

## REGULAR BOARD MEETING

November 7, 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:** President Lopiccolo called the meeting to order at 5:32 pm

- 1. Pledge of Allegiance:** Strech Suba led the Pledge of Allegiance.
- 2. Roll Call:** All directors are present, and Counsel Kennedy is present via phone.
- 3. Agenda Approval:** Vice President Franklin motioned to approve the agenda with Director Gerardo seconding the motion. All in favor, motion carries.
- 4. Public Comment:** Stan Stauder, CERT, requested that the WCSD investigate reinstating the old civil siren system in Wrightwood. The siren system could be used to notify the community in the case of an emergency or evacuation. The Wrightwood Fire Safe Council is also exploring the reinstatement of the siren system.
- 5. Agency Reports:** Deputy Andrew Cronin from LA County Sheriff's Department received the WCSD board meeting invitation and will work to be present more often at future meetings. Captain Brandon McGarvey, SB County Fire Station 14, reported 61 total calls for the month of October: 30 medical aides, 9 fire related (structure, vehicle, or vegetation fires), 7 traffic collisions, 15 public assists (fire alarms or outside investigations). A fire captain's meeting for our local fire division was held a few days ago and Captain Wright brought the issue of the siren system to the fire chiefs for further investigation. Captain McGarvey explained that current personnel are not trained in usage of the system because it has been out of operation for so long. He also shared important winter preparation tips like stocking up on food, water and medicine, the availability of sandbags at the fire station, the importance of chimney sweeping and keeping the area around your gas meter clear. Several homes in Lake Arrowhead and Crestline exploded last year from gas meter issues, he cautioned the public to be proactive. On busy winter weekends they will be staffing an additional medical ambulance – two out of Station 14. Fire Station 10 in Phelan now has a second ambulance that will serve as back up to Wrightwood when Station 14 ambulances are in use. Last year the snowcat was up staffed with 3 personnel, as of today it will be cross staffed with existing personnel. If we



receive heavy snow similar to last year Captain McGarvey will advocate for up staffing the snow cat again. Lastly, SBCFD had a partnership with LACFD last year where LACFD provided a patrol to Station 14 and ran calls on busy weekends.

6. **Consent Calendar:** Director Albers motioned to approve the October consent calendar. Director Claiborne seconded the motion. All in favor, motion carries.
7. **General Manager's Report:** Softball had playoffs on October 22<sup>nd</sup>, the Master Batters won the championship. Adult dance ended October 22<sup>nd</sup> and a free community dance social was held on October 29<sup>th</sup>. Kids dance classes will be coming to an end with their dance recital on November 18<sup>th</sup>. Cornhole and dance classes will resume after the new year. Several complaints were received regarding the height of the zipline equipment in the kid's park. Steps or ladders cannot be added due to liability issues. A request to lower the zipline has been made to Innovations Playground, a response with the expected completion date is pending. The annual district audit performed by Eadie and Payne should be completed soon. Over fifty agency representatives attended this year's winter traffic meeting held on October 18<sup>th</sup>. Winter porta pots have been ordered and will arrive on November 22<sup>nd</sup>. The septic was pumped on October 30<sup>th</sup> in preparation for winter. A contact from the Lahontan Water Board reached out to schedule a site visit in Wrightwood to better understand the needs of our community. The visit went well with discussion of potential wastewater treatment and the downtown area septic issues. Further feasibility research will be conducted on wastewater treatment units. Additionally, GM Keen was advised to resubmit a grant application for the next round of funding. The community building parking lot repairs were completed, the final crack fills will be completed in the next few weeks. Lastly, due to misuse of public restrooms, the outside public restroom will now be open during office hours 8am - 4pm.
8. **September 2023 and October 2023 Financials:** Director Albers asked about standard accounting practices regarding payroll reporting. GM Keen will follow up with the accountant to verify what month payroll deductions should be reported.
9. **WCSD Vision Plan:** Community meeting dates have been made public on all WCSD social media pages as well as the WCSD website and flyers have been placed around town. Three meetings will be held at various times and days to facilitate public participation. Meeting dates are Wednesday November 15<sup>th</sup> at 630pm, Thursday November 16<sup>th</sup> at 9am and Saturday November 18<sup>th</sup> at 4pm. The meeting will focus on what the WCSD does, WCSD responsibilities, WCSD powers and gather input of resident community vision. The committee will compile the information and present it to the Board in January of next year.
10. **Parks and Recreation Dance Class Update:** A breakdown of costs and revenue for all dance classes was presented to the Board.
11. **Urban Greening Grant:** This grant was presented to GM Keen by resident Vicky Rinek and is due November 20<sup>th</sup>. The grant focuses on the reduction of greenhouse gases. Vicky Rinek was not present to expand on the details of the grant and the Board decided to pass on pursuing this grant due to lack of information.
12. **Directors Comments:** Vice President Franklin thanked GM Keen and Angela Rovida for their work. He gave a special thank you for dealing with the auditors. Director Gerardo thanked GM Keen and Angela Rovida for all their work this month. Director Claiborne

thanked the vision plan committee for working on the community meetings. Director Albers sent GM Keen the contact information for the security company that services Mountain Hardware. She emphasized the importance of public safety in Wrightwood. President Lopiccolo encouraged the vision plan committee to share information on the functions of the WCSD and work to spread awareness of WCSD presence in the community.

**13. Future Board Meeting:** Tuesday, December 5, 2023 at 5:30pm.

**14. Adjournment:** President Lopiccolo adjourned the meeting at 6:33pm

Minutes Approved:

  
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President Lopiccolo

Date:

12/11/2023