

## REGULAR BOARD MEETING

September 5, 2023

Wrightwood Community Building

1275 State Highway 2

Wrightwood, CA

### MINUTES

**Board Members:** Natalie Lopiccolo, President  
Chuck Franklin, Vice President  
Sadie Albers, Member  
Alexis Claiborne, Member  
Kristy Gerardo, Member

**Staff Present:** Steven Kennedy, Attorney  
Tamara Keen, General Manager  
Angela Rovida, Administrative Assistant

**Call to Order:** Vice President Franklin called the meeting to order at 5:30 pm

- 1. Pledge of Allegiance:** Steve Rinek led the Pledge of Allegiance
- 2. Roll Call:** President Lopiccolo is absent, Director Gerardo is absent, and Counsel Kennedy is present via phone.
- 3. Agenda Approval:** Director Claiborne motioned to approve the agenda with Director Albers seconding the motion. All in favor, motion carries.
- 4. Public Comment:** Lora Steinmann thanked the WCSD for granting the Snowline Players a variance for the Senior Follies show. Approximately 145 people attended the show, and the Snow Players will be giving a small donation to the WCSD in appreciation of their support. Strech Suba, CERT volunteer, announced the upcoming CERT basic training course beginning on Saturday September 9<sup>th</sup>. The class will run for three consecutive Saturdays. There are a total of 18 people signed up, with 16 of them being residents of Wrightwood. He thanked the WCSD for the use of the building. Eddie Lambaga, local real estate agent, shared information about the opening of his new business, The Sports Sims, a family friendly activity-based golf simulator. He also shared his website [www.wrightwoodevents.com](http://www.wrightwoodevents.com) that lists all events happening in Wrightwood.
- 5. Agency Reports:** Captain Mercado, Station 14, reported 51 calls for the month of August: 1 fire, 4 investigations (gas leak, water leak, etc.), 1 hazmat, 33 medical calls, 10 non urgent public service calls and 10 traffic collisions. Captain Carl Hegel, a local fire captain from station 14 who recently passed from cancer will be enshrined in the fallen fire fighter memorial in the coming months both in Sacramento and Colorado.
- 6. Consent Calendar:** Director Albers motioned to approve the August 1, 2023, consent calendar. Director Claiborne seconded the motion. All in favor, motion carries.

- 7. General Manager's Report:** Michelle Hannon, master gardener, has joined the WCSD team as the Parks Maintenance person. She currently holds numerous classes at the PPHCSD and is doing a great job resurrecting the grass in the parks. The GM primary focus this month was the audit, which should be completed by the end of September. An unapplied listing report was received and completed on August 30<sup>th</sup>. The Park Drive construction project has officially begun and is expected to be done by the first week of October. The August 30<sup>th</sup> meeting with Lahontan Water Board was rescheduled due to a change in the agenda. Lahontan Water Board asked the WCSD to contact San Bernardino County and inquire whether Wrightwood has a LAMP program in place. On Tuesday August 29<sup>th</sup>, Bruce LeClaire and Rick Christensen met with the SB County Water Department and confirmed that the County should follow the Lahontan Water Districts direction. Another appointment will be set up with the Lahontan Water District. On August 3<sup>rd</sup>, a zoom meeting was held with Ben Johnson from Cal Recycle to discuss details of Wrightwood's current recycling programs and a future site visit. Fall softball began on August 13<sup>th</sup> with 11 teams registering to play. Nancy Kuptka and Bruce LeClaire have been working on a local grant from DCB bank for dance classes under the WCSD Parks and Recreation department. Vicky Rinek, in partnership with the Grizzly Café, has been working to establish a senior food program. Vicky has been working with the County to secure the paperwork and permits needed. Currently, senior lunches are provided by private donation, every 3<sup>rd</sup> Wednesday of the month from 11am to 1pm in the community building. On September 7<sup>th</sup> a meeting with Victor Hernandez, a representative from California Senator Ochoa-Bogh's office, will take place via Zoom. Victor aims to serve as a point of contact for Senator Ochoa-Bogh's office and facilitate available resources for Wrightwood. A community round table is scheduled for Thursday October 12<sup>th</sup> at 9am.
- 8. July 2023 Financials:** \$79,000 was moved to the Operations Reserve, which is an interest-bearing account.
- 9. General Manager Employment Agreement:** Director Albers motioned to approve; Director Claiborne seconded the motion. All in favor, motion carries.
- 10. Village Trail Update:** Excessive flooding and erosion on the corner of Park Drive and Hwy 2 has been a continuous issue with the trail. GM Keen has been working with Cal Trans to identify ownership and maintenance responsibility of the Village Trail. Further investigation is needed.
- 11. Social Media Policy:** Director Albers recommended that an administrative profile be created for WCSD social media profiles as a contingency plan for access to WCSD social media pages in the event that staff quit, leave or are unable to access the accounts. Board members would also have access during emergency situations. Council Kennedy recommended that language for the policy be developed and introduced at next month's meeting.
- 12. Current Variances:** A summary of awarded variances for 2023 was presented to the Board. No action was taken.
- 13. WCSD Vision Plan:** The ad-hoc committee will work with GM Keen to plan three community meetings. Meetings will be scheduled for a weekday, a weeknight, and a weekend to facilitate community involvement. The meeting will focus on 1-year, 3-year and 5-year goals for the District that are currently within the District powers. Budget and

available funds will be reviewed. Brainstorming for future expanded District powers will also be discussed. Once community input has been received the Board will be presented with the discoveries.

14. **Parking Lot Bids:** The Board requested that clarifications be made regarding the two quotes presented. Specifically, clarity regarding prevailing wages, the addition of specific language to include 'grinding' of asphalt and project timeline. GM Keen will report back at next month's meeting.
15. **Director's Comments:** Director Claiborne is looking forward to addressing the various items discussed at next month's meeting. Vice President Franklin thanked the core group of residents who consistently show up for Board meetings.
16. **Future Board Meeting:** Tuesday, October 3, 2023, at 5:30pm
17. **Adjournment:** Vice President Franklin adjourned the meeting at 6:41pm

Minutes Approved: \_\_\_\_\_

  
Vice President Franklin

Date: 10-5-23