

SPECIAL LEGISLATIVE COMMITTEE MEETING AGENDA

January 18, 2022 – 2:00 P.M.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Via Conference Call (see below)

THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF AB361, WHICH EFFECTIVE OCTOBER 1, 2021, MODIFIED CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT WITH RESPECT TO REMOTE TELECONFERENCE BOARD MEETINGS DURING PERIODS OF STATE-DECLARED EMERGENCIES..

The Phelan Pinon Hills Community Services District is continuing to hold Board meetings to conduct essential District business. Pursuant to AB361, members of the Board may attend the meeting via teleconference or video conference and will participate in the meeting to the same extent as if they were present. Members of the public may watch and participate electronically in the meetings via Zoom or telephone conference. Guidelines from the County of San Bernardino allow for in-person attendance.

REMOTE PARTICIPATION INFORMATION:

Dial-in

(253) 215-8782
Meeting ID: 488 345 9959
Passcode: 7608681212

Zoom

<https://us06web.zoom.us/j/4883459959?pwd=ODIUVCZwbFMlNK15K1hHZl0weXNmOT09>
Meeting ID: 488 345 9959
Passcode: 7608681212

One-Tap Mobile

+12532158782,,4883459959#

Remote Comment Procedure:

- You will be muted until you are called on during the public comment period.
- You will be recognized by the last 4 digits of your phone number or Zoom ID and asked if you have a comment.
 - If you do not have a comment, state “no comment.”
 - If you do have a comment, please state your name, where you live, and limit your comment to 5 minutes. After 5 minutes you may be muted so that others can comment.
- You may also email your public comment to the Board Secretary at kward@pphcsd.org by 2:00 p.m. on January 18, 2022. Your comment will be read into 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 kward@pphcsd.org or by visiting our website and completing the signup form at www.pphcsd.org under the “Agendas and Minutes” tab.



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

SPECIAL LEGISLATIVE COMMITTEE MEETING – 2:00 P.M.

Call to Order – Pledge of Allegiance

Roll Call1) **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. *If you wish to address the Board remotely, please do so by the method listed on the first page of this agenda.* Speakers are requested to be brief in their remarks. The Chair may limit each speaker to a comment period of five (5) minutes.

3) **Approval of Minutes**4) **Update from Representatives**

- Congress
- State Senate
- State Assembly
- County Supervisor

5) **Review of Draft Community Survey**6) **Review of 2022/2023 Legislative Budget**7) **Review of Committee Roles & Responsibilities**8) **Staff Reports/Committee Comments**9) **Review of Action Items**

- a) **Prior Meeting**
- b) **Current Meeting**

10) **Set Agenda for Next Meeting** – February 17, 202211) **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.

LEGISLATIVE COMMITTEE MEETING MINUTES

November 18, 2021
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Remotely Via Zoom or Conference Call

Board Members Present: Deborah Philips, Chair
Kathy Hoffman, Board President

Board Members Absent: None

Staff Present: Kim Ward, HR Manager/Executive Secretary
Aimee Williams, Administrative Technician II

Guests/Public: Cheryl Rhoden (Zoom)
Kassie Vickers
Chris Collier (Zoom)

Call to Order

Director Philips called the meeting to order at 3:00 p.m.

Roll Call

All Committee Members were present at Roll Call.

1) Approval of Agenda

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

2) Public Comment – None

3) Approval of Minutes

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

4) Update from Representatives

- **State Assembly**

Kassie Vickers, Field Representative for Assemblyman “Smitty” Smith, provided a legislative update. The legislative session ended in September; some anti-business and anti-law enforcement legislation was passed. The Assemblyman opposes mandatory masking and vaccines, and plans to introduce legislation regarding the illegal marijuana grows and the inefficiencies in Prop. 64.

5) Review Draft Community Survey

Chris Collier reviewed the Draft Survey with the committee.

6) **Staff Reports/Committee Comments**

None

7) **Review of Action Items**

a) **Prior Meeting** – None

b) **Current Meeting** – None

8) **Set Agenda for Next Meeting** – February 10, 2021

9) **Adjournment**

With no further business before the Committee, the meeting adjourned at 3:25 p.m.

Agenda materials can be viewed online at <https://www.pphcsd.org>

Phelan Pinon Hills Community Services District Draft Survey

N= 400

Proposed run date Jan 21-25

We're conducting a survey on issues important to Phelan and Pinon Hills.

1. Which of the following is the most pressing issue in your community?
 - a. Illegal Cannabis
 - b. Homelessness
 - c. Water
 - d. Parks & Recreation
 - e. Crime
 - f. Poverty
 - g. Other:
2. Which of the following is the next most pressing issue in your community?
 - a. Illegal Cannabis
 - b. Homelessness
 - c. Water
 - d. Parks & Recreation
 - e. Crime
 - f. Poverty
 - g. Other:
3. In general, when thinking about the Phelan- Pinon Hills Community Service District, how do you think things are going?
 - a. Very much right track
 - b. Somewhat right track
 - c. Somewhat wrong track
 - d. Very much wrong track
 - e. Not sure
4. On a scale of one to five (1 being not very important and 5 being very important), how important are the following services offered by the Community Services District
 - a. Water
 - b. Parks and recreation
 - c. Solid Waste collection
5. On a scale of one to five (1 being not very important and 5 being very important), how would you rate service provided by the Community Services District?
 - a. Water
 - b. Parks and recreation
 - c. Solid Waste collection
6. How often do you visit parks or community centers in Phelan or Pinon Hills?
 - a. Weekly
 - b. Monthly
 - c. A few times a year

- d. Not visited/Not sure
- 7. The CSD has explored plans to expand Phelan Community Park. Which best describes you:
 - a. I am very aware of the expansion project and have participated in public meetings
 - b. I am somewhat aware of the expansion
 - c. I am aware an expansion is being discussed but do not know much more
 - d. Not heard of/Not sure
- 8. How have you heard about the park expansion project? (Select all that apply)
 - a. Attend community meeting
 - b. Website
 - c. PPHCSD Board meeting
 - d. Local Newspaper
 - e. Other:
 - f. Not heard of/Not sure
- 9. The expanded Phelan Community Park Plan will include many elements. Each of the following elements are likely to be included in the park expansion. Please indicate how important each is to you.
 - a. Sports Fields
 - i. Very important to me
 - ii. Somewhat important to me
 - iii. Not important to me
 - b. Splash Pad
 - i. Very important to me
 - ii. Somewhat important to me
 - iii. Not important to me
 - c. Skate Park
 - i. Very important to me
 - ii. Somewhat important to me
 - iii. Not important to me
 - d. Events Plaza
 - i. Very important to me
 - ii. Somewhat important to me
 - iii. Not important to me
 - e. Bike Track
 - i. Very important to me
 - ii. Somewhat important to me
 - iii. Not important to me
 - f. Expanded Kids Playground
 - i. Very important to me
 - ii. Somewhat important to me
 - iii. Not important to me
 - g. Dog Park
 - i. Very important to me

- ii. Somewhat important to me
 - iii. Not important to me
 - h. Equestrian Arena
 - i. Very important to me
 - ii. Somewhat important to me
 - iii. Not important to me
- 10. Based on what you've learned about all that will be included in the Phelan Community Park expansion plan so far, which of the following statements best describe you?
 - a. Strongly support the park expansion plan
 - b. Somewhat support the park expansion plan
 - c. Somewhat oppose the park expansion plan
 - d. Strongly oppose the park expansion plan
 - e. Undecided/ not sure
- 11. To fund the park expansion, voters may be asked to approve a parcel tax. Expansion will cost voters \$95 per parcel per year, or \$7.91 per month. If you were voting on this today, how would you vote:
 - a. Vote Yes for sure
 - b. Probably Vote Yes
 - c. Probably Vote No
 - d. Vote No for sure
 - e. Undecided/ not sure
- 12. In addition to park expansion, the CSD is also exploring adding the construction of an indoor community pool. How would the addition of the pool make you consider the park expansion?
 - a. Much more likely to support expansion
 - b. Somewhat more likely to support expansion
 - c. Somewhat less likely to support expansion
 - d. Much less likely to support expansion
 - e. Undecided/ not sure
- 13. Adding the pool to the project would require an additional parcel tax of \$40 per year (\$3.33/month) more than the park expansion alone. The total for both the park expansion and the pool would then total \$135 per parcel per year, or \$11.25 per month. If you were voting on this today, how would you vote:
 - a. Vote Yes for sure
 - b. Probably Vote Yes
 - c. Probably Vote No
 - d. Vote No for sure
 - e. Undecided/ not sure
- 14. After learning more about the park expansion project, which of the following best describes you:
 - a. I am willing to pay \$135/year (\$11.25/month) per parcel to both expand the park and build the community pool
 - b. I am willing to pay \$95/year (\$7.91/month) per parcel to expand the park but am not willing to pay additional to build the pool.

- c. I am not willing to pay anything new to expand the park or build the community pool.
- d. Not sure/still undecided

Demographics

- 15. Which of the following is your age range?
 - a. 18-34
 - b. 35-54
 - c. 55-64
 - d. 65+
- 16. Gender
 - e. Male
 - f. Female
 - g. Decline to state
- 17. Do you have children of the following age range in your home?
 - h. Infant/toddler
 - i. Young school age
 - j. Older school age
 - k. Adult children still living at home
 - l. No children
- 18. Do you rent or own your home?
 - m. Rent
 - n. Own
- 19. Where do you live?
 - o. Phelan
 - p. Pinon Hills
- 20. How long have you lived in this community?
 - q. Less than 3 years
 - r. 3-5 years
 - s. 6-9 years
 - t. 10+ years
- 21. Which of the following describes your household's income range?
 - u. Up to 35,000/year
 - v. 35,000 to 55,000/year
 - w. 55,000 to 85,000/year
 - x. 85,000 to 125,000 / year
 - y. More than 125,000/year

Phelan Pinon Hills Community Services District

Government Funds Capital Improvement Projects & Other Projects

	No.	Location/Department	Description										
				2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031
Future Admin. Building	1	Future Civic Center Government portion	Design / Engineering	\$100,000.00									
			Phase I (Admin/Gym)	\$3,000,000.00									
			Remaining Buildout			\$4,000,000.00							
Leg.	2	Legislative	Ballot Measure	\$0.00	\$150,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Solid Waste & Rec.	3	Solid Waste and Recycling	Capital Projects	\$35,000.00	\$40,000.00	\$40,000.00	\$45,000.00	\$45,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
			Emergency Compliance	\$30,000.00	\$35,000.00	\$35,000.00	\$40,000.00	\$40,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00
Sub-Total Projects				\$3,100,000.00	\$0.00	\$4,000,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Government Funds Capital Purchase

	No.	Item	Description										
				2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031
Vehicles	3	Operations Vehicles / Equipment	Equipment										
			Trucks	\$40,000.00		\$80,000.00							
Sub-Total Purchases:				\$40,000.00	\$0.00	\$80,000.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Government Funds 10-Year Repair and Maintenance Plan

	No.	Item	Description											
				2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	
Parks and Recreation	4	Community Centers	Roof			\$50,000.00						\$40,000.00		
			HVAC	\$7,500.00	\$8,000.00	\$8,000.00	\$8,000.00							
			Paint Exterior					\$20,000.00	\$18,000.00					
			Paint Interior	\$11,000.00	\$11,000.00			\$11,000.00						
			Ceiling Tiles	\$10,000.00										
			Vinyl Floors										\$15,000.00	
			Carpet			\$5,000.00								
			Doors									\$32,000.00		
			Drinking Fountains	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00							
			Tables and Chairs	\$1,500.00	\$1,500.00									
			Storage Shed			\$7,000.00								
			Kitchen Appliances	\$6,000.00	\$7,000.00	\$7,000.00	\$7,000.00				\$17,500.00			
			Water Heaters	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00							
			Kitchen Floors										\$6,500.00	
	Bath-Fixtures/Wall Panels		\$7,500.00		\$22,800.00									
	Bathroom Floors										\$5,000.00			
	5		Parking Lots	Parking Lots				\$5,000.00						
	6		Street Light Décor											
			Play Equipment				\$15,000.00							
			Shelters/Shade				\$130,000.00							

Phelan Pinon Hills Community Services District

7	Parks	Walkways/Table Pads	\$20,000.00									
		Landscape/Maint.	\$11,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00
		Hardscape (retainer wall)		\$10,000.00								
		Amenities (Tables, Benches, etc)	\$3,600.00	\$17,200.00	\$4,000.00	\$48,100.00				\$50,100.00		
		Bathroom Facilities	\$2,800.00	\$2,800.00	\$2,800.00	\$2,800.00						
Sub-Total Repair & Maintenance:			\$79,900.00	\$83,500.00	\$102,300.00	\$257,200.00	\$43,000.00	\$30,000.00	\$12,000.00	\$151,600.00	\$8,700.00	\$12,000.00
Total CIP, Capital Purchases and R & M:			\$3,219,900.00	\$83,500.00	\$4,182,300.00	\$257,200.00	\$43,000.00	\$30,000.00	\$12,000.00	\$151,600.00	\$8,700.00	\$12,000.00

DRAFT Solid Waste Program Plan

	Priority	Item	Description											10-Year Plan (Fiscal) Total	
				2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2028/2029			
Solid Waste Programs	1	Community Clean-ups	Feb	\$5,000.00	\$6,000.00	\$6,000.00	\$7,000.00	\$7,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$63,000.00	
			August	\$5,000.00	\$6,000.00	\$6,000.00	\$7,000.00	\$7,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$63,000.00	
			10% Contingency	\$1,000.00	\$1,200.00	\$1,200.00	\$1,400.00	\$1,400.00	\$1,600.00	\$1,600.00	\$1,600.00	\$1,600.00	\$1,600.00	\$1,600.00	\$12,600.00
	2	Tire Clean-ups	May	\$4,000.00	\$5,000.00	\$5,000.00	\$6,000.00	\$6,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$54,000.00
			November	\$4,000.00	\$5,000.00	\$5,000.00	\$6,000.00	\$6,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$54,000.00
			10% Contingency	\$800.00	\$1,000.00	\$1,000.00	\$1,200.00	\$1,200.00	\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00	\$10,800.00
	3	Workshops	Composting	\$2,500.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$26,500.00
			Art Contest	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$2,700.00
			Recycling	\$2,500.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$26,500.00
			10% Contingency	\$530.00	\$630.00	\$630.00	\$630.00	\$630.00	\$630.00	\$630.00	\$630.00	\$630.00	\$630.00	\$630.00	\$5,570.00
	4	Commercial Trash & Recycling Program	Marketing	\$2,500.00	\$2,500.00	\$3,000.00	\$3,000.00	\$3,500.00	\$3,500.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$30,000.00	
			Software	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			10% Contingency	\$250.00	\$250.00	\$300.00	\$300.00	\$350.00	\$350.00	\$400.00	\$400.00	\$400.00	\$400.00	\$3,000.00	
	5	Household Hazardous Waste Program in Cooperation with San Bernardino County	Staff	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$18,000.00	
			Advertising	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$9,000.00	
			10% Contingency	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$2,700.00	
			Special PPHCSD Hosted HHW Event Payable to SB County	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	6	Miscellaneous Marketing (Advertising, printing, etc)	\$4,000.00	\$3,000.00	\$3,000.00	\$3,500.00	\$3,500.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$33,000.00	
	7	School Outreach Program	Assemblies	\$4,750.00	\$5,000.00	\$5,000.00	\$5,250.00	\$5,250.00	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00	\$47,250.00
			Marketing	\$2,250.00	\$2,500.00	\$2,500.00	\$2,750.00	\$2,750.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$24,750.00
Contests			\$3,000.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$33,000.00	
8	Service Organization Donations	\$8,500.00	\$8,500.00	\$8,500.00	\$8,500.00	\$8,500.00	\$8,500.00	\$8,500.00	\$8,500.00	\$8,500.00	\$8,500.00	\$8,500.00	\$76,500.00		
Yearly Fiscal Totals				\$54,180.00	\$59,680.00	\$60,230.00	\$65,630.00	\$66,180.00	\$72,080.00	\$72,630.00	\$72,630.00	\$72,630.00			
										10-Year Program Total			\$595,870.00		

**Budget Schedule - Committees and Management
2022/2023 Budget**

January 5, 2022	Wed	6:00 PM	Regular Board Meeting - Board review schedule and approve.
January and February			Management and Supervision staff begin work on operational budgets, reviewing historical expenses, estimating future expenses, gathering quotes and estimates, evaluating goals and programs, etc.
January 11, 2022	Tues	4:00 PM	Parks and Recreation Committee Meeting - Review and discuss draft budget schedule, long range plans, programs and operational goals.
January 13, 2022	Thurs	4:00 PM	Special Waste and Recycling Committee Meeting - Review and discuss draft budget schedule, long range plans, programs and operational goals.
January 18, 2022	Tues	2:00 PM	Special Legislative Committee Meeting - Review and discuss draft budget schedule, long range plans and operational goals.
January 25, 2022	Tues	4:00 PM	Finance Committee Meeting - Review and discuss draft budget schedule, long range plans and operational goals.
January 27, 2022	Thurs	4:00 PM	Engineering Committee Meeting - Review and discuss draft budget schedule, long range plans and operational goals.
February 2022	TBD	TBD	As committees meet quarterly now, they may need to schedule special meeting(s) in February in order to complete the long range plans and operational goals by February 9, 2022.
February 9, 2022	Wed	5:00 PM	Long range capital, maintenance plans, programs and capital budgets due to Lori for inclusion in the February 23, 2022 Special Workshop.
February 16, 2022	Wed	Noon	Long range capital, maintenance plans, programs and capital budgets due to Kim for Special Board Meeting.
February 23, 2022	Wed	4:00 PM	Board Workshop Meeting - Workshop to review and approve long range capital, maintenance plans, programs, capital budgets, and goals.
March			Staff develops draft budget.
March 17, 2022	Thurs	Noon	Draft Budget due to Kim for inclusion in Finance Committee Meeting.
March 22, 2022	Tues	4:00 PM	Special Finance Committee Meeting - Review and discuss draft budget.
March 24, 2022	Thurs	Noon	Draft budget due to Kim for inclusion in March 30, 2022 Special Board Workshop package.
March 30, 2022	Wed	4:00 PM	Board Workshop Meeting - Review draft budget.
April 14, 2022	Thurs	Noon	Final Draft Budget due to Kim for inclusion in Finance Committee Meeting.
April 19, 2022	Tues	4:00 PM	Finance Committee Meeting - Review and discuss final draft budget.
April 28, 2022	Thurs	Noon	Final Draft Budget due to Kim for inclusion in May 4 Special Board Workshop package.
May 4, 2022	Wed	5:00 PM	Board Workshop Meeting - Review final draft budget (NOTE: This meeting is tentative. The meeting of March 30, 2022 will determine whether or not this meeting will be necessary).
June 1, 2022	Wed	6:00 PM	Regular Board Meeting - Budget presentation, Hearing, and possible adoption.

The above dates are subject to change. Meeting dates and times are posted on the District calendar and noticed.

Legislative Committee Roles and Responsibilities

The Board of Directors established the Legislative Committee as a standing committee with the following roles and responsibilities:

Role

The role of the Legislative Committee is to assist District staff with legislative activities.

Responsibilities

The responsibilities of the Committee are to study pending federal, state, and county legislation that has the potential to affect the District; to prepare Board authorized legislation or correspondence when needed; collaborate with other local agencies, such as ACWA, CSDA, and other similar special districts, concerning issues relevant to the powers vested to the District as a governing body; and to develop and maintain relationships with other local, county, state, and federal representatives and governmental agencies and their staff to foster awareness of the District.

Specific Tasks/Goals

- Represent the Board in an advisory capacity and report to the Board quarterly.
- Work to maintain and improve relations with elected representatives, and to help foster good staff-to-staff relations.
- Assist the General Manager by working as a conduit from the District to the San Bernardino County First District Supervisor and vice-versa. This would include the county's CAO/COO and any relevant department heads.
- Work to maintain communication, personal contact, relay District concerns, and seek support with California's two U.S. Senators, U.S. Congresspersons, and California State Senators and Assemblypersons.
- Maintain awareness of the legislative needs and elections in the District and deliberate to achieve a level of comfort with the prospect of the District's best interests being served.
- Attend workshop and conferences when applicable to legislative and other affiliated matters.
- Gather legislative information of local interest and check pertinent websites for legislative updates.
- Make Committee reports quarterly during Board meetings or whenever else necessary.
- Set up a network for quick communication with other similar committee members in the surrounding Victor Valley jurisdictions.
- Attend legislative training sessions or networking opportunities as they may come available and are pertinent to committee-related concerns.
- Make budget recommendations annually for committee-related activities.