Statements
11. Baseball Field Clay: Discussion and Possible Action
12. Covid Relief Fund Request: Discussion and Possible Action
13. Per Capita Grant Fundraising Committee Acknowledgement
14. Request for Changes in Website Hosting: Discussion and Possible Action
15. Recess to Closed Session: Public Employee Performance Evaluation (Government Code Section 54947)  
Title: Acting General Manager
16. Return to Open Session: Announcement of Reportable Closed Session Actions
17. Directors Comments
18. Future Regular Board Meeting: Tuesday, March 1, 2022 – 5:30pm
19. 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

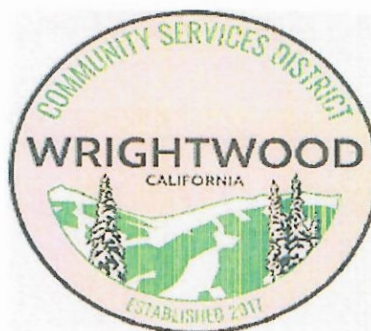
**Wrightwood Community  
Services District**

**The Mission**

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

# ITEM 6

## Consent Calendar January 4, 2022 Minutes



## REGULAR BOARD MEETING

January 04, 2022

Wrightwood Community Building

1275 State Highway 2

Wrightwood, CA

### MINUTES

**Board Members:** Leo Hordyk, President  
Chuck Franklin, Vice President  
Natalie Lopiccolo, Member  
Michelle Schneider, Member  
Sadie Albers, Member

**Staff Present:** Steven Kennedy, Attorney  
Tamara Keen – Acting General Manager

**Call to Order:** President Hordyk called the Meeting to order at 5:31 pm

- 1. Pledge of Allegiance:** Acting General Manager Keen was asked to lead the Pledge of Allegiance.
- 2. Roll Call:** All present
- 3. Agenda Approval:** Director Schneider motioned to approve the Agenda with Vice President Franklin seconding the motion. All in favor. Motion carries.
- 4. Public Comments:** Bruce LaClaire with the WPOA spoke about a much-needed Communal Septic System for downtown Wrightwood. Director Schneider presented a letter, from a long-time resident of Wrightwood, Lora Steinmann with questions and concerns for our local Fire Dept. (see Exhibit A)
- 5. Agency Reports:** Sgt. Paul Solario, with the Victorville Sheriff's Dept. reported for the month of December, 101 calls for service with only 14 reports called in. On the weekend of Dec 30<sup>th</sup>, there were 5 deputies on call in Wrightwood and they issued 353 citations and received 23 calls for service regarding snow players. Sgt. Solario reiterated that the CHP covers Hwy 2 and Lone Pine and the San Bernardino Sheriff's Dept. covers all of the side streets from Wright Mountain Rd. to Cardinal and in extreme emergencies LA County streets. Sgt. Solario was excited to announce the Sheriff's Dept has issued new electronic ticketing devices, allowing for more efficiency and more tickets being issued. Asst. Fire Chief Dave Corbin with SBC Fire reported there were 59 calls in December, 49 of which were medical aid and 1 structure fire. Corbin stated for 2021 the calls were lower than previous years with a total of 479 calls - 373 were for medical aid, 2 vegetation fires and 2 structural fires. Corbin also announced that our local fire department will be getting a new Snow Cat on January 5, 2022. The upgraded Snow Cat has the capability to climb steep terrain in icy conditions and is able to be driven on asphalt, unlike their current Snow Cat. LA/Palmdale Sheriff Cronin stated they were stretched thin, with 20% of their staff being out with Covid-19, and that they are looking to the Board of Supervisors for extra funding for OT.
- 6. Consent Calendar:** Director Lopiccolo motioned to approve the Dec. 7, 2021 and Dec. 21, 2021 Board meeting minutes with Director Schneider seconding the motion. All in favor. Motion carries.
- 7. Acting General Manager Report:** Acting GM Keen reported that the Eagle Scout Stage Lighting Project has been started and is expected to be completed by mid-February. Campbells Appliance did some routine maintenance on the Museum heater, at no cost to the WCSD. Keen also reported that one of the treads on the Park Bridge was broken and needed replacing.
- 8. Wrightwood CSD Vision Workshop:** Tabled until February

- 9. Per Capita Grant Application Update:** Acting General Manager reported that the Application is complete and was submitted to the State by the Dec. 31, 2021 deadline.
- 10. Resolution No. 2022-01 – Establishing a Revised Appropriations Limit:** Director Lopiccolo motioned to approve the Resolution with Director Schneider seconding the motion. All in favor. Motion carries.
- 11. Fire Protection Feasibility Report:** Tabled until February 1, 2022 Board Meeting
- 12. Winter Tourism Committee Update:** Director Albers gave a brief update stating that the way to compliance is through education. Albers also reiterated the importance of the residents calling the local agencies regarding illegal snow play and parking.
- 13. Request for Changes in Website Hosting:** Director Albers requested that the WCSD transition their current website from WordPress to a more, user friendly site, WIX. Director Albers was instructed to contact Wes Zuber, as he was the creator of the website, regarding security protocols and requirements needed if the WCSD does decide to change web hosts.
- 14. Recess to Closed Session: Public Employee Performance Evaluation: 6:56pm**  
(Government Code Section 54947)  
Title: Acting General Manager
- 15. Return to Open Session: 8:10pm – No reportable action**
- 16. Directors Comments:** Director Lopiccolo thanked Mr. Kennedy for all of his hard work put in for driving the lease to the finish line and to everyone else involved. Director Schneider seconded what Director Lopiccolo said, along with thanking Acting General Manger Keen and Director Albers for their hard work. President Hordyk stated that he was glad that 2021 was over and looking forward to a better 2022. He also stated that he appreciates every volunteer on the Board and that it has been an incredible ride and concluded with wishing everyone a Happy New Year.
- 17. Future Board Meeting:** Tuesday, February 1, 2022 – 5:30pm
- 18. Adjournment:** 8:12pm

President Hordyk adjourned the meeting at 8:12pm

Minutes approved: \_\_\_\_\_  
President Leo Hordyk

Date \_\_\_\_\_

From: Lora Steinmann lorasteinmann@gmail.com  
Subject: Question for the fire department  
Date: Jan 3, 2022 at 4:24:45 PM  
To: Michelle michelle@wrightwoodesd.org

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As an old-timer in Wrightwood, I am aware that heavy moisture in the ground and heavy winds can cause trees that are weak to fall. In the last 2 weeks there have been several that fell in our town, at the Catholic Church and on Cardinal street. I would like to know if we have a something of a disastrous nature in our town, would our fire department help out ? I realize that these are insurance matters, but at the time of the incident, would help be available to people if a tree fell into their home? Would they take emergency measures to mitigate the damage at the time of the incident? I know we have a county fire department, but I would like to be reassured that any big problem in our community would be their concern too. I am unable to attend this meeting as I am temporarily quarantined from a possible exposure to Covid. Thank you for considering my question. Lora Steinmann

**Exhibit A**

# ITEM 7

## Acting General Managers Report



## **Acting General Managers Report**

The August through December 2021 financials were my main priority this month. They have been completed and are ready for review.

Due to the urgency of a liability issue with the broken plank on the park bridge, it was decided to move ahead and have the plank replaced. Sean was in touch with 6 different playground Companies and only 1 was able to give us a quote, Dave Bang Associates, located in Tustin, CA. The cost of the plank is \$465.00 and should be here within the next few weeks.

Spring softball season is rapidly approaching and Sean and I have been preparing for the upcoming season. Sean has been putting together the liability packets and working on a schedule for the season. We plan on starting registration mid-February with opening day being March 13. It will be an 8 week season with pay-offs being held on May 15 or 22. There will be a 12 team limit due to staffing limitations this season.

The septic tank has been pumped and is ready to go when we open the bathrooms in the spring. Meanwhile, the twice a week cleaning of the Porta-Pots has been working well and with no major issues. Corey, with San Bernardino/Riverside County Fire Equipment, stopped by to perform the annual certification of the fire extinguishers in the Museum and Community Building. He will be retuning the first week of February to inspect the Fire Suppression System for the grill in the Community Building kitchen.



# ITEM 8

## Resolution No. 2022-02 Authorizing Remote Teleconference Meetings (AB361)



**RESOLUTION NO. 2022-02**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WRIGHTWOOD COMMUNITY SERVICES DISTRICT RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR NEWSOM, DECLARING THE EXISTENCE OF LOCAL EMERGENCY CONDITIONS, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS AND ITS STANDING COMMITTEES FOR THE PERIOD FEBRUARY 2, 2022, TO MARCH 3, 2022, PURSUANT TO BROWN ACT PROVISIONS**

WHEREAS, the Wrightwood Community Services District (the “District”) is committed to preserving and nurturing public access and participation in meetings of its Board of Directors; and

WHEREAS, all meetings of the District’s Board of Directors (the “Board”) and its standing committees are open and public, as required by the Ralph M. Brown Act (California Government Code Sections 54950-54963), so that any member of the public may attend, participate, and watch those bodies conduct their business; and

WHEREAS, the Brown Act, in Government Code Section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code Section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition for application of Government Code Section 54953(e) is that a state of emergency is declared by the Governor pursuant to Government Code Section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the State caused by conditions as described in Government Code Section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District’s boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, on March 4, 2020, Governor Gavin Newsom proclaimed a state of emergency to exist in California as a result of the threat of COVID-19, and such proclamation has not yet been lifted; and

WHEREAS, it is further required under Government Code Section 54953(e) that state or local officials have imposed or recommended measures to promote social distancing or that the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the District, specifically COVID-19 and its Delta and Omicron variants, remain highly contagious and, therefore, a threat to the health, safety, and

well-being of the District's employees, directors, vendors, contractors, customers, visitors, and residents; and

WHEREAS, directions from the Los Angeles County and San Bernardino County Departments of Public Health and regulations from the State of California impose various social distancing restrictions and provide guidance on best practices with respect to actions to reduce the spread of COVID-19; and

WHEREAS, the Board does hereby find that a state of emergency exists within the District's service area as a result of the continuing presence of COVID-19, which would cause conditions of imminent risk to attendees of Board meetings, and has resulted in local, State, and federal social distancing orders and related guidance, and which has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and the Board desires to affirm that a local emergency exists and ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency, the Board does hereby find that the Board and all standing committees thereof shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code Section 54953, as authorized by subdivision (e) of Government Code Section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of Government Code Section 54953; and

WHEREAS, the District will continue to provide proper notice to the public regarding all Board and standing committee meetings in accordance with Government Code Section 54953(e)(2) and shall provide notice to the public of how they may access any such meeting via call-in number and/or internet link.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE WRIGHTWOOD COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation Regarding Local Emergency. The Board hereby considers the conditions of the state of emergency in the District and proclaims that a local emergency now exists throughout the District as a result of the continuing presence of COVID-19, which would cause conditions of imminent risk to attendees of the District's Board and standing committee meetings, and which have resulted in local, State, and federal social distancing orders and guidance, and that conducting the District's Board and standing committee meetings virtually will minimize the possible spread COVID-19 and any variant thereof.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency regarding COVID-19, dated March 4, 2020.

Section 4. Remote Teleconference Meetings. The District's General Manager, or his or her delegee, and the Board and standing committees of the District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution, including but not limited to continuing to conduct open and public meetings in accordance with Government Code Section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect on February 2, 2022, and shall be effective until the earlier of (i) the expiration of thirty (30) days thereafter or (ii) such time as the Board adopts a subsequent resolution in accordance with Government Code Section 54953(e)(3) to extend the time during which the Board and standing committees of the District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of Government Code Section 54953.

PASSED AND ADOPTED by the Board of Directors of the Wrightwood Community Services District this 1<sup>st</sup> day of February, 2022, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
President, Board of Directors

ATTEST:

\_\_\_\_\_  
Secretary, Board of Directors

# ITEM 9

## Fire Protection Feasibility Report

Schedule Special Board Meeting for  
Consideration

