



BOARD PACKAGE

June 15, 2022

Regular Board Meeting – 6:00 p.m.

REGULAR BOARD MEETING AGENDA

June 15, 2022 – 6:00 P.M.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Via Conference Call (see below)

THIS MEETING WILL BE CONDUCTED IN ACCORDANCE WITH THE PROVISIONS OF ASSEMBLY BILL 361, 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.

Pursuant to AB361, and as a precaution to our Board of Directors, District staff, and general public as a result of the ongoing COVID-19 pandemic, the Phelan Piñon Hills Community Services District will hold this meeting of its Board of Directors both in-person at the above location and via teleconference or video conference. Members of the public may watch and participate in the meeting by physical attendance or by Zoom or telephone conference via the remote instructions below.

REMOTE PARTICIPATION INFORMATION:

Dial-in

1-253-215-8782
Meeting ID: 883 4267 7873
Passcode: 814204

Zoom

<https://us06web.zoom.us/j/88342677873?pwd=T2xqZDlInloNUh4QzlnZDJHdy8zQT09>
Meeting ID: 883 4267 7873
Passcode: 814204

One-Tap Mobile

+12532158782,,88342677873#

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 6:00 p.m. on June 15, 2022. 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 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

REGULAR BOARD MEETING – 6:00 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, 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.

a) **General Public**b) **Community Reports**

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

3) **Consent Items**

- a) Approval of Board Minutes
- b) Acceptance of Board Stipends/Reimbursements
- c) Acceptance of May Disbursements

4) **Matters Removed from Consent Items**5) **Presentations/Appointments**

- 2022 Earth Day Art Contest Winners
By: Kim Ward, HR Manager/Executive Secretary
- Oeste Recharge Project
By: Mojave Water Agency

6) **Continued/New Agenda Items**

- a) Public Hearing on Resolution No. 2022-19; Imposing Stage II Mandatory Restrictions on Water Use
 1. Secretary's Report
 2. Attorney's Report on Action Taken Prior to this Hearing
 3. Staff's Report
 4. Public Comments, Protests, and Objections
 - a. Any person may address the Board on the Stage II Restrictions on Water Use
 - b. Staff responses to comments, protests, and objections
- b) Discussion & Possible Adoption of Resolution No. 2022-19; Imposing Stage II Mandatory Restrictions on Water Use
- c) Discussion & Possible Regarding Solid Waste Collection Rates & Update of SB 1383 Compliance Timeline

- d) Discussion & Possible Adoption of Resolution No. 2022-20; Establishing and Appropriations Limit for Fiscal Year 2022/2023
 - e) Update on the Proposed Civic Center & Phelan Park Expansion Projects
 - f) Update on the Status of Negotiations for the Consolidation of Sheep Creek Mutual Water Company into the District
- 7) **Committee Reports/Comments**
- a) Antelope Valley Adjudication Committee (Ad Hoc)
 - b) Engineering Committee (Standing)
 - c) Finance Committee (Standing)
 - d) Legislative Committee (Standing)
 - e) Parks, Recreation & Street Lighting Committee (Standing)
 - f) 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**
- Regular Board Meeting – July 6, 2022
- 13) **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 <http://www.pphcsd.org>

Agenda Item 3a

Approval of Board Minutes

REGULAR BOARD MEETING MINUTES

June 1, 2022

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

Board Members Present: Rebecca Kujawa, President
Deborah Philips, Vice President
Kathy Hoffman, Director
Charlie Johnson, Director
Mark Roberts, Director

Board Members Absent: None

Staff Present: Don Bartz, General Manager
Lori Lowrance, Assistant General Manager/CFO
George Cardenas, Engineering Manager
Kim Ward, HR Manager/Executive Secretary
Chris Cummings, Water Operations Assistant Manager
Jennifer Oakes, Executive Management Analyst

District Counsel: Steve Kennedy, General Counsel (Zoom)

Public: None

Call to Order

President Kujawa called the meeting to order at 6:00 p.m. and the Pledge of Allegiance was conducted.

Roll Call

All Directors were present at roll call.

1) **Approval of Agenda**

Vice President Philips moved to approve the Agenda. Director Hoffman seconded the motion. Motion carried 5-0.

2) **Public Comment**

a) **General Public**

None

b) **Community Reports**

- **C.E.R.T.** – Bonnie Butler with PPHCERT provided an update on recent classes. PPHCERT now meets on the first Thursday of each month in the Phelan Community Center. A training is scheduled for July on temporary evacuation points. PPHCERT will have a booth at SummerFest this weekend.

- **County Supervisor** – Sam Shoup, Field Representative for Supervisor Cook, was in attendance but had nothing to report.
- **Mojave Water Agency** – Director Ken Anderson was in attendance and provided a presentation on the drought conditions.
- **Sheriff** – Sergeant Solorio provided call statistics for the month of May.

3) **Consent Items**

Director Johnson requested to remove Item 3a. Director Roberts moved to approve the remaining Consent Items. Director Philips seconded the motion. Motion carried 5-0.

4) **Matters Removed from Consent Items**

Item 3a “Approval of Board Minutes,” was discussed; no changes were made. Director Johnson moved to approve Item 3a. Director Roberts seconded the motion. Motion carried 5-0.

5) **Presentations/Appointments**

None

6) **Continued/New Agenda Items**

a) **Public Hearing on the 2022/2023 Budget (Fiscal Year Ending June 30, 2023)**

President Kujawa declared the Public hearing open at 6:28 p.m.

1) **Secretary’s Report**

Ms. Ward reported the District received zero written protests, objections, or comments relating to the Proposed Adoption of the Final Budget for fiscal year ending June 30, 2023.

2) **Attorney’s Report on Action Taken Prior to this Hearing**

Mr. Kennedy reported Notice of Public Hearing was published in the Mountaineer Progress on May 12th, May 19th, and May 26th, 2022. The notice of public hearing was posted in the District office and on the District website on May 12th, 2022. Copies of the Fiscal Year 2022/2023 Budget have been made available in the District office and on the District website in accordance with applicable law. The District has complied with all legal requirements for this hearing within the manner and time specified in the Government Code.

3) **Staff’s Report**

The Board reviewed the draft budget detail at several public meetings, including District Finance Committee meetings, workshops, and Board Meetings held February 23, March 22, March 30, and April 19. The budget schedule was made available online, in the newspaper, and in the office to encourage public attendance.

Staff made changes, as recommended by Board throughout the process, and the various draft budgets were made available to the public for review on the District website, in agenda packages, and in the District office.

4) Public Comment, Protests, and Objections

There were zero public comments, protests, or objections.

Vice President Philips moved to close the Public Hearing. Director Johnson seconded the motion. Motion carried 5-0.

The Public Hearing was closed at 6:31 p.m.

b) Discussion & Possible Adoption of Resolution No. 2022-18; Adopting the Budget for Fiscal Year Ending June 30, 2023

Staff Recommendation: For the Board to Resolution No. 2022-18; Adopting the Budget for Fiscal Year Ending June 30, 2023.

Ms. Lowrance introduced this item.

Vice President Philips moved to approve the staff recommendation. Director Johnson seconded the motion. Motion carried 5-0.

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

Staff Recommendation: None

Nothing to report. No action taken; not an action item.

d) Update on the Status of Negotiations for the Consolidation of Sheep Creek Mutual Water Company into the District

Staff Recommendation: None

Mr. Bartz noted the upcoming Consolidation Meeting.

No action taken; not an action item.

7) Committee Reports/Comments

a) **Antelope Valley Adjudication Committee (Ad Hoc)** – None

b) **Engineering Committee (Standing)** – Minutes are in the packet. Meets next week.

c) **Finance Committee (Standing)** – None

d) **Legislative Committee (Standing)** – Minutes are in the packet. Vice President Philips attended CSDA's Legislative Days.

e) **Parks, Recreation & Street Lighting Committee (Standing)** – None

f) **Waste & Recycling Committee (Standing)** – Meets next week.

8) Staff and General Manager's Report

Mr. Bartz reported that several customers have several months of ongoing leaks. Staff is looking at the Conservation Ordinance and is looking at enforcing compliance.

9) Reports

a) **Director's Report**

Johnson – Nothing to report.

Philips – Attended CSDA’s Legislative Days and learned about a lot of upcoming bills that could impact the District.

Roberts – Nothing to report.

Hoffman – Attended CSDA’s Legislative Days.

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**

- E-mail technical memorandum on consolidation to the Board – complete
- Schedule Town Hall on Consolidation – complete
- Item 6h from 5/18/2022 Board meeting – in progress
- Solid Waste Rates – on next Board meeting agenda

b) **Current Meeting Action Items**

- None

12) **Set Agenda for Next Meeting**

- Regular Board Meeting – June 15, 2022
 - Stage II Conservation Measures
 - Art Contest Award Winners

15) **Adjournment**

With no further business before the Board, the meeting was adjourned at 6:53 p.m.

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

Rebecca Kujawa, President of the Board

Date

Kim Ward, HR Manager/Executive Secretary

Date



Agenda Item 3b

Approval of Board
Stipends/Reimbursements

Phelan Piñon Hills Community Services District BOARD STIPEND & EXPENSE VOUCHER/REPORT

2022		AB1234 Compliant							Report of items paid for with District Credit Card***		
*MAXIMUM PAID @ \$120 PER MEETING DAY AND LIMITED TO 10 MEETINGS PER MONTH											
Name: Mark Roberts		Date: June 8, 2022									
Reimbursed @ 0.585		REIMBURSEMENT REQUESTED						CREDIT CARD EXPENSES			
Date of mtg. or event	A	Expense Description / Business Purpose	*Meeting (\$120 or N/C)	Miles	Mileage**	Meals	Lodging	Other	Meals	Lodging	Other
05/03/22		Special Finance Committee Meeting	120.00		-						
05/04/22		Board Meeting	120.00		-						
05/11/22		Engineering Committee Meeting	120.00		-						
05/18/22		Board Meeting	120.00		-						
					-						
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Totals			480.00	-	-	-	-	-	-	-	-

<p style="color: red; font-weight: bold;">A: Board Approved? (section 2.4)</p> <div style="border: 1px solid black; background-color: yellow; padding: 5px; margin: 10px 0;"> <p>I certify the expenses listed above are related to my authorized travel according to the Phelan Piñon Hills Community Services District Policies.</p> </div> <p style="text-align: center;"><i>Board member's signature below</i></p> <p style="text-align: center; font-family: cursive; font-size: 1.2em; margin-top: 20px;"><u>Mark Roberts</u></p> <p style="text-align: center; font-size: small;">Signature</p>	<p style="text-align: center;">Totals:</p> <p>Acct # _____</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-right: 1px solid black;">Meetings</td> <td style="text-align: right;">480.00</td> <td style="border-right: 1px solid black;">Payroll</td> <td style="width: 50px;"></td> </tr> <tr> <td style="border-right: 1px solid black;">Mileage</td> <td style="text-align: right;">-</td> <td style="border-right: 1px solid black;">Board Mtg</td> <td></td> </tr> <tr> <td style="border-right: 1px solid black;">Meals</td> <td style="text-align: right;">-</td> <td></td> <td></td> </tr> <tr> <td style="border-right: 1px solid black;">Lodging</td> <td style="text-align: right;">-</td> <td></td> <td></td> </tr> <tr> <td style="border-right: 1px solid black;">Other</td> <td style="text-align: right;">-</td> <td></td> <td></td> </tr> <tr> <td style="border-right: 1px solid black; text-align: right;">Grand Total</td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;">480.00</td> <td></td> <td></td> </tr> </table>	Meetings	480.00	Payroll		Mileage	-	Board Mtg		Meals	-			Lodging	-			Other	-			Grand Total	480.00			<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-right: 1px solid black;">Meals</td> <td style="text-align: right;">-</td> </tr> <tr> <td style="border-right: 1px solid black;">Lodging</td> <td style="text-align: right;">-</td> </tr> <tr> <td style="border-right: 1px solid black;">Other</td> <td style="text-align: right;">-</td> </tr> <tr> <td style="border-right: 1px solid black; text-align: right;">Grand Total</td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;">-</td> </tr> </table>	Meals	-	Lodging	-	Other	-	Grand Total	-
Meetings	480.00	Payroll																																	
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Meals	-																																		
Lodging	-																																		
Other	-																																		
Grand Total	-																																		

**Mileage is automatically calculated based on the number of miles entered.

***Credit card receipts must be turned in to the office within 24 hours of the charge or return to the District.

Phelan Piñon Hills Community Services District

BOARD STIPEND & EXPENSE VOUCHER/REPORT

AB1234 Compliant

2022		*MAXIMUM PAID @ \$120 PER MEETING DAY AND LIMITED TO 10 MEETINGS PER MONTH							Report of items paid for with District Credit Card***				
Name: <u>Kathy Hoffman</u>		Reimbursed @ 0.585		Date: <u>May 2022</u>				REIMBURSEMENT REQUESTED			CREDIT CARD EXPENSES		
Date of mtg. or event	A	Expense Description / Business Purpose	*Meeting (\$120 or NIC)	Miles	Mileage**	Meals	Lodging	Other	Meals	Lodging	Other		
5-4-22		Board meeting	120.00	N/C	-								
5-12-22		Legislative committee	120.00	N/C	-								
5-18-22		Board Meeting	120.00	N/C	-								
5-17-22		Legislative days Sacramento	N/C	-	-								
5-18-22		Legislative days Sacramento	N/C	-	-								
5-11-22		Engineering committee	120	-	-								
Totals			-	-	-	-	-	-	-	-	-		

A: Board Approved? (section 2.4)

I certify the expenses listed above are related to my authorized travel according to the Phelan Piñon Hills Community Services District Policies.

Board member's signature below

Signature

Acct #	<u>360</u>	Totals:	Meetings	-	Payroll	Date
			Mileage	-	Board Mtg	
			Meals	-		
			Lodging	-		
			Other	-		
			Grand Total	<u>480.00</u>		

Meals	-	Meals	-
Lodging	-	Lodging	-
Other	-	Other	-

**Mileage is automatically calculated based on the number of miles entered.

***Credit card receipts must be turned in to the office within 24 hours of the charge or return to the District.

Agenda Item 3c

Acceptance of May
Disbursements



Cash Disbursements Report

By Payment Number

Payment Dates 05/01/2022 - 05/31/2022

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
459	5/11/2022	CHAJOH	Charlie Johnson			24.92
	043022	Apr. Mileage - Auto Expense Solid Waste..		01-0-1-52210		-8.78
	043022	Apr. Mileage - Board & Solid Waste Mee..		01-0-1-52213		24.92
	043022	Apr. Mileage - Solid Waste Meeting		25-5-1-52210		8.78
460	5/11/2022	DEBPHI	Deborah Jeanne Philips			98.28
	043022	Apr. Mileage - TAC, ASBCSD & Board M...		01-0-1-52219		98.28
461	5/11/2022	STETRU	Steve Trujillo			50.00
	042722	Reimb. - Water Distribution (D1) Exam ...		01-1-1-54260		50.00
462	5/25/2022	AIMWIL	Aimee Williams			214.83
	051822	Tyler Connect Conference Reimb.		01-0-1-54470		214.83
463	5/25/2022	DAVNOL	David Noland			902.99
	051922	Tyler Connect Conference Reimb.		01-0-1-54470		902.99
464	5/25/2022	LANMAR	Lance Marckstadt			70.00
	051922	Water Distribution (D1) Cert. Fee		01-1-1-54260		70.00
465	5/25/2022	MIDAME	MidAmerica Administrative & Retirement Solutions, LLC			225.00
	19654	HRA Admin Fee Q1 2022		01-0-1-51230		225.00
466	5/25/2022	MUN DEN	Municipal Dental Pool			2,854.54
	060122	Dental Premium - June		01-0-0-14130		2,854.54
32615	5/11/2022	ASBCSD	Assn of SB County Special Districts			40.00
	050922	May Meeting - Deborah		01-0-1-52239		40.00
32616	5/11/2022	ATK	Atkinson, Andelson, Loya, Ruud & Romo Professional Corp. Attorneys at Law			3,660.10
	646034	Mojave Adjudication Legal Svcs. - Feb.		01-0-1-53120	C0057 LEGAL	2,736.19
	648724	Mojave Adjudication Legal Svcs. - March		01-0-1-53120	C0057 LEGAL	923.91
32617	5/11/2022	AVCOM	AVCOM Services Inc.			93.50
	20038	Answering Svcs. - Apr.		01-0-1-53150		93.50
32618	5/11/2022	CINFIR	Cintas			415.28
	5107631823	First Aid Supplies - CSD		01-0-1-54500		169.20
	5107631823	First Aid Supplies - CSD		22-0-1-54500		3.45
	5107631864	First Aid Supplies - Shop		01-1-1-54500		242.63
32619	5/11/2022	CIN UNI	Cintas Corporation			541.22
	043022	Uniform Rental Svcs. April Ops		01-1-1-54680		470.18
	043022	Uniform Rental Svcs. April Parks		22-2-1-54680		36.60
	4115510119	Vehicle Wash Station Supplies		01-1-8-54710		34.44
32620	5/11/2022	CR&R	CR&R Incorporated			872.03
	720877-4538	Trash - Oasis Yard May		01-0-2-58110		272.22
	721154-1564	Trsash - Pinon Hills Park May		22-0-2-58110		189.89
	721430-8478	Trash - CSD May		01-0-1-58110		204.96
	721430-8478	Trash - Phelan CC May		22-0-2-58110		204.96
32621	5/11/2022	DMV	Department of Motor Vehicles			10.00
	051122	Vactor (#110) PTI Svc. Fee		01-1-8-54710		10.00
32622	5/11/2022	STREAM	Digital Deployment, Inc.			2,500.00
	6507EC66-0001	On Time Website Migration Svc. Fee		01-0-1-53170		2,500.00

Cash Disbursements Report

Payment Dates: 05/01/2022 - 05/31/2022

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
32623	5/11/2022 0797283	FERGUS Valves, Fittings & Hydrants for Well #15	Ferguson Enterprises, Inc	01-0-0-17000	C0095 OUTSIDE SVCS	10,710.96 10,710.96
32624	5/11/2022 052422	FRO 5072 Phones - Oasis Yard 4/25 - 5/24	Frontier Communications	01-1-1-58010		129.26 129.26
32625	5/11/2022 10690553	GARDA Armored Svcs. - May	Garda CL West, Inc	01-0-1-54200		610.99 610.99
32626	5/11/2022 436 441	GREEAR Annual Weed Maint.- 2 Parks & Commu... Phelan Park Maint. - Apr	GreenEarth Landscape	22-2-2-53150 22-2-2-53150		600.00 550.00 50.00
32627	5/11/2022 68576	HESHOS Fill Station Hose Replacement	Hesperia Hose Supply Inc	01-1-2-54620		220.52 220.52
32628	5/11/2022 5035554	HDFIRE Annual Fire Extinguisher Svc & Repairs	Hi Desert Fire Protection	01-1-2-53150		2,653.04 2,653.04
32629	5/11/2022 S1048676-002 S1048676-002 S1054181-001 S1054181-001 S1054181-003 S1055390-001 S1055390-001 S1055390-001 S1055390-001 S1055390-001 S1055390-001 S1055390-001 S1055390-001 S1055390-001 S1055390-001 S1055390-001 S1055390-001 S1055390-001 S1055390-001 S1055390-001 S1055390-001 S1055390-001 S1055390-001 S1055390-001 S1055390-002 S1055390-002	INLWAT 1 IPS Poly (100 ft Coil) Qty. Rcvd 1,500 ft 1 CTS Poly (100 ft Coil) Qty. Rcvd 800 ft 1 IPS Angle Meter Stop Qty. Rcvd (28) 1 CTS Angle Stop Qty. Rcvd (97) 1 CTS Angle Stop, Qty. (3) 3/4 CTS Angle Stop, S-3 Qty (4) 1/4" Brass Ball Valve, S-234 Qty. (15) Meter Box, S-120 Qty. (9) 12 x 6 Slip Can, S-123 Qty. (50) 8 x 1 DS Brass Saddle, S-57 Qty. (3) 3/4 CTS Coupling, S-4 Qty. (50) 18 x 6 Slip Can, S-124 Qty. (50) 3/4 Brass Gate Valve, S-11 Qty. (25) 4 1/2 Amer Darling Traffic Kit, S-59 Qty. ... 1 CTS Coupling, S-2 Qty. (40) 1 Brass Gate Valve, S-12 Qty. (25) 1 IPS Poly (100 ft Coil), S-149 Qty. (1,000.. 48 Mueller Hydrant, S-129 Qty. (2) 6 Valve Lid, S-125 Qty. (50) 1 CTS Poly (100 ft Coil), S-148 Qty. (700f.. 1 CTS Poly (100 ft Coil), S-148 Qty. (300 f.. 1 CTS Angle Stop, S-1 Qty. (14)	Inland Water Works Supply Co.	01-1-0-13010 01-1-0-13010		34,800.66 2,986.76 1,425.60 2,112.57 5,793.22 179.33 191.59 291.60 499.56 511.43 586.95 1,172.83 648.32 1,515.24 675.00 1,051.92 1,817.15 2,268.00 8,170.57 1,152.68 1,171.80 167.01 920.19
32631	5/11/2022 33837 33859	KTUA Phelan Community Park Project - Archit... Phelan Park (Grant Program) Svcs. Mar...	KTU&A Planning & Landcape Architecture	22-2-0-17000 01-0-1-53150	C0078 OUTSIDE SVCS	6,130.00 3,883.75 2,246.25
32632	5/11/2022 2022042-EW	LIN SVC Janitorial Svc. - Pinon Hills CC	Richard J. Linsalato	22-0-1-54320		80.00 80.00
32633	5/11/2022 10-2	SHINE Painting Classes Deposit	Mary Gabriel	22-2-2-54800		350.00 350.00
32634	5/11/2022 G2022057	MERJOH Geotechnical Study - 14 ac Prop. Phelan...	Merrell-Johnson Engineering Inc	01-0-0-17000	C0002 IMPROVE	9,212.00 9,212.00
32635	5/11/2022 043022 043022 043022 043022 043022 043022	ANDTRU Inv #310596 - Ropes Inv #310670 - (2) Wire Brushes Inv #310646 - Graffiti Removal Inv #310600 - Gauge & Bushings Inv #310660 - Vault Emerg. Repairs at B... Inv #310465 - Supplies for Light Bar Inst...	Mills Hardware	01-1-2-54620 01-1-2-54620 01-1-2-54620 01-1-2-54620 01-1-5-54620 01-1-8-54710		330.14 17.39 10.97 39.30 59.70 74.77 65.44

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	043022	Inv #310511 - SS Connector, Bolts, Nuts...		22-2-2-54620		19.17
	043022	Inv #310590 - Flag		22-2-2-54620		37.70
	043022	Inv #310615 - Hinges		22-2-2-54620		5.70
32636	5/11/2022 2022-12229	MOUPRO (1) Public Notice	Mountaineer Progress Newspaper	01-0-1-54110		175.00 175.00
32637	5/11/2022	NAPA	NAPA Auto Parts			898.41
	043022	Inv #543421 - Def for Generatos #116, ...		01-1-2-54500		236.94
	043022	Inv #544494 - Batteries for Zone G Tanks		01-1-5-54620		355.07
	043022	Inv #543864 Compressor #105 Battery		01-1-8-54710		138.07
	043022	Inv #544144 - Trk #24 Sway Bar Links		01-1-8-54710		53.86
	043022	Inv #541787 - Links for Trk #27 Sway Bar		01-1-8-54710		91.87
	043022	Inv #544031 - Trk #19 Turn Signal Bulb		01-1-8-54710		7.53
	043022	Inv #543841 - Trk #27 Sun Shade		01-1-8-54710		15.07
32638	5/11/2022 4408399	PATSAL Steel for Booster Station Repair at Well ...	Patton Sales Corp	01-1-3-54620		683.18 683.18
32639	5/11/2022	PHEEXP	Phelan Express, Inc.			677.44
	35684	Trk #20 - Oil Change		01-1-8-54710		109.21
	35723	Trk #22 - Oil Change		01-1-8-54710		120.22
	35743	Trk #19 - Front Brakes & Rotors Replaced		01-1-8-54710		448.01
32640	5/11/2022	PINCHA	Pinon Hills Chamber of Commerce			500.00
	051122	Desert Gateway Summerfest		01-1-9-54920		250.00
	051122	Desert Gateway Summerfest		25-5-1-54920		250.00
32641	5/11/2022	PINON SENIOR	Pinon Hills Senior Citizens			2,000.00
	051022	Senior Center Functions		22-0-1-54920		2,000.00
32642	5/11/2022	RACE	Race Communications			618.00
	669763	Phones-Internet CSD - May		01-0-1-58010		254.50
	669763	Phones-Internet Credit CSD		01-0-1-58010		-100.00
	669763	Phones - Internet Shop May		01-1-1-58010		204.50
	669763	Phones-Internet Pinon Hills CC May		22-0-1-58010		254.50
	669763	Phones-Internet Credit Phelan CC		22-0-1-58010		-200.00
	669763	Phones-Internet Phelan CC May		22-0-1-58010		204.50
32643	5/11/2022	REBEL	Rebel Oil Company, Inc.			5,242.82
	7062159	Fuel - 411 Gl.		01-1-8-54410		2,226.01
	7062495	Fuel - 511 Gl.		01-1-8-54410		3,016.81
32644	5/11/2022	ROSE	Rose Noir Chocolates LLC			123.73
	220012	Kids Baking Class Supplies		22-2-2-54800		123.73
32645	5/11/2022	SOAHIG	Soaring High Academy			900.00
	060122	Junior Ninja, Gymnastics Class, June		22-2-2-54800		900.00
32646	5/11/2022	STEENT	Steven Enterprises Inc			310.42
	0453189	Plotter Ink Cartridges		01-7-7-54530		310.42
32647	5/11/2022	SWRCB	SWRCB-DWOCF			70.00
	042722	Water Distribution (D1) Cert. S. Trujillo		01-1-1-54260		70.00
32648	5/11/2022	TESCON	Tesco Controls, Inc			11,880.00
	76371	Spare PLC & Radios for SCADA		01-1-2-54620		10,940.00
	76382	SCADA Alarm Troubleshoot		01-1-2-54620		940.00
32649	5/11/2022	AQUA MET	Aqua Metric Sales Co			22,576.84
	INV0087557	Annual Support for AMI System Covera...		01-0-0-17000	C0083 OUTSIDE SVCS	22,251.82
	INV0088155	Hand Held Meter Programmer		01-1-6-54650		325.02

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
32650	5/11/2022 PPH-116-6	TOMDOD Prop. well 15 / pipeline & prop. well 16 -.01-0-0-17000	Tom Dodson & Associates		C0095 OUTSIDE SVCS	1,698.28 1,698.28
32651	5/11/2022 25731	TOPNOT Software Support - May	Top Notch Networking, LLC	01-0-1-53170		2,984.80 2,984.80
32652	5/11/2022 040222 040222	TRICOM Horse Derby Sponsorship Horse Derby Sponsorship	Kiwanis Club International Inc	01-1-9-54920 22-0-1-54920		700.00 350.00 350.00
32653	5/11/2022 212056 212056 212056 212056	TURSEC Monitoring Svc. - May CSD Monitoring Svc. - May Ops Locations Monitoring Svc. - May Phelan CC Monitoring Svc. - May Pinon Hills CC	Turner Security, Inc	01-0-1-53150 01-1-2-53150 22-2-2-53150 22-2-2-53150		373.60 46.95 211.75 59.95 54.95
32654	5/11/2022 420220540 dsb20211147	USA (191) Tickets USA Dig Safe Regulatory Fees	Underground Service Alert of So. Cal.	01-1-2-53150 01-1-1-53160		454.34 325.15 129.19
32655	5/11/2022 918765 949359 955793	USABB (20) Round Point Shovels Water Quality Testing Supplies, DPD Fittings for Sample Station	HD Supply Facilities Maintenance, Ltd	01-1-2-54650 01-1-4-54500 01-1-2-54620		2,269.69 946.53 989.67 333.49
32656	5/11/2022 485966 487098 487099	WEST COA Trucking of Class 2 Base for Wilson Ran... Trucking of Class 2 Base for Wilson Ran... Trucking of Class 2 Base for Wilson Ran...	West Coast Sand & Gravel, Inc.	01-1-5-54620 01-1-5-54620 01-1-5-54620	C0102 OUTSIDE SVCS C0102 OUTSIDE SVCS C0102 OUTSIDE SVCS	3,950.70 1,913.60 964.60 1,072.50
32718	5/25/2022 32523	BEN AG (1) Mulch Load	Beneficial Ag Services	01-1-9-54800	C0049 OUTSIDE SERVIC	245.00 245.00
32719	5/25/2022 022-12	BHI MGMT Strategic Plan Professional Svcs.	BHI Management Consulting	01-0-1-53150		960.00 960.00
32720	5/25/2022 167927	BOOBAR Sfty. Work Boots F. Ramirez (2/12/22)	Boot Barn Inc.	01-1-2-54680		184.86 184.86
32721	5/25/2022 172 172 172 172 172 172 172	BRUMCE Legal Svcs. - Apr. Legal Svcs. - Apr. Legal Svcs. - Apr. Legal Svcs. - Apr. Legal Svcs. - Apr. Legal Svcs. - Apr. Legal Svcs. - Apr.	Brunick, McElhaney & Kennedy	01-0-0-17000 01-0-0-17000 01-0-1-53120 01-7-7-53120 20-0-1-53120 22-0-1-53120 25-0-1-53120	C0095 OUTSIDE SVCS C0096 OUTSIDE SVCS	6,506.25 625.00 625.00 2,243.75 62.50 1,512.50 212.50 1,225.00
32722	5/25/2022 15003515031 15003515031	CALTRANS Loan Payment #31 Loan Interest #31	California Department of Transportation	01-1-0-29740 01-1-1-91010		6,615.39 6,466.43 148.96
32723	5/25/2022 40033	CAZCOM Site Rent	CAZCOM, Inc.	01-1-2-53150		200.00 200.00
32724	5/25/2022 9085-1019437 9085-1019472 9085-1020560 9085-1021952 9085-1022130 9085-1022226	CED Parts to Replace 2A Pump C Conduit Parts to Repalce 2A Pump C Conduit 3B electrical panel repair, old transfer s... Parts to Replace Pump A at Beekley Rd. Pats for 2B Booster C Repairs Parts to Update 2B Panel	Consolidated Electrical Distributors Inc	01-1-2-54620 01-1-2-54620 01-1-2-54620 01-1-2-54620 01-1-2-54620 01-1-2-54620		6,281.49 239.43 236.29 5,427.17 115.20 148.39 115.01

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32725	5/25/2022 051022	FRO 3434 Phones - Telemetry 5/10 - 6/9	Frontier Communications	01-1-5-58010		177.94 177.94
32726	5/25/2022 051922	FRO 8637 Phones - Sr. Ctr. 5/19 - 6/18	Frontier Communications	22-0-1-58010		61.39 61.39
32727	5/25/2022 050722	FRO 5743 Phones - Office 5/7 - 6/6	Frontier Communications	01-0-1-58010		78.96 78.96
32728	5/25/2022 101-54997-01	GAOSBO Parts to Replace Vault Pump B at Beekley	G.A. Osborne Pipe & Supply Inc	01-1-5-54620		152.66 152.66
32729	5/25/2022 211898 211898 211898 211898	INFOSE Postage - Apr Printing - Apr Postage & Printing - Apr Postage & Printing - Apr	Infosend Inc	01-1-6-54860 01-1-6-54890 22-2-2-54800 25-5-1-54800		120.90 95.12 25.38 0.08 0.32
32730	5/25/2022 S1054181-002-1 S1054181-002-2 S1055282-001 S1055390-003 S1055565-001 S1055565-002 S1055789-001 S1055982-001 S1056130-001	INLWAT (72) IPS Corp Stops (5) Mueller Hydrants (10) Traffic Repair Kits (41) Meter Boxes w/Lids (7) SSDS Saddles (3) SSDS Saddles (5) Cla val CSM-11 Rebuild Kits (non-inv... Non-Inventory Off Bolt Set (6) Flex Couplings	Inland Water Works Supply Co.	01-1-0-13010 01-1-0-13010 01-1-0-13010 01-1-0-13010 01-1-0-13010 01-1-0-13010 01-1-2-54620 01-1-2-54620 01-1-0-13010		37,405.88 5,419.74 21,550.00 2,884.20 2,270.51 2,098.43 791.96 1,077.50 13.05 1,458.18
32731	5/25/2022 PPHCSD-KASN	KAS FAM FY 2021-22 Carryover Makeup Obligation	Kasner Family Limited Partnership	01-1-3-50020		750.00 750.00
32732	5/25/2022 2022052 2022052 2022052	LIN SVC Janitorial Svcs May - CSD Janitorial Svcs May - Oasis Janitorial Svcs May - Phelan CC	Richard J. Linsalato	01-0-1-54320 01-1-1-54320 22-0-1-54320		605.00 310.00 225.00 70.00
32733	5/25/2022 2022-12247	MOUPRO (3) Legal Notices	Mountaineer Progress Newspaper	01-0-1-54110		438.00 438.00
32734	5/25/2022 I-02003818	OFFSOL Office Supplies - Toners, Binders, Pens, ...	Office Solutions	01-0-1-54530		494.80 494.80
32735	5/25/2022 35906 35910 36033 36056 36069 36073 36076	PHEEXP Trk #21 - Oil Change Trk #25 - Oil Change Trk #16 Brakes Replaced Trk #15 - Oil & Filter Change Trk #17 - Oil Change Trk #24 - Oil Change Trk #27 - Oil Change	Phelan Express, Inc.	01-1-8-54710 01-1-8-54710 01-1-8-54710 01-1-8-54710 01-1-8-54710 01-1-8-54710 01-1-8-54710		1,538.85 92.86 108.20 921.75 102.54 73.06 120.22 120.22
32736	5/25/2022 16103	RAYWAT Water Filter Replaced - CSD	Kleen H2O Inc	01-0-1-53150		211.00 211.00
32737	5/25/2022 7062530 7063039	REBEL Fuel - 298 Gl., & DSL - 173 Gl. Fuel - 525 Gl., Dsl - 174 Gl.	Rebel Oil Company, Inc.	01-1-8-54410 01-1-8-54410		7,135.07 2,792.55 4,342.52
32738	5/25/2022 HP15642 HP15834 HP15835 HP15836	SO CA FLEET Order:501 (7) SSDS Saddles S-85 Trk #106 - 90 Day DOT Inspection Trk #107 - 90 Day DOT Inspection Trk #100 - 90 Day DOT Inspection	Southern California Fleet Svcs, Inc.	01-1-8-54710 01-1-8-54710 01-1-8-54710 01-1-8-54710		1,441.91 561.91 165.00 110.00 110.00

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	HP15837	Trk #112 - 90 Day DOT Inspection		01-1-8-54710		165.00
	HP15838	Trk #113 - 90 Day DOT Inspection		01-1-8-54710		165.00
	HP15839	Trk #101 - 90 Day DOT Inspection		01-1-8-54710		165.00
32739	5/25/2022 71770	SDRMA Workers Compensation FY 2022-23	Special District Risk Management Authority	01-0-0-14120		37,478.19 37,478.19
32740	5/25/2022 060122 060122 060122	STAINS LTD/Life/AD&D - June LTD/Life/AD&D - June LTD/Life/AD&D - June	Standard Insurance Company	01-0-1-51230 01-7-7-51230 22-0-1-51230		1,007.18 845.32 96.41 65.45
32741	5/25/2022 INV0088386	AQUA MET (288) 1" Iperl Sensus Meters	Aqua Metric Sales Co	01-1-0-13010		43,810.98 43,810.98
32742	5/25/2022 25766 VolP1604703	TOPNOT Computer Replacement for Lori Office Phones 5/2 - 619	Top Notch Networking, LLC	01-0-1-54770 01-0-1-58010		1,734.57 1,291.34 443.23
32743	5/25/2022 2756 2757	TOP OPT General Pest Control Oasis - May General Pest Control CSD - May	Top Option Pest Control	01-1-1-53150 01-0-1-53150		173.00 98.00 75.00
32744	5/25/2022 025-380353	TYLTEC UB Online Support - June	Tyler Technologies, Inc	01-1-6-53170		265.00 265.00
32745	5/25/2022 148831910	ULINE Gloves for cl2, Rags, Wipes	Uline	01-1-2-54500		687.70 687.70
32746	5/25/2022 INV-00711485	UNI SITE Porta Potties for Covid Site	United Site Services of California, Inc.	01-0-1-53150	C0086 OUTSIDE SVCS	359.73 359.73
32747	5/25/2022 051222 051822	USPS-VV Postage for CCR Postage for Parks Summer Mailer	United States Postal Service	01-1-1-54860 22-2-1-54860		4,312.09 2,300.00 2,012.09
32748	5/25/2022 919503 966656	USABB Fittings for Sample Station Tools for Trk #20	HD Supply Facilities Maintenance, Ltd	01-1-4-54620 01-1-2-54650		512.17 147.34 364.83
32749	5/25/2022 25AR1447079	IMA SOU Base Rate & Copies	Visual Edge, Inc.	01-0-1-53150		682.09 682.09
32750	5/25/2022 80911449 80911449 80911449	WAXIE Operating Supplies - 1 Tissue Case Operating Supplies - 1 Tissue Case Operating Supplies - 3 Tissue Cases	Waxie Enterprises, Inc	01-0-1-54500 01-1-1-54500 22-2-2-54500		326.59 65.32 65.32 195.95
32751	5/25/2022 3256830	XEROX Copier Lease 5/12 - 6/11	Xerox Corporation	01-0-1-54300		280.55 280.55
32752	5/25/2022 042522	ZION Refund - Water Letter Fee	Zion Garden, LLC	01-1-1-48700		80.00 80.00
DFT0011007	5/2/2022 041922	FBC-ERNESTO Calportland-Class 2 Base Material for Wi..	First Bank Card	01-1-5-54620	C0102 OUTSIDE SVCS	7,521.95 7,521.95
DFT0011008	5/2/2022 041922	FBC-JENNIFER Class 2 Base Material for Wilson Ranch P..	First Bank Card	01-1-5-54620	C0102 OUTSIDE SVCS	4,132.52 4,132.52
DFT0011009	5/2/2022 041622	FBC-MICHAEL Calportland-Class 2 Base Material for Wi..	First Bank Card	01-1-5-54620	C0102 OUTSIDE SVCS	5,013.38 5,013.38
DFT0011010	5/2/2022 041822	FBC-SEAN Calportland-Class 2 Base Material for Wi..	First Bank Card	01-1-5-54620	C0102 OUTSIDE SVCS	9,249.73 9,249.73

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
DFT0011025	5/2/2022	FBC-KIM	First Bank Card			4,021.99
	043022	Embassy Suites - For R. Kujawa		01-0-1-52222		686.97
	043022	CSDA - Legislative Days Conf. D. Philips		01-0-1-52239		350.00
	043022	Zoom Subscription		01-0-1-53170	C0086 OUTSIDE SVCS	159.96
	043022	Fast Spring		01-0-1-53170		15.00
	043022	Calendar Wiz		01-0-1-53170		14.00
	043022	Tyler Connect Conference - A. Williams		01-0-1-54260		1,099.00
	043022	Pitney Bowes - Postage Meter Rental		01-0-1-54300		37.70
	043022	American Airlines - Tyler Connect Flight ...		01-0-1-54470		1,171.45
	043022	Amazon Refund - Item not Received		01-0-1-54530		-15.51
	043022	Amazon - Wireless Mouse		01-0-1-54530		15.51
	043022	Amazon - Office Supplies		01-0-1-54530		49.85
	043022	Pizza Factory - For Board Meeting		01-0-1-54530		57.11
	043022	NNA - Notary Journal		01-0-1-54530		36.94
	043022	Amazon - Keyboard & Mouse		01-0-1-54530		68.96
	043022	Amazon - Paper Bowls		01-0-1-54530		30.44
	043022	Amazon - Wireless Mouse		01-0-1-54530		16.58
	043022	Amazon - Printer Ink Cartridge		01-0-1-54530		117.99
	043022	Amazon - USB Cords		01-0-1-54530		110.04
DFT0011026	5/2/2022	FBC-DEBORAH	First Bank Card			177.96
	043022	Southwest Airlines Credit CSDA Leg. Day...		01-0-1-52229		-160.00
	043022	Southwest Airlines CSDA Leg. Days Conf.		01-0-1-52229		337.96
DFT0011027	5/2/2022	FBC-LORI	First Bank Card			2,067.08
	043022	Tyler Connect Registration D. Noland		01-0-1-54260		1,099.00
	043022	Ricks Cafe-Staff Meeting (Re: Budget, S...		01-0-1-54440		77.51
	043022	Southwest Airlines -Tyler Connect Flight ..		01-0-1-54470		414.98
	043022	United - Tyler Connect Flight (One Way)		01-0-1-54470		475.59
DFT0011028	5/2/2022	FBC-KATHLEEN	First Bank Card			961.97
	043022	Embassy Suites - CSDA Legislative Days		01-0-1-52228		611.97
	043022	CSDA - Legislative Days Registration		01-0-1-52238		350.00
DFT0011029	5/2/2022	FBC-GEORGE	First Bank Card			2,618.12
	043022	Southwest Airlines for K. Hoffman		01-0-1-52228		435.92
	043022	Mexico Lindo-Staff Meeting Board Agen...		01-0-1-54440		106.26
	043022	Ricks Cafe - SCWC Meeting		01-0-1-54440	C0085 OUTSIDE SVCS	62.48
	043022	Apple - Icloud Storage		01-1-2-53170		0.99
	043022	Zoro - CB for Emergencies		01-1-2-54500		61.30
	043022	USABB - Hydrant Repair Kit		01-1-5-54620		200.78
	043022	Depot 8 - Fuel for Trk #15		01-1-8-54410		107.61
	043022	Costco - Trk #15 Fuel		01-1-8-54410		95.11
	043022	Chevron - Trk #15 Fuel		01-1-8-54410		104.45
	043022	Team Speed Wash - Trk #15		01-1-8-54710		13.00
	043022	Team Speed Wash - Trk #15		01-1-8-54710		10.00
	043022	CSDA - Legislative Days Conference		01-7-7-54260		350.00
	043022	Starbucks - AWWA Conference Exp.		01-7-7-54470		9.70
	043022	Disneyland Hotel - AWWA Conference S...		01-7-7-54470		991.54
	043022	Starbucks - AWWA Conference Exp.		01-7-7-54470		7.90
	043022	Starbucks - AWWA Conference Exp.		01-7-7-54470		9.90
	043022	Splitsville Lane - AWWA Conference Exp.		01-7-7-54470		51.18
DFT0011030	5/2/2022	FBC-STEVE	First Bank Card			1,275.77
	043022	Amazon - Sfty. Work Boots for Steve		22-2-1-54680		166.96
	043022	Amazon - Sfty. Work Boots for Dennis		22-2-1-54680		137.38
	043022	Northstar - Subscription in Error		22-2-2-54230		96.00
	043022	Northstar Refund for Subscription Char...		22-2-2-54230		-96.00
	043022	Amazon - Timers		22-2-2-54620		67.33
	043022	Amazon - Maint. Supplies		22-2-2-54620		145.45
	043022	Amazon - AMerican Flags		22-2-2-54620		64.54

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	043022	The Webstaurant - Fiber Glass Lids		22-2-2-54620		271.43
	043022	The Webstaurant - Drink Dispenses & T...		22-2-2-54800		321.07
	043022	Amazon - Events Supplies		22-2-2-54800		101.61
DFT0011031	5/2/2022	FBC-MICHAEL	First Bank Card			129.90
	043022	United Pacific - Wilson Ranch Project Lu...		01-1-1-54500	C0102 OUTSIDE SVCS	26.46
	043022	Downtown Burgers - Wilson Ranch Proj...		01-1-1-54500	C0102 LABOR	103.44
DFT0011032	5/2/2022	FBC-JENNIFER	First Bank Card			1,338.79
	043022	Adobe Subscriptions (7) Office		01-0-1-53170		118.93
	043022	Stater Bros - Staff Training Items		01-0-1-54260		53.46
	043022	Plaque Maker - Desk Name Plate		01-0-1-54530		28.72
	043022	My Hero - Items for Board Meeting		01-0-1-54530		58.32
	043022	Plaque Maker (16) Desk Name Plates		01-0-1-54530		287.72
	043022	Adobe Subscription (1) Field		01-1-1-53170		16.99
	043022	UAV Coach - Drone Pilot School for J. O...		01-1-1-54260		199.00
	043022	Amazon - Door Remote Control for Field..		01-1-2-54500		54.96
	043022	Carhartt - Jacket for C. Cummings		01-1-2-54680		129.29
	043022	Adobe Subscriptions - (2) Eng.		01-7-7-53170		33.98
	043022	UAV Coach - Drone Pilot School for Geo...		01-7-7-54260		199.00
	043022	Amazon - Movie for Movies at the Park		22-2-2-54800		13.51
	043022	Walmart - Movies for Park Movies		22-2-2-54800		144.91
DFT0011033	5/2/2022	FBC-SEAN	First Bank Card			252.49
	043022	EOU - Admin Law Book		01-1-1-54260		109.55
	043022	Hole in ONE - Sfty Meeting Donuts		01-1-1-54260		14.34
	043022	Downtown Burgers - Pipeline Project Lu...		01-1-2-54500		80.78
	043022	MCMaster Carr - Trk #27 Wiring		01-1-8-54710		47.82
DFT0011034	5/2/2022	FBC-DON	First Bank Card			2,660.84
	043022	Mona Lisa - CSDA Meeting (Kathy)		01-0-1-52228		44.02
	043022	Shell		01-0-1-54140		167.74
	043022	United Pacific - Fuel		01-0-1-54140		200.00
	043022	United Pacific - Fuel		01-0-1-54140		122.52
	043022	United Pacific - Fuel		01-0-1-54140		118.27
	043022	United Pacific - Fuel		01-0-1-54140		131.84
	043022	Ricks Cafe - Meeting with Lori		01-0-1-54440		39.56
	043022	Ricks Cafe - Staff Meeting		01-0-1-54440		99.58
	043022	Ricks Cafe - Staff Meeting		01-0-1-54440		76.32
	043022	Ricks Cafe - Budget Meeting		01-0-1-54440		42.53
	043022	Mixico Lindo - Meeting with Sean & Ste...		01-0-1-54440		48.10
	043022	Embassy Suites		01-0-1-54470		457.98
	043022	Hyatt Regency		01-0-1-54470		229.09
	043022	Uber		01-0-1-54470		5.00
	043022	Ontario Airport - Parking Fee		01-0-1-54470		42.00
	043022	Mona Lisa - CSDA Meeting (Don)		01-0-1-54470		44.02
	043022	Southwest Airlines		01-0-1-54470		318.96
	043022	Southwest Airlines		01-0-1-54470		83.00
	043022	SQ Kesh		01-0-1-54470		80.00
	043022	Southwest Airlines		01-0-1-54470		94.99
	043022	Pizza Factory		01-0-1-54530		66.30
	043022	Arleen's - Trailer Registration		01-1-8-54710		105.00
	043022	Mona Lisa - CSDA Meeting (George)		01-7-7-54470		44.02
DFT0011035	5/12/2022	SCE 1613-6373	Southern California Edison			15.95
	043022	Electricity - R/R Crossings 4/1 - 4/30		23-0-2-58210		15.95
DFT0011036	5/12/2022	SCE 5917-6455	Southern California Edison			24.18
	043022	Electricity - Phelan Park St. Lights 4/1 - 4...		22-2-2-58110		24.18

Cash Disbursements Report

Payment Dates: 05/01/2022 - 05/31/2022

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
DFT0011037	5/5/2022 043022	SCE 4241-7012 Electricity - S. Dairy Mobile 3/31 - 5/1	Southern California Edison	01-1-3-58110		172.04 172.04
DFT0011038	5/11/2022 051122 PEPRA	CalPER PEPRA UAL - Additional Contribution	CalPERS	01-0-1-51240		22,913.00 22,913.00
DFT0011039	5/11/2022 051122 CLASSIC	CalPER Classic UAL - Additional Contribution	CalPERS	01-0-1-51240		100,749.00 100,749.00
DFT0011040	5/11/2022 051122 TIER II	CalPER Tier II UAL - Additional Contribution	CalPERS	01-0-1-51240		11,453.00 11,453.00
DFT0011042	5/2/2022 041522 042922	FBC-STEVE Amazon - Office & OasisTrash/Recycle/... Amazon - Trash/Recycle/Compost bins f...	First Bank Card	01-0-1-54620 22-2-2-54620		1,772.50 709.00 1,063.50
DFT0011043	5/13/2022 INV0004940 INV0004940	CALPERS 457 Cal PERS 457/ Employer Plan: 450 717 - ... Cal PERS 457/ Employer Plan: 450 717 - ...	California Public Employees' Deferred Compensation Plan	01-1-0-24560 22-2-0-24560		215.00 210.85 4.15
DFT0011044	5/13/2022 INV0004941 INV0004941 INV0004941 INV0004941	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		2,878.94 2,301.34 239.67 208.48 129.45
DFT0011045	5/13/2022 INV0004942 INV0004942 INV0004942	CALPERS 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		3,271.85 2,578.06 376.77 317.02
DFT0011046	5/13/2022 INV0004943 INV0004943 INV0004943 INV0004943	CALPERS CalPERS/Employee Portion CalPERS/Employee Portion CalPERS/Employee Portion CalPERS/Employee Portion	Calif Public Employees' Retirement System	01-1-0-24530 01-7-0-24530 22-2-0-24530 25-5-0-24530		7,829.04 6,175.40 815.34 692.74 145.56
DFT0011047	5/13/2022 INV0004944 INV0004944 INV0004944 INV0004944	CALPERS CalPERS Retirement/ Survivor Benefits CalPERS Retirement/ Survivor Benefits CalPERS Retirement/ Survivor Benefits CalPERS Retirement/ Survivor Benefits	Calif Public Employees' Retirement System	01-1-0-24530 01-7-0-24530 22-2-0-24530 25-5-0-24530		24.18 19.08 2.17 2.50 0.43
DFT0011048	5/13/2022 INV0004945	CALPERS 457 457 Loan Payback	California Public Employees' Deferred Compensation Plan	01-1-0-24560		136.03 136.03
DFT0011049	5/13/2022 INV0004946	EDD State Disability Ins - Payroll Taxes	Employment Development Department	01-0-0-24510		1,006.53 1,006.53
DFT0011050	5/13/2022 INV0004947	IRS Social Security - Payroll Taxes	Internal Revenue Service	01-0-0-24510		355.14 355.14
DFT0011051	5/13/2022 INV0004948	EDD State Employer Training Tax - Payroll Tax...	Employment Development Department	01-0-0-24510		1.01 1.01
DFT0011052	5/13/2022 INV0004949	EDD State Unemployment Ins - Payroll Taxes	Employment Development Department	01-0-0-24510		36.70 36.70
DFT0011053	5/13/2022 INV0004950	EDD CA State Income Tax - Payroll Taxes	Employment Development Department	01-0-0-24510		3,090.83 3,090.83
DFT0011054	5/13/2022 INV0004951	IRS Medicare - Payroll Taxes	Internal Revenue Service	01-0-0-24510		2,679.94 2,679.94

Cash Disbursements Report

Payment Dates: 05/01/2022 - 05/31/2022

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
DFT0011055	5/13/2022 INV0004952	IRS Federal Income Tax - Payroll Taxes	Internal Revenue Service	01-0-0-24510		8,953.88 8,953.88
DFT0011056	5/23/2022 042922-6056	THEGAS Gas - Pinon Hills CC 3/31 - 4/29	The Gas Company	22-0-2-58110		75.91 75.91
DFT0011057	5/23/2022 042922-6781	THEGAS Gas - Pinon Hills Fire 3/31 - 4/29	The Gas Company	22-0-2-58110		14.30 14.30
DFT0011058	5/23/2022 032722 032722	SCE 9587-0653 Electricity-Office 2/25-3/27 Electricity-Office Solar Credit 2/25-3/27	Southern California Edison	01-0-1-58110 01-1-3-58115		1,195.19 1,327.04 -131.85
DFT0011059	5/23/2022 043022 043022	SCE 8362-7804 Electricity-Solar Meter, Apr Bill Prep 51... Electricity-Solar Credit Apr Bill Prep 511...	Southern California Edison	01-1-3-58110 01-1-3-58115		544.48 579.69 -35.21
DFT0011060	5/23/2022 043022	SCE 7441-5755 Electricity-Pinon Hills CC 4/4-5/3 Bill Pre...	Southern California Edison	22-0-2-58110		187.82 187.82
DFT0011061	5/23/2022 043022	SCE 3752-2894 Electricity-N Dairy Mobile 3/30-5/1 Bill ...	Southern California Edison	01-1-3-58110		34.69 34.69
DFT0011062	5/23/2022 043022	SCE 1078-5254 Electricity-CC & Sr Ctr 4/8-5/9 Bill Prep ...	Southern California Edison	22-0-2-58110		373.15 373.15
DFT0011063	5/23/2022 9905507788	VER AIR Phones - Jet Packs, Tablets & On-Call Ap...	Verizon Wireless	01-1-1-58010		952.70 952.70
DFT0011064	5/24/2022 815190238	VSP Vision Insurance - June	Vision Service Plan	01-0-0-14130		453.25 453.25
DFT0011065	5/31/2022 060122 PERS 060122 PERS 060122 PERS	CalPERS Health PERS Health Premium - June PERS Health Premium Admin Fee - June PERS Health Shared Premium - June	California Public Employees' Retirement System	01-0-0-14130 01-0-1-51230 01-1-1-51230		36,021.35 35,877.71 91.49 52.15
DFT0011066	5/31/2022 060122 NonPERS 060122 NonPERS	CalPERS Health NonPERS Health Premium - June NonPERS Health Premium Admin Fee - J...	California Public Employees' Retirement System	01-0-0-14130 01-0-1-51230		3,375.78 3,367.36 8.42
DFT0011067	5/24/2022 6050395	AME FID Flex Spending 4/29	American Fidelity Assurance Company	01-0-0-24580		222.07 222.07
DFT0011068	5/24/2022 6052153	AME FID Flex Spending 5/13	American Fidelity Assurance Company	01-0-0-24580		222.07 222.07
DFT0011069	5/25/2022 D460268	AME SUP Supplemental Life Insurance - May	American Fidelity Assurance	01-0-0-24580		314.24 314.24
DFT0011070	5/2/2022 1099019996	FBC-GEORGE Tractor Supplies - Drag Harrow for Site C..	First Bank Card	01-1-2-54650		540.98 540.98
Payment Total:						554,331.91

Report Summary

Fund Summary

Fund	Payment Amount
01 - WATER FUND	535,536.02
20 - GOV'T GENERAL FUND	1,512.50
22 - PARKS & RECREATION	16,174.25
23 - STREET LIGHTING	15.95
25 - SOLID WASTE	1,759.54
Grand Total:	554,998.26

Account Summary

Account Number	Account Name	Payment Amount
01-0-0-14120	Prepaid - Worker's Comp	37,478.19
01-0-0-14130	Prepaid Benefit	42,552.86
01-0-0-17000	CIP Enterprise Funds	45,123.06
01-0-0-24510	Payroll Tax Payable	16,124.03
01-0-0-24580	Supplemental Ins W/H Pa...	758.38
01-0-1-51230	Employee Group Insurance	1,170.23
01-0-1-51240	Retirement	135,115.00
01-0-1-52210	Board Exp - Auto Expense	-8.78
01-0-1-52213	Board - Auto Expense/Joh...	24.92
01-0-1-52219	Board - Auto Expense/Phil...	98.28
01-0-1-52222	Board - Meals,Travel Expe...	686.97
01-0-1-52228	Board - Meals,Travel Expe...	1,091.91
01-0-1-52229	Board - Meals,Travel Expe...	177.96
01-0-1-52238	Board - Education,Trainin...	350.00
01-0-1-52239	Board - Education,Trainin...	390.00
01-0-1-53120	Legal Services	5,903.85
01-0-1-53150	Outside Service	4,674.52
01-0-1-53170	Software Support	5,792.69
01-0-1-54110	Advertising	613.00
01-0-1-54140	Auto Expense	740.37
01-0-1-54200	Credit Card Fee & Bank C...	610.99
01-0-1-54260	Education & Training	2,251.46
01-0-1-54300	Equipment Rental / Lease	318.25
01-0-1-54320	General Maintenance	310.00
01-0-1-54440	Meeting, Seminar & Suppl...	552.34
01-0-1-54470	Travel Expense	4,534.88
01-0-1-54500	Operating Supplies	234.52
01-0-1-54530	Office Supplies	1,423.77
01-0-1-54620	Repair & Maintenance	709.00
01-0-1-54770	Computer & Equip Maint...	1,291.34
01-0-1-58010	Telephone	676.69
01-0-1-58110	Utilities	1,532.00
01-0-2-58110	Utilities	272.22
01-1-0-13010	Inventory - Water Field Pa...	115,593.32
01-1-0-24530	Retirement W/H Payable	11,073.88
01-1-0-24560	Retirement 457 W/H Pay...	346.88
01-1-0-29740	Loan Payable - CalTrans	6,466.43
01-1-1-48700	Administrative Fees	80.00
01-1-1-51230	Employee Group Insurance	52.15
01-1-1-53150	Outside Service	98.00
01-1-1-53160	Permits & Fees	129.19
01-1-1-53170	Software Support	16.99
01-1-1-54260	Education & Training	512.89
01-1-1-54320	General Maintenance	225.00
01-1-1-54500	Operating Supplies	437.85
01-1-1-54680	Uniforms	470.18
01-1-1-54860	Postage & Mailing	2,300.00
01-1-1-58010	Telephone	1,286.46

Account Summary

Account Number	Account Name	Payment Amount
01-1-1-91010	Interest Expense	148.96
01-1-2-53150	Outside Service	3,389.94
01-1-2-53170	Software Support	0.99
01-1-2-54500	Operating Supplies	1,121.68
01-1-2-54620	Repair & Maintenance	19,933.41
01-1-2-54650	Small Tools	1,852.34
01-1-2-54680	Uniforms	314.15
01-1-3-50020	MWA/AVW Make Up Wat...	750.00
01-1-3-54620	Repair & Maintenance	683.18
01-1-3-58110	Utilities	786.42
01-1-3-58115	Utilities - Solar Credits	-167.06
01-1-4-54500	Operating Supplies	989.67
01-1-4-54620	Repair & Maintenance	147.34
01-1-5-54620	Repair & Maintenance	30,651.56
01-1-5-58010	Telephone	177.94
01-1-6-53170	Software Support	265.00
01-1-6-54650	Small Tools	325.02
01-1-6-54860	Postage & Mailing	95.12
01-1-6-54890	Printing	25.38
01-1-8-54410	Fuel Costs	12,685.06
01-1-8-54710	Vehicle Maintenance	4,250.30
01-1-9-54800	Programs (Wtr Conservati...	245.00
01-1-9-54920	Public Relation	600.00
01-7-0-24530	Retirement W/H Payable	1,433.95
01-7-7-51230	Employee Group Insurance	96.41
01-7-7-53120	Legal Services	62.50
01-7-7-53170	Software Support	33.98
01-7-7-54260	Education & Training	549.00
01-7-7-54470	Travel Expense	1,114.24
01-7-7-54530	Office Supplies	310.42
20-0-1-53120	Legal Services	1,512.50
22-0-1-51230	Employee Group Insurance	65.45
22-0-1-53120	Legal Services	212.50
22-0-1-54320	General Maintenance	150.00
22-0-1-54500	Operating Supplies	3.45
22-0-1-54920	Public Relation	2,350.00
22-0-1-58010	Telephone	320.39
22-0-2-58110	Utilities	1,046.03
22-2-0-17000	CIP - Parks & Rec	3,883.75
22-2-0-24530	Retirement W/H Payable	1,220.74
22-2-0-24560	Retirement 457 W/H Pay...	4.15
22-2-1-54680	Uniforms	340.94
22-2-1-54860	Postage & Mailing	2,012.09
22-2-2-53150	Outside Service	714.90
22-2-2-54230	Dues & Subscriptions	0.00
22-2-2-54500	Operating Supplies	195.95
22-2-2-54620	Repair & Maintenance	1,674.82
22-2-2-54800	Programs (Park & Rec)	1,954.91
22-2-2-58110	Utilities	24.18
23-0-2-58210	Utilities - Street Lights	15.95
25-0-1-53120	Legal Services	1,225.00
25-5-0-24530	Retirement W/H Payable	275.44
25-5-1-52210	Board Exp - Auto Expense	8.78
25-5-1-54800	Programs (Solid Waste)	0.32
25-5-1-54920	Public Relation	250.00
	Grand Total:	554,998.26

Project Account Summary

Project Account Key	Payment Amount
None	471,506.00
C0002 IMPROVE	9,212.00
C0049 OUTSIDE SERVIC	245.00
C0057 LEGAL	3,660.10
C0078 OUTSIDE SVCS	3,883.75
C0083 OUTSIDE SVCS	22,251.82
C0085 OUTSIDE SVCS	62.48
C0086 OUTSIDE SVCS	519.69
C0095 OUTSIDE SVCS	13,034.24
C0096 OUTSIDE SVCS	625.00
C0102 LABOR	103.44
C0102 OUTSIDE SVCS	29,894.74
Grand Total:	554,998.26

Agenda Item 4

Matters Removed from
Consent Items

Agenda Item 5

Presentations/Appointments

- 2022 Earth Day Art Contest Winners
By: Kim Ward, HR Manager/Executive Secretary
- Oeste Recharge Project
By: Mojave Water Agency

Agenda Item 6a

Public Hearing on Resolution No. 2022-19; Imposing Stage II Mandatory Restrictions on Water Use

1. Secretary's Report
2. Attorney's Report on Action Taken Prior to this Hearing
3. Staff's Report
4. Public Comment, Protests, and Objections
 - a. Any person may address the Board on the Hearing topic
 - b. Staff responses to comments, protests, and objections

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Board of Directors (“Board”) of the Phelan Piñon Hills Community Services District (“District”) will receive public input on the contemplated initiation of Stage Two (2) Water Supply Shortage measures.

On June 15, 2022, at 6:00 p.m., the Board will hold a public hearing to consider adoption of a proposed Resolution initiating Stage Two Water Supply Shortage measures under the District’s Water Conservation Ordinance. In addition to the existing water conservation requirements, the following additional measures are proposed to be implemented pursuant to the Resolution:

- (a) Agricultural Irrigation. Persons receiving water from the District who are engaged in agricultural practices, whether for the purpose of crop production, growing of commercial ornamental plants, or maintaining existing nursery stock shall provide, maintain, and use irrigation equipment and practices which are the most efficient possible. The District’s General Manager may require the owner or operators of these systems to prepare a plan describing their irrigation practices and equipment, including but not limited to, an estimate of the efficiency or the use of water on their properties. After review and approval by the District’s General Manager, the agricultural irrigation plan shall be considered subject to inspection and enforcement by the District.
- (b) Commercial Facilities. Commercial and industrial facilities shall, upon request of the District’s General Manager, provide the District with their plan to ensure conservation of water at their facilities. The District will provide these facilities with information regarding the average monthly water use by the facility for the last two year period. The facility shall provide the District with a plan to conserve or reduce the amount of water used by the percentage deemed by the Board to be necessary under the circumstances. After review and approval by the District’s General Manager, the water conservation plan shall be considered subject to inspection and enforcement by the District.
- (c) No customer of the District, or other person acting on behalf of or under the direction of a customer, shall cause or permit the use of water for irrigation of landscaping or other outdoor vegetation, plantings, lawns, or other growth, to exceed the amount required to provide reasonable irrigation of same, and shall not cause or permit any unreasonable or excessive waste of water from said irrigation activities or from watering devices or systems. The free flow of water away from an irrigated site shall be presumptively considered excessive irrigation and a waste of water.
- (d) Public and private parks, golf courses, swimming pools, and school grounds which use water provided by the District shall only use water for pool filling between the hours of 10:00 p.m. and 6:00 a.m.
- (e) All residential, public, and recreational swimming pools, of all size, shall use evaporation resistant covers and shall recirculate water. Any swimming pool which does not have a cover installed during periods of non-use shall be considered a waste of water.
- (f) The District will employ the use of a drone and other methods to monitor and enforce water use not consistent with this Ordinance.

(g) The water consumption practices of water users who have not achieved their individual conservation requirement (as established by the Board by separate Resolution) may be reviewed, restricted, penalized, and enforced by the District.

Pursuant to the provisions of Assembly Bill 361, as a precaution to the Board, District staff, and the general public as a result of the ongoing COVID-19 pandemic, the District will hold this meeting of its Board both in-person at the Phelan Community Center located at 4128 Warbler Road, Phelan, California, and via teleconference or video conference through the remote instructions located on the District's website. Members of the public are encouraged to visit the District's website at <http://www.pphcsd.org> or call the District office at (760) 868-1212 to review the proposed Resolution and the District's underlying Water Conservation Ordinance, access the meeting link, and for updates regarding the manner in which this hearing will be conducted. The hearing on the proposed Resolution may be continued from time to time.

All interested persons are invited to attend the meeting and submit oral and/or written comments to the Board at the time of the public hearing. Written comments may also be submitted to the Board Secretary via e-mail at kward@pphcsd.org or by mail at P.O. Box 294049, Phelan, California 92329. All oral and written comments received by the Board and/or Board Secretary prior to the close of the public hearing will be considered and included in the record.

For more information, you may contact District staff at the District's offices located at 4176 Warbler Road, Phelan, California, or by telephone at (760) 868-1212, during regular business hours.

By: Don Bartz
General Manager

Publication Dates: June 2 and 9, 2022

Agenda Item 6b

Discussion & Possible Adoption
of Resolution No. 2022-19;
Imposing Stage II Mandatory
Restrictions on Water Use

MEMORANDUM

DATE: June 15, 2022

TO: Board of Directors

FROM: Don Bartz, General Manager
By: Kim Ward, HR Manager/Executive Secretary

SUBJECT: Discussion & Possible Adoption of Resolution No. 2022-19; Imposing Stage II Mandatory Restrictions on Water Use

STAFF RECOMMENDATION

For the Board to adopt Resolution No. 2022-19; Imposing Stage II Mandatory Restrictions on Water Use.

BACKGROUND

On March 28, 2022, Governor Newsom directed the State Water Board to consider adopting an emergency regulation for urban water conservation. On May 24, 2022, the State Water Board adopted an emergency regulation. The emergency regulation is expected to take effect on or around June 16, 2022, depending on the Office of Administrative Law process. It will remain in effect for one year from the effective date, unless the State Water Board acts to end, modify, or readopt it.

The Emergency Regulation Requirements adopted by the State Water Board include:

- Commercial, industrial, and institutional decorative grass should not be watered*
- Give all trees just what they need: avoid overwatering
- Follow the local requirements of your water supplier
- Urban water suppliers should implement all Level 2 demand reduction actions by June 10, 2022* (* Note: Unless otherwise allowed in the regulation)

On May 18, 2022, the Board authorized District staff to begin the process to initiate Stage II water shortage measures. In order to initiate Stage II, a resolution must be adopted after a public hearing is held. The public hearing was held preceding this agenda item. Notice of public hearing was published on June 2 and June 9, 2022, in the Daily Press. Notice of public hearing was published on the District website and posted in the District office beginning June 1, 2022. The draft resolution was available for public review in the District office or by request. Stage II water shortage measures will be in effect immediately upon adoption.

FISCAL IMPACT

None

ATTACHMENT(S)

Resolution No. 2022-19

RESOLUTION NO. 2022-19
RESOLUTION OF THE BOARD OF DIRECTORS OF THE
PHELAN PINON HILLS COMMUNITY SERVICES DISTRICT
IMPOSING STAGE TWO MANDATORY RESTRICTIONS ON WATER USE

WHEREAS, on February 17, 2016, the Board of Directors (“Board”) of the Phelan Pinon Hills Community Services District (“District”) adopted Ordinance No. 2016-01 which, among other things, established several water conservation measures in a continuing effort to achieve compliance with various regulations of the State Water Resources Control Board and the provisions of the District’s Water Shortage Contingency Plan that was implemented as part of the District’s revised 2010 Urban Water Management Plan.

WHEREAS, on February 17, 2016, the Board adopted Resolution No. 2016-02 which declared that a threatened water supply shortage condition existed and thereby implemented the mandatory level of water use reduction as described in Stage 2 of Ordinance No. 2016-01 and implemented the corresponding conservation measures set forth therein.

WHEREAS, on June 4, 2021, the Court in City of Barstow v. City of Adelanto, Riverside County Superior Court Case No. 208568, issued an Order stating that the District’s Free Production Allowance for Water Year 2021-22 will be reduced to 60% in the Oeste Basin and 55% in the Alto Basin pursuant to the terms and conditions of the Court’s continuing jurisdiction under the Stipulated Judgment entered in the Mojave Basin Area groundwater adjudication.

WHEREAS, on June 16, 2021, the Board adopted Resolution No. 2021-13 which established the District’s updated 2020 Urban Water Management Plan (“UWMP”) and Water Shortage and Water Shortage Contingency Plan (“WSCP”).

WHEREAS, on July 8, 2021, Governor Newsom issued Executive Order N-10-21 which called on all Californians to voluntarily reduce water use by fifteen percent (15%) to prepare for potential continued dry conditions during Water Year 2021-22.

WHEREAS, on July 21, 2021, the Board adopted Ordinance No. 2021-02 which established the District’s new water conservation measures and water supply shortage restrictions and regulations in light of various water supply developments occurring subsequent to the Board’s adoption of Ordinance No. 2016-01, including but not limited to the District’s updated UWMP and WSCP.

WHEREAS, on July 21, 2021, the Board adopted Resolution No. 2021-16 which operated to implement the mandatory level of water use reduction as mandated in Stage 1 of the conservation measures set forth in Ordinance No. 2021-02.

WHEREAS, on October 19, 2021, Governor Newsom issued a Proclamation of a State of Emergency declaring a statewide State of Emergency to exist due to ongoing drought conditions and directed local water suppliers to execute their

urban Water Shortage Contingency Plans and agricultural Drought Plans at a level appropriate to local conditions that takes into account the possibility of a third consecutive dry year.

WHEREAS, on March 28, 2022, Governor Newsom issued Executive Order N-7-22 which ordered the State Water Resources Control Board (“SWRCB”) to consider adopting emergency regulations that include a requirement for urban water suppliers with a water shortage contingency plan to, at a minimum, implement shortage response actions up to twenty percent (20%).

WHEREAS, on May 13, 2022, SWRCB issued draft emergency water conservation regulations which require water suppliers to implement conservation actions under Stage 2 of their water shortage contingency plan in an effort to boost water savings in June 2022.

WHEREAS, on May 24, 2022, SWRCB adopted Section 996 of Title 23 of the California Code of Regulations as an emergency regulation, which requires all urban water suppliers that submitted a water shortage contingency plan to the DWR to implement by June 10, 2022, at minimum, the demand reduction actions identified in the supplier’s water shortage contingency plan.

WHEREAS, the purpose of this Resolution is to move the District to the mandatory level of water use reduction as mandated in Stage 2 of the conservation measures set forth in Ordinance No. 2021-02 in response to the findings set forth above and in the District’s staff report attached hereto and incorporated herein by this reference.

WHEREAS, in addition to the statutory and regulatory provisions referenced above, the District is authorized by Government Code Section 61100(a) and Water Code Sections 375-377, 1009, and 71610.5 to restrict the use of water during any emergency caused by overdraft, drought, or other threatened or existing water shortage, and to prohibit the waste of District water or the use of District water during such periods, for any purpose other than household uses or such other restricted uses as may be determined to be necessary by the District and may prohibit use of such water during such periods for specific uses which the District may from time to time find to be nonessential. The District has the authority to impose monetary fines and penalties and take other applicable actions pursuant to Government Code Sections 61100(a), 61045(b), 61060(a)-(b), and 25120 et seq., and Water Code Sections 350-358, 375-377, 1009, and 71276-71281.

WHEREAS, in accordance with the District’s updated UWMP and WSCP, and the above statutory provisions, a Notice of Public Hearing was published in the Daily Press, a newspaper of general circulation, at least ten (10) days before consideration of this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Phelan Pinon Hills Community Services District as follows:

1. Incorporation of Recitals. All of the foregoing Recitals are true and correct and the Board so finds and determines. The Recitals set forth above are incorporated herein and made an operative part of this Resolution.

2. Public Hearing. The Board conducted a public hearing on June 15, 2022, at 6:00 p.m., or as soon thereafter as practicable, at the Phelan Community Center located at 4128 Warbler Road, Unit B, Phelan, California, as part of the Regular Meeting of the Board.

3. Stage 2. The Board hereby declares that a water supply shortage condition exists and thereby implements Stage 2 of Ordinance No. 2021-02. The District shall notify the public of this determination by public proclamations. For example, and not by way of limitation, such proclamations may be made by way of press releases, brochures, mail-outs, and/or water bills. Upon such proclamation, due and proper notice shall be deemed to have been given to each and every person supplied water within the District. The Board is adopting such Stage 2 restrictions pursuant to its legal authority as set forth herein.

4. Mandatory Restrictions and Prohibitions. Effective immediately upon adoption of this Resolution, the mandatory Stage 2 restrictions set forth in Section 5 of Ordinance No. 2021-02 (which are incorporated in full herein by this reference) shall be in effect in order to promote water conservation, except where necessary to address an immediate health and safety need or to comply with a term or condition in a permit issued by a state or federal agency.

5. Enforcement. The enforcement of this Resolution and the procedures for written notice, imposition of fines and/or penalties, termination of service, and appeal rights shall be the same such procedures as set forth in Ordinance No. 2021-02. The regulatory purposes of imposing the requirements and financial penalties, as set forth in this Resolution, are to conserve water, deter waste and unreasonable use of water, encourage efficiency, and to help cover the costs incident to the investigation, inspection, and administration of the enforcement of this Resolution.

6. Environmental Review. The Board finds that adopting and enforcing mandatory restrictions on water use in order to comply with SWRCB requirements is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15268 and Public Resources Code Section 21080(b)(1) as a ministerial action. The Regulations mandate that each urban water supplier implement all requirements and actions of the stage of its water shortage contingency plan that imposes mandatory restrictions on outdoor irrigation. Therefore, an action to implement a particular phase of a water shortage contingency plan is not a discretionary action and as such it is statutorily exempt from CEQA.

7. Severability. If any section, subsection, clause or phrase in this Resolution is for any reason held invalid, the validity of the remainder of this Resolution shall not be affected thereby. The Board hereby declares that it would have passed this Resolution and each section, subsection, sentence, clause, or phrase thereof,

irrespective of the fact that one or more sections, subsections, sentences, clauses or phrases or the application thereof be held invalid.

8. Effective Date. This Resolution supersedes Resolution No. 2021-16 adopted by the Board on July 21, 2021, and shall become effective immediately upon its adoption.

PASSED, APPROVED, AND ADOPTED this 15th day of June 2022, by the following vote:

Ayes:

Noes:

Abstain:

Absent:

President, Board of Directors

ATTEST:

Secretary, Board of Directors

Agenda Item 6c

Discussion & Possible Regarding
Solid Waste Collection Rates &
Update of SB 1383 Compliance
Timeline

M E M O R A N D U M

DATE: June 15, 2022

TO: Board of Directors

FROM: Don Bartz, General Manager
By: Kim Ward, HR Manager/Executive Secretary

SUBJECT: Discussion & Possible Action Regarding Solid Waste Collection Rates & Update of SB 1383 Compliance Timeline

RECOMMENDATION

Staff recommends the Board accept the attached residential and commercial solid waste rate changes for FY 2022/2023 and to delay the implementation of commercial SB 1383 service until January 1, 2023.

BACKGROUND

On June 19, 2019, 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: (i) during the first three (3) years of the Term, by an amount equal to the calendar year annual twelve-month change in the Consumer Price Index ("CPI") for All Urban Consumers (CPI-U) for the Los Angeles/Anaheim/Riverside Metropolitan Area, (1982-84=100), as published by the United States Department of Labor, Bureau of Labor Statistics CUURS49ASA0LE, and (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 submitted an initial rate adjustment request of 3.83%. Then, staff was notified of a billing discrepancy for residential customers and commercial customers with cart service. Staff requested for CR&R to review the rate increase and asked for CR&R to re-submit the rate increase request. The revised proposed rate adjustment is 2.63% and will be effective July 1, 2022, and are reflected in CR&R's July invoices. 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)
2 Carts - (64 gallons ea)	\$30.19	\$30.98
1.5 CY Bin	\$71.95	\$73.84
Additional Cart	\$6.83	\$7.01

COMMERCIAL

Service Type	Current Rate (per month)	New Rate (per month)
2 Carts - (64 gallons ea) Trash	\$43.95	\$45.10
1 Cart – (64 gallon) Recycling	\$21.22	\$21.78
2 CY Bin 1x/wk Trash	\$122.39	\$125.60
2 CY Bin 1x/wk Recycling	\$82.33	\$84.49

This District had hoped to be utilizing Circle Green’s composting facility in El Mirage by the time SB 1383 related collection service went into effect. Because Circle Green is not yet permitted to open its composting facility, there isn’t a local outlet for disposal of organic waste collected. The total estimated organics from commercial customers to be collected is expected to be low due to the small volume of commercial customers within District boundaries. SB 1383 has a goal to reduce emissions and positively affect climate change; this goal will be thwarted by having to send organic materials down to CR&R’s facilities in Stanton, over 70 miles away, for a relatively small amount of material.

In addition to the climate impacts, implementing SB 1383 for commercial customers July 1, 2022, will lead to a minimum increase of \$45.75 per month in commercial customer bills. For some customers, this is a 68% increase. Coupled with the ongoing supply chain and staffing issues, a delay of six months in implementation of commercial organics service is therefore proposed by staff. This will hopefully allow enough time for Circle Green to be operating their compost facility and therefore provide a local outlet for organics which will help reduce climate impacts related to hauling with the added benefit of reducing expenses.

FISCAL IMPACT

Increase in franchise fees due to increased costs for mandatory commercial service. For residential, participation is still subscription based so franchise revenue will be dependent upon the number of customers participating.

ATTACHMENT(S)

- Proposed Rates for FY 2022/2023
- Proposed SB 1383 Fees
- Current SB 1383 Implementation Schedule
- Proposed Revision to SB 1383 Implementation Schedule
- CPI Table (LA/Anaheim/Riverside)



All items in Los Angeles-Long Beach-Anaheim, CA, all urban consumers,
all urban consumers, not seasonally adjusted (CUURS49ASA0)

2.63%

Fee Description	Current Rates	CPI Change	SB1383	Proposed Rate July 1, 2022
Residential Barrel Service				
Carts – (64 Gallons) 2 Cart 64 Gal	\$30.19	\$0.79	Delayed until 2023	\$30.98
Additional Carts (64 Gallons)	\$6.83	\$0.18	Delayed until 2023	\$7.01
Pull Out Service	\$40.42	\$1.06	Delayed until 2023	\$41.48
Residential Bin Service				
Refuse – 1.5 CY	\$71.95	\$1.89	Delayed until 2023	\$73.84
Refuse – 2 CY	\$93.99	\$2.47	Delayed until 2023	\$96.46
Refuse – 2 CY 2 times per week	\$174.60	\$4.58	Delayed until 2023	\$179.18
Refuse – 3 CY	\$141.01	\$3.70	Delayed until 2023	\$144.71
Refuse – 3 CY 2 times per week	\$261.97	\$6.88	Delayed until 2023	\$268.85
Refuse – 4 CY	\$187.95	\$4.93	Delayed until 2023	\$192.88
Refuse – 4 CY 2 times per week	\$349.12	\$9.17	Delayed until 2023	\$358.29
Recycling – 2 CY	\$85.72	\$2.25	Delayed until 2023	\$87.97
Recycling – 3 CY	\$128.54	\$3.37	Delayed until 2023	\$131.91
Recycling – 4 CY	\$168.88	\$4.43	Delayed until 2023	\$173.31
Multi-Family Bin Service				
Refuse – 1.5 CY	\$71.95	\$1.89	Delayed until 2023	\$73.84
Refuse – 2 CY	\$93.99	\$2.47	Delayed until 2023	\$96.46
Refuse – 2 CY 2x/wk	\$174.60	\$4.58	Delayed until 2023	\$179.18
Refuse – 3 CY	\$141.01	\$3.70	Delayed until 2023	\$144.71
Refuse – 3 CY 2x/wk	\$261.97	\$6.88	Delayed until 2023	\$268.85
Refuse – 4 CY	\$187.95	\$4.93	Delayed until 2023	\$192.88
Refuse – 4 CY 2x/wk	\$349.12	\$9.17	Delayed until 2023	\$358.29
Recycling – 2 CY	\$85.72	\$2.25	Delayed until 2023	\$87.97
Recycling – 3 CY	\$128.54	\$3.37	Delayed until 2023	\$131.91
Recycling – 4 CY	\$168.88	\$4.43	Delayed until 2023	\$173.31
Commercial Barrel Service				
Carts – (64 Gallons) Trash	\$43.95	\$1.15	\$0.00	\$45.10
Carts – (64 Gallons) Recycle - 1 cart	\$21.22	\$0.56	\$0.00	\$21.78
Commercial Bin Service				
Refuse – 2 CY 1x/wk	\$122.39	\$3.21	\$0.00	\$125.60
Refuse – 2 CY 2x/wk	\$231.86	\$6.09	\$0.00	\$237.95
Refuse – 2 CY 3x/wk	\$341.37	\$8.96	\$0.00	\$350.33
Refuse – 2 CY 4x/wk	\$450.85	\$11.84	\$0.00	\$462.69
Refuse – 2 CY 5x/wk	\$560.36	\$14.71	\$0.00	\$575.07
Refuse – 2 CY 6x/wk	\$669.86	\$17.59	\$0.00	\$687.45
Refuse – 3 CY 1x/wk	\$189.89	\$4.99	\$0.00	\$194.88
Refuse – 3 CY 2x/wk	\$340.49	\$8.94	\$0.00	\$349.43
Refuse – 3 CY 3x/wk	\$497.37	\$13.06	\$0.00	\$510.43
Refuse – 3 CY 4x/wk	\$654.23	\$17.18	\$0.00	\$671.41
Refuse – 3 CY 5x/wk	\$811.15	\$21.30	\$0.00	\$832.45
Refuse – 3 CY 6x/wk	\$967.95	\$25.41	\$0.00	\$993.36
Refuse – 4 CY 1x/wk	\$243.40	\$6.39	\$0.00	\$249.79
Refuse – 4 CY 2x/wk	\$451.29	\$11.85	\$0.00	\$463.14
Refuse – 4 CY 3x/wk	\$659.14	\$17.31	\$0.00	\$676.45
Refuse – 4 CY 4x/wk	\$867.00	\$22.76	\$0.00	\$889.76
Refuse – 4 CY 5x/wk	\$1,074.83	\$28.22	\$0.00	\$1,103.05
Refuse – 4 CY 6x/wk	\$1,282.75	\$33.68	\$0.00	\$1,316.43
Recycling – 2 CY 1x/wk	\$82.33	\$2.16	\$0.00	\$84.49

Fee Description	Current Rates	CPI Change	SB1383	Proposed Rate July 1, 2022
Recycling – 3 CY 1x/wk	\$162.23	\$4.26	\$0.00	\$166.49
Recycling – 4 CY 1x/wk	\$216.31	\$5.68	\$0.00	\$221.99
3 CY Clean-up Bin	\$140.79	\$3.70	\$0.00	\$144.49
6 CY Clean-up Bin	\$281.57	\$7.39	\$0.00	\$288.96
Roll Off Service				
Refuse – 10 CY Box (up to 6 tons)	\$702.46	\$18.44	\$0.00	\$720.90
Refuse – 20 CY Box (up to 4 tons)	\$576.16	\$15.13	\$0.00	\$591.29
Refuse – 40 CY Box (up to 6 tons)	\$702.46	\$18.44	\$0.00	\$720.90
Additional Commercial Fees				
Account Set Up Fee - New Customer	\$26.34	\$0.69	\$0.00	\$27.03
Delivery Fee - Cart	\$26.34	\$0.69	\$0.00	\$27.03
Removal Fee - Cart	\$26.34	\$0.69	\$0.00	\$27.03
Delivery Fee - 2YD, 3YD, 4YD Bin	\$26.34	\$0.69	\$0.00	\$27.03
Overage Fee	\$52.69	\$1.38	\$0.00	\$54.07
Delinquent Account Removal Fee	\$57.95	\$1.52	\$0.00	\$59.47
Delinquent Account Re-Instatement fee	\$57.95	\$1.52	\$0.00	\$59.47
Extra Pick-up 2yd Refuse	\$27.87	\$0.73	\$0.00	\$28.60
Extra Pick-up 3yd Refuse	\$43.25	\$1.14	\$0.00	\$44.39
Extra Pick-up 4yd Refuse	\$55.43	\$1.46	\$0.00	\$56.89
Extra Pick-up Off Route Service Fee * added on route charge	\$52.69	\$1.38	\$0.00	\$54.07
Contamination of Recycle Bin	\$73.76	\$1.94	\$0.00	\$75.70
Additional P/U on Existing Recycling Bin	\$68.50	\$1.80	\$0.00	\$70.30
Bin Relocation Fee	\$52.69	\$1.38	\$0.00	\$54.07
Bin Rollout Fee	\$0.00	\$0.00	\$0.00	\$0.00
Bin Exchange - Once per year	\$0.00	\$0.00	\$0.00	\$0.00
Bin Exchange - More than once per year	\$79.03	\$2.07	\$0.00	\$81.10
Convert bin to locking lid	\$47.42	\$1.25	\$0.00	\$48.67
Replacement Bin Lock or Key	\$15.81	\$0.42	\$0.00	\$16.23
Enclosure Clean Out Fee	TBD			
Replacement of Stolen or Burned Bin	\$579.54	\$15.22		\$594.76
Bulky Item Pickup, per item	\$26.34	\$0.69	\$0.00	\$27.03
Scout Service	\$47.42	\$1.25	\$0.00	\$48.67
Courtesy Pickup, per occurrence	\$0.00	\$0.00	\$0.00	\$0.00
Stinger - Pull Out Service, per bin	\$47.42	\$1.25	\$0.00	\$48.67
Roll Off Service Extra Charge per ton, per occurrence	\$63.16	\$1.66	\$0.00	\$64.82
Roll Off Service Steam Cleaning	\$39.18	\$1.03	\$0.00	\$40.21
Roll Off Service After 10 Days, per day	\$12.13	\$0.32	\$0.00	\$12.45
Roll Off Service - Pull Empty Bin	\$89.56	\$2.35	\$0.00	\$91.91
Roll-Off - New Account Set Up Fee	\$57.95	\$1.52	\$0.00	\$59.47
Roll Off - Compactor Haul Fee + Processing/Disposal	\$368.80	\$9.68	\$0.00	\$378.48
Roll Off - Container Delivery Fee	\$79.03	\$2.07	\$0.00	\$81.10
Roll Off - Container Removal Fee	\$79.03	\$2.07	\$0.00	\$81.10
Roll Off - False Run Fee	\$89.56	\$2.35	\$0.00	\$91.91
Roll Off - Relocation Box Fee	\$68.50	\$1.80	\$0.00	\$70.30
Roll Off - Delinquent Account Removal Fee	\$79.03	\$2.07	\$0.00	\$81.10
Roll Off - Del. Account Re-Instatement Fee	\$79.03	\$2.07	\$0.00	\$81.10
Permanent Roll Off – 10 CY Box	\$323.51	\$8.49	\$0.00	\$332.00
Permanent Roll Off – 20 CY Box	\$323.51	\$8.49	\$0.00	\$332.00
Permanent Roll Off – 40 CY Box	\$323.51	\$8.49	\$0.00	\$332.00
Clean-up Bin Trip Charge - 3YD/6YD	\$62.37	\$1.64	\$0.00	\$64.01
Additional Residential Fees				
Senior Discount 60gal Set	\$28.08	\$0.74	Delayed until 2023	\$28.82
Senior Discount 1.5CY Bin	\$65.52	\$1.72	Delayed until 2023	\$67.24
Senior Discount 2CY Bin	\$87.40	\$2.29	Delayed until 2023	\$89.69
Additional Pick-up 1.5CY Bin	\$15.86	\$0.42	Delayed until 2023	\$16.28

Fee Description	Current Rates	CPI Change	SB1383	Proposed Rate July 1, 2022
Additional Pick-up 2CY Bin	\$20.83	\$0.55	Delayed until 2023	\$21.38
Additional Pick-up 3CY Bin	\$31.70	\$0.83	Delayed until 2023	\$32.53
Additional Pick-up 4CY Bin	\$42.28	\$1.11	Delayed until 2023	\$43.39
Additional Pick-up Cart	\$6.53	\$0.17	Delayed until 2023	\$6.70
Extra Pick-up Off Route Service Fee	\$52.69	\$1.38	Delayed until 2023	\$54.07
Bin Exchange - Change in Service	\$26.34	\$0.69	Delayed until 2023	\$27.03
New Account Set Up Fee	\$26.34	\$0.69	Delayed until 2023	\$27.03
New Account Delivery Fee	\$26.34	\$0.69	Delayed until 2023	\$27.03
Delivery Fee 1.5 yard/2 yard/3 yard/4 yard	\$26.34	\$0.69	Delayed until 2023	\$27.03
Walk-In Service	\$9.79	\$0.26	Delayed until 2023	\$10.05
Special Event Box Delivery	\$0.00	\$0.00	Delayed until 2023	\$0.00
Special Event Trash Box w/ Lid and Liner	\$3.16	\$0.08	Delayed until 2023	\$3.24
Special Event Recycle Box w/ Lid and Liner	\$3.16	\$0.08	Delayed until 2023	\$3.24
Cart Re-delivery New Customer	\$26.34	\$0.69	Delayed until 2023	\$27.03
Cart Delivery - Lost Cart	\$52.69	\$1.38	Delayed until 2023	\$54.07
Cart Re-instatement - Delinquent Account	\$36.88	\$0.97	Delayed until 2023	\$37.85
Contamination of Recycle Cart	\$26.34	\$0.69	Delayed until 2023	\$27.03
CFC Removal	\$47.42	\$1.25	Delayed until 2023	\$48.67
Mail-In Sharps Kit	\$108.53	\$2.85	Delayed until 2023	\$111.38
Additional Cart Delivery	\$15.81	\$0.42	Delayed until 2023	\$16.23
Burned /Damaged Cart Replacement Fee	\$52.69	\$1.38	Delayed until 2023	\$54.07
Cart Replacement (more than 1 per year)	\$15.81	\$0.42	Delayed until 2023	\$16.23
Cart Removal - Delinquent Account	\$36.88	\$0.97	Delayed until 2023	\$37.85
Unable to pull Cart for NonPayment	\$26.34	\$0.69	Delayed until 2023	\$27.03
Pull Carts - Stop Serv	\$26.34	\$0.69	Delayed until 2023	\$27.03
Pull Additional Cart	\$15.81	\$0.42	Delayed until 2023	\$16.23
Pull Recycling Cart	\$15.81	\$0.42	Delayed until 2023	\$16.23
Convert to locking bin	\$47.42	\$1.25	Delayed until 2023	\$48.67
Bin Re-delivery Fee - due to nonpayment	\$26.34	\$0.69	Delayed until 2023	\$27.03
Steam Cleaning	\$36.88	\$0.97	Delayed until 2023	\$37.85
Bulky Item Pickup - 2x per year, 4 items	\$0.00	\$0.00	Delayed until 2023	\$0.00
Additional Bulky Item Pickup, per item	\$21.08	\$0.55	Delayed until 2023	\$21.63
Additional Trash Bags - per 32gal bag	\$1.32	\$0.03	Delayed until 2023	\$1.35
Non-Customer Special - 3 carts or 6 bags	\$36.88	\$0.97	Delayed until 2023	\$37.85
Christmas Tree Collection - Dec 26- Jan 15	\$0.00	\$0.00	Delayed until 2023	\$0.00

SB 1383 Implementation & Uniform Collection Timeline

Updated 02/01/2022

2021		
October	November	December
Develop Franchise Agreement, Legal Review, Committee Review, Board Review		
Increase Voluntary Participation		
Continue Business Outreach		
Begin Draft Uniform Collection Ordinance		

	Complete
	In Progress

2022											
January	February	March	April	May	June	July	August	September	October	November	December
Develop Cost of Service Rates - Commercial			Board Reviews Rates	Prop 218 Noticing & Public Hearing	7/1/2022 Uniform Comm. Collect. Begins						
Adopt New Franchise Agreement	Res. Intent to Comply w/ SB1383	Adopt Uniform Collection Ordinance									
Continue Business Outreach						Begin Customer Outreach/Education					
Develop Procurement Policy				Adopt Procurement Policy		Begin Procurement Policy					
Develop & Implement Edible Food Recovery Program											

2023						
January	February	March	April	May	June	July
Develop Cost of Service Rates - Residential			Board Reviews Rates	Prop 218 Noticing & Public Hearing		7/1/2023 Uniform Res. Collect. Begins
Customer Outreach/Education						

SB 1383 Implementation & Uniform Collection Timeline

Proposed - 6/15/2022

2021		
October	November	December
Develop Franchise Agreement, Legal Review, Committee Review, Board Review		
Increase Voluntary Participation		
Continue Business Outreach		
Begin Draft Uniform Collection Ordinance		

	Complete
	In Progress

2022												
January	February	March	April	May	June	July	August	September	October	November	December	
Develop Cost of Service Rates - Commercial									Develop Cost of Service Rates - Residential			
Adopt New Franchise Agreement	Res. Intent to Comply w/ SB1383	Adopt Uniform Collection Ordinance							Review Uniform Collection Ordinance and Amend as Necessary	Board Reviews Comm. Rates	Prop 218 Notice Period - Comm.	Board Adopts Comm. Rates
Continue Business Outreach						Begin Residential/Continue Business Outreach/Education						
Develop Procurement Policy						Adopt/Implement Procurement Policy						
Develop & Implement Edible Food Recovery Program												

2023						
January	February	March	April	May	June	July
1/1/2023 Uniform Comm. Collect. Begins			Prop 218 Notice Period - Res.	Board Adopts Res. Rates		7/1/2023 Uniform Res. Collect. Begins
Customer Outreach/Education						

Agenda Item 6d

Discussion & Possible Adoption of
Resolution No. 2022-20;
Establishing and Appropriations
Limit for Fiscal Year 2022/2023

MEMORANDUM

DATE: June 15, 2022

TO: Board of Directors

FROM: Don Bartz, General Manager
By: Lori Lowrance, Administrative Services Manager

SUBJECT: Discussion and Possible Approval of Resolution 2022-20; Establishing an Appropriations Limit for Fiscal Year 2022/2023

STAFF RECOMMENDATION

Staff recommends the Board adopt Resolution 2022-20; Establishing an Appropriations Limit for Fiscal Year 2022/2023.

BACKGROUND

The Appropriations Limit was implemented by Propositions 4 and 111 and produced restrictions on the amount of revenue that can be appropriated in any fiscal year. The limit applies only to revenue received from the General Tax Levy and excludes any funds spent on capital improvement projects.

The Appropriations Limit must be reviewed and calculated each year to assure compliance. This action is a formality for Phelan Pinon Hills Community Services District for two reasons: 1) the tax revenues we receive are less than the Appropriations Limit and 2) the tax revenue we receive can be designated to be spent on capital improvement projects, which would exclude the revenues from limitation.

Pursuant to Condition No. 17 of LAFCO Resolution No. 2994, the District's permanent appropriations limit was established at the first District election held November 8, 2011. Measure G passed by an overwhelming majority, establishing the base appropriations limit.

Now, each year the District will establish the appropriations limit for that year, based on the prior year limit calculated by the means identified by the Department of Finance each year for the unincorporated area of San Bernardino County.

Staff recommends the Board approve Resolution 2022-20; Establishing an Appropriations Limit for Fiscal Year 2022/2023.

FISCAL IMPACT

None

ATTACHMENT(S)

Resolution 2022-20
Appropriations Limit Calculation 2022/2023

RESOLUTION NO. 2022-20
RESOLUTION OF THE BOARD OF DIRECTORS
OF THE PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT,
SAN BERNARDINO COUNTY, CALIFORNIA,
ESTABLISHING AN APPROPRIATIONS LIMIT FOR
FISCAL YEAR 2022/2023

WHEREAS, the Phelan Piñon Hills Community Services District (“the District”) is a community services district organized and operating pursuant to California Government Code Section 61000 et seq.; and

WHEREAS, Section 61113 of the Government Code requires the District’s Board of Directors to adopt a resolution establishing its appropriations limit, if any, and make other necessary determinations for the following fiscal year pursuant to Article XIII B of the California Constitution, on or before July 1 of each year; and

WHEREAS, Article XIII B of the Constitution of the State of California, as approved by the voters at the special statewide election held on November 6, 1979, provides for an annual appropriations limitation for local jurisdictions adjusted for changes in population and consumer prices index; and

WHEREAS, the State legislation added Division 9 (Commencing with Section 7900) to Title 1 of the Government Code of the State of California to implement Article XIII B of the California Constitution; and

WHEREAS, Section 7910 of the Government Code provides that each year the governing body of each local jurisdiction shall, by resolution, establish its appropriations limit for the following fiscal year pursuant to Article XIII B at a regularly scheduled meeting or a noticed special meeting and that fifteen (15) days prior to such meeting, documentation used in the determination of the appropriations limit shall be available to the public; and

WHEREAS, Section 7902 of the Government Code sets forth the method for determining the appropriations limit for each local jurisdiction for each fiscal year; and

WHEREAS, the District’s Board of Directors wishes to establish the appropriations limit for the forthcoming fiscal year for the Phelan Piñon Hills Community Services District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Phelan Piñon Hills Community Services District as follows:

Section 1. The appropriations limit for the Phelan Piñon Hills Community Services District for Fiscal Year 2022-2023 (the "Fiscal Year") as established in accordance with Section 7902 of the Government Code, is set forth as \$4,616,021.

Section 2. It is hereby found and determined that the documentation used in establishing the appropriations limit for the Fiscal Year was available to the public in the Office of the District at least fifteen (15) days prior to this date.

Section 3. This resolution shall take effect upon adoption.

Section 4. The Secretary is hereby authorized and directed to file a certified copy of this Resolution with the Clerk of the Board of Supervisors and Office of the State Auditor/Controller forty-five (45) days after the effective date of the resolution.

ADOPTED this 15th day of June 2022.

Rebecca Kujawa, President of Phelan Piñon Hills Community Services District and of the Board of Directors thereof.

STATE OF CALIFORNIA)
)
COUNTY OF SAN BERNARDINO)

I, Kimberly Ward, Secretary of the Board of Directors of the Phelan Piñon Hills Community Services District, DO HEREBY CERTIFY that the foregoing Resolution, being Resolution No. 2022-20 was duly adopted by the Board of Directors of said District at a regular meeting of said Board held on the 15th day of June 2022, and that it was so adopted by the following vote:

AYES:
NOES:
ABSENT:
ATTEST:

Kimberly Ward, Secretary of Phelan Piñon Hills Community Services District and of the Board of Directors thereof.

**PHELAN PINON HILLS
COMMUNITY SERVICES DISTRICT
APPROPRIATIONS LIMIT CALCULATION**

FISCAL YEAR 2022/2023

1	PRICE FACTOR U.S. CAPITA PERSONAL INCOME CPI	7.55%
2	POPULATION PERCENT CHANGE	0.17%
3	PER CAPITA CONVERTED TO A RATIO:	1.07550
4	POPULATION CONVERTED TO A RATIO:	1.00170
5	CALCULATION FACTOR FOR RATIO OF CHANGE:	1.07733
6	PRIOR YEAR (21/22) APPROPRIATION LIMIT	\$4,284,693
7	CURRENT YEAR APPROPRIATION LIMIT	\$4,616,021



May 2022

Dear Fiscal Officer:

Subject: Price Factor and Population Information

Appropriations Limit

California Revenue and Taxation Code section 2227 requires the Department of Finance to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2022, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2022-23. Attachment A provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2022-23 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts

Some special districts must establish an annual appropriations limit. California Revenue and Taxation Code section 2228 provides additional information regarding the appropriations limit. Article XIII B, section 9(C) of the California Constitution exempts certain special districts from the appropriations limit calculation mandate. The code section and the California Constitution can be accessed at the following website: <http://leginfo.legislature.ca.gov/faces/codes.xhtml>.

Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

Population Certification

The population certification program applies only to cities and counties. California Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2022.**

Please Note: The prior year's city population estimates may be revised. The per capita personal income change is based on historical data.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

KEELY MARTIN BOSLER
Director
By:

ERIKA LI
Chief Deputy Director

Attachment

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2022-23 appropriation limit is:

Per Capita Personal Income

Fiscal Year (FY)	Percentage change over prior year
2022-23	7.55

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2022-23 appropriation limit.

2022-23:

Per Capita Cost of Living Change = 7.55 percent
 Population Change = -0.30 percent

Per Capita Cost of Living converted to a ratio: $\frac{7.55 + 100}{100} = 1.0755$

Population converted to a ratio: $\frac{-0.30 + 100}{100} = 0.997$

Calculation of factor for FY 2022-23: $1.0755 \times 0.997 = 1.0723$

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	<u>Percent Change</u>	<u>--- Population Minus Exclusions ---</u>		<u>Total Population</u>
	2021-2022	1-1-21	1-1-22	1-1-2022
San Bernardino				
Adelanto	-0.58	36,569	36,357	36,357
Apple Valley	-0.70	76,160	75,628	75,628
Barstow	-0.56	24,996	24,855	25,202
Big Bear Lake	-0.26	5,054	5,041	5,041
Chino	1.75	86,713	88,228	91,998
Chino Hills	-0.60	78,437	77,964	77,964
Colton	-0.44	53,853	53,617	53,617
Fontana	1.39	209,889	212,809	212,809
Grand Terrace	-0.68	13,131	13,042	13,042
Hesperia	0.10	100,225	100,324	100,324
Highland	-0.65	56,915	56,546	56,546
Loma Linda	0.18	25,269	25,314	25,349
Montclair	-0.54	38,052	37,846	37,846
Needles	-0.79	4,915	4,876	4,876
Ontario	1.60	176,689	179,516	179,516
Rancho Cucamonga	0.00	174,484	174,476	174,476
Redlands	-0.48	72,933	72,585	72,585
Rialto	-0.09	104,050	103,954	103,954
San Bernardino	-0.55	220,768	219,544	220,840
Twentynine Palms	-0.77	15,895	15,772	27,685
Upland	0.31	78,891	79,139	79,139
Victorville	0.82	131,522	132,597	136,561
Yucaipa	-0.61	54,830	54,494	54,494
Yucca Valley	-0.15	21,846	21,813	21,813
Unincorporated	-0.46	292,872	291,532	300,003
County Total	0.14	2,154,958	2,157,869	2,187,665

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Attachment C
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022

County	Percent Change	--- Population Minus Exclusions ---	
	2021-22	1-1-21	1-1-22
Napa			
Incorporated	-0.78	112,875	111,995
County Total	-0.92	135,759	134,512
Nevada			
Incorporated	-0.12	34,091	34,051
County Total	-0.67	101,875	101,195
Orange			
Incorporated	-0.21	3,035,639	3,029,167
County Total	-0.23	3,168,941	3,161,604
Placer			
Incorporated	0.97	293,504	296,338
County Total	0.37	407,517	409,025
Plumas			
Incorporated	0.74	2,027	2,042
County Total	-3.23	19,574	18,942
Riverside			
Incorporated	0.33	2,024,440	2,031,128
County Total	0.42	2,417,461	2,427,569
Sacramento			
Incorporated	0.08	966,759	967,512
County Total	-0.28	1,576,263	1,571,784
San Benito			
Incorporated	1.38	44,039	44,647
County Total	1.10	64,769	65,479
San Bernardino			
Incorporated	0.23	1,862,086	1,866,337
County Total	0.14	2,154,958	2,157,869

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Agenda Item 6e

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: June 15, 2022

TO: Board of Directors

FROM: Don Bartz, General Manager
By: Kim Ward, HR Manager/Executive Secretary

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 6f

Update on the Status of Negotiations
for the Consolidation of Sheep Creek
Mutual Water Company into the
District



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MEMORANDUM

DATE: June 15, 2022

TO: Board of Directors

FROM: Don Bartz, General Manager
By: Kim Ward, HR Manager/Executive Secretary

SUBJECT: Update on the Status of Negotiations for the Consolidation of Sheep Creek Mutual Water Company into the District

STAFF RECOMMENDATION

None

BACKGROUND

Staff will update the Board on the status of negotiations for the consolidation of Sheep Creek Mutual Water Company.

FISCAL IMPACT

None

ATTACHMENT(S)

None

Agenda Item 7

Committee Reports/Comments

Agenda Item 8

Staff & General Manager's Report

Engineering Manager's Report

June 13, 2022

Alternative Energy - 1.16 MW Solar Photovoltaic

The generation reporting has been disconnected since October 2021. It was determined 3G cellular service has been decommissioned. 4G / 5G LTE cellular is now the only accessible cellular signal. The site has been upgraded to 4G LTE modem.

Registration of the district's 2021 solar generation with the U.S. Department of Energy (USDE) was due in late March. USDE is aware of the delay in registering the District's Renewable Energy Credits (REC's) to the Energy Information Administration (EIA). The communication has been retrofitted with LTE equipment in late May. The data is currently being retrieved and compiled for the District and available the week of June 13th.

For 2020, the district has registered 2,658 MWh (2,657,613 kWh).

Geographic Information System (GIS)

Mobile access to the GIS data is secured using Single Sign-on (SSO) and virtual private network (VPN) connections. This is possible through ESRI small utility enterprise license agreement (SUELA) with access to ESRI software and tools. SEDARU is another component to mobile application with continue to provide system logging, system maintenance, service and work orders processes integrated with Tyler, hydraulic model, and positive response DigAlert. The district has migrated from mail exchange server to a temporary integrated cloud management with Azure Active Directory through Microsoft Office 365 portal. IT is currently working with Microsoft to complete the transition. Staff could utilize Microsoft SharePoint platform providing a host of features and infrastructure to share, store, access and organize information from any device.

Field staff now log daily/weekly/monthly vehicle safety check and fuel/milage through a mobile application. Data collected will assist and validate the need for vehicle replacements. Mobile system backflow management application is in design and beta-tested by end of fiscal year.

Pressure Zone 6 Improvements

Over the last 3-years, the district has looked at ways to improve system pressures in 2 locations. 2020 Water Master Plan (WMP) listed improving system pressure at the west end of Maria Road in pressure zone (PZ) 6 with expanding PZ 7 with 1,300 lineal feet of 8-inch pipeline on Pinon Hills Road between Nielson Road and Maria Road. Distribution system and customers in PZ6 would benefit with the proposed project. District staff has prepared design drawings for this project. The project will be brought to the Board for approval in early Fall.

The second location is on Mescalero Road, between Quail Road and Snowline Road, with 740 LF of proposed 6-inch water pipeline. Design plans for Mescalero Road were also prepared by District staff. The installation is proposed to be constructed by field staff. The WMP proposes increasing

capacity at Tank site 6A with an additional 2.2 MG capacity tank. Preliminary layout proposes a tank between Sheep Creek's tank and the existing District's 0.42 MG. Tank 6A primarily serve PZ6. CIP table identifies project tentatively for 2025-2026 budget year for \$3.6 million.

Civic Center / Community Center and Future Phelan Park Expansion

Phase 1 – All updated design plans, reports, and studies have been submitted to County for review. 1st corrections received for WQMP. Hydrology study has been approved with minor corrections. The existing electrical switch gear which serves the District office is proposed to be upgraded from an 800 amp to 4000 amp service that will also serve the proposed Civic Center, the future Community Building and Phelan Park expansion.

Fish and Game Commission meeting on June 15-16 to consider the petition, the Department's status review report, and comments received to determine whether listing western Joshua tree (*Yucca brevifolia*) as threatened under the California Endangered Species Act is warranted. Findings will be adopted at a future meeting.

Staff has received a draft ingress/egress and grading easements for APN 3066-251-05 and -06 from District's legal. This is required to abandon Sahara Road. Written permission was conditioned to proceed with the abandonment process.

Future Well No. 15 and 16

The purchase of the east 5.0-acre portion of the 40-acre parcel has closed escrow in early October. The board adopted the CEQA report for Well No. 15 and 16 and the contract for the drilling of well no. 15 with Southwest Drilling Inc. at its May 18th Board meeting. Start of work to begin end of June early July.

Water Mainline Extension Projects

Joshua St. - to serve APN 3038-131-08 (nothing new to report)

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

Silver Rock Road - to serve APN 3099-491-14, -15, -16, & -17

Proposed 570 Linear Feet of 8-inch PVC water pipeline, located on Silver Rock Road from Marco Road north to Sacramento Road. Owner: So. Cal Services. Plans were prepared by TRLS Engineering. Second plan check complete. County Fire approval pending.

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. Plans were prepared by TRLS Engineering. Second plan check complete. County Fire approval pending.

Salerno Road - to serve APN 3101-431-08 (nothing new to report)

Proposed 950 Linear Feet of 8-inch PVC water pipeline, located on Salerno Road from Bambi Court west to 350 west of Johnson Road. Plans were prepared by Merrell Johnson Companies. First plan check completed (March 30, 2021)

Acanthus Street - to serve APN 3066-681-13 (nothing new to report)

Proposed 300 Linear Feet of 8-inch PVC water pipeline, located on Acanthus Street south from McAllister Road for Arturo Mata. Plans were prepared by Ludwig Engineering and approved in July of 2018. 2nd plan check completed (April 14, 2021)

Sequoia Road - to serve APN 3069-331-10 (nothing new to report)

Proposed 340 Linear Feet of 8-inch PVC water pipeline, located on Sequoia Road east of Johnson Road. Owner: ZAB LLC, Luis Benites. Plans were prepared by Capstone Engineering Incorporated. Plans approved, pending pre-construction meeting.

Smoke Tree Road - to serve APN 3070-631-03

Proposed 740 Linear Feet of 8-inch PVC water pipeline, located on Smoke Tree Road east of Beaver Road. Plans prepared by Rodriguez Brothers Engineering for Sandoval. First plan check completed (June 8, 2022)

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. Plans prepared by TRLS Engineering for Joel Jacoby. First plan check completed (June 2, 2022)

Beekley Road - to serve APN 3100-551-13 (nothing new to report)

Proposed 300 Linear Feet of 8-inch PVC water pipeline, located on Beekley Road north from Begonia Road. Plans prepared by TRLS Engineering. Final check complete on June 6, 2018. Pending County Fire Department approval.

Solano Road - to serve APN 3068-171-19 & -20

Proposed 320 Linear Feet of 8-inch PVC water pipeline, located on Solano Road, west of Crystal Aire Road. Plans prepared by TRLS Engineering for Rashidian. Second plan check completed and approved. Final plans received March 31, 2022. Plans to be revised. Will require Fire approval.

***San Bernardino County Public Works Projects
(nothing new to report)***

Phelan Road Intersection Improvements

The San Bernardino County Public Works Department has delayed begin of work for this project. The intersection widening for left and right turn lanes along Phelan Road areas are as listed:

Sonora Road
Tumbleweed Road
Sunny Vista Road
& Arrowhead Road

Potholing was completed. No District facilities are impacting County improvements. Frontier Communications are set to relocate concrete encased conduits at Sonora Road in the next few months. Southwest Gas unable to confirm depth of lines along Phelan Road.

***Phelan Road Intersection Improvements
(nothing new to report)***

The County awarded an environmental clearance and design services consultant contract to EXP in June 2021. The scope of the project includes widening to five lanes with one center continuous left turn lane; pavement rehab or reconstruction; drainage improvements at Sheep Creek and Horse Canyon Channel, along with 25+/- other drainage structures; and install traffic signal at Clovis Road.

The tentative schedule is as follows:

- Project Approval/Environmental Document: Spring 2024
- Final Plans & Right of Ways Acquisitions: Fall 2025
- Construction: Spring 2026

The consultant, EXP, has requested as-builts, from the district, for the project in late August 2021. Staff recognized improvements impact water pipeline casing crossing. The district was not noticed of the conflict therefore acceptable by Caltrans.



Water Operations Manager's Report May 2022

Introduction

The Phelan Piñon Hills Community Services District (District) maintains a large water distribution system that includes over three hundred & forty miles of water lines. The following are District statistics and information related to the operations of this distribution system and the quality of the water supplied to District customers.

Summary

The District's water distribution system is in compliance with the State Water Resources Control Board- Division of Drinking Water, The Environmental Protection Agency, Safe Drinking Water Act, Cal OSHA, and all other governing agencies.

Current chlorine demand has remained low and steady due to routine maintenance and flushing. Chlorine demand is found by subtracting the chlorine residual from the total chlorine added to the water system. A low chlorine demand indicates water-free or nearly free of pathogenic microorganisms.

Water Quality Samples

The following is a summary of all water quality samples collected this month and any pertinent information related to said samples.

TEST TYPE	NO. OF COLLECTIONS THIS MONTH	TESTING SCHEDULE	NOTES
Raw water and Bac-t samples	43 samples	Monthly	All in compliance, Sampled Weekly
General physical samples	6 samples	Monthly	All in compliance, Sampled Weekly
TTHM/HAA5	0 samples sets	Quarterly	All in compliance.
UCMR 4	0 sample sets	TBD	All in Compliance.
Inorganics	1 samples	Yearly	All in compliance.
Radiological (Gross Alpha)	0 samples	Every 3 Years	All in compliance.
Trichloropropane 1,2,3-TCP	0 samples	Quarterly	All in compliance.
Regulated VOC	1 samples	As needed	All in compliance.
Nitrate as N	3 samples	As needed	All in Compliance.
Chromium 6	0 samples	Quarterly	All in Compliance.
Secondary GP'S	0 samples	As needed	All in Compliance.
Uranium	0 samples	As needed	All in Compliance

Production and Service Order Report

The following is a summary of the District's water production and service orders for the current month.

Total Monthly Production	270.59 A. F. 17 % less than 2013
2013 Monthly Production	326.40 A. F.
USA's Marked	164
Service Orders Completed	466 service orders completed
Main/Service Line Leaks	46 service line leaks repaired. 0 Main line leak/ breaks repaired
Hydrant Repairs/Replacements	0 hydrant repaired/1 replaced
Residential Meters Sold	6
Commercial Meters Sold	0
YTD Total Meters Sold (Calendar)	38 (95 in 2021)
Construction Meters Out	6
Service Lines Replaced	37

Job Code Summary

Job Code	Total Completed
C-Lock - Lock	56
C-Read & Unlock-Open - Read & Unlock - Opening	9
C-Read & Unloc-OC-DM - Read & Unlock - Opening-OC-DM	66
D-Closing Read & Lck - Closing Read & Lock DO NOT USE	2
D-Closing Read-OC-DM - Closing Read & Lock-OC-DM DO NOT USE	1
M- Investigate Lock - Verify Meter Still Locked	0
M- Verify Acct Class - Verify Account Class	0
M- Water Audit - Audit Water Usage	7
M-Backflow - Backflow Information	0
M-Cost Estimate Req - Cost Estimate Request	0
M-Data - Data Log	12
M-Bees- Bees	0
M-Investigate Leak - Investigate Leak	2
M-Investigate No Wtr - Investigate No Water	4
M-Lock No N/O Info - Meter Locked No New Owner Info	0
M-Low/No Consumption - Investigate Low/No Consumption	4
M-Meter Leaking - Meter Leaking	0
M-Meter UTL - Buried - Meter UTL - Buried	0
M-Pressure Ck Hi-Low - Pressure Check Hi-Low	2
M-R/R Angle Stop - Repair/ Replace Angle Stop	1
M-R/R Gate Valve - Repair/ Replace Gate Valve	5
M-Read - Read (do not update Read)	5
M-Repair Svc Line - Repair Service Line	46
M-Repair/Install Box - Meter Box	1
M-Replace Serv Line - Replace Service Line	37

M-Stake Meter Loc - Stake Meter Location	0
M-Status - Status	12
M-Turn off-Cust Req - Turn off - Customer Request	0
M-UNLOCK – UNLOCK	32
M-Verify Leak Repair - Verify Leak Repaired	3
M-Water Loss Leak - Door Hanger Water Loss Leak	2
M-Water Quality Taste - Water Quality - Taste	0
S- Replace Register - Register Not Sending Signal	0
S- Meter Downsize - Meter Downsizing	0
Service Change - Service Status Change	0
S-Replace Mtr & Reg - Replace Entire Meter Max Life Usage	1
S-Replace Reg Hotrod - Replace Register Hotrod Died	31
S-Replace Register - Replace Register Mueller	0
S-Replace Mtr- Replace Entire Meter Bottom Seal Leaking	12
Grand Totals	466

Summary of Current Projects

The following is a brief summary of all current and completed projects for the reported period

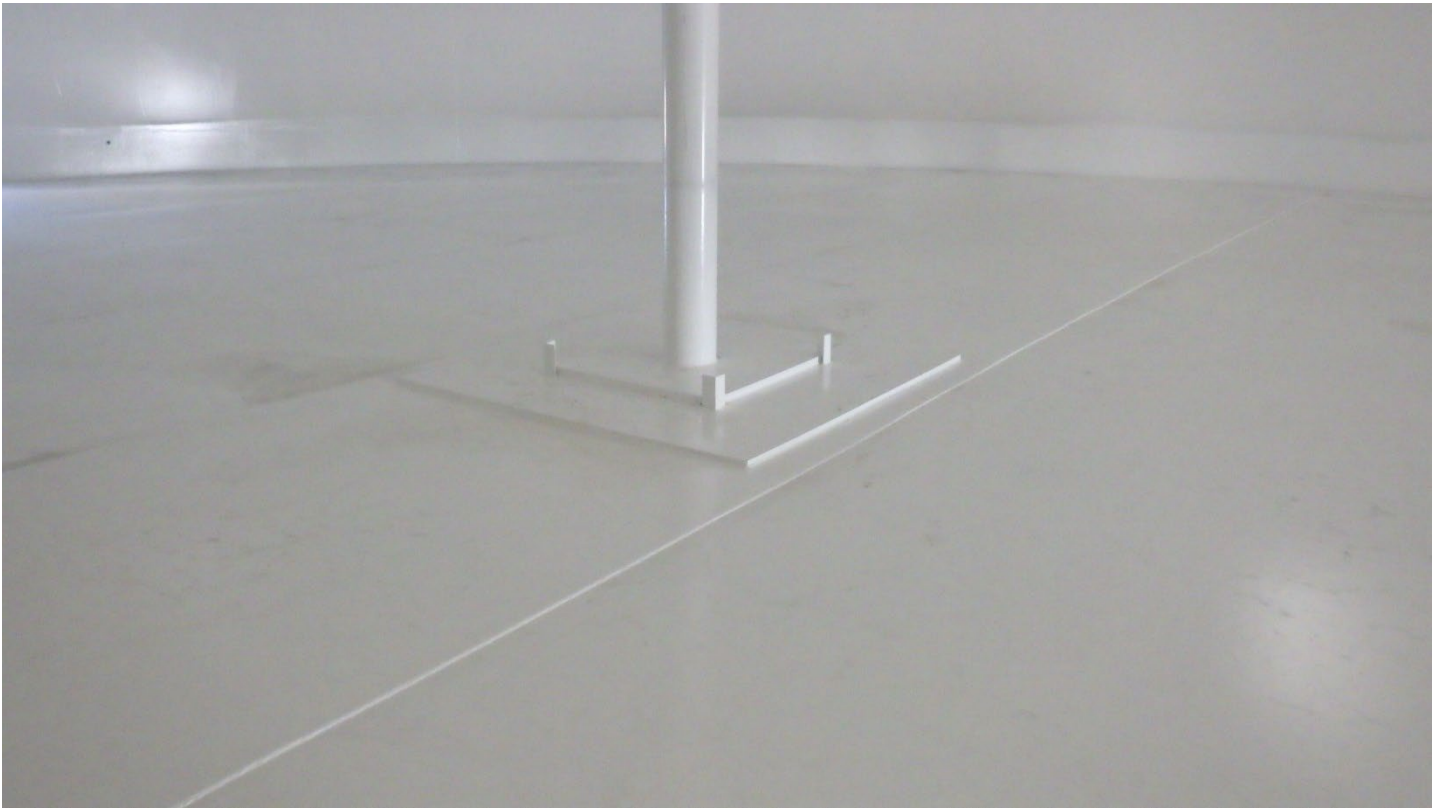
- Well Soundings at all wells are being done monthly
- Smithson Springs last cleaned December 2021- Current flow 2.5 GPM Upper Weir, 2 GPM Lower Weir
- Well 14 Production for April 0.21 AF, YTD 1.55 AF
- Valves and Hydrants Maintenance: 0 hydrants flushed and painted YTD Total-37
- Service line replacement program on target to meet current established goals. 121 Replaced Calendar Year To Date, 155 Replaced Fiscal Year To Date
- Air-Vac maintenance & flushing program-0 Flushed & Maintenance YTD-70 of 336 Total Project 21% Complete
- Cla-Val automatic controls valves being systematically rebuilt as a water conservation measure- 12 Complete YTD Water savings from this project is 15 GPM and counting @ 7MG
- Water Meter Replacement Project- 2803 of 7050 Replaced – 40 % Complete

Projects Completed

- Rehabilitation of pump and motor at 3B Booster A- 100% Complete
- Rehabilitation of pump and motor at 4B Booster A- 100% Complete
- Rehabilitation of pump and motor at 5B Booster A- 100% Complete
- Rehabilitation of pump and motor at 7B Booster A-100% Complete
- Diving cleaning of Zone G Reservoir- 100% Complete
- Tank 1A-3 Interior coating sand, blast, re-coat- 100% Complete
- Replacement of Booster B at Station 12- 100% Complete
- Re-wiring of site 5A Boosters A, B, C and control wiring-100% Complete
- Well Meter and inter-tie Meter annual accuracy program FY 21/22- 100 % Complete
- Electrical Efficiency test performed @ every booster and well within the District- 100% Complete with summaries of notable replacements attached
- Oil Changes and greasing at all district wells 100% Complete Boosters 100 % Complete
- 45 Valves Turned this month as part of the district Valve Exercising Program, 108 Year To Date Turned of 4291
- 317 Dead ends flushed of 317 = every year no matter what < No goal, this is mandatory
- 1936 hydrants = 0 flushed this Year To Date 154 Painted Goal is 968 annually, this is done Bi-Annual
- Tank washouts of 1B-2,1B-1,3B,3C,1C-1,5A,1A-3, Well 2-1, 4A, Well 2-2, Zone G Complete

- Tank 1A-3





MANAGEMENT REPORT

DATE: June 1, 2022
PREPARED BY: Kim Ward, HR Manager/Executive Secretary
SUBJECT: May 2022 Manager's Report

SOLID WASTE & RECYCLING

Customer Data:

<u>COMMERCIAL ACCOUNTS</u>	<u>NO.</u>	<u>CITATIONS ISSUED</u>	<u>NO.</u>
Trash	104	Commercial	0
Recycling	59	Residential	N/A
Organics	N/A		
		<u>PERMITS ACTIVE</u>	<u>NO.</u>
<u>RESIDENTIAL ACCOUNTS</u>	<u>NO.</u>	Self-Haul - Commercial Recycling	0
Trash	4,866	Self-Haul - Commercial Organics	0
Recycling	34	Self-Haul - Residential Recycling	N/A
Organics	N/A	Self-Haul - Residential Organics	N/A

Notable Activity:

- Staff visited the CR&R yard in Colton and rode along with CR&R compliance staff to see how food waste disposal compliance audits are conducted in Colton and Loma Linda. Visited the City of Redland's "Wall."



Arrowhead Regional Organics



Fast Food Restaurant Organics Bin Contents



Carl's Jr. Customer Self-Sort



McDonald's Customer Self-Sort



Redlands' SB 1383 Compliance Method & "Wall" for Waste Drop Off



- CalRecycle conducted a surprise site visit and staff provided an overview of the District's education program, showed District office's new trash can system, and provided an update on SB 1383 implementation challenges. CalRecycle will be back for an official tour at a later date.
- Working on a procurement policy as required by SB 1383. CalRecycle reached out about the status of this in advance of them approving the District's compliance plan. District staff are already purchasing paper products in compliance with SB 1383.
- CalRecycle issued a letter notifying the District that the compliance plan for SB 1383 was approved.
- Sent notification to businesses not recycling of requirement to recycle.
- Staff asked by CR&R about Waste Disposal Agreement with the county. It is an agreement between the District and the county regarding District customer waste going to county facilities. Staff is not aware of any such agreement and is researching the matter.
- Continuing to promote CR&R residential service to increase voluntary participation.
 - Monthly mailers in customer bills
 - Information in new customer packets
 - Social media ads
 - Information in District office

Upcoming /Current Events:

- Earth Day Art Contest
 - Submissions were due 5/31/2022
 - Winners will be announced at the June 15, 2022, Board meeting
- Waste Tire Collection Event
 - July 16, 2022 – 8am-noon (tentative)
 - CR&R Service Yard
- EcoHero Performance
 - June 2, 2022 – Heritage School

Recent Events:

- Earth Day Clean-Up & Tire Day
 - 72 participants
 - 432 tires collected
 - 3.69 tons of waste collected
- EcoHero Performances
 - May 18, 2022 – Phelan Elementary School
 - May 23, 2022 – Phelan Elementary School
 - May 23, 2022 – Phelan Elementary School
 - May 26, 2022 – Phelan Elementary School

HUMAN RESOURCES

Statistical Data:

- Full Time Employees: 26
 - Engineering: 3
 - Water (Field): 10.5
 - Parks & Rec: 2.5
 - Administration: 10
- Part Time Employees: 0

- Temporary Employees: 1
 - Water (Field): 1
- Open Positions: 0

MISCELLANEOUS

Upcoming District Events:

(for Park & Rec events, see Park Operations Manager's Report)

- Sheep Creek Consolidation Community Meeting
July 23, 2022 – 10am
Phelan Park
- Town Hall & Ice Cream Social
August 6, 2022 – 10am
Phelan Park
Confirmed Representatives: Congressman Obernolte, Senator Ochoa-Bogh, Assemblyman Lackey, Sheriff Dicus

Upcoming Board Election (will be updated as information is received from the county)

- 3 seats are up for election
- Filing opens July 18, 2022 – TBD if District will be issuing filing paperwork.
- Website will be updated when complete information is available.

Website Data (for May 2022)

- Unique Visitors: 3,815
- Average Pages Viewed per Unique Visit: 1.84

Grants

- **Small Scale Water Efficiency Grant**
 - \$75,000 to be disbursed when meters for Phase 3a are purchased. Verified meter purchase is in compliance with federal requirements.
- **Community Project Funding Request**
 - Staff submitted a Community Project Funding Request ("Request") in the amount of \$2,000,000 to help fund a portion of the Civic Center Project which will house the Community/Board Room that also will service as the area's Community Emergency Operations Center to Congressman Jay Obernolte. A total of 31 Requests were submitted to the Congressman for consideration. Staff is pleased to report the District's full Request was selected by the Congressman as one of the 15 projects he submitted to the House Appropriations Committee.
 - There is an approximately year-long process before final approval and receipt of funds. The Request must be reviewed and approved by the House Appropriations Committee who will then craft legislation in the form of funding bills which are then consolidated with the Senate Appropriations Committee's funding bills. The consolidated funding bill is then signed into law by the President (March 15, 2022 this year for last year's requests) and funding is then distributed. After funding is distributed, the District will have approximately 12-24 months to complete the project and is subject to an audit by the Government Accountability Office.
 - During this time, it is possible that funding for such Requests may disappear, however all indications show that funding is likely to continue for now.

- **SB 1383 Local Compliance Grant**
 - Submitted in January 2022. The District is eligible for 2nd round awards for a maximum amount of \$20,000. Award announcement is anticipated in September.

- **Land and Water Conservation Fund Grant (Park Project)**
 - Submitted a \$2.7million application in January 2022. Staff had a project walk with a grant representative at the end of April. KTUA and staff made the recommended project submittal updates. Award announcement is anticipated in June.

Parks, Recreation & Street Lighting Report May 2022

Introduction

The District Parks and Recreation Department operates and maintains community centers, senior centers, parks and street lights. 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 street lights 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, but 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	0	10	6
Phelan Senior Center	0	0	11
Piñon Hills Community Center	5	0	6
Miscellaneous	0	0	0
Phelan Park	0	0	0

Events and Classes

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

- Upcoming Scheduled Parks Committee Meeting – July 12, 2022, 4:00 pm, Phelan C.C.
 - Farmers Market – Mondays, 2:00 pm – 6:00 pm (outside in Phelan Park for the summer)
 - Line Dancing – Every Friday, 9:00 am – 10:30 am, Phelan C.C.
 - Senior Lunches – Monthly (TBD)
 - 1st Wednesday at Phelan C.C.
 - 3rd Thursday at Pinon Hills C.C.
 - Movies in the Park – Fridays 6/10/2022 thru 9/16/2022 Dusk, in Phelan Park
 - Kids Gymnastics/Jr. Ninja – Tuesdays 6/14, 6/21 & 6/28 – 9am Age 4-8 & 10am Age 9-15, at H.D. Gymnastics
 - Painting Class – Thursdays 6/16 thru 7/28/2022, 9am-10:30 am & 11am- 12:30 pm, in Phelan Park
 - Kids Dance Class in the Park– Fridays 6/17 thru 7/29/2022, in Phelan Park
 - Kids Baking Class – Wednesday 6/22/2022 10am – 12 noon, at Phelan C.C.
 - Concert in the Park – Saturday 6/25/2022 at 6 pm, in Phelan Park
 - Archery – Thursdays 6/16 thru 7/14/2022, 9am – 11am, at Mojave Archers
 - Kids Baking Class – Wednesday 7/20/2022 10am – 12 noon, at Phelan C.C.
 - Town Hall/Community Info. Meeting – 7/23/2022 – 10am, in Phelan Park
 - Concert in the Park – Saturday 7/30/2022 at 6pm, in Phelan Park
 - Gardening Class – Composting, Verma Compost – Saturday 5/14/2022, 10am, Teaching Garden
 - Gardening Class – Pest Control, Saturday 6/11/2022, 10am, Teaching Garden
 - Gardening Class – Mulch/Watering Wisely, Saturday 7/9/2022, 10am, Teaching Garden
- (Learn to Garden classes are held at the Teaching Garden, just north of PPHCSD Office)

Projects/Activities in Process

- Parks Budget for 2022/2023, Preparation complete, final board approval scheduled June 1, 2022.
- Phelan Park Expansion Project – Design with phase planning is in process 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.
- Funding sources for the Phelan Park expansion project are in process.
- Parks Master Plan – Action plan needs are being implemented and are ongoing.

Agenda Item 9

Director Reports

May 22, 2022

The Great Board Chair

Brent Ives

- Key Attributes of Chair
 - * Preparation
 - * Leadership
 - * Discipline
 - * Objectivity
 - * Respect
 - * Patience

- Preparation
 - Rules of Order, Guide Meetings, Lead the Agenda
- Board Efficiency
 - No long meetings
 - No micromanagement
 - No unusual amount of time with 1 member

- Avoid
 - Getting informal
 - Sarcasm

Agenda Item 10

Correspondence/Information

BILLING SCHEDULE



JUNE 2022

June 1

- Bills mailed for **May 2022** charges

June 14

- Payment must be received by 5:00 p.m. to avoid disconnection for **April 2022** bill

June 15

-Disconnection date for **April 2022** bill

June 22

-Payment must be received by 5:00 p.m. to avoid penalty for **June 2022** bill



JULY 2022

July 1

- Bills mailed for **June 2022** charges

July 18

- Payment must be received by 5:00 p.m. to avoid disconnection for **May 2022** bill

July 19

-Disconnection date for **May 2022** bill

July 25

- Payment must be received by 5:00 p.m. to avoid penalty for **July 2022** bill



AUGUST 2022

August 1

- Bills mailed for **July 2022** charges

August 15

- Payment must be received by 5:00 p.m. to avoid disconnection for **June 2022** bill

August 16

-Disconnection date for **June 2022** bill

August 22

- Payment must be received by 5:00 p.m. to avoid penalty for **August 2022** bill



Effective July 1, 2022 credit card fee will increase to \$3.00

Holiday Closures

Fourth of July-Monday, July 4, 2022

Now it's easier than ever to pay Your Bill

Take advantage of all of our payment options to ensure you don't miss a payment.

And follow us on Facebook to stay up to date on when your bill is due!

Did you know? Effective July 1, 2022 the convenience fee for use of a credit/debit card will be increased from \$2 to \$3. You can avoid this fee by setting up auto pay using your bank account. Call today or visit our website for more information.



Auto Pay- Establish a recurring monthly payment using your Visa*, Mastercard*, Discover Card*, or your bank account.



Pay by Phone- We now offer the option of paying your bill over the phone with your credit card*. Simply call 760-868-1212 and select option 1.



Pay Online- You can pay your bill online at your convenience at pphcsd.org.



Pay in Person or By Mail- You may always pay in our office or by mail. We accept cash, check, and credit cards*.

***A \$3 convenience fee applies to all credit card payments effective July 1, 2022.**



760-868-1212
www.pphcsd.org

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



Phelan Piñon Hills CSD

Invites Everyone to Come for...

Family Faves.

MOVIE NIGHTS IN THE PARK

Every Friday Night at Dusk

Phelan Community Park
June 10 - September 16

Co-hosted by the Tri-Community Kiwanis

June 10
Encanto

June 17
The Greatest Showman

June 24
Lego Batman Movie

July 1
The Princess Bride

July 8
Up

July 15
Enchanted

July 22
Ron's Gone Wrong

July 29
School of Rock

Aug. 5
The BFG

Aug. 12
Mary Poppins Returns

Aug. 19
Megamind

Aug. 26
Jumanji (1995)

Sept. 2
Emperor's New Groove

Sept. 9
Wonder

Sept. 16
Clifford the Big Red Dog

FREE

Phelan Piñon Hills CSD Parks and Recreation

UPCOMING

SUMMER FUN

Check Out Our
Upcoming Events
this Summer!



Wednesdays



Kids Baking Classes

June 22, July 20, and August 3: 10am-12pm
Come learn how to make pretzels, ice cream,
and rocky road cookies! Kids ages 5 and up
are welcome! Phelan Community Center -
RSVP Required

Thursdays



Painting in the Park

Every Thursday, June 16 - July 28
Ages 5-12: 9 am
Ages 13 & Up: 11 am
Phelan Community Park - RSVP Required

Thursdays



Kids Archery Lessons

Every Thursday, June 16 - July 28
9am - 11am
West corner of Cayucos and Sheep Creek Rd
Hosted by Mojave Archers

Fridays



Dance in the Park

Every Friday, June 17 - July 29
10am - 11:30am
All ages welcomed
Hosted by Miss Tanya's Dance Studio

Fridays



Movies in the Park

Every Friday at Dusk, June 10 - Sept. 16
Hosted by the Tri-Community Kiwanis

Varied



Jr. Ninja Warrior Classes

June 14, June 21, and June 28
9am - Ages 4-8
10am - Ages 9-15
Held at High Desert Gymnastics/Soaring High
Academy
Call: 760-868-4747

For more
information and
to RSVP:
760-868-1212
or
www.pphcsd.org



Get the Scoop

ON CONSOLIDATION

ICE CREAM SOCIAL
AND TOWN HALL
IN THE PARK

Join us for ice cream and a discussion about the possible consolidation of Phelan Piñon Hills Community Services District and Sheep Creek Mutual Water Company.

SATURDAY, JULY 23
10 AM
PHELAN PARK



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



PHELAN PIÑON HILLS
COMMUNITY SERVICES
DISTRICT

Town Hall and Ice Cream Social in the Park

SATURDAY
AUGUST 6, 2022
PHELAN PARK
10:00 AM



Meet Your Representatives



*Join us for ice cream with your
representatives and neighbors.*



TOWN HALL AND
ICE CREAM SOCIAL
IN THE PARK



Jay Obernolte
Congressman



Shannon Dicus
Sheriff



Paul Cook
County Supervisor



**Thurston
"Smitty" Smith**
Assemblyman



**Rosilicie
Ochoa Bogh**
Senator

PPHCSD Board of Directors

Rebecca Kujawa
Deborah Philips
Kathy Hoffman
Charlie Johnson
Mark Roberts

For more details, contact us:
760-868-1212
www.pphcsd.org

Agenda Item 11

Review of Action Items

Agenda Item 12

Set Agenda for Next Meeting