



BOARD PACKAGE

March 27, 2024

Regular Board Meeting – 5:00 p.m.

REGULAR BOARD MEETING AGENDA

March 27, 2024 – 5:00 p.m.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Via Conference Call (see below)

REGULAR BOARD MEETING – 5:00 P.M.

Call to Order – Pledge of Allegiance

Roll Call

1) **Approval of Agenda**

2) **Public Comment** – Under this item, any member of the public wishing to directly address the Board on any item of interest that may or may not be within the subject matter jurisdiction of the Board, but not listed on the agenda, may do so at this time. 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. Speakers are requested to be brief in their remarks. The Chair may limit each speaker to a comment period of five (5) minutes.

a) **General Public**

b) **Community Reports**

- C.E.R.T.
- County Supervisor
- Federal Representatives
- Fire
- Mojave Water Agency
- School District
- Sheriff
- State Representatives

3) **Consent Items**

- Approval of Minutes
- Approval of Board Stipends/Reimbursements
- Approval of Contractor Payments
- Acceptance of February Disbursements

4) **Matters Removed from Consent Items**

5) **Presentations/Appointments**

None Scheduled

6) **Continued/New Agenda Items**

- Discussion & Possible Action Regarding Options for Increasing Water Production Capacity
- Discussion & Possible Action Regarding Extension of Pump and Well Services Contract



Mission Statement:

The Mission of the Phelan Piñon Hills Community Services District is to efficiently provide authorized services and maximize resources for the benefit of the community.

Authorized Services:

- *Water*
- *Parks & Recreation*
- *Street Lighting*
- *Solid Waste & Recycling*

- c) Discussion & Possible Acceptance of 2024/2025 Solid Waste Collection Rates
- d) Update on the Proposed Civic Center & Phelan Park Expansion Projects

7) **Committee Reports/Comments**

- a) Engineering Committee (Standing)
- b) Finance Committee (Standing)
- c) Legislative Committee (Standing)
- d) Parks, Recreation & Street Lighting Committee (Standing)
- e) Waste & Recycling Committee (Standing)

8) **Staff and General Manager's Report**

9) **Reports**

- a) Director's Report
- b) President's Report

10) **Correspondence/Information**

11) **Review of Action Items**

- a) Prior Meeting Action Items
- b) Current Meeting Action Items

12) **Set Agenda for Next Meeting**

- Special Board Meeting – April 3, 2024
- Regular Board Meeting – April 10, 2024

13) **Recess to Closed Session**

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code Section 54956.8

Property: 17900 Sheep Creek Road, El Mirage, California (APN 0457-161-83 & 0457-161-83)

District Negotiator: Donald J. Bartz, General Manager; Steven M. Kennedy, General Counsel

Negotiating Party: Circle Green, Inc.

Under Negotiation: Price & Terms of Purchase

14) **Return to Open Session** – Announcement of Reportable Action

15) **Adjournment**

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 in order to participate in the above-agendized public meeting should be directed to the District's General Manager at (760) 868-1212 at least 24 hours prior to said meeting.

Agenda materials can be viewed online at www.pphcsd.org

Remote Viewing:

To watch the livestream (view only – nonparticipating), visit our YouTube channel:

[PPHCSD YouTube Channel Link](#)

Remote Participation:

To provide public comment, or otherwise participate remotely, select the meeting you wish to attend on the District's website and then click the "Join Remote Meeting" option.

<https://www.pphcsd.org/meetings>

Please be advised that remote participation and livestreaming options are provided as a courtesy to the public and technical issues could occur, resulting in delays or the inability to participate remotely or livestream. It is recommended that you attend in person to ensure you are able to participate.

Written Comments:

You may also email your public comment to the Board Secretary at ksevy@pphcsd.org by the meeting start time listed on this agenda. Your comment will be added to the record by the Board Secretary.

Please check the District website for updates on this meeting. We encourage you to sign up for our email notifications by emailing ksevy@pphcsd.org or by visiting our website and completing the signup form at www.pphcsd.org under the “Agendas and Minutes” tab.

Agenda Item 3a

Approval of Board Minutes

REGULAR BOARD MEETING MINUTES

March 13, 2024 – 5:00 p.m.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& 3075 Johnson Drive, Ventura, CA 92371
& Remotely Via Zoom or Conference Call

Board Members Present: Chuck Hays, President
Greg Snyder, Vice President
Rebecca Kujawa, Director
Deborah Philips, Director
Mark Roberts, Director

Board Members Absent: None

Staff Present: Don Bartz, General Manager
George Cardenas, Engineering Manager
Kim Sevy, HR & Solid Waste Manager/District Clerk
Sean Wright, Water Operations Manager
Chris Cummings, Assistant Water Operations Manager
Jennifer Oakes, Executive Management Analyst

District Counsel: Steve Kennedy, General Counsel

SPECIAL BOARD MEETING – 5:00 P.M.

Call to Order

President Hays called the meeting to order at 5:05 p.m. and the Pledge of Allegiance was conducted.

Roll Call

All Directors were present at roll call. Vice President Snyder attended remotely pursuant to Government Code Section 54953(f)(1).

1) Approval of Agenda

Director Philips moved to approve the Agenda. Director Kujawa seconded the motion. A roll call vote was conducted and the motion carried 5-0.

2) Public Comment

a) **General Public** – None

b) **Community Reports**

- **State Representatives** – Armando Martinez, with Senator Rosilicie Ochoa-Bogh's office, provided a legislative update.

3) Consent Items

Director Roberts moved to approve the consent items. President Hays seconded the motion. A roll call vote was conducted and the motion carried 5-0.

4) **Matters Removed from Consent Items** – None

5) **Presentations/Appointments** – None

6) **Continued/New Agenda Items**

a) **Discussion & Possible Action Regarding Nomination for Regular Special District Member on the Local Agency Formation Commission (LAFCO) for the County of San Bernardino**

Staff Recommendation: For the Board to nominate an elected member of a special district board for the position of Regular Special District member of LAFCO.

Mr. Bartz introduced this item.

Director Roberts moved to nominate Kimberly Cox for the Regular Special District Member of LAFCO. President Hays seconded the motion. A roll call vote was conducted and the motion carried 5-0.

b) **Discussion & Possible Adoption of Resolution No. 2024-06; Establishing Policies for Board Conduct Amongst Directors and with Staff**

Staff Recommendation: For the Board to adopt Resolution No. 2024-06; Establishing Policies for Board Conduct Amongst Directors and with Staff.

Mr. Bartz introduced this item.

Director Roberts moved to adopt Resolution No. 2024-06 as amended by Legal Counsel. Director Kujawa seconded the motion. A roll call vote was conducted and the motion carried 5-0.

c) **Discussion & Possible Approval of Updates to the District's Strategic Plan**

Staff Recommendation: For the Board to review and approve the updates to the District's Strategic Plan.

Ms. Sevy introduced this item.

Director Roberts moved to approve the updates to the District's Strategic Plan. Director Kujawa seconded the motion. A roll call vote was conducted and the motion carried 5-0.

d) **Update on the Proposed Civic Center & Phelan Park Expansion Projects**

Staff Recommendation: None

Mr. Bartz & Mr. Cardenas reported on this item.

No action taken; not an action item.

7) Committee Reports/Comments

- a) **Engineering Committee (Standing)** – Met yesterday and reviewed system repairs and maintenance and Well No. 15.
- b) **Finance Committee (Standing)** – Scheduled to meet on March 19, 2024.
- c) **Legislative Committee (Standing)** – Met and noted the lack of representative participation.
- d) **Parks, Recreation & Street Lighting Committee (Standing)** – Scheduled to meet on May 14, 2024.
- e) **Waste & Recycling Committee (Standing)** – Meets next week.

8) Staff and General Manager's Report

Mr. Bartz provided an update on Watermaster.

9) Reports**a) Director's Report**

Philips – Attended World of Water at MWA.

Roberts – Attended the Oeste Subarea Workshop.

Kujawa – Attended ASBCSD and was appointed the new Vice President for ASBCSD.

Snyder – Nothing to report.

b) **President's Report** – Nothing to report.

10) **Correspondence/Information** – The items in the packet were noted.

11) Review of Action Items

- a) **Prior Meeting Action Items** – None
- b) **Current Meeting Action Items** – None

12) Set Agenda for Next Meeting

- Regular Board Meeting – March 27, 2024

13) Recess to Closed Session

[The Board recessed to Closed Session at 5:28 p.m.](#)

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code Section 54956.8

Property: 17900 Sheep Creek Road, El Mirage, California (APN 0457-161-83)

District Negotiator: Donald J. Bartz, General Manager; Steven M. Kennedy, General Counsel

Negotiating Party: Circle Green, Inc.

Under Negotiation: Price & Terms of Purchase

14) **Return to Open Session** – Announcement of Reportable Action

[The Board returned to open session at 5:48 p.m. There was no reportable action.](#)

15) Adjournment

[With no further business before the Board, the meeting was adjourned at 5:48 p.m.](#)

Agenda materials can be viewed online at www.pphcsd.org

Chuck Hays, President of the Board

Date

Kim Sevy, HR & Solid Waste Manager/District Clerk

Date



Agenda Item 3b

Approval of Board
Stipends/Reimbursements

Phelan Piñon Hills Community Services District

Board Stipend & Mileage Report - 2024

Name: Greg Snyder
Email Address: gsnyder@pphcsd.org
Current Date: March 21, 2024
Reimbursement Month: January

Meeting No. 1:
Date of Meeting/Event: Wednesday, January 10, 2024
Expense Description/Business Purpose: Regular Board Meeting
Charge Amount: \$120
Mileage (Distance):

Meeting No. 2:
Date of Meeting/Event (2): Tuesday, January 23, 2024
Expense Description/Business Purpose (2): Special Parks Committee Meeting
Charge Amount (2): \$120
Mileage (Distance) (2):

Meeting No. 3:
Date of Meeting/Event (3): Wednesday, January 24, 2024
Expense Description/Business Purpose (3): Regular Board Meeting
Charge Amount (3): \$120
Mileage (Distance) (3):

Meeting No. 4:
Date of Meeting/Event (4):
Expense Description/Business Purpose (4):
Charge Amount (4):
Mileage (Distance) (4):

Meeting No. 5:
Date of Meeting/Event (5):
Expense Description/Business Purpose (5):
Charge Amount (5):
Mileage (Distance) (5):

Meeting No. 6:
Date of Meeting/Event (6):
Expense Description/Business Purpose (6):
Charge Amount (6):
Mileage (Distance) (6):

Meeting No. 7:
Date of Meeting/Event (7):
Expense Description/Business Purpose (7):
Charge Amount (7):
Mileage (Distance) (7):

Meeting No. 8:
Date of Meeting/Event (8):
Expense Description/Business Purpose (8):
Charge Amount (8):
Mileage (Distance) (8):

Meeting No. 9:
Date of Meeting/Event (9):
Expense Description/Business Purpose (9):
Charge Amount (9):
Mileage (Distance) (9):

Meeting No. 10:
Date of Meeting/Event (10):
Expense Description/Business Purpose (10):
Charge Amount (10):
Mileage (Distance) (10):

Other Expenses:
 List any meals, lodging, or other expenses you are requesting reimbursement for. Be sure to email or turn in your receipts within 24 hours of charges or return to the District.:

Certification:
 I certify the expenses listed above are related to my authorized travel according to District policies.:

Greg Snyder

Reimbursement Summary:	
TOTAL MILEAGE:	0.00
TOTAL REIMBURSED MILEAGE REQUESTED:	\$0.00
TOTAL MEETINGS:	3
TOTAL MEETING REIMBURSEMENT REQUESTED:	\$360.00
OTHER EXPENSES REQUESTED:	\$0.00
Grand Total Reimbursement Requested:	\$360.00

Phelan Piñon Hills Community Services District

Board Stipend & Mileage Report - 2024

Name: Mark Roberts
Current Date: March 21, 2024
Reimbursement Month: February

Meeting No. 1:

Date of Meeting/Event: Tuesday, February 13, 2024
 Expense Description/Business Purpose: Special Engineering Committee Meeting
 Charge Amount: \$120
 Mileage (Distance): 0

Meeting No. 2:

Date of Meeting/Event (2): Wednesday, February 14, 2024
 Expense Description/Business Purpose (2): Regular Board Meeting
 Charge Amount (2): \$120
 Mileage (Distance) (2): 0

Meeting No. 3:

Date of Meeting/Event (3): Wednesday, February 21, 2024
 Expense Description/Business Purpose (3): Budget Workshop
 Charge Amount (3): \$120
 Mileage (Distance) (3): 0

Meeting No. 4:

Date of Meeting/Event (4): Wednesday, February 28, 2024
 Expense Description/Business Purpose (4): Regular Board Meeting
 Charge Amount (4): \$120
 Mileage (Distance) (4): 0

Meeting No. 5:

Date of Meeting/Event (5):
 Expense Description/Business Purpose (5):
 Charge Amount (5):
 Mileage (Distance) (5):

Meeting No. 6:

Date of Meeting/Event (6):
 Expense Description/Business Purpose (6):
 Charge Amount (6):
 Mileage (Distance) (6):

Meeting No. 7:

Date of Meeting/Event (7):
 Expense Description/Business Purpose (7):
 Charge Amount (7):
 Mileage (Distance) (7):

Meeting No. 8:

Date of Meeting/Event (8):
 Expense Description/Business Purpose (8):
 Charge Amount (8):
 Mileage (Distance) (8):

Meeting No. 9:

Date of Meeting/Event (9):
 Expense Description/Business Purpose (9):
 Charge Amount (9):
 Mileage (Distance) (9):

Meeting No. 10:

Date of Meeting/Event (10):
 Expense Description/Business Purpose (10):
 Charge Amount (10):
 Mileage (Distance) (10):

Other Expenses:

List any meals, lodging, or other expenses you are requesting reimbursement for. Be sure to email or turn in your receipts within 24 hours of charges or return to the District.:

Certification:

I certify the expenses listed above are related to my authorized travel according to District policies.:

Mark Roberts

Reimbursement Summary:

TOTAL MILEAGE:	0.00
TOTAL REIMBURSED MILEAGE REQUESTED:	\$0.00
TOTAL MEETINGS:	4
TOTAL MEETING REIMBURSEMENT REQUESTED:	\$480.00
OTHER EXPENSES REQUESTED:	\$0.00
Grand Total Reimbursement Requested:	\$480.00

Agenda Item 3c

Approval of Contractor
Payments

Payment Approval Form - Contract/Consultant

Date: 3/21/2024

Name of Vendor: Wallace Group

Description of work: Phelan Park Improvements - ARPA

Purchase Order # PO-05789

Date of Board Approval June 14, 2023

Original Approved Amount: \$ 103,987.00

Total Contract Amount \$ 103,987.00

% Completed to Date 4%

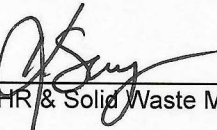
Total Invoiced to Date \$3,691.25

Amount Paid to Date 432.50

Total Due this Invoice \$3,258.75

Total Contract Amount After Invoice: \$ 100,295.75


Certification that the above work is completed as reflected on the invoice.



HR & Solid Waste Manager/District Clerk

3/21/2024

Date



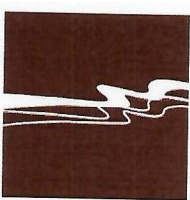
General Manager

3/21/24

Date

Approved by Board of Directors: _____

Date



WALLACE GROUP

Wallace Group
A California Corporation
612 Clarion Court
San Luis Obispo, CA 93401
Phone: 805-544-4011 Fax: 805-544-4294

March 19, 2024

Project No: 1764-0005-01

Invoice No: 61842

Invoice Total \$3,258.75

Phelan Piñon Hills Community Services District
4176 Warbler Rd
Phelan, CA 92371

Project 1764-0005-01 Phelan Piñon Hills Community Services District, Phelan Community Park ARPA Improvements

Professional services rendered through February 29, 2024

Phase 00101 Management & Meetings
Fee

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
Management & Meetings	2,440.00	53.7398	663.75	647.50
Total Fee	2,440.00		663.75	647.50
Total Fee				647.50
Total this Phase				\$647.50

Phase 00102 QA/QC
Fee

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
QA/QC	4,040.00	0.00	0.00	0.00
Total Fee	4,040.00		0.00	0.00
Total Fee				0.00
Total this Phase				0.00

Phase 00201 Site Analysis
Fee

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
LA Site Analysis	1,715.00	45.6268	782.50	0.00
TRL Site Analysis	1,886.00	0.00	0.00	0.00
Total Fee	3,601.00		782.50	0.00
Total Fee				0.00
Total this Phase				0.00

Phase 00301 Schematic Plan

Fee

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
Schematic Plan	7,422.00	37.6078	180.00	2,611.25
Total Fee	7,422.00		180.00	2,611.25
Total Fee				2,611.25
Total this Phase				\$2,611.25

Phase 00401 60% PS&E

Fee

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
60% PS&E	21,465.00	0.00	0.00	0.00
Total Fee	21,465.00		0.00	0.00
Total Fee				0.00
Total this Phase				0.00

Phase 00501 90% PS&E

Fee

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
90% PS&E	32,809.25	0.00	0.00	0.00
Total Fee	32,809.25		0.00	0.00
Total Fee				0.00
Total this Phase				0.00

Phase 00601 100% PS&E

Fee

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
100% PS&E	19,509.00	0.00	0.00	0.00
Total Fee	19,509.00		0.00	0.00
Total Fee				0.00
Total this Phase				0.00

Phase 00701 Bid Ready PS&E

Fee

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
Bid Ready PS&E	9,825.75	0.00	0.00	0.00
Total Fee	9,825.75		0.00	0.00
Total Fee				0.00

Total this Phase 0.00

Phase 00801 Structural Support Allowance
Fee

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
Structural Support Allowance	2,875.00	0.00	0.00	0.00
Total Fee	2,875.00		0.00	0.00
			Total this Phase	0.00
			Total this Invoice	\$3,258.75

Outstanding Invoices

Number	Date	Balance
60906	11/27/2023	1,193.75
Total		1,193.75

OK TO PAY
A. Seng

Billing Backup

Tuesday, March 19, 2024

Wallace Group Invoice 61842 Dated 3/19/2024 3:51:52 PM

Project 1764-0005-01 Phelan Pifion Hills Community Services District, Phelan Community Park ARPA Improvements

Phase 00101 Management & Meetings

Labor

			Hours
Director of Landscape Architecture			
Wilkins, Matthew	12/28/2023		.50
Project Management, Coordination			
Wilkins, Matthew	12/29/2023		.25
Project Management, Coordination			
Wilkins, Matthew	1/8/2024		.50
Meeting with TR			
Wilkins, Matthew	1/16/2024		.75
Coordination with District			
Wilkins, Matthew	1/17/2024		.25
Team Coordination			
Wilkins, Matthew	1/18/2024		.25
Team Coordination			
Wilkins, Matthew	1/24/2024		.25
Coordination with MC			
Wilkins, Matthew	1/26/2024		.25
Coordination with District			
Wilkins, Matthew	2/1/2024		.25
Team Coordination			
Wilkins, Matthew	2/2/2024		.25
Team Coordination			
Totals			3.50
Total Labor			

Total this Phase

Phase 00301 Schematic Plan

Labor

			Hours
Director of Landscape Architecture			
Wilkins, Matthew	12/27/2023		.25
Plan Set Setup, CAD Review			
Wilkins, Matthew	12/29/2023		.75
Plan Set Setup, CAD Review			
Wilkins, Matthew	1/3/2024		.25
Schematic Plan Prep			
Wilkins, Matthew	1/5/2024		.50
Schematic Plan Prep			
Wilkins, Matthew	1/8/2024		.50
Work with MC on Sheet Setup			
Wilkins, Matthew	1/10/2024		.50
30% Sheet Setup			
Wilkins, Matthew	1/11/2024		.50
30% Sheet Setup			

Project	1764-0005-01	PPHCSD PHELAN COMMUNITY PARK ARPA IMPROV	Invoice	61842
Wilkins, Matthew		1/12/2024	.50	
	30% Sheet Setup			
Wilkins, Matthew		1/22/2024	.25	
	Discuss ARPA Area Work			
Wilkins, Matthew		1/25/2024	1.00	
	Coordination with MC on Plans			
Wilkins, Matthew		1/26/2024	.50	
	Coordination with MC on Sheet Setup			
Wilkins, Matthew		1/29/2024	.75	
	Schematic Plan Development, Review, Coordination			
Wilkins, Matthew		1/30/2024	.50	
	Schematic Plan Development, Review, Coordination			
Wilkins, Matthew		1/31/2024	.50	
	Schematic Plan Development, Review, Coordination			
Wilkins, Matthew		2/1/2024	.25	
	Schematic Plans			
Wilkins, Matthew		2/2/2024	.50	
	Schematic Plans			
Wilkins, Matthew		2/5/2024	.50	
	Schematic Plan Development and Refinement			
Wilkins, Matthew		2/7/2024	.50	
	Schematic Plan Development and Refinement			
Wilkins, Matthew		2/8/2024	.50	
	Schematic Plan Refinement			
Wilkins, Matthew		2/9/2024	.50	
	Schematic Plan Refinement			
Wilkins, Matthew		2/16/2024	1.00	
	Develop Schematic Plan Set			
Wilkins, Matthew		2/23/2024	.75	
	Plan Development, Cost Review			
Wilkins, Matthew		2/27/2024	1.00	
	Schematic Plan Development			
	Landscape Designer I			
Connell, Marilyn		1/4/2024	.25	
	30% Con Docs			
Connell, Marilyn		1/5/2024	1.75	
	30% Con Docs, Geolocation of Site			
Connell, Marilyn		1/8/2024	.75	
	Meeting with Civil Engineer			
	Totals		15.50	
	Total Labor			

Total this Phase

Total this Project

Total this Report



PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT PURCHASE ORDER

P.O. Box 294049
Phelan, CA 92329-4049
(760) 868-1212

PO Number: PO-05789

Date: 11/30/2023

Request #: PO-05789

Vendor #: WALL GROUP

ISSUED TO: Wallace Group, a California Corporation
612 Clarion Court
San Luis Obispo, CA 93401-

SHIP TO: Service
Service
Phelan, CA 92371

ITEM	UNITS	DESCRIPTION	PROJECT	PRICE	GL ACCOUNT #	GL ACCOUNT NAM	AMOUNT
1		Phelan Park Improvements - ARP	C0111		22-2-0-17000	CIP - Parks & Rec	103,987.00

Contract Payment
Board Approval June 14, 2023

Requested By: K. Sevy Date: 1/1/2024

SUBTOTAL:	103,987.00
TOTAL TAX:	0.00
SHIPPING:	20 0.00
TOTAL	103,987.00

Payment Approval Form - Contract/Consultant

Date: 3/21/2024

Name of Vendor: Wallace Group

Description of work: Phelan Park Expansion - 65% Dev. Phase 1

Purchase Order # PO-05614

Date of Board Approval June 14, 2023

Original Approved Amount: \$ 435,811.00

Total Contract Amount \$ 435,811.00

% Completed to Date 4%

Total Invoiced to Date \$19,336.25

Amount Paid to Date 9,227.00

Pending Invoice \$ -

Total Due this Invoice **\$10,109.25**


Total Contract Amount After Invoice: \$ 416,474.75

Certification that the above work is completed as reflected on the invoice.



Engineering Manager

3/21/2024
Date

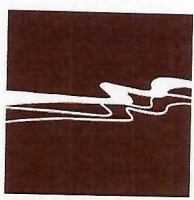


General Manager

3/21/24
Date

Approved by Board of Directors: _____

Date



WALLACE GROUP

Wallace Group
A California Corporation
612 Clarion Court
San Luis Obispo, CA 93401
Phone: 805-544-4011 Fax: 805-544-4294

March 19, 2024

Phelan Piñon Hills Community Services District
4176 Warbler Rd
Phelan, CA 92371

Project No: 1764-0002-00

Invoice No: 61839

Invoice Total \$10,109.25

Project 1764-0002-00 Phelan Piñon Hills Community Services District, Community Park Design
Development & Management

Professional services rendered through February 29, 2024

Phase 00100 Project Management & Administration

Fee

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
Project Management & Admin	32,165.00	21.654	3,820.00	3,145.00
Total Fee	32,165.00		3,820.00	3,145.00
Total Fee				3,145.00
Total this Phase				\$3,145.00

Phase 00200 Fnl Schmtc Plns 35% & Cmpltn of CUP Plns

Fee

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
Final Schmtc Plns 35% Compltn of CUP Pln	83,083.00	6.5086	5,407.50	0.00
Total Fee	83,083.00		5,407.50	0.00
Total Fee				0.00
Total this Phase				0.00

Phase 00300 50% Design Development

Fee

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
50% Design Development	181,900.50	3.8286	0.00	6,964.25
Total Fee	181,900.50		0.00	6,964.25
Total Fee				6,964.25
Total this Phase				\$6,964.25

Phase 00400 65% Design Development

Fee

APPROVED FOR PAYMENT
3/20/24
PO 5614

Billing Phase	Contract Amount	Percent Complete	Previous Fee Billing	Current Fee Billing
65% Design Development	138,362.50	0.00	0.00	0.00
Total Fee	138,362.50		0.00	0.00
Total Fee				0.00
			Total this Phase	0.00
			Total this Invoice	\$10,109.25

Billing Backup

Tuesday, March 19, 2024

Wallace Group

Invoice 61839 Dated 3/19/2024

3:51:43 PM

Project 1764-0002-00 Phelan Piñon Hills Community Services District, Community Park Design
Development & Management

Phase 00100 Project Management & Administration

Labor

Hours

Director of Landscape Architecture

Wilkins, Matthew	1/4/2024	1.50
Team Meeting		
Wilkins, Matthew	1/11/2024	.25
Coordination with ST		
Wilkins, Matthew	1/16/2024	.50
Timeline Development, Meeting, Coordination with ST and ZT		
Wilkins, Matthew	1/16/2024	.25
Project Management		
Wilkins, Matthew	1/17/2024	.75
Timeline Development, Meeting, Coordination with ST and ZT		
Wilkins, Matthew	1/18/2024	.50
Timeline Development, Meeting, Coordination with ST and ZT		
Wilkins, Matthew	1/18/2024	.25
Project Management		
Wilkins, Matthew	1/19/2024	.25
Project Management		
Wilkins, Matthew	1/22/2024	1.50
Team Call to Discuss County Comments, Follow Up Email		
Wilkins, Matthew	1/23/2024	.25
Base Coordination		
Wilkins, Matthew	1/25/2024	.25
Team Coordination		
Wilkins, Matthew	1/29/2024	1.00
Mngmt., Coordination, Meeting Prep.		
Wilkins, Matthew	1/30/2024	1.50
Mngmt., Coordination, Meeting		
Wilkins, Matthew	1/31/2024	1.00
Mngmt.		
Wilkins, Matthew	2/1/2024	1.25
Project Management, Coordination, Billing		
Wilkins, Matthew	2/2/2024	.50
Project Management, Coordination, Billing		
Wilkins, Matthew	2/5/2024	.75
Team Meeting		
Wilkins, Matthew	2/6/2024	.25
Team Coordination		
Wilkins, Matthew	2/7/2024	.75
Project Coordination, Files for David Larson		
Wilkins, Matthew	2/8/2024	.75
Project Coordination, Files for David Larson		
Wilkins, Matthew	2/9/2024	1.00
Project Coordination		
Wilkins, Matthew	2/12/2024	.25
Project Management		

Project	1764-0002-00	PPHCSD COMMUNITY PARK DESIGN DEVELOP	Invoice	61839
Wilkins, Matthew		2/13/2024	1.00	
	Bid Schedule Review Meeting			
Wilkins, Matthew		2/14/2024	.25	
	Project Management			
Wilkins, Matthew		2/15/2024	.25	
	Project Management			
Wilkins, Matthew		2/16/2024	.25	
	Project Management			
	Totals		17.00	
	Total Labor			

Total this Phase

Phase 00300 50% Design Development

Labor

			Hours
	Director of Landscape Architecture		
Wilkins, Matthew		1/25/2024	.50
	Review Emails and Materials from Steeno		
Wilkins, Matthew		1/26/2024	.75
	Work with MC on Sheet Setup, Coordination with Josh and RH on Base Management		
Wilkins, Matthew		1/30/2024	.75
	Refine Western Edge of Site		
Wilkins, Matthew		2/5/2024	.25
	Base Adjustments		
Wilkins, Matthew		2/7/2024	.25
	Base Adjustments		
Wilkins, Matthew		2/8/2024	.25
	Base Adjustments		
Wilkins, Matthew		2/12/2024	.25
	Park Refinements		
Wilkins, Matthew		2/14/2024	.50
	Park Refinements		
Wilkins, Matthew		2/15/2024	.75
	Park Refinements		
Wilkins, Matthew		2/16/2024	1.00
	Park Refinements		
Wilkins, Matthew		2/20/2024	.25
	Site Base File Coordination with MC		
Wilkins, Matthew		2/23/2024	.50
	Coordinating with Team Regarding Site Base Files		
Wilkins, Matthew		2/27/2024	1.00
	Team Coordination & Budget Estimates for Kim		
	Landscape Architect II		
Baird, Suzanne		1/31/2024	.50
	Plant Palette		
Baird, Suzanne		2/27/2024	.75
	Cost Estimate		
	Landscape Designer I		
Connell, Marilynn		1/24/2024	1.50
	Schematic Plans and File Preparation		
Connell, Marilynn		1/26/2024	5.75
	30% Con Docs, Take-offs		

Project	1764-0002-00	PPHCSD COMMUNITY PARK DESIGN DEVELOP	Invoice	61839
Connell, Marilynn		1/29/2024	7.25	
30% Con Docs				
Connell, Marilynn		1/30/2024	6.50	
30% Con Docs				
Connell, Marilynn		1/31/2024	1.25	
30% Con Docs				
Connell, Marilynn		2/5/2024	1.50	
Team Meeting, Internal Team Updates				
Connell, Marilynn		2/12/2024	.25	
Schematic Plans				
Connell, Marilynn		2/15/2024	2.00	
Schematic Plans				
Connell, Marilynn		2/16/2024	4.25	
Schematic Plans				
Connell, Marilynn		2/21/2024	3.00	
Schematic Plans				
Connell, Marilynn		2/22/2024	2.75	
Schematic Plans				
Connell, Marilynn		2/26/2024	4.00	
Schematic Drawing and Cost Estimate				
Senior Mechanical Designer/Technician II				
Whipple, Joshua		1/24/2024	2.00	
Work through files and cordinate systems				
Whipple, Joshua		1/26/2024	2.00	
Meet with Matt, get base files ready for preliminary plans				
Totals			52.25	
Total Labor				

Total this Phase

Total this Project

Total this Report



PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT PURCHASE ORDER

P.O. Box 294049
 Phelan, CA 92329-4049
 (760) 868-1212

PO Number: PO-05614

Date: 08/25/2023

Request #: PO-05614

Vendor #: WALL GROUP

ISSUED TO: Wallace Group, a California Corporation
 612 Clarion Court
 San Luis Obispo, CA 93401-

SHIP TO: Phelan Pinon Hills Community Services District
 4176 Warbler Road
 Phelan, CA 92371

ITEM	UNITS	DESCRIPTION	PROJECT	PRICE	GL ACCOUNT #	GL ACCOUNT NAM	AMOUNT
1		Phelan Park Expansion - 65% De Board Approval - June 14, 2023 17 acre design development for APN 3066-261-10 (Plaza Design) and APN 3066-251-18 (Phelan Park Expansion) Phase A - Management & Schematic Refinement Task 1 - Project Management and Administration - \$32,120 Task 2 - Final Schematics (35%) & Completion of CUP Plans - \$83,083 Phase B - Draft and Final Design Development (50% and 65%) Task 3 - 50% Desgn Development (DD) - \$181,900 Task 4 - 65% DD Plans, Spec Outline and EOPCC - \$137,788 Project Reimbursables - \$920 Grand Total: \$435,811	C0078		22-2-0-17000	CIP - Parks & Rec	435,811.00

Requested By: George Cardenas

Date: 8/25/2023

SUBTOTAL:	435,811.00
TOTAL TAX:	0.00
SHIPPING:	27 0.00
TOTAL	435,811.00

Agenda Item 3d

Acceptance of February Disbursements



Cash Disbursements Report By Payment Number

Payment Dates 2/1/2024 - 2/29/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
591	2/13/2024 021224	ANG AHU CSMFO Conference - Meals & Mileag	Angelica Ahumada	01-0-1-54470		230.40 230.40
592	2/13/2024 013124 013124 013124	CHA HAY Jan. Mileage - Auto (Solid Waste Me Jan. Mileage - Board, Finance, SW & Jan. Mileage - Solid Waste Meeting	Charles Hays	01-0-1-52210 01-0-1-52214 25-5-1-52210		17.42 -3.48 17.42 3.48
593	2/13/2024 020324	DAVNOL CSMFO Conference - Meals & Mileag	David Noland	01-0-1-54470		146.83 146.83
594	2/13/2024 013124 013124 013124	DEBPHI Jan. Mileage - Auto (Solid Waste Mee Jan. Mileage - GM, Board & SW Meeti Jan. Mileage - Solid Waste Meeting	Deborah Jeanne Philips	01-0-1-52210 01-0-1-52219 25-5-1-52210		127.00 -6.70 127.00 6.70
595	2/13/2024 020524	LORLOW CSMFO Conference Reimb. - Mileage	Lori Lowrance	01-0-1-54470		133.19 133.19
34571	2/14/2024 1627	ADD HEA AC Unit Installed at Well #17	Addison Heating & Air Conditioning	01-0-0-17000	C0072 OUTSIDE SVCS	140.00 140.00
34572	2/14/2024 32349	AVCOM Answering Svc. - Jan.	AVCOM Services Inc.	01-0-1-53150		70.00 70.00
34573	2/14/2024 197 197 197 197 197 197	BRUMCE Legal Svcs. - Dec. Legal Svcs. - Dec. Legal Svcs. - Dec. Legal Svcs. - Dec. Legal Svcs. - Dec. Legal Svcs. - Dec.	Brunick, McElhanev & Kennedy	01-0-0-17000 01-0-1-53120 01-1-1-53120 01-7-7-53120 20-0-1-53120 25-0-1-53120	C0002 OUTSIDE SVCS	6,832.50 262.50 3,862.50 180.00 1,380.00 1,012.50 135.00
34574	2/14/2024 1562089	CA FOREST Cal Fire Crews for Tank Sites Clean-Up	California Department of Forestry and Fire Protection	01-1-2-54620		1,362.48 1,362.48
34575	2/14/2024 24-18860 24-21825	SBC LIENS (25) Lien Release Docs. (8) Lien Release Docs	County of San Bernardino	01-1-1-54830 01-1-1-54830		660.00 500.00 160.00
34576	2/14/2024 12110	CPS HR HR Consulting Svcs.	CPS HR Consulting	01-0-1-53150		550.00 550.00
34577	2/14/2024 13494	DVMG Medical Screening - C. Gualco	Desert Valley Medical Group Inc	01-0-1-54290		45.00 45.00
34578	2/14/2024 NPC007091	NEWPLU Back Cover Ad March 2024 - Feb 202	Donald G. Fish Jr	01-0-0-14100		4,284.00 4,284.00
34579	2/14/2024 10768660	GARDA Armored Svcs. - Feb.	Garda CL West, Inc	01-0-1-54200		623.16 623.16
34580	2/14/2024 IN60001459001 IN7102603870	GOTO Phone w/Power Supply Office Phones Support - Feb.	GoTo Communications, Inc.	01-0-1-54530 01-0-1-58010		912.49 187.90 724.59
34581	2/14/2024 129	GREE SVCS Landscape Maint. Phelan & P.H Parks	Greenstone Services Inc.	22-2-2-53150		720.00 720.00

Cash Disbursements Report

Payment Dates: 2/1/2024 - 2/29/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
34582	2/14/2024 24-0243	LILBURN Professional Environmental Svcs - CC	Lilburn Corp.	01-1-1-53150		906.25 906.25
34583	2/14/2024 232310922 685606413	LOWES Wrenches, Tools, Blower for Trk #18 Propane, Nipple & Elbow for Sample	Lowe's Credit	01-1-2-54650 01-1-4-54620		1,282.73 1,236.64 46.09
34584	2/14/2024 013124 013124 013124 013124 013124 013124 013124 013124 013124 013124 013124 013124 013124 013124 013124 013124	ANDTRU Inv #314323 -Adaptors, Plugs, Sleeves Inv #314322 - Supplies for 2" Vent for Inv #314325 - Tubing, Vynil, Oil Absor Inv #314408 - 2 Hose Straps for Well Inv #314345 - Pipe Wrap & Galv. Nipp Inv #314319 - Supplies to Winterize S Inv #314335 - Heater for 7C Tank Inv #314339 - Clamp Hose for Tank 7C Inv #314410-Furring Strip, Elbow, Nip Inv #314331 - Bolts, Nuts, Lube for #1 Inv #314346 - Saw Blade Inv #314419 - Coupling, Pipe Foam, C Inv #314395 - Master Pad Key Blank Inv #314394 - TV Key Blank & Cable Ti Inv #314450 - Wasp & Hornet Killer	Mills Hardware	01-0-0-17000 01-0-0-17000 01-1-2-54620 01-1-3-54620 01-1-5-54620 01-1-5-54620 01-1-5-54620 01-1-5-54620 01-1-5-54620 01-1-8-54710 22-2-2-54500 22-2-2-54620 22-2-2-54620 22-2-2-54620 22-2-2-54620	C0095 OUTSIDE SVCS C0095 OUTSIDE SVCS	638.90 91.78 56.01 19.77 11.28 43.81 140.90 40.93 10.76 38.05 40.98 24.77 60.46 4.93 24.32 30.15
34585	2/14/2024 I-02194917	OFFSOL Office Supplies - Staples, Toner, Clips,	Office Solutions	01-0-1-54530		254.85 254.85
34586	2/14/2024 50987 51868	PHEEXP Trk #112 - (1) Tire Replaced Trk #22 - Oil Change	Phelan Express, Inc.	01-1-8-54710 01-1-8-54710		344.09 219.01 125.08
34587	2/14/2024 3066112 7082479	REBEL Fuel - 500 Gl. Fuel - 400 Gl.	Rebel Oil Company, Inc.	01-1-8-54410 01-1-8-54410		4,154.33 2,239.61 1,914.72
34588	2/14/2024 0102162024 1207292023	ARMELE Electrical Work - Well #15 Cl2 Wiring Electrical Work - Well #15 Wiring	Rodger Ashby	01-0-0-17000 01-0-0-17000	C0095 OUTSIDE SVCS C0095 OUTSIDE SVCS	13,350.00 6,500.00 6,850.00
34589	2/14/2024 020124 020124 020124	STAINS LTD/Life/AD & D - Feb. LTD/Life/AD & D - Feb. LTD/Life/AD & D - Feb.	Standard Insurance Company	01-0-1-51230 01-7-7-51230 22-0-1-51230		1,208.63 965.84 164.40 78.39
34590	2/14/2024 20907	TIMLOC Rekey Old Fire Station & Conference	Steven M. Zemba	22-2-2-54620		120.01 120.01
34591	2/14/2024 16494V	TOPBAR (40)Reflective Cones, (25)Traffic Delin	Tops N Barricades	01-1-2-54500		1,604.94 1,604.94
34592	2/14/2024 021424 021424 021424	TRICOM Horse Derby Sponsorship Horse Derby Sponsorship Horse Derby Sponsorship	Kiwanis Club International Inc	01-1-9-54920 22-0-1-54920 25-5-1-54920		800.00 265.00 265.00 270.00
34593	2/14/2024 020824 020824 020824	TRICOM Heritage Builder's Club - D-Day Celebr Heritage Builder's Club - D-Day Celebr Heritage Builder's Club - D-Day Celebr	Kiwanis Club International Inc	01-1-9-54920 22-0-1-54920 25-5-1-54920		1,500.00 500.00 500.00 500.00
34594	2/14/2024 229203	TURSEC Replaced Camera at CSD	Turner Security, Inc	01-0-1-54620		195.00 195.00

Cash Disbursements Report

Payment Dates: 2/1/2024 - 2/29/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
34595	2/14/2024 025-452507	TYLTEC UB Online Support - Feb.	Tyler Technologies, Inc	01-1-6-53170		265.00 265.00
34596	2/14/2024 173511760 173754922	ULINE (2) Safety Eyewash Statioos, (4) Eyewas Rags for Operations	Uline	01-1-2-54500 01-1-2-54500		1,216.26 821.91 394.35
34597	2/14/2024 120140541	USA (64) Tickets	Underground Service Alert of So. Cal.	01-1-2-53150		122.00 122.00
34598	2/14/2024 INV00255013	USABB 2- Safety Wash Showers	HD Supply, Inc.	01-1-2-54500		597.44 597.44
34599	2/14/2024 82260050	WAXIE Hand Sanitazers	Waxie Enterprises, Inc	01-0-1-54500		315.49 315.49
34608	2/28/2024 022624 0288	ASBCSD Feb. Meeting - Deborah Jan. Meeting - Kim	Assn of SB County Special Districts	01-0-1-52239 01-0-1-54440		81.00 42.00 39.00
34609	2/28/2024 013124	CJ BROWN Professional Svcs. - Jan.	C.J. Brown & Company, CPAS - An Accounting Corp.	01-0-1-53110		625.00 625.00
34610	2/28/2024 9085-1044955 9085-1045023 9085-1045169 9085-1045184 9085-1045231 9085-1045313	CED Parts for Electric Repairs - Booster D Parts for Electric Repairs - LI Booster Parts for Scada Installed @Well #15 Parts for Electric Repairs - Mountain Parts for Electric Repairs - Mountain Parts for Electric Repairs - Green Rd.	Consolidated Electrical Distributors Inc	01-1-5-54620 01-1-5-54620 01-0-0-17000 01-1-5-54620 01-1-5-54620 01-1-5-54620	C0095 OUTSIDE SVCS	1,167.83 253.13 30.49 595.25 232.73 49.80 6.43
34611	2/28/2024 T995943 Tt846646 U170473 U266300 U320811	CORE Traffic Vault for a 2-Way PRV Hydrant Body - To Replaced a Stolen (50) 6x1 DS Saddles (12) 12x1 DS Brass Saddles Nozzles for Fire Hydrant Repairs (For	Core & Main	01-1-5-54620 01-1-5-54620 01-1-0-13010 01-1-0-13010 01-1-5-54620		28,077.00 13,162.64 3,491.81 7,650.25 3,491.10 281.20
34612	2/28/2024 109230	SBC PARCELS (5) Parcel Map Revisions	County of San Bernardino	01-1-1-54830		10.00 10.00
34613	2/28/2024 24-37118	SBC LIENS (10) Lien Release Docs.	County of San Bernardino	01-1-1-54830		200.00 200.00
34614	2/28/2024 805058-4538 805278-1564 805496-8478 805496-8478	CR&R Trash - Oasis Yard Feb. Trash - Pinon Hills Park Feb. Trash - Phelan CSD Feb. Trash - Phelan CC Feb.	CR&R Incorporated	01-0-2-58110 22-0-2-58110 01-0-1-58110 22-0-2-58110		1,406.50 388.58 241.01 388.45 388.46
34615	2/28/2024 013124	DONBAR Mileage Reimb. - Jan.	Don Bartz	01-0-1-54140		485.50 485.50
34616	2/28/2024 VVP01406-2 VVP01406-2 VVP01406-2 VVP01406-2 VVP-0406-1 VVP-0406-1 VVP-0406-1	VALLE Streamed Meetings - Jan. Streamed Meetings - Jan. Streamed Meetings - Jan. Streamed Meetings - Jan. Streamed Meetings - Dec. Streamed Meetings - Dec. Streamed Meetings - Dec.	Don Gene Fish Jr.	01-0-1-53150 01-7-7-53150 22-2-2-53150 25-5-1-53150 01-0-1-53150 01-7-7-53150 25-5-1-53150		2,840.00 940.00 240.00 240.00 240.00 700.00 240.00 240.00

Cash Disbursements Report

Payment Dates: 2/1/2024 - 2/29/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
34617	2/28/2024 CAVIC91074	FASTEN Nails for Dig Ticket Feathers	Fastenal Company	01-1-2-54500		222.70 222.70
34618	2/28/2024 27814	GEOMON Routine Samples	GEO-Monitor, Inc.	01-1-4-53140		1,781.00 1,781.00
34619	2/28/2024 255450 255450 256186 256186	INFOSE Postage - Delinquent Notices Printing - Delinquent Notices Postage - Delinquent Notices Printing - Delinquent Notices	Infosend Inc	01-1-6-54860 01-1-6-54890 01-1-6-54860 01-1-6-54890		116.63 27.56 7.13 65.23 16.71
34620	2/28/2024 2024022 2024022 2024022	LIN SVC Janitorial Scs. - CSD Janitorial Scs. - Oasis Janitorial Scs. - CC Windows	Richard J. Linsalato	01-0-1-54320 01-1-1-54320 22-0-1-54320		595.00 340.00 225.00 30.00
34621	2/28/2024 MD20233 MD20233 MD20233 MD20233 MD20233 MD20283	MDAQMD Generator #118 Permit Generator #117 Permit Generator #116 Permit Fuel Dispense Permit - Oasis Yard Generator #106 Permit Generator Permit - Civic Center Bldg.	Mojave Desert Air Quality Management District	01-1-1-53160 01-1-1-53160 01-1-1-53160 01-1-1-53160 01-1-1-53160 01-1-1-53160		2,514.25 420.12 420.12 420.12 413.65 420.12 420.12
34622	2/28/2024 INV-00239	NOV ElementsXS - Mobile Asset Managem	Novotx, LLC	01-0-0-17000	C0112 OUTSIDE SVCS	47,500.00 47,500.00
34623	2/28/2024 I-02200568	OFFSOL Office Supplies - Dividers	Office Solutions	01-0-1-54530		6.63 6.63
34624	2/28/2024 566379	PAP REC On-Site Shredding	Paper Recycling & Shredding Specialist	01-0-1-53150		78.00 78.00
34625	2/28/2024 52196	PHEEXP Trk #18 - Oil Change	Phelan Express, Inc.	01-1-8-54710		85.72 85.72
34627	2/28/2024 INV-24-02-34	PLANNET Civic Center Building - A/V design	Plannet, LLC	01-0-0-17000	C0002 OUTSIDE SVCS	3,500.00 3,500.00
34628	2/28/2024 030124 030124 030124	STAINS LTD/Life/AD&D - March LTD/Life/AD&D - March LTD/Life/AD&D - March	Standard Insurance Company	01-0-1-51230 01-7-7-51230 22-0-1-51230		1,208.63 965.84 164.40 78.39
34629	2/28/2024 022824 022824 022824	SUNCOM 2024 Spring Season Sponsorship 2024 Spring Season Sponsorship 2024 Spring Season Sponsorship	Sunset Community Little League	01-1-9-54920 22-0-1-54920 25-5-1-54920		750.00 250.00 250.00 250.00
34630	2/28/2024 4806401	SUP PRESS Cash Deposit Bags	Superior Printing Inc.	01-0-1-54530		80.40 80.40
34631	2/28/2024 PPH-127-5	TOMDOD Proposed 1.5 MG Reservoir - CEQA	Tom Dodson & Associates	01-0-0-17000	C0109 OUTSIDE SVCS	1,637.50 1,637.50
34632	2/28/2024 3835 3836 3836	TOP OPT Pest Control - Oasis Feb. Pest Control - CSD Feb. Pest Control - 2 Bee Removal Feb.	Top Option Pest Control	01-1-1-53150 01-0-1-53150 01-1-6-53150		323.00 98.00 75.00 150.00
34633	2/28/2024 0250107	TT TECH Service Line pulling tool, Splitter, Cabl	TT Technologies, Inc.	01-1-2-54650		1,710.33 1,710.33

Cash Disbursements Report

Payment Dates: 2/1/2024 - 2/29/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
34634	2/28/2024	TURSEC	Turner Security, Inc			6,908.60
	229202	Well #15 Security Alarm & Cameras		01-0-0-17000	C0095 OUTSIDE SVCS	6,535.00
	229318	Monitoring Svc. - Feb.		01-0-1-53150		46.95
	229318	Monitoring Svc. - Feb.		01-1-1-53150		167.80
	229318	Monitoring Svc. - Feb.		22-2-2-53150		158.85
34635	2/28/2024	UNIVAR	UNIVAR INC.			2,234.35
	51850188	Liquid Chlorine - 550 Gl.		01-1-3-54500		2,234.35
34636	2/28/2024	WALL GROUP	Wallace Group, a California Corporation			868.75
	61368	Phelan Park Expansion - 65% Design		22-2-0-17000	C0078 OUTSIDE SVCS	436.25
	61371	Phelan Park Improvements - ARPA		22-2-0-17000	C0111 COUNTY FEES	432.50
34637	2/28/2024	WIEDRU	Wienhoff & Associates Inc			510.00
	118277	Annual Consortium Membership		01-0-1-54290		510.00
DFT0012714	2/2/2024	CALPERS 457	California Public Employees' Deferred Compensation Plan			275.00
	INV0005548	Cal PERS 457/ Employer Plan: 450 71		01-1-0-24560		191.52
	INV0005548	Cal PERS 457/ Employer Plan: 450 71		22-2-0-24560		5.73
	INV0005548	Cal PERS 457/ Employer Plan: 450 71		25-5-0-24560		77.75
DFT0012715	2/2/2024	CALPERS	Calif Public Employees' Retirement System			4,188.35
	INV0005549	CalPERS/Employee Portion(EE)		01-1-0-24530		3,415.12
	INV0005549	CalPERS/Employee Portion(EE)		01-7-0-24530		312.62
	INV0005549	CalPERS/Employee Portion(EE)		22-2-0-24530		284.93
	INV0005549	CalPERS/Employee Portion(EE)		25-5-0-24530		175.68
DFT0012716	2/2/2024	CALPERS	Calif Public Employees' Retirement System			3,736.83
	INV0005550	CalPERS/Employee Portion(ER)		01-1-0-24530		2,606.12
	INV0005550	CalPERS/Employee Portion(ER)		01-7-0-24530		451.71
	INV0005550	CalPERS/Employee Portion(ER)		22-2-0-24530		472.30
	INV0005550	CalPERS/Employee Portion(ER)		25-5-0-24530		206.70
DFT0012717	2/2/2024	CALPERS	Calif Public Employees' Retirement System			10,180.71
	INV0005551	CalPERS/Employer Portion		01-1-0-24530		7,530.42
	INV0005551	CalPERS/Employer Portion		01-7-0-24530		1,063.03
	INV0005551	CalPERS/Employer Portion		22-2-0-24530		1,068.50
	INV0005551	CalPERS/Employer Portion		25-5-0-24530		518.76
DFT0012718	2/2/2024	CALPERS	Calif Public Employees' Retirement System			24.18
	INV0005552	CalPERS Retirement/ Survivor Benefit		01-1-0-24530		18.23
	INV0005552	CalPERS Retirement/ Survivor Benefit		01-7-0-24530		1.98
	INV0005552	CalPERS Retirement/ Survivor Benefit		22-2-0-24530		2.55
	INV0005552	CalPERS Retirement/ Survivor Benefit		25-5-0-24530		1.42
DFT0012719	2/2/2024	EDD	Employment Development Department			1,217.63
	INV0005553	State Disability Ins - Payroll Taxes		01-0-0-24510		1,217.63
DFT0012720	2/2/2024	IRS	Internal Revenue Service			133.92
	INV0005554	Social Security - Payroll Taxes		01-0-0-24510		133.92
DFT0012721	2/2/2024	EDD	Employment Development Department			19.98
	INV0005555	State Employer Training Tax - Payroll T		01-0-0-24510		19.98
DFT0012722	2/2/2024	EDD	Employment Development Department			519.30
	INV0005556	State Unemployment Ins - Payroll Tax		01-0-0-24510		519.30
DFT0012723	2/2/2024	EDD	Employment Development Department			4,768.72
	INV0005557	CA State Income Tax - Payroll Taxes		01-0-0-24510		4,768.72
DFT0012724	2/2/2024	IRS	Internal Revenue Service			3,241.46
	INV0005558	Medicare - Payroll Taxes		01-0-0-24510		3,241.46

Cash Disbursements Report

Payment Dates: 2/1/2024 - 2/29/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
DFT0012725	2/2/2024 INV0005559	IRS Federal Income Tax - Payroll Taxes	Internal Revenue Service	01-0-0-24510		12,770.80 12,770.80
DFT0012726	2/15/2024 013124 013124 013124 013124 013124 013124 013124	NAPA Inv #606986-Supplies for Well #15 2" Inv #609199 - Vactor #110 Motor Part Inv #609244 - Trk #113 Cleaner & Tan Inv #609231 - Trk #1 Fuel Cap Inv #608375 - Generator #117 Battery Inv #609346 - Vactor #115 V-Belt Inv #609203 - Vactor #110 Oil	NAPA Auto Parts	01-0-0-17000 01-1-8-54710 01-1-8-54710 01-1-8-54710 01-1-8-54710 01-1-8-54710 01-1-8-54710	C0095 OUTSIDE SVCS	615.73 21.71 55.91 24.28 17.55 351.10 73.25 71.93
DFT0012730	2/15/2024 RC1102142	RACE Phones - Internet Shop Feb.	Race Communications	01-1-1-58010		255.00 255.00
DFT0012731	2/15/2024 RC1109090 RC1109090	RACE Phones - Internet Phelan CC Feb. Phones - Internet Phelan CC Credit F	Race Communications	22-0-1-58010 22-0-1-58010		4.00 204.00 -200.00
DFT0012732	2/14/2024 RC1109089	RACE Phones - Internet CSD Feb.	Race Communications	01-0-1-58010		255.00 255.00
DFT0012733	2/15/2024 RC1109088 RC1109088	RACE Phones - Internet Pinon Hills CC Credi Phones - Internet Pinon Hills CC Feb.	Race Communications	22-0-1-58010 22-0-1-58010		104.00 -100.00 204.00
DFT0012734	2/15/2024 12377R	ACT IT Software Support - Feb.	David Shay	01-0-1-53170		7,376.90 7,376.90
DFT0012735	2/15/2024 013124	SCE 4490-1265 Electricity - P.H Fire Station 1/1 - 1/31	Southern California Edison	22-0-2-58110		18.40 18.40
DFT0012736	2/15/2024 012924	SCE 3886-3219 Electricity - Well #17 12/29 - 1/29	Southern California Edison	01-1-3-58110		708.27 708.27
DFT0012737	2/15/2024 012924	SCE 7695-0442 Electricity - Fill Station 12/29 - 1/29	Southern California Edison	01-0-2-58110		25.24 25.24
DFT0012738	2/15/2024 013124	SCE 7441-5755 Electricity - Pinon Hills CC 1/3 - 1/31	Southern California Edison	22-0-2-58110		248.58 248.58
DFT0012739	2/15/2024 012524	SCE 8092-3468 Electricity - NW Dairy Mobile 12/29 -	Southern California Edison	01-1-3-58110		689.18 689.18
DFT0012740	2/15/2024 013124	SCE 5917-6455 Electricity - Phelan Park St. Lights 1/1	Southern California Edison	22-2-2-58110		28.30 28.30
DFT0012741	2/15/2024 012924	SCE 3752-2894 Electricity - N. Dairy Mobile 12/29 - 1	Southern California Edison	01-1-3-58110		448.24 448.24
DFT0012742	2/15/2024 012424	SCE 2439-1773 Electricity - Phelan Park 12/26 - 1/24	Southern California Edison	22-0-2-58110		14.04 14.04
DFT0012743	2/15/2024 013124	SCE 1613-6373 Electricity - R/R Crossings 1/1 - 1/31	Southern California Edison	23-0-2-58210		18.40 18.40
DFT0012744	2/15/2024 012924 012924	SCE 8362-7804 Electricity - Solar Meter 12/29 - 1/29 Electricity - Solar Meter Credits 12/29	Southern California Edison	01-1-3-58110 01-1-3-58115		627.47 673.37 -45.90
DFT0012745	2/15/2024 122823 122823	SCE 8362-7804 Electricity - Solar Meter 11/29 - 12/2 Electricity - Solar Meter Credits 11/29	Southern California Edison	01-1-3-58110 01-1-3-58115		624.34 664.04 -39.70

Cash Disbursements Report

Payment Dates: 2/1/2024 - 2/29/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
DFT0012746	2/23/2024 022824	ANTBLU Health Premium Adjustments Jan & F	Anthem Blue Cross	01-0-0-14130		4,832.44 4,832.44
DFT0012747	2/23/2024 0202402933731	ANTBLU Health Premium - March	Anthem Blue Cross	01-0-0-14130		24,183.56 24,183.56
DFT0012748	2/15/2024 013124 013124 013124 013124 013124 013124	FBC-STEVE Ricks Cafe - Staff Meeting Amazon - All Purpose Cleaner Amazon - Air Filter Grille Dunn-Edwards - Paint Lowe's - Repair Supplies (Fan Bubler, Amazon - 2 Floor Mats	First Bank Card	01-0-1-54440 22-2-2-54500 22-2-2-54620 22-2-2-54620 22-2-2-54620 22-2-2-54620		635.74 120.42 74.34 65.35 135.33 135.62 104.68
DFT0012749	2/15/2024 013124 013124 013124 013124 013124 013124	FBC-Aimee Southwest Airline-SDRMA Class Early Southwest Airline-SDRMA Class Early Southwest Airline-SDRMA Class Early Southwest Airline - SDRMA Class Flig Southwest Airline - SDRMA Class Flig Southwest Airline-SDRMA Class Early	First Bank Card -Aimee	25-5-1-54470 25-5-1-54470 25-5-1-54470 25-5-1-54470 25-5-1-54470 25-5-1-54470		451.62 20.00 20.00 20.00 185.81 185.81 20.00
DFT0012750	2/15/2024 013124 013124 013124 013124 013124 013124 013124 013124	FBC-JENNIFER Zoom - Cloud Recording Subscription Adobe Subscription - Office (11 Seats) Pizza Factory - for Board Meeting Adobe Subscription - Ops (3 Seats) HDMA - Y-R Meeting Lance Amazon - Otter Bock for Field Ipad Mailchimp - Customer E-Bills Adobe Subscription - End. (2 Seats)	First Bank Card	01-0-1-53170 01-0-1-53170 01-0-1-54440 01-1-1-53170 01-1-1-54440 01-1-2-54530 01-1-6-53170 01-7-7-53170		790.55 100.00 263.89 39.41 71.97 45.00 102.30 120.00 47.98
DFT0012751	2/15/2024 013124 013124 013124 013124 013124 013124 013124 013124 013124	FBC-HEATHER Pitney Bowes - Postage Meter Rental Amazon - Office Supplies (Envelopes) Envelope Superstore - AP Envelopes Amazon - Plates & Trashbags for Offic Amazon - Office Supplies (Batteries) Cert Mail - Postage for Muni Finance Cert Mail - Postage for SB Fire Agree Cert Mail - Postage for Water Theft Le Cert Mail - Postage for Leak Letters	First Bank Card	01-0-1-54300 01-0-1-54530 01-0-1-54530 01-0-1-54530 01-0-1-54530 01-0-1-54860 01-0-1-54860 01-1-6-54860 01-1-6-54860		660.54 169.59 24.95 261.90 114.61 41.15 8.43 7.56 8.23 24.12
DFT0012752	2/15/2024 013124 013124 013124 013124 013124 013124 013124 013124 013124 013124	FBC-GEORGE Ricks Cafe - Staff Meeting Ricks Cafe - Staff Meeting Mexico Lindo - Pre-Board Meeting wi Ricks Cafe - Meeting with Don & Sean Hobby Lobby - Artificial CHristmas Tre Apple - iCloud Storage for Field Ipad 76 - Fuel for Trk #28 76 - Fuel for Trk #28 Costco - Fuel for Trk #28 AWWA - Conference Registration for Costco - HP Printer for Eng. Dept.	First Bank Card	01-0-1-54440 01-0-1-54440 01-0-1-54440 01-0-1-54440 01-0-1-54530 01-1-2-53170 01-1-8-54410 01-1-8-54410 01-1-8-54410 01-7-7-54260 01-7-7-54530		2,377.49 121.92 133.08 35.11 64.84 214.44 0.99 92.62 83.04 72.34 1,135.00 424.11
DFT0012753	2/15/2024 013124 013124 013124 013124 013124	FBC-DON 76 - Fuel Shell - Fuel Shell - Fuel Shell - Fuel CSDA - Conference Registration for D	First Bank Card	01-0-1-54140 01-0-1-54140 01-0-1-54140 01-0-1-54140 01-0-1-54260		1,759.19 75.88 150.80 166.04 158.70 490.00

Cash Disbursements Report

Payment Dates: 2/1/2024 - 2/29/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	013124	Ricks Cafe - Staff Meeting		01-0-1-54440		63.50
	013124	Mexico Lindo - Meeting with George		01-0-1-54440		41.50
	013124	Ricks Cafe - Staff Meeting		01-0-1-54440		109.81
	013124	Southwest Airlines - CSDA Meeting Fl		01-0-1-54470		502.96
DFT0012754	2/15/2024	FBC-CHRIS	First Bank Card			688.60
	013124	Industrial Network - Modem for Well		01-0-0-17000	C0095 OUTSIDE SVCS	244.22
	013124	Lowe's - Parts for Well #15 AC Install		01-0-0-17000	C0095 OUTSIDE SVCS	13.99
	013124	Lowe's - Parts for Well #15 AC Install		01-0-0-17000	C0095 OUTSIDE SVCS	19.38
	013124	Industrial Networking- Well #15 Cam		01-0-0-17000	C0095 OUTSIDE SVCS	264.25
	013124	Netdorm - SCADA IP for Email Alerts		01-1-2-53170		16.25
	013124	All Skidsteers - Seat Belt Assembly		01-1-2-54620		94.98
	013124	Amazon - Valve Stem Caps for Trailers		01-1-2-54620		18.30
	013124	Amazon - Valves for Well Sounding		01-1-3-54620		17.23
DFT0012755	2/15/2024	FBC-SEAN	First Bank Card			845.65
	013124	OWP - Distribution Class for Sean &		01-1-1-54260		395.50
	013124	Mexico Lindo -Meeting with Don & G		01-1-1-54440		64.57
	013124	Supply House - Gate Valve		01-1-2-54620		86.24
	013124	Amazon - Drill for Trk #24		01-1-2-54650		169.89
	013124	Bur Surplus - Pulleys for Vactor #110		01-1-8-54710		129.45
DFT0012756	2/15/2024	VER FLEET	Verizon Connect Fleet USA, LLC			341.10
	308000053684	Fleet GPS - Jan.		01-1-8-54300		341.10
DFT0012757	2/15/2024	VER AIR	Verizon Wireless			1,419.11
	9955651868	Phones - Jet Packs, Tablets, On-Call Ja		01-1-1-58010		1,419.11
DFT0012758	2/15/2024	CIN UNI	Cintas Corporation			39.08
	4179451170	Vehicle Wash Station Supplies		01-1-8-54710		39.08
DFT0012759	2/15/2024	CIN UNI	Cintas Corporation			39.08
	4182340923	Vehicle Wash Station Supplies		01-1-8-54710		39.08
DFT0012760	2/15/2024	CINFIR	Cintas			457.56
	5197170145	First Aid Supplies - CSD		01-0-1-54500		448.41
	5197170145	First Aid Supplies - CSD		22-0-1-54500		9.15
DFT0012761	2/15/2024	ACT IT	David Shay			226.21
	12411R	Seagate 4TB Hard Drive for Server		01-0-1-54530		226.21
DFT0012762	2/15/2024	FBC-KIM	First Bank Card			919.47
	013124	Adobe - Creative Cloud		01-0-1-53170		54.99
	013124	Youtube - Personal Charge Reimb (RO		01-0-1-53170		7.99
	013124	Calendar Wiz - Online Calendar		01-0-1-53170		14.00
	013124	CPS - HR Training		01-0-1-54260		225.00
	013124	AWWA - M3 Safety Training PDF		01-0-1-54260		98.00
	013124	Pizza Factory - Personal Charge Reimb		01-0-1-54440		21.55
	013124	Pizza Factory - for Board Meeting		01-0-1-54440		39.87
	013124	Amazon - Supplies		01-0-1-54530		87.71
	013124	Canva - Business Cards		01-0-1-54530		45.00
	013124	Shutterfly - Photo Print		01-0-1-54530		30.97
	013124	Mexico Lindo - Solid Waste Meeting		25-5-1-54440		105.43
	013124	Southwest Airlines - SDRMA Class Flig		25-5-1-54470		188.96
DFT0012763	2/21/2024	SCE 9515-2666	Southern California Edison			67,329.82
	123123-1	Electricity - Wells Boosters, Tanks		01-1-3-58110		82,060.81
	123123-1	Electricity - Solar Credits		01-1-3-58115		-14,730.99
DFT0012764	2/21/2024	SCE 9515-2666	Southern California Edison			11,953.96
	013124	Electricity-Wells, Boosters,Tanks		01-1-3-58110		10,906.32
	013124	Electricity-Solar Credits		01-1-3-58115		-633.34

Cash Disbursements Report

Payment Dates: 2/1/2024 - 2/29/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	013124	Electricity-St. Lights		23-3-2-58210		1,680.98
DFT0012765	2/21/2024 020624	SCE 1078-5254 Electricity - CC & Sr. Ctr. 1/8 - 2/6	Southern California Edison	22-0-2-58110		415.01 415.01
DFT0012766	2/21/2024 122523-1	SCE 9587-0653 Electricity - Office Solar Credits 11/25	Southern California Edison	01-1-3-58115		-1,599.79 -1,599.79
DFT0012767	2/21/2024 122524	SCE 9587-0653 Electricity - Office 11/25 - 12/25	Southern California Edison	01-0-1-58110		1,441.46 1,441.46
DFT0012768	2/21/2024 012424 012424	SCE 9587-0653 Electricity - Office 12/26 - 1/24 Electricity - Solar Credits 12/26 - 1/24	Southern California Edison	01-0-1-58110 01-1-3-58115		1,455.57 1,615.11 -159.54
DFT0012769	2/9/2024 INV0005560	IRS Social Security - Payroll Taxes	Internal Revenue Service	01-0-0-24510		89.28 89.28
DFT0012770	2/9/2024 INV0005561	EDD CA State Income Tax - Payroll Taxes	Employment Development Department	01-0-0-24510		5.65 5.65
DFT0012771	2/9/2024 INV0005562	IRS Medicare - Payroll Taxes	Internal Revenue Service	01-0-0-24510		20.88 20.88
DFT0012772	2/9/2024 INV0005563	IRS Federal Income Tax - Payroll Taxes	Internal Revenue Service	01-0-0-24510		9.31 9.31
DFT0012773	2/15/2024 013124 013124	CIN UNI Uniform Rental Svcs. - Jan. Uniform Rental Svcs. - Jan.	Cintas Corporation	01-1-1-54680 22-2-1-54680		697.00 646.45 50.55
DFT0012774	2/15/2024 012424 31596906 8359	FBC-SEAN SP Duromax - Vactor #110 Motor Rep ACME Tools - Magnetic Drill A & B Hitches - Trailer # 120 Axle Rep	First Bank Card	01-1-8-54710 01-1-2-54650 01-1-8-54710		5,405.58 2,153.93 969.74 2,281.91
DFT0012775	2/15/2024 565350396 927901057	FBC-CHRIS Blue Diamond - 10 Tons Cold Patch As Lowe's - Well #15 Air Conditioning	First Bank Card	01-1-2-54620 01-0-0-17000	C0095 OUTSIDE SVCS	3,984.93 1,305.00 2,679.93
DFT0012776	2/16/2024 INV0005564 INV0005564 INV0005564	CALPERS 457 Cal PERS 457/ Employer Plan: 450 71 Cal PERS 457/ Employer Plan: 450 71 Cal PERS 457/ Employer Plan: 450 71	California Public Employees' Deferred Compensation Plan	01-1-0-24560 22-2-0-24560 25-5-0-24560		275.00 203.27 6.23 65.50
DFT0012777	2/16/2024 INV0005565 INV0005565 INV0005565 INV0005565	CALPERS CalPERS/Employee Portion(EE) CalPERS/Employee Portion(EE) CalPERS/Employee Portion(EE) CalPERS/Employee Portion(EE)	Calif Public Employees' Retirement System	01-1-0-24530 01-7-0-24530 22-2-0-24530 25-5-0-24530		4,194.55 3,290.58 316.96 298.67 288.34
DFT0012778	2/16/2024 INV0005566 INV0005566 INV0005566 INV0005566	CALPERS CalPERS/Employee Portion(ER) CalPERS/Employee Portion(ER) CalPERS/Employee Portion(ER) CalPERS/Employee Portion(ER)	Calif Public Employees' Retirement System	01-1-0-24530 01-7-0-24530 22-2-0-24530 25-5-0-24530		3,742.28 2,609.72 451.71 475.82 205.03
DFT0012779	2/16/2024 INV0005567 INV0005567 INV0005567 INV0005567	CALPERS CalPERS/Employer Portion CalPERS/Employer Portion CalPERS/Employer Portion CalPERS/Employer Portion	Calif Public Employees' Retirement System	01-1-0-24530 01-7-0-24530 22-2-0-24530 25-5-0-24530		10,195.93 7,413.01 1,067.33 1,087.96 627.63
DFT0012780	2/16/2024 INV0005568	CALPERS CalPERS Retirement/ Survivor Benefit	Calif Public Employees' Retirement System	01-1-0-24530		24.18 17.90

Cash Disbursements Report

Payment Dates: 2/1/2024 - 2/29/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	INV0005568	CalPERS Retirement/ Survivor Benefit		01-7-0-24530		2.03
	INV0005568	CalPERS Retirement/ Survivor Benefit		22-2-0-24530		2.63
	INV0005568	CalPERS Retirement/ Survivor Benefit		25-5-0-24530		1.62
DFT0012781	2/16/2024 INV0005569	CALSTA Remittance ID: 200000001121596	California State Disbursement Unit	01-1-0-24520		139.61 139.61
DFT0012782	2/16/2024 INV0005570	EDD State Disability Ins - Payroll Taxes	Employment Development Department	01-0-0-24510		1,176.19 1,176.19
DFT0012783	2/16/2024 INV0005571	EDD State Employer Training Tax - Payroll T	Employment Development Department	01-0-0-24510		3.05 3.05
DFT0012784	2/16/2024 INV0005572	EDD State Unemployment Ins - Payroll Tax	Employment Development Department	01-0-0-24510		79.78 79.78
DFT0012785	2/16/2024 INV0005573	EDD CA State Income Tax - Payroll Taxes	Employment Development Department	01-0-0-24510		4,356.91 4,356.91
DFT0012786	2/16/2024 INV0005574	IRS Medicare - Payroll Taxes	Internal Revenue Service	01-0-0-24510		3,100.88 3,100.88
DFT0012787	2/16/2024 INV0005575	IRS Federal Income Tax - Payroll Taxes	Internal Revenue Service	01-0-0-24510		11,971.66 11,971.66
DFT0012788	2/20/2024 819902761	VSP Vision Insurance - March	Vision Service Plan	01-0-0-14130		525.77 525.77
DFT0012789	2/21/2024 D691908	AME SUP Supplemental Life Insurance - Feb.	American Fidelity Assurance	01-0-0-24580		945.50 945.50
DFT0012790	2/20/2024 2348619A	AME FID Flex Spending 2/1	American Fidelity Assurance Company	01-0-0-24580		266.66 266.66
DFT0012791	2/29/2024 5388501	XEROX Copier Lease 2/12 - 3/11	Xerox Corporation	01-0-1-54300		280.55 280.55
DFT0012792	2/15/2024 012624-6781	THEGAS Gas - Pinon Hills Fire 12/28 - 1/26	SoCalGas	22-0-2-58110		62.12 62.12
DFT0012793	2/15/2024 012624-6056	THEGAS Gas - Pinon Hills CC 12/28 - 1/26	SoCalGas	22-0-2-58110		127.66 127.66
DFT0012794	2/29/2024 022024-4084	THEGAS Gas - Phelan Sr. Ctr. 1/19 - 2/20	SoCalGas	22-0-2-58110		273.60 273.60
DFT0012795	2/29/2024 022024-4585	THEGAS Gas - Phelan CC 1/19 - 2/20	SoCalGas	22-0-2-58110		203.28 203.28
DFT0012796	2/27/2024 2348620A	AME FID Flex Spending 2/15	American Fidelity Assurance Company	01-0-0-24580		266.66 266.66
DFT0012797	2/29/2024 5196932114	CINFIR First Aid Supplies - Shop	Cintas	01-1-1-54500		816.87 816.87
DFT0012799	2/14/2024 021624	PIT RES Postage Machine Refill	Pitney Bowes Bank Inc. Reserve Account	01-0-1-54860		500.00 500.00
DFT0012843	2/15/2024 021524 CR	FBC-CHRIS Lowe's Payable Adj.	First Bank Card	01-0-0-17000	C0095 OUTSIDE SVCS	-33.37 -33.37
DFT0012844	2/15/2024 121123 CR	CIN UNI Early Pmt Discount	Cintas Corporation	01-1-1-54680		-0.73 -0.73
Payment Total:						381,762.92

Report Summary

Fund Summary

Fund	Payment Amount
01 - WATER FUND	364,628.60
20 - GOV'T GENERAL FUND	1,012.50
22 - PARKS & RECREATION	9,862.82
23 - STREET LIGHTING	1,699.38
25 - SOLID WASTE	4,559.62
Grand Total:	381,762.92

Account Summary

Account Number	Account Name	Payment Amount
01-0-0-14100	Prepaid Expense	4,284.00
01-0-0-14130	Prepaid Benefit	29,541.77
01-0-0-17000	CIP Enterprise Funds	76,878.15
01-0-0-24510	Payroll Tax Payable	43,485.40
01-0-0-24580	Supplemental Ins W/H P	1,478.82
01-0-1-51230	Employee Group Insuran	1,931.68
01-0-1-52210	Board Exp - Auto Expens	-10.18
01-0-1-52214	Board - Auto Expense/H	17.42
01-0-1-52219	Board - Auto Expense/P	127.00
01-0-1-52239	Board - Education,Traini	42.00
01-0-1-53110	Auditing & Accounting F	625.00
01-0-1-53120	Legal Services	3,862.50
01-0-1-53150	Outside Service	2,459.95
01-0-1-53170	Software Support	7,817.77
01-0-1-54140	Auto Expense	1,036.92
01-0-1-54200	Credit Card Fee & Bank	623.16
01-0-1-54260	Education & Training	813.00
01-0-1-54290	Employment Expense	555.00
01-0-1-54300	Equipment Rental / Leas	450.14
01-0-1-54320	General Maintenance	340.00
01-0-1-54440	Meeting, Seminar & Sup	830.01
01-0-1-54470	Travel Expense	1,013.38
01-0-1-54500	Operating Supplies	763.90
01-0-1-54530	Office Supplies	1,576.72
01-0-1-54620	Repair & Maintenance	195.00
01-0-1-54860	Postage & Mailing	515.99
01-0-1-58010	Telephone	979.59
01-0-1-58110	Utilities	3,445.02
01-0-2-58110	Utilities	413.82
01-1-0-13010	Inventory - Water Field P	11,141.35
01-1-0-24520	Garnishment Payable	139.61
01-1-0-24530	Retirement W/H Payable	26,901.10
01-1-0-24560	Retirement 457 W/H Pay	394.79
01-1-1-53120	Legal Services	180.00
01-1-1-53150	Outside Service	1,172.05
01-1-1-53160	Permits & Fees	2,514.25
01-1-1-53170	Software Support	71.97
01-1-1-54260	Education & Training	395.50
01-1-1-54320	General Maintenance	225.00
01-1-1-54440	Meeting, Seminar & Sup	109.57
01-1-1-54500	Operating Supplies	816.87
01-1-1-54680	Uniforms	645.72
01-1-1-54830	State & County Fees & S	870.00
01-1-1-58010	Telephone	1,674.11
01-1-2-53150	Outside Service	122.00
01-1-2-53170	Software Support	17.24
01-1-2-54500	Operating Supplies	3,641.34
01-1-2-54530	Office Supplies	102.30

Account Summary

Account Number	Account Name	Payment Amount
01-1-2-54620	Repair & Maintenance	2,886.77
01-1-2-54650	Small Tools	4,086.60
01-1-3-54500	Operating Supplies	2,234.35
01-1-3-54620	Repair & Maintenance	28.51
01-1-3-58110	Utilities	96,150.23
01-1-3-58115	Utilities - Solar Credits	-17,209.26
01-1-4-53140	Laboratory Analysis	1,781.00
01-1-4-54620	Repair & Maintenance	46.09
01-1-5-54620	Repair & Maintenance	17,782.68
01-1-6-53150	Outside Service	150.00
01-1-6-53170	Software Support	385.00
01-1-6-54860	Postage & Mailing	125.14
01-1-6-54890	Printing	23.84
01-1-8-54300	Equipment Rental / Leas	341.10
01-1-8-54410	Fuel Costs	4,402.33
01-1-8-54710	Vehicle Maintenance	5,708.26
01-1-9-54920	Public Relation	1,015.00
01-7-0-24530	Retirement W/H Payable	3,667.37
01-7-7-51230	Employee Group Insuran	328.80
01-7-7-53120	Legal Services	1,380.00
01-7-7-53150	Outside Service	480.00
01-7-7-53170	Software Support	47.98
01-7-7-54260	Education & Training	1,135.00
01-7-7-54530	Office Supplies	424.11
20-0-1-53120	Legal Services	1,012.50
22-0-1-51230	Employee Group Insuran	156.78
22-0-1-54320	General Maintenance	30.00
22-0-1-54500	Operating Supplies	9.15
22-0-1-54920	Public Relation	1,015.00
22-0-1-58010	Telephone	108.00
22-0-2-58110	Utilities	1,992.16
22-2-0-17000	CIP - Parks & Rec	868.75
22-2-0-24530	Retirement W/H Payable	3,693.36
22-2-0-24560	Retirement 457 W/H Pay	11.96
22-2-1-54680	Uniforms	50.55
22-2-2-53150	Outside Service	1,118.85
22-2-2-54500	Operating Supplies	99.11
22-2-2-54620	Repair & Maintenance	680.85
22-2-2-58110	Utilities	28.30
23-0-2-58210	Utilities - Street Lights	18.40
23-3-2-58210	Utilities - Street Lights	1,680.98
25-0-1-53120	Legal Services	135.00
25-5-0-24530	Retirement W/H Payable	2,025.18
25-5-0-24560	Retirement 457 W/H Pay	143.25
25-5-1-52210	Board Exp - Auto Expens	10.18
25-5-1-53150	Outside Service	480.00
25-5-1-54440	Meeting, Seminar & Sup	105.43
25-5-1-54470	Travel Expense	640.58
25-5-1-54920	Public Relation	1,020.00
	Grand Total:	381,762.92

Project Account Summary

Project Account Key	Payment Amount
None	304,016.02
C0002 OUTSIDE SVCS	3,762.50
C0072 OUTSIDE SVCS	140.00
C0078 OUTSIDE SVCS	436.25
C0095 OUTSIDE SVCS	23,838.15

Project Account Summary

Project Account Key	Payment Amount
C0109 OUTSIDE SVCS	1,637.50
C0111 COUNTY FEES	432.50
C0112 OUTSIDE SVCS	47,500.00
Grand Total:	<u>381,762.92</u>

Agenda Item 4

Matters Removed from
Consent Items

Agenda Item 5

Presentations/Appointments

Agenda Item 6a

Discussion & Possible Action Regarding
Options for Increasing Water Production
Capacity

MEMORANDUM

DATE: March 27, 2024

TO: Board of Directors

FROM: Don Bartz, General Manager
By: Sean Wright, Water Operations Manager

SUBJECT: Discussion and Possible Action Regarding Options for Increasing Water Production Capacity

STAFF RECOMMENDATION

Staff recommends for the Board to authorize staff to move forward with planning and project development for Option 1.

BACKGROUND

District staff have identified three options for increasing District water production as part of the District's Chromium-6 mitigation plan.

OPTION 1 – Pipeline to Existing Water Source

The first option is to tie in existing District infrastructure from Well No. 15 to Well No. 22 (George's Well). This will eliminate the need to drill a new well which has substantial costs and associated risks.

The distance from Well No.15's pipeline to Well No. 22 located on District property in El Mirage is roughly 5.8 miles, or 30,600 feet. The current rate for ductile iron pipe is \$52 per linear foot , totaling approximately \$1,591,200 for pipe. An additional \$78,000 would be necessary for isolation valves and hydrants Equipment rental is estimated at \$160,000, and equipping Well No. 22 with SCADA is estimated at \$50,000. Estimated staff time is approximately 60 days.

Well No. 22 has a known production capability of 1,350 gallons per minute Additionally, Chromium-6 measurements were below the anticipated new MCL. Knowing the production capability and water quality eliminates the risks associated with drilling a new well.

Because the District had previously considered a similar pipeline and alignment as part of the District's original Chromium-6 mitigation project, plans were already completed to 50% of design and CEQA was already completed. Per the District's environmental consultant, the CEQA could be updated for this project with an addendum.

Estimated Project Cost:

Pipeline Ductile Iron Option: \$1,669,200

Pipeline DR 18 Option: \$1,638,600

Outfitting of Wells: \$300,000 - \$500,000

Rental Equipment Estimate: \$160,000

SCADA: \$50,000
 CEQA: \$5,000
 Total Estimated Costs: \$ 2,179,200 – \$2,379,200

Budgeted Amount:
 FY-23/24: \$100,000
 FY-24/25: \$2,000,000

OPTION 2 – Drill New Well No. 18 at Azalea Road Turnout

As part of the Well No. 15 project, the District installed 5,500 feet of 12" DI350 Ductile Iron transmission line. Using known water quality and production capabilities from Well No. 15, the area at the turnout located at South Rd and Azalea Rd has been determined to be a good location for a new well. The relative location to Well No. 15 minimizes the amount of transmission line needed to service new Well No. 18 to approximately 4,000 feet with four isolation valves and four hydrants. The necessary transmission pipeline of 8" DR 18 can be installed using equipment the District owns. No rental equipment is necessary for this option. This area is known to produce between 600-800 gallons per minute.

Well No. 15 would serve as the template for depth, construction, and materials. Using this analog, the cost to drill the pilot hole, ream, and case is approximately \$1,100,000 or greater given cost increases since Well No. 15 was completed. An additional \$480,000 is required to equip the well with a pump, motor, and variable frequency drive. SCADA to provide telemetry is an estimated \$50,000.

Estimated Project Cost:
 8" DR 18 Pipeline to Service Well: \$138,328
 Outfitting of Well: \$300,000 - \$500,000
 Drilling of Well: \$1,100,000
 SCADA: \$50,000
 CEQA: \$20,000
 Property Acquisition: TBD
 Total Estimated Costs: \$ 1,608,328 – \$1,808,328 Plus the Cost of Property Acquisition

Budgeted Amount:
 FY-23/24: \$100,000
 FY-24/25: \$2,000,000

OPTION 3 – Drill New Well No. 16 at Filling Station

During the planning phase of Well No. 15, a backup plan was developed and CEQA was completed on the District's 40-acre parcel housing the fill station, should Well No. 15 have been a failure. No transmission pipeline is necessary as there is a 10" Asbestos-Concrete distribution mainline capable of servicing Reservoirs 1A & 1C.

Analyzing the available geotechnical data, and knowing production capabilities in the area by Well No. 8, this area is the least desirable in terms of water production. Staff estimates this area will yield between 300-500 gallons per minute.

Well No. 15 would serve as the template for depth, construction, and materials. Using this analog, the cost to drill the pilot hole, ream, and case is \$1,100,000, or greater, given cost increases since Well No. 15 was completed. An additional \$480,000 is required to equip the well with a pump, motor, and variable frequency drive. SCADA to provide telemetry is an estimated \$50,000.

Estimated Project Cost:

Transmission Pipeline: \$0

Outfitting of Well: \$300,000 - \$500,000

Drilling of Well: \$1,100,000

SCADA: \$50,000

CEQA: \$0

Property Acquisition: \$0

Total Estimated Costs: \$ 1,450,000 – \$1,650,000

Budgeted:

FY-23/24: \$100,000

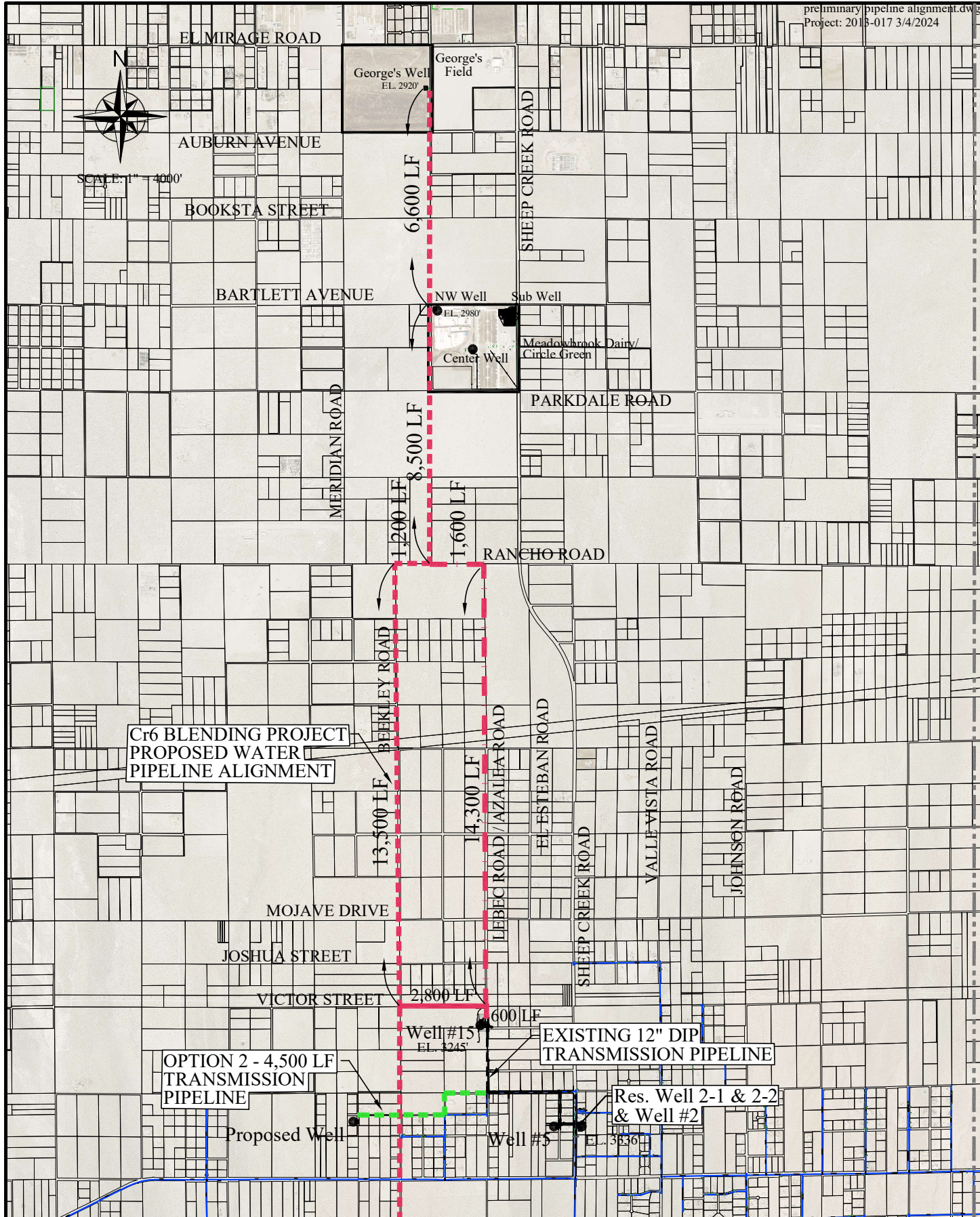
FY-24/25: \$2,000,000

ATTACHMENT(S)

Exhibit A-Proposed Pipeline Alignment

Exhibit B-Proposed Area of Interest Map

Exhibit C-Well No. 16 Site Map



Cr6 BLENDING PROJECT
PROPOSED WATER
PIPELINE ALIGNMENT

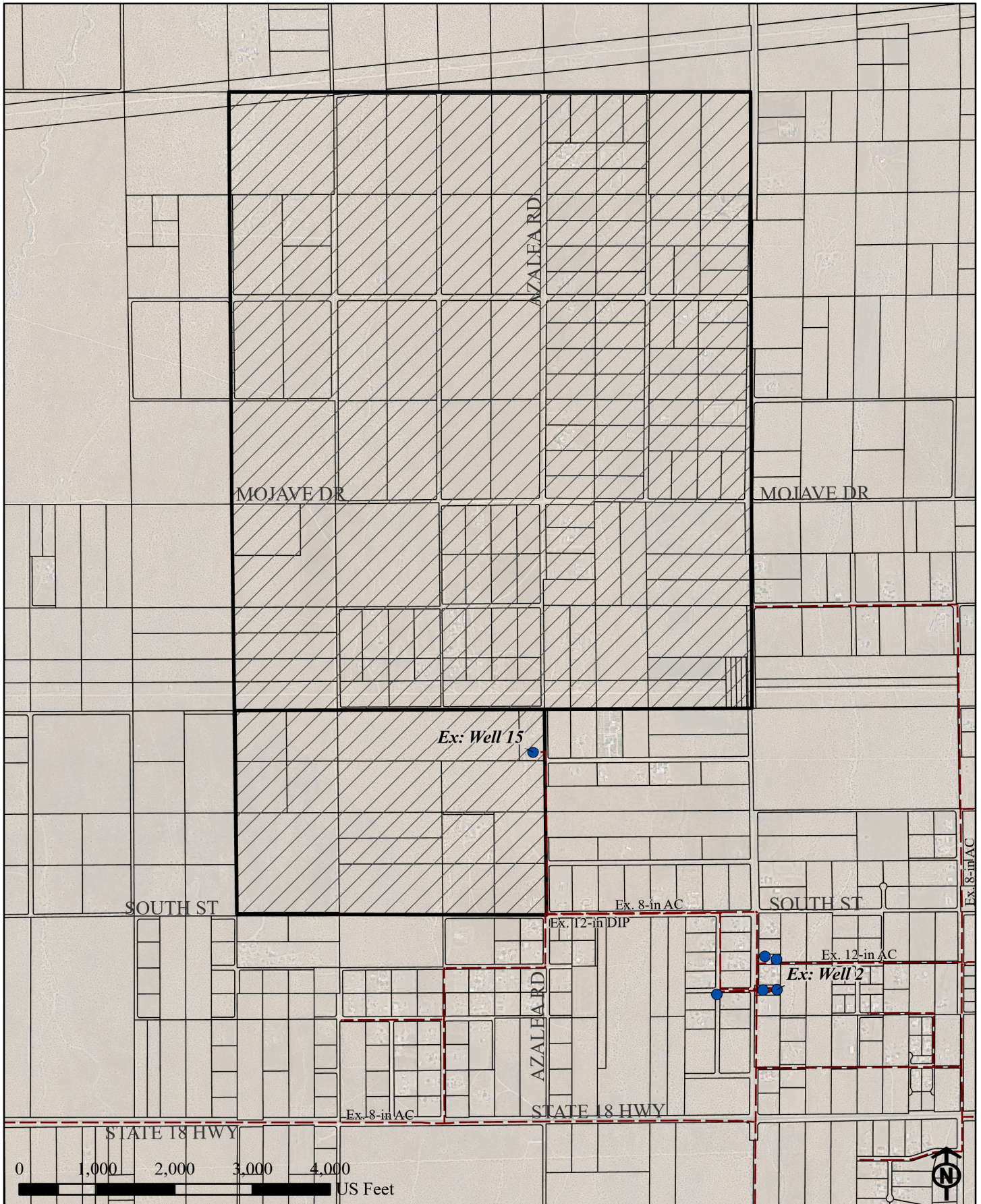
EXISTING 12" DIP
TRANSMISSION PIPELINE

OPTION 2 - 4,500 LF
TRANSMISSION
PIPELINE

Res. Well 2-1 & 2-2
& Well #2

PROPOSED PROJECT = 33,200± LF

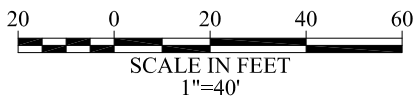
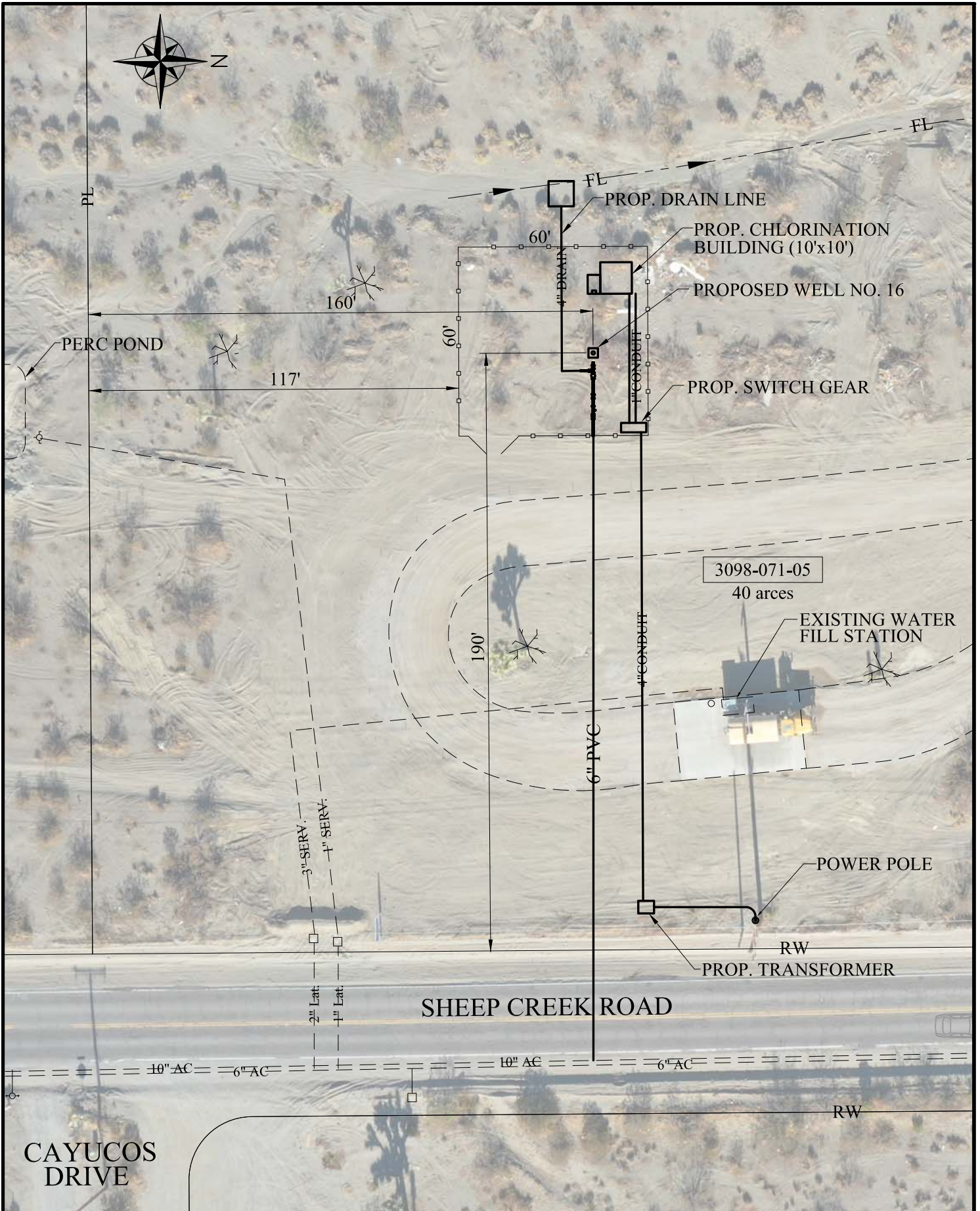
**PHELAN PINON HILLS
COMMUNITY SERVICES DISTRICT**
Proposed George's Well Pipeline Project
Preliminary Alignment
EXHIBIT "A"



Legend

- Existing Well
- ▨ Area of Interest
- - Existing Pipeline

**PHELAN PINON HILLS
 COMMUNITY SERVICES DISTRICT
 WELL 18 - AREA OF INTEREST**



PHELAN PINON HILLS
COMMUNITY SERVICES DISTRICT

APN 3098-071-05
PROPOSED WELL No. 16

FIGURE 5

Agenda Item 6b

Discussion & Possible Action Regarding
Extension of Pump and Well Services
Contract

MEMORANDUM

DATE: March 27, 2024

TO: Board of Directors

FROM: Don Bartz, General Manager
By: Sean Wright, Water Operations Manager

SUBJECT: Discussion & Possible Action Regarding Extension of Pump and Well Services Contract

STAFF RECOMMENDATION

Staff recommends the Board approve the attached two-year extension to the existing pump and well services maintenance contract with the 9.5% labor and equipment rate increase.

BACKGROUND

The District entered into a pump and well services contract with General Pump in 2018 that will expire in April 2024. This contract has been used to perform all of the District's booster pump and well service repair work that has been necessary including booster pump upgrades and modifications, well repair work, and well profiling for hexavalent chromium. Recent projects performed with successful results for hexavalent chromium reduction include wells 6A, 6B, 8, 10, 11, and currently well 15.

A proposed extension for a duration of two years starting April of 2024 and expiring April of 2026 is being recommended for board approval. San Bernardino County Consumer Price Index recorded the year 2021 as 2.2%, 2022 as 8.6%, and 2023 as 4.9%. The 9.5% increase requested by General Pump is a cost-saving measure for the District, this would be the only the second increase to the contractual rates since the inception of the contract in 2018.

The Engineering Committee reviewed the proposal on March 13th, 2024, giving staff recommendation to proceed with Board approval.

FISCAL IMPACT

Scope of Work

ATTACHMENT(S)

General Pump Quotation for a 9.5% increase to existing labor and equipment rates
The District's original base bid schedule for pump and well services contract

**BASE BID SCHEDULE
FOR
WELL & BOOSTER MAINTENANCE AND REPAIR ANNUAL SERVICE AGREEMENT**

Item #	DESCRIPTION	QUANTITY & UNIT	UNIT PRICE	AMOUNT
1	Costs related to insurance, and other miscellaneous items related to contract start up	LS	\$ 590.00	\$ 590.00
2	Price for an emergency call out: pull, reassemble and reinstall repaired and or new pump, motor, and related equipment excluding cost of motor and pump repairs. Assuming a 10" Vertical turbine, 250 HP Motor, and pump setting at 800 FT.	EA	1	\$ 28,797.00
3	Video Survey with side scan (provided in digital format)	EA	1	\$ 1,415.00
4	Spinner Log- continuous and stop count	EA	1	\$ 2,946.00
5	Discreet Sampling- per round trip of sampling tool 2"	EA	1	\$ 590.00
6				
7				
8				
9				
10				
11				
12				
13				

TOTAL BID SCHEDULE (Sum of Bid Items 1 through 13):

Thirty Four Thousand Three Hundred Thirty Eight Dollars \$ 34,338.00
(Words)

(Figures)

Bidder hereby acknowledges that all bid prices include any amounts payable by Owner for taxes which may result from this proposal.

BID ITEM EQUIPMENT AND MATERIAL

EQUIPMENT AND MATERIAL	LEASED / OWNED OR RENTAL	UNIT	RATE \$
Crane 40-50 TON	L / O / R	Hourly	\$ 143.00
Pump Pulling Rig- 30 TON Capacity	L / O / R	Hourly	\$ 160.00
Cable Tool Rig- 5 TON Capacity	L / O / R	Hourly	\$ 13.00
Rotary Crane – 5 TON And Smaller	L / O / R	Hourly	\$ 25.00
Rotary Crane- 8 to 10 TON	L / O / R	Hourly	\$ 37.00
Rotary Crane- 15 to 30 TON	L / O / R	Hourly	\$ 160.00
Air Compressor, 600 CFM Minimum	L / O / R	Hourly	\$ 60.00
Welding Truck	L / O / R	Hourly	\$ 37.00
Service Truck- 1 TON or Smaller	L / O / R	Hourly	\$ 25.00
OTHER (Please Specify)	L / O / R	Hourly	\$ 25.00
TOTAL Based on 100 Hours			\$ 685.00

TOTAL BID SCHEDULE (Sum of Bid Items Equipment and Material):

Sixty Eight Thousand Five Hundred Dollars \$ 68,500.00
 (Words)

(Figures)

Bidder hereby acknowledges that all bid prices include any amounts payable by Owner for taxes which may result from this proposal.

BID ITEM HOURLY RATE- LABOR
(TO BE USED FOR NEGOTIATING COSTS)

LABOR	REGULAR HOURLY RATE	NOTES
PUMP MECHANIC (FIELD)	\$ 107.00	
HELPER (FIELD)	\$ 37.00	
PUMP MECHANIC (SHOP)	\$ 113.00	
WELDER (FIELD)	\$ 113.00	
WELDER (SHOP)	\$ 84.00	
CRANE OPERATOR	\$ 107.00	
CIVIL ENGINEER	\$ No Charge	
HYDROGEOLOGIST	\$ No Charge	
ELECTRICIAN (FIELD)	\$ 143.00	
ELECTRICIAN (SHOP)	\$ 84.00	
TOTAL BASED ON 100 HOURS	\$ 788.00	

TOTAL BID SCHEDULE (Sum of Bid Items Hourly Rate- Labor):

Seventy Eight Thousand Eight Hundred Dollars \$ 78,800.00
(Words)

(Figures)

Bidder hereby acknowledges that all bid prices include any amounts payable by Owner for taxes which may result from this proposal.

BID ITEM HOURLY RATE- EMERGENCY LABOR
(TO BE USED FOR NEGOTIATING COSTS)

LABOR	REGULAR HOURLY RATE	NOTES
PUMP MECHANIC (FIELD)	\$ 154.00	
HELPER (FIELD)	\$ 49.00	
PUMP MECHANIC (SHOP)	\$ 160.00	
WELDER (FIELD)	\$ 160.00	
WELDER (SHOP)	\$ 107.00	
CRANE OPERATOR	\$ 154.00	
CIVIL ENGINEER	\$ No Charge	
HYDROGEOLOGIST	\$ No Charge	
ELECTRICIAN (FIELD)	\$ 195.00	
ELECTRICIAN (SHOP)	\$ 107.00	
TOTAL BASED ON 100 HOURS	\$ 1,086.00	

TOTAL BID SCHEDULE (Sum of Bid Items Hourly Rate- Emergency Labor):

One Hundred and Eight Thousand Six Hundred Dollars \$ 108,600.00
(Words)

(Figures)

Bidder hereby acknowledges that all bid prices include any amounts payable by Owner for taxes which may result from this proposal.

Agenda Item 6c

Discussion & Possible Acceptance of
2024/2025 Solid Waste Collection Rates



A. 4176 Warbler Road
 P.O. Box 294049
 Phelan, CA 92329
 P. (760) 868-1212
 F. (760) 868-2323
 W. www.pphcsd.org

M E M O R A N D U M

DATE: March 27, 2024

TO: Board of Directors

FROM: Don Bartz, General Manager
 By: Kim Sevy, HR & Solid Waste Manager/District Clerk

SUBJECT: Discussion & Possible Acceptance 2024/2025 Solid Waste Collection Rates

RECOMMENDATION

Staff recommends the Board accept the following residential and commercial solid waste rate changes for FY 2024/2025.

BACKGROUND

On June 14, 2023, the Board adopted a new rate schedule for solid waste and recycling collection. Per the District’s Franchise Agreement with CR&R, Inc., the maximum rates set forth shall be adjusted annually effective each July 1st as follows: (ii) during the remainder of the Term by an amount equal to the calendar year twelve-month change in the Consumer Price Index ("CPI") for All Urban Consumers (CPI-U) for the Riverside/San Bernardino/Ontario Area, (December 2017=100) CUURS49CSA0LE; this is the last year utilizing the CPI for the Los Angeles/Anaheim/Riverside Metropolitan Area.

CR&R & District staff negotiated a 4.3% rate adjustment which will be effective July 1, 2024, and will be reflected in CR&R’s July invoices. Per San Bernardino County, there will not be an increase to tipping fees for 2024/2025. Below is a comparison between the current rates and the new rates for common service types:

RESIDENTIAL

Service Type	Current Rate (per month)	New Rate (per month)
3 Cart Service (T + R + O)	\$30.98	\$32.31
2 CY Bin + 1 R + 1 O Cart	\$121.20	\$126.41
Additional Cart	\$7.01	\$7.31

COMMERCIAL

Service Type	Current Rate (per month)	New Rate (per month)
3 Cart Service (T + R + O)	\$49.50	\$51.63
Additional Cart	\$7.96	\$8.30
2 CY Bin 1x/wk + 1 R + 1 O Cart	\$155.34	\$162.02
2 CY Bin 1x/wk Recycling	\$147.57	\$153.92

FISCAL IMPACT

Franchise revenue is anticipated to increase by 4.3%; actual franchise revenue is dependent upon the number of customers participating in collection.

ATTACHMENT(S)

Letter from CR&R

Proposed Rates

CPI Table



March 8, 2024

Phelan Pinon Hills Community Services District
Attn: Kim Sevy
HR and Solid Waste Manager
4176 Warbler Road,
Phelan, Ca. 92371

Re: 2024-2025 Rate Adjustment

Dear Kim,

Pursuant to Section 9.04 of our current agreement to provide Solid Waste Handling and Recycling Services to the Phelan Pinon Hills Community Services District (PPHCSD), CR&R Incorporated (CR&R) respectfully submits the attached information which outlines our Annual Rate Adjustment request for fiscal year 2024-2025.

This correspondence, as well as the attached exhibits, will provide you with our current and proposed rates for both residential and commercial customers located within the PPHCSD.

In reviewing the data from the Bureau of Labor Statistics (BLS) for the November to November time period for 2022-2023, the applicable CPI has increased by 4.3%. In addition, the County of San Bernardino's Waste Management Department has indicated that they will not be adjusting their disposal rate for fiscal year 2024-2025. Lastly, there are no additional extraordinary fees proposed for this year's rate schedule.

We greatly appreciate our long-standing relationship with the PPHCSD, as well as the opportunity that we have had to be of service to your residents and businesses. It truly has been and continues to be an honor and a privilege to be of service. Please do not hesitate to call us if you should have any questions or comments. We look forward to any further assistance that we may be able to provide.

Respectfully,



J. Alex Braicovich
Sr. Regional V.P.
CR&R Incorporated

Cc: Don Bartz, GM,
Bill Higginbotham, CR&R
Brandon McGill, CR&R

FEE DESCRIPTION	7/1/2023 RATES	7/1/2024 RATES**	FREQUENCY	% CHANGE FROM CURRENT**
RESIDENTIAL BARREL SERVICE (billed quarterly = monthly rate x 3)				
3 Carts – (64 Gallons EA) 1 EA: Trash, Recycling, Organics	\$30.98	\$32.31	Per Month	4.3%
Each Additional Cart (64 Gallons)	\$7.01	\$7.31	Per Month	4.3%
Pull Out Service	\$10.49	\$10.94	Per Month	4.3%
RESIDENTIAL BIN SERVICE (NOTE: Refuse bin will also include 1 recycling and 1 organics cart)*				
REFUSE (TRASH)				
1.5 Cubic Yard ("CY")	\$90.87	\$94.78	Per Month	4.3%
2 CY	\$121.20	\$126.41	Per Month	4.3%
2 CY 2x/week	\$225.15	\$234.83	Per Month	4.3%
3 CY	\$181.82	\$189.64	Per Month	4.3%
3 CY 2x/week	\$337.79	\$352.31	Per Month	4.3%
4 CY	\$242.35	\$252.77	Per Month	4.3%
4 CY 2x/week	\$450.17	\$469.53	Per Month	4.3%
RECYCLING				
64 Gallon	\$7.01	\$7.31	Per Month	4.3%
2 CY	\$110.53	\$115.28	Per Month	4.3%
3 CY	\$165.76	\$172.89	Per Month	4.3%
4 CY	\$217.76	\$227.12	Per Month	4.3%
ORGANICS				
64 Gallon	\$7.01	\$7.31	Per Month	4.3%
2 CY	\$294.36	\$307.02	Per Month	4.3%
SPECIAL CHARGES				
Extra Pick-Up/Occurrence	\$92.26	\$96.23	Per Occurrence	4.3%
COMMERCIAL CART SERVICE				
3 Carts – (64 Gallons EA) 1 EA: Trash, Recycling, Organics	\$49.50	\$51.63	Per Month	4.3%
Each Additional Cart (Trash/Recycling/Organics)	\$7.96	\$8.30	Per Month	4.3%
COMMERCIAL BIN SERVICE (NOTE: Refuse bin will also include 1 recycling and 1 organics cart)*				
REFUSE (TRASH)				
2 CY 1x/week	\$155.34	\$162.02	Per Month	4.3%
2 CY 2x/week	\$294.29	\$306.94	Per Month	4.3%
2 CY 3x/week	\$433.30	\$451.93	Per Month	4.3%
2 CY 4x/week	\$572.26	\$596.87	Per Month	4.3%
2 CY 5x/week	\$711.26	\$741.84	Per Month	4.3%
2 CY 6x/week	\$850.25	\$886.81	Per Month	4.3%
3 CY 1x/week	\$241.01	\$251.37	Per Month	4.3%
3 CY 2x/week	\$432.19	\$450.77	Per Month	4.3%
3 CY 3x/week	\$631.31	\$658.46	Per Month	4.3%
3 CY 4x/week	\$830.42	\$866.13	Per Month	4.3%
3 CY 5x/week	\$1,029.50	\$1,073.77	Per Month	4.3%
3 CY 6x/week	\$1,228.60	\$1,281.43	Per Month	4.3%
4 CY 1x/week	\$308.95	\$322.23	Per Month	4.3%
4 CY 2x/week	\$572.84	\$597.47	Per Month	4.3%
4 CY 3x/week	\$836.66	\$872.64	Per Month	4.3%
4 CY 4x/week	\$1,100.46	\$1,147.78	Per Month	4.3%
4 CY 5x/week	\$1,364.28	\$1,422.94	Per Month	4.3%
4 CY 6x/week	\$1,628.18	\$1,698.19	Per Month	4.3%
RECYCLING				
2 CY 1x/week	\$147.57	\$153.92	Per Month	4.3%
2 CY 2x/week	\$279.58	\$291.60	Per Month	4.3%
3 CY 1x/week	\$228.96	\$238.81	Per Month	4.3%
ORGANICS				
2 CY Clean-up Bin	\$294.36	\$307.02	Per Occurrence	4.3%
SPECIAL CHARGES				

FEE DESCRIPTION	7/1/2023 RATES	7/1/2024 RATES**	FREQUENCY	% CHANGE FROM CURRENT**
Extra Pick Up/Occurrence	\$84.97	\$88.62	Per Occurrence	4.3%
3 CY Clean-up Bin	\$178.71	\$186.39	Per Dump	4.3%
6 CY Clean-up Bin	\$357.40	\$372.77	Per Dump	4.3%
ROLL OFF SERVICE				
Refuse – 10 CY Box (up to 7.5 tons)	\$781.32	\$814.92	Per Occurrence	4.3%
Refuse – 20 CY Box (up to 3.5 tons)	\$541.56	\$564.85	Per Occurrence	4.3%
Refuse – 30 CY Box (up to 4 tons)	\$571.53	\$596.11	Per Occurrence	4.3%
Refuse – 40 CY Box (up to 4 tons)	\$571.53	\$596.11	Per Occurrence	4.3%
ADDITIONAL RESIDENTIAL FEES				
Additional Pick-up 1.5CY Bin	\$16.28	\$16.98	Per Occurrence	4.3%
Additional Pick-up 2CY Bin	\$21.38	\$22.30	Per Occurrence	4.3%
Additional Pick-up 3CY Bin	\$32.53	\$33.93	Per Occurrence	4.3%
Additional Pick-up 4CY Bin	\$43.39	\$45.26	Per Occurrence	4.3%
Additional Pick-up Cart	\$6.70	\$6.99	Per Occurrence	4.3%
Extra Pick-up Off Route Service Fee	\$54.07	\$56.40	Per Occurrence	4.3%
Bin Exchange - Change in Service	\$27.03	\$28.19	Per Occurrence	4.3%
New Account Set Up Fee	\$27.03	\$28.19	Per Occurrence	4.3%
New Account Delivery Fee	\$27.03	\$28.19	Per Occurrence	4.3%
Delivery Fee 1.5 yard/2 yard/3 yard/4 yard	\$27.03	\$28.19	Per Occurrence	4.3%
Pull Out Service	\$10.49	\$10.94	Per Month	4.3%
Special Event Box Delivery	\$0.00	\$0.00	Per Occurrence	0.0%
Special Event Trash Box w/ Lid and Liner	\$3.24	\$3.38	Each	4.3%
Special Event Recycle Box w/ Lid and Liner	\$3.24	\$3.38	Each	4.3%
Cart Re-delivery New Customer	\$27.03	\$28.19	Per Occurrence	4.3%
Cart Delivery - Lost Cart	\$54.07	\$56.40	Per Occurrence	4.3%
Cart Re-instatement - Delinquent Account	\$37.85	\$39.48	Per Occurrence	4.3%
Contamination of Recycle Cart	\$27.03	\$28.19	Per Occurrence	4.3%
Mail-In Sharps Kit	\$111.38	\$116.17	Per Occurrence	4.3%
Additional Cart Delivery	\$16.23	\$16.93	Per Occurrence	4.3%
Burned /Damaged Cart Replacement Fee	\$54.07	\$56.40	Per Occurrence	4.3%
Cart Replacement (more than 1 per year)	\$16.23	\$16.93	Per Occurrence	4.3%
Cart Removal - Delinquent Account	\$37.85	\$39.48	Per Occurrence	4.3%
Unable to Pull Cart for Nonpayment	\$27.03	\$28.19	Per Occurrence	4.3%
Pull Carts - Stop Service	\$27.03	\$28.19	Per Occurrence	4.3%
Pull Additional Cart	\$16.23	\$16.93	Per Occurrence	4.3%
Pull Recycling Cart	\$16.23	\$16.93	Per Occurrence	4.3%
Convert to Locking Bin	\$48.67	\$50.76	Per Occurrence	4.3%
Bin Re-Delivery Fee - Due to Nonpayment	\$27.03	\$28.19	Per Occurrence	4.3%
Steam Cleaning	\$37.85	\$39.48	Per Occurrence	4.3%
Bulky Item Pickup - 2x per year, 4 items	\$0.00	\$0.00	Per Occurrence	0.0%
Additional Bulky Item Pickup, per item	\$21.63	\$22.56	Per Item	4.3%
Additional Trash Bags - Per 32gal Bag	\$1.35	\$1.41	Per Bag	4.3%
Non-Customer Special - 3 Carts or 6 Bags	\$37.85	\$39.48	Per Occurrence	4.3%
Christmas Tree Collection - Dec 26 - Jan 15	\$0.00	\$0.00	1X/Year	0.0%
ADDITIONAL COMMERCIAL FEES				
Account Set Up Fee - New Customer	\$27.03	\$28.19	Per Occurrence	4.3%
Delivery Fee - Cart	\$27.03	\$28.19	Per Occurrence	4.3%
Removal Fee - Cart	\$27.03	\$28.19	Per Occurrence	4.3%
Delivery Fee - 2YD, 3YD, 4YD Bin	\$27.03	\$28.19	Per Occurrence	4.3%
Overage Fee	\$54.07	\$56.40	Per Occurrence	4.3%
Delinquent Account Removal Fee	\$59.47	\$62.03	Per Occurrence	4.3%
Delinquent Account Re-Instatement fee	\$59.47	\$62.03	Per Occurrence	4.3%
Extra Pick-up 2CY Refuse	\$28.60	\$29.83	Per Occurrence	4.3%

FEE DESCRIPTION	7/1/2023 RATES	7/1/2024 RATES**	FREQUENCY	% CHANGE FROM CURRENT**
Extra Pick-up 3 CY Refuse	\$44.39	\$46.30	Per Occurrence	4.3%
Extra Pick-up 4CY Refuse	\$56.89	\$59.34	Per Occurrence	4.3%
Extra Pick-up Off-Route Service Fee * added on route charge	\$54.07	\$56.40	Per Occurrence	4.3%
Contamination of Recycle Bin	\$75.70	\$78.96	Per Occurrence	4.3%
Additional Pick-Up on Existing Recycling Bin	\$70.30	\$73.32	Per Occurrence	4.3%
Bin Relocation Fee	\$54.07	\$56.40	Per Occurrence	4.3%
Bin Rollout Fee	\$0.00	\$0.00	Per Occurrence	0.0%
Bin Exchange - Once per year	\$0.00	\$0.00	Per Occurrence	0.0%
Bin Exchange - More than once per year	\$81.10	\$84.59	Per Occurrence	4.3%
Convert Bin to Locking Lid	\$48.67	\$50.76	Per Occurrence	4.3%
Replacement Bin Lock or Key	\$16.23	\$16.93	Per Occurrence	4.3%
Enclosure Clean Out Fee	Varies	Varies	Based on Estimate	N/A
Replacement of Stolen or Burned Bin	\$594.76	\$620.33	Per Occurrence	4.3%
Bulky Item Pick Up, per item	\$27.03	\$28.19	Per Occurrence	4.3%
Scout Service	\$48.67	\$50.76	Per Occurrence	4.3%
Courtesy Pick Up	\$0.00	\$0.00	Per Occurrence	0.0%
Stinger - Pull Out Service/Bin	\$48.67	\$50.76	Per Occurrence	4.3%
Roll Off Service Extra Charge/Ton	\$64.82	\$67.61	Per Occurrence	4.3%
Roll Off Service Steam Cleaning	\$40.21	\$41.94	Per Occurrence	4.3%
Roll Off Service After 10 Days	\$12.45	\$12.99	Per Day	4.3%
Roll Off Service - Pull Empty Bin	\$91.91	\$95.86	Per Occurrence	4.3%
Roll Off - New Account Set Up Fee	\$59.47	\$62.03	Per Occurrence	4.3%
Roll Off - Compactor Haul Fee + Processing/Disposal	\$378.48	\$394.75	Per Occurrence	4.3%
Roll Off - Container Delivery Fee	\$81.10	\$84.59	Per Occurrence	4.3%
Roll Off - Container Removal Fee	\$81.10	\$84.59	Per Occurrence	4.3%
Roll Off - False Run Fee	\$91.91	\$95.86	Per Occurrence	4.3%
Roll Off - Relocation Box Fee	\$70.30	\$73.32	Per Occurrence	4.3%
Roll Off - Delinquent Account Removal Fee	\$81.10	\$84.59	Per Occurrence	4.3%
Roll Off - Delinquent Account Re-Instatement Fee	\$81.10	\$84.59	Per Occurrence	4.3%
Permanent Roll Off – 10 CY Box	\$332.00	\$346.28	Monthly Rental	4.3%
Permanent Roll Off – 20 CY Box	\$332.00	\$346.28	Monthly Rental	4.3%
Permanent Roll Off – 40 CY Box	\$332.00	\$346.28	Monthly Rental	4.3%
Clean-up Bin Trip Charge - 3CY/6CY	\$64.01	\$66.76	Per Occurrence	4.3%
ADDITIONAL ROLLOFF FEES				
Roll Off Rental After 10 Days	\$13.00	\$13.56	Per Day	4.3%
Roll Off Service-Pull Empty Bin	\$125.00	\$130.38	Per Occurrence	4.3%
Roll Off-New Account Set Up Fee	\$15.00	\$15.65	Per Occurrence	4.3%
Roll Off-Compactor Haul Only Fee	\$392.00	\$408.86	Per Haul	4.3%
Roll Off-Container Delivery/Removal Fee	\$69.00	\$71.97	Per Occurrence	4.3%
Roll Off-False Run Fee	\$69.00	\$71.97	Per Occurrence	4.3%
Roll Off-Relocation Box Fee	\$69.00	\$71.97	Per Occurrence	4.3%
Roll Off-Delinquent Account Removal Fee	\$69.00	\$71.97	Per Occurrence	4.3%
Roll Off-Delinquent Account Reinstatement Fee	\$69.00	\$71.97	Per Occurrence	4.3%
Illegal Roadside Cleanup Service (District Request)	\$139.00	\$144.98	Per Hour	4.3%

*unless alternative container type/size requested or necessary

**Proposed rates include CPI pass through only. Rates are subject to change pending disposal costs from county and other disposal outlets



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Consumer Price Index for All Urban Consumers (CPI-U)

Series Id: CUURS49CSA0
 Not Seasonally Adjusted
Series Title: All items in Riverside-San Bernardino-Ontario, CA, all urban consumers, not seasonally adjusted
Area: Riverside-San Bernardino-Ontario, CA
Item: All items
Base Period: DECEMBER 2017=100

Download: [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2017												100.000			
2018	100.916		101.897		102.929		103.139		103.241		103.616		102.732	102.023	103.441
2019	103.991		104.749		105.959		105.816		106.412		106.573		105.697	104.998	106.397
2020	107.143		107.162		106.899		107.640		108.201		108.626		107.672	107.068	108.275
2021	109.550		110.981		113.222		114.682		115.557		117.206		113.875	111.588	116.162
2022	118.963		122.127		123.893		125.262		125.272		125.983		123.784	122.018	125.551
2023	127.683		127.707		128.768		129.525		131.372		131.372		129.545	128.130	130.961
2024	131.358														

12-Month Percent Change

Series Id: CUURS49CSA0
 Not Seasonally Adjusted
Series Title: All items in Riverside-San Bernardino-Ontario, CA, all urban consumers, not seasonally adjusted
Area: Riverside-San Bernardino-Ontario, CA
Item: All items
Base Period: DECEMBER 2017=100

Download: [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2019	3.0		2.8		2.9		2.6		3.1		2.9		2.9	2.9	2.9
2020	3.0		2.3		0.9		1.7		1.7		1.9		1.9	2.0	1.8
2021	2.2		3.6		5.9		6.5		6.8		7.9		5.8	4.2	7.3
2022	8.6		10.0		9.4		9.2		8.4		7.5		8.7	9.3	8.1
2023	7.3		4.6		3.9		3.4		4.9		4.3		4.7	5.0	4.3
2024	2.9														

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Agenda Item 6d

Update on the Proposed Civic Center & Phelan Park Expansion Projects



A. 4176 Warbler Road
P.O. Box 294049
Phelan, CA 92329
P. (760) 868-1212
F. (760) 868-2323
W. www.pphcsd.org

MEMORANDUM

DATE: March 27, 2024
TO: Board of Directors
FROM: Don Bartz, General Manager
By: Kim Sevy, HR & Solid Waste Manager/District Clerk
SUBJECT: Update on the Proposed Civic Center & Phelan Park Expansion Project

STAFF RECOMMENDATION

None

BACKGROUND

Staff will update the Board on the Proposed Civic Center and Phelan Park Expansion Project.

FISCAL IMPACT

None

ATTACHMENT(S)

None

Agenda Item 7

Committee Reports/Comments

District Meetings List

Board Meeting

Regular Meetings: Second & Fourth Wednesday of the Month

Meeting Time: 5:00pm

Board Members: Chuck Hays, Rebecca Kujawa, Deborah Philips, Mark Roberts, Greg Snyder

Engineering – Standing Committee

Meeting Frequency: Monthly

Meeting Dates: Third Wednesday of each Month

Meeting Time: 4:30pm

Committee Members: Rebecca Kujawa, Mark Roberts

Finance – Standing Committee

Meeting Frequency: Quarterly

Meeting Dates: Third Tuesday in January, April, July, October

Meeting Time: 4:00pm

Committee Members: Mark Roberts, Chuck Hays

Legislative – Standing Committee

Meeting Frequency: Quarterly

Meeting Dates: Second Tuesday in March, June, September, December

Meeting Time: 3:00pm

Committee Members: Deborah Philips, Greg Snyder

Parks, Recreation & Street Lighting – Standing Committee

Meeting Frequency: Quarterly

Meeting Dates: Second Tuesday in February, May, August, November

Meeting Time: 4:30pm

Committee Members: Rebecca Kujawa, Greg Snyder

Waste & Recycling – Standing Committee

Meeting Frequency: Monthly

Meeting Dates: Third Wednesday of Each Month

Meeting Time: 2:30pm

Committee Members: Chuck Hays, Deborah Philips

SPECIAL ENGINEERING COMMITTEE MEETING MINUTES

March 12, 2024 – 4:30 p.m.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Remotely Via Zoom or Conference Call

Board Members Present: Mark Roberts, Director (Chair)
Rebecca Kujawa, President

Staff Present: Don Bartz, General Manager
Kim Sevy, HR & Solid Waste Manager/District Clerk
Sean Wright, Water Operations Manager
Chris Cummings, Water Operations Assistant Manager
Jennifer Oakes, Executive Management Analyst
Tony De La Rosa, Engineering Technician

Call to Order

Director Roberts called the meeting to order at 4:37 p.m.

Roll Call

All Committee Members were present at Roll Call.

- 1) **Approval of Agenda**
Director Kujawa moved to approve the Agenda. Director Roberts seconded the motion. Motion carried unanimously.
- 2) **Public Comment** – None
- 3) **Approval of Minutes**
Director Roberts moved to approve the Minutes. Director Kujawa seconded the motion. Motion passed unanimously.
- 4) **Oeste Recharge Study Project**
There was nothing new to report on this item.
- 5) **Discussion Regarding Water System**
 - **Pumps and Wells Services Agreement**
 - **10-Year Tank Rehabilitation & Maintenance Service**
 - **Water Quality**
 - **Service Line Replacement Program**
 - **Other Repairs/Replacements/Updates/Maintenance**Mr. Wright reported on this item.
- 6) **Smithson Springs Update**

Mr. Wright reported that a cleanup has been scheduled for the site.

7) **State Regulations Update**

Chromium-6 MCL is expected in the new few months.

8) **Review of Current Projects**

- **Well No. 15**
- **Well No. 17**
- **Future Well No. 18**
- **Tank 6A**

Mr. Bartz & Mr. Wright reported on this item; a memo regarding potential future projects is in the agenda packet.

9) **Staff Reports**

Nothing new to report; a written report is in the agenda packet.

10) **Review of Action Items**

a) **Prior Meeting**

- Update CIP Regarding Boosters

b) **Current Meeting**

- Report on potential future projects to the Board.

11) **Set Agenda for Next Meeting** – April 17, 2024

12) **Adjournment**

With no further business before the Committee, the meeting was adjourned at 5:28 p.m.

Agenda materials can be viewed online at www.pphcsd.org

LEGISLATIVE COMMITTEE MEETING MINUTES

March 12, 2024
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Remotely Via Zoom or Conference Call

Board Members Present: Deborah Philips, Chair
Greg Snyder, Vice President

Board Members Absent: None

Staff Present: Aimee Williams, Asst. Board Clerk/Administrative Specialist

Call to Order

The meeting was called to order at 3:00 p.m.

Roll Call

All committee members were present at Roll Call. Vice President Snyder attended remotely pursuant to Government Code Section 54953(f)(1).

1) **Approval of Agenda**

Director Philips moved to approve the Agenda. Vice President Snyder seconded the motion. Motion passed unanimously.

2) **Public Comment** – None

3) **Acceptance of Minutes**

Vice President Snyder moved to approve the Minutes. Director Philips seconded the motion. Motion passed unanimously.

4) **Update from Representatives**

- **Congress**

Hayden Bartz, Field Representative for Congressman Obernolte, provided a legislative update.

- **State Assembly**

Matthew Lyons, Deputy District Director for Assemblyman Holden, provided a legislative update.

5) **Staff Report**

Nothing new to report.

6) **Committee Comments**

Nothing new to report.

7) **Review of Action Items**

- a) **Prior Meeting** – Complete
- b) **Current Meeting** – None

8) **Set Agenda for Next Meeting** – June 11, 2024

9) **Adjournment**

With no further business before the Committee, the meeting adjourned at 3:09 p.m.

Agenda materials can be viewed online at www.pphcsd.org

SOLID WASTE & RECYCLING COMMITTEE MEETING MINUTES

March 20, 2024 – 2:30 p.m.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Remotely Via Zoom or Conference Call

Board Members Present: Deborah Philips
Chuck Hays

Board Members Absent: None

Staff Present: Kim Sevy, HR & Solid Waste Manager/District Clerk
Aimee Williams, Assistant Board Clerk

CR&R Staff Present: Brandon McGill, Operations Manager

Call to Order

Director Philips called the meeting to order at 2:31 p.m.

Roll Call

All Committee Members were present at Roll Call.

1) **Approval of Agenda**

Director Hays moved to approve the Agenda. Director Philips seconded the motion.
Motion passed unanimously.

2) **Public Comment**

None

3) **Approval of Minutes**

Director Philips moved to approve the minutes. Director Hays seconded the motion.
Motion passed unanimously.

4) **Review of Solid Waste Events**

Mr. McGill provided the collection data from the March 9, 2024, cleanup event.

5) **Update on Uniform Collection**

Ms. Sevy & Mr. McGill reported on the implementation of the collection program. Ms. Rhoden had questions about what items go in what barrel which were answered by Mr. McGill and Ms. Sevy.

6) **Update on SB1383 Compliance Order**

Nothing new to report.

7) **Staff Reports**

Nothing further to report; a report was provided in the packet.

8) **Review of Action Items**

- a) **Prior Meeting** – None
- b) **Current Meeting** – None

9) **Set Agenda for Next Meeting** – April 17, 2024

- This meeting will need to be rescheduled.

10) **Adjournment**

With no further business before the Committee, the meeting adjourned at 3:02 p.m.

Agenda materials can be viewed online at www.pphcsd.org

Agenda Item 8

Staff & General Manager's Report

Phelan Pinon Hills Community Services District
Engineering Manager's Report
March 27, 2024

Alternative Energy - 1.16 MW Solar Photovoltaic

The 10-year Operations & Maintenance (O&M) and Performance Guarantee (PeGu) agreements have been terminated on January 11, 2024, by TotalEnergies. Both agreements were negotiated as part of the contract with SunPower. A response letter with sent in late December. TotalEnergies has not responded. Staff have reached out to several services. One has responded with a 10-year O&M proposal.

Register generation: Renewable Energy Credits (REC's), U.S. Department of Energy, Energy Information Administration (EIA). Required no later than March 11, 2024.

2023 registered 2,516 MWh (2,516 kWh) – December not included
2022 registered 2,692.88 MWh (2,692,880 kWh)
2021 registered 2,639 MWh (2,638,614 kWh)
2020 registered 2,658 MWh (2,657,613 kWh)

Geographic Information System (GIS)

With staff recommendation, the Board approved the GIS mobile integration and licensing with Novotx, ElementXS. The application will replace all the services Sedaru provides excluding the hydraulic model integration. Sedaru will expire on July 1, 2024. ElementsXS anticipate completing the integration and beta testing by late May. ElementsXS will complement the District's fleet logging, backflow management and other applications created utilizing the ESRI Small Utility Enterprise License Agreement (ELA).

Future 6A-2 Tank (1.5 MG)

Water Master Plan (2020) recommends increasing the existing storage capacity of 0.42MG at reservoir site 6A. Pending Federal appropriations (HUD), the Capital Improvement Project (CIP) outlines the project for the construction of a 1.5MG tank. CEQA for this project will be elevated to NEPA standards to meet future Federal requirements. The draft CEQA document has been completed and soon circulated. Recently, the District was notified by the Morongo Band of Mission Indians to participate in monitoring during cultural resources surveys and construction. AB-52 notices were sent out in early November and did not receive a formal consultation letter.

Civic Center Project (APN 3066-261-10)

Phase 1

Current Permits

1. (CWMP-2022-00646) Construction Waste Management Plan (Part 1)
2. (EHS-SR0114465) Percolation Report
3. (ELEC-2022-02528) Light Standards
4. (FCIC-2022-00437) Civic Center Construction Documents – Approved
5. (GRAD-2021-00235) Grading Plan – Preliminary Approval
6. (GTR-2022-00127) Geotechnical Investigation Report
7. (NEWNR 2021-00230) Construction Documents (Building)
8. (SIP 2021-00031) Street Improvement Plans - Approved
9. (PLP 2021-00018) Landscape Plan – Approved
10. (WDID No. 6B36C401591) Storm Water Pollution Prevention Plan (SWPPP) NOI 8/11/2023
11. *(ACCRNR-2023-00144) Trash Enclosure Plan – Steeno Design – Approved (permit to be requested by and issued to contractor) Approved
12. Vector Control Clearance EHS - Approved
13. Commissioning Plan
14. Structural Analysis Calculations
15. Acoustical Study – exempted.
16. Edison utility relocation and meter/service charge - Approved
17. Wall Plan – TRLS Engineering – Approved

Pending Approval (* contractor's issuance)

18. (DRNSTY 2021-00054) Final Hydrology signatures – submitted Feb. 9th
19. (WQMP 2021-00153) Final Water Quality Management Plan (WQMP)– Submitted Feb. 9th
20. (FUDG 2023-00068) County Fire comments – pending TRLS submittal
21. Generator emissions permit (MDAQMD) – Steeno Design
22. *(AR0034) Sahara Road Vacation – P/W Dept. conditions met – Official approval pending HPTC hearing in December. This does not impact street improvement and grading permitting, impacts only building permitting. Set for Board Hearing in March 2024
23. *Encroachment Permit – submitted – for construction permit. No delay.
24. Tortoise Survey – RCA - National Environmental Policy Act (NEPA) requirements
25. NEPA – Lilburn Corp. – anticipated completion: May 2024

Plans

26. Audio / Video Plan – Plannet – in design 57% final bid set – specifications pending
27. Fire Sprinkler Plan – Pacific Fire Engineering – in design 95% final bid set
28. Signage Plan – Inland Signs
29. Dry Utility Plan – Green West – in design
30. Interior Design – Steeno Design – 95% final bid set
31. FEMA Elevation Certificate – TRLS Engineering

FEMA's grant (\$2mil) funding for the Emergency Operations Center (EOC), managed through CalOES, requires Federal Emergency Management Agency (FEMA) elevation certification for a 500-year flood. Currently, the project was County approved for 100-year. Design/Engineering consultants and staff will meet with FEMA and CalEOS on March 25th to discuss design approval. This will require elevating the building two additional feet.

The Wallace Group has prepared the draft Request for Proposal. The grant funding requires NEPA document. A Tortoise Survey is also required. NEPA will be reviewed and accepted by FEMA prior to funding approval for the project. FEMA's schedule for approval for all funding projects shall be no later than September 2024.

Future Phelan Park Expansion (APN 3066-251-18)

Phase 2 – event plaza, splash pad, multi-use field (soccer), restrooms, concession, playground, native garden, community garden, and tennis court

Phase 3 – equestrian, multi-use (baseball), skate park, pump track

Approved

1. (PROJ 2022-000184) Formal Application: Comments received November 3, 2023
2. (TRSTY 2021-00016) Traffic Study
3. (SR 0112960) Percolation Study
4. (GTR 2022-00128) Geotechnical Report
5. Biological Assessment – complete
6. Cultural and Paleo Report – complete
7. Infiltration Report – complete
8. Hydrology Study – complete
9. Noise Study – complete
10. Preliminary Grading and Street Improvements (Warbler Road) – Pending County conditions
11. Zone change – From PH/CG (General Commercial) to PH/RC (Rural Commercial) thru CEQA

Pending

12. Hydrology Study for 14 AC – pending
13. CEQA IS/MND (SCH#202308071) – Lilburn Corp. – Complete (5/2/23). County of San Bernardino lead on the environmental. Public noticed on July 28, 2023. Comment period closes on August 28, 2023, 4:30pm. AB52 Tribal Notice complete. Comments received from CDFW.
14. Fire Department Review
15. Western Joshua Tree Conservation Act (WJTCA) study – RCA
- 16.

Phase 1 grading is designed to protect existing Joshua Trees during construction. The District has withdrawn its Incidental Take Permit (ITP) application with California Endangered Species Act (CESA). The consultant, RCA, is tasked to revise the study for the WJTCA ITP. This will significantly lower mitigation costs.

The Wallace Group continues to develop 65% preliminary design plans (development level plans) package for Planning Commission Conditional Use Permit (CUP) approval. The project has been

publicly noticed by the San Bernardino County Planning Department. Comments are due by April 5, 2024.

Phelan Park Enhancement Project
(Pickleball Court, Community Garden and Fitness Equipment)

Consultants have prepared the preliminary layout design and are working to prepare design plans for the project. Grant funding with the American Rescue Plan Act (ARPA). ARPA is funded by Coronavirus Local Fiscal Recovery Fund (CLFRF) administered through the County of San Bernardino. Grant amount: \$457,195. District matching, approximately \$500,000.

Water Mainline Extension Projects
(* status change, ** in construction)

-Pinon Road - to serve APN 3067-111-21

Proposed 353 Linear Feet of 8-inch PVC water pipeline, located on Pinon Road west from Ponderosa Road. Owner: **Joel Jacoby**. Engineer: **TRLS Engineering Inc**. Second plan check completed. Status: pre-construction meeting pending.

-Joshua Street - to serve APN 3038-131-08

Proposed 665 Linear Feet of 8-inch PVC water pipeline, located on Joshua Street east of Caughlin Road. Owner: **Donovan Homes**. Engineer: **TRLS Engineering Inc**. Second plan check completed on April 27, 2021. Status: County Fire Department approval.

-Schlitz Road - to serve APN 3101-571-02

Proposed 320 Linear Feet of 8-inch PVC water pipeline, located on Schlitz Road from Palmdale Road south 320 feet. Owner: **So. Cal Services**. Engineer: **TRLS Engineering Inc**. Second plan check complete. Status: County Fire Department approval.

-Salerno Road - to serve APN 3101-431-08

Proposed 950 Linear Feet of 8-inch PVC water pipeline, located on Salerno Road from Bambi Court west to 350 west of Johnson Road. Owner: **Perez / Valdillez**. Engineer: **Merrell Johnson Companies**. Status: 1st plan check completed March 30, 2021

*****Sequoia Road - to serve APN 3069-331-10***

Proposed 340 Linear Feet of 8-inch PVC water pipeline, located on Sequoia Road east of Johnson Road. Owner: **ZAB LLC, Luis Benites**. Engineer: **Capstone Engineering Inc**. Status: Pending WL easement. Break ground first part of April.

-Sunset Road - to serve APN 3070-121-15

Proposed 386 Linear Feet of 8-inch PVC water pipeline, Sunset Road east of Tumbleweed Road. Owner: **Luis Zuniga**. Engineer: **J.E. Miller & Associates**. Status: pending pre-construction meeting

-La Mirada Road - to serve APN 3098-471-12 & -18

Proposed 375 Linear Feet of 8-inch PVC water pipeline, located on LA Miranda Road beginning north from Cayucos Drive. Engineer: **ServiTop Engineering**. Pre-construction meeting held 10/24/2023. Installation completed by FMPipeline. Status: Pending final documents

-Acanthus Street – to serve APN 3098-471-12 (2nd meter)

Proposed 1,290 Linear Feet of 8-inch PVC water pipeline from Cayucos Drive north on Acanthus Street. Engineer: **ServiTop Engineering**. Status: 2nd check plan.

-Bonanza Road - to serve APN 3065-371-24

Proposed 650 Linear Feet of 8-inch PVC water pipeline, Bonanza Road east of Trinidad Road. Owner: Able Robles. Engineer: **J.E. Miller & Associates**. Status: 2nd plan check

****Baldy Mesa Road - to serve APN 3065-481-11***

Proposed 1167 Linear Feet of 8-inch PVC water pipeline, on Baldy Mesa Road north from Phelan Road. Owner: Kuir Mini Storage. Engineer: **Bonadiman & Associates**. Status: 2nd plan check. Design plans were revised to connect at Arrowhead Road and Lindero Road, east on Lindero Road then north on Baldy Mesa Road to avoid heavily busy paved Phelan Road and Baldy Road. This now is considered 1st plan check (March 2024)

San Bernardino County Public Works Department
Utility Coordination Meeting: Next meeting scheduled for March 26, 2024

Local Projects:

Phelan Road Widening Project
(Highway 138 to Los Banos Road)

Phase 2

Project: mill/overlay, leveling course, isolated areas of full depth reconstruction and the installation of a traffic signal at the intersection of Clovis Road and Phelan Road. The scope of work includes sidewalk curb ramps at Colvis Road, Malpaso Road, Sierra Vista Road, Johnson Road, Wilson Ranch Road, and Baldy Mesa Road with pedestrian crossing ramps at Phelan Elementary. To be constructed in 2 phases.

Street intersections at Sonora Road, Tumbleweed Road, Sunny Vista Road, and Arrowhead Road intersections were widened as part of Phase 1 in 2022. Those improvements will remain undisturbed.

The District received project notification on October 27, 2023 for comments and possible conflicts. The District will be responsible to adjust valve cans to finish grade. Water meters and service lines, within the project limits, have been relocated to prevent disturbance during construction.

Status: 95% design (W.O.# TX1823)

Construction start date: August 2024

Contact: Adrianna Wilmenta
Project Manager: Thomas Bustamonte

Phase 3

Project: Widening Phelan Road from 2 to 5 lanes from State Highway 138 to Los Banos Road. Drainage improvements and intersection realignment at State Highway 138 and Phelan Road. The project is currently in the environmental clearance. Preliminary design is not yet available.

Status: 15% design (W.O.#: H15057)

Construction start date: April 2027

Project Engineer: Vladimir Reyes



Phelan Piñon Hills Community Services District

4176 Warbler Road - PO Box 2940449 - Phelan, CA 92329-4049 - (760) 868-1212 - Fax (760) 868-2323

Assistant General Manager / CFO's Report

February 2024

FINANCIAL DATA:

Enterprise Fund (Water Operations)				
	February	YTD	Total Budget	% of Total Budget
Operational Revenue	\$523,363.65	\$5,506,634.36	\$8,262,070.27	67%
Operational Expenses	\$136,852.91	\$5,517,419.14	\$8,403,260.49	66%
Net Income (Loss)	\$386,510.74	-\$10,784.78	-\$141,190.22	8%
Non-Operational Revenue	\$209,342.29	\$1,919,662.02	\$2,198,541.94	87%
Non-Operational Expenses	\$8,767.06	\$496,053.50	\$1,273,352.20	39%
Net Income (Loss)	\$200,575.23	\$1,423,608.52	\$925,189.74	154%
Total Revenue	\$732,705.94	\$7,426,296.38	\$10,460,612.21	71%
Total Expense	\$145,619.97	\$6,013,472.64	\$9,676,612.69	62%
Total Net Income (Loss)	\$587,085.97	\$1,412,823.74	\$783,999.52	180%
Capital Outlay/Principal Pmts/C6		\$2,679,323.19	\$2,404,131.87	

Government Funds (Parks, Street Lighting, Solid Waste & Recycling)				
	February	YTD	Total Budget	% of Total Budget
Operational Revenue	\$77,378.32	\$506,759.46	\$764,906.58	66%
Operational Expenses	\$60,821.46	\$638,713.67	\$1,261,551.16	51%
Net Income (Loss)	\$16,556.86	-\$131,954.21	-\$496,644.58	27%
Non-Operational Revenue	\$94,124.67	\$1,585,567.21	\$2,009,362.33	79%
Non-Operational Expenses	\$7,981.20	-\$8,668.56	\$110,914.35	-8%
Net Income (Loss)	\$86,143.47	\$1,594,235.77	\$1,898,447.98	84%
Total Revenue	\$171,502.99	\$2,092,326.67	\$2,774,268.91	75%
Total Expense	\$68,802.66	\$630,045.11	\$1,372,465.51	46%
Total Net Income (Loss)	\$102,700.33	\$1,462,281.56	\$1,401,803.40	104%

GOVERNMENT FUNDS:	General	Parks and Rec	Street Lighting	Property Tax	Solid Waste	Total
Revenue YTD	540,470.88	176,814.92	522.97	1,141,126.11	233,391.79	2,092,326.67
Expense TYD	20,211.03	432,705.76	15,223.73	4,026.84	157,877.75	630,045.11
Total Net Income (Loss)	520,259.85	-255,890.84	-14,700.76	1,137,099.27	75,514.04	1,462,281.56

	Enterprise	Government	Total
Cash Available	\$304,952.01	\$9,776,333.39	\$10,081,285.40
Cash Reserves	\$17,575,219.55	\$788,916.00	\$18,364,135.55
Total Cash	\$17,880,171.56	\$10,565,249.39	\$28,445,420.95

ADMINISTRATIVE DATA: February 2024

Water Consumption (HCF):	November	December	January	February
2023/2024	65,678	56,855	61,907	47,575
2022/2023	66,172	64,571	61,071	48,377
2021/2022	71,157	72,588	62,461	49,740

Meters In Ground:	November	December	January	February
	7279	7287	7290	7294

Meter Permits Issued:	November	December	January	February
	5	8	4	4

Lock-offs:	November	December	January	February
	99	79	62	85

Customer Service A/R Activities	February Quantity		February \$ Received	
Payments				
Cash	552	9.87%	\$58,310.53	7.85%
Check	529	9.46%	\$222,332.76	29.91%
Credit Card (counter)	177	3.17%	\$24,719.88	3.33%
Mail (checks)	610	10.91%	\$48,478.98	6.52%
E-Check	587	10.50%	\$48,591.64	6.54%
Online (credit card)	3,135	56.08%	\$340,810.31	45.85%
TOTAL	<u>5,590</u>	<u>100.00%</u>	<u>\$743,244.10</u>	<u>100.00%</u>

Payments Received and Processed	February Quantity	Enterprise	Government
Water	5,562	5,562	
Gvmt (Rentals, Classes, Franchise fee, et	28		28
	<u>5,590</u>	<u>5,562</u> 99.5%	<u>28</u> 0.5%

Customer Service Other Activities	February Quantity	Enterprise	Government
Service Orders Processed	438	438	
Assisted Customers at Counter	1,258	1,230 97.8%	28 2.2%
	<u>1,696</u>	<u>1,668</u>	<u>28</u>

Parks, Recreation & Street Lighting Report February 2024

Introduction

The District Parks and Recreation Department operates and maintains community centers, senior centers, parks and streetlights. The District currently has two community centers, one located in Phelan and another in Pinon Hills. Adjacent to each of the centers are two parks that have playgrounds, basketball courts and shaded picnic tables. Parks and recreation are a vital component to any community. It not only adds beauty, but provides safe areas for activities of individuals, families, and groups. The parks are available for use from morning until dusk. The community centers are utilized for a wide range of activities and are available to the community for a small fee. The District currently offers several events and activities, and continues to work on various recreation ideas and continues to partner with local civic groups creating programs that are beneficial to the community at large.

The Parks and Recreation Department realizes the importance of long-range planning to preserve and protect our valuable assets and to allow for efficient use of resources for future growth. The efficient use of resources will allow the District to acquire, develop, operate, and maintain a park and recreation system which enriches the quality of life for residents and visitors alike, and preserves it for future generations. The District continues to develop a sustainable park system that will be supported by decisions that provide services at a sustainable rate, such as providing infrastructure that can be reasonably maintained while setting realistic targets on programs and services.

The District currently owns four vacant parcels for future parks and recreation facilities, a 55 acre parcel on Johnson Road, an 80 acre parcel on Sheep Creek Road, a 25 acre parcel on Chateau Road and a 4 acre parcel on Warbler Road that includes an adjacent 10 acre parcel off of Sahara Road.

The streetlights primarily service the business district of Phelan. There are also lights at strategic intersections to help in providing safety to the community. Expansion of the street lighting to other intersections is considered based upon a safety need, however the District does respect the San Bernardino County “Dark Sky” ordinance and encourages residents to do the same.

Monthly Activity Report

The following report details the number of community center rentals and activities for the month:

Location	Paid Rental	District Use	Donated Use
Phelan Community Center	4	5	9
Phelan Senior Center	4	0	13
Piñon Hills Community Center	8	0	5
Miscellaneous	0	0	0
Phelan Park	0	0	0

Events and Classes

The following is a brief summary of current parks and recreation events:

- Regular Parks Committee Meeting – February 13, 2024. (cancelled)
- Regular Parks Committee Meeting – May 14, 2024.
- Farmers Market – Mondays, 2:00 pm, 6:00 pm at Phelan C.C.
- Line Dancing – Every Friday, 9:00 am, 10:30 am at Phelan C.C.
- Senior Activities – Mondays & Thursdays Pinon Hills C.C. and Tuesdays & Fridays, Phelan C.C.
- Community Clean Up/Tire Day – Saturday 3/9/2024, 8am – 12 noon, at CR&R Service Yard.
- Pinon Hills C.C. Open House (old fire station) – Saturday 3/23/2024, 10 am – 12 noon at Pinon Hills C.C.
- Gardening Class – Starting Spring Seedlings, Saturday 2/10/2024.
- Gardening Class – Building Raised Beds, Saturday 3/9/2024.
- (Learn to Garden classes are held at the Teaching Garden, just north of PPHCSD Office)

Projects/Activities in Process

- Parks Budget for 2024/2025 – In Process.
- Parks and Recreation, District Classes/Events 2024 Schedule – In Process.
- Phelan Park Expansion Project – Design with phase planning has been addressed with the board, awaiting funding opportunities for the District owned parks properties east of Phelan Park – 4.22-acre parcel, APN 3066-261-08, and adjoining 10-acre parcel, APN 3066-251-14.
- Possible funding sources for the Phelan Park expansion project are in process and ongoing.
 - American Rescue Program Act (ARPA) Funds - The county has preliminarily approved \$457,194 in ARPA funds for construction of certain parks elements. The contract was approved by the District's Board on 3/8/2023 and was submitted to the County and is awaiting Board of Supervisors for ratification, expected 2024. Staff is working with Wallace Group on park elements which were presented to the Parks Committee on November 28, 2023. An ADA survey is in process to ensure all ADA requirements are met for the Phelan Park design which includes the new elements.
- Parks Master Plan – Action plan needs are being implemented and are ongoing.

Agenda Item 9

Director Reports

Agenda Item 10

Correspondence/Information

PRESS RELEASE - 1/16/2024

**PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT
2024/2025 BUDGET PROCESS & SCHEDULE**

Each year, staff is tasked with preparing a budget for consideration at an annual Public Hearing in June. The process leading up to the hearing includes several public meetings to provide the Board and the public with information for consideration and opportunities for input into the budget process. These public meetings include workshops, committee, and Board meetings. Beginning in January, committees review and update their respective Long-Range Plans including the 10-year Capital Improvement Plan (CIP) and Maintenance plans. In February, staff gathers information in preparation for the budget. February through March, the Board reviews and approves the Long-Range Capital Plans. Staff utilizes budget assumptions based on the consumer price index and other economic factors. Considering these guidelines, staff begins the process of preparing a draft budget. Staff works with department managers and supervisors to obtain budget information and incorporates the data with the assumptions as directed by the Board. The draft budget is reviewed by management and presented to the Finance Committee for consideration prior to being presented to the full Board. The Final Draft Budget is made available for review and a public hearing is held in June. The Final Draft Budget is presented to the Board during the public meeting for final review, consideration, and adoption. All of these are public meetings, and the District encourages public attendance and participation. The events listed below have been scheduled to promote public participation and ensure the public has the opportunity to become familiar with the budget process. **The Public is invited to ALL of these sessions and is encouraged to attend.**

SCHEDULE OF EVENTS

PUBLIC MEETINGS AND HEARING FOR 2024/2025 BUDGET PROCESS

January & February	Committees meet, review, and update long range capital, maintenance plans, programs, and District goals. Committee meeting agendas are posted on the District calendar, in the office, online, and at the community centers. The public is invited and encouraged to attend and participate in this process.
Wednesday – 5:00 p.m. February 21, 2024	Special Board Workshop – Review and approval of committee proposed long range capital, maintenance plans, programs, and goals.
Rescheduled to Thursday – 4:00 p.m. March 28, 2024	Special Finance Committee – Review Draft Budget
Wednesday – 5:00 p.m. April 3, 2024	Special Board Workshop – Review Draft Budget
Tuesday – 4:00 p.m. April 16, 2024	Finance Committee – Review Final Draft Budget
Wednesday – 5:00 p.m. May 1, 2024	Special Board Workshop – Review Final Draft Budget. Note: This meeting is tentative. The meeting of April 3, 2024, will determine whether or not this meeting will be necessary.
Wednesday – 5:00 p.m. June 26, 2024	Regular Board Meeting Budget Hearing & possible Budget approval (with any modifications identified as a result of the hearing).

Meetings are subject to change. Visit the District's website at www.PPHCSD.org/meetings for more information.

SEPARATE COLLECTION HAS BEGUN



See Reverse
for Sorting
Instructions



CalRecycle

PHELAN PIÑON HILLS CSD
SOLID WASTE
SERVICES



Phelan Piñon Hills CSD
Established 2008

What Goes Where

RECYCLABLES

- Aluminum
- Cardboard
- Glass
- Metal
- Paper
- Plastic



ORGANICS

- | | |
|---------------------|---------------|
| From The Kitchen | From The Yard |
| • Dairy | • Flowers |
| • Food Soiled Paper | • Grass |
| • Fruits | • Leaves |
| • Grains | • Prunings |
| • Meat | • Weeds |
| • Seafood | |
| • Vegetables | |



**FOOD WASTE MUST BE PLACED
IN PLASTIC BAGS AND PLACED
INSIDE ORGANICS CART**

LANDFILL

- Ceramics
- Coat Hangers
- Diapers
- Mirrors
- Paper Towels
- Pet Waste/Cat Litter
- Styrofoam
- Tissue Paper
- Waxed Paper



NO HAZARDOUS WASTE

Learn How To:

Perform Swamp Cooler Maintenance *Spring/Summer*

Learn how to save water and operate your swamp cooler efficiently by using the following tips. Use these tips in the spring and summer to ensure your swamp cooler works efficiently and keeps you cool.

Spring Cleaning

- Uncover cooler, remove panels, and clean debris from water pan.
- Check motor fan belt tension. It should move about 1/2" when pressed.
- Oil the bearing on the blower assembly and motor if it has an oil receptacle.
- Install new cooler pads.
- Reconnect water line and turn on water supply. Check and adjust float.
- Switch on motor and pump. Make sure pads are being evenly saturated with water.
- Check for split seams in swamp cooler body and for rusted areas in tray.

Cool Rules

- Delay turning on your cooler until the outside temperature reaches 86 degrees. You will save 50% more water.
- Turn on the water pump a few minutes before turning on the fan. This saturates the pads first, making your cooler more efficient.
- Crack a window in the rooms you are cooling.
- In the evenings, operate your cooler fan without the water pump.

Mid-Summer Checkup

- Check water level in tray. It should be one inch below top of tray and below top of overflow pipe. If level is too high/low, adjust float arm.
 - Check float valve. If the valve sticks, water will run continuously.
 - Check all other parts including pump, motor, and fan belt. Check the pads. The cleaner the pads, the more efficient the cooler.
 - Some coolers have a "bleed-off valve" to drain water to prevent mineral buildup. Make sure it is adjusted to not drain too much.

For more information and other useful tips, visit our website at www.pphcsd.org or follow us on Facebook and Instagram.

4176 Warbler Road
Phelan, CA 92371
760-868-1212
www.pphcsd.org



Kid's Spring Baking Class

April 20, 2024
10 am - 12 pm

COME JOIN US AND MAKE CUPCAKES WITH
SPRING-THEMED DECORATIONS

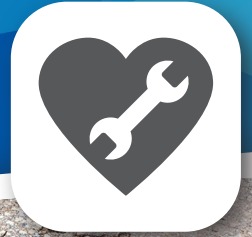
AGES 5-17

PHELAN SENIOR CENTER
4128 WARBLER ROAD
PHELAN, CA

RSVP REQUIRED: WWW.PPHCSD.ORG/SIGN-UP-FOR-CLASSES

*ALL MINORS MUST BE ACCOMPANIED BY AN ADULT.





SeeClickFix

SEE IT, CLICK IT, AND WE'LL FIX IT

What is SeeClickFix?

It's a free citizen reporting solution mobile app and web tool that allows citizens to provide County Public Works with pictures, videos and/or specific descriptions of issues in unincorporated areas maintained by Public Works Transportation, Special Districts or Flood Control District.

What type of issues can I report?

- | | | | | |
|---|--|--|--|---|
| <ul style="list-style-type: none"> • Cars Blocking Snow Plows • Cindering Requests • Compliment/Complaint • Curb Damage • Debris/Junk • Disabled/Handicap Accessibility | <ul style="list-style-type: none"> • Erosion • Flood Control Issue • Flooding • Graffiti Removal (excluding on private property) • Guardrail Damage | <ul style="list-style-type: none"> • Pothole • Road Issue • Sidewalk Issue • Snow Damage • Storm Drain/Culvert Issue • Street Sweeping | <ul style="list-style-type: none"> • Street Sign Damage • Traffic Signal Out/ Damage | <ul style="list-style-type: none"> • Utility Line Damage • Weed Abatement |
|---|--|--|--|---|

Where can I find SeeClickFix?

- Download App at Apple App Store (iPhones) or Google Play Store (Android Phones)
- Access desktop version and/or review service area maps at Department of Public Works website at <https://dpw.sbcounty.gov/>



Your Smart Meter Account is Waiting for You

1. Register or Login to Account

Go to www.pphcsd.org to login or to register your online water account.

2. Set Up Alerts

Choose communication preferences for consumption alerts and billing reminders.

Choose Notification Type

- Text Message
- Email
- Phone Call

Consumption Alerts

- Leak Alerts - When water consumption indicates a possible leak or constant usage.
- Billing Threshold Alerts - If the current estimated bill amount exceeds the 12-month averaged bill amount.
- Consumption Threshold Alerts - If current daily or monthly usage exceeds the average daily or monthly consumption amount.

Billing Reminders

- Bill Reminders - When there is a new or past balance posted.
- Auto Pay - Get notified when a payment is successfully drafted or declined.
- Payment Method - Notification when a payment method is updated or is expiring.



Have more questions or
need help?
Contact us: 760-868-1212





You're invited to the

WELL 15 DEDICATION

Ceremony + Ribbon Cutting to
Dedicate the First New Well in
PPHCSD History

Event Info

Thursday, April 4, 2024 | 10:00am
14826 Azalea Rd. | Phelan, CA 92371

Phelan Pinon Hills CSD

www.PPHCSD.org

RSVP: ksevy@pphcsd.org
760-868-1212 x309



Agenda Item 11

Review of Action Items

Agenda Item 12

Set Agenda for Next Meeting