



BOARD PACKAGE

March 16, 2022

Regular Board Meeting – 6:00 p.m.

REGULAR BOARD MEETING AGENDA

March 16, 2022 – 6:00 P.M.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Via Conference Call (see below)

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

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

REMOTE PARTICIPATION INFORMATION:

Dial-in

1-720-707-2699
Meeting ID: 867 3857 6969
Passcode: 702167

Zoom

<https://us06web.zoom.us/j/86738576969?pwd=d3Y5ZUYvM0k5aDcwV2kvNGlheUVDdz09>
Meeting ID: 867 3857 6969
Passcode: 702167

One-Tap Mobile

+17207072699,,86738576969#

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 March 16, 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) Approval of Board Stipends/Reimbursements
- c) Acceptance of February Disbursements

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

- Presentation of the District's Strategic Plan
By: Brent Ives, BHI Management Consulting

6) **Continued/New Agenda Items**

- a) Discussion & Possible Adoption of the District's Strategic Plan
- b) Review of Draft Ordinance No. 2022-02: Establishing Uniform Solid Waste, Recycling and Organic Waste Disposal Requirements
- c) Discussion & Possible Action Regarding Distribution System Dead-End Elimination
- d) Discussion & Possible Adoption of Resolution No. 2022-10; Placing in Nomination Don Bartz, General Manager, as a Director of the California Special Districts Association's Southern Network Seat B
- e) Discussion & Possible Action Regarding Wilson Ranch Road Pipeline Protection Project
- f) Discussion & Possible Approval of Purchase of Materials for the Well No. 15 Pipeline Project
- g) Discussion and Possible Action Regarding Election for Regular Special District Member & Alternate Special District Member of the Local Agency Formation Commission
- h) Update on the Proposed Civic Center & Phelan Park Expansion Projects
- i) 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**
 - Special Board Workshop – March 30, 2022
 - Regular Board Meeting – April 6, 2022

13) **Recess to Closed Session**

Closed Session: Conference with Legal Counsel
Real Property Negotiations
Pursuant to Government Code Section 54956.8
Property: Water Rights
District Negotiator: Don Bartz, General Manager
Negotiating Parties: Sheep Creek Mutual Water Company
Negotiation: Consolidation

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

15) **Adjournment**

Pursuant to Government Code Section 54954.2(a), any request for a disability-related modification or accommodation, including auxiliary aids or services, that is sought in order to participate in the above-agendized public meeting should be directed to the District's General Manager at (760) 868-1212 at least 24 hours prior to said meeting.

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

Agenda Item 3a

Approval of Board Minutes

SPECIAL BOARD WORKSHOP MINUTES

February 23, 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
Sean Wright, Water Operations Manager
Jennifer Oakes, Executive Management Analyst
Steve Lowrance, Parks Supervisor
David Noland, Accountant

District Counsel: Steve Kennedy, General Counsel (Zoom)

Public: None

Call to Order

President Kujawa called the meeting to order at 4:00 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

3) Discussion Regarding 2022/2023 Budget

a) **Presentation on Smart Meter Program**
The Board was given a presentation on the Smart Meter Program.

Note: The presentation is available on the District’s website.

b) **COLA Update**

An update was provided to the Board regarding COLA for the 2022/23 budget.

c) **Review of Draft Capital, Maintenance, & Program Plans**

The Board reviewed the Draft Capital, Maintenance, & Program plans.

4) **Review of Action Items**

- Cost savings for AMI program advancement

5) **Adjournment**

With no further business before the Board, the meeting was adjourned at 5:51 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



REGULAR BOARD MEETING MINUTES

March 2, 2022
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Remotely Via Zoom or Conference Call

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

Board Members Absent: None

Staff Present: Don Bartz, General Manager
George Cardenas, Engineering Manager
Kim Ward, HR Manager/Executive Secretary
Sean Wright, Water Operations Manager

District Counsel: Steve Kennedy, General Counsel (Zoom)

Public: Kevin Kenley

Call to Order

Director Philips 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

Director Roberts moved to approve the Agenda. Director Hoffman seconded the motion. Motion carried 5-0.

2) Public Comment

a) General Public

Kevin Kenley, CVWD, stated he is seeking election as Alternate Special District member of LAFCO. He stated that Jim Curatalo is not seeking reelection and requested the Board's support.

b) Community Reports

- **Sheriff** – Captain Jeremy Martinez reported sending weekly press releases to the District. He advised the public to not approach marijuana grows and to report them instead. Two deputies were shot at in December for being near a grow

operation. Lieutenant Ryan Smith introduced himself and said he transferred to the local station. Sergeant Paul Solorio gave the call statistics for February.

- **County Supervisor** – Sam Shoup, Field Representative for Supervisor Cook, reported that recent analysis at the intersection of Phelan Road and Clovis Road shows a traffic signal is needed and work will begin in the summer of 2023. Some intersection improvements on Phelan Road will take place this summer. The Phelan Road widening project is anticipated to begin in 2025; still waiting on funding availability. Operation Hammerstrike has been going on for 6 months.
- **Mojave Water Agency** – Ken Anderson, Director, shared a presentation on Free Production Allowance and ramp down procedures. There is a 5% ramp down proposed for this area.

3) **Consent Items**

Director Roberts moved to approve the Consent Items. Director Hoffman seconded the motion. Motion carried 5-0.

4) **Matters Removed from Consent Items**

None

5) **Presentations/Appointments**

None

6) **Continued/New Agenda Items**

a) **Discussion & Possible Adoption of Resolution No. 2022-09; Establishing a Conflict of Interest Code**

Staff Recommendation: For the Board to adopt Resolution No. 2022-09; Establishing a Conflict of Interest Code.

Mr. Bartz presented this item.

Director Johnson moved to approve the staff recommendation with the modification that was identified. Director Roberts seconded the motion. Motion carried 5-0.

b) **Discussion & Possible Action Regarding Temporary Facility Use Agreement with Asplundh Construction for APN 3066-26-110**

Staff Recommendation: For the Board to authorize staff to prepare and execute a new Temporary Facility Use Agreement with Asplundh Construction for APN 3066-26-110 to extend the use period to August 20, 2022.

Mr. Bartz presented this item.

Director Hoffman 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

Mr. Cardenas reported on upcoming anticipated fees. He stated we are still waiting for CEQA to be completed. KTUA will have a presentation to the Board on April 6th.

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 reported that the state is still working on consolidation components.

No action taken; not an action item.

7) **Committee Reports/Comments**

- a) **Antelope Valley Adjudication Committee (Ad Hoc)** – None.
- b) **Engineering Committee (Standing)** – Did not meet in February.
- c) **Finance Committee (Standing)** – There will be a Special meeting March 22nd.
- d) **Legislative Committee (Standing)** – Meets in May.
- e) **Parks, Recreation & Street Lighting Committee (Standing)** – Nothing new.
- f) **Waste & Recycling Committee (Standing)** – Meets next week.

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

Mr. Bartz reported that Chris Cummings was hired for the new position of Assistant Water Operations Manager.

9) **Reports**

- a) **Director's Report**
 - Hoffman** – Nothing further to report.
 - Philips** – Attended ASBCSD meeting and noted election runoff next month.
 - Roberts** – Nothing further to report.
 - Johnson** – Nothing further to report.
- b) **President's Report** – Attended ASBCSD meeting on Monday. There was a tie for the Director position and there will be a runoff at the next meeting.

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

11) **Review of Action Items**

- a) **Prior Meeting Action Items**
 - Dead End Lines – Info will be included in the next meeting
- b) **Current Meeting Action Items**
 - Asplundh Revenue – Does this revenue go to the government or enterprise fund?

12) **Set Agenda for Next Meeting**

- **Regular Board Meeting** – March 16, 2022

15) **Adjournment**

With no further business before the Board, the meeting was adjourned at 6:42 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***																																									
Name: Deborah Philips		*MAXIMUM PAID @ \$120 PER MEETING DAY AND LIMITED TO 10 MEETINGS PER MONTH																																																
		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																																							
02/02/22		Board meeting	120.00	10.00	5.85																																													
02/03/22		Mojave Water Agency TAC	120.00	64.00	37.44																																													
02/04/22		Meeting with GM	120.00	10.00	5.85																																													
02/16/22		Board meeting	120.00	10.00	5.85																																													
02/17/22		Legislative Committee	120.00	10.00	5.85																																													
02/23/22		Board Workshap	120.00	10.00	5.85																																													
02/28/22		ASBCSD	120.00	80.00	46.80																																													
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Totals			840.00	194.00	113.49	-	-	-	-	-	-																																							
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.				<table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: right;">Totals:</td> <td style="width: 50px;"></td> <td style="text-align: right;">Date</td> </tr> <tr> <td style="width: 100px;">Acct #</td> <td style="width: 100px;">_____</td> <td style="width: 100px;">Meetings</td> <td style="text-align: right;">840.00</td> </tr> <tr> <td></td> <td>_____</td> <td>Mileage</td> <td style="text-align: right;">113.49</td> </tr> <tr> <td></td> <td>_____</td> <td>Meals</td> <td style="text-align: right;">-</td> </tr> <tr> <td></td> <td>_____</td> <td>Lodging</td> <td style="text-align: right;">-</td> </tr> <tr> <td></td> <td>_____</td> <td>Other</td> <td style="text-align: right;">-</td> </tr> <tr> <td colspan="2" style="text-align: right; font-weight: bold;">Grand Total</td> <td style="border: 1px solid black; background-color: #e0ffe0;"></td> <td style="text-align: right; border: 1px solid black; background-color: #e0ffe0; font-weight: bold;">953.49</td> </tr> </table>			Totals:			Date	Acct #	_____	Meetings	840.00		_____	Mileage	113.49		_____	Meals	-		_____	Lodging	-		_____	Other	-	Grand Total			953.49	<table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50px;"></td> <td style="width: 50px;">Meals</td> <td style="text-align: right;">-</td> </tr> <tr> <td></td> <td>Lodging</td> <td style="text-align: right;">-</td> </tr> <tr> <td></td> <td>Other</td> <td style="text-align: right;">-</td> </tr> <tr> <td colspan="2" style="text-align: right; font-weight: bold;"></td> <td style="border: 1px solid black; background-color: #e0ffe0; text-align: right; font-weight: bold;">-</td> </tr> </table>			Meals	-		Lodging	-		Other	-			-
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<p style="text-align: center; font-weight: bold; color: blue;">Board member's signature below</p> <p style="text-align: center; font-size: 1.2em; color: blue; margin-top: 20px;"><i>Deborah Philips</i></p> <p style="text-align: center; font-size: 0.8em;">_____ Signature</p>																																																		

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: Rebecca Kujawa

Date: 3/1/2022

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
02/02/22		Board Meeting	120.00	10.20	5.97						
02/16/22		Board Meeting	120.00	10.20	5.97						
02/23/22		Board Workshop	120.00	0.00	-						
02/28/22		ASBCSD	120.00	62.60	36.62						
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					-						
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					-						
Totals			480.00	83.00	48.56	-	-	-	-	-	-

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

Rebecca A Kujawa

Signature

Acct #		Totals:		Date	
		Meetings	480.00	Payroll	
		Mileage	48.56	Board Mtg	
		Meals	-		
		Lodging	-		
		Other	-		
				Meals	-
				Lodging	-
				Other	-
		Grand Total			
			528.56		-

**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 February
Disbursements



Cash Disbursements Report

By Payment Number

Payment Dates 02/01/2022 - 02/28/2022

Payment Number	Payment Date	Vendor #	Vendor Name	Account Number	Project Account Key	Payment Amount
Payment Number	Payable Number	Description	Vendor Name	Account Number	Project Account Key	Item Amount
440	2/2/2022	CHAJOH	Charlie Johnson			40.37
	013122	Jan. Mileage - Auto Exp. (Parks Meeting)		01-0-1-52210		-8.07
	013122	Jan. Mileage - Parks & Board Meetings		01-0-1-52213		40.37
	013122	Jan. Mileage - Parks Meeting		22-0-1-52210		8.07
441	2/2/2022	KIMWAR	Kimberly Ward			77.55
	121221	Reimb. - Rapid Covid Tests Purchased		01-0-1-54530	C0086 OUTSIDE SVCS	77.55
442	2/2/2022	MUN DEN	Municipal Dental Pool			2,806.15
	020122	Dental Premium - Feb.		01-0-0-14130		2,806.15
443	2/2/2022	REBKUJ	Rebecca A. Kujawa			62.83
	013122	Jan. Meetings - Board & ASBCSD Meetin...		01-0-1-52212		62.83
444	2/16/2022	DEBPHI	Deborah Jeanne Philips			78.98
	013122	Jan. Mileage - Solid Waste Meeting		01-0-1-52210		-5.85
	013122	Jan. Mileage - Board , Solid Waste & AS...		01-0-1-52219		78.98
	013122	Jan. Mileage - Solid Waste Meeting		25-5-1-52210		5.85
32321	2/2/2022	ASBCSD	Assn of SB County Special Districts			32.00
	013122	Jan. Meeting - Guess (E. Bartz)		01-0-1-54440		32.00
32322	2/2/2022	ATK	Atkinson, Andelson, Loya, Ruud & Romo Professional Corp. Attorneys at Law			284.28
	639217	Mojave Adjudication Legal Svcs. - Nov.		01-0-1-53120	C0057 LEGAL	284.28
32323	2/2/2022	AVCOM	AVCOM Services Inc.			117.00
	18330	Answering Svc. - Jan.		01-0-1-53150		117.00
32324	2/2/2022	BOOBAR	Boot Barn Inc.			746.80
	146545	Sfty. Wor k Boots - Oscar		01-1-2-54680		146.80
	146545	Sfty. Wor k Boots - Eric		01-1-2-54680		200.00
	146545	Sfty. Wor k Boots - Sean		01-1-2-54680		200.00
	146545-2	Sfty. Wor k Boots - Paul		01-1-2-54680		200.00
32325	2/2/2022	BRUMCE	Brunick, McElhane & Kennedy			1,656.25
	168	Legal Svcs. - Dec.		01-0-1-53120		1,656.25
32326	2/2/2022	CA FOREST	California Department of Forestry and Fire Protection			453.88
	1425483	Cal Fire Crew Clean-up at 1B, Site 10		01-1-2-53150		453.88
32327	2/2/2022	CAZCOM	CAZCOM, Inc.			200.00
	39899	Site Rent - Feb.		01-1-2-53150		200.00
32328	2/2/2022	CONUTI	Concord Environmental Energy, Inc			2,224.00
	3695	Meters Replaced - (32) 3/4 Week:1/10-...		01-0-0-17000	C0084 OUTSIDE SVCS	2,224.00
32329	2/2/2022	SBC LIENS	County of San Bernardino			1,420.00
	22-2997	(71) Lien Release Docs.		01-1-1-54830		1,420.00
32330	2/2/2022	DONBAR	Don Bartz			593.17
	013122	Mileage Reimbursement - Jan.		01-0-1-54140		228.15
	013122	Reimb. - ASBCSD Jan. Meeting for E. Bar...		01-0-1-54440		-32.00
	123121	Mileage Reimbursement - Dec.		01-0-1-54140		397.02
32331	2/2/2022	VALLE	Don Gene Fish Jr.			2,325.00
	VVP0387	Streamed Board Meetings - Nov.		01-0-1-53170	C0086 OUTSIDE SVCS	1,750.00
	VVP0387	Streaming - Parks Meetings		22-2-2-54800	C0086 OUTSIDE SVCS	225.00
	VVP0387	Streamed Meetings		25-5-1-54800	C0086 OUTSIDE SVCS	350.00

Cash Disbursements Report

Payment Dates: 02/01/2022 - 02/28/2022

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
32345	2/2/2022 I-01963307	OFFSOL Office Supplies	Office Solutions	01-0-1-54530		237.60 237.60
32346	2/2/2022 33166	PHEEXP Trk #22 - Oil Change	Phelan Express, Inc.	01-1-8-54710		120.22 120.22
32347	2/2/2022 020122 020122 020122 020122 020122	RACE Phones-Internet CSD Feb. Phones-Internet Credit CSD Phones-Internet Shop Feb. Phones-Internet Credit CC Phones-Internet CC Feb. Phones-Internet Pinon Hills Feb.	Race Communications	01-0-1-58010 01-0-1-58010 01-1-1-58010 22-0-1-58010 22-0-1-58010 22-0-1-58010		618.00 254.50 -100.00 204.50 -200.00 204.50 254.50
32348	2/2/2022 453304	RAIMAN RR waterline crossing 12" License Fees	Railroad Management Co., LLC	01-1-5-54740		602.84 602.84
32349	2/2/2022 7068562	REBEL Fuel - 358 Gl., DSL - 73 Gl.	Rebel Oil Company, Inc.	01-1-8-54410		2,031.87 2,031.87
32350	2/2/2022 020222 020222 020222	STAINS LTD/Life/AD&D - Feb. LTD/Life/AD&D - Feb. LTD/Life/AD&D - Feb.	Standard Insurance Company	01-0-1-51230 01-7-7-51230 22-0-1-51230		1,003.12 839.86 97.81 65.45
32351	2/2/2022 20061 20069 20071	TIMLOC Re-Key Parks Restroom (Stolen Key) Re-Key Parks Restroom (Stolen Key 2nd ... (2) Locks for Pinon Hills	Steven M. Zemba	22-2-2-54620 22-2-2-54620 22-2-2-54620		268.49 151.33 99.16 18.00
32352	2/2/2022 VoIP1604454	TOPNOT Office Phones 1/20 - 2/19	Top Notch Networking, LLC	01-0-1-58010		443.63 443.63
32353	2/2/2022 2514 2515	TOP OPT General Pest Control Jan. - Oasis General Pest Control Jan. - CSD	Top Option Pest Control	01-1-1-53150 01-0-1-53150		173.00 98.00 75.00
32354	2/2/2022 1233922 2525356	TRIMBLE Remote Monitoring for Insertion Meters Telogers for Windows	Trimble Inc.	01-1-1-54770 01-1-9-53170	C0049 OUTSIDE SERVIC	1,612.90 262.00 1,350.90
32355	2/2/2022 4038	TRLS Wilson Ranch Road - Topographic Survey	TRLS Engineering, Inc	01-1-1-53150		5,940.00 5,940.00
32356	2/2/2022 209709	TURSEC Monitoring Svcs. - Feb.	Turner Security, Inc	01-1-1-53150		258.70 258.70
32357	2/2/2022 025-364994	TYLTEC UB Online Support - Feb.	Tyler Technologies, Inc	01-1-6-53170		265.00 265.00
32358	2/2/2022 120220540 dsb20210248	USA (138) Tickets Dig Safe Regulatory Fee	Underground Service Alert of So. Cal.	01-1-2-53150 01-1-1-53160		366.89 237.70 129.19
32359	2/2/2022 504798	UNI SITE Porta Potties at Wilson Ranch Covid Site	United Site Services of California, Inc.	01-0-1-53150	C0086 OUTSIDE SVCS	334.13 334.13
32360	2/2/2022 25AR1389010	IMA SOU Base Rate & Copies	Visual Edge, Inc.	01-0-1-53150		401.88 401.88
32361	2/2/2022 80612211 80612211 80612211	WAXIE Toilet Paper Paper Towels Transpotation Surcharge	Waxie Enterprises, Inc	01-0-1-54530 01-1-1-54530 22-2-2-54500		657.05 111.22 230.36 7.75

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Payment Dates: 02/01/2022 - 02/28/2022

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	80612211	Trash Bags		22-2-2-54500		307.72
32362	2/2/2022 101334	WIEDRU Background Check-A. Barnes L. Marckst...	Wienhoff & Associates Inc	01-0-1-54290		96.00 96.00
32369	2/16/2022 66080	ALEWYN Antelope Valley Legal Svcs. - Jan.	Aleshire & Wynder, LLP	01-0-1-53120	C0057 LEGAL	329.00 329.00
32370	2/16/2022 160775	APO WOO (2) Parks Playground Wood Chip Installa...	Apollo Wood Recovery, Inc.	22-2-2-54620		3,773.80 3,773.80
32371	2/16/2022 15003515029 15003515029 15003515030 15003515030	CALTRANS Loan - Pmt #29 Interest - Pmt #29 Loan - Pmt #30 Interest - Pmt #30	California Department of Transportation	01-1-0-29740 01-1-1-91010 01-1-0-29740 01-1-1-91010		13,230.76 6,437.04 178.34 6,451.72 163.66
32372	2/16/2022 14069020722 14069020722	CHA INT Internet Svc. 2/7 - 3/6 Internet Svc. 2/7 - 3/6	Charter Communications	01-0-1-58010 22-0-1-58010		514.26 503.97 10.29
32373	2/16/2022 5094858009 5095220573 5095220573	CINFIR First Aid Supplies - Shop First Aid Supplies - CSD First Aid Supplies - CSD	Cintas	01-1-1-54500 01-0-1-54500 22-0-1-54500		464.60 245.38 214.84 4.38
32374	2/16/2022 013122 013122 100521 100521 4104605046 4107316551	CIN UNI Uniform Rental Svcs. - Jan. Uniform Rental Svcs. - Jan. Uniform Rental Svcs. - Oct 05. Uniform Rental Svcs. - Oct 05. Vehicle Wash Station Supplies Vehicle Wash Station Supplies	Cintas Corporation	01-1-1-54680 22-2-1-54680 01-1-1-54680 22-2-1-54680 01-1-8-54710 01-1-8-54710		707.95 447.12 35.68 106.67 8.92 54.78 54.78
32375	2/16/2022 108970	SBC PARCELS (5) Parcel Map Revisions	County of San Bernardino	01-1-1-54830		10.00 10.00
32376	2/16/2022 709085-4538 709365-1564 709649-8478 709649-8478	CR&R Trash - Oasis Yard Feb. Trash - Pinon Hills Park Feb. Trash - Phelan CSD Feb. Trash - Phelan CC Feb.	CR&R Incorporated	01-0-2-58110 22-0-2-58110 01-0-1-58110 22-0-2-58110		872.03 272.22 189.89 204.96 204.96
32377	2/16/2022 013122	CHAFED Professional Svcs. - Jan.	Fedak & Brown LLP	01-0-1-53110		520.00 520.00
32378	2/16/2022 020722	FRO 5743 Phones - Office 2/7 - 3/6	Frontier Communications	01-0-1-58010		75.50 75.50
32379	2/16/2022 101-29364	GAOSBO Parts for Station 12 Booster B Replacem...	G.A. Osborne Pipe & Supply Inc	01-1-5-54620		264.05 264.05
32380	2/16/2022 10677915	GARDA Armored Svcs. - Feb.	Garda CL West, Inc	01-0-1-54200		593.16 593.16
32381	2/16/2022 25256	GEOMON Routine Samples	GEO-Monitor, Inc.	01-1-4-53140		3,527.50 3,527.50
32382	2/16/2022 020122	GOSS Maint. Bond Release for 3068-461-19	Goss Enterprises LLC	01-1-0-23330		3,412.50 3,412.50
32383	2/16/2022 1554 1554	ICANDY Domain Renewal 8/5/20 Domain Renewal 8/2/21	James J. Harvey	01-0-1-53170 01-0-1-53170		274.26 137.13 137.13

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
32384	2/16/2022	IB CON	IB Consulting, LLC			5,330.00
	19236	Parcel Database Analysis		22-2-1-53150	C0097 OUTSIDE SVCS	3,280.00
	19249	Parcel Tax & Database Analysis		22-2-1-53150	C0097 OUTSIDE SVCS	2,050.00
32385	2/16/2022	INLWAT	Inland Water Works Supply Co.			107.87
	S1052315-003	16" Gasket for Flex Couplings		01-1-2-54500		109.91
32386	2/16/2022	LILBURN	Lilburn Corp.			13,641.25
	22-0228	Civic Center-Park Environmental tech. R...		22-2-0-17000	C0078 OUTSIDE SVCS	13,641.25
32387	2/16/2022	LIN SVC	Richard J. Linsalato			885.00
	2022022	Janitorial Svcs. - CSD		01-0-1-54320		310.00
	2022022	Janitorial Svcs. - Oasis Yard		01-1-1-54320		225.00
	2022022	Janitorial Svcs. - Community Centers		22-0-1-54320		350.00
32388	2/16/2022	LOWES	Lowe's Credit			139.40
	19850904	Heaters for Booster Stations		01-1-2-54500		139.40
32389	2/16/2022	PATSAL	Patton Sales Corp			69.25
	4354486	Trk #106 - Landing Gear Repair		01-1-8-54710		69.25
32390	2/16/2022	PETCAS - Petty Cash	Petty Cash			98.25
	123121	Postage - K. Ward		01-0-1-54860		-1.06
	123121	Stater Bros - Water & Cleaning Suplies		22-2-2-54500		67.63
	123121	Arco - Christmas Lightling Supplies		22-2-2-54800		21.68
	123121	Dollar Tree - Christmas Decor		22-2-2-54800		10.00
32391	2/16/2022	PHEEXP	Phelan Express, Inc.			1,191.08
	33409	Trk #17 - Rear Brakes & Cylinder Repairs		01-1-8-54710		951.96
	33564	Trk #22 - Oil Change		01-1-8-54710		120.22
	33567	Trk #15 - Head Light Rplcd & Battery Co...		01-1-8-54710		118.90
32392	2/16/2022	PIN LLC	Pinon Hills LLC			3,412.50
	020122	Maint. Bond Release for 3068-461-19		01-1-0-23330		3,412.50
32393	2/16/2022	REBEL	Rebel Oil Company, Inc.			7,019.12
	7068630	Fuel - 399 Gl., DSL - 325 Gl.		01-1-8-54410		3,424.89
	7068760	Fuel - 800 Gl.		01-1-8-54410		3,594.23
32394	2/16/2022	RIDER	Rider Levett Bucknall, LTD			9,500.00
	01008LAX22	Civic Center Project Cost Estimate		01-0-0-17000	C0002 OUTSIDE SVCS	9,500.00
32395	2/16/2022	SO CA FLEET	Southern California Fleet Svcs, Inc.			941.64
	HP15193	Trk #113 - 90 Day DOT Svc.		01-1-8-54710		176.56
	HP15194	Trk #112 - 90 Day DOT Svc.		01-1-8-54710		176.56
	HP15195	Trk #101 - 90 Day DOT Svc.		01-1-8-54710		176.56
	HP15196	Trk #100 - 90 Day DOT Svc.		01-1-8-54710		117.70
	HP15197	Trk #109 - 90 Day DOT Svc.		01-1-8-54710		117.70
	HP15198	Trk #107 - 90 Day DOT Svc.		01-1-8-54710		176.56
32396	2/16/2022	AQUA MET	Aqua Metric Sales Co			20,060.90
	INV0086592	3/4" Sensus 1 PERL		01-1-0-13010		20,060.90
32397	2/16/2022	TOPNOT	Top Notch Networking, LLC			7,407.90
	25255	Software Support - Dec.		01-0-1-53170		2,447.80
	25345	Software Support - Jan.		01-0-1-53170		2,480.05
	25437	Software Support - Feb.		01-0-1-53170		2,480.05
32398	2/16/2022	UNIVAR	UNIVAR INC.			1,437.39
	49823998	Liquid Chlorine		01-1-3-54500		1,437.39
32399	2/16/2022	VALCON	Valley Construction Supply			171.29
	434669	Stakes for New Installs		01-1-2-54500		171.29

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
32400	2/16/2022 3087816	XEROX Copier Lease 2/12 - 3/11	Xerox Corporation	01-0-1-54300		280.55 280.55
DFT0010798	2/2/2022 012422-4084	THEGAS Gas - Phelan Sr. Ctr. 12/22 - 1/24	The Gas Company	22-0-2-58110		492.73 492.73
DFT0010799	2/2/2022 012422-4585	THEGAS Gas - Phelan CC 12/22 - 1/24	The Gas Company	22-0-2-58110		248.68 248.68
DFT0010800	2/3/2022 012522	SCE 2439-1773 Electricity - Phelan Park 12/27 - 01/25	Southern California Edison	22-0-2-58110		16.93 16.93
DFT0010801	2/4/2022 INV0004848 INV0004848	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		215.00 208.54 6.46
DFT0010802	2/4/2022 INV0004849 INV0004849 INV0004849 INV0004849	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		2,652.70 2,084.69 228.93 206.21 132.87
DFT0010803	2/4/2022 INV0004850 INV0004850 INV0004850	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		3,260.90 2,517.44 376.77 366.69
DFT0010804	2/4/2022 INV0004851 INV0004851 INV0004851 INV0004851	CALPERS CalPERS/Employer Portion CalPERS/Employer Portion CalPERS/Employer Portion CalPERS/Employer Portion	Calif Public Employees' Retirement System	01-1-0-24530 01-7-0-24530 22-2-0-24530 25-5-0-24530		7,559.76 5,844.92 803.27 762.17 149.40
DFT0010805	2/4/2022 INV0004852 INV0004852 INV0004852 INV0004852	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		23.25 18.38 2.09 2.33 0.45
DFT0010806	2/4/2022 INV0004853	CALPERS 457 457 Loan Payback	California Public Employees' Deferred Compensation Plan	01-1-0-24560		136.03 136.03
DFT0010807	2/4/2022 INV0004854	EDD State Disability Ins - Payroll Taxes	Employment Development Department	01-0-0-24510		987.27 987.27
DFT0010808	2/4/2022 INV0004855	IRS Social Security - Payroll Taxes	Internal Revenue Service	01-0-0-24510		622.08 622.08
DFT0010809	2/4/2022 INV0004856	EDD State Employer Training Tax - Payroll Ta...	Employment Development Department	01-0-0-24510		28.72 28.72
DFT0010810	2/4/2022 INV0004857	EDD State Unemployment Ins - Payroll Taxes	Employment Development Department	01-0-0-24510		1,033.89 1,033.89
DFT0010811	2/4/2022 INV0004858	EDD CA State Income Tax - Payroll Taxes	Employment Development Department	01-0-0-24510		3,464.39 3,464.39
DFT0010812	2/4/2022 INV0004859	IRS Medicare - Payroll Taxes	Internal Revenue Service	01-0-0-24510		2,682.84 2,682.84
DFT0010813	2/4/2022 INV0004860	IRS Federal Income Tax - Payroll Taxes	Internal Revenue Service	01-0-0-24510		9,826.90 9,826.90

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
DFT0010814	2/16/2022 013122-6781	THEGAS Gas - Pinon Hills Fire 12/30-1/31	The Gas Company	22-0-2-58110		15.78 15.78
DFT0010815	2/16/2022 013122--6056	THEGAS Gas - Pinon Hills CC 12/30 - 1/31	The Gas Company	22-0-2-58110		150.15 150.15
DFT0010816	2/16/2022 123121	SCE 8362-7804 Electricity - Solar Meter 12/1 - 12/31	Southern California Edison	01-1-3-58110		617.44 617.44
DFT0010817	2/16/2022 013122	SCE 1613-6373 Electricity - R/R Crossings 1/1 - 1/31	Southern California Edison	23-0-2-58210		15.92 15.92
DFT0010818	2/16/2022 013122	SCE 5917-6455 Electricity - Phelan Park St. Lights 1/1 -- ...	Southern California Edison	22-2-2-58110		24.48 24.48
DFT0010819	2/16/2022 013122	SCE 7441-5755 Electricity - Pinon Hills CC 1/4 - 2/1	Southern California Edison	22-0-2-58110		188.76 188.76
DFT0010820	2/16/2022 013122 013122	FBC-ERNESTO Stater Bros - Drinks for Well #14 Emerg... Little Caesars- Food for Well #14 Emerg....	First Bank Card	01-1-2-54530 01-1-2-54530		150.74 37.76 112.98
DFT0010821	2/16/2022 013122 013122 013122 013122 013122 013122 013122	FBC-GEORGE Mexico Lindo - Staff Meeting Staples - Foam Board Apple - iCloud Storage for Field Ipad The Speed Wash - Trk #15 Amazon - Keyboard & Mouse Amazon - Humidifier Amazon - Desk Humidifier	First Bank Card	01-0-1-54440 01-0-1-54530 01-1-2-53170 01-1-8-54710 01-7-7-54530 01-7-7-54530 01-7-7-54530		294.37 99.92 23.90 0.99 10.00 105.66 23.78 30.12
DFT0010822	2/16/2022 013122 013122 013122 013122 013122 013122 013122 013122 013122 013122 013122 013122 013122 013122 013122 013122 013122	FBC-JENNIFER Adobe Subscription - 6 Office Members Amazon Refund - Yr-End Sfty Award Ret... Amazon Refund - Yr-End Sfty Award Ret... Plaque Maker - 1 Plate for Board Memb... Amazon - Office Supplies Adobe Subscription - 2 Field Members AWL - Textbook Purchase AWL - Homework Portal Signs - For Fill Station Amazon - Saw Blade Arco - Trk #15 Fuel Arleen's Vehicle Registration Trk #26 Adobe Subscription - 2 Eng. Members	First Bank Card	01-0-1-53170 01-0-1-54260 01-0-1-54260 01-0-1-54530 01-0-1-54530 01-1-1-53170 01-1-1-54260 01-1-1-54260 01-1-2-54500 01-1-2-54650 01-1-8-54410 01-1-8-54710 01-7-7-53170		507.92 101.94 -55.50 -55.49 28.72 28.64 33.98 34.99 49.99 47.07 158.38 71.22 30.00 33.98
DFT0010823	2/16/2022 013122 013122 013122	FBC-LORI Mango Grill - Budget Meeting Walgreens Refund- Covid Tests not Rcvd Walgreens - Covid Tests	First Bank Card	01-0-1-54440 01-0-1-54530 01-0-1-54530	C0086 OUTSIDE SVCS C0086 OUTSIDE SVCS	58.43 58.43 -103.40 103.40
DFT0010824	2/16/2022 013122	FBC-MICHAEL Autozone - Tire Plug Kit	First Bank Card	01-1-8-54710		34.46 34.46
DFT0010825	2/16/2022 013122 013122	FBC-STEVE Ricks Cafe - Parks Meeting Webstaurant - Beverage Dispenser	First Bank Card	22-0-1-54440 22-2-2-54500		257.58 75.67 181.91
DFT0010826	2/16/2022 013122 013122 013122 013122	FBC-KIM Zoom Subscription Calendar Wiz Pizza Factory - forDisconnection Days Pizza Factory - forDisconnection Days	First Bank Card	01-0-1-53170 01-0-1-53170 01-0-1-54530 01-0-1-54530	C0086 OUTSIDE SVCS	549.67 159.96 14.00 63.81 54.11

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	013122	Pitney Bowes - Postage Supplies		01-0-1-54530		46.31
	013122	Walgreens - Covid Tests		01-0-1-54530	C0086 OUTSIDE SVCS	103.40
	013122	Amazon - Desk Heater		01-0-1-54530		29.08
	013122	Swana - Solid Waste Webinar		25-5-1-54260		79.00
DFT0010827	2/16/2022	FBC-DON	First Bank Card			737.79
	013122	Shell - Fuel		01-0-1-54140		125.00
	013122	Shell - Fuel		01-0-1-54140		112.43
	013122	United Pacific - Fuel		01-0-1-54140		30.93
	013122	76 - Fuel		01-0-1-54140		75.00
	013122	United Pacific - Fuel		01-0-1-54140		125.00
	013122	Ricks Cafe - Staff Meeting		01-0-1-54440		101.60
	013122	Ricks Cafe - Conservation Meeting		01-1-9-54440	C0049 OUTSIDE SERVIC	58.21
	013122	Ricks Cafe - Conservation Meeting		01-1-9-54440	C0049 OUTSIDE SERVIC	70.33
	013122	Ricks Cafe - Parks Meeting		22-2-1-54440		39.29
DFT0010828	2/16/2022	SCE 1078-5254	Southern California Edison			310.75
	020722	Electricity - CC & Sr. Ctr, 1/10 - 2/7		22-0-2-58110		310.75
DFT0010829	2/10/2022	CALPERS	Calif Public Employees' Retirement System			154.44
	INV0004861	CalPERS/Employee Portion(EE)		01-1-0-24530		154.44
DFT0010830	2/10/2022	CALPERS	Calif Public Employees' Retirement System			173.66
	INV0004862	CalPERS/Employer Portion		01-1-0-24530		173.66
DFT0010831	2/10/2022	CALPERS	Calif Public Employees' Retirement System			0.93
	INV0004863	CalPERS Retirement/ Survivor Benefits		01-1-0-24530		0.93
DFT0010832	2/10/2022	EDD	Employment Development Department			66.01
	INV0004864	State Disability Ins - Payroll Taxes		01-0-0-24510		66.01
DFT0010833	2/10/2022	IRS	Internal Revenue Service			174.02
	INV0004865	Medicare - Payroll Taxes		01-0-0-24510		174.02
DFT0010834	2/16/2022	SCE 9587-0653	Southern California Edison			1,259.44
	1226221	Electricity - Office 11/24 - 12/26		01-0-1-58110		1,309.04
	1226221	Electricity - Office Solar Credit 11/24 - 1...		01-1-3-58115		-49.60
DFT0010835	2/16/2022	SCE 9515-2666	Southern California Edison			73,745.91
	013122	Electricity-Wells, Boosters, Tanks		01-1-3-58110		77,203.81
	013122	Electricity-Solar Credit		01-1-3-58115		-4,893.93
	013122	Electricity- St. Lights		23-3-2-58210		1,436.03
DFT0010836	2/16/2022	FBC-SEAN	First Bank Card			2,790.29
	013122	Ricks Cafe - Staff Meeting		01-0-1-54440		143.27
	013122	AWWA - Backflow Course for Oscar		01-1-1-54260		880.00
	013122	AWWA - Backflow Cert. for Oscar		01-1-1-54260		285.00
	013122	Abe Books - Winter Course Material for...		01-1-1-54260		63.35
	013122	EOU - Winter Course Material for Sean		01-1-1-54260		125.00
	013122	VV RAMS - Winter Course Material for S...		01-1-1-54260		114.50
	013122	AWL - Winter Course Material for Sean		01-1-1-54260		91.54
	013122	EOU - Winter Course Material for Sean		01-1-1-54260		145.88
	013122	Down Town Burgers - Lunch for Turn Of...		01-1-1-54530		71.38
	013122	Amazon - Lifting Straps		01-1-2-54500		236.71
	013122	Grainger - Air Compressor Repairs		01-1-2-54620		62.08
	013122	Amazon - Recovery Ropes		01-1-2-54650		146.52
	013122	Parkhouse - Trk #102 Tire Repair		01-1-8-54710		193.22
	013122	Michigan Truk - Generator (trk #106) G...		01-1-8-54710		231.84
DFT0010837	2/16/2022	VER AIR	Verizon Wireless			1,029.95
	9898606492	Phones - Jet Packs, Tablets, On-Call Jan.		01-1-1-58010		1,029.95

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
DFT0010838	2/15/2022 013122	VSP Vision Insurance - Jan.	Vision Service Plan	01-0-0-14130		416.99 416.99
DFT0010839	2/15/2022 02122	VSP Vision Insurance - Feb.	Vision Service Plan	01-0-0-14130		416.99 416.99
DFT0010840	2/18/2022 INV0004866 INV0004866 INV0004866	CALPERS 457 Cal PERS 457/ Employer Plan: 450 717 - ... Cal PERS 457/ Employer Plan: 450 717 - ... Cal PERS 457/ Employer Plan: 450 717 - ...	California Public Employees' Deferred Compensation Plan	01-0-0-24560 01-1-0-24560 22-2-0-24560		215.00 1.25 206.44 7.31
DFT0010841	2/18/2022 INV0004867 INV0004867 INV0004867 INV0004867	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		2,500.90 1,767.51 243.26 252.86 237.27
DFT0010842	2/18/2022 INV0004868 INV0004868 INV0004868 INV0004868	CALPERS CalPERS/Employee Portion(ER) CalPERS/Employee Portion(ER) CalPERS/Employee Portion(ER) CalPERS/Employee Portion(ER)	Calif Public Employees' Retirement System	01-0-0-24530 01-1-0-24530 01-7-0-24530 22-2-0-24530		3,269.32 26.95 2,489.54 376.77 376.06
DFT0010843	2/18/2022 INV0004869 INV0004869 INV0004869 INV0004869 INV0004869	CALPERS CalPERS/Employer Portion CalPERS/Employer Portion CalPERS/Employer Portion CalPERS/Employer Portion CalPERS/Employer Portion	Calif Public Employees' Retirement System	01-0-0-24530 01-1-0-24530 01-7-0-24530 22-2-0-24530 25-5-0-24530		7,400.44 39.05 5,447.03 819.37 828.21 266.78
DFT0010844	2/18/2022 INV0004870 INV0004870 INV0004870 INV0004870	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		22.32 16.64 2.20 2.69 0.79
DFT0010845	2/18/2022 INV0004871	CALPERS 457 457 Loan Payback	California Public Employees' Deferred Compensation Plan	01-1-0-24560		136.03 136.03
DFT0010846	2/18/2022 INV0004872	EDD State Disability Ins - Payroll Taxes	Employment Development Department	01-0-0-24510		898.38 898.38
DFT0010847	2/18/2022 INV0004873	IRS Social Security - Payroll Taxes	Internal Revenue Service	01-0-0-24510		469.80 469.80
DFT0010848	2/18/2022 INV0004874	EDD State Employer Training Tax - Payroll Ta...	Employment Development Department	01-0-0-24510		9.32 9.32
DFT0010849	2/18/2022 INV0004875	EDD State Unemployment Ins - Payroll Taxes	Employment Development Department	01-0-0-24510		335.74 335.74
DFT0010850	2/18/2022 INV0004876	EDD CA State Income Tax - Payroll Taxes	Employment Development Department	01-0-0-24510		2,964.73 2,964.73
DFT0010851	2/18/2022 INV0004877	IRS Medicare - Payroll Taxes	Internal Revenue Service	01-0-0-24510		2,422.68 2,422.68
DFT0010852	2/18/2022 INV0004878	IRS Federal Income Tax - Payroll Taxes	Internal Revenue Service	01-0-0-24510		8,768.03 8,768.03
DFT0010853	2/16/2022 49282	FBC-KIM Board Meeting Equipment	First Bank Card	01-0-1-54530	C0086 OUTSIDE SVCS	1,338.33 1,338.33
DFT0010854	2/16/2022 100983	FBC-JENNIFER water mitigation at 8370 Mescalero- flo...	First Bank Card	01-1-2-54620	C0100 OUTSIDE SVCS	2,389.41 1,713.95

Cash Disbursements Report

Payment Dates: 02/01/2022 - 02/28/2022

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	4955461	Amazon - Covid Tests		01-0-1-54530	C0086 OUTSIDE SVCS	410.58
	8737852	Amazon - Charging Ports for New Field ...		01-1-2-54500		264.88
DFT0010855	2/16/2022	FBC-SEAN	First Bank Card			2,024.11
	324764	Tractor Supply - Air Compressor		01-1-2-54620		775.79
	657209	Critical Tool - Rain Suits for Field		01-1-2-54650		448.78
	947707	Nextgear- Emerg. Flood Remediation 8...		01-1-5-54620	C0100 OUTSIDE SVCS	500.00
	9857826	Amazon - Recovery Ropes		01-1-2-54650		299.54
DFT0010856	2/24/2022	AME SUP	American Fidelity Assurance			366.40
	D425383	Supplemental Life Insurance - Feb.		01-0-0-24580		366.40
DFT0010857	2/24/2022	VSP	Vision Service Plan			525.77
	814457137	Vision Insurance - March		01-0-0-14130		525.77
DFT0010860	2/24/2022	AME FID	American Fidelity Assurance Company			222.07
	6043473A	Flex Spending 1/31		01-0-0-24580		222.07
DFT0010861	2/24/2022	AME FID	American Fidelity Assurance Company			222.07
	6045284	Flex Spending 2/15		01-0-0-24580		222.07
DFT0010862	2/25/2022	CalPERS Health	California Public Employees' Retirement System			3,375.78
	030122NonPERS	Non PERS Health Premium - March		01-0-0-14130		3,367.36
	030122NonPERS	Non PERS Health Premium Admin Fee - ...		01-0-1-51230		8.42
DFT0010863	2/25/2022	CalPERS Health	California Public Employees' Retirement System			35,701.27
	030122 PERS	PERS Health Premium - March		01-0-0-14130		35,558.42
	030122 PERS	PERS Health Premium Admin Fee - Mar...		01-0-1-51230		90.70
	030122 PERS	PERS Health Shared Premium - March		01-1-1-51230		52.15
Payment Total:						339,824.25

Report Summary

Fund Summary

Fund	Payment Amount
01 - WATER FUND	305,735.81
22 - PARKS & RECREATION	31,444.09
23 - STREET LIGHTING	1,451.95
25 - SOLID WASTE	1,222.41
Grand Total:	339,854.26

Account Summary

Account Number	Account Name	Payment Amount
01-0-0-14130	Prepaid Benefit	43,091.68
01-0-0-17000	CIP Enterprise Funds	15,720.00
01-0-0-24510	Payroll Tax Payable	34,754.80
01-0-0-24530	Retirement W/H Payable	66.00
01-0-0-24560	Retirement 457 W/H Pay...	1.25
01-0-0-24580	Supplemental Ins W/H Pa...	810.54
01-0-1-51230	Employee Group Insurance	938.98
01-0-1-52210	Board Exp - Auto Expense	-13.92
01-0-1-52212	Board - Auto Expense/Kuj...	62.83
01-0-1-52213	Board - Auto Expense/Joh...	40.37
01-0-1-52219	Board - Auto Expense/Phil...	78.98
01-0-1-53110	Auditing & Accounting Fe...	520.00
01-0-1-53120	Legal Services	2,269.53
01-0-1-53150	Outside Service	928.01
01-0-1-53170	Software Support	9,708.06
01-0-1-54140	Auto Expense	1,093.53
01-0-1-54200	Credit Card Fee & Bank C...	593.16
01-0-1-54260	Education & Training	-110.99
01-0-1-54290	Employment Expense	96.00
01-0-1-54300	Equipment Rental / Lease	280.55
01-0-1-54320	General Maintenance	310.00
01-0-1-54440	Meeting, Seminar & Suppl...	403.22
01-0-1-54500	Operating Supplies	214.84
01-0-1-54530	Office Supplies	2,553.25
01-0-1-54860	Postage & Mailing	-1.06
01-0-1-58010	Telephone	1,177.60
01-0-1-58110	Utilities	1,514.00
01-0-2-58110	Utilities	272.22
01-1-0-13010	Inventory - Water Field Pa...	21,567.71
01-1-0-23330	Customer Deposit - Maint...	6,825.00
01-1-0-24530	Retirement W/H Payable	20,515.18
01-1-0-24560	Retirement 457 W/H Pay...	687.04
01-1-0-29740	Loan Payable - CalTrans	12,888.76
01-1-1-51230	Employee Group Insurance	52.15
01-1-1-53150	Outside Service	6,296.70
01-1-1-53160	Permits & Fees	129.19
01-1-1-53170	Software Support	33.98
01-1-1-54260	Education & Training	1,790.25
01-1-1-54320	General Maintenance	225.00
01-1-1-54500	Operating Supplies	245.38
01-1-1-54530	Office Supplies	301.74
01-1-1-54680	Uniforms	553.79
01-1-1-54770	Computer & Equip Maint...	262.00
01-1-1-54830	State & County Fees & Se...	1,430.00
01-1-1-58010	Telephone	1,360.64
01-1-1-91010	Interest Expense	342.00
01-1-2-53150	Outside Service	891.58
01-1-2-53170	Software Support	0.99
01-1-2-54500	Operating Supplies	1,476.10

Account Summary

Account Number	Account Name	Payment Amount
01-1-2-54530	Office Supplies	150.74
01-1-2-54620	Repair & Maintenance	2,607.56
01-1-2-54650	Small Tools	1,527.56
01-1-2-54680	Uniforms	746.80
01-1-3-54500	Operating Supplies	1,437.39
01-1-3-58110	Utilities	77,821.25
01-1-3-58115	Utilities - Solar Credits	-4,943.53
01-1-4-53140	Laboratory Analysis	3,527.50
01-1-5-54500	Operating Supplies	34.47
01-1-5-54620	Repair & Maintenance	3,225.22
01-1-5-54740	Easement Lease	602.84
01-1-6-53170	Software Support	265.00
01-1-6-54500	Operating Supplies	89.92
01-1-6-54620	Repair & Maintenance	41.89
01-1-6-54650	Small Tools	169.54
01-1-6-54860	Postage & Mailing	4,315.30
01-1-6-54890	Printing	463.69
01-1-8-54410	Fuel Costs	9,122.21
01-1-8-54710	Vehicle Maintenance	3,157.45
01-1-9-53170	Software Support	1,350.90
01-1-9-54440	Meeting, Seminar & Suppl...	128.54
01-1-9-54800	Programs (Wtr Conservati...	422.66
01-7-0-24530	Retirement W/H Payable	2,852.66
01-7-7-51230	Employee Group Insurance	97.81
01-7-7-53170	Software Support	1,112.27
01-7-7-54530	Office Supplies	159.56
22-0-1-51230	Employee Group Insurance	65.45
22-0-1-52210	Board Exp - Auto Expense	8.07
22-0-1-54320	General Maintenance	350.00
22-0-1-54440	Meeting, Seminar & Suppl...	75.67
22-0-1-54500	Operating Supplies	4.38
22-0-1-58010	Telephone	330.40
22-0-2-58110	Utilities	1,818.63
22-2-0-17000	CIP - Parks & Rec	15,628.75
22-2-0-24530	Retirement W/H Payable	2,797.22
22-2-0-24560	Retirement 457 W/H Pay...	13.77
22-2-1-53150	Outside Service	5,330.00
22-2-1-54440	Meeting, Seminar & Suppl...	39.29
22-2-1-54680	Uniforms	44.60
22-2-2-54500	Operating Supplies	565.01
22-2-2-54620	Repair & Maintenance	4,091.69
22-2-2-54800	Programs (Park & Rec)	256.68
22-2-2-58110	Utilities	24.48
23-0-2-58210	Utilities - Street Lights	15.92
23-3-2-58210	Utilities - Street Lights	1,436.03
25-5-0-24530	Retirement W/H Payable	787.56
25-5-1-52210	Board Exp - Auto Expense	5.85
25-5-1-54260	Education & Training	79.00
25-5-1-54800	Programs (Solid Waste)	350.00
	Grand Total:	339,854.26

Project Account Summary

Project Account Key	Payment Amount
None	293,697.23
C0002 IMPROVE	3,996.00
C0002 OUTSIDE SVCS	9,500.00
C0049 OUTSIDE SERVIC	1,902.10
C0057 LEGAL	613.28

Project Account Summary

Project Account Key	Payment Amount
C0078 OUTSIDE SVCS	15,628.75
C0084 OUTSIDE SVCS	2,224.00
C0086 OUTSIDE SVCS	4,748.95
C0097 OUTSIDE SVCS	5,330.00
C0100 OUTSIDE SVCS	2,213.95
Grand Total:	339,854.26

Agenda Item 4

Matters Removed from
Consent Items

Agenda Item 5

Presentations/Appointments

District Strategic Plan

By: Brent Ives

Agenda Item 6a

Discussion & Possible Adoption of
the District's Strategic Plan



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

MEMORANDUM

DATE: March 16, 2022
TO: Board of Directors
FROM: Don Bartz, General Manager
By: Kim Ward, HR Manager/Executive Secretary
SUBJECT: Discussion & Possible Adoption of the District's Strategic Plan

STAFF RECOMMENDATION

For the Board to adopt the District's Strategic Plan.

BACKGROUND

In April 2021, the District began the process of updating the Strategic Plan ("Plan"). Several variables and delays from the state directly impacted components in the Plan. Some of the variables were addressed and updated in the draft Plan which was presented to the Board on February 2, 2022.

Board comments on the draft were collected by staff and staff re-worked and incorporated Board comments into the attached version of the Plan which is being presented for Board review and possible adoption.

FISCAL IMPACT

None

ATTACHMENT(S)

Strategic Plan



2022 Strategic Plan



Maximizing Resources for the Benefit of the Community

www.pphcsd.org

Introduction

“A goal without a plan is just a wish.”

- Antoine de Saint-Exupery

A strategic plan is a top-level planning document for an organization to set clear direction over all operational aspects of its mission. It serves as framework for decision making over a five-year-period. It is a disciplined effort to produce fundamental decisions that shape what an agency plans to accomplish by selecting a rational course of action.

In 2016, the Board of Directors of the Phelan Piñon Hills Community Services District (District) retained BHI Management Consulting (BHI) to facilitate and coordinate the initial strategic plan development. Since then, several aspects of District operations have changed. In April 2021, the District began the process of updating the Strategic Plan to address new operational conditions and projects. This plan incorporates an assessment of the present state of District operations by gathering and analyzing information, setting goals, and making decisions for the future. Input has been gathered from various sources to add to the vision and implementation plan presented in this document. The plan seeks to strengthen and build upon opportunities while addressing areas of concern.

The updated plan identifies actions, activities, and planning efforts that are currently active and needed for continued success in operations and management of the District, and provides for periodic reviews and updates.

Board of Directors

Rebecca Kujawa

President

Deborah Philips

Vice President

Charlie Johnson

Director

Kathy Hoffman

Director

Mark Roberts

Director

The strategic planning effort focuses on several of the following vision areas:

- Future Water Portfolio in the 5-25 year time frame
- Community Relations and Culture, Inclusive Rebranding
- Deliberate collaboration with partner agencies
- The need to address the challenges of providing a balance of community programs and facilities with existing and future limitations
- Valuing District employees now and thoughtful planning for succession

District Staff

Don Bartz

General Manager

Lori Lowrance

Assistant General Manager/CFO

George Cardenas

Engineering Manager

Kim Ward

Human Resources Manager

Sean Wright

Water Operations Manager

Steve Lowrance

Parks Supervisor

Consultant

Brent H. Ives

Managing Consultant

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STRENGTHS

- WATER INFRASTRUCTURE
- GREAT MANAGEMENT & EMPLOYEES
- OUR BALANCE SHEET
- OUR CHROMIUM-6 SOLUTION

OPPORTUNITIES

- NEW SERVICE AREAS
- SHEEP CREEK MUTUAL WATER
- OPPORTUNITIES TO COMMUNICATE WITH PARTNERS

PPH



PHCSD

SWOT
Analysis



WEAKNESSES

- LACK OF EXISTING PARK SPACE
- AREAS WITH SUB-PAR FIRE FLOW
- COMMUNITY COMMUNICATIONS

THREATS

- STATE AND CHROM-6 LIMITS
- STATE \$\$ FOR SHEEP CREEK
- STAFFING CHALLENGES W/ SCMWC



Plan Development

Our Services: Water, Parks & Recreation, Solid Waste & Recycling, Street Lighting

BHI first gathered input from the employees of the District, then interviewed individual Board members to get their one-on-one perspectives. The senior management team also provided input to the preparatory steps of the process. The following items were discussed:

- Mission Statement
- District Strengths, Weaknesses, Opportunities, and Threats (SWOT)
- Important Future Projects

The Board supported this process as a way to allow all to participate in the foundation of the strategic plan. A public Board and key staff workshop was conducted to develop plan elements, capture key areas to focus the plan. Each focus area was extensively discussed at this workshop to provide guidance to staff as they add more detail to the strategic plan.

Key staff worked with BHI to complete the list of strategic goals in support of the vision and focus areas. The plan was refined prior to the initial presentation to the Board so there was a clear understanding of what was being proposed, what components require Board support, and what options exist for the proposed actions. Upon final adjustments and refinements of the plan, it was brought back to the Board in a public meeting for review and approval.

Definitions

Mission Statement: A declaration of an organization's purpose; why the organization exists. Ideally, all activities of the District should be in support of the mission statement.

Vision Statement: A statement that articulates where the organization would like to be over the term of the strategic plan. It should outline important aspects of the organization as described within the planning term. The visions should create strategies and tactics in order to be met.

Strategic Focus Areas: Areas seen as current and future challenges and opportunities for the District that while completed, will fulfill the Mission statement for the community.

Strategic Goals: Strategic actions that are specific and measurable activities or targets that address the strategic elements. Day-to-day action and projects which are not covered in detail in the strategic plan, will be designed so the strategic goals are accomplished.

Mission

“Our mission is to efficiently provide authorized services and maximize resources for the benefit of the community.”

Plan Management

A key part of the strategic planning process is to conduct an annual review and adjustment of the plan. These reviews allow for maintenance of the plan so it will continually reflect the actual needs and progress of the District strategy. The reviews will be documented and followed up by a plan supplement or an updated plan. A five-year planning horizon will be maintained.

Vision

In five years, the District would like to say:

- We are constructing the Phelan Park expansion
- We continue to meet industry standards and maintain a healthy financial position through sound fiscal policies
- We have increased our proactive relations with both our private and public partnerships
- We remain on-track with the replacement of our water infrastructure
- We have high employee retention and are successfully addressing employee succession
- We have optimized our means and methods of communicating with our community



1.0 Water Resources

Objective: Our objective is to operate and maintain a safe, reliable, secure, compliant, and superior quality production system that meets water demand requirements of the community.

Strategy: We will do this by keeping on-track with the repair and replacement of water delivery infrastructure, safeguarding current source reliability through strategic basin management, and seeking additional water sources as outlined in the District's Urban Water Management Plan, 10-Year Capital Improvement Plan, and Water Master Plan.

Measurement: We will know we have achieved the objective of this element by having a fully-operational water system that meets water demand and is compliant with all state and federal requirements.

1.1

Sheep Creek Mutual Water Company Consolidation

The District believes that a community does not thrive unless all of its members thrive. To that end, the District sees consolidation with Sheep Creek Mutual Water Company (SCMWC) as beneficial to all members of the community as it will provide adequate and reliable source water to District businesses, schools, and residents. The District is currently working with the State Water Resources Control Board (SWRCB), Ardurra, and SCMWC towards consolidation. It is estimated the District and SCMWC will enter into a consolidation agreement in late 2022 contingent upon state funding.



1.2

Chromium-6 Mitigation

Hexavalent Chromium (Chromium-6) mitigation is necessary to meet state requirements and ensure the District can provide clean and safe drinking water to its customers. District staff and the Board are working to mitigate Chromium-6 in a cost-effective manner ahead of the anticipated new state requirements. The District will know we have achieved this objective if our mitigation programs, while meeting regulations, do not significantly impair our production or significantly burden our customers. By utilizing a well profiling method of mitigation, the District will be under the anticipated state requirements. If the state requirements are more burdensome than expected, additional methods for mitigation may need to be implemented.

1.3

Water Conservation

Water conservation plays a key role in ensuring source reliability. To comply with state requirements regarding unbilled water production (water loss), as well as user restrictions, the District will need to designate capital needed to reduce water loss and meet state restrictions. Water loss will need to be addressed by replacing aging infrastructure. District Metered Areas (DMA's) can help to identify the priority areas of the District that need to be replaced and where loss is occurring. Upcoming restrictions on customer indoor and outdoor water usage will become important as state conservation requirements begin to be implemented. Conservation may have significant costs associated with it as customer education and enforcement will be required.



1.4

Water Resources

The District owns water production rights in two Mojave River basins. As part of the adjudication, the District is only allowed to produce a certain percentage of the water rights it owns; this is known as the District's free production allowance. With the knowledge that the District will face a significant ramp-down of the free production allowance within the next five to seven years it is critical to secure additional water rights, access to imported water (when necessary), and to budget and prepare for paying for a replacement water obligation.

1.7

Emergency Preparedness

The District has an Emergency Response Plan and conducts annual training on the Plan. In order to better prepare for various emergencies, the District has developed the following goals:

- Develop a Continuity of Operations Plan
- Comprehensive IT Assessment & Disaster Plan
- Identify all critical infrastructure vulnerability points and develop action plans for critical infrastructure
- Anticipate and prepare for supply chain disruptions by ensuring adequate inventory
- Update Emergency Response Plan to include a list of equipment and their locations, and identify local residents who could assist in emergencies, such as personnel for SCE or other water districts

1.5

Water Production & Storage

The District is in the process of adding a new production well to the District's system and is working on a plan to add another new well in order to meet the needs of the District and provide increased production to meet future demand.

The District's ability to store water is also important. Storing water allows the District to provide water to customers during periods of high demand. Further, water storage allows the District to pump water during low demand and/or during times when it is less costly to use electricity. This water can then be utilized during high demand periods to ensure adequate supply and fire protection capability.

The District will add storage by constructing a new reservoir and enlarging current reservoirs, if possible, as outlined in the District's Water Master Plan.

1.6

Meter Replacement Program

The District's meter replacement program is seen as one of the primary tools for managing the District's water resources efficiently and effectively. In 2020, the District began to replace meters with Sensus Advance Metering Infrastructure (AMI) meters focusing on over-lifespan, inaccurate, and failing meters, in addition to strategic area replacements. The benefits of the meter replacement program are reduction of District-side water loss, customer-side water usage monitoring, and efficient customer service. Specific goals include:

- Complete customer-side internet meter portal
- Complete Phase 3
- Complete Phase 4
- Complete Phase 5

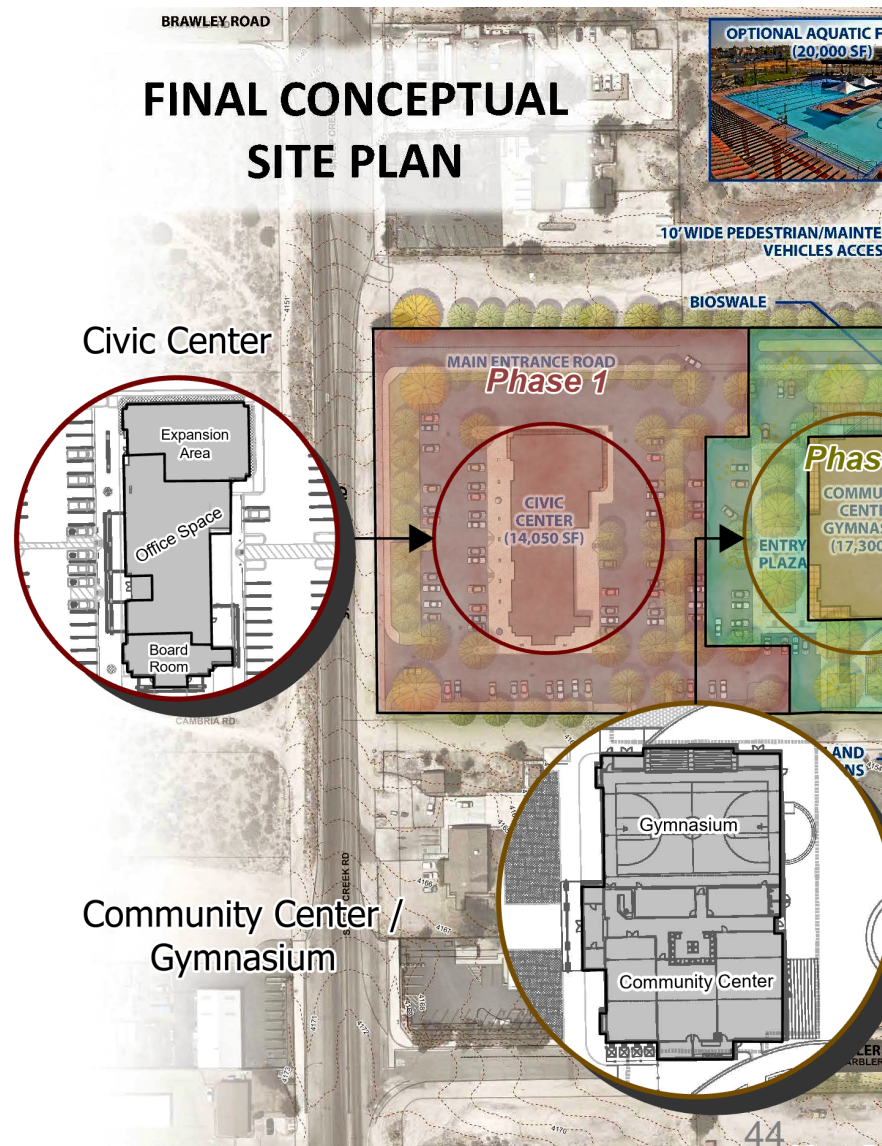


2.0 Phelan Community Park

Objective: Our objective is to expand Phelan Community Park and provide additional activities to accommodate the needs and desires of the community as funding sources permit.

Strategy: We will do this by completing the expansion of Phelan Park per the plan developed by the District consultant KTUA, depending upon funding sources available to the District.

Measurement: We will know we have achieved the objective of this element if, within five years, the Phelan Park expansion is under construction and existing programs are enhanced.

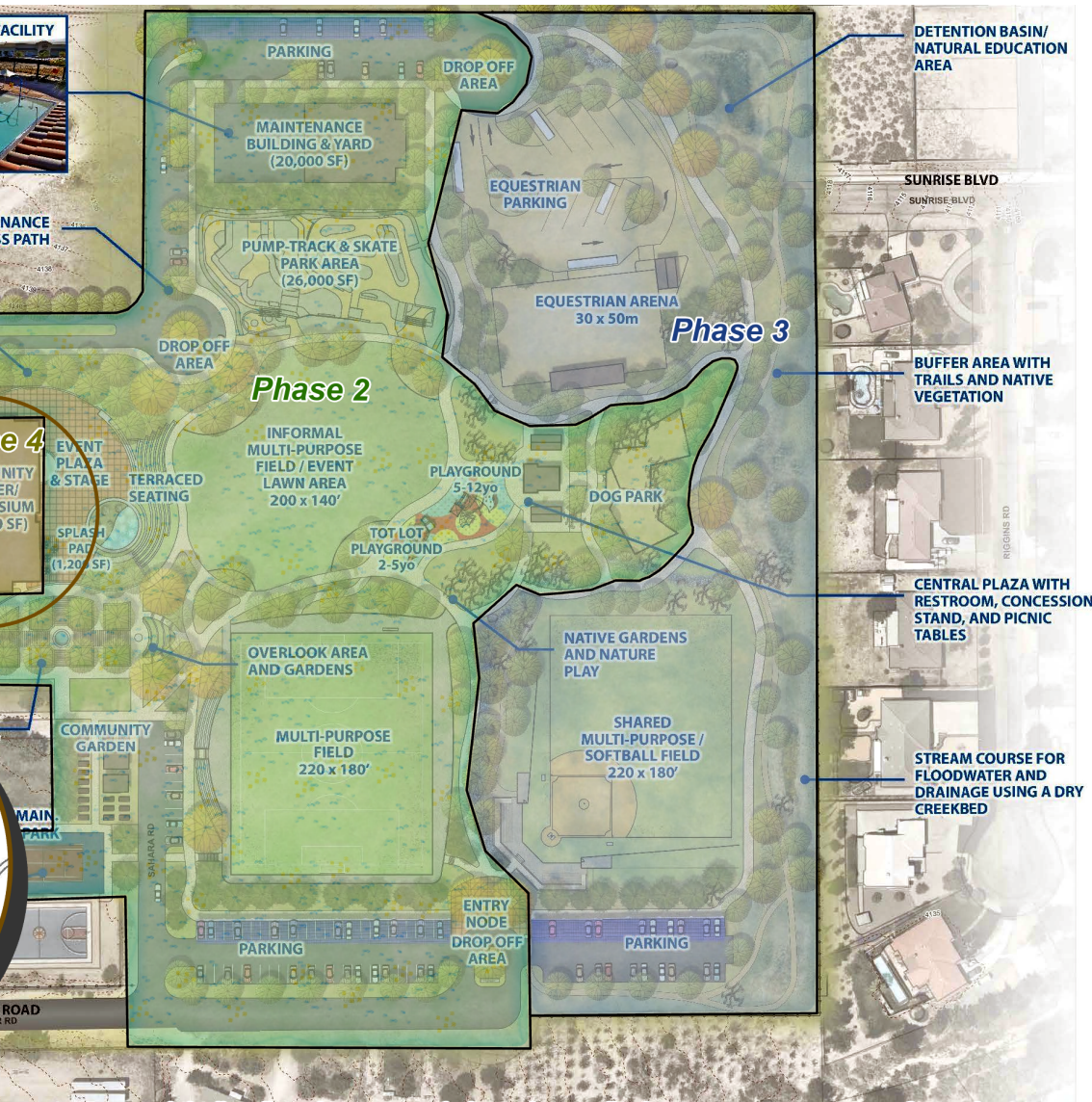


2.1

Phelan Community Park Expansion

Phelan Community Park is the primary park utilized by District residents for a variety of activities, including music in the park, school field trips, and recreational activities such as basketball and walking. Development of the property to expand Phelan Park is in process and will continue until the park expansions are complete and open for public use. This will require project-finance plans to be completed.

The District continues to submit grant applications for parks funding. In addition to potential grant funding, the District will need to seek other funding resources in order to accomplish any park expansion. Depending on the project-finance opportunities, the project may be built in phases or the entire project could be built at one time.





2.2

Parks Master Plan Update

A Parks Master Plan has been prepared that describes existing operations, identifies long-term operations, replacements, repairs, potential expansions of parks and community centers within the District and includes an action plan to be implemented. As Phelan Park and other park facilities are developed, the Parks Master Plan will need to be updated to incorporate new facilities and programs. This will allow the District to make intelligent decisions about these elements.



2.3

Complete Parks Portion of the Civic Center Building

Part of the Civic Center vision includes a multi-purpose building to be utilized for indoor recreation and event purposes. For example, the building could be used for many types of community events and gatherings, both public and private, such as weddings, receptions, seminars, the farmers market, community classes and workshops, fitness activities, etc. Project-finance plans will be required to complete this goal.



2.4

Public & Private Partnerships for Parks and Recreation Programs

The District will continue working with local civic groups and businesses to promote District events and participate in community events. These groups include, but are not limited to, the Phelan and Piñon Hills Chambers of Commerce, Phelan and Piñon Hills Senior Groups, Snowline Joint Unified School District, Kiwanis Club, Mojave Archers, and CR&R.

The District will promote volunteer hosting and co-sponsorship of District classes and programs and consider programs such as “Adopt a Park” or “Park Pals” to encourage businesses and residents to become stewards of public areas.



2.5

Community Recreation Building/Gymnasium

As part of Phase 4 of the Phelan Park expansion, the District will seek funding for construction of a community recreation building and gymnasium. The District has completed the conditional use permit for the building and has designed the basic footprint. Once funding is secured, staff will work with interior designers and architects on the final layout and design of the building in order to maximize use of the space. Once funding is secured, the District will need to issue a Request for Proposal for construction which may be part of the Phelan Community Park expansion construction project depending on funding and phasing.

Additional staffing needs will be analyzed as part of the development and construction process. Engagement with various community organizations to ensure successful programs will be needed.

3.0 Senate Bill 1383 Compliance



Objective: Senate Bill 1383 (SB 1383) was signed into law in 2016 and requires the state to reduce organic waste disposal by 75% by 2025. The regulations went into effect on January 1, 2022. Our objective is to implement solid waste & recycling programs in order to comply with SB 1383.

Strategy: We will do this by enhancing current programs and implementing new services.

Measurement: We will know we have achieved the objective of this element by meeting SB 1383 requirements.

3.1

Franchise Amendment

The District's current franchise agreement with CR&R was adopted on July 3, 2019. Since that time, final rule making for SB 1383 was completed and certain regulations went into effect on January 1, 2022. District staff has prepared a timeline as guidance for implementation of SB 1383. One of the initial steps in the process is to amend the District's franchise agreement to include service provisions related to SB 1383.

In order to begin the process to prepare for uniform collection and compliance with SB 1383, CR&R will incur significant capital expenses to add personnel, to purchase trucks and bins, and to help the District educate customers on upcoming requirements.

3.2

Adopt Ordinance for Uniform Residential & Commercial Solid Waste, Recycling, & Organics Collection

The District currently has ordinances for commercial solid waste and commercial recycling collection. These ordinances will be replaced with a single ordinance that also includes provisions for organics collection. Further, the ordinance will include residential collection requirements in order to comply with SB 1383. This will require uniform residential solid waste, recycling, and organics collection in order for the program to be economically feasible and to ensure compliance with SB 1383.



3.3

“The most patriotic thing you can do is to take care of the environment and try to live sustainably.”

- Robert F. Kennedy, Jr.

School Outreach Program

The District already has a school outreach program that utilizes Mr. Eco to educate students on recycling. This program will be modified to educate students on proper disposal of organics. Further, District staff and CR&R will develop and distribute materials to schools, including labels for containers, to help ensure waste is properly sorted and disposed of.

Six Main Elements of SB 1383

- + Organics and Recycling Collection
- + Contamination Monitoring
- + Education and Outreach
- + Capacity Planning
- + Procurement
- + Edible Food Recovery



3.4

Procurement Policy

SB 1383 requires the District to adopt a procurement policy that requires the District to purchase a certain amount of organic waste products. Procurement can include compost, mulch, and renewable energy. Further, the District can only purchase paper products that contain postconsumer recycled content.

3.5

Edible Food Recovery Program

To reduce food waste and help address food insecurity, SB 1383 requires that by 2025 California will recover 20 percent of edible food that would otherwise be sent to landfills, to feed people in need. The District is required to:

- Establish food recovery programs and strengthen existing food recovery networks
- Educate food donors to recover the maximum amount of their edible food that would otherwise go to landfills
- Maintain recovery records

District staff will work with CR&R to develop this program and ensure as much edible food as possible is recovered.

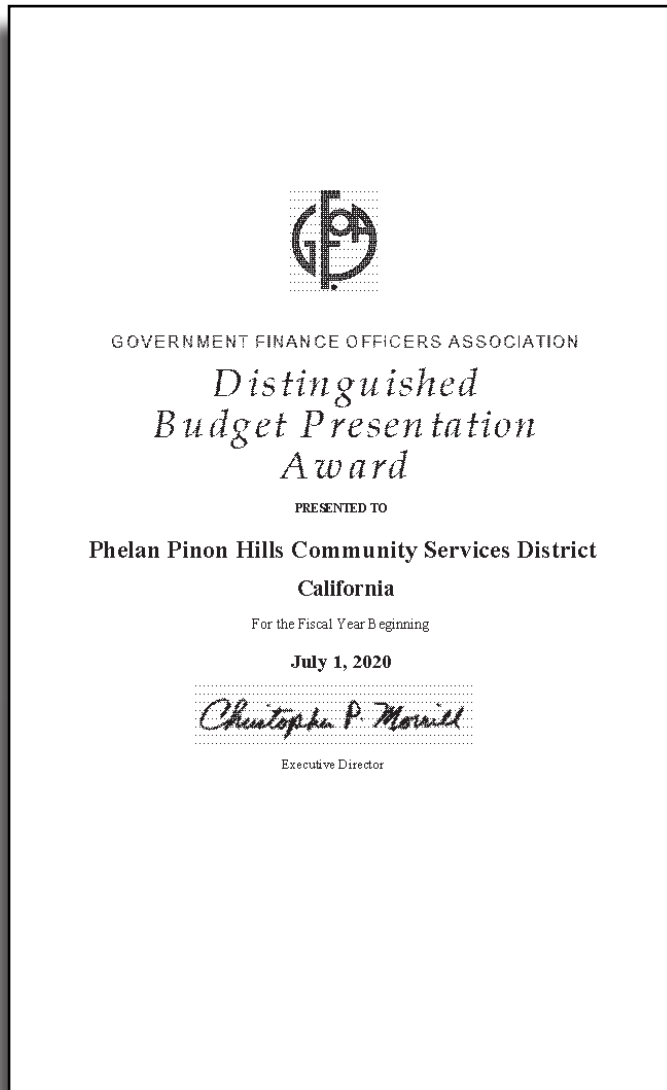
3.6

Outreach & Education

SB 1383 regulations require that jurisdictions conduct education and outreach on organics recycling to all residents, businesses (including those that generate edible food that can be donated), haulers, solid waste facilities, and local food banks and other food recovery organizations. District staff will work with CR&R on outreach regarding SB 1383 requirements, including how to source separate waste.w



4.0 Financial Efficiency



Objective: Our objective is to manage public funds to provide financial stability, rate equity, prudent fiscal management, and to demonstrate responsible stewardship.

Strategy: We will do this by controlling costs, establishing rates that support policy objectives, implementing viable alternative revenue options, and managing risks, investments, and debts in a way that ensures funds are available when needed.

Measurement: We will know we have achieved the objective of this element by providing accurate financial information, and developing financial, budget, cost recovery, and rate strategies in support of the District’s mission and goals. We will continue to receive awards from GFOA and/ or CSMFO for the budget document and the Comprehensive Annual Financial Report (CAFR). We will have sufficient funding mechanisms to support strategic initiatives while maintaining adequate reserves to protect the District.

4.1

Annual Budget Process

The District will continue to promote prudent fiscal management through proper communication of the budget to employees, board members, and the public. The annual budget process will strive for clarity and strategic integration while in compliance with Budget Policy, GFOA and CSMFO standards, Generally Accepted Accounting Principles, Governmental Accounting Auditing and Financial Reporting, and Government Accounting Standards Board.

4.2

Periodic Financial Studies

The District will continue to conduct studies every five years, or as often as necessary, to address strategic needs, mandates, and/or other unforeseen circumstances that may arise. Needs analyses, rate studies, and potential subsequent rate changes will be in compliance with Proposition 218 at a minimum and will incorporate additional public outreach in the spirit of transparency and encouragement of public participation.

4.3

Connection Fee Analysis

Connection charges are intended to recover the cost of upgrading and expanding facility capacity to accept and offset the impact of new users on the water system.

Connection charges are the one-time fee charged to connect to the water system. The connection charge for water service is made up of two components: “buy in” cost and capital costs attributable to future users. The buy in component is essentially the fair share cost of buying into the existing system; and the costs attributable to future users is the proportional cost of capital projects that are driven by future demand. The water connection fee is then scaled to the respective water meter size using standard meter ratios, published by the American Water Works Association (AWWA). The last connection fee study was in 2013. A new study is necessary to ensure connection fees are sufficient to offset the impact of new users on the system.

4.4

Annual Audit

The District will continue to contract with a qualified auditing firm to conduct an annual audit of the District’s financial records. The annual audit provides reassurance and transparency of the District’s financial management. A CPA firm, selected by the Board of Directors, will conduct the audit and produce the Comprehensive Annual Financial Report (CAFR) in compliance with Generally Accepted Accounting Principles, state and federal standards, including Governmental Accounting Standards Boards and Government Auditing Standards issued by the Comptroller General of the United States. The CPA firm will be reviewed by the Board of Directors to ensure the District is receiving the most cost effective, highest quality, and thorough audit services.

4.5

Fiscal Policies

The District will develop new policies and continue to update existing policies as needed, including: Budget Policy, Purchasing Policy, Investment Policy, Reserves Policy, Revenue Policy, and Cash Handling Policy.

4.6

Financing

The District will continue to seek low interest loans and grants to fund projects. We will continue to develop Budget and Audit documents that meet GFOA and/or CSMFO standards to receive awards which assist with eligibility for loans and grants. The District will continue to be involved and educated by California Debt and Investment Advisory Commission (CDIAC) and other funding and grant agencies.



5.0 Strategic Partners and Public Affairs



Objective: Our objective is to foster beneficial strategic relationships to accomplish the goals of the District and to ensure a well-informed public regarding District business and planning.

Strategy: We will do this by embracing strategic ties with other organizations, working closely with regulators, developing a deliberate legislative and regulatory agenda, and participating in professional associations. We will also proactively communicate the District's business plans to both our staff and the public while being open and transparent in all we do.

Measurement: We will know we have achieved the objective of this element by having increased staff and public involvement in District events, increased involvement in, and results from, professional associations, and stronger ties with outside organizations and legislators.

5.1

Increased Communication to the Public

This goal will be accomplished by utilizing the District’s new branding in continuing and increasing District efforts to maintain and enhance a variety of staff and community outreach communications systems. These systems include, but are not limited to: press releases, public bulletin boards, District website, District newsletter, billing inserts, and social media.

5.2

Community Business & Organization Outreach

District representatives will attend chamber of commerce meetings and other community-related meetings on a regular basis. We will also attend other agency meetings, such as Mojave Water Agency (MWA) meetings, on a regular basis. The District will continue its partnership with Snowline School District to promote District events and activities. We will be prepared to share information about District activities at these meetings and encourage participation by applicable organizations.

5.3

Involvement in Professional Organizations

Professional organizations, such as CSDA, ASBCSD, AWWA, and ACWA, are valuable sources of information and offer many resources. Staff and the Board will be encouraged to be involved in professional organizations and to seek recognition from these organizations through completion of training programs or through work excellence.

5.4

Outreach to Legislators and Local Agencies

We will continue outreach and obtain monthly updates from local legislators through the District’s Legislative Committee meetings to reflect our legislative agenda. We will provide meeting spaces free of charge for activities that provide a community benefit, such as trainings, meetings, and town halls. We will work with our legislators on legislation that will benefit the District. We will be a partner with public safety to support them where we can such as providing spaces to utilize during emergencies and for training.

6.0 Personnel Management

Objective: Our objective is to utilize our employees in the most optimal manner, create an equitable and safe work environment, foster employee retention and development, recognize excellence, and plan for the future personnel needs of the District.

Strategy: We will do this by continuing our education and training programs, continuing annual performance evaluations, periodically evaluating the organizational structure of the District, developing succession plans for key positions, utilizing sound policies and personnel practices, and working on programs and methods to create a positive environment where employees desire to work.

Measurement: We will know we have achieved the objective of this element by having positive employee performance evaluations, more employee involvement in District events, improved employee retention, increased employee participation in the District's education and training programs, and succession plans completed for all key positions.

6.1

Retention & Development

The District desires to have the best possible staff and to retain them. Retaining staff ensures continuity of operations, reduces hiring and training costs, and maintains valuable institutional knowledge. In order to retain and develop staff, the District will continue to conduct annual performance evaluations and use them in a meaningful way to develop and improve staff skills.

The District offers a variety of educational and training opportunities to its employees. Employees are encouraged to enhance their knowledge, skills, and abilities which help the District to succeed. All staff are offered training relevant to their position or career goals. During annual performance reviews, or as needed, training goals are determined and assigned. Employees are also encouraged to request training on their own utilizing the District's training request procedure.



6.2

Internal Communication

This goal will be accomplished by continuing and increasing District efforts to maintain and enhance a variety of staff communication methods. This will include monthly training/updates with all staff, e-mail updates regarding items affecting the District or changes to procedures and policies.

6.4

Succession Planning

A succession plan allows an organization to look into the future to mitigate issues that present potential staffing gaps, analyze pending issues with staffing, as well as identify single point information failures. District staff will analyze the known planned attrition and the organization as it relates to potential upcoming staffing issues. Staff will identify key employees likely to retire in the coming years and identify possible internal replacements, if any.

To prepare for unplanned attrition, staff will identify functional areas to determine if critical information is held by a singular employee and explore methods to share this information, such as cross training, written procedures, delegation of duties, and identifying outside resources for contingencies. Staff will also evaluate means for allowing and promoting the growth of internal staff, when possible, for career progression, development in a planned way as it is currently done through annual performance evaluations. An outside firm may be engaged to assist with this effort.

6.3

Team Building

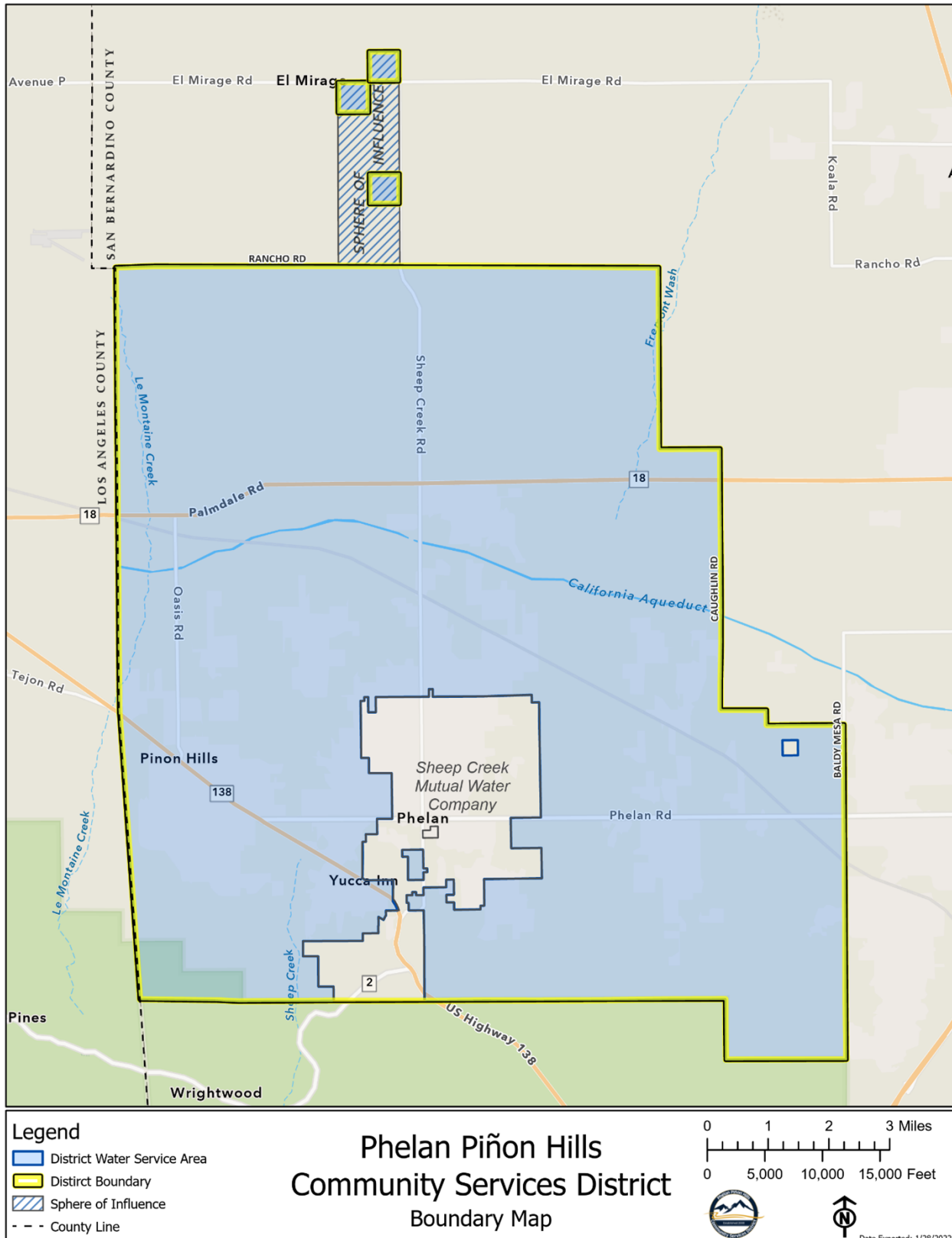
This will be accomplished by having monthly meetings with the entire staff where team building activities are conducted and office and field staff have an opportunity to interact. During these meetings, the General Manager will address current issues and activities of the District and receive input from employees. This will also provide an opportunity to review policies and procedures with staff and explain their purpose while accepting comments and suggestions for updates, if applicable.

6.5

Personnel Policies

The Personnel Manual is updated as necessary to ensure the Personnel Manual contains policies and procedures that are aligned with current laws and the District's needs. An entirely new manual is being developed. The new manual will promote employee equity and allow management to effectively direct the District's personnel.

Boundary Map



Vision to Action Table

Strategic Element	Strategic Goals	Completion Time Frame
1.0 Water Resources	1.1 Sheep Creek Mutual Water Company Consolidation 1.2 Chromium-6 Mitigation 1.3 Water Conservation 1.4 Water Resources 1.5 Water Production & Storage 1.6 Meter Replacement Program 1.7 Emergency Preparedness	2023/2024 2022/2023 2022/2023 2022/2023 2022/2034 2025 2023/2024
2.0 Phelan Community Park	2.1 Phelan Community Park Expansion 2.2 Parks Master Plan Update 2.3 Complete Parks Portion of the Civic Center Building 2.4 Public and Private Partnerships for Parks and Recreation Programs 2.5 Community Recreation Building/ Gymnasium	2027 2024/2025 2023/2024 Ongoing Ongoing
3.0 Senate Bill 1383 Compliance	3.1 Franchise Amendment 3.2 Adopt Ordinance for Uniform Residential & Commercial Solid Waste, Recycling, & Organics Collection 3.3 School Outreach Program 3.4 Procurement Policy 3.5 Edible Food Recovery Program 3.6 Outreach & Education	2022 2022 Ongoing 2022 2022 Ongoing
4.0 Fiscal Efficiency	4.1 Annual Budget Process 4.2 Periodic Financial Studies 4.3 Connection Fee Analysis 4.4 Annual Audit 4.5 Fiscal Policies 4.6 Financing	Ongoing Ongoing 2022/2023 Annual Ongoing Ongoing
5.0 Strategic Partners and Public Affairs	5.1 Increase Communication to the Public 5.2 Community Business & Organization Outreach 5.3 Involvement in Professional Organizations 5.4 Outreach to Legislators and Local Agencies	Ongoing Ongoing Ongoing Ongoing
6.0 Personnel Management	6.1 Retention & Development 6.2 Internal Communication 6.3 Team Building 6.4 Succession Planning 6.5 Personnel Policies	Ongoing Ongoing Ongoing 2022/2023 2022/2023

Agenda Item 6b

Review of Draft Ordinance No.
2022-02: Establishing Uniform Solid
Waste, Recycling and Organic
Waste Disposal Requirements

MEMORANDUM

DATE: March 16, 2022

TO: Board of Directors

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

SUBJECT: Review of Draft Ordinance No. 2022-02: Establishing Uniform Solid Waste, Recycling and Organic Waste Disposal Requirements

STAFF RECOMMENDATION

For the Board to review Draft Ordinance No. 2022-02: Establishing Uniform Solid Waste, Recycling and Organic Waste Disposal Requirements.

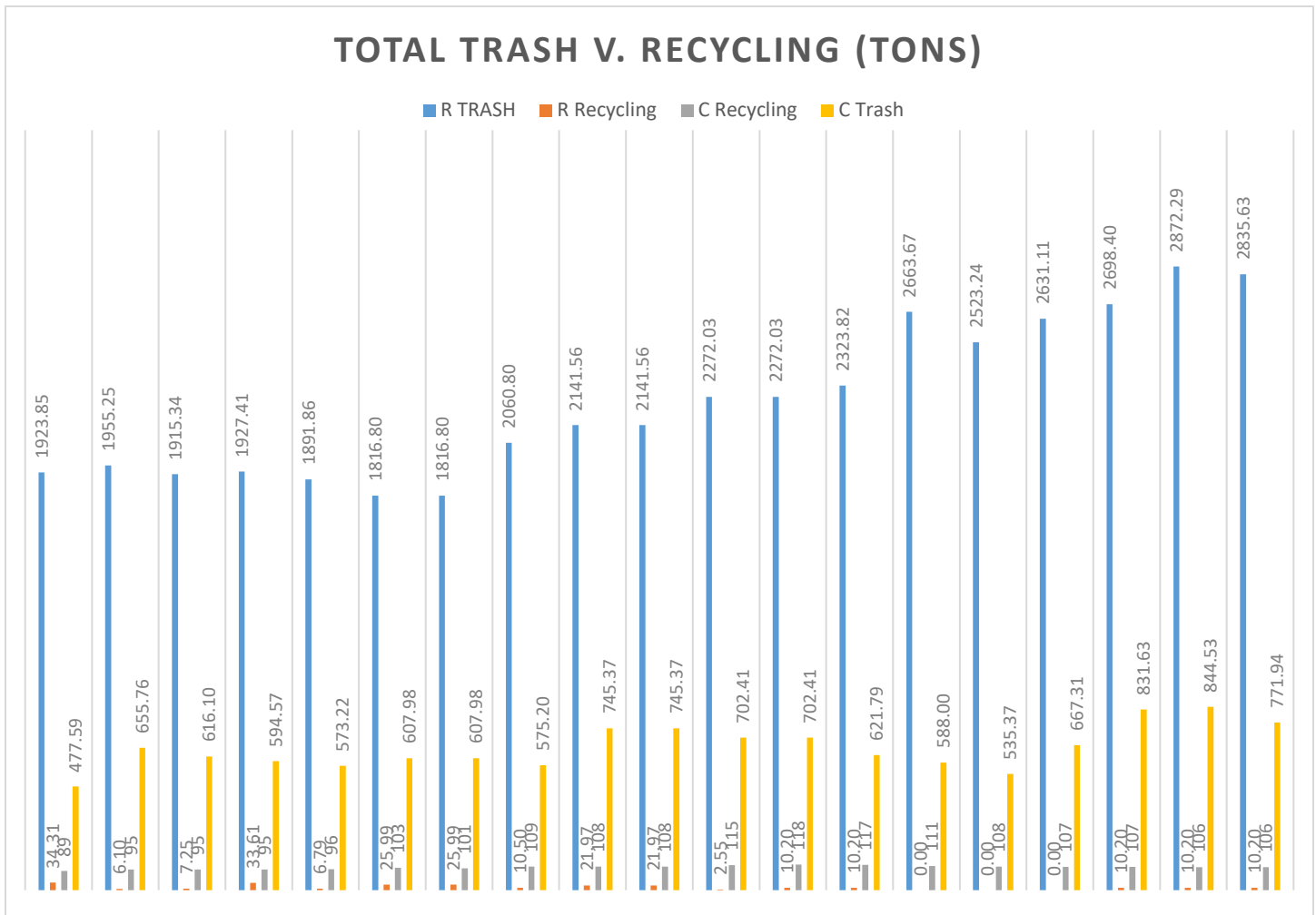
BACKGROUND

CalRecycle, in consultation with the California Air Resources Board, has adopted regulatory requirements (Regulations), consistent with the mandate of SB 1383 that are designed to achieve the organic waste reduction goals established in Section 39730.6 of the Health and Safety Code through a 75 percent reduction in the level of the statewide disposal of organic waste from the 2014 level by 2025.

The regulations created to reduce organic waste consist of various components including providing an organic recycling service to all residential and commercial properties, establishing an edible food recovery program, meeting procurement requirements, tracking third-party organic waste haulers, creating education and outreach material, and conducting inspection and enforcement activities.

Beginning January 1, 2022, jurisdictions that were not in full compliance risked facing enforcement measures including financial penalties of up to \$10,000 per day. The District adopted and submitted a Notice of Intent to Comply with CalRecycle in accordance with Senate Bill 619 (SB 619) which creates a mechanism to delay penalties for local agencies.

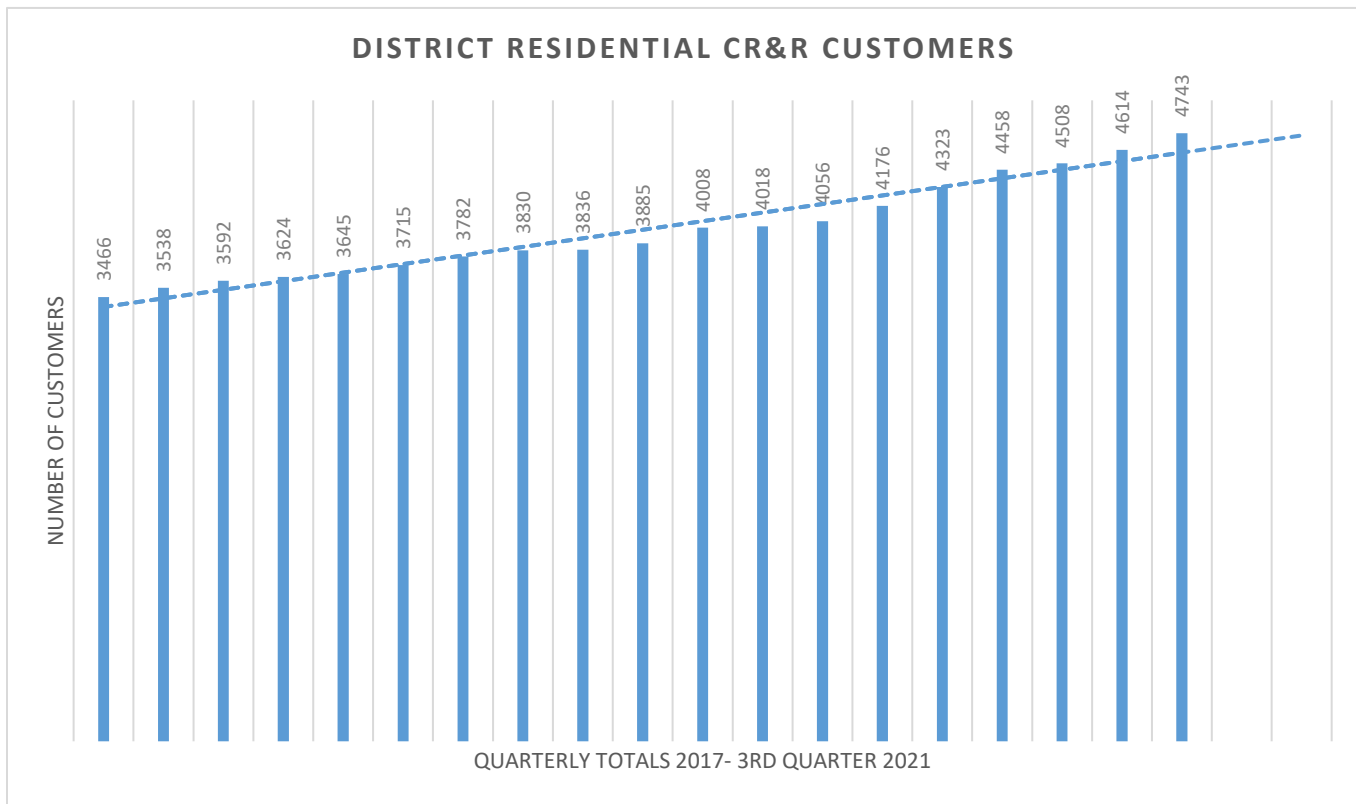
Additionally, the District is currently failing to meet the state diversion requirements and is subject to punitive action. The District must come into compliance, or at least show reasonable attempts to come into compliance, in order to stop future punitive action, especially now that it is likely the District will be reporting all diversion activity to the state. This Ordinance is necessary to aid the District in meeting SB 1383 requirements and also the state recycling requirements. Below is a graph showing residential (R) trash-v-recycling and commercial (C) trash-v-recycling:



For commercial customers, this Ordinance implements a 3 container, uniform service requirement beginning July 1, 2022. Commercial customers are already required to have trash and recycling service as adopted by Ordinances 2017-02 & 2017-03. This Ordinance would require a third container for organics and green waste, where applicable.

At this time, the District does not require residential customers to have collection service. There are approximately 7,130 households in Phelan and Pinon Hills. Of those households, approximately 4,800 subscribe to voluntary trash service with CR&R. This means roughly 67% of District residents have collection service for solid waste through the District’s hauler. This service does not include a separate recycling bin with the exception of a very small area located in downtown Phelan which includes the District office. This is due to the need of having separate truck routes for solid waste and recycling. In order to make it cost effective to have three separate collection routes, the District needs to require residential collection service. This Ordinance implements a 3 container, uniform service requirement for residential customers beginning July 1, 2023.

Over the past 5 years, the District focused on increasing voluntary participation in solid waste collection service through the District’s hauler by distributing flyers in welcome kits, at events, in the office, and through the District’s website. The goal of staff was to increase voluntary participation in order to make this Ordinance less impactful on District residents.



Additionally, the District needs to require that containers are used appropriately so that trash is not placed in a green waste/organic container, recycling in the trash containers, and so on. In the absence of an ordinance with fines associated, containers may not be used properly and the District has no enforcement mechanism through which to encourage source separation and disposal of waste per state law.

District staff will endeavor to educate all District customers on how to use the containers appropriately and the reason for needing to implement uniform service District-wide. CR&R is in the process of developing the cost of service rates which will be adopted after completing the proposition 218 process, currently scheduled to begin in April of this year.

The proposed adoption process in order to meet CalRecycle’s requirement to enact an ordinance or enforceable mechanism consistent with SB 1383 is as follows:

- March 16, 2022 Review of Draft Ordinance
- March 17, 24, 31, 2022 Notice of Hearing Published
- March 30, 2022 1st Reading of Ordinance
- March 31, 2022 Summary of Ordinance Published
- April 6, 2022 2nd Reading, Publish Hearing, Adoption of Ordinance

FISCAL IMPACT

None

ATTACHMENT(S)

- Draft Ordinance No. 2022-02
- SB 1383 Uniform Collection Timeline
- 3-Container Collection Service Graphic

ORDINANCE NO. 2022-02
AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE
PHELAN PINON HILLS COMMUNITY SERVICES DISTRICT
ESTABLISHING UNIFORM SOLID WASTE, RECYCLING
AND ORGANIC WASTE DISPOSAL REQUIREMENTS

WHEREAS, the Phelan Piñon Hills Community Services District (“District”) is a Community Services District located within the County of San Bernardino and is organized and operates pursuant to California Government Code 61000 et seq.; and

WHEREAS, pursuant to the California Integrated Waste Management Act of 1989 (public Resources Code Sections 40000 et seq.), the state has mandated that local agencies make adequate provisions for Solid Waste handling within their jurisdictions; and

WHEREAS, pursuant to the Local Agency Formation Commission County for San Bernardino County Resolution No. 3153, the District is authorized to collect, transfer, and dispose of solid waste and provide solid waste handling service, including, but not limited to, source reduction, recycling, composting activities, pursuant to Division 30 (commencing with Section 40000), and consistent with Section 41821.2 of the Public Resources Code; and

WHEREAS, State recycling law, Assembly Bill 939 of 1989, the California Integrated Waste Management Act of 1989 (California Public Resources Code Section 40000, *et seq.*, as amended, supplemented, superseded, and replaced from time to time), requires local agencies to reduce, reuse, and recycle (including composting) Solid Waste generated in their jurisdictions to the maximum extent feasible before any incineration or landfill disposal of waste, to conserve water, energy, and other natural resources, and to protect the environment; and

WHEREAS, State recycling law, Assembly Bill 341 of 2011 (approved by the Governor of the State of California on October 5, 2011, which amended Sections 41730, 41731, 41734, 41735, 41736, 41800, 42926, 44004, and 50001 of, and added Sections 40004, 41734.5, and 41780.01 and Chapter 12.8 (commencing with Section 42649) to Part 3 of Division 30 of, and added and repealed Section 41780.02 of, the Public Resources Code, as amended, supplemented, superseded and replaced from time to time), places requirements on businesses and Multi-Family property owners that generate a specified threshold amount of Solid Waste to arrange for recycling services and requires the District to implement a Mandatory Commercial Recycling program; and

WHEREAS, State organics recycling law, Assembly Bill 1826 of 2014 (approved by the Governor of the State of California on September 28, 2014, which added Chapter 12.9 (commencing with Section 42649.8) to Part 3 of Division 30 of the Public Resources Code, relating to Solid Waste, as amended, supplemented, superseded, and replaced from time to time), requires businesses and Multi-Family property owners that generate a specified threshold amount of Solid Waste, Recycling, and Organic Waste per week to arrange for recycling services for that waste, requires the

District to implement a recycling program to divert Organic Waste from businesses subject to the law, and requires the District to implement a Mandatory Commercial Organics Recycling program; and

WHEREAS, SB 1383, the Short-lived Climate Pollutant Reduction Act of 2016, requires CalRecycle to develop regulations to reduce organics in landfills as a source of methane. The regulations place requirements on multiple entities including the District, residential households, Commercial Businesses and business owners, Commercial Edible Food Generators, haulers, Food Recovery Organizations, and Food Recovery Services to support achievement of Statewide Organic Waste disposal reduction targets; and

WHEREAS, SB 1383, the Short-lived Climate Pollutant Reduction Act of 2016, requires the District to adopt and enforce an ordinance or enforceable mechanism to implement relevant provisions of SB 1383 Regulations. This ordinance will also help reduce food insecurity by requiring Commercial Edible Food Generators to arrange to have the maximum amount of their Edible Food, that would otherwise be disposed, be recovered for human consumption.

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of the Phelan Piñon Hills Community Services District, after conducting a public hearing duly noticed, as follows:

SECTION 1: CEQA ENVIRONMENTAL DETERMINATION

The Board of Directors exercises its independent judgment and finds that this ordinance is not subject to the California Environmental Quality Act (CEQA) pursuant to the State CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, Section 15308, which exempts "actions by regulatory agencies for protection of the environment." This Ordinance is consistent with the goals of California State Assembly Bills 939, 341, and 1826, and Senate Bill 1383.

SECTION 2: PURPOSE, INTENT, AND FINDINGS

A. Purpose. The management and proper disposal of Solid Waste is a matter of great importance to the District, its citizens, visitors, property owners and businesses. The District finds that the public health, safety, and well-being require the generation, accumulation, handling, collection, transportation, conversion and disposal of Solid Waste be controlled and regulated by the District through the comprehensive system provided in this Ordinance. This Ordinance is intended to ensure Solid Waste Handling Services are readily available, adhere to uniform standards, and are reliable, clean, and efficient. The District has a strong interest in reducing the harboring and breeding of rodents and insects, reducing the spread of disease, and preventing pollution and other unsightly degradation of the environment, which can occur with the improper handling of Solid Waste and the excess accumulation of Solid Waste.

B. Findings. The District finds and declares:

1. The Legislature of the State of California, by enactment of the California

Integrated Waste Management Act of 1989, (“AB 939” or the “Act”) (codified at Public Resources Code §§ 4000 et seq.) established a solid waste management process that requires cities and other local jurisdictions to adopt and implement plans to reduce the amount of solid waste generated within their jurisdiction and to maximize reuse and recycling.

2. AB 939 states that the frequency of solid waste collection, the means of solid waste collection and transportation, levels of services, charges and fees for services, and the nature, location and extent of providing solid waste services, are matters of local concern.
3. AB 939 expressly allows local agencies to provide solid waste services to its residents by its own forces or by authorizing a private entity to provide those services.
4. SB 1383, the Short-lived Climate Pollutant Reduction Act of 2016, which is codified at Public Resources Code §§42652-42654 and Health & Safety Code §§39730.5 – 39730.8, places requirements on multiple entities including local agencies, residential households, Commercial Businesses and business owners, Commercial Edible Food Generators, haulers, Self-Haulers, Food Recovery Organizations, and Food Recovery Services to support achievement of Statewide Organic Waste disposal reduction targets.
5. The Final Regulation Text of SB 1383 Regulations implementing SB 1383 was adopted by CalRecycle in November 2020

SECTION 3: DEFINITIONS

“AB 939” or “Act” means the California Integrated Waste Management Act of 1989, codified in part at Public Resources Code, §§ 40000 et seq. as it may be amended, and as implemented by the regulations of CalRecycle or its successor agency.

“Account Holder” means the persons or entities whose name(s) are on a Solid Waste Franchisee’s account for a Premises.

“Bin” means a receptacle, typically between one and six cubic yards, provided by a Solid Waste Franchisee for the collection of Solid Waste.

“Blue Container” has the same meaning as in 14 CCR Section 18982(a)(5) and shall be used for the purpose of storage and collection of Source Separated Recyclable Materials or Source Separated Blue Container Organic Waste.

Green “Bulky Waste” means Solid Waste that would not typically fit within a Container, including, but not limited to, furniture, carpets, mattresses, automobile tires, and oversized green material such as tree trunks and large branches if no larger than two feet in diameter and four feet in length, and similar large items discarded from a single family dwelling. “Bulky Waste” does not include Covered Electronic Devices, such as

televisions, radios, computers, monitors, and the like, which are regarded as Universal Waste, the disposal of which is governed by regulation of the Department of Toxic Substances Control.

“CalRecycle” means California's Department of Resources Recycling and Recovery, which is the Department designated with responsibility for developing, implementing, and enforcing SB 1383 Regulations on jurisdictions (and others).

“California Code of Regulations” or “CCR” means the State of California Code of Regulations. CCR references are preceded with a number that refers to the relevant Title of the CCR (e.g., “14 CCR” refers to Title 14 of CCR).

“Commercial Business” or “Commercial” means a firm, partnership, proprietorship, joint-stock company, corporation, or association, whether for-profit or nonprofit, strip mall, industrial facility, or a multifamily residential dwelling, or as otherwise defined in 14 CCR Section 18982(a)(6). A Multi-Family Residential Dwelling that consists of fewer than five (5) units is not a Commercial Business for purposes of implementing this Ordinance.

“Commercial Edible Food Generator” includes a Tier One or a Tier Two Commercial Edible Food Generator as defined in 14 CCR Section 18982(a)(73) and (a)(74). For the purposes of this definition, Food Recovery Organizations and Food Recovery Services are not Commercial Edible Food Generators.

“Compliance Review” means a review of records by the District to determine compliance with this Ordinance.

“Community Composting” means any activity that composts green material, agricultural material, food material, and vegetative food material, alone or in combination, and the total amount of feedstock and Compost on-site at any one time does not exceed 100 cubic yards and 750 square feet, as specified in 14 CCR Section 17855(a)(4); or, as otherwise defined by 14 CCR Section 18982(a)(8).

“Compost” has the same meaning as in 14 CCR Section 17896.2(a)(4), as may be amended from time to time.

“Compost Facility” means a Solid Waste facility that processes Organic Waste to produce Compost or mulch.

“Construction and Demolition Material” or “C&D Material” means discarded building materials, “inert wastes” as defined in Public Resources Code § 41821.3(a)(1) (e.g., rock, concrete, brick, sand, soil ceramics and cured asphalt), recyclable construction and demolition materials, packaging, plaster, drywall, rubble resulting from construction, remodeling, repair and demolition operations, but does not include asbestos-containing materials or Hazardous Waste.

“Container” means any container, regardless of color.

“Container Contamination” or “Contaminated Container” means a container, regardless of color, that contains Prohibited Container Contaminants, or as otherwise defined in 14 CCR Section 18982(a)(55).

“Debris Box” means a Container, typically ten to forty cubic yards, provided by a Solid Waste Franchisee for the collection of Solid Waste that is normally tipped loaded onto a motor vehicle and transported to an appropriate facility.

“Designee” means an entity that the District contracts with or otherwise arranges to carry out any of the District’s responsibilities of this Ordinance as authorized in 14 CCR Section 18981.2. A Designee may be a government entity, a hauler, a private entity, or a combination of those entities.

“District” means the Phelan Piñon Hills Community Services District, California, and all of the territory lying within the boundaries of the District as presently existing and all geographic areas which may be added or annexed to the District.

“District Premises” means District-owned or operated Premises where Solid Waste is generated or accumulated.

“Edible Food” means food intended for human consumption, or as otherwise defined in 14 CCR Section 18982(a)(18). For the purposes of this Ordinance or as otherwise defined in 14 CCR Section 18982(a)(18), “Edible Food” is not Solid Waste if it is recovered and not discarded. Nothing in this Ordinance or in 14 CCR, Division 7, Chapter 12 requires or authorizes the Recovery of Edible Food that does not meet the food safety requirements of the California Retail Food Code.

“Enforcement Action” means an action by the District to address non-compliance with this Ordinance including, but not limited to, issuing administrative citations, fines, penalties, or using other remedies.

“Enforcement Official” means the general manager or their authorized designee(s) who is/are partially or wholly responsible for enforcing this Ordinance.

“Excluded Waste” means hazardous substance, hazardous waste, infectious waste, designated waste, volatile, corrosive, medical waste, infectious, regulated radioactive waste, and toxic substances or material that facility operator(s), which receive materials from the District and its generators, reasonably believe(s) would, as a result of or upon acceptance, transfer, processing, or disposal, be a violation of local, State, or Federal law, regulation, or ordinance, including: land use restrictions or conditions, waste that cannot be disposed of in Class III landfills or accepted at the facility by permit conditions, waste that in the District, or its Designee’s reasonable opinion would present a significant risk to human health or the environment, cause a nuisance or otherwise create or expose the District, or its Designee, to potential liability; but not including de minimis volumes or concentrations of waste of a type and amount normally found in Single-Family or Multi-Family Solid Waste after implementation of programs for the safe collection, processing, recycling, treatment, and disposal of batteries and paint in compliance with Sections 41500 and 41802 of the California Public Resources Code.

“Food Distributor” means a company that distributes food to entities including, but not limited to, Supermarkets and Grocery Stores, or as otherwise defined in 14 CCR Section 18982(a)(22).

“Food Facility” has the same meaning as in Section 113789 of the Health and Safety Code.

“Food Recovery” means actions to collect and distribute food for human consumption that otherwise would be disposed, or as otherwise defined in 14 CCR Section 18982(a)(24).

“Food Recovery Organization” means an entity that engages in the collection or receipt of Edible Food from Commercial Edible Food Generators and distributes that Edible Food to the public for Food Recovery either directly or through other entities or as otherwise defined in 14 CCR Section 18982(a)(25), including, but not limited to:

- (1) A food bank as defined in Section 113783 of the Health and Safety Code;
- (2) A nonprofit charitable organization as defined in Section 113841 of the Health and Safety Code; and,
- (3) A nonprofit charitable temporary food facility as defined in Section 113842 of the Health and Safety Code.

A Food Recovery Organization is not a Commercial Edible Food Generator for the purposes of this Ordinance and implementation of 14 CCR, Division 7, Chapter 12 pursuant to 14 CCR Section 18982(a)(7).

If the definition in 14 CCR Section 18982(a)(25) for Food Recovery Organization differs from this definition, the definition in 14 CCR Section 18982(a)(25) shall apply to this Ordinance.

“Food Recovery Service” means a person or entity that collects and transports Edible Food from a Commercial Edible Food Generator to a Food Recovery Organization or other entities for Food Recovery, or as otherwise defined in 14 CCR Section 18982(a)(26). A Food Recovery Service is not a Commercial Edible Food Generator for the purposes of this Ordinance and implementation of 14 CCR, Division 7, Chapter 12 pursuant to 14 CCR Section 18982(a)(7).

“Food Service Provider” means an entity primarily engaged in providing food services to institutional, governmental, Commercial, or industrial locations of others based on contractual arrangements with these types of organizations, or as otherwise defined in 14 CCR Section 18982(a)(27).

“Food Waste” means all food and food scraps such as but not limited to fruits, vegetables, meat, poultry, seafood, shellfish, bones, rice, beans, pasta, bread, cheese, eggshells, tea bags and coffee grounds. Food waste excludes fats, oils, liquids, and grease when such materials are source separated

“General Manager” means a person having that title in the employ of the Phelan Piñon Hills Community Services District, or the General Manager’s designated representative.

“Gray Container” has the same meaning as in 14 CCR Section 18982(a)(28) and shall be used for the purpose of storage and collection of Gray Container Waste. The lid or body of a container may be black and shall have the same meaning as Gray Container.

“Gray Container Waste” means Solid Waste that is collected in a Gray Container as specified in 14 CCR Sections 18984.1(a) and (b), or as otherwise defined in 14 CCR Section 17402(a)(6.5). Gray Container Waste may specifically include carpet, Non-Compostable Paper and textiles.

“Green Container” has the same meaning as in 14 CCR Section 18982(a)(29) and shall be used for the purpose of storage and collection of Source Separated Green Container Organic Waste, and also has the same meaning as in 14 CCR Section 18982(a)(5.5) and shall be used for the purpose and collection of Source Separated food waste pursuant to 14 CCR Section 18984.1(6)(A).

“Green Material” and “Yard Waste” means leaves, grass clippings, brush, branches and other forms of organic materials generated from maintenance or alteration of landscapes or gardens including, but not limited to, tree trimmings, prunings, brush and weeds and incidental pieces of scrap lumber. “Green Material” includes holiday trees (except such trees which are frosted, flocked or which contain tinsel or metal).

“Grocery Store” means a store primarily engaged in the retail sale of canned food; dry goods; fresh fruits and vegetables; fresh meats, fish, and poultry; and any area that is not separately owned within the store where the food is prepared and served, including a bakery, deli, and meat and seafood departments, or as otherwise defined in 14 CCR Section 18982(a)(30).

“Hauler Route” means the designated itinerary or sequence of stops for each segment of the District’s collection service area, or as otherwise defined in 14 CCR Section 18982(a)(31.5).

“Hazardous Waste” means any waste materials or mixture of wastes defined as a “hazardous substance” or “hazardous waste” pursuant to the Resource Conservation and Recovery Act (“RCRA”), 42 U.S.C. §§ 6901 *et seq.*, the Comprehensive Environmental Response, Compensation and Liability Act (“CERCLA”), 42 U.S.C. §§ 9601 *et seq.*, the Carpenter-Presley-Tanner Hazardous Substance Account Act (“HSA”), codified at California Health & Safety Code §§ 25300 *et seq.*; the Electronic Waste Recycling Act of 2003, codified at California Health & Safety Code §§ 25214.9 *et seq.* and California Public Resources Code §§ 41516 *et seq.*, laws governing Universal Waste, all future amendments to any of them, or as defined by CalRecycle or the Department of Toxic Substances Control, or by their respective successor agencies. If there is a conflict in the definitions employed by two or more agencies having jurisdiction over hazardous or Solid Waste, the term “Hazardous Waste” shall be construed to have the broader, more encompassing definition.

“High Diversion Organic Waste Processing Facility” has the same meaning as defined in 14 CCR Section 18982(a)(33).

“Household Hazardous Waste” means Hazardous Waste, including Universal Waste or Covered Electronic Devices, generated at a Single-Family or Multifamily Residential Premises, including but not limited to dry cell household batteries; cell phones and PDAs; used motor oil; used oil filters when contained in a sealed plastic bag; cooking oil; compact fluorescent light bulbs contained in a sealed plastic bag; cleaning products; pesticides; herbicides; insecticides; painting supplies; automotive products; solvents; stripes; and adhesives; auto batteries; and Universal Waste generated at a Single-Family or Multifamily Residential Premises.

“Inspection” means a site visit where the District, or its Designee, reviews records, containers, and an entity’s collection, handling, recycling, or landfill disposal of Organic Waste or Edible Food handling to determine if the entity is complying with requirements set forth in this Ordinance, or as otherwise defined in 14 CCR Section 18982(a)(35).

“Large Event” means an event, including, but not limited to, a sporting event or a flea market, that charges an admission price, or is operated by a local agency, and serves an average of more than 2,000 individuals per day of operation of the event, at a location that includes, but is not limited to, a public, nonprofit, or privately owned park, parking lot, golf course, street system, or other open space when being used for an event. If the definition in 14 CCR Section 18982(a)(38) differs from this definition, the definition in 14 CCR Section 18982(a)(38) shall apply.

“Large Venue” means a permanent venue facility that annually seats or serves an average of more than 2,000 individuals within the grounds of the facility per day of operation of the venue facility. For purposes of this Ordinance and implementation of 14 CCR, Division 7, Chapter 12, a venue facility includes, but is not limited to, a public, nonprofit, or privately owned or operated stadium, amphitheater, arena, hall, amusement park, conference or civic center, zoo, aquarium, airport, racetrack, horse track, performing arts center, fairground, museum, theater, or other public attraction facility. For purposes of this Ordinance and implementation of 14 CCR, Division 7, Chapter 12, a site under common ownership or control that includes more than one Large Venue that is contiguous with other Large Venues in the site, is a single Large Venue. If the definition in 14 CCR Section 18982(a)(39) differs from this definition, the definition in 14 CCR Section 18982(a)(39) shall apply.

“Local Education Agency” means a school district, charter school, or county office of education that is not subject to the control of District or county regulations related to Solid Waste, or as otherwise defined in 14 CCR Section 18982(a)(40).

“Multi-Family Residential Dwelling” or “Multi-Family” means of, from, or pertaining to residential premises with five (5) or more dwelling units. Multi-Family premises do not include hotels, motels, or other transient occupancy facilities, which are considered Commercial Businesses.

“MWELo” refers to the Model Water Efficient Landscape Ordinance (MWELo), 23 CCR, Division 2, Chapter 2.7.

“Non-Compostable Paper” includes but is not limited to paper that is coated in a plastic material that will not breakdown in the composting process, or as otherwise defined in 14 CCR Section 18982(a)(41).

“Non-Organic Recyclables” means non-putrescible and non-hazardous recyclable wastes including but not limited to bottles, cans, metals, plastics and glass, or as otherwise defined in 14 CCR Section 18982(a)(43).

“Notice of Violation (NOV)” means a notice that a violation of this Ordinance has occurred that includes a compliance date to avoid an action to seek penalties, or as otherwise defined in 14 CCR Section 18982(a)(45) or further explained in 14 CCR Section 18995.4.

“Organic Waste” means Solid Wastes containing material originated from living organisms and their metabolic waste products, including but not limited to food, green material, landscape and pruning waste, organic textiles and carpets, lumber, wood, Paper Products, Printing and Writing Paper, manure, biosolids, digestate, and sludges or as otherwise defined in 14 CCR Section 18982(a)(46). Biosolids and digestate are as defined by 14 CCR Section 18982(a).

“Organic Waste Generator” means a person or entity that is responsible for the initial creation of Organic Waste, or as otherwise defined in 14 CCR Section 18982(a)(48).

“Owner” means the persons or entities listed on the last equalized assessment roll as the owner of a lot or parcel of real property within the District.

“Paper Products” include, but are not limited to, paper janitorial supplies, cartons, wrapping, packaging, file folders, hanging files, corrugated boxes, tissue, and toweling, or as otherwise defined in 14 CCR Section 18982(a)(51).

“Person in Charge” means an Owner, tenant, occupant or other person or persons responsible for the day-to-day operation of a Premises.

“Premises” means place where any person resides, or any business is carried on or conducted, or any other place upon which Solid Waste is generated or accumulated.

“Printing and Writing Papers” include, but are not limited to, copy, xerographic, watermark, cotton fiber, offset, forms, computer printout paper, white wove envelopes, manila envelopes, book paper, note pads, writing tablets, newsprint, and other uncoated writing papers, posters, index cards, calendars, brochures, reports, magazines, and publications, or as otherwise defined in 14 CCR Section 18982(a)(54).

“Prohibited Container Contaminants” means the following: (i) discarded materials placed in the Blue Container that are not identified as acceptable Source Separated Recyclable Materials for the District’s Blue Container; (ii) discarded materials placed in the Green Container that are not identified as Source Separated Food Waste for the District’s Green Container (iii) discarded materials placed in the Green Container that are not identified as acceptable Source Separated Green Container Organic Waste for the District’s Green Container; (iv) discarded materials placed in the Gray Container that are acceptable Source Separated Recyclable Materials, Source Separated Food Waste, and/or Source Separated Green Container Organic Wastes to be placed in the

District's Green Container, Green Container, and/or Blue Container; and, (v) Excluded Waste placed in any container.

"Recovered Organic Waste Products" means products made from California, landfill-diverted recovered Organic Waste processed in a permitted or otherwise authorized facility, or as otherwise defined in 14 CCR Section 18982(a)(60).

"Recovery" means any activity or process described in 14 CCR Section 18983.1(b), or as otherwise defined in 14 CCR Section 18982(a)(49).

"Recycled-Content Paper" means Paper Products and Printing and Writing Paper that consists of at least 30 percent, by fiber weight, postconsumer fiber, or as otherwise defined in 14 CCR Section 18982(a)(61).

"Remote Monitoring" means the use of the internet of things (IoT) and/or wireless electronic devices to visualize the contents of Blue Containers, Green Containers, Green Containers, and Gray Containers for purposes of identifying the quantity of materials in containers (level of fill) and/or presence of Prohibited Container Contaminants.

"Restaurant" means an establishment primarily engaged in the retail sale of food and drinks for on-premises or immediate consumption, or as otherwise defined in 14 CCR Section 18982(a)(64).

"Route Review" means a visual Inspection of containers along a Hauler Route for the purpose of determining Container Contamination, and may include mechanical Inspection methods such as the use of cameras, or as otherwise defined in 14 CCR Section 18982(a)(65).

"SB 1383" means Senate Bill 1383 of 2016 approved by the Governor on September 19, 2016, which added Sections 39730.5, 39730.6, 39730.7, and 39730.8 to the Health and Safety Code, and added Chapter 13.1 (commencing with Section 42652) to Part 3 of Division 30 of the Public Resources Code, establishing methane emissions reduction targets in a Statewide effort to reduce emissions of short-lived climate pollutants as amended, supplemented, superseded, and replaced from time to time.

"SB 1383 Regulations" or "SB 1383 Regulatory" means or refers to, for the purposes of this Ordinance, the Short-Lived Climate Pollutants: Organic Waste Reduction regulations developed by CalRecycle and adopted in 2020 that created 14 CCR, Division 7, Chapter 12 and amended portions of regulations of 14 CCR and 27 CCR.

"SB 619" means Senate Bill 619 of 2021 amending Section 42652.5 of the Public Resources Code.

"Single-Family" means of, from, or pertaining to any residential premises with fewer than five (5) units.

"Solid Waste" has the same meaning as defined in State Public Resources Code Section 40191. Solid Waste and includes all discarded putrescible and non-putrescible solid, semisolid, and liquid wastes, including garbage, trash, refuse, rubbish, Construction and Demolition Debris, and any other discarded solid, semisolid, and liquid waste permitted to be disposed of at a Class III landfill and which are included

within the definition of “Nonhazardous Solid Waste” set forth in the California Code of Regulations. Solid Waste does not include any of the following wastes:

- Hazardous waste, as defined in the State Public Resources Code Section 40141.
- Radioactive waste regulated pursuant to the State Radiation Control Law (Chapter 8 (commencing with Section 114960) of Part 9 of Division 104 of the State Health and Safety Code).
- Medical waste regulated pursuant to the State Medical Waste Management Act (Part 14 (commencing with Section 117600) of Division 104 of the State Health and Safety Code). Untreated medical waste shall not be disposed of in a Solid Waste landfill, as defined in State Public Resources Code Section 40195.1. Medical waste that has been treated and deemed to be Solid Waste shall be regulated pursuant to Division 30 of the State Public Resources Code.

“Solid Waste Enterprise” means any individual, partnership, joint venture, unincorporated private organization, or private corporation, which is regularly engaged in the business of providing Solid Waste Handling Services.

“Solid Waste Franchisee” means a Solid Waste Enterprise that has been granted the right and privilege by the District, or by operation of law, to perform one or more Solid Waste Handling Services within the District or a portion thereof.

“Solid Waste Handling Services” means the collection, transportation, processing, recycling, composting, conversion, retention and disposal of solid waste, construction and demolition materials, bulky waste, Household Hazardous Waste, and/or Universal Waste.

“Source Separated” means materials, including commingled recyclable materials, that have been separated or kept separate from the Solid Waste stream, at the point of generation, for the purpose of additional sorting or processing those materials for recycling or reuse in order to return them to the economic mainstream in the form of raw material for new, reused, or reconstituted products, which meet the quality standards necessary to be used in the marketplace, or as otherwise defined in 14 CCR Section 17402.5(b)(4). For the purposes of this Ordinance, Source Separated shall include separation of materials by the generator, property owner, property owner’s employee, property manager, or property manager’s employee into different containers for the purpose of collection such that Source Separated materials are separated from Gray Container Waste or other Solid Waste for the purposes of collection and processing.

“Source Separated Blue Container Organic Waste” means Source Separated Organic Wastes that can be placed in a Blue Container that is limited to the collection of those Organic Wastes and Non-Organic Recyclables as defined in Section 18982(a)(43), or as otherwise defined by Section 17402(a)(18.7).

“Source Separated Green Container Organic Waste” means Source Separated Organic Waste that can be placed in a Green Container that is specifically intended for the separate collection of Organic Waste by the generator, excluding Source Separated Blue Container Organic Waste, carpets, Non-Compostable Paper, and textiles.

“Source Separated Recyclable Materials” means Source Separated Non-Organic Recyclables and Source Separated Blue Container Organic Waste.

“Spilled” means deposited, released, spilled, leaked, pumped, poured, emitted, emptied, discharged, injected, dumped or disposed into the environment, or which otherwise has come to be located outside an authorized container. The term “disposed into the environment” shall include, but is not limited to, the abandonment or discarding of barrels, bags, cans and other closed receptacles containing solid waste.

“State” means the State of California.

“Supermarket” means a full-line, self-service retail store with gross annual sales of two million dollars (\$2,000,000), or more, and which sells a line of dry grocery, canned goods, or nonfood items and some perishable items, or as otherwise defined in 14 CCR Section 18982(a)(71).

“Tier One Commercial Edible Food Generator” means a Commercial Edible Food Generator that is one of the following:

- (1) Supermarket.
- (2) Grocery Store with a total facility size equal to or greater than 10,000 square feet.
- (3) Food Service Provider.
- (4) Food Distributor.
- (5) Wholesale Food Vendor.

If the definition in 14 CCR Section 18982(a)(73) of Tier One Commercial Edible Food Generator differs from this definition, the definition in 14 CCR Section 18982(a)(73) shall apply.

“Tier Two Commercial Edible Food Generator” means a Commercial Edible Food Generator that is one of the following:

- (1) Restaurant with 250 or more seats, or a total facility size equal to or greater than 5,000 square feet.
- (2) Hotel with an on-site Food Facility and 200 or more rooms.
- (3) Health facility with an on-site Food Facility and 100 or more beds.
- (4) Large Venue.

- (5) Large Event.
- (6) A State agency with a cafeteria with 250 or more seats or total cafeteria facility size equal to or greater than 5,000 square feet.
- (7) A Local Education Agency facility with an on-site Food Facility.

If the definition in 14 CCR Section 18982(a)(74) of Tier Two Commercial Edible Food Generator differs from this definition, the definition in 14 CCR Section 18982(a)(74) shall apply.

“Universal Waste” means and includes, but is not limited to, Universal Waste Electronic Devices” or “UWEDs,” (i.e., electronic devices subject to the regulation of the Department of Toxic Substances Control, 23 CCR §§ 66273.1, *et seq.*), and other Universal Wastes, including, but not limited to non-empty aerosol cans, fluorescent tubes, high intensity discharge lamps, sodium vapor lamps, and any other lamp exhibiting a characteristic of a hazardous waste, batteries (rechargeable nickel-cadmium batteries, silver button batteries, mercury batteries, small sealed lead acid batteries [burglar alarm and emergency light batteries] alkaline batteries, carbon-zinc batteries and any other batteries which exhibit the characteristic of a hazardous waste), mercury thermometers, and mercury-containing switches.

“Wholesale Food Vendor” means a business or establishment engaged in the merchant wholesale distribution of food, where food (including fruits and vegetables) is received, shipped, stored, prepared for distribution to a retailer, warehouse, distributor, or other destination, or as otherwise defined in 14 CCR Section 189852(a)(76).

SECTION 4: COLLECTION ARRANGEMENTS REQUIRED

In order to protect the public health, safety, and well-being, and to prevent the spread of vectors, the Person in Charge of a Premises in the District shall make arrangements with a Solid Waste Franchisee for Solid Waste Handling services, and keep such arrangement in good standing. A violation of this Section is a misdemeanor and punishable as provided in Section 36 of this ordinance.

SECTION 5: CONTAINERS - USE, PLACEMENT FOR COLLECTION, STORAGE

- A. Use. Every Person in Charge of a Premises shall:
 - 1. Keep on the Premises a sufficient number of Containers to hold all Solid Waste, including Gray Container Waste, Non-Organic Recyclables, and Organic Waste that accumulates on the Premises each week without spilling, leaking, or emitting odors.
 - 2. Deposit or cause to be deposited all Solid Waste, including Gray Container Waste, Non-Organic Recyclables, and Organic Waste generated or accumulated on the Premises into the proper Containers in accordance with the provisions of this Ordinance.
- B. Placement for Collection.

1. Curbside: Container shall be placed at the curbside, or equivalent, or adjacent to the alley before five-thirty a.m. on collection days. Sidewalks shall not be blocked.
2. Driveway: Container shall be placed adjacent to the driveway before five-thirty a.m. on collection days. Driveway clearance must be sufficient to accommodate collection equipment.
3. Enclosure: Container located in a permanent enclosure shall be made accessible to the hauler at the designated collection time. This includes removing locks and clearing obstructions so collection vehicle can easily access Container.

SECTION 6: CLEAN UP

A. Until Solid Waste has been picked up by the appropriate Solid Waste Franchisee, each Person in Charge of a Premises shall be responsible for the cleanup of any and all Solid Waste generated, accumulated, or Spilled on the Premises. This cleanup responsibility includes the cleanup of Solid Waste Spilled for any reason, including but not limited to human or animal interference with a Container, wind or other natural forces, at any time during storage, collection, removal, or transfer of the materials.

B. The District's Solid Waste Franchisee(s) shall clean up any Solid Waste Spilled during its collection, removal, or transfer, as soon as the Spill occurs.

SECTION 7: DISPOSAL FREQUENCY

All Solid Waste accumulating upon a Premises must be disposed of as frequently as required to avoid an accumulation of Solid Waste in violation of this Ordinance, but in no case shall disposal occur less frequently than one (1) time per week, except that less than weekly disposal may be permitted during any period of time the Premises is temporarily unoccupied and Solid Waste is not accumulating on the Premises due to out-of-town travel or other similar situations.

SECTION 8: MANNER, TIME, AND FREQUENCY OF COLLECTION

A. Regular Collection. The District's Solid Waste Franchisee shall make arrangements with its Account Holders specifying the manner in which Solid Waste Handling Services are to be regularly provided, subject to the terms of its franchise.

B. Special Collections. The District's Solid Waste Franchisee may provide on-call collection of Bulky Waste and Household Hazardous Waste to its Account Holders, and shall provide its Account Holders with Debris Boxes when requested and collect the Debris Box when the Account Holder no longer requires the Debris Box. The terms and conditions upon which such special collections are provided to Account Holders shall be arranged between the Solid Waste Franchisee and the Account Holder, subject to the terms of the Solid Waste Franchisee's franchise from the District.

SECTION 9: LIABILITY FOR SOLID WASTE COLLECTION FEES

A. Joint and Several Liability. The Owner of a Premises and the Account Holder for a Premises are jointly and severally liable for Solid Waste Handling Services

provided to the Premises by a Solid Waste Franchisee, including any related fees, charges, and penalties.

B. Billing Cycle and Penalty for Delinquent Payments. Solid waste collection fees may be billed and paid in advance on a monthly basis. Payment shall be due upon, and shall become delinquent fifteen (15) days after the date of any billing. A finance charge and late payment penalty as permitted by law shall be added at the end of each month following the delinquency date.

C. Discontinuation of Services. The District or hauler may discontinue service for any customer whose account remains unpaid for sixty (60) days after the date of billing as long as the customer has received a notice on a form approved by the General Manager or designee stating that service will be discontinued fifteen (15) days from the date of the notice if payment is not made by that time. Upon payment of the delinquent fees, collection shall resume on the next regularly scheduled collection day. Fees shall be continued to be assessed and billed notwithstanding that service has been discontinued and notice of same shall be included in the form sent to the customer.

D. Fee a Civil Debt. The fees levied for service for solid waste collection shall constitute a civil debt and liability owing to the District and/or any grantee from the person using or chargeable for such services and shall be collectible in the same manner provided by law.

E. Lien for Ninety (90) Day Delinquencies.

(1) Mandatory collection fees authorized pursuant to this Section which remain unpaid for a period of ninety (90) or more days after the date upon which they were billed may be collected thereafter by the District as provided herein.

(2) Procedure.

a. Once a year, the District's Board of Directors shall cause to be prepared a report of delinquent fees. The District's Board of Directors shall fix a time, date and place for hearing the report and any objections or protests thereto.

b. The District's Board of Directors shall cause notice of the hearing to be mailed to the landowners listed on the report not less than ten (10) days prior to the date of the hearing.

c. At the hearing, the District's Board of Directors shall hear any objections or protests of landowners liable to be assessed for delinquent fees. The Board may make such revisions or corrections to the report as it deems just, after which by resolution, the report shall be confirmed.

d. The delinquent fees set forth in the report as confirmed shall constitute special assessments against the respective parcels of land and are a lien on the property for the amount of such delinquent fees. A certified copy of the confirmed report shall be filed with the county auditor, on or before August 10, for the amounts of the respective assessments against the respective parcels of land as they appear on the current assessment roll. The lien created attaches

upon recordation, in the office of the county recorder of the county in which the property is situated, of a certified copy of the resolution of confirmation. The assessment may be collected at the same time and in the same manner as ordinary county ad valorem property taxes are collected and shall be subject to the same penalties and the same procedure and sale in case of delinquency as provided for such taxes. All laws applicable to the levy, collection and enforcement of county ad valorem property taxes shall be applicable to such assessment, except that if any real property to which such lien would attach has been transferred or conveyed to a bonafide purchaser for value, or if a lien of a bona fide encumbrance for value has been created and attaches thereon, prior to the date on which the first installment of such taxes would become delinquent, then the lien which would otherwise be imposed by this section shall not attach to such real property and the delinquency fees, as confirmed, relating to such property shall be transferred to the unsecured roll for collection.

SECTION 10: AB 939 FEES

Pursuant to Division 30, Part 2, Chapter 8 of the Public Resources Code, Section 41900 *et seq.*, the District may impose fees on Solid Waste Franchisees and/or Premises in amounts sufficient to pay the costs of preparing, adopting, and implementing an integrated waste management plan, including the costs of preparing, adopting and implementing the District's required Source Reduction and Recycling Element, Household Hazardous Waste Element, and Nondisposal Facility Element, and the costs of setting and collecting the fees. Any new or increased AB 939 fees imposed on a Solid Waste Franchisee shall be cause for a corresponding rate adjustment to the franchisee's then current rate structure.

SECTION 11: RECYCLABLE MATERIALS – OWNERSHIP, RIGHT TO DISPOSE

A. Upon placement by the owner of Non-Organic Recyclables at a designated recycling collection location, or placement of Non-Organic Recyclables in a Container provided by the appropriate Solid Waste Franchisee, the Non-Organic Recyclables becomes the property of the recycler or Solid Waste Franchisee, by operation of state law.

B. Nothing in this Ordinance shall limit the right of any person, organization or other entity to donate, sell or otherwise dispose of any Non-Organic Recyclables segregated from the Solid Waste stream owned by that person, organization or other entity, provided that the person, organization or other entity does not pay the buyer or donee any consideration for collecting, processing or transporting such Non-Organic Recyclables, or a consulting or broker's fee for recycling services.

SECTION 12: LANDSCAPERS – DISPOSAL OF GREEN WASTE

Landscapers may collect, transport and compost or dispose of Green Waste, provided that any such Green Waste is generated by their own specific work site and is sent to a facility or operation that is deemed to be a reduction in landfill disposal as required in 14 CCR, Division 7, Chapter 12, Article 2 Section 18983.1(b).

Landscapers shall not contract with a Solid Waste Enterprise to collect, transport and compost or dispose of Green Waste unless that Solid Waste Enterprise has a franchise from the District to perform said services.

SECTION 13: LICENSED CONTRACTORS – DISPOSAL OF C&D MATERIALS

Licensed contractors performing work within the scope of their licenses/permits within the District may collect, transport and dispose or recycle of Construction and Demolition Materials generated within their own specific work sites, using their own equipment and employees, provided that the licensed contractor adheres to the standards for disposal of Construction and Demolition Material provided in the California Green Building Standards Code (California Code of Regulations Title 24, Part 11). Construction and Demolition Materials must be transported to a recycling facility permitted by CalRecycle whenever possible. Landfilling of Construction and Demolition Materials shall be a last resort.

Licensed contractors shall not contract with a Solid Waste Enterprise or Construction and Demolition Clean-Up Enterprise to collect, transport and dispose or recycle of Construction and Demolition Materials unless that Solid Waste Enterprise has a franchise from the District to perform said services.

SECTION 14: MANDATORY COMMERCIAL/MULTIFAMILY RECYCLING

A. A Commercial Premises that generates four cubic yards or more of Solid Waste per week shall arrange for recycling services for Non-Organic Recyclables by subscribing to a Solid Waste Franchisee for the pick-up of Non-Organic Recyclables.

B. A business subject to subsection (A) and that provides customers access to the business shall provide, customers with a Non-Organic Recyclables Container to collect material purchased on the premises and that fulfills all of the requirements in Section 17 (D through N).

(1) Full-service restaurants are exempt from the requirements of this subdivision if the full-service restaurant, provides its employees a Non-Organic Recyclables Container to collect material purchased on the premises and implements a program to collect Non-Organic Recyclables .

(2) For a park that is subject to subsection (A), this subsection shall apply on and after January 1, 2022.

SECTION 15: COMPLIANCE WITH AB 341, AB 1826 and SB 1383

Single-Family Premises and Commercial Premises shall comply with the Organic Waste recycling provisions of AB341, AB 1826 and SB 1383, and all regulations associated therewith.

SECTION 16: REQUIREMENTS FOR SINGLE FAMILY GENERATORS

Single-Family Organic Waste Generators:

A. Shall subscribe to the District’s three-container Organic Waste collection services. The District shall have the right to review the number, size, and location of a generator’s containers to evaluate adequacy of capacity provided for each type of collection service for proper separation of materials and containment of materials; and, generator shall adjust its service level for its collection services as requested by the District.

B. Shall participate in the District’s three-container system for Source Separated Recyclable Materials, Source Separated Green Container organic materials, and Gray Container Waste collection services. Generator participation in the collection programs requires that generators place only approved materials in the appropriate colored containers. Generators shall not place materials designated for the Gray Container into the Green Container or Blue Container.

C. Notwithstanding the above, and in accordance with the SB 1383 Regulations, the District or its Solid Waste Franchisee are not required to replace functional containers, including containers purchased prior to January 1, 2022, that do not comply with the color requirements of this Ordinance and the Regulations, prior to the end of the useful life of those containers, or prior to January 1, 2036, whichever comes first. Labels will be placed on the new containers indicating the primary materials accepted and the primary materials prohibited in the containers. Until SB 1383 compliant containers are provided (Blue Container, Green Container, and Gray Container), Single-Family Waste Generators shall comply with the container requirements.

D. Nothing in this Section prohibits a generator from preventing or reducing waste generation, managing Organic Waste on site, and/or using a Community Composting site pursuant to 14 CCR Section 18984.9(c).

E. Nothing in this Ordinance shall restrict or otherwise prohibit the District from delaying requirements for single family generators and/or implementation requirements of Article 3 in 14 CCR 18984 as approved by CalRecycle, provided it complies with SB 1383, the SB 1383 Regulations, and/or any other applicable law, as may be amended from time to time, pursuant to 14 CCR 18984.12 (a).

SECTION 17: REQUIREMENTS FOR COMMERCIAL BUSINESSES

Commercial Businesses, which includes Multi-Family Residential Dwellings, shall:

A. Subscribe to the District’s Organic Waste collection services. The District shall have the right to review the number, size, and location of a generator’s containers and frequency of collection to evaluate adequacy of capacity provided for each type of collection service for proper separation of materials and containment of materials;

and, Commercial Business shall adjust its service level for its collection services as requested by the District.

B. Participate in and comply with the District's collection service by placing designated materials in designated containers. Generator shall place only approved materials in the appropriate colored containers. Generators shall not place materials designated for the Gray Container into the Green Container, , or Blue Container.

C. Notwithstanding the above, and in accordance with the SB 1383 Regulations, the District or Solid Waste Franchisee are not required to replace functional containers, including containers purchased prior to January 1, 2022, that do not comply with the color requirements of this Ordinance and the Regulations, prior to the end of the useful life of those containers, or prior to January 1, 2036, whichever comes first. Labels will be placed on the new containers indicating the primary materials accepted and the primary materials prohibited in the containers. Until SB 1383 compliant containers are provided (Blue Container, , Green Container, and Gray Container), Commercial Businesses shall comply with the container requirements.

D. Supply and allow access to adequate number, size, and location of collection containers with sufficient labels or colors (conforming with subsections (d)(1) and (d)(2) below), for employees, contractors, tenants and customers, consistent with the District's Blue Container, Green Container, and Gray Container collection service.

E. Excluding Multi-Family Residential Dwellings, provide containers for the collection of Source Separated Organic Waste, and Source Separated Recyclable Materials in all indoor and outdoor areas where disposal containers are provided for customers, for materials generated by that business. Such containers do not need to be provided in restrooms. If a Commercial Business does not generate any of the materials that would be collected in one type of container, then the business does not have to provide that particular container in all areas where disposal containers are provided for customers. Pursuant to 14 CCR Section 18984.9(b), the containers provided by the business shall have either:

(1) A body or lid that conforms with the container colors provided through the collection service provided by the District, with either lids conforming to the color requirements or bodies conforming to the color requirements or both lids and bodies conforming to color requirements. A Commercial Business is not required to replace functional containers, including containers purchased prior to January 1, 2022, that do not comply with the requirements of the subsection prior to the end of the useful life of those containers, or prior to January 1, 2036, whichever comes first.

(2) Container labels that include language or graphic images or both indicating the primary material accepted and the primary materials prohibited in that container or containers with imprinted text or graphic images that indicate the primary materials accepted and primary materials prohibited in the container. Pursuant 14 CCR Section 18984.8, the container labels are required on new containers commencing January 1, 2022.

- F. Multi-Family Residential Dwellings are not required to comply with container placement requirements or labeling requirement pursuant to 14 CCR Section 18984.9(b).
- G. To the extent practical through education, training, Inspection, and/or other measures, excluding Multi-Family Residential Dwellings, prohibit employees from placing materials in a container not designated for those materials per the District's Blue Container, Green Container, and Gray Container collection service.
- H. Excluding Multi-Family Residential Dwellings, periodically inspect Blue Container, Green Container, and Gray Containers for contamination and inform employees if containers are contaminated and of the requirements to keep contaminants out of those containers pursuant to 14 CCR Section 18984.9(b)(3).
- I. Annually provide information to employees, contractors, tenants, and customers about Organic Waste Recovery requirements and about proper sorting of Source Separated Green Container Organic Waste and Source Separated Recyclable Materials.
- J. Provide education information before or within fourteen (14) days of occupation of the premises to new tenants that describes requirements to keep Source Separated Organic Waste and Source Separated Recyclable Materials separate from Gray Container Waste (when applicable) and the location of containers and the rules governing their use at each property.
- K. Provide or arrange access for the District or its agent to their properties during all Inspections conducted in accordance with this Ordinance to confirm compliance with the requirements of this Ordinance.
- L. If implemented, accommodate and cooperate with the District's Remote Monitoring program for Inspection of the contents of containers for Prohibited Container Contaminants, to evaluate generator's compliance with this Ordinance. The Remote Monitoring program shall involve installation of Remote Monitoring equipment on or in the Blue Containers, Green Containers, and/or Gray Containers.
- M. Nothing in this Section prohibits a generator from preventing or reducing waste generation, managing Organic Waste on site, or using a Community Composting site pursuant to 14 CCR Section 18984.9(c).
- N. Commercial Businesses that are Tier One or Tier Two Commercial Edible Food Generators shall comply with Food Recovery requirements of this Ordinance.
- O. Nothing in this Ordinance shall restrict or otherwise prohibit the District from delaying requirements for commercial business generators operating within the District and/or implementation requirements of Article 3 in 14 CCR 18984 as approved by CalRecycle, provided it complies with SB 1383, the SB 1383 Regulations, and/or any other applicable law, as may be amended from time to time, pursuant to 14 CCR 18984.12 (a).

SECTION 18: **WAIVERS FOR GENERATORS**

A. De Minimis Waivers: The District may, at its discretion or in concert with its Solid Waste Franchisee, waive a Commercial Business’ obligation (including Multi-Family Residential Dwellings) to comply with some or all of the Organic Waste requirements of this Ordinance if the Commercial Business:

- (1) Submits an application specifying the services that they are requesting a waiver from; and
- (2) Provides documentation that either:
 - (A) The Commercial Business’ total Solid Waste collection service is two cubic yards or more per week and Organic Waste subject to collection in a Blue Container or Green Container comprises less than 20 gallons per week per applicable container of the business’ total waste; or,
 - (B) The Commercial Business’ total Solid Waste collection service is less than two cubic yards per week and Organic Waste subject to collection in a Blue Container or Green Container comprises less than 10 gallons per week per applicable container of the business’ total waste; and
- (3) Notifies the District if circumstances change such that Commercial Business’s Organic Waste exceeds the threshold required for waiver, in which case waiver will be rescinded; and
- (4) Provides written verification of eligibility for de minimis waiver every 5 years, if the District has approved de minimis waiver.

B. Physical Space Waivers: The District may, at its discretion or in concert with its Solid Waste Franchisee, waive a Commercial Business’ or property owner’s obligations (including Multi-Family Residential Dwellings) to comply with some or all of the recyclable materials and/or Organic Waste collection service requirements if the District has evidence from its own staff, a hauler, licensed architect, or licensed engineer demonstrating that the premises lack adequate space for the collection containers required for compliance with the Organic Waste collection requirements of this Ordinance.

A Commercial Business or property owner may request a physical space waiver through the following process:

- (1) Submit an application form specifying the type(s) of collection services for which they are requesting a compliance waiver.
- (2) Provide documentation that the premises lack adequate space for Blue Containers, and/or Green Containers, including documentation from its hauler, licensed architect, or licensed engineer.

(3) Provide written verification to the District that it is still eligible for physical space waiver every five years, if the District has approved application for a physical space waiver.

C. Collection Frequency Waiver: The District, at its discretion or in concert with its Solid Waste Franchisee, and in accordance with 14 CCR Section 18984.11(a)(3), may allow the owner or tenant of any residence, premises, business establishment or industry that subscribes to the District's four-container Organic Waste collection service to arrange for the collection of their Blue Container, Gray Container, or both once every fourteen days, rather than once per week.

D. If the District chooses to issue any waivers in accordance with this section, the Enforcement Official shall create an application and establish policies for the issuance of such waivers. The Board of Directors may establish an application fee for any such waivers by resolution.

SECTION 19: REQUIREMENTS FOR COMMERCIAL EDIBLE FOOD GENERATORS

A. Tier One Commercial Edible Food Generators must comply with the below requirements commencing January 1, 2022, and Tier Two Commercial Edible Food Generators must comply commencing January 1, 2024, pursuant to 14 CCR Section 18991.3.

B. Large Venue or Large Event operators not providing food services, but allowing for food to be provided by others, shall require Food Facilities operating at the Large Venue or Large Event to comply with the requirements of this Section, commencing January 1, 2024.

C. Commercial Edible Food Generators shall comply with the following requirements:

(1) Arrange to recover the maximum amount of Edible Food that would otherwise be disposed.

(2) Contract with, or enter into a written agreement with Food Recovery Organizations or Food Recovery Services for: (i) the collection of Edible Food for Food Recovery; or, (ii) acceptance of the Edible Food that the Commercial Edible Food Generator self-hauls to the Food Recovery Organization for Food Recovery.

(3) Shall not intentionally spoil Edible Food that is capable of being recovered by a Food Recovery Organization or a Food Recovery Service.

(4) Allow the District's designated enforcement entity or designated third party enforcement entity to access the premises and review records pursuant to 14 CCR Section 18991.4.

(5) Keep records that include the following information, or as otherwise specified in 14 CCR Section 18991.4:

(A) A list of each Food Recovery Service or organization that collects or receives its Edible Food pursuant to a contract or written agreement established under 14 CCR Section 18991.3(b).

(B) A copy of all contracts or written agreements established under 14 CCR Section 18991.3(b).

(C) A record of the following information for each of those Food Recovery Services or Food Recovery Organizations:

(i) The name, address and contact information of the Food Recovery Service or Food Recovery Organization.

(ii) The types of food that will be collected by or self-hauled to the Food Recovery Service or Food Recovery Organization.

(iii) The established frequency that food will be collected or self-hauled.

(iv) The quantity of food, measured in pounds recovered per month, collected or self-hauled to a Food Recovery Service or Food Recovery Organization for Food Recovery.

(6) Commencing no later than January 1, 2022, for Tier One Commercial Edible Food Generators and January 1, 2024, for Tier Two Commercial Edible Food Generators, Commercial Edible Food Generators shall provide a quarterly Food Recovery report to the District which includes the information required in 14 CCR Section 18991.4 "Record Keeping Requirements for Commercial Edible Food Generators."

D. Nothing in this Section shall be construed to limit or conflict with the protections provided by the California Good Samaritan Food Donation Act of 2017, the Federal Good Samaritan Act, or share table and school food donation guidance pursuant to Senate Bill 557 of 2017 (approved by the Governor of the State of California on September 25, 2017, which added Article 13 [commencing with Section 49580] to Chapter 9 of Part 27 of Division 4 of Title 2 of the Education Code, and to amend Section 114079 of the Health and Safety Code, relating to food safety, as amended, supplemented, superseded and replaced from time to time).

SECTION 20: REQUIREMENTS FOR FOOD RECOVERY ORGANIZATIONS AND SERVICES

A. Food Recovery Services collecting or receiving Edible Food directly from Commercial Edible Food Generators, via a contract or written agreement established under 14 CCR Section 18991.3(b), shall maintain the following records, or as otherwise specified by 14 CCR Section 18991.5(a)(1):

- (1) The name, address, and contact information for each Commercial Edible Food Generator from which the service collects Edible Food.
- (2) The quantity in pounds of Edible Food collected from each Commercial Edible Food Generator per month.
- (3) The quantity in pounds of Edible Food transported to each Food Recovery Organization per month.
- (4) The name, address, and contact information for each Food Recovery Organization that the Food Recovery Service transports Edible Food to for Food Recovery.

B. Food Recovery Organizations collecting or receiving Edible Food directly from Commercial Edible Food Generators, via a contract or written agreement established under 14 CCR Section 18991.3(b), shall maintain the following records, or as otherwise specified by 14 CCR Section 18991.5(a)(2):

- (1) The name, address, and contact information for each Commercial Edible Food Generator from which the organization receives Edible Food.
- (2) The quantity in pounds of Edible Food received from each Commercial Edible Food Generator per month.
- (3) The name, address, and contact information for each Food Recovery Service that the organization receives Edible Food from for Food Recovery.

C. Commencing January 1, 2022, Food Recovery Organizations and Food Recovery Services that have their primary address physically located in the District and contract with or have written agreements with one or more Commercial Edible Food Generators pursuant to 14 CCR Section 18991.3(b) shall report to the District the total pounds of Edible Food from the Tier One and Tier Two Commercial Edible Food Generators they have established a contract or written agreement with pursuant to 14 CCR Section 18991.3(b), as applicable.

D. Food Recovery Capacity Planning

Food Recovery Services and Food Recovery Organizations operating in the District shall provide information and consultation to the District, upon request, regarding existing, or proposed new or expanded, Food Recovery capacity that could be accessed by the District and its Commercial Edible Food Generators. A Food Recovery Service or Food Recovery Organization contacted by the District shall respond to such request for information within 60 days, unless a shorter timeframe is otherwise specified by the District.

E. Commencing no later than January 1, 2022, Food Recovery Services and Organization shall provide a quarterly report to the District which includes the information required in 14 CCR Section 18991.5 "Food Recovery Services and Organizations."

SECTION 21: **REQUIREMENTS FOR SOLID WASTE FRANCHISEE, SELF – HAULERS, FACILITY OPERATORS, AND COMMUNITY COMPOSTING OPERATIONS**

A. Requirements for Haulers.

(1) Solid Waste Franchisee providing residential, Commercial or Organic Waste collection services to generators within the District’s boundaries shall meet the following requirements and standards as a condition of approval of a contract, agreement, or other authorization with the District to collect Organic Waste:

a. Through written notice to the District annually on or before July 1, identify the facilities to which they will transport Organic Waste including the facilities for Source Separated Recyclable Materials and Source Separated Green Container Organic Waste, as applicable.

b. Transport Source Separated Recyclable Materials and Source Separated Green Container Organic Waste to a facility, operation, activity, or property that recovers Organic Waste, as defined in 14 CCR, Division 7, Chapter 12, Article 2.

c. Obtain approval from the District to haul Organic Waste, unless it is transporting Source Separated Organic Waste to a Community Composting site or lawfully transporting C&D Material in a manner that complies with 14 CCR Section 18989.1.

d. Solid Waste Franchisee shall comply with education, equipment, signage, container labelling, container color, contamination monitoring, reporting, and other requirements contained within its franchise agreement, as may be amended from time to time.

e. Notwithstanding any the foregoing, nothing in this Ordinance shall restrict or otherwise prohibit Solid Waste Franchisee from meeting its compliance requirements by any alternative methods or procedures, provided it complies with SB 1383, the SB 1383 Regulations, and/or any other applicable law, as may be amended from time to time or being relieved of, or delaying compliance with such requirement pursuant to SB 619

f. A Hauler is not required to replace functional containers, including containers purchased prior to January 1, 2022, that do not comply with the requirements of this ordinance prior to the end of the useful life of those containers, or prior to January 1, 2036, whichever comes first

B. Requirements for Self-Haulers

(1) Self-Haulers shall apply for a self-hauler permit annually with the District and pay a nonrefundable fee as set forth by separate resolution.

(2) Self-Haulers shall Source Separate all Recyclable Materials and Organic Waste (materials that the District otherwise requires generators to separate for collection in the District's organics and recycling collection program) generated on-site from Solid Waste in a manner consistent with 14 CCR Sections 18984.1 and 18984.2 or shall haul Organic Waste to a High Diversion Organic Waste Processing Facility as specified in 14 CCR Section 18984.3.

(3) Self-Haulers shall haul their Source Separated Recyclable Materials to a facility that recovers those materials; and haul their Source Separated Organic Waste to a Solid Waste facility, operation, activity, or property that processes or recovers Source Separated Organic Waste. Alternatively, Self-Haulers may haul Organic Waste to a High Diversion Organic Waste Processing Facility.

(4) Self-Haulers that are Commercial Businesses (including Multi-Family Residential Dwellings) shall keep a record of the amount of Organic Waste delivered to each Solid Waste facility, operation, activity, or property that processes or recovers Organic Waste; this record shall be subject to Inspection by the District. The records shall include the following information:

- A. Delivery receipts and weight tickets from the entity accepting the waste.
- B. The amount of material in cubic yards or tons transported by the generator to each entity.
- C. If the material is transported to an entity that does not have scales on-site, or employs scales incapable of weighing the Self-Hauler's vehicle in a manner that allows it to determine the weight of materials received, the Self-Hauler is not required to record the weight of material but shall keep a record of the entities that received the Organic Waste.

(4) Self-Haulers that are Commercial Businesses (including Multi-Family Self-Haulers) shall provide information collected in Section 21 (B)(3) to District quarterly.

(5) A residential Organic Waste Generator that self-hauls Organic Waste is not required to record or report information in Section 21 (B)(3) and (4).

C. Requirements for Facility Operators and Community Composting Operations.

(1) Owners of facilities, operations, and activities that recover Organic Waste, including, but not limited to, Compost facilities, in-vessel digestion facilities, and publicly-owned treatment works shall, upon the District's request, provide information regarding available and potential new or expanded capacity at their facilities, operations, and activities, including information about throughput and permitted capacity necessary for planning purposes. Entities contacted by the District shall respond within 60 days.

(2) Community Composting operators, upon District request, shall provide information to the District to support Organic Waste capacity planning, including, but not limited to, an estimate of the amount of Organic Waste anticipated to be handled at the Community Composting operation. Entities contacted by the District shall respond within 60 days.

SECTION 22: COMPLIANCE WITH CALGREEN BUILDING CODE STANDARDS

- A.** Persons applying for a permit from the District for new construction and building additions and alternations shall comply with the requirements of this Section and all required components of the California Green Building Standards Code, 24 CCR, Part 11, known as CALGreen, as amended, if its project is covered by the scope of CALGreen or more stringent requirements of the District. If the requirements of CALGreen are more stringent then the requirements of this Section, the CALGreen requirements shall apply.

- B.** For projects covered by CALGreen or more stringent requirements of the District, the applicants must, as a condition of the District's permit approval, comply with the following:
 - 1. Where five (5) or more Multi-Family dwelling units are constructed on a building site, provide readily accessible areas that serve occupants of all buildings on the site and are identified for the storage and collection of Blue Container, Green Container, and Green Container materials, consistent with the collection program offered by the District, or comply with provision of adequate space for recycling for Multi-Family and Commercial premises pursuant to Sections 4.408.1, 4.410.2, 5.408.1, and 5.410.1 of the California Green Building Standards Code, 24 CCR, Part 11 as amended provided amended requirements are more stringent than the CALGreen requirements for adequate recycling space effective January 1, 2020.

 - 2. New Commercial construction or additions resulting in more than 30% of the floor area shall provide readily accessible areas identified for the storage and collection of Blue Container, Green Container, and Green Container materials, consistent with the collection program offered by the District, or shall comply with provision of adequate space for recycling for Multi-Family and Commercial premises pursuant to Sections 4.408.1, 4.410.2, 5.408.1, and 5.410.1 of the California Green Building Standards Code, 24 CCR, Part 11 as amended provided amended requirements are more stringent than the CALGreen requirements for adequate recycling space effective January 1, 2020.

 - 3. Comply with Title 24 Building Standards Code, CALGreen requirements, and applicable law related to management of C&D Material, including

diversion of Organic Waste in C&D Material from disposal. Comply with all written and published District policies and/or administrative guidelines regarding the collection, recycling, diversion, tracking, and/or reporting of C&D Material.

SECTION 23: MODEL WATER EFFICIENT LANDSCAPING ORDINANCE REQUIREMENTS

- A. Property owners or their building or landscape designers, including anyone requiring a building or planning permit, plan check, or landscape design review from the County, who are constructing a new project with a landscape area greater than 500 square feet, or rehabilitating an existing landscape with a total landscape area greater than 2,500 square feet, shall comply with Sections 492.6(a)(3)(B) (C), (D), and (G) of the State Model Water Efficient Landscape Ordinance, as amended September 15, 2015, and as it may be amended in the future.”

- B. The following Compost and mulch use requirements that are part of the MWELO are now also included as requirements of this ordinance. Other requirements of the MWELO are in effect and can be found in 23 CCR, Division 2, Chapter 2.7.

- C. Property owners or their building or landscape designers that meet the threshold for MWELO compliance outlined in Section 23(A) above shall:
 - 1. Comply with Sections 492.6 (a)(3)(B)(C),(D) and (G) of the MWELO, which requires the submittal of a landscape design plan with a soil preparation, mulch, and amendments section to include the following:
 - i. For landscape installations, Compost at a rate of a minimum of four cubic yards per 1,000 square feet of permeable area shall be incorporated to a depth of six (6) inches into the soil. Soils with greater than six percent (6%) organic matter in the top six (6) inches of soil are exempt from adding Compost and tilling.

 - ii. For landscape installations, a minimum three- (3-) inch layer of mulch shall be applied on all exposed soil surfaces of planting areas except in turf areas, creeping or rooting groundcovers, or direct seeding applications where mulch is contraindicated. To provide habitat for beneficial insects and other wildlife up to five percent (5%) of the landscape area may be left without mulch. Designated insect habitat must be included in the landscape design plan as such.

- iii. Organic mulch materials made from recycled or post-consumer materials meeting procurement requirements under 14 CCR, Division 7, Chapter 12, Article 12 shall take precedence over inorganic materials or virgin forest products unless the recycled post-consumer organic products are not locally available. Organic mulches are not required where prohibited by local fuel modification plan guidelines or other applicable local ordinances.
2. The MWELO compliance items listed in this Section are not an inclusive list of MWELO requirements; therefore, property owners or their building or landscape designers that meet the threshold for MWELO compliance outlined in Section 23(A) shall consult the full MWELO found in Title 23 Division 2 Chapter 2.7 Model Water Efficient Landscape Ordinance for all requirements.

SECTION 24: REMOVAL OF SOLID WASTE

No person other than the Person in Charge of any Premises or a District Solid Waste Franchisee shall:

- A. Remove any Container from the location where the Container was placed for storage or collection by the Person in Charge of the Premises; or
- B. Remove any Solid Waste from any Container; or
- C. Move a Container from the location in which it was placed for storage or collection without the prior written approval of the Person in Charge of the Premises.

SECTION 25: BULKY WASTE

No person shall place Bulky Waste adjacent to or in a street or public right-of-way for collection or removal purposes without first making arrangements with the appropriate Solid Waste Franchisee for the collection or removal of such Bulky Waste.

SECTION 26: HAZARDOUS WASTE

No person shall place or deposit Hazardous Waste, Household Hazardous Waste, or Universal Waste in any Container provided by a Solid Waste Franchisee, or deposit, release, spill, leak, pump, pour, emit, empty, discharge, inject, dump or dispose into the environment any Hazardous Waste, Household Hazardous Waste or Universal Waste.

SECTION 27: SOLID WASTE BURNING AND BURIAL

A. No person shall burn any Solid Waste within the District, except in an approved incinerator or transformation facility or other device for which a permit has been issued, and which complies with all applicable permit and other regulations of air pollution control authorities, and provided any such act of burning in all respects complies with all other laws, rules and regulations.

B. Solid Waste is prohibited from being buried within District boundaries. This prohibition shall not be interpreted to prohibit the composting of yard waste.

SECTION 28: FRANCHISE REQUIRED

No person except a Solid Waste Franchisee, a landscaper hauling green waste, or a licensed contractor performing work within the scope of that license, shall collect or remove any Solid Waste from any Premises within the District.

SECTION 29: PUBLIC NUISANCE

It is unlawful and a public nuisance if any one of the following conditions exists at a Premises:

A. The Person in Charge of the Premises has not made arrangements with the appropriate Solid Waste Franchisee for Solid Waste Handling Services;

B. The Person in Charge of the Premises has made arrangements with the appropriate Solid Waste Franchisee for Solid Waste Handling Services, but the Solid Waste Franchisee has terminated services to the Premises due to the Account Holder's failure to pay for such services.

SECTION 30: UNAUTHORIZED DISPOSAL

No person shall place anything in another person's Containers without the permission of such other person.

SECTION 31: SPILLS

It is unlawful for any person transporting Solid Waste not to clean up, or arrange for the cleanup, of any Solid Waste during removal or transport within the District by such person. If any person transporting Solid Waste Spills any such materials and does not clean up or arrange for the cleanup of the Spill, the District may clean up the Spill and charge the person responsible for the Spill 100 percent of the costs the District incurred in cleaning up the Spill.

SECTION 32: UNLAWFUL DUMPING

It is unlawful for any person to negligently or intentionally Spill upon any property within the District any Solid Waste, or to cause, suffer, or permit Solid Waste to be located upon any property in the District, except as authorized by law.

SECTION 33: UNLAWFUL SCAVENGING

It shall be unlawful for any person other than the owner or agent or employee of the owner of a solid waste or recyclable material container, a solid waste hauler or the person or agent or employee of the person for whom a solid waste or recyclable material container is contracted or placed to collect refuse or recyclable material to

rummage in, disturb, interfere, scavenge, or remove refuse or recyclable material from officially designated refuse and recyclable containers

SECTION 34: RESTRAINT OF ANIMALS

Any occupant owning or possessing an animal on the premises which may bite or attempt to bite a solid waste hauler while engaged in collecting refuse shall be required to secure the animal(s) or place the container in such manner that such animal shall not constitute a hazard or to endanger a solid waste hauler. In addition to any criminal penalties specified in this code, failure to adhere to the requirements of this section shall be cause for suspension of collection service during such time as there exists any such danger or hazard. Suspension of service pursuant to this section shall not relieve any person or firm of the duty to pay solid waste collection charges during such period of suspension.

SECTION 35: SOLID WASTE FACILITIES

No person shall construct or operate a Solid Waste management facility, including but not limited to a materials recovery facility, Solid Waste transfer or processing station, composting facility, a buy-back or drop-off center, disposal facility or a recycling center without first satisfying all District requirements for land use, environmental and other approvals.

SECTION 36: INSPECTIONS AND INVESTIGATIONS BY THE DISTRICT

A. District employees, Designee, and/or its Solid Waste Franchisee are authorized to conduct Inspections and investigations, at random or otherwise, of any collection container, collection vehicle loads, or transfer, processing, or disposal facility for materials collected from generators, or Source Separated materials to confirm compliance with this Ordinance, subject to applicable laws. This Section does not allow the District to enter the interior of a private residential property for Inspection. For the purposes of inspecting Commercial Business containers for compliance with this Ordinance, the District may conduct container Inspections for Prohibited Container Contaminants using Remote Monitoring, and Commercial Businesses shall accommodate and cooperate with the Remote Monitoring, where applicable.

B. Persons in Charge shall provide or arrange for access during all Inspections (with the exception of residential property interiors) and shall cooperate with District employees, Designee, and/or its Solid Waste Franchisee during such Inspections and investigations. Such Inspections and investigations may include confirmation of proper placement of materials in containers, Edible Food Recovery activities, records, or any other requirement of this Ordinance described herein. Failure to provide or arrange for: (i) access to an entity's premises; (ii) installation and operation of Remote Monitoring equipment, where required; or (ii) access to records for any Inspection or investigation is a violation of this Ordinance and may result in penalties described.

C. Any records obtained by a District during its Inspections, Remote Monitoring, and other reviews shall be subject to the requirements and applicable disclosure exemptions of the Public Records Act as set forth in Government Code Section 6250 *et seq.*

D. District employees, Designee, and/or its Solid Waste Franchisee are authorized to conduct any Inspections, Remote Monitoring or other investigations as reasonably necessary to further the goals of this Ordinance, subject to applicable laws.

E. The District shall receive written complaints from persons regarding an entity that may be potentially non-compliant with this Ordinance, including receipt of anonymous complaints.

SECTION 37: ENFORCEMENT

A. The General Manager is hereby declared and appointed as the enforcement officer of this Ordinance, and shall be empowered to take such other actions as authorized herein, or as may otherwise be authorized by the District's Board of Directors or be reasonably necessary, for enforcement of the Ordinance.

B. Any violation of this Ordinance may be enforced in any manner authorized by law, including but not limited to an administrative citation, criminal citation, nuisance abatement action, or civil action.

C. Nothing in this Ordinance shall restrict or otherwise prohibit the District from delaying enforcement and/or implementation requirements of Article 3 in 14 CCR 18984 as approved by CalRecycle, provided it complies with SB 1383, the SB 1383 Regulations, and/or any other applicable law, as may be amended from time to time, pursuant to 14 CCR 18984.12 (a).

SECTION 38: APPEALS

A. A business who desires to appeal the notice set forth in this Ordinance may appeal to the District's Board of Directors within the twenty (20) calendar days of the post-mark of the Warning Notice by filing a timely written appeal with the General Manager. Timely appeal shall not stay any further solid waste collection or responsibility to pay therefore. The General Manager shall set the matter for hearing before the District's Board of Directors and shall notify the Appellant by mail of the date set for such hearing, at least fifteen (15) days prior to said date. If the Appellant resides outside the District, the above period of notice by mail before the hearing shall be at least twenty-five (25) days. The Appellant shall have the right to appear in person or by an agent, designated in writing, at the hearing, and present oral, and/or written, evidence. The District's Board of Directors shall decide the appeal and shall issue its decision, which shall be in writing and be legally binding.

B. The District's Board of Directors shall have authority to make reasonable adjustments in the amount billed or to excuse payment altogether as well as authority to grant ancillary relief. The District's Board of Directors shall have authority to determine that the Hauler shall not be entitled to any payment from the business owner affected. The District's Board of Directors shall have no authority to award monetary damages, costs or attorney's fees.

SECTION 39: LIABILITY FOR VIOLATION

Any person violating any of the provisions of this Ordinance, or permitting or maintaining any property in violation of any of this Ordinance, shall be liable to the

District for any expense, loss or damage, occasioned by the District by reason of such violation. Such liability shall be in addition to any other civil or criminal penalties imposed under this Ordinance or under any other provision of law.

SECTION 40: PENALTIES AND FINES

A. Pursuant to Government Code Section 61064(c), the General Manager is hereby authorized to issue citations for violations of this Ordinance. Any person violating any provision of this Ordinance, as determined by the Board, may be prosecuted, by the applicable law enforcement agency or the General Manager in the name of the people of the State of California, as committing either a misdemeanor or an infraction, or may be the subject of redress by civil action.

B. Pursuant to Government Code Section 61064(a), a person violating any provision of this Ordinance shall be guilty of a misdemeanor, and shall be punishable by imprisonment in the County jail for not more than thirty (30) days, or by a fine of not more than one thousand dollars (\$1,000), or by both such fine and imprisonment as may be allowed by law. Each and every violation of this Ordinance and each day during which such violation is committed or continued shall constitute a separate offense.

C. It shall constitute an infraction for an owner as defined above to fail to sign up for or to timely pay for solid waste and recycling collection service or to otherwise violate any provision of this ordinance and upon conviction of such violation shall be subject to a fine of \$250.00 for the first offense; \$500.00 for a second violation within a one (1) year period and \$1,000.00 for a third or subsequent violation within a one (1) year period. The additional remedies, penalties and procedures for violations and for recovery of costs related to enforcement provided for in this Ordinance are incorporated herein by this reference. The owner shall also be subject to court action to pay for solid waste collection service furnished to the business located thereon.

SECTION 41: INJUNCTION

In addition to the remedies set forth in this Ordinance, the District may file a civil action to compel compliance with this Ordinance, including but expressly not limited to, an action to enjoin any pending or future violations of the Ordinance, or for the issuance of an order stopping or disconnecting a service if the charges for that service are delinquent or unpaid.

SECTION 42: RESERVATION OF RIGHTS

All remedies set forth in this Ordinance are herein declared to be cumulative and non-exclusive, and shall not preclude the District from enforcing any other rights or remedies available under the law or any other rules and regulations of the District.

SECTION 43: ATTORNEYS' FEES

In any action or proceeding brought to enforce a violation of this Ordinance, including but not limited to a nuisance abatement action and an action to foreclose on a special assessment, the prevailing party shall recover its reasonable attorney's fees and costs.

SECTION 44: SEVERABILITY

If any section, subsection, subdivision, sentence, clause, phrase, or portion of this ordinance, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this ordinance. The District's Board of Directors hereby declares that it would have adopted this Ordinance, and each Section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more Sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

SECTION 45: PUBLICATION AND POSTING

The General Manager is hereby directed to cause a summary of this Ordinance to be published at least five (5) days prior to the date of adoption hereof in a newspaper of general circulation within the District Boundaries and a copy of the full text of this Ordinance must be posted at the District office at least five (5) days prior to the meeting. Within fifteen (15) days after adoption, the General Manager is hereby directed to cause said summary of this Ordinance to be published in a newspaper of general circulation within the District Boundaries and a copy of the full text of this Ordinance must be posted at the District office.

SECTION 46: EFFECTIVE DATE

This ordinance shall take effect thirty (30) days after adopted by the Board of Directors of the Phelan Piñon Hills Community Services District.

INTRODUCED FOR FIRST READING this ____ day of _____, 2022.

Rebecca Kujawa, President, Board of Directors

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO)

I, Kimberly Ward, Secretary of the Board of Directors of the Phelan Piñon Hills Community Services District, California, do hereby certify that the foregoing ordinance, being Ordinance No. 2022-02, was duly introduced by the Board of Directors of said District, at a regular meeting of said Board held on _____, 2022, by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

ATTEST:

Secretary of the Phelan Piñon Hills Community Services District and of the Board of Directors thereof

SEAL

SB 1383 Jurisdiction Responsibilities

Jurisdictions should create an action plan that lays out a path to complying with the law. Implementing the law may require:

- Updating hauling contracts to reflect SB 1383 collection requirements
- Adopting an enforceable mechanism/ordinance for collection, recycling, and food recovery requirements
- Planning for rate increases to support new collection and recycling requirements and to fund a food recovery network
- Determining staff and funding needed to implement the law, including
 - Health inspections that could be addressed through a partnership with the county department of public health
 - Model ordinance implementation, which may require staff to modify the model ordinance for the jurisdiction, legal staff to review the ordinance, and presentations to city/county meetings for approval

SB 1383 specifically directs jurisdictions to conduct the following activities.

Collection

Jurisdictions are required to provide organic waste collection to all residents and businesses, which means providing service automatically and not relying on the generator to subscribe.

- Beginning in 2022, SB 1383 requires every jurisdiction to provide organic waste collection services to all residents and businesses. This is what we refer to as automatically providing service, mandatory service, or universal service, in which the resident or business is automatically provided the service.
- The regulations standardize container colors across the state (to be fully implemented by January 1, 2036), and require a jurisdiction to place a label on each new container or lid provided to generators consistent with the container collection requirements (starting January 1, 2022).
- The regulations require contamination monitoring in curbside collection containers. Jurisdictions will typically delegate this task to their hauler.
- Jurisdictions can issue three types of waivers to generators:
 - De minimis
 - Physical space
 - Collection frequency
- CalRecycle can issue three types of waivers to jurisdictions that are eligible, which delay or exclude implementation of some of the requirements:

Additional Information

[Collection](#)

[Collection Systems](#)

[Collection Contamination](#)

[Collection Contamination](#)

- Low population
- Rural exemption
- Elevation waivers

Note: the regulations also place requirements on residents and commercial businesses.

Food Recovery

Jurisdictions are required to establish an edible food recovery program that recovers edible food from the waste stream. This includes:

- Assessing capacity of existing edible food recovery
- Establishing an edible food recovery program (and expanding existing infrastructure if necessary)
- Conducting inspections of:
 - Tier one commercial edible food generators and food recovery organizations and services beginning January 1, 2022
 - Tier two commercial edible food generators beginning January 1, 2024.
- Providing education and outreach

Additional Information

[Food Recovery](#)

[Jurisdictions](#)

[Donors](#)

[Food Recovery Organizations](#)

Education and Outreach

Jurisdictions are required to conduct education and outreach to all affected parties, including generators, edible food recovery organizations, and city/county department staff. This includes:

- Providing information on methods for the prevention of organic waste generation, recycling organic waste onsite, and sending organic waste to community composting
- Providing information to food donors regarding programs for the donation of edible food
- Providing materials in non-English languages so they are linguistically accessible to residents and businesses

Additional Information

[Education](#)

Procurement of Recycled Organic Products

Jurisdictions are responsible for procuring recycled organic waste products like compost, mulch, renewable natural gas (RNG), electricity, and recycled-content paper and paper products.

Procuring does not necessarily mean purchasing.

Additional Information

[Procurement Web Page](#)

[Procurement Calculator](#)

Organic Waste Product Requirements

Each jurisdiction will have a minimum procurement target for recycled organic waste products that is calculated based on its population.

CalRecycle will provide a calculator for a jurisdiction to use to calculate progress towards meeting their target.

CalRecycle will notify jurisdictions of their target Prior to January 1, 2022.

Jurisdictions may procure any combination of the following products to meet their target:

- Compost
- Renewable gas used for transportation fuels, electricity, heating applications, or pipeline injection
- Electricity from biomass conversion produced from organic waste

Recycled-Content Paper and Paper Product Requirements

All departments in a jurisdiction that make paper purchases will be required to purchase and keep purchase records for paper products that:

- Contain postconsumer recycled content
- Are recyclable

Capacity Planning

Jurisdictions are required to evaluate the jurisdiction's readiness and capacity to implement SB 1383, including organics collection and recycling and edible food recovery capacity.

Each county will lead this effort by coordinating with cities, special districts that provide solid waste collection services, and regional agencies located within the county.

Additional Information

[Capacity Planning](#)

[Capacity Planning for Organic Waste Recycling](#)

[Capacity Planning for Food Recovery](#)

Enforcement

Starting January 1, 2022, jurisdictions are required to conduct inspections and enforce compliance with SB 1383. Jurisdictions are required to adopt an ordinance or enforceable mechanism consistent with SB 1383 requirements by January 1, 2022.

Additional Information

[Model Ordinance](#)

Jurisdictions must do an annual compliance review of commercial businesses to ensure they are subscribed to collection service. This requirement was previously established by California's Mandatory Commercial Organics Recycling law (AB 1826, Chesbro, Chapter 727, Statutes of 2014).

Jurisdictions may choose to combine edible food generator with existing health inspections, which may consolidate resources.

Jurisdictions using a 3- or 2-container organic waste collection service are required to monitor contamination.

Recordkeeping and Reporting

Jurisdictions are required to maintaining accurate and timely records of SB 1383 compliance and reporting.

To reduce reporting, jurisdictions are required to maintain records and keep information in an Implementation Record.

Each jurisdiction is required to report to the Department annually on its implementation and compliance with the requirements of 1383.

WHAT GOES WHERE?



ORGANICS

Food Soiled Paper • Eggs & Dairy Scraps •
Coffee Grinds & Teabags • Meat, Bones &
Seafood • Fruit & Vegetable • Yard Trimmings

RECYCLABLES

Metal Cans • Aluminum Foil • Paper • Glass
Bottles & Jars • Plastics # 1, 2 & 5 • Food Boxes
• Paper Packaging • Phone Books

LANDFILL

Garbage • Styrofoam • Ceramic Dishes • Chip
Bags • Dirty Takeout Containers • Cigarette
Butts • Dirty Diapers • Packing Peanuts

- **Green Container:** Limited to food waste, yard waste, green waste, other organic materials.
- **Blue Container:** Allows for traditional recyclables, such as bottles, cans, and plastic, and organic waste such as paper and cardboard.
- **Gray Container:** Limited to waste that is not organic or recyclable.



Agenda Item 6c

Discussion & Possible Action
Regarding Distribution System
Dead-End Elimination

MEMORANDUM

DATE: March 16, 2022

TO: Board of Directors

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

SUBJECT: Discussion & Possible Action Regarding Distribution System Dead-End Elimination

STAFF RECOMMENDATION

Due to budgetary considerations, for staff to continue flushing dead-end lines as necessary, and as scheduled, and to monitor dead-end lines for future looped connection as development occurs.

BACKGROUND

The February 2, 2022, Board meeting, an action item regarding distribution dead-ends was tasked to staff for analysis. A cost estimate, per dead-end occurrence, has been prepared for discussion with an average per foot connection of 550 linear feet. A heat map illustrating the locations and lengths of distribution dead-end connections has been prepared for reference.

FISCAL IMPACT

Budgeted: \$0
Estimated Costs: \$41,552 per Dead-End
x 347 Dead-Ends
\$14,418,544.00

ATTACHMENT(S)

- Heat Map illustrating potential dead-end connections
- Cost estimate of dead-end connection per occurrence

PHELAN PINON HILLS COMMUNITY SERVICES DISTRICT

CUSTOMER FACILITY:						DATE: 2/28/2022	
ADDRESS:						<input checked="" type="checkbox"/> PAVED <input type="checkbox"/> UNPAVED	
LOCATION/APN:							
Description of Work:		Dead-End Connections					
CONTACT PERSONS:		NAME: Sean Wright		PH#760-868-1212		NAME	PH#
WATER SCOPE OF WORK:			Cost Estimate and Travel	Other	OVERTIME (Enter Job Duty)	PRODUCTIVE HOURLY RATE (COST)	SUBTOTAL
STAFF		#	HOURS	HOURS	HOURS	\$ / HOUR	\$
General Manager							
General Manager						\$150.96	\$0.00
Water Ops Mgr.						\$68.98	\$0.00
WSO Supervisor		1	40			\$58.32	\$2,332.80
WSOIII						\$41.81	\$0.00
WSOII		2	40			\$40.08	\$3,206.40
WSOI		1	40			\$36.35	\$1,454.00
Customer Serv Lead						\$43.80	\$0.00
Water Quality Tech		1	4			\$47.20	\$188.80
						\$0.00	\$0.00
Engineering Manager							
Engineering Manager		1	1			\$79.91	\$79.91
Engineering Tech		1	1			\$48.22	\$48.22
						\$0.00	\$0.00
Conservation/Ex Mgmnt Analyst							
Conservation/Ex Mgmnt Analyst						\$53.44	\$0.00
Asst Cust Serv Spvsr							
Asst Cust Serv Spvsr						\$47.27	\$0.00
ATII						\$33.99	\$0.00
ATI						\$35.36	\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
EQUIPMENT							
Backhoe		1	40			\$68.00	\$2,720.00
Backhoe Trailer		1	40			\$33.00	\$1,320.00
Air Compressor & accessories						\$30.00	\$0.00
Dump Truck (10 Wheels)		1	40			\$120.00	\$4,800.00
Pick Up/Utility		2	40			\$25.00	\$2,000.00
Welder						\$33.00	\$0.00
Vactor						\$33.00	\$0.00
Bore Machine						\$27.00	\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
MATERIALS							
1" Service Line						\$0.55	\$0.00
1" Angle Stop						\$55.00	\$0.00
1" Corp Stop						\$56.00	\$0.00
Tapping Saddle						\$59.26	\$0.00
6" Tapping Saddle						\$90.00	\$0.00
8" Tapping Saddle						\$112.00	\$0.00
1" Meter						\$438.40	\$0.00
1" Meter Box						\$36.12	\$0.00
#5 Concrete Box						\$157.00	\$0.00
1" Dual Check						\$47.60	\$0.00
1" Meter Ball Valve						\$76.40	\$0.00
Marking Paint						\$472.58	\$0.00
Temp. Road Patch						\$4.89	\$0.00
Permanent Patch Cost						\$10.00	\$0.00
C-900 Pipe		550				\$31.50	\$17,325.00
48" Fire Hydrant		1				\$3,715.78	\$3,715.78
8" Flex couplings		2				\$198.50	\$397.00
Hydraulic Model Update IEC		1				\$150.00	\$150.00
							\$0.00
Staff Hours Sub Total							\$7,310.13
Equipment Sub Total							\$10,840.00
Materials Sub Total							\$21,587.78
Sub Total							\$39,737.91
						Admin Fee 10%	\$1,815.01
						Contingency Fee 0%	\$0.00
Total							\$41,552.92

PREPARED BY: Sean Wright

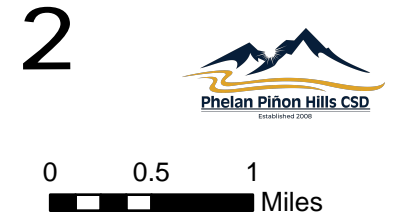
Date: 2/28/2022

REVIEWED BY:

Phelan Piñon Hills CSD

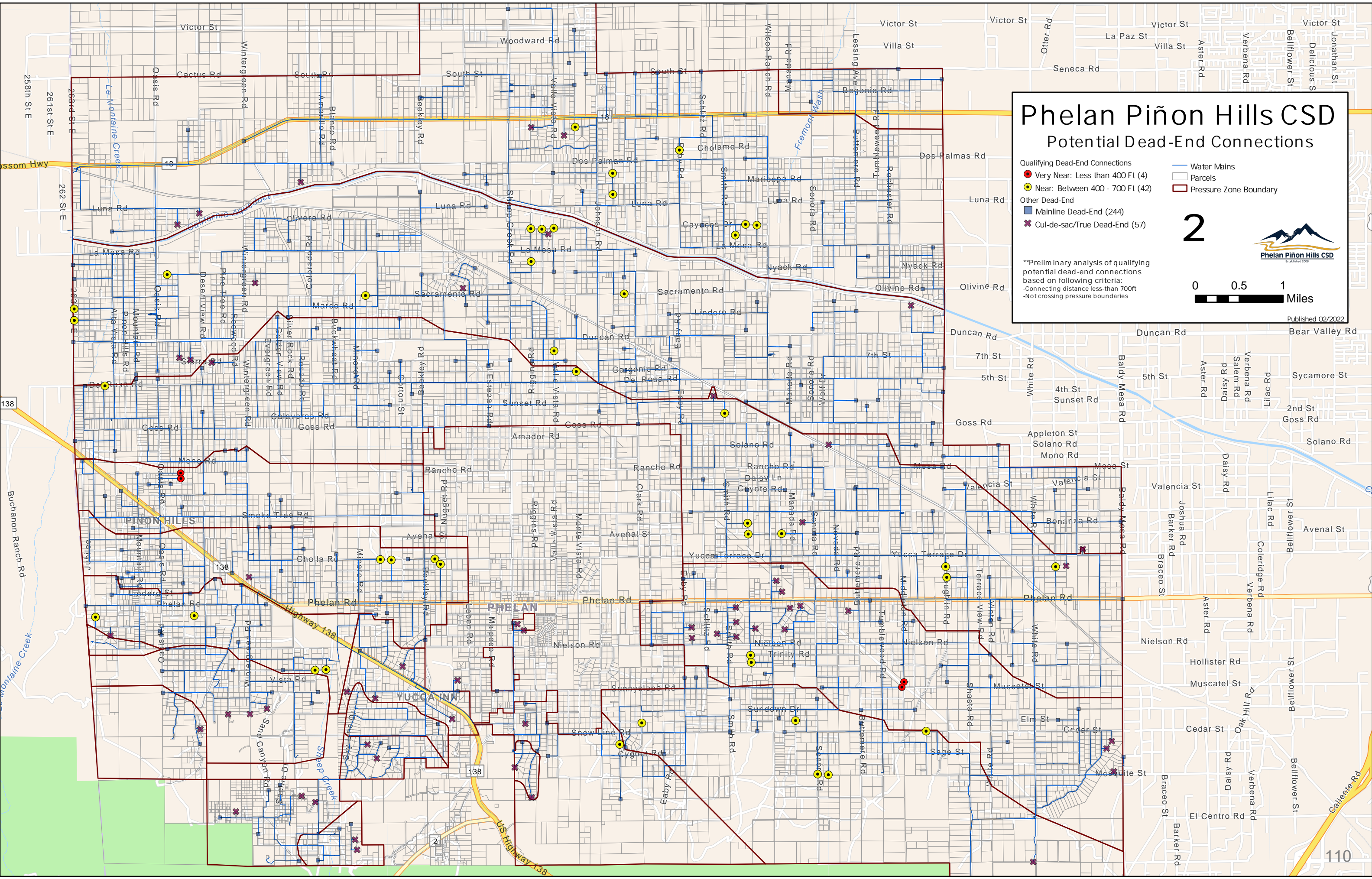
Potential Dead-End Connections

- Qualifying Dead-End Connections
- Very Near: Less than 400 Ft (4)
 - Near: Between 400 - 700 Ft (42)
- Other Dead-End
- Mainline Dead-End (244)
 - ✳ Cul-de-sac/True Dead-End (57)
- Water Mains
 Parcels
 Pressure Zone Boundary



**Preliminary analysis of qualifying potential dead-end connections based on following criteria:
 -Connecting distance less than 700ft
 -Not crossing pressure boundaries

Published 02/2022



Agenda Item 6d

Discussion & Possible Adoption of Resolution No. 2022-10; Placing in Nomination Don Bartz, General Manager, as a Director of the California Special Districts Association's Southern Network Seat B

MEMORANDUM

DATE: March 16, 2022

TO: Board of Directors

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

SUBJECT: Discussion & Possible Adoption of Resolution No. 2022-10; Placing in Nomination Don Bartz, General Manager, as a Director of the California Special Districts Association's Southern Network Seat B

STAFF RECOMMENDATION

For the Board to adopt Resolution No. 2022-10; Placing in Nomination Don Bartz, General Manager, as a Director of the California Special Districts Association's Southern Network Seat B.

BACKGROUND

The California Special Districts Association ("CSDA") Elections and Bylaws Committee is looking for independent special district board members, or their general managers, from the Southern Network who are interested in leading the direction of CSDA for the 2022-2024 term, Seat B, which is currently held by Don Bartz, the District's General Manager.

Any Regular Member in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. The deadline for receiving nominations for the Northern, Sierra, Bay Area, Central and Southern Networks is March 31, 2022.

Should the Board desire to nominate Mr. Bartz for this position, staff recommends for the Board to adopt Resolution No. 2022-10; Placing in Nomination Don Bartz, General Manager, as a Director of the California Special Districts Association's Southern Network, Seat B.

FISCAL IMPACT

There is no fiscal impact for making a nomination. If selected for the position, it is expected the District will not incur additional charges as Mr. Bartz already attends the CSDA annual conference and Special Districts Legislative Days. Additional meetings will be reimbursed by CSDA to the District for meetings outside of the two events listed above, resulting in no fiscal impact to the District for Mr. Bartz attending those meetings.

ATTACHMENT(S)

Resolution No. 2022-10
CSDA Board Commitments & Responsibilities

RESOLUTION NO. 2022-10
A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT,
SAN BERNARDINO COUNTY, CALIFORNIA,
PLACING IN NOMINATION DON BARTZ, GENERAL MANAGER,
AS A DIRECTOR OF THE CALIFORNIA SPECIAL DISTRICTS ASSOCIATION'S
SOUTHERN NETWORK SEAT B

WHEREAS, being a member district of the California Special District Association ("CSDA"), the Board of Directors of the Phelan Piñon Hills Community Services District ("District") does encourage and support the participation of the District in CSDA affairs; and

WHEREAS, Don Bartz has served as General Manager of the District from August 2008 to present; and

WHEREAS, Don Bartz has indicated a desire to serve as a Director on CSDA's Southern Network Board of Directors.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Phelan Piñon Hills Community Services District does place its full and unreserved support in the nomination of Don Bartz for the position of Director on CSDA's Southern Network Board of Directors.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Phelan Piñon Hills Community Services District held on the 16th day of March, 2022, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

President, Board of Directors
Phelan Piñon Hills Community Services District

ATTEST:

Secretary, Board of Directors
Phelan Piñon Hills Community Services District



Policy 2.16: Board Commitments & Responsibilities

Overview:

The Board of Directors is responsible for ensuring the Association's long-term financial stability and integrity. Directors ensure the Association fulfills its mission to promote good governance and improved core local services through professional development, advocacy and other services for all types of independent special districts. In order to foster the Association's continued viability and growth, effective member engagement and sufficient revenue are essential. Accordingly, Directors pledge to be active participants and promote the Association and its services.

Core Commitments:

1. Support the approved CSDA mission statement, vision statement, and Board beliefs.
2. Advocate for the Association and its members.
3. Serve as a part of a unified governing body.
4. Govern within Board policies, standards and ethics.
5. Dedicate the time and energy necessary to be effective.
6. Represent and make policy decisions based on the impact to the entire special districts community.
7. Respect the individual views of Directors, then collectively support Board decisions.
8. Communicate as a cohesive Board of Directors with a common vision and voice.
9. Operate with the highest standards of integrity and trust.

Date Approved: 11/8/2013

Date Amended: 03/13/2015, 11/13/15, 09/02/16, 01/20/17, 01/19/18, 1/17/2020



Duties & Responsibilities:

General Participation

1. Regularly attend Board meetings – a Board member may be dismissed after three unexcused absences.
2. Actively participate in decision-making by being familiar with issues and prepared to address all agenda items.
3. Participate in setting CSDA policy, budget approval and establishing the direction for the Association through the Strategic Plan.
4. Actively participate as a member of at least one and no more than two CSDA committees – Board Officers may participate in more than two committees as required in the CSDA Bylaws and Board Policy Manual.
5. Attend the Association's annual conference and legislative days and participate in other meetings/events.

Governance & Training

1. Complete all four modules of CSDA's Special District Leadership Academy (SDLA) within 2 years of being elected/appointed to the CSDA Board of Directors prior to the expiration of a CSDA Board Member's full-term of office. If not completed by the end of the full-term, the CSDA Board Member shall be ineligible to run for re-election on the CSDA Board of Directors unless they are registered to attend the next available SDLA event.
2. Attend Board member orientation training provided by CSDA.
3. Provide CSDA electronic certificates for posting on the CSDA website indicating current and successful completion of AB1234 (Ethics Training), AB1825 (Harassment Prevention Training), and graduation from the CSDA Special District Leadership Academy (SDLA).

Association Programs

1. Actively understand and encourage participation in CSDA partner programs (SDRMA, CSDA Finance Corporation, SDLF) as well as other CSDA endorsed services within your district, chapter, Network service area and statewide.

Date Approved: 11/8/2013

Date Amended: 03/13/2015, 11/13/15, 09/02/16, 01/20/17, 01/19/18, 1/17/2020



CEO Performance Evaluation

1. Complete and submit the annual Chief Executive Officer (CEO) performance evaluation form by the designated due date. A written request to be excused from submitting the CEO evaluation form may be submitted to the CSDA President for consideration. The CSDA President shall determine if the request is approved or denied using Board Policy: 2.17-Excused Absences as guidance. If the CEO evaluation is not completed by a CSDA Board Member that has not been excused, that individual shall be ineligible to run for re-election on the CSDA Board of Directors upon completion of their term.

Advocacy, Recruitment & Retention

1. Encourage timely responses from your district and service area to CSDA legislative calls to action and other grassroots efforts. Play an active grassroots role within your service area and participate in grassroots campaigns coordinated by CSDA.
2. Advocate for CSDA with an emphasis on building relationships and furthering the understanding/awareness of special districts and the Association within your service area, chapter and statewide.
3. Promote CSDA membership and engagement opportunities in ways appropriate within your service area (i.e. sponsorships, advertisers, exhibitors, speakers, professional development opportunities, services, programs, etc.).

Finance

1. Read and understand CSDA financial statements and otherwise assist the Board in fulfilling its fiduciary responsibility.

Date Approved: 11/8/2013

Date Amended: 03/13/2015, 11/13/15, 09/02/16, 01/20/17, 01/19/18, 1/17/2020

Agenda Item 6e

Discussion & Possible Action
Regarding Wilson Ranch Road
Pipeline Protection Project



MEMORANDUM

DATE: March 16, 2022

TO: Board of Directors

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

SUBJECT: Discussion & Possible Action Regarding Wilson Ranch Road Pipeline Protection Project

STAFF RECOMMENDATION

Staff recommends for the Board to approve the Wilson Ranch Road Pipeline Protection Project in the amount not to exceed \$74,898.36.

BACKGROUND

The District has a pipeline protection plan from the fiscal year 2020/21 to 2025/26, which consists of 5 phases that replace one section of pipeline per year, all of which are located on the south side of Phelan Road from Buttemere to Wilson Ranch Road. Wilson Ranch Road is phase 2 of the pipeline protection project requiring the addition of 2,500+ cubic yards of dirt along the existing roadway to adequately and safely protect the pipeline.

Bids for qualified trucking were solicited with the number of qualified bidders being limited due to licensing, availability, and quantity constraints from a project of this magnitude. Bids were solicited from West Coast Trucking, Everest Trucking Systems, and Ramos Trucking with only West Coast Trucking providing a bid on this project.

Estimated:	United Rentals Equipment Rental:	\$9,118.36
	Purchase of Dirt Material from Emery Materials:	\$17,500
	West Coast Trucking of Material:	\$33,280
	Contingency:	\$15,000
	TOTAL:	\$74,898.36

FISCAL IMPACT

Budgeted: \$75,000.00
Estimated: \$74,898.36

ATTACHMENT(S)

- Wilson Ranch Road Pipeline Protection Plan
- United Rentals Quote for Equipment
- West Coast quote for hauling

BRANCH 510
11612 MARIPOSA AVE
HESPERIA CA 92345-4504
760-947-4810

202656477

Job Site

JOBSITE
TUMBLEWEED RD
PHELAN CA 92329

Office: 760-868-1212 Cell: 760-628-7510

PHELAN PINON HILLS C S D
4176 WARBLER RD
PHELAN CA 92371-8819

Customer # : 1319172
Quote Date : 01/28/22
Estimated Out : 04/04/22 07:00 AM
Estimated In : 04/15/22 07:00 AM
UR Job Loc : TUMBLEWEED RD, PHELA
UR Job # : 2
Customer Job ID:
P.O. # : NPOR
Ordered By : SEAN WRIGHT
Written By : NADIA HAMDAN
Salesperson : NADIA HAMDAN

**This is not an invoice
Please do not pay from this document**

RENTAL ITEMS:								
Qty	Equipment	Description	Minimum	Day	Week	4 Week	Estimated Amt.	
1	9043020	LOADER LANDSCAPER 4WD		334.00	1,248.00	2,760.00	2,496.00	
1	9207005	TRAILER WATER TANK 500 GALLON		121.00	360.00	813.00	720.00	
							Rental Subtotal:	3,216.00
SALES/MISCELLANEOUS ITEMS:								
Qty	Item		Price		Unit of Measure		Extended Amt.	
1	CA PERSONAL PROP TAX REIMB CHARGE	[DRSURCA/MCI]	24.120		EACH		24.12	
1	ENVIRONMENTAL SERVICE CHARGE	[ENV/MCI]	49.920		EACH		49.92	
1	DELIVERY CHARGE		185.000		EACH		185.00	
1	PICKUP CHARGE		185.000		EACH		185.00	
							Sales/Misc Subtotal:	444.04
							Agreement Subtotal:	3,660.04
							Rental Protection:	482.40
							Tax:	269.32
							Estimated Total:	4,411.76

COMMENTS/NOTES:

CONTACT: SEAN WRIGHT
CELL#: 760-885-7255

TO SCHEDULE EQUIPMENT FOR PICKUP, CALL 800-UR-RENTS (800-877-3687)
WE ARE AVAILABLE 24/7 TO SUPPLY YOU WITH A CONFIRMATION #
IN ORDER TO CLOSE THIS CONTRACT

This proposal may be withdrawn if not accepted within 30 days. The above referenced Rental Protection Plan, environmental, and tax charges are estimates and are subject to change.

NOTICE: This is not a rental agreement. The rental of equipment and any items listed above is subject to availability and subject to the terms and conditions of the Rental and Service Agreement, which are available at <https://www.unitedrentals.com/legal/rental-service-terms-US> and which are incorporated herein by reference. A COPY OF THE RENTAL AND SERVICE AGREEMENT TERMS ARE AVAILABLE IN PAPER FORM UPON REQUEST.

BRANCH 25M
 350 MAPES RD
 PERRIS CA 92570-9316
 951-443-1917
 951-443-1662 FAX

202658028

Job Site

JOBSITE
 TUMBLEWEED RD
 PHELAN CA 92329

Office: 760-868-1212 Cell: 760-628-7510

Customer # : 1319172
 Quote Date : 01/28/22
 Estimated Out : 04/04/22 07:30 AM
 Estimated In : 04/15/22 07:30 AM
 UR Job Loc : TUMBLEWEED RD, PHELA
 UR Job # : 2
 Customer Job ID:
 P.O. # : NPOR
 Ordered By : SEAN WRIGHT
 Written By : NADIA HAMDAN
 Salesperson : NADIA HAMDAN

PHELAN PINON HILLS C S D
 4176 WARBLER RD
 PHELAN CA 92371-8819

**This is not an invoice
 Please do not pay from this document**

RENTAL ITEMS:							
Qty	Equipment	Description	Minimum	Day	Week	4 Week	Estimated Amt.
1	9062090	DOZER STANDARD TRACK 90-95HP SLOP BOARDS ON BOTH SIDES		525.00	1,496.00	4,318.00	2,992.00
							Rental Subtotal: 2,992.00
SALES/MISCELLANEOUS ITEMS:							
Qty	Item		Price		Unit of Measure		Extended Amt.
1	CA PERSONAL PROP TAX REIMB CHARGE	[DRSURCA/MCI]	22.440		EACH		22.44
1	ENVIRONMENTAL SERVICE CHARGE	[ENV/MCI]	59.840		EACH		59.84
1	DELIVERY CHARGE		455.000		EACH		455.00
1	PICKUP CHARGE		455.000		EACH		455.00
							Sales/Misc Subtotal: 992.28
							Agreement Subtotal: 3,984.28
							Rental Protection: 448.80
							Tax: 273.52
							Estimated Total: 4,706.60

COMMENTS/NOTES:

CONTACT: SEAN WRIGHT
 CELL#: 760-885-7255

This proposal may be withdrawn if not accepted within 30 days. The above referenced Rental Protection Plan, environmental, and tax charges are estimates and are subject to change.

NOTICE: This is not a rental agreement. The rental of equipment and any items listed above is subject to availability and subject to the terms and conditions of the Rental and Service Agreement, which are available at <https://www.unitedrentals.com/legal/rental-service-terms-US> and which are incorporated herein by reference. A COPY OF THE RENTAL AND SERVICE AGREEMENT TERMS ARE AVAILABLE IN PAPER FORM UPON REQUEST.



P.O. Box 5067
 Buena Park, CA 90622
 Billing: (800) 522-0282
 Fax: (714) 562-2758

Quote Date	Exp. Date	Quote #
3/1/2022	5/30/2022	122973

Quoted By
CHRIS ESTRADA

Customer	645
----------	-----

Job	Phelan Pinon Hills Commu
-----	--------------------------

COD-BUENA PARK

17300 North D Street
 Victorville, CA 92394

Contact: Shawn White
Phone: (760) 885-7255 **Fax:**
Email:

Product	Qty	U/M	Sell Price	Sales Tax	Unit Total
HOURLY TRUCKING	114	HR	\$130.00	\$0.00	\$130.00
<i>4 Hour Minimum</i>					

Notes

Pick Up Location: 9281 Wilson Ranch Rd. Phelan

Los Angeles | Ventura | Orange | Inland Empire: (800) 522-0282 Central California | Northern California: (800) 734-3053
 San Diego County: (800) 266-2837 Palm Springs | Indio: (866) 923-4772 Arizona & Nevada: (855) 522-0282

ALL MATERIALS ARE IN COMPLIANCE WITH MATERIAL SPECIFICATION AT THE PLANT; WCSG TAKES NO RESPONSIBILITY FOR ANY SEGREGATION OR DEGRADATION WHICH CAN TAKE PLACE DURING TRANSIT OR WHILE HANDLING MATERIALS ON THE JOB.

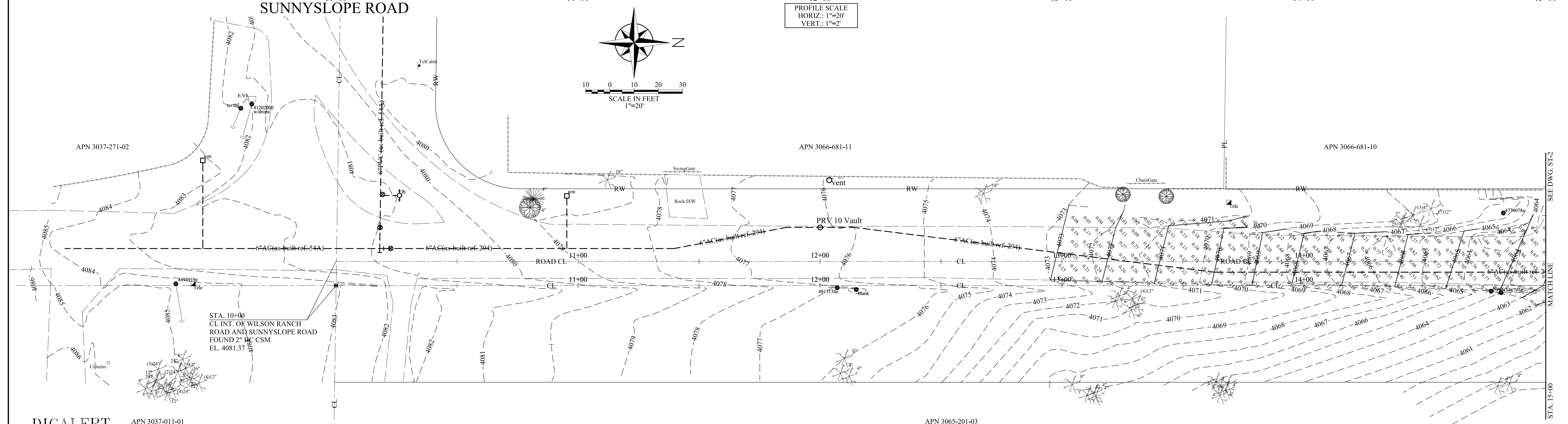
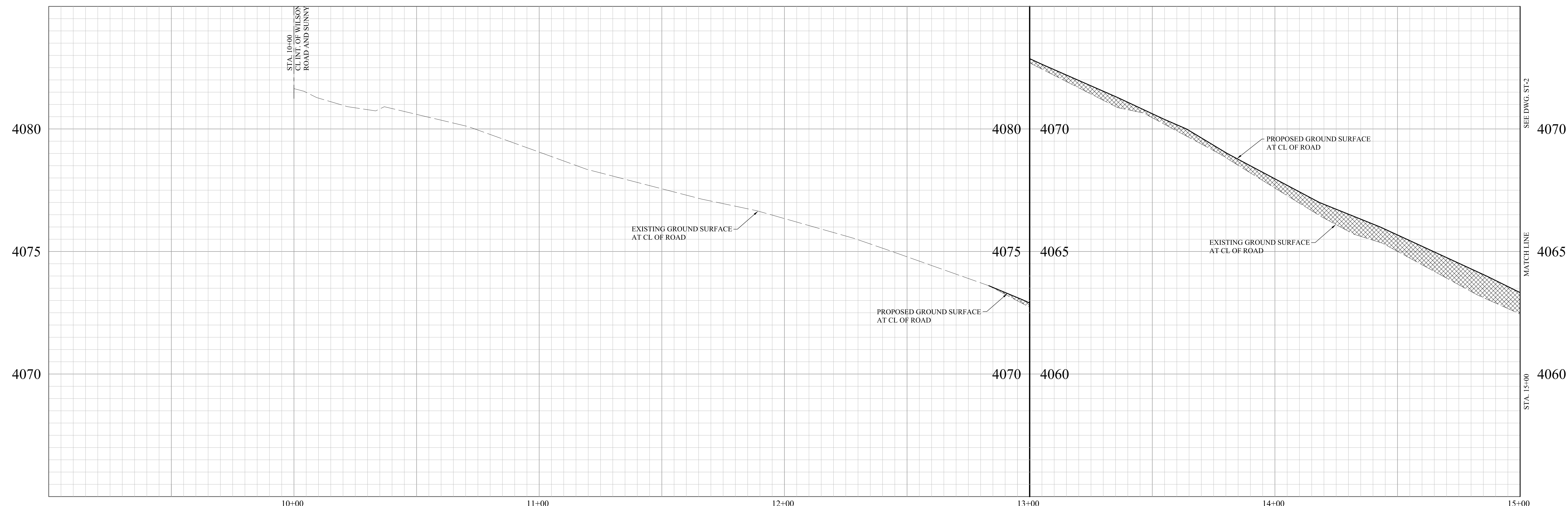
MATERIAL QUOTES SUBJECT TO AVAILABILITY. PRICES QUOTED ARE FOR DELIVERY MON-FRI STANDARD WORKING HOURS (UNLESS OTHERWISE NOTED). 26 TON MINIMUM FREIGHT APPLIES TO LOADS REQUESTED LESS THAN FULL LOAD (UNLESS OTHERWISE NOTED). QUOTED PRICES DO NOT REFLECT PREVAILING WAGE RATES UNLESS EXPRESSLY INDICATED ON THIS QUOTE. STANDBY CHARGES APPLY AFTER 20 MINUTES (UNLESS OTHERWISE NOTED) TO BE CHARGED ON A PER MINUTE BASIS

ALL MATERIAL SALES ARE F.O.B. POINT OF ORIGIN AND TITLE PASSES TO BUYER PRIOR TO TRANSPORTATION.

Terms: Net/10th/Prox

NOT ALL prices include sales tax

All prices are subject to availability



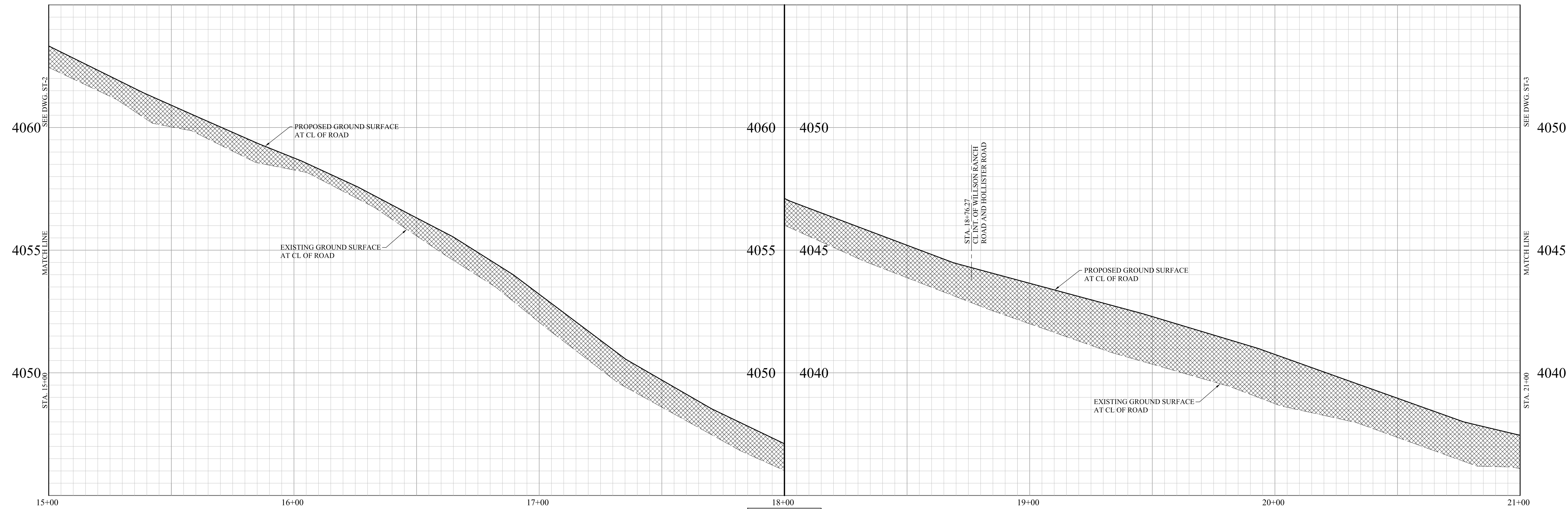
WILSON RANCH ROAD

Cut/Fill Summary

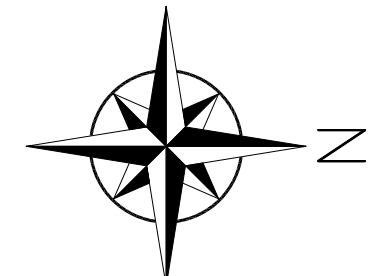
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Totals			103726.34 Sq. Ft.	115.40 Cu. Yd.	3363.88 Cu. Yd.	3248.49 Cu. Yd.<Fill>

DIGALERT
CALL BEFORE YOU DIG
CALL 811
UNDERGROUND SERVICE ALERT
Call at least 2 working days prior to excavating

REV.	REVISION DESCRIPTION	BY	DATE	DESIGNED BY: G.R.C.	APPROVED BY:	PLANS PREPARED BY: PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT PO BOX 294049, PHELAN, CA 92371 PHONE: 760-868-1212 FAX: 760-868-3232	APPROVED BY: DON BARTZ, PHCSD GENERAL MANAGER	SCALE: AS SHOWN		PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT PO BOX 294049, PHELAN, CA 92371 PHONE: 760-868-1212 FAX: 760-868-3232 PIPELINE PROTECTION GRADING PLAN WILSON RANCH ROAD SUNNYSLOPE ROAD TO CAMBRIA ROAD STA. 10+00 TO STA. 15+00	SHEET 2
				DRAWN BY: G.R.C.	SUBMITTED BY:		CHECKED BY: GEORGE CARDENAS, PHCSD ENGINEERING MANAGER	WORK ORDER No. 2021-018			OF 8
				CHECKED BY: G.R.C.							DRAWING No. ST-1



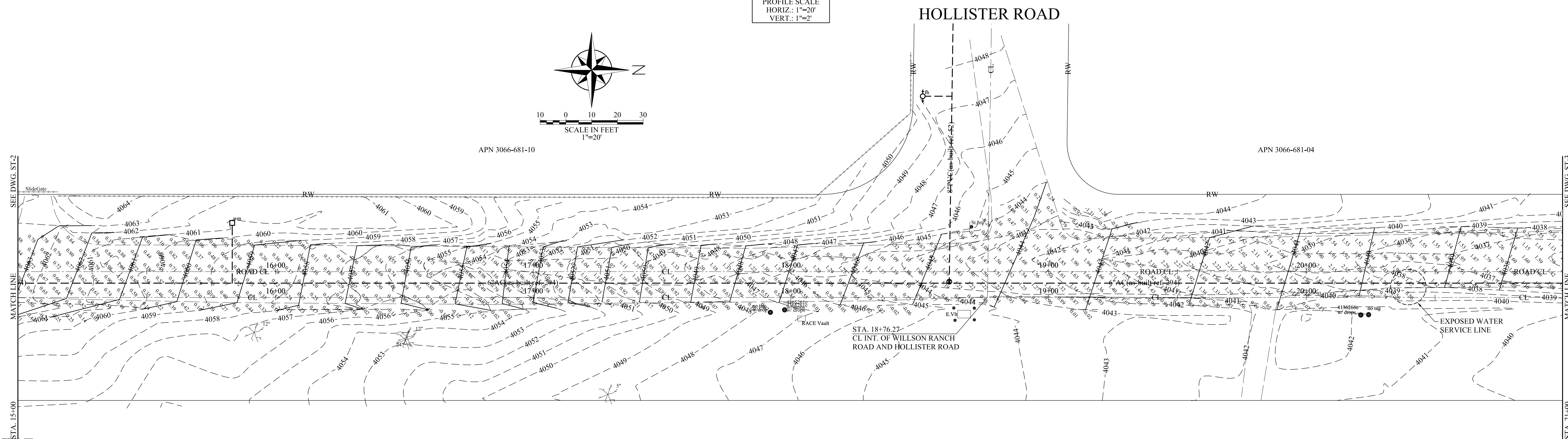
PROFILE SCALE
HORIZ.: 1"=20'
VERT.: 1"=2'



APN 3066-681-10

APN 3066-681-04

APN 3065-201-01



WILSON RANCH ROAD

Cut/Fill Summary

Name	Cut Factor	Fill Factor	2d Area	Cut	Fill	Net
Earthwork	1.000	1.000	103726.34 Sq. Ft.	115.40 Cu. Yd.	3363.88 Cu. Yd.	3248.49 Cu. Yd.<Fill>
Totals			103726.34 Sq. Ft.	115.40 Cu. Yd.	3363.88 Cu. Yd.	3248.49 Cu. Yd.<Fill>

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REV.	REVISION DESCRIPTION	BY	DATE

DESIGNED BY: G.R.C.	APPROVED BY:
DRAWN BY: G.R.C.	DATE
CHECKED BY: G.R.C.	SUBMITTED BY:
	DATE

PLANS PREPARED BY:
PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT
PO BOX 294049, PHELAN, CA 92371 PHONE: 760-868-1212 FAX: 760-868-3232

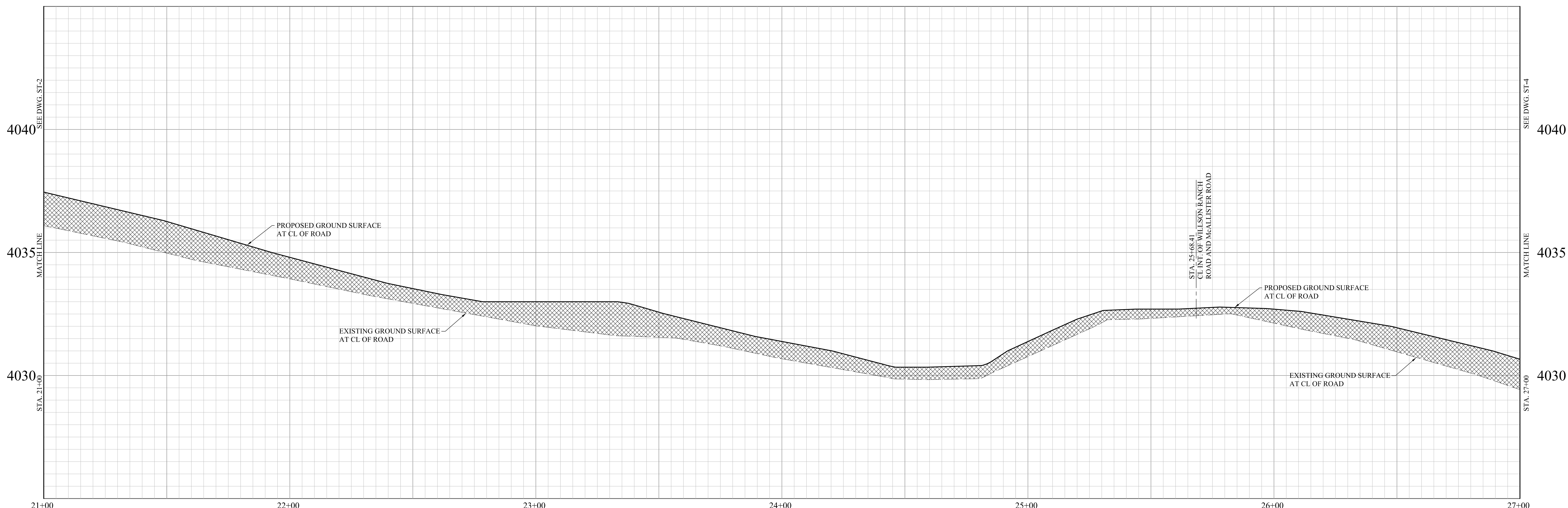
APPROVED BY:	SCALE:
DON BARTZ, PHHCSD GENERAL MANAGER	AS SHOWN
CHECKED BY:	WORK ORDER No.
GEORGE CARDENAS, PHHCSD ENGINEERING MANAGER	2021-018

SCALE:
AS SHOWN
WORK ORDER No.
2021-018



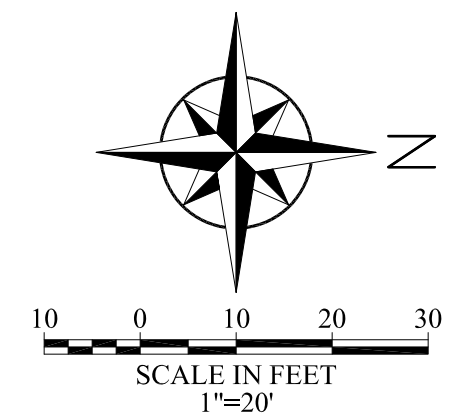
PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT
PO BOX 294049, PHELAN, CA 92371 PHONE: 760-868-1212 FAX: 760-868-3232
PIPELINE PROTECTION GRADING PLAN
WILSON RANCH ROAD
SUNNYSLOPE ROAD TO CAMBRIA ROAD
STA. 15+00 TO STA. 21+00

SHEET 3	DRAWING No.
OF 8	ST-2



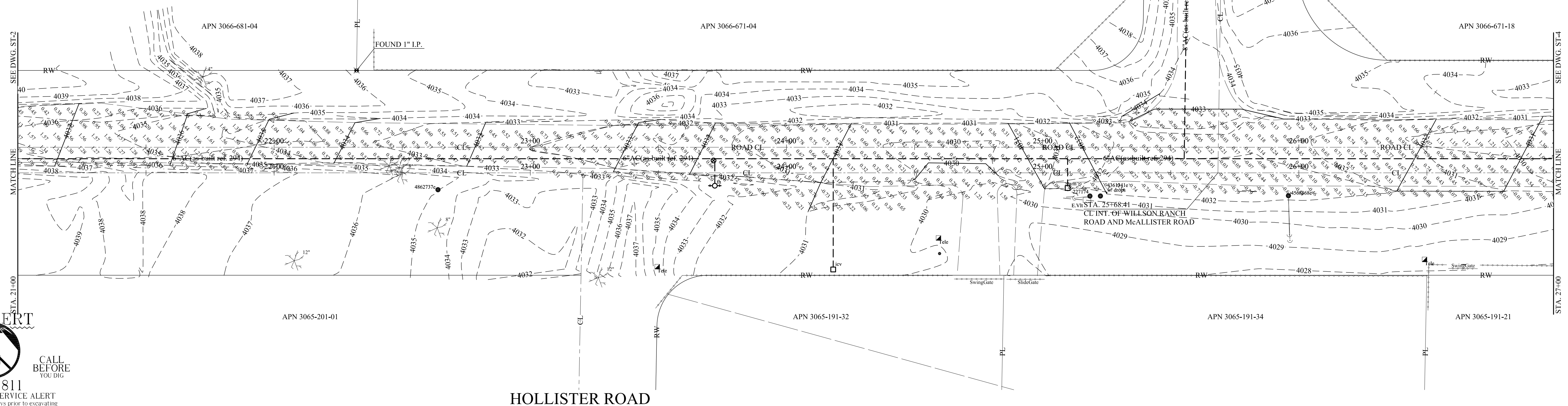
Cut/Fill Summary

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Totals			103726.34 Sq. Ft.	115.40 Cu. Yd.	3363.88 Cu. Yd.	3248.49 Cu. Yd.<Fill>

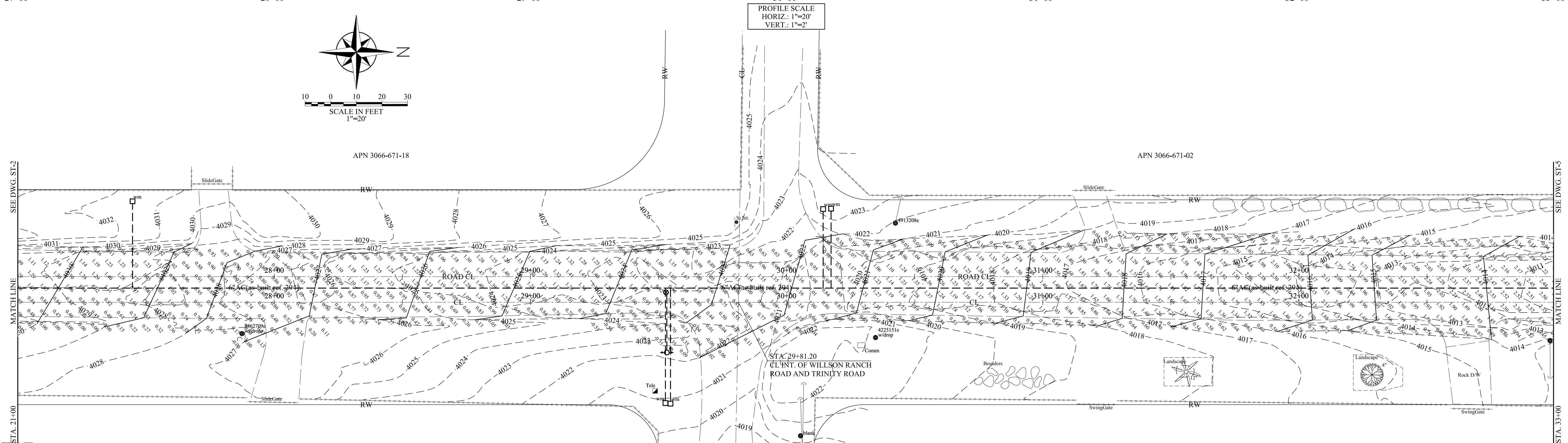
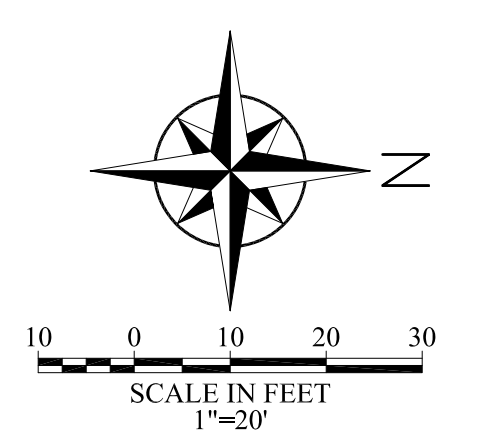
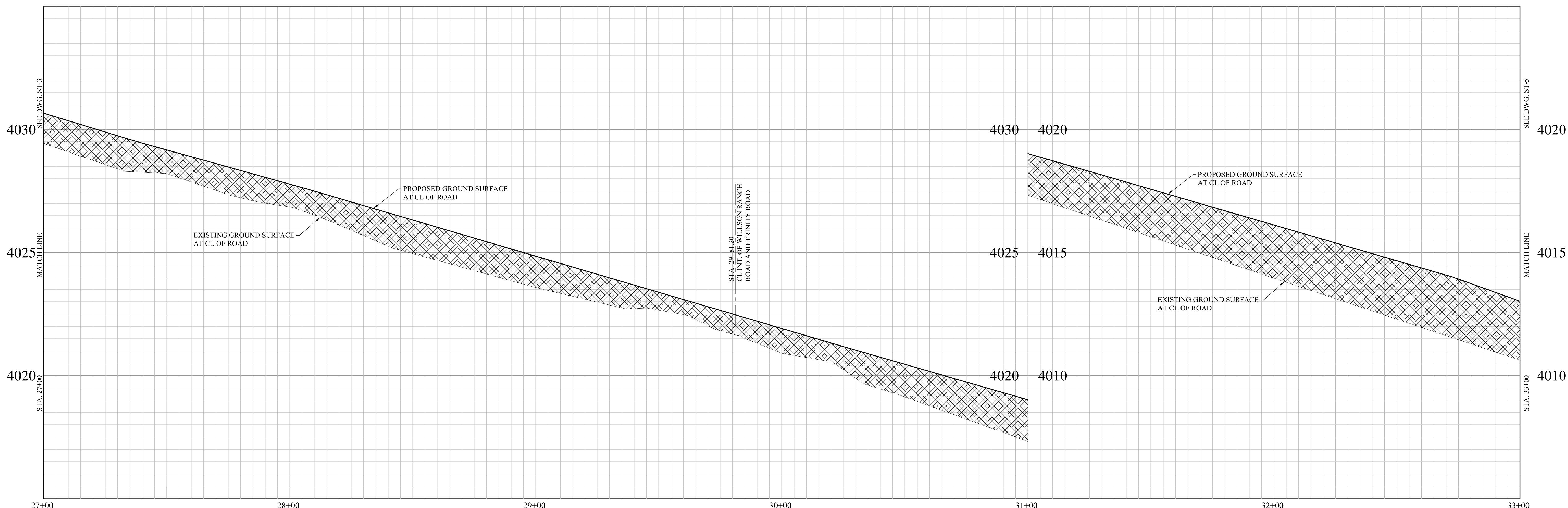


WILSON RANCH ROAD

McALLISTER ROAD



REV.	REVISION DESCRIPTION	BY	DATE	DESIGNED BY: G.R.C.	APPROVED BY:	PLANS PREPARED BY: PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT PO BOX 294049, PHELAN, CA 92371 PHONE: 760-868-1212 FAX: 760-868-3232	APPROVED BY: <i>[Signature]</i> DON BARTZ, PPHCSD GENERAL MANAGER DATE	SCALE: AS SHOWN		PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT PO BOX 294049, PHELAN, CA 92371 PHONE: 760-868-1212 FAX: 760-868-3232 PIPELINE PROTECTION GRADING PLAN WILSON RANCH ROAD SUNNYSLOPE ROAD TO CAMBRIA ROAD STA. 21+00 TO STA. 27+00	SHEET 4
				DRAWN BY: G.R.C.	SUBMITTED BY:		CHECKED BY:				GEORGE CARDENAS, PPHCSD ENGINEERING MANAGER DATE
				CHECKED BY: G.R.C.							DRAWING No. ST-3



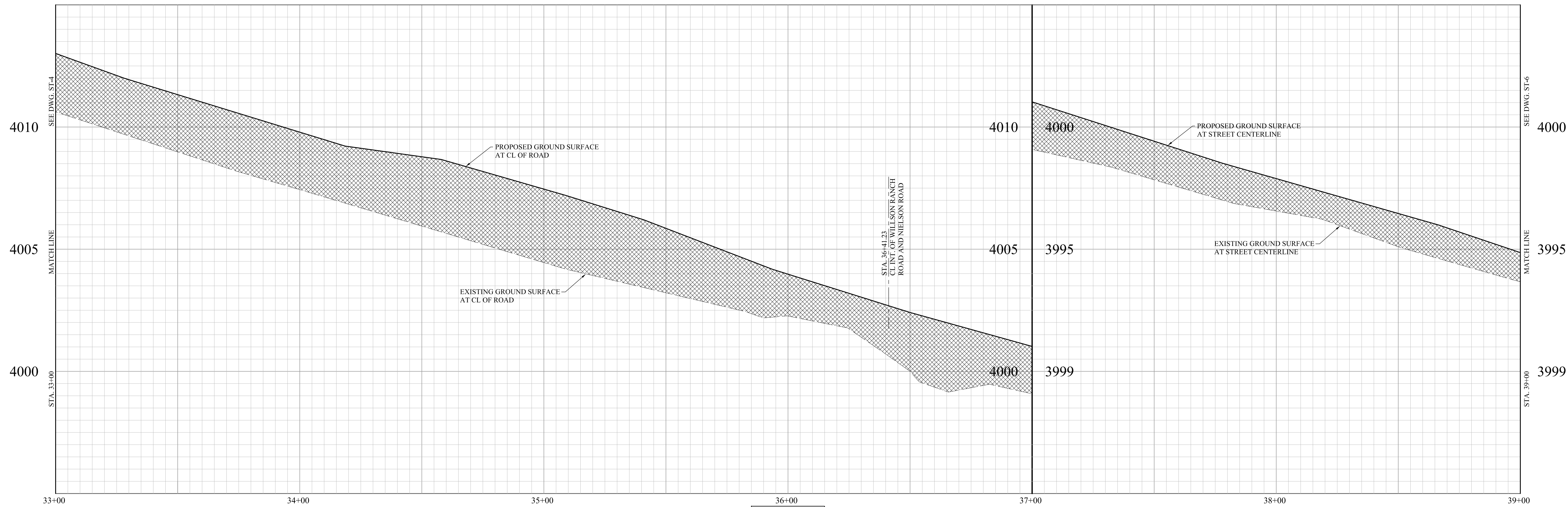
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Totals			103726.34 Sq. Ft.	115.40 Cu. Yd.	3363.88 Cu. Yd.	3248.49 Cu. Yd.<Fill>

WILSON RANCH ROAD

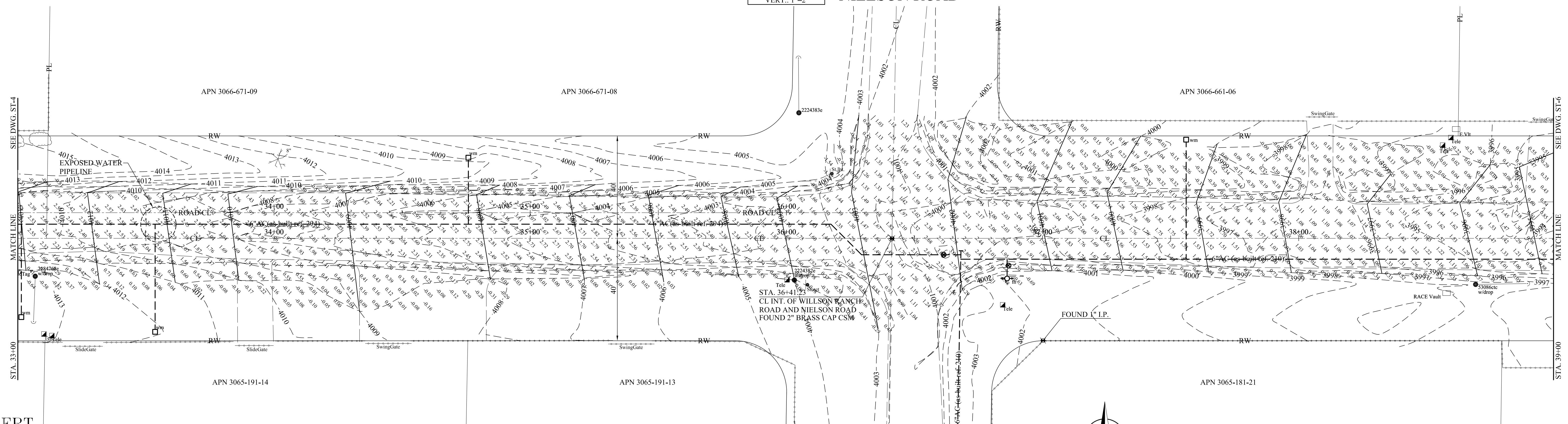
TRINITY ROAD

REV.	REVISION DESCRIPTION	BY	DATE	DESIGNED BY: G.R.C.	APPROVED BY:	PLANS PREPARED BY: PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT PO BOX 294049, PHELAN, CA 92371 PHONE: 760-868-1212 FAX: 760-868-3232	APPROVED BY: <i>[Signature]</i> DON BARTZ, PHHCSD GENERAL MANAGER	SCALE: AS SHOWN		PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT PO BOX 294049, PHELAN, CA 92371 PHONE: 760-868-1212 FAX: 760-868-3232	SHEET 5
				DRAWN BY: G.R.C.	SUBMITTED BY:		CHECKED BY:	GEORGE CARDENAS, PHHCSD ENGINEERING MANAGER			WORK ORDER No. 2021-018
				CHECKED BY: G.R.C.	DATE		DATE			PIPELINE PROTECTION GRADING PLAN WILSON RANCH ROAD SUNNYSLOPE ROAD TO CAMBRIA ROAD STA. 27+00 TO STA. 33+00	DRAWING No. ST-4



PROFILE SCALE
HORIZ.: 1"=20'
VERT.: 1"=2'

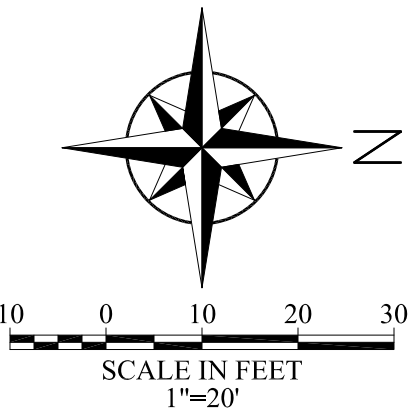
NIELSON ROAD



WILSON RANCH ROAD

Cut/Fill Summary						
Name	Cut Factor	Fill Factor	2d Area	Cut	Fill	Net
Earthwork	1.000	1.000	103726.34 Sq. Ft.	115.40 Cu. Yd.	3363.88 Cu. Yd.	3248.49 Cu. Yd.<Fill>
Totals			103726.34 Sq. Ft.	115.40 Cu. Yd.	3363.88 Cu. Yd.	3248.49 Cu. Yd.<Fill>

DIGALERT
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CALL 811
UNDERGROUND SERVICE ALERT
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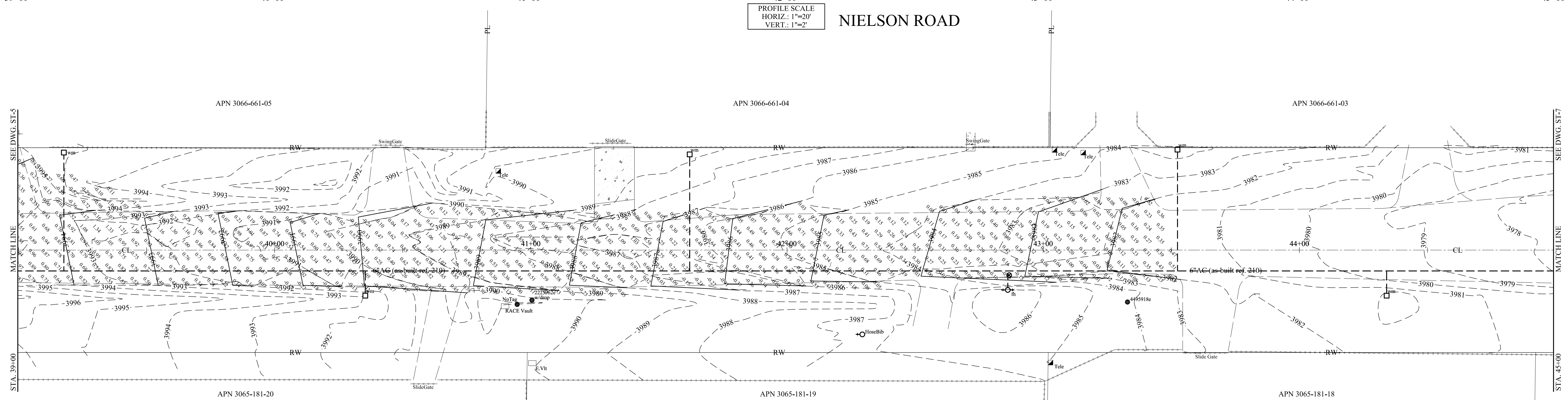


REV.	REVISION DESCRIPTION	BY	DATE	DESIGNED BY: G.R.C.	APPROVED BY:	PLANS PREPARED BY: PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT PO BOX 294049, PHELAN, CA 92371 PHONE: 760-868-1212 FAX: 760-868-3232	APPROVED BY: DON BARTZ, PHHCSD GENERAL MANAGER	SCALE: AS SHOWN		PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT PO BOX 294049, PHELAN, CA 92371 PHONE: 760-868-1212 FAX: 760-868-3232 PIPELINE PROTECTION GRADING PLAN WILSON RANCH ROAD SUNNYSLOPE ROAD TO CAMBRIA ROAD STA. 33+00 TO STA. 39+00	SHEET 6
				DRAWN BY: G.R.C.	SUBMITTED BY:		CHECKED BY:	GEORGE CARDENAS, PHHCSD ENGINEERING MANAGER			WORK ORDER No. 2021-018

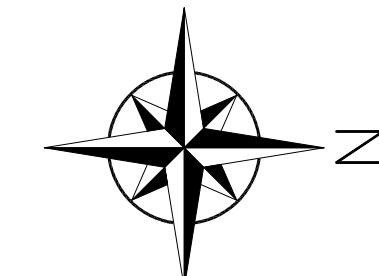


PROFILE SCALE
HORIZ.: 1"=20'
VERT.: 1"=2'

NIELSON ROAD



WILSON RANCH ROAD



Cut/Fill Summary

Name	Cut Factor	Fill Factor	2d Area	Cut	Fill	Net
Earthwork	1.000	1.000	103726.34 Sq. Ft.	115.40 Cu. Yd.	3363.88 Cu. Yd.	3248.49 Cu. Yd.<Fill>
Totals			103726.34 Sq. Ft.	115.40 Cu. Yd.	3363.88 Cu. Yd.	3248.49 Cu. Yd.<Fill>



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DESIGNED BY: G.R.C.	APPROVED BY:
DRAWN BY: G.R.C.	DATE
CHECKED BY: G.R.C.	SUBMITTED BY:
	DATE

PLANS PREPARED BY:
**PHELAN PIÑON HILLS
 COMMUNITY SERVICES DISTRICT**
 PO BOX 294049, PHELAN, CA 92371 PHONE: 760-868-1212 FAX: 760-868-3232

APPROVED BY:

 DON BARTZ, PPHCSD GENERAL MANAGER DATE
 CHECKED BY:

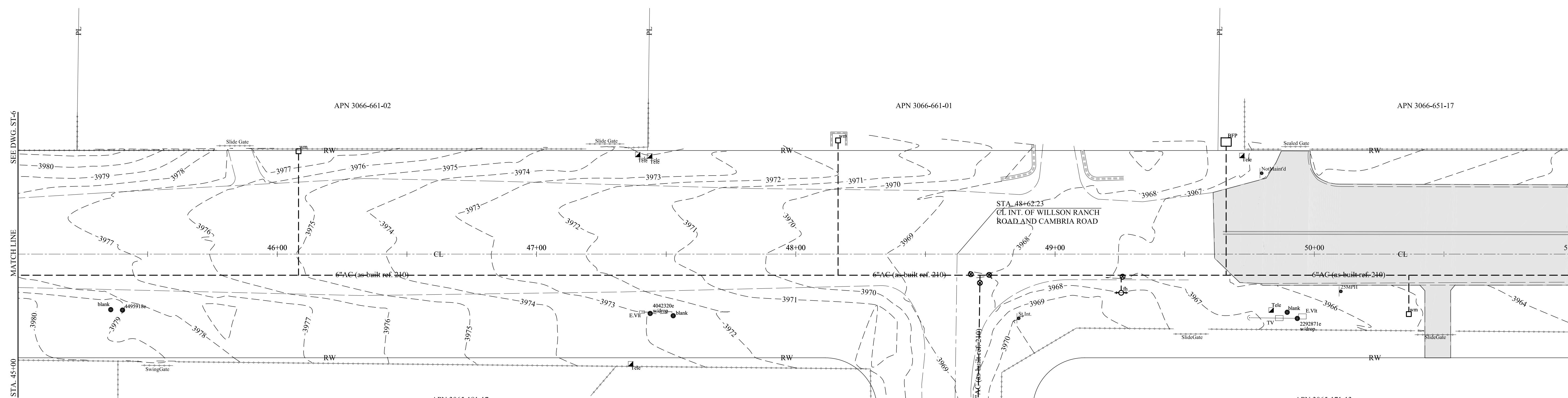
 GEORGE CARDENAS, PPHCSD ENGINEERING MANAGER DATE

SCALE:
 AS SHOWN
 WORK ORDER No.
 2021-018



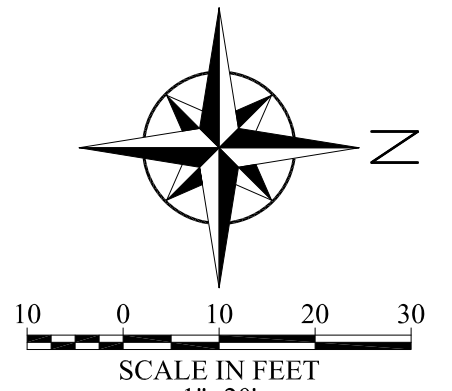
**PHELAN PIÑON HILLS
 COMMUNITY SERVICES DISTRICT**
 PO BOX 294049, PHELAN, CA 92371 PHONE: 760-868-1212 FAX: 760-868-3232
**PIPELINE PROTECTION GRADING PLAN
 WILSON RANCH ROAD
 SUNNYSLOPE ROAD TO CAMBRIA ROAD
 STA. 39+00 TO STA. 45+00**

SHEET 7
 OF 8
 DRAWING No.
ST-6



WILSON RANCH ROAD

CAMBRIA ROAD



Cut/Fill Summary

Name	Cut Factor	Fill Factor	2d Area	Cut	Fill	Net
Earthwork	1.000	1.000	103726.34 Sq. Ft.	115.40 Cu. Yd.	3363.88 Cu. Yd.	3248.49 Cu. Yd.<Fill>
Totals			103726.34 Sq. Ft.	115.40 Cu. Yd.	3363.88 Cu. Yd.	3248.49 Cu. Yd.<Fill>



REV.	REVISION DESCRIPTION	BY	DATE

DESIGNED BY: G.R.C.	APPROVED BY:
DRAWN BY: G.R.C.	DATE
CHECKED BY: G.R.C.	SUBMITTED BY:
	DATE

PLANS PREPARED BY:
PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT
 PO BOX 294049, PHELAN, CA 92371 PHONE: 760-868-1212 FAX: 760-868-3232

APPROVED BY:	SCALE:
DON BARTZ, PHHCSD GENERAL MANAGER	AS SHOWN
CHECKED BY:	WORK ORDER No.
GEORGE CARDENAS, PHHCSD ENGINEERING MANAGER	2021-018

DATE



PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT
 PO BOX 294049, PHELAN, CA 92371 PHONE: 760-868-1212 FAX: 760-868-3232
PIPELINE PROTECTION GRADING PLAN
WILSON RANCH ROAD
 SUNNYSLOPE ROAD TO CAMBRIA ROAD
 STA. 45+00 TO STA. 51+00

SHEET 8 OF 8
 DRAWING No. ST-7

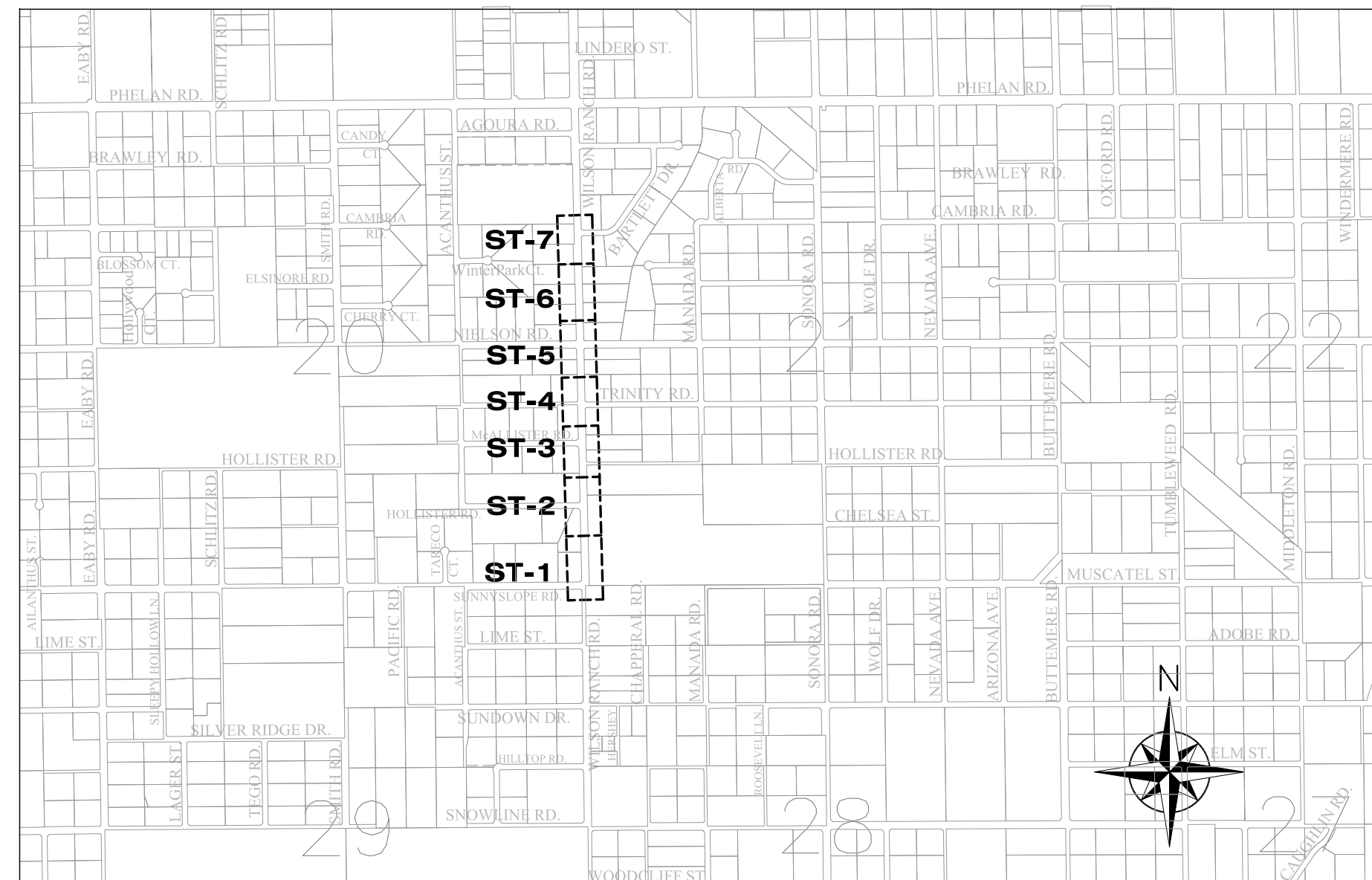
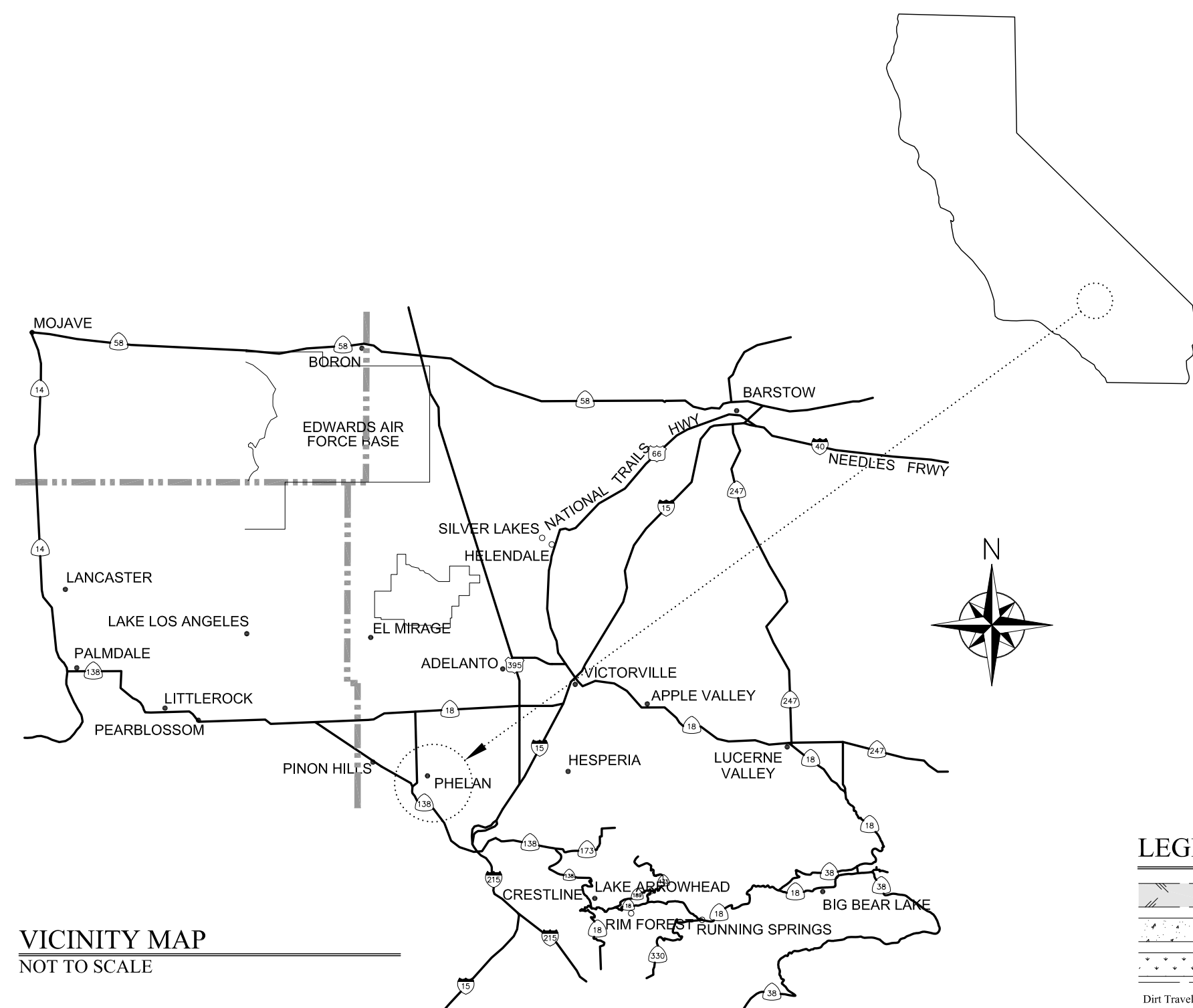
PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT

PHELAN, CALIFORNIA

PIPELINE PROTECTION GRADING PLAN

WILSON RANCH ROAD

SUNNYSLOPE ROAD TO CAMBRIA ROAD



DRAWING LISTING

1. TITLE SHEET	T-1
2. WILSON RANCH ROAD - STA. 10+00 TO STA. 15+00	ST-1
3. WILSON RANCH ROAD - STA. 15+00 TO STA. 21+00	ST-1
4. WILSON RANCH ROAD - STA. 21+00 TO STA. 27+00	ST-1
5. WILSON RANCH ROAD - STA. 27+00 TO STA. 33+00	ST-1
6. WILSON RANCH ROAD - STA. 33+00 TO STA. 37+00	ST-1
7. WILSON RANCH ROAD - STA. 37+00 TO STA. 51+00	ST-1

BENCHMARK

BRASS CAP CSM
 LOCATION: INTERSECTION OF WILSON RANCH ROAD AND SUNNYSLOPE ROAD
 ELEVATION = 4081.37

LEGEND

	EXISTING AC PAVEMENT		PEDESTAL	-1.44, 0.44	CUT / FILL LABEL
	CONCRETE		STREET LIGHT	—3021—	PROPOSED GRADE CONTOUR
	GRASS		STREET SIGN	—-3021—	EXISTING GRADE CONTOUR
	DIRT TRAVELED WAY		REFLECTOR PADDLE	—S—	EXISTING SEWER LINE
	EXISTING CURB AND GUTTER		TRAFFIC LOOP	—W(SC)—	EXISTING SHEEP CREEK WATER COMPANY WATER LINE
	SLOPE		TRAFFIC SIGNAL BOX	—G—	EXISTING GAS LINE
	EXISTING AC BERM		MAILBOX	—T—	EXISTING TELEPHONE LINE
	CENTERLINE		BENCHMARK	—FO—	EXISTING FIBER OPTIC LINE
	PROPERTY LINE		SURVEY MONUMENT	—ELEC—	EXISTING ELECTRICAL LINE
	RIGHT-OF-WAY		SEWER MANHOLE	—TV—	EXISTING CABLE TV LINE
	FENCE		TELEPHONE MANHOLE	—SD—	EXISTING STORM DRAIN
	FUTURE IMPROVEMENTS		JOSHUA TREE		
	WALL/PLANTER		YUCCA TREE		
	POWER POLE		TREE		
	GUY WIRE		PINE TREE		
	EXISTING FIRE HYDRANT		SHRUB/JUNIPER		
	EXISTING GATE VALVE		CACTUS		

ABBREVIATIONS

AC	ASBESTOS CEMENT	FUT.	FUTURE	REF.	REFERENCE
APN	ASSESSOR PARCEL NUMBER	GV	GATE VALVE	RD.	ROAD
ARV	AIR RELEASE/VACUUM	GB	GRADE BREAK	RT	RIGHT
BC	BEGINNING OF CURVE	HORIZ.	HORIZONTAL	R/W	RIGHT OF WAY
BM	BENCHMARK	INV.	INVERT ELEVATION	S.L.	SEWER LATERAL
BY	BUTTERFLY VALVE	I.P.	IRON PIPE	SD	STORM DRAIN
CML	CEMENT MORTAR LINED	L.F.	LINEAL FEET	ST.	STREET
CML&C	CEMENT MORTAR LINED AND COATED	LT	LEFT	STA.	STATION
C & G	CURB AND GUTTER	MH	MANHOLE	STD.	STANDARD
CL	CENTERLINE	MR	MECHANICALLY RESTRAINED	VERT.	VERTICAL
CIPP	CAST IN-PLACE PIPE	MJ	MECHANICAL JOINT	WS	WATER SERVICE
DIP	DUCTILE IRON PIPE	OHE	OVERHEAD ELECTRICAL LINES	TBM	TEMPORARY BENCHMARK
DWG.	DRAWING	OHT	OVERHEAD TELEPHONE LINES	TMH	TELEPHONE MANHOLE
EC	END OF CURVE	PRV	PRESSURE REDUCING VALVE	Ø	DIAMETER
FL	FLOWLINE	PVC	POLYVINYL CHLORIDE PIPE		
FH	FIRE HYDRANT	PROP.	PROPOSED		
FLGD	FLANGED	RAD	RADIAL		
FS	FIRE SERVICE	RCP	REINFORCED CONCRETE PIPE		

Cut/Fill Summary

Name	Cut Factor	Fill Factor	2d Area	Cut	Fill	Net
Earthwork	1.000	1.000	103726.34 Sq. Ft.	115.40 Cu. Yd.	3363.88 Cu. Yd.	3248.49 Cu. Yd.<Fill>
Totals			103726.34 Sq. Ft.	115.40 Cu. Yd.	3363.88 Cu. Yd.	3248.49 Cu. Yd.<Fill>



DESIGNED BY: <u>G.R.C.</u>	APPROVED BY: _____	PLANS PREPARED BY: PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT PO BOX 294049, PHELAN, CA 92371 PHONE: 760-868-1212 FAX: 760-868-3232	APPROVED BY: _____ DON BARTZ, PHHCSD GENERAL MANAGER DATE _____	SCALE: AS SHOWN		PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT PO BOX 294049, PHELAN, CA 92371 PHONE: 760-868-1212 FAX: 760-868-3232	SHEET <u>1</u> OF <u>8</u>
REV.	REVISION DESCRIPTION	BY	DATE	APPROVED BY: _____	DATE _____	DATE _____	DATE _____

Agenda Item 6f

Discussion & Possible Approval of
Purchase of Materials for the Well
No. 15 Pipeline Project

MEMORANDUM

DATE: March 16, 2022

TO: Board of Directors

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

SUBJECT: Discussion & Possible Approval of Purchase of Materials for the Well No. 15 Pipeline Project

STAFF RECOMMENDATION

Staff recommends for the Board to approve the purchase of 5,820 linear feet of 12" DI350 Ductile Iron Pipe from Inland Water Works in an amount not to exceed \$258,990 plus tax and delivery.

BACKGROUND

The District will need to install 5,820 feet of pipeline to bring water from Well #15 to the storage tanks located at Well 2-1 & Well2-2. As part of the budget for F/Y 22/23, \$1,555,000 is allocated for the materials purchase, pipeline installation, electrical installation, and equipping of Well #15. Due to the volatility in the petroleum sector price locks on C-900 pipe are unavailable and pricing fluctuates until delivery is made. Ductile iron price locks are available at the listed quotations. The price of Ductile Iron DI350 in comparison of C-900 DR14 is less expensive. C-900 is \$56.30LF and Ductile Iron is \$44.50LF.

Staff feels it necessary to size the pipeline 12" & in part to materials cost rising, the potential addition of future production wells situated to the north of Well #15, and expected growth along the eastern and northern corridors of the District.

Staff obtained the following quotes:

- Inland Water Works: \$44.50 Per Linear Foot Total= \$258,990
- Ferguson Water Works: \$44.97 Per Linear Foot Total= \$261,725
- Western Water Works: Declined to Bid
- Site One Landscape Supply: Declined to Bid

Due to the unprecedented volatility in the petroleum market, coupled with supply chain challenges and materials shortages, staff feels it necessary to purchase the necessary pipe for Well #15 as soon as possible.

FISCAL IMPACT

Entire Project Budget: \$1,555,000; Pipeline Materials \$258,990 + tax and delivery.

ATTACHMENT(S)

Inland Water Works Quotation & Ferguson Water Works Quotation

Quotation

INLAND WATER WORKS SUPPLY CO
 2468 Miramonte Drive
 San Bernardino, CA 92405
 909-883-8941
 Fax 909-881-4041



EXPIRATION DATE	QUOTE NUMBER
03/14/2022	S1054089
WE APPRECIATE THE OPPORTUNITY TO BID	
PAGE NO. 1 of 11	

QUOTE TO:

SHIP TO:

PHELAN PINON HILLS CSD
 PO BOX 294049
 PHELAN, CA 92329

PHELAN PINON HILLS CSD
 12336 OASIS ROAD
 PHELAN, CA 92329

ORDERED BY	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
			KEN PERTEET	
WRITER	SHIP VIA	TERMS	SHIP DATE	
LUCY SANCHEZ	OT OUR TRUCK WED	2% 15 DAYS NET30	03/07/2022	
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
	TO OUR VALUED BUSINESS PARTNERS REGARDING PRICING AND AVAILABILITY. ***** ***** ***PRICING ON PVC PIPE IS NOT GUARANTEED. *** PRICING WILL BE THE PRICE AT TIME OF SHIPMENT. IN ADDITION, AVAILABILITY OF PVC PIPE IS VERY LIMITED AND NOT ACCURATELY PREDICABLE. IT IS POSSIBLE THAT PVC PIPE AVAILABILITY WILL BE 90-180 DAYS OR LONGER ARO. ***** DUE TO EXTREMELY VOLATILE CONDITIONS IN OUR GLOBAL ECONOMY, WE CAN ONLY HOLD PRICES ON THIS QUOTATION FOR 7 DAYS. AFTER THE 7 DAY PERIOD, PRICING WILL BE EVALUATED AND UPDATED TO MARKET CONDITIONS AT TIME OF SHIPMENT. WE WILL DO EVERYTHING WE CAN TO HOLD PRICING AS LONG AS POSSIBLE, BUT WE CAN ONLY GUARANTEE THESE QUOTED PRICES FOR 7 DAYS. ***** WE STRONGLY ADVISE YOU TO PUT PROTECTIVE WORDING REGARDING MATERIAL PRICING AND LDs DUE TO LONG LEAD TIMES IN YOUR BID SUBMISSION. ***** THANK YOU AND GOOD LUCK ON THIS BID! *****			
** Continued on Next Page *			Subtotal	
			S&H Charges	
			Estimated Tax	
			Amount Due	

Quotation

INLAND WATER WORKS SUPPLY CO
 2468 Miramonte Drive
 San Bernardino, CA 92405
 909-883-8941
 Fax 909-881-4041



EXPIRATION DATE	QUOTE NUMBER
03/14/2022	S1054089
WE APPRECIATE THE OPPORTUNITY TO BID	
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QUOTE TO:

SHIP TO:

PHELAN PINON HILLS CSD
 PO BOX 294049
 PHELAN, CA 92329

PHELAN PINON HILLS CSD
 12336 OASIS ROAD
 PHELAN, CA 92329

ORDERED BY	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
			KEN PERTEET	
WRITER	SHIP VIA	TERMS	SHIP DATE	
LUCY SANCHEZ	OT OUR TRUCK WED	2% 15 DAYS NET30	03/07/2022	
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
	12" PVC PRICING AS OF 3-7-2022			
5820ft	PVCDR1412B 12" PVC DR14 C900 PIPE BLUE		60.700/ft	353274.00
20ea	PRC1112G2 12" STAR PRC1112 BELL RESTRAINT DIP C900 / C909 = 1390C FOR C900		191.286/ea	3825.72
1ea	A2362-2312 12" MUELLER A-2362 MJ RW GATE VALVE DI BODY C509 E381 OPEN LEFT 2" OP NUT LACC		2205.343/ea	2205.34
1ea	A2362-1912 12" MUELLER A-2362 MJ X FLG RW GATE VALVE DI BODY C509 E381 OPEN LEFT 2" OP NUT LACC		2104.190/ea	2104.19
1ea	DIMJFSSBA12LACC 12" DI MJ X FLG SSB ADAPTER 371168		288.500/ea	288.50
2ea	DIMJSSB4512LACC 12" DI MJ SSB 45 ELL 099956		275.000/ea	550.00
3ea	EBAA2012PEC 12" EBAA 2012PEC MEGA LUG KIT FITTING RESTRAINT FOR C900		190.138/ea	570.41

** Continued on Next Page *

Subtotal	
S&H Charges	
Estimated Tax	
Amount Due	133

Quotation

INLAND WATER WORKS SUPPLY CO
 2468 Miramonte Drive
 San Bernardino, CA 92405
 909-883-8941
 Fax 909-881-4041



EXPIRATION DATE	QUOTE NUMBER
03/14/2022	S1054089
WE APPRECIATE THE OPPORTUNITY TO BID	
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QUOTE TO:

SHIP TO:

PHELAN PINON HILLS CSD
 PO BOX 294049
 PHELAN, CA 92329

PHELAN PINON HILLS CSD
 12336 OASIS ROAD
 PHELAN, CA 92329

ORDERED BY	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
			KEN PERTEET	
WRITER	SHIP VIA	TERMS	SHIP DATE	
LUCY SANCHEZ	OT OUR TRUCK WED	2% 15 DAYS NET30	03/07/2022	
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
4ea	EBAA1112DEC 12" EBAA 1112DEC MEGA LUG KIT FITTING RESTRAINT FOR DIP		174.069/ea	696.28
	Subtotal 12" PVC Pricing 3-7-22----			363514.44
	8" PVC PRICING AS OF 3-7-2022			
5820ft	PVC DR1408B 8" PVC DR14 C900 PIPE BLUE		28.170/ft	163949.40
20ea	PRC11008G2 8" STAR PRC1108 BELL RESTRAINT DIP C900 / C909 = 1390C FOR C900		100.564/ea	2011.28
1ea	A2362-2308 8" MUELLER A-2362 MJ RW GATE VALVE DI BODY C509 E381 OPEN LEFT 2" OP NUT LACC		1144.375/ea	1144.38
1ea	A2362-1908 8" MUELLER A-2362 MJ X FLG RW GATE VALVE DI BODY C509 E381 OPEN LEFT 2" OP NUT LACC		1123.281/ea	1123.28
1ea	DIMJFSSBA08LACC 8" DI MJ X FLG SSB ADAPTER 371205		130.000/ea	130.00
** Continued on Next Page *			Subtotal	
			S&H Charges	
			Estimated Tax	
			Amount Due	134

Quotation

INLAND WATER WORKS SUPPLY CO
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 San Bernardino, CA 92405
 909-883-8941
 Fax 909-881-4041



EXPIRATION DATE	QUOTE NUMBER
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WE APPRECIATE THE OPPORTUNITY TO BID	
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QUOTE TO:

SHIP TO:

PHELAN PINON HILLS CSD
 PO BOX 294049
 PHELAN, CA 92329

PHELAN PINON HILLS CSD
 12336 OASIS ROAD
 PHELAN, CA 92329

ORDERED BY	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
			KEN PERTEET	
WRITER	SHIP VIA	TERMS	SHIP DATE	
LUCY SANCHEZ	OT OUR TRUCK WED	2% 15 DAYS NET30	03/07/2022	
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
2ea	DIMJSSB4508LACC 8" DI MJ SSB 45 ELL 100270		127.500/ea	255.00
3ea	EBAA2008PEC 8" EBAA 2008PEC MEGA LUG KIT FITTING RESTRAINT FOR C900		106.356/ea	319.07
4ea	EBAA1108DEC 8" EBAA 1108DEC MEGA LUG KIT FITTING RESTRAINT FOR DIP		92.206/ea	368.82
	Subtotal 8" PVC Pricing 3-7-22-----			169301.23
	12" DIP PRICING AS OF 3-7-2022			
5820ft	DITJPC35012 12" PC350 TJ DUCTILE IRON PIPE		46.967/ft	273347.94
20ea	GUSFL12 12" FIELD LOK GASKET		189.671/ea	3793.42
1ea	A2362-2312 12" MUELLER A-2362 MJ RW GATE VALVE DI BODY C509 E381 OPEN LEFT 2" OP NUT LACC		4692.220/ea	4692.22

** Continued on Next Page *

Subtotal	
S&H Charges	
Estimated Tax	
Amount Due	135

Quotation

INLAND WATER WORKS SUPPLY CO
 2468 Miramonte Drive
 San Bernardino, CA 92405
 909-883-8941
 Fax 909-881-4041



EXPIRATION DATE	QUOTE NUMBER
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WE APPRECIATE THE OPPORTUNITY TO BID	
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QUOTE TO:

SHIP TO:

PHELAN PINON HILLS CSD
 PO BOX 294049
 PHELAN, CA 92329

PHELAN PINON HILLS CSD
 12336 OASIS ROAD
 PHELAN, CA 92329

ORDERED BY	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
			KEN PERTEET	
WRITER	SHIP VIA	TERMS	SHIP DATE	
LUCY SANCHEZ	OT OUR TRUCK WED	2% 15 DAYS NET30	03/07/2022	
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
1ea	A2362-1912 12" MUELLER A-2362 MJ X FLG RW GATE VALVE DI BODY C509 E381 OPEN LEFT 2" OP NUT LACC		4477.000/ea	4477.00
1ea	DIMJFSSBA12LACC 12" DI MJ X FLG SSB ADAPTER 371168		577.000/ea	577.00
2ea	DIMJSSB4512LACC 12" DI MJ SSB 45 ELL 099956		550.000/ea	1100.00
7ea	EBAA1112DEC 12" EBAA 1112DEC MEGA LUG KIT FITTING RESTRAINT FOR DIP		278.510/ea	1949.57
	Subtotal 12" DIP 3-7-22-----			289937.15
	8" DIP PRICING AS OF 3-7-2022			
5820ft	DITJPC35008 8" PC350 TJ DUCTILE IRON PIPE		29.032/ft	168966.24
20ea	GUSFL08 8" FIELD LOK GASKET		130.600/ea	2612.00

** Continued on Next Page *

Subtotal	
S&H Charges	
Estimated Tax	
Amount Due	136

Quotation

INLAND WATER WORKS SUPPLY CO
 2468 Miramonte Drive
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 909-883-8941
 Fax 909-881-4041



EXPIRATION DATE	QUOTE NUMBER
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WE APPRECIATE THE OPPORTUNITY TO BID	
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QUOTE TO:

SHIP TO:

PHELAN PINON HILLS CSD
 PO BOX 294049
 PHELAN, CA 92329

PHELAN PINON HILLS CSD
 12336 OASIS ROAD
 PHELAN, CA 92329

ORDERED BY	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
			KEN PERTEET	
WRITER	SHIP VIA	TERMS	SHIP DATE	
LUCY SANCHEZ	OT OUR TRUCK WED	2% 15 DAYS NET30	03/07/2022	
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
1ea	A2362-2308 8" MUELLER A-2362 MJ RW GATE VALVE DI BODY C509 E381 OPEN LEFT 2" OP NUT LACC		1144.375/ea	1144.38
1ea	A2362-1908 8" MUELLER A-2362 MJ X FLG RW GATE VALVE DI BODY C509 E381 OPEN LEFT 2" OP NUT LACC		1123.281/ea	1123.28
1ea	DIMJFSSBA08LACC 8" DI MJ X FLG SSB ADAPTER 371205		130.000/ea	130.00
2ea	DIMJSSB4508LACC 8" DI MJ SSB 45 ELL 100270		127.500/ea	255.00
7ea	EBAA1108DEC 8" EBAA 1108DEC MEGA LUG KIT FITTING RESTRAINT FOR DIP		57.629/ea	403.40
	Subtotal 8" DIP 3-7-22-----			174634.30
	ESTIMATED 12" PVC PRICING 9-7-2022			
5820ft	PVCDR1412B 12" PVC DR14 C900 PIPE BLUE		80.930/ft	471012.60

** Continued on Next Page *

Subtotal	
S&H Charges	
Estimated Tax	
Amount Due	

Quotation

INLAND WATER WORKS SUPPLY CO
 2468 Miramonte Drive
 San Bernardino, CA 92405
 909-883-8941
 Fax 909-881-4041



EXPIRATION DATE	QUOTE NUMBER
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WE APPRECIATE THE OPPORTUNITY TO BID	
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QUOTE TO:

SHIP TO:

PHELAN PINON HILLS CSD
 PO BOX 294049
 PHELAN, CA 92329

PHELAN PINON HILLS CSD
 12336 OASIS ROAD
 PHELAN, CA 92329

ORDERED BY	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
			KEN PERTEET	
WRITER	SHIP VIA	TERMS	SHIP DATE	
LUCY SANCHEZ	OT OUR TRUCK WED	2% 15 DAYS NET30	03/07/2022	
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
20ea	PRC1112G2 12" STAR PRC1112 BELL RESTRAINT DIP C900 / C909 = 1390C FOR C900		212.000/ea	4240.00
1ea	A2362-2312 12" MUELLER A-2362 MJ RW GATE VALVE DI BODY C509 E381 OPEN LEFT 2" OP NUT LACC		2449.339/ea	2449.34
1ea	A2362-1912 12" MUELLER A-2362 MJ X FLG RW GATE VALVE DI BODY C509 E381 OPEN LEFT 2" OP NUT LACC		2336.994/ea	2336.99
1ea	DIMJFSSBA12LACC 12" DI MJ X FLG SSB ADAPTER 371168		317.350/ea	317.35
2ea	DIMJSSB4512LACC 12" DI MJ SSB 45 ELL 099956		302.500/ea	605.00
3ea	EBAA2012PEC 12" EBAA 2012PEC MEGA LUG KIT FITTING RESTRAINT FOR C900		167.321/ea	501.96
4ea	EBAA1112DEC 12" EBAA 1112DEC MEGA LUG KIT FITTING RESTRAINT FOR DIP		194.957/ea	779.83
	Subtotal Est. 12" PVC 9-7-22-----			482243.07

** Continued on Next Page *

Subtotal	
S&H Charges	
Estimated Tax	
Amount Due	138

Quotation

INLAND WATER WORKS SUPPLY CO
 2468 Miramonte Drive
 San Bernardino, CA 92405
 909-883-8941
 Fax 909-881-4041



EXPIRATION DATE	QUOTE NUMBER
03/14/2022	S1054089
WE APPRECIATE THE OPPORTUNITY TO BID	
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QUOTE TO:

SHIP TO:

PHELAN PINON HILLS CSD
 PO BOX 294049
 PHELAN, CA 92329

PHELAN PINON HILLS CSD
 12336 OASIS ROAD
 PHELAN, CA 92329

ORDERED BY	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
			KEN PERTEET	
WRITER	SHIP VIA	TERMS	SHIP DATE	
LUCY SANCHEZ	OT OUR TRUCK WED	2% 15 DAYS NET30	03/07/2022	
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
	ESTIMATED 8" PVC PRICING 9-7-2022			
5820ft	PVCDR1408B 8" PVC DR14 C900 PIPE BLUE		37.560/ft	218599.20
20ea	PRC11008G2 8" STAR PRC1108 BELL RESTRAINT DIP C900 / C909 = 1390C FOR C900		112.500/ea	2250.00
1ea	A2362-2308 8" MUELLER A-2362 MJ RW GATE VALVE DI BODY C509 E381 OPEN LEFT 2" OP NUT LACC		1270.986/ea	1270.99
1ea	A2362-1908 8" MUELLER A-2362 MJ X FLG RW GATE VALVE DI BODY C509 E381 OPEN LEFT 2" OP NUT LACC		1250.000/ea	1250.00
1ea	DIMJFSSBA08LACC 8" DI MJ X FLG SSB ADAPTER 371205		143.000/ea	143.00
2ea	DIMJSSB4508LACC 8" DI MJ SSB 45 ELL 100270		140.250/ea	280.50
3ea	EBAA2008PEC 8" EBAA 2008PEC MEGA LUG KIT FITTING RESTRAINT FOR C900		119.119/ea	357.36

** Continued on Next Page *

Subtotal	
S&H Charges	
Estimated Tax	
Amount Due	139

Quotation

INLAND WATER WORKS SUPPLY CO
 2468 Miramonte Drive
 San Bernardino, CA 92405
 909-883-8941
 Fax 909-881-4041



EXPIRATION DATE	QUOTE NUMBER
03/14/2022	S1054089
WE APPRECIATE THE OPPORTUNITY TO BID	
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QUOTE TO:

SHIP TO:

PHELAN PINON HILLS CSD
 PO BOX 294049
 PHELAN, CA 92329

PHELAN PINON HILLS CSD
 12336 OASIS ROAD
 PHELAN, CA 92329

ORDERED BY	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
			KEN PERTEET	
WRITER	SHIP VIA	TERMS	SHIP DATE	
LUCY SANCHEZ	OT OUR TRUCK WED	2% 15 DAYS NET30	03/07/2022	
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
4ea	EBAA1108DEC 8" EBAA 1108DEC MEGA LUG KIT FITTING RESTRAINT FOR DIP		92.206/ea	368.82
	Subtotal Est. 8" PVC 9-7-22-----			224519.87
	ESTIMATED 12" DIP 9-7-22			
5820ft	DITJPC35012 12" PC350 TJ DUCTILE IRON PIPE		44.500/ft	258990.00
20ea	GUSFL12 12" FIELD LOK GASKET		189.671/ea	3793.42
1ea	A2362-2312 12" MUELLER A-2362 MJ RW GATE VALVE DI BODY C509 E381 OPEN LEFT 2" OP NUT LACC		2449.339/ea	2449.34
1ea	A2362-1912 12" MUELLER A-2362 MJ X FLG RW GATE VALVE DI BODY C509 E381 OPEN LEFT 2" OP NUT LACC		2336.994/ea	2336.99
1ea	DIMJFSSBA12LACC 12" DI MJ X FLG SSB ADAPTER 371168		317.350/ea	317.35

** Continued on Next Page *

Subtotal	
S&H Charges	
Estimated Tax	
Amount Due	140

Quotation

INLAND WATER WORKS SUPPLY CO
 2468 Miramonte Drive
 San Bernardino, CA 92405
 909-883-8941
 Fax 909-881-4041



EXPIRATION DATE	QUOTE NUMBER
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WE APPRECIATE THE OPPORTUNITY TO BID	
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QUOTE TO:

SHIP TO:

PHELAN PINON HILLS CSD
 PO BOX 294049
 PHELAN, CA 92329

PHELAN PINON HILLS CSD
 12336 OASIS ROAD
 PHELAN, CA 92329

ORDERED BY	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
			KEN PERTEET	
WRITER	SHIP VIA	TERMS	SHIP DATE	
LUCY SANCHEZ	OT OUR TRUCK WED	2% 15 DAYS NET30	03/07/2022	
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
2ea	DIMJSSB4512LACC 12" DI MJ SSB 45 ELL 099956		302.500/ea	605.00
7ea	EBAA1112DEC 12" EBAA 1112DEC MEGA LUG KIT FITTING RESTRAINT FOR DIP		194.957/ea	1364.70
	Subtotal Est 12" DIP 9-7-22-----			269856.80
	ESTIMATED 8" DIP 9-7-22			
5820ft	DITJPC35008 8" PC350 TJ DUCTILE IRON PIPE		29.032/ft	168966.24
20ea	GUSFL08 8" FIELD LOK GASKET		130.600/ea	2612.00
1ea	A2362-2308 8" MUELLER A-2362 MJ RW GATE VALVE DI BODY C509 E381 OPEN LEFT 2" OP NUT LACC		1270.986/ea	1270.99
1ea	A2362-1908 8" MUELLER A-2362 MJ X FLG RW GATE VALVE DI BODY C509 E381 OPEN LEFT 2" OP NUT LACC		1250.000/ea	1250.00

** Continued on Next Page *

Subtotal	
S&H Charges	
Estimated Tax	
Amount Due	141

Quotation

INLAND WATER WORKS SUPPLY CO
 2468 Miramonte Drive
 San Bernardino, CA 92405
 909-883-8941
 Fax 909-881-4041



EXPIRATION DATE	QUOTE NUMBER
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WE APPRECIATE THE OPPORTUNITY TO BID	
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QUOTE TO:

SHIP TO:

PHELAN PINON HILLS CSD
 PO BOX 294049
 PHELAN, CA 92329

PHELAN PINON HILLS CSD
 12336 OASIS ROAD
 PHELAN, CA 92329

ORDERED BY	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
			KEN PERTEET	
WRITER	SHIP VIA	TERMS	SHIP DATE	
LUCY SANCHEZ	OT OUR TRUCK WED	2% 15 DAYS NET30	03/07/2022	
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
1ea	DIMJFSSBA08LACC 8" DI MJ X FLG SSB ADAPTER 371205		143.000/ea	143.00
2ea	DIMJSSB4508LACC 8" DI MJ SSB 45 ELL 100270		140.250/ea	280.50
7ea	EBAA1108DEC 8" EBAA 1108DEC MEGA LUG KIT FITTING RESTRAINT FOR DIP		103.270/ea	722.89
	Subtotal 8" DIP 9-7-22-----			175245.62

THANK YOU FOR THE OPPORTUNITY TO BID!

Subtotal	2149252.48
S&H Charges	0.00
Estimated Tax	166567.07
Amount Due	2315819.55

Deliver To: From: Nathanael Reed Comments:

FERGUSON WATERWORKS #1083

Price Quotation
Phone: 951-674-1323
Fax: 951-674-1084

Bid No: B421262
Bid Date: 03/07/22
Quoted By: NJR

Cust Phone: 760-868-1212
Terms: NET 10TH PROX

Customer: PHELAN PINON HILLS CSD
PO BOX 294049
PHELAN, CA 92329

Ship To: PHELAN PINON HILLS CSD
PO BOX 294049
PHELAN, CA 92329

Cust PO#:

Job Name: C900 QUOTE

Item	Description	Quantity	Net Price	UM	Total
	DR14 QUOTE				
DR14BPX	8 C900 DR14 PVC GJ BLUE PIPE	5820	26.120	FT	152018.40
DR14BP12	12 C900 DR14 PVC GJ BLUE PIPE	5820	56.300	FT	327666.00

	DUCTILE IRON				
AFT350PDX	8 CL350 DCL DI FASTITE PIPE	5820	29.340	FT	170758.80
AFT350PD12	12 CL350 DCL DI FASTITE PIPE	5820	44.970	FT	261725.40
	SEAN 760-885-7255 SWRIGHT@PPHCSD.ORG				
	SUBTOTAL				912168.60
PT-2021PVCDISC	PVC DISCLAIMER ALL PRICES QUOTED FOR PVC ARE FOR ESTIMATION ONLY. PRICES QUOTED FOR PVC PRODUCTS WILL BE VALID FOR 7 DAYS FROM THE DATE OF THIS QUOTATION WITH BUYER TO TAKE DELIVERY OF DIRECT SHIPMENT FROM THE MANUFACTURER WITHIN 30 DAYS OF QUOTATION, & ARE SUBJECT TO AVAILABILITY OF PRODUCTS. ALL QUOTATIONS FOR PVC OUTSIDE OF THE STATED TERMS ARE SUBJECT TO REQUOTING. THIS QUOTE DOES NOT CONSTITUTE A BINDING AGREEMENT & THE PRICING OFFERED SHALL BE BINDING ONLY UPON ISSUANCE OF A PURCHASE ORDER BY BUYER & ACCEPTANCE IN WRITING BY SELLER. DATE:	1		EA	



HOW ARE WE DOING? WE WANT YOUR FEEDBACK!

Scan the QR code or use the link below to
complete a survey about your bids:

<https://survey.medallia.com/?bidsorder&fc=1083&on=25918>

FERGUSON WATERWORKS #1083
Price Quotation

Fax: 951-674-1084

10:19:50 MAR 09 2022

Reference No: B421262

PT-2021PVCDISC

0.00

Net Total:	\$912168.60
Tax:	\$70693.08
Freight:	TBD
Total:	\$982861.68

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

CONTACT YOUR SALES REPRESENTATIVE IMMEDIATELY FOR ASSISTANCE WITH DBE/MBE/WBE/SMALL BUSINESS REQUIREMENTS.

Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at <https://www.ferguson.com/content/website-info/terms-of-sale>
Govt Buyers: All items are open market unless noted otherwise.

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with *NP in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.

WATER FLOW RATE NOTICE: Lavatory Faucets with flow rates over 0.5 GPM are not allowed for 'public use' in California.
COVID-19 ORDER: ANY REFERENCE TO OR INCORPORATION OF EXECUTIVE ORDER 14042 AND/OR THE EO-IMPLEMENTING FEDERAL CLAUSES (FAR 52.223-99 AND/OR DFARS 252.223-7999) IS EXPRESSLY REJECTED BY SELLER AND SHALL NOT APPLY AS SELLER IS A MATERIALS SUPPLIER AND THEREFORE EXEMPT UNDER THE EXECUTIVE ORDER.



HOW ARE WE DOING? WE WANT YOUR FEEDBACK!

Scan the QR code or use the link below to
complete a survey about your bids:

<https://survey.medallia.com/?bidsorder&fc=1083&on=25918>

Agenda Item 6g

Discussion and Possible Action
Regarding Election for Regular
Special District Member & Alternate
Special District Member of the
Local Agency Formation
Commission

MEMORANDUM

DATE: March 16, 2022

TO: Board of Directors

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

SUBJECT: Discussion and Possible Action Regarding Election for Regular Special District Member & Alternate Special District Member of the Local Agency Formation Commission

STAFF RECOMMENDATION

For the Board to elect individuals for the positions of Regular Special District Member and Alternate Special District Member of the Local Agency Formation Commission (LAFCO).

BACKGROUND

LAFCO submitted a letter dated February 28, 2022, notifying independent special districts that the official voting process for the Regular Special District Member and Alternate Special District Member of LAFCO has commenced.

There are two candidates for the Regular Special District Member position:

- Steven Farrell, Director - Crestline Village Water District
- Kelly Gregg, Director - Hesperia Recreation & Park District

There are four candidates for the Alternate Special District Member position:

- Craig Dicht, Director - Bighorn-Desert View Water Agency
- Kevin Kenley, Director - Cucamonga Valley Water District
- David Raley, Director - San Bernardino Valley Water Conservation District
- James Roberts, Director - Hesperia Recreation & Park District

Should the Board decide to vote for candidates, the secretary will complete the ballots based on the voting results and submit to LAFCO no later than April 18, 2022.

FISCAL IMPACT

None

ATTACHMENT(S)

Letter from Special Districts Selection Committee
Regular Member Ballot
Regular Member Candidate Resumes
Alternate Member Ballot
Alternate Member Candidate Resumes



LAFCO

Local Agency Formation Commission for San Bernardino County

1170 West 3rd Street, Unit 150
San Bernardino, CA 92415-0480
909.388.0480 | Fax 909.388.0481
lafco@lafco.sbcounty.gov
www.sblafco.org

COMMISSIONERS

JOE BACA
Board of Supervisors

JIM BAGLEY, Chair
Public Member

DR. KIMBERLY COX
Special District

JAMES V. CURATALO
Special District

CURT HAGMAN
Board of Supervisors

LARRY McCALLON
City Member

ACQUANETTA WARREN, Vice Chair
City Member

ALTERNATES

DIETER C. DAMMEIER
Public Member

RICK DENISON
City Member

STEVEN FARRELL
Special District

DAWN ROWE
Board of Supervisors

EXECUTIVE OFFICER

SAMUEL MARTINEZ

LEGAL COUNSEL

PAULA DE SOUSA

February 28, 2022

TO: Presidents of the Boards of Directors of the Independent Special Districts in San Bernardino County

SUBJECT: Special Districts Election for Regular LAFCO Member and Alternate LAFCO Member

The nomination period for the Regular and Alternate Special District Members of the Local Agency Formation Commission (LAFCO or Commission) ended on February 14, 2022. During the nomination period, LAFCO received the following nominations for the Regular Special District Member position:

- Jim Curatalo, Cucamonga Valley Water District (Incumbent) *(Mr. Curatalo received a nomination for the regular member position but has declined to seek another term on the Commission; therefore, his nomination for the Regular Special District member position has been revoked and his name will be removed from the list of nominees for the regular member ballot)*
- Steven Farrell, Crestline Village Water District
- Kelly Gregg, Hesperia Recreation and Park District

Likewise, during the nomination period, LAFCO received the following nominations for the Alternate Special District Member position:

- Craig Dicht, Bighorn-Desert View Water Agency
- Steven Farrell, Crestline Village Water District (Incumbent) *(Mr. Farrell received nominations not only for the alternate member position but also for the regular member position. Mr. Farrell has opted to run for the Regular Special District position instead; therefore, his nomination for the Alternate Special District member position has been revoked and his name will be removed from the list of nominees for the alternate member ballot)*
- Kevin Kenley, Cucamonga Valley Water District
- David Raley, San Bernardino Valley Water Conservation District
- James Roberts, Hesperia Recreation and Park District

By distribution of this letter, the official voting process for the Regular Special District Member and Alternate Special District Member of LAFCO shall commence. Pursuant to the provisions of Government Code Section 56332, the voting period will commence as of today's date and ending on **Monday, April 18, 2022.**

SPECIAL DISTRICT ELECTION LETTER
Regular and Alternate LAFCO Members
February 28, 2022

The voting instructions for these selections are as follows:

1. Each District may vote for one candidate for each position. A copy of the information provided by the candidates is included for your information.
2. The original ballot for each position:
 - Requires a board vote, with the name of each voting Board Member outlined;
 - Must be signed by either the Board President, General Manager, or Designee; and,
 - Must be received in the LAFCO office by 5:00 p.m. on **April 18, 2022**, via mail, fax, or email scan.
 - If a copy of the ballot is provided by fax or email by the April 18 deadline, LAFCO must receive the original signed copy by 5:00 p.m. on **April 25**, or the ballot will be declared invalid.
3. Twenty-six (26) ballots are required to be received to establish a quorum for selection of either the Regular or Alternate Special District Member position.

The completed ballot(s) is/are to be mailed to:

**Samuel Martinez, Executive Officer
Local Agency Formation Commission
1170 West Third Street, Unit 150
San Bernardino, CA 92415-0490**

Please let me know if you have any questions concerning this selection process. You may contact me at the address listed above, by e-mail at smartinez@lafco.sbcounty.gov, or by phone at (909) 388-0480.

Sincerely,


SAMUEL MARTINEZ
Executive Officer

Enclosures: Regular Member Ballot
Information on Regular Member Candidates
Alternate Member Ballot
Information on Alternate Member Candidates

2022 BALLOT

**REGULAR SPECIAL DISTRICT MEMBER
OF THE LOCAL AGENCY FORMATION COMMISSION
FOR SAN BERNARDINO COUNTY**

The _____
(Name of District)

hereby votes for the marked candidate as indicated below:

REGULAR SPECIAL DISTRICT MEMBER OF LAFCO:

_____ **STEVEN FARRELL (Member of the Board of Directors
of the Crestline Village Water District)**

_____ **KELLY GREGG (Member of the Board of Directors
of the Hesperia Recreation and Park District)**

I, _____, do hereby certify that at its scheduled meeting
of _____, the Board of Directors voted to elect the
above-marked candidate as the Regular Special District Member of the Local Agency
Formation Commission for San Bernardino County, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Board President, General Manager or Designee

Dated: _____



PO Box 3347, 777 Cottonwood Drive, Crestline, CA 92325-3347
Telephone: (909) 338-1727 «» FAX: (909) 338-4080

Special District Members,

Feb 21, 2022

I ask for your vote for Regular Special District Commissioner; for your support of my continuing service on LAFCO; for my ongoing interest and commitment to effective, functioning governance in our County; and for the importance of having geographic and size diversity on the Commission.

When I was elected Alternate Special District to the Commission eight years ago, I was pleased to be one of the rare Commissioners from the County's mountain region, in conformity with LAFCO's policy of encouraging balanced geographic representation. I've seen LAFCO decisions and policies affect all kinds of districts, big and small, rural and urban, in ways that are often not obvious or anticipated. Mountain districts, all districts, are wise to be actively engaged and knowledgeable about LAFCO.

Commissioner James Curatalo's decision this term to "retire" from LAFCO, after 20 years of exemplary leadership, knowledge, and energy is a significant loss to all local governments here in the County; and he will certainly be missed. I will miss him. Yet, with his encouragement, and the endorsement of his board at Cucamonga Valley Water District, I now have the opportunity to run for his Regular District seat.

I also appreciate my nomination by the Mojave Water Agency, and in particular, Special District Commissioner Kimberly Cox's support. I'm proud to have their confidence.

I've been participating in local government service issues now for well over 15 years.

As a 12-year director at Crestline Village Water District (currently President), I've attended ACWA (the Association of California Water Districts) twice each year. There, among other subject tracks, I consistently attend the Local Government Committee meetings and seminars paying close attention to state and local topics that pertain to Special Districts. For ten years I've also been my district's ACWA/JPIA (insurance) director. I've also been an ACWA Region 9 board member.

I've completed the Special District Leadership Foundation curriculum.

I serve on the County's Regional Parks Advisory Commission.

Eight years ago, as a new Commissioner, I was offered some sobering advice, "Steve, it takes about 5 years or more being on the Commission before one really begins to understand or appreciate what LAFCO's all about." Though that could be an understatement, I'm confident today I can serve capably.

If elected, I recommit to the best interests of the entire County and its residents. I will consider and respect the special concerns and perspectives of all, using the analytical skills I practiced in my 25-year career in IT (UCLA, the Pacific Stock exchange, and international management and consulting for private software firms.) I ask questions when I don't understand an issue, and I speak out when I perceive an incongruity or problem.

I strive for excellence and will always act and represent Special Districts fairly, thoughtfully and honorably.

Thank you,

Steven Farrell
President, Crestline Village Water District



**Kelly J Gregg, Director
Hesperia Recreation and Park District**

February 11, 2021

Letter of interest for: LAFCO, Special District Commissioner; Regular Member

Committee Members,

It has come to my attention that there is an open vacancy for LAFCO, Special District Commissioner; Regular Member.

After speaking with our Board President and General Manager, I would like to be considered as a candidate and team member for this opportunity to serve our area. Below is a brief summary of my current and past political contributions.

I have been a lifelong resident of Hesperia since 1971. I served/serve as the voice of the community, and taxpayers on the HRPD Governing Board from 2010-2014 and 2016-current.

- Serves as Director of the Hesperia Recreation and Park District and on several committees: Finance (chair), Tri-Agency (chair), Personnel (v-chair), City Ad Hoc (chair).
- Served as President of the Hesperia Recreation and Park District and on several committees: Budget (chair), Safety and Security (chair), Foundation, and Golf Course.
- Serves on Hesperia City Council Safety Committee (chair).
- Serves as Director of the ASBCSD special districts board.
- Fiscal responsibility and transparency are two main platform goals that take priority when making decisions for any agency or civic organization.

Kelly J Gregg is available to you at (760)985.1193 or by email directorgregg@hesperiaparks.com

Thank you for your consideration,

Kelly J Gregg

Kelly J Gregg
District Director
Hesperia Recreation and Park District

2022 BALLOT

**ALTERNATE SPECIAL DISTRICT MEMBER
OF THE LOCAL AGENCY FORMATION COMMISSION
FOR SAN BERNARDINO COUNTY**

The _____
(Name of District)

hereby votes for the marked candidate as indicated below:

ALTERNATE SPECIAL DISTRICT MEMBER OF LAFCO:

_____ **CRAIG DICHT (Member of the Board of Directors
of the Bighorn-Desert View Water Agency)**

_____ **KEVIN KENLEY (Member of the Board of Directors
of the Cucamonga Valley Water District)**

_____ **DAVID RALEY (Member of the Board of Directors
of the San Bernardino Valley Water Conservation District)**

_____ **JAMES ROBERTS (Member of the Board of Directors
of the Hesperia Recreation and Park District)**

I, _____, do hereby certify that at its scheduled meeting
of _____, the Board of Directors voted to elect the
above-marked candidate as the Alternate Special District Member of the Local Agency
Formation Commission for San Bernardino County, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Board President, General Manager or Designee

Dated: _____

CRAIG DICHT

56822 Lilac Lane, Landers, CA, 92285

(760) 368-5441 craig.dicht@gmail.com <http://www.linkedin.com/in/craigdicht>

SAN BERNARDINO COUNTY LAFCO - COMMISSIONER

Provide competent judgment and support on planning, regulation, and special studies within the commission's purview

EDUCATION	WEATHERHEAD SCHOOL OF MANAGEMENT Case Western Reserve University Master of Business Administration, May 2015 <ul style="list-style-type: none">• Focus on overlap in business issues and public policy• Concentrated coursework in accounting, finance, operations, and marketing	Cleveland, OH
	UNIVERSITY OF PITTSBURGH Bachelor of Arts, Religious Studies & English Writing, 2004	Pittsburgh, PA
EXPERIENCE	BIGHORN-DESERT VIEW WATER AGENCY Member, Board of Directors <ul style="list-style-type: none">• Serve on Finance/Public Relations committee• Chair of Water Consumption Trends/Cannabis and Legal Counsel Search committees	Landers, CA
02/2021-Present		
07/2020 – 10/2020	UNITED STATES CENSUS BUREAU <ul style="list-style-type: none">• Top 3 in region at engaging previous non-respondents to complete the decennial census• High success rate navigating rough roads to remote desert locations to meet reluctant residents	High Desert Areas, CA
06/2007 – 6/2019	STUDENT CONSERVATION ASSOCIATION Work Skills Instructor, 06/2010 – 06/2019 (occasional/seasonal) <ul style="list-style-type: none">• Trained over 150 adults to lead crews of high school students in conservation service projects Project Leader, 06/2007 – 8/2010; 08/2016 – 11/2016 <ul style="list-style-type: none">• Leader for 40+ sustainability and natural resource conservation projects, including restoration, community outreach, wilderness monitoring, trail work, and invasive plant management• On the ground lead for pilot tree-planting program in Cleveland parks, coordinating with multiple project partners• Successfully advocated adjusting tree project budget to pay crew members a living wage	Various Locations NJ, CA Desert, OH
08/2013 – 5/2015	FOWLER CENTER FOR SUSTAINABLE VALUE Fowler Fellow <ul style="list-style-type: none">• Authored "Food Donation Connection: Profitably Scaling Food Waste Reduction" case study• Coordinated logistics for CEO sessions at the Flourish & Prosper Global Forum• Served on editorial board for the Business as an Agent of World Benefit database	Cleveland, OH
05/2014 – 08/2014	ENTREPRENEUR'S EDGE Consulting Fellow <ul style="list-style-type: none">• Conducted market feasibility studies for a new water monitoring technology• Proved client's initial market focus lacked potential and identified more attractive segments• Created report and presentation with an action plan and valuable contacts for the client to pursue development in a \$200 million segment	Cleveland, OH
10/2010 – 12/2010	UNITED STATES BUREAU OF LAND MANAGEMENT Park Ranger Tech GS-7 <ul style="list-style-type: none">• Provided support to Americorps conservation crews: organized orientation; advised on projects; instructed in proper data collection and management• Recorded, organized, and catalogued reports, maps, and equipment associated with BLM wilderness management efforts	Moreno Valley, CA

CRAIG DIGHT

56822 Lilac Lane, Landers, CA, 92285

(760) 368-5441 craig.dicht@gmail.com <http://www.linkedin.com/in/craigdicht>

MBA PROJECTS **DESIGN IN MANAGEMENT: RITTMAN ORCHARDS**

- Developed strategy for a local orchard to identify the best distributor for its new hard cider
- Created decision-making resources based on market research, interviews with distributors and retailers, and synthesis of knowledge from other management disciplines

URBAN LAND INSTITUTE HINES CASE COMPETITION

- Designed proposal for development in an economically disadvantaged part of New Orleans
- Planned financing strategy for development including pro forma financial statements

POLITICS, POLICY & THE GLOBAL ENVIRONMENT

- Term paper for Political Science elective focused on regulation, financing, and effectiveness of various payments for environment services (PES) initiatives

SERVICE

EXPERIENCE

08/2010 – 12/2012

THE LIVINGSCHOOL LEARNING COOPERATIVE

Joshua Tree, CA

Treasurer/ Administrative Facilitator/ Educator

- Oversaw budget and fulfilled school accounting, contracting, and payment responsibilities
- Created and implemented decision-making model for cooperative meetings
- Established definitions of roles and increased accountability in school administration
- Planned and taught outdoor education and hands-on science classes

11/2011 – 04/2012

THRIVING IN A CHANGING WORLD SUMMIT

Joshua Tree, CA

Planning Committee Chairperson / Event Facilitator

- Led 15 person committee to organize and execute a community-building event focused on the creation of new sustainable community groups
- Served as summit facilitator using Open Space principles

08/2006 – 12/2006

UNITED STATES FISH AND WILDLIFE SERVICE

Fremont, CA

Environmental Education Intern

- Created, revised, and presented interactive lessons on wetland habitat and coastal marine environments to over 1000 K-6 students
- Administered and supported educator-led on-site field trips for large student groups

09/2005 – 07/2006

WEST VIRGINIA SUSTAINABLE COMMUNITIES PROJECT

Summersville, WV

AmeriCorps Member

- One of six founding members of the sustainable communities project
- Built relationships with local government, non-profits, radio stations, newspapers, businesses, schools, and families to promote our initiatives and leverage resources
- Created pollution prevention education materials including interactive games, press releases, pamphlets, and Powerpoint presentations
- Conducted over 30 free home energy audits and provided basic weatherization for families enrolled in the Low Income Housing Energy Assistance Program

TRAININGS AND CERTIFICATIONS

08/2011

Emergency Medical Technician-Basic (expired 04/2013)

04/2011

Wilderness First Responder – National Outdoor Leadership School (expired 04/2013)

09/2007

Leave No Trace Trainer

Kevin Kenley
Local Agency Formation Commission for San Bernardino County
2022-2026 Alternate Special District Member

Dear San Bernardino County Special District Members:

My name is Kevin Kenley and I am currently seeking to serve as your Alternate Special District Member for the San Bernardino LAFCO. I was elected to the Cucamonga Valley Water District (CVWD) Board of Directors in November 2019 to represent Division I, which covers portions of southern Rancho Cucamonga and northeastern Ontario. I have lived in southern Rancho Cucamonga since 2001, with my wife and children, where I am also an active member of my community through



church activities, and serving as an Assistant Scout Master for my son's Boy Scout troop. I have worked at UPS for over nineteen years, fifteen years of which have been in management, and am currently appointed to represent the company in their government outreach program.

Since being elected to the CVWD Board of Directors, I have worked hard to learn as much as possible about the workings and dynamics of the local and regional water systems, and the unique role that Special Districts play in local governance. I currently serve on CVWD's Engineering and Government & Public Affairs Committees where I oversee the investments in our infrastructure, as well as our legislative and government engagement. In my ongoing endeavor to learn more about local government, special districts and the critical services they provide, I completed the Special District Leadership Academy Governance Foundations course through the California Special Districts Association last year, which provided me with even greater insight into what my responsibilities as an elected Special District representative are.

I am excited at the prospect of representing special districts and being an effective voice for all of our agencies on critical issues facing us in the region and state. My drive for serving my community and ensuring its ability to flourish has been a long-standing passion that has kept me engaged at the local and regional government levels. I have witnessed the importance and need for effective representation of special districts not only in the Inland Empire but also throughout California. I ask that you entrust me with the opportunity to be that effective voice for you and the special districts in San Bernardino County. Please feel free to reach out to me at (909) 489-1202 should you have questions or concerns.

A handwritten signature in black ink, appearing to read "Kevin Kenley". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

David E. Raley

1350 E. Highland Avenue
Redlands, CA 92374

Phone: 909.437.9003
Fax: 909.798.9248
E-mail: mustangder@aol.com

Objective

To become the alternate Local Agency Formation Commission for San Bernardino County LAFCO Special Districts Representative

Qualifications

I have a keen interest in ensuring the fair and equitable treatment of Special District interests and concerns are handled by the Local Agency Formation Commission for San Bernardino County (LAFCO) at functions, meetings and activities. I believe I clearly understand the needs and interests of a significant number of the Special Districts and it will be my mission to learn of others. When elected I plan to attend all of the LAFCO meetings, as the alternate, and provide ALL Special Districts with summaries of events and/or decisions which directly or indirectly affect Special Districts.

Work History

Director, San Bernardino Valley Water Conservation District — 2010 to Present. I am Chairman of the Finance and Administration Committee and through the efforts of a superior Board lead by President McDonald and a truly outstanding General Manager, Mr. Daniel Cozad the District has developed and maintained an outstanding financial status while keeping our rates at or below the economic growth rates.

Director, Crafton Hills College Foundation — 2000 to Present. I have severed several terms as President and through the work of the Board and Foundation Staff the number of Scholarships and Other Student Support increased by 25 fold or more.

CEO and Manager of the Norton (now Alta Vista) Credit Union — 1984 to 1998. When I joined this military Credit Union assets were \$25 million and when I left they were over \$125 million. Our mission was to help and support both the military and civilian population. I was honored by the California Credit Union League for my outstanding support of Small Credit Unions.

Vice President of Bierly and Associates Worker's Compensation Administrators. — 1980 to 1984. As a Safety Consultant I assisted several Special Districts with Loss Prevention and Workers Compensation Issues.

Officer and Pilot in the United States Air Force — 1955 to 1980 — Enlisted as an Aviation Cadet and Retired as a Full Colonel.

Education

Masters Degree in Business Administration, Arizona State University
Bachelor of Science Degree, University of Maryland

References

Richard Cornelle, 834 Eastwood Street, Redlands, CA 92374
Donald Singer, 15585 Mallory Drive, Redlands, CA 92373

February 16, 2022
Letter of Interest

Dear Special District Agency Representatives,

I appreciate the opportunity in placing my name in the hat of well qualified candidates for the Local Agency Formation Commission (LAFCO) as an Alternate. I have received the support from the Hesperia Recreation and Park Districts' Board of Directors to submit my name for your consideration.

My background includes currently holding the position of Hesperia Recreation and Park District Board of Director, an elected position. In addition to more than 20 years of combined service in the public service arena. Ranging areas include Law Enforcement, business development and Hesperia City appointed committees to name a few.

Please feel free to contact me at 760-486-1914 should you have any questions about this letter of interest.

Thank you for your consideration.

Kind regards,

James W Roberts III
Board Member
Cell: 760-486-1914
Email: Jroberts@hesperiaparks.com

Agenda Item 6h

Update on the Proposed Civic
Center & Phelan Park Expansion
Projects



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

MEMORANDUM

DATE: March 16, 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 6i

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



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

MEMORANDUM

DATE: March 16, 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

SPECIAL LEGISLATIVE COMMITTEE MEETING MINUTES

February 17, 2022
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Remotely Via Zoom or Conference Call

- Board Members Present:** Deborah Philips, Chair
Kathy Hoffman, Board President
- Board Members Absent:** None
- Staff Present:** Kim Ward, HR Manager/Executive Secretary
- Guests/Public:** Cheryl Rhoden

Call to Order

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

Roll Call

All Committee Members were present at Roll Call.

1) Approval of Agenda

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

2) **Public Comment** – Cheryl Rhoden may have comments after the staff report.

3) Approval of Minutes

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

4) Update from Representatives

- **County Supervisor**

Sam Shoup, Field Representative for Supervisor Cook, reported on partial funding for widening of Phelan Rd. Operation Hammerstrike had a very successful week. He will look into the status of the planned traffic light on Phelan Rd. and Clovis Rd.

- **State Assembly**

Kassie Vickers, Field Representative for Assemblyman “Smitty” Smith, reported that AB AB1400 died and thanked everyone for the opposition calls over the last few weeks. She discussed newly introduced bills AB1725 – an amendment for illegal cannabis cultivation penalties, AB1874 – to change price cap for unlicensed contract work, AB 2105 – reduces contractor license fees for Veterans, and AB2333 – protects peace officers and immediate families (reintroduction of AB2).

5) **Staff Reports/Committee Comments**

Ms. Ward reported that staff recommends to not move forward with the ballot measure at this time and to revisit it in a couple years. The ballot measure will be removed from the CIP Budget.

6) **Review of Action Items**

a) **Prior Meeting** – None

b) **Current Meeting** – None

7) **Set Agenda for Next Meeting** – May 12, 2022

8) **Adjournment**

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

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

Agenda Item 8

Staff & General Manager's Report



Water Operations Manager's Report February 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	46 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	0 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 SOC	0 samples	As needed	All in compliance.
Nitrate as N	1 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	150.98 A. F. 1 % more than 2013
2013 Monthly Production	150.08 A. F.
USA's Marked	202
Service Orders Completed	327 service orders completed
Main/Service Line Leaks	13 service line leaks repaired. 1 Main line leak/ breaks repaired
Hydrant Repairs/Replacements	1 hydrant repaired/1 replaced
Residential Meters Sold	3
Commercial Meters Sold	0
YTD Total Meters Sold (Calendar)	9 (95 in 2021)
Construction Meters Out	6
Service Lines Replaced	26

Job Code Summary

Job Code	Total Completed
C-Lock - Lock	61
C-Read & Unlock-Open - Read & Unlock - Opening	7
C-Read & Unloc-OC-DM - Read & Unlock - Opening-OC-DM	39
D-Closing Read & Lck - Closing Read & Lock DO NOT USE	1
D-Closing Read-OC-DM - Closing Read & Lock-OC-DM DO NOT USE	1
M- Investigate Lock - Verify Meter Still Locked	18
M- Verify Acct Class - Verify Account Class	0
M- Water Audit - Audit Water Usage	2
M-Backflow - Backflow Information	0
M-Cost Estimate Req - Cost Estimate Request	1
M-Data - Data Log	6
M-Bees- Bees	0
M-Investigate Leak - Investigate Leak	0
M-Investigate No Wtr - Investigate No Water	2
M-Lock No N/O Info - Meter Locked No New Owner Info	0
M-Low/No Consumption - Investigate Low/No Consumption	6
M-Meter Leaking - Meter Leaking	1
M-Meter UTL - Buried - Meter UTL - Buried	0
M-Pressure Ck Hi-Low - Pressure Check Hi-Low	0
M-R/R Angle Stop - Repair/ Replace Angle Stop	0
M-R/R Gate Valve - Repair/ Replace Gate Valve	6
M-Read - Read (do not update Read)	5
M-Repair Svc Line - Repair Service Line	13
M-Repair/Install Box - Meter Box	2
M-Replace Serv Line - Replace Service Line	26

M-Stake Meter Loc - Stake Meter Location	1
M-Status - Status	5
M-Turn off-Cust Req - Turn off - Customer Request	1
M-UNLOCK – UNLOCK	40
M-Verify Leak Repair - Verify Leak Repaired	7
M-Water Loss Leak - Door Hanger Water Loss Leak	5
M-Water Quality Tast - Water Quality - Taste	0
S- Replace Register - Register Not Sending Signal	16
S- Meter Downsize - Meter Downsizing	2
Service Change - Service Status Change	0
S-Replace Mtr & Reg - Replace Entire Meter Max Life Usage	0
S-Replace Reg Hotrod - Replace Register Hotrod Died	0
S-Replace Register - Replace Register Mueller	0
S-Replace Mtr- Replace Entire Meter Bottom Seal Leaking	15
Grand Totals	327

Summary of Current Projects

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

- Rehabilitation of pump and motor at 4B Booster A- 75% Complete
- Rehabilitation of pump and motor at 5B Booster A- 50% Complete
- Well Soundings at all wells are being done monthly
- Smithson Springs last cleaned December 2021- Current flows 3 GPM Upper Weir, 3 GPM Lower Weir
- Well 14 Production for December 0.29 AF, YTD 0.85 AF
- Valves and Hydrants Maintenance: 0 hydrants flushed and painted YTD Total-0
- Service line replacement program on target to meet current established goals. 26 Replaced 49 Calendar Year To Date (82 in 2021), 83 Replaced Fiscal Year To Date
- Air-Vac maintenance & flushing program-2 Flushed & Maintenance YTD-70 of 336 Total Project 21% Complete
- Cla-Val automatic controls valves being systematically rebuilt as a water conservation measure- 7 CompleteYTD Water savings from this project is 9.5 GPM and counting @ 5MG
- Water Meter Replacement Project- 2615 of 7050 Replaced – 37 % Complete
- Tank 1A-3 Interior coating sand, blast, re-coat- 10% Complete

Projects Completed

- Rehabilitation of pump and motor at 3B Booster A- 100% Complete
- Rehabilitation of pump and motor at 7B Booster A-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
- Oil Changes and greasing at all district wells 100% Complete Boosters 100 % Complete
- 18 Valves Turned this month as part of district Valve Exercising Program, 20 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 0 Painted Goal is 968 annually, this is done Bi-Annual
- Tank washouts of 1B-2,1B-1,3B,3C,1C-1,5A,1A-3 Complete
- Generator field testing of sites with switchgear and power outages-100% Complete



Phelan Piñon Hills Community Services District

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

Assistant General Manager / CFO's Report

February 2022

FINANCIAL DATA:

Enterprise Fund (Water Operations)				
	February	YTD	Total Budget	% of Total Budget
Operational Revenue	\$391,280.03	\$4,922,111.00	\$6,860,395.16	72%
Operational Expenses	\$519,269.18	\$4,948,737.19	\$7,373,585.19	67%
Net Income (Loss)	-\$127,989.15	-\$26,626.19	-\$513,190.03	5%
Non-Operational Revenue	\$102,628.49	\$1,171,455.14	\$2,274,392.05	52%
Non-Operational Expenses	\$342.00	\$88,272.31	\$1,150,755.95	8%
Net Income (Loss)	\$102,286.49	\$1,083,182.83	\$1,123,636.10	96%
Total Revenue	\$493,908.52	\$6,093,566.14	\$9,134,787.21	67%
Total Expense	\$519,611.18	\$5,037,009.50	\$8,524,341.14	59%
Total Net Income (Loss)	-\$25,702.66	\$1,056,556.64	\$610,446.07	173%
Capital Outlay/Principal Pmts/C6		\$2,174,067.97	\$2,883,400.00	

Government Funds (Parks, Street Lighting, Solid Waste & Recycling)				
	February	YTD	Total Budget	% of Total Budget
Operational Revenue	\$61,589.75	\$360,799.15	\$448,426.55	80%
Operational Expenses	\$68,087.72	\$402,113.83	\$723,642.29	56%
Net Income (Loss)	-\$6,497.97	-\$41,314.68	-\$275,215.74	15%
Non-Operational Revenue	\$39,639.52	\$852,195.57	\$1,192,617.93	71%
Non-Operational Expenses	\$34.83	\$89,854.66	\$3,277.60	2741%
Net Income (Loss)	\$39,604.69	\$762,340.91	\$1,189,340.33	64%
Total Revenue	\$101,229.27	\$1,212,994.72	\$1,641,044.48	74%
Total Expense	\$68,122.55	\$491,968.49	\$726,919.89	68%
Total Net Income (Loss)	\$33,106.72	\$721,026.23	\$914,124.59	79%

GOVERNMENT FUNDS:	General	Parks and Rec	Street Lighting	Property Tax	Solid Waste	Total
Revenue YTD	144,156.16	9,257.15	-14.40	853,710.84	205,884.97	1,212,994.72
Expense TYD	91,640.77	367,277.34	4,442.97	2,047.72	26,559.69	491,968.49
Total Net Income (Loss)	52,515.39	-358,020.19	-4,457.37	851,663.12	179,325.28	721,026.23

	Enterprise	Government	Total
Cash Available	\$1,428,518.24	\$7,512,587.45	\$8,941,105.69
Cash Reserves	\$10,901,977.70	\$639,597.00	\$11,541,574.70
Total Cash	\$12,330,495.94	\$8,152,184.45	\$20,482,680.39

ADMINISTRATIVE DATA: Feburary 2022

Water Consumption (HCF):	November	December	January	February
2021/2022	71,157	72,636	72,762	49,741
2020/2021	72,249	70,506	57,387	50,652
2019/2020	69,686	46,047	55,280	52,659

Meters In Ground:	November	December	January	February
2021/2022	7135	7141	7150	7154

Meter Permits Issued:	November	December	January	February
2021/2022	5	7	6	2

Lock-offs:	November	December	January	February
2021/2022	0	0	132	57

Note: SB998 rules adopted by the District were effective February 1, 2020. First disconnections under the new rules were scheduled for March 2020.

Due to COVID-19 disconnections were deferred beginning March 16, 2020.

Customer Service A/R Activities	Feburary Quantity		Feburary \$ Received	
Payments				
Cash	391	7.08%	\$53,710.94	7.64%
Check	852	15.42%	\$164,526.50	23.40%
Credit Card (counter)	128	2.32%	\$18,802.71	2.67%
Mail	1,054	19.07%	\$69,411.88	9.87%
Online	3,101	56.12%	\$396,604.19	56.41%
TOTAL	5,526	100.00%	\$703,056.22	100.00%

Payments Received and Processed	Feburary Quantity	Enterprise	Government
Water	5,506	5,506	
Gvmt (Rentals, Classes, Franchise fee, et	20		20
	<u>5,526</u>	<u>5,506</u>	<u>20</u>
		99.6%	0.4%

Customer Service Other Activities	Feburary Quantity	Enterprise	Government
Service Orders Processed	308	308	
Assisted Customers at Counter	1,371	1,351	20
	<u>1,679</u>	<u>1,659</u>	<u>20</u>
		98.5%	1.5%

Parks, Recreation & Street Lighting Report February 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	6	5
Phelan Senior Center	0	4	8
Piñon Hills Community Center	5	0	7
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 – April 12, 2022, 4:00 pm, Phelan C.C.
 - Farmers Market – Mondays, 2:00 pm – 5:00 pm (inside and outside, Phelan C.C. for the winter season)
 - Line Dancing – Every Friday, 9:00 am – 10:30 am, Phelan C.C.
 - Kids Baking Class – Saturday, April 23, 2022 – 10:30 am – 12 pm, Phelan C.C.
 - Senior Lunches – Monthly (TBD)
 - 1st Wednesday at Phelan C.C.
 - 3rd Thursday at Pinon Hills C.C.
 - Gardening Class – Starting Spring Seedlings – Feb. 12, 2022 Teaching Garden
 - Gardening Class – Building Raised Beds – March 12, 2022 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 In Process
- Phelan Park Expansion (TBD) – 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
- Prop. 68 Parks and Rec. Grant – Round 4 grant awards were announced Dec. 9, 2021
 - Unfortunately, our Phelan Park project was not awarded any grant funding.
- Currently our Districts Board is discussing other funding possibilities for the Phelan Park expansion.
- Parks Master Plan – Action plan needs are being implemented and are ongoing.

Agenda Item 9

Director Reports

Agenda Item 10

Correspondence/Information



BILLING SCHEDULE

MARCH 2022

March 1
- Bills mailed for
February 2022
charges

March 15
- Payment must be
received by 5:00
p.m. to avoid
disconnection for
January 2022 bill

March 16
-Disconnection
date for
January 2022
bill

March 22
-Payment must
be received by
5:00 p.m. to avoid
penalty for
March 2022 bill



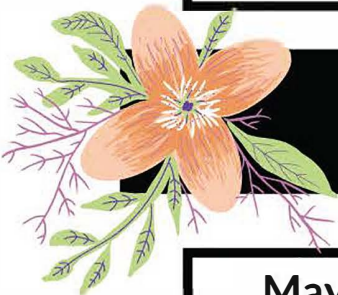
APRIL 2022

April 1
- Bills mailed for
March 2022
charges

April 18
- Payment must be
received by 5:00
p.m. to avoid
disconnection for
February 2022 bill

April 19
-Disconnection
date for
February 2022
bill

April 21
- Payment must
be received by
5:00 p.m. to avoid
penalty for
April 2022 bill



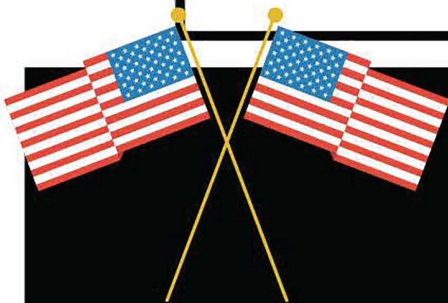
MAY 2022

May 1
- Bills mailed for
April 2022
charges

May 16
- Payment must be
received by 5:00
p.m. to avoid
disconnection for
March 2022 bill

May 17
-Disconnection
date for
March 2022
bill

May 23
- Payment must
be received by
5:00 p.m. to avoid
penalty for
May 2022 bill



Holiday Closures
Memorial Day- Monday May 30, 2022

2022
APR

PHELAN PIÑON HILLS CSD PRESENTS

EARTH DAY

ART CONTEST

Prizes (Per Category)

1st Place: \$100

2nd Place: \$75

3rd Place: \$50

Full contest rules are located on the
back of this flyer.



PHELAN PIÑON HILLS CSD
SOLID WASTE
SERVICES

CONSERVATION
IT'S OUR WAY OF LIFE

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



Contest Rules and How to Enter

How to Enter

1. Create a piece of artwork reminding everyone to recycle or conserve water.
2. Attach the form at the bottom of this sheet to your artwork. The entry form at the bottom of this paper must be included with your artwork. You may be disqualified if the form is not included.
3. Mail or drop off your artwork by April 29, 2022 to the PPHCSD office at: 4176 Warbler Road, Phelan, CA 92371.
4. Winners will be awarded in May and will be featured in our 2023 District calendar, as well as on our website and social media.

Eligibility

Participating students must attend a school located in Phelan or Piñon Hills. All entries must be delivered to the Phelan Piñon Hills Community Services District (District) office before 5 PM on April 29, 2022. Any entries submitted after this date and time may not be accepted or considered. Only one artwork entry may be submitted per student. ALL ENTRIES MUST INCLUDE THE BELOW ENTRY FORM. Entries not containing this information may be disqualified. Artwork must be submitted on 8.5"x11" paper. Larger or smaller artwork will not be considered for the contest. The purpose of this contest is to help students understand the importance of recycling and conserving water and the positive effect it has on the environment and our community.

Judging Procedure

The artwork will be grouped into one of the following categories:

- Kindergarten through 2nd grade
- 3rd grade through 5th grade
- 6th grade through 12th grade

The top three (3) works of art in each grade category will be selected based on the Judging Criteria listed. Three winners will be selected in each grade category. Only winners will be notified.

- First place: \$100.00
- Second place: \$75.00
- Third place: \$50.00

Judging Criteria

- Conveys clear messages through text and artwork.
- Exhibits creativity, originality, and artistic quality.
- Displays visual clarity and correct spelling - easy to read and understand.
- Accurately represents the contest theme.

Please Note:

- All artwork submitted becomes the property of the District and may be reproduced.
- The District has the exclusive right to use the artwork for promotional materials in various collateral formats. Artwork may also be displayed on the District website, as an exhibit, or displayed in any and all formats for promotional purposes and purposes of community recycling, community water conservation, and environmental education. Non-winning entries used for other promotional material will not be compensated or receive any prizes.
- Once the prizes are distributed, no further compensation will be given. All entries will be evaluated by a panel of judges selected by District management. The District is not responsible for any lost or damaged contest entry submissions. Contest artwork entries will not be returned to students. The contest artwork entry winners will be notified by May 16, 2022 and invited to attend an award presentation at an upcoming board meeting.

For further information call 760-868-1212.

**Artwork can be submitted by mail or in-person to:
4176 Warbler Road
Phelan, CA 92371**

Entry Form - All entries must include this form.

Student's Name

Guardian Name

School

Grade

Guardian Contact Email Address

Guardian Contact Mailing Address:

Guardian Contact Phone Number

CR&R SOLID WASTE SERVICES

**TIRED OF
WAITING IN
LINE AT THE
DUMP?**

**RESIDENTIAL
PICKUP SERVICE**

**FREE
RECYCLING
DROP-OFF**

WHAT CAN I RECYCLE?

- Paper
- Clean Metal Cans
- Aluminum Cans
- Plastic Containers
- Clean Cardboard
- Glass Bottles & Jars
- Green Waste
- Catalogs
- Junk Mail
- Plastic #1- #7
- Cereal Boxes
- Clean Aluminum Foil

**CALL TODAY
760-868-6353**

PHELAN PIÑON HILLS CSD
**SOLID WASTE
SERVICES**

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INCORPORATED
environmental services
the face of a greener generation

CR&R SOLID WASTE SERVICES

LET US MAKE THINGS EASIER FOR YOU.



RESIDENTIAL PICKUP SERVICE

FREE RECYCLING DROP-OFF

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- Junk Mail
- Plastic #1- #7
- Cereal Boxes
- Clean Aluminum Foil

CALL TODAY
760-868-6353



PHELAN PIÑON HILLS CSD
SOLID WASTE SERVICES

CR&R
INCORPORATED
environmental services
the face of a greener generation



EARTH DAY COMMUNITY CLEANUP AND TIRE DAY

**SATURDAY, APRIL 16
8AM - 12 PM**

**Drop Off Location:
CR&R Service Yard
9828 Buckwheat Rd
Phelan, CA 92371**

- Free Residential Trash & Yard Waste Collection
- Free Tire Collection
- Free Recyclable Material Collection
- No Hazardous Materials or E-Waste
- No Commercial Waste or Tires

**District residents only. Must show proof of residency. Limit of 9 tires per residence. Must be off rim. NO COMMERCIAL.*



KIDS



SPRING BAKING CLASS

**Join us in
making spring-
themed
cupcakes in a jar!**

**Saturday, April 23
10:30 am - 12:00 pm
Phelan Community
Center
Ages 6 -17
RSVP Required
760-868-1212**

 **Go Play
at the Park**
Phelan Piñon Hills CSD Parks and Recreation



Agenda Item 11

Review of Action Items

Agenda Item 12

Set Agenda for Next Meeting